

**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 and Executive Session Meeting Minutes of June 7, 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

**6. VISITORS**

**7. REPORTS RECEIVED - Acknowledged**

- a. Road Dept.- Week Ending; 6/1/17; 6/9/17
  - b. Municipal Court – May 2017
  - c. Public Safety Coordinator – not present at this time
  - d. Engineer’s Report
- Exit 13 – Changing Yield Sign to Stop Sign – Spoke with Meredith Hammond at NJDOT yesterday. DOT still waiting for accident data.
  - Chip and Seal Project – Spoke with Asphalt Paving representative regarding the Project who said Micro-Pave contract has not been awarded. Further details to follow.
  - MILN, LLC, Former Red Hills Quarry – Met with Quarry Operator. Atty. Jost has a concern regarding the quarry to be addressed in Executive Session.
  - Mulhockaway Watershed 319 Grant – No updates on the Grant.

- Perryville Road Railroad Crossing – Understood that NJDOT, Norfolk and Southern Railroad would be coordinating the Project with input from Union Township.
- NJDOT Route 173 Pedestrian Project - Meeting will be held at the Town of Clinton to discuss the Project.
- Pilot Travel Centers LLC: Still waiting for As-Built Plans.
- NJ MS-4 Storm water Permit – The Township is obligated to inspect and evaluate all approved storm water facilities. Mr. Clerico thought UTEC could assist in identifying detention basins, easements, and associated responsibilities. Distributed pertinent information from Bethlehem and Hillsborough Townships to Committee Members. Mr. Clerico expounded on the State Regulations. He emphasized that the matter be addressed before the end of 2017. Mr. Stothoff said he had reached out to UTEC for information that they had compiled previously.
- Municipal Storage Building – Spoke with Mr. Hermann regarding details.

OUT OF AGENDA ORDER:

State Police Trooper Walsh – Mr. Walsh provided a report to Atty. Jost. No noticeable problem with truck traffic due to Exit 11 Construction Project.

**8. CORRESPONDENCE / WRITTEN COMMUNICATIONS**

Mr. Mazza mentioned the following correspondence:

- Said State Aid Application for Perryville Road, Section 4B was denied.

Mr. Stothoff mentioned the following correspondence:

- Communicated with NJBPU Representative regarding utility poles. Mr. Stothoff said the Pole at Perryville Road and Main Street has been replaced.

**9. PUBLIC COMMENTS**

Don VanFossen – Comment on emergency vehicles during Exit 11 Construction.

**10. PUBLIC HEARING – None**

**11. OLD BUSINESS**

Mayor Severino asked Atty. Jost for a status report regarding Felipe Calderon’s request to utilize Finn Road for a soccer tournament. Atty. Jost said previously requested information has not been submitted. Atty. Jost was asked to contact Mr. Calderon.

OUT OF AGENDA ORDER

Public Safety Coordinator Report

Marc Strauss, Public Safety Coordinator – Gave status report on Exit 11 Project. Arrangements are underway to store emergency vehicles at Perryville Centre.

**12. NEW ORDINANCE – 1<sup>ST</sup> Reading**

Mr. Stothoff had met with Pattenburg Rescue Squad regarding the point system for Squad Members. He said the Ordinance should reference the number of points set forth in the Squad’s By-Laws.

Atty. Jost asked that the following motion be introduced: To introduce the Ordinance, as prepared, except that the point system will be as set forth in the Pattenburg Rescue Squad By-Laws and will be published with that inclusion.

TOWNSHIP OF UNION  
COUNTY OF HUNTERDON

NOTICE OF INTRODUCTION OF ORDINANCE

PLEASE TAKE NOTICE that the following Ordinance was adopted on first reading by the Township Committee of the Township of Union, County of Hunterdon, State of New Jersey, at a meeting held on the 21<sup>st</sup> day of June, 2017. The Ordinance was then ordered to be published according to law. Notice is hereby given that said Ordinance will be considered for final passage at a public hearing to be held on July 19, 2017, at 7:00 pm or as soon thereafter as the matter may be reached, at the Union Township Municipal Building, 140 Perryville Road, Jutland, N.J. at which time all interested parties will be heard.

