

TOWNSHIP OF HARDWICK  
WARREN COUNTY, NEW JERSEY

**December 6, 2017**

The monthly Business meeting of the Hardwick Township Committee was held on this date at the Municipal Building, 40 Spring Valley Road, Hardwick, New Jersey. This meeting was called to order at 6:33PM by the Township Clerk Judith Fisher who noted that this meeting was being held in compliance with the "Open Public Meetings Act":

In accordance with Chapter 231 of the Public Laws of 1975, notice of this meeting was given by way of notice with the New Jersey Herald and/or the Express-Times, filed in the Municipal Clerk's Office and posted in the Hardwick Municipal Building. Deputy Mayor Duffy then led the public in the pledge of allegiance.

**\*\*NOTE:** In the absence of Mayor Perry, this meeting is being Chaired by Deputy Mayor Kevin Duffy

**Roll Call:**

**Present:** Deputy Mayor Kevin Duffy and Committeeman Alfred Carrazzone

**Absent:** None

**Also present:** Township Attorney Michael Lavery, CPWM Thomas Campbell, Township Engineer Ted Rodman, CMFO Christine Rolef and Municipal Clerk Judith Fisher

**Absent:** Mayor James J. Perry

**EXECUTIVE SESSION:**

A motion was made by Mr. Carrazzone, seconded by Mr. Duffy and carried to adopt the Resolution to go into Closed Session at 6:34PM.

**RESOLUTION**

WHEREAS, Section 8 of the Open Pubic Meeting Act, Chapter 231, P. L 1975 permits the exclusion of the public from a meeting under certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Hardwick, in the County of Warren and State of New Jersey as follows:

1. The public shall be excluded from that portion of this meeting
2. The general nature of the subject matter to be discussed is as follows:
  - A. Contractual negotiation: Insurance

As nearly as can be ascertained, the matter or matters to be discussed at this time will be disclosed to the public when such matters are resolved.

**Time In:** 6:34PM

**Present:** Mr. Duffy, Mr. Carrazzone

**Also Present:** CPWM Thomas Campbell, Attorney Michael Lavery, Township Clerk Judith Fisher

**Time Out:** 7:00PM

A motion was made by Mr. Duffy, seconded by Mr. Carrazzone to come out of closed session at 7:00PM. Motion carried and unanimous.

Attorney Mr. Lavery noted that he met in closed session with the Committee and discussed three matters: contractual: Insurance. No official action was taken by the Committee at this time. Copies of the minutes will be made available at such time as the Committee determines that there is no harm to the public interest.

**Payment of the Bills:**

**A motion** was made by Mr. Carrazzone, seconded by Deputy Mayor Duffy and carried to authorize the payment of the bills in the amount of \$484,059.71.

**Roll Call**

**Ayes:** Mr. Carrazzone, Deputy Mayor Duffy

**Nays:** None

**Abstentions:** None      **Absent:** Mayor James Perry

All discussion tonight for the Fire Agreement for Blairstown and Stillwater Fire Companies will be held over to the December 20 meeting when Mayor Perry will be present.

Insurance – RFP: Mr. James Gilmore is present tonight to discuss his proposal for Statewide Insurance. He updated the Committee and noted that all coverage for the township will remain the same. As for the quote, the figure was given to the Township Attorney in a seal envelope for the next meeting.

Mrs. Sharon Cooper from PAIC will have her presentation at the December 20 meeting.

**REPORTS**

**Township Engineer: Ted Rodman:**

Ted noted that there was a buyer for the Hardwick House that he has been speaking with recently. As of day, that buyer has walked away from purchasing it.  
Stormwater: presently we are on schedule and getting good feedback. We have accrued 5points.

**Thomas Campbell, CPWM:** No report tonight for the DPW

**Christine Rolef, CFO** – Resolution for Transfer on the agenda tonight

**Mr. Bob Wolff, Retired Fire Warden:** Reminded all of the time change and also the time to change the batteries in their smoke detectors. The Fire Tower has been up for the last 7 days.

**OEM – Desiree Dunn, Deputy OEM** Reported that the OEM Plan will be revised to include Wild Fires. Discussion on the Ash trees and that the Township needs to be pro-active, maybe explore grants to help.

**RESOLUTION**

On a motion made by Mr. Carrazzone, seconded by Mr. Duffy and carried the following resolution **2017-44** was approved.

