

1. CALL TO ORDER

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

- 2. **"Sunshine Law" Announcement** - Adequate notice of this public meeting has been published in the Hunterdon Democrat and Courier News, posted on the municipal bulletin board and the Township website in accordance with the Open Public Meeting Act, Chapter 231, P.L. 1975. This notice has also been filed in the Municipal Clerk's office.

3. FLAG SALUTE

4. ROLL CALL

	Present	Absent
Mrs. Cherney	x	
Mr. Wunder	x	
Mr. Stiger	x	
Mr. Lordi – arrived at 7:02	x	
Dr. DeGiralamo	x	

Also present was Susan Sharpe, Esq., Robert Clerico, Engineer, Grace Brennan, CFO and Ella M. Ruta, Municipal Clerk.

5. APPROVAL OF PRIOR MEETING MINUTES

- a. Regular and Executive Session Meeting Minutes of September 18, 2024

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mrs. Cherney			x			
Mr. Wunder	x		x			
Mr. Stiger			x			
Mr. Lordi			x			
Dr. DeGiralamo		x	x			

Motion Carried

6. VISITORS - none scheduled

7. REPORTS RECEIVED

- a. State Police, Trooper Caemmerer – presented his monthly report, including data of vehicle accidents and ongoing investigations in the Township. He stated that State Troopers are doing a great job keeping this area safe. He stressed the importance of proper disposal of unused medicine. The drop off bin is located at the Perryville Barracks State Police Station. Questions and answers portion followed Trooper's report.
- b. Road Dept.- Week Ending; 9/20/24; 9/27/24
- c. Animal Control Officer – September 2024
- d. Municipal Court – not submitted
- e. Zoning Officer – not available
- f. Pattenburg Volunteer Fire Company – not submitted
- g. Engineer's Report

## MINUTES OF REGULAR MEETING October 16, 2024

- Perryville Road Section 4A and 4B Project - Bids have been received and a resolution awarding a contract is on tonight's agenda.
- Main Street Pattenburg Road Project – project will begin very soon. No date has been set.
- The generator for the Municipal Building – Grant received from the County has to be awarded by the end of the year. Capital Ordinance providing funding for purchasing and installing the generator is on tonight's agenda for introduction.
- MS4 Stormwater Permit – Received preliminary notice of \$50,000 from Highlands for compliance with the new State regulations. Also, correspondence from the County Commissioners has been received asking the State to extend deadlines for compliance.

The cost of the generator was discussed.

Mayor mentioned that there was not enough notice for residents whose roads were micro surfaced recently.

Engineer Clerico provided an explanation.

Mr. Lordi asked Engineer Clerico if he had a chance to inspect Hidden Meadow Lane. Mr. Clerico gave a brief overview of his findings.

Mayor DeGiralamo asked, on behalf of a resident, about the poor condition of Main Street in Jutland that is creating standing water issues. Briefly discussed.

#### OUT OF AGENDA ORDER

Recreation Committee Report – Chairman Meisner presented a verbal report.

Mr. Stiger, at this time, reported on Gravel Hill Road, Main Street Pattenburg, and Baptist Church Rd. stating that:

The speed study report for the first week has been completed on Gravel Hill Rd. and the second week's data will be available at the end of this week. The provided data was analyzed and discussed by the Committee. An additional 25 m/h speed sign was put up on Gravel Hill Rd.

Traffic Engineer suggested putting up a blinking sign with LED lights around it on Baptist Church Rd. The sign was installed last week at the intersection of Baptist Church Rd and Main St.

"No heavy trucks" entry signs, "25 m/h speed" signs and "Children at Play" signs have been erected on Main Street in Pattenburg.

#### BACK TO AGENDA ORDER

#### 8. CORRESPONDENCE/WRITTEN COMMUNICATIONS – none

#### 9. PUBLIC COMMENTS

Karen Wisnosky, a resident, questioned the cost of a new generator for the Municipal Building.

Eric Meisner, a resident, thanked the Committee for planning and completing road maintenance projects.

Apprised the Committee about the program run by the County called "Local Safety Action Plan" where residents can access a survey answering questions regarding transportation preferences.