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

**ORDINANCE NO. 2017 – 6**

**AN ORDINANCE ESTABLISHING A LENGTH OF SERVICE AWARDS PROGRAM (LOSAP) FOR MEMBERS OF THE PATTENBURG RESCUE SQUAD, INC. IN THE TOWNSHIP OF UNION, COUNTY OF HUNTERDON, STATE OF NEW JERSEY**

**WHEREAS**, the Township Committee of the Township of Union deems it appropriate and necessary to act to ensure retention of existing members and to provide incentives for recruiting new volunteer rescue squad members; and

**WHEREAS**, the Township Committee of the Township of Union has determined that the creation of a Length of Service Awards Program (LOSAP) will enhance the ability of the Township’s ability to retain and recruit volunteer rescue squad members; and

**NOW, THEREFORE**, be it ordained by the Township Committee of the Township of Union, County of Hunterdon, State of New Jersey that:

**2-42.1 LENGTH OF SERVICE AWARDS PROGRAM (LOSAP) FOR PATTENBURG RESCUE SQUAD, INC.**

- a. A Length of Service Awards Program (LOSAP) is herewith created in accordance with Chapter 388 of the Laws of 1997, to reward members of the Pattenburg Rescue Squad, Inc. (“Rescue Squad” or “PRS”) for their loyal, diligent and devoted services to the residents of Union Township.
- b. The LOSAP shall provide for fixed annual contributions to a deferred income account for each volunteer member that meets the criteria set forth below; and such contributions shall be made in accordance with a plan that shall be established by the Township of Union pursuant to P.L. 1977, c. 388; and that such plan shall be administered in accordance with the laws of the State of New Jersey, the U.S. Internal Revenue Code, and this ordinance.

- c. The annual contribution to be made by the Township shall be \$600 and shall be given to each individual who has earned a minimum of 80 points as provided for in §2-42.2 below with an annual automatic cost of living increase based on the CPI (consumer price index).
- d. The LOSAP shall not provide for contributions for prior years services.
- e. The estimated cost of the program has been calculated as follows:
  - 1. For regular annual services: Twelve Thousand (\$12,000.00) dollars per year.
- f. Each active volunteer member shall be credited with points for volunteer services provided to the Pattenburg Rescue Squad, Inc. in accordance with the following schedule:

**2-42.2 POINT SCHEDULE.** Each active volunteer member shall be credited with points for volunteer services provided to the volunteer rescue squad in accordance with the following schedule:

A year of active emergency service shall be credited under the plan for each plan year in which an active volunteer member of the Pattenburg Rescue Squad, Inc. accumulates at least **80** points. Points shall be granted in accordance with the following system. Such system shall provide that points shall be granted for the following activities and upon the approval of the plan administrator:

**I. Training Courses**

- a. Continuing Education/Training (for maintenance of certification and EMS electives, includes instructors) – 1 point per class hour

**II. Drills — 24 point maximum**

- a. Participation in drills hosted by Pattenburg Rescue or with mutual aid companies -- 1 point per drill.

**III. Sleep-In or Stand-By**

- a. Duty Crew -- Each twelve (12) hour shift dedicated entirely to Pattenburg Rescue Squad -- 1 point (may be represented as a decimal if not able to devote the entire shift)
- b. Friday/Saturday/Holidays Overnight -- Replacing a compensated staff member on Friday/Saturday/Holiday nights (must stay at building) – 3 points.

**IV. Elected or Appointed Positions**

Elected or appointed position means line officers (Chief, Deputy Chief, Lieutenants), administrative officers (President, Vice President, Treasurer and Secretary)

- a. Completion of one (1) year term as Chief – 75 points
- b. Completion of one (1) year term as Deputy Chief – 60 points
- c. Completion of one (1) year term as President – 75 points
- d. Completion of one (1) year term in other or elected positions – 50 points
- e. An active member chosen and serving as a PRS delegate to an EMS or rescue squad meeting – 1 point per meeting

**V. Attendance at Meetings**

- a. Attendance at any official general membership meetings of the volunteer rescue squad — 1 point per meeting

**VI. Participation in Squad Responses:**

- a. Responding with duty crew or compensated staff – 2 points
- b. Second Call -- Participation for ground transport of patients (must be documented as Second Call) – 5 points

**VII. Miscellaneous Activities**

- a. Participation in inspections and other activities covered by the New Jersey Volunteer Length of Service Award Law and not otherwise listed -- 1 point per activity as approved by the LOSAP Committee
- b. Special Events -- Participation in medical stand-by dedication for companies, groups, organizations, churches, parades, shows, exhibitions, etc. – 3 points
- c. Work Hours –not involving a call (building maintenance, truck maintenance, cleaning detail, present for Hall/Classroom rentals, administrative/office work) – 1 point per hour of work

**Effective Date.** This Ordinance shall not take effect unless and until it is approved by voters as a public question at the next general election, and upon final adoption and publication according to law.

