

BECAUSE OF THE COVID-19 STATE OF EMERGENCY AND THE CLOSURE OF THE MUNICIPAL BUILDING THIS MEETING WAS HELD ELECTRONICALLY. FOLLOWING WAS THE LINK TO THE MEETING:

Topic: Township Committee meeting
Time: Dec 16, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/85942990241?pwd=cytSNIE3VTJ6VGViODJRT29HRjcrZz09>

Meeting ID: 859 4299 0241
Passcode: 717082
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1. CALL TO ORDER

Mayor Mazza called the meeting to order at 7:02 p.m.

2. "Sunshine Law" Announcement- Adequate notice of this public meeting has been provided by 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. In addition, due to the current situation, notices of the virtual meeting were published/posted in compliance with the Sunshine Law.

3. FLAG SALUTE - no Flag Salute

4. ROLL CALL

	Present	Absent
Mr. Severino	x	
Mr. Mazza	x	
Mr. Hirt	x	
Mr. Stiger		x
Mr. Stothoff	x	

Also present, Trishka Cecil- Township Attorney, Robert Clerico-Township Engineer, Grace Brennan-CFO and Ella M. Ruta- Municipal Clerk.

5. APPROVAL OF PRIOR MEETING MINUTES

MINUTES OF REGULAR MEETING December 16, 2020

a. Regular and Executive Session Meeting Minutes of November 18, 2020

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			x			
Mr. Mazza			x			
Mr. Hirt		x	x			
Mr. Stiger						x
Mr. Stothoff	x		x			

Motion carried

6. VISITORS – none scheduled – tabling of the 2020 Volunteer of the year award for the January 6, 2021 meeting.

7. REPORTS RECEIVED – Acknowledged and briefly discussed

- a. Road Dept.- Week Ending; 11/13/20; 11/25/20; 12/04/20
- b. Zoning Officer – November 2020
- c. Animal Control Officer – November 2020

d. Public Safety Director – submitted a written report

- Marc Strauss reported he reached out to the EMS and Fire Chiefs to make sure they were properly prepared for the storm.

e. Engineer’s Report

- Mr. Clerico provided an update to the Brass Castle road project. Trees have been removed from Baptist Church Road.
- Updated the Committee regarding the grants from the DOT for Baptist Church Road and possible timelines.
- Reviewed the Road Opening Permit for 125 Perryville Road to connect a sump pump. On the engineer’s recommendation, due to the limited involvement of the engineer and the scope of work being minimal the homeowner application and escrow fee could be waived. After a brief discussion, the following motion was offered for approval:

To waive the application and escrow fee for a Road Opening Permit at 125 Perryville Road

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino	x		x			
Mr. Mazza			x			
Mr. Hirt		x	x			
Mr. Stiger						x
Mr. Stothoff				x		

Motion Carried

8. CORRESPONDENCE/WRITTEN COMMUNICATIONS

Mr. Severino mentioned the following correspondence:

- A letter from the Planning Board/Board of Adjustment Chair regarding the language change for the submission of copies for applications made to the Planning Board. The attorney advised the changes are not so substantial as to re-introduce the ordinance.

9. PUBLIC COMMENTS – Mr. Mazza asked if there were any comments from the public. There were none.

10. PUBLIC HEARING – 2nd Reading

**TOWNSHIP OF UNION
ORDINANCE NO. 2020-9**

AN ORDINANCE OF THE TOWNSHIP OF UNION IN HUNTERDON COUNTY, NEW JERSEY REPEALING CHAPTER 30, SECTION 24, OF THE “CODE OF THE TOWNSHIP OF UNION,” TITLED “STORMWATER CONTROL,” IN ITS ENTIRETY, AND REPLACING IT WITH THE NEW JERSEY STATE DEPARTMENT OF ENVIRONMENTAL PROTECTION’S MOST RECENT “MODEL STORMWATER CONTROL ORDINANCE FOR MUNICIPALITIES”

To open Public Hearing

Voice Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			x			
Mr. Mazza			x			
Mr. Hirt		x	x			
Mr. Stiger						x
Mr. Stothoff	x		x			

Motion carried

There were no public comments

To close Public Hearing

Voice Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			x			
Mr. Mazza			x			
Mr. Hirt		x	x			
Mr. Stiger						x
Mr. Stothoff	x		x			

Motion carried

To Adopt

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			x			
Mr. Mazza			x			
Mr. Hirt	x		x			
Mr. Stiger						x
Mr. Stothoff		x	x			

