

1. CALL TO ORDER

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

- 2. **"Sunshine Law" Announcement-** Adequate notice of this public meeting has been provided by Annual Notice; published in the Hunterdon Democrat and Courier News; posted on the public bulletin board and on file in the Municipal Clerk's Office.

3. FLAG SALUTE

4. ROLL CALL

	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, P.E., CFO Grace Brennan and Municipal Clerk Ella M. Ruta.

5. APPROVAL OF PRIOR MEETING MINUTES

- a. Regular Session Meeting Minutes of April 19, 2017

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

Motion carried

6. VISITORS

- a. Bruce Feld – MLM Holdings LLC. Not present.

7. REPORTS RECEIVED - Acknowledged

- a. Road Dept.- Week Ending; 4/14/17; 4/21/17
- b. Public Safety Coordinator – Not Present – Arrived at 7:15 p.m.
 - Updated Committee regarding closure for Exit 11 Project.
 - Broken Pole Main and Perryville Road by railroad tracks – Contacted JCP&L. Pole belongs to Century Link. Mr. Clerico will provide a contact number for Century Link.
- c. Engineer’s Report
 - Foster Wheeler /Frontage Road Bridge Reconstruction Project – Work completed by the NJ DOT. They are working now on a second bridge over the Mulhockaway Creek.

- Exit 13 – Changing Yield Sign to Stop Sign – Will follow up and report back to Committee.
- MS-4 2016 Tier B Permit – Filed Permit last week.
- Exit 12 Left Turn Signal – Met with NJDOT Contractors. Coordinating work and schedule with Pilot Traffic Engineer Joe Staigar.
- Chip and Tar Project – Met with Mr. Hermann regarding Township Roads considered for the Project. Mr. Sroka asked for a list of proposed Roads and if they were ready to chip and seal.
- Mulhockaway Watershed 319 Grant – Continuing work with Watershed Representative Kathy Hale who will be filing the Grant application. Provided cost estimates to Ms. Hale.
- NJDEP Mandatory Training for Professionals who review storm water management – Will be attending.

8. CORRESPONDENCE / WRITTEN COMMUNICATIONS

Mr. Mazza mentioned the following correspondence:

- Overlay paving on Interstate 78. Beginning in summer 2017 and ending in 2018.

9. PUBLIC COMMENTS –

Ms. Ertle, 30 Springhouse Lane – Voiced concern about millings spread on the private Lane. Ms. Ertle cited potential environmental issues with millings. Committeeman Hirt was asked by Atty. Jost to recuse himself since he lives on the Lane and had spread the millings on the Lane . Ms. Ertle asked the Township’s position regarding millings. Atty. Jost said the Township does not regulate millings or have regulations pertaining to private roads. Mr. Jost asked Mr. Hirt if he wanted to address the issue. Mr. Hirt stated his belief that the millings are safe. Mr. Stothoff told Ms. Ertle that her recourse would be to contact the NJDEP.

10. PUBLIC HEARING – 2nd Reading - None

11. OLD BUSINESS

a. Motion to Approve – 2017 Application for Trailer Coach Park License

Mr. Mazza said that he spoke with Park owner Steve Heymann. Mr. Heymann told him he would remove the abandoned trailer in thirty (30) days. After a brief discussion, the Committee tabled the matter until the next meeting.

12. NEW ORDINANCE – 1ST Reading Discussed at length – Tabled until next Meeting

ORDINANCE 2017-
AN ORDINANCE AMENDING THE LAND USE CODE
OF THE TOWNSHIP OF UNION, HUNTERDON COUNTY, NEW JERSEY
REGARDING ZONING PERMIT FEES AND
LAND USE APPLICATION FEES AND ESCROW DEPOSITS

13. NEW BUSINESS

a. The following resolution was introduced for adoption:

RESOLUTION #2017-46

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 **2016** 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.

