

**ALEXANDRIA TOWNSHIP COMMITTEE MEETING
MINUTES
AUGUST 13, 2014**

This meeting was advertised in the Hunterdon County Democrat, The Express Times
,notice posted in the
Alexandria Township Municipal Offices and the Alexandria Township Website,
(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 Schick, Mayor Abraham and Attorney Dragan were present.

FLAG SALUTE:

GUEST SPEAKER:

- John Anderson from JCP & L:

JCP&L is focusing on three major areas for response when it comes to storm activity. These three items are road openings before power restoration, a critical facility database is up and running for facilities considered a “Critical Facility” such as schools, police, fire, and municipalities. The database will assist in outages that would affect these facilities, the third item is estimated times of restoration. Mr. Anderson reiterated to the public the importance of calling in an outage and not to rely on a neighbor to do it. There are numerous ways to call an outage in. There are phone apps, websites, and a 24/7 power center. Once an order is placed that will help determine how long power will be out.

JCP & L is working close with Township Engineer, Robert O’Brien to design a cost effective underground service for the new municipal building and will be removing the electrical pole in the middle of the park entrance.

- Engineer, Robert O’Brien, Hatch Mott MacDonald:

Mayor Abraham introduced Robert O’Brien from Hatch Mott MacDonald. Mr. O’Brien is replacing Ralph Runge. Mr. O’Brien introduced Cathleen Marcelli from Hatch Mott MacDonald. Ms. Marcelli will be working with Mr. O’Brien and is available to assist the Township as needed.

COMMITTEE REPORTS:

- ENVIRONMENTAL COMMISSION REPORT:

Member, Doug Schmidt was present. Commission still going over options to make a “green energy efficient” municipal building.

- FARMLAND/OPEN SPACE:

Chairman, Bill Fritsche was present. Mr. Fritsche noted that there maybe a new application of about 50 acres with 2-25 acre parcels. Moving forward with past obligations. The Zander Farm has property in both Alexandria and Kingwood Township. Kingwood Township didn’t have anymore grant money left to participate and was holding up the application. Hunterdon Land Trust is assisting in the purchase. The Hunterdon Land Trust exists entirely on donations from the public and municipalities. Mr. Fritsche would like to take donate \$1000.00 to the Hunterdon Land Trust. Mayor Abraham advised the Open Space Commission that letters and emails were sent to the Township’s elected representatives. All gave a uniform response that there isn’t much they could or would do at this time. If a member of the public would like a

copy of the letter that was sent out by Mayor Abraham they can contact Township Clerk, Michele Bobrowski and follow up with the elected officials with a letter of their own expressing their support of the Township's efforts. Chairman Fritsche advised the Committee that he received word this evening that a farming entity is interested in purchasing the J & J property and at some point will come in and discuss preservation. There will be an open space voter referendum question on the November ballot that if it passes Statewide will provide permanent funding for the program.

- **PARK & RECREATION REPORT:**

Chair, Mary Jo Tufaro was present. August 16th is the last concert in the park. On August 23rd, the AEA will be having a clinic and on September 13th they will be having a clean-up by the barn. Received a quote regarding security cameras from Tom Callahan of Sawyers Control. Park/Rec would like to know the intentions of the Township as to the addition of security cameras at the new municipal building. Mayor Abraham noted that the new municipal building will have security cameras and that one system should be installed for both buildings. Discussion ensued over the well at the park. The Committee discussed their intentions with the well at the park with Chair Tufaro. The park building needs a well pump due to a lightning strike and being hit by a car. A well company needs to come in to replace well pump. These repairs not only need to be made for the park barn but for the municipal building. The Township Committee agreed to move forward with the well pump repairs and will tie said repairs in with the municipal building.

- **ROAD CHAIRMAN'S REPORT:**

Road Chair, Comm. Swift read report prepared by DPW Foreman, Glenn Griffith:

- 1.) Prepared for the Oil and Chip Program and cleaning and filling cracks in the asphalt on:
 - A.) Balmoral Dr.
 - B.) Woodline Way
 - C.) Belmont Court
 - D.) Rick Road, Section 5
 - E.) Ellis Road, bottom section
 - F.) Sweet Hollow Rd, up to Goritz Road
 - G.) Goritz Road, bottom section
- 2.) Repaired two drainage inlets (1 on Balmoral Dr and 1 on Belmont Court)
- 3.) Pot hole repairs on:
 - A.) Hartpence Road
 - B.) Lt. Hooper
 - C.) Senator Stout
 - D.) Creek Road
 - E.) Sweet Hollow Road (at the intersection of Rt. 614)
- 4.) Grading done twice this month on all gravel roads
- 5.) Digging out drainage pipes throughout Township with backhoe
- 6.) Removed tree that fell due to a storm on Creek Road
- 7.) Removed one large oak tree stump on Rick Road, Section 6
- 8.) Park & Equipment maintenance

MUNICIPAL BUILDING UPDATE:

A Pre-Build meeting with Mobilease Modular Space, Inc. (MMS) was coordinated so that the team responsible for the site work and construction met. DPW Foreman, Glen Griffith was introduced to members of MMS. DPW Foreman Griffith will be responsible for the day to day communication and Twp. Engineer; Robert O'Brien will oversee payments. The contract was reviewed and there were no objections. There was some discussion on the design itself. The proposed building is 3300 sq ft., about 200 sq. ft. short of what was specked out. Space reduction was in several spaces in the building. Building is arriving on six flat bed trucks and the design layout was done to accommodate the delivery of the building. The meeting room was 50 ft. smaller than anticipated. In this meeting suggestions were made as to what kind of credit would the Township get if the DPW did site work. There is a significant cost difference as to what

DPW employees are paid verses prevailing wage workers. There was discussion regarding quad outlets, additional insulation, improving windows, upgrading trim, and expansion of the meeting room. MMS and the Township agreed to provide each other with a cost estimate. DPW Foreman Griffith would provide a cost estimate to do all the site work and MMS would provide a cost estimate for the additional upgrades. MMS forwarded a change order to the Township with a \$15,000.00 reduction in the construction costs in lieu of the DPW performing the site work. DPW Foreman Griffith noted he could perform the site work for approximately \$10,000.00. The conference room will be sound proofed, the trim will be upgraded to real wood rather than particle board and upgraded corian counters. DPW Foreman Griffith has staked out building location. Building is being situated for maximum solar gain.

Comm. Schick made a motion, seconded by Comm. Swift to approve the agreement for a pre-engineered modular building by Mobilease Modular Space, Inc. for \$749,950.00 pending minor modifications from the Township Attorney. **ROLL CALL: Comm. Swift, yes; Comm. Schick, yes; Mayor Abraham, yes.**

Comm. Schick made a motion; seconded by Comm. Swift to approve change order # 1 which reflects a \$15,000.00 costs savings to the original contract price and the addition and cost of the vestibule door assuming it is less than \$3200.00. The \$3,200.00 was quoted for two doors to be installed; french doors separating the conference room and the meeting room and the vestibule door at the building entrance. Since the meeting room size can be increased there is an elimination of the french doors between the two meeting rooms. **ROLL CALL: Comm. Swift, yes; Comm. Schick, yes; Mayor Abraham, yes.**

Comm. Swift made a motion, seconded by Comm. Schick to approve door egress location. **ROLL CALL: Comm. Swift, yes; Comm. Schick, yes; Mayor Abraham, yes.**

Comm. Swift made a motion, seconded by Comm. Schick to approve additional window placement on rear of building and window relocation to the south side of the building for maximum sun exposure. The cost of an additional window is approximately \$1,000.00. **ROLL CALL: Comm. Swift, yes; Comm. Schick, yes; Mayor Abraham, yes.**

Comm. Swift made a motion, seconded by Comm. Schick to move forward with a propane tankless water heater. **ROLL CALL: Comm. Swift, yes; Comm. Schick, yes; Mayor Abraham, yes.**

Comm. Swift made a motion, seconded by Comm. Schick to appoint Township Engineer, Rob O'Brien as a Contract Administrator for this project. Mr. O'Brien will certify the progress of payments. **ROLL CALL: Comm. Swift, yes; Comm. Schick, yes; Mayor Abraham, yes.**

Comm. Swift made a motion, seconded by Comm. Schick to appoint DPW Foreman Glenn Griffith to over see aspects of the municipal building, also known as "clerk of the works". **ROLL CALL: Comm. Swift, yes; Comm. Schick, yes; Mayor Abraham, yes.**

OLD BUSINESS:

- Ordinance 2014-010-*2nd Reading* for Ordinance 2014-010 (To replace Ordinance 2014-002) Authorizing The Acquisition of a Certain Real Property Known as Block 14 , Lots 15.01, 15.02 and 15.03 in the Township of Alexandria from Brinkerhoff Enterprises, Inc.

