

The Executive Session meeting of the East Amwell Township Committee was called to order at 6:00 p.m. Present were Mayor Mark Castellano and Committee members, Jenna Casper-Bloom and John Mills. Also, present was Attorney Frank Whittlesey and Deputy Mayor Tara Ramsey joined by phone.

The regular meeting of the East Amwell Township Committee, was called to order at 7:30 p.m. Present were Mayor Mark Castellano and Committee members John Mills, Rick Wolfe and Jenna Casper-Bloom. Also present was Township Attorney Frank Whittlesey.

In compliance with the Open Public Meetings Act, the Acting Muniicipal Clerk announced that the notice of this meeting had been published in the January 13, 2022 issue of the Hunterdon County Democrat and that 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 February 8, 2022.

EXECUTIVE SESSION

RESOLUTION #28-22

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 litigation 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; and

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

CERTIFICATION

I, Krista M. Parsons, Acting Municipal Clerk, hereby certify that the foregoing resolution is a true and accurate copy of a resolution adopted by the Township Committee of the Township of East Amwell at a regular and duly convened meeting held on February 10, 2022.

Krista M. Parsons, Acting Municipal Clerk

A motion made by John Mills, seconded by Jenna Casper-Bloom to enter Executive Session was unanimously approved by voice vote.

The meeting was opened back up to the public and a motion made by John Mills, seconded by Jenna Casper-Bloom to exit Executive Session was unanimously approved by voice vote.

Executive Session took place from 6:00pm-6:56pm

The regular meeting commenced at 7:00pm

AGENDA REVIEW

Acting Clerk Parsons announced the Proclamation will be deferred to a later date.

ANNOUNCEMENTS

- a. The Township Committee will hold a budget meeting on Monday, February 14th, at 9am. The public is invited to attend.
- b. The Municipal Offices will be closed on February 21st for President’s Day.
- c. Annual Dog Licenses are now due. \$17 for Neutered/Spayed and \$20 for Non-Neutered/Spayed. Late fees will be assessed beginning March 1st and is \$25. Contact the Clerk’s office for more information.

d. Hunterdon County Utilities and Authority will hold a Hazardous Waste Collection on March 5th and an Electronic Waste Collection on March 19th from 9am-1pm. At the Hunterdon County Complex on Route 12 in Flemington.

e. Day Light Savings Time begins at 2am. On Sunday, March 13th. Turn clocks ahead.

APPROVAL OF MINUTES

January 13, 2022 Regular Minutes

A motion made by John Mills, seconded by Jenna Casper-Bloom to approve the minutes were unanimously approved by voice vote.

SPECIAL DISCUSSIONS/PRESENTATIONS/ACKNOWLEDGEMENTS

Proclamation in Recognition and Remembrance of Mark Pavol

Deferred to a later date.

Monthly Update from Amwell Valley Rescue Squad

Chief Eckard provided the Township Committee with an update and announced the Squad's 65th Anniversary.

STANDING COMMITTEE REPORTS

Environmental Commission Quarterly Report

It was noted for the record that the report was received and provided to the Township Committee members.

Appoint Volunteers to Various Committees

Parks and Recreation Advisory Committee

A motion was made by John Mills, seconded by Rick Wolfe to appoint Alexa Hunt, Jason Bloom, Alison Kavchok and Frances Gavigan to the Parks and Recreation Advisory Committee, was unanimously approved by voice vote, with Jenna Casper-Bloom abstaining.

Environmental Commission

A motion was made by Rick Wolfe, seconded by John Mills to appoint Lindsey Manzo to the Environmental Commission was unanimously approved by voice vote.

Recycling Committee

A motion was made by Jenna Casper-Bloom, seconded by Rick Wolfe to appoint Thomas Manzo to the Recycling Committee was unanimously approved by voice vote.

OPEN TO THE PUBLIC- Topics Not on the Agenda (limited to 10 min)

A motion made by Rick Wolfe, seconded by John Mills to open the meeting to the public was unanimously approved by voice vote.

