

The regular meeting of the Township Committee came to order at 7:28 p.m. Present for this meeting were Mayor Peter Kneski, Deputy Mayor Patricia Cregar, Committee members Linda Lenox, Tim Mathews, and Dart Sageser. Twp. Administrator Timothy Matheny and Attorney Richard Cushing were also in attendance.

In compliance with the Open Public Meetings Act, Deputy Clerk Pamela Dymek announced that this is a regularly scheduled meeting, pursuant to the resolution adopted on January 1, 2012, and a meeting notice published in the Hunterdon county Democrat issue of January 5, 2012. A copy of the agenda for this meeting was forwarded to the Hunterdon County Democrat, Time of Trenton, Star Ledger, Courier News, posted on the bulletin board and filed in the Clerk's Office on July 10, 2012.

The Pledge of Allegiance was recited.

Under Agenda Review, Mrs. Dymek announced that the Salary and Wage Resolution would be held until after the Executive Session on the CFO and Assistant Treasurer.

ANNOUNCEMENTS

East Amwell Summer Playground will continue at the East Amwell School through July 27, 2012. The program is open to all Township Children who have completed Kindergarten through 8th grade. Call the Clerk for details.

Hunterdon County Utilities Authority will hold a Hazardous Waste Day on Saturday, July 14 from 9 a.m. – 1 p.m. at the County Complex; call 908-788-1110 for details.

The East Amwell Environmental Commission will be offering well testing kits in September for return in October. Further information will be on the website and posted at the Municipal building.

APPROVAL OF MINUTES

June 14, 2012, Regular Minutes: Motion by Mathews, seconded by Cregar, approved with one abstention, Lenox.

June 14, 2012, Executive Minutes: Motion by Mathews, seconded by Sageser, approved with two abstentions, Lenox and Cregar

June 21, 2012, Special Minutes (Reassessment): Motion by Cregar, seconded by Lenox, approved unanimously.

OPEN TO THE PUBLIC

Andrea Bonette, 17 Ridge Road, spoke about reverse 911 emergency announcements in Ship Bottom available on different levels. The Mayor said that OEM and the Administrator were working on the Township's system. Mr. Matheny said a notice would be in the tax bill mailing.

Mrs. Bonette also mentioned burglaries reported, suggesting having residents alerted to strange vehicles.

Fred Gardner, North Hill Road, spoke about preserving land and working with other groups and not for profit organizations, commenting on a relatively low cost per acre for preservation opposite the Omick Property and another parcel across from the school and two properties, Jorgensen and Holcombe going directly to SADC for purchase. He mentioned "the consistent and reliable program ... attracting other groups to assist with funding."

Dick Ginman, 125 Mountain Road, mentioned a Hunterdon Democrat article on well testing, including road salt testing. Mr. Sageser said that the Environmental Commission would be arranging the testing and get a report without names. Homeowners would be told of their test results.

Bruce Trottier, 23 Van Lieus Road, is a realtor and spoke about declining property values. He suggested proactive marketing of East Amwell Township, including making brochures to be distributed at events and in kiosks. He was willing to serve on a marketing committee for the township.

Frances Gavigan, 123 Wertsville Road, spoke about free water testing through Home Depot; Mr. Mathews said this was to sell water softeners.

Mrs. Cregar provided information about performing a wedding at the Unionville Vineyard and speaking with out of town guests about the beauties of New Jersey and East Amwell.

Motion by Ms. Lenox, seconded by Mr. Sageser, and carried unanimously to close to the public.

INTRODUCTION OF ORDINANCES

ORDINANCE 12-07 SALARY AND WAGE 2012 SCHEDULE

Mr. Matheny said the ordinance allows for a 2% range in the ordinance, as discussed during the budget.

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EAST AMWELL TOWNSHIP
THE 2012 Salary and Wage Schedule
ORDINANCE 12-07

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

SECTION ONE: The following shall be the rate and ranges of compensation for the officials and employees of the Township for the year 2012.

SALARIED:

Mayor	\$ 3,473
Township Committee Members	\$ 3,015
Township Administrator	\$59,500 - \$60,690
Tax Assessor	\$25,134 - \$34,020
Tax Collector	\$28,682 - \$38,859
Treasurer/CFO	\$14,790 - \$36,101
Municipal Clerk	\$40,678 - \$55,869
Payroll Clerk	\$ 1,848 - \$ 3,666
Zoning Officer	\$11,878 - \$12,997
Magistrate – East Amwell’s ½ share	\$ 8,710 - \$13,326
Court Administrative Officer – ½ share	\$18,828 - \$30,514
Director of Public Assistance	\$ 2,082 - \$ 3,051
Public Defender	\$ 997 - \$ 2,099
Prosecutor	\$11,112 - \$15,907
DPW Superintendent	\$69,109 - \$75,623
(With Over-time provided beyond 300 hours of over-time)	
COAH Municipal Housing Liaison	\$ 4,328 - \$9,045

HOURLY:

Alternate Zoning Officer	\$35.00/hour
DPW Supervisor	\$21.99 - \$29.33
DPW Employee	\$18.21 - \$26.98
Extra DPW Employee, temporary as necessary	\$ 8.50 - \$21.12
Grounds Maintenance	\$ 8.50 - \$18.48
Deputy Clerk/Assistant Tax Collector	\$16.43 - \$23.17
Board of Health Secretary	\$15.83 - \$26.98

