

**ALEXANDRIA TOWNSHIP COMMITTEE MEETING
MINUTES
December 9, 2015**

This meeting was advertised in the Hunterdon County Democrat and notice posted in the Alexandria Township Municipal Offices as required by the Open Public Meetings Act.

Meeting Called to order at 7:45 PM.

ROLL CALL: Committeewoman Garay, Committeeman Pfefferle, Mayor Abraham, and Attorney Dragan were present.

FLAG SALUTE:

MUNICIPAL BUILDING UPDATE:

- Increased Monitoring of Nitrate at the Municipal Complex

Letter received from the State of New Jersey requesting additional testing of Nitrate during quarterly water sample collections due to above normal levels being detected.

- Approval to donate \$1,250 to Eagle Scout Candidate Pierce Werrman to help fund the reconstruction of the Alexandria Township Honor Roll under the flag at the Alexandria Park

Comm. Pfefferle made a motion, seconded by Comm. Garay to donate \$1,250.00 to Eagle Scout Pierce Werrman to help fund the reconstruction of the Alexandria Township Honor Roll. **ROLL CALL: Comm. Garay; yes, Comm. Pfefferle; yes, Mayor Abraham, yes.**

- Snow Removal

Township Committee discussed the need of a snow blower and an equipment box at the Municipal Offices. DPW Foreman Griffith to get a price on an equipment box and if a snow blower is needed to purchase one.

COMMITTEE REPORTS:

- **ENVIRONMENTAL COMMISSION REPORT**

Jay Arancio has been nominated as Chair. Want to begin having monthly meetings again. Resident, Maureen Santoro was present at the last meeting and there was a brief discussion on the pipeline. Comm. Pfefferle went to a meeting at the League of Municipalities and listened to attorneys from all sides speak. FERC is reviewing the Penn East Pipeline permit.

- **FARMLAND/OPEN SPACE**

The County AG Board wants the exception area at the Diocese of Metuchen property changed. Chair Fritsche handed out a map to the Township Committee for review showing the revised exception area. Comm. Pfefferle made a motion, seconded by Comm. Garay to approve the revised exception area as depicted on the map shown to them by Chair Fritsche. **ROLL CALL: Comm. Garay; yes, Comm. Pfefferle; yes, Mayor Abraham, yes.** Twp. Atty. Dragan will work up a maintenance agreement to allow the current farmer to continue farming the property. State Statue NJSA 40A:12-14.1 allows the property to be continued as is with the farmer until the property is needed for public use. Hunting will not be permitted

on the property and the Township will ask the farmer to post the property. Chair Fritsche noted that other farms are making progress:

- Zander has completed surveys. Certified by the State and County to have a settlement established.
- Kluber going before the Board of Adjustment for a lot line adjustment
- Wilson property –farmer will be going to the County Ag Board for explanation of his exception area.
- Grefe won't move forward with a second apartment on the property.

- **PARK & RECREATION REPORT**

None

- **ROAD CHAIRMAN'S REPORT**

Comm. Pfefferle read the following report prepared by DPW Foreman Glenn Griffith:

Park Maintenance:

- a) Turf maintenance completed for the season
- b) Garbage / Recycling on-going

Barn repairs:

- a) Replaced sill plate and rim board on the side of the porch that faces the playground.
- b) Building was sagging due to wood rot-raised building $\frac{3}{4}$ " before rim board was installed.
- c) Cleaned basement and removed all the old debris that was collected over the years

Road maintenance:

- a) Graded all the gravel roads plus added 100 tons of D.G.A. on Schick Rd.
- b) Finished the top course of asphalt on Kappus Rd.
- c) Asphalt repairs on Creek Rd.-3 small sections
- d) Roadside mowing ongoing
- e) Repaired 1 drainage inlet on Hog Hollow Rd. below Indian Creek
- f) Converted our equipment from summer mode to winter
- g) Salt shed is full

Comm. Garay indicated that the tree on Sky Manor Road was also cut down.