Comm. Schick made a motion, seconded by Comm. Swift to open public hearing for Ordinance 2014-010. **Roll Call:** Comm. Swift, yes; Comm. Schick, yes; Mayor Abraham, yes.

Public Comment: A resident asked for the location of these lots. Mayor Abraham noted that the three lots are located on the right hand side and south of Route 513. Mayor Abraham noted that money from a State approved COAH spending plan will be used to purchase these lots. Resident, Bill Fritsche asked how more COAH credits can be gained purchasing these three lots as opposed to buying a foreclosed property. Mayor Abraham noted that the Township did explore real estate prior to entering into an agreement with Brinkerhoff and there was no availability in this price range. The Arc plans to build two, 4 unit homes for a total of 8 COAH credits. The Town had to purchase these properties because of the potential loss of COAH money per State requirements. The town is buying these lots at \$195,000.00 with a return of \$25,000 per lot from Arc for each lot sold to them. Each lot has an installed septic system as well. The third lot is still available for purchase by other interested group home organizations. Comm. Swift made a motion, seconded by Comm. Schick to close public hearing. **Roll Call:** Comm. Swift, yes; Comm. Schick, yes; Mayor Abraham, yes. Comm. Schick made a motion, seconded by Comm. Swift to adopt Ordinance 2014-010. **Roll Call:** Comm. Swift, yes; Comm. Schick, yes; Mayor Abraham, yes.

ORDINANCE 2014-010 (To replace Ordinance 2014-002) AUTHORIZING THE ACQUISITION OF A CERTAIN REAL PROPERTY KNOWN AS BLOCK 14 , LOTS 15.01, 15.02 AND 15.03 IN THE TOWNSHIP OF ALEXANDRIA FROM BRINKERHOFF ENTERPRISES, INC.

WHEREAS, there exists certain real property known as Block 14, Lots 15.01, 15.02 and 15.03 on the official tax map of in the Township of Alexandria (hereinafter the “Property”) which properties are currently owned by Brinkerhoff Enterprises, Inc. (hereinafter “Brinkerhoff”), each of which has been improved with an on-site septic system sized for a five-bedroom house; and

WHEREAS, the Township of Alexandria (“Township”) entered into a contract with Brinkerhoff on or about July 5, 2012 to purchase the Property for future affordable housing purposes. On or about July 16, 2012, the Township also made a contract with The Arc of Hunterdon County (“ARC”) for the development of two affordable housing units, one to be developed on Lot 15.01, and the other on Lot 15.02 conditioned upon ARC’s contribution of \$25,000 toward each lot. The Township thereafter submitted a spending plan to the New Jersey Council on Affordable Housing (“COAH”) for approval of the aforementioned affordable housing project;

WHEREAS, the Township has received notice that COAH approved the Township’s spending plan by resolution dated June 23, 2014;

WHEREAS, the Township is authorized pursuant to N.J.S.A. 40A:12-1 et seq. to acquire property for public purposes; and

WHEREAS, the New Jersey Supreme Court has consistently held that there is a constitutional obligation requiring municipalities to provide the opportunity for affordable housing; and

WHEREAS, the Township has the funds for this acquisition committed and available within its affordable housing trust fund and as described in the approved spending plan and prepared to move forward with this acquisition in the public interest.

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

Section 1. For the reasons set forth above, Township Committee hereby authorizes the acquisition of Block 14, Lots 15.01, 15.02 and 15.03 on the official tax map of the Township of Alexandria from Brinkerhoff Enterprises for the purchase price of \$585,000.00, conditioned upon all remaining contingencies set forth in and fulfillment of the terms of the Contract made with Brinkerhoff dated July 5, 2012 ,and any amendments thereto, including but not limited to clear and marketable title and the payments due from ARC. The Township is authorized to accept and record the Seller's deed with the Office of the Hunterdon County Clerk following the closing of title on the Property.

Section 2. The Mayor, Township Attorney and Clerk of the Township are hereby authorized and directed to take all reasonable, necessary and lawful steps including ordering, preparing and executing any and all necessary pre-closing documentation and closing documents, toward the negotiated acquisition of said Property, in the manner and subject to the terms and conditions specified above, and are further authorized and directed to make the aforesaid payment to the owner of the Property.

