

**ALEXANDRIA TOWNSHIP COMMITTEE MEETING
MINUTES
OCTOBER 9, 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) as required by the Open Public Meetings Act. Meeting Called to order at 7:39 PM

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

FLAG SALUTE:

STATE POLICE REPORT: None

LESTER D. WILSON SCHOOL/MUNICIPAL OFFICE UPDATE:

Scott Saccal, President of the Alexandria Twp. School Board outlined the proposal between the Alexandria Twp. Municipal Offices and Lester D. Wilson School. The proposal is as follows:

- The Board shall agree to lease to the Township the West Wing of the School (“Premise”) and allow the Township to use such Premise to construct and occupy municipal offices;
- The Board would agree to a ten (10) year term with the option to renew the Lease an additional five (5) years. Please be advised that the lease would be subject to the Commissioner of Education’s approval pursuant to N.J.S.A. 18A:20-8.2(b), as the total Lease term would be in excess of five (5) years;
- Each party shall have the right to terminate the Lease upon one (1) year written notice to the other party for any reason;
- If the Lease is terminated by the Board effective anytime during years 1 through 5 of the initial Lease, the Board would agree to reimburse the Township for the entire amount bonded by the Township. If the Lease is terminated by the Board effective anytime during years 6 through 10 of the initial Lease, the Board would agree to reimburse the Township for a pro-rated amount of the total amount bonded by the Township;
- In consideration of the Board allowing the Township to occupy the premise, the Township shall pay rent in the amount of One Dollar (\$1.00) each year. Additionally, the Township shall provide snow removal services to the Board’s two properties, Lester D. Wilson Elementary School and Alexandria Middle School, free of charge for the term of the Lease;
- The Township shall be allowed to, at its own expense, make improvements to the Premise and construct a parking lot to be associated with such Premise. Upon the expiration of the Lease, such improvements shall remain. Additionally, the Township shall be allowed to place signs upon, in and/or about the Premise;

- The Board shall provide the access for the Township to install and use its own computers, telephones and fax machines in the Premise. The Township shall be responsible for any costs associated with the installation of such equipment and will be responsible for a monthly flat percentage of such data and services costs associated with the equipment;
- The Board shall provide custodial services for the Township at a rate to be negotiated;
- The Township shall be responsible for any and all security services determined to be necessary by the Township;
- The Township shall obtain, provide and keep in full force Worker's Compensation Insurance and General Liability Insurance for the benefit of the Board.

Mayor Plumer read the cost proposal from Ralph Runge, Twp. Engineer of Hatch Mott MacDonald to renovate the west wing of Lester D. Wilson School:

- Parking lot for employees and visitors to be located on the west side of the school with access from County Road 513. Upgrades to the existing underground fuel oil storage tank may be necessary if it is not suited to vehicular traffic.
- ADA accessible ramp from the parking lot to the existing entrance. The existing entrance and stairway must be reconstructed to meet ADA requirements as well.
- Convert existing Kindergarten room to a meeting room with exterior access. Exterior access also serves as secondary means of egress. (building code requirement)
- Provide fire rated partition between Municipal Offices and school. Partition to have emergency egress door for secondary means of egress in case meeting room is locked when unoccupied. This fire rated partition shall go all the way to the underside of the roof rafters.
- Remove all plumbing fixtures in both the boys and girls rest rooms. Renovate both to create two single occupancy barrier free (ADA) rest rooms. Eliminate existing faculty rest room.
- Perform abatement of any "asbestos containing material" finishes.
- New interior finishes: painting, carpet, redecorating, security system, data and communication systems, signage, ceilings, lighting. Includes removal of existing school room appurtenances (chalk boards, etc).
- Provide attic mounted HVAC equipment for general heating, cooling, and ventilation. Provide a second unit for supplemental cooling and ventilation of the meeting room for increased occupant load. Locate condensing units behind the existing boiler room. Remove existing window AC units and floor mounted heating units.
- Provide security monitoring separate from the school system including cameras for entrance door and parking area.