Assistant Treasurer	\$15.83 - \$26.98
Recycling Coordinator	\$ 9.97 - \$20.82
Planning Board Administrative Officer	\$15.83 - \$26.98
Board of Adjustment Administrative Officer	\$15.83 - \$26.98
Zoning Secretary	\$ 9.97 - \$20.82
Deputy Court Administrator – Eas Amwell’s ½ share	\$ 9.97 - \$12.32
Environmental Commission Secretary	\$ 9.97 - \$20.82
COAH Housing Inspector	\$35.00
Farmland/Open Space Administrator	\$16.43 - \$23.17
Farmland/Open Space Recording Secretary	\$ 9.97 - \$20.82
Recreation Committee Secretary	\$ 9.97 - \$20.82
Rabies Clinic – Secretarial	\$ 20.00
Secretarial Services	\$ 9.97 - \$20.82
Agricultural Advisory Secretary	\$ 9.97 - \$20.82
Historic Preservation Secretary	\$ 9.97 - \$20.82

BOARD OF HEALTH FEES:

A. Witnessing Service up to 2 hours	\$ 50.00
B. Witnessing Service more than 2 hours, up to 8 hours in one day	\$120.00
C. Witnessing Service after 8 hours in one work day – (8 am – 4 pm) for each hour or fraction of hour	\$ 25.00
D. Surcharge for Saturday or Sunday	\$100.00

OTHER:

Smoke/Carbon Monoxide Detector Inspectors	\$25.00 per inspection
Summer Playground Directors (per week)	\$190.74 - \$273.36
Summer Playground Supervising Director	\$237.00 - \$318.00
Dog Census Taker(s)	\$325.00 plus \$500.00 for mileage per district

SECTION TWO: This ordinance shall become effective upon publication, according to law, and be retroactive to January 1 unless otherwise noted.

By Order of the Township Committee,

Peter Kneski, Mayor

Attest: _____
Teresa R. Stahl, RMC/CMC
Municipal Clerk

Introduced: July 12, 2012
Adopted:

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Motion by Mrs. Cregar, seconded by Ms. Lenox, and carried unanimously to introduce the ordinance. Ordinance will be published in the July 19, 2012, issue of the Hunterdon County Democrat, and the public hearing is set for the August 9, 2012 Township Committee at 7:30 p.m.

SPECIAL DISCUSSION

COAH – Affordable Housing: Planner Joanna Slagle and COAH Administrative Agent/MHL Jim Robbins were present. Additionally, John Korp from NORWESCAP was also in attendance.

Ms. Slagle recapped the previous meeting discussions with the intent to commit COAH funding by the July deadline, speaking about the Governor’s desire to veto legislative bills for extension of COAH deadlines. The question of “defining commitment” of funds was also at issue. The Township’s plan is to spend \$59,000 for NORWESCAP to oversee five rehabilitation units and fund \$15,000 for Easter Seals. There is \$107,000 in the trust fund, and the Township must spend at least \$64,000 now.

Mr. Korp from NORWESCAP was introduced and was available to answer any questions.

Mr. Mathews asked about the “commitment” language; Ms. Slagle commented that it has never been defined but that action by the governing body is important. Mr. Korp spoke briefly about eligibility and meeting community needs; he also spoke about accessing a database and determining need in the Township. The money will be a grant with a lien for 10 years.

Attorney Judy Kopen reviewed the NORWESCAP Agreement and resolutions.

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RESOLUTION #77-12
NORWESCAP RESOLUTION
Attached to the Original Set of Minutes

By Order of the Township Committee,

Peter Kneski, Mayor

+++++ Motion by Ms. Lenox, seconded by Mr. Mathews, and carried unanimously to approve the resolution.

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RESOLUTION #78-12
EASTER SEALS RESOLUTION
Attached to the Original Set of Minutes

By Order of the Township Committee,

Peter Kneski, Mayor

+++++ Motion by Mrs. Cregar, seconded by Mr. Sageser, and carried unanimously to approve the resolution.

Both resolutions were carried by roll call vote: Lenox, yes; Cregar, yes; Sageser, yes; Mathews, yes; Kneski, yes.

AWARD OF 2012 M & R BIDS

Mrs. Luhrs provided a certification of funds to cover both bids. Mr. Matheny explained that the engineer and Attorney Kopen reviewed bids, and they were acceptable with the submission of a correct bid bond from each firm.

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RESOLUTION #79-12

BE IT RESOLVED by the Township Committee of the Township of East Amwell that they hereby award the following contract for 2012 Road Maintenance and Repair Materials pursuant to Local Public Contracts Law NJSA 40A:11-1, et. al.:

Flemington Bituminous Corp

205 Pennsylvania Avenue
Flemington, NJ 08822
Up to 500 tons MABC 1-4 FOB \$28,975
Up to 500 tons FABC 1-5 FOB \$28,975

By Order of the Township Committee,

Peter Kneski, Mayor

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Motion by Ms. Lenox, seconded by Mr. Sageser, and carried unanimously by roll call vote to award the bid: Lenox, yes; Cregar, yes; Sageser, yes; Mathews, yes; Kneski, yes.

Motion by Ms. Lenox to amend the bid to include an award to Trap Rock Industries. This was seconded by Mr. Mathews. Mr. Cushing said it would be cleaner to do two separate bids.

