

**ALEXANDRIA TOWNSHIP COMMITTEE MEETING  
MINUTES  
May 8, 2013**

This meeting was advertised in the Hunterdon County Democrat, and notice posted in the Alexandria Township Municipal Offices and the Alexandria Township Website, ([www.alexandria-nj.us](http://www.alexandria-nj.us)) as required by the Open Public Meetings Act. Meeting Called to order at 7:37 PM.

**ROLL CALL:** Committeeman Swift, Committeeman Abraham, Mayor Plumer, Attorney Dragan, and CFO Rees were present.

**FLAG SALUTE:**

**STATE POLICE REPORT:**

Sgt, Dante Nini, Asst. Station Commander was present for the meeting. Sgt. Nini has taken over for Lt. Dienes at the Kingwood Barracks. Sgt. Nini explained that the majority of the calls that they received for the month of March were for medical assistance. There was an incident at the snack shack at Alexandria Park. The incident will hopefully be finalized by the end of the week. Seven accidents were also reported.

**COMMITTEE REPORTS:**

- ENVIRONMENTAL COMMISSION REPORT:-Chair Barbara Daniello noted that about 40 people utilized the services of the water testing offered by the Environmental Commission on May 4<sup>th</sup>. A meeting was held in April. There are two incidents that the Environmental Commission will bring to the attention of the Township Committee later in the month.
- FARMLAND/OPEN SPACE: Nothing to report. Chairman Fritsche requested that one appraiser not be included in the appraisal process of the Hahola Farm.
- PARK & RECREATION REPORT: Chair MaryJo Tufaro noted that Park/Rec hasn't met yet this month . Reached out to Kingwood Twp. regarding the soccer program there. Footings are done in the arena. Planted 16 trees. June 15th will be the dedication ceremony of the trees. The pump track has been redesigned. This weekend is the Boys Scouts flower sale. May 19<sup>th</sup> is an AEA event.
- HISTORIC PRESERVATION COMMISSION-None
- ROAD CHAIRMAN'S REPORT- Chairman Abraham noted that barn removal work is still ongoing, planted trees, 11 recycling barrels have been placed, new air compressor was installed, The Twp. Engineer and DEP had to be notified for the planting of the 16 trees at the park.

**OLD BUSINESS:**

- **2<sup>st</sup> Reading** of Ordinance 2013-007- Budget Approp./Establish Cap Bank- Comm. Swift made a motion, seconded by Comm. Abraham to open public hearing for this Ordinance 2013-007. **Roll Call: Comm. Swift, yes; Comm. Abraham, yes; Mayor Plumer, yes. Public Comment:** As there was no public comment, Comm. Abraham made a motion, seconded by Comm. Swift to close public hearing. **Roll Call: Comm. Swift, yes; Comm. Abraham, yes; Mayor Plumer, yes.** Comm. Abraham made a motion, seconded by Comm. Swift to approve Ordinance 2013-007 on second reading. **Roll Call: Comm. Swift, yes; Comm. Abraham, yes; Mayor Plumer, yes.**

**ORDINANCE 2013-007 FOR THE TOWNSHIP OF ALEXANDRIA, COUNTY OF  
HUNTERDON, STATE OF NEW JERSEY TO EXCEED THE MUNICIPAL  
BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK  
(N.J.S.A. 40A: 4-45.14)**

**WHEREAS**, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

**WHEREAS**, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

**WHEREAS**, the Township Committee of the Township of Alexandria in the County of Hunterdon finds it advisable and necessary to increase its CY 2013 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

**WHEREAS**, the Township Committee hereby determines that a 3.5% increase in the budget for said year, amounting to \$26,529.78 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

**WHEREAS** the Township Committee hereby determines that any amount authorized herein above that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW THEREFORE BE IT ORDAINED**, by the Township Committee of the Township of Alexandria, in the County of Hunterdon, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2013 budget year, the final appropriations of the Township of Alexandria shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5 %, amounting to \$61,902.82, and that the CY 2013 municipal budget for the Township of Alexandria be approved and adopted in accordance with this ordinance; and,

**BE IT FURTHER ORDAINED**, that any amount authorized herein above that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

**ATTEST:**

\_\_\_\_\_  
Gabe Plumer, Mayor

\_\_\_\_\_  
Michele Bobrowski, RMC, Township Clerk

<b>ROLL CALL</b>	Moved	Seconded	Ayes	Nays
Gabe Plumer, Mayor			X	
Harry Swift, Committeeman		X	X	
Paul Abraham, Committeeman	X		X	

**NEW BUSINESS:**

- Approval of Change Order extending the contract date with Flemington Bituminous to December 2013

Comm. Swift made a motion, seconded by Comm. Abraham to approve the Change Order extending the contract date with Flemington Bituminous to December 2013. **Roll Call: Comm. Swift, yes; Comm. Abraham, yes; Mayor Plumer, yes.**

- Approval of new Shared Services Agreement with Holland and Bethlehem for road improvements for years 2013-2015

Comm. Abraham noted that this shared service agreement has been done for several years for oil and chip. The responsibility rotates from town to town each year. Comm. Abraham made a motion to approve as amended the changes to the Township Attorney in the agreement from Valerie Kimson to Sharon Dragan and changes of Municipal Clerk from Cathy Reese to Michele Bobrowski, seconded by Comm. Swift to approve the Shared Services Agreement with Holland and Bethlehem for road improvements for years 2013-2015. **Roll Call: Comm. Swift, yes; Comm. Abraham, yes; Mayor Plumer, yes.**

- Cert Team- A discussion ensued as to whether Alexandria Township should have their own CERT team or join with the County. The difference of the two is that the Township needs to pay for the full cost of the equipment and pay workers

compensation at a cost of \$600.00 per person. The Alexandria Township CERT team would like to be an individual team and not join with the County. Many Townships don't have a CERT team due to the lack of volunteers. The members went to an orientation recently. The Committee sees no difference if the CERT team is on its own or with the County except for cost. If the CERT team is joined with the County the County pays for training, equipment and insurance expenses. Training will start on Monday, May 13<sup>th</sup>. The Township will proceed as a County CERT team until Mayor Plumer speaks with Jerry Twardy, the OEM Coordinator with Alexandria Township. The discussion will be tabled till the June 12<sup>th</sup> meeting.

**MUNICIPAL BID LEASE: *Public comment was limited to 3 minutes per speaker-*** Mayor Plumer addressed the public and summarized events that have occurred since June-2012 at the Municipal Office. There have been 52 incidents at the current Municipal Office. These incidents have caused the offices to close for approx. 2 weeks. These closures resulted in loss of rent, loss of wages, and loss of services to the Township. Employees have had to work with no heat or deal with an odor that fills the offices. The Township pays \$2,000.00 a month for rent. Over the last 5 to 6 months an effort has been made at the meetings to address the issues as to the need for a new municipal office. These issues were also addressed in the Hunterdon Democrat with several articles written as well as articles posted on NJ.com. The Township decided to put out an RFP ( Request for Proposal) to lease a Municipal Building. Two bids were received pertaining to lease a new municipal building from the RFP that was placed in the Hunterdon Democrat

**The 1<sup>st</sup> bid was from DeSapio-100% Owned**

- Rent calculation is \$7333.34 a month/\$88,000.00 annually including property tax
- 360 day delivery-at 780 Frenchtown Road

**The 2<sup>nd</sup> bid was from Cobie Mgmt.-100% Owned**

- Rent \$5333.30 with no taxes, property tax estimated at \$13,500.00 a year by the Twp. Tax Assessor. Annual rent would be \$64,000.00.
- 270 day delivery at 26 Sky Manor Road
- **Both properties allow the Township an option to buy.**

Mayor Plumer noted that the reasoning of the RFP was because:

- 1.) we need to move out**
- 2.) need to do quickly**
- 3.) less costly/efficient than if the Twp. did**

Mayor Plumer opened the floor to public comment and informed those in attendance that each person was limited to 3 minutes. Several residents in attendance spoke and addressed their likes/dislikes. Of those in attendance the following were main issues that were discussed:

- concerns about runway safety (Pertaining to the Cobie Mgmt. RFP)
- parking lot concerns (Pertaining to the Cobie Mgmt. RFP)
- clear zone concerns (Pertaining to the Cobie Mgmt. RFP)
- always cheaper to have someone else maintain the building and the grounds
- to hire an employee to do this maintenance will cost the same amount in salary as it would to pay yearly rent
- ask twp to look more deeply into the costs
- request the school to allow continued use for meetings
- expectations on delivery not realistic
- conflicts of interest of those who submitted the RFP's
- the Township should build at the park
- restroom facility should be built at the park
- current landlord should be responsible for fixing and responding to the incidents
- concerns over the public notice that was placed in the paper
- some residents feel the process was rushed
- smaller space being requested for municipal use
- locations being proposed aren't ideal

A letter was read by resident, Floyd Evans-Letter attached to minutes

A letter was read by resident, William Ledder- Letter attached to minutes

A letter was read by resident, Ms. Lauck. A letter she wrote to the Board of Education requesting that the Township be allowed to use the library so that a meeting room doesn't need to be built was read.

Resident Paul Glattstein addressed the Committee. He wrote an email on May 3<sup>rd</sup> to the Committee regarding his concerns about the proposed rental of Township offices. Copy of email is attached to minutes.

Comm. Swift would like to put the two bids to the side and look at different options.

Comm. Abraham agreed with Comm. Swift. In 2004, Comm. Abraham was involved in a Committee to build a Municipal Building. It took 3 years to come to the same decision/plan as the RFP's that were received recently. The concepts were almost the same. The Committee has given a lot of consideration to this topic.

Mayor Plumer noted that several different points were brought up tonight. A pause button has been brought to this matter. Mayor Plumer will direct the Twp. Engineer to do a cost analysis for property the Township owns at the park. The analysis will be requested for the June 12<sup>th</sup> meeting. Mayor Plumer would like a decision to be made in June.

Temporary solutions have been done far too long. The Twp. needs to move out of the current space. A meeting with the landlord will be arranged to allow the employees to stay where they are for the time being... The current RFP's are not being rejected at this time. Mayor Plumer noted to those in attendance that he values the opinions of the residents and will truly listen to the concerns of the residents. The Municipal Budget

makes up a small amount of their tax bill and that he urges residents to go to the school budget meetings for greater spending issues to save tax dollars as well.

**BUDGET: Public Hearing:**

CFO Rees indicated that since the budget was introduced in March that the Township can adopt the budget this evening. The budget went up for 2013 but the amount of taxes went down. Comm. Swift made a motion, seconded by Comm. Abraham to open the Public Hearing. **Roll Call: Comm. Swift, yes; Comm. Abraham, yes; and Mayor Plumer, yes.** The Township had several work sessions that were open to the public. The tax levy was reduced by \$4,052.31. Resident, Curtis Schick is pleased with how the Committee has worked to get out of the red. Mr. Schick noted that harder decisions need to be made for the future. CFO Rees said that financially the Township is in great shape. Resident, Chris Pfefferele had a question on the reserve for uncollected taxes. CFO Rees needs to budget for potential loss due to tax appeals. Mr. Pfefferle had concerns about medical waivers that the Township is paying out to employees and not needing to pay these waivers. The waivers are under a union contract until 2015. As there were no further discussions, Comm. Abraham made a motion, seconded by Comm. Swift to close the Public Hearing. **Roll Call: Comm. Swift, yes; Comm. Abraham, yes; and Mayor Plumer, yes.**

- **Resolution 2013-051- 2013 Budget Amendment**

Comm. Swift made a motion, seconded by Comm. Abraham to approve Resolution 2013-051 as read by CFO Rees. **Roll Call: Comm. Swift, yes; Comm. Abraham, yes; and Mayor Plumer, yes.**

**RESOLUTION 2013-051 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY 2013 BUDGET AMENDMENT**

**WHEREAS**, the local municipal budget for the year 2013 was approved on the 21<sup>st</sup> day of March, 2013; and

**WHEREAS**, the public hearing on said budget has been held as advertised; and

**WHEREAS**, it is desired to amend said approved budget;

**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 amendments to the approved budget of 2013 be made:

<b>General Revenues</b>	<b>From</b>	<b>To</b>
1.Surplus Anticipated	426,335.00	437,000.00
<b>Total Surplus Anticipated</b>	426,335.00	437,000.00
<b>2.Miscellaneous Revenues Section B: State Aid Without Offsetting</b>		

<b>Appropriations</b>		
Garden State Trust Fund	10,665.00	0.00
<b>Total Section B: State Aid Without Offsetting Appropriations</b>	332,284.00	321,619.00
<b>SUMMARY OF REVENUES</b>		
<b>1.Surplus Anticipated (Sheet 4,#1)</b>	426,335.00	437,000.00
<b>3. Miscellaneous Revenues</b>	332,284.00	321,619.00
Total Section B: State Aid Without Offsetting Appropriations	332,284.00	321,619.00
<b>Total Miscellaneous Revenues</b>	611,275.01	600,610.01

**BE IT FURTHER RESOLVED**, that two certified copies of this resolution be filed forthwith with the Director of the Division of Local Government Services for approval.

**Attest:** May 8, 2013

\_\_\_\_\_  
Gabe Plumer, Mayor

\_\_\_\_\_  
Michele Bobrowski, RMC, Township Clerk

<b>ROLL CALL</b>	Moved	Seconded	Ayes	Nays
Gabe Plumer, Mayor			X	
Harry Swift, Committeeman	X		X	
Paul Abraham, Committeeman		X	X	

- **Resolution 2013-052- 2013 Budget Adoption**

Comm. Abraham made a motion, seconded by Comm. Swift to approve Resolution 2013-052 as read by CFO Rees. **Roll Call: Comm. Swift, yes; Comm. Abraham, yes; and Mayor Plumer, yes.**

**(Resolution attached to back of minutes)**

**ATTORNEY'S REPORT:** Atty. Dragan informed the Committee that the Pepe Property, B-7, Lot 23 will be closing on May 9<sup>th</sup>. Waiting on Appraisals for Kappus I. Letters were sent out for Kappus II appraisal proposals. The deadline is May 31<sup>st</sup>. Proposals will be awarded in June.

**ENGINEER'S REPORT:** The Township Engineer's report was read and the following was noted:

- Road Maintenance Materials-The change order for Alexandria to contract with Flemington Bituminous Corp. has been received from the contractor and has been forwarded to the Township for execution.
- Garage Site Remediation-Expecting a compliance alert letter from NJDEP regarding the statutory timeframe deadline of May 7, 2014 to submit a remedial investigation report for the site. The compliance alert is being sent to all sites that started remediation prior to May 7, 1999. It is anticipated that we have already fulfilled this requirement.
- Schoolhouse Estates Detention Basin-The Twp. Eng. reviewed the file and determined that the Township is responsible for the maintenance of the subdivision drainage facilities. A recommended course of action was provided regarding the existing and long term maintenance issues.
- Municipal Stormwater Regulation Program-The Annual Stormwater report for 2012 has been submitted and certified.

**APPROVAL OF MINUTES:**

- April 10, 2013 TC Minutes
- April 10, 2013 Executive Session Minutes
- April 24, 2013 TC Minutes
- April 24, 2013 Executive Minutes

Comm. Abraham made a motion, seconded by Comm. Swift to approve the minutes of April 10, 2013 and April 24, 2013 Township Committee Meeting.

**ROLL CALL: Comm. Swift, yes; Comm. Abraham, yes, Mayor Plumer, yes.**

**MOTION TO PAY BILLS:**

Comm. Abraham made a motion, seconded by Comm. Swift to approve the payment of the bills as listed. **Roll Call: Comm. Swift, yes; Comm. Abraham, yes; and Mayor Plumer, yes.**

<b>Current Fund</b>	<b>\$90,717.63</b>
<b>Other Trust Fund</b>	<b>\$ 159.97</b>
<b>State &amp; Federal Grants</b>	<b>\$ 445.00</b>
<b>General Capital Fund</b>	<b>\$ 3,345.65</b>
<b>COAH</b>	<b>\$ 448.40</b>
<b>Farm Preservation</b>	<b>\$96,262.28</b>
<b>Dog Fund</b>	<b>\$ 2,407.28</b>
<b>Developers Escrow</b>	
<b>Bank of America</b>	<b>\$ 74.73</b>

<b>Fulton Bank</b>	<b>\$ <u>1307.75</u></b>
<b>TOTAL:</b>	<b>\$195,168.69</b>
<b>Other disbursements</b>	
<b>Hunterdon County</b>	<b>\$666,560.06</b>
<b>Del Val HS</b>	<b>\$787,762.51</b>
<b>Total payments presented to the Township Committee</b>	<b>\$1,649,491.26</b>

**ANNOUNCEMENTS / CORRESPONDENCE:**

- The Township received a phone call from Sen. Dougherty’s office regarding our Resolution 2013-035 Legislative Support for Abandonment of Properties. Sen. Dougherty’s office advised that Senate Bill 115 is in 2<sup>nd</sup> reading in the Assembly. The Senate Bill will be eligible for vote in the next session. A fine of \$2500.00 for each day will be levied and a portion of the fine will be given to the municipality for Code Enforcement.
- Boy Scout Troop 112 will be selling flowers for Mother’s Day at the Alexandria Park. Flowers will be sold on Friday, May 10<sup>th</sup> from 4 to 7 PM, Saturday, May 11<sup>th</sup> and Sunday May 12<sup>th</sup> from 8 AM to 6 PM.
- One back hoe needs \$5,000.00 for repairs. Repairs will be done in house.

**COMMENTS FROM THE FLOOR: *Public comment will be limited to 3 minutes per speaker***

Resident, Barbara Daniello inquired about land that the Township owns and what has been done to sell it. Mayor Plumer noted that neighboring property owners were notified asking if they were interested in purchasing. There has been no follow up this year so far.

Resident, Bill Miller asked about the ATV update. The problem still persists. Neighbors are having a difficult time with those who are riding the ATV’s. Mayor Plumer said that the Township looked at muffler enforcement but it’s not enforceable. The options looked at will not serve what is going on now. Trespassing and other incidents warrant the State Police. Resident, Mike Giannone said we can limit the use, look at land use plans. There is precedent about activities that go on. Make the use of such vehicles such as an unlicensed vehicle on a lot of an acceptable size a permitted use. Can say that less than 10 acres is prohibited and anything over 10 acres is conditional. Atty. Dragan found a case that is similar to an ordinance the Township has in effect already. The Appellant Division found in favor of the town. Comm. Abraham would like the current law on the books to be enforced. If brought to Municipal Court it can be enforced. Comm. Swift said we should present the current law to the State Police so they know the law on the books. Mayor Plumer noted he would personally contact the State Police pertaining to Chapter 133 Peace & Order, Section 133-2

Comm. Abraham made a motion, seconded by Comm. Swift to Approve Open Public Meeting Resolution for EXECUTIVE SESSION: **Roll Call: Comm. Swift, yes; Comm. Abraham, yes; and Mayor Plumer, yes.**

**Motion to Approve Open Public Meeting Resolution for EXECUTIVE SESSION:  
Open Public Meetings Act RESOLUTION- Executive Session**

**WHEREAS, N.J.S.A. 2:4-12**, Open Public Meetings Act, permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, this public body is of the opinion that such circumstances presently exist:

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

1. The public shall be excluded from discussion of the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:
  - \_\_\_ A confidential or excluded matter under Federal or State Law or Court Rule.
  - \_\_\_ A matter involving information that may impair the Township's rights to receive funds from the United States Government.
  - \_\_\_ A matter constituting an unwarranted invasion of an individual's privacy rights.
  - \_\_\_ Collective Bargaining Agreement or negotiation of the Agreement.
  - X Matters involving the purchase, lease or acquisition of real property with public funds which it could adversely affect the public interest if discussion were disclosed.
    - (681 Route 513)
    - (Coah Purchase)
    - (Reid Preservation)
  - \_\_\_ Tactics and techniques to protect the safety and property of the public, including investigations of violations or potential violations of the law.
  - \_\_\_ Pending or anticipated litigation or contract negotiations in which the public body is or may become a party.
  - \_\_\_ Matters falling within the attorney-client privilege.
  - \_\_\_ Personnel matters involving a specific employee or officer of the Township.
  - \_\_\_ Deliberations of the Township occurring after a public hearing that may result in the imposition of a specific penalty or suspension or loss of a license or permit.
3. It is anticipated at this time that the above matter will be made public: at the conclusion of the litigation and at such time as attorney client confidentiality is no longer needed to protect confidentiality and litigation strategy.
4. The executive session minutes will be placed on file in the township clerk's office, and will be available to the public as provided for by New Jersey law.
5. This Resolution shall take effect immediately.

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Comm. Swift made a motion, seconded by Comm. Abraham to return to open session.  
**ROLL CALL: Comm. Swift, yes; Comm. Abraham, yes; and Mayor Plumer, yes.**

**EXECUTIVE SESSION:**

The following matters were discussed in Executive Session:

- Land Preservation-681 Route 513 :

J & J rejected the Township offer for farmland preservation.

- Land Preservation- Brinkerhoff-Route 513

Received an email from Dave Banisch regarding the COAH spending plan. Atty. Dragan will follow up with a letter.

- Land Preservation- 46 Kappus Road

A letter was received from Supportive Housing Association. Mayor Plumer will follow up.

- Land Preservation-Reid Property

The Township will compensate the property owner for his R.O.W.

- Land Preservation-Hahola North & South

Four quotes were received for appraisals.

Comm. Abraham made a motion, seconded by Comm. Swift to accept an appraisal quote from C.L. Orbaker & Associates, Inc. for the Hahola Farm. **ROLL CALL: Comm. Swift, yes; Comm. Abraham, yes; and Mayor Plumer, yes.**

Comm. Abraham made a motion, seconded by Comm. Swift to accept an appraisal quote from Valuation Consultants, Inc. for the Hahola Farm. **ROLL CALL: Comm. Swift, yes; Comm. Abraham, yes; and Mayor Plumer, yes.**

Comm. Abraham made a motion, seconded by Comm. Swift to approve setting aside a R.O.W. at the Reid property. **ROLL CALL: Comm. Swift, yes; Comm. Abraham, yes; and Mayor Plumer, yes.**

Comm. Abraham made a motion, seconded by Comm. Swift to have Atty. Dragan draft a letter to COAH. **ROLL CALL: Comm. Swift, yes; Comm. Abraham, yes; and Mayor Plumer, yes.**

**MOTION TO ADJOURN:**

Comm. Abraham made a motion, seconded by Comm. Swift to adjourn.

**Roll Call: Comm. Swift, yes; Comm. Abraham, yes; and Mayor Plumer, yes.**

The meeting adjourned at 11:21 PM.

**Respectfully Submitted:**

**Michele Bobrowski, Township Clerk**

