

**ALEXANDRIA TOWNSHIP COMMITTEE MEETING  
MINUTES  
January 8, 2020**

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 7:51 PM.**

**ROLL CALL:**

**PRESENT:** Mayor Plumer, Committeeman Pfefferle, Committeeman Kiernan, Township Attorney Dragan

**ABSENT:** None

**FLAG SALUTE:**

Mayor Plumer led the flag salute.

**TOWNSHIP COMMITTEE OVERSIGHT REPORTS:**

**Environmental Commission (EC):**

No Report

**Open Space/Farmland Preservation Commission:**

No report

**Aging Coordinator Report:**

Linda Harris noted the following:

- Wind Creek Trip is scheduled for 1/23
- Evening Dinner at the Little York 2/19
- Looking to start pickle ball
- Mahjong is on the 3<sup>rd</sup> Thursday of each month

**Finance Update/Comm. Pfefferle:**

Working on year end roll over

**DPW/Park & Rec-Comm. Kiernan:**

Comm. Kiernan noted there is no report for Park/Rec and read the following report prepared by DPW Foreman Heiser:

Salt & Plowing:

12/1 Salt

12/2 Salt on bottoms 5" higher elevations. Plowed 2 times

12/3 Salt

12/4 Light Salt

12/5 Light Salt

12/11 Salt  
12/16 Salt  
12/17 Salt  
12/18 Salt for Snow Squalls

Miscellaneous:

Mounted Knox Boxes on Township buildings  
Put snow stakes up  
Trees down on Sweet Hollow Rd. (call in)  
Graded dirt roads twice  
Washed trucks a lot  
Got pipe and catch basin lids for Schaff Rd. project

Maintenance:

Truck #88 transmission control module was replaced  
Truck #52 wiring is being worked on  
New LED plow lights installed on all of the trucks that didn't have them  
Plows were gone over and fixed  
Oil changes on some of the equipment  
Snow plow part inventory

**Administrator Report:**

Clerk/Administrator Bobrowski reported the following:

- Dealt with personnel matters regarding building, finance, and the Court
- Propane leak at the municipal offices on Friday, January 3<sup>rd</sup>. Employees smelled a strong odor of propane upon entering the building on Friday morning. The DPW was called to investigate and when determined propane I contacted Amerigas who services our propane. Amerigas advised that employees were to vacate the building immediately and all lights to be turned off. Two representatives from Amerigas came out. A pinhole was discovered in the regular line outside of the municipal offices allowing propane to seep into the basement and the furnace fans blew the propane odor into the offices. Employees were sent home as some did not feel well for the little bit they were exposed to the smell. I spent the day working in my car in the parking lot and assisted residents as they came to the offices. Amerigas gave the all clear to return to the offices around 3:00 PM.
- 238 Rick Road-A letter was mailed to the owners advising them that only 8 horses were permitted on the property and the zoning officer is following up with Section 115-22 in regards to riding arenas and their zoning requirements.
- 234 Rick Road-Abandoned cars in neighbor's yard. The Township issued a summons in October on the resident for the same matter and since the vehicles can't be seen now from the road, the Zoning Officer can't enforce the vehicles to be removed as the Township has no enforcement.
- Salvation Army-Neighbor called for a status report on the camp. The camp will be coming before the Township Land Use Board requesting that additional buildings be allowed for year round use. Neighbor complained about traffic and headlights at the camp in the evening. The township has no enforcement over the complaints.
- Route 619 Parking-Complaint received in regard to parking along the edge of the road on Route 619. I contacted the County Engineering department and am working with them on complaint.
- Working with the Construction Official Mark Farneski and Twp. Attorney Dragan regarding 536 Woolf Road. We had a meeting on Jan. 2<sup>nd</sup> to discuss the permits opened and not obtained for the original home and a 2<sup>nd</sup> home built on the property. We are all scheduled to go to the Construction Board of Appeals on Wednesday, January 15<sup>th</sup> regarding the matter. Been in communication with all parties involved and the County Board of Health.
- Working on Spring Newsletter

- Attending an Insurance Re-Org meeting on February 6<sup>th</sup> for Statewide Insurance representing Alexandria Township as the Fund Commissioner.
- Half of the computers were installed on December 20<sup>th</sup> and December 29<sup>th</sup> for essential employees who needed to have their computer software updated for Jan. 1<sup>st</sup>. The remainder of the computers will be installed on January 16<sup>th</sup>.
- Began sending out annual notices to employees in regard to mileage reimbursement and reminders on using the Employee Request for days off.