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RESOLUTION #80-12

BE IT RESOLVED by the Township Committee of the Township of East Amwell that they hereby award the following contract for 2012 Road Maintenance and Repair Materials pursuant to Local Public Contracts Law NJSA 40A:11-1, et. al.:

2012 Road Maintenance and Repair Materials
Trap Rock Industries, Inc.
P O Box 419
Kingston, NJ 08528
Up to 600 tons of 1” blend stone, FDS \$7,380
Up to 100 tons of 1” clean stone, FDS \$1,730

By Order of the Township Committee,

Peter Kneski, Mayor

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Motion by Ms. Lenox, seconded by Mr. Mathews, and carried unanimously by roll call vote to award the bid: Lenox, yes; Cregar, yes; Sageser, yes; Mathews, yes; Kneski, yes.

STANDING COMMITTEE REPORTS

HISTORIC PRESERVATION

06/26 Resolution from Hunterdon County Open Space and Historic Preservation Trust Approving \$19,000 for the Clawson House: This was a report, and no action was taken.

FARMLAND/OPEN SPACE PRESERVATION:

07/03 Resolution Needed in Support of Grant Application to Hunterdon County – Plimpton Property, B.38/L.3 (26 acres more or less): Dick Ginman was present at this time.

Mr. Ginman provided a summary on the Lang closing. He spoke about the Plimpton property, reminding the Township Committee of their past correspondence to the County Freeholders about preservation (without reply). FOSPC “roughed out” an application for submission by the end of the month; Mr. Ginman spoke about possible values and noted that Green Acres allocation and county funding would reduce the Township’s out of pocket expenses. The Township is not being asked to commit funding yet, and there is no contract with the owner. The resolution is to authorize the submission of an application. The property is in an estate, and

no negotiations have taken place; additionally, there are currently no other Green Acres project possibilities in the Township.

Mr. Cushing spoke about changing the resolution submitted by FOSPC to apply for the grant and get additional information.

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**TOWNSHIP OF EAST AMWELL
HUNTERDON COUNTY, NEW JERSEY**

RESOLUTION #81-12

**RESOLUTION AUTHORIZING APPLICATION FOR
HUNTERDON COUNTY OPEN SPACE TRUST FUNDS**

WHEREAS: The Hunterdon County Board of Chosen Freeholders has approved an Open Space Trust Fund and established a Municipal Grants Program to provide County Funds in connection with preserving open space, natural areas, farmland and historic sites; to acquire, develop, improve and maintain county and municipal lands for recreation and conservation purposes; and preservation of historic structures, properties, facilities, sites, areas, or objects; or for the payment of debt service or indebtedness issued or incurred by the municipality for any of the purposes described above; and

WHEREAS, the Township of East Amwell desires to further the public interest by obtaining funding in the amount of \$70,000 from the County of Hunterdon to fund the following project: Acquisition of 21 acres to be subdivided from the Plimpton Property, Block 38, Lot 3 on the Tax Map of the Township of East Amwell, located along Rileyville Road at a cost of \$350,000;

WHEREAS, the County of Hunterdon shall determine if the application is complete and in conformance with the scope and intent of the Hunterdon County Open Space, Farmland and Historic Preservation Trust Fund Plan, applicable Freeholder Board Policies and the Procedures Manual for the Municipal Grant Program adopted thereto, and notify the Township of the amount of the funding award; and

WHEREAS, the Township of East Amwell is willing to use the County funds in accordance with such adopted Policies and Procedures, and applicable state and local government rules, regulations and statutes;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of East Amwell, Hunterdon County that the Mayor or Chair of the Farmland and Open Space Preservation Committee is authorized to:

- (a) make application for such County Open Space Trust Funds,
- (b) provide additional application information and furnish such documents as may be required, and
- (c) act as the authorized correspondent of the Township of East Amwell; and

BE IT FURTHER RESOLVED, that

- 1. the Mayor and Township Clerk of the of the Township of East Amwell, Hunterdon County are hereby authorized to execute any documents and agreements with the County of Hunterdon necessary to accept grant money from the County of Hunterdon in connection with the project known as Plimpton Sourland Preserve Expansion;
- 2. the Municipality has its share of funds, if required, in the amount of \$175,000 Green Acres Grant.
- 3. in the event the County of Hunterdon's funds are less than the total project cost specified above, the applicant has identified potential sources for the balance of funding necessary to complete the project, including partnering with a non-profit land preservation organization;

- 4. the applicant agrees to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project; and
- 5. this resolution shall take effect immediately.

By Order of the Township Committee,

Peter Kneski, Mayor

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Motion by Mr. Sageser to approve the resolution and seconded by Mrs. Cregar. Mr. Mathews spoke about his concern for preserving land for parking; Mr. Ginman was unclear what the County would do with the site, mentioning access to trails in the area. Mr. Ginman explained that the resolution was to authorize the Mayor to sign an application, not a determination of what to do with the land.

A second motion was made by Ms. Lenox, seconded by Mrs. Cregar, and carried unanimously by roll call vote: Lenox, yes; Cregar, yes; Sageser, yes; Mathews, yes; Kneski, yes.

