

**TOWNSHIP OF HARDWICK
WARREN COUNTY, NEW JERSEY**

December 1, 2021

The 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 6:37PM 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 on the Township Web page and in the Hardwick Municipal Building. Mayor Kevin Duffy then led the public in the pledge of allegiance.

Roll Call:

Present: Mayor Kevin Duffy, Deputy Mayor John Lovell, Jr., and Committeewoman Jodi Butler

Also present: Township Attorney Michael Lavery, CPWM Thomas Campbell, CMFO Christine Rolof and Township Clerk Judith Fisher

Absent: None

EXECUTIVE SESSION: RESOLUTION

A motion was made by Mr. Lovell, seconded by Ms. Butler, and carried to adopt the Resolution to go into Closed Session at 6:37PM.

RESOLUTION

WHEREAS, Section 8 of the Open Public 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. Personnel
 - B. Contractual - Altice

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: 6:37PM

Present: Mr. Lovell, Ms. Butler, Mr. Duffy

Also Present: Attorney Michael Lavery and Township Clerk Judith Fisher

Time Out: 6:58PM

Motion was made by Ms. Butler, seconded by Mr. Duffy, and carried to come out of closed session. Motion carried and a voice vote was unanimous.

Mr. Lavery, Township Attorney noted that he met with the Committee and discussed two issues, Contractual – Altice and Personnel - Interviews. 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. Lovell, seconded by Mr. Duffy to pay the October bills that totaled \$55,996.28. Motion carried followed by a roll call vote:

Roll Call

Ayes: Mr. Lovell, Ms. Butler, Mr. Duffy

Nays: None

Abstentions: None **Absent:** None

REPORTS:

Mr. Campbell, CPWM reported that he was able to get a quote on cleaning the Municipal Building from Opulent Commercial Cleaning Service, Newton, NJ for first cleaning \$350 Carpet shampoo \$275 and then regular cleaning \$225 bi-weekly. The new truck has been ordered but it has not been built yet nor is there any delivery date. There is also a problem with getting tires for the pickup truck. Mr. Quick, as of today, will be full time with the title of Equipment Operator/Laborer with a 2% increase in pay effective November 3, 2021. The Committee will be adopting the Resolution 2021-45 later tonight. The Fuel Cube is in but there is a problem with ordering the shed. The Park Benched for Slabtown Creek Park are there but the DPW needs to know where to place them. Mr. Duffy will check with Mr. McKim on this. As for the maintenance of the park this year, there was no summer help and the DPW filled in.

Mrs. Rolef, CFO: Reviewed the bill list and reports with the Committee.

Mr. Lavery, Twp. Attorney: No new reports at this time, everything was done in closed session

Mrs. Fisher, Twp. Clerk: No report at this time

Mr. Robert Wolff, Retired Fire Warden reported that the Tower has been staffed last month. He also gave an update of Firewise. Also noted was that 2021 was a record year for visitors to the Tower.

Mrs. Randazzo, President for the Seniors reported that they have 20 members, and she updated the Committee on their activities and Speakers.

RESOLUTION:

Motion was made by Mr. Lovell, seconded by Ms. Butler to adopt the following Resolution 2021-45 as requested by the Warren County Department of Public Safety. Motion carried, followed by a Roll Call vote:

Roll Call

Ayes: Mr. Lovell, Ms. Butler, Mr. Duffy

Nays: None

**TOWNSHIP OF HARDWICK
WARREN COUNTY, NEW JERSEY**

**RESOLUTION ADOPTING THE WARREN COUNTY MULTI-JURISDICTIONAL HAZARD
MITIGATION PLAN 2021-45**

WHEREAS, the Township of Hardwick, NJ, has experienced natural hazards that result in public safety hazards and damages to private and public property and;

WHEREAS, the hazard mitigation planning process set forth by the State of New Jersey and the Federal Emergency Management Agency offer the opportunity to consider natural hazards and risks, and to identify mitigation actions to reduce future risks and;

WHEREAS, the New Jersey Office of Emergency Management has provided federal mitigation funds to support development of an updated mitigation plan and;

WHEREAS, a Multi-Jurisdictional Hazard Mitigation Plan has been developed by the County Department of Public Safety and Mitigation Planning Committee and;

Whereas, the Multi-Jurisdictional Hazard Mitigation Plan includes a prioritized list of mitigation actions including activities that, over time will help minimize and reduce safety threats and damage to private and public property and;

WHEREAS, the draft plan was provided to each participating jurisdiction through a website hosted by Michael Baker International, Inc. (Michael Baker), the contracted vendor assisting with the planning process. Links were links also posted on the Department of Public Safety website so as to introduce the planning concept and to solicit questions and comments and to present the Plan and request comments, as required by law and;

NOW, THEREFORE BE IT RESOLVED by the **Township of Hardwick**:

The Warren County Multi-Jurisdictional Hazard Mitigation Plan, as submitted on September 14, 2021 by the Warren County Department of Public Safety to the New Jersey Office of Emergency Management and submitted on October 13, 2021 to the Federal Emergency Management Agency and subsequently approved by both agencies on November 5, 2021, be and is hereby adopted as an official plan of the County of Warren; with the required yearly updates and minor revisions recommended by the Federal Emergency Management Agency and/or the New Jersey Office of Emergency Management may be incorporated without further action.

