

The 2011 Annual Reorganization Meeting of the East Amwell Township Committee was called to order at 1:05 p.m. by the Municipal Clerk. Present were Committee members Peter Kneski, Linda Fair Lenox, Patricia Cregar, C. Larry Tatsch and Tim Mathews. Also in attendance were Township Administrator Timothy Matheny and Attorney Judith Kopen, Esq.

The Clerk welcomed the members of the public to the Annual Reorganization Meeting of East Amwell Township. She also acknowledged that Attorney Kopen was in attendance today, welcoming her to the meeting.

In compliance with the Open Public Meetings Act, notice of this meeting had been published in the December 23, 2010, issue of the Hunterdon County Democrat and a copy of the agenda for this meeting had been forwarded to the Hunterdon County Democrat, the Times of Trenton, the Courier News, the Star Ledger, posted on the bulletin board and filed in the Township Clerk's Office on December 30, 2010.

The meeting opened with the Pledge of Allegiance to the American Flag.

CERTIFICATION OF NOVEMBER 2, 2010, ELECTION RESULTS

The Clerk presented the Certification of Election held on November 2, 2010, from the Hunterdon County Board of Canvassers certifying the election of Peter Kneski and Tim Mathews to three-year terms on the Township Committee.

OATH OF OFFICE: Attorney Judith Kopen administered the Oath of Office to Mr. Kneski with his wife, Barbara, holding the Bible.

Assemblyman Erik Peterson administered the Oath of Office to Mr. Mathews with his son, Rocko, holding the Bible and his wife, Cynde, by his side.

NOMINATIONS FOR MAYOR: The Clerk called for nominations for Mayor of East Amwell Township for the year 2011.

C. Larry Tatsch was nominated by Mr. Kneski and seconded by Mrs. Cregar as Mayor for 2011.

With no more nominations, motion by Mr. Kneski, seconded by Ms. Lenox, followed by a unanimous favorable vote to close nominations and have the secretary cast the ballot appointing C. Larry Tatsch as Mayor for 2011.

Mayor Tatsch was sworn into office by Ms. Kopen with his wife, Joyce, holding the Bible.

NOMINATIONS FOR DEPUTY MAYOR: Mayor Tatsch called for nominations for Deputy Mayor of East Amwell Township for 2011.

Ms. Lenox made a motion to appoint Patricia Cregar as Deputy Mayor for 2011, seconded by Mr. Kneski. With no other nominations, motion by Mr. Kneski, seconded by Ms. Lenox, followed by a unanimous favorable vote close nominations and have the secretary cast the ballot appointing Patricia Cregar as Deputy Mayor for 2011.

Deputy Mayor Cregar was sworn in by Attorney Kopen with her daughter, Denise Muller, holding the Bible.

Mayor Tatsch announced that the following resolutions will be read by title.

RESOLUTION DESIGNATING A MEETING SCHEDULE:

RESOLUTION #01-11

BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that during 2011 the Township Committee will hold regularly scheduled meetings on the second Thursday of each month and a second meeting in December on December 29, 2011. All regular meetings will be 7:30 P.M. in the main meeting

room of the Municipal Building, 1070 Route 202/31, Ringoes, New Jersey 08551.

BE IT FURTHER RESOLVED that all meetings will be held in compliance with the Open Public Meetings Act. Special meetings shall be at the call of the Mayor or written request by a member of the Township Committee to the Clerk and be posted in accordance to the 48 hour notice regulations (as per N.J.S.A. 10:4 et. al.); and

BE IT FURTHER RESOLVED that in the event a regular meeting is canceled due to an emergency, the Township Committee will meet at 9:00 A.M. prevailing time on Saturday following at the same place to consider the agenda as prepared for the canceled meeting; and

BE IT FURTHER RESOLVED that the Township Committee may approve the payment of bills at any scheduled meeting of each month; and

BE IT FURTHER RESOLVED THAT ALL BILLS FOR PAYMENT by the Township Committee shall be presented to the CFO/Treasurer's Office no later than the end of the business day on Friday prior to the scheduled meeting; and

BE IT FINALLY RESOLVED that this Resolution shall be published in the Hunterdon County Democrat, issue of January 6, 2011.

By Order of the Township Committee,

C. Larry Tatsch, Mayor

Motion by Deputy Mayor Cregar, seconded by Mr. Kneski, and carried with unanimous favorable vote that the Resolution Designating a Meeting Schedule be approved.

RESOLUTION REGARDING THE ORGANIZATION OF THE MEETING:

R E S O L U T I O N #02-11

BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that the Order of Business and the conducting of business at all regular meetings shall be as follows:

1. Call to order and statement of compliance with the Open Public Meetings Act.
2. Pledge of Allegiance to the American Flag.
3. Agenda Review by Township Clerk.
4. Announcements.
5. Presentation of Minutes.
6. Open To the Public/Topics Not on the Agenda.
7. Introduction of Ordinances and/or Public Hearings and/or Special Presentations.
8. Special Committee Reports.
9. Standing Committee Reports.
10. Unfinished Business.
11. New Business.
12. Open To The Public.
13. Administrative Reports.
14. Correspondence.
15. Adjournment.

BE IT FURTHER RESOLVED that all matters to be presented to the Township Committee at their regularly scheduled meeting shall be delivered in written form to the Township Clerk's Office not later than noon on the Monday prior to the meeting. This requirement will be strictly enforced except for emergency matters.

By Order of the Township Committee,

C. Larry Tatsch, Mayor

Motion by Ms. Lenox, seconded by Deputy Mayor Cregar, and carried unanimously to approve the resolution Regarding Organization of the Meeting.

RESOLUTION DESIGNATING THE OFFICIAL NEWSPAPER:

RESOLUTION #03-11

BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that the Hunterdon County Democrat be established as the Official Newspaper; the Times of Trenton is designated as the daily newspaper having the greatest likelihood of informing the public within the area of jurisdiction of the Township of its meetings.

By Order of the Township Committee,

C. Larry Tatsch, Mayor

Motion by Mr. Kneski, seconded by Ms. Lenox, and adopted by a unanimous favorable vote that the Resolution Designating the Official Newspaper be approved.

RESOLUTION REGARDING COPIES OF THE AGENDA AND MINUTES:

RESOLUTION #04-11

BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that in accordance with the Open Public Meetings Act as adopted on October 21, 1975 as amended, the Township Clerk shall post a copy of the agenda for all regular Township Committee meetings, a copy of the minutes of previous meetings, and a copy of the notice for any special meeting on the bulletin board in the municipal building at least 48 hours prior to any meeting. A copy of the agenda for all regular meetings shall be forwarded to the Hunterdon County Democrat, the Times of Trenton, the Star Ledger, the Courier News, posted on the bulletin board and filed in the Clerk's office. A copy of an agenda for a special meeting will be forwarded to the Hunterdon County Democrat, the Times of Trenton and the Star Ledger, posted on the bulletin board and filed in the Clerk's office. A copy of the agenda for all regular township meetings will be mailed to any individual so requesting for a fee of \$9 per year or \$.75 per meeting per committee or board. Agendas for regular meetings will be e-mailed to individuals upon request at no cost.

