

1. CALL TO ORDER

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

- a. **"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

3. ROLL CALL

	Present	Absent
Mr. Severino	x	
Mr. Mazza	x	
Mr. Hirt – left at 8:50 p.m.	x	
Mr. Stiger	x	
Mr. Stothoff	x	

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

6. APPROVAL OF PRIOR MEETING MINUTES

- a. Regular and Executive Session Meeting Minutes of May 19, 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

8. PUBLIC HEARING - Liberty Stone & Aggregate–Clinton Quarry LLC-Application for 2021 License Renewal

Jay Thatcher, Esq. representing the applicant said that everyone is in receipt of the Engineer’s letter dated July 19, 2021. Atty. Thatcher stated the applicant has no issues with Mr. Clerico’s suggestions mentioned in the letter and will fully comply when applying for the 2022 Annual License; however, the issue tonight is obtaining the current year’s license. He said Mr. Feld, one of the owners of the Quarry, is present to answer questions.

Atty. Waterbury Cecil suggested that Engineer Clerico review his recommendations from his July 19, 2021 letter for the Committee.

Engineer Clerico clarified, in detail, the following requirements the Quarry has to comply with prior to the issuance of the 2021 license:

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1. Refrain from conducting any further activity or disturbance within the 300 ft. (Riparian Buffer) of any existing stream channel that they have depicted on their plan until/unless they obtain in writing from DEP EITHER
 - a) A letter stating that they are exempt from compliance with any of the DEP FHA regulations irrespective of the presence of regulated areas on the propertyOR
 - b) A corrected/updated FHA Jurisdictional Determination that reflects the existing stream channels on the PQ (as currently being represented to the Township) and establishes any regulated areas on the property. They will then reflect that delineation on their 2022 License Plans with the understanding that if there are any previous and/or proposed disturbance depicted on the 2022 plans which fall within regulated areas then those disturbances will be denied unless they have obtained permits from NJDEP for those disturbances and/or restored those areas as may be directed by NJDEP.
2. Agree that prior to the Township Granting them a license for 2022 that they will have obtained in writing from DEP EITHER
 - a) A letter stating that any and all quarry related activity on this property is exempt from compliance with any of the NJDEP Freshwater Wetland RegulationsOR
 - b) A LOI from DEP that will define all wetlands and related buffers as established by DEP and reflect that delineation on their 2022 License Plans with the understanding that if there are any previous and/or proposed disturbance depicted on the 2022 plans which fall within regulated areas then those disturbances will be denied unless they have obtained permits from NJDEP for those disturbances and/or restored those areas as may be directed by NJDEP.
3. Agree to post an expanded Reclamation Bond to cover all areas of additional disturbance that have now occurred beyond the limits of what is covered by the current Bond.
4. Agree to refrain from undertaking any activity (quarrying and/or site disturbance) other than what they have shown and what has been approved by the Township as part of any current and/or subsequent Quarry License Application
5. Agree that the plans submitted for the 2022 and subsequent Quarry License applications will include updated aerial topographic mapping and drone imagery of existing site conditions taken within 30 days of the date of filing. The current 2021 plans reflect existing conditions as of March 2021

Mr. Stothoff commented that every year the Engineer makes the same recommendation/suggestion such as LOI letter that was requested in the January 19, 2020 Engineer's Report. Mr. Stothoff said the application must be submitted, as per the Township's Ordinance, instead of being kicked around taking an inordinate amount of time of both the Committee and Township Professionals.

The Committee agreed with Mr. Stothoff's comments.

Bruce Feld, one of the owners of the Quarry, 5 Frontage Road, said that when he specifically asked the Township Attorney if the submission of an LOI letter is required as per the Quarry Ordinance the response was "It is not". Mr. Feld stated that Dr. Crow had contacted the State NJ DEP and whatever they mandate the Clinton Quarry will ensure compliance. If the NJ DEP requires an LOI it will be obtained and submitted to the Township.

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Engineer Clerico explained again that #2 in his report clearly states that a written exemption from NJ DEP concluding that no matter what activities are done the Quarry is either exempt or an LOI stating that there are no regulations that would require an LOI. NJ DEP then makes a determination that they concur with submitted documents and grant a State Permit to quarry.

Mr. Feld stated that Dr. Crow determined the Clinton Quarry is exempt. Engineer Clerico then asked to obtain the letter of exemption from the State NJ DEP.

Engineer Clerico explained that if NJ DEP will not grant an exemption, the Clinton Quarry would have to obtain a LOI from NJ DEP.

Briefly, Mr. Feld explained the need for the Township Committee to grant an exemption for the West side of the property located by the old Clinton Block. He said that the former Zoning Officer allowed the Quarry to clean and use the area. Mr. Feld said the area is utilized for parking their trucks while waiting to be weighed before starting operations at 7:00 a.m. He also said that the Federal Mining Health and Safety Administration was in favor of the area being used for storing out of service vehicles.