**OLD BUSINESS:**

- Barn Roof Discussion

Township Clerk/Administrator Bobrowski will be meeting with Bill Millette from Hunterdon County. Comm. Pfefferle would like to be in attendance at meeting.

- Auction of Township Properties

Status Quo- Township will aim for sealed closed bids for the adjoining property owners for the middle of May.

**NEW BUSINESS:**

- Ordinance 2020-1 An Ordinance to Amend the Code of the Township of Alexandria by Amending Chapter 53 Affordable Housing and Chapter 115 Land Use, Establishing Requirements for Affordable Accessory Apartments in the Township of Alexandria- ***1st Reading***

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Ordinance 2020-1 on 1<sup>st</sup>. ***The Public Hearing is scheduled for February 12, 2020.***

**Roll Call: Aye: Kiernan, Pfefferle, Plumer**

**Nay: None**

**Abstain: None**

**Motion Carried**

**ORDINANCE No. 2020-001**

**TOWNSHIP OF ALEXANDRIA**

**HUNTERDON COUNTY**

**AN ORDINANCE TO AMEND THE CODE OF THE TOWNSHIP OF ALEXANDRIA BY AMENDING CHAPTER 53 AFFORDABLE HOUSING AND CHAPTER 115 LAND USE, ESTABLISHING REQUIREMENTS FOR AFFORDABLE ACCESSORY APARTMENTS IN THE TOWNSHIP OF ALEXANDRIA**

**PURPOSE STATEMENT:** The purpose of this Ordinance is to establish regulations and standards governing the development of affordable accessory apartment units in

Alexandria Township. The Ordinance is designed to permit the creation of low- and moderate-income accessory apartment units in a manner consistent with the Fair Housing Act, N.J.S.A. 52:27D-301, et. seq. (“FHA”), Uniform Housing Affordability Controls, N.J.A.C. 5:80-26.1 et seq. (“UHAC”), and New Jersey Council on Affordable Housing (COAH) Prior Round regulations, N.J.A.C. 5:93-1 et seq., and Alexandria Township’s Third Round affordable housing obligations.

**BE IT ORDAINED** by the Township Committee of the Township of Alexandria, in the County of Hunterdon, that it does hereby supplement and amend Chapter 53 Affordable Housing (Ord. No. 2018-2) and Chapter 115 Land Use of the Code of the Township of Alexandria as follows:

**Section 1.** Chapter 53, Affordable Housing, Article I, Alexandria Township Third Round Affordable Housing Ordinance, § 53-1.1, Definitions, is hereby amended and supplemented by adding the following two new definitions in alphabetical order among the existing definitions in § 53-1.1, as follows:

*AFFORDABLE ACCESSORY APARTMENT UNIT* means a self-contained residential dwelling unit with a kitchen, sanitary facilities, sleeping quarters and a private entrance. An accessory unit may be created within an existing or new single-family residential dwelling, may be created within an existing or new accessory building on a lot containing a single-family dwelling, or be an addition to an existing single-family dwelling or accessory building. An affordable accessory apartment unit shall be deed restricted for occupancy by a low or moderate-income household as defined by Uniform Housing Affordability Controls, N.J.A.C. 5:80-26.1 et seq. (“UHAC”), and New Jersey Council on Affordable Housing (COAH) Prior Round regulations, N.J.A.C. 5:93-1 et seq.. Rent on an affordable accessory apartment shall average 57.5 percent of median income, including utilities. The rent shall be based on the number of bedrooms in accordance with N.J.A.C. 5:93-7.4

**Section 2.** Chapter 115, Land Use, of the Code of the Township of Alexandria is hereby amended and supplemented by repealing existing Section 115-22.H.(3.1) and replacing it in its entirety with the following new Section 115-22.H.(3.1):

**§ 115-22.H.(3.1) Affordable Accessory Apartment Unit**

- a. *General Requirements and Conditions.* Affordable Accessory Apartment units shall be permitted as a conditional use in all Zoning Districts in the Township of Alexandria, provided that the use and buildings shall adhere to the following minimum standards and conditions and the use shall be accessory to a permitted principal use on the land:

1. No more than one (1) affordable accessory apartment unit per lot shall be permitted.
2. No more than a total of three (3) affordable accessory apartment units shall be created under this ordinance through July 2025.
3. The affordable accessory apartment unit shall comply with all applicable statutes and regulations of the State of New Jersey in addition to all local building codes.
4. An affordable accessory apartment unit shall, for a period of at least 10 years from the date of the issuance of a certificate of occupancy, be rented only to a low- or moderate- income qualified household as defined by applicable Council on Affordable Housing ("COAH") and Uniform Housing Affordability Controls ("UHAC") regulations at the time of initial occupancy of the unit.
5. Rents of affordable accessory apartment units shall be affordable to very low, low- and moderate-income households as per applicable COAH and UHAC regulations, or by Court Order, and shall include a utility allowance.
6. Rent increases shall be in accordance with COAH or Court approved percentages.
7. There shall be a recorded deed or declaration of covenants and restrictions applied to the property upon which the affordable accessory unit is located running with the land and limiting its subsequent rental or sale within the requirements of paragraphs (2), (3), (4) and (5) above.
8. Each affordable accessory apartment unit shall have living/sleeping space, cooking facilities, a kitchen sink and complete sanitary facilities for the exclusive use of its occupants. It shall consist of no less than two rooms, one of which shall be a full bathroom consisting of at least a toilet, sink, shower and door separating the bathroom unit from the other rooms in the unit.
9. The affordable accessory apartment unit shall have a separate door with direct access to the outdoors.

10. The potable water supply and sewage disposal system for the affordable accessory apartment unit shall be adequate to service the unit. Department of Health certification of the adequacy of the sewage disposal system serving the units shall be submitted with a conditional use application for an affordable accessory apartment.
11. During the period in which affordability controls are in place, the affordable accessory apartment unit shall be affirmatively marketed to the housing region in accordance with applicable COAH and UHAC regulations, as well as subsection 22-7.35, Affirmative Marketing of Affordable Housing units.
12. Affordable accessory apartment units may be located in an existing accessory building so long as the existing building footprint of the building is maintained. Any additions to a principal or accessory building to accommodate an affordable accessory unit shall conform to the setback requirements for principal buildings in the district.
13. New freestanding accessory buildings containing affordable accessory apartment units shall conform to the setback requirements for principal buildings in the district.
14. Affordable accessory apartment units are exempt from bedroom mix requirements in N.J.A.C. 5:93-7.3.
15. A municipal affordable housing trust fund subsidy of \$10,000 per moderate-income affordable accessory apartment units and \$11,980 per low-income affordable accessory apartment unit shall be provided to create the affordable accessory apartment unit.

b. *Other Requirements.*

1. All standards and requirements of the zone district, except as modified by this section, shall apply.
2. The lot must contain a conforming principal dwelling except as otherwise permitted pursuant to Chapter 115, Article IX, Nonconforming Uses and Structures.
3. The total number of parking spaces required shall be met on site in compliance with RSIS for the principal dwelling and accessory apartment. The accessory apartment parking demand is calculated using the "Garden Apartment" classification in RSIS. If parking for

an accessory apartment is added, screening is required sufficient to minimize the visual impact on adjoining residential uses, which shall include evergreen or dense deciduous plantings, walls, fences, or a combination or a combination of the four.

4. Exterior alterations are permitted provided they are in keeping with the architectural integrity of the structure, and the look, character and scale of the surrounding neighborhood as viewed from the street, including, but not limited to, the following considerations:
  - a. The exterior finish material should be the same or visually consistent in type, size, and placement, as the exterior finish material of the remainder of the building;
  - b. The roof pitch should be consistent with the predominant roof pitch of the remainder of the building;
  - c. Trim should be consistent in type, size, and location as the trim used on the remainder of the building;
  - d. Windows should be consistent with those of the remainder of the building in proportion and orientation;
  - e. Exterior staircases should be designed to minimize visual intrusion and be complementary to the existing building.
- c. *Administrative Entity.* The Township's designated Administrative Agent is the entity that will administer the Township's accessory apartment program. The Administrative Agent shall administer the program in accordance with applicable COAH and UHAC regulations and pursuant to the following procedures and requirements:
  1. The administrative responsibilities of the Administrative Agent includes, but is not limited to, advertising, income qualifying prospective renters, setting rents and annual rental increases, maintaining a waiting list, distributing the subsidy, securing the securing certificates of occupancy, qualifying properties, handling application forms, filing deed restrictions and monitoring reports and affirmatively marketing the accessory unit program.
  2. Applicants for accessory apartment units shall submit required application forms and documentation directly to the Township's Zoning Officer, who shall transmit application material to the Township's Administrative Agent. The Township's Administrative Agent shall only approve an application for an accessory apartment unit if the project is in conformance with applicable COAH and UHAC requirements, the Township's Zoning Ordinance and Development Regulations, any applicable Court orders or Court approved agreements, and this

section. All approvals or denials shall be in writing with the reasons clearly stated.

