

1. CALL TO ORDER

Mayor McBride called the meeting to order at 7:00 p.m.

- 1. **"Sunshine Law" Announcement**-Adequate notice of this public meeting has been provided by the Annual Notice; posted on Union Township website, published in the Hunterdon County Democrat and Courier News; posted on the public bulletin board and on file in the Municipal Clerk's Office.

2. FLAG SALUTE

3. ROLL CALL

	Present	Absent
Mr. Severino	X	
Mr. Mazza	X	
Mr. Hirt		X
Ms. McBride	X	
Mr. Bischoff	X	

Also present: J.P. Jost, Attorney; Robert Clerico, P.E. and Ella M. Ruta, Twp. Clerk

4. APPROVAL OF PRIOR MEETING MINUTES

- a. Regular and Executive Session Meeting Minutes of November 6, 2013.

Mr. Severino changed the last sentence in his report on page 12 to read, "Waste Management provided us with an updated proposal for single stream and they are charging \$20 more per container, we will be saving about \$70 per container with Raritan Valley Disposal."

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			X			
Mr. Mazza	X		X			
Mr. Hirt						X
Ms. McBride			X			
Mr. Bischoff		X	X			

Motion carried as amended

5. VISITORS

The Mayor acknowledged and signed the copy of the meeting agenda for Hunter Wardell from Mr. Fisher's class

6. REPORTS RECEIVED

- a. Dept. of Roads & Facilities- Week Ending 11/08/13; 11/15/13; 11/22/13; 11/29/13
 - b. Tax Collector - October 2013
 - c. Zoning Officer – November 2013 Mr. Severino questioned an item on the report.
 - d. Animal Control Officer – November 2013
 - e. Engineer's Report
- The Race Street embankment project is completed. Getting prices for guide rail.

- County bridge project, there is one road section that needs to be done.
- County Acres drainage situation, we obtained the deeds and verify that the easements there are recorded and dedicated to the municipality.
- Perryville Road Section IIA – presentation at next meeting to residents.
- Elizabethtown Gas Co. wants to extend about 1/3 mile gas line along Race Street to get to new development and have filed a rudimentary road opening permit.
- Meeting with DOT regarding the Rt. 173 overlay project at Pilot Travel Center.
- Ruppel Road school bus stop signs update.
- Old municipal building demo we are waiting for responses from contractors..
- Discussion of damaged inlets in the Township.

7. CORRESPONDENCE / WRITTEN COMMUNICATIONS

Mr. Severino reported the following correspondence:

- HC Bd of Chosen Freeholders re: No Stopping or Standing along Pittstown Road (CR 513) in the Townships of Franklin and Union. The Attorney will handle.
- Lawrence Green, resident Re: Request to Replace Damaged Tire After Driving Through Construction Site on Race St. The Engineer will contact Mr. Green.

Mr. Bischoff reported the following correspondence:

- High Bridge EMS Re: 2014 Financial Support. Defer to the budget calculation for next year.

Mr. Mazza reported the following correspondence: None

Ms. McBride reported the following correspondence:

- Carl E. Hintz re: Reexamination Report & Land Use Plan Map. Approved by our Planning Board at their last meeting. Attorney responded that the Committee does not need to approve. We need an ordinance to implement the recommendations in the examination plan and I am waiting for a response from the Planning Board Attorneys whether they will do the ordinance. The Attorney will follow up.

7:29 – 7:38 Break

8. PUBLIC COMMENTS

9. PUBLIC HEARING

10. OLD BUSINESS

11. NEW ORDINANCE – 1ST Reading

12. NEW BUSINESS

- a. **Motion** – Approval of 2014 Union Township Committee Meeting Dates – moved to January meeting.
- b. **Discussion/Approval** – Pilot Travel Centers Request for Temporary Certificate of Occupancy Extension (TCO).

After brief discussion, the following motion adopted:

Motion: Approve Pilot Travel Center's request for Temporary Certificate of Occupancy extension of 120 days.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			X			
Mr. Mazza		X	X			
Mr. Hirt						X
Ms. McBride			X			
Mr. Bischoff	X		X			

Motion carried

- c. **Resignation** – Bill Harclerode as Environmental Chair. Acknowledged.
- d. **Mayoral Appointment** – Mayor McBride appointed Petra Sharif to Environmental Commission as Alternate 2
- e. **Resignation** – Maura Malley from Recreation Committee
- f. **Mayoral Appointment** – Mayor McBride appointed Daniel Canavan as Regular Member to Recreation Committee
- g. **Discussion** – RFP for Geologist/Hydrogeologist Professional Services

Motion: To solicit RFPs for the position of Geologist/Hydrogeologist Professional Services for 2014.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino	X		X			
Mr. Mazza		X	X			
Mr. Hirt						X
Ms. McBride			X			
Mr. Bischoff			X			

