

The regular meeting of the East Amwell Township Committee was called to order at 7:30 p.m. Present were Mayor Peter Kneski, Deputy Mayor Dart Sageser, and Committee members Tim Mathews and David Wang-Iverson. Committee member Charles Van Horn was absent. Township Administrator Timothy Matheny was also absent.

In compliance with the Open Public Meetings Act, Municipal Clerk Teresa R. Stahl announced that this is a regularly scheduled meeting, pursuant to the resolution adopted on January 1, 2013, and a meeting notice published in the Hunterdon County Democrat issue of January 10, 2013. A copy of the agenda for this meeting was forwarded to the Hunterdon County Democrat, Times of Trenton, Star Ledger, Courier News, posted on the bulletin board, and filed in the Clerk's Office on December 23, 2013.

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

IN RECOGNITION OF PATRICIA A. CREGAR

Mayor Kneski commented on the loss of Past Committee Member Patricia A. Cregar, asking members of her family in the audience to come and receive the resolution. (For the record, her husband, Barry, and daughter, Denise Cregar Muller, were present.)

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**RESOLUTION #129-13
RESOLUTION OF SYMPATHY ON THE
LOSS OF PATRICIA A. CREGAR**

WHEREAS, Patricia A. Cregar was the center of East Amwell government when she served as Municipal Clerk, beginning her career in municipal government as Deputy Clerk in the early 1980's and being appointed as Municipal Clerk in 1988, serving as the Clerk until September 2001; and

WHEREAS, Patricia excelled in all aspects of her office, including running day-to-day operations of the Township, overseeing employee issues, serving as the eyes and ears of the Township Committee and being on the front line of citizen requests, always with a smile and an exemplary attitude; and

WHEREAS, a testimony to Patricia's genuine regard for East Amwell Township where she and her husband, Barry, raised their family was that Pat knew so many residents by name and took the time to learn so much about their families, with ties to the community through her church and her civic involvement, often caring for many residents behind the scenes; and

WHEREAS, upon retirement, Patricia continued to make her presence known to the East Amwell Township community, and in August 2007, was nominated by her political party to serve on the Township Committee, providing wisdom and guidance to her colleagues based on first hand knowledge of government operations, and providing leadership in areas such as, but not limited to, the following: Deputy Mayor of East Amwell Township in 2011 and 2012; Chairwoman of the Clawson Park Advisory Committee; Senior Citizen Liaison; Farmland/Open Space Preservation Committee Member; Liaison to East Amwell Township School; and an asset to East Amwell Township staff with her knowledge as a former employee and governing body official; and

WHEREAS, Patricia's genuine concern for all of whom she met cannot be replicated, with Pat remembering and celebrating every special occasion of all those she knew, with her boisterous laughter that could rock the room, with her true friendship to so many, and with her lust for life that would not falter;

NOW, THEREFORE, BE RESOLVED that on behalf of the Township Committee and the residents of East Amwell Township, we mourn the loss of Patricia A. Cregar, former Township Committee member, who left us on December 19, 2013, and wish her family comfort in remembering a woman who touched so many lives.

By Order of the Township Committee,

Peter Kneski, Mayor

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Motion by Mr. Wang-Iverson, seconded by Deputy Mayor Sageser, and carried unanimously to approve the resolution.

Glorianne Robbi, 144 Lambertville-Hopewell Turnpike, commented on her heartfelt sadness since learning about the loss of Pat and thinking about the memories that come up. She spoke about knowing Pat since Pat’s daughter, Dayna, and Glorianne’s daughter, Denise, were in kindergarten together, working at the PTA, on the VIP, and on other community activities. Mrs. Robbi also noted that she, Elsa Ginman, and Pat shared the same birthday, and for the past several years, all celebrated together. She was saddened by the loss.

Dick Ginman, 125 Mountain Road, also noted the sad passing of Pat, stating that he somehow got involved in government in 1968 when he moved here. He stated that unofficial or appointed, Pat was a person to turn to help or assistance, and more recently with Clawson Park Committee, he worked with Pat as she chaired the group. He quipped that more often than not, with Pat’s not being sympathetic to lots of meeting, she kept the meetings short and to the point. He stated that he would miss her very much.

Motion by Mr. Wang-Iverson, seconded by Deputy Mayor Sageser, and it was carried unanimously to close to the public.