By Order of the Township Committee,

C. Larry Tatsch, Mayor

Motion by Mr. Kneski, seconded by Deputy Mayor Cregar, and carried unanimously to approve the Resolution regarding copies of the agenda and the minutes.

RESOLUTION #05-11

WHEREAS, N.J.S.A. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2011 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided, and

WHEREAS the date of this resolution is within the first thirty days of January 2011, and

WHEREAS, the total appropriation in the 2010 budget, exclusive of any appropriations

made for interest and debt redemption charges, capital improvement fund and public assistance, is \$1,882,548; and

WHEREAS, one-fourth of the total appropriations in the 2010 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, is the sum \$470,637;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that the following shall be the Temporary Budget for the Township of East Amwell for the year beginning January 1, 2011, and that a certified copy of this resolution be transmitted to the Treasurer for her records:

EAST AMWELL TOWNSHIP TEMPORARY BUDGET 2011

GENERAL GOVERNMENT

Salary and Wages \$18,000
Other Expenses \$ 7,500

MAYOR AND COUNCIL

Salary and Wages \$ 3,500
Other Expenses \$ 100

MUNICIPAL CLERK

Salary and Wages \$18,000
Other Expenses \$ 3,000

FINANCIAL ADMINISTRATION

Salary and Wages \$ 9,000
Other Expenses \$ 3,000

AUDITOR: Other Expenses \$13,000

REVENUE ADMINISTRATION

Salary and Wages \$ 9,000
Other Expenses \$ 2,000

TAX ASSESSMENT

Salary and Wages \$ 7,000
Other Expenses \$ 2,000

LEGAL: Other Expenses \$ 7,500

ENGINEERING SERVICES: Other Expenses \$ 3,000

HISTORIC SITES COMMITTEE:

Salary and Wages \$ 200
Other Expenses \$ 750

AGRICULTURAL ADVISORY

Salary and Wages \$ 150
Other Expenses \$ 100

PLANNING BOARD

Salary and Wages \$ 4,000
Other Expenses \$ 3,500

ZONING BOARD OF ADJUSTMENT

Salary and Wages \$ 7,500
Other Expenses \$ 2,000

AFFORDABLE HOUSING AGENCY:

Salary and Wages \$ 1,500
Other Expenses \$ 200

LIABILITY INSURANCE: Other Expenses \$ 50,000

WORKER'S COMP. INSURANCE: Other Expenses \$ 18,000

EMPLOYEES GROUP INSURANCE: Other Expenses \$ 60,000

POLICE: Other Expenses \$ 5,000

EMERGENCY MANAGEMENT: Other Expenses \$ 500

UNIFORM FIRE CODE \$ 200

OTHER EXPENSES \$ 150

MUNICIPAL PROSECUTOR: Salary & Wages \$ 3,000

STREETS AND ROADS MAINTENANCE

Salary and Wages \$ 58,054
Other Expenses \$ 28,000

SOLID WASTE COLLECTION:

Salary and Wages	\$ 500
Other Expenses	\$ 2,500
BUILDINGS AND GROUNDS: Other Expenses	\$ 8,000
VEHICLE MAINTENANCE: Other Expenses	\$ 8,000
PUBLIC HEALTH SERVICES	
Salary and Wages	\$ 2,500
Other Expenses	\$ 2,000
ENVIRONMENTAL COMMISSION	
Salary and Wages	\$ 500
Other Expenses	\$ 500
ADMINISTRATION OF PUBLIC ASSISTANCE:	
Salary and Wages	\$ 700
Other Expenses	\$ 50
STORMWATER PERMIT:	
Other Expenses	\$ 500
RECREATION SERVICES AND PROGRAMS	
Salary and Wages	\$ 250
Other Expenses	\$ 750
ELECTRICITY: Other Expenses	\$ 4,000
STREET LIGHTING: Other Expenses	\$ 1,500
TELEPHONE: Other Expenses	\$ 2,500
FUEL OIL: Other Expenses	\$ 2,500
GASOLINE: Other Expenses	\$ 4,500
RECYCLING ENHANCEMENT ACT:	
Other Expenses	\$ 50
PERS: Other Expenses	\$ 55,633
SOCIAL SECURITY: Other Expenses	\$ 15,000
DEFINED CONTRIBUTION: Other Expenses	\$ 150
CONTRIBUTION TO DEFERRED COMP	
Other Expenses	\$ 500
MUNICIPAL COURT	
Salary and Wages	\$ 8,000
Other Expenses	\$ 750
PUBLIC DEFENDER: Salary and Wages	\$ 400
Total 2010 Temporary Budget	\$ 470,637
Maximum Permitted by Law	\$ 470,637

By Order of the Township Committee,

C. Larry Tatsch, Mayor

Motion by Mr. Kneski, seconded by Ms. Lenox, and adopted on unanimous roll call vote that the Resolution to Adopt the Temporary Budget be approved. The temporary budget will be used until the Township Committee adopts the final 2011 budget, which is usually in March or April.

MAYOR'S APPOINTMENTS for 2011:

Mayor Tatsch explained that there were still a few openings, with some requests for appointment being received late. Additional appointments will be postponed until the first regular meeting in January, and most appointments made today involved reappointments to boards and committees. Appointments were read by Mayor Tatsch, as follows.

- Township Administrator..... Timothy L. Matheny
- Assistant Treasurer Maria Andrews
- Payroll Clerk..... Teresa Stahl
- Deputy Clerk..... To Be Appointed
- Road Department Secretary Pamela Dymek
- Office Assistant Pamela Dymek
- Assistant Tax Collector Pamela Dymek
- Tax Search Officer Mary Hyland