**Attest:**

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

\_\_\_\_\_  
**Matt Severino, Mayor**

First Reading: June 21, 2017  
 Publication: July 6, 2017  
 Public Hearing/Adoption: July 19, 2017  
 Published by July 27, 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

TOWNSHIP OF UNION  
COUNTY OF HUNTERDON

**NOTICE OF INTRODUCTION OF ORDINANCE**

PLEASE TAKE NOTICE that the following Ordinance was adopted on first reading by the Township Committee of the Township of Union, County of Hunterdon, State of New Jersey, at a meeting held on the 21<sup>st</sup> day of June, 2017. The Ordinance was then ordered to be published according to law. Notice is hereby given that said Ordinance will be considered for final passage at a public hearing to be held on July 19, 2017, at 7:00 pm or as soon thereafter as the matter may be reached, at the Union Township Municipal Building, 140 Perryville Road, Jutland, N.J. at which time all interested parties will be heard.

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

**ORDINANCE #2017- 7**

**AN ORDINANCE APPROPRIATING THE SUM OF \$110,000.00 CURRENTLY LOCATED WITHIN THE GENERAL CAPITAL FUND, CAPITAL IMPROVEMENT ACCOUNT, OF THE TOWNSHIP OF UNION, HUNTERDON COUNTY, NEW JERSEY, FOR THE PURCHASE OF A GARAGE**

WHEREAS, there is \$110,000.00 in Capital Improvement Fund, and

WHEREAS, the Township Committee of the Township of Union has deemed there is a need to purchase a new garage building, and

NOW, THEREFORE, BE IT RESOLVED AND ENACTED by the Township Committee of the Township of Union, County of Hunterdon, State of New Jersey, that:

SECTION 1. There is hereby appropriated from the Capital Improvement Fund, for the purpose of purchasing a new garage building, the sum of \$110,000.00;

SECTION 2. All Ordinances or parts of Ordinances which are inconsistent with the terms of the Ordinance be and the same are hereby repealed to the extent of their inconsistency;

SECTION 3. There is no debt incurred by this ordinance.

SECTION 4. This Ordinance shall take effect after proper passage and publication in accordance with law.

BY: \_\_\_\_\_  
Matthew Severino, Mayor

First Reading: June 21, 2017  
Publication/in Full June 29, 2017  
Second Reading: July 19, 2017  
Publication/Title Only: July 27, 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

**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 separately.

CFO Brennan asked that the 2017 Salary Resolution be removed from the Consent Agenda.

Mr. Mazza asked that Approval of 2017-2018 Junkyard License also be removed from the Consent Agenda. Both items to be discussed and approved individually.

- a. RESOLUTION #2017-60: Salary Increase for Seasonal Employee

**RESOLUTION 2017 – 60  
SALARY INCREASE FOR SEASONAL EMPLOYEE  
DANIEL BAKER**

WHEREAS, Daniel Baker, a part time seasonal employee in the Department of Roads and Facilities, is an employee in good standing, and

WHEREAS, the Township Committee deems it appropriate to increase his hourly rate of pay from \$14.00 per hour to \$15.00 per hour,

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Union that the hourly rate of pay for Daniel Baker is hereby increased to \$15.00 per hour, effective July 1, 2017.

b. **RESOLUTION #2017-61:** Amending Contract for Legal Services 2017 – J. Peter Jost, Esq.

**RESOLUTION #2017-61  
UNION TOWNSHIP; HUNTERDON COUNTY  
AMENDING RESOLUTION AUTHORIZING CONTRACT FOR LEGAL SERVICES 2017**

WHEREAS, the Township of Union has a need to acquire legal services as a non-fair and open contract pursuant to the provisions of N.J.S.A.19:44-A-20.5; and

WHEREAS, the 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, J. PETER JOST, ESQ. has submitted a proposal indicating the fee for all other legal services rendered shall be \$170.00 per hour and in no event shall the amount of this contract exceed \$85,000.00, without prior approval of the Township governing body; and

WHEREAS, J. PETER JOST, ESQ. has completed and submitted a Business Entity Disclosure Certification which certifies that J. PETER JOST, ESQ. 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 J. PETER JOST, ESQ. 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 Legal Services, OE; and

NOW THEREFORE, BE IT RESOLVED by the Township Committee authorizes the Mayor and Clerk to enter into a contract with J. PETER JOST, ESQ. as described herein; 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 Hunterdon County Democrat.

