

TOWNSHIP OF HARDWICK
WARREN COUNTY, NEW JERSEY

June 7, 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 6:36PM 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. Mayor Perry then led the public in the pledge of allegiance.

Roll Call:

Present: Mayor James J. Perry, 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, Bob Canace, Conservation Advising, and Municipal Clerk Judith Fisher

Absent: None

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 6:40PM.

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, Potential Litigation Open Space
 - B. Personnel: Stipends
 - C. Potential Litigation: H. T. Lyons
 - D. Pending Litigation – Paulinskill Road
 - E. Contractual: Blairstown Fire Department

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: 6:40PM

Present: Mr. Duffy, Mr. Carrazzone, Mayor Perry

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

Time Out: 7:33PM

A motion was made by Mr. Carrazzone, seconded by Mr. Duffy to come out of closed session at 7:33PM. Motion carried and unanimous.

Attorney Mr. Lavery noted that he met in closed session with the Committee and discussed five matters. 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 Mr. Duffy and carried to authorize the payment of the bills in the amount of \$44,128.33.

Roll Call

Ayes: Mr. Carrazzone, Mr. Duffy, Mayor Perry

Nays: None

Abstentions: None **Absent:** None

REPORTS

Mr. Rodman, Township Engineer talked about a Stormwater Coordinator. DEP sent out an outline of their responsibilities. Ted is proposing that Rodman & Associates be the Coordinator and they would work on an hourly basis, not to exceed \$2500 per year.

A motion was then made by Mr. Carrazzone, seconded by Mr. Duffy and carried to appoint Ted Rodman as the Stormwater Coordinator at his hourly rate not to exceed \$2500 per year.

Roll Call

Ayes: Mr. Carrazzone, Mr. Duffy, Mayor Perry

Nays: None **Abstentions:** None **Absent:** None

Mr. Campbell, CPWM: reported that Clean Up Week was slower than 2016. He did however have a mishap with the pickup truck during the cleanup. The trailer that he was moving jack-knifed and dented the back panel of the truck. Insurance was called and a claim was submitted.

Mrs. Christine Rolef, CFO: reviewed the monthly finance report along with the current bill list

Mr. Lavery, Twp. Attorney: Nothing new to report on at this time

Mr. Bob Wolff, Retired Fire Warden: talked about the Firewise exhibit that was up during the month of May. Trail work is being done and it was a relatively quiet month for fires.

Mayor Perry talked about signs for the Slabtown Creek Park.

Mr. John Lovell, Grants Coordinator: talked about improvements to the Park. Ideas are doing a walking trail and Pavilion. Discussion came up about the maintenance on the trail and the material that would be used. Right now, they are gathering information and cost.

Mrs. Fisher, Twp. Clerk review correspondence. The Clerk noted that there will be a meeting at the Knowlton Elementary School for discussion on the Route 80 Rockwall Mitigation project. This meeting is scheduled for June 14 at 6PM.

RESOLUTIONS NONE AT THIS TIME

ORDINANCE: 1st Reading

A motion was made by Mr. Carrazzone, seconded by Mr. Duffy and carried to introduce Ordinance 2017-02 for first reading:

2017-02 AN ORDINANCE TO AMEND AN ORDINANCE ENTITLED "AN ORDINANCE FIXING THE SALARIES OF THE EMPLOYEES OF THE TOWNSHIP OF HARDWICK, COUNTY OF WARREN, STATE OF NEW JERSEY".

