

1. CALL TO ORDER

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

- 2. **"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.

3. FLAG SALUTE

4. ROLL CALL

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

Others present: J.P. Jost, Attorney, Robert Clerico, P.E., Grace Brennan, CFO and Grace Kocher, Deputy Municipal Clerk

5. APPROVAL OF PRIOR MEETING MINUTES

- a. Regular and Executive Session Meeting Minutes of August 13, 2014.

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

6. VISITORS – no visitors scheduled

7. REPORTS RECEIVED – acknowledged

- a. Road Dept.- Week Ending: 8/08/14; 8/15/14; 8/22/14
- b. Engineer's Report –

- Municipal Building Foundation Drainage Project – provided detailed plan and cost estimate. Financing of the project was discussed.
- Cooks Cross Rd. Improvements Project – paving work has been completed and striping was finished today. Payment voucher to the Contractor will be submitted for processing at the next Committee meeting.
- Perryville Road Sec. 2A Project – it has been completed. Voucher payment for approval at tonight's meeting. Necessary paperwork will be submitted to NJ DOT for reimbursement.
- Municipal Discretionary Aid Applications – the State has not yet responded. Issued memorandum on new application that are due for submission in October. Spoke with Craig Hermann, DR&F Foreman, about his recommendation for the project. His two recommendations were Perryville Rd. starting where it was left off

the last time and Henderson Road. Mr. Hirt suggested Baptist Church Rd. Briefly discussed. Engineer Clerico will inspect mentioned roads and report to the Committee at the next meeting.

- Pilot Travel Center - they are working on the site clean-up.

8. CORRESPONDENCE / WRITTEN COMMUNICATIONS

Mr. Bischoff mentioned the following correspondence:

- Division of Pension 2015 Rate Recommendation
- Sample Ordinance for Mortgage Foreclosure Statue
- NJ Division of Fire Safety Issues Safety Warning on Current Social Media Stunt
- Mayors Challenge to end Vet Homelessness
- 2014 League Conference Resolutions
- New Law Gives Municipalities Tool to Deal with Abandoned Properties
- Resolution passed by Readington Twp. to Strongly Encourage COAH to Keep the Non-Residential Development Fee Standard at 2.5 percent.

Mr. Severino mentioned the following correspondence:

- NJDOT letter about funding available for Bicycle Paths. Briefly discussed.

Ms. McBride mentioned the following correspondence:

- Letter from Union Gap Village regarding Municipal Service Agreement for snow removal. The agreement is the same as previous year.

9. PUBLIC COMMENTS – none at this time

10. PUBLIC HEARING

ORDINANCE #2014 - 11

AN ORDINANCE FIXING AND DETERMINING MUNICIPAL CLASS POSITION TITLES AND SALARY RANGES FOR CERTAIN OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF UNION, COUNTY OF HUNTERDON, NJ – 2014

To open Public Hearing

Voice 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

To close Public Hearing

Voice 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

To Adopt

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

11. OLD BUSINESS

- a. **Motion to Approve:** Permission to Park Limousine at 24 Sam Bonnell Drive

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

12. NEW ORDINANCE – 1ST Reading – none

13. NEW BUSINESS

- a. The following resolution was introduced for adoption:

**RESOLUTION #2014-113
TOWNSHIP OF UNION, HUNTERDON COUNTY
RESOLUTION TO REFUND OVER PAYMENT OF 2014 TAXES**

WHEREAS, the tax collector received an over-payment for the 2014 property taxes on Block 24.02 Lot 2.01 Qualifier C0106 (6 Sam Bonnell Drive); and

WHEREAS, due to a fire the assessed value was reduced creating a significant reduction in the property taxes. The original billed amount continued to be paid which resulted in an overpayment of 2014 taxes in the amount of \$990.15; and

WHEREAS, Roberta A Rusin, the property owner, has requested a refund of \$990.15.

NOW, THEREFORE, BE IT RESOLVED, on the 13th day of August, 2014 by the Township Committee of the Township of Union, Hunterdon County, State of New Jersey, as follows:

1. The Tax Collector should refund the amount of \$990.15
2. The CFO shall refund \$990.15 to Roberta A Rusin, 6 Sam Bonnell Dr, Clinton, NJ 08809

3. This resolution shall take effect immediately upon adoption.

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

b. The following resolution was introduced for adoption:

RESOLUTION 2014 - 114

APPOINTING GRACE KOCHER AS DEPUTY CLERK/DEPUTY REGISTRAR

WHEREAS, the Township Committee of the Township of Union has deemed it necessary to appoint a Deputy Clerk/Deputy Registrar, and

WHEREAS, Grace Kocher, Planning Board/Board of Adjustment Secretary has agreed to accept the additional position of Deputy Clerk/Deputy Registrar at a salary of \$15,210.00 effective September 1, 2014,

NOW, THEREFORE BE IT RESOLVED that the Township Committee of the Township of Union hereby appoints Grace Kocher to the position of Deputy Clerk/Deputy Registrar at an annual salary of \$15,210.00.

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 - 115

APPOINTING GRACE BRENNAN AS THE PERSONNEL ADMINISTRATOR

WHEREAS, the Township Committee of the Township of Union has deemed it necessary to appoint a Personnel Administrator,

WHEREAS, Grace Brennan has agreed to accept the position of Administrator at a salary of \$10,000.00 effective September 1, 2014,

NOW, THEREFORE BE IT RESOLVED that the Township Committee of the Township of Union hereby appoints Grace Brennan to the position of Personnel Administrator at an annual salary of \$10,000.00.

