

MINUTES OF REGULAR MEETING March 18, 2020

**1. CALL TO ORDER**

Deputy Mayor Stothoff called the meeting to order at 7:00 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.

**3. FLAG SALUTE**

- 4. **ROLL CALL – With the exception of Deputy Mayor Stothoff, the other Committee members participated in the meeting via telephone conference call.**

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

Also, present Trishka W. Cecil, Attorney, Grace Brennan, CFO via telephone conference call and Ella M. Ruta, Municipal Clerk.

For the record, Attorney Cecil stated that due to the CODV-19 virus all Committee members except for Deputy Mayor Stothoff, Township Attorney Cecil and Municipal Clerk Ruta are participating in this meeting by telephone conference call, which is allowed by the Sunshine Law.

Physically present in the Municipal Building is Deputy Mayor Stothoff, Township Attorney Cecil and the Township Clerk.

**6. APPROVAL OF PRIOR MEETING MINUTES**

- a. Budget Workshop Meeting Minutes of February 5, 2020
- b. Regular and Executive Session Meeting Minutes of February 5, 2020
- c. Regular and Executive Session Meeting Minutes of February 19, 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

**7. VISITORS –**

- a. Scott Fliegel – Faveonics Document Solutions – adjourned to 4/15/2020 TC Meeting
- b. Lisa Coster – Scouts Projects at Township’s Parks - adjourned to 4/15/2020 TC Meeting

**8. REPORTS RECEIVED – Acknowledged and briefly discussed**

- a. Road Dept.- Week Ending; 2/14/20; 2/21/20; 2/28/20; 3/06/20

- b. Animal Control Officer – February 2020
- c. Public Safety Director
- d. Engineer’s Report – submitted a written report by email

**8. CORRESPONDENCE/WRITTEN COMMUNICATIONS**

Mr. Severino mentioned the following correspondence:

- Email received from the County Health Department states of six cases of coronavirus in the County.

For the record, Deputy Mayor Stothoff stated that all attending this meeting in person are at least 6 feet apart. No Public in attendance. Meeting chamber was rearranged to comply with social distance guidelines.

**9. PUBLIC COMMENTS – no comments**

**10. PUBLIC HEARING – 2<sup>nd</sup> Reading**

**ORDINANCE 2020 - 1**

**AN ORDINANCE AUTHORIZING A SPECIAL EMERGENCY APPROPRIATION OF \$150,000.00 FOR THE PREPARATION AND EXECUTION OF A COMPLETE PROGRAM OF REVALUATION OF REAL PROPERTY FOR USE OF THE TAX ASSESSOR OF THE TOWNSHIP OF UNION, IN THE COUNTY OF HUNTERDON, STATE OF NEW JERSEY**

To open Public Hearing

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

Motion carried

11. OLD BUSINESS

12. NEW ORDINANCES - 1<sup>st</sup> Reading

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 18<sup>th</sup> day of March 2020. 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 15<sup>th</sup> day of April 2020, at 7:00 p.m., or as soon thereafter as the matter may be reached, at the Union Township Municipal Building, 140 Perryville Road, Hampton, New Jersey, at which time all interested parties will be heard. The Ordinance is also posted on the Township’s website for viewing at: <https://uniontpw-hcnj.gov> (Quick Links/Ordinances)

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

ORDINANCE #2020-2

CALENDAR YEAR 2020

ORDINANCE TO ESTABLISH A CAP BANK

(N.J.S.A. 40A:4-45.14)

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A:4-45.1 et.seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said final budget appropriations to 2.0% or the cost of living adjustment of 3.5% over the previous years final appropriations; and,

WHEREAS, a municipality may, by ordinance, bank the difference between its final budget appropriations subject to the 2.50% cap and the 3.5% cost of living adjustment when said difference is not appropriated as part of the final budget; and,

WHEREAS, the Township Committee of the Township of Union, County of Hunterdon, hereby determines that this difference in the amount of \$69,947.43 that is not appropriated as part of the final budget shall be retained as an exception to the final appropriations in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

BY: \_\_\_\_\_  
Frank Mazza, Mayor

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

First Reading: March 18, 2020  
 Publication: March 26, 2020  
 Second Reading: April 15, 2020  
 Published by Title: April 23, 2020

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

Motion carried

**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 18<sup>th</sup> Day of March, 2020 at 7:00 PM. 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 15th day of April, 2020 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. The Ordinance is also posted on the Township’s website for viewing at: <https://uniontwp-hcnj.gov> (Quick Links/Ordinances)

