

**1. CALL TO ORDER**

Mayor Severino called the meeting to order at 7:28 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**

	Present	Absent
Mr. Severino	X	
Mr. Hirt	X	
Mr. Sroka	X	
Mr. Stothoff	X	
Mr. Mazza	X	

Also present: J.P. Jost, Attorney, Robert Clerico, Engineer, CFO Grace Brennan and Ella M. Ruta, Twp. Clerk

**5. APPROVAL OF PRIOR MEETING MINUTES**

- a. Regular Session Meeting Minutes of December 21, 2016

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

Motion carried

**6. VISITORS – none**

**7. REPORTS RECEIVED - Acknowledged**

- a. Road Dept.- Week Ending; 12/17/16; 12/25/16
- b. Zoning Report – December 2016
- c. Engineer’s Report
- 2017 NJDOT Municipal Aid Application – Continued discussion from December 21, 2016 at which time the Committee consensus was to make application for sections of Frontage and Perryville Roads. Mr. Clerico had prepared Resolutions for the Committees’ consideration.

**ITEMS ADDED TO AGENDA ORDER**

The following resolution was introduced for approval:

**TOWNSHIP OF UNION**

**RESOLUTION #2017-20**

RESOLUTION: Approval to submit a grant application and execute a grant agreement with the New Jersey Department of Transportation for the **Frontage Road Section 1 Improvement Project**.

WHEREAS, Frontage Road Section 1 is in need of Improvement

WHEREAS, Robert J. Clerico, P.E., Township of Union Engineer, has prepared a cost estimate for improvements to this road.

NOW, THEREFORE, BE IT RESOLVED by the Union Township Committee that the grant application for the above stated project is formally approved.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2017-Frontage Road - Section 1-00128 to the New Jersey Department of Transportation on behalf of 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 approved the execution of the grant agreement.

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

Motion carried

The following resolution was introduced for approval:

**TOWNSHIP OF UNION  
RESOLUTION #2017-21**

RESOLUTION: Approval to submit a grant application and execute a grant agreement with the New Jersey Department of Transportation for the **Perryville Road Section 4B Improvement Project**.

WHEREAS, Perryville Road Section 4B is in need of Improvement

WHEREAS, Robert J. Clerico, P.E., Township of Union Engineer, has prepared a cost estimate for improvements to this road.

NOW, THEREFORE, BE IT RESOLVED by the Union Township Committee that the grant application for the above stated project is formally approved.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2017-Perryville Road Section 4B -00129 to the New Jersey Department of Transportation on behalf of 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 approved the execution of the grant agreement.

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

Motion carried

- Pilot Travel Centers LLC - No update on Left Turn Signal.
- Exit 11 Bridge – No new information.
- Red Hills Quarry – No new information.
- Mr. Mazza asked about possible grants for road repairs by the Perryville Road Railroad Tracks. Engineer Clerico will research.

**8. CORRESPONDENCE / WRITTEN COMMUNICATIONS**

Mr. Mazza mentioned the following correspondence:

- Raritan Headwaters 27<sup>th</sup> Annual Stream Cleanup – Seeking a \$300.00 contribution.

**Atty. Jost asked that the following motion be introduced and approved:**

To make a \$300.00 contribution to the Raritan Headwaters Annual Stream Cleanup, as requested.

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

Motion carried

Mr. Severino mentioned the following correspondence:

- Electronic Waste Bill – On Governor’s Desk – Mayor Severino thought it could be helpful for the Township to support the Bill and respond to the Survey. Clerk will complete the survey.

