

ALEXANDRIA TOWNSHIP COMMITTEE MEETING
Minutes
September 14, 2016

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 7:35 PM.

ROLL CALL:

Present: Comm. Garay, Comm. Abraham, Mayor Pfefferle, Attorney Dragan

Absent: None

FLAG SALUTE:

COMMITTEE REPORTS:

- ENVIRONMENTAL COMMISSION REPORT:

No Report

- FARMLAND/OPEN SPACE:

Chair Fritsche was present and noted that appraisals were received for the Wilson Farm and that the numbers didn't come in that well. The Zander Application is still pending. No hunting signs have not been posted at the Diocese of Metuchen property located on Mt. Salem Road. Road Chair Garay will follow up with DPW Foreman Griffith on this matter.

- PARK & RECREATION REPORT:

Park/Rec would like to have an Ordinance drafted not allowing overnight parking at the park. Park Hours are from dawn to dusk. Township Committee noted that the Ordinance for no parking along Hickory Corner & Woolf Road could be amended to include the park and to include penalties. There are existing signs at the park pertaining to the park hours but not for parking overnight.

- ROAD CHAIRMAN'S REPORT:

Road Chair Garay read the following report prepared by DPW Foreman Griffith:

Park maintenance:

- a) grass mowing
- b) weed whacking
- c) garbage / recycling
- d) brush hogged the disc golf- second round
- e) removed (4) kiosks & filled holes with topsoil
- f) finished the playground repairs
- g) watered the 16 trees at Joey's corner
- h) weeded flower beds in front of barn
- i) repaired the gutter on the park barn; the portion that faces the municipal building

Roadside mowing is on-going-second round of mowing

Gravel roads are on-going maintenance

Road work:

- a) Rick Rd. Section (6)- finished all the soil work, spread grass seed, mulched topsoil with straw and grass is growing.
- b) Fixed a couple potholes on top of Rick Rd., Lt. Hooper Rd., Sweethollow Rd. and Myler Rd.
- c) Tree maintenance:
 - a) Gallmeier Rd. (2) trees, came down
 - b) Trimmed tree limbs on the bottom of Rick Rd.
 - c) (3) large dead apple trees on Pepe property were removed

Site work on D.P.W. garage

- a) Electrical trench from building to power pole
- b) Trench from new building to existing building,
 - a) communication
 - b) water line
 - c) security / fire

Equipment maintenance is on-going

PUBLIC COMMENT FOR AGENDA RELATED MATTERS ONLY:

Resident and Environmental Commission Member Jackie Freedman thanked the Township Committee for their presence at the hearings, meetings, and the filing as intervenors. Monday ended the 45 day draft impact statement and Ms. Freeman noted that over 10,000 comments were received on the docket; 169 were from Alexandria Township. The Federal Government according to Ms. Freedman has stated that the pipeline is inadequate until FERC has concluded their consultations and has declined FERC for being a cooperative agency. Ms. Freedman did a brief summary of the Federal and State disapproval of the pipeline.

OLD BUSINESS:

- Penneast Pipeline

Discussion ensued during Public Comment for Agenda Related Matters Only.

- Ordinance 2016-09 Salary Ordinance for 2016-**2nd Reading**

Comm. Garay made a motion, seconded by Comm. Abraham to open public comment for Ordinance 2016-009.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Abstain: None

Motion Carried

As there was no public comment, Comm. Garay made a motion, seconded by Comm. Abraham to close open public comment for Ordinance 2016-009.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Abstain: None

Motion Carried

Comm. Garay made a motion, seconded by Comm. Abraham to adopt Ordinance 2016-009.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Abstain: None

Motion Carried

**ORDINANCE # 2016-09 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,
STATE OF NEW JERSEY FIXING THE SALARIES OF THE VARIOUS OFFICERS AND
EMPLOYEES OF TOWNSHIP FOR THE
YEAR 2016**

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

SECTION 1. The schedule of salaries for the various officers and employees of the Township shall be as follows:

SALARY RANGE

TITLE		
Township Committeemen	0	10,000.00
Township Clerk	40,000.00	65,000.00
Deputy Clerk	13,000.00	20,000.00
Chief Financial Officer	40.00 Per Hour	65.00 Per Hour
Assistant to the CFO	20.00 Per Hour	30.00 Per Hour
Tax Assessor	25,000.00	35,000.00
Tax Collector	25,000.00	35,000.00
Zoning Officer	7,000.00	12,000.00
Registrar of Vital Statistics	1,000.00	3,000.00
Deputy Registrar	100.00	500.00
Percolation Test Witness	PER FEE SCHEDULE	
Planning Board Recording Clerk	20.00 Per Hour	30.00 Per Hour
Planning Board Recording Clerk	200.00 Per Meeting	300.00 Per Meeting
Board of Adjustment	20.00 Per Hour	30.00 Per Hour

Secretary		
Board of Adjustment Secretary	200.00 Per Meeting	300.00 Per Meeting
Board of Health Secretary	1,000.00	2,500.00
Emergency Mgmt. Coordinator/911 Coordinator	2,000.00	4,000.00
Deputy Emergency Mgmt. Coordinator	400.00	900.00
Fire Prevention Official	6,000.00	10,000.00
Clerical Help	10.00 Per Hour	25.00 Per Hour
Dept. of Public Works Personnel		Per signed Contract
Recycling/Dumpster Attendant	2,000.00	6,000.00
Construction Official	30.00 Per Hour	60.00 Per Hour
Building Dept. Technical Assistant	24,000.00	35,000.00
Plumbing Sub Code Official	30.00 Per Hour	60.00 Per Hour
Electrical Sub Code Official	30.00 Per Hour	60.00 Per Hour
Electrical Inspector	30.00 Per Hour	60.00 Per Hour
Fire Code Official	30.00 Per Hour	60.00 Per Hour
Fire Sub Code Official	30.00 Per Hour	60.00 Per Hour
Municipal Court Judge	4,000.00	10,000.00
Municipal Court Administrator	4,000.00	12,000.00
Deputy Court Administrator	1,000.00	5,000.00
Municipal Court Prosecutor	3,000.00	10,000.00
Public Defender	750.00	2,500.00
Court Security	500.00	1,500.00
Clerical Assistance	100.00	250.00
Senior Working Foreman	10.00 Per Hour	\$100.00 Per Hour
Dog Warden		Per Contract
Custodial	5,000.00	10,000.00
Housing Administrator	0	5,000.00
Township Administrator	10,000.00	20,000.00
Municipal Clerk Special Meetings	200.00 Per Meeting	300.00 Per Meeting

All authorized township officials or employees of the township while on official business for the township, when a sworn voucher is approved by the Township Committee, shall be paid per IRS publication per mile for use of their own personal vehicle.

Section 2: Health benefits are paid for full-time employees with scheduled work hours over 32 hours per week, with state mandated employee contributions per N.J.S.A. Chapter 78 P.L.211

Section 3: This Ordinance shall take effect immediately upon final adoption and publication according to law.

- Ordinance 2016-10 Creating the Position of Township Administrator-**2nd Reading**

Comm. Abraham made a motion, seconded by Comm. Garay to open public comment for Ordinance 2016-010.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Abstain: None

Motion Carried

Resident Curtis Schick would like the Ordinance to be more concise and descriptive. Township Atty. Dragan noted that the Township Committee was given several samples of Ordinances from surrounding townships.

Resident Bill Fritsche wanted to know why we need one and is concerned of the expense. Township Committee noted that a lot of duties are being done or need to be done in the Township. Employees have statutory duties but other matters need to be handled. Someone needs to manage actions and there is need of dual control in various departments

Comm. Garay made a motion, seconded by Comm. Abraham to close open public comment for Ordinance 2016-010.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Abstain: None

Motion Carried

Comm. Garay made a motion, seconded by Comm. Abraham to adopt Ordinance 2016-010.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Abstain: None

Motion Carried

**ORDINANCE # 2016-010 AMENDING CHAPTER 33 OF THE CODE OF THE TOWNSHIP OF
ALEXANDRIA, COUNTY OF HUNTERDON AND STATE OF NEW JERSEY CREATING THE
POSITION OF TOWNSHIP ADMINISTRATOR**

BE IT ENACTED AND ORDAINED by the Township Committee of the Township of Alexandria, in the County of Hunterdon, State of New Jersey that the following amendments shall be made to Chapter 33 of the Code of the Township of Alexandria, entitled, "Officers and Employees" to include the following new Article.