Motion carried

- h. The following resolution was introduced for adoption:

**TOWNSHIP OF UNION
 COUNTY OF HUNTERDON
 STATE OF NEW JERSEY**

RESOLUTION 2013 - 120

**RE: OBTAINING OF OPEN SPACE TRUST FUNDS
 FROM THE HUNTERDON COUNTY BOARD OF CHOSEN FREEHOLDERS**

WHEREAS, the Hunterdon County Board of Chosen Freeholders has approved an Open Space Trust Fund and established a Municipal Grants Program to provide Program Funds in connection with municipal acquisition of lands for recreation, conservation and general open space purposes, farmland preservation, preparation of plan elements of a municipal Master Plan and/or restoration of county-owned historic facilities; and

WHEREAS, The Governing Body of the Township of Union, County of Hunterdon, desires to obtain Open Space Trust Funds in the amount of \$25,663.62, to fund the following project(s):

Milligan Farm – Union Township Open Space Plan – Green Acres Project No. 1025-02-075 – acquisition in fee simple of 83.913 acres to be permanently preserved as open space.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Union, in the County of Hunterdon, State of New Jersey, that:

1. Union Township Mayor Michele A. McBride is authorized to: (a) make an application to the County of Hunterdon for Open Space Trust Funds, (b) provide additional application information and furnish such documents as may be required for the Municipal Grants Program and (c) act as the principal contact person and correspondent of the above-named municipality;

2. If the County of Hunterdon determines that the application is complete and in conformance with the Hunterdon County Open Space, Farmland and Historic Preservation Trust Fund Plan, and the Policies and Procedures Manual for the Municipal Grants Program adopted thereto, the municipality is willing to use the approved Open Space Trust Funds in accordance with such adopted policies and procedures, and applicable state and local government rules, regulations and statutes thereto;

3. Mayor Michele A. McBride is hereby authorized to sign and execute any required documents and agreements with the County of Hunterdon for the approved Open Space Trust Funds.

Ella M. Ruta, Clerk

Michele A. McBride, Mayor

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino	X		X			
Mr. Mazza		X	X			
Mr. Hirt						X
Ms. McBride			X			
Mr. Bischoff			X			

Motion carried

13. REPORTS

a. Attorney’s Report

- QPA – Grace Brennan will be the temporary QPA while she takes classes and exam. I will have resolution for next meeting.

b. Committee Report

Mr. Mazza reported the following:

- Classes taken at NJLM: Sustainable NJ Award; Suburban Obsolete Office Buildings What to do with them; Local Budget Meet for 21st Century; Shop Close to Home for Tax Relief; Implementing Effective Risk Management; Running a Successful Campaign.

Mr. Bischoff reported the following:

- “Giving money and power to government is like giving whiskey and car keys to teenage boys.” P.J. O’Rourke, Civil Libertarian.
- Executive Session - negotiation
- Bulletproof door for municipal court waiting for information of what today’s replacement cost would be.

MINUTES OF REGULAR MEETING December 4, 2013

- Mr. Mazza will send the information to Mr. Jack Hara on the lightning warning system for use with recreation programs, cost \$6,000.00.
- COAH

Mr. Severino reported the following:

- Downed light stanchion on Bank St. taken care of.
- Animal control report item concerning a stray euthanized one week after pick up. It was a healthy dog but aggressive. Requested the Animal Control Officer in the future that any time they plan to euthanize a dog or cat that is not severely injured to notify me.
- November Court Report – Summons issued for November high.