PUBLIC COMMENT FOR AGENDA RELATED MATTERS ONLY:

Resident Judy Tucker asked about proposals for lawn maintenance at the park and if there was an award. One quote was received for lawn maintenance for approximately \$90,000.00 for 30 weeks. The quote was for grass cutting only and no other services such as trash pick-up.

Township Clerk Michele Bobrowski noted concerns of the Park & Rec Commission about fertilizing the park. The Park/Rec Commission is uncertain if the ground needs to be fertilized each year and worried about the cost to do so. The Park/Rec Commission will be advised that there is money in the Park/Rec Budget to continue with the fertilizing.

OLD BUSINESS:

- Fleetwash Demo at the DPW Garage

A Demo by Fleetwash was done at the DPW garage on December 1, 2015. The process didn't meet DPW Foreman Glenn Griffith's objective for cleaning and maintaining the DPW vehicles during the winter months. DPW Foreman Griffith would like to move forward with a wash bay at the new DPW garage. Bethlehem Township uses a hauler for their wash bay waste from the Morris County Co-op at 20 cents a gallon. They collected 5700 gallons at approx. \$1200.00 last year. To continue with a wash bay a concrete floor with a drain will need to be built along with the installation of a 2,000 to 5,000 gallon tank-whatever the design will call for. Mayor Abraham made a motion, seconded by Comm. Garay to move forward with a wash bay in the DPW garage. **ROLL CALL: Comm. Garay; yes, Comm. Pfefferle; yes, Mayor Abraham, yes.**

- DPW Contract Review

The Township Committee reviewed the DPW contract and had some questions before moving forward. Further discussion was moved to Executive Session.

- County Results of Traffic Study for Woolf Road, Rick Road, and Senator Stout Road

The County has finalized the traffic study for Woolf, Rick and Senator Stout Road. The average speed for each road was:

- 1.) Woolf Road -42 MPH
- 2.) Rick Road -45 MPH
- 3.) Senator Stout Road -50 MPH

The Township Committee discussed possible speed limits for these three roads based on the traffic studies conducted. Mayor Abraham would like to see all three roads with a 35-40 MPH speed limit. Comm. Pfefferle prefers a higher speed limit but a reduced speed limit should be in front of the high school during school hours. The State Police has been given warning to speeders on Rick and Woolf Road. Recommendations given in the report are based on the 85% percentile of the total of the cars speed calculated during the study. Comm. Pfefferle will reach out to Township Engineer Rob O'Brien for recommendations on speed limits for these roads.

- County Bridge A 52 Replacement

The County is requesting a resolution from the Township indicating the Township's support to Alternative # 5 to take to the County Freeholders. The drawings supplied by the County showed sidewalks but the sidewalks will be replaced by grass instead. Two driveways will be re-orientated. The project will start June of 2017 and last for approximately 4 months. Comm. Pfefferle made a motion, seconded by Comm. Garay to support Alternative # 5 of the County Bridge A 52 replacement. **ROLL CALL: Comm. Garay; yes, Comm. Pfefferle; yes, Mayor Abraham, yes.**

NEW BUSINESS:

- Resolution 2015-082 Annual Resolution to Bank & Reserve the 2015 Municipal Allocation of Hunterdon County Open Space Trust Funds
Comm. Pfefferle made a motion, seconded by Comm. Garay to approve Resolution 2015-082. **ROLL CALL: Comm. Garay; yes, Comm. Pfefferle; yes, Mayor Abraham, yes.**

RESOLUTION 2015-082 TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY FOR REQUESTING THE COUNTY OF HUNTERDON RESERVE AND “BANK” ALEXANDRIA TOWNSHIP’S 2015 FUNDS FOR FUTURE YEARS CONSIDERATION

WHEREAS, the Hunterdon County Open Space Trust Fund Program requires that municipalities must submit a Governing Body Resolution requesting that its 10% Open Space Funds be reserved and “banked” for future years,

WHEREAS, if a municipality fails to do so, the Hunterdon County Board of Freeholders may reallocate those unused funds for any purposes consistent with County’s Open Space, Farmland and Historic Preservation Trust Fund Plan.