Mike Sadusky, a resident, made comments regarding the purchase of the generator. Mentioned road closures about which Fire Department did not receive notification.

10. PUBLIC HEARING

ORDINANCE #2024 - 14

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 – 2024

To open

Voice Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mrs. Cherney			x			
Mr. Wunder			x			
Mr. Stiger	x		x			
Mr. Lordi			x			
Dr. DeGiralamo		x	x			

To close

Voice Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mrs. Cherney			x			
Mr. Wunder		x	x			
Mr. Stiger	x		x			
Mr. Lordi			x			
Dr. DeGiralamo			x			

To adopt

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mrs. Cherney		x	x			
Mr. Wunder			x			
Mr. Stiger	x		x			
Mr. Lordi			x			
Dr. DeGiralamo			x			

11. UNFINISHED BUSINESS

12. NEW ORDINANCE – 1<sup>ST</sup> Reading

TOWNSHIP OF UNION  
COUNTY OF HUNTERDON

NOTICE OF INTRODUCTION OF ORDINANCE

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 16 day of October, 2024. The Ordinance was then ordered to be published according to law. Notice is hereby given that said Ordinance will be considered for final passage at a public hearing to be held on the 13th day of November, 2024 at 7:00 p.m., or as soon thereafter as the matter may be reached, at the Union Township Municipal Building, 140 Perryville Rd., Jutland, NJ at which time all interested parties will be heard.

ORDINANCE 2024 - 15

**AN ORDINANCE APPROPRIATING THE SUM OF \$160,000 (\$37,500 FROM THE HUNTERDON COUNTY INFRASTRUCTURE GRANT AND \$122,500 CURRENTLY LOCATED WITHIN THE CAPITAL IMPROVEMENT FUND OF THE GENERAL CAPITAL FUND OF THE TOWNSHIP OF UNION, HUNTERDON COUNTY, STATE OF NEW JERSEY) FOR THE PURCHASE AND INSTALLATION OF A GENERATOR AT TOWN HALL**

WHEREAS, there is currently within the 2024 Capital Fund of the Township of Union, County of Hunterdon, State of New Jersey, an item entitled Capital Improvement Fund; and

WHEREAS, there is in this fund at least \$122,500, and

WHEREAS, the Township Committee of the Township of Union has deemed it necessary for the purchase and installation of a generator at 140 Perryville Road;

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

SECTION 1. The Township of Union is receiving a grant from The Hunterdon County Municipal Infrastructure Grant in the amount of \$37,500 to be used for the funding of the aforementioned project; therefore, is hereby appropriated from the Capital Improvement Fund of the 2024 General Capital Fund the sum \$122,500 as follows:

County Grant	\$ 37,500
Local Share:	<u>\$122,500</u>
Total	\$160,000

SECTION 2. Proceeds from any State or Federal grant(s), in addition to the amount referenced above, will be applied towards the cost of the ordinance.

SECTION 3. All Ordinances or parts of Ordinances, which are inconsistent with the terms of the Ordinance, be and the same are hereby repealed to the extent of their inconsistency.

SECTION 4. There is no debt incurred by this ordinance.

SECTION 5. This Ordinance shall take effect after proper passage and publication in accordance with law.

BY: \_\_\_\_\_  
David DeGiralamo, Mayor

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

First Reading: October 16, 2024  
Publication/in Full: October 24, 2024  
Second Reading: November 13, 2024  
Publication/Title Only: November 21, 2024

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

MINUTES OF REGULAR MEETING October 16, 2024

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mrs. Cherney			x			
Mr. Wunder	x		x			
Mr. Stiger		x	x			
Mr. Lordi			x			
Dr. DeGiralamo			x			

Motion Carried

13. NEW BUSINESS

CONSENT AGENDA: All matters listed under the Consent Agenda are considered to be routine by the Township Committee and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the consent Agenda and will be considered separate.

