

Actual meeting may contain discussion of items not mentioned on the Agenda and alternatively any items specifically listed may be omitted.

1. **CALL TO ORDER**
2. **"Sunshine Law" Announcement**-Adequate notice of this public meeting has been provided by the Annual Notice; published in the Hunterdon Democrat and Courier News; posted on the public bulletin board and on file in the Municipal Clerk's Office.
3. **FLAG SALUTE:** led by Mayor or presiding officer.
4. **ROLL CALL**

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

5. **APPROVAL OF PRIOR MEETING MINUTES**

- a. Regular and Executive Session Meeting Minutes of May 21, 2014

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

Motion Carried

6. **VISITORS**

- a. Attorneys Pfeiffer and Russo - Rolling Hills Development – Road Pavement Issue – asked to reschedule attendance for future meeting.

7. **REPORTS RECEIVED**

- a. Road Dept.- Week Ending: 5/16/14; 5/23/14
- b. Engineer's Report
  - Old Municipal Bldg. – waiting for missing documents from Yanuzzi.
  - Municipal Building foundation drainage – started working on the design
  - Gas Line Extension on Race Street – completed.
  - Cooks Cross Rd. Restoration Project - working on various alternatives. Will have more information for the next meeting.
  - NJ DOT/Pilot Route 173 Project – no new updates received on the project
  - Perryville Improvements Section 2A – after adoption of the Ordinance the process of awarding the contract will begin.
  - Discretionary Aid Application – Resolution authorizing the submission of the application is on tonight's agenda for approval

**8. CORRESPONDENCE / WRITTEN COMMUNICATIONS**

Mr. Bischoff reported the following correspondence:

- Draft Summary of the Proposed COAH Regulations
- Farmland Preservation Account Balances – Mayor McBride briefly explained the content of the letter. She also asked Mr. Hirt to provide a copy of the letter to Mr. Stiger, Chairman of the UT Farmland Preservation Committee. Atty. Jost will be finding more information and report back to the Committee.
- Letter from NJ DOT stating that the 2013 Municipal Aid Grant Application for VanSycckels Corner and Frontage Rd submitted by the Township will not be considered for funding this year.

Mr. Mazza reported the following correspondence:

- Nominations by the Mayor for Great Places in New Jersey
- Survey in Municipal and School District Cooperation

Ms. McBride reported the following correspondence:

- New Amendment to Mortgage Foreclosure Statute – asked that Atty. Jost look into our code and determine if it needs updating.

**9. PUBLIC COMMENTS**

- Matt Wunder, 319 Gano Road – inquired about agenda item regarding Fire Protection Services Agreement with Franklin Fire District No.1. CFO Brennan and the Committee assured Mr. Wunder that the agreement has no changes as to what was approved in prior years.
- Kevin Byrne, 62 Race Street – presented his concerns with regard to trash left along Race Street and speeding cars. He asked if signage could be placed stating the fee if caught littering. Mayor McBride said the Committee is aware of the problem and asked that Atty. Jost look into Township’s ordinances. She said enforcement of both is an issue, but will talk to the State Trooper at the Committee’s next meeting when he is attendance.
- Dan VanFossen, Pattenburg Volunteer Fire Company – made the Committee aware of statement written on social media networks regarding the Fire Department, him and rescue dog on the Fire Dept. He said the dogs were called Fire Dogs, but in fact they are rescue dogs and were trained by certified Search and Rescue Dogs as such.

**10. PUBLIC HEARING**

**ORDINANCE #2014-7  
 APPROPRIATING THE 2013 NJDOT GRANT AND ADDITIONAL FUNDING  
 FROM THE TOWNSHIP OF UNION CAPITAL IMPROVEMENT FUND  
 FOR PERRYVILLE IMPROVEMENT PROJECT, SECTION 2A.**

Attorney Jost read Ordinance #2014-7 by title only. Mayor McBride asked for the following Motions:

**To open Public Hearing**

Voice 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

**To close Public Hearing**

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

Motion Carried

**To approve on Second Reading**

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

Motion Carried

**ORDINANCE #2014-8  
AN ORDINANCE AMENDING THE FEE SCHEDULE FOR THE  
TOWNSHIP RECREATION PROGRAMS IN THE TOWNSHIP OF UNION,  
COUNTY OF HUNTERDON, STATE OF NEW JERSEY**

Attorney Jost read Ordinance #2014-8 by title only. Mayor McBride asked for the following Motions:

**To open Public Hearing**

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

Motion Carried

**To close Public Hearing**

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

Motion Carried

**To approve on Second Reading**

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

- 11. OLD BUSINESS
- 12. NEW ORDINANCE – 1<sup>ST</sup> Reading
- 13. NEW BUSINESS

a. The following resolution was introduced for adoption:

**RESOLUTION #2014-77  
UNION TOWNSHIP; HUNTERDON COUNTY**

**2014-2015 PLENARY RETAIL CONSUMPTION LICENSE; with Conditions  
Total Dynamic Hospitality LLC t/a Pattenburg House**

BE IT RESOLVED, by the Township Committee of the township of Union, County of Hunterdon, State of New Jersey, that the following Plenary Retail Consumption License be issued in the Township of Union effective July 1, 2014 and

BE IT FURTHER RESOLVED that the Municipal Clerk, or her duly authorized agent, is hereby authorized to execute, issue and deliver such license to the following licensee with the Special Conditions noted below:

NAME & TRADE NAME: Total Dynamic Hospitality LLC  
t/a Pattenburg House

LOCATION & ADDRESS: 512 County Road 614  
Asbury, NJ 08802

LICENSE NUMBER: 1025-33-004-009

- Special Conditions:
1. All doors and windows, in the building, must be closed while music, live or recorded, is being played.
  2. Live music shall not be played within the confines of the building at any other time than Thursday, Friday, Saturday or Sunday.
  3. The petitioner shall provide a security person on all dates and at all times that live music is being played at the licensed premises.
  4. The patio and deck adjacent to the Pattenburg House may be utilized for lunches and dinners with the deck and patio to be closed and all patrons removed therefrom by 10:00 p.m. every evening. All food orders and service shall terminate by 9:00 p.m. each evening.

5. The Pattenburg House is limited to 92 seats (persons to be served) and such patron count shall not be increased in the utilization of the patio and deck and the total seating capacity for service of patrons shall be 92 seats, including the patio, deck and restaurant/bar areas of the Pattenburg House.
6. The only egress onto the patio and deck area after 10:00 p.m. shall be for “emergency exit” purposes only, and the outside gate to the deck shall be locked after 10:00 p.m. so that no entrance can be gained to the patio and deck area.
7. The door to the deck and patio area from inside the Pattenburg House shall be clearly marked as an emergency door.
8. The front door of the Pattenburg House shall not be propped or maintained in an open condition at any time that entertainment is performing.
9. The parking lot will be striped.

BE IT RESOLVED, that a copy of this resolution, certified to be a true copy by the Municipal Clerk, be forwarded to the Division of Alcoholic Beverage Control.

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

Motion Carried

b. The following resolution was introduced for adoption:

**RESOLUTION #2014-78  
UNION TOWNSHIP, HUNTERDON COUNTY  
2014-2015 PLENARY RETAIL CONSUMPTION LICENSE – RENEWAL**

BE IT RESOLVED, by the Township Committee of the Township of Union, County of Hunterdon, State of New Jersey, that the following Plenary Retail Consumption License be issued in the Township of Union to be effective on July 1, 2014; and

BE IT FURTHER RESOLVED that the Municipal Clerk or his/her duly authorized agent is hereby authorized to execute, issue and delivery such license to the following licensee:

Name & Trade Name: Gatanis & Fokas Foods Inc.  
t/a Mountain View Chalet

Location & Mailing Address: 154 State Rte. 173 West  
Asbury, New Jersey 08802

License #: 1025-33-005-004

BE IT FURTHER RESOLVED, that a copy of this resolution, certified to be a true copy by the Municipal Clerk, be forwarded to the Division of Alcoholic Beverage Control.