Mr. Severino commented that former Zoning Officer Graham was not in a position to grant the exemptions.

Mr. Feld corrected himself and stated that Mr. Graham did not grant them a waiver; he just said the area could be cleaned.

Mr. Severino asked if the Quarry would commit to apply for an LOI letter from the NJ DEP.

Mr. Feld said they are waiting for an exemption letter. If the exemption is not granted, they will apply for the LOI.

Engineer Clerico said that if Dr. Crow is applying for any relief/exemption from the State, that application should also be filed with the Township.

Attorney Waterbury Cecil reiterated the conversation from the prior meeting about requirements for a LOI in the Township Code. She said that although there is no explicit requirement in the Ordinance for a LOI; there is a requirement that the Quarry operation complies with the law. Ms. Waterbury Cecil explained the reason the LOI issue exists. She stated that the Quarry has to submit all required information that is satisfactory for the Township Committee and the Professionals. These would be documents showing there are no wetland encroachments without the appropriate permits from NJ DEP. It would be either a complete letter of exemption from NJDEP, stating that regardless whether the quarry operations encroach in wetlands they do not need any permits or they are not exempt from NJ DEP regulations. The Committee would have to know where the boundaries are and if there are any activities taking place.

Atty. Waterbury Cecil said this is why it has to be either a letter stating exemptions or an LOI.

Mr. Feld said he agreed and promised to obtain required documents.

Messrs. Clerico and Stiger suggested that the 2022 License Application be submitted as discussed in a timely manner.

Mr. Feld mentioned that vegetation has been growing back on the East Side of the Quarry.

Engineer Clerico said the condition to approve the 2022 License would be to confirm that the area has been restored and would not be used again. At the very least, it is barricaded off, top soiled and seeded.

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Mr. Stothoff expressed his dissatisfaction with the filing of an incomplete Annual Quarry License renewal application year after year, disregarding requirements and recommendations by the Township Professionals.

Atty. Waterbury Cecil suggested the Committee vote on the waiver request for the encroachment into the 50’ setback on the West Side.

The following motion was introduced for approval:

To allow the encroachment into the 50’ buffer setback on the West Side of the property.

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

Motion carried

Atty. Waterbury Cecil asked that the following motion be approved:

Renewal of the 2021 Annual Quarry License subject to all the conditions and recommendations set forth in Sections B & C of Engineer Clerico’s report dated July 19, 2021, which all the parties agreed upon. Furthermore, the Quarry representatives agreed to restore the area specified in the report. Atty. Waterbury Cecil also asked that copies of any filings (based on current and accurate information) with NJ DEP be provided to the Township Engineer. She added that if those conditions are not met, there will be a possibility that the 2022 Annual Quarry license might not be renewed.

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

Motion carried

OUT OF AGENDA ORDER

a. **Pattensburg Volunteer Fire Dept.** – Fire Chief Narbonne reported the following:

- Obtaining quotes for a new truck
- Not too many calls are coming in due to possibly people working from home
- Message was posted on the Township’s website about recruitment
- Planning fundraisers in August and October
- Fire Department Building will be open to the public every Monday night between 6:30 and 8:00 pm

The Committee thanked the PVFC for their service and dedication.

9. REPORTS RECEIVED – Acknowledged and briefly discussed

- a. Road Dept.- Week Ending; 6/18/21; 6/25/21;7/02/21; 7/09/21
- b. Zoning Officer – May & June 2021

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- c. Animal Control Officer – June 2021
- d. Municipal Court – May 2021
- e. Public Safety Director – a written report submitted.

Mr. Stiger asked Mr. Severino if the meeting was held with PVFC to discuss their operational activities. Mr. Severino responded that questions regarding the operational activities could be asked when Fire Chief Narbonne is in attendance. Mr. Stiger said he would rather Mr. Severino meet with the Fire Chief outside of a Township Committee meeting. Mr. Severino asked for a list of specific questions/issues he would be asking. Mr. Stiger will email Mr. Severino specific questions.

f. Engineer's Report

- Adopting two resolutions tonight for NJ DOT State Grants as discussed at the last meeting. Engineer Clerico briefly described a new electronic system the State started to implement through a new platform called PMRS. He said it is a learning curve for the Governing Body, the Clerk and the Engineer.
- Baptist Church Rd. Section 1 – weather permitting the project will be starting this week.
- Change Order #1 to Baptist Church Rd. Section 1 Project is on for approval tonight. A detailed memo was issued stating that one property owner, who initially was not interested in a drainage pipe going across his driveway, changed his mind after looking at the project design.
- Final adoption of funding Ordinance for Baptist Church Section 2.
- Fallone Development is moving according to schedule.
- Issued a memo regarding I-78 noise complaint raised by a resident at the last meeting.