3. In accordance with applicable COAH or UHAC requirements, the Township shall subsidize the physical creation of an affordable accessory apartment unit in accordance with current COAH and UHAC minimum requirements or such additional amount as determined necessary by the Township or the Court to create either a low and moderate-income unit meeting COAH and UHAC requirements. Prior to the grant of such subsidy, the property owner shall enter into a written agreement with the Township ensuring that; (1) the subsidy shall be used to create the affordable accessory apartment unit; and (2) the unit shall meet the requirements of this Ordinance and all applicable COAH and UHAC regulations.

d. *Submission Requirements and Application Procedures.* Applicants for the creation of an affordable accessory apartment unit shall submit an application for a development permit and the required application information to the Township's Zoning Officer, who shall submit a copy of the application to the Township's Administrative Agent, the administrative entity for the program.

1. Applicants shall submit the same information required for an application for a single-family dwelling, along with the following additional requirements:
  - a) For an affordable accessory apartment unit located within a principal building, a sketch of the floor plan(s) of the unit showing the location, size and relationship to both the affordable accessory apartment unit and the primary dwelling unit in the building.
  - b) For an affordable accessory apartment unit located in an accessory building, the floor plan(s) of the affordable accessory apartment unit and for all other rooms and building elements in the accessory building not used for residential purposes and their use (i.e. storage, garage, etc.).
  - c) Elevations showing any new construction and modifications of any exterior building facades to which changes are proposed.
  - d) A site development sketch showing the location of the principal building and accessory buildings, all property lines, proposed additions if any, along with the minimum building setback line, the required parking spaces for both dwelling units, and any site conditions which might affect development.

2. The Zoning Officer shall process the application in accordance with normal procedures. The issuance of a development permit or any affirmative action by a municipal agency shall be preceded by or conditioned upon approval by the Township's Administrative Agent pursuant to this section.

e. *Conversion of Existing Accessory Apartment Unit.* Accessory Apartment units created prior to the adoption of this subsection or without proper permits may be converted to a low and moderate-income affordable accessory unit under the provisions of this section consistent with N.J.A.C. 5:93-5.9 of COAH's Prior Round regulations. All the requirements of this section and applicable COAH and UHAC regulations shall apply, except that the Township shall not provide a subsidy unit.

**Section 3. RENUMBERING** This ordinance may be renumbered for codification purposes.

**Section 4. SEVERABILITY** If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

**Section 5. REPEALER** All Ordinances or parts of Ordinances inconsistent herewith are repealed as to such inconsistencies.

**Section 6. EFFECTIVE DATE** This Ordinance shall take effect upon passage and publication as provided by law and upon filing with the Hunterdon County Planning Board.

- Resolution 2020-18 Appointing a Township Labor Attorney  
Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2020-18 subject to certification of funds by CFO Steinberg.

**Roll Call: Aye: Kiernan, Pfefferle, Plumer**

**Nay: None**

**Abstain: None**

**Motion Carried**

**RESOLUTION 2020-18 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,  
STATE OF NEW JERSEY APPOINTING A TOWNSHIP LABOR ATTORNEY FOR THE  
TOWNSHIP OF ALEXANDRIA**

**WHEREAS**, there exists a need to provide the Township of Alexandria with professional services (“professionals”) during the period from January 1, 2020 to December 31, 2020; and

**WHEREAS**, sufficient funds will be made available in the 2020 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

- 1.) Labor Attorney: Matthew J. Giacobbe, Esq. of Cleary, Giacobbe, Alfieri, Jacobs, LLC.,  
5 Ravine Drive, PO Box 533, Matawan, NJ 07747

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

1. That the Township hereby appoints ***Matthew J. Giacobbe, Esq.*** as Municipal Labor Attorney to provide legal advice and services in connection with representation of the Township, and Matthew J. Giacobbe, Esq. agrees to provide all of the professional services which may be requested and/or required in that capacity.
2. The Township will pay \$150.00 per hour to Matthew J. Giacobbe, Esq. for his services.
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 \$5,000.00 set by the Township Committee that amount is available in an account numbered **01-201-20-155-020** as of January 8, 2020 and is sufficient to cover the cost of the contract awarded herein.
7. A copy of this Resolution shall be published in the official newspaper as required by law within ten (10) days of its passage.

- Resolution 2020-19 Appointing of Special Litigation Counsel Joseph Tauriello, Esq.

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2020- 19 subject to certification of funds by CFO Steinberg.

