

**ALEXANDRIA TOWNSHIP COMMITTEE
MINUTES
December 12, 2018**

This meeting was advertised in the Hunterdon County Democrat, and notice posted in the
the
Alexandria Township Municipal Offices and the Alexandria Township Website,
(www.alexandrianj.gov) as required by the Open Public Meetings Act.

Meeting Called to order at 7:35 PM.

ROLL CALL:

PRESENT: Mayor Garay, Committeeman Pfefferle, Committeeman Kiernan, Township Attorney Dragan

ABSENT: None

FLAG SALUTE:

Mayor Garay led the flag salute.

PRESENTATION BY THE ALEXANDRIA EQUESTRAIN ASSOCIATION (AEA) TO THE TOWNSHIP

Members of the AEA presented the Township Committee with a check for 2018 in the amount of \$10,000.00. This is the 5th year that the AEA has contributed towards the future roof replacement that the park barn will need. AEA Member Judy Tucker noted that currently there is a CD totaling \$37,000.00 from previous contributions. The AEA received \$7,800.00 from barn rentals in 2018. A grand total of \$44,800.00 has been set aside for a future roof at the barn in the park.

TOWNSHIP COMMITTEE OVERSIGHT REPORTS:

Environmental Commission (EC)/Personnel-Mayor Garay

Mayor Garay noted that the EC met last night, December 11th and are working on Stormwater Management. The following events/dates have been set for 2019:

- April 20th Well Water Test Kit Distribution
- April 13th Stream Clean-Up
- October 12th Community Day

Aging Coordinator Report/Mayor Garay:

Mayor Garay noted that 55+ group had a cookie exchange and are arranging a luncheon at the Mt. View Chalet on December 17th.

Finance Update/Comm. Pfefferle:

Comm. Pfefferle noted that Investors Bank lost a deposit bag. The Township received credit for the deposit monies and is working with the bank to recreate the deposit. Comm. Pfefferle stated that better procedures are needed for deposits and are looking at using scanners for future use.

The Township will be going out for an RFP for Bond Counsel and an RFP is out for a new Bank.

DPW/Park & Rec-Comm. Kiernan:

Comm. Kiernan noted that Park/Rec met last night, December 11th and are looking to expand the parking lot at the park. The DPW has ordered a F550 Dump Truck with plow and it should be arriving soon.

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

Park Maintenance:

- Garbage and Recycling 6.0 Hrs.
- Walking Trail Bridge 70.5 Hrs.

Walking Trail Bridge:

- Installed deck boards- Trex composite. The color selected is Spiced Rum with hidden fasteners
- Installed railing 42" high with Trex composite. The color selected is Vintage Lantern
- Need to install the caps on the railing post
- 2019 the bridge approach (walking trail) will need to be finalized

Drainage Pipes:

- Cleaned out the entrances and exits of the drainage structure throughout the Township.

Gravel Roads:

- Whitehall, Goritz and Schick needed to be touched up from the heavy rains, plus added 100 tons of product.

Pothole repairs:

- Repaired / filled potholes with cold patch throughout the Township.

Snow stakes:

- Installed fiberglass snow stakes 5/16" in diameter to mark the edge of the roadway to help with snow plowing

Salt:

- Salt shed is 95% full

Equipment Maintenance – ongoing

PUBLIC COMMENT FOR AGENDA RELATED MATTERS ONLY:

None

OLD BUSINESS:

Penn East Pipeline has won an eminent domain lawsuit in Pennsylvania

NEW BUSINESS:

- Resolution 2018-112 Approval of a Social Media Policy for the Township of Alexandria

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2018-0112.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

RESOLUTION 2018-112 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY FOR THE APPROVAL OF A SOCIAL MEDIA POLICY FOR THE TOWNSHIP OF ALEXANDRIA

WHEREAS, the Mayor and Township Committee of the Township of Alexandria desires to adopt a social media policy to establish enforceable rules and guidelines for the use of social media sites such as Facebook, YouTube, and Twitter, and any other communication media that disseminate information to the public.

