

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

Topic: Township Committee Meeting
Time: April 21, 2021 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/89476557509?pwd=WW5ZQmI5cW5WR2RNNHNhUU1RVjFkdz09>

Meeting ID: 894 7655 7509
Passcode: 055907

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CALL TO ORDER

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

- 1. **"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.
- 2. **FLAG SALUTE:** led by Mayor or presiding officer
- 3. **ROLL CALL**

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

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

4. APPROVAL OF PRIOR MEETING MINUTES

- a. Regular, Budget Workshop and Executive Session Meeting Minutes of March 17, 2021

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

Motion carried

7. VISITORS – no visitors scheduled

At this time, Mayor asked if anyone would like to speak.

Glenn M. Cassidy, 19 Wolf’s Farm Rd., Stonebridge Development, expressed his concerns about hazardous condition of roads in the Stonebridge Development. He said they are not safe for children playing outside, residents walking their dogs, etc. Discussion ensued about priorities and cost of roads and developments that need improvements.

Steven Proper, 15 Wolf’s Farm Road, said he is in agreement with Mr. Cassidy and re-emphasized unsafe conditions of roads in Stonebridge.

Glenn Bartlett, 10 Wolf’s Farm Road, stated that in front of his house the road is in such a bad condition that weeds are growing through the pavement.

The Committee thanked the residents for their comments.

8. REPORTS RECEIVED – Acknowledged and briefly discussed

- a. Road Dept.- Week Ending; 3/12/21; 3/19/21; 3/26/21; 4/09/21
 - b. Animal Control Officer – March 2021
 - c. Zoning – March 2021
 - d. Public Safety Director – will join the meeting later in the evening
 - e. Engineer’s Report
- Attended pre-construction meeting on March 30th with a contractor for Baptist Church Road State Aid Project. Starting date for the project has been set for the week after Memorial Day. The date will be reevaluated closer to the starting date in consideration of the local schools schedule.
 - State Aid Grant Project for Baptist Church Road Section 2A has to be awarded by the end of December 2021.
 - UT Stormwater Ordinance went into effect on February 4, 2021. Mr. Clerico said he is in the process of completing the annual stormwater report to the State.
 - Clinton Quarry has not submitted the additional/revised documents as agreed to at the Public Hearing on February 17, 2021 for renewal of their 2021 Annual Quarry License. Deadline is Wednesday, April 29, 2021.
 - Fallone project has begun. It was a rough start due to limited access to the site. They were using the Elementary school driveway. The issue has been resolved.
 - Attended virtual FEMA meeting regarding updated Flood Insurance Program. Mr. Clerico said he issued a memorandum about the meeting.

8. CORRESPONDENCE/WRITTEN COMMUNICATIONS

Mr. Stothoff mentioned the following correspondence:

- Thanked Mr. Stiger for his efforts in securing a \$10,000.00 grant from New Jersey Highlands Council.

Mr. Severino mentioned the following:

- Asked about the letter from Twp. Planner regarding preparation of Highlands Council Initial Assessment Plan. Planner Goldman said she has been working with Mr. Stiger and the Highlands Council to prepare the Plan, which is the first step in Conformance with the County Highlands Preservation Plan.

9. PUBLIC COMMENTS – no comments

10. PUBLIC HEARING – 2nd Reading

ORDINANCE #2021-3

**CALENDAR YEAR 2021
ORDINANCE TO ESTABLISH A CAP BANK
(N.J.S.A. 40A:4-45.14)**

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

To close Public Hearing

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

Motion Carried

To Adopt on 2nd Reading

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

Motion Carried

ORDINANCE #2021 - 4

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 – 2021

To open Public Hearing

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

Motion Carried

To Adopt on 2nd Reading

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

RESOLUTION #2021-40A
Public Hearing/Adoption of the 2021 Municipal Budget

To open Public Hearing

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

To close Public Hearing

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

To Adopt on 2nd Reading

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

11. UNFINISHED BUSINESS

Mr. Stothoff said that he has contacted Clinton Township regarding the Municipal Court Shared Services Agreement. He also would like to review with the Township Attorney a proposed Shared Services Agreement with Union Township Board of Education regarding help with snow removal.

12. NEW ORDINANCES - 1st Reading

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 #2021-50:** Acknowledgement of Vacation Pay for Grace Kocher, PB/BOA Secretary

RESOLUTION 2021-50

ACKNOWLEDGEMENT OF VACATION PAY FOR GRACE KOCHER, PB/BOA SECRETARY

WHEREAS, Grace Kocher is retired effective March 31, 2021, and

WHEREAS, Ms. Kocher has completed 24 years of service with the Township of Union, and

WHEREAS, Ms. Kocher has accumulated unused vacation in the amount of 104 hours,

NOW THEREFORE BE IT RESOLVED that the Township Committee hereby authorizes the payment of \$3,351.00 to be made to Grace Kocher for accumulated unused vacation pay.