**Roll Call: Aye: Kiernan, Pfefferle, Plumer**

**Nay: None**

**Abstain: None**

**Motion Carried**

**RESOLUTION 2020-19 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,  
STATE OF NEW JERSEY FOR APPOINTMENT OF SPECIAL LITIGATION COUNSEL OF  
JOSEPH TAURIELLO, ESQ.**

**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 DeSapio Properties #Six, Inc. and Delaware River Tubing, which cannot be handled by the Municipal Attorney, during the period from January 1, 2020 to December 31, 2020; and

**WHEREAS**, sufficient funds will be made available in the 2020 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 *Joseph C. Tauriello, Esq., 221 Witherspoon Street, Princeton, NJ 08542* (formerly of Mason, Griffin & Pierson, PC) as Special Counsel for Alexandria Township to provide legal advice and services in connection with litigation and issues involving DeSapio Properties #Six, Inc. and Delaware River Tubing, as such services, or any other services, may be requested or required in that capacity.
  2. The Township will pay \$175.00 an hour to Joseph C. Tauriello, Esq. for 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 \$5,000.00 set by the Township Committee that amount is available in an account numbered **01-201-20-155-020** as of January 8, 2020 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 of this Resolution.
- Resolution 2020-32 Authorizing Release of a Driveway Bond for Frank Catchings B-24, L-38.18-**Tabled**

- Resolution 2020-33 Recognizing the Importance of the 2020 Census  
Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2020-33.

**Roll Call: Aye: Kiernan, Pfefferle, Plumer**

**Nay: None**

**Abstain: None**

**Motion Carried**

**RESOLUTION # 2020-33 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY RECOGNIZING THE IMPORTANCE OF THE 2020 CENSUS**

**WHEREAS**, the U.S. Census Bureau is required by the U.S. Constitution to conduct a count of the population and provides a historic opportunity to help shape the foundation of our society and play an active role in American democracy;

**WHEREAS**, Alexandria Township is committed to ensuring every resident is counted;

**WHEREAS**, Federal and State funding is allocated to communities, and decisions are made on matters of national and local importance based, in part, on census data and housing;

**WHEREAS**, census data helps determine how many seats each State will have in the U.S. House of Representatives and is necessary for an accurate and fair redistricting of State Legislative seats, County and Municipal Councils, and voting districts;

**WHEREAS**, information collected by the census is confidential and protected by law;

**WHEREAS**, a united voice from business, government, community-based and faith-based organizations, educators, media and others will enable the 2020 Census message to reach more of our citizens;

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Alexandria, County of Hunterdon and State of New Jersey, on this 8th day of January, 2020 that Alexandria Township is committed to partnering with the U.S. Census Bureau and the State of New Jersey and will:

1. Support the goals and ideals for the 2020 Census and will disseminate 2020 Census information
2. Encourage all Alexandria Township residents to participate in events and

initiatives that will raise the overall awareness of the 2020 Census and increase participation

3. Provide Census advocates to speak to Alexandria Township and Community Organizations. Support census takers as they help Alexandria Township complete an accurate count.
4. Strive to achieve a complete and accurate count of all persons within our borders.

- Resolution 2020-34 Cancellation of Tax Overpayments/Delinquencies

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2020-34.

**Roll Call: Aye: Kiernan, Pfefferle, Plumer**

**Nay: None**

**Abstain: None**

**Motion Carried**

**RESOLUTION 2020-34 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,  
STATE OF NEW JERSEY CANCELLATION OF TAX OVERPAYMENTS/DELINQUENCIES**

**WHEREAS**, N.J.S.A. 40A:5-17 allows for the cancellation of property tax refunds or delinquent amounts of less than \$10.00; and

**WHEREAS**, the governing body may authorize a municipal employee chosen by said body to process, without further action on their part, any cancellation of property tax refunds or delinquencies of less than \$10.00.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Committee of the Township of Alexandria of the County of Hunterdon, State of New Jersey, the Tax Collector is hereby authorized to cancel said tax amounts as deemed necessary.

**BE IT FINALLY RESOLVED** that a certified copy of this Resolution be forwarded to the Tax Collector and Township Auditor.

- Resolution 2020-35 Authorizing The Tax Collector To Charge A Fee For Checks Returned For Insufficient Funds

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2020-35.

**Roll Call: Aye: Kiernan, Pfefferle, Plumer**

**Nay: None**

**Abstain: None**

**Motion Carried**

**RESOLUTION 2020-35 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,  
STATE OF NEW JERSEY AUTHORIZING THE TAX COLLECTOR TO CHARGE A FEE FOR  
CHECKS RETURNED FOR INSUFFICIENT FUNDS**

**WHEREAS**, N.J.S.A. 40:5-19 has been enacted to allow a municipality the authority to impose a service charge to be added on an account where payment by check or other written instrument was returned for insufficient funds; and,

**NOW, THEREFORE, BE IT RESOLVED**, that the Governing Body of the Township of Alexandria, County of Hunterdon, State of New Jersey, hereby authorize the Tax Collector to charge the aforementioned fee at a rate of \$20.00 per check or other written instrument for all checks returned for insufficient funds during the current fiscal year, and,

**BE IT FURTHER RESOLVED** that the Tax Collector may require future payments to be tendered in certified check, cashier's check, or cash, and,

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution be forwarded to the Chief Financial Officer, the Tax Collector and the Municipal Auditor.

