

ALEXANDRIA TOWNSHIP COMMITTEE
2015 Re- Organization Meeting
MINUTES
January 6, 2015

This meeting was advertised in the Hunterdon County Democrat, and notice posted in the Alexandria Township Municipal Offices and the Township website (www.alexandria-nj.us) as required by the Open Public Meetings Act.

Meeting Called to order by Municipal Clerk Michele Bobrowski at 7:05 PM.

ROLL CALL: Committeeman Pfefferle, Committeeman Swift, Committeeman Abraham and Attorney Dragan were present.

FLAG SALUTE:

- Municipal Clerk Michele Bobrowski administered the Oath of Office to Committeeman Abraham for a 3-year term;
- Municipal Clerk Michele Bobrowski called for a nomination for Mayor Comm. Swift made a motion, seconded by Comm. Pfefferle to nominate Comm. Abraham as Mayor for 2015. **ROLL CALL: Comm. Pfefferle, yes; Comm. Swift, yes; Comm. Abraham, abstain.** Mayor Abraham presided over the remainder of meeting.

- Mayor Abraham made the following appointments:

Deputy Mayor	Harry Swift
Health Chairman	Chris Pfefferle
Road Chairman	Harry Swift

Comm. Pfefferle made a motion, seconded by Comm. Swift to approve the appointments made by Mayor Abraham for Deputy Mayor, Health Chairman, and Road Chairman.

ROLL CALL: Comm. Pfefferle, yes; Comm. Swift, yes; Mayor Abraham, yes.

VARIOUS APPOINTMENTS BY THE TOWNSHIP COMMITTEE

PLEASE NOTE:

An Electronic Copy of the Employee Manual will be sent to all appointees. Within 60 days appointees must sign the receipt page and return to Clerk as well as attend a Sexual Harassment/Ethics Seminar sponsored by Statewide Insurance Company at a date to be determined. The Municipal Clerk will notify all employees and appointees of seminar date.

Comm. Swift made a motion, seconded by Comm. Pfefferle to approve the following appointments. **ROLL CALL: Comm. Pfefferle, yes; Comm. Swift, yes; Mayor Abraham, yes.**

Agricultural/Open Space Advisory Committee:

Floyd Evans
Term Expires 12/31/2015
William Fritsche
Term Expires 12/31/2015
Fran Daley
Term Expires 12/31/2015
Jim Pauch
Term Expires 12/31/2015
Gabe Sipos
Term Expires 12/31/2015

Board of Adjustment:

Stuart Hutcheson
Term Expires 12/31/2016

Environmental Commission:

Dave Scarinci
Term Expires 12/31/2017
Jay Arancio
Term Expires 12/31/2017
Mike Flynn
Term Expires 12/31/2017

Planning Board:

Michael Giannone-Class 2
Term Expires 12/31/2015
Judy Tucker-Alt #1
Term Expires 12/31/2018
Paul Abraham-Mayor
Term Expires 12/31/2015
Chris Pfefferle-Mayor Designee
Term Expires 12/31/2015

Park & Recreation Commission:

Mark Yaros
Term Expires 12/31/2019

Emergency Management Coordinator:

Jim Mangano -Deputy
Term Expires 12/31/2017
Gerald Twardy
Term Expires 12/31/2017

Zoning Officer:

Mike Mullin
Term Expires 12/31/2015

Representative to Joint Municipal Court:

Paul Abraham
Term Expires 12/31/2015
Chris Pfefferle
Term Expires 12/31/2015

Finance Officer:

Peter Rees
Term Expires 12/31/2018

Tax Collector:

Donna Griffiths
Term Expires 12/31/2018

Tax Assessor:

Eloise Hagaman
Term Expires 12/31/2018

Perc Witness:

Sonya Sellers
Term Expires 12/31/2015
Harry Fuerstenberger
Term Expires 12/31/2015

Registrar:

Michele Bobrowski
Term Expires 12/31/2017
Donna Griffiths
Term Expires 12/31/2017

SELF- INSURANCE FUND COMMISSIONER

Michele Bobrowski.....1 year term

PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)

Michele Bobrowski1 year term

DOG WARDEN

Animal Control and Investigative Services, by contract

BOARD OF HEALTH

Consisting of 2 Committeeman; Mayor and the Tax Assessor and Physician

Comm. Swift made a motion, seconded by Mayor Abraham to approve the above appointments. **ROLL CALL: Comm. Pfefferle, yes; Comm. Swift, yes; Mayor Abraham, yes.**

ADDITIONAL APPOINTMENTS BY THE TOWNSHIP COMMITTEE

DESIGNATE OFFICIAL NEWSPAPER

Hunterdon County Democrat
Star Ledger – Alternate Daily
Courier News –Alternate Daily
Express Times-Alternate Daily
Trenton Times-Alternate Daily

SET DATE AND TIME FOR 2015 TOWNSHIP COMMITTEE MEETINGS

Second Wednesday of each month at 7:35 PM

BANKS FOR DEPOSITORIES

Fulton Bank
Bank of America
TD Bank
PNC Bank
Riegel Federal Credit Union
Hopewell Valley Bank

LOCATION FOR POSTING NOTICES

Alexandria Township Municipal Office and Official Township website:
www.alexandria-nj.us

Comm. Pfefferle made a motion, seconded by Comm. Swift to approve the above appointments. **ROLL CALL: Comm. Pfefferle, yes; Comm. Swift, yes; Mayor Abraham, yes.**

ANNUAL RESOLUTIONS

- Resolution 2015-001 Open Public Meetings Act *
- Resolution 2015-002 Official Newspaper *
- Resolution 2015-003 Notice of Meeting *
- Resolution 2015-004 Social Security Agent *
- Resolution 2015-005 Assessment Search Agent *
- Resolution 2015-006 Tax Collector’s Refund Policy *
- Resolution 2015-007 Interest Rates on Delinquent Taxes *
- Resolution 2015-008 Grace Period for Taxes *
- Resolution 2015-009 Filing of Appeals *

- Resolution 2015-010 Cash Management Plan *
- Resolution 2015-011 Drug Free Work Place *
- Resolution 2015-012 Civil Rights Policy *

**Consent Agenda*

All items listed with an asterisk "" are considered to be routine by the Township Committee and will be enacted by one motion. There will be no separate discussion of these items unless a Committee member or citizen requests, in which event the item will be removed from the General Order of Business and considered in its normal sequence on the agenda.*

Comm. Swift made a motion, seconded by Comm. Pfefferle to approve the above Annual Resolutions numbered 2015-001 to 2015-012. **ROLL CALL: Comm. Pfefferle, yes; Comm. Swift, yes; Mayor Abraham, yes.**

**RESOLUTION 2015-001 FOR ALEXANDRIA TOWNSHIP,
COUNTY OF HUNTERDON, STATE OF NEW JERSEY
RE: OPEN PUBLIC MEETINGS ACT**

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WHEREAS, the Open Public Meetings Act (N.J.S. 10:4-6 et seq. hereinafter the "Act" provides for the giving of an annual notice by public bodies of a schedule of the succeeding year, including the location of each meeting to the extent it is known, and the time and date of each meeting; and

WHEREAS, the Act authorizes a public body to make certain other determinations and to take certain other actions in conformance therewith;

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

1. Regular meetings of the Township Committee shall be held during the 2015 calendar year on the second Wednesday of each month immediately following the Alexandria Township Board of Health meeting at the Alexandria Middle School, 557 County Road 513, Pittstown, New Jersey, unless rescheduled in conformity with the said Act, provided that any such meetings which fall on a New Jersey legal holiday shall be rescheduled to the next regular business day at the same time and place.