Municipal Assessment Officer	Teresa Stahl
Certifying Officer for Health Benefits	Teresa Stahl
Public Compliance Officer.....	Teresa Stahl
Certifying Officer for P.E.R.S.....	Jane Luhrs
Insurance Fund Commissioner.....	C. Larry Tatsch, Mayor
Deputy Insurance Fund Commissioner.....	Timothy L. Matheny
Safety Coordinator.....	Timothy L. Matheny
PEOSHA Officer.....	Robert Kadezabek
Deputy Court Administrator.....	Dawn Augustine
Zoning Officer.....	Richard McManus
Alternate Zoning Officer.....	Robert Miller
Secretary to Zoning Officer.....	Maria Andrews
Dog Census Taker(s)	<u>To be appointed in 2011</u>
Local Public Assistance Director & Housing Placement Officer	Helen Kuhl
DPW Superintendent	Robert Kadezabek
DPW Employee	Jason Silverthorn
DPW Employee	Joseph Adamow
DPW Employee	Sean Hepler
Recycling Coordinator & Clean Communities Director	Joyce Corboy
Township Historian.....	Jim Davidson
Municipal Housing Liaison/Administrative Agent.....	James Robbins
Municipal Stormwater Coordinator.....	Dennis O'Neal, P.E.
Summer Playground Directors.....	
.....Devon Bowman	Jean Hyatt
.....Timothy Loveland	
Senior Citizen Liaison.....	Jesse Denton
Municipal Coordinator Office of Aging.....	Jesse Denton
Farmland Preservation Office Administrator.....	Judith Conard
Hunterdon County:	
Solid Waste Advisory Council	Will Harrison
Solid Waste Advisory Council Alternate.....	Sande Katz
Hunterdon Area Rural Transit Representative	May Be Appointed
911 Coordinator.....	Karl Posselt
<u>Environmental Commission</u>	
Chairperson - one year term	Suzanne Parsons
3 year term	Suzanne Parsons
3 year term	Dee Kellogg
3 year term.....	Frank Clair
3 year term.....	Joe Angelone
Alternate I	Edward Feinberg
Associate- 1 year term	Blaine Hummel
<u>Board of Health</u>	
3 year term	Les Hamilton
3 year term.....	David Wang Iverson
Alternate II.....	VACANT
<u>Board of Adjustment</u>	
4 year term.....	Kendra Schroeder
4 year term.....	Gloria Frederick
Alternate II – 2 year term.....	Anne Williams
<u>Planning Board</u>	
Class I: Mayor or Mayor's Designee	
- 1 year term	Peter Kneski
Class II: Township Official	
- 1 year term	Dart Sageser
Class III: Township Committee	
- 1 year term	Linda Lenox
Class IV: 4 year term.....	Don Reilly
Class IV: 4 year term.....	Joe Wolfgang
Alternate I-2 year term.....	Roger DeLay
Alternate II- 2 year term.....	VACANT
<u>Local Public Assistance Board</u>	
2 year term.....	Barbara Berry Weber
1 year term.....	VACANT

Agricultural Advisory Committee

All	William duFosse
One	John Perenhins
Year	Kit Crisafulli
Terms	Frances Gavigan
.....	VACANT

Farmland/Open Space Preservation Committee

Mayor’s Designee – 1 year term	Patricia Cregar
Agricultural Advisory Liaison – 1 year.....	William duFosse
Environmental Commission Liaison – 1 year.....	Toni Robbi
Planning Board Liaison – 1 year.....	Fred Gardner
Recreation Committee Liaison – 1 year.....	Angelo Lovisa
Historic Preservation Liaison – 1 year.....	Kat Cannelongo
3 year term	Kat Cannelongo
Alternate I – 2 year term.....	William duFosse

Historic Preservation

4 year term	Jennie Floyd
4 year term	Paul Sterchele
4 year term	Peg Sullivan
Alternate I – 2 year term.....	VACANT
Alternate II - 2 year term	VACANT

Recycling Committee

Environmental Com. Member - 1 year term	Mike Petrus
Township Committee Member - 1 year term.....	To Be Appointed
SWAC – 1 year term.....	Will Harrison
SWAC Alternate - 1 year term.....	Sande Katz
2 year term.....	VACANT
2 year term.....	VACANT
2 year term.....	VACANT

Recreation Committee

3 year term	Christine Rosikiewicz
3 year term.....	Rob Mulcahy
3 year term.....	Angelo Lovisa
3 year term.....	Dawn Payne
Alternate I – 2 year term.....	VACANT
Alternate II – (unexpired 1 year term).....	VACANT

Office of Emergency Management Council

1 year term.....	Tim Mathews
1 year term.....	Jeff Luster
1 year term.....	Charles Soos

Sourlands Municipal Alliance Council (one year term)

Regular Member	Tracy Carluccio
Alternate Member	VACANT

Clawson Park Advisory (all one year terms)

.....	Patricia Cregar
.....	Terry Welsh
.....	Barbara Golda
.....	Will Harrison
.....	Margaret Sullivan
.....	Mike Petrus
.....	Dick Ginman

Cross Acceptance & Plan Endorsement Ad Hoc (one year terms)

.....	Don Reilly
.....	Gail Glashoff
.....	C. Larry Tatsch

Larison’s Corner District Advisory

.....	Linda Lenox
.....	Dick Ginman
.....	Dart Sageser

Water Quality Management Plan Advisory

.....	Tracy Carluccio
.....	Peter Kneski

..... Roger DeLay
 Joseph Skupien
 Bridge Ad Hoc Committee..... May or May Not be
 Appointed, Depending on Need for Additional Assistance
 Tree Harvesting Committee..... (EC Member)-VACANT
 (TC Member)-VACANT
 Bob Kadezabek, DPW

A motion was made by Deputy Mayor Cregar, seconded by Mr. Kneski, and carried unanimously to approve the Mayor’s appointments.

OATHS OF OFFICE for the Mayor's Appointments were administered by Attorney Kopen to those individuals in attendance at this meeting.

RESOLUTION AUTHORIZING PROFESSIONAL SERVICES:

R E S O L U T I O N #06-11

WHEREAS the Township of East Amwell has a need to acquire accounting services, engineering services, land survey services to maintain the tax maps, and legal services as non-fair and open contracts pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5); and

WHEREAS, the Treasurer has determined and certified in writing that the value of the acquisition of each service will or may exceed \$17,500; and

WHEREAS, the anticipated term of these contracts is one year (and may be extended as approved by this governing body); and

WHEREAS, each of the following agencies have completed and submitted a Business Entity Disclosure Certification which certified that they have not made any reportable contributions to a political or candidate committee in the Township of East Amwell in the previous one year, and that the contract will prohibit the agency from making any reportable contributions through the term of the contract; and

WHEREAS sufficient funds are available in the 2011 Temporary Budget and will be made available in the 2011 Municipal Budget for the Township of East Amwell (as required in N.J.A.C. 5:30-5.4).

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, as follows:

The Mayor and Township Clerk are hereby authorized and directed to execute contracts with the following persons and firms for the year 2011:

- a. Charles M. Case, a Registered Municipal Accountant, of WithumSmith & Brown
- b. Dennis O'Neal, a Professional Engineer, of Ferriero Engineering, Inc.
- c. Licensed Land Surveyor, Ferriero Engineering, Inc.
- d. Richard Cushing, an Attorney, of Gebhardt & Kiefer, P.C.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that notice of this action shall be printed in the January 6, 2011, issue of the Hunterdon County Democrat.

By Order of the Township Committee,

C. Larry Tatsch, Mayor

Motion by Deputy Mayor Cregar, seconded by Ms. Lenox, and adopted on unanimous favorable vote that the Resolution Authorizing Professional Services be approved.