John Staats & Lois Riggs, Amwell Ridge Cemetery Association- Both parties discussed the Kleinschmidt house, located next door to the cemetery, which is in great distress with the 25% of the house falling onto the cemetery property. The Association would like the township to take care of the property as they believe its under their ownership.

Dave Stryker 11 Linvale Road, Ringoes, NJ- Mr. Stryker commented that the township is responsible to find the owner of the Kleinschmidt property that has done damage to the cemetery.

Linda Ranf 148 Cider Mill Road, Flemington, NJ- Ms. Ranf commented on the Facebook communication.

Frances Gavigan 123 Wertsville Road, Ringoes, NJ- Ms. Gavigan provided and update on the Historic Preservation Committee 2022-2023 Calendar and suggested to the Cemetery Association to work with the County.

CONSENT AGENDA ITEMS

RESOLUTION #29-22

REDEMPTION TAX SALE CERTIFICATE

WHEREAS there has been a redemption made for Tax Sale Certificate #21-2, Block 40, Lot 24, 36 Snyderstown Road, East Amwell Township sold on October 22nd 2021, to US Bank Cust for Pro Cap 8, and,

WHEREAS the amount of \$13,598.33 has been collected from Title Evolution, on behalf of Sec of Housing and Urban Development, owner of this property, for the redemption of this Tax Sale Certificate #21-2,

THEREFORE, BE IT RESOLVED that a check in the amount of \$13,598.33 be prepared and the Mayor, Treasurer and Clerk be authorized to sign this check and that an additional check in the amount of \$43,000.00 for the Premium paid and that these checks be mailed to:

US Bank Cust for Pro Cap 8
50 South 16th Street Suite 2050
Philadelphia PA 19102

I, Krista M. Parsons, Acting Municipal Clerk, hereby certify that the foregoing resolution is a true and accurate copy of a resolution adopted by the Township Committee of the Township of East Amwell at a regular and duly convened meeting held on February 10, 2022.

Krista M. Parsons, Acting Municipal Clerk

RESOLUTION #30-22

RESOLUTION TO ADOPT TEMPORARY EMERGENCY APPROPRIATIONS #2

WHEREAS, N.J.S.A. 40A: 4-20 provides that an addition to temporary appropriations necessary for the period prior to the adoption of the budget and regular appropriations, the Governing Body may, by resolution adopted by 2/3 vote of the full membership thereof, make emergency temporary appropriations for any purpose for which the appropriations may lawfully be made for the period between the beginning of the current fiscal year and the date of the adoption of the budget for said year.

WHEREAS, the total emergency temporary resolutions adopted in the year 2022 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A: 4-20) including this resolution total \$187,950.00

NOW THEREFORE BE IT RESOLVED by the Governing Body of the Township of East Amwell, that in accordance with the provisions of N.J.S.A. 40A: 4-20, the Chief Financial Officer be authorized to make the following emergency temporary budget appropriations in the 2022 current fund temporary budget and that said amounts be included under the correct headings in the municipal budget as adopted.

BE IT FURTHER RESOLVED that one certified copy of this resolution be filed with the Director of the Division of Local Government Services and one certified copy with the Chief Financial Officer

	Salaries & Wages	Other Expenses
General Administration	\$1,000.00	\$5,000.00

Municipal Clerk	\$ 10,000.00	\$5,000.00
Financial Administration	\$10,000.00	\$3,000.00
Revenue Administration		\$1,000.00
Tax Assessor	\$4,000.00	
Auditor		\$5,000.00
Legal		\$5,000.00
Communications		\$5,000.00
Village Advisory	\$250.00	\$ 200.00
Health Benefits		\$20,000.00
Vehicle Maintenance		\$10,000.00
Buildings & Grounds		\$5,000.00
Planning Board	\$1,500.00	\$15,000.00
Zoning Officer	\$1,000.00	
Affordable Housing	\$1,000.00	
Street & Road Maintenance	\$30,000.00	\$15,000.00
Solid Waste	-\$750.00	
Telephone		\$1,000.00
Heating Oil/Gas		\$2,000.00
Social Security/FICA		\$5,000.00
DCRP		\$ 500.00
Municipal Court	\$15,000.00	
PERS		\$6,000.00
Farmland/Open Space	\$2,000.00	\$250.00
Gasoline & Diesel		4,000.00