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

**ORDINANCE #2020 - 3**

**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 – 2020**

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 2020 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	25,000 - 70,000
Registrar	0 - 7,500
Deputy Clerk/Deputy Registrar/Admin Asst.	10,000 – 35,000
Tax Collector	15,000 - 25,000

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Deputy Tax Collector	15.00 - \$40.00 p/h
Tax Assessor	20,000 - 35,000
Municipal Finance Officer (CFO)	20,000 - 45,000
Payroll Administrator	4,000 - 7,500
Personnel Administrator	9,000 - 15,000
Accounts Payable Clerk	3,000 - 7,500
Emergency Management Coordinator	2,000 - 9,000
9-1-1 Coordinator	0 - 5,000
Deputy Emg. Mgm. Coordinator	0 - 2,500
Clerical Assistant(s)	min. wage - 25./hr

**DEPARTMENT OF ROADS AND FACILITIES**

Foreman	35,000 – 85,000
Public Works Staff No. 1	30,000 – 57,500
Public Works Staff No. 2	30,000 – 57,500
Public Works Staff No. 3	30,000 – 57,500
Public Works Staff No. 4	30,000 – 57,500
Part time Public Works Staff	12.00 - 30.00 p/h

**LAND USE DEPARTMENT**

Zoning Officer/Code Enforcement Officer	7,500 - 15,000
Deputy Zoning Officer	1
Planning Bd./Bd. of Adj. Secretary(Combined)	15,000 – 50,000

**MISCELLANEOUS**

Recycling Coordinator	4,000 - 13,000
Animal Registrar	2,000 - 8,000
Dog Census	0 - 3,000
Recycling Attendant/Dumpster Attendant	10.00 - 17.00/hr
Recycling/Dumpster Attendant Helper	10.00 – 15.00/hr

**PUBLIC SAFETY**

Public Safety Coordinator	0 – 5,000
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**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.

\_\_\_\_\_  
Frank Mazza, Mayor

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

First Reading: March 18, 2020  
Publication/Full: March 26, 2020  
Second Reading: April 15, 2020  
Publication/Title: April 23, 2020

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			x			
Mr. Mazza			x			
Mr. Hirt		x	x			
Mr. Stiger	x		x			
Mr. Stothoff			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 #2020-47:** Approving 2020 Professional Services Contract –Labor Attorney – Matthew Giacobbe, Esq.

**RESOLUTION #2020-47  
UNION TOWNSHIP; HUNTERDON COUNTY**

**RESOLUTION AUTHORIZING CONTRACT FOR LEGAL SERVICES 2020  
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

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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.) required 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 **2020** at the hourly rate of \$150.00. In no event shall services rendered exceed the maximum yearly sum of \$10,000.00 without issuance of change order.
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 **2020** adopted municipal budget.
4. A Notice of this action shall be printed once in the official newspaper of this municipality.

Date: March 18, 2020

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 **2020** Temporary/Adopted Budget to award a contract to Matthew J. Giacobbe, Esq., as appropriated under the line item "Legal".

Date: \_\_\_\_\_

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

- b. **RESOLUTION #2020-48:** Authorizing the Use if Competitive Contracting to Solicit Proposals for Municipal-Wide Revaluation

TOWNSHIP OF UNION, HUNTERDON COUNTY  
NEW JERSEY

**RESOLUTION #2020-48**

**AUTHORIZING THE USE OF COMPETITIVE CONTRACTING TO SOLICIT PROPOSALS FOR MUNICIPAL-WIDE REVALUATION**

WHEREAS, on December 18, 2019, the Hunterdon County Board of Taxation ordered the Township of Union to implement a municipal-wide revaluation by November 1, 2020, and to be effective for the 2021 tax year; and

WHEREAS, the Township seeks to hire a qualified firm for purposes of completing the revaluation services on behalf of the Township; and

WHEREAS, pursuant to the provisions of the New Jersey Local Public Contracts Law, N.J.S.A. 40:11-4.1 *et seq.* (“LPCL”), the Township may use competitive contracting in lieu of public bidding for the procurement of specialized goods or services, the price of which exceeds the bid threshold; and

WHEREAS, pursuant to the LPCL, the Township may use competitive contracting for the procurement of “[r]evaluation or revaluation services,” among other specialized goods and services; and

WHEREAS, the LPCL requires the Township to pass a resolution authorizing the use of competitive contracting in order to initiate competitive contracting for authorized services.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Union that the Township Attorney and Assistant Township Attorney shall administer the competitive contracting process as established under N.J.S.A. 40A:11-4.1 *et seq.* to procure competitive proposals for revaluation services on behalf of the Township.

c. **RESOLUTION #2020-49:** Approving 2020 Agreement with R&L Data Centers, Inc.