The cost of these renovations would be approximately \$774,249.00. The Committee reviewed the cost estimate from Hatch Mott MacDonald and the proposal terms of the Board of Education. Comm. Abraham made a motion to reject the school proposal with regret, seconded by Comm. Swift. **ROLL CALL: Comm. Swift, yes; Comm. Abraham, yes; Mayor Plumer, yes.**

Comm. Abraham made a motion to authorize Hatch Mott MacDonald to develop a site plan for the Municipal Complex, seconded by Comm. Swift. **ROLL CALL: Comm. Swift, yes; Comm. Abraham, yes; Mayor Plumer, yes.**

Comm. Abraham made a motion to authorize the Twp. Engineer and Twp. Attorney to prepare a spec bid package for a 3000 sq. ft. prefab building at the municipal complex, seconded by Comm. Swift. **ROLL CALL: Comm. Swift, yes; Comm. Abraham, yes; Mayor Plumer, yes.**

Comm. Abraham made a motion to authorize bond counsel to prepare an ordinance for allocation of monies, seconded by Comm. Swift. **ROLL CALL: Comm. Swift, yes; Comm. Abraham, yes; Mayor Plumer, yes.**

COMMITTEE REPORTS:

- ENVIRONMENTAL COMMISSION REPORT: None
- FARMLAND/OPEN SPACE: Chairman Fritsche noted that there are several pending applications.
- PARK & RECREATION REPORT: Commission met last night, October 8th. Chair Mary Jo Tufaro thanked the school board in allowing Park & Rec to use the school for rec basketball. The park will be utilized this weekend for canine training. Ride for the Cure will be Sunday, October 20th at the park. DPW has been cleaning up the park. Graffiti was found in the barn.
- HISTORIC PRESERVATION COMMISSION: Mayor Plumer noted that the Historic Preservation Commission is looking for volunteers. Anyone interested in volunteering is encouraged to contact the Municipal Office. Comm. Swift will be personally taking over the cemetery maintenance on Route 579.
- ROAD DEPARTMENT-Chairman Abraham read DPW Foreman Glenn Griffith's report. The DPW finished work on Rick Road, section 5 due to problems with water getting off the roadway due to soil being along pavement. The water wasn't getting into drainage inlets. The soil was raised along the roadway with 4 inches of top soil tapering back into existing lawn. Roadside mowing continues. Chairman Abraham noted that roadside mowing is done for safety reasons and that residents shouldn't plant flowers or bamboo along the edge of the roadways. The DPW doesn't know what was planted by a resident or what is wild and they will cut it down. There is a site line/right of way easement along the road as well as a sight triangle along everyone's driveways that needs to be maintained. Residents are responsible and liable to maintain that sight easement alongside their driveways. Asphalt work was done on Woolf Road, Whitehall Road, Mill Street, and Schoolhouse Road. There was an auction for lumber on September 21st. The auction was for ten loads of logs with delivery. The Township generated approximately \$700.00 from the auction. A spruce tree at Karabin's Corner was replaced at the park.

OLD BUSINESS: None

NEW BUSINESS:

- Best Practices for 2013- Every year, Alexandria Township fills out 50 questions for the Best Practices Worksheet that is issued by the State. If you answer below a certain percentage that will affect State Aid for your municipality. Out of 50 questions, Alexandria Township answered yes to 39 questions, 4 no, 5 not applicable, and 2 prospective questions. Alexandria Township scored 92% and will receive full State Aid.

- Deferred Compensation Plan-VALIC- The Committee reviewed documentation that was presented to them by CFO Rees. There is no cost to the Township. It's a program that Township employees can volunteer to participate in. Atty. Dragan noted that two deferred compensation programs are needed to compare. Comm. Swift made a motion to move forward with the deferred compensation plan, seconded by Comm. Abraham. **ROLL CALL: Comm. Swift, yes; Comm. Abraham, yes; Mayor Plumer, yes.**
- Mt. Salem Church Repair Quotes-The Township received two quotes for window repair at the church due to damage from Superstorm Sandy. Comm. Abraham made a motion to award Jam Pack Builders the job at a cost of \$4600.00, seconded by Comm. Swift. **ROLL CALL: Comm. Swift, yes; Comm. Abraham, yes; Mayor Plumer, yes.**
- Resolution # 2013- 072 Kappus B-18, L-47 Final Cost Share Approval- Comm. Swift made a motion, seconded by Comm. Abraham to approve Resolution 2013-072. **ROLL CALL: Comm. Swift, yes; Comm. Abraham, yes; Mayor Plumer, yes.**

RESOLUTION 2013-072 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY APPROVING FINAL APPROVAL OF COST SHARE FOR KAPPUS I FARM, B-18, LOT-47