Section 3. This purchase is being made pursuant to N.J.S.A. 40A:12-1, 3 4, and 5, et seq. If the provision of any article, section, subsection, paragraph, subdivision or clause of this Ordinance shall be judged invalid by any Court of competent jurisdiction, such Order or Judgment shall not affect or invalidate the remainder of any such article, section, subsection, paragraph or clause and, to this end, the provisions of this Ordinance are hereby declared to be severable.

Section 4. This Ordinance shall become effective immediately upon final adoption and publication in accordance with the laws of the State of New Jersey.

ATTEST:

THE TOWNSHIP OF ALEXANDRIA

Michele Bobrowski, RMC, Twp. Clerk

Paul Abraham, Mayor

- Race Street:

Mayor Abraham recapped to the public traffic concerns on Race Street. A number of options were discussed. DPW Foreman Glen Griffith placed temporary signs up. DPW Foreman Griffith said it will be difficult to close one section of road and recommends speed bumps. No feedback was given by residents on the road to the signs. Will continue with the signs for right now.

- Follow Up on PEOSHA Inspection at the DPW Garage on June 23, 2014:
A letter was received from PEOSHA abating the violations at the DPW Garage.

NEW BUSINESS:

- Ordinance 2014-011-*1st Reading* For Appropriating \$10,000.00 from the Capital Fund Reserve for a Public Works Purchase

Comm. Schick made a motion, seconded by Comm. Swift to approve Ordinance 2014-011 on first reading. **Roll Call:** Comm. Swift, yes; Comm. Schick, no; Mayor Abraham, yes. Public Hearing will be heard on September 10, 2014.

**TOWNSHIP OF ALEXANDRIA
COUNTY OF HUNTERDON
ORDINANCE NO. 2014- 11**

AN ORDINANCE APPROPRIATING \$10,000.00 FROM THE CAPITAL FUND RESERVE FOR THE PURCHASE OF PUBLIC WORKS EQUIPMENT IN THE TOWNSHIP ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY

BE IT ORDAINED, by the Township Committee of the Township of Alexandria, in the County of Hunterdon, State of New Jersey, as follows:

SECTION ONE: The sum of \$10,000.00 is hereby appropriated from the Capital Fund Reserve Fund for Purchase of Public Works Equipment in the General Capital Account for Purchase of Public Works Equipment and various appurtenances as required.

SECTION TWO: The period of usefulness of the upgrades and improvements, as defined by N.J.S.A. 40A:2-22, is at least 20 years.

SECTION THREE: The gross debt of the Township of Alexandria, as defined by N.J.S.A. 40A:2-43 will not be increased by this ordinance.

BE IT FURTHER ORDAINED that this Ordinance shall take effect immediately upon its publication, following final adoption, as provided by law.

ATTEST:

THE TOWNSHIP OF ALEXANDRIA

Michele Bobrowski, RMC, Twp. Clerk

Paul Abraham, Mayor

- Resolution 2014-051 For a Joint Bid For the Procurement of Maintenance and Repair Materials for Holland, Alexandria and Bethlehem Townships
Comm. Schick made a motion, seconded by Comm. Swift to approve Resolution 2014-051. **ROLL CALL: Comm. Swift, yes; Comm. Schick, yes; Mayor Abraham, yes.**

RESOLUTION 2014-051 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON AND STATE OF NEW JERSEY FOR A JOINT BID FOR THE PROCUREMENT OF MAINTENANCE AND REPAIR MATERIALS FOR HOLLAND, ALEXANDRIA AND BETHLEHEM TOWNSHIPS

WHEREAS, the Township of Alexandria has a shared service agreement with the Townships of Bethlehem and Holland for engineering and administrative fees in connection with oil and chip contracts and the procurement of road materials for the years of 2013, 2014 and 2015; and

WHEREAS, the Township of Bethlehem, acting as lead agency through its municipal engineer Thomas R. Decker, P.E. of Van Cleef Engineering Associates, has solicited and obtained a joint bid for the procurement of maintenance and repair materials consisting of densely graded aggregate (“DGA”) and 3/4" Clean Crushed Stone, blue, black or gray in color for compatibility with existing surface uses, on behalf of the aforementioned municipalities for the year 2014; and

