

1. CALL TO ORDER

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:** led by Mayor or presiding officer.

4. ROLL CALL

5. APPROVAL OF PRIOR MEETING MINUTES

- a. Special and Executive Session Meeting Minutes of December 13, 2023
- b. Regular and Executive Session Meeting Minutes of December 20, 2023
- c. Reorganization Meeting Minutes of January 3, 2024

6. VISITORS

7. REPORTS RECEIVED

- a. State Police, Trooper Caemmerer
- b. Road Dept.- Week Ending; 12/22/23; 12/29/23; 1/05/24;
- c. Animal Control Officer – December 2023
- d. Pattenburg Volunteer Fire Company
- e. Engineer's Report

8. CORRESPONDENCE / WRITTEN COMMUNICATIONS

9. PUBLIC COMMENTS

10. PUBLIC HEARING

11. UNFINISHED BUSINESS

12. NEW ORDINANCE – 1ST Reading

ORDINANCE 2024 - 1

AN ORDINANCE APPROPRIATING THE SUM OF \$890,000 (\$162,700 FROM NJ DOT MUNICIPAL ROAD AID PROGRAM FOR LA-2023 MA UNION TOWNSHIP PERRYVILLE ROAD SECTION 4B , \$131,598 FROM NJ DOT MUNICIPAL ROAD AID PROGRAM FOR LA – 2024 MA UNION TOWNSHIP PERRYVILLE ROAD SECTION 4A, AND \$595,702 CURRENTLY LOCATED WITHIN THE CAPITAL IMPROVEMENT FUND OF THE GENERAL CAPITAL FUND OF THE TOWNSHIP OF UNION, HUNTERDON COUNTY, STATE OF NEW JERSEY) FOR IMPROVEMENTS TO PERRYVILLE ROAD SECTIONS 4A AND 4B

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 \$595,702, and

WHEREAS, the Township Committee of the Township of Union has deemed it necessary for improvement to Perryville Road Sections 4A and 4B;

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 aid from the New Jersey Department of Transportation in the amount of \$162,700 2023 MA Grant and \$131,598 2024 MA Grant 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 \$595,702 as follows:

State Allocation	\$162,700
State Allocation	\$131,598
Local Share:	<u>\$595,702</u>
Total	\$890,000

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: _____

ATTEST: _____
Ella M. Ruta, RMC, Municipal Clerk

First Reading: January 17, 2024
Publication/in Full:
Second Reading: February 21, 2024
Publication/Title Only:

**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 17 day of January, 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 21st day of February, 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.

Ella M. Ruta, Municipal Clerk

ORDINANCE #2024 - 2

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

BE IT ORDAINED, by the Township Committee of the Township of Union, County of Hunterdon, State of New Jersey, the salary ranges per annum for the year 2024 for the following officers and employees shall be as follows:

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

ADMINISTRATIVE

<u>POSITION</u>	<u>SALARY RANGE</u>
Mayor	\$ 4,000 - 5,000
Township Committee	4,000 - 4,800
Township Clerk	40,000 - 90,000
Registrar	0 - 10,000
Deputy Clerk/Deputy Registrar/Administrative Asst.	12,500 – 20,000
Tax Collector	15,000 - 30,000
Deputy Tax Collector	15.00 - \$75.00 p/h
Tax Assessor	25,000 - 40,000
Municipal Finance Officer (CFO)	25,000 - 60,000
Payroll Administrator	4,000 - 12,000
Personnel Administrator	9,000 - 20,000
Accounts Payable Clerk	3,000 - 10,000
Emergency Management Coordinator	2,000 - 10,000
9-1-1 Coordinator	0 - 5,000
Deputy Emg. Mgm. Coordinator	0 - 4,000
Clerical Assistant(s)	min. wage - 30./hr

DEPARTMENT OF ROADS AND FACILITIES

Foreman	50,000 – 95,000
Public Works Staff	35,000 – 65,000
Part time Public Works Staff	min. wage - 30.00 p/h

LAND USE DEPARTMENT

Zoning Officer	10,000 – 20,000
Deputy Zoning Officer	1
Planning Bd./Bd. of Adj. Secretary (Combined)	25,000 – 55,000

MISCELLANEOUS

Recycling Coordinator	5,000 – 12,000
Animal Registrar	2,000 – 10,000
Dog Census	0 - 3,000
Recycling Attendant/Dumpster Attendant	min. wage – 20.00/hr

PUBLIC SAFETY

Public Safety Coordinator

0 – 7,500

HEALTH INSURANCE

Union Township Employees

Each Employee covered under the NJ State Health Benefits Program through the Township of Union shall contribute the State required amount.