- b. **RESOLUTION #2021-51:** Performance Bond Refund; Block 25, Lot 21; 6 Hill & Dale Drive

RESOLUTION 2021-51

**PERFORMANCE BOND REFUND
BLOCK 25 LOT 21
26 HILL & DALE DRIVE
PITTSTOWN, NJ 08867**

WHEREAS, Eric Oertel did post a performance bond for driveway installation at Block 25 Lot 21, in the amount of \$6,840.00, and

WHEREAS, the work and inspections are complete, and

WHEREAS, the Township Engineer, in a letter dated April 5, 2021 has recommended the release of said performance bond,

NOW, THEREFORE, BE IT RESOLVED that the performance bond is released, in the amount of \$6,840.00, plus accumulated interest, and refunded to Eric Oertel.

- c. **RESOLUTION #2021-52:** Appointment of Leigh Gronau as PB/BOA Secretary/Admin. Asst./Zoning Officer/Code Enforcement Officer

**RESOLUTION 2021 – 52
 APPOINTMENT OF LEIGH GRONAU AS
 PLANNING BOARD/BOARD OF ADJUSTMENT SECRETARY
 DEPUTY REGISTRAR
 ADMINISTRATIVE ASSISTANT
 ZONING OFFICER/CODE ENFORCEMENT OFFICER**

WHEREAS, Leigh Gronau, is currently employed by the Township as Deputy Clerk, Deputy Registrar, Zoning Officer, Code Enforcement Officer and Administrative Assistant, and

WHEREAS, Leigh Gronau is an employee in good standing, and

WHEREAS, there is currently a vacancy in the position of Planning Board/Board of Adjustment Secretary,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Union that Leigh Gronau be appointed to the position of Planning Board/Board of Adjustment Secretary, Deputy Registrar, Administrative Assistant and Zoning Officer at an annual salary as follows:

Planning Board/Board of Adjustment Secretary -	\$25,500.00
Zoning Officer/Code Enforcement Officer	10,000.00
Deputy Registrar	2,500.00
Administrative Assistant	10,000.00
Total	\$48,000.00

BE IT FURTHER RESOLVED that this resolution shall be retroactive to April 1, 2021.

- d. **RESOLUTION #2021-53:** Approving 2021 Professional Services Contract PB/BOA Attorney–Mark Anderson, Esq.

**RESOLUTION #2021-53
 UNION TOWNSHIP, HUNTERDON COUNTY
 APPROVING CONTRACT FOR LEGAL SERVICES/PLANNING BOARD 2021
 Woolson Sutphen Anderson/Mark S. Anderson, Esq.**

WHEREAS, the Township of Union has a need to acquire legal services for the Planning Board/Board of Adjustment 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; and

WHEREAS, MARK S. ANDERSON, Esq. has submitted a proposal indicating the fee of \$150.00 per hour for his services. Charges directly to the Board shall not exceed the sum of \$30,000.00; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.) requires that the resolution authorizing the award of contracts for “Professional Services” without competitive bids and the contract itself must be available for public inspection;

WHEREAS, MARK S. ANDERSON, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that MARK S. ANDERSON, Esq. has not made any reportable contributions to a political candidate or committee in the Township of Union in the previous one year, and that the contract will prohibit MARK S. ANDERSON, Esq. from making any reportable contributions through the term of the contract; and

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

1. The Mayor and Township Clerk are hereby authorized and directed to execute the attached agreement with Mark S. Anderson, Esq., for legal services/Planning Board for 2021.

- 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.
- 3. Approval of the attached contract is subject to availability and appropriation of sufficient funds as may be required in the 2020 temporary and permanent Municipal budgets.
- 4. A Notice of this action shall be printed once in the official newspaper.

Date: April 21, 2021

**CERTIFICATION AS TO AVAILABILITY OF FUNDS
UNION TOWNSHIP, HUNTERDON COUNTY**

As required by N.J.S.A. 40A:4-57, N.J.A.C. 5:34-5.1 et seq., I, Grace M. Brennan, Chief Financial Officer of the Township of Union, have ascertained that there are available sufficient uncommitted appropriated funds in the 2021 Temporary/Adopted Budget to award a contract to Mark S. Anderson, Esq., under the line item "_____".

Date: _____
Grace M. Brennan, CFO

- e. **RESOLUTION #2021-54:** Approving 2021 Professional Services Contract - Engineer, Richard Roseberry/Maser Consulting P.A.

**RESOLUTION #2021-54
UNION TOWNSHIP, HUNTERDON COUNTY
APPROVING 2020 PROFESSIONAL SERVICE CONTRACT/ENGINEERING SERVICES
Richard Roseberry / Maser Consulting P. A.**

WHEREAS, the Township of Union has a need to acquire engineering 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 Chief Financial Officer has determined that the value of the services will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, the firm of Maser Consulting P.A., has completed and submitted a Business Entity Disclosure Certification which certified that Maser Consulting P.A. 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 Maser Consulting P.A. from making any reportable contributions through the term of the contract; and

NOW, THEREFORE, BE IT AGREED by and between the Township of Union and Richard Roseberry from Maser Consulting P.A. as follows:

- 1. The Engineer shall be compensated at the hourly rate of **\$185.00** per hour and shall not exceed the sum of \$20,000.00 for his engineering services rendered as needed or requested by the Township Committee, Planning Board/Board of Adjustment, or other Township agencies.
- 2. Alternate Engineering services may be performed for the Township by other principals and employees of the firm of Maser Consulting P.A. under the direct supervision of C. Richard Roseberry, P.E. is unavailable or when otherwise necessary and desirable.
- 3. This agreement shall cover the period from January 1, 2020, to December 31, 2021.
- 4. The Alternate Township Engineer agrees that no services are to be performed unless specific approval is granted by an appropriate Township official either verbally or in writing.
- 5. An Affirmative Action Employee Information Report is attached and is part of this agreement. In addition, a copy of Exhibit A, Mandatory Affirmative Action Language, and business Disclosure Entity Certification and the Determination of Value are attached and also part of this agreement.
- 6. Maser Consulting P.A. will carry, at its expense, during the appointment period professional liability insurance.
- 7. If any provision or part thereof of this agreement is held to be void or unenforceable under any law and shall be deemed stricken all remaining provisions shall nevertheless continue to be valid and binding upon the parties. The parties agree that this agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision which comes as close as possible to expressing the intention of the stricken provision.

8. A notice of this action shall be printed once in the official newspaper.

Date: April 21, 2021

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, Chief Financial Officer of the Township of Union, have ascertained that there are available sufficient uncommitted appropriated funds in the 2021 Temporary/Adopted Budget to award a contract to Maser Consulting P.A. under the line item "Engineering".

Date: _____
Grace M. Brennan, CFO

f. **RESOLUTION #2021-55:** Approving 2021 Professional Services Contract –Affordable Housing Planner – Kyle+McManus Associates

**RESOLUTION #2021-55
UNION TOWNSHIP; HUNTERDON COUNTY**

**AUTHORIZING CONTRACT FOR LEGAL SERVICES 2021
Kyle + McManus Associates, Planner – Affordable Housing**

WHEREAS, the Township of Union has a need to acquire special planning 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 Planning Services and Costs, Other Expenses and have been certified by the local finance officer; and

WHEREAS, Kyle + McManus Associates, has completed and submitted a Business Entity Disclosure Certification which certifies that Kyle + McManus Associates 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 Kyle + McManus Associates 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 Beth McManus of Kyle + McManus Associates, 45 East Broad Street, Hopewell, New Jersey 08525 for her legal services for **2021** at the hourly rate of \$142.00. The agreement is for a not to exceed amount of \$10,000.00. Any exceedance of that limit will require the issuance of a 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 Beth McManus PP 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 **2021** adopted municipal budget.
4. A Notice of this action shall be printed once in the official newspaper of this municipality.

Date: April 21, 2021

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 **2021** Temporary/Adopted Budget to award a contract to Beth McManus, as appropriated under the line item "Planner".

Date: _____
Grace M. Brennan, CFO

g. **RESOLUTION #2021-56:** Approving 2021 Professional Services Contract–Geologist/Hydrogeologist; Eric DeRicco

**RESOLUTION #2021-56
UNION TOWNSHIP, HUNTERDON COUNTY**

**APPROVING 2021 PROFESSIONAL SERVICE CONTRACT –GEOLOGIST/HYDROGEOLOGIST
CONSULTANT**

Eric DeRicco, Van Cleef Engineering Associates

WHEREAS, the Township of Union has a need to acquire hydrogeologic 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 Chief Financial Officer has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, anticipated term of this contract is one year; and

WHEREAS Cherry, Weber & Associates has completed and submitted a Business Entity Disclosure Certification which certifies that Cherry, Weber & Associates 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 Van Cleef Engineering Associates from making any reportable contributions through the term of the contract; and

WHEREAS, the Township Chief Financial Officer has certified to the governing body the availability of funds for said contract in a line item entitled Planning Board, OE; and

NOW THEREFORE, BE IT RESOLVED by the Township Committee authorizes the Mayor and the Clerk to enter into a contract with Van Cleef Engineering Associates, for hydrogeologic consulting services for 2021 at the hourly rate of \$156.00 and not to exceed limit of \$25,000.00; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that a Notice of this action shall be printed once in the official newspaper of this municipality.

Date: April 21, 2021

**CERTIFICATION AS TO AVAILABILITY OF FUNDS
UNION TOWNSHIP, HUNTERDON COUNTY**

As required by N.J.S.A. 40A:4-57, N.J.A.C. 5:34-5.1 et seq., I, Grace M. Brennan, Chief Financial Officer of the Township of Union, have ascertained that there are available sufficient uncommitted appropriated funds in the 2021 Temporary/Adopted Budget to award a contract to Van Cleef Engineering Associates, under the line item "_____".