The **Township of Hardwick** departments identified in the Plan are hereby directed to further pursue potential or suggested implementation of the recommended high priority activities that are assigned to their departments.

Any action proposed by the Plan shall be subject to and contingent upon budget approval, if required, which shall be at the discretion of the **Township of Hardwick, and** this resolution shall not be interpreted so an to mandate any such appropriation.

The Township of Hardwick_Emergency Management Coordinator is designated to coordinate with other offices and shall periodically report on the activities, accomplishments, and progress, and shall prepare an annual progress report to be submitted to the New Jersey Office of Emergency Management. The status reports shall be submitted on a yearly basis by a predetermined date agree upon by all stakeholders.

BE IT FURHER RESOLVED that the **Township Clerk** forward a certified true copy of this resolution to the Warren County Department of Public Safety, Joseph Dunn, Emergency Management Coordinator, Hardwick Township passed by the Township Committee of the Township of Hardwick on this 1st day of **December** 2021.

CERTIFICATION

I, Judith M. Fisher, Clerk of the Township of Hardwick, do hereby certify the foregoing resolution to be a true and accurate copy adopted by the Township Committee on December 1, 2021

Judith M. Fisher, RMC
Township Clerk

RESOLUTION:

Motion was made by Mr. Lovell, seconded by Ms. Butler to adopt the following Resolution 2021-46as requested by the Warren County Department of Public Safety. Moton carried, followed by a Roll Call vote:

Roll Call

Ayes: Mr. Lovell, Ms. Butler, Mr. Duffy

Nays: None

**TOWNSHIP OF HARDWICK
WARREN COUNTY, NEW JERSEY
RESOLUTION 2021-46**

Whereas the Hardwick Township Committee adopted a resolution at a public meeting held on May 19, 2021 formerly appointing David A Quick, Jr. to the full time title of Equipment Operator/Laborer in accordance with a letter dated May, 11, 2021 outlining all terms of employment, and

Whereas the terms of employment letter indicated that the appointment was established as a probationary appointment for a six-month period subject to a favorable evaluation prepared by Thomas Campbell CPWM, and

Whereas Mr. Campbell has completed a performance evaluation and recommends that Mr. Quick's appointment as a probationary full time Equipment Operator/Laborer should be elevated to regular full time, and

Whereas the May 19, 2021 resolution indicates that Mr. Quick's status was to be acted upon by the Township Committee on November 3, 2021, and

Whereas the Township Committee wishes to correct the oversight of not taking action on a resolution addressing Mr. Quick's status on November 3, 2021

Now Therefore Be It Resolved by the Hardwick Township Committee on this 1st day of December 1, 2021 that David A. Quick, Jr. shall be appointed to a regular full time employment status as an Equipment Operator/Laborer retroactive to November 3, 2021 and that Mr. Quick shall receive a 2% salary adjustment retroactive to November 3, 2021

Be It Further Resolved that a copy of this resolution shall be provided to Mr. Quick, Thomas Campbell and Christine Rolef, CFO for Hardwick.

Be It Finally Resolved that the Township Clerk shall place a copy of this resolution in Mr. Quick's personnel file.

CERTIFICATION

I, Judith M. Fisher, RMC, Municipal Clerk of the Township of Hardwick in the County of Warren, New Jersey hereby certify the foregoing to be a true and accurate copy of a Resolution adopted by the Hardwick Township Committee on December 1, 2021.

Judith M. Fisher, RMC
Municipal Clerk

ORDINANCE: None

OLD BUSINESS:

Altice/Optimum: Committee discussed the Property Access Agreement from Altice. The Attorney discussed this with the Committee in closed session and will be sending Altice a revision to their agreement before the Committee signs. An update will be at the December 15 meeting.

New Web Site: Update

Mayor Duffy noted that it is ready to go live soon. A few minor revisions were made at the last meeting and once they are in place it should be ready to go live by the end on the month.

MEL Cyber Risk: Requirements to bring Township into compliance (proposed cost)

This was briefly discussed by the Committee, and they will be working on it during 2022 with the IT Consultant Mr. Reece.

New Internet and new Phones: Quote from IT Consultant JP Reece

He suggested that we wait until we have the new internet installed which will not happen until 2022.