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Krista M. Parsons, Acting Municipal Clerk

RESOLUTION #31-22

BE IT RESOLVED by the Township Committee of the Township of East Amwell that they hereby support the Farmland Bicycle Ride fund-raising efforts; and

WHEREAS, the organization has made application for an event notification for a cycling event for Sunday, June 12, 2022, where cyclists will be passing through East Amwell Township;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of East Amwell, the Farmland Bicycle Ride fund-raising event be approved and processed.

CERTIFICATION

I, Krista M. Parsons, Acting Municipal Clerk, hereby certify that the foregoing resolution is a true and accurate copy of a resolution adopted by the Township Committee of the Township of East Amwell at a regular and duly convened meeting held on February 10, 2022.

Krista M. Parsons, Acting Municipal Clerk

RESOLUTION #32-22

BE IT RESOLVED, by the Township Committee of the Township of East Amwell that they hereby move Tiana Blakely from Probationary Employee to Permanent Employee Status based on the satisfactory recommendation from the Parks and Recreation Committee Liaison.

CERTIFICATION

I, Krista M. Parsons, Acting Municipal Clerk, hereby certify that the foregoing resolution is a true and accurate copy of a resolution adopted by the Township Committee of the Township of East Amwell at a regular and duly convened meeting held on February 10, 2022.

Krista M. Parsons, Acting Municipal Clerk

RESOLUTION #33-22

BE IT RESOLVED, by the Township Committee of the Township of East Amwell that they hereby move Travis Diminick from Probationary Employee to Permanent Employee Status based on the satisfactory recommendation from the DPW Superintendent.

CERTIFICATION

I, Krista M. Parsons, Acting Municipal Clerk, hereby certify that the foregoing resolution is a true and accurate copy of a resolution adopted by the Township Committee of the Township of East Amwell at a regular and duly convened meeting held on February 10, 2022.

Krista M. Parsons, Acting Municipal Clerk

A motion made by Jenna Casper-Bloom, seconded by John Mills to approve the Consent Agenda Items was conducted by roll call vote:

Ms. Casper-Bloom: Yes, Mr. Mills: Yes, Mr. Wolfe: Yes, and Mr. Castellano: Yes

RESOLUTIONS

RESOLUTION #34-22

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF EAST AMWELL AUTHORIZING THE ADOPTION OF THE 2021 HUNTERDON COUNTY, NEW JERSEY HAZARD MITIGATION PLAN UPDATE

WHEREAS, all jurisdictions within Hunterdon County have exposure to hazards that increase the risk to life, property, environment, and the County and local economy; and

WHEREAS; pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre and post disaster hazard mitigation programs; and

WHEREAS; a coalition of Hunterdon County municipalities with like planning objectives has been formed to pool resources and create consistent mitigation strategies within Hunterdon County; and

WHEREAS, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy;

NOW, THEREFORE, BE IT RESOLVED that the Township of East Amwell:

- 1) Adopts in its entirety, the 2021 Hunterdon County Hazard Mitigation Plan Update (the “Plan”) as the jurisdiction’s Hazard Mitigation Plan and resolves to execute the actions identified in the Plan that pertain to this jurisdiction.
- 2) Will use the adopted and approved portions of the Plan to guide pre- and post-disaster mitigation of the hazards identified.
- 3) Will coordinate the strategies identified in the Plan with other planning programs and mechanisms under its jurisdictional authority.
- 4) Will continue its support of the Mitigation Planning Committee as described within the Plan.
- 5) Will help to promote and support the mitigation successes of all participants in this Plan.
- 6) Will incorporate mitigation planning as an integral component of government and partner operations.
- 7) Will provide an update of the Plan in conjunction with the County no less than every five years.