THEREFORE, BE IT RESOLVED, by the Township Committee, Township of Alexandria, County of Hunterdon, State of New Jersey does hereby request that the County of Hunterdon reserve and “bank” Alexandria Township’s remaining allocation for year 2016 consideration. Furthermore, the Township plans to use the total balance of these funds on one or several of the properties that have farmland preservation applications pending in the current round.

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- Resolution 2015-083 Governor’s Council on Alcoholism and Drug Abuse Fiscal Grant Cycle July 2014-2019 Municipal Alliance
Comm. Pfefferle made motion, seconded by Comm. Garay to approve Resolution 2015-083. **ROLL CALL: Comm. Garay; yes, Comm. Pfefferle; yes, Mayor Abraham, yes.**

RESOLUTION 2015-083 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY DELAWARE VALLEY MUNICIPAL ALLIANCE GOVERNOR’S COUNCIL ON ALCOHOLISM AND DRUG ABUSE FISCAL GRANT CYCLE JULY 2014-2019

WHEREAS, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, the Township Committee of the Township of Alexandria, County of Hunterdon, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Township Committee has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Hunterdon;

NOW, THEREFORE, BE IT RESOLVED by the Township of Alexandria, County of Hunterdon, State of New Jersey hereby recognizes the following:

1. The Township Committee does hereby authorize submission of a strategic plan for the Delaware Valley Municipal Alliance grant for fiscal year 2017 in the amount of:

DEDR	\$ <u>20,777.00</u>
Cash Match	\$ <u>5,194.25</u>
In-Kind	\$ <u>15,582.75</u>

2. The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

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- Resolution 2015-084 Purchase of Two Salt Spreaders
Comm. Garay made a motion, seconded by Comm. Pfefferle to approve Resolution 2015-084.

RESOLUTION 2015 – 084 TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY FOR THE PURCHASE OF TWO SWENSON MODEL SAG SALT SPREADERS

WHEREAS, the Alexandria Township DPW is in need of two salt spreaders for two trucks that were purchased from Hunterdon County in September of this year; and

WHEREAS, the Township of Alexandria has sufficient funds to pay for the following two salt spreaders from remaining funds approved by the Township Committee to purchase two County trucks with a budget of \$30,000.00. Both salt spreaders are the same make and model:

Make: Swenson Model SAG spreaders
201-2B Stainless Steel Construction
Gear Box Drive
Dump Body Filler Plates
Mounting Hardware
Polyurethane Spinner Disc
Cost for each spreader is \$3,134.00 for a total cost of \$6,268.00

WHEREAS, three quotes were received by DPW Foreman Glenn Griffith and E.M. Kutz of 2456 Morgantown Road, Reading, PA 19607 was the lowest quote;

NOW THEREFORE BE IT RESOLVED, that the Chief Financial Officer is hereby directed to release funds for the purchase of these two salt spreaders.

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- Resolution 2015-085 Refund of Tax Overpayment to the Diocese of Metuchen Comm. Pfefferle made a motion, seconded by Comm. Garay to approve Resolution 2015-085. **ROLL CALL: Comm. Garay; yes, Comm. Pfefferle; yes, Mayor Abraham, yes.**

RESOLUTION 2015 – 085 TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY FOR TAX REFUND FOR B-15, Lot 16Q0147 AND B-15, L-16.01

WHEREAS, overpayments resulting in credits for 2016 exist on certain properties assessed to: Diocese of Metuchen; and

WHEREAS, the property owner is entitled to refund of said overpayments as follows:

Block 11 Lot 16 -	\$ 19.74
Block 11 Lot 16Q0115 -	\$226.12

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Alexandria, County of Hunterdon, State of New Jersey, that the Chief Financial Officer be directed to issue a refund check in the amount of \$245.86 to: Diocese of Metuchen, P.O. Box 191, Metuchen NJ 08840.

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be provided to the Tax Collector.