2. The following newspapers are hereby designated as the newspapers to receive any and all notices required or permitted to be given under the Act including but not limited to the Annual Notice of regular meetings or any revision thereto, 48 hour notice of any special meeting and notice of any emergency meeting for which prior adequate notice was not provided:

a. The Hunterdon County Democrat which is hereby determined to be the newspaper, which has the greatest likelihood of informing the public within this municipality of meetings of this public body.

3. The following newspaper is hereby designated as an alternate newspaper to receive any of the notices described in paragraph 2 above in the event that either of the newspapers designated in paragraph 2 shall be unavailable to receive or publish such notices within the time requirements of the Act due to weekly publishing schedules;

a. The *Star Ledger* which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act.

b. The *Express Times* which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act.

c. The *Trenton Times* which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act.

d. The *Courier News* which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act.

4. The following fees are hereby fixed to cover the costs of providing and mailing to a person requesting copies of any notice pursuant to Section 14 of the Act, which fees shall be prepaid by such persons:

OPEN PUBLIC MEETINGS ACT

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a. To receive by mail any one copy of any annual notice of regular meetings or revision thereto described in Section 13 of the Act, or any one 48 hour advance written notice described in Subsection 3-d of the Act of any regular, special or rescheduled or emergency meeting of this body, **the sum of \$1.00.**

b. To receive written advance notice of all of the meetings of this public body within the time prescribed by Subsection 3-d of the Act up to and including December 31, 2015, **the sum of \$50.00.**

5. This public body shall keep reasonably comprehensible minutes of all of its meetings showing the time and place, the members present, the subjects considered, the actions taken, the vote of each member, and any other information required to be shown in the minutes by law, which shall be promptly available to the public to the extent that making such matters public shall not be inconsistent with Section 7 of the Open Public Meetings Act. (R.S. 10:4-12).

a. The fee to receive by mail or in person, any one copy of any official minutes of any regular or special open meeting or any revision thereto shall be **the sum of \$3.00.**

b. The fee to receive by mail or in person one copy of all the official minutes of all of the regular and special meetings of this public body shall be **the sum of \$75.00 per year.**

6. Copies of the attached Annual Notice shall be provided as follows:

a. Posted and maintained throughout the calendar year on the public bulletin board, at the Township Municipal offices, located at 782 Frenchtown Rd, Milford NJ 08848.

b. Mailed or hand delivered to the newspapers designated in Paragraph 2 hereof.

c. Posted on the Township website: www.alexandria-nj.us

d. Filed with the Clerk of the Municipality.

e. Mailed or hand delivered to any person so requesting in accordance with Paragraph 4 hereof.

Paul Abraham, Mayor

Attest: January 6, 2015

Michele Bobrowski, RMC, Township Clerk

**RESOLUTION 2015-002 FOR THE TOWNSHIP OF ALEXANDRIA, COUNTY
OF HUNTERDON, STATE OF NEW JERSEY,
DESIGNATING THE OFFICIAL NEWSPAPER FOR 2015**

BE IT RESOLVED that *The Hunterdon County Democrat*, a newspaper published and printed in the County of Hunterdon and circulating in the County of Hunterdon, is hereby designated as the official newspaper of the Township of Alexandria pursuant to N.J.S. 40:53-1, for publication of all official notices required by law during the calendar year 2015.

Paul Abraham, Mayor

Attest: January 6, 2015

Michele Bobrowski, RMC, Township Clerk

**RESOLUTION 2015-003 FOR THE TOWNSHIP OF ALEXANDRIA,
COUNTY OF HUNTERDON, STATE OF NEW JERSEY, ANNUAL**

**NOTICE OF REGULAR MEETINGS FOR THE ALEXANDRIA
TOWNSHIP COMMITTEE**

PLEASE TAKE NOTICE that the regular meetings of the Alexandria Township Committee shall be held during the 2015 calendar year on the second Wednesday of each month, immediately following the Alexandria Township Board of Health Meeting at 7:30 PM, at the Alexandria Middle School, 557 County Road 513, Pittstown, New Jersey, unless rescheduled in conformity with the Open Public Meetings Act.

Paul Abraham, Mayor

Attest: January 6, 2015

Michele Bobrowski, RMC, Township Clerk

**RESOLUTION 2015-004 FOR THE TOWNSHIP OF ALEXANDRIA, COUNTY
OF HUNTERDON, STATE OF NEW JERSEY TO APPOINT A CERTIFIED
SOCIAL SECURITY AGENT FOR 2015**

WHEREAS, it is required by the Statutes of New Jersey that an agent be appointed and certified for receiving moneys and preparing the necessary forms for Social Security and pensions for employees for the Township of Alexandria;

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Alexandria appoints: **Edward P. Rees, C.F.O.** as certified agent to prepare all necessary forms for Social Security and pension payments is hereby confirmed, and he shall be authorized to receive payments on behalf of the Township of Alexandria for both the State of New Jersey and the Federal Government during the calendar year 2015.

Paul Abraham, Mayor

Attest: January 6, 2015

Michele Bobrowski, RMC, Township Clerk

RESOLUTION 2015-005 FOR THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY TO DESIGNATE A CERTIFIED AGENT FOR TAX AND ASSESSMENT SEARCHES FOR 2015

WHEREAS, N.J.S.A. 54:5-11 requires that the governing body of a Municipality designate by Resolution a bonded official of the Municipality to certify Tax and Assessment Searches for all other unpaid Municipal liens and;

WHEREAS, (State Law) further requires that a salary be paid to such person or persons for services rendered in connection with such searches;

NOW, THEREFORE BE IT RESOLVED THAT

1. Donna Griffiths, Township Tax Collector, be, and is hereby designated to certify Tax Searches for the Township of Alexandria during the year 2015.

2. Donna Griffiths, Township Tax Collector, be, and is hereby designated to certify Assessment Searches for all other unpaid liens for the Township of Alexandria during the year 2015.