WHEREAS, the New Jersey State Agriculture Development Committee (SADC) has certified a market value (CMV) of \$7,650.00 per acre for the development easement on property in the Township of Alexandria known as Bl. 18, Lot 47 consisting of approximately 16 acres, with no exception areas, owned by William and Diane Kappus ("Property Owners") which farm (also known as "Kappus I") is contained in Alexandria Township's 2012 Round Municipal Planning Incentive Grant list of farms and for which the Property Owners made an individual application to the Hunterdon County Planning Incentive Grant Program; and

WHEREAS, the Township has been advised that the SADC's proposed cost share for said farm will be at approximately 61.76 % of the CMV, with a resulting cost-share from the County of Hunterdon and the Township of Alexandria at 19.12% of CMV each, or \$1,462.50 per acre; and

WHEREAS, the Township notified the Property Owners of the CMV and has received a written acceptance from them dated September 19, 2013.

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

1. Grants and commits its final approval to fund the purchase of the development easement by the County of Hunterdon on the William and Diane Kappus farm Bl. 18 Lot 47 (Kappus I) based on the cost share calculated by the SADC in the amount of 19.12% of the CMV of \$7,650.00 per acre (16 acres x \$1,462.50 = \$23,400.00) subject to any adjustments for survey or title.

2. Funding from Alexandria Township will come from the Township's Farmland/Open

Space Trust Fund.

3. The Township's funding is conditioned on both the SADC and the County of Hunterdon adopting final resolutions approving their respective cost-shares and the County of Hunterdon entering into a contract with the Property Owners for the purchase of the development rights easement on Kappus I.

BE IT FURTHER RESOLVED, that the Municipal Clerk is directed to forward certified copies of this Resolution to the Hunterdon County Agricultural Development Board and the New Jersey State Agriculture Development Committee as requested and required.

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

Township of Alexandria

By:

Gabriel C. Plumer, Mayor

Certified to be a true copy of a Resolution adopted on October 9, 2013

By:

Michele Bobrowski, RMC, Township Clerk

- Resolution # 2013-073 Halloween Curfew-
Halloween will be on Thursday, Oct 31st from 5 to 8 PM
Comm. Abraham made a motion, seconded by Comm. Swift to approve Resolution 2013-073. **ROLL CALL: Comm. Swift, yes; Comm. Abraham, yes; Mayor Plumer, yes.**

RESOLUTION 2013 – 073, TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ESTABLISHING AND DECLARING A JUVENILE CURFEW IN THE TOWNSHIP OF ALEXANDRIA

WHEREAS, P.L. 1992, Chapter 133 (N.J.S.A. 17:16F-20 et seq) authorizes and empowers a municipality to enact an ordinance making it unlawful for a juvenile of any age under 18 years within the discretion of the municipality to be on any public street or in a public place between the hours of 10:00 p.m. & 6:00 a.m. unless accompanied by the juvenile's parent or guardian, or unless engaged in, or traveling from, a business or activity which the laws of this State authorize a juvenile to perform and making it unlawful for any parent or guardian to allow an unaccompanied juvenile to be on any public street or in any public place during those hours; and

WHEREAS, the Municipal Governing Body of the Township of Alexandria on July 14, 1993 adopted on final reading "An Ordinance to Provide For The Establishment of A Curfew For Juveniles In The Township Of Alexandria And Providing Penalties For The Violation Thereof"; and

WHEREAS, said Ordinance provides that whenever the Governing Body shall determine the need for a curfew for juveniles, the Governing Body may by resolution declare a curfew in the Municipality for a period of not more than 90 days and for such hours and under such conditions as may be prescribed by the Governing Body, provided that such curfew shall commence not earlier than 10:00 p.m. and shall end not later than 6:00 a.m. during each of the curfew dates established;

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

1. **Establishment of Juvenile Curfew**. A juvenile curfew is hereby established and declared in the Township of Alexandria commencing at 10:00 p.m. and ending at 6:00 a.m. of the following day, during each of the following curfew dates:

Friday, October 25, 2013 through Thursday, October 31, 2013

2. **Conditions of Curfew**. During the curfew established herein, it shall be unlawful for any juvenile under the age of 18 years to be on any public street, or in a public place, either on foot or in a vehicle, within the Township of Alexandria during the above designated times.