RESOLUTION APPOINTING MUNICIPAL PROSECUTOR:

RESOLUTION # 07-11

WHEREAS pursuant to P.L. 1996, c95, 14., a municipality may employ an attorney-at-law as a prosecutor, under the supervision of the Attorney General or county prosecutor.

NOW, THEREFORE, BE IT RESOLVED that pursuant to P.L. 1996, c95, 14, Robert A. Ballard Jr. is appointed as East Amwell Township Prosecutor for 2011. Mr. Ballard will serve with the privileges and unities currently enjoyed by the Attorney General, prosecutor and their respective designees.

By Order of the Township Committee,

C. Larry Tatsch, Mayor

Motion by Mr. Kneski, seconded by Ms. Lenox, and carried by unanimous favorable vote to approve the above resolution.

RESOLUTION APPOINTING THE PUBLIC DEFENDER:

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RESOLUTION #08-11

WHEREAS pursuant to P.L. 1997, c. 256 (N.J.S.A. *2B:24-1), a municipality may employ an attorney-at-law as a public defender,

NOW, THEREFORE, BE IT RESOLVED that pursuant to P.L. 1997, c. 256 (N.J.S.A. *2B:24-1), Jeffrey Weinstein is appointed as East Amwell Township Public Defender for 2011 to represent defendants assigned to the Municipal Public Defender in municipal court.

By Order of the Township Committee,

C. Larry Tatsch, Mayor

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Mr. Kneski made the motion, seconded by Ms. Lenox, and it was carried unanimously to approve the Resolution Appointing the Public Defender.

RESOLUTION REGARDING PAYMENT OF TAXES:

RESOLUTION #09-11

BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that taxes shall be collected quarterly on February 1st 2011; May 1st 2011; August 1st 2011, and November 1st 2011 and that interest will be charged at the rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 to be calculated from the date the tax was payable until the date of actual payment. There will be a ten-day grace period after which unpaid taxes will then be charged interest from the due date. This Resolution shall be published in the January 6, 2011, issue of the Hunterdon County Democrat.

By Order of the Township Committee,

C. Larry Tatsch, Mayor

Motion by Ms. Lenox, seconded by Mr. Kneski, and approved on a unanimous favorable vote that the Resolution Regarding Payment of Taxes be approved.

RESOLUTION REGARDING PENALTY ON DELINQUENT TAXES:

RESOLUTION #10 -11

A RESOLUTION IMPLEMENTING P.L. 1991, C. 75, AND FIXING THE AMOUNT OF PENALTY ON DELINQUENT TAXES AND OTHER LIENS.

WHEREAS, P.L. 1991, c. 75, has authorized municipalities to fix by resolution a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 on accounts of the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or years who does not pay that delinquency prior to the end of the calendar year; and

WHEREAS, the Mayor and Committee of the Township of East Amwell have decided that the non-payment of taxes is a matter of grave concern to the Township, and that such a penalty is appropriate.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of East Amwell that the penalty authorized by P.L. 1991, c. 75, be fixed in the amount of six percent (6%) of all taxes due on any delinquency greater than \$10,000.00 which remains unpaid at the close of each calendar year. The Tax Collector is authorized to calculate the amount of any such penalty and to add the amount of the penalty to the other municipal charges and liens owing as to any given parcel at the end of the calendar year.

By Order of the Township Committee,

C. Larry Tatsch, Mayor

Motion by Mr. Kneski, seconded by Ms. Lenox, and carried by a unanimous favorable vote, approving the resolution.

RESOLUTION AUTHORIZING CANCELLATION OF PROPERTY TAX CREDITS AND DELINQUENCIES:

RESOLUTION #11 - 11

WHEREAS, the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, has been informed by the Tax Collector that from time to time there are property tax credits or delinquencies on certain properties located within the Township of East Amwell, and

WHEREAS, pursuant to N.J.S.A. 40A:5-17.1, a resolution may be adopted by the governing body of a municipality authorizing a municipal employee to process without further action on the part of the governing body the cancellation of any property tax credit or delinquency of less than \$5.00;

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that the Tax Collector be authorized to cancel any property tax credit or delinquency of less than \$5.00 without further action on the part of the Township Committee and that such action be noted in the Tax Duplicate for the Township of East Amwell.

By Order of the Township Committee,

C. Larry Tatsch, Mayor

Motion by Deputy Mayor Cregar, seconded by Mr. Kneski, and carried unanimously by favorable vote.

RESOLUTION FOR RETURNED CHECKS:

RESOLUTION #12-11

WHEREAS, the Township of East Amwell may charge a fee for returned checks,

AND, WHEREAS, it is the desire of the Township of East Amwell to collect such a fee,

THEREFORE, be it resolved by the Township of East Amwell, Hunterdon County, State of New Jersey, to set a fee of \$20.00 payable to the Township for dishonored checks to the Municipality for taxes and/or other fees.

By Order of the Township Committee,

C. Larry Tatsch, Mayor

Motion by Mr. Kneski, seconded by Ms. Lenox, and carried unanimously to approve the resolution for returned checks.

RESOLUTION TO AUTHORIZE THE FILING OF CORRECTIVE APPEALS

RESOLUTION #13-11

WHEREAS the Hunterdon County Board of Taxation has been advised by the Attorney General's Office that the Municipal or Tax Attorney should file tax appeals on behalf of the municipality; and

WHEREAS, the Hunterdon County Board of Taxation will no longer accept tax appeals from Municipal Tax Assessors as was permitted in the past provided a resolution was adopted;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and the Township Committee of the Township of East Amwell that the Township Attorney is authorized to file tax appeals and settlement stipulations on behalf of the Township of East Amwell pursuant to this resolution; and

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Hunterdon County Board of Taxation with advice copies to the Township Attorney and the Tax Assessor.

By Order of the Township Committee,

C. Larry Tatsch, Mayor

Motion by Ms. Lenox, seconded by Mr. Kneski, and adopted by unanimous favorable vote that the Resolution to Authorize the Assessor to File Corrective Appeals be approved.

RESOLUTION NAMING OFFICIAL DEPOSITORIES:

RESOLUTION #14-11

WHEREAS, N.J.S.A. 40A:5-14 mandates that the governing body of a municipal corporation shall, by resolution adopted by a majority vote of the full membership thereof, designate a depository for its monies a bank or trust company having its place of business in the state and organized under the laws of the United States or this state;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of East Amwell, County of Hunterdon, State of New Jersey, that the Treasurer and the Assistant Treasurer with

the Treasurer's consent be designated as Custodian of all funds of this municipality and is directed to deposit such funds in one or more of the following financial organizations pending investment or reinvestment thereof:

- TD Bank
- State of New Jersey Cash Management Fund
- PNC Bank
- Skylands Community Bank
- Hopewell Community Bank

BE IT FURTHER RESOLVED that prior to the deposit of any municipal funds in the above mentioned depositories, said bank shall file with the Treasurer a statement indicating that the bank is covered under the Government Units Deposit Protection Act (R.S. 17:9-4).