Section 1. Office Created

The office of Township Administrator in and for the Township of Alexandria is hereby created pursuant to N.J.S.A. 40A:9-136 et. seq.

Section 2. Appointment; tenure; replacement

- A. The Administrator shall be appointed by the Township Committee pursuant to N.J.S.A. 40A:9-137.
- B. The Administrator shall serve at the pleasure of the Committee, provided that he/she may be removed at any time by a two-thirds vote, on motion of any Committee person. The resolution of removal shall become effective three months after its adoption, unless it is given immediate effect. In that case, the Committee shall cause to be paid to the Administrator forthwith any unpaid balance of salary and salary for the next three calendar months following adoption of the resolution.
- C. The Township Committee may designate an Acting Administrator to perform the duties of the office during an absence or disability of more than 30 days.
- D. On removal or resignation of the Administrator, the Committee shall appoint an Acting Administrator to serve for 90 days or until an Administrator is appointed pursuant to Subsection A above, whichever is sooner.

Section 3. Compensation

The Administrator shall be paid a salary fixed and adopted by the Committee in the Annual Salary Ordinance.

Section 4. Residency Requirements; qualifications

- A. The Administrator need not be a resident of the Township or the State at the time of appointment.
- B. The Administrator shall be chosen on the basis of his or her executive and administrative abilities and qualifications, with special regard as to education, training and experience in government affairs.

Section 5. Duties and Responsibilities

- A. The Administrator shall be the chief administrative officer of the Township, responsible to the Committee for the administration of all township affairs and with the following powers and duties. He/she shall:
- (1) Direct and supervise the administration of all departments, offices and agencies of the Township, except as otherwise provided by law.
 - (2) Recommend to the Committee the appointment and, when necessary for the good of the service, suspension or removal of department heads and all other employees except the Clerk, the Attorney and personnel appointed by them.
 - (3) Develop and administer a comprehensive personnel program when approved by the Committee.
 - (4) Attend meetings when requested by the Township Committee, with the right to take part in discussion but not vote.
 - (5) See that all laws and all acts of the Committee subject to enforcement by him/her or by officers and employees subject to his direction and supervision are faithfully executed.
 - (6) Assist the Committee in the preparation of annual budgets and capital programs.
 - (7) Submit to the Committee a full report on the finances and administrative activities of the Township as of the end of each fiscal year.
 - (8) Make such other reports as the Committee may require concerning the operation of the Township.
 - (9) Keep the Committee fully advised as to the current financial condition and future needs of the Township and make such recommendations concerning the affairs of the Township as he deems desirable.
 - (10) Perform such other duties as may be required by the Committee.

Section 6 . This ordinance supersedes any ordinances, sections or portion(s) of Ch. 33 of the Alexandria Township Code or any other Township ordinance or portion of the Code inconsistent herewith.

Section 7. All other language contained in Chapter 33 of the Alexandria Township Code not specifically changed by this ordinance amendment shall remain in full force and effect.

Section 8. If the provision of any article, section, subsection, paragraph, subdivision or clause of this ordinance shall be adjudged by a court of competent jurisdiction to be invalid, such order or judgement shall not affect, impair or invalidate the remainder of any such article, section, subsection, paragraph, subdivision or clause and, to this end, the provisions of this ordinance are hereby declared to be severable.

Section 9. This ordinance shall take effect immediately upon final passage and publication in accordance with law.

NEW BUSINESS:

- Resolution 2016-075 Certification of Annual Audit

Comm. Abraham noted that the Township has reduced exposures to four elements. One that the Township continues to have is not obtaining signatures for good/services from vendors. Will ask CFO Hart to look into and have the auditors talk to CFO Hart about escrows.

Comm. Garay made a motion, seconded by Comm. Abraham to approve Resolution 2016-075.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Abstain: None

Motion Carried

**TOWNSHIP OF ALEXANDRIA
RESOLUTION 2016-075
GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT**

WHEREAS, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2015 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of

New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Township Committee of the Township of Alexandria, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance

I, Michele Bobrowski, Township Clerk of the Township of Alexandria, County of Hunterdon, State of New Jersey, hereby certify this to be a true copy of a resolution adopted by the Township Committee on September 14, 2016.