Motion carried

**TOWNSHIP OF UNION
ORDINANCE NO. 2020-10**

AN ORDINANCE OF THE TOWNSHIP OF UNION IN HUNTERDON COUNTY, NEW JERSEY REGARDING MAXIMUM IMPERVIOUS COVERAGE REQUIREMENTS IN THE CM CONSERVATION MANAGEMENT DISTRICT AND THE AP AGRICULTURAL PRESERVATION DISTRICTS, AND AMENDING CHAPTER 30 (LAND USE) OF THE “CODE OF THE TOWNSHIP OF UNION”

To open Public Hearing

MINUTES OF REGULAR MEETING December 16, 2020

Voice Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino		x	x			
Mr. Mazza			x			
Mr. Hirt			x			
Mr. Stiger						x
Mr. Stothoff	x		x			

Motion carried

There were no public comments

To close Public Hearing

Voice Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			x			
Mr. Mazza			x			
Mr. Hirt		x	x			
Mr. Stiger						x
Mr. Stothoff	x		x			

Motion carried

To Adopt

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			x			
Mr. Mazza			x			
Mr. Hirt		x	x			
Mr. Stiger						x
Mr. Stothoff	x		x			

Motion carried

**TOWNSHIP OF UNION
ORDINANCE NO. 2020-11**

**AN ORDINANCE OF THE TOWNSHIP OF UNION IN HUNTERDON COUNTY, NEW JERSEY
REGARDING LAND USE APPLICATION SUBMISSION REQUIREMENTS AND AMENDING
CHAPTER 30 OF THE "CODE OF THE TOWNSHIP OF UNION"**

To open Public Hearing

Voice Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			x			
Mr. Mazza			x			
Mr. Hirt		x	x			
Mr. Stiger						x
Mr. Stothoff	x		x			

Motion carried

Attorney Cecil advised that the Planning Board/Board of Adjustment recommended minor changes. She asked for questions/comments regarding the proposed amendments. There were no comments from the Public.

To close Public Hearing

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

MINUTES OF REGULAR MEETING December 16, 2020

Mr. Stiger						X
Mr. Stothoff		X	X			

Motion carried

To Adopt with Revisions

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino	X		X			
Mr. Mazza			X			
Mr. Hirt		X	X			
Mr. Stiger						X
Mr. Stothoff			X			

Motion carried

11. OLD BUSINESS - None

12. NEW ORDINANCE – 1st Reading - None

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.

Mr. Stothoff requested to remove Resolution Amending the approval of Fiscal Grant Cycle July 2020 - June 2025 for Municipal Alliances for the Prevention of Alcoholism and Drug Abuse – Grant Year 2020-2021.

Mr. Stothoff asked for clarification regarding the Township’s responsibility for the contributions to the grant. The Township Clerk advised the Township is not responsible for the funds and that it is an amendment to the grant that was approved last year. The CFO confirmed the Township has participated in this alliance for some time.

- a. **RESOLUTION #2020-109:** Purchase of Case 580SN Backhoe Through the Sourcewell Cooperative Purchasing Program

**RESOLUTION 2020 – 109
PURCHASE OF CASE 580SN BACKHOE
THROUGH THE SOURCEWELL COOPERATIVE PURCHASING PROGRAM**

WHEREAS, The Township Committee of the Township of Union along with the Foreman of the Department of Roads and Facilities has determined that there is the need to purchase a new Backhoe, and

WHEREAS, this item will be purchased through Sourcewell Cooperative Purchasing Program, at the purchase price of \$104,148.00, so a formal bid process is not required; and

WHEREAS, there is appropriated in the Capital Fund the sum of \$110,000.00 under the line item titled Ordinance 2020-8,

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Union hereby authorizes the CFO to issue the purchase order for the purchase of the new Backhoe from Powerco, Inc. who is the authorized dealer through Sourcewell.