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

Motion carried

b. The following resolution was introduced for adoption:

**RESOLUTION #2017-47
TOWNSHIP OF UNION, HUNTERDON COUNTY**

Corrective Action Plan

WHEREAS, the Annual Audit Report for the year 2016, as prepared by the Township’s Auditor, Suplee, Clooney & Company, contained “General Comments” and “Recommendations” regarding the financial practices of the Township of Union; and

WHEREAS, the Chief Finance Officer has prepared a Corrective Action Plan to address all issues raised by the Auditor and submitted said Plan for approval by the Governing Body.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of The Township of Union, in the County of Hunterdon and State of New Jersey that the Corrective Action Plan prepared by the Chief Finance Officer with regard to the 2016 Audit is hereby approved and adopted.

May 3, 2017

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

c. The following resolution was introduced for adoption:

RESOLUTION 2017-48

**EXCAVATION BOND REFUND BLOCK 28 LOT 28
James Mark Construction
404 First Street
Middle Sea, NJ 08846**

WHEREAS, James Mark Construction did post an excavation bond for work at block 28 lot 28, and

WHEREAS, the work and inspections are complete and the Certificate of Occupancy has been issued by the Department of Community Affairs, Construction Inspection Department,

NOW, THEREFORE, BE IT RESOLVED that the excavation bond, in the amount of \$500.00 was refunded to James Mark Construction on April 5, 2017.

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

Motion carried

d. Motion to Approve: 2016 Municipal Court Audit

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

Motion carried by unanimous voice call vote

14. REPORTS

a. Attorney’s Report

- Public Safety Coordinator Position– Ordinance to create the position will be considered after Primary Election of 2017.
- Swimming Pools – Issued memo after conferring with Zoning Official regarding provisions in the Land Use Code that should be updated.
- Property Maintenance – Sent letter to owner at 759 Route 625 regarding deterioration of buildings.
- Neglected Property – Main Street Pattenburg – Spoke with owner who said work would begin soon. Mr. Sroka asked if any permits had been issued.
- Received correspondence from the Pattenburg Rescue Squad regarding providing them with LOSAP benefits. Mr. Jost will check with the County Clerk about the time frame for placing the issue as a referendum question on the November General Election Ballot.
- Union Township Historical Society Funds and Artifacts – Coordinating resolution of outstanding issues with Atty. Jay Thatcher and Historical Society members. Brass plaque honoring members was discussed. Mr. Mazza is working with that project.

b. Committee Reports

Mr. Stothoff reported the following:

- Mailbox Employee Safety Issue – Spoke with Hampton Postmistress. She is awaiting Safety Inspector’s evaluation of the left-hand turn.

Mr. Sroka reported the following:

- Board of Education Matter – To be discussed at Board of Health Meeting.

Mr. Mazza reported the following:

- Pole Barn – briefly discussed if it is necessary.
- Received a telephone call from Dale Harding, Pattenburg Volunteer Fire Company (PVFC) Treasurer, who told him that Quakertown and Clinton Fire Companies removed PVFC from Level II and III Box Alarm assignments in Union Township. Mr. Strauss offered an explanation of coverages by PVFC, Clinton and Quakertown Fire Companies.

Mayors Report

- Mayor Severino appointed Amelia Lamonde to fill a vacant seat on the UT Environmental Commission.
- PTA Garage Sale on May 13th - President Lisa Coster requested access to the recycling/dumpster area for disposition of unsold items. Mr. Severino was amenable to arranging access.

15. PUBLIC COMMENTS

Marc Strauss – Public Safety Coordinator mentioned Shredding Event sponsored by Hunterdon County on Saturdays May 6th, September 9th October 7th and November 4th behind the Old Courthouse in Flemington.

16. PAYMENT OF BILLS

The approved list of bills and all claims against the Township of Union as appearing in the Claims Register of this date paid and that all checks listed hereinafter issued in payment thereof.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
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. Stothoff made a motion to adjourn the meeting at 8:45 p.m. Mr. Mazza seconded the motion. Motion carried by unanimous favorable roll call vote.

Transcribed by: Grace A. Kocher, Deputy Clerk

Matt Severino, Mayor