• **Resolution 2015-086 Transfer of Funds**

Comm. Garay made a motion, seconded by Comm. Pfefferle to approve Resolution 2015-086. **ROLL CALL: Comm. Garay; yes, Comm. Pfefferle; yes, Mayor Abraham, yes.**

RESOLUTION 2015-086 OF THE TOWNSHIP OF ALEXANDRIA , COUNTY OF HUNTERDON , STATE OF NEW JERSEY FOR TRANSFER OF FUNDS

WHEREAS, various 2015 bills have been presented for payment in the year 2015, which represent obligations of the fiscal year 2015, and were not covered by sufficient funds in certain budget accounts and there being excess funds in certain budget accounts in the 2015 Budget in the last two months of 2015; and

WHEREAS, it is the recommendation of the Chief Financial Officer that transfer be made as of 12-09-2015 to cover the various accounts

WHEREAS, N.J.S. 40A:4-58 transfers to be made from unexpended balances to those which are expected to be insufficient during the last two months of the fiscal year;

NOW, THEREFORE, BE IT RESOLVED by the Committee of the Township of Alexandria, in the County of Hunterdon, State of New Jersey, (2/3 of the majority of the full membership concurring herein) that the transfers as listed in the resolution be made between the 2015 Budget Appropriation as follows:

		From	To
Financial Administration S&W			500.00.
Construction Officials S&W			7,000.00.
Social Security			2,500.00
Municipal Court O/E			5,000.00
Finance Administration O/E		500.00	
Construction Officials O/E		7,000.00	
Diesel Fuel		2,500.00	
Municipal Court S/W		5,000.00	

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

General Capital Fund	
Ordinances	37,178.87
COAH	
Farm Preservation	
Budget and App. Reserves	6,686.92
Dog Fund	5,134.20
Developers Escrow	
1.) Bank of America	
2.) Fulton Bank	
3.) Hopewell Valley	897.00
TOTAL:	\$ 101,451.05

Other disbursements	
1.) Regional High School	\$
2.) Local School	
3.) Debt Services	
4.) County Taxes	

	\$

Total payments presented to the Township Committee \$ 101,451.05

ENGINEER’S REPORT:

Mayor Abraham read the following report prepared by Township Engineer Robert O’Brien:

1.) Alexandria Estates (Toll Brothers) – Inlet Repairs

12/04/15 – Have not received response to date. Will follow up this week.

2.) Garage Site Remediation/LSRP-Ongoing

3.) Pepe Property Environmental Investigation

12/04/15 – HMM prepared to work with Township DPW to collect samples referenced above at the Township Committee’s direction.

4.) Road Evaluation

Road Speed Limits – In the process of evaluating traffic data provided by Hunterdon County Engineer’s office for Senator Stout, Woolf and Rick Roads. A report and recommendations on the reasonable speed limits for each roadway will be provided to the Committee prior to the next meeting.

APPROVAL OF MINUTES:

Comm. Pfefferle made a motion, seconded by Comm. Garay to approve the November 10, 2015 Township Meeting Minutes and Executive Session Meeting Minutes. **ROLL CALL: Comm. Garay, yes; Comm. Pfefferle, yes; Mayor Abraham, yes.**

PUBLIC COMMENT ON GENERAL MATTERS:

Judy Tucker forwarded a balance sheet from the Alexandria Equestrian Association as to monies collected and spent on the barn over the past several years to the Township Committee.

CORRESPONDENCE:

- Effective 2016 Hatch Mott MacDonald will be changing their name to Mott MacDonald

Comm. Pfefferle made a motion, seconded by Comm. Garay to move to Executive Session. **ROLL CALL: Comm. Garay, yes; Comm. Pfefferle, yes; Mayor Abraham, 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.

Tax Assignment

_____ Tactics and techniques to protect the safety and property of the public, including investigations of violations or potential violations of the law.

__X__ Pending or anticipated litigation or contract negotiations in which the public body is or may become a party.

**Mt. Laurel Housing
Bette Phillips-COAH
Subordination of Mortgage-Mulcahy
DPW Contract**

_____ Matters falling within the attorney-client privilege.

__X__ Personnel matters involving a specific employee or officer of the Township.

**CFO Peter Rees
Mary Knapp
Michele Bobrowski
DPW Staffing**

_____ 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.

Comm. Garay made a motion, seconded by Comm. Pfefferle to return to Public Session.
ROLL CALL: Comm. Garay, yes; Comm. Pfefferle, yes; Mayor Abraham, yes.