WHEREAS, the Mayor and Township Committee believe that the social media policy is necessary to expand and facilitate the dissemination of information from the Township to its residents, taxpayers and the general public, while at the same time assuring that communications made on behalf of the Township are properly authorized and in correct form; and

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

- 1.) The Mayor and Township Committee shall adopt the Social Media Policy in the form attached hereto
- 2.) This Social Media Policy shall apply to all municipal departments, Committees, Commissions, Boards, employees, and volunteers, as well as any affiliated government or non-government agency, official or organization permitted by the Township to post on the Township social media sites.

BE IT FURTHER RESOLVED that certified copies of this resolution shall be provided to:

- 1.) All departments of the Township
- 2.) Affiliated government organizations including but not limited to Commissions, Committees, and Boards
- 3.) Sharon Dragan, Township Attorney

- Resolution 2018-113 Appointment of Greg Heiser as DPW Foreman
Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2018-0113.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

**RESOLUTION 2018-113 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,
STATE OF NEW JERSEY APPOINTMENT OF GREG HEISER AS DPW FOREMAN**

WHEREAS, the Township of Alexandria needs a Foreman for Public Works due to a retirement, and;

WHEREAS, the Township Committee and Township Administrator advertised the position of Foreman with Public Works Local Union No. 469 as per the Union Contract, and;

WHEREAS, Greg Heiser applied for the position of Foreman for Public Works, and;

WHEREAS, based on his experience, the Township Committee wishes to promote and hire Greg Heiser as the full-time foreman.

NOW THEREFORE, BE IT RESOLVED, by the Governing Body, of the Township of Alexandria, County of Hunterdon, State of New Jersey, that Greg Heiser be appointed Foreman effective January 1, 2019 at an annual salary of \$77,133.78 with all the benefits afforded to full time employees with the Township, and pursuant to the DPW contract now in place.

- Resolution 2018-114 Appointment of Mike Hammerstone as DPW Asst. Foreman

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2018-0114.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

**RESOLUTION 2018-114 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,
STATE OF NEW JERSEY APPOINTMENT OF MIKE HAMMERSTONE AS DPW ASSISTANT
FOREMAN**

WHEREAS, the Township of Alexandria needs an Assistant Foreman for Public Works, and;

WHEREAS, the Township Committee and Township Administrator advertised the position of Assistant Foreman with Public Works Local Union No. 469 as per the Union Contract, and;

WHEREAS, Mike Hammerstone applied for the position of Assistant Foreman for Public Works, and;

WHEREAS, based on his experience, the Township Committee wishes to promote and hire Mike Hammerstone as the Assistant Foreman.

NOW THEREFORE, BE IT RESOLVED, by the Governing Body, of the Township of Alexandria, County of Hunterdon, State of New Jersey, that Mike Hammerstone be appointed Assistant Foreman effective January 1, 2019 at an annual salary of \$68,434.65 with all the benefits afforded to full time employees with the Township, and pursuant to the DPW contract now in place.

- Resolution 2018-115 Emerald Ash Borer Financial Relief

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2018-0115.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

TOWNSHIP OF ALEXANDRIA
COUNTY OF HUNTERDON, STATE OF NEW JERSEY

RESOLUTION 2018-115

A RESOLUTION IN SUPPORT OF SEEKING RESOURCES FROM GOVERNMENTAL AGENCIES TO COMBAT EMERALD ASH BORER/INSECT INFESTATIONS

WHEREAS, insect infestations are problematic and require extensive resources to combat; and

WHEREAS, there is a concern in the Township of Alexandria and surrounding municipalities in Hunterdon County that the Emerald Ash Borer has the distinct probability of killing the vast majority of ash trees in our region; and

WHEREAS, the result will leave many dead and dying ash trees, posing a legitimate and serious threat to life and property; and

WHEREAS, the financial burden of removing these dead and dying ash trees will most certainly prove to be extensive.

NOW, THEREFORE BE IT RESOLVED that the Township of Alexandria, County of Hunterdon, State of New Jersey in seeking financial support for the actions that must be undertaken to properly steward public properties in the Township of Alexandria, County of Hunterdon, State of New Jersey and all other municipalities located therein.

