

**ALEXANDRIA TOWNSHIP COMMITTEE MEETING
MINUTES
June 13, 2018**

This meeting was advertised in the Hunterdon County Democrat, notice posted in 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 7:40 PM.

ROLL CALL:

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

ABSENT: None

ALSO PRESENT: CFO Steinberg, Twp. Eng. Decker

FLAG SALUTE:

Mayor Garay led the flag salute.

PRESENTATION TO BROWNIE GIRL SCOUT TROOP 80994 FOR THE ALEXANDRIA TOWNSHIP LITTLE LIBRARY

The Township Committee presented members of Brownie Girl Scout Troop 80994 with Certificates of Appreciation for designing and building a Free Little Library in front of the municipal offices.

TOWNSHIP COMMITTEE OVERSIGHT REPORTS:

Environmental Commission (EC)/Personnel-Mayor Garay

- Attended Community Day
- Stream Clean-up was on May 19th. Approximately a dozen volunteers came out to help clean out the stream along Sweet Hollow Road.

DPW/Park & Rec-Comm. Kiernan

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

Park Maintenance Hours

- Grass mowing 197.0
- Weed whacking 21.0
- Garbage and Recycling 9.5
- Ruts repairs in grass 4.0
- Equipment maintenance 12.0

Roadside mowing started on May 11th and is on-going

Alexandria Drive:

- Reconstructed 5 drainage inlets
- Started replacing crossover pipe on the backside of the development. This drainage pipe being removed is 48" R.C.P. and replaced with 15" R.C.P. (very poor design from the beginning)

Hartley Court

- Reconstructed a double drainage inlet (emergency repair)

Mt. Salem Road was graded and Whitehall Road was spot graded

Maple Springs, Jeremiah Lane, Weston Dr. and part of Shy Creek was swept to cleanup loose gravel and debris.

Made headwall / footer for the future walking Trail Bridge.

Working on the details for the F-550 Dump Truck.

With all the rain this spring, all the drainage inlets throughout the Township needed to be cleaned off from debris-on-going problem.

Agriculture/Open Space Commission

- Chair Evans introduced Evan Madlinger to the Township Committee.

PUBLIC COMMENT FOR AGENDA RELATED MATTERS ONLY:

Resident, Brian Zucker from Alexandria Drive addressed water drainage concerns he is having on his property to the Township Committee and his future concerns of water drainage since the DPW is currently repairing the road and getting it ready to be repaved. Mr. Zucker addressed his concerns to DPW Foreman Griffith and Twp. Engineer Decker as well and as a result of those discussions the DPW constructed an inlet box on Mr. Zucker's property to assist with water drainage. Mr. Zucker is not happy with the location of the inlet box and would like it moved 100 foot further south of the driveway. Mr. Zucker feels that moving the inlet box will positively affect the drainage of water on his property. Mr. Zucker indicated that he spoke to the NJ Dept. of Environmental Protection (NJDEP) and they recommended that Mr. Zucker speak with the Township and County Health Department for assistance. The Township Committee advised Mr. Zucker that the Township can't make changes or alter the wetlands on Mr. Zucker's property. Comm. Pfefferle will contact the representative of NJDEP that Mr. Zucker spoke with to reiterate Mr. Zucker's discussion with them and to determine their involvement in rectifying the situation.

A resident from Creek Road addressed maintenance concerns on Creek Road. The resident would like ditches opened up for drainage of water so it doesn't sit on the road and that inlets be cleaned out from grass clippings.