Date: _____

Grace M. Brennan, CFO

h. Payment of Bills

CURRENT FUND			
2246 - ABE MATERIALS EASTON	PO 34686	COLD PATCH	285.44
328 - ALL SPORTS	PO 34611	SPRING SOCCER UNIFORMS PER QUOTE	3,316.50
2015 - CIDARCK OLIVEIRA	PO 34565	cleaning of Municipal Building and Garag	775.00
	PO 34678	march cleanings of town hall and garage	620.00
	PO 34650	online tax collection system renewal for	1,250.00
2311 - CIT-E-NET, LLC	PO 34615	GENERAL MUNICIPAL PLANNING	42.00
1373 - CLARKE, CATON, & HINTZ, PC	PO 34679	legal services rendered employment matte	435.00
2466 - CLEARY, GIACOBBE, ALFIERI & JACOBS,	PO 34622	1st quarter billing for municipal court	30,039.00
2057 - CLINTON TOWNSHIP	PO 34680	telephone cable and internet garage	465.09
2457 - COMCAST	PO 34681	telephone and interenet town hall	424.76
2457 - COMCAST	PO 34710	2021 CLOTHING ALLOWANCE	250.00
2755 - DANIEL BAKER	PO 34682	port a potties for parks	450.00
2296 - DELAWARE VALLEY SEPTIC	PO 34646	PURCHASE OF SOCCER BALLS	283.50
2074 - DESTINATION ATHLETE OF HUNTERDON	PO 34617	legal ut adv perryville spe, llc	393.00
2778 - DIFRANCESCO BATEMAN, PC	PO 34705	TO REPLENISH PETTY CASH	64.75
1960 - ELLA MALECKI RUTA/PETTY CAH	PO 34683	reimbursement for township zoom account	15.98
1956 - ELLA MALECKI-RUTA	PO 34332	OEM clothing for Coordinator and Deputy	334.40
1350 - FLEMINGTON DEPARTMENT STORE, INC.	PO 34684	pallet of mortar mix	306.18
687 - FOX LUMBER, INC.	PO 34685	MISC SING SUPPLIES	345.00
2345 - GARDEN STATE HIGHWAY PRODUCTS, INC.	PO 34629	Air Mattresses and blankets for DRF	388.46
1714 - GRACE M. BRENNAN	PO 34687	DUE FOR MICHELLE TRIVIGNO 2021 AND NJ AS	150.00
1796 - HUNTERDON COUNTY ASSESSORS ASSN.	PO 34688	DRILL BITS	36.83
337 - HUNTERDON MILL & MACHINE SY			

MINUTES OF REGULAR MEETING April 21, 2021

89 - J. PETER JOST	PO 34689	MISC BOLTS NUTS A ND WASHERS	968.50	1,005.33
2892 - JACK NAHAMA	PO 34706	LEGAL MISCELLANEOUS	459.00	459.00
2856 - JACK SABOL	PO 34564	REPAIR COSTS FOR MAILBOX DAMAGED DURING	25.00	25.00
1605 - KORY FLEMING	PO 34712	2021 CLOTHING ALLOWANCE	250.00	250.00
2736 - KYOCERA DOCUMENT SOLUTIONS AMERICA	PO 34708	2021 CLOTHING ALLOWANCE	250.00	250.00
1454 - LINCOLN NATIONAL LIFE INSURANCE CO.	PO 34690	COPIERS	159.88	159.88
1454 - LINCOLN NATIONAL LIFE INSURANCE CO.	PO 34619	2020 LOSAP CONTRIBUTIONS PVFC	5,400.00	5,400.00
2853 - MASON, GRIFFIN & PIERSON	PO 34620	2020 LOSAP CONTRIBUTIONS FOR PVRS	6,600.00	6,600.00
60 - MGL PRINTING SOLUTIONS	PO 34655	LEGAL SERVICES	7,257.91	7,257.91
2702 - MICHAEL PIERMAN	PO 34653	HOMESTEAD BENEFIT 3-UP	158.00	158.00
2724 - MORTON SALT	PO 34711	2021 CLOTHING ALLOWANCE	250.00	250.00
	PO 34471	Salt	13,639.07	
	PO 34628	SALT	11,504.15	25,143.22
2319 - MP OVERHEAD DOORS	PO 34627	REPLACE AND INSTALL OVERHEAD DOOR MOTOR	2,795.00	2,795.00
1087 - MUNICIPAL CLERK'S ASSOC. OF NJ	PO 34691	MEMBERSHIP FOR LEIGH GRONAU	75.00	75.00
2460 - MY CORPORATE HOSTING SOLUTIONS LLC	PO 34692	HOSTING FOR APRIL - JULY	124.50	124.50
2601 - NJ ADVANCE MEDIA	PO 34693	LEGAL ADS	192.76	192.76
1165 - PITNEY BOWES INC.	PO 34696	LEASE OF MAIL MACHINE	495.00	495.00
474 - POWERCO, INC.	PO 34694	WINDOW CATCH FOR 580 SUPER M	66.80	66.80
2875 - PRECAST MANUFACTURING CO. LLC	PO 34695	PALLET OF CATCH BASIN BLOCKS	348.00	348.00
1516 - QUILL CORPORATION	PO 34333	office supplies	133.97	
	PO 34396	office supplies	275.54	
	PO 34478	office supplies	239.45	648.96
2245 - R & L DATACENTERS, INC.	PO 34698	PAYROLL SERVICES	320.00	320.00
69 - RENTAL CENTER USA, OF HUNTERDON LLC	PO 34697	31 GALLONS OF PROPANE	106.95	
	PO 34699	POST HOLE DIGGER	267.00	373.95
1552 - STICKEL CONSTRUCTION, INC.	PO 34700	FALLONE AT UNION LLC V TOWNSHIP OF UNION	647.50	647.50
1734 - THE HOME DEPOT	PO 34701	MISC SUPPLIES	62.28	62.28
133 - TOWN OF CLINTON, WATER DEPT.	PO 34702	1ST QUARTER WATER SUPPLY FOR FIR HYDRANT	3,105.75	3,105.75
2722 - TREE KING INC.	PO 34068	REMOVAL OF TREES ALONG BAPTIST CHURCH RO	12,290.00	12,290.00
2570 - TRU GREEN COMMERCIAL	PO 34554	ANNUAL CONTRACT FOR FINN ROAD PARK MAINT	773.03	
	PO 34555	ANNUAL CONTRACT MILLBROOK PARK MAINTENAN	185.00	958.03
1651 - US MUNICIPAL SUPPLY, INC.	PO 34703	PLOW DEFLECTORS	1,070.57	1,070.57
186 - VAN CLEEF ENGINEERING ASSOC.	PO 34609	LAND USE BOARD GENERAL	78.00	
	PO 34670	STORMWATER MANAGEMENT	695.50	
	PO 34671	MISC. ROAD	429.00	
	PO 34672	GENERAL ENGINEERING	2,977.00	
	PO 34673	TOWNSHIP COMMITTEE GENERAL	246.50	4,426.00
1186 - VERIZON WIRELESS	PO 34704	CELLULAR SERVICE FOR DRF AND MAYOR ALSO	303.83	303.83
134 - VIKING TERMITE & PEST CONTROL, INC.	PO 34624	pest control servcies	293.90	
	PO 34652	pest control for april 2021	146.95	440.85
59 - VITAL COMMUNICATIONS, INC.	PO 34625	MOD V TA X MASTER FILE FINAL SENT TO MSI	100.00	
	PO 34631	Installation and Configuration of VITAL	500.00	600.00
2824 - WILLIAM SPENCER	PO 34709	2021 CLOTHING ALLOWANCE	250.00	250.00
1881 - WOOLSON, ANDERSON, MAZIARZ, P.C.	PO 34632	GENERAL ZONING MATTERS	105.00	
	PO 34658	planning board meeting	645.00	750.00