**Redemption Tax Sale #16-00018, Block 201, Lot 0.03 Millbrook Road \$26,365.49**

WHEREAS, the Tax Collector of the Township of Hardwick has been paid the amount necessary to redeem with interest calculated in accordance with the New Jersey Statues on property known on the Tax Map and in the Tax Duplicate as the following municipal lien:

Block 201, Lot 9.03 220 Millbrook Road  
Tax Sale Certificate #16-00018  
Assessed to: Barg, James M  
122 Canna St  
Browns Mills, New Jersey

NOW, THEREFORE, BE IT RESOLVED on this 6th day of December, 2017 that the Tax Collector is authorized to issue a check for \$19,356.49 plus \$7,000.00 premium to the lien holder:

FWDSL & Associates, LP  
17 W Cliff Street  
Somerville, NJ 08876

**Roll Call**

**Ayes:** Mr. Carrazzone, Mr. Duffy

**Nays:** None

**Abstentions:** None **Absent:** Mayor Perry

On a motion made by Mr. Carrazzone, seconded by Mr. Duffy and carried the following resolution **2017-45** was approved.

**Chapter 159 Dept. of Environmental Protection, Radon Section \$2,000 Grant**

WHEREAS, N.J.S.A. 40A: 4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount, and

WHEREAS, the Township has received funding for \$2000.00 from the State of New Jersey, Department of Environmental Protection, Bureau of Environmental Radiation, Radon Section and wishes to amend its 2017 Budget to include this amount as revenue.

NOW, THEREFORE, BE IT RESOLVED that the Township hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the Budget of the year 2017 in the sum of \$2000.00 which item is now available as a revenue from:

Miscellaneous Revenues  
Special Items of General Revenue Anticipated with Prior Written  
Consent of the Director of Local Government Services:  
Public and Private Revenues Offset with Appropriation

**State of New Jersey, Department of Environmental Protection, Bureau of Environmental Radiation, Radon Section**

BE IT FURTHER RESOLVED that a like sum of \$2000.00 be and the same is hereby appropriated under the caption of:

General Appropriations  
(a) Operations Excluded from 5% Caps  
Public and Private Revenues Off-Set by Revenue

State of New Jersey, Department of Environmental Protection OE  
Bureau of Environmental Radiation, Radon Section

BE IT FURTHER RESOLVED, that the Township Clerk forward two copies of this resolution to the Director of Local Government Services.

**Roll Call**

**Ayes:** Mr. Carrazzone, Mr. Duffy

**Nays:** None

**Abstentions:** None **Absent:** Mayor Perry

On a motion made by Mr. Carrazzone, seconded by Mr. Duffy and carried the following resolution **2017-46** was approved.

**Transfer Resolution per CFO**

WHEREAS, there appears to be insufficient funds in the below listed account(s) to meet the demands thereon for the balance of the current year, and

WHEREAS, there appears to be a surplus in the below listed account(s) over and above the amount deemed necessary for the balance of the current year.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Hardwick that, in accordance with the provisions of N.J.S.A. 40A: 4-58, part of the surplus in the account(s) heretofore mentioned be and same are hereby authorized as transfers to the account(s) mentioned as being insufficient, and

BE IT FURTHER RESOLVED, that the Finance Officer is hereby directed to make the following transfers:

| FROM                  | AMOUNT      | TO                   | AMOUNT      |
|-----------------------|-------------|----------------------|-------------|
| Admin O/E             | \$ 1,512.00 | Tax Assessor O/E     | \$1,100.00  |
| Website Admin         | \$ 4,000.00 | Legal                | \$ 9,000.00 |
| Planning Board O/E    | \$ 3,000.00 | General Insurance    | \$ 1,332.00 |
| Electric              | \$ 750.00   | Building and Grounds | \$ 3,800.00 |
| Gas                   | \$ 2,500.00 | Tax O/E              | \$ 430.00   |
| Fuel Oil              | \$ 2,000.00 |                      |             |
| Professional Tax Maps | \$ 1,900.00 |                      |             |

**Roll Call**

**Ayes:** Mr. Carrazzone, Mr. Duffy

**Nays:** None

**Abstentions:** None **Absent:** Mayor Perry

On a motion made by Mr. Carrazzone, seconded by Mr. Duffy and carried the following resolution **2017-47** was approved.