BUDGET ADOPTION:

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve the adoption of the 2018 Municipal Budget.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

OLD BUSINESS:

- Ordinance 2018-05 Fully Funded Ordinance to Provide for Acquisition of Ten Sets of Turnout Gear and a Washer/Dryer to be Shared By the Five Volunteer Fire Companies Providing Fire Protection to the Township of Alexandria-2nd Reading

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to open public comment for Ordinance 2018-05.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

As there were no public comments, Comm. Pfefferle made a motion, seconded by Comm. Kiernan to close public comment for Ordinance 2018-05.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to adopt Ordinance 2018-05.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

**TOWNSHIP OF ALEXANDRIA
COUNTY OF HUNTERDON
ORDINANCE NO. 2018-5**

AN ORDINANCE APPROPRIATING THIRTY SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$37,500.00) FROM THE CAPITAL FUND BALANCE TO PROVIDE FOR ACQUISITION OF TEN SETS OF TURNOUT GEAR AND A WASHER AND DRYER SPECIFICALLY DESIGNED FOR THE CLEANING OF SUCH FOR SHARED USE BY THE FIVE VOLUNTEER FIRE COMPANIES PROVIDING FIRE PROTECTION TO THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY

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

SECTION ONE: The sum of Twenty Two Thousand Five Hundred Dollars, (\$22,500.00) is hereby appropriated from the Capital Fund Balance for the acquisition of ten sets of turnout gear at \$2,250 per set per State Contract number NJSC A80964 TO790 to be equally distributed among the five volunteer fire companies, (Kingwood, Pattenburg, Bloomsbury, Milford, and Franklin Fire District #1) providing fire protection services to the Township of Alexandria. Also, the sum of Fifteen Thousand dollars, (\$15,000.00) is hereby appropriated from the Capital Fund Balance for the acquisition of a washer and dryer to provide for the cleaning of turnout and related gear to be housed at the Milford Fire House.

SECTION TWO: The period of usefulness of the aforementioned acquisitions as defined by N.J.S.A. 40A:2-22, is at least 5 years.

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

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

- Ordinance 2018-06 Fully Funded Ordinance to Provide Road Repair and Improvements in the Township of Alexandria-2nd Reading

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to open public comment for Ordinance 2018-06.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

As there were no public comments, Comm. Pfefferle made a motion, seconded by Comm. Kiernan to close public comment for Ordinance 2018-06.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to adopt Ordinance 2018-06

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

**TOWNSHIP OF ALEXANDRIA
COUNTY OF HUNTERDON
ORDINANCE NO. 2018- 6**

AN ORDINANCE APPROPRIATING THREE HUNDRED THOUSAND DOLLARS FROM THE CAPITAL FUND BALANCE TO PROVIDE FOR ROAD REPAIR AND IMPROVEMENTS IN THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY

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

SECTION ONE: The sum of Three Hundred Thousand Dollars, (\$300,000.00) is hereby appropriated from the Capital Fund Balance for Road Repair and Improvements and various appurtenances as required on the following Township Roads;

Oak Lane, Alexandria Drive, Manor Way, Farmhouse Road, Melita Road, Senator Stout Road, Sky Manor Road, Tinsman Road, Cedar Bridge Road, Creek Road, Schick Road, Goritz Road, Whitehall Road.

SECTION TWO: The period of usefulness of the upgrades and improvements, as defined by N.J.S.A. 40A:2-22, is at least 5 years.

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

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

- Penn East Update

Environmental Commission Member Freedman noted that Citizens Against the Pipeline (CAP) are focusing on getting the word out to all residents and informing them of what is going on.

NEW BUSINESS:

- 2018-069 Resolution Granting Consent to Elizabethtown Gas to Transfer and Assign Its Rights and Obligations Under the Alexandria Township Municipal Consent Ordinance to ETG Acquisition Corp.

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to adopt Resolution 2018-069.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

TOWNSHIP OF ALEXANDRIA
RESOLUTION 2018-069

RESOLUTION GRANTING CONSENT TO ELIZABETHTOWN GAS TO TRANSFER AND ASSIGN ITS RIGHTS AND OBLIGATIONS UNDER THE ALEXANDRIA TOWNSHIP MUNICIPAL CONSENT ORDINANCE TO ETG ACQUISITION CORP.