BE IT FURTHER RESOLVED that the Township of Alexandria, County of Hunterdon, State of New Jersey to petition the following governmental agencies to consider the eligibility of resources at their disposal to help combat and remediate the damage and cost associated with preventative treatment of healthy ash trees and removal of those that are dead or dying:

- *New Jersey Department of Agriculture
- *New Jersey Department of Environmental Protection
- *New Jersey Department of Agriculture Protections, Division of Parks and Forestry
- *United States Department of Agriculture, Animal and Plant Health Inspection Services
- *United States Department of Agriculture, Forest Service
- *United States Department of Agriculture, National Resource Conservation Services
- *United States Department of Agriculture, National Resource Conservation Services, New Jersey Office .

BE IT FURTHER RESOLVED that a copy of this Resolution shall be shared with the Governor of the State of New Jersey, 16th District Legislative Representatives, Hunterdon County Municipalities and the New Jersey State League of Municipalities.

- Resolution 2018-116 Appointment of Alternate Prosecutor Carl A. Taylor III, Esq.

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2018-0116.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

**RESOLUTION 2018-116 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,
STATE OF NEW JERSEY
APPOINTING AN ALTERNATE MUNICIPAL PROSECUTOR**

WHEREAS, the Township of Alexandria has previously established its Municipal Court as a Joint Municipal Court with Holland Township and Frenchtown Boro; and

WHEREAS, the terms of the Agreement have been mutually agreed upon by the Municipalities and received the approval of the Vicinage 13 Assignment Judge; and

WHEREAS, the Municipal Court requires the services of a Municipal Prosecutor and sometimes the Prosecutor may not be available during a particular court date warranting the need for an Alternate Municipal Prosecutor.

WHEREAS, the Township Committee approved Resolution 2018-072 on May 9, 2018 appointing Katharine Errickson, Esq. as the Alternate Prosecutor but due to a conflict with the court dates had to resign.

WHEREAS, Carl A. Taylor III, Esq. located at 361 State Highway 31, Building E, Suite 1501, Flemington, NJ 08822 is qualified for the position of Alternate Municipal Prosecutor.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Alexandria, Hunterdon County, New Jersey that the following person is hereby appointed as an Alternate Municipal Prosecutor for the Delaware Valley Joint Municipal Court as a shared Court for the remainder of calendar year 2018:

Alternate Municipal Prosecutor – Carl A. Taylor III, Esq.

BE IT FURTHER RESOLVED that this appointment is being made based upon Alexandria Township’s understanding that the Alternate Municipal Prosecutor shall be compensated for this position per an agreement with the Delaware Valley Joint Municipal Court’s primary Prosecutor Erik Peterson. Specifically, in the event Prosecutor Peterson should need a substitute, he will compensate Alternate Prosecutor Taylor directly for his services in accordance with his 2018 salary rate.

Be it further resolved that this resolution shall take effect immediately.

- Resolution 2018-117 Mt. Salem Road Resurfacing Project Drainage Repairs Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2018-0117.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

**TOWNSHIP OF ALEXANDRIA
COUNTY OF HUNTERDON**

Alexandria Township Resolution 2018-117

A RESOLUTION AMENDING RESOLUTIONS 2018-0100 & 2018-108

MT. SALEM ROAD RESURFACING PROJECT

WHEREAS, two (2) bids were received on September 18, 2018 for Mt. Salem Road Improvement Project and;

WHEREAS, the Township was awarded \$240,000.00 in FY 2018 Local Aid Funding from the New Jersey Department of Transportation (NJDOT); and

WHEREAS, the Township opted for Option 2 as per the Bid Award letter on September 19, 2018 from Township Engineer Tom Decker, and

WHEREAS, the Total Bid Award to Hale Built was in the amount of \$285,465.52 which was for the base bid and the option of drainage, and

WHEREAS, the NJDOT would only reimburse for up to the grant of \$240,000 and the Township needed to fund the \$45,465.52 balance, and

WHEREAS, the Township approved Resolution 2018-0100 which authorized and directed to execute an agreement with Glen G. Hale, Inc. for Mt. Salem-Road Improvements for \$199,787.00, and