Mayor Kneski commented on knowing Pat for many years, since he served as Zoning Officer in the early 1980’s when Pat first came on board. He commented on being able to be here when Pat became East Amwell’s Clerk. She will be sorely missed professionally and personally, and Mayor Kneski wished the family well.

AGENDA REVIEW - - None

ANNOUNCEMENTS

- A. 2014 Reorganization for the Township Committee will be on Wednesday, January 1, at 1:00 p.m. at the municipal building.
- B. Christmas trees may be brought to the grit yard any weekday during January. All trim must be removed.
- C. Reorganization Schedule for All Boards/Committees is posted on the bulletin board and on the website at www.eastamwelltownship.com
- D. A rabies clinic will be held at the East Amwell garage on Saturday, January 18, 2014, from 1 p.m. to 4 p.m.

APPROVAL OF MINUTES - None

OPEN TO THE PUBLIC (for Comments from the Public for Items Not on the Agenda)

The meeting was open to the public for comments. There being none, motion by Deputy Mayor Sageser, seconded by Mr. Mathews, and carried unanimously to close to the public.

SPECIAL DISCUSSION – None

CONSENT AGENDA ITEMS

RAFFLE LICENSE #13-03 East Amwell Township PTO for February 18, 2014, 50-50 Cash Raffle at the School

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RESOLUTION #130-13

BE IT RESOLVED by the Township Committee of the Township of East Amwell that they hereby support the fund-raising efforts of East Amwell Township School PTO, 43 Wertsville Road, Ringoes, NJ 08551; and

WHEREAS, the PTO has made application to hold an on premises 50/50 raffle on February 18, 2014, at 6:00 p.m. at The East Amwell Township School, 43 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-13-03 be approved and processed.

By Order of the Township Committee,

Peter Kneski, Mayor

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Motion by Mr. Wang-Iverson, seconded by Mr. Mathews, and carried unanimously to approve the resolution.

PUBLIC HEARINGS/INTRODUCTION OF ORDINANCES – None

SPECIAL COMMITTEE REPORTS – None

STANDING COMMITTEE REPORTS – None

UNFINISHED BUSINESS

TOWNSHIP ADMINISTRATOR’S UPDATE (via the Clerk):

1) Donation of Tree Service from Geils Tree Service: The company will be sent a letter of appreciation for donating services of removing a maple tree at Clawson Park.

2) Status of Appointment of Environmental Commission Secretary and Recycling Coordinator: The Administrator does have some applications and will continue the review/interview process. There will be a substitute for the Recycling Committee in January, and the item may be on the next Township Committee agenda.

3) Professional Services Agreement for Auditor for Annual Financial Statement (AFS) (As per Discussion at 12/12/13 Meeting: Mr. Wang-Iverson explained that the CFO recommended hiring an auditor to the AFS and provided some names for consideration. The thought is to do an RFP for the 2014 audit. The firm hired to do the AFS will be hired separately to do the 2013 audit at reorganization. This recommendation is being made because of time pressure and the status of the finance department, and Mr. Wang-Iverson believed that it made sense to do this for the year.

Mr. Steinberg prioritized the six names he provided, and Mr. Matheny contacted the top two firms. Mr. Steinberg felt that the Suplee-Clooney firm would be the appropriate auditor to deal with the current status of the finance department. Mr. Mathews spoke about the \$800 difference in proposals between Suplee-Clooney and the second top audit firm. Deputy Mayor Sageser felt that there was more depth in the staff of Suplee-Clooney, and Mr. Wang-Iverson said that the firm had more municipal clients.

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RESOLUTION #131-13

BE IT RESOLVED by the Township Committee of the Township of East Amwell that they hereby authorize Suplee-Clooney and Company to do the Township’s Annual Financial Statement, as outlined in the proposal provided to the Township Administrator on November 15, 2013.

By Order of the Township Committee,

Peter Kneski, Mayor

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Motion by Mr. Wang-Iverson, seconded by Deputy Mayor Sageser, and carried with one no vote by Mr. Mathews.

DRAFT REORGANIZATION MINUTES (Advisory Copy Only) – Not for Public Distribution. Mayor Kneski explained that the minutes were a boilerplate of how the meeting will flow.

NEW BUSINESS – None

OPEN TO THE PUBLIC

Frances Gavigan – 123 Wertsville Road, thanked Mr. Kneski for his years of service, stating that he “put up with a lot,” and she wished the Township Committee a good 2014.

