

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. Neary	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 December 6, 2017

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

Motion carried

6. VISITORS

- a. Brian Plushanski – Plushanski Construction – Mr. Plushanski explained that at the December 14, 2017 Planning Board Meeting the issue of two uses, quarrying and recycling, were taking place on the property and a use variance would be required. The issue of the recently adopted Amendment to the Quarry Ordinance pertaining to Pollution Insurance Certification and Bonding was mentioned. Mayor Severino asked how to simplify the issues. Mr. Clerico said Mr. Plushanski’s Quarry Application was denied because of quarrying within fifty feet of the adjoining property. Atty. Jost said the Committee could grant the Quarry License for a specific period of time, allowing Mr. Plushanski to apply for the variance.

Atty. Jost asked for the following to be approved:

To grant the Quarry License for a period of six months, allowing Mr. Plushanski to apply for a variance for two uses on the site and to quarry in the fifty-foot buffer zone and subject to approval of the Insurance Certificate and Bonding by the Township Attorney.

Motion by Mr. Sroka, seconded by Mr. Hirt – All Ayes

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
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MINUTES OF REGULAR MEETING December 20, 2017

Mr. Severino			X			
Mr. Hirt		X	X			
Mr. Sroka	X		X			
Mr. Neary			X			
Mr. Mazza			X			

Motion carried

Mr. Plushanski referenced the Amendment to the Quarry Ordinance regarding Pollution Insurance. He does not believe it pertains to his situation because he does not bring fill that would remain at the site. Mr. Plushanski said the cost is between \$7,000 and \$10,000 thousand dollars. He understood that the adjoining Quarry was bringing in fill that would remain on the property. Atty. Jost explained the reason for the Amendment. Mayor Severino asked Mr. Jost about the similarities of the two quarries. Atty. Jost did not believe the Committee could waive that provision in the Ordinance. Mr. Neary noted the difference. He said the adjoining quarry is accepting fill as part of their Reclamation Plan and will remain on site forever. Mr. Clerico said if the purpose of the Pollution Element of the Ordinance pertains strictly to reclamation of non-native material the Ordinance could be modified. Mayor Severino said Mr. Neary had a good point about fill remaining at the adjoining Quarry. Mr. Sroka asked Atty. Jost to explain what Pollution Control covers. Atty. Jost said he did not know the details. The language in the Ordinance was developed in consultation with the Township’s Insurance Risk Manager. The Committee discussed Pollution Control coverage. Mr. Sroka suggested that the Committee meet with the Risk Manager. Mayor Severino suggested that Mr. Sroka and CFO Brennan confer with the Risk Manager and advise Mr. Plushanski of their determination. Atty. Jost said the Committee would advise Mr. Plushanski of their decision.

Atty. Jost asked that the following motion be approved:

To allow a sixty-day grace period on all Insurance Requirements while the Township Committee investigates the advisability and applicability of the Requirements.

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

Motion carried

Atty. Jost mentioned Liberty Stone & Aggregates/Clinton Quarry, stating that the Insurance Agent is fully satisfied with the Insurance Certificate that Liberty has supplied. Mr. Jost said Liberty claims they are unable to obtain a Surety Bond. The Committee had agreed that the current Letter of Credit would run until it expires.

Atty. Jost asked that the following motion be approved:

To allow the Municipal Clerk to issue the Quarry License for Liberty Stone & Aggregates, subject to eventual resolution of the Surety Bond issue to the Township’s satisfaction and until the Letter of Credit expires.