CAPITAL ACCOUNT

2186 - VAN CLEEF ENGINEERING ASSOC.	PO 34667	PABTIST CHURCH SECTION 1 ROAD IMPROVEMEN	5,126.75	5,126.75
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PROFESSIONAL DEVELOPER REVIEW/INSP. FEE ACCOU

1373 - CLARKE, CATON, & HINTZ, PC	PO 34613	pecorar applicaiton	154.00	
89 - J. PETER JOST	PO 34614	gjevukaj application	854.00	1,008.00
2853 - MASON, GRIFFIN & PIERSON	PO 34707	PS CONSTRUCTION	493.00	493.00
2186 - VAN CLEEF ENGINEERING ASSOC.	PO 34657	LEGAL SERVICES FALLONE GROUP, LL DEVELOP	510.00	510.00
	PO 34499	FALLONE GROUP LLC BLOCK 22 LOT 34	1,875.00	
	PO 34598	ADREW PECORARO BLOCK 25 LOT 2	1,934.00	
	PO 34599	GJEVUKAJ BLOCK 4 LOT 3.16	468.00	
	PO 34600	PLUSHANSKI CONTRUCTION COMPANY BLOK 22 L	6,011.00	
	PO 34604	MILM HOLDINGS LLC	741.00	11,029.00
2186 - VAN CLEEF ENGINEERING ASSOC.	PO 34664	PECORARO APPLICAITON	390.00	
	PO 34665	BRIAN PLUSHANSKI APPLICAITON BLOCK 2 LOT	429.00	
	PO 34666	FALLONE GROUP LLC BLOCK 22 LOT 34	4,552.50	
	PO 34669	PATTENBURG QUARRY	559.00	
	PO 34674	QUICK CHEK BLOCK 22 LOT 39,40,41	2,678.50	8,609.00
1881 - WOOLSON, ANDERSON, MAZIARZ, P.C.	PO 34633	PECORARO APPLICATION	60.00	
	PO 34635	GJEVUKAJ APPLICATION	679.75	
	PO 34659	pecoraro applicaiton	418.75	
	PO 34661	gjevukaj application	173.50	
	PO 34662	plushanski application	1,140.00	
	PO 34663	quick check applicaiton	15.00	
	PO 34675	LEGAL PS CONSTRU	360.00	2,847.00

DOG/CAT TRUST

817 - NJ Department of Health & Senr	PO 34677	march 2021 DOG LICENSE FEES TO STATE	61.80	61.80
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GENERAL TRUST FUND

2186 - VAN CLEEF ENGINEERING ASSOC.	PO 34668	WITNESS SOIL TESTING BLOCK 6 LOT 2 34	300.00	300.00
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PERFORMANCE/MAINTENANCE BOND TRUST

2896 - ERIC OERTEL	PO 34676	PER RESOLUTION ADOPTED ON 4/21/21 REFUND	6,844.29	6,844.29
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TOTAL 154,766.02