UNFINISHED BUSINESS

TOWNSHIP ADMINISTRATOR’S REPORT

1) Grit Yard/Recycling Depot: Mr. Matheny spoke with Recycling Committee Chair Will Harrison about the matter, and the Recycling Committee will discuss it at their next meeting. The other suggestion was to hold the depot here at the municipal lot and assign a volunteer to man the grit yard during that time. Some comments were made about people who take advantage of the Dumpster here at the municipal lot over the weekend when they cannot make the depot; Mr. Harrison does not believe that there is a lot of contamination by non-recyclables being left.

2) Franklin Township Joint Court: This will be discussed in executive session.

3) Raritan Township June 2012 Report: The Mayor asked about surveillance on Van Lieus and Manners near Route 514 and on Wertsville; Mr. Matheny said that officers did patrol there. Using the Son-Bob driveway for police cars was mentioned.

4) Nixle Update: Charlie Soos and Mr. Matheny wrote good information to be distributed with the tax bills.

5) 3 Year Appointment of OEM Coordinator, Effective July 15, 2012: Mr. Matheny said that a resolution would be required to appoint Gary Myers to another three year term. Deputy Coordinator Charlie Soos is moving in the future.

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RESOLUTION # 82-12

WHEREAS, the Township of East Amwell is in need of an Emergency Management Coordinator; and

WHEREAS, Gary Myers is qualified for this position and faithfully served previously in three year positions as the Emergency Management Coordinator for the Township of East Amwell;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of East Amwell that they hereby appoint Gary Myers as the Office of Emergency Management Coordinator for a three year term effective July 16, 2012 through July 15, 2015.

By Order of the Township Committee,

Peter Kneski, Mayor

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Motion by Ms. Lenox, seconded by Mr. Mathews, and carried unanimously to approve the resolution.

6) 7/3 Resignation Letter from Jane Luhrs, Effective July 13, 2012: Mr. Matheny said that "Jane did a phenomenal job, ... with dedication... is not in it for the money, working for a low salary ... with loyalty and dedication and doing it for the love of East Amwell Township..." Mayor Kneski suggested accepting the resignation with regret and sending a letter of appreciation. Mrs. Luhrs will also come back temporarily for some transitional assistance with the new CFO.

Motion by Ms. Lenox, seconded by Mrs. Cregar, and carried unanimously to accept the resignation with regret.

7) CFO Search will be discussed in executive session.

8) NJ State Police – Kingwood Station Confidential June 2012 Activity Report was acknowledged without comment.

9) Letter to Clawson Park Openers and Closers: Bathrooms were closed, but there has been no feedback from the public. Tennis Courts will not be locked, and Mr. Matheny said that "...we'll see what happens." Volunteers were notified about this change.

10) Reassessment Update: Letters were sent to property owners about the up-coming reassessment. The annual stormwater management information was also sent out with the mailing. Hunterdon County IDS issued for East Amwell Township were provided to the inspectors, and they are valid until the end of the year.

11) Continued Discussion on Clawson Park Drainage: There is \$1,374,814.99 in the Open Space Trust Account, and it is anticipated that \$300,000 more will come in this year. Funding for the \$130,000 or more cost to blacktop the walking paths and do work around the flag pole area can be taken from this account. The ad hoc committee for Clawson Park has already approved the project. Mayor Kneski spoke about liability issues with the pathways and the ability to save township money on maintenance, especially around the circle. He suggested moving forward since there is sufficient funding available. Mr. Mathews asked about maintenance by DPW and how the project would save money since they get salary; Mayor Kneski explained that the crew could do other work if they did not have to repair the park areas, i.e., the pathways always erode "and open the township to potential liability."

Committee members further discussed the project, including whether to blacktop both areas or using pavers around the flagpole, referring to the memo from Mr. O'Neal for different recommendations. The flower beds would remain at the base of the flagpole.

Motion by Mr. Sageser to move ahead on the bid specifications and seconded by Mrs. Cregar.

Mr. Mathews asked if FOSPC was on board with spending funds for non-farmland purchases. Mr. Matheny explained that the fund can be used for park maintenance and other purchases. Mayor Kneski once more mentioned liability issues with the paths. Mr. Mathews asked about using a terracotta color on the paths; it was noted that some portions of the trails are already done in black. Mr. Sageser suggested a black stamped paving. The paved areas were well received by the public and suitable for big wheel riders. Mr. Mathews liked a terracotta look on the roadway with more rural character; Mr. O'Neal will be asked about options. All were in favor of asking Mr. O'Neal for cost information on textured or colored blacktopping, and this may be added to the bids at a later time.

The motion to move ahead on preparation of the bid specs was approved unanimously.

12) Ringoes Pedestrian Safety Update (see 7/6 email from Engineer O'Neal): Mr. O'Neal applied for a five month extension; as part of the packet to NJ DOT, Hunterdon County did changes to the drawings as addressed at the recent NJ DOT meeting. Mr. Matheny outlined

options for proceeding, including having an archeologist on site during excavations. It was unclear who would be responsible for paying for the archeologist's time. Having SHPO review of the project for their October meeting was also mentioned. The estimate for the project was \$183,000 and the Township received the \$180,000 grant from the state; the hope is that the State will grant the extension to continue progress on the project.

13) 6/19 PAIC Annual Inspection Report: Mr. Matheny said that there were only some minor issues to address. He noted that the rubber turf surface under the playground areas at Clawson Park "was well worth it," i.e., the inspector was impressed with the park area.