Union Township Elected Officials

Each elected official of the Township of Union that is enrolled in the Benefits Program shall contribute the state required amount or more.

MISCELLANEOUS –

If the provisions of any part of this Ordinance shall be judged invalid by any Court of competent jurisdiction, such order or judgment shall not affect or invalidate the remainder of this Ordinance; the provisions of this Ordinance are hereby declared to be severable.

This Ordinance shall take effect according to statute until further Ordinance by this Township Committee.

David DeGiralamo, Mayor

Attest: _____
Ella M. Ruta, RMC
Municipal Clerk

First Reading: January 17, 2024
Publication/Full:
Second Reading: February 21, 2024
Publication/Title:

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-** : 2023 Tonnage Grant Application

RESOLUTION #2024-

**UNION TOWNSHIP; HUNTERDON COUNTY
TONNAGE GRANT APPLICATION for 2023**

WHEREAS, The Mandatory Source Separation and Recycling Act, P.L. 1987, c.102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, It is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

WHEREAS, The New Jersey Department of Environmental Protection has promulgated recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, The recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, A resolution authorizing this municipality to apply for such tonnage grants for calendar year **2023** will memorialize the commitment of this municipality to recycling and to indicate the assent of the Township Committee of the Township of Union, Hunterdon County to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Union, Hunterdon County, hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates Matt Boyden to ensure that the application is properly filed; and

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

Date: January 17, 2024

I, Ella Ruta, Clerk of the Township of Union, County of Hunterdon, do hereby certify the foregoing to be a true and accurate copy of a resolution adopted by the Township of Union Committee at a meeting of said Township Committee held on January 17, 2024.

b. **RESOLUTION #2024-__** : Appropriation Transfer

Resolution #2024 -

UNION TOWNSHIP, HUNTERDON COUNTY
2023 RESERVE BUDGET APPROPRIATION 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 2023 Reserve Appropriations, in the following accounts:

TO:	10510010A	General Admin. S & W	\$ 615
	10512010A	Municipal Clerk S & W	4,490
	10513010A	Financial Admin. S & W	2,785
	10514510A	Tax Collection S & W	1,100
	10515010A	Tax Assessor S & W	1,660
	10515520A	Legal OE	6,000
	10518010A	Planning Board S & W	1,400
	10518510A	Zoning S & W	520
	10525210A	OEM S & W	110
	10534010A	Animal Control S & W	315
		TOTAL	\$18,995

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

FROM:	10522020A	Employee Group Insurance	\$ 3,500
	10529010A	Road Department S & W	3,400
	10529020A	Road Department OE	8,500
	10516520A	Engineering OE	3,595
		TOTAL	\$18,995

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 #2024-__** : Demolition Bond Refund Block15.02, Lot 4

RESOLUTION 2024-__
Demolition Bond Refund
Todd & Amanda Hengerer
610 Main Street
Asbury, NJ 08802
Block 15.02 Lot 4

WHEREAS, Todd and Amanda Hengerer, did post a demolition bond, in the amount of \$500.00, for work performed at Block 15.02 Lot 4, in the Township, and

WHEREAS, the work and inspections are complete, and

NOW, THEREFORE, BE IT RESOLVED, that the demolition bond in the amount of \$500.00, be released to Todd and Amanda Hengerer.