Paul Abraham, Mayor

Attest: January 6, 2015

Michele Bobrowski, RMC, Township Clerk

RESOLUTION 2015-006 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY AUTHORIZING THE TAX COLLECTOR'S 2015 REFUND POLICY

WHEREAS, N.J.S.A. 40A:5-17 allows for the cancellation of property tax refunds or delinquent amounts in the amounts of less than ten dollars (\$10.00); and

WHEREAS, the governing body may authorize a municipal employee chosen by said body to process, without further action on their part, any cancellation of property tax refunds or delinquencies of less than ten dollars (\$10.00)

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Committee of the Township of Alexandria, County of Hunterdon, State of New Jersey, hereby authorize the Tax Collector to cancel said tax amounts as deemed necessary.

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the Tax Collector, Township Finance Officer and Township Auditor.

Paul Abraham, Mayor

Attest: January 6, 2015

Michele Bobrowski, RMC, Township Clerk

RESOLUTION 2015-007 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY FIXING INTEREST RATES ON DELINQUENT TAXES FOR CALENDAR YEAR 2015

BE IT RESOLVED that pursuant to N.J.S.A. 54:4-67, the Township Committee of the Township of Alexandria, County of Hunterdon and State of New Jersey hereby fixes the rate of interest to be charged on delinquent taxes at the rate of eight (8%) per cent per annum on the first One Thousand, Five Hundred (\$1,500.00) Dollars of delinquency and eighteen (18%) per cent per annum on any amount in excess of One Thousand, Five Hundred (\$1,500.00) Dollars of delinquency.

BE IT FURTHER RESOLVED, that notwithstanding the above provision, no interest shall be charged if payment of any installment is made within ten (10) days after the date upon which the same became payable according to the laws in such cases made and provided. If such payment is not made within the ten (10) day grace period, the above rate of interest shall run and accrue from the original due date of such taxes.

BE IT FURTHER RESOLVED, that in addition to the interest provided above, on all delinquencies in excess of Ten Thousand (\$10,000.00) Dollars and which are not paid prior to the end of the fiscal year, the tax collector shall also collect a penalty of six (6%) per cent of the amount of the delinquency in excess of Ten Thousand (\$10,000.00) Dollars.

BE IT FURTHER RESOLVED, that the Municipal Clerk will provide a certified copy of this resolution to the Tax Collector.

Paul Abraham, Mayor

Attest: January 6, 2015

Michele Bobrowski, RMC, Township Clerk

RESOLUTION 2015-008 FOR THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY TO ALLOW A GRACE PERIOD FOR PAYMENT OF PROPERTY TAXES FOR 2015

WHEREAS, there exists in the Township of Alexandria, Hunterdon County, the practice by the Tax Collector of the Township allowing the taxpayers of the Township a ten-day “grace period” after the quarterly due date for payment of real property taxes; and

WHEREAS, this practice frequently results in payments without interest for the first ten days and/or questions and disputes regarding same; and,

WHEREAS, the annual audit of the Township finances has resulted in a recommendation that the Statutes relative to collection of delinquent taxes be strictly enforced;

NOW, THEREFORE BE IT RESOLVED, that the Township Tax Collector be, and is hereby directed;

1. To allow a ten-day grace period for the payment of real property taxes;
2. If payment shall be made within said period of time no interest shall be required to be paid;
3. If payment shall be made after said period of time, interest shall be paid on the amount of tax due from the first day of the month.

Paul Abraham, Mayor

Attest: January 6, 2015

Michele Bobrowski, RMC, Township Clerk

RESOLUTION 2015-009 FOR THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY AUTHORIZING FILING OF STIPULATIONS AND CORRECTIVE APPEALS BY ASSESSOR DURING THE CALENDAR YEAR 2015

WHEREAS, the Township Committee of the Township of Alexandria has been informed that from time to time errors are made in computing the tax assessments, and

WHEREAS, the Tax Assessor of the Township of Alexandria has requested the Township Committee to authorize her to file corrections of such errors with the Hunterdon County Board of Taxation, and

WHEREAS, the Tax Assessor of the Township of Alexandria is called upon to defend tax appeals filed with the Hunterdon County Board of Taxation and to agree to stipulations of appeals;

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Alexandria that the Tax Assessor of the Township of Alexandria be and is hereby authorized to file corrective appeals with the Hunterdon County Board of Taxation, to represent the Township of Alexandria before the Hunterdon County Board of Taxation in defense of appeals filed with said Board and to sign stipulations of appeals on behalf of the Township of Alexandria, which she feels are proper and in the best interest of the municipality.

Attest: January 6, 2015

Paul Abraham, Mayor

Michele Bobrowski, RMC, Township Clerk

RESOLUTION 2015-010 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY STIPULATING THE CASH MANAGEMENT PLAN FOR THE YEAR 2015

WHEREAS, P.L. 1983, Chapter 8, Local Fiscal Affairs Law, N.J.S.A.; 40A:5-14, has been amended to require that each municipality designate a Cash Management Plan for the deposit of local unit's monies,

BE IT RESOLVED that the following Cash Management Plan be adopted by the Township of Alexandria thereafter "Municipality",

A. DESIGNATION OF OFFICIAL DEPOSITORIES

1. The following financial institutions are designated official depositories; under the direction of the Chief Financial Officer.

- Fulton Bank of New Jersey
- Hopewell Valley Community Bank
- Bank of America
- PNC Bank

- TD Bank
- Riegel Federal Credit Union

2. Designated Official Depositories are required to submit to the Chief Financial Officer of this municipality a copy of the State of New Jersey, Department of Banking, Governmental Unit Deposit Protection Act, notification of eligibility which must be filed semiannually in the Department of Banking as of June 30th and December 31st of each year.

3. Designated official depositories are required to submit to the Chief Financial Officer a copy of institution's Annual Report" on an annual basis.

B. DEPOSIT OF FUNDS

All funds shall be deposited within forty-eight (48) hours of receipt in accordance with State Statute.

1. Operating funds shall be deposited into interest bearing accounts to maximize interest earnings.

2. Capital and debt service funds may be deposited into interest bearing accounts. Non-interest bearing accounts shall be regularly monitored for the availability of funds for investment.

3. Trust funds may be deposited into interest bearing accounts. Non-interest bearing accounts should be regularly monitored for availability of funds for investment except where either State or Federal laws prohibit the earning of interest on such funds.

2015 CASH MANAGEMENT PLAN

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4. Payroll and agency remittance funds shall be maintained in regular checking accounts, only insofar as they serve to compensate the bank for payroll data processing services.

C. DESIGNATION OF ALLOWABLE INVESTMENT INSTRUMENTS

The Municipality may permit deposits and investments in such depositories as permitted in Section 4 of P.L. 1970, Chapter 236 (C. 17:9-44).

1. All designated depositories must conform to all applicable State Statutes concerning depositories of public funds.

2. All depositories shall obtain the highest amount possible FDIC and or FSLIC coverage of all Municipal Assets (Demand and Certificate of Deposit).

3. Collateral will be required for all deposits and investment of the Municipality, except for those in the State Cash Management Fund, collateral must have a market value of not less than 100 percent (100%) of all deposits and investments.