MOTIONS FROM EXECUTIVE SESSION:

Comm. Pfefferle made a motion, seconded by Comm. Garay to authorize Township Committee to move forward with the Assignment of Tax Sale for B-23, L-2-34 Senator Stout Road and B-4, L-14-264 Goritz Road. **ROLL CALL: Comm. Garay, yes; Comm. Pfefferle, yes; Mayor Abraham, yes.**

Comm. Pfefferle made a motion, seconded by Comm. Garay to not approve the subordination of mortgage request for Mulchavy B-23, L-16. **ROLL CALL: Comm. Garay, yes; Comm. Pfefferle, yes; Mayor Abraham, yes.**

Comm. Garay made a motion, seconded by Comm. Pfefferle to not pursue the Phillips B-9, L-18 COAH mortgage foreclosure. **ROLL CALL: Comm. Garay, yes; Comm. Pfefferle, yes; Mayor Abraham, yes.**

Comm. Pfefferle made a motion, seconded by Comm. Garay to approve Planning Board/Board of Adjustment Secretary Mary Knapp's change of hours to 1 hour in the

evening on Tuesday's & Thursday's. **ROLL CALL: Comm. Garay, yes; Comm. Pfefferle, yes; Mayor Abraham, yes.**

Comm. Pfefferle made a motion, seconded by Comm. Garay to advertise for a new CFO. **ROLL CALL: Comm. Garay, yes; Comm. Pfefferle, yes; Mayor Abraham, yes.**

EXECUTIVE SESSION:

The following matters were discussed in Executive Session:

- **Mt. Laurel Housing/Litigation:**
Judge granted an order extending temporary immunity.

- **Bette Phillips-COAH/Litigation:**
Property is in foreclosure. There is an outstanding COAH loan in the amount of \$8,000.00. The Township Committee will not move forward with trying to collect on the COAH loan due to legal costs involved.

- **Subordination of Mortgage-Mulcahy/Litigation:**
Two COAH loans in the amount of \$16,000.00 are outstanding and owner is looking for a Subordination of Mortgage. Township Committee will not subordinate the Mortgage.

- **DPW Part-Time Employee/Personnel:**
At this time the Township Committee will not move forward in hiring a part-time DPW employee but will explore the possibility during the budget.

- **Michele Bobrowski/Personnel:**
Matter to stay in Executive Session

- **CFO Rees-CFO Position/Personnel:**
CFO Peter Rees will be retiring as of March 31, 2016. The position will be part time and salary is negotiable. Township Clerk will advertise for the position.

- **Tax Assignment/Property Purchase:**
Tax Collector Donna Griffiths has two properties that were never sold in a tax sale and the Township is in possession of the tax liens. Resident, Steve Potter would like to buy the two properties from the Township. The first property is B-23, L-2 34 Senator Stout Road and the second property is B-4, L-14 264 Goritz Road. The two properties can be sold either by auction or private sale. The Township Committee will move forward with a private sale. The Tax Collector needs to inform the property owners and needs to post the sales in three locations. If the property owners redeem the outstanding taxes then there is no sale. If the taxes aren't paid by the current owners then the Township will need to do a resolution approving the sales.

- Mary Knapp-Planning Board/Board of Adjustment Secretary/Personnel:
Mary Knapp will change her hours from Thursdays 4:30-6:30 PM to Tuesdays and Thursdays from 4:30 to 5:30 PM.

- DPW Contract/Contract Negotiations:
Matter to stay in Executive Session

Executive Session ended at 11:03 PM.

MOTION TO ADJOURN

Comm. Pfefferle made a motion, seconded by Comm. Garay to adjourn. **ROLL CALL:** Comm. Garay, yes; Comm. Pfefferle, yes; Mayor Abraham, yes. **Meeting Adjourned at 11:05PM.**

Respectfully Submitted:
Michele Bobrowski, RMC
Township Clerk

I hereby certify that I have reviewed these Minutes of the Township Committee Meeting of December 9, 2015 and certify that said Minutes were approved unanimously by the Township on the 6th day of January 2016.

Mayor

Dated: _____