WHEREAS, Pivotal Utility Holdings Corporation, Inc. d/b/a Elizabethtown Gas (“Elizabethtown”) currently supplies natural gas and related services to customers within the Township of Alexandria pursuant to a Municipal Consent Ordinance (the “Ordinance”) attached hereto as Exhibit A;

WHEREAS, Elizabethtown has provided written notice of Elizabethtown’s intent to transfer substantially all of Elizabethtown’s assets, including its rights and obligations under the Ordinance, to ETG Acquisition Corp. and has requested that the Township of Alexandria (“Alexandria”) consent to the assignment and transfer to ETG Acquisition Corp. of substantially all of Elizabethtown’s rights and obligations under the Ordinance;

WHEREAS, Elizabethtown and ETG Acquisition Corp. have provided to Alexandria the written acknowledgment and agreement by ETG Acquisition Corp. that it will be bound by all terms and conditions of the Ordinance, will post the performance bond, and will satisfy the liability insurance requirements contained in the Ordinance if the assignment and transfer occurs;

WHEREAS, ETG Acquisition Corp. has provided to Alexandria information to establish that the proposed acquisition of Elizabethtown’s assets by ETG Acquisition Corp. can be accomplished such that ETG Acquisition Corp. will be able to honor the obligations of Elizabethtown under the Ordinance upon completion of Elizabethtown’s asset transfer to ETG Acquisition Corp., that ETG Acquisition Corp. will be bound by all terms and conditions of the Ordinance, and that the customers within Alexandria will continue to receive natural gas services in the same safe and reliable manner and

pursuant to the same NJBPU approved rates and terms and conditions upon which they now receive such service at said rates.

NOW, THEREFORE, be it Resolved that Elizabethtown has complied with the transfer/assignment requirements in the Ordinance for the transfer and assignment of Elizabethtown's rights and obligations thereunder to ETG Acquisition Corp. and that the Township of Alexandria hereby permits and consents to the transfer and assignment to ETG Acquisition Corp. of all of Elizabethtown's rights and obligations under the Ordinance. This consent will only be effective upon completion of the acquisition of substantially all of Elizabethtown's assets by ETG Acquisition Corp. and compliance with the performance bond replacement and liability insurance requirements contained in the Ordinance. If that acquisition does not occur, this consent shall not be deemed to give consent to Elizabethtown's transfer or assignment of any of its rights and obligations under this Ordinance to any other entity.

- Resolution 2018-077 Plenary Retail Consumption License for the Little York, LLC. Comm. Pfefferle made a motion, seconded by Comm. Kiernan to adopt Resolution 2018-077.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

RESOLUTION# 2018-077 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY FOR RENEWAL OF PLENARY RETAIL CONSUMPTION LICENSE FOR THE LITTLE YORK, LLC.

BE IT RESOLVED that Plenary Retail Consumption License No. 1001-33-001-005 be issued to **The Little York** , 569 Spring Mills Road, Little York, New Jersey for a fee of \$2,000.00 and to become effective 12:00 a.m. July 1, 2018 and to expire midnight, June 30, 2019.

SPECIAL CONDITIONS

1. No sales on weekdays between the hours 2:00 a.m. and 7:00 a.m.
2. No sales on Sunday between the hours 2:00 a.m. and noon.
3. Open Christmas Eve until 5:00 a.m. December 25th
4. Open New Year's Eve until 5:00 a.m. January 1, 2019

License is subject to the proper execution of renewal application forms.

NOW, THEREFORE BE IT RESOLVED that Michele Bobrowski, Township Clerk is hereby authorized to issue, sign, seal and deliver said license.

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- Resolution 2018-078 Plenary Retail Distribution License for NRU Liquor, Inc. t/a The Wine Hut

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to adopt Resolution 2018-078.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

RESOLUTION 2018-078 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY FOR THE RENEWAL OF PLENARY RETAIL DISTRIBUTION LICENSE FOR NRU LIQUOR, INC, t/a THE WINE HUT

BE IT RESOLVED that Plenary Retail Distribution License No. 1001-44-003-005 be issued to NRU Liquor, Inc.. 741 Frenchtown Road, Milford, New Jersey for a fee of \$2,000.00 and to become effective 12:00 A.M., July 1, 2018 and to expire midnight, June 30, 2019. License is subject to the proper execution of renewal application forms.

NOW, THEREFORE BE IT RESOLVED that Michele Bobrowski, Township Clerk is hereby authorized to issue, sign, seal, and deliver said license.

- Resolution 2018-079 Amended LSRP Budget

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to adopt Resolution 2018-079.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

RESOLUTION 2018-079 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY AMENDING PROFESSIONAL CONTRACT SERVICE AWARD AMOUNT FOR LSRP ROBERT E. SCHWARZKOPF

WHEREAS, on January 3, 2018 the Alexandria Township Committee appointed Robert E. Schwarzkopf, LSRP of Najarian Associates for a one year appointment from January 1, 2018 to December 31, 2018; and

WHEREAS, on January 24, 2018 the Alexandria Township Committee approved a budgeted amount not to exceed of \$2,000.00 in account number 01-201-21-165-020 for services to be rendered by Township Professional Robert E. Schwarzkopf, CHMM, LSRP of Najarian Associates, Inc., 1 Industrial Way West, Eatontown, NJ 07724 for site remediation at the DPW garage located at 255 Hickory Corner Road, Milford, NJ 08848

WHEREAS, on February 14 2018 the Alexandria Township Committee approved an amended budgeted amount not to exceed of \$5,000.00 in account number 01-201-21-165-020 for a proposal received from LSRP Robert Schwarzkopf in the amount of \$4,500.000 dated February 12, 2018 to conduct one round of sampling of all six wells at the DPW Garage, 255 Hickory Corner Road, Milford for MTBE, benzene, and VOC TICs analyses.

WHEREAS, LSRP Robert Schwarzkopf has provided Alexandria Township with the following proposal in the amount up to \$21,800.00 dated May 24, 2018:

Task #1- Conduct one round of groundwater sampling of MW-1A, MW-2, MW-3, MW-4, MW-5 and OPW, along with NJDEP required Trip and Field Blanks, for MTBE, Benzene, and VOC TICs analyses at an NJDEP-certified laboratory. **\$4,500.00**

Task #2- Decommission six (6) NJDEP permitted groundwater monitoring wells by an NJ-licensed well driller and provide all required documentation to NJDEP. **\$7,600.00**

Task #3-Prepare and submit to NJDEP a Remedial Action Report (RAR) with required NJDEP forms and documentation to lift the CEA/WRA: Issue an AOC RAO to Alexandria Township to close the case. **\$9,700.00**

WHEREAS, the proposal received exceeds the allotted \$5,000.00 that the Alexandria Township Committee determined per Resolution 2018-040 on February 14, 2018.

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

1. Resolution 2018-079 is amended to revise the “not to exceed number” and the Alexandria Township Chief Financial Officer shall certify that that the amount of, not to exceed \$27,500.00 set by the Township Committee that amount is available in an account numbered **01-201-21-165-020** as of June 13, 2018, and is sufficient to cover the cost of the contract awarded herein.
2. Sufficient funds will be made available from existing Capital of the Township of Alexandria as per CFO Steinberg.
3. The above tasks must be completed by May 6, 2019 to meet New Jersey Department of Environmental Protection deadlines therefore the budgeted amount up to \$21,800.00 will not be able to be added in the 2019 budget.
4. The Township Committee hereby authorizes and approves the additional work as proposed in the letter dated May 24, 2018 from Najarian Associates.

- Resolution 2018-080 Appointment of Tax Assessor
Comm. Pfefferle made a motion, seconded by Comm. Kiernan to adopt Resolution 2018-080.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

**RESOLUTION 2018-080 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,
STATE OF NEW JERSEY APPOINTING LAURA WHITAKER AS TAX ASSESSOR**

WHEREAS, the Township Committee desires to appoint Laura Whitaker as the Municipal Tax Assessor; and

WHEREAS, the Township Committee desires to appoint Laura Whitaker as the Alexandria Township Tax Assessor as of July 1, 2018 in order to fill a vacancy as a result of a retirement; and

WHEREAS, the appointment shall commence July 1, 2018 and pursuant to N.J.S.A. 40A:9-142 Ms. Whitaker shall be appointed for a four year term which shall be for four years from July 1, 2018 such that the term shall run to June 30, 2020.