3. **Exceptions to Curfew**. The above established curfew shall not apply to a juvenile:

- When the juvenile is engaged in an errand involving a medical emergency.
- When the juvenile is in attendance at an extracurricular school activity, or an activity sponsored by a religious or community-based organization, or other cultural, educational, or social events.
- When work time of the juvenile who is gainfully and lawfully employed overlaps the curfew hours.
- When the juvenile is an attendant as a bona fide student at an evening school of instruction.
- When the juvenile is accompanied by a parent or guardian or other adult having the care and custody of the juvenile.
- Where the juvenile is upon an emergency errand or legitimate business directed by the juvenile's parent or guardian.

4. **Responsibility of Parent or Guardian**. During the curfew herein established, it shall be unlawful for any parent or guardian of a juvenile to allow an unaccompanied juvenile to be on any public street or in any public place in violation of the above referenced Ordinance and the curfew established hereunder.

5. **Posting, Publication and. Distribution of Curfew Notice**. Copies of the above Ordinance and this Resolution shall be posted in such public or quasi-public places

as may be designated by the Governing Body and may be published in such newspapers as the Governing Body shall designate. Copies to be supplied to area schools with a request that they make students aware of the curfew. Failure to post, publish or distribute this Resolution or the above Ordinance shall not relieve any person from the obligation of complying with the terms of the curfew imposed hereunder.

6. **Notification to Law Enforcement Agencies**. Certified copies of this Resolution and the above referenced Ordinance shall be sent by the Municipal Clerk to law enforcement agencies, including the Municipal Police Department, if any, and the New Jersey State Police.

Gabriel C. Plumer, Mayor

ATTEST:

Michele Bobrowski, RMC, CMR
Township Clerk

- 1st reading of Ordinance 2013-009-Weight Limit on Hog Hollow Road-Comm. Abraham made a motion, seconded by Comm. Swift to approve Ordinance 2013-009 on first reading. **ROLL CALL: Comm. Swift, yes; Comm. Abraham, yes; Mayor Plumer, yes. Public Hearing will be on November 13, 2013.**

ENGINEER'S REPORT: A team from Hatch Mott MacDonald has inspected the proposed Municipal Office space at Lester D. Wilson School. An estimate detailing the costs and improvements required for Township use will be provided under separate cover prior to the October 9, 2013 meeting. Atty. Dragan is preparing an ordinance for a weight limit for Committee approval on Hog Hollow Road. The construction of the solar facility on Senator Stout Road is nearly complete. A punch list of remaining items to be completed has been provided to the project owner.

APPROVAL OF MINUTES:

- September 11, 2013 Township Committee Minutes
- September 11, 2013 Executive Session Minutes

Comm. Abraham made a motion, seconded by Comm. Swift to approve the minutes of September 11, 2013 Township Committee and Executive Session Meetings.

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.**

Current Fund	\$ 61,698.56
Other Trust Fund:	
1.) Reserves	130.00
2.) Grants	9,535.28
General Capital Fund	10,567.26
COAH	3,942.40
Farm Preservation	4,779.00
Dog Fund	-
Developers Escrow	
1.) Bank of America	13,373.36
2.) Fulton Bank	<u>702.00</u>
TOTAL:	\$ 104,727.86
Other disbursements	
Hunterdon County	-
Alexandria Schools	-
Health Insurance	-

Total payments presented to the Township Committee \$104,727.86

ANNOUNCEMENTS / CORRESPONDENCE:

- Saturday, October 12, 2013 Hunterdon County Solid Waste & Recycling Services will be holding a Computer & Electronics Collection Day from 9 AM to 1 PM (rain or shine). The collection will be held at the Hunterdon County Route 12 (Library Complex), 314 Route 12, Flemington, NJ. For more information, call (908) 788-1110.
- The Alexandria Twp. PTO will be holding its first ever PTO golf outing on Tuesday, October 15th at the Fox Hollow Golf Club in Branchburg, NJ. If golf isn't your thing, please consider meeting up for cocktails and dinner. Cocktail hour begins at 5:30 PM followed by dinner at 6:30 PM. Any questions, please contact Amy DiPaolo at adipaolo@ptd.net or 908-996-3314.
- The State of New Jersey will hold a special general election for U.S. Senate on Wednesday, October 16, 2013, to fill the seat vacated by the death of Senator Frank Lautenberg. Polls will be open from 6 AM to 8 PM. Voting will be held at the Alexandria Middle School, 557 Route 513, Pittstown, NJ 08867
- Sunday, October 20, 2013- The 3rd Annual Susan G. Komen Ride for the Cure will take place at the Alexandria Twp. Park, 242 Little York-Mt. Pleasant Road, Milford, NJ 08848. This trail ride will celebrate breast cancer survivorship, honor

those we've lost and support a future without breast cancer. Visit www.komenridenj.org for more information.