14) Water Fountain on the Municipal Lot: Mr. Matheny provided a written outline to the governing body about the fountain that was recently hit by an automobile. He will report it to the insurance company to get it replaced and post something in front of the fountain to avoid future accidents.

15) Complaint on Tree Harvesting: Mr. Matheny filed the complaint in municipal court, and Mr. Cushing will be the prosecutor since the municipal prosecutor has a conflict of interest. There was already a first appearance. He also spoke with the tree harvester who believed that the need for a permit was pre-empted by the right to farm law.

Mr. Sageser spoke about the Planning Board's work on the tree ordinance and, policy wise, "they were all on board with it." The Planning Board will be sending it to the Township Committee in the fall, noting that Planning Board member Michael Weis is moving. The ordinance "won't be perfect... but it is an improvement...."

16) Purchase of a Mower Edger and Mason Dump in Process: Mr. Matheny said that there was a plan to put the items out to bid either through the capital fund or by bonding, depending on available funding in the capital budget. The mower will not be a replacement for the boom mower; it will be additional equipment to allow two men to work.

Mr. Mathews commented on not seeing a detailed capital budget with list of expenses and asked how the Township could say that the items were in the budget. Mr. Matheny will check on this.

VERIZON STATEWIDE FRANCHISE – Possible Resolution to Request Full Build Out in East Amwell Township (May and June 2012 Minutes for Background) Mr. Mathews reminded the governing body that the letter was from a union pushing Verizon for the build out. He tried to contact a union representative but was unable to reach him, so he had nothing new to add. He also noted that Mr. Cushing agreed that the Township could write a letter or resolution about competition; Mr. Sageser said he would support that. Motion by Mr. Mathews, seconded by Ms. Lenox and it was carried unanimously to send a strong letter, drafted by the Clerk or Deputy Clerk, for the Mayor's signature.

SUPPORT FOR 5/17 SENATOR PENNACCHIO LEGISLATION ON TRANSPARENCY IN GOVERNMENT – (June 2012 Minutes for Background) Mr. Sageser commented on the Senator's position on transparency in government and provided a resolution for consideration. Mr. Sageser asked about the League of Municipalities' position on this legislation. He agreed to "take the lead" on looking at their position, and this item will be on the next agenda. Ms. Lenox spoke about her experience with gift restrictions at the state level.

RESOLUTION FOR ACCESS TO CLAWSON PARK RESTROOMS FOR TOWNSHIP FUNCTIONS The Township's ordinance says that restrooms can be open for special functions, e.g., movie night, family reunions, church groups, etc. Mr. Cushing will decide later in the meeting how to address the issue.

SPECIAL EMERGENCY RESOLUTION FOR FUNDING FOR PROFESSIONAL SERVICES AGREEMENT

Mr. Matheny reminded the governing body that they approved the reassessment, but there has to be a resolution to cover the costs over five years.

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RESOLUTION #83 - 12

WHEREAS, it has been found necessary to make an Emergency Appropriation to meet certain extraordinary expenses incurred, or to be incurred, by a Township Reassessment; and

WHEREAS, NJS40A:4-53 provides that it shall be lawful to make such appropriation, which appropriation to finance the same shall be provided for in succeeding annual budgets by the inclusion of an appropriation of at least one-fifth of the amount authorized pursuant to this act.

NOW, THEREFORE, BE IT RESOLVED, by not less than two thirds of all governing body members affirmatively concurring that in accordance with the provisions of NJS40A:4-55

1. An emergency appropriation is hereby made for the Township Reassessment in the total amount of \$50,000.00.

2. That the emergency appropriation shall be provided for in the budgets of the next succeeding years by the inclusion of not less than \$10,000.00.

3. That the statement required by the Local Finance Board has been filed with the Clerk and a copy will be transmitted to the Director of the Division of Local Government Services; however, no approval is required from the Division.

By Order of the Township Committee,

Peter Kneski, Mayor

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Motion by Mrs. Cregar, seconded by Mr. Mathews, and carried unanimously by roll call vote to approve the resolution: Lenox, yes; Cregar, yes; Sageser, yes; Mathews, yes; Kneski, yes.

SPECIAL FINANCIAL AUDIT

Mayor Kneski mentioned receipt of the public version of the report from Auditor Case, pointing out some recommendations for financial management. The Mayor asked the Township Committee to “pull together some helpful policy goals” for checks and balances. Mr. Mathews asked that the document be made public. He suggested the creation of a financial subcommittee with more than one governing body member to whom the CFO reports on financial activities and to report quarterly to the full Township Committee. Mr. Mathews spoke about a liaison to the CFO function who could provide guidance. Mayor Kneski agreed, adding that he would like to see more of an electronic process in the office as well. Mr. Sageser agreed that the new CFO should be aware of expectations and some of Mr. Case’s ideas. Ms. Lenox, as the Liaison to the CFO, agreed to sit in on trainings once the new candidate is on board. Some discussion took place about a possible appointment being made tonight and the expectations of the professional, including more electronic processing with First Byte. The Mayor asked that the governing body have their ideas for August.

NEW BUSINESS

Mayor Kneski asked that all resolutions under New Business be voted on together and will work with the Clerk with the agenda in the future.