Mr. Hirt mentioned that property owners located across from the Fallone Development are complaining about the amount of dust generated by the construction activities. Engineer Clerico suggested contacting Hunterdon County Soil Conservation District.

Mr. Stothoff asked Engineer Clerico if adequate inspections are being conducted at the Fallone Development to protect future concerns of the Township. Engineer Clerico answered that they are inspecting and communicating with Fallone as necessary.

8. CORRESPONDENCE/WRITTEN COMMUNICATIONS

Mr. Hirt mentioned the following correspondence:

- Since the Township will be receiving COVID 19 stimulus relief funds from the State the Committee should consider purchasing a generator for the Municipal Building. Mr. Hirt said he would obtain quotes.
- Asked Engineer Clerico to look into improving traffic signs at the intersection of Baptist Church and Frontage Roads. Briefly discussed. Mr. Clerico said that if the Committee decides to make modifications it would have to be in compliance with NJ DOT protocol.

Mr. Stothoff mentioned the following correspondence:

- Request from a resident through the Township website to provide assistance with tree removal from a private property. Due to insurance regulations the request was denied.

9. PUBLIC COMMENTS

Lynn Munro, Township resident, agreed with Mr. Hirt regarding traffic signage on Baptist Church Rd.

Ms. Munro complained about frequent outages of electricity in the Pattenburg area. She asked that the Committee work with neighboring Municipalities to improve the electric service in the Township and surrounding areas. Mr. Hirt responded that a substation located by Foster Wheeler causes the loss of electricity.

Mr. Stothoff recommended individual homeowner filing complaints with NJ Board of Public Utilities.

Mayor Mazza said that he had reached out to JCP&L and invited Ms. Bonchi, a representative from JCP&L to attend this meeting. Unfortunately, she had a conflict but was invited to the next meeting. Mayor Mazza advised that 25 trees were cut around the electrical substation on Baptist Church Road that were close to power lines. The substation was then repaired, at which time the power had to be turned off. Mayor Mazza has been told that JCP&L has no plan as to when the old equipment or parts would be replaced.

Mr. Stothoff reiterated the importance of each resident filing a complaint with NJ BPU.

10. PUBLIC HEARING

ORDINANCE 2021 - 8

AN ORDINANCE APPROPRIATING THE SUM OF \$250,000 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 BAPTIST CHURCH ROAD – SECTION 2A

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

Millie Conte, Lisa Lane resident, asked what part of the Road is Section 2A. Engineer Clerico explained that grants were received for Section 1 and 2B. Section 2A is a missing link between the two and the Township funding the project.

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

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

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 #2021-72**: Certifications of 2020 Annual Audit

RESOLUTION #2021 – 72

**TOWNSHIP OF UNION, HUNTERDON COUNTY
GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT**

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2020 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled “Comments and Recommendations”, and

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled “Comments and Recommendations”, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars

(\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Union, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

- a. **RESOLUTION #2021-73:** Approval to Submit Grant Appl. with NJ DOT for the Van Syckel’s Rd. Section 2 Improvement Project

Township of Union
Resolution No. 2021-73

Resolution: Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Van Syckel’s Road Section 2 Improvement project.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of Union Township formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2022-00173 Van Syckel’s Road Section 2 to the New Jersey Department of Transportation on behalf of the Township of Union.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Union and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

- b. **RESOLUTION #2021-74** : Approval to Submit Grant Appl. with NJ DOT for the Van Syckel’s Corner Rd. Section 1 Improvement Project

Township of Union
Resolution No. 2021-74

Resolution: Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Van Syckel’s Corner Road Section 1 Improvement project.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of Union Township formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2022-00174 Van Syckel’s Corner Road Section 1 to the New Jersey Department of Transportation on behalf of the Township of Union.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Union and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

- c. **RESOLUTION #2021-75:** PB/BOA Application Refund – 14 Grove Farm Road

RESOLUTION 2021 – 75

**Planning Board/Board of Adjustment Application Refund
Block 30 Lot 37
14 Grove Farm Rd
Pittstown, NJ 08867**

WHEREAS, Brian & Laura Gilligan, did post an application fee and escrow for a planning board/board of adjustment application for variance at block 30 lot 37, and

WHEREAS, the planning board/board of adjustment permit was applied for in error,

NOW, THEREFORE, BE IT RESOLVED that the planning board/board of adjustment application fee, in the amount of \$300.00 and escrow fee of \$3,000 be refunded to Brian and Laura Gilligan,

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

- d. **RESOLUTION #2021-76:** Zoning Application Refund – 304 Hidden Meadow Lane 28/19.01