By Order of the Township Committee

C. Larry Tatsch, Mayor

Motion by Ms. Lenox, seconded by Mr. Kneski, and adopted on unanimous favorable vote approving the Resolution Naming Official Depositories.

RESOLUTION AUTHORIZING INVESTMENT OF IDLE FUNDS AND TRANSFER OF FUNDS was read by the Clerk.

R E S O L U T I O N #15-11

WHEREAS, it is necessary to transfer funds by wire for investment of idle funds in legal investment vehicles, and to occasionally wire funds to pay current and/or capital expenses;

WHEREAS, it is necessary to make inter-fund transfers between bank accounts of the Township of East Amwell;

THEREFORE, BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that the Treasurer and the Assistant Treasurer are hereby authorized to request bids and to award bids for the investment of idle funds solely in legally authorized investment vehicles to the investing institution, and

BE IT FURTHER RESOLVED that the Treasurer and/or Assistant Treasurer are hereby authorized to make inter-fund transfers, to transfer funds by wire, or by check solely for the following purposes and subject to all pertinent regulations:

1. Inter-fund transfers to or from Township checking accounts to other Township accounts.
2. Transfers to or from Township checking accounts to or from accounts specified by banks or the State of New Jersey Cash Management Funds solely for the purpose of investing for the account of the Township of East Amwell.
3. To or from Township checking accounts to pay current or capital expenses.

By Order of the Township Committee,

C. Larry Tatsch, Mayor

Motion by Mr. Kneski, seconded by Ms. Lenox, and adopted on unanimous favorable vote that the Resolution Authorizing investment of Idle Funds or Transfer of Funds be approved.

RESOLUTION AUTHORIZING SIGNATURES ON TOWNSHIP BANK ACCOUNTS:

R E S O L U T I O N #16-11

BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that the following accounts be deposited in the TD Bank through 2011 and checks drawn against these accounts be signed as follows:

- Petty Cash Fund by Teresa R. Stahl, Township Clerk, or Deputy Clerk;
- Current Fund, Capital Account, Animal Control Trust Fund, Escrow Trust Account, Green Trust Account, Housing Trust Account, Federal and State Grant Account, Open Space Recreation, Farm and Historic Trust Preservation Fund, Payroll Account, Unemployment Compensation Fund by any three of the following people:
 - C. Larry Tatsch, Mayor; Patricia Cregary, Deputy Mayor; , Committee;
 - Teresa R. Stahl, Clerk; Deputy Clerk, or Timothy L. Matheny, Township Administrator;
 - Jane Luhrs, Treasurer; Maria Andrews, Assistant Treasurer
- Deposits for the Redemption of Tax Sale Certificates by Mary Hyland, Tax Collector or Pamela Dymek, Assistant Tax Collector, or Jane Luhrs, Treasurer
- Municipal Court General Account, Municipal Court Bail Account, Municipal Court OE Account by Cindy Hooven, Court Administrator
- Public Assistance I and Public Assistance II Bank Accounts by Helen Kuhl, Director of Public Assistance, or Jane Luhrs, Treasurer, or Maria Andrews, Assistant Treasurer

By Order of the Township Committee,

C. Larry Tatsch, Mayor

Motion by Mr. Kneski, seconded by Ms. Lenox, and adopted on unanimous favorable vote that the Resolution Authorizing Signatures on Township Bank Accounts be approved.

RESOLUTION AUTHORIZING THE TREASURER TO ISSUE CERTAIN CHECKS:

R E S O L U T I O N #17-11

WHEREAS the East Amwell Township Committee may approve the payment of bills at any scheduled meeting of each month, and properly approved vouchers must be submitted no later than the Friday prior to the meeting;

WHEREAS the East Amwell Township Committee might be prevented from holding a regularly scheduled meeting due to some unforeseen emergency,

WHEREAS it is the intent of the Township Committee to provide payroll checks for all personnel at regular intervals and

WHEREAS it is necessary for certain funds to be paid to the State of New Jersey for Employee and Dependent health benefits coverage, PERS, deferred compensation, utility bills and lease bills and debt service by specific dates,

WHEREAS it is the intent of the Township Committee to pay local taxes to the East Amwell Board of Education, Hunterdon Central High School and The County of Hunterdon at regular intervals, and

WHEREAS due to unforeseen circumstances a regular meeting may be canceled due to not obtaining a quorum.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that the Treasurer be authorized to prepare and the Mayor, Deputy Mayor or a Committeeman; the Township Clerk or the Deputy Clerk; and the Treasurer or Assistant Treasurer be authorized to sign the following checks or wire transfer funds:

- A. Payroll checks will be issued every two weeks, starting with January 14, 2011. Department of Public Works employees will receive 80 hours of pay and any overtime incurred during the two week period upon submission of a time card verified by the Department of Public

Works Superintendent or the DPW Supervisor.

B. Transfer of Funds to the New Jersey Employee and Dependent Health Benefits coverage, Deferred Compensation to Lincoln Financial, and PERS on a timely basis.

C Checks payable to the East Amwell Board of Education, Hunterdon Central High School and the County of Hunterdon on a timely basis.

D. Checks or wires payable to utilities, lease companies and debt service payments to insure payments made by specific dates.

BE IT FURTHER RESOLVED that the Treasurer shall include a statement of the issuance of such checks as listed above as part of the Financial Report presented at the next regularly scheduled meeting.

By Order of the Township Committee,

C. Larry Tatsch, Mayor

Motion by Deputy Mayor Cregar, seconded by Ms. Lenox, and adopted on unanimous favorable vote that the Resolution Authorizing the Treasurer to Issue Certain Checks be approved.

RESOLUTION TO AUTHORIZE THE USE OF THE MUNICIPAL BUILDING:

RESOLUTION # 18-11

BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that the Township Clerk is hereby authorized to schedule use of the Municipal Building by the East Amwell Democratic Association, the East Amwell Republican Organization and other community groups subject to the requested date not conflicting with the regular meeting schedule of any Township Board or Committee.

By Order of the Township Committee,

C. Larry Tatsch, Mayor

Motion by Mr. Kneski, seconded by Ms. Lenox, and adopted on unanimous favorable vote that the Resolution to Authorize Use of the Municipal Building by the East Amwell Democratic Association, the East Amwell Republican Organization and other community groups be approved.

RESOLUTION TO HIRE PROFESSIONALS:

RESOLUTION #19-11

WHEREAS the Township of East Amwell has a need to acquire services as outlined below as non-fair and open contracts pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5); and

WHEREAS, the Treasurer has determined and certified in writing that the value of the acquisition of each service will or may exceed \$17,500; and

WHEREAS, the anticipated term of these contracts is one year (and may be extended as approved by this governing body); and

WHEREAS, the following agencies have completed and submitted a Business Entity Disclosure Certification which certified that they have not made any reportable contributions to a

political or candidate committee in the Township of East Amwell in the previous one year, and

that the contract will prohibit the agency from making any portable contributions through the term of the contract; and

WHEREAS sufficient funds are available in the 2011 Temporary Budget and will be made available in the 2011 Municipal Budget for the Township of East Amwell (as required in N.J.A.C. 5:30-5.4).