**Setting the Salaries for the Assistance Tax Collector and Deputy Tax Collector**

BE IT RESOLVED that the salaries for the following employees has been set by the Township Committee of the Township of Hardwick for 2017:

|                                |             |
|--------------------------------|-------------|
| Deputy Tax Collector           | \$ 3,000.00 |
| Assistant to the Tax Collector | \$13,500.00 |

BE IT RESOLVED that the Chief Financial Officer has been instructed to pro-rated these salaries to December 31, 2017.

BE IT FURTHER RESOLVED that a copy of this Resolution will be forwarded to the Chief Financial Officer.

**Roll Call**

**Ayes:** Mr. Carrazzone, Mr. Duffy

**Nays:** None

**Abstentions:** None **Absent:** Mayor Perry

**Pledge to Support:** The State of New Jersey’s Fight against Opioid Addiction

Part of fighting addiction is bringing it out of the shadows and letting go of the shame and the stigma that has been attached to it...Because if we do we will deal with this problem. **We will SAVE lives.** We will make great change for people who really need it. – Governor Chris Christie **We need to stop this scourge in our society.** This is the challenge pf our time or we are going to lose hundreds of thousands of lives if we don’t **step up and work together.** – Governor Chris Christie

**ORDINANCE:** None

**OLD BUSINESS:**

**Land Use Board:** Alternates are still needed Appointments held to Reorganization Meeting

**Since Mayor Perry is absent for tonight's meeting, Deputy Mayor Duffy has asked that all discussion on this item be held to the December 20, 2017 meeting.**

**SHARED SERVICE:** Agreement between the Township of Hardwick, the Township of Blirstown and the Township of Blirstown Volunteer Fire Department and Blirstown First Responders for the Provision of Fire Protection Services Pursuant to N.J.S.A. 40A:65-1, et. seq

**SHARED SERVICE:** Agreement between the Township of Hardwick, the Township of Stillwater and the Township of Stillwater Fire Department and Stillwater First Responders for the Provision of Fire Protection Services Pursuant to N.J.S.A. 40A:65-1, et. seq

### **NEW BUSINESS**

**Appointment:** Assistant to Tax Collector

A motion was made by Mr. Carrazzone, seconded by Mr. Duffy and carried to appoint Donna Van Tassel as the Assistant to the Tax Collector to the end of the year.. A voice vote was unanimous.

**Emergency Operations Plan:** Review of the Basic Operation Plan (Joseph Dunn EMC)

This updated Plan was sent to the County by Deputy OEM Desiree Dunn.

### **Discussion:**

**IT Support RFP** - no update at this time. RFP's have been requested. Held over to the Work Meeting, December 2017

**Insurance RFP for 2018-2021** no update at this time. RFP's have been requested. Held over to the Work Meeting, December 2017.

**Foreclosure Lots:** Discussion still on going. No change in status

**Ted Rodman, Engineer:** Stormwater Management Done earlier in the meeting

**Verizon Wireless (Nodes):** Requesting permission to locate, operate in the Township ROW

**Gypsy Moth:** Results were reviewed. There is about 200 plus acres that the State Dept. of Agriculture is recommending that the Township spray. Further discussion at future meetings.

**Reorganization Meeting: Friday, January 5, 2018 at 4PM**

A motion was made by Mr. Carrazzone, seconded by Mr. Duffy and carried to schedule the Reorganization meeting for 2018. Voice vote was unanimous.

**APPROVAL OF THE MINUTES:** July 5, 2017, Business Meeting

Motion made by Mr. Carrazzone, seconded by Mr. Duffy and carried to approve the minutes of July 5, 2017 as corrected. Voice vote was unanimous.

### **PUBLIC COMMENTS:**

**A motion** was made by Mr. Carrazzone, seconded by Mr. Duffy and carried to open this portion of the meeting for comments from the Public.

Mr. Quick asked about the Sign Ordinance. Attorney noted that if the Zoning Officer receives a complaint he review to see if he needs to act on the complaint.

**A motion** was made by Mr. Duffy, seconded by Mr. Carrazzone and carried to close this portion of the meeting to the Public.

### **COMMITTEE REPORTS**

**Committeeman Carrazzone:** No report at this time

**Committeeman Duffy:** No report at this time

**Committeeman Perry:** Absent

### **Adjournment:**

A motion was made by Mr. Carrazzone, seconded by Mr. Duffy and carried to adjourn tonight's meeting of the Hardwick Township Committee at 7:53PM

Respectfully submitted,

Judith M. Fisher, RMC