RESOLUTION 2021 - 76

**Zoning Application Refund
Block 28 Lot 19.01
304 Hidden Meadow Lane
Hampton, NJ 08827**

WHEREAS, Benjamin Silverman, did post an application fee for a zoning permit application for construction of a swimming pool at block 28 Lot 19.01, and

WHEREAS, the zoning permit was applied for in error,

NOW, THEREFORE, BE IT RESOLVED that the zoning application fee, in the amount of \$75.00 be refunded to Benjamin Silverman,

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

- e. **RESOLUTION #2021-77:** Authorizing Tax Collector to Contract with RealAuction to Complete an Electronic Tax_Sale for the 2020 Outstanding Delinquencies

RESOLUTION #2021-77

TOWNSHIP OF UNION, HUNTERDON COUNTY

WHEREAS, NJSA 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Government Services, and

WHEREAS, an electronic tax sale is innovative and provides a greater pool of potential lien buyers, thus creating the environment for a more complete tax sale process, and

WHEREAS, the Tax Collector has only been able to obtain one company that is conducting Electronic Tax Sales in New Jersey that follow the rules and regulations of the Division of Government Services,

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Union, Hunterdon County, State of New Jersey, that the Tax Collector is hereby authorized to contract with RealAuction.com to complete an electronic tax sale for the 2020 outstanding delinquencies.

f. **RESOLUTION #2021-78:** Extending Grace Period for Property Tax Payments Until August 16, 2021

RESOLUTION# 2021- 78

WHEREAS, due to a delay in receiving the Certified Tax Rate from the County, the property tax bills are being mailed later than usual,

WHEREAS, we are mandated to allow taxpayers twenty-five (25) days from mailing date to due date,

NOW THEREFORE, the Tax Collector respectfully requests to extend the grace period to August 16, 2021.

g. **RESOLUTION #2021-79:** Authorizing Tax Collector to Cancel Property Taxes for Bl. 22, Lot 20.02

TOWNSHIP OF UNION
COUNTY OF HUNTERDON

RESOLUTION 2021-79

WHEREAS, the Union Township Tax Assessor has received certification from the Department of Veterans Affairs confirming status of a 100% permanent and totally disabled veteran for the owner of record of Block 22 Lot 20.02, known as 80 Pittstown Road; and

WHEREAS, this property, owned by Bradley L. Lattig, will remain exempt from property tax while it remains the principal residence of the permanent and totally disabled veteran; and

WHEREAS, disabled veteran, Bradley L. Lattig applied for this exemption with the Tax Assessor on 3/9/21 and will become exempt from taxation as of that date; and

WHEREAS, the first quarter payment has been received by the Tax Collector in the amount of \$2,288.43; and

WHEREAS, the disabled veteran should be refunded \$584.82 which represents taxes paid from 3/9/21 through 3/31/21 and the Tax Collector be instructed to forgive all remaining taxes owed for the 2021 tax year; and

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Union, County of Hunterdon, State of New Jersey that remaining taxes in tax year 2021 for Block 22 Lot 20.02 be cancelled and a refund be given in the amount of \$584.82 and the records of the Tax Collector be adjusted to reflect the exempt status of this property.

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

h. **RESOLUTION #2021-80:** Purchase of Ford F-250 Pick Up through the Morris County COOP Contract #15-C, Item #10

**RESOLUTION 2021 – 80
PURCHASE OF FORD F-250 CREW CAB 4 X 4 PICK UP
MORRIS COUNTY COOP CONTRACT #15C, ITEM #10
FLEMINGTON DITSCHMAN FORD**

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 F-250 Crew Cab 4 X 4, and

WHEREAS, this item will be purchased through the Morris County Cooperative Pricing Council, contract #15-C, Item #10 at the purchase price of \$33,981.00, so a formal bid process is not required; and

WHEREAS, there is appropriated in the Capital Account, Ordinance #2021-7, the sum of \$35,000.00

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 F-250 from Flemington Ditschman Ford who is the authorized dealer through the Morris County Coop.

- i. **RESOLUTION #2021-81:** 2021 Micro Surface Program Authorization Asphalt Paving System, Inc.

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

**RESOLUTION 2021 – 81
2021 MICRO SURFACE PROGRAM AUTHORIZATION
ASPHALT PAVING SYSTEMS, INC.**

WHEREAS, the Township Committee of the Township of Union along with the Foreman of the Department of Roads and Facilities and the Township Engineer, have determined that there is the need to Micro-Surface various roads within the Township, and

WHEREAS, this item will be purchased through the State of New Jersey, Division of Purchase and Property Blanket Order Number 17-GNSV2-00181, titled Micro-Surface & Slurry Seal Pavement System, so no bidding is required; and

WHEREAS, there is appropriated in ordinance 2021 - 7, sufficient funds for this purchase; and

WHEREAS, this contract shall not exceed \$60,000.00

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 2021 Micro-Surface program to Asphalt Paving Systems, Inc.