Michele Bobrowski, RMC
Township Clerk

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		Pfefferle	X			
	X	Abraham	X			
X		Garay	X			

- Resolution 2016-076 Halloween Curfew

Comm. Garay made a motion, seconded by Comm. Abraham to approve Resolution 2016-076.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Abstain: None

Motion Carried

**RESOLUTION 2016-076 TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE
OF NEW JERSEY
ESTABLISHING AND DECLARING A JUVENILE CURFEW
IN THE TOWNSHIP OF ALEXANDRIA**

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

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

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

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

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

Friday, October 21, 2016 through Tuesday, November 1, 2016

2. **Conditions of Curfew.** During the curfew established herein, it shall be unlawful for any juvenile under the age of 18 years to be on any public street, or in a public place, either on foot or in a vehicle, within the Township of Alexandria during the above designated times.
3. **Exceptions to Curfew.** The above established curfew shall not apply to a juvenile:

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

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

5. **Posting, Publication and. Distribution of Curfew Notice.** Copies of the above Ordinance and this Resolution shall be posted in such public or quasi-public places as may be designated by the Governing Body and may be published in such newspapers as the Governing Body shall designate. Copies shall also be supplied to area schools with a request that they make students aware of the curfew. Failure to post, publish or distribute this Resolution or the above Ordinance shall not relieve any person from the obligation of complying with the terms of the curfew imposed hereunder.

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

- Resolution 2016-077 Cash Management Plan Revision for 2016
Comm. Abraham made a motion, seconded by Comm. Garay to approve Resolution 2016-077.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Abstain: None

Motion Carried

RESOLUTION # 2016-077 FOR THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY TO UPDATE AND AMEND THE CASH MANAGEMENT PLAN FOR THE YEAR 2016

BE IT RESOLVED by the Township Committee of the Township of Alexandria, County of Hunterdon that for the year 2016, the following shall serve as the cash management plan of the Township of Alexandria.

The Chief Financial Officer is directed to use this cash management plan as the guide in depositing and investing the Township of Alexandria's funds.

The following Government Unit Deposit Protection Act (GUDPA) approved banks are authorized depositories for deposit of funds:

INVESTORS BANK	NORTHFIELD BANCORP INC.
TD BANK	BANK OF AMERICA
PROVIDENT BANK	PNC BANK
UNITY BANK	FULTON BANK

All warrants or checks for the disbursement of money shall be made by any three (3) of the following officials and facsimile signatures may be used:

TOWN MAYOR	CHIEF FINANCIAL OFFICER
TOWN ADMINISTRATOR	TAX COLLECTOR
TOWN CLERK	ASSISTANT CHIEF FINANCIAL OFFICER

The Town Administrator, Chief Financial Officer and/or Assistant Financial Officer are empowered to invest cash funds as bank balances will allow from time to time in order to realize a revenue. The above stated officers are authorized to transfer funds electronically for the purpose of investments and payroll only.

The following are authorized as suitable investments:

- Interest-bearing bank accounts in banks as authorized above for deposit of local unit funds (GUDPA approved).

- ☐☐Certificates of deposit in GUDPA approved banking institutions.
- ☐☐Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America. This includes instruments such as Treasury Bills, Notes and Bonds.
- ☐☐Government money market mutual funds that comply with N.J.S.A. 40A:5-15.1(e).
- ☐☐Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors.
- ☐☐Bonds or other obligations of the local unit or school district of which the Township is a part.
- ☐☐Any other obligations with maturities not exceeding 397 days, as permitted by the State Division of Investments.
- ☐☐Local government investment pools which comply with N.J.S.A. 40A:5-15.1(e) and conditions set by the Division of Local Government Services.
- ☐☐New Jersey Cash Management Fund.
- ☐☐Repurchase agreements (repos) of fully collateralized securities which comply with N.J.S.A. 40A:5-15.1(e).
- ☐☐New Jersey Asset & Rebate Management Program.
- ☐☐New Jersey CLASS

There are no approved security broker/dealers. In the event that a security broker/dealer should be approved during the year, the registered principal of said brokerage firm so approved shall be provided with and sign an acknowledgment that they have seen and reviewed the cash management plan.