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, as follows:

The Mayor and Township Clerk are hereby authorized and directed to execute contracts with the following persons and firms for the year 2011:

Professionals to be used by the East Amwell Planning Board and/or Township Committee:

- Francis J. Banisch, III, P.P. - Banisch Associates, Inc.
- Stephen Souza, Princeton Hydro - Environmental Consultant

Professionals to be used by the Township Committee:

- Andrea Kahn, Esq., Bond Counsel

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that notice of this action shall be printed in the January 6, 2011, issue of the Hunterdon County Democrat.

By Order of the Township Committee,

C. Larry Tatsch, Mayor

Motion by Ms. Lenox, seconded by Deputy Mayor Cregar, and carried with unanimous favorable vote to approve the resolution for hiring professionals.

RESOLUTION OF 2011 BENEFITS:

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RESOLUTION #20-11

2011 East Amwell Benefits Schedule

SECTION ONE: Sections ONE and TWO pertain only to the Department of Public Works. All Public Works employees shall be paid time and one half per hour for time worked in excess of the regular forty hours per week. Holiday, vacation, and personal leave time shall be considered as time worked for computing overtime.

A sick day will be considered from 7:00 a.m. - 3:30 p.m. Employees that are on sick leave will not be called to report for work. Employees who are substantially sick or on medication that may affect their judgement or performance will not be permitted to work.

SECTION TWO: For working a holiday, all public works employees shall be paid regular 8 hours pay, plus 1 1/2 times their hourly rate for hours worked. The DPW Superintendent will receive approval from the Township Administrator prior to authorizing any work on holidays. If the Township Administrator cannot be reached the DPW Superintendent will get approval of the Mayor, Deputy Mayor, or Department of Public Works' Liaison, prior to authorizing this overtime. If none are available, the DPW Superintendent will document in writing his/her attempts to make these notifications and will then have the authority to call in the employees.

SECTION THREE: Employees will receive a mileage allowance at the rate of \$ 0.50 per mile, subject to the submission of a properly approved voucher to the Treasurer. Mileage shall be computed while on official township business and not for commuting back and forth to work. Mileage for construction, plumbing or fire inspections or that of the Assessor and Zoning Officer shall be computed round trip from home to job site or from municipal building to job site - using the lesser distance.

SECTION FOUR: For attendance at special meetings, even if they precede a regular meeting, and attendance at more than two Township meetings a month the municipal clerk shall be granted compensatory time. The Court Administrator is entitled to compensatory time for night court sessions and police call outs outside of her normal (8:30AM-3:00PM) working hours.

SECTION FIVE: Substitute secretarial services for board and committees shall be compensated at the current pay rate for the employee performing the substitute secretarial services or \$16.00 per hour, whichever is higher.

SECTION SIX: Full time for office staff shall be considered 30 hours or more per week, Public Works employees 40 hours, excluding temporary help, and seasonal workers. Overtime is over 40 hours, which will be compensated at a rate of time and one half, subject to approval of the DPW Superintendent for DPW employees or the Township Administrator for all other employees.

SECTION SEVEN: A) All employees referenced in Section Six as full time, receiving a salary and/or working an average of 30 hours per week for East Amwell Township, will be entitled to apply for full hospitalization coverage.

For the purposes of medical benefits all previously (prior to 2004) qualified employees are grandfathered under the benefits schedule.

B) Employees identified as those in Section Six and Section Seven shall be entitled to receive short-term disability insurance and receive either a \$525 annual dental and eyeglass reimbursement or if the employee chooses, participation in the State Dental Plan with the Township paying 50% of the premium cost. Unused portions of the \$525 annual dental and eye glass reimbursement may be carried over for a period of three (3) years up to a maximum of \$1575. At the end of the three (3) year period unused portions will be lost. Reimbursement will be made upon submission of documentation of bills to the Treasurer to be put on the bill list. It is the employees' responsibility to submit bills for reimbursement on a semi-annual basis.

SECTION EIGHT: Hourly employees working an average of 20 hours, but not considered full time, will receive pay for the number of hours normally scheduled for a holiday that falls on their regular work day.

SECTION NINE: DPW personnel and employees considered full-time shall be entitled up to 5 bereavement days (death of a spouse or partner, child, parent or sibling) and 3 for grandparents, mother- or father-in-law and sister- or brother-in-law with full salary paid for the days during 2008. Part-time employees working an average of 20 hours, will be granted bereavement leave for the hours scheduled during the 5 day or 3 day period based on the above categories. Bereavement leave will be granted within these guidelines from date of death through the date of the funeral. Extenuating circumstances will be considered on a case by case basis by the Township Administrator for use outside of these parameters.

SECTION TEN: An employee's request for a vacation or "leave of absence" of up to two consecutive calendar weeks, will be considered by the Township Administrator or DPW Superintendent. A request for more than two consecutive calendar weeks will require Township Committee approval and must be submitted in a timely fashion for consideration. Such request will be treated on an individual basis, based on the circumstances as they exist at the time of the request, such as available personnel for coverage.

SECTION ELEVEN: A) All full-time employees and regularly scheduled part-time employees, including Jane Luhrs, are eligible for vacation, sick days and personal days. Annual vacations are based on the calendar year and are determined by number of scheduled work days per week

and length of service, and are accrued as follows. For purposes of calculating vacation time for part time employees, 6 hours ordinarily equals one day. Employees with a shorter regular work day will use the hours normally worked in a day to compute this benefit time. Part-time employees who are regularly scheduled and work in-office every workday will use “5” as the number of days worked for vacation, sick and personal purposes within the matrix. Reimbursement for these benefit days will only be for the number of hours regularly scheduled on a workday.