- j. **RESOLUTION #2021-82:** 2021 Authorization for Tree Removal – Tree King, Inc.

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

**RESOLUTION 2021 – 82
2021 AUTHORIZATION TO TREE REMOVAL
TREE KING, INC.**

WHEREAS, the Township Committee of the Township of Union along with the Foreman of the Department of Roads and Facilities, have determined that there is the need to remove trees and stumps on various roads, and

WHEREAS, this item will be purchased through the Morris County Cooperative Pricing Counsel, Contract #18, so no bidding is required; and

WHEREAS, there is appropriated in the 2021 Municipal Budget sufficient funds for this purchase; and

WHEREAS, this contract shall not exceed \$20,000.00

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 removal of trees by Tree King, Inc.

k. **RESOLUTION #2021-83:** Chapter 159 – Highlands Plan Conformance Initial Assessment Grant

RESOLUTION 2021- 83

WHEREAS, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director of the Division of Local Government Services may also approve the insertion of an item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Union in the County of Hunterdon, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2021 in the sum of \$10,000.00, which is now available from the State of New Jersey in the amount of \$10,000.00.

BE IT FURTHER RESOLVED, that the like sum of \$10,000.00 is hereby appropriated under the caption Highlands Plan Conformance Initial Assessment Grant; and

BE IT FURTHER RESOLVED that the above is the result of funds from the State of New Jersey in the amount of \$10,000.00.

l. **RESOLUTION #2021-84:** Adopting the Master Technology Policy-MEL Cyber Risk Management Program

**Township of Union
Hunterdon County
State of New Jersey**

RESOLUTION #2021- 84

A Resolution to Adopt the Master Technology Policy – Mel Cyber Risk Management Program

WHEREAS, the Municipal Excess Liability Joint Insurance Fund (MEL) has recommended the adoption of the Master Technology Policy - Cyber Risk Management Program; and,

WHEREAS, representatives of Township of Union, including the Personnel Administrator and IT Company reviewed the recommendation of the MEL; and

WHEREAS, adopting this Master Technology Policy will assist the Township of Union with providing tools and methods that will identify and eradicate cybersecurity incidents; and

NOW THEREFORE, BE IT RESOLVED that the Master Technology Policy - Cyber Incident Response Plan, as recommended by the Municipal Excess Liability Fund is hereby adopted by the Governing Body of the Township of Union.

- m. **RESOLUTION #2021-85:** Adopting the Cybersecurity Incident Response Plan

**Township of Union
 Hunterdon County
 State of New Jersey**

RESOLUTION #2021- 85

A Resolution to Adopt the Cybersecurity Incident Response Plan

WHEREAS, the Municipal Excess Liability Joint Insurance Fund (MEL) has recommended the adoption of the Cybersecurity Incident Response Plan; and,

WHEREAS, representatives of Township of Union, including the Personnel Administrator and IT Company reviewed the recommendation of the MEL; and

WHEREAS, adopting this plan will assist the Township of Union with providing tools and methods that will identify and eradicate cybersecurity incidents; and

NOW THEREFORE, BE IT RESOLVED that the Cyber Incident Response Plan, as recommended by the Municipal Excess Liability Fund is hereby adopted by the Governing Body of the Township of Union.

- n. **RESOLUTION #2021-86:** Authorizing the Appointment of Kevin McQuade as Part Time Recycling Attendant

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

Resolution #2021 – 86

**Authorizing the Appointment of Kevin McQuade
 Part Time – Recycling Attendant**

WHEREAS, the Township of Union is in need of a part-time Recycling Attendant; and

WHEREAS, Kevin McQuade is qualified and has been offered said position, and good cause appearing;

NOW THEREFORE, **BI IT RESOLVED** by the Township Committee of the Township of Union, County of Hunterdon, State of New Jersey that Kevin McQuade shall be hired as a part time Recycling Attendant, retroactive to June 19, 2021 to serve at the pleasure of the Township Committee, at \$14.00 per hour.

- o. **RESOLUTION #2021-87:** Change Order to Baptist Church Road Improvement Project – Section 1

RESOLUTION #2021-87

APPROVING CHANGE ORDER #1 – BAPTIST CHURCH ROAD SECTION 1

WHEREAS, by Resolution #2021-29, the Township Committee of the Township of Union awarded a contract for the Baptist Church Road Section 1 Project to CrossRoads Paving Co. from Newark, New Jersey, for the amount of \$392,851.00; and

MINUTES OF REGULAR MEETING July 21, 2021

WHEREAS, the Township Engineer has requested the Committee's approval of a change order for completion of the above project, as described in proposed Change Order #1 and in the memorandum accompanying this request; and