WHEREAS, Alexandria Township understands that bids from two bidders were received and opened on July 1, 2014 and found acceptable by the Bethlehem Township attorney, as well as the Bethlehem Township Engineer, who has provided a Summary of Bids; and

WHEREAS, the Alexandria Township Engineer has reviewed and analyzed the aforementioned Summary of Bids and has provided a recommendation of award to the Township Committee dated August 13, 2014 with respect to the lowest responsible bidders, taking into consideration the mileage adjustment factor for FOB items (ie. those that must be picked up by Alexandria Township trucks); and

WHEREAS, the Alexandria Township Committee has reviewed the recommendation of award from its municipal engineer and agrees with same.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Alexandria, County of Hunterdon, State of New Jersey, that contracts be awarded in response to the 2014 joint bid for maintenance and repair materials consisting of DGA and 3/4" Clean Crushed Stone, blue, black or gray in color for compatibility with existing surface uses, as needed, to the following contractor, in the estimated amounts and at the prices listed below (references are to the Bid Summary attached hereto):

Haines & Kibblehouse (a/k/a Warren Materials & ABE Materials):

Item #2b: 1000 tons of Densely Graded Aggregate (FDS) at the Unit Price Bid of \$13.45 per ton; and

Item #2b: 400 tons of 3/4" Clean Crushed Stone (FDS) at the Unit Price Bid of \$16.22 per ton.

BE IT FURTHER RESOLVED that the Township Engineer, Township Clerk and Township Attorney, as may be applicable, are authorized to finalize the contracts and notices of award and to administer same, and that the Mayor and/or Deputy Mayor are authorized to enter into said contracts on behalf of the Township Committee.

BE IT FURTHER RESOLVED, that upon recommendation of its Township Engineer, the Alexandria Township Committee rejects the award of bids for FOB items #1 and #3 as set forth on the Summary of Bids as not being advantageous to the Township due to the fuel and labor costs which would be incurred as result of these procurements.

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

Township of Alexandria
By:
Paul Abraham, Mayor

Certified to be a true copy of a Resolution adopted on August 13, 2014.

By:
Michele Bobrowski, RMC, Township Clerk

- Resolution 2014-052 Appointing a Replacement Engineer from Hatch Mott MacDonald

Comm. Swift made a motion, seconded by Comm. Schick to approve Resolution 2014-052 appointing Robert O'Brien as the Township Engineering. **ROLL CALL: Comm. Swift, yes; Comm. Schick, yes; Mayor Abraham, yes.**

RESOLUTION 2014-052 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY APPOINTING A REPLACEMENT TOWNSHIP ENGINEER FROM HATCH MOTT MACDONALD FOR THE TOWNSHIP OF ALEXANDRIA

WHEREAS, there exists a need to provide the Township of Alexandria with professional services ("professionals") during the period from August 13, 2014 to December 31, 2014; 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 Engineer: Robert O' Brien, PE, CME Hatch Mott MacDonald, 53 Frontage Road, Ste. 170, Hampton, NJ 088827.

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

1. That the Township hereby appoints Robert O'Brien who is replacing Ralph Runge of 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 August 13, 2014 through December 31, 2014.
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. Fees for 2014 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.

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: August 13, 2014

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 August 13, 2014.

Michele Bobrowski, RMC, Township Clerk

- Townwide Detention Basins & Inlet Boxes

This matter was tabled. Residents in the effected developments were invited to attend and discuss their concerns with the Committee. No residents were present to talk about this topic.

- DVRHS Mayors Meeting Recap

Mayor Abraham noted that there is a vacancy on the school board since no one filed a petition for the next school election. Alexandria Township will lose a voice if no one does a write in petition. The Township will lose one of the two spots afforded to it. The school is responsible for 26% of the budget whereas the town is only 8%.

- Resolution 2014-054 Audit Resolution

Comm. Schick made a motion, seconded by Comm. Swift to approve Resolution 2014-054. **ROLL CALL: Comm. Swift, yes; Comm. Schick, yes; Mayor Abraham, yes.**

**TOWNSHIP OF ALEXANDRIA
RESOLUTION 2014-054
GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT**

WHEREAS, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2013 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Township Committee of the Township of Alexandria, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance

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 August 13, 2014.