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

Motion Carried

c. The following resolution was introduced for adoption:

**RESOLUTION #2014-79  
TOWNSHIP OF UNION, HUNTERDON COUNTY  
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 **2013** 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 Union, 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.

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

Motion Carried

d. The following resolution was introduced for adoption:

CFO Brennan briefly explained recommendations by the Auditors. She said some are reoccurring every year due to part time staffing.

**RESOLUTION #2014-80  
Corrective Action Plan**

**WHEREAS**, the Annual Audit Report for the year 2013, as prepared by the Township’s Auditor, Suplee, Clooney & Company, contained “General Comments” and “Recommendations” regarding the financial practices of the Township of Union; and

**WHEREAS**, the Chief Finance Officer has prepared a Corrective Action Plan to address all issues raised by the Auditor and submitted said Plan for approval by the Governing Body.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of The Township of Union, in the County of Hunterdon and State of New Jersey that the Corrective Action Plan prepared by the Chief Finance Officer with regard to the 2013 Audit is hereby approved and adopted.

June 4, 2014

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

Motion Carried

e. The following resolution was introduced for adoption:

**RESOLUTION #2014-\_\_**: Contract Award to Reivax Contracting for Perryville Rd. Improvements, Section 2A

The above agenda item was tabled at this time. It will be placed on the next Meeting Agenda

f. The following resolution was introduced for adoption:

**TOWNSHIP OF UNION  
RESOLUTION #2014-81**

WHEREAS, the eastern portion of Frontage Road (Section 1) has continued to deteriorate and is in need of Improvement and;

WHEREAS, this is the parallel access road for Rt 78 eastbound and serves as the only access to several major office complexes along Rt 78 as well as providing the regional connection between interchange 11 & 12 on Rt 78 and;

WHEREAS, the Township has attempted over the past several years to find funding sources to complete improvements to this vital portion of its road network and;

WHEREAS, the Township intends to request funding from the NJDOT under the Discretionary Aid program of the Transportation Trust Fund and;

WHEREAS, Robert J. Clerico, P.E., Township of Union Engineer, has prepared a cost estimate for improvements to this road along with the Discretionary Aid application

NOW, THEREFORE, BE IT RESOLVED by the Union Township Committee that the Discretionary Aid grant application for the above stated project is formally approved.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign and file the grant application with the New Jersey Department of Transportation on behalf of Township of Union.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Union and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approved the execution of the grant agreement.

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

Motion Carried

- g. **Consideration by the Committee:** Appointment of Matthew J. Giacobbe, Esq. – Special Labor Attorney.

On the Attorney’s recommendation the following Resolution was introduced for adoption:

**RESOLUTION #2014-82  
UNION TOWNSHIP; HUNTERDON COUNTY  
RESOLUTION AUTHORIZING CONTRACT FOR LEGAL SERVICES 2014  
Matthew J. Giacobbe, Esq. Special Labor Counsel**

WHEREAS, the Township of Union has a need to acquire legal services as a non-fair and open contract pursuant to the provisions of N.J.S.A.19:44-A-20.5; and

WHEREAS, the maximum amount of the contract may exceed the threshold amount established pursuant to N.J.S.A.40A:11-3(b); and

WHEREAS, funds are available in an appropriation entitled Legal Services and Costs, Other Expenses and have been certified by the local finance officer; and

WHEREAS, Cleary, Giacobbe Alfieri Jacobs, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that Cleary, Giacobbe Alfieri Jacobs, LLC has not made any reportable contributions to a political or candidate committee in the Township of Union in the previous one year, and that the contract will prohibit Cleary, Giacobbe Alfieri Jacobs, LLC from making any reportable contributions through the term of the contract; and

WHEREAS, the Local Public Contracts Law (N.J.S.A.40A:11-1, et seq.) requires that the resolution authorizing the award of contracts for “Professional Services” without competitive bids and the contract itself must be available for public inspection;