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AMUSEMENT GAMES:

RESOLUTION #84-12

WHEREAS, South County Park, property belonging to the County of Hunterdon, is located in the Township of East Amwell, and

WHEREAS, South County Park is now the location of the annual Hunterdon County 4H Agricultural Fair, and amusement games play an important part in the entertainment at the Fair;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of East Amwell approves the following amusement game application, which conform to local ordinances:

Applications AG #12-01; AG #12-02; AG#12-03:

Judith Wotasek, 207 Byram Kingwood Road, Stockton, NJ 08559
Hunterdon County 4H Fair/South County Park/ 1207 Route 179,
Lambertville, NJ 08530
August 22-26, 2012 from 11 a.m. - Midnight
Fish Pond; Basketball Toss, Balloon Dart

By Order of the Township Committee,

Peter Kneski, Mayor

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ABC – RARITAN HABITAT FOR HUMANITY:

RESOLUTION #85-12

BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that they have no objection to a Social Affairs Permit being granted to Raritan Valley Habitat for Humanity from the New Jersey Division of Alcoholic Beverage Control for an event to be held on Saturday, September 15, 2012, at the Unionville Vineyard, 9 Rocktown Road, Ringoes, NJ 08551.

By Order of the Township Committee,

Peter Kneski, Mayor

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RAFFLE LICENSE – RWJ UNIVERSITY FOUNDATION:

RESOLUTION #86-12

BE IT RESOLVED by the Township Committee of the Township of East Amwell that they hereby support the fund-raising efforts of RWJ University Hospital Foundation 10 Plum Street, Suite 910, New Brunswick, NJ 08901; and

WHEREAS, the Foundation has made application to hold a raffle on August 6, 2012, at the The Ridge at Back Brook, 211 Wertsville Road, Ringoes, NJ 08551;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of East Amwell, that raffle license number #RA-12-05 be approved and processed.

By Order of the Township Committee,

Peter Kneski, Mayor

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APPLICATION FOR USE OF MUNICIPAL FIELDS: Request from South County Soccer Field to Use Municipal Fields from Fall 2012 season from 9-1 to 11-30-12

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AMWELL VALLEY FIRE COMPANY - ABC PERMIT:

RESOLUTION #87-12

BE IT RESOLVED by the Township Committee of the Township of East Amwell, County of Hunterdon, State of New Jersey, that they have no objection to a Social Affairs Permit being granted to the Amwell Valley Fire Company (Club License #1008-31-002-01) from the New Jersey Division of Alcoholic Beverage Control for an event (Harvest Fest) to be held on Saturday, September 8, 2012 (rain date September 9, 2012).

By Order of the Township Committee,

Peter Kneski, Mayor

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AMWELL VALLEY FIRE COMPANY – FIREWORKS DISPLAY

RESOLUTION #88-12

WHEREAS, there is a Harvest Fest in East Amwell Township held each fall at the Amwell Valley Fire Company in Ringoes; and

WHEREAS, there has been a request for a resolution of approval from the governing body of the Township of East Amwell to have a fireworks display at the event; and

WHEREAS, an application for a permit to the New Jersey Department of Community Affairs, Division of Fire Safety, has been made by the Amwell Valley Fire Company for a fireworks display on Saturday, September 8, 2012, with a rain date of Sunday, September 9, 2012;

WHEREAS, Garden State Fireworks, a New Jersey operator approved by the Amwell Valley Fire Company, will be displaying the fireworks and complying with the requirements of the New Jersey Division of Fire Safety’s permit; and

WHEREAS, a certificate of additional insured has been obtained from the Amwell Valley Fire Company’s insurance carrier, naming East Amwell Township to their coverage;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of East Amwell that they grant permission for the public fireworks display in the municipality at the 2012 Harvest Fest.

By Order of the Township Committee,

Peter Kneski, Mayor

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Motion by Ms. Lenox, seconded by Mr. Mathews, and carried unanimously to approve the above resolutions and actions.

OPEN TO PUBLIC

Nancy Cunningham 14 Wertsville Road, asked if there was information on how other municipalities structure their CFO departments, suggesting a model would be helpful. Mr. Cushing said that he has not seen anything with that level of detail, noting that some

municipalities have financial committees working on budgets or looking at other aspects such as ways to save money or looking at expenses, revenues and cash flow consistent with budgets. He is not familiar with anything more detailed since he works with small municipalities such as the size of East Amwell. Ms. Cunningham liked the idea of quarterly reports.

Motion by Mrs. Cregar, seconded by Ms. Lenox and carried unanimously to close to the public.

UNFINISHED BUSINESS, CONTINUED

CLAWSON PARK ORDINANCE: It was unclear why this item was on the agenda. There was a lengthy discussion about the topic. Mr. Cushing explained that the Township could amend the ordinance to exclude the town from getting a permit. Mr. Mathews thought the issue was that people obtaining permits to use the park should be required to pay for a portable toilet clean out. Mr. Matheny thought that the intent was to keep the restrooms open for large events. No action was taken at the end of this discussion.

RESOLUTION TO ENTER EXECUTIVE SESSION

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RESOLUTION #89 - 12

WHEREAS, the Open Public Meetings Act, P.L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, East Amwell Township Committee is of the opinion that circumstances presently exist; and

WHEREAS, the governing body of the Township of East Amwell wishes to discuss the a court contract, GRC update, personnel, to discuss possible litigation (Feinberg) and to receive advice from the Township Attorney; and

WHEREAS, minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then minutes can be made public;

NOW, THEREFORE, BE IT RESOLVED that the public be excluded from this meeting.