Ms. Gavigan spoke about the hiring of Ms. Jones for the finance department at the last meeting with discussions regarding hiring as an employee or by a 1099. She spoke about a history of employee issues, and if the person is hired by a 1099, it would be a free and clear position. If the person is hired as an employee, there are violations of the employee manual, which she had a copy of by way of an OPRA request. She believed the kinds of actions taken were the basis of a very expensive lawsuit in terms of a previous employee. She mentioned discussions with Mr. Cushing and Mr. Matheny regarding the decision to hire as an employee. She believed that there was less of a risk by hiring as a 1099 contractor. She appreciated the conservative approach by the new CFO, and she “congratulated Marianne Busher for sending him our way.” She wished everyone a Happy New Year.

Motion by Deputy Mayor Sageser, seconded by Mr. Wang-Iverson, and it was carried unanimously to close to the public.

Mr. Mathews asked if there was a potential conflict with the policy manual. Mr. Wang-Iverson met with Mr. Steinberg on Friday, but he did not ask. He will meet with him again on Monday and address the matter. It was noted that Mr. Cushing wanted the person to be an employee, mentioning liability issues.

The finance office position will be added to the January 1 reorganization agenda for discussion and possible action.

Mr. Mathews noted that a resident advised that the signs at the intersection of Snydertown Road and Linvale Road were turned, causing some confusion. The DPW will be asked to check this out.

EXECUTIVE SESSION – None

ADMINISTRATIVE REPORTS

Treasurer's Office:

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RESOLUTION #132-13

**RESOLUTION AUTHORIZING BUDGET TRANSFERS
DURING LAST TWO MONTHS
OF THE FISCAL YEAR**

WHEREAS, N.J.S.A. 40A: 4-58 provides for appropriation transfers during the last two (2) months of the fiscal year, when it has been determined that it is necessary to expend for any of the purposes specified in the budget an amount in excess of the sum appropriated therefore and where it has been further determined that there is an excess in any appropriation over the above the amount deemed to be necessary to fulfill the purpose of such appropriation, and

WHEREAS, an appropriation transfer is necessary to cover payroll expenses in excess of amounts appropriated.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of East Amwell does hereby authorize the transfers among the Calendar Year 2013 Municipal Budget as follow:

Current Fund

FROM:

Employee Health Insurance \$ 1,250.00

TO:

Clerk S&W \$ 1,000.00

Affordable Housing S&W 250.00

TOTALS \$ 1,250.00 \$ 1,250.00

By Order of the Township Committee,

Peter Kneski, Mayor

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RESOLUTION #133-13

**RESOLUTION AUTHORIZING BUDGET TRANSFERS
DURING LAST TWO MONTHS
OF THE FISCAL YEAR**

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and where it has been further determined that there is an excess in any appropriation over the above the amount deemed to be necessary to fulfill the purpose of such appropriation, and

WHEREAS, a transfer is necessary to cover expenses in excess of the original appropriation in the 2013 budget document,

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of East Amwell does hereby authorize the transfers among the Calendar Year 2013 Municipal Budget as follow:

FROM:

Current Fund

Health Insurance \$ 300.00

TO: Public Asst OE \$ 300.00

TOTALS \$300.00 \$300.00

By Order of the Township Committee,

Peter Kneski, Mayor

+++++ Motion by Mr. Wang-Iverson, seconded by Mr. Mathews, and carried unanimously.

Bills of the evening were offered for approval. Mr. Mathews had three questions: 1) Mileage reimbursement, which was a significant amount for Bambi Kuhl. He suggested a limited time to submit reimbursement requests, such as within 60 days for actual expenses; he believed this to be good practice, suggesting the figure would be more accurate. The Clerk explained that some employees prefer to wait for reimbursement at the end of the year rather than get small checks incrementally, and their mileage is documented on an office-generated log. Mr. Mathews agreed that the submission could be quarterly or another way, but he did not agree with submission at the end of the year, believing that there was an opportunity for error or extra miles may be added.

Further comments were exchanged with some members agreeing that it would be reasonable to require timely submissions; it was agreed to hold this discussion in January when Mr. Matheny was present.

2) On page 2, Mr. Mathews wanted better explanation of the school taxes in the descriptions on future bill lists; it was noted that the taxes were divided into taxes and interest & debt.