E. REPORTING PROCEDURES

The Chief Financial Officer shall prepare for the Municipal Governing Body the following investment reports:

1. Monthly Reporting: A detailed listing of all investments purchased in the prior month, specifying the amount, interest percent per annum, number of days, period of investment and maturity date, interest amount at maturity and financial institutions with which investment is placed. This report shall be broken down by fund.

2. The Chief Financial Officer shall prepare a schedule of outstanding investments for the independent auditors as of December 31st of each year and at other such times required by the auditors.

F. MAXIMUM MATURITY POLICY

Investments shall be limited to a maturity not to exceed one year on all operating funds unless a longer maturity is permitted within the provision of regulation promulgated by either the Federal or State governments.

2015 CASH MANAGEMENT PLAN

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G. INVESTMENT PROCEDURES

1. Bids for Certificates of Deposit and Repurchase Agreements will be solicited of all designated depositories only if the amount is \$100,000.00 or greater.

2. Telephone bids will be solicited of designated depositories by the Chief Financial Officer or his designated staff member.

3. The depository shall specify the principal amount of the investment bid on, interest rate, and number of days used to calculate the interest to be paid on maturity.

4. Interest paid shall be from the date the bid was awarded to the day of maturity.

5. All bidders may request the results of the bid after the bid is formally awarded.
6. A check or wire transfer of funds will be made available to the winning bidder the same business day the bid is awarded.
7. Each quotation shall be documented to record the date and time of quote, the parties in the discussion, the instrument(s), maturity and rates. A bid form of the Municipality may be used.
8. The Chief Financial Officer is authorized to invest and reinvest funds of the various accounts of this municipality without formal resolution of this governing body for each investment or turnover of funds, provided that investments are made at the highest available rate of interest consistent with applicable laws and regulations.

H. CONTROLS

When possible, the internal controls should provide for a separation of the investment placement functions and the accounting activity. Controls must be designated for telephone orders, wire transfers and securities safekeeping, only specifically designated personnel of the department of finance shall be allowed to conduct this part of the transactions and all activity should be subject to immediate written confirmation by the designated depository. The Chief Financial Officer shall review each day's activity.

2015 CASH MANAGEMENT PLAN

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I. BONDING

The following official shall be covered by security bonds, said surety bonds to be examined by the independent auditor to insure their proper execution:

- Municipal Tax Collector

The Chief Financial Officer and Staff members of the Department of Finance not covered by separate surety bonds shall be covered by a public employees' faithful performance bond in the minimum amount of \$5,000.00

J. COMPLIANCE

The Cash Management Plan of the Municipality shall be subject to the annual audit conducted pursuant to N.J.S. 40A:5-4.

Paul Abraham, Mayor

Attest: January 6, 2015

Michele Bobrowski
Township Clerk

**RESOLUTION 2015-011 FOR THE TOWNSHIP OF ALEXANDRIA, COUNTY
OF HUNTERDON, STATE OF NEW JERSEY TO ADOPT A DRUG-FREE
WORKPLACE POLICY FOR 2015**

The following policy is adopted in order to provide a drug-free workplace environment within the Township of Alexandria:

1. The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited on township grounds. Any violation of this policy will subject the employee to appropriate personnel action, up to and including termination.
2. The Township Clerk shall establish a drug-awareness program, including distribution to each employee of this policy statement.
3. The employee shall notify the Township Clerk in writing of any criminal drug statute conviction for a violation occurring in the workplace no later than five calendar days after such conviction. The Township Clerk shall in turn immediately send notification to the Township Committee.
4. The Township Committee shall take one of the following actions, within 30 calendar days of receiving notice under paragraph 3, with respect to any employee who is so convicted;
 - Taking appropriate personnel action against such an employee, up to and including termination; or
 - Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by Federal, State, or local health, law enforcement, or other appropriate agency.

Paul Abraham, Mayor

Attest: January 6, 2015

Michele Bobrowski, RMC, Township Clerk

RESOLUTION 2015-012 FOR THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ESTABLISHING A CIVIL RIGHTS POLICY AND A POLICY AGAINST DISCRIMINATION WITH RESPECT TO HIRING AND EMPLOYMENT OF TOWNSHIP EMPLOYEES

WHEREAS, the Township of Alexandria finds and declares that the practices of discrimination against the inhabitants of this municipality and of the State of New Jersey because of race, creed, color, national origin, ancestry, age, sex or marital status are a matter of concern to the government of this municipality, and that such discrimination threatens not only the rights and proper privileges of the inhabitants of this municipality and of the State of New Jersey, but menaces the institutions and foundations of a free democratic state; and

WHEREAS, all persons should have the opportunity to obtain employment without regard to race, creed, color, national origin, ancestry, age, sex or marital status, subject only to conditions and limitations applicable alike to all persons;

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Alexandria that:

1. Alexandria Township is an equal opportunity employer.
2. Alexandria Township shall not discriminate against any employee or applicant for employment because of race, creed, color, national origin, ancestry, age, sex, or marital status.
3. All employees of Alexandria Township shall be treated equally during employment without regard to their race, creed, color, national origin, ancestry, age, sex or marital status. Such action shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, recruitment advertising, layoff, termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.
4. Alexandria Township, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of said Township, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, national origin, ancestry, age, sex or marital status.
5. All of the provisions of this resolution shall be construed to prohibit any unlawful discrimination against any person because of the physical handicap of such person or any unlawful employment practice against such person unless the nature and extent of the handicap reasonably precludes the performance of the particular employment.
6. The Township Clerk is herein designated as the official designated to oversee and insure compliance with the Civil Rights policy as herein established.

ATTEST: January 6, 2015

Paul Abraham, Mayor

Michele Bobrowski, RMC Township Clerk

INSURANCE

Resolution 2015-013 Appointment of Fund Commissioner
Resolution 2015-014 Appointment of Risk Management Consultant

Comm. Pfefferle made a motion, seconded by Comm. Swift to approve Insurance Resolutions numbered 2015-013 and 2015-014. **ROLL CALL: Comm. Pfefferle, yes; Comm. Swift, yes; Mayor Abraham, yes.**

**RESOLUTION 2015-013 OF THE TOWNSHIP OF ALEXANDRIA,
COUNTY OF HUNTERDON, STATE OF NEW JERSEY
APPOINTING FUND COMMISSIONER FOR THE STATEWIDE
INSURANCE FUND**

WHEREAS, Alexandria Township (hereinafter "Local Unit") is a member of the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Fund's Bylaws require participating members to appoint a Fund Commissioner;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the that Michele Bobrowski is hereby appointed as the Fund Commissioner for the Local Unit for the year 2015; and

BE IT FURTHER RESOLVED that Edward P. Rees is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the year 2015; and

BE IT FURTHER RESOLVED that the Local Unit's Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

Alexandria Township

By: _____
Paul Abraham, Mayor

ATTEST: January 6, 2015

Michele Bobrowski, RMC, Township Clerk

This Resolution agreed to the 6th day of January, 2015 by a vote of:

Affirmative Abstain Negative Absent

**RESOLUTION 2015-014 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF
HUNTERDON, STATE OF NEW JERSEY APPOINTING RISK MANAGEMENT
CONSULTANT**

WHEREAS, Alexandria Township (hereinafter "Local Unit") has joined the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the "Fund"; and

WHEREAS, the Local Unit has complied with relevant law with regard to the appointment of a Risk management Consultant; and

WHEREAS, the "Fund" has requested its members to appoint individuals or entities to that position; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of "Local Unit", in the County of Hunterdon and State of New Jersey, as follows:

- 1.) The Alexandria Township Committee hereby appoints, John T. Groendyke of Groendyke Associates as its local Risk Management Consultant.