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

**RESOLUTION #2020-49**

**A RESOLUTION AUTHORIZING R&L DATA CENTERS, INC. PAYROLL SERVICES FOR THE TOWNSHIP OF UNION**

WHEREAS, the Township requires the provision of specific payroll-related services for the officers and employees of Union Township; and

WHEREAS, the services previously provided by , or to be provided by , R&L on behalf of Union Township, and which are anticipated for the Term of this Agreement are set forth herein; and

WHEREAS, the Township explicitly acknowledges that the Township’s governing body has the authority to enter into the Agreement after the governing body’s due deliberation, review and approval of the attached Agreement and said acceptance was memorialized by way this resolution; and

WHEREAS, Union Township further understands that various services including but not limited to : Automatic Tax Services and Quarterly Automatic Tax Services, eg., Periodic Tax Payments, Responding to tax agency inquiries, Quarterly Preparation of Forms 941, NJ 927 (NJ DUI/SDI Report), and PA State Withholding; Direct Deposit Services, eg., the creation of NACHA files, the initiation and transmission of direct deposits, responding to direct deposit inquires and all direct deposit-related file maintenance issues; and electronic check stub deliveries are not services provided by R&L and are not contemplated herein by the Agreement. As such, Union Township acknowledges and understands that Union Township is required to enter into a third-party contract for the provision of those services that are not explicitly provided by R&L, and which are not specifically

set forth within the Agreement. Union Township agrees that any such agreement between itself and any third-party provider are independent arms-length transactions that neither bind R&L nor alter any provision contained within the Agreement with R&L; and

**WHEREAS**, it is the intent of the Parities and each of them that the Agreement is intended to comply with the requirements as set forth in N.J.A.C 5:30-17.1, et seq., specifically, N.J.A.C 5:30-17.6, which governs contract terms and conditions for contracts between “local units” and a “disbursing organization” as those terms are defined pursuant to N.J.A.C. 5:30-17.2.

**NOW, THEREFORE BE IT RESOLVED** that the Mayor of Union Township is hereby authorized to enter into an Agreement between R&L DataCenters and Union Township for Payroll Services and any additional services associated with payroll preparation.

**EFFECTIVE DATE**

This resolution shall take effect immediately upon passage.

- d. **RESOLUTION #2020-50:** Appointment of Leigh Gronau to the Position of Deputy Clerk/Deputy Registrar/Administrative Assistant/Zoning Officer/Code Enforcement Officer

**TOWNSHIP OF UNION  
IN THE COUNTY OF HUNTERDON**

**RESOLUTION 2020 – 50  
APPOINTMENT OF LEIGH GRONAU TO THE POSITIONS OF  
DEPUTY CLERK/DEPUTY REGISTRAR/ADMINISTRATIVE ASSISTANT/ZONING  
OFFICER/CODE ENFORCEMENT OFFICER  
EFFECTIVE APRIL 1, 2020**

**WHEREAS**, the Township Committee sees it necessary to hire a Deputy Clerk/Deputy Registrar/Administrative Assistant and Zoning Officer/Code Enforcement Officer, and

**WHEREAS**, Leigh Gronau has been serving as the temporary part time Zoning Officer and has the qualifications to fulfill these positions,

**NOW, THEREFORE BE IT RESOLVED**

1. Leigh Gronau is hereby appointed to the position of Deputy Clerk/Deputy Registrar/Administrative Assistant/Zoning Officer/Code Enforcement Officer effective April 1, 2020, as a fulltime employee.
2. The salary for this position is \$40,000.00.

**BE IT FURTHER RESOLVED** that this resolution shall take effect immediately upon passage.

**BE IT FURTHER RESOLVED** that the current Union Township salary resolution is hereby amended in accordance with the above, effective as of January 1, 2020.