- Hunterdon County Household Hazardous Waste Clean-up will be held on Saturday, November 9, 2013 from 9 AM to 1 PM. (rain or shine). The collection will be held at the Hunterdon County Route 12 (Library Complex), 314 Route 12, Flemington, NJ. For more information, call (908) 788-1110.

COMMENTS FROM THE FLOOR:

- Scott Saccal, President of the School Board thanked the Township for their support and asked for continuing support for the upcoming year as budget constraints will affect the school budget.
- Resident, Mary Ann Brereton asked if the Township would consider converting a house in front of the Alexandria Middle School. The Committee explained that cost constraints would be too much to make the home compliant for municipal use.
- A suggestion was made to convert the Mt. Salem Church to a museum and place Township artifacts from the Provost House to the Church.
- Resident, Bart Cocchiola asked why the Township Committee wasn't at the Board of Education meeting. The Committee explained the legalities of being present at the meeting due to the Open Public Meetings Act.
- Resident, Bill Fritsche questioned the math of the Committee regarding the renovation of the Lester D. Wilson School as opposed to building a municipal building. The Committee explained cost factors as to their decision.
- Resident, Curtis Schick made suggestions as to different locations for a municipal building and challenges that the Township may face in the future with State requirements.
- Resident, Stu Hutchenson asked how the Township is moving forward with 681 Route 513. The Committee has approved two appraisals to be done on the property. Due to the Federal Government shutdown the appraisers weren't able get the soil records.

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.
- 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.
(Kappus Road)
(681 Route 513)
(Helen Weeast Extension)
- 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.
(Hold Harmless Agreement for Volunteers)
(Park Haying)
- 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 .

EXECUTIVE SESSION:

The following matters were discussed in Executive Session:

- Contract Negotiations/ 46 Kappus Road(COAH)
A bond ordinance is being prepared by Bond Counsel. First Reading will be November 13, 2013.
- Land Preservation/-681 Route 513 :
Twp. Attorney is waiting on appraisals.
- Contract Negotiations/Hold Harmless Agreement for Volunteers :
Committee reviewed the agreement prepared by Atty. Dragan and the insurance company. Twp. Clerk, Michele Bobrowski will have the recycling volunteers sign the agreement on Saturday, October 19, 2013 prior to dumpster day.

Comm. Abraham made a motion to have the recycling volunteers sign the hold harmless agreement, seconded by Comm. Swift. **ROLL CALL: Comm. Swift, yes; Comm. Abraham, yes, Mayor Plumer, yes.**

- Contract Negotiations/Park Mowing:

Committee reviewed the contract that was signed. DPW Foreman, Glen Griffith will be asked to reach out to the farmer to pay amount due and to provide insurance information or to cease activities.

- Helen Weeast Extension:

Committee will approve the extension for two years.

Comm. Abraham made a motion to grant Helen Weeast a two year extension, seconded by Comm. Swift **ROLL CALL: Comm. Swift, yes; Comm. Abraham, yes, Mayor Plumer, yes.**

- Land Preservation/Kappus Farm II, B-18, L-23 & B-18, L-9.01:

The Committee will allow two additional appraisals. A motion to be made to accept an appraisal from Mike Schiabe in the amount of \$1250.00 and Tom Rodriguez in the amount of \$2100.00.

Comm. Abraham made a motion to authorize additional appraisals for Kappus II Farm, seconded by Comm. Swift. **ROLL CALL: Comm. Swift, yes; Comm. Abraham, yes, 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. Meeting Adjourned at 10:42 PM.**

Respectfully Submitted:
Michele Bobrowski, RMC, CMR
Township Clerk

I hereby certify that I have reviewed these Minutes of the Township Committee Meeting of October 9, 2013, and certify that said Minutes were approved unanimously by the Township Committee on the 13th day of November, 2013.

Gabe Plumer, Mayor

Dated: _____