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

d. The following resolution was introduced for adoption:

**RESOLUTION #2014-116
UNION TOWNSHIP; HUNTERDON COUNTY
2014 SALARY RESOLUTION**

WHEREAS, a salary ordinance has been adopted by the Township of Union, Township Committee, indicating salary ranges; and

WHEREAS, the Township Committee has determined the amount that each employee is to be paid for the year 2014 as follows:

Salaries are for a period of one year unless otherwise noted:

ADMINISTRATIVE

Mayor	\$ 4,800.00
Township Committee	4,500.00
Township Clerk	54,833.66
Deputy Clerk/Deputy Registrar	15,210.00 Effective 9/1/14
Administrative Assistant	19.77 p/h
Registrar	4,393.71
Tax Collector	15,407.03
Tax Collector	15,000.00
Adjusted for New Hire	
Deputy Tax Collector	25.00 p/h
Tax Assessor	25,312.50 Effective 7/1/14
Certified Municipal Finance Officer	33,383.61
Personnel Administrator	10,000.00
Payroll Administrator	5,169.08
Accounts Payable Clerk	3,446.05
Emergency Management Coordinator	5,516.00
Deputy Emergency Mgmt. Coordinator	1,160.00
911 Coordinator	0.00

DEPARTMENT OF ROADS AND FACILITIES

Foreman	69,845.72
Public Works Staff No. 1	49,529.44
Public Works Staff No. 2	48,643.15
Public Works Staff No. 3	44,103.00
Public Works Staff No. 4	37,440.00
Full time Temporary Public Works Staff	17.00 p/h
Part Time Snow Plow Staff	30.00 p/h

Part Time/Emergency Employee (By Appointment) 12.50/hr.

LAND USE DEPARTMENT

Zoning Officer 12,082.71
 Deputy Zoning Officer 1.00
 Planning Bd./Bd. of Adjustment Secretary 20,131.28 Effective 9/1/14

MISCELLANEOUS

Recycling Coordinator 9,860.55
 Dog & Cat Registrar 5,108.77
 Animal Control Officer 8,000.00
 Recycling Attendant/Dumpster Attendant 14.01 p/h
 Recycling Attendant Helper/Dumpster Attendant Helper 11.75 p/h

MISCELLANEOUS – Travel expenses, training and education expenses, overtime, health and disability insurance, retirement and life insurance, paid holidays, sick pay, leaves of absence, paid vacations, equipment allowances, emergency meal allowances and other benefits shall be as set forth in the current Union Township Personnel Manual, or in accordance with applicable law.

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

e. **Motion to Approve:** Application for use of Public Utilities – St. Catherine of Sienna Church on 9/21/14

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

14. REPORTS

a. **Attorney’s Report**

– Executive Session matters.

b. **Committee Reports**

Mr. Mazza reported the following:

- Thanked the UT Road Crew for an outstanding job they did during improvements to Perryville Road and Cooks Cross Road.

Mr. Bischoff reported the following:

- Quote: "Liberals claim to want to give a hearing to other views, but then are shocked and offended to discover that there are other views"- William F. Buckley, Jr.
- Distributed job description for Deputy Clerk and Registrar
- Received an invitation from the County Planning Board to the 2014 Cultural Awards Dinner. Mr. Bischoff asked if anyone was interested in attending. He will be attending.
- Asked about on-line registration for sports programs run by the UT Recreation Committee. CFO Brennan will be meeting with a possible vendor and a Recreation Committee member next week.
- Matters for Executive Session.

Mr. Severino reported the following:

- Spoke about illegal signs posted around the Township. He said he had picked up about thirty signs.
- Received two phone calls regarding ongoing issue with running water on Marudy Drive. Spoke with Mr. Mazza and Craig Hermann to rectify the issue. DR&F will work on the problem.

Mr. Hirt reported the following:

- Spoke with Page Stiger about preservation of farmland in the Township. He said there are only two farms left that would qualify. Will try to contact owner.
- Reported on preparation for the UT Community Day scheduled for September 28, 2014. Asked if the Township would be willing to donate about \$3,000.00.

The Following motion was introduced for approval:

The Township of Union will contribute the amount not to exceed \$3,000.00 from various budget lines toward expenses associated with Community Day.

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

c. Mayor's Report

- Completed and submitted the 2013 Clean Communities Report to the State
- Chuck Neary will be working on landscaping at the Old Municipal Building for the next 7 to 10 days.
- Third potential vendor will be coming on September 19th to provide the quote for security system in municipal building
- UTEC is interested in having a second community clean-up day. They have not chosen a place yet, but looking for suggestions.

- Received an email from one of the residents of Union Hill expressing concern about the length of time the Union Hill rebuilding process has been taking. Atty. Jost said there was a problem with the plan submitted to the Construction Dept. at Department of Community Affairs. Briefly discussed.

15. PUBLIC COMMENTS – none at this time

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 –

The following Resolution introduced for adoption:

**RESOLUTION #2014 – 117
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

MINUTES OF REGULAR MEETING September 03, 2014

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 September 3, 2014 at 8:21 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			
Mr. Mazza	x		x			
Mr. Hirt		x	x			
Ms. McBride			x			
Mr. Bischoff			x			

Motion carried

The Committee returned to the regular meeting session at 9:03 p.m.

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

MINUTES OF REGULAR MEETING September 03, 2014

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

Motion carried

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 9:04 p.m. Mr. Hirt seconded the motion. Motion carried by unanimous favorable roll call vote.

Prepared by: Ella M. Ruta, Municipal Clerk

Michele McBride, Mayor