- Resolution 2020-36 Authorizing Delivery Of Duplicate Tax Bills  
Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2020-36.

**Roll Call: Aye: Kiernan, Pfefferle, Plumer**

**Nay: None**

**Abstain: None**

**Motion Carried**

**RESOLUTION 2020-36 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,  
STATE OF NEW JERSEY AUTHORIZING DELIVERY OF DUPLICATE TAX BILLS**

**WHEREAS**, N.J.S.A. 54:4-64, has been enacted to allow a municipality the authority to impose a service charge to be added if a mortgagee, servicing organization, or property tax processing organization requests a duplicate copy of a tax bill.

**NOW, THEREFORE, BE IT RESOLVED**, that the Governing Body of the Township of Alexandria, County of Hunterdon, State of New Jersey, hereby authorize the Tax Collector to charge the aforementioned fee at a rate of \$5.00 for the first duplicate copy

and a maximum of \$25.00 for each subsequent duplicate copy of the same tax bill in the same fiscal year, and,

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution be forwarded to the Chief Financial Officer, the Tax Collector and the Municipal Auditor.

- Resolution 2020-37 Authorizing The Tax Collector To Conduct An Electronic Tax Sale

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2020-37.

**Roll Call: Aye: Kiernan, Pfefferle, Plumer**

**Nay: None**

**Abstain: None**

**Motion Carried**

**RESOLUTION 2020-37 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,  
STATE OF NEW JERSEY AUTHORIZING THE TAX COLLECTOR TO CONDUCT AN  
ELECTRONIC TAX SALE**

**WHEREAS**, N.J.S.A.54:5-19.1 et seq. permits municipalities to conduct electronic tax sales pursuant to rules and regulations promulgated by the Director of the Division of Local Government Services, and,

**WHEREAS**, the rule thus promulgated requires a municipality to authorize said electronic tax sale by resolution of the governing body, and,

**WHEREAS**, an electronic tax sale is innovative and provides a greater pool of potential lien buyers, thus creating the environment for a more effective tax sale process.

**NOW, THEREFORE BE IT RESOLVED**, the Governing body of Alexandria Township does hereby authorize and direct the Tax Collector to conduct an electronic tax sale.

- Resolution 2020-38 To Establish Tax Sale Mailing Fees

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2020-38.

**Roll Call: Aye: Kiernan, Pfefferle, Plumer**

**Nay: None**

**Abstain: None**

**Motion Carried**

**RESOLUTION 2020-38 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,  
STATE OF NEW JERSEY TO ESTABLISH TAX SALE MAILING FEES**

**WHEREAS**, N.J.A.S. 54:5-26 et seq., Notices posted and advertised in newspaper. Copies of the notice of a tax sale shall be set up in five of the most public places in the municipality, and a copy of the notice shall be published in a newspaper circulating in the municipality, once in each of the four calendar weeks preceding the calendar week containing the day of appointed for the sale. In Lieu of any two publications, notice to the property owner and to any person or entity entitled to notice of foreclosure pursuant to section 20 of P.L. 1948, c.96 (C. 54:5-104.48) may be given by regular or certified mail, the costs of which shall be added to the cost of the sale in addition to those provided in R.S. 54:5-38, not to exceed \$25.00 for each set of notices for a particular property.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Committee of the Township of Alexandria, County of Hunterdon and the State of New Jersey that the Tax Collector shall charge a fee of \$25.00 per tax sale notice mailing to property owners, said mailings not to exceed two (2). Such fees shall be added to the cost of said tax sales.

**BE IT FINALLY RESOLVED** that the Municipal Clerk provide a certified copy of this resolution to the Tax Collector.

- Resolution 2020-39 Authorizing Year End Penalty

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2020-39.

**Roll Call: Aye: Kiernan, Pfefferle, Plumer**

**Nay: None**

**Abstain: None**

**Motion Carried**

**RESOLUTION 2020-39 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,  
STATE OF NEW JERSEY AUTHORIZING YEAR END PENALTY**

**WHEREAS**, N.J.S.A. 54:4-67 et seq., permits the governing body to fix the rate of interest to be charged for the nonpayment of taxes, assessments, or other municipal charges.