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

MINUTES OF REGULAR MEETING December 20, 2017

Motion carried

7. REPORTS RECEIVED - Acknowledged

- a. Road Dept.- Week Ending; 12/01/17; 12/10/17
 - b. Animal Control Officer – November 2017
 - c. Municipal Court – November 2017
 - d. Zoning Officer – October & November 2017
 - e. Public Safety Coordinator – Mr. Strauss had nothing to report.
 - f. Engineer's Report
- Municipal Storage Building – A status report was provided by Mr. Clerico. He said the Contractor has begun construction. The foundation was poured, the posts have been set and the building has been framed. Electrical work to begin this week and doors are scheduled for delivery the first week of January 2018.
 - Perryville Road/Railroad Crossing – Informed Railroad Consultant of the Township's desired detour route. Mr. Clerico understood the Grant application for Frontage and Perryville Roads is being considered in January 2018.
 - Pilot Travel Centers LLC: Block 11, Lot 24.03 – Left Turn Signal issue has not been resolved. Spoke with Pilot Traffic Engineer Staigar. He has not provided any update on the issue.
 - MS4 Storm Water Permits – The Permit Renewal, effective January 1, 2018, was received from the State. Spoke with Ms. McBride who confirmed that UTEC had not performed an assessment of Storm Water facilities. Mr. Clerico will prepare an outline of requirements for the Committee to review in January 2018.
 - Perryville Estates/Caccavelli: Block 21.2, Lot 32 – Previously provided a Status Report to the Committee regarding outstanding issues. Various issues remain to be discussed at an upcoming meeting. A lengthy discussion followed regarding storm water facilities and their maintenance at several properties within the Township.
 - Mr. Hirt asked Mr. Clerico about dirt/debris on Frontage Road, emanating from the Liberty Quarry. The issue has been resolved.
 - Fallone Group LLC: Block 22, Lot 34, Perryville Road: Mentioned correspondence from Eastern States Environmental Associates regarding an application for a Flood Hazard Area Verification to the NJDEP.

8. CORRESPONDENCE/WRITTEN COMMUNICATIONS

Mr. Mazza mentioned the following correspondence:

- Mentioned Tax Appeal by Mr. Roy who is a permanently disabled veteran. The resolution is on tonight's agenda for approval.

9. PUBLIC COMMENTS - None

10. PUBLIC HEARING – 2nd Reading - None

11. OLD BUSINESS – None

12. NEW ORDINANCE – 1st Reading - None

13. NEW BUSINESS

- a. The following resolution was introduced for adoption:

RESOLUTION #2017-109

Governor's Council on Alcoholism and Drug Abuse

Fiscal Grant Cycle July 2014-June 2019

FORM 1B

MINUTES OF REGULAR MEETING December 20, 2017

WHEREAS, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Township Council of the Township of Union, County of Hunterdon, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Township Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Township Council has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Hunterdon;

NOW, THEREFORE, BE IT RESOLVED by the Township of Union, County of Hunterdon, State of New Jersey hereby recognizes the following:

1. The Township Council does hereby authorize submission of a strategic plan for the North Hunterdon Municipal Alliance grant for fiscal year 2019 in the amount of:

DEDR	<u>\$27,511.00</u>
Cash Match	<u>\$6,877.75</u>
In-Kind	<u>\$20,633.25</u>

2. The Township Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED: _____
 Matt Severino, *Mayor*

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

Motion carried

b. The following resolution was introduced for adoption:

Resolution #2017-110

UNION TOWNSHIP, HUNTERDON COUNTY
 APPROPRIATION TRANSFER(S)

Be it resolved by the Township Committee of the Township of Union, County of Hunterdon, State of New Jersey, that there are insufficient funds to meet the demands necessary for the 2017 Appropriations in the following accounts:

TO: Financial Admin OE	10513020	\$1,000.00
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MINUTES OF REGULAR MEETING December 20, 2017

General Admin. OE	10510020	3,000.00
Comp. Data Processing OE	10514020	2,500.00
Total		\$6,500.00

WHEREAS, the following account(s) have sufficient excess funds to meet such demands:

FROM: Employee Group Insurance	10522020	\$3,000.00
Road Maintenance OE	10529020	3,500.00
Total		\$6,500.00

BE IT RESOLVED that in accordance with the provisions of R.S. 40A: 4-58 the Chief Financial Officer is hereby authorized to make the transfer(s) required to meet the obligations of Union Township.