Michele Bobrowski, RMC
Township Clerk

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

- Resolution 2014-055 Pondview Performance Guarantee Extension (Resolution replaces Resolution 2014-050)

Comm. Schick made a motion, seconded by Comm. Swift to approve Resolution 2014-055. **ROLL CALL: Comm. Swift, yes; Comm. Schick, yes; Mayor Abraham, yes.**

RESOLUTION 2014-055 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY APPROVING A FIFTH AMENDMENT TO THE PERFORMANCE GUARANTEE AGREEMENT WITH KISER ENTERPRISES, LLC EXTENDING THE TIME TO INSTALL CERTAIN IMPROVEMENTS IN CONNECTION WITH THE DEVELOPMENT KNOWN AS POND VIEW ESTATES (BL. 10, LOTS 17, 17.01, 17.02, 17.03, 17.04, 17.05, 17.06, 17.07, 17.08 AND 17.09, f/k/a BL. 10, LOT 17)

WHEREAS, the Township Committee of Alexandria Township has received a request from Kiser Enterprises, LLC (hereinafter “Developer” or “Kiser Enterprises”) for a two year extension of time to complete the remaining improvements for the minor subdivision development project known as “Pond View Estates” Block 10, Lots 17, 17.01, 17.02, 17.03, 17.04, 17.05, 17.06, 17.07, 17.08 and 17.09 (f/k/a Block 10, Lot 17) in the Township; and

WHEREAS, the Township Committee previously entered into a Fourth Amendment to the Performance Guarantee agreement dated September 13, 2012 which extended the time for completion to October 15, 2014; and

WHEREAS, Developer has been unable to complete the improvements due to market conditions, has requested an extension of time until October 15, 2016, and has submitted a draft Fifth Amendment document in connection with same; and

WHEREAS, the Township Engineer has reviewed Developer’s request and recommends that the extension be granted; and

WHEREAS, the Township Attorney has opined that the Fifth Amendment agreement is in acceptable form; and

WHEREAS, the Township Committee agrees to the extension request, provided 1) Developer continues to comply with all conditions of the Performance Guarantee agreement, as set forth in the Fifth Amendment and; 2) that the parties execute the Fifth Amendment agreement.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Alexandria, County of Hunterdon, State of New Jersey, on this 13th day of August, 2014, as follows:

1. The Township Committee hereby approves Developer’s request to extend the time to complete the remaining improvements for the Pond View Estates minor subdivision development located at Block 10, Lot 17, 17.01, 17.02, 17.03, 17.04, 17.05, 17.06, 17.07, 17.08 and 17.09 (f/k/a Block 10, Lot 17) to October 15, 2016 as set forth in the proposed Fifth Amendment to the Performance Guarantee Agreement submitted

by Developer.

2. The Township Committee hereby authorizes the Mayor, Deputy Mayor and Township Clerk to execute the above-mentioned agreement on behalf of the Township Committee, together with any other necessary documents effectuating same.

3. It is a condition of this resolution that any escrows required by the Performance Guarantee agreement due and owing must be posted by the Developer.

4. This resolution shall take effect immediately.

ATTEST:

TOWNSHIP OF ALEXANDRIA

Michele Bobrowski, RMC, Twp. Clerk

By: _____
Paul Abraham, Mayor

- Elizabethtown Gas

Mayor Abraham met with a representative from Elizabethtown Gas. They are proposing a 105 mile pipeline crossing the Delaware River, through Holland Township, to Alexandria Township, and further south to Trenton. A projected route through Alexandria Township would be up Stamets Road, through Kappus Farm, through the Dotoli Farm, and State Property. Elizabethtown Gas will hold public meetings in the future as needed to inform the public of this pipeline once all approvals at the State and Federal level have been met.

- Corrective Action Plan

The Township Committee reviewed four recommendations by the Township Auditor. CFO Rees has responded to all of these recommendations. These recommendations are as follows:

Alexandria Township		Corrective Action Plan		2012 Calendar Year Audit	
Audit Recommendation Item Number	Analysis	Corrective Action	Staff Responsible	Completion Date	
1. Quotations be received or contracts issued in accordance with the state purchasing requirements when it is expected that the state purchasing minimums will be exceeded.	Quotations or Contracts were not received for aggregate purchases over the state limits.	Quotations will be received and contracts for professional services will be approved in compliance with state purchasing regulations. Additionally greater use of State contracts and Cooperatives to be used.	All Departments	09/30/2013	
2. A continuing effort be made to obtain appropriate business	Political disclosure and business registration forms were not received	There is an ongoing action to bring the paperwork up to date.	All Departments	12/31/2013	

registration forms and political disclosure forms are to be obtained.	for all necessary vendors.			
3. Payment forms are to reflect signatures acknowledging receipts of goods or services rendered.	Obtain signatures	Greater effort is being done at the present time to obtain the required signatures	Chief Financial Officer	01/01/2014
4. Payroll supporting documents are to be approved and evidence for all employees	Obtain and maintain all supporting documents for payroll.	Payroll procedures have changed. Supporting documents are received from each department at the time of the payroll creation.	Chief Financial Officer	01/01/2014