- 2.) The Mayor (*authorized representative of the public entity*) and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant's Agreement for the year 2015 in the form attached hereto.

Alexandria Township

Attest:

Michele Bobrowski, RMC, Township Clerk

Paul Abraham, Mayor

Certification

I, Michele Bobrowski, Clerk of the Township of Alexandria,
County of Hunterdon, do hereby certify the foregoing to be a true and correct copy of a
Resolution adopted by the governing body on January 6, 2015

Clerk

Witness my hand and seal of the

_____ of _____

This day of _____, 20____

PROFESSIONAL SERVICES

- **The Township Committee makes the following appointments:**
Engineer –Robert O’Brien, Hatch Mott McDonald
Auditor – William Colantano, CPA
Planner – David Banisch, of Banisch & Associates
Bond Counsel – Anthony Pannella, Esq., Wilentz, Goldman, Spitzer
Municipal Attorney – Sharon Dragan, Esq., Ballard & Dragan
Tax Appeal Attorney- Martin Allen, Esq. DiFrancescoBateman

- Resolution 2015-015 Professional Services for 2015**
- Resolution 2015-016 Appointing Township Planner**
- Resolution 2015-017 Appointing Township Engineer**
- Resolution 2015-020 Appointing Township Attorney**
- Resolution 2015-021 Appointing Township Tax Attorney**
- Resolution 2015-022 Appointing Township Auditor**

Comm. Swift made a motion, seconded by Comm. Pfefferle to approve Professional Service Resolutions numbered 2015-015, 2015-016, 2015-017, 2015-020, and 2015-21.

ROLL CALL: Comm. Pfefferle, yes; Comm. Swift, yes; Mayor Abraham, yes.

Comm. Pfefferle made a motion, seconded by Comm. Swift to approve Resolution 2015-022 Appointing Township Auditor. **ROLL CALL: Comm. Pfefferle, yes; Comm.**

Swift, yes; Mayor Abraham, yes.

**RESOLUTION 2015-015 FOR THE TOWNSHIP OF ALEXANDRIA,
COUNTY OF HUNTERDON, STATE OF NEW JERSEY AUTHORIZING
CONTRACTS**

FOR PROFESSIONAL SERVICES FOR 2015

WHEREAS, there exists a need for the retention of the following professional services to render professional advice and services to the Township of Alexandria on municipal issues, and as otherwise may be directed by the Committee, and pursuant to the provisions of N.J.S.A. 19:44A-20.5:

- 1) Professional Planner;
- 2) Professional Engineer;
- 3) Auditor;
- 4) Bond Counsel;
- 5) Township Attorney

WHEREAS, the Township Committee has determined and certified in writing that the value of each contract will exceed \$17,500 based upon historical information from the 2014 calendar year; and

WHEREAS, the anticipated term of each contract is one (1) year(s); and

WHEREAS, the professionals listed below have submitted a proposal indicating they will provide the services at hourly rates as submitted; and

WHEREAS, the professionals listed below have completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in the Township in the previous one year, and that the contract will prohibit the below named professionals from making any reportable contributions through the term of the contract; and

WHEREAS, funds for said contracts are available in the appropriation to the Township of Alexandria, and have been certified by the Local Finance Officer, and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for “professional services” without competitive bids on the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED on this 6th day of January 2015, by the Alexandria Township Committee, in the County of Hunterdon, State of New Jersey, as follows:

A. The Mayor and Township Clerk of the Township of Alexandria are hereby authorized and directed to execute the professional services agreement with the following professionals:

- 1) Professional Planner: David Banisch of Banisch & Associates
- 2) Professional Engineer: Robert O'Brien and Hatch Mott McDonald.
- 3) Auditor: William Colantano, Jr., C.P.A., P.C.
- 4) Bond Counsel: Anthony Pannella, Esq. and Wilentz, Goldman & Spitzer
- 5) Sharon A. Dragan, Esq.

B. The contracts are awarded without competitive bidding as professional services in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law in regard to the professionals special knowledge as to municipal issues, which knowledge is particularly valuable to the Township.

C. A notice of this action shall be printed once in the official newspaper of the Township of Alexandria.

D. A copy of this Resolution and each professional services contract shall be filed with the Alexandria Township Municipal Clerk, and be available there for public inspection.

Township of Alexandria

By:

Paul Abraham, Mayor

Certified to be a true copy of a Resolution adopted this 6th day of January 2015.

By:

Michele Bobrowski, RMC, Township Clerk

**RESOLUTION 2015-016 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF
HUNTERDON, STATE OF NEW JERSEY APPOINTING THE TOWNSHIP
PLANNER FOR THE TOWNSHIP OF ALEXANDRIA**

WHEREAS, there exists a need to provide the Township of Alexandria with professional planning services (“professionals”) during the period from January 1, 2015 to December 31, 2015; and

WHEREAS, the Chief Financial Officer has certified that funds are available for this purpose within the Township budget; and

WHEREAS, “professional services” are those “rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training” (NJSA 40A:11-2), and the professional services required by the Township are “professional services” as heretofore defined, and are excepted from the public bidding requirement pursuant to NJSA 40A: 11-5; and

1. Township Professional Planner: David Banisch, P.P. of Banisch Associates Inc., 111 Main Street, Flemington New Jersey 08822

NOW THEREFORE, BE IT RESOLVED by the Township of Alexandria as follows:

1. That the Township hereby appoints *David Banisch*, P. P., and Banisch Associates, Inc., licensed as a Planning Consultant PP/AICP in the State of New Jersey, as the Planning Consultant for the Township of Alexandria.
2. That this contract is awarded as a Professional Services contract under the provisions of the Local Public Contracts Law.
3. The Professional shall supply the Township with Federal Affirmative Action Plan Approval or a State Certificate of Employee Information Report within the time period required by NJAC 17:17. The contract shall contain the Mandatory Affirmative Action Language for Professional Service Contracts as required by NJAC 17:27.
4. Each Professional shall comply with the requirements of NJSA 19:44A-20.5 and shall provide a written certification that the Professional has not made a contribution that would bar the award of the contract pursuant to NJSA 19:44A-20.8.
5. The following rates are for professional planning services rendered to the Municipality for 2015:

Hourly Rates

Senior Licensed Professional Planner Charles McGroarty)	\$142.00 (Francis Banisch III,
Principal Licensed Professional Planner	\$130.00 (David Banisch)
Associate Licensed Professional Planner	\$120.00 (Joanna Slagle)
Research Associate	\$ 90.00 (Raimy Schutzman)
Research Assistant	\$ 56.00

Hourly Rates for Mediation and Litigation Matters

Senior Licensed Professional Planner McGroarty)	\$166.00 (Francis Banisch III, Charles
Principal Licensed Professional Planner	\$152.00 (David Banisch)
Associate Licensed Professional Planner	\$140.00 (Joanna Slagle)
Research Associate	\$104.00 (Raimy Schutzman)
Research Assistant	\$ 64.00

Reimbursable Costs

Printing and reproduction of maps and copies of reports (other than routine correspondence) by an outside vendor will be billed at cost.