WHEREAS, on October 10, 2018 the Alexandria Township Committee adopted fully funded Ordinance 2018-08 to fund the balance of the Mt. Salem Road project in the amount of \$45,465.52, and

WHEREAS, on October 29, 2018 the Alexandria Township Committee approved Resolution 2018-108 amending the project award total for Mt. Salem Road with Base Bid and Option in the amount of \$285,465.52, and

WHEREAS, due to unexpected drainage issues that occurred after the work was complete Glen G. Hale, Inc. has been asked to correct the drainage issue that developed due to the completion of the Mt. Salem Road project, and

WHEREAS, Glen G. Hale, Inc. provided a cost estimate of \$6,918.00 for pipe and \$11, 070 for the catch basins for a total of \$17, 988.00. This cost estimate is to saw cut the roadway, excavate pipe, install 2 new basins, tie into trunk line, backfill with clean stone (Dense Graded Aggregate Mix 19M64 4" and 9.5M64 2". Additional options to be utilized by the Township is Infrared heating of pavement for blending for \$800.00. Total additional costs for drainage repairs are \$18,788.00.

WHEREAS, the increase to the contract amount will be \$18,788.00 or 6.58% of the awarded contract amount. Per N.J.A.C. 5:30-11.8 this work is considered a minor modification/change as it is below the 20% limitation.

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

1. Resolution 2018-117 authorizing additional drainage repairs to be completed at a cost of no more than \$18, 788.00 for Mt. Salem Road is an amendment to Resolution 2018-0100 and Resolution 2018-108.
2. Van Cleef Engineering Associates will waive all engineering and survey costs associated with the site engineering for these repairs.

CERTIFICATION

I, Michele Bobrowski, Clerk, hereby certify that this is a true copy of a resolution which was adopted by the Township Committee at its regular meeting held on December 12, 2018.

- Resolution 2018-118 Amending Contract Service Award Amount for LSRP Robert E. Schwarzkopf for the DPW NJDEP Site Remediation

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2018-0118.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

**RESOLUTION 2018-118 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,
STATE OF NEW JERSEY AMENDING PROFESSIONAL CONTRACT SERVICE AWARD
AMOUNT FOR LSRP ROBERT E. SCHWARZKOPF FOR THE DPW NJDEP SITE
REMEDIATION**

WHEREAS, on June 13, 2018 the Township Committee approved a proposal from LSRP Robert Schwarzkopf in an amount up to \$21,800.00 for site remediation at the DPW Garage located at 255 Hickory Corner Road, Milford, NJ 08848; and

WHEREAS, Task #2 in the proposal was for the decommissioning of six (6) NJDEP permitted groundwater monitoring wells by an NJ-licensed well driller and provide all required documentation to NJDEP for a cost not to exceed \$7,600.00; and,

WHEREAS, on November 9th the licensed well driller identified an additional eight (8) points that required sealing for a total of fourteen (14) well/points that were closed; and,

WHEREAS, given that the additional eight (8) points were narrow in diameter, LSRP Robert Schwarzkopf thought there was room in the existing budget to absorb the extra cost but the invoice from the licensed well driller was based on the actual diameters and depths of the wells/points for an additional cost of \$1, 843.70 bringing the total expenses for Task # 2 to a total of \$9,443.70

WHEREAS, this additional cost received exceeds the allotted cost of Task # 2 in the amount of \$7,600.00 that the Alexandria Township Committee determined per Resolution 2018-079 on June 13, 2018.

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

1. The additional costs of \$ 1,843.70 for the additional eight (8) points be paid from account numbered **01-201-21-165-020** as there are enough funds to cover the additional costs.
2. Sufficient funds will be made available from existing Capital of the Township of Alexandria as per CFO Steinberg.

3. The Township Committee hereby authorizes and approves the additional work as noted in an email dated November 30, 2018 from LSRP Robert Schwarzkopf of Najarian Associates.