- b. **RESOLUTION #2020-110:** Appropriation Transfer

MINUTES OF REGULAR MEETING December 16, 2020

Resolution #2020-110

UNION TOWNSHIP, HUNTERDON COUNTY
APPROPRATION TRANSFER(S)

Be it resolved by the Township Committee of the Township of Union, County of Hunterdon, State of New Jersey, that there are insufficient funds to meet the demands necessary for the 2020 Appropriations in the following accounts:

TO:	Telephone	10544099	\$ 1,500.00
	Engineering	10516520	5,000.00
		Total	\$ 6,500.00

WHEREAS, the following account(s) have sufficient excess funds to meet such demands:

FROM:			
	Employee Group Ins	10522020	\$ 6,500.00
		Total	\$ 6,500.00

BE IT RESOLVED that in accordance with the provisions of R.S. 40A: 4-58 the Chief Financial Officer is hereby authorized to make the transfer(s) required to meet the obligations of Union Township.

c. **RESOLUTION #2020-111:** To Cancel current Appropriation Balances

Resolution #2020 – 111

**UNION TOWNSHIP, HUNTERDON COUNTY
TO CANCEL CURRENT APPROPRIATION BALANCES**

WHEREAS, the following Current Fund budget appropriation balances remain unexpended:

Recreation Services and Programs	
Other Expenses	\$15,000.00
Street and Road Maintenance	
Salaries & Wages	\$10,000.00
Other Expenses	\$15,000.00
Legal Services	
Other Expenses	\$15,000.00
General Government	
Other Expenses	\$ 5,000.00
Municipal Clerk/Registrar	

Salaries & Wages \$ 5,000.00

WHEREAS, it is necessary to formally cancel said balances so that the unexpended balances may be credited to Surplus;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Union, in the County of Hunterdon, State of New Jersey, per N.J.S.A. 40A:4-60 that the above listed unexpended balances of the Current Fund be canceled .

- d. RESOLUTION #2020-112 : Authorizing the Finance Officer to Cancel Grant Appropriation Reserves to Surplus

RESOLUTION 2020 - 112

AUTHORIZING THE FINANCE OFFICER TO CANCEL GRANT APPROPRIATION RESERVES TO SURPLUS

WHEREAS, the Chief Financial Officer is recommending that the Township Committee of the Township of Union cancel grant appropriations prior to yearend, and

WHEREAS, the following grants are complete and the appropriation balances no longer needed to be maintained on the books and records of the Township of Union, and

WHEREAS, the Chief Financial Officer recommends that the following adjustments to the books and records of the Township be made.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township Union, that the adjustments appearing below, being a permanent part hereto, are hereby made.

CANCELING GRANTS

Table with 2 columns: NAME OF GRANT, APPROPRIATION. Rows include Reserve for Expenditure Exxon Mobil (\$ 1,030.00), Reserve for Expenditure ANJEC Smart Growth (10,000.00), Reserve for Expenditure NJDEP Storm water Grant (2,808.00).

- e. RESOLUTION #2020-113: Authorizing Submission of a Highlands Initial Assessment Grant Application

RESOLUTION #2020-113

TOWNSHIP OF UNION, HUNTERDON COUNTY, STATE OF NEW JERSEY

AUTHORIZING SUBMISSION OF A HIGHLANDS INITIAL ASSESSMENT GRANT APPLICATION

WHEREAS, in recognition of the costs associated with local government efforts to conform to the Regional Master Plan (RMP), the Highlands Act provided a funding mechanism through the creation of the Highlands Protection

Fund; and

WHEREAS, the Highlands Protection Fund includes significant grant funds that are available for municipalities and counties seeking to conform or considering voluntary conformance with the RMP; and

WHEREAS, the Highlands Water Protection and Planning Council (Highlands Council) has adopted an Initial Assessment Grant Program. This grant program will fund preliminary municipal and county Plan Conformance activities for lands within the Preservation Area where conformance is mandatory, as well as in the Planning Area where conformance is voluntary. These grants will allow local jurisdictions and counties to engage their professionals to assess the requirements and benefits of Plan Conformance; and

WHEREAS, Township Committee of the Township of Union believes that it is in the best interest of the Township of Union in Hunterdon County to apply to the Highlands Council for an Initial Assessment Grant.

NOW, THEREFORE BE IT RESOLVED, that the Governing Body of the Township of Union, Hunterdon County, New Jersey hereby authorizes the submission of the aforementioned Highlands Initial Assessment Grant Application to the Highlands Council.