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Union, Hunterdon County, NJ, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute the attached agreement with Matthew J. Giacobbe, Esq., of Cleary, Giacobbe Alfieri Jacobs, LLC, a Professional Corporation, 169 Ramapo Valley Road, Oakland, New Jersey 07436 for his legal services for **2014** at the hourly rate of \$150.00 not to exceed \$10,000.00 annually.
2. This contract is awarded without competitive bidding as a “Professional Service” in accordance with 40A:11-5(1)(a) of the Local Public Contracts Law because Matthew J. Giacobbe, Esq. is an attorney at Law of the State of NJ in good standing and is a person authorized to practice a recognized profession.
3. Approval of the attached contract is subject to availability and appropriation of sufficient funds as may be required in the **2014** adopted municipal budget.
4. A Notice of this action shall be printed once in the official newspaper of this municipality.

CERTIFICATION AS TO AVAILABILITY OF FUNDS

As required by N.J.S.A. 40A:4-57, N.J.A.C. 5:34-5.1 et seq., I, Grace M. Brennan, CFO of the Township of Union, have ascertained that there are available sufficient uncommitted appropriated funds in the **2014** Temporary/Adopted Budget to award a contract to Matthew J. Giacobbe, Esq., as appropriated under the line item "Legal".

Date: \_\_\_\_\_  
 \_\_\_\_\_  
 Grace M. Brennan, CFO

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 subject to Attorney review

- h. **Motion to Approve:** 2014 Open Space Farm Lease Agreement – Scheuing Farm

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

Motion Carried

- i. **Motion to Approve:** Fire Protection Services Agreement – Franklin Fire District No. 1

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 subject to Attorney review

- j. **Discussion:** Rolling Hills Development – Road Pavement Issue

Discussion tabled until next Committee meeting

**14. REPORTS**

a. **Attorney’s Report**

- Stated that a draft of an Ordinance to amend Municipal Clerk duties and create the office of a Township Administrator was distributed for review at the May 21, 2014 Committee meeting. Mr. Jost asked that the Ordinance be introduced on the first reading.

Item added to the agenda order

**NOTICE**

Please Take Notice that the following Ordinance was adopted on first reading by the Township Committee of the Township of Union, County of Hunterdon, State of New Jersey, at a meeting held on the 4<sup>th</sup> day of June, 2014. The Ordinance was then ordered to be published according to law. Notice is hereby given that the said Ordinance will be considered for final passage at a public hearing to be held on the 16<sup>th</sup> day of July, 2014, at 7:00 p.m., or as soon thereafter as the matter may be reached, at the Township Municipal Building, 140 Perryville Road, Hampton, New Jersey, at which time all interested parties will be heard.

\_\_\_\_\_  
Ella M. Ruta, RMC, Municipal Clerk

**ORDINANCE 2014 - 9  
AN ORDINANCE AMENDING THE CODE OF  
THE TOWNSHIP OF UNION,  
HUNTERDON COUNTY, NEW JERSEY  
REGARDING THE DUTIES OF THE MUNICIPAL CLERK  
AND CREATING THE OFFICE OF  
TOWNSHIP PERSONNEL ADMINISTRATOR**

**BE IT RESOLVED** by the Township Committee of the Township of Union, in the County of Hunterdon, State of New Jersey that the Code of the Township of Union is hereby amended as follows:

1. Article III, Section 2-5, subsection 2-5.4 **Duties as Business Manager and Administrative Officer**, is hereby deleted in its entirety.
2. Article III, Section 2-5, subsection 5.5 **Specific Duties of the Municipal Clerk**, is here amended as follows (deletions ~~thusly~~):

**2-5.5 Specific Duties of the Municipal Clerk.**

The specific duties and responsibilities of the Municipal Clerk, in addition to his/her statutory and legal duties, shall include the following, subject however at all times to the supervision and control of the Township Committee:

- a. To supervise and direct the activities of the Municipal Clerk's Office, including the Deputy Clerk, the secretaries and any other employees in the Clerk's office.
- b. ~~To serve as Personnel Officer of the Township. To keep personnel records and to study, recommend and implement personnel policy of the Township after consultation with the Township Committee and Department Heads.~~
- c. ~~To assist the Auditor and Treasurer in keeping the Township Committee informed of the financial condition of the Township and to make such reports thereon as required.~~
- d. ~~To prepare and submit to the Township Committee before the close of the fiscal year or on such alternate date as the Township Committee shall designate, a rough draft proposed budget for the next fiscal year with explanatory notes. In preparing the draft budget, the Municipal Clerk shall obtain estimates of revenues, expenditures and other historical data from all concerned officials, employees, boards and department heads.~~
- e. ~~To assist with the administration of the budget after its adoption by the municipality in the implementation of work programs contained in the budget. To attend all meetings of the Township Committee and such other committees as directed and to prepare and serve notice of all regular and special meetings of the Township Committee and other committees as required by law.~~
- f. To prepare an agenda for each meeting of the Township Committee and to obtain facts and information pertinent thereto for the Committee's use, and to keep comprehensive minutes of all meetings as required by law.
- g. ~~To keep the Committee informed on the conduct of the Township's business affairs and to submit such periodic reports either in writing or orally as the Committee may request and to make recommendations to the Committee concerning same.~~
- h. ~~To submit periodic reports to the Committee on the administrative activities of the Township.~~
- i. To attend to all necessary details in connection with the granting of franchises, leases, permits, licenses and privileges granted by the Township, including issuing application blanks, securing required information, processing the necessary paperwork, presenting the information to the Township Committee for action, and issuing of necessary licenses, permits or similar paperwork.
- j. To assist the Township Committee and other officials in the awarding of public contracts, in proper legal form, and to supervise the ~~performance and~~ execution of the same except where such duties are imposed upon other Township officials by law.

## MINUTES OF REGULAR MEETING June 4, 2014

- ~~k. To act as Township Purchasing Agent in accordance with such laws and regulations made and provided. To review all claims for payment submitted to the Township Committee, including employee time statements, vouchers and other claims and to submit the same to the Township Committee together with appropriate information.~~
  - l. To receive copies of all correspondence addressed to the Clerk's Office or to the Township in general and to refer same to the appropriate official, employee or department for disposition and reply.
  - ~~m. To receive and maintain written records of all complaints submitted to the Township. To investigate and attempt to resolve such complaints where appropriate. To advise the Township Committee of all complaints and to refer complaints to the appropriate officials, employees or departments. To make written record of when and what action was taken in response to all complaints.~~
  - n. To keep the Township Committee currently informed of all matters within his/her jurisdiction.
  - o. To maintain adequate inventory records of all equipment and materials owned or used by the Township and to recommend to the Township Committee the disposal of all inadequate or obsolete materials and equipment.
  - ~~p. To supervise and continually review and keep the Township Committee informed with regard to the Township's various insurance programs.~~
- ~~(Ord. No. 82-5 § 2)~~
3. Add the following provision:
- a. **Personnel Administrator.** There is hereby created the position of Personnel Administrator of the Township of Union.
  - b. The Personnel Administrator shall be appointed annually for a term ending on December 31, and shall serve at the pleasure of the Township Committee. The Personnel Administrator shall be compensated in accordance with the current salary ordinance of the Township.
  - c. The Personnel Administrator shall keep personnel records of all Township employees and shall study, recommend and implement personnel policies of the Township after consultation with the Township Committee and Department Heads. The Personnel Administrator shall assist the Township Committee and all managerial and supervisory personnel in implementing Township personnel policies and procedures. The Personnel Administrator shall also have access to the Township Attorney and/or Township employment attorney appointed by the Township Committee, for guidance in personnel matters.
  - d. The Township Personnel Administrator, in consultation with the Township Committee and Department Heads, shall establish and maintain procedures for insuring that the personnel policies of the Township are being implemented and maintained on a regular basis.
4. **Severability.** If any section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause of provision so adjudged and the remainder of the Ordinance shall be deemed valid and

effective.

- 5. **Repealer.** All Ordinances or parts of Ordinances inconsistent with or in conflict with the Ordinance are hereby repealed to the extent of such inconsistency.
- 6. **Effective Date.** This Ordinance shall take effect immediately upon final passage, adoption and publication according to law.