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

Motion carried

c. The following resolution was introduced for adoption:

**RESOLUTION #2017-111
TOWNSHIP OF UNION, HUNTERDON COUNTY
RESOLUTION TO REFUND OVER PAYMENT OF 2017 TAXES**

WHEREAS, the Tax Collector received an over-payment for the 2017 property taxes on Block 28, Lot 19.01 (304 Hidden Meadow Lane) as a result of Veteran’s Exemption being granted effective August 30, 2017; and

WHEREAS, a refund of the overpayment, \$1,310.44, has been requested by the property owner, John & Donna Roy,

NOW, THEREFORE, BE IT RESOLVED, on the 20th day of December, 2017 by the Township Committee of the Township of Union, Hunterdon County, State of New Jersey, as follows:

1. The Tax Collector should refund the amount of \$1,310.44
2. The CFO shall refund \$1,310.44 to John & Donna Roy, 304 Hidden Meadow Lane, Hampton, NJ 08827
3. This Resolution shall take effect immediately upon adoption.

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

Motion carried

Insurance Renewal - CFO Brennan- Mrs. Brennan said she had met with Committeemen Mazza and Sroka and Messrs. Julius and Terricone, Risk Management Consultants. She said the Township's Membership with Public Alliance Insurance Company expires December 31, 2017. The Membership renewal is for three years. Mrs. Brennan asked for more than one quote; however only one quote, from Statewide was provided. PAIC was \$4,000 dollars higher; however, the premium was lower than last year. Mr. Sroka said a review of past records indicated the Township had received about \$28,000 dollars from a surplus fund. He recommended the Committee stay with PAIC. A Resolution will be prepared for the next meeting.

Mrs. Brennan asked if the Committee would grant a request from Grace Kocher to carry over 17.5 hours of unused vacation. The Committee agreed to the request.

14. REPORTS

a. Attorney's Report:

- LOSAP for Pattenburg Rescue Squad – Approved by Union Township Voters on Election Day. Atty. Jost forwarded the procedure for implementing LOSAP to CFO Brennan. Mrs. Brennan will obtain quotes.
- Kennel Ordinance Amendment – The Hunterdon County Board of Health had written a letter to the Committee about a kennel that is operating in the Township without obtaining a license. Atty. Jost will prepare an Amendment to the Kennel Ordinance for Introduction in 2018.
- Property Maintenance Code – Atty. Jost prepared a template letter for the Zoning Official to be sent to violators of the Code.
- Driveway Ordinance Review – Provided a Preliminary Draft of the Ordinance to the Committee Members, but Mr. Neary who will be reviewing it with Mr. Jost.
- Quakertown Fire Company – Prepared a Legal Opinion on the property they purchased in Union Township. Atty. Jost said he ruled they were entitled to an exemption from paying taxes on the property

b. Committee Report

Mr. Mazza reported the following:

- Mentioned a pile of trees by a Driftway on Route 579 – Mr. Mazza e-mailed the Zoning Official and the Municipal Clerk regarding his concern.
- OSHA Classes – Asked Mrs. Brennan if Seasonal Employee Daniel Baker had been contacted about taking the classes. She and Mr. Hermann had discussed the issue with Mr. Baker.
- 92 Country Acres – The DR&F has cleaned the property.
- Reimbursement for meals when snowplowing – Asked for clarification on times and monetary amounts when working overtime. Mrs. Brennan referenced the Personnel Manual. “When members of the Road Department are called out for four (4) or more hours of overtime emergency road service, a one-half hour paid meal break is permitted after the second hour of overtime. During emergency overtime service, a maximum of one (1) each breakfast and dinner reimbursement is allowable per calendar day for reasonable/customary meals.” Mrs. Brennan said there is no dollar amount. Mr. Mazza recommended that the Committee include a dollar amount. The Committee was not amenable to a setting a dollar amount at this time. The situation would be reconsidered if it is deemed necessary.

c. Mayor's Report

- Bridge Reconstruction - Thanked Marc Strauss, Chief Dan Van Fossen, Mark Mason, Dave Stothoff and Lieutenant Frinzi for their coordination of traffic during the Bridge outage.
- Planning Board Appointment – