

ALEXANDRIA TOWNSHIP COMMITTEE
Special Meeting
MINUTS
March 25, 2020

This meeting was advertised in The Hunterdon 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. In accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et, seq., and in consideration of Executive Order No. 103, issued by Governor Murphy on March 9 ,2020, declaring a State of Emergency and a Public Health Emergency in the State of New Jersey, the State of New Jersey does hereby notify the public that to protect the health, safety and welfare of our citizens while ensuring the continued functioning of government, the meeting of the Mayor and the Township Committee scheduled March 25, 2020 will be held electronically only. Members of the public who wish to participate in the meeting may do so by calling 1-978-990-5000 and followed by meeting number Access Code: 333891 at 6:00 PM. Individuals calling into this number will be able to fully participate in the meeting, including providing public comment. A non-public dial in number will be used if executive session is required.

Meeting Called to order at 6:01 PM.

ROLL CALL:

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

ALSO PRESENT: DPW Foreman Heiser, OEM Coordinator Harding, CFO Steinberg

ABSENT: None

PROCLAMATION THANKING THOSE ON THE FRONTLINES

Mayor Plumer read the following Proclamation

PROCLAMATION THANKING THOSE ON THE FRONTLINES

WHEREAS, in December of 2019 a novel coronavirus outbreak began in Wuhan, China and since then has touched almost every corner of the world and has shuttered villages, towns, cities, and healthcare facilities; and

WHEREAS, hundreds of thousands of people around the world have become sickened and many have died due to this outbreak; and

WHEREAS, the novel coronavirus is also known as Covid-19, “CO” stands for coronavirus, “VI” is for virus, and “D” for disease; and

WHEREAS, the first 1st case of Covid-19 hit the United States February 2020 and since then has transmitted throughout the Country, leaving thousands on the frontlines to

combat this virus by working long hours as they assist those in need in our communities;
and

WHEREAS, around the Country millions of healthcare professionals, first responders, warehouse operators, truck drivers, postal workers, delivery workers, construction workers, grocery store clerks, gas attendants and public servants are fighting this pandemic and helping to ensure the health, well-being, and safety of the citizens of Alexandria Township, the County of Hunterdon, the State of New Jersey, and the United States of America; and

WHEREAS, these individuals on the frontline are heroes because of their enduring and selfless dedication to their fellow citizens as they continue to work in dangerous conditions, particularly healthcare workers experiencing a short supply of protective gear; and

WHEREAS, the Country is at war with this pandemic and the great people that Americans rely on in this time are unmatched in any and all regards;

NOW THEREFORE BE IT RESOLVED, that the Mayor and the Township Committee of Alexandria Township extend their sincere gratitude to all of these heroes who continue to sacrifice for the sake of the residents of Alexandria Township and the Country;

BE IT FURTHER RESOLVED that the Mayor and the Township Committee extend a personal thank you to every frontline worker and are grateful for everything they are doing for our citizens and calls on all residents of Alexandria Township, residents of the County of Hunterdon, residents of the State of New Jersey, and across the Country to also extend their gratitude for every frontline worker risking their personal health and the health of those they love. We are forever grateful for everything these heroes do!

**PROCLAMATION OF A STATE OF EMERGENCY SIGNED BY MAYOR PLUMER AND OEM
COORDINATOR HARDING-DRAFTED BY TOWNSHIP CLERK/ADMINISTRATOR
BOBROWSKI:**

**PROCLAMATION OF STATE OF EMERGENCY
TO ALL CITIZENS AND PERSONS WITHIN THE TOWNSHIP OF ALEXANDRIA AND
TO ALL DEPARTMENTS, DIVISIONS AND BUREAUS OF THE MUNICIPAL GOVERNMENT
OF THE TOWNSHIP OF ALEXANDRIA**

WHEREAS, pursuant to the powers vested in me by (Chapter 251 of the laws of 1942, as amended and supplemented, **N.J.S.A. App. A:9-30 et. seq.**; **N.J.S.A. 40:48-1 (6)**, and ordinances enacted pursuant thereto; **N.J.S.A. 2C:33-1 et. seq.**;-- whichever law or laws apply), **Executive Order 103** and by ordinances adopted by the Township of Alexandria I have declared that a **STATE OF EMERGENCY exists** within the Township of Alexandria; and

WHEREAS, the aforesaid laws authorize the promulgation of such orders, rules, and regulations as are necessary to meet the various problems which have or may be presented by such an emergency; and

WHEREAS, by reason of the rapidly evolving outbreak of the novel coronavirus, COVID-19, the need for government operations to address staffing capabilities to ensure essential operational needs are met in order to mitigate factors which may further adversely affect the health, safety, and welfare of the people of the Township of Alexandria and exacerbate and worsen existing conditions; and

WHEREAS, it has been determined that these areas of the Township of Alexandria should be declared a State of Emergency, and further that certain measures must be taken to ensure precautionary, temporary safety measures for the Employees of Alexandria Township and further in order to protect the persons and property of the residents affected by the conditions and finally that governmental operations including but not limited to the conduct of public meetings shall be substantially altered; and

WHEREAS, all lands, buildings, spaces or properties owned or operated by Township of Alexandria are hereby designated a State of Emergency.

NOW, THEREFORE, IN ACCORDANCE WITH the aforesaid laws, we do hereby promulgate and declare the following regulations shall be in addition to all other laws of the State of New Jersey and the Township of Alexandria:

- 1.) Township Offices will be closed to the public. Notices have been placed on the doors and the Township website www.alexandrianj.gov for residents to be informed;
- 2.) The public can access the drop box in front of the municipal offices to submit tax payments, permits, licenses, etc. Employees will be available Monday through Friday from 9:00 AM to 4:00 PM remotely to assist the public.
- 3.) Employees will work remotely where possible and have staggered days in the office when possible to prevent interaction with one another and the spread of COVID-19;
- 4.) Senior activities on Township property have been suspended until the end of April
- 5.) Township fields at the park are closed off for sports use
- 6.) Township sponsored recreation events such as the East Egg Hunt are cancelled
- 7.) All Board and Commission Meetings are cancelled until the end of April
- 8.) Any Township Committee meeting will be conducted virtually. Conference call dial-in information will be provided in advance of any meeting, so that the public can participate. The information will be provided on the Township website at www.alexandrianj.gov.

COVID-19 UDATES:

- Covid-19 Telecommunicating Policy

Township Clerk/Administrator Bobrowski drafted a Telecommuting Plan to be implemented for employees to work remotely and the expectations of working remotely. Township Clerk/Administrator Bobrowski has been in communication with surrounding Mayor's and Clerk's in the Del Val sending district to implement coverage for each other's municipalities in the event that employees fall ill. DPW Foreman Heiser noted that he has been in communication with the Bethlehem Twp. DPW Foreman and a similar arrangement between the two DPW's has been made as well. The Hunterdon County Freeholders, Hunterdon County Board of Health, and Hunterdon County OEM have been working with municipalities by conducting conference calls to keep Township's up to date with Covid-19.

ALEXANDRIA TOWNSHIP SPECIAL ORDER		
SUBJECT: COVID-19 Telecommuting Plan		NUMBER: 2020-001
EFFECTIVE DATE: March 23, 2020	DISTRIBUTION TO: All Employees (With Exception of Daily Essential Function Employees)	ISSUED BY: Michele Bobrowski, Administrator
CANCELLATION DATE: TBD		APPROVED BY: Mayor Gabe Plumer OEM Dale Harding

With this Order the Township is temporarily enacting the COVID-19 Telecommuting Plan. This plan will address certain policies and procedures relating to the Township's response to the Coronavirus pandemic and need to adjust and implement new operational measures. The term telecommuting refers to a work flexibility arrangement under which an employee performs the duties and responsibilities of such employee's position, and other authorized activities, from an approved worksite other than the location from which the employee would otherwise work. Essential personnel are required to report to work at the guidance of their Department Head and/or Township

Clerk/Administrator. Certain operations MUST remain active for the health, safety and welfare of Alexandria Township residents. Even though Municipal offices are considered essential, we are taking additional precautions to combat the unprecedented COVID-19 crisis. This Special Order shall remain in effect until its cancellation date.

Operational Procedures:

1. "Reporting" for Work:
 - a. Before your scheduled shift/hours, you must email the Township Clerk/Administrator that you are reporting to work/logging in remotely from home and when you are leaving the offices for the day or logging off remotely from home.
 - b. Each day you will be expected to communicate your availability from home by contacting your department head and/or Township Clerk/Administrator to ensure that resident calls, emails and/or concerns are being addressed. This procedure will be communicated to you by the Township Clerk/Administrator and will be utilized for the duration of this Special Order.
 - c. It is encouraged to set up a workspace in your home that is free from constant distractions and will be suitable for completing your work.

2. Answering and placing calls to/from the public:
 - a. Phones/extensions can be accessed remotely. You must be available for work and to receive phone calls on that day.
 - b. During this telecommuting period, you may receive phone calls from unrecognized phone numbers, please make every attempt to answer these calls when it is your scheduled day to receive returned calls coming into the Township.
 - c. Residents will call the Township Municipal Offices normally, please make sure to check your phone messages regularly.
 - d. The employee answering calls from the public will provide the resident with the answers to their questions or take the information from them in order to contact them. Each resident requiring a follow up should be asked what their NAME, PHONE NUMBER and EMAIL (if available), before disconnecting. The employee answering calls will either follow up directly with the resident or will communicate with their co-workers the contact information and the resident question/concern.
 - e. When dialing a resident back utilize the *67 function on your phone to block/mask your phone number. Please advise the resident that they may be receiving a call from a blocked number and should answer the call.
 - f. You may wish to give the resident a time to call you back by utilizing the same extension and prompts through the Township phone system.

g. Please make all efforts to respond to resident's questions and concerns.

h. To check phone messages remotely:

Setting up your voicemail:

- From any phone dial *17
- Enter your extension number followed by #
- When prompted for a password, dial #
- Follow the prompts to change your password
- Follow the prompts to record your name for the dial by name directory, This is not your greeting!
- You may now exit and you will have a system greeting using your recorded name or press 3 to record a custom greeting.

Accessing your voicemail:

- Dial *17
- Enter your extension followed by #
- Enter your password followed by #

3. Mail and Deposits Procedure

- a. The lobby has been designated as the centralized mail area. An inbox bin will be labeled and displayed on a table in the lobby along with a labeled outbox bin for all outgoing mail to be picked up by the mail carrier or the Township Clerk/Administrator will bring to the post office if an employee misses the mail carrier.
- b. Mail will be collected, sorted, by the employee working on their given day and placed in the mailboxes outside of each employee's offices.
- c. Payments, permits, licenses, etc. can be made to the drop-box in front of the Municipal Offices any day of the week and will be collected and sorted by an employee working on their designated day. The key for the outdoor drop box is located in the basket hanging on the outside of the Township Clerk/Administrators office and should be placed back in this location after each use.
- d. The Hunterdon County Health Department has advised the Township that the spread of Covid-19 is extremely minimal while handling mail but the Township will provide gloves in the event that an employee would like to utilize them.

4. Calling out of work/ Unable to work

- a. If you are unable to be available from home during your normal working hours you will need to take time off as you normally would.

- b. Please email the Township Clerk/Administrator if you are unable to be available from home.
- c. Failure to adhere to normal time off request procedures may result in disciplinary action.

5. Essential Personnel

- a. There are exceptions to this telecommuting Special Order which include certain services that the Township provides that requires the use of a Township vehicle to conduct one's work. These positions may not allow for complete telecommuting
- b. DPW Laborers, Heavy Equipment Operators, Mechanics and supervisors are considered essential.
- c. Employee hours will continue to be staggered and minimized to allow for social distancing.
- d. DPW are to be assigned to separate trucks and those trucks are to only be used by that employee at this time.
- e. Proper hygiene and cleanliness of vehicles and work areas in the field must be maintained. Your vehicles should be sanitized and the inside wiped down before the end of the day.
- f. There will be no use of any type of tobacco/vape products by any employee in Township vehicles and on Township property during work hours for the safety of all co-workers.
- g. Inspectors are to do inspections at their discretion and comfort level. The Technical Assistant will screen calls for inspections to determine if the owner/contractor has traveled or if anyone in their home is ill. As long as these questions are answered no then the inspection will be scheduled and only one person to be in the home at the time of the inspection.

Reporting Technical Difficulties and Troubleshooting:

- 1. Reporting technical difficulties
 - a. If you are experiencing technical difficulties, including issues logging in to your remote access email IT at james@rivernetcomputers.com or leave a message at 908-996-3279. If you are having trouble retrieving phone messages from your phone remotely call the 24 hour support at 1-800-745-9403 or email: equipment@huntertech.com
- 2. Troubleshooting your equipment
 - a. If you are experiencing issues connecting to your personal Wi-Fi/Network/Cellular service, you will need to immediately troubleshoot this issue with your service provider.

- b. You will need to contact the Township Clerk/Administrator and report that you are unable to work during this period.

Supervisor Responsibilities:

1. Communicating with your employees
 - a. Supervisors must be committed to using telecommuting to the fullest extent possible if this telecommuting order is to succeed.
 - b. Although individual employees must take responsibility for their own availability and information sharing, supervisors can help ensure that methods are in place to maintain open communication with the employees in your office. Employees and supervisors alike are encouraged to exercise professional courtesy in keeping one another informed about their availability throughout the work day.
 - c. It is the responsibility of the supervisor to connect with their employees daily to ensure proper operational procedures are being adhered to and concerns are being addressed.
 - d. The supervisor is responsible for ensuring as many functions of their office are being accomplished as possible during this time by utilizing their staff to the best of their abilities.

2. Communicating issues with Administration
 - a. All attempts should be made to mitigate issues and provide support to your personnel.
 - b. When issues reach beyond your scope notification should be made to Administration and a solution will be given priority.
 - c. If there is a service that you cannot provide to the public, it must be communicated to Administration so that proper notification can be made to the public and Governing Body .

NEW BUSINESS:

- Resolution 2020-66 Appropriation 1 for 2020

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2020-066.

Roll Call: Aye: Kiernan, Pfefferle, Plumer

Nay: None

Abstain: None

Motion Carried

**RESOLUTION 2020-066 TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE
OF NEW JERSEY FOR APPROPRAITION 1 FOR 2020**

WHEREAS, various 2019 bills have been presented for payment this year, which bills represent obligations of the fiscal year 2019 and were not covered by order number and/or recorded at the time of transfers between the 2019 Budget in the last two months of 2019; and

WHEREAS, N.J.S. 40A:4-59 provides that all unexpended balances carried forward after the close of the fiscal year are available, until lapsed at the closed of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding fiscal year, and allow transfers to be made from unexpended balances to those which are expected to be insufficient during the first three months of the succeeding year;

NOW, THEREFORE, BE IT RESOLVED by the Committee of the Township of Alexandria, in the County of Hunterdon, State of New Jersey, (2/3 of the majority of the full membership concurring herein) that the transfers as listed in the resolution be made between the 2020 Budget Appropriation Reserves as follows:

	FROM	TO
Employee Group Insurance	\$20,000.00	
Engineering OE	10,000.00	
Audit Services	5,000.00	
<u>Legal</u>		<u>\$35,000.00</u>
 Total	 \$35,000.00	 \$35,000.00

Roll Call:

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		Plumer	X			
X		Pfefferle	X			
	X	Kiernan	X			

- Resolution 2020-69 Temporary Emergency Appropriation # 2
Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2020-069.

Roll Call: Aye: Kiernan, Pfefferle, Plumer

Nay: None

Abstain: None

Motion Carried

RESOLUTION 2020-069 TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY TEMPORARY EMERGENCY APPROPRIATION # 2

2020 Temporary Emergency Appropriation

Account	Description	Amount
01-201-20-100-010	Mayor and Council: S&W	6,630.00
01-201-20-100-020	Mayor and Council: OE	1,500.00
01-201-20-110-010	Municipal Clerk: S&W	52,500.00
01-201-20-110-020	Municipal Clerk: OE	18,000.00
01-201-20-111-010	Administrator: S&W	6,630.00
01-201-20-115-020	MUNICIPAL WEB SITE	3,000.00
01-201-20-120-010	Financial Admin: S&W	35,700.00
01-201-20-130-020	Financial Admin: OE	12,250.00
01-201-20-135-010	Rev Admin (Tax Col.): S&W	15,250.00
01-201-20-135-020	Rev Admin (Tax Col.): OE	6,000.00
01-201-20-150-010	Tax Assessment: S&W	17,850.00
01-201-20-150-020	Tax Assessment: OE	1,000.00
01-201-20-155-020	Legal Serv (Lgl Dept): OE	61,500.00
01-201-20-170-020	Agricultural Commission	250.00
01-201-20-175-020	Historical Commission Other Expense	250.00
01-201-21-165-020	Engineering Services: OE	17,500.00
01-201-21-180-010	Land Use Board: S&W	7,500.00
01-201-21-180-020	Land Use Board : OE	3,750.00
01-201-22-195-010	Construction Official (BUILDING DEPT)	46,500.00
01-201-22-195-020	Construction Official: OE	11,000.00
01-201-22-200-010	Zoning Officer: S&W	5,100.00
01-201-22-200-020	Zoning Officer: OE	250.00
01-201-23-210-020	General Liability Insurance OE	75,000.00
01-201-23-215-020	Worker Compensation Insurance	38,000.00
01-201-23-220-020	Employee Group Insurance	106,000.00
01-201-23-225-020	Unemployment Insurance	3,500.00
01-201-25-201-020	COAH	2,500.00
01-201-25-252-010	Emergency Management: S&W	1,950.00
01-201-25-252-020	Emergency Management: OE	50.00
01-201-25-256-020	Fire Hydrants	440.00
01-201-25-265-010	FIRE PREVENTION S& W	4,150.00
01-201-25-265-020	FIRE PREVENTION O/E	550.00
01-201-25-275-010	Munic. Prosecutor's Office: S&W	4,000.00
01-201-26-290-010	Road Maintenance: S&W	225,000.00
01-201-26-290-020	Road Maintenance: OE	60,000.00
01-201-26-291-020	Snow Removal	35,000.00
01-201-26-305-010	Solid Waste Collection(Recycling): S&W	4,350.00
01-201-26-305-020	Solid Waste Collection: OE	15,000.00
01-201-26-310-010	Buildings and Grounds: S&W	3,000.00
01-201-26-310-020	Buildings and Grounds: OE	3,750.00
01-201-27-330-010	Pub Health (Bd of Health): S&W	2,000.00
01-201-27-330-020	Pub Health (Bd of Health): OE	2,500.00

01-201-27-335-020	Environmental Commission: OE	1,000.00
01-201-27-360-020	Ageing Services	500.00
01-201-28-376-020	Celebration of Public Events OE	2,500.00
01-201-31-430-020	Electricity	6,750.00
01-201-31-435-020	Street Lighting	3,250.00
01-201-31-440-020	Telephone (exclude equip acq)	3,650.00
01-201-31-460-020	Diesel and Gasoline Fuel	12,500.00
01-201-31-461-020	Propane	3,750.00
01-201-36-471-020	Pension	85,417.00
01-201-36-472-020	SOCIAL SECURITY	35,700.00
01-201-36-473-020	DCRP EMPLOYER SHARE	4,250.00
01-201-43-490-010	Municipal Court: S&W	35,000.00
01-201-43-490-020	Municipal Court: OE	8,750.00
01-201-43-495-010	Public Defender Salaries and Wages	750.00
01-201-45-930-000	Interest on Bonds	55,000.00
01-201-41-700-065	Agri - Tourism Grant	11,250.00
01-201-41-700-066	Agri - Tourism Grant - Matching Funds	1,125.00
01-201-41-700-067	NJDOT – Schaaf Road Part 1	185,000.00
01-201-41-700-068	NJDOT – Schaaf Road Part 2	170,000.00
01-201-23-221-001	Medical Waiver Payments	2,200.00
01-201-41-700-064	Clean Communities Grant	19,350.98

2020 Temporary Emergency Total \$1,564,342.98

Roll Call:

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		Plumer	X			
X		Pfefferle	X			
	X	Kiernan	X			

- Ordinance 2020-2 To Exceed the Municipal Budget Appropriation Limits and To Establish a Cap Bank (NJSA 40A: 4-45.14)-**Ordinance tabled**

- Municipay Credit Card Proposal

A proposal was submitted by Municipay as another option for the Township residents to pay property taxes whether by a credit card or online checking. There would be no cost to the Township. Users who want to utilize the service would be charged the following:

- **Visa/MasterCard/Discover Volume 2.65%**
- **Amex 2.65%**
- **Minimum Fee \$3.00**
- **Electronic ChecF Fee \$1.50**

CFO Steinberg and Twp. Atty. Dragan noted that for the Township to utilize this type of service the Township would need to go out to bid/quote as the companies will bid/quote on the percentage of the cost being charged to the consumer. CFO Steinberg noted that the Township does not have the controls at this time in the tax collector department to begin this type of service. CFO Steinberg noted that the MSI software used for the tax collection reports is less to be desired and the office has problems with monthly reports. CFO Steinberg noted that the Tax Collector's office has been asked to do a monthly excel sheet and to date for 2020 this report has not been compiled since the beginning of the year. Township Clerk/Administrator Bobrowski advised the Township Committee that the Tax Collector has not been able to do the monthly excel spreadsheet supplied by the CFO as several cells are not adding up correctly and she has asked the CFO to look at the excel spreadsheet to determine why. Township Clerk/Administrator Bobrowski will sit with all parties (CFO, Collector & Auditor) to rectify deficiencies in the monthly reporting of the Tax Collector's office.

BUDGET WORK SESSION # 2:

DPW:

CFO Steinberg noted that he met with DPW Foreman Heiser and Township Clerk/Administrator Bobrowski to discuss an overview of 2020 budget projections for the DPW and the municipal operations. The DPW has a balance of \$107,000.00 from 2019 in the Capital Account balance. This balance provides the ability to buy materials for road repairs without needing a capital ordinance. Some of these road repairs for 2020 consist of:

- Line stripping
- Chip/seal
- Demolition of Pepe Property
- Dust Control
- Stonewicke/Colt Road

The DPW budget for 2020 comes to \$260,000.00. This allows the DPW to do all the projects needed for the year and grants everything the DPW requested minus a new truck. The Schaaf Road Project is two phases per State grants secured. The 1st phase must be done by 2021 and the 2nd phase must be done 8 months after. Asbestos must be removed from the Pepe home before it can be demolished. Township Clerk/Administrator Bobrowski will follow up with Narjarian Associates to get quotes for the asbestos removal.

Covid-19:

CFO Steinberg noted that bank interest helped regenerate surplus. In years past the Township has been in a negative for not having a commercial base but in light of the recent pandemic that has been a positive now as the Township is mostly residential. The

tax payments for May will not impact the finances for the Township. CFO Steinberg noted that it's too soon for the Township to act on the recent concerns of Covid-19.

Open Space Preservation:

CFO Steinberg noted that as far as the Farmland Preservation/Open Space Trust Account is concerned the Township receives a small revenue from open space taxes and has debt service the Township needs to pay down. After the Township completes the preservation of the last largest parcel remaining the Township can begin paying down more debt from previous preservations. CFO Steinberg noted that the Township is at a good level for this account.

Building/Grounds/IT:

Township Clerk/Bobrowski noted that additional monies need to be budgeted for this account as there is regular routine maintenance that must be done at the municipal building such as generator and heating/ac maintenance, photo copier and stamp machine charges for all department uses, heating/ac repairs, pest control, etc. These expenditures come out of the Clerk account and the account is overdrawn each year because of these expenses. An increase in IT costs are needed to comply with insurance regulations, making the website ADA compliant, new server, etc.

Future Road Projects:

CFO Steinberg asked the Township Committee how they will sustain road projects going forward. Building material prices are at an all-time low and the Township should take advantage of these prices. If the Township bonded for these road projects now and take advantage of the market it would be potentially free money. More roads can be done now for less money than waiting to budget each road project in future budgets. Comm. Pfefferle feels that the Township is behind on road projects and that the Township has money this year for projects because projects were not done last year.

Joint Court Budget:

Comm. Kiernan will follow up with the Joint Court budget as there has not been approval by the three Townships yet for 2020.

Volunteer Services:

OEM Coordinator Harding would like to see the EMS/Fire donations increased for this year. There has not been an increase in the Township's contributions in 12 years. Current contributions are based on jurisdictional rateables, OEM Coordinator Harding would like to see an equal increase across the board for EMS/Fire.

CFO Steinberg advises that the Township Committee introduce the budget as late as possible since the budget deadlines have been extended by 30 days. The Township Committee will try and introduce the budget for the 1st meeting in May. This proposed

budget reflects an increase of \$46,000.00 from last year. That equates to 2/3 of 1 tax point=\$25.00 to \$30.00 for the average home owner for the year.

BILL LIST:

No bill list was provided.

COMMENTS FROM THE FLOOR:

- DPW Foreman Heiser asked if the Governor puts the County on lockdown how does his department proceed. Mayor Plumer noted that it will depend on the situation and the Executive Order put into place.
- Township Clerk/Administrator Bobrowski noted that the NJ Department of Community Affairs has sent out protocol for the inspectors doing inspections.
- OEM Coordinator Harding noted that he went by the park and the walking trail was packed and no social distancing was being taken into consideration. Township Clerk/Administrator Bobrowski noted that the pavilion and the playground have been taped off and that the State Police have been present at the park. The Township's insurance company requested that the pavilion and playground be taped off but the walking trail can remain open as long as social distancing is being practiced.
- OEM Coordinator Harding noted that calls for EMS/Fire services are down 30%. There are no cases in Alexandria Township at this time.

MOTION TO ADJOURN

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to adjourn at 7:52 PM.

Roll Call: Aye: Plumer, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

Meeting Adjourned at 7:52 PM.

Respectfully Submitted:

Michele Bobrowski, CMC/RMC

Township Clerk

I hereby certify that I have reviewed these Minutes of the Township Committee Meeting of March 25, 2020 and certify that said Minutes were approved by the Township Committee on the 8th day of April 2020.

Gabe Plumer, Mayor