<u>Years Of Service</u>	<u>Days Worked Per Week</u>	<u>Sick Days</u>	<u>Vacation Days</u>	<u>Personal Days</u>
<u>Year 1</u> Hired Between January 1 st and March 31 st	5	5	8	3
	4	4	6	2½
	3	3	4	2
	2	2	2	1½
	1	1	0	0
Hired Between April 1 st and June 30 th	5	3	6	2
	4	2	4	1 ½
	3	1	2	1
	2	0	0	0
	1	0	0	0
Hired Between July 1 st and September 30 th	5	2	4	2
	4	1	2	1½
	3	0	0	1
	2	0	0	0
	1	0	0	0
Hired During 4 th Quarter	0	0	0	0

<u>Years of Service</u>	<u>Days Worked Per Week</u>	<u>Sick Days</u>	<u>Vacation Days</u>	<u>Personal Days</u>
Beginning January 1 st into Second Calendar Year Of Employment 2-5 Years	5	5	10	3
	4	4	8	2 ½
	3	3	6	2
	2	2	4	1 ½
	1	1	2	0
6-10 Years	5	5	13	3
	4	4	10	2 ½
	3	3	8	2
	2	2	5	1 ½
	1	1	3	1
11-15 Years	5	5	15	3
	4	4	12	2 ½
	3	3	9	2
	2	2	7	1 ½
	1	1	5	1

	5	5	18	3
	4	4	15	2 ½
	3	3	11	2
	2	2	9	1 ½
16-20 Years	1	1	7	1
	5	5	20	3
	4	4	18	2½
	3	3	15	2
	2	2	11	1½
21-25 Years	1	1	9	1
	5	5	25	3
	4	4	23	2½
	3	3	20	2
	2	2	16	1½
25+ Years	1	1	14	1

For vacation purposes, the following personnel's vacation, sick and personal days are based on the average hours as noted:

Marianne Busher, Tax Assessor	15 Hours
Jane Luhrs, Treasurer/CFO	25 Hours
Judith Conard, Farmland/Open Space Administrator/Secretary	7.5 Hours
Richard McManus, Zoning Officer	12 Hours
Mary Hyland, Tax Collector	24 hours

B. Employees can carry over a maximum of 5 vacation days until the end of the following calendar year. Vacation days will be lost if not used by that time. The Township Administrator may grant additional short time carry over on a case by case basis for exigent circumstances. Personal days cannot be carried over.

C. At the end of the calendar year, sick days not used may be accumulated up to a maximum of 35 days. Any person leaving the employ of East Amwell Township will not be compensated for any accumulated sick days.

D. A part-time employee may not apply for multiple consecutive vacation days for their regularly scheduled hours without Township Administrator approval. Vacation time is defined as a day when you would normally report to work/call in days.

E. Vacation, Sick and Personal time benefits are not grandfathered under the benefits schedule and are subject to revision, either increased or decreased, due to changes in average hours worked per week.

F. The following table is to be used in conjunction with the longevity table currently contained in the employee policy manual for calculating Vacation, Sick and Personal Days as well as for determining the number of scheduled/posted "in office" days and hours for the following staff positions.

Clerk, Deputy Clerk, Office Assistant, Tax Collector, Court Administrator, Farmland/Open Space Administrator, Planning Board Administrative Officer, Board of Adjustment Administrative Officer, Zoning Officer, Board of Health Administrative Officer, Construction Secretary, Zoning Secretary, Assistant Tax Collector, Road Department Secretary, Assistant Treasurer.

Average Hours Worked Per Week	Equivalent Number Of Days Worked For V/S/P Purposes	Minimum Number Of "In Office" Scheduled/Posted Days	Minimum Number Of "In Office" Scheduled/Posted Hours
6-11	1	1/2	3
12-17	2	1	5
18-23	3	2	10
24-29	4	3	15
30 Or More	5	5	30

SECTION TWELVE: To calculate years of service for longevity: If you were hired before June 30th, you receive credit for that year. If you were hired after June 30th, you do not receive credit for that year.

SECTION THIRTEEN: Hourly employees working at home shall document the number of hours and activities in a format provided by the Township Administrator, as detailed in the policy manual.

SECTION FOURTEEN: All employees will document their working hours accurately as described by Township Policy on timecards provided. Timecards will be forwarded to the payroll clerk and must be in his/her possession prior to Monday of the following week. The township reserves the right to hold an employee's check until submission of an accurately completed timecard. Timecards submitted after this deadline will be processed during the next payroll cycle for hours worked including any overtime.

SECTION FIFTEEN: A. Annual input for the official employee evaluation for each in office employee should be submitted to the Township Administrator by Supervisors, Township Committee and Board Committee/Commission Chairpersons no later than January 1 of the following year. Employees working for boards/committees that do not work at least 10 in office hours per week will be evaluated by their respective boards no later than January 15 of the following year.

B. No requests for salary increases in excess of the normal rate shall be offered unless submitted in signed, written form with specific examples to justify the request. Negative evaluations: If suggested areas are not remediated satisfactorily, all or part of a salary increase may be withheld.

SECTION SIXTEEN: The following shall be paid holidays for full time, qualified part time, and salaried employees:

New Year's Day	Monday, January 3, 2011
Martin Luther King Day	Monday, January 17, 2011
President's Birthday	Monday, February 21, 2011
Good Friday	Friday, April 22, 2011
Memorial Day	Monday, May 30, 2011
Independence Day	Monday, July 4, 2011
Labor Day	Monday, September 5, 2011
Columbus Day	Monday, October 10, 2011
Veteran's Day	Friday, November 11, 2011
Thanksgiving Day	Thursday, November 24, 2011
Day after Thanksgiving	Friday, November 25, 2011
Christmas Eve	Friday, December 23, 2011
Christmas Day	Monday, December 26, 2011
New Year's Eve	Friday, December 30, 2011

SECTION SEVENTEEN: This resolution is effective immediately.

By Order of the Township Committee,

C. Larry Tatsch, Mayor

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Motion by Deputy Mayor Cregar, seconded by Mr. Kneski, and carried unanimously to approve the 2011 Benefits Resolution.

RESOLUTION AFFIRMING CIVIL RIGHTS POLICY

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RESOLUTION #21-11

A RESOLUTION TO AFFIRM THE TOWNSHIP OF EAST AMWELL’S CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS.

WHEREAS, it is the policy of the Township of East Amwell to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act, and

WHEREAS, the governing body of the Township of East Amwell has determined that certain procedures need to be established to accomplish this policy.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Committee of the Township of East Amwell that:

Section 1: No official, employee, appointee or volunteer of the Township of East Amwell by whatever title known, or any entity that is in any way a part of the Township of East Amwell shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person’s constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the (local unit type)’s business or using the facilities or property of the Township of East Amwell.

Section 2: The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the Township of East Amwell to provide services that otherwise could be performed by the Township of East Amwell.

Section 3: Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

Section 4: The Administrator shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

Section 5: No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

Section 6: The Administrator shall establish written procedures that require all officials, employees, appointees and volunteers of the Township of East Amwell as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

Section 7: The Administrator shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

Section 8: At least annually, the Administrator shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within the Township of East Amwell. This communication shall include a statement from the governing body expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on the Township's web site.

Section 9: This resolution shall take effect immediately.

By Order of the Township Committee,

C. Larry Tatsch, Mayor

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Motion by Ms. Lenox, seconded by Mr. Kneski, and carried unanimously to approve this resolution.

ANNOUNCEMENTS were read by the Clerk:

THE 2011 REORGANIZATION MEETING SCHEDULE for boards and committees is listed on tonight's agenda and the bulletin board.

CHRISTMAS TREES may be dropped off at the road department grit yard any day during January (during regular business hours). All trim must be removed.