- a. **RESOLUTION #2024-104:** Authorizing the Tax Collector to Cancel Property Taxes for Block 21 Lot 29.16 Pursuant to 100% Disabled Veteran Exemptions

**RESOLUTION # 2024 - 104**  
**TOWNSHIP OF UNION, HUNTERDON COUNTY**  
**RESOLUTION TO AUTHORIZE THE TAX COLLECTOR TO CANCEL PROPERTY TAXES FOR**  
**BLOCK 21 LOT 29.16 PURSUANT TO 100% DISABLED VETERAN EXEMPTION**

**WHEREAS**, pursuant to N.J.S.A. 54:4-3.00(a) the dwelling house and cartilage owned by a citizen or resident of New Jersey who is a veteran and has a total or 100% permanent disability as defined therein may be exempt from property tax; and

**WHEREAS**, John Sousa is a resident and citizen of New Jersey who served in active war time and was honorably discharged from the U.S. Armed Forces was declared by the U.S. Department of Veterans Affairs to be totally and one hundred percent permanently disabled; and

**WHEREAS**, John Sousa owns legal title to the entire dwelling house and cartilage on the property identified as Block 21, Lot 29.16 (25 Stonebridge Rd.), which is his/her principal place of residence; and

**WHEREAS**, John Sousa filed an application and the Tax Assessor approved the exemption effective September 18, 2024 based on the application and information provided; and

**WHEREAS**, Colleen Dolan, Tax Collector advises that the prorated amount of 2024 taxes in the amount of \$3,472.75 need to be cancelled; and

**WHEREAS**, payments totaling \$9,071.05 have been received by the Tax Collector for 2024 taxes; and

**WHEREAS**, the disabled veteran should be refunded \$471.86 which represents an overpayment of property taxes paid in 2024; and

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Union, County of Hunterdon, State of New Jersey that taxes in tax year 2024 for Block 21 Lot 29.16 be cancelled and a refund be given in the amount of \$471.86 and, the records of the Tax Collector be adjusted to reflect the exempt status of this property.

MINUTES OF REGULAR MEETING October 16, 2024

BE IT FURTHER RESOLVED that a certified copy of this Resolution is provided to the Tax Collector, Tax Assessor and Chief Financial Officer.

- b. **RESOLUTION #2024-105:** Contract Award to Top Line Construction Corp. for the Perryville Road Section 4A & 4B

**RESOLUTION #2024-105**

WHEREAS, the Township of Union advertised, and subsequently received bids for the Roadway Improvement Plan for MA-2024 Perryville Road Section 4A and MA-2023 Perryville Road Section 4B on Thursday, October 10, 2024 as outlined on the attached bid summary;

WHEREAS, six (6) bids were received as follows:

<u>Contractor</u>	<u>Base Bid</u>
Top Line Construction Corp.	\$625,973.02
Reivax Contracting Corp.	\$644,693.00
KM Construction Corp.	\$644,905.00
Crossroads Paving	\$652,838.00
Your Way Construction, Inc.	\$669,524.78
Dumor Contracting, Inc.	\$727,092.00

WHEREAS, the Township Engineer and the Township Attorney have reviewed the documents submitted by Top Line Construction Corp. and have determined that the bid from Top Line Construction Corp. was responsive and;

WHEREAS, the Township Engineer Robert J. Clerico, has reviewed the submitted bids and determined that Top Line Construction Corp. submitted the lowest responsive base bid in the amount of \$625,973.02 for the Roadway Improvement Plan for MA-2024 Perryville Road Section 4A and MA-2023 Perryville Road Section 4B and;

WHEREAS, the Township of Union, has sufficient funds to award a contract based upon this bid

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Union that the Contract for the Roadway Improvement Plan for MA-2024 Perryville Road Section 4A and MA-2023 Perryville Road Section 4B be and is hereby awarded to Top Line Construction Corp., 23 Fifth Street, Somerville, NJ for their bid in the amount of \$625,973.02 subject to the following conditions:

1. The Contract is awarded as a unit price bid Contract and final payment will be based upon the actual quantities installed at the unit prices bid, as outlined in the Plans and Specifications prepared by Robert J. Clerico, P.E.
2. The award of this Contract is made subject to review and approval by the New Jersey Department of Transportation.