- Resolution 2018-119 Appointment of Tim Duggan of Stark & Stark for Penn East Pipeline Litigation

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2018-0119.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

**RESOLUTION 2018-119 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,
STATE OF NEW JERSEY APPOINTING SPECIAL COUNSEL TIM DUGGAN OF STARK &
STARK FOR THE TOWNSHIP OF ALEXANDRIA**

WHEREAS, there exists a need for the performance of professional services, specifically special legal services, for the Township of Alexandria in connection with litigation and issues involving Penn East Pipeline, which cannot be handled by the Municipal Attorney, during the period from March 1, 2018 to December 31, 2018; and

WHEREAS, sufficient funds have been made available in the 2018 Municipal Budget of the Township of Alexandria as required by N.J.A.C. 5:30-4, et. seq. ; 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

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

1. That the Township hereby appoints Tim P. Duggan, Esq. of Stark & Stark Attorneys at Law having its address at 993 Lenox Drive, Lawrenceville, NJ 08648-2389, as Special Counsel for Alexandria Township to provide legal advice and services in connection with litigation and issues involving Penn East Pipeline as such services, or any other services, may be requested or required in that capacity.

2. The Township will pay \$3,000.00 as a fixed fee per the fee agreement to Tim Duggan, Esq. of Stark & Stark Attorneys at Law for its services and shall enter into a mutually agreeable written compensation agreement reflecting such compensation with Special Counsel within (30) days of the date of this Resolution.
3. That this contract is awarded as a Professional Services contract under the provisions of the Local Public Contracts Law.
4. The Professional shall supply the Township with Federal Affirmative Action Plan Approval or a State Certificate of Employee Information Report within the time period required by NJAC 17:17. The contract shall contain the Mandatory Affirmative Action Language for Professional Service Contracts as required by NJAC 17:27.
5. The Professional shall comply with the requirements of NJSA 19:44A-20.5 and shall provide a written certification that the Professional has not made a contribution that would bar the award of the contract pursuant to NJSA 19:44A-20.8.
6. The Alexandria Township Chief Financial Officer shall certify that that the amount of, not to exceed \$3,000.00 set by the Township Committee that amount is available in an account numbered **01-201-20-155-020** as of December 12, 2018, and is sufficient to cover the cost of the contract awarded herein.
7. A brief notice of the award of a Contract for Legal Services shall be published in the official newspaper as required by law within ten (10) days

- Resolution 2018-120 Check Cancellations

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2018-120

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

**RESOLUTION 2018-120 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,
STATE OF NEW JERSEY CANCELLTION OF CHECKS**

WHEREAS, the bank accounts of the Township of Alexandria have been reconciled through 11/30/18, and

WHEREAS, outstanding checks appear that were written prior to Jan 1, 2018,

Therefore, Now, Be It Resolved by the Township Committee of the Township of Alexandria, Hunterdon County, State of New Jersey, that the following stale dated checks are hereby cancelled and the Chief Financial Officer is hereby authorized to make the appropriate funds transfer and records adjustment to reflect such cancellation.

<u>Check Number</u>	<u>Date of Issue</u>	<u>Amount</u>
Claims Fund		
1491	12/12/14	\$ 70.00
1612	1/23/15	25.00
1927	6/10/15	500.00
2810	6/8/16	225.00
3026	9/14/16	3,402.00
3045	10/12/16	360.00
3063	10/12/16	135.64
3122	11/9/16	132.19
218	5/10/17	1,086.30
219	5/10/17	489.90

- Special Events/Hunterdon County Economic Development

Mayor Garay noted that Hunterdon County is offering grants to municipalities to help in agriculture economic development within the County. Mayor Garay met with Marc Saluk, Economic Development Director with Hunterdon County. The County wants to allow and encourage agriculture business activities and events within the Townships. Townships will be required to cover 10% of costs associated with the grant. Mayor Garay met with Township Planner David Banisch regarding the economic grant and Mr. Banisch submitted a memo that the projected costs to assist the Township with a special event ordinance will be approximately \$12,000.00. Township Planner Banisch will submit paperwork to the County in regards to the grant money.

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to authorize Township Planner Banisch to submit a proposal to Marc Saluk, Hunterdon County Economic Development Director .