**BE IT FURTHER RESOLVED**, that the tax collector shall collect a penalty of six (6) percent of the amount of the delinquency in excess of Ten Thousand (\$10,000) Dollars.

**BE IT FINALLY RESOLVED** that the Municipal Clerk provide a certified copy of this resolution to the Tax Collector.

- Resolution 2020-40 Authorizing Cancellation of Municipal Certificate of Sale for B-21, L-39.03, 30 Sky Manor Road

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2020-40.

**Roll Call: Aye: Kiernan, Pfefferle, Plumer**

**Nay: None**

**Abstain: None**

**Motion Carried**

**RESOLUTION 2020-40 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,  
STATE OF NEW JERSEY AUTHORIZING CANCELLATION OF MUNICIPAL CERTIFICATE OF  
SALE FOR B-21, L-39.03, 30 SKY MANOR ROAD**

**WHEREAS**, Certificate of Sale 2016-003 was issued to Alexandria Township for delinquent 2015 taxes on Block 21, lot 39.03, 30 Sky Manor Road, assessed to John LP Lefgren, at a tax sale held on November 18<sup>th</sup>, 2016; and,

**WHEREAS**, the now assessed owner, Mr. Doug Hulse, have redeemed Certificate 2016-003 by paying the full amount of the delinquency.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Municipal Clerk of the Municipality of Alexandria Township are hereby authorized to endorse Certificate of Sale 2016-003 for cancellation.

- Resolution 2020-041 Authorizing the Redemption of Tax Sale Certificate to an Outside Lienholder B-21, L-39.03, 30 Sky Manor Road

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2020-41.

**Roll Call: Aye: Kiernan, Pfefferle, Plumer**

**Nay: None**

**Abstain: None**

**Motion Carried**

**RESOLUTION 2020-41 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,  
STATE OF NEW JERSEY AUTHORIZING THE REDEMPTION OF TAX SALE CERTIFICATE TO  
AN OUTSIDE LIENHOLDER B-21, L-39.03, 30 SKY MANOR ROAD**

**WHEREAS**, at the Municipal Tax Sale held on September 27, 2011 a lien was sold on Block 21 Lot 39.03, also known as 30 Sky Manor Road for unpaid 2010 Taxes; and,

**WHEREAS**, this lien, known as Tax Sale Certificate 2011-09, was sold to U.S. Bank Cust/EMP IV, CAP ONE for a 0% redemption fee and a \$100.00 premium; and,

**WHEREAS**, Mr. Dough Hulse, property owner has affected redemption of Tax Sale Certificate 2011-09 in the amount of \$22,159.03.

**NOW, THEREFORE, BE RESOLVED**, that the Treasurer be authorized to issue a check in the amount of \$22,159.03, payable to U.S. Bank Cust/EMP IV, CAP ONE, 50 S 15<sup>th</sup> St., Suite 1950, Philadelphia, PA 19102-2513 for the redemption of Tax Sale Certificate 2011-09.

**BE IT FURTHER RESOLVED**, as per N.J.S.A. 54:5-33, the premium will not be reimbursed due to the expiration of the five-year period.

**ENGINEER'S REPORT:**

Township Committee read the attached report for the month of January prepared by Township Engineer Decker.

**APPROVAL OF MINUTES:**

- December 11, 2019 Township Committee Meeting
- December 11, 2019 Township Executive Session
- December 17, 2019 Special Executive Meeting
- December 30, 2019 Special Township Meeting
- December 9, 2019 Special Township Meeting

Township Committee tabled the above minutes for February 12, 2020.

**BILL LIST:**

No bill list

**PUBLIC COMMENT ON GENERAL MATTERS:**

- Resident Lori Troy announced that the US Census is hiring for \$20.00 an hour.
- Township Resident Bastilla voiced concern over the deteriorating conditions at the old nursing home on Route 513 next to his home. Township Clerk/Administrator Bobrowski advised that the new owners of the nursing home have applied for permits to begin cleaning up the property and have hired a property manager who has been to the Township offices and assured the Township that the property will be getting cleaned up soon.

**CORRESPONDENCE/ANNOUNCEMENTS:**

- State Bill S2173/A3813 Amending Permissible Exemptions from Immunizations for School Aged Children

The Township Committee received a request by a Township parent who is concerned about State Bill S2173/A3813 and has asked the Township Committee to pass Resolution 2019-042 in support of opposing this bill. Township Resident Julie Lyons noted that she is aware of a student who won't be able to attend school if this bill passes.

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2020-42.