Date: June 21, 2017

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 Finance Officer of the Township of Union, have ascertained that there are available sufficient uncommitted appropriated funds in the 2017 Temporary/Adopted Budget to award a contract to J. Peter Jost, as appropriated under the line item "\_\_\_\_\_".

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

- c. **RESOLUTION #2017-62:** Amending Contract for Engineering Services 2017 – Robert Clerico P.E./Van Cleef Engineering Associates

**RESOLUTION #2017-62**

**UNION TOWNSHIP, HUNTERDON COUNTY  
AMENDING 2017 PROFESSIONAL SERVICE CONTRACT/ENGINEERING SERVICES  
Robert Clerico P.E.; Van Cleef Engineering Associates**

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 firm of Van Cleef Engineering Associates, 1128 Route 31, Lebanon, NJ 08833, has completed and submitted a Business Entity Disclosure Certification which certified that Van Cleef Engineering 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

NOW, THEREFORE, BE IT AGREED by and between the Township of Union and Van Cleef Engineering Associates as follows:

1. The Engineer shall be compensated at the hourly rate of \$149.00 per hour for his engineering services rendered as needed or requested by the Township Committee, Planning Board/Board of Adjustment, or other Township agencies.
2. Engineering services may be performed for the Township by other principals and employees of the firm of Van Cleef Engineering Associates under the direct supervision of Robert Clerico, P.E., when Robert Clerico, P.E. is unavailable or when otherwise necessary and desirable.
3. This agreement shall cover the period from January 1, 2017, to December 31, 2017.
4. The 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 part of this agreement.
6. Van Cleef Engineering Associates 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.

In accordance with Local Finance Notice 2010-3 this 2017 calendar year contract for Engineering Services is established at a not-to-exceed limit of \$100,000.00. Any exceedance of that limit will require the issuance of a change order.

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

Date: June 21, 2017

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 2017 Temporary/Adopted Budget to award a contract to Van Cleef Engineering Associates, under the line item "Engineering".

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

d. **RESOLUTION #2017-63:** Amending Contract for COAH Counsel 2017 –Jonathan Drill, Esq.

**RESOLUTION #2017-63  
UNION TOWNSHIP; HUNTERDON COUNTY**

**AMENDING RESOLUTION AUTHORIZING CONTRACT FOR LEGAL SERVICES 2017  
Jonathan E. Drill, Esq. Special Counsel – Affordable Housing**

WHEREAS, the Township of Union has a need to acquire legal services as a non-fair and open contract pursuant to the provisions of N.J.S.A.19:44-A-20.5; and

WHEREAS, the maximum amount of the contract may exceed the threshold amount established pursuant to N.J.S.A.40A:11-3(b); and

WHEREAS, funds are available in an appropriation entitled Legal Services and Costs, Other Expenses and have been certified by the local finance officer; and

WHEREAS, Stickel, Koenig & Sullivan, has completed and submitted a Business Entity Disclosure Certification which certifies that Stickel, Koenig & Sullivan 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 Stickel, Koenig & Sullivan 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 Jonathan E. Drill, Esq., of Stickel, Koenig & Sullivan, a Professional Corporation, 571 Pompton Avenue, Cedar Grove, New Jersey 07009 for his legal services for 2017 at the hourly rate of \$175.00. The agreement is for a not to exceed amount of \$30,000.00. 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 Jonathan E. Drill, Esq. is an attorney at Law of the State of NJ in good standing and is a person authorized to practice a recognized profession.
- 3. Approval of the attached contract is subject to availability and appropriation of sufficient funds as may be required in the 2017 adopted municipal budget.
- 4. A Notice of this action shall be printed once in the official newspaper of this municipality.

Date: June 21, 2017

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 2017 Temporary/Adopted Budget to award a contract to Jonathan E. Drill, Esq., as appropriated under the line item "Legal".

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

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

- e. **RESOLUTION #2017-64:** Amending Contract for Special Labor Counsel 2017 – Matthew J.Giacobbe, Esq.