WHEREAS, the Township Committee of the Township of Hardwick wishes to adopt an ordinance establishing the salaries and compensation of several employees of the Township in 2017

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hardwick that salary for 2017 for the following employees shall be as follows:

SECTION 1: The annual salaries for the following Township Employees shall be:

Township Committee Members	3,061.75 per annum
Township Clerk	44,096.24 per annum
Township Clerk – Stipend	2,000.00 per annum
Chief Financial Officer	16,500.00 per annum
Tax Collector	15,552.68 per annum
Tax Assessor	20,241.83 per annum
Secretary to Board of Adjustment	4,015.24 per annum
	84.66 per extra meeting above 12**
Secretary to Planning Board	6,670.61 per annum
	84.66 per extra meeting above 12**
Recreation Coordinator	913.46 per annum
Animal Control Officer	8,057.09 per annum
Licensing Clerk	1,241.12 per annum
Zoning Official	12,330.09 per annum
911 Coordinator	913.46 per annum
Emergency Management Coordinator	2,265.34 per annum
Deputy Emergency Management Coordinator	1.00 per annum

****EXTRA MEETINGS SHALL BE CONSIDERED ANY MEETING OTHER THAN THE REGULARLY SCHEDULED BUSINESS MEETING**

SECTION II: ROAD DEPARTMENT

Road Foremen/Certified Public Works Manager	36.03 per hour
Road Foreman/Certified Public Works Manager, Stipend	4,000.00 per annum
Equipment Operator/Laborer	25.83 per hour
Emergency Truck Driver	19.75 per hour
Extra Help	14.08 per hour
Mechanic Stipend	3,023.16 per annum
On Call Stipend - Road Foreman/Certified Public Works Manager	2,153.16 per annum
On Call Stipend - Road Laborer	1,653.16 per annum

SECTION III: RECYCLING

Recycling Coordinator 233.56 per annum

The salaries set forth in this ordinance herein shall be effective and retroactive to January 1, 2017.

Any and all other portions and sections of this ordinance inconsistent with this ordinance which are heretofore passed and adopted are hereby repealed only to their inconsistencies.

NOTICE

NOTICE IS HEREBY GIVEN that the above entitled ordinance was introduced and passed on first reading at a regular meeting of the Township Committee of the Township of Hardwick on June 7, 2017 and will be considered for final reading and adoption at the Regular Meeting of the Township Committee held on July 5, 2017 at 7:00PM at the Municipal Building, 40 Spring Valley Road, Hardwick Township, New Jersey.

Judith M. Fisher, RMC
Township Clerk

ORDINANCE: 2nd Reading and Public Hearing

Motion made by Mr. Duffy, seconded by Mr. Carrazzone and carried to approve the following **Ordinance 2017-03** for second reading and Public hearing reading

2017-03 An Ordinance of the Township of Hardwick, County of Warren, State of New Jersey to Amend and Supplement Chapter XIII Entitled "Land Development" Article IV "Zoning Board of Adjustment and Planning Board" and to Repeal Section 13-70 of the Code of the Township of Hardwick and to Enact a New Article IV Eliminating the Zoning Board of Adjustment and Merging its Function into the Planning Board to Create a Land Use Board Pursuant to N.J.S.A. 40:55D-25(c)(1)

WHEREAS, the Township Committee of the Township of Hardwick believes it is in the best interest of the Township to merge the duties of the Zoning Board with the Planning Board, and

WHEREAS, N.J.S.A. 40:55D-25(c)(1) expressly permits the combination of the two Boards to permit the Planning Board to assume the powers, duties and functions of the Zoning Board of Adjustment, and

WHEREAS, the aforementioned statute requires that the Zoning Board be dissolved and its functions assumed by the Planning Board.

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

Section 1. Section 13-71.1 Establishment of Planning Board is amended as follows:

- (a) The Hardwick Township Planning Board, created pursuant to N.J.S.A. 40:55-25(c)(1), shall consist of nine (9) members of the following four (4) classes:
 - (1) Class I: the Mayor.
 - (2) Class II: one (1) of the officials of the municipality, other than a member of the governing body, to be appointed by the Mayor, provided that if there is an Environmental Commission, the member of the Environmental Commission who is also a member of the Planning Board, as required by N.J.S.A. 40:56A-1, shall be deemed to be the Class II Planning Board member for the purposes of this chapter in the event that there is among the Class IV both a member of the Zoning Board of Adjustment and a member of the Board of Education.
 - (3) Class III: a member of the Township Committee to be appointed by the Township Committee.
 - (4) Class IV members: six (6) other citizens of the municipality to be appointed by the Mayor. The members of Class IV shall hold no other municipal office, except that one (1) member may be a member of the Board of Adjustment. One (1) Class IV member may be a member of the Board of Education. If there is a Municipal Environmental Commission, the member of the Environmental Commission who is also a member of the Planning Board, as required by N.J.S.A. 40:56A-1, shall be a Class IV Planning Board member unless there are among Class IV members of the Planning Board both a member of the Zoning Board of Adjustment and a member of the Board of Education, in which case the member common to the Planning Board and Municipal Environmental Commission shall be deemed a Class II member of the Planning Board. For the purpose of this section, membership on a municipal board or commission whose function is advisory in nature, the establishment of which is discretionary and not required by statute, shall not be considered the holding of municipal office.
 - (5) Alternate members. Four (4) alternate members shall be appointed by the Mayor and shall meet the qualifications of Class IV members. Alternate members shall be designated at the time of appointment as "Alternate No. 1," "Alternate No. 2," "Alternate No. 3," and "Alternate No. 4." The terms of alternate members shall be for two (2) years, except that the terms of not more than two alternate members shall expire in the same year.
Alternate members may participate in all matters but, may not vote except in the absence or disqualification of a regular member of any class.

Section 2. This Ordinance shall repeal Section 13-70 entitled "Zoning Board of Adjustment" to eliminate the Zoning Board of Adjustment and vest the Planning Board with the powers and duties and functions of the Zoning Board of Adjustment.

Section 3. Section 13-71.2 entitled "Powers and Jurisdictions of Planning Board" shall have a new section (10). The Board hereby created shall also exercise all the powers, duties and procedures as set forth in the Municipal Land Use Law for Zoning Boards pursuant to N.J.S.A. 40:55D-25(c)(1).

Section 4. If any part or parts of this Ordinance are for any reason held to be invalid, such adjudication shall not affect the validity of the remaining portions of this ordinance.

Section 5. All Ordinances or parts of Ordinances which are inconsistent herewith are repealed, but only to the extent of such inconsistency. All other parts of the Township of Hardwick Code not inconsistent herewith are ratified and confirmed.

Section 6. This Ordinance shall become effective following its final passage and publication as required by law.

NOTICE

NOTICE IS HEREBY GIVEN that the foregoing Ordinance was introduced and passed by the Township Committee on the first reading at a meeting of the Township Committee of the Township of Hardwick, held on May 3, 2017, and will be considered for a second reading and final passage at a regular meeting of the Township Committee to be held on June 7, 2017, at 7:00 p.m., at the Municipal Building, located at 40 Spring Valley Road, Hardwick, New Jersey, at which time and place any persons desiring to be heard upon the same will be given the opportunity to be so heard.

A motion was made by Mr. Carrazzone, seconded by Mr. Duffy and carried to open this portion of the meeting to the public for any questions on Ordinance 2017-03.

There were no questions from the Public.

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

A motion was made by Mr. Duffy, seconded by Mr. Carrazzone and carried to adopted Ordinance 2017-03 as presented.

Roll Call

Ayes: Mr. Carrazzone, Mr. Duffy, Mayor Perry

Nays: None **Abstentions:** None **Absent:** None

ORDINANCE: 1st Reading

Motion made by Mr. Duffy, seconded by Mr. Carrazzone and carried to approve the following **Ordinance 2017-04** for second reading and Public hearing reading

2017-04 ORDINANCE AMENDING BOND ORDINANCE 2014-05 OF THE TOWNSHIP OF HARDWICK, COUNTY OF WARREN, NEW JERSEY

WHEREAS, On July 2, 2014, the Township Committee ("Committee") of the Township of Hardwick, County of Warren, New Jersey ("Township") duly and finally adopted Bond Ordinance 2014-5, authorizing a Salt Shed and Various Road Resurfacing; and

WHEREAS, the Township now desires to amend the Bond Ordinance to reallocate the amounts appropriated for such improvements to Purchase of 2017 John Deere 324K Four Wheel Drive Front Loader

BE IT ORDAINED, that the Township Committee of the Township of Hardwick, in the County of Warren, New Jersey (not less than two-thirds of all members thereof affirmatively concurring), amend Ordinance 2014-05 for the purchase of a 2017 John Deere 324K Four Wheel Drive Front Loader and hereby amend the capital budget to conform with the provisions of this ordinance.