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately.

d. **RESOLUTION #2024-__** : Enabling Res. For Supplemental Funding Request 2023– Green Acres Program

STATE OF NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL PROTECTION
GREEN ACRES PROGRAM

ENABLING RESOLUTION #2024- _____
PROJECT NO. 1025-02-075

WHEREAS, the New Jersey Department of Environmental Protection, Green Acres Program (“State”), provides loans and/or grants to municipal and county governments and grants to nonprofit organizations for assistance in the acquisition and development of lands for outdoor recreation and conservation purposes; and

WHEREAS, the Township of Union has previously obtained a Green Acres grant of \$3,457,527 from the State to fund the following project(s):

#1025-02-075; Union Township Open Space Plan; and

WHEREAS, the State and the Township of Union intend to increase Green Acres funding by \$700,000, to increase Green Acres funding to a total of \$4,157,527.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF UNION, HUNTERDON COUNTY, NEW JERSEY THAT:

1. The Mayor of the above-named body or board is hereby authorized to execute an agreement and any amendment(s) thereto with the State known as Union Township Open Space Plan, Project #1025-02-075 and;
 2. The applicant agrees to provide its matching share to the Green Acres funding, if a match is required, in the amount of \$4,157,527 and;
 3. The applicant agrees to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project, and;
 4. This resolution shall take effect immediately.
- e. **RESOLUTION #2024-** : Enabling Res. For Supplemental Funding Request 2024– Green Acres Program

RESOLUTION #2024-

STATE OF NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL PROTECTION
GREEN ACRES PROGRAM

ENABLING RESOLUTION for SUPPLEMENTAL FUNDING REQUEST
2024 FUNDING ROUND

WHEREAS, the New Jersey Department of Environmental Protection, Green Acres Program (“State”), provides loans and/or grants to municipal and county governments and grants to nonprofit organizations for assistance in the acquisition and development of lands for outdoor recreation and conservation purposes; and

WHEREAS, the Township of Union has previously obtained a Green Acres loan of \$0.00 and/or a Green Acres grant of \$4,157,527 to fund the following project:

Project # 1025-02-075
Union Township Open Space Acquisition; and

WHEREAS, the Township of Union desires to further the public interest by requesting an additional Green Acres loan of \$ 0.00 and/or an additional Green Acres grant of \$650,000 to fund the project(s); and

WHEREAS, the State shall determine if the supplemental funding request is complete and in conformance with the scope and intent of the Green Acres Program, and notify the applicant of the amount of the funding award; and

WHEREAS, the applicant is willing to use the State’s funds in accordance with its rules, regulations and applicable statutes, and is willing to enter into an Amendment of the Agreement with the State for the above-named project;

NOW, THEREFORE, the governing body/board resolves that:

1. Mayor David DeGiralamo or the successor to the office of Mayor is hereby authorized to:
 - (a) request such a loan and/or such a grant,
 - (b) provide additional information and furnish such documents as may be required, and
 - (c) act as the authorized correspondent of the above-named applicant; and
2. The applicant agrees to provide the local government/nonprofit share if a match is required.
3. The applicant agrees to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project.
4. This resolution shall take effect immediately.

f. **RESOLUTION #2024-** : Salary Resolution

**RESOLUTION #2024 -
UNION TOWNSHIP; HUNTERDON COUNTY
2024 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 2024 is as follows:

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

ADMINISTRATIVE

Mayor	\$ 4,800	
Township Committee	4,500	
Township Clerk	75,035	
Deputy Clerk/Dep. Registrar/Admin. Asst.		13,584
Registrar	5,677	
Tax Collector	23,106	
Deputy Tax Collector	25 p/h	
Tax Assessor	34,799	
Certified Municipal Finance Officer	47,326	
Personnel Administrator	12,919	
Payroll Administrator	6,678	
Accounts Payable Clerk	4,454	
Emergency Management Coordinator	7,500	
Deputy Emergency Mgmt. Coordinator	2,608	
911 Coordinator		0
Public Safety Coordinator		5,000

DEPARTMENT OF ROADS AND FACILITIES

Foreman		85,633
Public Works Staff No. 1 (MP)	55,696	
Public Works Staff No. 2 (DB)	55,696	
Public Works Staff No. 3 (WS)	55,696	
Public Works Staff No. 4 (JS)	51,470	
Part Time Public Works Staff	\$18.00 - \$30.00 p/h	