WHEREAS, the work comprising Change Order # 1 involves additional quantity of 33.00 linear feet of Item #13, which is 15" Reinforced Concrete Pipe (at \$70/lf), for an increase in price of \$2,310.00, and a modification to the drainage design intended to improve the discharge, for an increase in price of \$15,588.38; and

WHEREAS, the work authorized by Change Order #1 may also require additional work in connection therewith, so the requested amount for Change Order #1 is not to exceed \$20,000.00 in total; and

WHEREAS, the underlying drainage modification as described in Change Order #1 is necessary for the Project's timely completion, will improve drainage overall and was unforeseeable at the time of drafting the specifications; and

WHEREAS, a copy of the proposed change order is annexed hereto; and

WHEREAS, sufficient funds are available for this purpose in as set forth on the attached Certification of Availability of Funds, prepared by the Chief Financial Officer.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Union that:

1. The attached Change Order No. 1 is hereby approved.
 2. This Resolution, when counter-signed by CrossRoads Paving Co. shall serve as a contract amendment to the original contract for the purpose of increasing the contract price by an additional amount not to exceed \$20,000.00 for a total contract amount not to exceed \$412,851.00.
- p. **Motion to Approve** – Equine Trail Obstacle Challenge at Finn Road Park on 8/14/21 – Pittstown Trail Association
- q. **Motion to Approve** – 2021/2022 Junkyard License – Genyar LLC
- r. **Motion to Approve** – Municipal Approval for Business License Change of Address
- s. **Motion to Approve** – Request to Hold Dog Training at Finn Rd Park on October 9th & 10th and November 13th & 14th
- t. **Payment of Bills**

Check Register - (100001) CASH CHECKING

DATE CHECK # PAID TO AMOUNT VOID AMOUNT VOID DATE REASON

6/24/2021 6242101 319 UNION TRUST FUND 25.00 (Transfer)

6/30/2021 34274 2457 COMCAST 424.76

6/30/2021 34275 2899 GREENWICH TOWNSHIP MUNICIPAL COURT 33.00

6/30/2021 34276 1524 INSTITUTE FOR PROFESSIONAL DEVELOPM 50.00

6/30/2021 34277 73 JCP&L 520.80

6/30/2021 34278 73 JCP&L 13.04

6/30/2021 34279 73 JCP&L 222.39

6/30/2021 34280 73 JCP&L 46.29

6/30/2021 34281 73 JCP&L 24.19

6/30/2021 34282 73 JCP&L 99.19

6/30/2021 34283 897 STATE OF NJ - PERS 937.38

6/30/2021 34284 2570 TRU GREEN COMMERCIAL 307.00

6/30/2021 6302101 102 UNION TWP. PAYROLL ACCT 28,017.83 (Transfer)

7/02/2021 7022101 102 UNION TWP. PAYROLL ACCT 7,160.46 (Transfer)

7/13/2021 7132101 1561 NJSHBP 13,491.47 (Transfer)

7/14/2021 34285 2773 COX PRINTERS 1,020.00

7/15/2021 7152101 102 UNION TWP. PAYROLL ACCT 24,461.62 (Transfer)