3) Mr. Mathews asked about the \$761.00 for plaques. Frances Gavigan, a member of the Historic Preservation Committee, was in the audience and explained the award program for keeping up historic properties, e.g., houses, barns, gardens, etc. Properties are nominated and votes are taken to make the awards; two were given this year, and the bill was for five plaques, which will held until needed.

Motion to approve the bill list was made by Mr. Wang-Iverson, seconded by Deputy Mayor Sageser, and carried unanimously.

Tax Collector Resolutions:

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RESOLUTION #134-13

WHEREAS N.J.S.A.40A:5-17.1 allows for amounts of \$5.00 or less of delinquent taxes to be canceled, and

WHEREAS the following amounts have been underpaid for 2013 taxes, and

WHEREAS it is the desire of the Tax Collector to clear these small delinquencies before the New Year,

THEREFORE, BE IT RESOLVED that the following debit amounts be canceled:

Block/Lot	Amount
14/22	.01
14.02/15	.01
14.02/28 Q0053	.01
16/8.17	.02
16.01/31.01 Q0058	.87
17/25.01 Q0071	.47
18.01/1	.97
20/6.04	.36
20/6.05	.01
20/12	.10
21/14	.10
22/2	.82
23/1.11	.50
24/6 Q0145	.08
25/7.09 Q0404	.50
35/18.02	.01
38/1.02	.30
41/42 Q0440	.53

TOTAL : 5.67

By Order of the Township Committee,

Peter Kneski, Mayor

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RESOLUTION #135-13

WHEREAS N.J.S.A.40A:5-17.1 allows for amounts of \$5.00 or less of overpaid taxes to be canceled, and

WHEREAS the following amounts have been overpaid for 2013 taxes, and

WHEREAS it is the desire of the Tax Collector to clear these small overpayments before the New Year,

THEREFORE, BE IT RESOLVED that the following credit amounts be canceled and applied to Surplus.

Block/Lot	Amount
2/2 Q0003	.01
6.02/5	.01
8.02/26.02	.31
12/15	.01
18/18 CELL3	.05
27/1.05	.01
27.01/32 Q0183	.04
35.01/33.01	.65
38/12 Q0452	1.00
40.01/22	.78

TOTAL: 2.87

By Order of the Township Committee,

Peter Kneski, Mayor

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RESOLUTION #136-13

WHEREAS there has been an overpayment of 2013 taxes, and

WHEREAS the following property owners have requested that these amounts be refunded to them,

THEREFORE, BE IT RESOLVED that the following amounts be returned to the property owners:

Owner	Block/Lot	Amount
Guy & Judith Grignon	16.01/30	1288.15
Yan & Margaret Bajzath	32/4.03	1381.22

By Order of the Township Committee,

Peter Kneski, Mayor

+++++ Motion by Mr. Wang-Iverson, seconded by Mr. Mathews, and carried unanimously to approve the resolutions.

CORRESPONDENCE

Mr. Mathews asked about the letter from the Farmland/Open Space Preservation Committee to Hunterdon County about the PIG program; he asked that a list of target farms be presented to the governing body.

Mr. Mathews asked about the recent meetings at Hunterdon County on economic issues; one meeting has already taken place, and others may be scheduled. Mayor Kneski asked the Clerk to get minutes of the December 18th meeting for review.

Mr. Mathews noted the difference between the new auditor prices and the more expensive costs for services from WithumSmith & Brown.

Mayor Kneski wanted to thank the Township Committees, past and present, for their work. He also thanked staff “as the backbone of the community.” As Mayor, he also appreciated all the members of the public who attended and all the volunteers who served, commending their dedication. He wished everyone a Happy New Year.

Deputy Mayor Sageser thanked Mayor Kneski for serving as Mayor this year, appreciating the fact that there were no major storms to deal with this year.

Mr. Mathews thanked Mayor Kneski for his professionalism and for doing a great job. He appreciated that the Mayor made him feel comfortable and helped work through the process, which he appreciated.

Mayor Kneski wished Mr. Miller good luck in the future and concluded by thanking everyone again.

ADJOURNMENT

There being no further business, motion by Mr. Wang-Iverson, seconded by Deputy Mayor Sageser, and carried unanimously to adjourn the meeting at 8:18 p.m.

Teresa R. Stahl, RMC/CMC
Municipal Clerk

**EAST AMWELL TOWNSHIP COMMITTEE
DECEMBER 26, 2013**