NOW, THEREFORE, BE IT RESOLVED on this 13th day of June 2018 by the Alexandria Township Committee, in the County of Hunterdon, State of New Jersey, as follows:

- 1.) Laura Whitaker is hereby appointed as Tax Assessor for the Township of Alexandria effective July 1, 2018 and for a four year term commencing June 30, 2020.
- 2.) The appointment shall be at a starting salary of \$34,000.00, which shall be adjusted annually as may be approved by the Township Committee.
- 3.) The Assessor shall establish not less than 4 hours per week for office hours open to the public which days and times may be set by the Assessor.

- Resolution 2018-081 Tax Sale Redemption for B-4. L-5 Q 0341 196 Rt 579
Comm. Kiernan made a motion, seconded by Comm. Pfefferle to adopt Resolution 2018-081.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

RESOLUTION 2018 -081 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY TAX SALE REDEMPTION FOR B-4, L-5, Q 0341 196 COUNTY ROAD 579

WHEREAS, THE Tax Collector has received redemption monies in the amount of \$375.75 to redeem Tax Sale Certificate No. 2017-001 for Block 4 Lot 5, Q0341 342 County Road 579, Assessed Owner: James D. Bissell & Lisa Solomon was sold on November 22, 2017; and

WHEREAS, certified funds have been received for redemption of said lien as of June 13, 2018,

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Alexandria, County of Hunterdon, State of New Jersey, that the Chief Financial Officer be authorized to issue a refund check in the amount of \$375.75 to: Alexander Wright, 579 Bloomsbury, New Jersey, 08840.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be provided to the Tax Collector and Chief Financial Officer.

- Resolution 2018-082 Tax Sale Redemption for B-4, L-7 344 Rt 579
Comm. Kiernan made a motion, seconded by Comm. Pfefferle to adopt Resolution 2018-082.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

RESOLUTION 2018 -082 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY TAX SALE REDEMPTION FOR B-4, L-7 344 COUNTY ROAD 579

WHEREAS, THE Tax Collector has received redemption monies in the amount of \$14,119.90 to redeem Tax Sale Certificate No. 2017-002 for Block 4 Lot 7, 344 County Road 579, Assessed Owner: James D. Bissell, Trustee, was sold on November 22, 2017; and

WHEREAS, certified funds have been received for redemption of said lien as of June 13, 2018,

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Alexandria, County of Hunterdon, State of New Jersey, that the Chief Financial Officer be authorized to issue a refund check in the amount of \$14,119.90 to: US Bank GCTS – Tax Lien Svcs Group, 50 S. 16th St. Suite 2050, Philadelphia PA 19102.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be provided to the Tax Collector and Chief Financial Officer.

- Resolution 2018-083 Plenary Retail Consumption License for The Grill at the Pittstown Inn

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to adopt Resolution 2018-083.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

RESOLUTION # 2018-083 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY FOR RENEWAL OF THE PLENARY RETAIL CONSUMPTION LICENSE FOR THE GRILL AT THE PITTSTOWN INN.

BE IT RESOLVED that Plenary Retail Consumption License No. 1001-33-002-0010 be issued to GSW Hospitality, LLC t/a The Grill at the Pittstown Inn, 350 Pittstown Road, Pittstown, New Jersey for a fee of \$2,000.00 and to become effective 12:00 a.m. July 1, 2018 and to expire midnight, June 30, 2019.

SPECIAL CONDITIONS

1. No sales on weekdays between the hours 2:00 a.m. and 7:00 a.m.
2. No sales on Sunday between the hours 2:00 a.m. and 10:30 a.m.
3. Open Christmas Eve until 5:00 a.m. December 25th
4. Open New Year's Eve until 5:00 a.m. January 1, 2019

License is subject to the proper execution of renewal application forms.

NOW, THEREFORE BE IT RESOLVED that Michele Bobrowski, Township Clerk is hereby authorized to issue, sign, seal and deliver said license.