**Atty. Jost asked that the following motion be introduced and approved:**

**To authorize the Mayor or the Clerk to complete the Survey and provide the information to the Governor and Legislators.**

MINUTES OF REGULAR MEETING January 4, 2017

Voice Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			X			
Mr. Hirt			X			
Mr. Sroka			X			
Mr. Stothoff		X	X			
Mr. Mazza	X		X			

Motion carried

**9. PUBLIC COMMENTS**

- Dale Hardy, Pattenburg Volunteer Fire Company, Distributed Year-End Reports to the Committee. Requested a contribution of \$11,448.00 for Fire-Fighting Gear. The Fire Company would also appreciate monies to purchase six Air-Pack Bottles at a total cost of \$5,970.00. CFO said that would be considered at Budget Meetings.
- Glenn Roth, Union Township Emergency Management Coordinator, prepared an educational packet pertaining to Emergency Preparedness that will be distributed to all Union Township Households. Local schools will be contacted to discuss manner of distribution.

- 10. PUBLIC HEARING - None**
- 11. OLD BUSINESS - None**
- 12. NEW ORDINANCE – None**
- 13. NEW BUSINESS**

The following resolution was introduced for approval:

**RESOLUTION #2017-22  
UNION TOWNSHIP, HUNTERDON COUNTY**

**APPOINTMENT – EMERGENCY MANAGEMENT COORDINATOR**

**WHEREAS**, the Township of Union is currently in need of an Emergency Management Coordinator; and

**WHEREAS**, Glenn Roth is qualified for this position;

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Union to appoint Glenn Roth to the position of Emergency Management Coordinator for a 3-year term beginning on January 1, 2017 and ending December 31, 2019.

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

Motion carried

The following resolution was introduced for approval:

**RESOLUTION #2017- 23**

**AGREEMENT**  
**covering**  
**CONTINUING DISCLOSURE AGENT SERVICES**  
**and appointment as**  
**INDEPENDENT REGISTERED MUNICIPAL ADVISOR “of record”**

**THIS AGREEMENT**, made and entered into on this 4 day of January, 2017 (“Agreement”) by and between **Union Township, 140 Perryville Road, Hampton, NJ 08827-9717** (hereinafter referred to as the “Bond Issuer”), and Phoenix Advisors, LLC (“Phoenix Advisors”), 4 West Bordentown, NJ 08505.

**WITNESSETH**

**WHEREAS**, the Bond Issuer has heretofore agreed through the execution of Continuing Disclosure Agreements (“CDAs”) in connection with one or more bond issuances to provide certain financial and other information and notices, within specified timeframes, in a manner prescribed by the regulators of the underwriter that purchased said bond issues; and

**WHEREAS**, but for the execution of the CDAs, the underwriter of such bonds would be prohibited from purchasing the bonds of the Bond Issuer; and

**WHEREAS**, in order to ascertain its compliance with various CDAs executed in conjunction with the issuance of bonds, the Bond Issuer must identify the requirements stipulated in those various CDAs and compare those requirements with its filings and correct any deficiencies and

**WHEREAS**, new rules and regulations promulgated by the Securities and & Exchange Commission (“SEC”) restrict the provision of advice concerning the issuance of municipal debt to those that are appropriately registered with the SEC; and

**WHEREAS**, it is beneficial to retain the assistance of appropriately registered experts in the field of municipal bond finance, with knowledge and experience in these matters, to assist in assuring compliance with CDAs and to stand ready to provide advice as needed with the issuance of municipal debt as Municipal Advisor of Record; and

**WHEREAS**, Phoenix Advisors provides such continuing disclosure services and is an independent registered municipal advisor under SEC regulations and has heretofore been appointed by the Bond Issuer to provide the same until the expiration of this Agreement, as defined in Section 3 herein; and

**WHEREAS**, the parties desire to set forth herein the terms and conditions under which Phoenix Advisors will provide such services to the Bond Issuer.

**NOW, THEREFORE, THE PARTIES HERETO, IN CONSIDERATION OF MUTUAL COVENANTS HEREIN CONTAINED AND OTHER GOOD AND VALUABLE**

**CONSIDERATION, EACH INTENDING TO BE LEGALLY BOUND, HEREBY AGREE AS FOLLOWS:**

Section 1. Phoenix Advisors will perform, inter alia, the tasks as described in the Scope of Services summarized in Exhibit I and, if further requested, in Exhibit II attached hereto.