By Order of the Township Committee,

Peter Kneski, Mayor

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Motion by Ms. Lenox, seconded by Mr. Sageser, and carried unanimously to approve the resolution.

Executive session began at 9:41 p.m. The regular meeting resumed at 11:03 p.m.

SHARED COURT WITH FRANKLIN TOWNSHIP

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RESOLUTION #90-12

AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT BETWEEN THE MUNICIPAL COURT OF EAST AMWELL AND DELAWARE TOWNSHIPS, AND FRANKLIN TOWNSHIP

WHEREAS, the Uniform Shares Services and Consolidation Act., *N.J.S.A. 40A:65-1 et seq.* authorizes municipalities to contract with each other for shared services; and

WHEREAS, N.J.S.A. 2B:12-1 allows two or more municipalities to provide jointly for courtrooms, chambers, equipment, supplies and employees for their Municipal Courts and the Townships of East Amwell and Delaware have previously entered into an agreement establishing a joint municipal court which is called the "The Municipal Court of East Amwell and Delaware Townships" (hereinafter the "Joint Court"); and

WHEREAS, N.J.S.A. 2B-12-1 also permits municipal courts to share facilities and personnel; and

WHEREAS, the Township of Franklin has agreed to execute a Shared Services Agreement with the Joint Court, by which the Joint Court will share facilities and personnel with the Franklin Township Municipal Court; and

WHEREAS, the Joint Court also shares its facilities and personnel with the Stockton Borough Municipal Court; and

WHEREAS, a Shared Services Agreement has been circulated memorializing the terms and conditions of a Shared Services Agreement between the Joint Court and the Township of Franklin; and

WHEREAS, the Township of East Amwell finds that it would be in the interests of the Joint Court and its members East Amwell and Delaware Townships for the Township of Franklin to share the Joint Court's courtroom, court offices and to share employees, facilities and equipment under the terms and conditions of the Shared Services Agreement, the terms and conditions of which have been reviewed and deemed satisfactory.

NOW, THEREFORE, BE IT RESOLVED by the Township of East Amwell that the Township approves the Shared Services Agreement between the Joint Court and the Township of Franklin, and that the Mayor is hereby authorized to execute said Shared Services Agreement on behalf of the Township of East Amwell and its interest in the Joint Court in the form and under the terms and conditions which are set forth therein.

By Order of the Township Committee,

Peter Kneski, Mayor

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Motion by Mr. Sageser, seconded by Ms. Lenox, and carried unanimously by roll call vote: Lenox, yes; Cregar, yes; Sageser, yes; Mathews, yes; Kneski, yes.

APPOINTMENT OF CFO/TREASURER AND A NEW ASSISTANT TREASURER

Mayor Kneski called for a resolution for appointment:

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RESOLUTION #91-12

BE IT RESOLVED by the Township Committee of the Township of East Amwell that they hereby appoint Karen Baldino as CFO/Treasurer for East Amwell Township for a statutory 4 year term, working 13 hours per week beginning the week of July 16, 2012, subject to an interview by the Liaison to the CFO/Treasurer, confirmation from the Division of Pensions with respect to employment in the Township since she is a retired PERS employee, and also subject to a reference check.

By Order of the Township Committee,

Peter Kneski, Mayor

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Motion by Ms. Lenox, seconded by Mr. Sageser, and carried unanimously to approve the resolution.

Mr. Mathews asked about Maria Andrews' position; Mayor Kneski said that it was "status quo."

Mr. Matheny suggested a resolution to hire Jane Luhrs as an Assistant Treasurer at the top rate for orientation of the new CFO and completion of the January through June 2012 General Ledger.

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RESOLUTION #92-12

BE IT RESOLVED by the Township Committee of the Township of East Amwell that they hereby appoint Jane Luhrs as an Assistant Treasurer at the top rate of the scale for orientation of the new CFO and completion of the January through June 2012 General Ledger.

By Order of the Township Committee,

Peter Kneski, Mayor

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Motion by Mr. Sageser, seconded by Mrs. Cregar, and carried unanimously.

Mr. Matheny said that the 2011 Salary and Wage Resolution must be amended to include Ms. Baldino until the 2012 Salary and Wage Ordinance is adopted.

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RESOLUTION #93 -12

BE IT RESOLVED by the Township Committee that the 2011 Salary and Wage Resolution be amended as follows:

- Remove the Name of CFO/Treasurer Monzo \$30,000
- Replace with CFO/Treasurer Baldino \$30,000, prorated

By Order of the Township Committee,

Peter Kneski, Mayor

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Motion by Ms. Lenox, seconded by Mrs. Cregar, and carried unanimously.