**RESOLUTION #2017-64**  
**UNION TOWNSHIP; HUNTERDON COUNTY**  
**AMENDING RESOLUTION AUTHORIZING CONTRACT FOR LEGAL SERVICES 2017**  
**Matthew J. Giacobbe, Esq. Special Labor Counsel**

WHEREAS, the Township of Union has a need to acquire legal services as a non-fair and open contract pursuant to the provisions of N.J.S.A.19:44-A-20.5; and

WHEREAS, the maximum amount of the contract may exceed the threshold amount established pursuant to N.J.S.A.40A:11-3(b); and

WHEREAS, funds are available in an appropriation entitled Legal Services and Costs, Other Expenses and have been certified by the local finance officer; and

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

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

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Union, Hunterdon County, NJ, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute the attached agreement with Matthew J. Giacobbe, Esq., of Cleary, Giacobbe Alfieri Jacobs, LLC, a Professional Corporation, 169 Ramapo Valley Road, Oakland, New Jersey 07436 for his legal services for 2017 at the hourly rate of \$150.00. In no event shall services rendered exceed the maximum yearly sum of \$10,000.00 without issuance of change order.
2. This contract is awarded without competitive bidding as a "Professional Service" in accordance with 40A:11-5(1)(a) of the Local Public Contracts Law because Matthew J. Giacobbe, Esq. is an attorney at Law of the State of NJ in good standing and is a person authorized to practice a recognized profession.
3. Approval of the attached contract is subject to availability and appropriation of sufficient funds as may be required in the 2017 adopted municipal budget.
4. A Notice of this action shall be printed once in the official newspaper of this municipality.

Date: June 21, 2017

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 2017 Temporary/Adopted Budget to award a contract to Matthew J. Giacobbe, Esq., as appropriated under the line item "Legal".

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

- f. **Motion to Approve:** Cooperative Purchase of Snow & Ice Control Materials for 2017-2018 Winter Season

End of Consent Agenda

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

Motion carried

- g. **RESOLUTION #2017-65:** 2017 Salary Resolution

Personnel Administrator Brennan asked the Committee to make a decision on a request sent to Mr. Sroka by the Tax Collector to reduce her hours from 8:00 a.m. to 4:00 p.m. to 8:00 a.m. until 2:00 p.m., with no increase in her

salary for 2017. Mrs. Brennan said the Tax Collector indicated in her email that there is no need for the previously established eight-hour day, she committed herself to additional hours if needed or when quarterly tax payments are due. Mrs. Brennan said all Committee members should have received an email from Mr. Sroka pertaining to the request.

After a brief discussion, Atty. Jost asked that the following motion be approved:

To approve the Salary Resolution, as amended, which includes the Tax Collector’s request to change her hours, as set forth above, with no increase in salary.

**RESOLUTION #2017-65  
UNION TOWNSHIP; HUNTERDON COUNTY  
2017 SALARY RESOLUTION**

WHEREAS, a salary ordinance has been adopted by the Township of Union, Township Committee, indicating salary ranges; and

WHEREAS, the Township Committee has determined the amount that each employee is to be paid for the year 2017 as follows:

Salaries are for a period of one year unless otherwise noted:

**ADMINISTRATIVE**

Mayor	\$ 4,800.00
Township Committee	4,500.00
Township Clerk	59,050.25
Deputy Clerk/Deputy Registrar	16,379.50
Registrar	4,731.55
Tax Collector	15,759.38
Deputy Tax Collector	25.00 p/h
Tax Assessor	27,258.79
Certified Municipal Finance Officer	35,950.50
Personnel Administrator	10,768.91
Payroll Administrator	5,566.54
Accounts Payable Clerk	3,711.02
Emergency Management Coordinator	5,940.13
Deputy Emergency Mgmt. Coordinator	1,260.75
911 Coordinator	0.00
Public Safety Officer	50.00 p/h

**DEPARTMENT OF ROADS AND FACILITIES**

Foreman	75,216.20
Public Works Staff No. 1	53,337.79
Public Works Staff No. 2	52,383.35
Public Works Staff No. 3	51,594.11
Public Works Staff No. 4	44,418.79
Public Works Staff No. 5	36,000.00
Part Time Public Works Staff	\$10.00 - \$30.00 p/h

**LAND USE DEPARTMENT**

Zoning Officer	13,011.76
Deputy Zoning Officer	1.00

MINUTES OF REGULAR MEETING June 21, 2017

Planning Bd./Bd. of Adjustment Secretary 21,679.18

MISCELLANEOUS

Recycling Coordinator 10,618.73  
 Dog & Cat Registrar 5,501.59  
 Recycling Attendant/Dumpster Attendant 15.09 p/h  
 Recycling Attendant Helper/Dumpster Attendant Helper 12.65 p/h

MISCELLANEOUS – Travel expenses, training and education expenses, overtime, health and disability insurance, retirement and life insurance, paid holidays, sick pay, leaves of absence, paid vacations, equipment allowances, emergency meal allowances and other benefits shall be as set forth in the current Union Township Personnel Manual, or in accordance with applicable law.