**Attest:**

\_\_\_\_\_  
**Ella M. Ruta, Clerk**

\_\_\_\_\_  
**Michele A. McBride, Mayor**

First Reading: June 4, 2014  
 Publication: June 12, 2014  
 Public Hearing/  
 Adoption: July 16, 2014  
 Published by July 24, 2014

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			

- Together with Mr. Mazza visited certain property in the Township at an address Mr. Jost would prefer not to disclose at this time. He said situation at the property will be monitored.
- Fire Dept. Ordinance – waiting for additional information
- Forwarding NJ State Police Reports to Committee member as they are received form the State Police
- Working on the Fire Cost Recovery Ordinance for Union Twp.
- Wrote a letter to Robert Ward, Esq. regarding progress on reconstruction at Union Hill Condos

**B. COMMITTEE REPORTS**

Mr. Mazza reported the following:

- Working on leasing the electronic speed sign from the County to be placed on Race Street
- Brief discussion on placing “No Littering” sign on Race St. Atty. Jost will look into the matter
- Will be going with Craig Hermann to inspect the water and drainage problem on Baptist Church Rd.

Mr. Bischoff reported the following:

- Quote “We must reject the idea that every time a law is broken, society is guilty rather than the lawmaker: It is time to restore the American precept that each individual is accountable for his action” – Ronald Regan
- Mentioned the Community Day organized by Hunterdon County on June 21<sup>st</sup>.
- Attended a meeting with Mayor McBride at Clinton Twp. regarding negotiations of the contract for UT Municipal Court Services
- Items for Executive Session

Mr. Hirt reported the following:

- Distributed information from NJDOT announcing a new historic preservation grant opportunity.
- Items for Executive Session

**c. Mayor’s Report**

- Items for Executive Session
- Met with Pest Control Company about second application for carpenter ants treatment at the Hoffman Park Garage
- Attended 5K Race at Finn Rd. Park on May 31<sup>st</sup>. Received praise on the beautiful condition of the park thanks to the DR&F for preparing the trail. There were about 100 runners.
- Need to contact Town of Clinton with regard to maintenance procedure for Fire Hydrants in Union Township. Atty. Jost will call and follow up with a letter.
- Will be meeting with Chuck Neary tomorrow regarding landscaping at the old municipal bldg. Mayor McBride stated that Mr. Neary’s wife passed away last week. She offered condolences to the family.
- Received quotes for purchasing and installation of video cameras for the municipal building and parking areas.
- Wrote a letter reviewed by Atty. Jost and Mr. Bischoff to Highlands Council on water conservation. The letter will be mailed before the end of the week.

**d. Clerk’s Report**

**15. PUBLIC COMMENTS**

- Matt Wunder, 319 Gano Road – asked about properties that have not been maintained by owner with regard to the correspondence mentioned tonight. One of those properties is located at 60 Baptist Church Rd. The Clerk will forward the information to the Zoning Officer. Mr. Wunder also asked about the Townships’ Policy regarding unregistered vehicles. Mayor recommended Mr. Wunder contact the Zoning Officer.

**16. PAYMENTS OF BILLS**

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

Motion Carried

**17. EXECUTIVE SESSION - Action may be taken following Executive Session**

The following resolution was introduced for adoption

**RESOLUTION #2014 – 83  
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 of 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 June 4, 2014 at 8:09 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.

To go in

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

Motion Carried

To come out

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

Motion Carried

The following motion was introduced for approval:

**Motion to authorize Mr. Bischoff to sign the letter, together with representatives from High Bridge and Clinton Township which was discussed in Executive Session.**

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			

Brief discussion regarding quorum for the Township Committee Meeting scheduled for July 2, 2014. The Committee agreed to reschedule the July 2, 2014 meeting to July 16, 2014. Clerk will notice designated newspapers.

**18. 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 8:45 p.m. Mr. Hirt seconded the motion. Motion carried by unanimous favorable roll call vote.

Prepared by: Ella M. Ruta, RMC  
Municipal Clerk

Michele McBride, Mayor