- Resolution 2018-084 Award of Oil and Chip Bid

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to adopt Resolution 2018-084.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

RESOLUTION 2018-084 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON AND STATE OF NEW JERSEY FOR JOINT 2018 CHIP SEAL PROGRAM WITH HOLLAND AND BETHLEHEM TOWNSHIPS

WHEREAS, the purchase of goods and services by local contracting units via joint agreement is authorized by the Local Public Contracts Law, N.J.S.A. 40A:11-10, et seq.

WHEREAS, the Township of Alexandria is party to a joint agreement with the Townships of Bethlehem and Holland for the sharing of engineering and administrative services and fees in connection with oil and chip contracts and the procurement of road maintenance materials ("2018 chip seal program"); and

WHEREAS, the Township of Bethlehem, acting as lead agency through its municipal engineer Van Cleef Engineering Associates (which is also Alexandria Township's Engineer) has solicited and obtained a joint bid for the 2018 chip seal program on behalf of the aforementioned municipalities; and

WHEREAS, the joint bid instructions require that each of the Townships shall award or reject its contracts separately for the services and goods specified for that municipality; and

WHEREAS, Alexandria Township understands only one bid was received and opened on June 12, 2018, which bid was from Asphalt Paving Systems, Inc. of Hammonton, N.J. ("APS"), and was found acceptable by the Bethlehem Township Engineer, who has provided a summary of the bids for all three municipalities; and

WHEREAS, Van Cleef Engineering Associates, in its capacity as Alexandria Township Engineer, has provided a recommendation of award to the Township Committee dated June 12, 2018 with respect to the bid submitted by APS; and

WHEREAS, the Chief Financial Officer has certified the availability of funds for this contract

WHEREAS, the Alexandria Township Attorney has reviewed the bid and finds that it is legally sufficient; and

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

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Alexandria, County of Hunterdon, State of New Jersey, that a contract shall be awarded in response to the 2018 joint bid for oil and chip/maintenance and repair materials (2018 chip seal program) to Asphalt Paving Systems, Inc. of Hammonton, N.J. in the amounts and at the unit prices listed below (references are to the recommendation of award letter/summary of bids dated June 12, 2018 attached hereto and made a part hereof):

1. Asphaltic Oil CRS-2, at the Unit Price Bid of \$3.20 per gallon (estimated quantity required is 16,812 gallons for an estimated total of \$ 53,798.40);
2. #8, 3/8" Washed Stone Aggregate, at the Unit Bid Price of \$58.00 per ton (estimated quantity required is 85 tons for an estimated total of \$4,930.00); and
3. #9, 1/4" Washed Stone Aggregate at the Unit Bid Price of \$58.00 per ton (estimated quantity required is 535 tons for an estimated total of \$31,030.00); and

BE IT FURTHER RESOLVED that according to the above unit bid prices and estimated quantities, the total contract award to Asphalt Paving Systems, Inc. shall be approximately \$89,758.40; and

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

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

- Social Media Policy

Township Committee was provided a draft social media policy prepared by Township Administrator/Clerk Bobrowski. Items that need to be looked into further are:

- 1.) Child Protection
- 2.) Employee discipline for comments made while off-duty

Township Administrator/Clerk Bobrowski will look into quotes for a digital sign to be placed in front of the municipal offices. Having a sign placed out front of the municipal offices will provide an additional avenue to get important information out to residents.

Mayor Garay noted that there has been an on-going problem with the phones at the municipal offices. It has been determined that the problem stems from Service Electric and the internet phone lines. Comm. Pfefferle will speak to Service Electric and the Township's IT Ed Horsfall to determine other options in phone service.

- New Fire Inspection Requirements for Commercial Farms as per the NJ Division of Fire Safety.

Fire Marshall Giannone received a letter from the State of New Jersey recommending that annual inspections be performed on farms with more than 5 acres and earning \$2,500.00 a year in revenue. Fire Marshall Giannone will work with the new Tax Assessor to get a list of commercial farms and mail out a questionnaire. Based on the feedback of the questionnaire he can verify certificate of occupancies for housing and determine if there are apartments in barns.