Summary By Account

ACCOUNT CREDIT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY
100001	CASH CHECKING			0.00 117,937.18
10510020	General Admin: OE	710.47		
10510020A	(2020) General Admin: OE		133.97	
10513020	Financial Admin: OE	408.26		
10514020	Computerized Data Processing: OE	124.50		
10514520	Rev Admin (Tax Col.): OE	1,250.00		
10515020	Tax Assessment: OE	908.00		
10515520	Legal Serv (Lgl Dept): OE	9,192.41		
10516520	Engineering Services: OE	4,348.00		
10518020	Planning Board: OE	870.00		
10525220A	(2020) Emergency Management: OE		334.40	
10526520	Fire Department: OE	3,105.75		
10526620	FIRE DEPARTMENT: LOSAP CONTRIBUTION	5,400.00		
10526720	Rescue Squad: LOSAP Contribution	6,600.00		
10529020	Road Maintenance: OE	40,862.72		
10529020A	(2020) Road Maintenance: OE		1,450.00	
10531020	Buildings and Grounds: OE	4,955.99		
10531020A	(2020) Buildings and Grounds: OE		775.00	
10537020	Recreation: OE	3,600.00		
10537520	Maintenance of Parks: OE	1,675.03		

MINUTES OF REGULAR MEETING April 21, 2021

10544020	Telephone (exclude equip acq)		1,193.68			
10649020	Municipal Court: OE		30,039.00			
TOTALS FOR	CURRENT FUND		115,243.81	2,693.37	0.00	117,937.18

300001	CASH - CHECKING				0.00	5,126.75
30A1820	ORD. 2020-7 ROAD IMP BAPTIST CHURCH ROAD		5,126.75			
TOTALS FOR	CAPITAL ACCOUNT		5,126.75	0.00	0.00	5,126.75

710001	CASH CHECKING-DEVELOPERS ESCROW ACCT			0.00	24,496.00	
711411	Fallone/Renaissance				2,385.00	
711500	PATTENBURG QUARRY IND. BL 1.08 LOT 18.01				559.00	
711518	BOHLER ENG. QUICK CHECK B22 L 39-41				2,693.50	
711528	LIBERTY STONE AGGREGARTES CLINTON QUARRY				741.00	
711545	BRIAN PLUSHANSKI 2020-003 B22.02 L3&4				7,580.00	
711546	ARIJANIT GJEVUKAJ 2020-005				2,175.25	
711547	ANDREW PECORARO B 25 L 2 2021-001				2,956.75	
711954	PS CONSTRUCITON - RACE STREET INSP FEES				853.00	
711999	FALLONE DEVELOPERS INC. INSP. FEES B22.02 L34				4,552.50	
TOTALS FOR	PROFESSIONAL DEVELOPER REVIEW/INSP. FEE ACCOU		0.00	0.00	24,496.00	24,496.00

730001	CASH - DOG TRUST			0.00		61.80
731707	DOG CHECKING					61.80
TOTALS FOR	DOG/CAT TRUST		0.00	0.00	61.80	61.80

750001	GENERAL TRUST CASH			0.00		300.00
751732	PERC WITNESS FEES					300.00
TOTALS FOR	GENERAL TRUST FUND		0.00	0.00	300.00	300.00

790001	PERFORMANCE BOND CASH			0.00		6,844.29
791741	ERIC OERTEL CRESTVIEW CONSTRUCTION PB					6,844.29
TOTALS FOR	PERFORMANCE/MAINTENANCE BOND TRUST		0.00	0.00	6,844.29	6,844.29

Total to be paid from Fund 10	CURRENT FUND		117,937.18			
Total to be paid from Fund 30	CAPITAL ACCOUNT		5,126.75			
Total to be paid from Fund 71	PROFESSIONAL DEVELOPER REVIEW/INSP. FEE ACCOU		24,496.00			
Total to be paid from Fund 73	DOG/CAT TRUST		61.80			
Total to be paid from Fund 75	GENERAL TRUST FUND		300.00			
Total to be paid from Fund 79	PERFORMANCE/MAINTENANCE BOND TRUST		6,844.29			