**Roll Call: Aye: Kiernan, Pfefferle, Plumer  
Nay: None  
Abstain: None**

**Motion Carried**

**RESOLUTION NO. 2019-042**

**RESOLUTION OF THE TOWNSHIP OF ALEXANDRIA,  
COUNTY OF HUNTERDON, STATE OF NEW JERSEY,  
OPPOSING S2173/A3813, WHICH AMENDS THE  
PERMISSIBLE EXEMPTIONS FROM  
IMMUNIZATIONS FOR SCHOOL AGED CHILDREN**

**WHEREAS**, current State law provides exemptions from mandatory immunizations for students; and

**WHEREAS**, S2173/A3813 amends these exemptions and significantly expands those affected by its provisions; and

**WHEREAS**, if enacted, S2173/A3813 will now require statutory and/or regulatory immunizations in children in public or private licensed daycares, children in public or private child care centers, students in public or private preschool, elementary or secondary school and institutions of higher learning, affecting significantly more children within the State; and

**WHEREAS**, if enacted, S2173/A3813 will only permit exemptions from these immunizations for those with doctors' notes indicating such immunization(s) is medically contraindicated or if goes against religious tenants or practices of the student, rather than a general philosophical or moral objection thereto); and

**WHEREAS**, such a proposition denies a doctor from tailoring immunizations to truly fit the individual patient; and

**WHEREAS**, they propose to strip parents from making decisions in the best interests of their children; and

**WHEREAS**, such a proposition can lead to widespread mandatory immunizations dictated by business rather than medical decisions;

**WHEREAS**, the Mayor and Township Committee believe that S2173/A3813 strip parents, guardians and health professionals of their rights to protect the children for whom they are responsible, which is a clear example of government overstepping; and

**WHEREAS**, the Mayor and Township Committee vehemently oppose S2173/A3813 and its intrusion into the lives of the residents of New Jersey.

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

- 1.** That the Mayor and Township Committee do strongly urge State Legislature to oppose S2173/A3813.
- 2.** That the Township Clerk shall send the certified copy of this resolution to the Governor of New Jersey and the members of the 23rd Legislative Districts.

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to go into Executive Session. (8:41 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.  
**Beneduce Vineyards**  
**Latter House of Glory**  
**Salvation Army**

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

\_\_\_\_\_ Deliberations of the Township occurring after a public hearing that may result in the imposition of a specific penalty or suspension or loss of a license or permit.

3. It is anticipated at this time that the above matter will be made public: at the conclusion of the litigation and at such time as attorney client confidentiality is no longer needed to protect confidentiality and litigation strategy.
4. The executive session minutes will be placed on file in the township clerk's office, and will be available to the public as provided for by New Jersey law.
5. This Resolution shall take effect immediately.

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Comm. Pfefferle made a motion, seconded by Comm. Kiernan to return to Public Session (9:34 PM).

**Roll Call: Aye: Plumer, Pfefferle, Kiernan**

**Nay: None**

**Abstain: None**

**Motion Carried**

***The following matters were discussed in Executive Session:***

- **Delaware River Tubing**

An application was submitted to the Land Use Board to revise the existing site plan.

- **Penn East Pipeline Co., LLC v. Kroese, et. al**

No update

- **Beneduce Vineyard**

Reviewed letter received from the Attorney representing Beneduce Vineyard.

- **Latter House of Glory**

Reviewed a letter from Twp. Tax Atty. Allen regarding the Latter House of Glory. The Zoning Officer will be asked to send a follow up letter to the owners regarding farm animals on the property. The property doesn't have the allotted minimum three acres needed to have farm animals.

- **Salvation Army**

A letter will be written to the Attorney's representing the Salvation Army that they will need to apply for a variance by April 1<sup>st</sup> for the residences being occupied without approval. The residences can remain occupied until a determination is made by the Land Use Board as the Township may need to provide relocation and assistance if individuals are removed prior to a decision being made.

- **Personnel**

Township Committee noted that Finance Assistant Courter will be preparing the 2020 budget. Township Clerk/Administrator Bobrowski will be having a budget meeting next week with Finance Assistant Courter, DPW Foreman Heiser, and Deputy Clerk Houck.

**MOTION TO ADJOURN**

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to adjourn at 9:34 PM.

**Roll Call: Aye: Plumer, Pfefferle, Kiernan**

**Nay: None**

**Abstain: None**

**Motion Carried**

Meeting Adjourned at 9:34 PM.

**Respectfully Submitted:**

**Michele Bobrowski, CMC/RMC**

**Township Clerk**

I hereby certify that I have reviewed these Minutes of the Township Committee Meeting of January 8, 2020 and certify that said Minutes were approved by the Township Committee on the 11th day of March 2020.

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Gabe Plumer, Mayor