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

h. **Motion to Approve:** 2017-2018 Junkyard License

Mr. Mazza said the Environmental Commission had concerns about conditions at the Junkyard. Mayor Severino suggested approving the License and communicating with UTEC. The Clerk said the Zoning Officer had inspected the site and found no problems.

Atty. Jost asked that the following motion be approved: To grant the Junkyard License for 2017-2018.

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

Motion carried

14. REPORTS

a. **Attorney’s Report**

– Mentioned that Atty. Brinton, who represented Union Township in the Sign Ordinance Litigation, was very ill. Mr. Jost asked if the Committee would consider donating to Mr. Brinton’s Education Fund. Request briefly discussed.

Atty. Jost asked that the following motion be approved: **To contribute \$100.00 to the Scenic Jacksonville Endowment Fund.**

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

Mr. Sroka						X
Mr. Stothoff				X		
Mr. Mazza	X		X			

Motion Carried

- Driveway Ordinance – Mr. Jost mentioned CFO Brennan had noted some inconsistencies in the Driveway Ordinance Fee Structure. Mr. Stothoff asked Atty. Jost to state the inconsistencies. Mr. Jost asked if the Committee wanted him to review the Ordinance. Mr. Clerico said the Committee might also want to review the Ordinance Standards. Mr. Mazza and Marc Strauss, Public Safety Coordinator, offered to serve on a review Committee.
- Public Safety Coordinator Appointment – Atty. Jost asked for a motion to approve the following:

**To appoint Marc Strauss to the position for a period of ninety days.**

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

**b. Committee Report**

Mr. Hirt reported the following:

- Garage Roof – Reported the roof on the main building is leaking. Jeff Alte viewed the roof condition and gave an estimate. Mr. Hirt said a new roof would be required eventually.
- Attended NJDOT meeting regarding storage of emergency vehicles at the former Strober property. Ultimately, that arrangement did not work out and vehicles will be garaged at Perryville Centre.

Mr. Mazza reported the following:

- Land Use Code Amendments – Planning Board Members Ford and Rocca are reviewing fees for tomorrow night’s Planning Board meeting.
- Clinton Township Shared Court – Spoke with John Higgins regarding the new contract. Messrs. Mazza and Stothoff will be meeting with Clinton Township soon.

**Mayors Report:**

- Thanked the Clerk for Proclamations she prepared for Eagle Scouts Patrick O’Rourke and Declan Coster.
- Spoke with Freeholder Erik Peterson regarding calculations for Clean Communities and Recycling Grants.

**15. PUBLIC COMMENTS –**

- Chuck Neary, Main Street, Pattenburg, had a question about repaving a driveway. Mr. Clerico explained the procedure.

**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	X			
Mr. Sroka						X
Mr. Stothoff	X		X			
Mr. Mazza			X			

Motion carried

**17. EXECUTIVE SESSION**

The following Resolution was introduced for adoption:

**RESOLUTION #2017-66  
Providing for a Meeting Not Open to the Public in Accordance with the  
Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12**

WHEREAS, the Township Committee of the Township of Union is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6, et. seq.,; and

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; and

WHEREAS, it is necessary for the Township Committee of the Township of Union to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

1. \_\_\_\_\_ Matters Required by Law to be Confidential: Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.
2. \_\_\_\_\_Matters Where the Release of Information Would Impair the Right to Receive Funds: Any matter in which the release of information would impair a right to receive funds from the Government of the United States.
3. \_\_\_\_\_Matters Involving Individual Privacy: Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program , including but not limited to information relative to the individual’s personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.
4. \_\_\_\_\_Matters Relating to Collective Bargaining Agreements: Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.

5. \_\_\_\_\_Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds: Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.

6. X Matters Relating to Public Safety and Property: Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigation of possible violations of the law.

7. X Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege: Any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.

8. \_\_\_\_\_ Matters Relating to the Employment Relationship: Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.

9. \_\_\_\_\_ Matters Relating to the Potential Imposition of a Penalty: Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party bears responsibility.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Union, assembled in public session on June 21, 2017, at 8:19 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.

It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Township Committee that the public interest will no longer be served by such confidentiality.

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

The Committee returned to regular meeting session at 8:53 p.m.

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

**18. ADJOURNMENT**

There being no further business to come before the Township Committee at this time Mr. Hirt made a motion to adjourn the meeting at 8:53 p.m. Mr. Mazza 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