			154,766.02			

Checks Previously Disbursed

4152108	PRUDENTIAL RETIREMENT	CASH - PAYROLL ACCOUNT		33.83	4/15/2021
172	NJFSPC	CASH - PAYROLL ACCOUNT		182.72	4/15/2021
4152107	UNION TWP. TREASURER'S ACCT	CASH - PAYROLL ACCOUNT		819.33	4/15/2021
4152106	VALIC	CASH - PAYROLL ACCOUNT		1,230.00	4/15/2021
4152105	STATE OF NJ - PERS	CASH - PAYROLL ACCOUNT		1,452.65	4/15/2021
4152104	UNION TWP UNEMPLOYMENT TRUST	CASH - PAYROLL ACCOUNT		64.05	4/15/2021
4152103	CERIDIAN TAX SERVICE	CASH - PAYROLL ACCOUNT		6,110.77	4/15/2021
4152102	UNION TWP NET PAYROLL	CASH - PAYROLL ACCOUNT		13,064.86	4/15/2021
4152101	UNION TWP. PAYROLL ACCT	PO# 34654 4/15/2021 PAYROLL		22,958.21	4/15/2021
2222150	PNC BANK	BANK ERROR		4,000.00	2/22/2021
34109	VENTURA,MIESOWITZ, ET AL TRUST ACCOUNT	PO# 34576 PER RESOLUTION ADOPTED 3/17/2021 S		37,682.69	4/05/2021
34108	JCP&L	PO# 34645 STREET LIGHTING		46.29	4/05/2021
34107	JCP&L	PO# 34644 STREET LIGHTING		24.19	4/05/2021
34106	JCP&L	PO# 34643 STREET LIGHTING		222.47	4/05/2021
34105	JCP&L	PO# 34642 TOWN HALL		615.45	4/05/2021
34104	JCP&L	PO# 34641 MUNICIPAL GARAGE		120.35	4/05/2021
34103	COMCAST	PO# 34640 MUNICIPAL BUILDING INTERNET ADN TE		423.88	4/05/2021
4142101	NJSHBP	PO# 34639 HEALTH DENTAL AND R/X PREMIUMS FOR		14,472.89	4/14/2021
3302108	PRUDENTIAL RETIREMENT	CASH - PAYROLL ACCOUNT		33.83	3/30/2021
171	NJFSPC	CASH - PAYROLL ACCOUNT		182.72	3/30/2021
3302107	UNION TWP. TREASURER'S ACCT	CASH - PAYROLL ACCOUNT		1,579.04	3/30/2021
3302106	VALIC	CASH - PAYROLL ACCOUNT		230.00	3/30/2021
3302105	STATE OF NJ - PERS	CASH - PAYROLL ACCOUNT		1,659.87	3/30/2021
3302104	UNION TWP UNEMPLOYMENT TRUST	CASH - PAYROLL ACCOUNT		73.57	3/30/2021
3302103	CERIDIAN TAX SERVICE	CASH - PAYROLL ACCOUNT		8,127.34	3/30/2021
3302102	UNION TWP NET PAYROLL	CASH - PAYROLL ACCOUNT		888.41	3/30/2021
3302101	UNION TWP. PAYROLL ACCT	PO# 34612 3/30/2021 PAYROLL		28,774.78	3/30/2021

				161,074.19	

Totals by fund	Previous Checks/Voids	Current Payments		Total	
Fund 10	CURRENT FUND	109,341.20	117,937.18	227,278.38	
Fund 30	CAPITAL ACCOUNT		5,126.75	5,126.75	
Fund 71	PROFESSIONAL DEVELOPER REVIEW/INSP. FEE ACCOU		24,496.00	24,496.00	
Fund 73	DOG/CAT TRUST		61.80	61.80	
Fund 75	GENERAL TRUST FUND		300.00	300.00	
Fund 79	PERFORMANCE/MAINTENANCE BOND TRUST		6,844.29	6,844.29	
Fund 80	PAYROLL TRUST	51,732.99		51,732.99	

BILLS LIST TOTALS		161,074.19	154,766.02	315,840.21	
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End of Consent Agenda

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

Motion Carried

- i. **Motion to Approve** - Request by Tracy Leaver for the Mayor to sign a letter to DOT; no objection for flying hot air balloons

Atty. Waterbury Cecil stated that all required documents were provided and a letter of no objections can be issued.

Voice 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

- j. **Motion to Approve** – Accepting a Letter of Resignation from Grace Kocher, Planning Board/Board of Adjustment Secretary

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

Motion Carried

- k. **Motion to Approve** – Approving Shared Services Agreement between the UT BOE and the Township of Union for the Purpose of Setting Forth each Party’s Responsibilities Concerning Facilities Use and Maintenance

Messrs. Stothoff and Severino expressed their concerns about the proposed agreement presented by UT Board of Education. Attorney Waterbury Cecil said she would like to review the agreement before any action is taken. She stated that the final agreement will be approved by resolution.

The Committee agreed to wait for Attorney review and possible approval at the next Committee meeting.

l. **Discussion** – Cannabis Legislation

Attorney Waterbury Cecil gave a brief overview of the legislation. She said the intent of the legislation is to regulate recreational cannabis as distinct from the medical marijuana the same way the State regulates alcohol licensing. She said that municipalities that are considering prohibiting any licensing (there are six different classifications of cannabis licenses) placing “Plan Holder Ban” must act by August 20, 2021. If no action is taken by that date, Municipalities are foreclosed for five years from enacting any prohibition. She added that the legislation gives an option to change the municipal regulation at any time. Attorney Waterbury Cecil said that it would be her recommendation since the Township has a very limited time to make a decision, to take advantage of the legislation that allows prohibiting all six types of licenses for now and reconsider which types, if any to allow at the later time.

Mr. Hirt asked if the Township should take advantage of an opportunity that might be gone later.

Atty. Waterbury Cecil said that it cannot be prohibited after August 20th.

Planner Goldman agreed with the Twp. Attorney about “Place Holder Ban” for now and provided information regarding allowance of different types of licenses in various zones. Ms. Goldman suggested forming a task force or a subcommittee to review the legislation in greater depth.

Mr. Stothoff expressed his opposition of allowing any licensing in the Township seeing no benefits to the Township.

Mr. Sevrino shared Mr. Stothoff’s opposition.

14. REPORTS

a. **Attorney Report**

- Started the review process of necessary updates to the Township Zoning and General Code.

b. **Committee Report**

Mr. Severino reported the following:

- Contacted NJ DEP for an update on complaints regarding increased noise levels at the Rifle Shooting Range. Next week, weather permitted, NJ DEP will be sending a consultant/engineer to conduct the study. Results of the study will be shared with Mr. Severino when available.
- At Mr. Stiger’s request at the last meeting, he contacted Marc Strauss regarding financial information of the Fire Departments serving the Township. Mr. Strauss will provide the information to Mr. Stiger.
- Had an Executive Session matter regarding Animal Control/Dog barking complaint.

Mr. Stiger reported the following:

- Last Tuesday, attended Environmental Commission meeting. Roadside clean-up is scheduled for May 22, 2021. Looking for volunteers.
- Environmental Commission Day has been scheduled for September 11th or 18th at Finn Road Park.
- Well water testing has been set for June 12, 2021.
- Have not been successful with finding someone to bid on removing outbuildings at Hoffman Park. Will contact the County.
- The new pavilion at Hoffman Park has been installed. It is placed in a beautiful location and worth visiting.

a. Finance Officer’s Report

- In the process of completing Annual Recycling Tonnage Grant Report.
- Together with Corey McCormack, Recreation Committee Chairman and Kory Fleming, DR&F Foreman is looking into applying for a Recreation Grant for Facilities and Equipment that might be needed for Finn Road Park. Resolution approving submission of the application will be ready for the next meeting.

Mr. Stiger stated that the Township had contacted UT Elementary and Middle School last year with a proposal of having a contest to create a graphic design logo to be placed on reusable shopping bags handed out by the Environmental Commission. A \$100.00 prize for a winner was not attractive enough to participate in the contest. Mayor Mazza suggested contacting Lisa Coster, a resident of the Township, for ideas.

b. Pattenburg Volunteer Fire Dept. – not present

c. Mayor’s Report

- Thanked Sheriffs Cordero and Brown for running the program of cleaning highways. Mayor said they did an outstanding job cleaning I-78 on both sides from exit 12 to 13. Our Road Department picked up and disposed of 25 bags of trash.
- Would like to schedule a meeting with representatives from Pilot about trash blowing out of the site onto the fence across the street from Pilot. Maintenance at the Pilot site was briefly discussed. Mr. Severino proposed that he and Mr. Stothoff meet with the State Police regarding maintenance enforcement. Mr. Stothoff agreed.
- Temporary electric Service at the corner of Perryville Estates had been knocked to the ground and is still laying there. Mayor said it is time to remove it. Discussed utilization of performance guarantee bond to remove the temporary electric service. Maintenance of detention basins in the Development was also briefly discussed.
Attorney Waterbury Cecil will follow up with the Engineer on the matter.

Mayoral Appointment – Mayor Mazza appointed Nicole Rasavage as Alternate II member to the UT PB/BOA.

Mr. Stothoff announced that Marc Strauss, Public Safety Director, has joined the meeting if anyone had questions.

Mr. Strauss said he had submitted his April Report. The report stands as written with the exception of action item “the meeting with Union Township Fire Chief” which was reported on last month.

Mayor Mazza asked that Mr. Strauss contact the UT Fire Chief regarding his attendance at monthly Committee meetings.

15. PUBLIC COMMENTS –

Richard Lordi, 186 Main Street reemphasized Mr. Cassidy’s concerns regarding road conditions at Stonebridge. He asked for clarification of the Mayor’s earlier statement that unsafe parts of the roads would be repaired immediately and paved later (according to the road schedule prepared by the Engineer). Mr. Lordi asked if postponing paving is due to financial constraints or if it is the order of other projects taking priority.

Mayor Mazza said that most of the time two factors are taken into consideration when it comes to the order of roads repairs. The Road Dept. and the Township Engineer inspect the roads and determine priorities. In addition, every year the Township applies for State Aid Grants for certain roads and if received those projects have priority.

Discussion ensued on various topics such as priority, necessity, finances and planned capital projects.

Glenn Cassidy thanked everyone for their input and sharing information. He said he had been contacting prior Mayors about deteriorating conditions of roads in Stonebridge. He asked about waiting timeline of developments where roads were resurfaced in the past few years.

Mr. Stothoff stated that the Township Engineer will evaluate roads in Stonebridge and report back to the Committee by the next meeting.

Mr. Lordi asked about reporting process of road conditions. Mr. Stothoff said the Department of Roads and Facilities is continually checking our roads.

16. EXECUTIVE SESSION – 8:54 PM

RESOLUTION #2021-57

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. Animal Control Matter

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

No action shall be taken in Closed Session. Formal action might be taken following the conclusion of the executive session.

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

Motion Carried

The Committee returned to regular meeting session at 9:07 pm.

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

Motion Carried

17. ADJOURNMENT

There being no further business to come before the Township Committee at this time Mr. Stothoff made a motion to adjourn the meeting at 9:08 p.m. Mr. Stiger seconded the motion. Motion carried by unanimous favorable roll call vote.

Transcribed by: Ella M. Ruta, Municipal Clerk

Frank Mazza, Mayor