Each month, the Chief Financial Officer shall prepare a report for the Administrator/Township Committee that consists of the following:

- ☐☐A summary of all investments made or redeemed for the month.
- ☐☐A listing of any and all financial institutions holding local unit funds.
- ☐☐The class or type of securities purchased or funds deposited.
- ☐☐Income earned on deposits and investments.
- ☐☐Market value of investments and disclosure as to how the value was determined, if applicable.
- ☐☐A listing of accounts or deposits that do not earn interest.

This document shall constitute the cash management policy of the Township of Alexandria.

Any Township official involved with the selection of depositories, investments, broker/dealers shall disclose any material business or personal relationship to the Administrator and to the Local Finance Board or Local Ethics Board as applicable.

Any Township official who, in the course of his or her duties, deposits or invests in accordance with this plan shall be relieved of any liability for loss.

ROLL CALL:

VOTE: AYES NAYS ABSTAIN ABSENT

Pfefferle

Abraham

Garay

- Resolution 2016-078 Fireworks Display for Delaware Valley Regional HS for September 16, 2016.
Comm. Garay made a motion, seconded by Comm. Abraham to approve Resolution 2016-078.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Abstain: None

Motion Carried

RESOLUTION # 2016-078 FOR THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY TO APPROVE FIREWORKS DISPLAY FOR DELAWARE VALLEY REGIONAL HIGH SCHOOL ON SEPTEMBER 16, 2016

WHEREAS, Delaware Valley Regional HS will hold a Pep Rally on Friday, September 16, 2016; and

WHEREAS, Delaware Valley Regional HS wishes to present a fireworks display; and

WHEREAS, Fire Chief Jim Drake of the Kingwood Volunteer Fire Company has assured there will be coverage at the event as required by law.

BE IT RESOLVED, that approval is given by the Mayor and the Township Committee of Alexandria Township for the display of fireworks during the Delaware Valley Regional HS Pep Rally on September 16, 2016.

BE IT FURTHER RESOLVED, that approval is subject to all required permits and insurance.

- Resolution 2016-079 Appointment of Prosecutor
Comm. Abraham made a motion, seconded by Comm. Garay to approve Resolution 2016-079.

Roll Call: Aye: Garay, Abraham, Pfefferle
Nay: None
Abstain: None

Motion Carried

R E S O L U T I O N 2016-079 FOR THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY FOR THE APPOINTMENT OF PROSECUTOR

WHEREAS, there exists a need for a Prosecutor in the Township of Alexandria for the Delaware Valley Joint Municipal Court; and,

WHEREAS, the term “non-fair and open contract”, for the purposes of the law, refers to a Professional Services Contract awarded to a contractor who has not made a political contribution as described in N.J.S.A. 19:44A-20.5 et. seq. or in N.J.S.A. 19:44a-8, et. seq; and

WHEREAS, the Township Clerk/CFO has determined and certified in writing that the value of the services will not exceed \$17, 500.00; and

WHEREAS, Erik C. Peterson, Esq. has submitted a proposal indicating he will provide Municipal Prosecutor services for \$7, 465.90 a year not to exceed the amount appropriated for this service in the approved/adopted budget which shall not exceed \$17,500.00 thus not requiring a Business Entity Disclosure or Contribution Report.

WHEREAS, the Chief Financial Officer’s Certification of the availability of funds is on file-N.J.A.C. 5:30-5.4 and will be amended to reflect the final approved funds for this purpose upon adoption/approval of the 2016 budget.

WHEREAS, the appointment of Erik C. Peterson as Prosecutor shall commence upon the adoption of this Resolution and remain in effect until December 31, 2017 with a prorated salary.

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

- Resolution 2016-080 Hiring of Township Administrator
Comm. Garay made a motion, seconded by Comm. Abraham to approve Resolution 2016-080.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Abstain: None

Motion Carried

R E S O L U T I O N 2016-080 FOR THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY AUTHORIZING THE HIRING OF MICHELE BOBROWSKI AS TOWNSHIP ADMINISTRATOR

WHEREAS, the Township of Alexandria has a need for a Township Administrator; and

WHEREAS, the Township of Alexandria wishes to hire Michele Bobrowski as Township Administrator, subject to the terms of this Resolution; and

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Township of Alexandria, Hunterdon County, New Jersey is hereby authorized to hire Michele Bobrowski as Township Administrator retroactively as of August 1, 2016 through December 31, 2016 based on an annual salary of \$ 12, 500.00.