Section 2. The Bond Issuer will compensate Phoenix Advisors for services provided in accordance with this agreement, as more particularly set forth below:

**Continuing Disclosure Agent Service:**

\$950 – All inclusive fee (for up to three (3) outstanding issues), plus \$100 for each additional outstanding issue, if any, for which filings may be required.

**Independent Registered Municipal Advisor of Record**

There is **no fee** charged by Phoenix Advisors for being designated as your Independent Registered Municipal Advisor (IRMA). As your IRMA, we will be available to answer general questions concerning outstanding debt issues, market conditions, preliminary review financing proposals, or prepare preliminary project analyses.

A separate addendum to this Agreement will be provided for your acknowledgement, if you choose to have Phoenix Advisors involved in a debt issuance or to undertake an in-depth evaluation of a proposal or project, perform a consultant service, or assist with rating agency surveillance. Our goal is to be available to you and to add value when you need our expertise.

Section 3. This Agreement as to the Continuing Disclosure Agent and Independent Registered Municipal Advisor of record, shall be in effect through the Bond Issuer’s fiscal year-end and is subject to annual reappointment.

Section 4. This Agreement may be terminated by the Bond Issuer or Phoenix Advisors, upon giving thirty (30) days prior written notice.

Section 5. This Agreement shall be construed in accordance with and governed by the laws of the State of New Jersey.

**IN WITNESS WHEREOF**, the Bond issuer and Phoenix Advisors have caused this Agreement to be duly executed by their authorized representatives as of the day and year first above written.

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

Motion carried

ITEM ADDED TO AGENDA ORDER

**Atty. Jost asked that the following motion be approved:**

**To extend Public Safety Coordinator position for a period of three months ending on March 31, 2017.**

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

Motion carried

**14. REPORTS**

**a. Attorney’s Report**

- Solar Ordinance - Mr. Jost said the Ordinance should be introduced at the next Committee Meeting.
- Kramer Electronics Tax Appeal – Appraisal has not been received. Said that Township Assessor will contact appraiser.
- Peddler’s Ordinance – Mentioned Holland Township’s Ordinance. Mr. Jost will e-mail copies of Holland’s Ordinance to Committee Members for their review and consideration.
- Railroad Crossing at Perryville Road– Will research files for pertinent information.

**b. Committee Report**

Mr. Mazza reported the following:

- Finn Road Park – Recreation Committee has requested that fencing be placed along the Road to prevent damage by vehicular trespassers.
- Perryville Road/Main Street – Truck hit electric pole.
- CFO mentioned danger of employees crossing Perryville Road to mailbox. Hampton Postmistress said the mailbox cannot be moved to the other side of the road.

Mr. Stothoff reported the following:

- Expressed concern about employees safety when crossing the road to the mailbox - Committee discussed writing a letter to the Regional Postmaster that would be signed by Mayor Severino, 911 Coordinator Bruce Hirt and Public Safety Coordinator Marc Strauss.

**Mayor’s Report**

- Cell Phone Locator - Mentioned a process in the South that utilizes GPS to pinpoint exact location of a cell phone. Asked if that could be done through the 911 Call Center at Cherryville? Marc Strauss explained the process.
- Recycling – Hunterdon County Probation Dept. Community Service Workers Agreement - Probation asking for a list of offenders the Township would turn down. Mayor Severino said his response was: Sexual assault, armed robbery and murder. The Committee concurred with that response.

**15. PUBLIC COMMENTS** – No comments from the Public

**16. PAYMENT OF BILLS** – Not submitted

**Personnel Administrator Brennan asked that the following motion be approved:**

To appoint Trevor Wene as a temporary-seasonal snowplow employee, subject to satisfactory physical and drug test results.

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

Motion carried

**18. ADJOURNMENT**

There being no further business to come before the Township Committee at this time Mr. Sroka made a motion to adjourn the meeting at 8:52 p.m. Mr. Stothoff seconded the motion. Motion carried by unanimous favorable roll call vote.

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Transcribed by: Grace A. Kocher, Deputy Clerk

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Matt Severino, Mayor