In-house printing and reproduction of CD's, maps and copies of reports (other than routine correspondence) will be billed at charges indicated below.

	<u>Cost</u>			
	<u>Paper Size</u>	<u>Color</u>	<u>Black & white</u>	<u>Blue-line</u>
Printing and copying:	8 1/2 x11, 8 1/2 x 14	\$0.89	\$0.09	n/a
	11 x 17	\$1.79	\$0.17	n/a
Display exhibit (2'x3' mounted color):		\$63.00		
CD's:		\$10 each		

6. A copy of this Resolution shall be published in the official newspaper as required by law within ten (10) days of its passage.

Attest: January 6, 2015

Paul Abraham, Mayor

Michele Bobrowski, RMC, Township Clerk

**RESOLUTION 2015-017 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF
HUNTERDON, STATE OF NEW JERSEY APPOINTING THE TOWNSHIP
ENGINEER FOR THE TOWNSHIP OF ALEXANDRIA**

WHEREAS, there exists a need to provide the Township of Alexandria with professional services (“professionals”) during the period from January 1, 2015 to December 31, 2015; and

WHEREAS, the Chief Financial Officer has certified that funds are available for this purpose within the Township budget; and

WHEREAS, “professional services” are those “rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training” (NJSA 40A:11-2), and the professional services required by the Township are “professional services” as heretofore defined, and are excepted from the public bidding requirement pursuant to NJSA 40A: 11-5; and

2. Township Professional Engineer: Robert O’ Brien, P.E., Hatch Mott MacDonald, 53 Frontage Road, Ste. 170, Hampton, NJ 088827.

NOW THEREFORE, BE IT RESOLVED by the Township of Alexandria as follows:

7. That the Township hereby appoints Robert O’Brien, P.E and Hatch Mott MacDonald, licensed as a Professional Engineer in the State of New Jersey, as the Township Engineer for the Township of Alexandria for the period January 1, 2015 through December 31, 2015.
8. That this contract is awarded as a Professional Services contract under the provisions of the Local Public Contracts Law.
9. The Professional shall supply the Township with Federal Affirmative Action Plan Approval or a State Certificate of Employee Information Report within the time period required by NJAC 17:17. The contract shall contain the Mandatory Affirmative Action Language for Professional Service Contracts as required by NJAC 17:27.
10. Each Professional shall comply with the requirements of NJSA 19:44A-20.5 and shall provide a written certification that the Professional has not made a contribution that would bar the award of the contract pursuant to NJSA 19:44A-20.8.
11. Fees for 2015 are as follows:

Municipal Engineer	per hour \$140.00*
Planning/Zoning Board Engineer	\$140.00
Sr. Project Engineer/Manager/Principal Project Manager	\$138.00
Project Engineer/Project Architect/Project Manager	\$136.00
Engineer IV/Architect IV	\$134.00
Sr. Project Geologist/Sr. Project Scientist	\$132.00
Project Geologist/Project Scientist	\$130.00
Sr. Specialist IV/V/Sr. Designer IV/V	\$128.00
Engineer I-III/Architect I-III/Scientist IV/Geologist IV	\$128.00
Sr. Inspector IV/V/Sr. Surveyor IV/V	\$112.00
Scientist I-III/Geologist I-III/Designer III	\$109.00
Inspector I-III/Surveyor I-III/Specialist I-III/Designer I-II	\$ 92.00
Technicians	\$ 86.00
Administration/Project Support	\$ 69.00

- Hourly rates for special consultations and services in conjunction with litigation are available on request.

12. A copy of this Resolution shall be published in the official newspaper as required by law within ten (10) days of its passage.

Attest: January 6, 2015

Paul Abraham, Mayor

Michele Bobrowski, RMC, Township Clerk

I, Michele Bobrowski, certify the above to be a true copy of a Resolution adopted by the Township Committee of the Township of Alexandria at a meeting held on January 6, 2015.

Michele Bobrowski, RMC, Township Clerk

RESOLUTION 2015-020 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY APPOINTING THE TOWNSHIP ATTORNEY FOR THE TOWNSHIP OF ALEXANDRIA

WHEREAS, there exists a need to provide the Township of Alexandria with professional services (“professionals”) during the period from January 1, 2015 to December 31, 2015; and

WHEREAS, the Chief Financial Officer has certified that funds are available for this purpose within the Township budget; and

WHEREAS, “professional services” are those “rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training” (NJSA 40A:11-2), and the professional services required by the Township are “professional services” as heretofore defined, and are excepted from the public bidding requirement pursuant to NJSA 40A: 11-5; and

3. Township Attorney: Sharon A. Dragan, Esq., having her offices c/o Ballard & Dragan, Liberty Court, Suite 1200, 260 Hwy. 202/31, Flemington, NJ 08822.

NOW THEREFORE, BE IT RESOLVED by the Township of Alexandria as follows:

13. That the Township hereby appoints *Sharon A. Dragan, Esq.* as Municipal Attorney to provide legal advice and services in connection with general representation of the Township, and Sharon A. Dragan agrees to provide all of the professional services which may be requested and/or required in that capacity.
14. The Township will pay \$6,000.00 a month to Sharon A. Dragan, Esq. for her services.
15. That this contract is awarded as a Professional Services contract under the provisions of the Local Public Contracts Law.
16. The Professional shall supply the Township with Federal Affirmative Action Plan Approval or a State Certificate of Employee Information Report within the time period required by NJAC 17:17. The contract shall contain the Mandatory Affirmative Action Language for Professional Service Contracts as required by NJAC 17:27.
17. The Professional shall comply with the requirements of NJSA 19:44A-20.5 and shall provide a written certification that the Professional has not made a contribution that would bar the award of the contract pursuant to NJSA 19:44A-20.8.
18. A copy of this Resolution shall be published in the official newspaper as required by law within ten (10) days of its passage.

Attest: January 6, 2015

Paul Abraham, Mayor

Michele Bobrowski, RMC, Township Clerk

I, Michele Bobrowski, certify the above to be a true copy of a Resolution adopted by the Township Committee of the Township of Alexandria at a meeting held on January 6, 2015.