7/21/2021 34286 1532 A & S HYDRAULICS, INC. 520.00

7/21/2021 34287 2904 BENJAMIN SILVERMAN 75.00

7/21/2021 34288 2905 BRADLEY LATTIG 584.82

MINUTES OF REGULAR MEETING July 21, 2021

7/21/2021 34289 2903 BRIAN AND LAURA GILLIGAN 300.00
 7/21/2021 34290 2015 CIDARCK OLIVEIRA 1,395.00
 7/21/2021 34291 2644 CINTAS 69.18
 7/21/2021 34292 1373 CLARKE, CATON, & HINTZ, PC 2,461.00
 7/21/2021 34293 160 CLINTON FIRE DEPT. 31,571.98
 7/21/2021 34294 2457 COMCAST 419.96
 7/21/2021 34295 196 COOPER ALARM SYSTEMS 2,350.00
 7/21/2021 34296 317 COURIER NEWS 131.06
 7/21/2021 34297 1952 DEER CARCASS REMOVAL SERVICE LLC 35.00
 7/21/2021 34298 2886 DELARA CAMA 40.00
 7/21/2021 34299 2296 DELAWARE VALLEY SEPTIC 900.00
 7/21/2021 34300 2074 DESTINATION ATHLETE OF HUNTERDON 768.00
 7/21/2021 34301 2778 DIFRANCESCO BATEMAN, PC 1,753.50
 7/21/2021 34302 2792 DITSCHMAN FLEMINGTON FORD 326.28
 7/21/2021 34303 1960 ELLA MALECKI RUTA/PETTY CAH 89.40
 7/21/2021 34304 1956 ELLA MALECKI-RUTA 15.98
 7/21/2021 34305 2411 GREENROCK RECYCLING LLC 654.00
 7/21/2021 34306 673 HUNTERDON COUNTY 490.00
 7/21/2021 34307 673 HUNTERDON COUNTY 75.00
 7/21/2021 34308 153 HUNTERDON COUNTY CLERK 3,488.99
 7/21/2021 34309 1725 HUNTERDON LOCK & SAFE CO. 1,171.63
 7/21/2021 34310 337 HUNTERDON MILL & MACHINE SY 144.02
 7/21/2021 34311 2881 JOSEPH STEITZ 45.00
 7/21/2021 34312 45 JUGTOWN TIRE COMPANY 459.00
 7/21/2021 34313 2736 KYOCERA DOCUMENT SOLUTIONS AMERICA 159.88
 7/21/2021 34314 2853 MASON, GRIFFIN & PIERSON 3,842.00
 7/21/2021 34315 1009 MAYBERRY SALES & SERVICE, INC. 227.95
 7/21/2021 34316 1087 MUNICIPAL CLERK'S ASSOC. OF NJ 100.00
 7/21/2021 34317 2460 MY CORPORATE HOSTING SOLUTIONS LLC 124.50
 7/21/2021 34318 2601 NJ ADVANCE MEDIA 160.41
 7/21/2021 34319 80 NO HUNTERDON-VOORHEES REGIONAL 950,528.00
 7/21/2021 34320 2587 PHEONIX ADVISORS, LLC 1,050.00
 7/21/2021 34321 1165 PITNEY BOWES INC. 495.00
 7/21/2021 34322 474 POWERCO, INC. 2,441.02
 7/21/2021 34323 2668 PRAXAIR 106.40
 7/21/2021 34324 2875 PRECAST MANUFACTURING CO. LLC 290.00
 7/21/2021 34325 2887 PRECISION AUTOMOTIVE AND DIESEL 2,476.58
 7/21/2021 34326 2245 R & L DATACENTERS, INC. 640.00
 7/21/2021 34327 2544 REPUBLIC SERVICES OF NJ, LLC 2,418.81
 7/21/2021 34328 2325 RK OCCUPATIONAL & ENVIRONMENTAL ANA 542.72
 7/21/2021 34329 2700 RYAN FARBANISH 70.00
 7/21/2021 34330 912 SMITH TRACTOR & EQUIPMENT INC. 782.20
 7/21/2021 34331 2883 SPENCER TOMASINI 40.00
 7/21/2021 34332 2053 SUPLEE, CLOONEY AND COMPANY 32,460.00
 7/21/2021 34333 1734 THE HOME DEPOT 1,214.33
 7/21/2021 34334 133 TOWN OF CLINTON, WATER DEPT. 3,105.75
 7/21/2021 34335 2722 TREE KING INC. 17,930.00
 7/21/2021 34336 2570 TRU GREEN COMMERCIAL 2,749.60
 7/21/2021 34337 79 UNION TWP. BOARD OF EDUCATION 1,610,886.00
 7/21/2021 34338 2186 VAN CLEEF ENGINEERING ASSOC. 5,532.00
 7/21/2021 34339 1186 VERIZON WIRELESS 303.89
 7/21/2021 34340 1278 WARREN MATERIALS 2,094.59
 7/21/2021 34341 1881 WOOLSON ANDERSON PEACH, P.C. 960.00

 2,697,763.47
 73,156.38 Bank Transfers

 2,770,919.85

Check Register - (750001) GENERAL TRUST CASH
DATE CHECK # PAID TO AMOUNT VOID AMOUNT VOID DATE REASON
 7/21/2021 2477 1511 TREASURER STATE OF NEW JERSEY 225.00
 7/21/2021 2478 2186 VAN CLEEF ENGINEERING ASSOC. 300.00

 525.00

 525.00

Check Register - (300001) CASH - CHECKING
DATE CHECK # PAID TO AMOUNT VOID AMOUNT VOID DATE REASON

MINUTES OF REGULAR MEETING July 21, 2021

7/21/2021 1303 2891 CROSSROADS PAVING COMPANY 151,483.50
 7/21/2021 1304 2186 VAN CLEEF ENGINEERING ASSOC. 18,788.50

 170,272.00

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170,272.00

Check Register - (820001) MUNICIPAL OPEN SPACE

DATE CHECK # PAID TO AMOUNT VOID AMOUNT VOID DATE REASON

7/21/2021 2164 89 J. PETER JOST 2,703.00
 7/21/2021 2165 2073 THE LAND CONSERVANCY OF NEW JERSEY 4,000.00

 6,703.00

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6,703.00

Check Register - (710001) CASH CHECKING-DEVELOPERS ESCROW ACCT

DATE CHECK # PAID TO AMOUNT VOID AMOUNT VOID DATE REASON

7/21/2021 6182 2903 BRIAN AND LAURA GILLIGAN 3,000.00
 7/21/2021 6183 1373 CLARKE, CATON, & HINTZ, PC 1,286.24
 7/21/2021 6184 89 J. PETER JOST 561.00
 7/21/2021 6185 2853 MASON, GRIFFIN & PIERSON 474.51
 7/21/2021 6186 2186 VAN CLEEF ENGINEERING ASSOC. 12,024.00
 7/21/2021 6187 1881 WOOLSON ANDERSON PEACH, P.C. 796.05