2011 DOG LICENSES ARE DUE: A Rabies Clinics is scheduled for January 22, 2011, from 1 PM to 4 PM in the garage, and licenses will be mailed.

COMMENTS BY TOWNSHIP COMMITTEE MEMBERS:

Township Committee member Peter Kneski thanked everyone for their support and was gratified by the support he received from Township residents. He thanked the volunteers, noting that they "make a difference," and he stated that the "staff has been fabulous."

Mr. Kneski outlined some accomplishments in 2010, including the following: a shared services agreement for construction with Raritan Township; a shared services agreement with East Amwell Township School, which will result in a \$40,000 savings; an energy audit of the municipal facilities with all improvements completed for a total of \$72,000, which was paid for by a federal grant - the BPU recognized East Amwell as the first NJ municipality to take advantage of this program, making East Amwell a roll model for others in the state; the five year capital road program, initiated in 2009, was updated last year and is a flexible one to be used to make improvements to municipal roads - the NJ Department of Transportation has also provided a \$160,000 grant for overlay and improvements on Dutch Lane, and Mr. Kneski believed that the municipality was very successful in its achievements; the Farmland/Open Space Preservation Committee has been very aggressive in its program, with 39% of the municipality remaining as open space or preserved farmland - the municipality has secured over 200 acres since Mr. Kneski was on the Township Committee, and he is very excited about this.

Deputy Mayor Patricia Cregar was very proud of accomplishments this year, noting that the Township Committee did a lot. She noted that the municipality could not operate without its volunteers; she mentioned that she was hired as Deputy Clerk in 1980 and some of the same

volunteers serving now were still serving 30 years later, which is commendable. Deputy Mayor Cregar also mentioned "distressing news" received by the Township Committee this year that CFO Jane Luhrs was leaving at the end of the year. Mrs. Luhrs started in the Township as Assistant Treasurer in 1981, and Mrs. Cregar "can't imagine doing the budget without her!" She stated that Mrs. Luhrs is very knowledgeable, and she has now agreed to stay through July to help with this year's budget, which is greatly appreciated. Deputy Mayor Cregar also was delighted to see the Clerk today.

Mayor Tatsch thanked the staff for providing refreshments and asked the public to partake after the meeting. He also acknowledged the Clerk's presence for the ceremony today. Mayor Kneski commended Maria Andrews and Pamela Dymek for all their service during a difficult period, including arranging the reorganization meeting today - he noted that there are 27 resolutions alone on the agenda, which they had to deal with.

Mayor Tatsch agreed with Deputy Mayor Cregar and Township Committee member Kneski that the volunteers are critical in running the municipal government, and he was grateful for all their efforts. He also thanked the staff for all their efforts this year, noting that they have not received a raise in two years, and he "very much appreciated their hard work and dedication." He thanked his colleagues on the dais, stating that "it is a pleasure to work with all of you." He acknowledged the work of former Township Committee member Tim Martin during the past three years, quipping about "replacing him with another Tim," i.e., Tim Mathews, whom he welcomed to the Committee. He congratulated the Township Committee for their work to date. He also acknowledged Township Administrator Timothy Matheny for arranging the shared services agreement with East Amwell Township School, noting it was a big accomplishment and a "win-win" for the whole municipality by saving taxes. Mayor Tatsch reiterated Mr. Kneski's recognition of the energy improvements to the municipal building (e.g., same color lighting throughout the building, etc.), noting that the retrofit of the improvements will save over 25% of energy costs in the building and shop, equating to \$11,000 or more in savings. Mayor Tatsch also recognized the continued preservation of land and open space, including 89 acres of land preserved last week by D & R Greenway on Cider Mill Road and previously, the Paulson/Gutkowski property preservation on Lindbergh Road.

Mayor Tatsch spoke about the challenges to be faced in 2011, including the preparation of the municipal budget. He mentioned the state mandated 2% cap, which provides no real benefit to the township. The state has prepared a "toolbox" of items to help municipalities, but he felt that it "doesn't seem to help." He commented on the ability of the Township to keep a low budget, but because of the state's calculations and the 2% cap, the process would be a difficult one. He concluded that the governing body would try to meet the cap and keep taxes low.

Mayor Tatsch stated that a special meeting will be held in February to discuss the Township Committee's vision of how to move forward in 2011 and in the future, including ideas on saving money, making life better for the residents or improvements for the Township Committee.

Mayor Tatsch concluded by thanking the members of the public for attending today.

Attorney Judy Kopen stated that it was a pleasure to be present for the reorganization meeting today.

Township Committee member Linda Lenox acknowledged the Clerk's presence. She also commented on the change in the seating arrangements for the Township Committee this year "and being separated from Mrs. Cregar" on the dais. Ms. Lenox also commented that she was upset with comments this past year about the lack of transparency in government; she noted that this Township Committee "is not ego-driven, ... has the best interests of East Amwell in mind, and... [they] love the Township and want what is best." Ms. Lenox also thanked resident Frances Gavigan for all her efforts with the bridge repair (on Wertsville Road), acknowledging all the pre-construction meetings and discussions. Ms. Lenox concluded by wishing everyone a Happy New Year.

Mayor Tatsch explained the seating change on the dais since Mr. Kneski mentioned that it is difficult for the Mayor to see the residents with the new recording equipment being used. Additionally, it was difficult to determine which official was the Mayor since the nameplates do not designate titles.

Township Committee Tim Mathews thanked the residents for the opportunity to serve and said that it was an honor to do so. He thanked the governing body for their warm reception, and he looked forward to a terrific year ahead, agreeing that they "would be wrestling with some challenges." He concluded that he would be "working hard to be a team player and live up to expectations."

Township Administrator Timothy Matheny acknowledged the hard work of Pamela Dymek, stepping in during the absence of the Clerk and also acknowledged the Clerk's presence during today's ceremony.

Mr. Kneski recognized DPW Superintendent Bob Kadezabek at the back of the room, thanking him and the Department for their excellent work during the recent snowstorm. Mayor Tatsch also commended the DPW, noting that there are only four employees handling 50-55 miles of road and working with a tight budget. He thanked Mr. Kadezabek and his crew for their efforts.

Mayor Tatsch opened the meeting to the public for comments

OPEN TO THE PUBLIC:

Frances Gavigan, 123 Wertsville Road, acknowledged Freeholder Rob Walton's presence in the audience and the earlier attendance of Assemblyman Peterson. She suggested thanking the Freeholders for their assistance in saving the road frontage on the properties and saving trees and trail crossings in the area. She commented on the ability to work across party lines, and she thanked Assemblyman Walton for his assistance.

Motion by Mr. Kneski, seconded by Mrs. Cregar, and it was carried unanimously to close to the public.

ADJOURNMENT: The motion for adjournment was made by Mr. Kneski, seconded by Ms. Lenox, and it was carried unanimously at 2:02 p.m.

Teresa R. Stahl, RMC/CMC, Municipal Clerk