Michele Bobrowski, RMC, Township Clerk

RESOLUTION 2015-021 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY APPOINTING A TOWNSHIP TAX ATTORNEY FOR THE TOWNSHIP OF ALEXANDRIA

WHEREAS, there exists a need to provide the Township of Alexandria with professional services (“professionals”) during the period from January 1, 2015 to December 31, 2015; and

WHEREAS, the Chief Financial Officer has certified that funds are available for this purpose within the Township budget; and

WHEREAS, “professional services” are those “rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training” (NJSA 40A:11-2), and the professional services required by the Township are “professional services” as heretofore defined, and are excepted from the public bidding requirement pursuant to NJSA 40A: 11-5; and

- 1.) Tax Attorney: Martin Allen, Esq., 15 Mountain Boulevard, Warren, New Jersey 07059.

NOW THEREFORE, BE IT RESOLVED by the Township of Alexandria as follows:

1. That the Township hereby appoints *Martin Allen, Esq.* as Municipal Tax Attorney to provide legal advice and services in connection with representation of the Township, and Martin Allen, Esq. agrees to provide all of the professional services which may be requested and/or required in that capacity.
2. The Township will pay \$140.00 per hour to Martin Allen, Esq. for his services.
3. That this contract is awarded as a Professional Services contract under the provisions of the Local Public Contracts Law.
4. The Professional shall supply the Township with Federal Affirmative Action Plan Approval or a State Certificate of Employee Information Report within the time period required by NJAC 17:17. The contract shall contain the Mandatory Affirmative Action Language for Professional Service Contracts as required by NJAC 17:27.
5. The Professional shall comply with the requirements of NJSA 19:44A-20.5 and shall provide a written certification that the Professional has not made a contribution that would bar the award of the contract pursuant to NJSA 19:44A-20.8.
6. A copy of this Resolution shall be published in the official newspaper as required by law within ten (10) days of its passage.

Attest: January 6, 2015

Paul Abraham, Mayor

Michele Bobrowski, RMC, Township Clerk

I, Michele Bobrowski, certify the above to be a true copy of a Resolution adopted by the Township Committee of the Township of Alexandria at a meeting held on January 6, 2015.

Michele Bobrowski, RMC, Township Clerk

RESOLUTION 2015-022 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY APPOINTING THE TOWNSHIP AUDITOR FOR THE TOWNSHIP OF ALEXANDRIA

WHEREAS, there exists a need to provide the Township of Alexandria with professional services (“professionals”) during the period from January 1, 2015 to December 31, 2015; and

WHEREAS, the Chief Financial Officer has certified that funds are available for this purpose within the Township budget; and

WHEREAS, “professional services” are those “rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training” (NJSA 40A:11-2), and the professional services required by the Township are “professional services” as heretofore defined, and are excepted from the public bidding requirement pursuant to NJSA 40A: 11-5; and

4. Township Auditor, William Colantano, Jr. CPA, 100 Route 31 North, Washington, New Jersey 07882

NOW THEREFORE, BE IT RESOLVED by the Township of Alexandria as follows:

19. That the Township hereby appoints William Colantano, Jr., licensed as a Certified Public Accountant in the State of New Jersey, as the Township Auditor for the Township of Alexandria for the period January 1, 2015 through December 31, 2015. Mr. Colantano will be responsible for the 2015 Annual Debt Statement, Completion of 2015 Audit, and the 2015 Annual Financial Statement
20. That this contract is awarded as a Professional Services contract under the provisions of the Local Public Contracts Law.
21. The Professional shall supply the Township with Federal Affirmative Action Plan Approval or a State Certificate of Employee Information Report within the time period required by NJAC 17:17. The contract shall contain the Mandatory Affirmative Action Language for Professional Service Contracts as required by NJAC 17:27.
22. Each Professional shall comply with the requirements of NJSA 19:44A-20.5 and shall provide a written certification that the Professional has not made a contribution that would bar the award of the contract pursuant to NJSA 19:44A-20.8.

23. Fees for 2015 are as follows:

Staff:	Hourly Rate:
Principal (Wm Colantano)	\$145.00
Manager	\$100.00-115.00
Senior	\$80.00-100.00
Semi-Senior	\$65.00-80.00
Junior	\$65.00
Para-Professional (Level One)	\$30.00
Para-Professional (Level Two)	\$35.00
Para-Professional (Level Three)	\$40.00

24. A copy of this Resolution shall be published in the official newspaper as required by law within ten (10) days of its passage.

Attest: January 6, 2015

Paul Abraham, Mayor

Michele Bobrowski, RMC, Township Clerk

I, Michele Bobrowski, certify the above to be a true copy of a Resolution adopted by the Township Committee of the Township of Alexandria at a meeting held on January 6, 2015.

Michele Bobrowski, RMC, Township Clerk

TEMPORARY BUDGET RESOLUTIONS

**Resolution 2015-018-Temporary Budget
Resolution 2015-019 Temporary Debt Service**

Comm. Pfefferle made a motion, seconded by Comm. Swift to approve Resolutions 2015-018 and 2015-019 for the 2015 Temporary Budget. **ROLL CALL: Comm. Pfefferle, yes; Comm. Swift, yes; Mayor Abraham, yes.**

**RESOLUTION 2015-018 OF THE TOWNSHIP OF ALEXANDRIA,
COUNTY OF HUNTERDON, STATE OF NEW JERSEY FOR 2015 TEMPORARY BUDGET**

WHEREAS, N.J.S. 40:A4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2014 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 30 days of the fiscal year,

WHEREAS, the total appropriations in the 2014 budget, exclusive of any interest and debt redemption charges, capital improvement and public assistance, is the sum of \$2,784,946.14 , and

WHEREAS, 26.25% of the total appropriations in the 2014 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance in said budget is the sum of \$634,297.339,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Alexandria, in the County of Hunterdon, State of New Jersey, that the following appropriations be made and a certified copy of this resolution be transmitted to the Chief Financial Officer for his records:

MAYOR AND COUNCIL: S&W	4,000.00
MAYOR AND COUNCIL: OE	1,000.00
MUNICIPAL CLERK: S&W	16,000.00
MUNICIPAL CLERK: OE	7,500.00
FINANCIAL ADMIN: S&W	7,500.00
FINANCIAL ADMIN: OE	9,500.00
AUDIT SERVICES: OE	100.00
REV ADMIN (TAX COL.): S&W	7,500.00
REV ADMIN (TAX COL.): OE	3,000.00
TAX ASSESSMENT: S&W	8,500.00
TAX ASSESSMENT: OE	1,000.00