2012 SALARY AND WAGE RESOLUTION

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RESOLUTION # 94-12

2012 SALARY AND WAGE RESOLUTION BY TITLE
2%

BE IT RESOLVED by the Mayor and Township Committee of the Township of East Amwell that the salaries and compensation for 2012 employees shall be as follows:

<u>Position</u>	<u>Salary/Compensation</u>
Mayor Kneski	\$ 3,473

Township Committee Members Cregar, Lenox	
Mathews, Sageser	\$ 3,015
Township Administrator Matheny	\$59,500
Tax Assessor Busher	\$30,501
Tax Collector Hyland	\$34,853
Treasurer/CFO Baldino	\$30,000
Municipal Clerk Stahl	\$52,153
Payroll Clerk Stahl	\$ 2,429
Zoning Officer McManus	\$12,438
Magistrate Martin – East Amwell’s ½ share	\$ 9,004
Court Administrative Officer Hooven – ½ share	\$22,711
Director of Public Assistance Kuhl	\$ 2,614
Public Defender Troy	\$ 1,105
Prosecutor Ballard	\$11,492
DPW Superintendent Kadezabek	\$72,365
COAH Municipal Housing Liaison Robbins	\$ 4,328

HOURLY:

Alternate Zoning Officer Miller	\$ 35.00/hour
DPW Employee Adamow	\$ 21.44/hour
DPW Employee Silverthorn	\$ 21.44/hour
DPW Employee Hepler	\$ 20.40/hour
Assistant Treasurer Andrews	\$ 26.45/hour
Assistant Treasurer Luhrs	\$ 26.45/hour
Planning Board Administrative Officer Andrews	\$ 20.73/hour
Board of Adjustment Administrative Officer Andrews	\$ 20.73/hour
Zoning Secretary Andrews	\$ 18.23/hour
Board of Health Secretary Rosikiewicz	\$ 17.17/hour
Agricultural Advisory Secretary Rosikiewicz	\$ 14.28/hour
Historic Preservation Secretary Rosikiewicz	\$ 14.28/hour
Farmland/Open Space Preservation	\$ 14.28/hour
Recording Secretary Rosikiewicz	
Recreation Secretary Rosikiewicz	\$ 14.28/hour
Deputy Court Administrator Augustine – ½ share	\$ 10.40/hour
Recycling Coordinator Corboy	\$ 16.33/hour
Environmental Commission Secretary Corboy	\$ 16.33/hour
Deputy Clerk/Assistant Tax Collector Dymek	\$ 19.51/hour
Farmland/Open Space Administrator Conard	\$ 20.77/hour
Rabies Clinic Secretarial Staff	\$ 20.00/hour
Summer Playground Directors	\$240.72/weekly
Summer Playground Supervising Director	\$290.72/weekly
Board of Health Witness Wang Iverson	
Up to 2 hours	\$ 50.00
More than 2 hours, up to 8 hours in one day	\$120.00
Over 8 hours, for each hour or fraction of hour	\$ 25.00
Surcharge for Saturday or Sunday	\$100.00
Inspectors Buchanan or Izzo – Smoke/Carbon Monoxide	
Detector Inspections	\$ 25.00
Substitute Secretarial and/or	
Substitute Secretarial Services for Board/Committee Meetings	Current Hourly Rate Or \$16.00, which- Ever is higher

BE IT FURTHER RESOLVED that salaries will be effective upon adoption and publication of the 2012 Salary and Wage Ordinance, retroactive to January 1, 2012, or the date of hire for those employees hired for a new position in 2012 or date of salary rate change for those employees who may have had a rate change earlier in 2012.

By Order of the Township Committee,

Peter Kneski, Mayor

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Motion by Mrs. Cregar, seconded by Ms. Lenox, and carried unanimously by roll call vote:
Lenox, yes; Cregar, yes; Sageser, yes; Mathews, yes; Kneski, yes.

ADMINISTRATIVE REPORTS

TREASURER LUHRS presented the bills of the evening and statement of cash on hand.
Motion by Ms. Lenox, seconded by Mr. Sageser, and carried unanimously to approve the bills.

Treasurer's Resolutions:

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RESOLUTION #95-12

WHEREAS, certain Capital appropriation ordinances have funding that are no longer necessary;

WHEREAS, it is necessary to formally cancel said balances:

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 unexpended balances be canceled:

	Amount	Cancel to:
Ordinance 98-02 COAH	\$103,321.48	Capital Surplus

By Order of the Township Committee,

Peter Kneski, Mayor

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There was some discussion on whether or not the cancellation was discussed with the attorney. Mr. Matheny left the meeting to call Mr. Cushing. Mr. Cushing agreed that there was no reason not to release the funds since there is a new COAH plan in place.

Motion by Mrs. Cregar, seconded by Ms. Lenox, and carried unanimously to approve the resolution.

TAX COLLECTOR HYLAND presented her June 2012 report.

Tax Collector's Resolution:

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RESOLUTION #96 -12

WHEREAS the certified 2012 tax rate may be delayed from the Tax Board of Hunterdon County, and

WHEREAS this amount is needed for the property tax bills to be printed, and

WHEREAS, there must be twenty-five days from the date of mailing for the return of the quarterly payment before interest is charged;

THEREFORE, BE IT RESOLVED that pursuant to NJSA 54:4-66 et seq. the payment without interest for third quarter 2012 taxes will be extended to at least twenty-five days from mailing of the tax bills, after which time all receipts for the third quarter shall be deemed delinquent with interest accruing from August 1, 2012.

By Order of the Township Committee,

Peter Kneski, Mayor

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Motion by Ms. Lenox, seconded by Mrs. Cregar, and carried unanimously to approve the resolution.

All other administrative reports were noted without comment.

CORRESPONDENCE

There were no comments on these items.

ADJOURNMENT

There being no further business, motion by Ms. Lenox, seconded by Mr. Sageser, and carried unanimously to adjourn the meeting at 11:15 p.m.

Taken from Compact Disc