LAND USE DEPARTMENT

Zoning Officer	10,868	
Deputy Zoning Officer	1	
Planning Bd./Bd. of Adjustment Secretary		27,712

MISCELLANEOUS

Recycling Coordinator	9,237	
Dog Registrar	6,602	
Recycling Attendant Helper/Dumpster Attendant Helper	\$15- \$19 p/h	

WHEREAS, per NJ State Health Benefits, any employee eligible for health benefits coverage who waives said coverage, is to be paid the allowable stipend for that waiver in accordance with NJSHBP regulations. This stipend is considered other income and is not pensionable.

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.

RESOLUTION #2024- : Approving the 2024 Application for the Local Recreation Site Improvement Grant.

RESOLUTION #2024-

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

WHEREAS, the Township of Union (Hunterdon County) desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately 100,000.00 to carry out a project for recreation site improvements at Finn Road Park.

Be it therefore RESOLVED,

- 1) That the governing body of the Township of Union, in the County of Hunterdon, State of New Jersey, does hereby authorize the application for such a grant; and,
- 2) Recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Township of Union and the New Jersey Department of Community Affairs.

Be it further RESOLVED, that the persons whose name, titles, and signature appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

g. Payment of Bills

End of Consent Agenda

- j. **Discussion/Approval** – Proposed Amendment to the PS Construction Original Developer’s Agreement
- k. **Discussion/Approval** – Applying for Spotted Lanternfly Population Reduction
- l. **Discussion/Approval** – Facility Use Application – Finn Rd. Park; Colonial Rottweiler Club on May 1 & 2, 2024
- m. **Discussion/Approval** – Keeping current office hour (Mon, Tues, Thurs 8:00-4:00, Wed 8:00-6:30, Friday closed)

14. REPORTS

- a. **Attorney’s Report**
- b. **Mayor’s Report**
- c. **Committee Reports**
- d. **Finance Officer’s Report**
- e. **Recreation Committee –**

15. PUBLIC COMMENTS
16. EXECUTIVE SESSION

Resolution #2024-

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:

- a. Matters falling within the attorney-client privilege [N.J.S.A. 10:4-12b(7)]:
 1. Potential litigation, Evans v. Burns, HNT-C-014007-23
 2. Potential litigation, Kal Freight/15 Frontage Road

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 January 17, 2024 at ____ 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.

RESOLUTION #2024-

UNION TOWNSHIP, HUNTERDON COUNTY

RESOLUTION AUTHORIZING AN INTERIM USE AGREEMENT BETWEEN THE TOWNSHIP OF UNION AND KAL FREIGHT INC. IN CONNECTION WITH THE PROPERTY LOCATED AT 15 FRONTAGE ROAD (BLOCK 22, LOT 30.01)

WHEREAS, Kal Freight LLC (“Kal Freight”) is the owner of real property located at 15 Frontage Road (Block 22, Lot 30.01) in the Township of Union, County of Hunterdon, State of New Jersey (the “Property”); and

WHEREAS, the Property is subject to an application before the Township’s Zoning Board of Adjustment, which application seeks among other relief, a D(2) variance for expansion of a non-conforming trucking business use; and

WHEREAS, the Property is subject to certain municipal violations related to zoning and the removal of trees; and

WHEREAS, the Township has agreed to put an abeyance on any legal action with respect to these violations and the operation of the Property, conditioned upon Kal Freight complying with certain terms and conditions to minimize the impact of the business on the neighbors of the Property; and

WHEREAS, the Parties have negotiated such terms and conditions and desire to memorialize same in the Interim Use Agreement attached hereto.

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

1. The Township Committee hereby approves the Interim Use Agreement between the Township and Kal Freight attached hereto and incorporated herein.
2. The Mayor and Township Clerk are hereby authorized and directed to execute the Interim Use Agreement.
3. This resolution and Interim Use Agreement shall be available in the Office of the Township Clerk for inspection by the public.

Date: January 17, 2024

This resolution shall be effective immediately.

ADJOURNMENT