- c. **RESOLUTION #2024-106:** Authorizing the Employment of Barbara Thomas

COUNTY OF HUNTERDON

STATE OF NEW JERSEY

**RESOLUTION #2024 – 106**

**Authorizing the Employment of Barbara Thomas**

**Full Time – Planning Board/Board of Adjustment Secretary, Deputy Clerk, Deputy Registrar and Administrative Assistant**

**WHEREAS**, the Township of Union is in need of a full-time Planning Board/Board of Adjustment Secretary, Deputy Clerk, Deputy Registrar, and Administrative Assistant, and

**WHEREAS**, Barbara Thomas, is qualified and has been offered said position, and good cause appearing;

**NOW THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Union, County of Hunterdon, State of New Jersey that Barbara Thomas shall be hired as the full-time Planning Board/Board of Adjustment Secretary, Deputy Clerk, Deputy Registrar, and Administrative Assistant, effective October 17,2024 to serve at the pleasure of the Township Committee, at an annual salary of \$50,000.

\_\_\_\_\_  
Grace M. Brennan, Personnel Administrator

\_\_\_\_\_  
David DeGiralamo, Mayor

- d. **RESOLUTION #2024-107:** Accepting Donations of a CCTV System for Finn Road Park from Sawyers Control System Inc.

**Resolution #2024-107**

**RESOLUTION OF THE TOWNSHIP OF UNION, COUNTY OF HUNTERDON, STATE OF NEW JERSEY, ACCEPTING A DONATION OF A CCTV SYSTEM FOR FINN ROAD PARK FROM SAWYERS CONTROL SYSTEMS INC. OF HAMPTON, NEW JERSEY**

**WHEREAS**, the Township of Union’s Recreation Department is in need of a video camera system for Finn Road Park; and

**WHEREAS**, the Department has received an offer from Tom Callahan, owner of Sawyers Control Systems Inc., located at 28 State Route 173 in Hampton, to donate to the Township the equipment for a CCTV system and install it at minimal cost to the Township; and

**WHEREAS**, pursuant to N.J.S.A. 40A:12-5 and N.J.S.A. 40A:5-29, municipalities may receive donations, bequests and legacies; and

**WHEREAS**, the donated equipment is valued at \$5,450; and

**WHEREAS**, the Township wishes to accept, and express gratitude for, the donation.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Union, County of Hunterdon, State of New Jersey, that the Township Committee does hereby accept a donation of equipment for a CCTV system by Tom Callahan, owner of Sawyers Control Systems Inc., 28 State Route 173, Hampton, and expresses sincere gratitude to Mr. Callahan for his generous donation.

This resolution shall take effect immediately.

- e. **Motion to Approve** – Request for Putting Barricades in the Brass Castle Neighborhood on Halloween
- f. **Payment of Bills**

End of Consent Agenda

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mrs. Cherney			x			
Mr. Wunder	x		x			
Mr. Stiger			x			
Mr. Lordi			x			
Dr. DeGiralamo		x	x			

Motion Carried

- a. **Discussion** – 2024 Best Practices Inventory

CFO Brenna gave a brief overview of the Inventory stating that after answering all questions the Township will be receiving a hundred percent of our State Aid. Very briefly discussed.

**14. REPORTS**

- a. **Attorney’s Report** – has matters for Executive Session. Atty. Sharpe mentioned that, in speaking with the newly appointed zoning officer, he raised a concern about lack of regulations regarding fences. He said that a Township Ordinance is needed to provide guidance in determining an approval or denial for many applications he receives. The Committee agreed for Atty. Sharpe to draft an Ordinance.

**b. Mayor’s Report**

- Asked that Atty. Sharpe provide the most updated information regarding the Township’s Affordable Housing Obligations. Atty. Sharpe gave a brief overview of the 4<sup>th</sup> Round of obligation.
- Hoping for an update from the County Health Dept. about septic issues at QuickChek.

**c. Committee Reports**

Mr. Wunder reported the following:

- The Neighborhood Watch program has been officially implemented in the Township. Signs will be put up soon.