Respectfully Submitted to the Township Committee by: *EDWARD P. REES*
Edward P. Rees, CFO

- Resolution 2014-056 Corrective Action Resolution
Comm. Schick made a motion, seconded by Comm. Swift to approve Resolution 2014-056. **ROLL CALL: Comm. Swift, yes; Comm. Schick, yes; Mayor Abraham, yes.**

**TOWNSHIP OF ALEXANDRIA
RESOLUTION 2014-056
AUDIT CORRECTIVE ACTION PLAN**

WHEREAS, the Alexandria Township Committee is in receipt of the 2013 Report of Audit for the period ending December 31, 2013; and

WHEREAS, the Mayor and Township Committee formally accepted said audit document on July 9, 2014; and

WHEREAS, it is necessary to develop and obtain Mayor and Township Committee approval of an Audit Corrective Action Plan; and

WHEREAS, said plan must be approved and filed within sixty days of formal notice.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Alexandria that the required Audit Corrective Action Plan, having been prepared and submitted by the Chief Financial Officer, is hereby approved and further that said plan document be placed on file and made available for public inspection in the Office of the Township Clerk.

Adopted by the Township Committee on August 13, 2014

Other Trust Fund:

- 1.) Reserves
- 2.) Grants 2,354.00

General Capital Fund

- Ordinances 4,253.34
- COAH 236.67

Farm Preservation

- Budget and App. Reserves 1,645.19
- Dog Fund 58.80

Developers Escrow

- 1.) Bank of America 4,796.42
- 2.) Fulton Bank
- 3.) Hopewell Valley 1,149.75

TOTAL: \$ 57,519.37

Other disbursements

- Local School 1,029,379.00
- County of Hunterdon 723,131.77
- Hunterdon Soil 975.00

Total payments presented to the Township Committee **\$ 1,811,005.14**

APPROVAL OF MINUTES:

- July 9, 2014 Twp. Committee Mtg.
- July 9, 2014 Executive Session

Comm. Schick made a motion, seconded by Comm. Swift to approve the above Township Committee Meeting and Executive Session Minutes. Comm. Schick approved minutes noting a small correction. Comm. Schick wanted the minutes to reflect that he recommended a mountable curb on Race Street. **ROLL CALL: Comm. Swift, yes; Comm. Schick, yes, Mayor Abraham, yes.**

COMMENTS FROM THE FLOOR:

Resident, Floyd Evans would like to continue the meetings at the high school. Mr. Evans likes the acoustics of the high school cafeteria. Mayor Abraham will look into availability of the high school.

CORRESPONDENCE/ANNOUNCEMENTS:

- Rutgers Snyder Farm is pleased to announce the annual great tomato tasting for Wed., August 27, 2014 from 3:00-7:30 PM (rain or shine) at the Snyder Research Farm, 140 Locust Grove Road, Pittstown, NJ 08867. Join them in this unique opportunity to taste over 80 tomato varieties along with farm grown fruit, basil, honey and more!! Stroll through their teaching garden and take a wagon tour

highlighting Rutgers/NJAES agricultural and horticultural research. For additional information you can visit their website at <http://snyderfarm.rutgers.edu/snyder-events.html>. Cost is \$7.00 per person, free for children under 10.