Proposal: Wireless for visitors Committee will hold discussion for the December 15 meeting

Proposal: ARAE Network Solutions Annual Support Maintenance Proposal

Committee will hold discussion for the December 15 meeting

Township Official Street and Road Map: Proposed cost from Engineer

Mr. Lovell is working on this with the Township Engineer Denis Kean

Municipal Building: Security and Safety

Mr. Lovell is working on this. Any updates will not be until January 2022

NEW BUSINESS:

Proposal: Clean of the Municipal Building

Mr. Campbell talked about this during his report. He was able to get a quote from Opulent Commercial Cleaning Service, Newton, NJ for first cleaning \$350 Carpet shampoo \$275 and then regular cleaning \$225 bi-weekly. They did send references that he checked out. Mrs. Fisher was able to get a quote from Jan-Pro Commercial Cleaning, Fairfield, NJ \$98.15 Weekly. Mrs. Fisher will check on their references and the Committee will discuss further at the December 15 meeting.

George Boesze, Zoning Officer: Clarifying inspection responsibilities as part of Zoning Officer Job Description

Mr. Boesze was present tonight to discuss this with the Committee. Mr. Boesze explained the 3 levels of inspections for the Committee and other parts of his job responsibilities. Mr. Lovell is working with Mr. Boesze on updating his job description for 2022.

Review of Employee Benefits/Options for going forward – April 2, 2021 Report

A background history on this was giving by Mayor Duffy. Mr. Lovell also noted that there was a study done with the help of a sub-committee formed by Mrs. Christine Rolef, CFO and Mr. Chris Jacksic, now Committeeman Elect.

Noted was that:

1. New hire will be offered the Omni 57 plan from the State of New Jersey. This will only be for full time employees only which will be the Department of Public Works.
2. Retirement benefits – only one person will qualify for this. That will be Thomas Campbell with 30 years of continuous service under PERS. This will be a Bridge Plan in length until Medicare is filed for. This was explained by Mr. Lovell.

At this time, the meeting was opened to the public on a motion made by Mr. Lovell, seconded by Ms. Butler and carried.

Mrs. Fisher noted that she will be stepping down from the dais and the Attorney Mr. Lavery will be taking the minutes.

Before opening, Mayor Duffy laid out the ground rules for the discussion.

The following are the partial minutes taken by Attorney Michael Lavery:

TOWNSHIP OF HARDWICK PARTIAL
MEETING MINUTES DECEMBER 1, 2021
REGULAR SESSION

Discussion began regarding providing health benefits upon retirement for certain Township employees.

Judy Fisher stepped off the dais at 8:00pm to take a seat in the audience.

John Crisman spoke about the cost to the Township.

Mrs. Terry Crisman questioned when Tom Campbell would be retiring and spoke about the cost.

Dan Rivera said he agreed with Mrs. Crisman.

Laura Randazzo wanted to know when Tom Campbell planned to retire.

Judy Fisher said she has been an employee for 41 years and got nothing.

Tom Campbell asked the attorney is it normal for the Mayor to make calls to whip people up to attend the meeting.

Mayor made a statement about the equity of helping one employee as opposed to others.

Jodi Butler advised that she supported a referendum on whether Tom Campbell should get health benefits.

Judy Fisher returned to the dais at 8:26pm.


Michael B. Lavery, Esq. Township
Attorney

DISCUSSION

Vass Farmstead Lease: Mayor Duffy noted that the lease has been approved. The Township will still need to do a sub-agreement with the Hardwick Historical Society along with a 5-year agreement. The Township Attorney is working on the sub-lease agreement, and it is hoped to have a copy to review by next meeting.

Spring Valley Road: Mayer Duffy received a call from Commissioner Jason Sarnoski that they are working on plans to reopen that portion (bridge) of Spring Valley Road by 2022. They are trying to avoid an environmental permit which might hold this project up.

APPROVAL OF MINUTES: None currently

PUBLIC COMMENTS:

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

Mrs. Terry Crisman asked again about the Health Insurance letter that is on the web.

Mr. Crisman asked why the Committee is not taking about a referendum on the Health Insurance for Retirement.

Mr. Fisher asked what the Tax rate would be if the Committee gives Lifetime Health Benefits to Mr. Campbell.

Motion was made by Mr. Lovell, seconded by Mr. Duffy to close this portion of the meeting to the public. Motion carrier and a voice vote was unanimous.

Committee Reports:

Ms. Butler: No report currently

Mr. Lovell: asked about the arrangement that was made for a Christmas Luncheon at Pub 517. Mr. Duffy explained the reasoning behind going to Pub 517 and not Buck Hill this year.

Mr. Lovell asked the Committee to allow Mr. Campbell to carry over 10-days' vacation to 2022 that he was unable to use when Mr. Ahlers retired, and tom was working alone for several months.

Mr. Lovell moved to allow Mr. Campbell to carry over the 10 days' vacation that are to be use by the end of 2022, seconded by Mr. Duffy. Motion carried and a voice vote was unanimous.

Mr. Duffy: reported that he was notified that Hardwick was awarded \$265,000 from DEP to be used for Open Space.

Adjournment:

A motion was made by Ms. Butler, seconded by Mr. Lovell, and carried to adjourn tonight's meeting of the Hardwick Township Committee at 8:44PM

Respectfully submitted,
Judith M. Fisher, RMC