Mr. Lordi reported the following:

- Mentioned maintenance of the walking trail in Finn Rd. Park



Mrs. Cherny reported the following:

- Working with the local Senior Group on ways to enhance the lives and experiences of seniors residing in the Township. Gave a brief overview of different ideas such as benches at the park, maintaining walking trail, availability of municipal building, etc.
- Volley for Vets Benefit is scheduled for November 15, 2024, at the Middle School.
- Expressed gratitude for newly hired Zoning Officer Mullin for processing all outstanding applications.
- Ms. Thomas, another newly hired employee, will be joining the office staff tomorrow.

Mr. Stiger reported the following:

- There are three memorial benches with dedication at Finn Rd. Park. The project was spearheaded by Lisa Coster.

d. **Finance Officer** –

- Sent an email today regarding the selection of the volunteer of the year 2024. Asked that members of the Committee individually respond to her.
- Reminded everyone that the next meeting is scheduled for November 13, 2024.
- Asked if members of the Committee are interested in holding an annual volunteers/employees appreciation dinner.
- Asked that members of the Committee, when interacting with the public, remind them about respectful treatment of office employees at Union Township. She said that lately residents conducting business at municipal offices have been behaving improperly and verbally unpleasant to employees.

e. **Recreation Committee** – provided a verbal report earlier at the meeting.

f. **Environmental Commission** – Mr. Stiger announced that the last UTEC meeting was cancelled.

**14. PUBLIC COMMENTS** –

Nick Labelle, a resident, expressed his appreciation for Mr. Cherney’s ideas to enhance seniors and community experiences.

**15. EXECUTIVE SESSION** –

**Resolution #2024-108**

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;

NOW THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Union will convene in an Executive Session that will be limited only to consideration of items with respect to which the public may be excluded pursuant to N.J.S.A. 10:4-12b. The general nature of the subject or subjects to be discussed in this session is as follows:

1. Matters Relating to Litigation, Negotiation and the Attorney -Client Privilege – Kal Freight

MINUTES OF REGULAR MEETING October 16, 2024

The matters discussed in this session will be disclosed to the public when the need for confidentiality no longer exists.

Formal action may be taken following the conclusion of the Executive Session.

BE IT FURTHER RESOLVED by the Township Committee of the Township of Union assembled in public session on October 16, 2024, at 8:46 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.

Action will be taken.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mrs. Cherney		x	x			
Mr. Wunder	x		x			
Mr. Stiger			x			
Mr. Lordi			x			
Dr. DeGiralamo			x			

Motion Carried

Motion to come out of Executive Session at 9:10 pm

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mrs. Cherney		s	x			
Mr. Wunder			x			
Mr. Stiger	s		x			
Mr. Lordi			x			
Dr. DeGiralamo			x			

Motion Carried

The below resolution was considered for approval following the Executive Session:

**RESOLUTION #2024-109:** Authorizing the Employment of Leigh Gronau – part-time Special Zoning Officer

**RESOLUTION #2024 – 109  
Authorizing the Employment of Leigh Gronau  
Part-Time Special Zoning Officer**

**WHEREAS**, the Township of Union needs to reappoint Leigh Gronau as a part-time special Zoning Officer to assist with litigation and outstanding municipal court matters,

**NOW THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Union, County of Hunterdon, State of New Jersey that Leigh Gronau is appointed as part time Special Zoning Officer, effective October 16, 2024 to serve at the pleasure of the Township Committee, at \$35.00 per hour.

\_\_\_\_\_  
Grace M. Brennan, Personnel Administrator

\_\_\_\_\_  
David DeGiralamo, Mayor

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mrs. Cherney			x			
Mr. Wunder			x			

MINUTES OF REGULAR MEETING October 16, 2024

Mr. Stiger	x		x			
Mr. Lordi			x			
Dr. DeGiralamo		x	x			

16. ADJOURNMENT

There being no further business to come before the Township Committee at this time Mr. Wunder made a motion to adjourn the meeting at 9:02 p.m. Mr. Stiger seconded the motion. Motion carried by unanimous favorable roll call vote.

\_\_\_\_\_  
Transcribed by: Ella M. Ruta, Municipal Clerk

\_\_\_\_\_  
David DeGiralamo, Mayor