- **Records Clearance:**

Mayor Pfefferle has had a number of complaints regarding Records Clearances brought to his attention. The building department secretary is being inundated with OPRA's and Construction Records Clearance Applications and it is double the work. Atty. Dragan will review the language of the Construction Records Clearance Ordinance and a new application and certificate will be drafted to pertain to only open permits being closed out since that is what is being referred to in the Ordinance.

ENGINEER'S REPORT:

Mayor Pfefferle read the following report prepared by Township Engineer Robert O'Brien:

1.) Garage Site Remediation/LSRP:

9/7/2016-Groundwater sampling event rescheduled for 10/12 pending confirmation of 2016 environmental budget amount. Please advise.

2.) Pepe Property Environmental Investigation:

9/7/2016-Requested update of specification status. Will follow-up this week.

3.) DPW Pole Building:

09/7/2016-met on site with Security Structures & Glenn to review status of construction and verify quantities for Pay Application No. 2. Building is 65% complete.

4.) Minor subdivision and major subdivision checklists and the "Table of Performance and Dimensional Regulations-4/10/2016-Working to revise checklist and table to update per 2012 Ordinance.

On-going

BILL LIST:

Comm. Garay made a motion, seconded by Comm. Abraham to approve the attached bill list and to also approve the release of checks for EMS Squads as approved in the 2016 Budget.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Motion Carried

APPROVAL OF MINUTES:

- August 10, 2016 Township Committee Meeting-excluded
- August 10, 2016 Executive Session
- August 10, 2016 Township Committee Special Meeting
- August 10, 2016 Special Meeting Executive Session
- August 29, 2016 Township Committee Special Meeting
- August 29, 2016 Executive Session

Comm. Abraham made a motion, seconded by Comm. Garay to approve the above Township Meeting Minutes and Executive Session Meeting Minutes.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Abstain:

Motion Carried

PUBLIC COMMENT ON GENERAL MATTERS:

Resident Curtis Schick addressed his concerns with the bridge at the park. The Township Committee has asked DPW Foreman Griffith for alternative solutions in repairing and/or replacing the bridge. Resident Curtis Schick feels that the bridge should

be removed and not be replaced due to the cost. Mr. Schick recommended that the walkway be diverted.

CORRESPONDENCE:

None

Comm. Garay made a motion, seconded by Comm. Abraham to move to Executive Session.

Roll Call: Aye: Garay, Abraham, Pfefferle

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.

 X 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.

Mt. Laurel Housing

_____ 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.

EMS/Fire Department Coverage
Township Engineer RFP
Delaware River Tubing

Matters falling within the attorney-client privilege.

Hahola Development Paving
Latter House of Glory
Digital Record Scanning

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

DPW

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. Abraham made a motion, seconded by Comm. Garay to return to Public Session.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Abstain: None

Motion Carried

MOTIONS FROM EXECUTIVE SESSION:

No motions were made

EXECUTIVE SESSION:

The following matters were discussed in Executive Session:

- **Mt. Laurel Housing:**
No Update. Will need to speak to CFO Hart about how much the Township has spent so far in legal services
- **Latter House of Glory:**

No Update. Zoning Officer Mullin needs to follow up.

- **Digital Record Scanning:**
No Update
- **Hahola Development Paving:**
Mayor Pfefferle will meet with developer again with estimates received by DPW Foreman Griffith
- **Delaware River Tubing:**
Matter was discussed in a Special Executive Session with the Board of Adjustment
- **Township Engineer RFP:**
Township Committee chose three candidates:
 - 1.) Kastrud Engineering
 - 2.) H2M Architects & Engineer
 - 3.) Ferriero Engineering, Inc.Interviews will be scheduled for Oct. 12th beginning at 6:00 PM.
- **Personnel/ Mary Knapp-BOA Secretary:**
Matter to stay in Executive Session

MOTION TO ADJOURN

Comm. Garay made a motion, seconded by Comm. Abraham to adjourn.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Abstain: None

Motion Carried

Meeting Adjourned at 9:37 PM.

Respectfully Submitted:
Michele Bobrowski, RMC
Township Clerk

I hereby certify that I have reviewed these Minutes of the Township Committee Meeting of September 14, 2016 and certify that said Minutes were approved unanimously by the Township Committee on the 12th day of October 2016.

R. Christian Pfefferle, Mayor

Dated: _____