- A barn tour is scheduled for Sunday, October 12, 2014 from 10 AM to 4 PM rain or shine (no-refunds). Cost is \$20.00 per adult (\$25.00 at the door) & \$5.00 per child (Ages 5-15). You can register on-line at alexandriabarntour.eventbrite.com or mail checks (payable to the Alexandria Equestrian Association (AEA)) to: PO Box 75, Pittstown, NJ 08867. For information visit www.aeanj.com or Facebook/Alexandria Barn tour 2014. For questions contact us at aeanj2014@gmail.com or call 908-735-9453.
- Alexandria Township Park/Rec Commission Summer Concert Series: Sat., August 16, 2014 Sweeter Than Honey-Focus on contemporary, pop/alternative rock, Christian rock, and Latin rock richly rooted in classic rock. Concerts are located at the Alexandria Park located at 242 Little York-Mt. Pleasant Road, Milford, NJ 08848. Concerts are from 7:30-9:00 PM and free! Bring your family and chairs/blanket and enjoy a nice evening at the park!
- Hunterdon County 4-H Fair Aug. 20th-24th
You can visit their website at <http://www.co.hunterdon.nj.us/4hagfair.com>
- Upper Black Eddy 8th Annual Carnival Aug. 27th-31st
You can visit their website at <http://ubefire.com>

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

Comm. Schick made a motion, seconded by Comm. Swift to move to Executive Session.
Roll Call: Comm. Swift, yes; Comm. Schick, yes and Mayor Abraham, yes.

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.
 - _____ 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.
(Jacobson Farm Appraisals)

 - _____ 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.
(Insurance Policy Renewal)
(Arc Agreement)

 - _____ Matters falling within the attorney-client privilege.

 - _____ Personnel matters involving a specific employee or officer of the Township.
(Glenn Griffith)
(Twp. Engineer)

 - _____ 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 .

MOTION TO RETURN TO PUBLIC SESSION:

Comm. Schick made a motion, seconded by Comm. Swift to return to Public Session.

ROLL CALL: Comm. Swift, yes; Comm. Schick, yes and Mayor Abraham, yes.

Comm. Schick made a motion, seconded by Comm. Swift to approve appraisers for the Jacobson Farm. The lowest quotes were from Tom Rodriguez in the amount of \$2,100.00 and Michael Schaible in the amount of \$2,000.00. **Roll Call:** Comm. Swift, yes; Comm. Schick, yes and Mayor Abraham, yes.

Comm. Schick made a motion, seconded by Comm. Swift to approve the revised draft agreement with ARC as prepared by Twp. Attorney, Sharon Dragan on August 7, 2014. **Roll Call:** Comm. Swift, yes; Comm. Schick, yes and Mayor Abraham, yes.

Comm. Swift made a motion, seconded by Comm. Schick to approve an additional job title for DPW Foreman Glenn Griffith. The additional title will be called Senior Working Foreman. **Roll Call:** Comm. Swift, yes; Comm. Schick, yes and Mayor Abraham, yes.

EXECUTIVE SESSION:

The following matters were discussed in Executive Session:

- Contract Negotiations/Township Engineer:

Robert O'Brien, PE, CME from Hatch Mott MacDonald was invited by the Committee to meet, review resume, and discuss expectations of the Township as Township Engineer since Ralph Runge has taken a position with the County. Committee also discussed road concerns they have with the Toll Brother development.

- Personnel Matters/Glenn Griffith:

Township Committee discussed an additional job title for Glenn Griffith

- Contract Negotiations/Jacobson Appraisals:

Three proposals were received. The Township will accept proposals from Vanguard Appraisal Services in the amount of \$2,000.00 and Tom Rodriguez Associates in the sum of \$2,100.00. These were the lowest proposals submitted. The third proposal was received from Valuation Consultants, LLC in the amount of \$2,700.00.

- Contract Negotiations/Insurance Renewal:

There are three insurance carriers that insure municipalities available to Alexandria Township. Somerset JIF has already indicated that they will not provide us a quote due to our size. The only other two insurance companies that the Township can seek quotes from are PAIC(former carrier) and Statewide Insurance(present carrier).

- Contract Negotiations/ARC Agreement:

Reviewed changes and extended construction time frames. Looking to close on property October 16th.

MOTION TO ADJOURN

Comm. Schick made a motion, seconded by Comm. Swift to adjourn. **ROLL CALL:** Comm. Swift, yes; Comm. Schick, yes; and Mayor Abraham, yes. **Meeting Adjourned at 9:50 PM.**

Respectfully Submitted:

Michele Bobrowski, RMC, CMR
Township Clerk

I hereby certify that I have reviewed these Minutes of the Township Committee Meeting of August 13, 2014, and certify that said Minutes were approved unanimously by the Township on the 10th day of September 2014.

Paul Abraham, Mayor

Dated: _____

Motion to adjourn cs/hs-All
MOTION TO ADJOURN
Motion cs/hs-All