- e. **RESOLUTION #2020-51:** To Refund Over Payment of 2019 Taxes

**RESOLUTION #2020-51**

TOWNSHIP OF UNION, HUNTERDON COUNTY
RESOLUTION TO REFUND OVER PAYMENT OF 2019 TAXES

WHEREAS, the Tax Collector received an over-payment for the 2019 property taxes on Block 17, Lot 6.02 (595 Route 579) as a result of Veteran’s Exemption being granted by the Tax Assessor effective December 23, 2019; and

WHEREAS, a refund of the overpayment, \$318.36, has been requested by the property owner, John & Jean Churchill,

NOW, THEREFORE, BE IT RESOLVED, on the 18th day of March 2019 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 \$318.36
2. The CFO shall refund \$318.36 to John & Jean Churchill, 595 Route 579, Hampton, NJ 08827
3. This Resolution shall take effect immediately upon adoption.

f. RESOLUTION #2020-52: Appropriation Reserve Transfer(s)

RESOLUTION #2020-52

UNION TOWNSHIP, HUNTERDON COUNTY
APPROPRIATION RESERVES 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 2019 Appropriation Reserves in the following accounts:

Table with 2 columns: Description and Amount. Row 1: Planning Board OE 10518020A \$ 2,000.00. Row 2: Total \$ 2,000.00.

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

Table with 2 columns: Description and Amount. Row 1: Engineering Services OE 10516020A \$ 2,000.00. Row 2: Total \$ 2,000.00.

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.

Roll Call Vote table with columns: Roll Call Vote, Moved, Seconded, Ayes, Nays, Abstain, Absent. Rows for Mr. Severino, Mr. Mazza, Mr. Hirt, Mr. Stiger, Mr. Stothoff.

Motion Carried

End of Consent Agenda

- a. **RESOLUTION #2020-53:** Introduction by Title/Approval of the 2020 Municipal Budget

**RESOLUTION #2020-53**

**UNION TOWNSHIP, HUNTERDON COUNTY  
Resolution Introducing by Title/Approving the 2020 Municipal Budget**

**WHEREAS**, the Township of Union is holding a meeting on March 18, 2020 for the purpose of introducing the 2020 Municipal Budget and conducting other matters

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Union, Hunterdon County, New Jersey, that the Township of Union hereby petitions the Director of the Division of Local Government Services that the 2020 Local Municipal Budget be introduced and approved on the March 18, 2020.

**2020 UNION TOWNSHIP BUDGET**

Surplus Anticipated General Revenues	\$ 515,000.00
Total Miscellaneous Revenue	870,459.95
Receipts from Delinquent Taxes	100,000.00
Amount to be Raised by Taxes	<u>2,160,954.85</u>
Total General Revenues	<u>\$3,646,414.80</u>
Operation Expenses: Salaries & Wages	\$ 571,355.00
Other Expenses	1,354,455.79
Deferred Charges & Other Appropriations	139,749.00
Capital Improvements	500,000.00
Debt Service	505,855.01
Judgments	0.00
Reserve for Uncollected Taxes	<u>575,000.00</u>
Total Municipal Budget	<u>\$3,646,414.80</u>

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

Motion carried

- b. **DISCUSSION** – Comcast of Central New Jersey II, LLC – Application for Renewal of Municipal Consent - adjourned to 4/15/2020 TC Meeting

**14. PAYMENTS OF BILLS –**

The approved lists of bills and all claims against the Township of Union in the amount of \$2,655,141.10 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
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Mr. Severino			X			
Mr. Mazza			X			
Mr. Hirt			X			
Mr. Stiger		X	X			
Mr. Stothoff	X		X			

Motion Carried

**15. REPORTS**

a. **Attorney’s Report** – Atty. Cecil said Republic Services has filed a Tax Appel against the Municipality and Atty. Cecil recommended that the case be handled by Special Tax Appeal Attorney Allen. She said that before she sends him the file she would like to make certain there is no objection from the Committee members. The Committee did not voice objections.

b. **Committee Report** – no report for this meeting

c. **Mayor’s Report**

Appointment of Marja van Ouwerkerk as regular member of UT Environmental Commission. Mayor Mazza appointed Marja van Ouwerkerk as a regular member of UT Environmental Commission.

Mayor Mazza raised a question about continuation of Recycling Services in the Township. After a brief discussion, the Committee members agreed to close recycling and community clean up services provided by the Township until further notice. A sign will placed by the entrance to the Municipal parking lot and additional information will be posted on the Township’s website.

**16. PUBLIC COMMENT** – Municipal Building is open to the Public, but no one in attendance.

Deputy Mayor Stothoff mentioned that he would explore possibilities for conducting virtual meetings through online options. He said he would try to have it ready for next week’s Planning Board meeting and if accommodating the Township Committee meeting on April 15<sup>th</sup> would be conducted in the same manner.

**17. ADJOURNMENT**

There being no further business to come before the Township Committee at this time Mr. Stiger made a motion to adjourn the meeting at 7:25 p.m. Mr. Hirt seconded the motion. Motion carried by unanimous favorable roll call vote.

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

\_\_\_\_\_  
Frank Mazza, Mayor