CERTIFICATION

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Krista M. Parsons, Acting Municipal Clerk

A motion made by Rick Wolfe, seconded by John Mills to approve the resolution was unanimously approved by voice vote.

RESOLUTION #35-22

WHEREAS, East Amwell Township has a need to acquire additional professional services without competitive bids; and

WHEREAS, it is anticipated that the value of these services over the course of the year will not exceed \$17,500.00; and

WHEREAS the Local Public Contracts Law, N.J.S.A. 40:11-1 et. seq. allows governing bodies to execute agreements without competitive bidding for professional services; and

WHEREAS these executed agreements must be available for public inspection; and

WHEREAS sufficient funds are available in the 2022 Temporary Budget and will be made available in the 2022 Municipal Budget for the Township of East Amwell

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of East Amwell, authorizes the Mayor and Acting Clerk to execute agreements with the following professionals:

Joseph Scordillo

Special Tax Counsel

BE IT FURTHER RESOLVED that these agreements are awarded, subject to contract discussions, without competitive bidding as defined under the appropriate section of the Local Public Contracts Law, because each of the above-mentioned individuals is authorized by law to practice a recognized profession.

BE IT FURTHER RESOLVED that notice of this action shall be printed in the March 10, 2022 issue of the Hunterdon County Democrat.

CERTIFICATION

I, Krista M. Parsons, Acting Municipal Clerk, hereby certify that the foregoing resolution is a true and accurate copy of a resolution adopted by the Township Committee of the Township of East Amwell at a regular and duly convened meeting held on February 10, 2022.

Krista M. Parsons, Acting Municipal Clerk

A motion made by John Mills, seconded by Rick Wolfe to approve the resolution was unanimously approved by voice vote.

RESOLUTION #36-22

Resolution of Support from East Amwell Township Committee Authorizing the Sustainable Jersey 2022 Grant Application Submission funded by PSEG

WHEREAS, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic and social objectives are balanced and mutually supportive; and

WHEREAS, East Amwell strives to save tax dollars, assure clean land, air and water, improve working and living environments; and

WHEREAS, East Amwell is participating in the Sustainable Jersey Program; and

WHEREAS, one of the purposes of the Sustainable Jersey Program is to provide resources to municipalities to make progress on sustainability issues, and they have created a grant program called the Sustainable Jersey Grants Program funded by PSEG;

THEREFORE, the East Amwell Township Committee has determined that East Amwell should apply for the aforementioned Grant.

THEREFORE, BE IT RESOLVED, that the Township Committee of East Amwell, State of New Jersey, authorizes the submission of the aforementioned two Sustainable Jersey grants funded by PSEG in the one in the amount of \$2,000 and the other in the amount of \$10,000.

CERTIFICATION

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Krista M. Parsons, Acting Municipal Clerk

A motion made by Jenna Casper-Bloom, seconded by John Mills to approve the resolution was unanimously approved by voice vote.

ORDINANCES- PUBLIC HEARING AND SECOND READING

ORDINANCE #22-01- CALENDAR YEAR 2022 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)

As proof of publication, the legal notice from the Hunterdon County Democrat issue of January 13, 2022 was provided by the Acting Municipal Clerk. The ordinance was posted and available to the public since introduction on January 3, 2022.

A motion made by Rick Wolfe, seconded by Jenna Casper-Bloom to open the meeting to the public for comment was unanimously approved by voice vote.

Seeing no members of the public come forward, a motion made by Rick Wolfe, seconded by Jenna Casper-Bloom to close the meeting to the public was unanimously approved by voice vote.

A motion made by Rick Wolfe, seconded by Jenna Casper-Bloom to adopt Ordinance #22-01 was conducted by roll call vote:

Ms. Casper-Bloom: Yes, Mr. Mills: Yes, Mr. Wolfe: Yes, and Mr. Castellano: Yes

The adoption notice will be published in the February 17, 2022 issue of the Hunterdon County Democrat.