LEGAL SERV (LGL DEPT): OE	20,000.00
ENGINEERING SERVICES: OE	15,000.00
BUILDINGS AND GROUNDS: S&W	2,000.00
BUILDINGS AND GROUNDS: OE	1,500.00
BUILDING RENT	4,000.00
HISTORICAL COMMISSION OTHER EXPENSE	100.00
PLANNING BOARD: S&W	3,000.00
PLANNING BOARD: OE	3,000.00
ZONING OFFICER: S&W	2,500.00
ZONING OFFICER: OE	100.00
ZONING BOARD OF ADJ.: S&W	3,000.00
ZONING BOARD OF ADJ.: OE	1,000.00
GENERAL LIABILITY INSURANCE OE	60,000.00
WORKER COMPENSATION INSURANCE	30,000.00
EMPLOYEE GROUP INSURANCE	50,000.00
ENVIRONMENTAL COMMISSION: OE	100.00
AGRICULTURAL COMMISSION	100.00
AID TO VOLUNTEER FIRE COMPANIES	100.00
CONTRIB TO FIRST AID ORG	100.00
FIRE HYDRANTS	800.00
EMERGENCY MANAGEMENT: S&W	1,000.00
EMERGENCY MANAGEMENT: OE	100.00
ROAD MAINTENANCE: S&W	125,000.00
ROAD MAINTENANCE: OE	50,000.00

SNOW REMOVAL	60,000.00
SOLID WASTE COLLECTION(RECYCLING): S&W	4,500.00
SOLID WASTE COLLECTION: OE	7,000.00
PUB HEALTH (BD OF HEALTH): S&W	1,500.00
PUB HEALTH (BD OF HEALTH): OE	500.00
CELEBRATION OF PUBLIC EVENTS OE	100.00
MUNIC. PROSECUTOR'S OFFICE: S&W	2,100.00
PUBLIC DEFENDER SALARIES AND WAGES	400.00
CONSTRUCTION OFFICIAL (BUILDING DEPT)	25,000.00
CONSTRUCTION OFFICIAL: OE	10,500.00
FIRE PREVENTION S& W	2,500.00
FIRE PREVENTION OO/E	100.00
ELECTRICITY	4,000.00
STREET LIGHTING	1,500.00
TELEPHONE (EXCLUDE EQUIP ACQ)	2,500.00
DIESEL AND GASOLINE FUEL	15,000.00
PENSION	100.00
DCRP EMPLOYER SHARE.	250.00
SOCIAL SECURITY	18,000.00
UNEMPLOYMENT INSURANCE	1,200.00
MUNICIPAL COURT: S&W	6,300.00
MUNICIPAL COURT: OE	4,331.00
SHARE OF HEALTH INSURANCE	100.00
FEDERAL AND STATE GRANTS	2,000.00

DEFERRED CHARGES 100.00

607,681.00

10649010 MUNICIPAL COURT: S&W 6,300.00

10649020 MUNICIPAL COURT: OE 4,331.00

10649531 SHARE OF HEALTH INSURANCE 100.00

10670100 FEDERAL AND STATE GRANTS 2,000.00

10681000 DEFERRED CHARGES 100.00

607,681.00

ATTEST: January 6, 2015

Paul Abraham, Mayor

Michele Bobrowski, RMC Township Clerk

I, Michele Bobrowski, Township Clerk of the Township of Alexandria, County of Hunterdon, State of New Jersey, hereby certify this to be a true copy of a resolution adopted by the Township Committee on January 6, 2015.

Michele Bobrowski, RMC
Township Clerk

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		ABRAHAM	X			
	X	SWIFT	X			
X		PFEFFERLE	X			

RESOLUTION 2015-019 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY FOR TEMPORARY DEBT SERVICE FOR 2015

WHEREAS, N.J.S. 40A:4-19 provides authority for appropriating in a temporary resolution the permanent debt service requirements for the coming fiscal year providing that such resolution is not made earlier than the last ten days of the preceding fiscal year, and

WHEREAS, the date of this resolution is subsequent to that date, and

WHEREAS, principal and interest will be due on various dates from January 1, 2015 to December 31 2015, inclusive, on sundry bonds issued and outstanding,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Alexandria, in the County of Hunterdon, State of New Jersey, that the following appropriations be made to cover the period from January 1, 2015 to December 31, 2015 inclusive:

DEBT SERVICE – Township of Alexandria

Operating Fund

Interest on Notes	\$ 14,559.14
Payment of Bonds	\$154,500.00
Interest on Bonds	\$104,681.13

DEBT SERVICE – Open Space And Farmland Preservation

Payment of Bonds	\$125,500.00
Interest on Bonds	\$ 94,981.98

ATTEST: January 6, 2015

Paul Abraham, Mayor

Michele Bobrowski, RMC Township Clerk

I, Michele Bobrowski, Township Clerk of the Township of Alexandria, County of Hunterdon, State of New Jersey, hereby certify this to be a true copy of a resolution adopted by the Township Committee on January 6, 2015.

Michele Bobrowski, RMC
Township Clerk

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		Abraham	X			
	X	Swift	X			
X		Pfefferle	X			

ANNOUNCEMENTS

The Alexandria **Board of Health** will *re-organize* at 7:15 PM, Tuesday, January 6, 2015 at the Alexandria Middle School, 557 County Road 513, Pittstown, New Jersey. Their regular monthly meeting will begin at 7:30 PM.

The Alexandria **Agriculture/Open Space Committee** will *re-organize* at 7:15 PM, Tuesday, January 6, 2015 at the Alexandria Middle School, 557 County Road 513, Pittstown, New Jersey. Their regular monthly meeting will follow immediately thereafter.

The Alexandria **Planning Board** will *re-organize* at 7:00 PM, Thursday, January 8, 2015 at the Alexandria Middle School, 557 County Road 513, Pittstown, New Jersey. Their regular monthly meeting is scheduled for Thursday, January 15, 2015 at 7:30 PM at the Alexandria Middle School.

The Alexandria **Board of Adjustment** will *re-organize* at 7:15 PM, Thursday,

January 8, 2015 at the Alexandria Middle School, 557 County Road 513, Pittstown, New Jersey. Their regular monthly meeting will follow immediately thereafter.

The Alexandria **Environmental Commission** will *re-organize* at 7:30 PM, Monday, January 12, 2015 at the Alexandria Middle School, 557 County Road 513, Pittstown, New Jersey. Their regular monthly meeting will follow immediately thereafter.

The Alexandria **Park and Recreation Commission** will *re-organize* at 7:30 PM, Tuesday, January 13, 2015 at Alexandria Park, 242 Little York Mt. Pleasant Road, Milford, New Jersey. Their regular monthly meeting will follow immediately thereafter.

COMMENTS FROM THE FLOOR: *Limited to 10 minutes due to time constraints*
None

MOTION TO ADJOURN

Comm. Swift made a motion, seconded by Comm. Pfefferle to adjourn. **ROLL CALL:** Comm. Pfefferle, yes; Comm. Swift, yes; and Mayor Abraham, yes. **Meeting Adjourned at 7:17 PM.**

Respectfully Submitted:
Michele Bobrowski, RMC, CMR
Township Clerk

I hereby certify that I have reviewed these Minutes of the Township Committee Re-Org Meeting of January 6, 2015 and certify that said Minutes were approved unanimously by the Township Committee on the 11 th day of February 2015.

Paul Abraham, Mayor

Dated: _____