An area of concern is fees to be charged for the inspections. The State of New Jersey has a pre-determined fee structure based on life and non-life hazards. Fire Marshall Giannone is recommending that fees not be charged to farmers. Comm. Pfefferle suggested that the Township waive the fees for this year and see what happens with next year to determine if a fee will be set for future inspections.

ENGINEER'S REPORT:

Township Engineer Decker provided the following report:

Meetings Attended:

May 17, 2018 Land Use Board Meeting – Brown Minor Subdivision Completeness Hearing

June 5, 2018 Land Use Board Meeting – Brown Minor Subdivision Public Hearing

Municipal Projects:

- 1.) **Park Footbridge Replacement**-Building permits for the footbridge have been issued. Construction to commence as weather permits.
- 2.) **Municipal Road Projects**-Mr. Zucker, property owner of 26 Alexandria Drive contacted the Township regarding ponding water in a ditch along his lot frontage. Glen Griffith and I met previously with Mr. Zucker on May 9, 2018. I understand that Mr. Zucker may be attending the June 13th meeting to discuss

the ponding water with the committee. The area of concern is on private property beyond the Alexandria Drive ROW. It is likely that this area is classified as freshwater wetlands. As was directed at the May 9th site meeting, Mr. Zucker should retain the services of a wetlands consultant to advise him of his options regarding the ditch.

- 3.) 2018 Municipal Aid-Mount Salem Road Survey work has been completed for Mt Salem Road. Design plans and specifications are being finalized. Upon finalization plans will be reviewed with Glenn Griffith prior to submittal to NJDOT for approval.

Active Site/Subdivision Construction Projects

Sky Manor Airpark Performance bond assignment change is under Township Attorney review.

Active & Prospective Board Applications

- 1.) Hemingway Estates Applicant is seeking release of his performance guarantee. Township Staff is resolving accounting of escrow and status of remaining guarantee.
- 2.) Cole subdivision Resolution compliance review letter issued on January 13, 2018. Deed descriptions to be revised prior to filing. Revised deeds were received on May 8, 2018 and will be reviewed by week's end.
- 3.) Brown Lot Line Adjustment (Blk 21, Lots 12.01 & 13)-Application received for a lot line adjustment with variances. Application was approved at the June 5th special meeting. Resolution of approval to be adopted at the June 21st board meeting.
- 4.) Frenchtown Care Home Inc.-Application for Zoning Interpretation permitting a Residential Care Facility as a conditional use. Completeness is scheduled for the June 21st Board meeting.

Miscellaneous

- 1.) NJDEP Stormwater Management- As a reminder that actions are required by the Township over the upcoming year as outlined in our April 6, 2018 memorandum including the identifying SWM facilities and contacting the responsible party for annual inspection report.
- 2.) Tax Map Revisions -Tax Map revisions have been completed and provided to the Tax Assessor for comment and number of copies needed.
- 3.) Delaware River Tubing-Currently waiting for responses from DRT regarding resolution compliance requirements per recent correspondence.
- 4.) 2018 Oil & Chip Specifications-Bids were opened on June 12th. Bid results and letter recommending award to Asphalt Paving Systems, Inc was sent to the Township Clerk on June 12th.

APPROVAL OF MINUTES:

- May 9, 2018 Twp. Committee Meeting
- May 9, 2018 Executive Meeting
- April 25, 2018 Budget Meeting
- May 2, 2018 Budget Meeting

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

Roll Call: Aye: Garay, Kiernan

Nay: None

Abstain: Pfefferle

Motion Carried

BILL LIST:

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve the June 13, 2018 bill list including two additional add-ons of:

- 1.) Alexander Wright \$375.75 Tax Redemption
- 2.) US Bank \$14,119.90 Tax Redemption

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

PUBLIC COMMENT ON GENERAL MATTERS:

None

CORRESPONDENCE/ANNOUNCEMENTS:

- The Hunterdon County Division of Public Health Services will be hosting a Household Hazardous Waste Clean-Up Day on Saturday, July 14, 2018 from 9:00 AM to 1:00 PM (Rain or Shine) at the Hunterdon County Route 12 Library Complex. Visit alexandrianj.com for a full list of items that will be accepted.
- **Dumpster Day Reminder:** Saturday, June 16, 2018 from 8:00 AM to 10:00 PM.