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

- Request for Proposals for Township Professionals

The Township will be going out for a Request for Proposal for Bond Counsel.

- New Phone System for the Township

Township Administrator/Clerk Bobrowski sought quotes from various phone vendors to replace the current phone system at the municipal offices. The Township currently has VOIP phones and the Township has been experiencing phone issues for several months. Some days the phones don't ring, residents don't have the ability to dial directly to an extension,

and employees get messages several days later. The Townships IT Ed Horsfall has indicated that the phone troubles are from the provider due to a tone issue. Township Administrator/Clerk Bobrowski would like to move forward with Hunter Technologies. They are under State Contract. Hunter Technologies proposal consists of the following:

- 1.) 5 year contract
- 2.) Monthly cost of \$146.96
- 3.) Monthly cost consists of a new phone system, training of employees, 5 years of support in the event of issue with the service provider and/or the phones. After 5 years the Township owns the phones.
- 4.) Hunter Technologies equipment has the capabilities to insure calls are not dropped/go through when the internet is down due to a battery backup.

Several surrounding municipalities use Hunter Technologies for their phone needs and are very happy with their services. The Township Committee would like to wait on a new phone system at this time. The Township Committee would like to switch phone providers before a new phone system is purchased to make sure the issues are in fact due to the phone provider and not the phones. If there are still issues with a new phone provider than the Township can address the phone system. The Township needs to determine if it is locked into a contract due to a promotional rate that is currently being given to the Township before a phone provider change can occur.

- Township Employee Handbook Update

Township Administrator/Clerk Bobrowski updated the Township Employee Handbook and will have copies made for distribution to all employees for the first of the year.

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve the updated Township Employee Handbook.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

OEM Coordinator Dale Harding informed the Township Committee that he will be sitting down with the effected agencies due to response time issues on January 18th. This matter was brought to the attention of the Township Committee on November 20th.

APPROVAL OF MINUTES:

- November 7, 2018 Special Meeting
- November 20, 2018 Special Meeting

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to approve the above meeting minutes.

Roll Call: Aye: Garay, Kiernan, Pfefferle

Nay: None

Abstain: None

Motion Carried

BILL LIST:

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve the December 12, 2018 bill list.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

PUBLIC COMMENT ON GENERAL MATTERS:

None

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to go into Executive Session. (Time 8:55 PM.)

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

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.

_____ 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.

Delaware River Tubing
Penn East Pipeline Co. LLC v. Kroese, et. al.

Matters falling within the attorney-client privilege.

NJ Clown Farm
Shared Service
Joint Court

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

Bryan Courter Salary Change Request

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. Pfefferle made a motion, seconded by Comm. Kiernan to return to Public Session (9:26 PM).

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

The following matters were discussed in Executive Session:

- Delaware River Tubing

No Update

- Clown Farm

Township Administrator/Clerk Bobrowski and Twp. Atty. Dragan appeared in court on December 5, 2018. Denise and Joe Burger did not appear. An Attorney representing the Burger's appeared on their behalf. A fine of \$10,000.00 was determined for summonses issued in October. If the Clown Farm operates in 2019 without zoning approval then the fines will increase to \$25,000.00. Another court date of January 9th has been set. The Burgers were ordered to appear on Jan. 9th or a trial will be set by Judge Shamey and bench warrants sent out.

- Joint Court

A date is being determined to review the 2019 budget with the Court and Town Representatives.

- Penn East

No Update

- Shared Service

Comm. Pfefferle has drafted a letter to be sent out.

- Bryan Courter Salary Change Request

Bryan Courter will remain as an hourly employee and his salary will not be changed to salaried.

MOTION TO ADJOURN

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to adjourn at 9:26 PM.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

Meeting Adjourned at 9:26 PM.

Respectfully Submitted:

Michele Bobrowski, CMC/RMC

Township Clerk

I hereby certify that I have reviewed these Minutes of the Township Committee Meeting of December 12, 2018 and certify that said Minutes were approved unanimously by the Township Committee on the 9th day of January 2019.

Michelle Garay, Mayor