NOTICE

NOTICE IS HEREBY GIVEN that the above entitled ordinance was introduced and passed on first reading at a regular meeting of the Township Committee of the Township of Hardwick on May 3, 2017 and will be considered for final reading and adoption at the Regular Meeting of the Township Committee held on June 7, 2017 at 7:00PM at the Municipal Building, 40 Spring Valley Road, Hardwick Township, New Jersey.

OLD BUSINESS: NONE AT THIS TIME

NEW BUSINESS:

Report of Audit- 2016: Review and Comments and Recommendations

Copies of the 2016 Audit has been reviewed by the Committee specially the Comments and Recommendation made by the Auditor

The following Resolution was then adopted by the Committee.

A motion was made by Mr. Carrazzone, seconded by Mr. Duffy and carried to adopt Resolution 2017-28.

Roll Call

Ayes: Mr. Carrazzone, Mr. Duffy, Mayor Perry

Nays: None **Abstentions:** None **Absent:** None

Resolution 2017-28 and Group Affidavit

2017-28 GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT

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

WHEREAS, the Annual Report of Audit for the year 2016 has been files by a Registered Municipal Accountant and 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 report 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 additional shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Hardwick, hereby state 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 HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE TOWNSHIP MEETING HELD ON JUNE 7, 2017.

Judith M. Fisher, RMC, Township Clerk

Warren County 9-1-1 Interlocal Service Agreement - Copies of the agreement were reviewed by the Committee. A motion was then made by Mr. Carrazzone, seconded by Mr. Duffy and carried to authorized the Mayors to sign.

Foreclosure Lots: Copies of the map location of these lots were made for the Committee. Discussion was that there might be interest for a cell tower being located on one of these lots. If there is no interested, then the Township would offer them up for sale or offer to the adjacent property owners.

Freedom Business Machines: Renewal Maintenance agreement, \$62.00/month
A motion was made by Mr. Carrazzone, seconded by Mr. Duffy and carried to renewal this maintenance agreement for the copier. Motion carried, Roll call vote

Roll Call

Ayes: Mr. Carrazzone, Mr. Duffy, Mayor Perry

Nays: None **Abstentions:** None **Absent:** None

Discussion:

Field Openings: for access to Farm Vehicles Only

Township Attorney is working on the draft ordnance. Discussion will be held to the Work Meeting

Ted Rodman, Engineer: Stormwater Management Discussed earlier under Engineer Report

Verizon Wireless: Requesting permission to locate and operate in the Township Right of Way
No update at this time

APPROVAL OF THE MINUTES:

Work Meeting: January 18, 2017
Business Meeting: February 1, 2017
Budget Meeting: February 11, 2017
Work Meeting: February 15, 2017

Motion was made by Mr. Carrazzone, seconded by Mr. Duffy and carried to approve these minutes as corrected. Motion carried and a voice vote was unanimous.

PUBLIC COMMENTS:

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

Mrs. Randazzo give a report on the Hardwick Seniors and their activities.

Mr. Wolff, member of the Zoning Board noted that they had their last meeting June 20,2017.

They agreed to finish what items they had started and that there were still several Resolutions that needed to be done. Bob asked about the contract with Blirstown Fire Company and noted that Stillwater was interested in talking with the Committee also n this.

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: Thanked the Mayor Perry for the public meeting at the North Warren High School regarding Century Link.

Committeeman Duffy: acknowledged the great work that the DPW has been doing. He also congratulated Mr. Carrazzone on his Primary Election win.

Committeeman Perry: Also congratulated Mr. Carrazzone on the Primary Election win. Briefly talked about the Century Link meeting that was held at the North Warren High School.

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 8:40PM

Respectfully submitted,

Judith M. Fisher, RMC