c. Mayor's Report

- November 7th the Attorney, Bill Bischoff and I met to update the Personnel Manual .
- November 9th met with personnel from Quakertown Fire Company and learn about improvements to their fire and rescue services that have occurred during the past year.
- November 12th met with Merlin pest control at Hoffman Park Garage to get a quote at Mr. Mazza's request for a carpenter ant problem.
- Met with a representative from the County Board of Health at the old municipal building and they approved our septic tank for crushing and the DR&F crushed and buried it.
- November 15th Merlin's Pest Control treated the old garage and will do it again no charge in the spring.
- I met with Union Forge Historic Society President Mike Gronsky at the old municipal building regarding salvage. Later that day they removed doors and hardware.
- November 18th met with Dan Van Fossen, Fire Chief of Pattenburg Fire Company at the old municipal building to talk about a potential smoke drill building. They will not do the drill due to unstable slate roof and safety issues.
- November 19th to 21st we attended NJLM and picked up the award for the Environmental Commission Bronze Recertification. UTEC did an awesome job putting that together and we now have the opportunity to get grants for the next three years on the basis of our recertification.
- November 22nd Mr. Mazza and I toured Pilot Facility to look at maintenance conditions.
- November 23 fire at Union Hill. I was impressed with the way the fire departments worked together. I gave an overview of the activities and help during the crisis. Everyone involved did a great job.
- November 26th Mr. Mazza and I met with Paul Muir, the Mayor of Bethlehem Township to talk about potential shared services.
- Attorney and I met on November 27th with DOT in Trenton regarding Pilot Travel Centers design plan.
- November 30th Mr. Bischoff and I had the privilege of awarding plaques to two Eagle Scouts, Jake Porter and Rusty Freeman.
- On December 3rd I had the privilege of lighting Menorah at the Bagelsmith.
- December 4th I met with Country Acres residents regarding easement refurbishment.
- Executive Session – Personnel
- There was no Gypsy moth egg cases found by the consultant contracted by the State.
- I would like to talk about an Ordinance I am not comfortable with about our Fire Companies requirements for membership. There are areas we need to look at to see if they are appropriate today. I will request Chief Van Fossen's feedback. I would like the Chief to provide the LOSAP point schedule that documents how the volunteer points are calculated for our budget purposes. Discussion with the Attorney followed. Attorney to contact the Chief.
- Procedure on how we select contractors for small repairs at the Municipal Building. First would be to call the DR&F Foreman and inquire if they are able to make the repair. Second, call Bruce Hirt (buildings and

grounds) if DR&F cannot do and Mr. Hirt will make a determination of the best contractor for that job. The Committee discussed. The Mayor will ask Mr. Hirt for a list of three contractors for these small jobs that we can rotate through to ensure a best price.

- A request was received from Donnelly Engineering to use Union Township in their energy program advertising. Mayor asked the Attorney to review and give us feedback.
- Adam Wengryn of Restoration Technologies bid on demolition project over at the old municipal building. We agreed in a prior meeting that he could remove salvage materials and he is willing to come in and start doing that tomorrow.

d. Clerk’s Report

14. PUBLIC COMMENTS

Michael Romanek, Baptist Church Rd. resident, commented on Union Township receiving Green and Sustainable NJ awards. Talked about solar panel programs the Committee might consider in the future. Mr. Severino responded that they had already looked at solar energy and that it was not economically feasible.

16. PAYMENTS OF BILLS

The approved list of bills and all claims against the Township of Union as appearing in the Claims Register of this date paid and that all checks listed hereinafter issued in payment thereof.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino	X		X			
Mr. Mazza		X	X			
Mr. Hirt						X
Ms. McBride			X			
Mr. Bischoff			X			

Motion carried

17. EXECUTIVE SESSION – Contract Negotiations and Personnel

The following Resolution introduced for adoption:

RESOLUTION #2013 - 121

Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12

WHEREAS, the Township Committee of the Township of Union is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6, et. seq.,; and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10-4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

WHEREAS, it is necessary for the Township Committee of the Township of Union to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

1. _____ Matters Required by Law to be Confidential: Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.

- 2. _____Matters Where the Release of Information Would Impair the Right to Receive Funds: Any matter in which the release of information would impair a right to receive funds from the Government of the United States.
- 3. _____Matters Involving Individual Privacy: Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program , including but not limited to information relative to the individual’s personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.
- 4. _____Matters Relating to Collective Bargaining Agreements: Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.
- 5. _____Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds: Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.
- 6. _____Matters Relating to Public Safety and Property: Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations of possible violations of the law.
- 7. X Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege: Any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is require in order for the attorney to exercise his ethical duties as a lawyer.
- 8 X Matters Relating to the Employment Relationship: Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.
- 9. _____Matters Relating to the Potential Imposition of a Penalty: Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party bears responsibility.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Union, assembled in public session on December 4, 2013 at 8:39 p.m. in the Union Township Municipal Building, 140 Perryville Road, Hampton, New Jersey, for the discussion of matters relating to the specific items designated above.

It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Township Committee that the public interest will no longer be served by such confidentiality.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			X			

MINUTES OF REGULAR MEETING December 4, 2013

Mr. Mazza	X		X			
Mr. Hirt						X
Ms. McBride			X			
Mr. Bischoff		X	X			

Motion carried

Motion to come out of Executive Session at about 9:32 p.m.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino		X	X			
Mr. Mazza			X			
Mr. Hirt						X
Ms. McBride			X			
Mr. Bischoff	X		X			

Motion carried

19. ADJOURNMENT – There being no further business to come before the Township Committee at this time Mr. Bischoff made a motion to adjourn the meeting at 9:33 p.m. Mr. Severino seconded the motion. Motion carried by unanimous favorable roll call vote.

Prepared by: Patricia Essig, Deputy Clerk

Michele McBride, Mayor