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to go into Executive Session. (Time 9:10 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.

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

Delaware River Tubing

Joint Court

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

Lionetti Appeal

X Matters falling within the attorney-client privilege.

NJ Clown Farm

November Meeting Date Change

Voter Referendum

Shared Service

X Personnel matters involving a specific employee or officer of the Township.
Part-Time DPW help at Park

_____ 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 (**10:16 PM**).

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to change the November Township Committee meeting date from November 14th to November 20th to allow members of the Township Committee and employees to attend the League of Municipalities from November 13th through November 15th.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to have Township Administrator/Clerk Bobrowski advertise for a Seasonal DPW Maintenance worker to do park maintenance from July 1st to Sept. 1st with the possibility of extending the position to October 1st at a rate of \$10.00 to \$15.00 an hour.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to authorize Township Atty. Dragan to draft an Ordinance/Resolution so that a question can be placed on the November ballot allowing for flexibility of the Open Space tax from 0% to 4% to be collected.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

The following matters were discussed in Executive Session:

- Delaware River Tubing

Operating without site plan compliance.

- Clown Farm

Discovery was requested by Ms. Burger's Attorney and furnished to Prosecutor Peterson. A court date is scheduled for July 11th.

- Joint Court

Mayor Dodd from Kingwood Township has requested a copy of the current budget of the court. At a recent meeting on June 6th with Township representatives and the Judge all agreed to hire a court runner for \$15.00 an hour and to change the court security salary to \$25.00 an hour from \$120.00 a session. The lease for the new court offices has been signed.

- Penn East

Awaiting on a decision from Judge.

- Sick Leave Legislation Requiring Employers to Provide Paid Sick Leave to Employees

Mayor Garay and Township Administrator/Clerk Bobrowski attended a webinar regarding the new sick leave legislation. Copies of the webinar were provided to members of the Township Committee.

- Part-Time DPW Employee for Park

The Township Committee discussed the hiring of a seasonal employee to maintain the park. Ex: mowing, weeding, and garbage collection from July 1st to September 1st. The salary to be offered is \$10.00 to \$15.00 an hour.

- Date Change for November Meeting

The November meeting will be changed to November 20th to allow members of the Township Committee and employees to attend the League of Municipalities.

- Voter Referendum

An ordinance or resolution will be needed to change the collection of open space funds to fluctuate between 0%-4%. This ordinance/resolution needs to be sent to County Clerk Melfi by August 17th -10:00 AM so that the question can be placed on the November ballot for vote.

- Lionetti Tax Appeal

Mr. Lionetti has waived his right to a refund on B-7, Lot 33 as per a telephone conversation between Robert Curley, Esq. for Mr. Lionetti and Marty Allen, Esq., Tax Attorney for Alexandria Township. Tax Assessor Hagaman will make the corrections to her books needed for this B/L as per the April 4, 2018 correspondence from Mr. Curley for the 2019 year.

- Shared Services

Comm. Pfefferle would like to have a meeting arranged with the school boards and Townships within the Del Val surrounding district to discuss shared service opportunities. Mayor Garay will contact Governor Murphy's liaison for shared services to lend assistance to this matter.

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to change the November Township Committee meeting date from November 14th to November 20th to allow.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

MOTION TO ADJOURN

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to adjourn at 10:17 PM.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

Meeting Adjourned at 10:17 PM.

Respectfully Submitted:

Michele Bobrowski, RMC

Township Clerk

I hereby certify that I have reviewed these Minutes of the Township Committee Meeting of June 13, 2018 and certify that said Minutes were approved unanimously by the Township Committee on the 11th day of July.

Michelle Garay, Mayor

Dated: _____