 18,141.80

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18,141.80

Check Register - (730001) CASH - DOG TRUST

DATE CHECK # PAID TO AMOUNT VOID AMOUNT VOID DATE REASON

7/21/2021 1269 2386 GLEN MANOR VENTERINARY HOSPITAL 931.00
 7/21/2021 1270 817 NJ Department of Health & Senr 4.80

 935.80

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935.80

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

End of Consent Agenda

14. REPORTS

a. Attorney’s Report

- Recreation Open Space Inventory Report has been completed and filed with NJ Green Acres.
- Shared Services Agreement with UT Board of Education will be discussed in Executive Session tonight.
- No updates with regard to Comcast Franchise renewal. Atty. Keri McNally is working with Comcast representative on various issues that were previously discussed. Renewal Ordinance is pending approval by the office of Cable and Television before it is presented to the Committee for adoption.

b. Committee Report

Mr. Severino reported the following:

- Advised State Trooper Sanderson that this and future meetings will be held in person. Mr. Severino informed the Committee that Trooper Sanderson has been working on a special assignment and would not be available to attend meetings for the next few months. Mr. Severino said that he will be able to communicate with him. If the need arises for a State Trooper to attend a meeting, Sergeant Walsh or another Trooper would be available.
- Soliciting for Pest Control without a license/permit in the Township was briefly discussed.
- Received a message from NJ DEP with regard to complaints about excessive noise at the Shooting Range on Route 173. They agreed the noise is excessive. Mr. Severino said the NJ DEP told him they would address the issue trying to alleviate as much noise as possible.

Mr. Stiger reported the following:

- At the last meeting of UT Environmental Commission it was reported that 37 residents took part in well water testing
- Environmental Commission Day is scheduled for September 18th at Finn Road Park. Various local and outside vendors will be participating
- Some of attendees at the last UTEC meeting stated that they had no knowledge about the Fallone Development Project. Mr. Stiger explained the project had been approved many years ago and any expired permits had to be renewed every five years. It was suggested by the Committee members that the Public visit our website occasionally to stay updated with latest developments and happenings in the Township.
- NJ Highlands Conformance Initial Assessment has been completed. Mr. Stiger thanked all involved in the preparation of the document. Next project would be applying to NJ Highlands Council for a grant to work on preparation of an Agricultural Preservation Plan.
- Razing barns at Hoffman Park is temporarily on hold due to personal matters of the person in charge of the project.

c. Finance Officer's Report

- First portion of COVID 19 stimulus relief funds was received in the amount of \$285,000.00. It is a reimbursement for lost revenue due to COVID 19. The monies will go into surplus. They are not designated for specific expenses.
- Mentioned that an Ordinance committing funds for a revaluation of Township properties that had been postponed due to COVID 19 will be introduced at the August meeting. Mrs. Brennan said the approximate cost would be about \$200,000.00 with payments spread over five years.

d. Mayor's Report

- Said that an interested buyer of a property located on Frontage Road (former Clinton Block) approached him and the Planning Board Chairman about the development of the site. A buyer is proposing to build a warehouse on the site. The Mayor said he would be inviting a potential buyer to a joint meeting of the Township Committee and the Planning Board to present the proposal.

15. PUBLIC COMMENT – no comments

16. EXECUTIVE SESSION

Attorney Waterbury Cecil asked that Comcast Franchise Renewal be removed from the resolution below

Resolution #2021-88

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. Shared Services Agreement with UT Board of Education.

It is unknown precisely when the matters discussed in this session will be disclosed to the public. Other matters may be made public when the need for confidentiality no longer exists. No action shall be taken in Closed Session. Formal action may be taken following the closed session.

BE IT FURTHER RESOLVED by the Township Committee of the Township of Union assembled in public session on July 21, 2021 at 8:54 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.

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 9:09 p.m.

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

Possibility of holding hybrid meetings was discussed. The Committee agreed to look into that option for future meetings.

17. ADJOURNMENT

There being no further business to come before the Township Committee at this time Mr. Severino made a motion to adjourn the meeting at 9:09 p.m. Mr. Stothoff seconded the motion. Motion carried by unanimous favorable roll call vote.

Transcribed by: Ella M. Ruta, Municipal Clerk

Frank Mazza, Mayor