- f. **Motion to Approve** - Animal Control Contract for 2021
- g. **Motion to Approve** - Notice of 2021 Reorganizational Township Committee and Board of Health meetings
- h. **Payment of Bills**

End of Consent Agenda

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			x			
Mr. Mazza			x			
Mr. Hirt		x	x			
Mr. Stiger						x
Mr. Stothoff	x		x			

- i. **RESOLUTION #2020-114**: Amendment to Approval of Fiscal Grant Cycle July 2020 – June 2025 for Municipal Alliances for the Prevention of Alcoholism and Drug Abuse – Grant Year 2020-2021

Governor’s Council on Alcoholism and Drug Abuse
 Fiscal Grant Cycle July 2020 - June 2025

RESOLUTION #2020-114

FORM 1B

WHEREAS, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Township Committee of the Township of Union, County of Hunterdon, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore, has an established Municipal Alliance Committee; and,

WHEREAS, the Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Township Committee has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Hunterdon;

NOW, THEREFORE, BE IT RESOLVED by the Township of Union, County of Hunterdon, State of New Jersey hereby recognizes the following:

1. The Township Committee does hereby authorize submission of a strategic plan for the North Hunterdon Municipal Alliance grant for fiscal year R 2021 in the amount of:

DEDR	\$ <u>7,329.00</u>
Cash Match	\$ <u>1,832.25</u>
In-Kind	\$ <u>5,496.75</u>

2. The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.
3. The Township Committee further acknowledges that the Hunterdon County Educational Services Commission shall act as Fiscal Agent to all Hunterdon County Municipal Alliance Consortiums to provide a streamlined process for the reimbursement of expenditures.

APPROVED: _____
Frank T. Mazza, *Mayor*

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino		x	x			
Mr. Mazza			x			
Mr. Hirt			x			
Mr. Stiger						x
Mr. Stothoff	x		x			

Motion carried

a. Discussion

- Highlands Economic Sustainability Plan Survey – The Township Clerk advised the survey needs to be completed. She will follow up with Mr. Stiger for details.
- Recommendation by the Township Engineer regarding obtaining a Road Opening Permit for a property located at 125 Perryville Road.
- Dates of meetings to be scheduled in 2021 – Township Committee and BOH –The CFO asked for an additional meeting to be scheduled in December due to important deadlines. The Township Clerk advised they would add a meeting for the first week in December.
- Notice of Special 2021 Budget Workshop Meetings

14. REPORTS

a. **Attorney’s Report**

- Attorney Cecil updated the Township Committee regarding a pending matter before the court, as well as an installation of a tank from a developer and a grant from Green Acres.
- Attorney Cecil also advised that since the meetings will be held remotely a resolution setting forth the Townships’ meeting procedures should be adopted.

b. **Committee Report**

Mr. Hirt reported the following:

- Advised that residents of Pattenburg would like to see signs on Main Street stating that the road is impassable to large trucks. The Engineer can review the wording and possibly the road crew can make the signs.
- Updated the Committee regarding the issue with Main Street Jutland. He advised Residents need to add Jutland on the address line.

Mr. Severino reported the following:

- Expressed concerns regarding inclement weather conditions on the recycling weekend. Mr. Severino asked for multiple updates to the website regarding recycling and disposal. Mr. Stothoff and Mr. Severino will work on the changes together.
- Advised he is hearing complaints from neighbors regarding the rifle range. The range was recently reconstructed which has appeared to amplify the noise. It was recommended to reach out to Fish and Wildlife.

Mr. Stothoff reported the following:

- Advised there was another report of vandalism at the porta john.

c. CFO Report

- The CFO reported that she submitted the personnel manual and handbook to Mark Jacoby’s office.

d. Fire Dept. Report

- Not present.

e. Mayor’s Report

- Finn Road Park has been closed as of today.
- New truck has been purchased, not registered yet.

15. PUBLIC COMMENTS

- No Comments from the Public.

16. EXECUTIVE SESSION – 7:51 PM

RESOLUTION #2020-115

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:

Matters falling within the attorney-client privilege [N.J.S.A. 10:4-12b(7)]:

- a. 52 Cooks Cross Road zoning violations and municipal court proceeding.
- b. Personnel – Department of Road & Facilities - Salaries

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

Formal action might be taken following the conclusion of the executive session.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino		x	x			
Mr. Mazza			x			
Mr. Hirt			x			
Mr. Stiger						x
Mr. Stothoff	x		x			

Motion Carried

The Committee returned to regular meeting session at 8:35 pm.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino		x	x			
Mr. Mazza			x			
Mr. Hirt			x			
Mr. Stiger						x
Mr. Stothoff	x		x			

17. ADJOURNMENT

There being no further business to come before the Township Committee at this time Mr. Hirt made a motion to adjourn the meeting at 8:35 p.m. Mr. Stothoff seconded the motion. Motion carried by unanimous favorable roll call vote.

Prepared by: Ella M. Ruta, Municipal Clerk

Frank Mazza, Mayor