ORDINANCE #22-02- AN ORDINANCE TO APPROVE THE 2022 SALARY AND WAGE SCHEDULE

As proof of publication, the legal notice from the Hunterdon County Democrat issue of January 13, 2022 was provided by the Acting Municipal Clerk. The ordinance was posted and available to the public since introduction on January 3, 2022.

A motion made by Rick Wolfe, seconded by John Mills to open the meeting to the public for comment was unanimously approved by voice vote.

Seeing no members of the public come forward, a motion made by Rick Wolfe, seconded by John Mills to close the meeting to the public was unanimously approved by voice vote.

A motion made by Rick Wolfe, seconded by Jenna Casper-Bloom to adopt Ordinance #22-02 was conducted by roll call vote:

Ms. Casper-Bloom: Yes, Mr. Mills: Yes, Mr. Wolfe: Yes, and Mr. Castellano: Yes

The adoption notice will be published in the February 17, 2022 issue of the Hunterdon County Democrat.

ORDINANCES- INTRODUCTION AND FIRST READING

There were no ordinances to be introduced.

UNFINISHED BUSINESS

Employee Benefits Package regarding Holidays

Discussion took place amongst the committee members and Acting Clerk Parsons, which Rick Wolfe challenged Acting Clerk Parsons to provide documentation from other municipalities and present them at the next meeting. This will be deferred to the March meeting.

NEW BUSINESS

CFO Interim Proposal

This topic has been deferred to the March meeting.

Municipal Court Violations Clerk Employment Offer

RESOLUTION #38-22

BE IT RESOLVED, by the Township Committee of the Township of East Amwell that the following appointment be made as one-year probationary appointment, with an effective start date of March 1, 2022:

Margaret Acquista- Joint Court Violations Clerk

BE IT FURTHER RESOLVED, that the conditions of Ms. Acquista’s appointment are as follows:

- Average 3 days per week in East Amwell Court Office.
- Working hours are 8:30 am- 3:00 pm. Court sessions are the second and fourth Monday of the month. Our current session starts at 1:15pm. Prior to COVID our Court sessions started at 5pm. If we go back to in person sessions, your hours would be adjusted on those Court days.
- Salary of \$17.00 per hour, split equally between Delaware and East Amwell Townships.
- Satisfactory completion of two mandatory training sessions of POMCA I and II which consist of nine days of training, with pay. At this time, they are being held virtually through Microsoft teams.
- Vacation, personal and sick time allowances per East Amwell and Delaware policies.
- Enrollment in DCRP if minimum salary requirements are met.

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Krista M. Parsons, Acting Municipal Clerk

Discussion took place that an offer was extended to a candidate for the open position, who accepted the position this morning. Based on this information and feedback from Jenna Casper-Bloom, a motion made by Jenna Casper-Bloom, seconded by John Mills to appoint the Violations Clerk candidate effective March 1, 2022 was unanimously approved by voice vote.

OPEN TO THE PUBLIC

A motion made by Rick Wolfe, seconded by John Mills to open the meeting to the public was unanimously approved by voice vote.

Frances Gavigan 123 Wertsville Road, Ringoes, NJ- Ms. Gavigan provided what holidays the State has and when they are observed.

Linda Ranf 148 Cider Mill Road, Flemington, NJ- Ms. Ranf asked about the Hunterdon County Commissioners Liaison.

APPROVAL OF BILLS

Bills of the Evening- February 10, 2022

A motion made by Jenna Casper-Bloom, seconded by John Mills to approve the bills of the evening was conducted by roll call vote:

Ms. Casper-Bloom: Yes, Mr. Mills: Yes, Mr. Wolfe: Yes, and Mr. Castellano: Yes

APPROVAL OF ADMINISTRATIVE REPORTS

A motion made by Jenna Casper-Bloom, seconded by John Mills to approve the reports was unanimously approved by voice vote.

CORRESPONDENCE

No discussion was held.

ADJOURNMENT

There being no further business, a motion made by Rick Wolfe, seconded by Jenna Casper-Bloom to adjourn the meeting at 8:12pm was unanimously approved by voice vote.

Krista M. Parsons, Acting Municipal Clerk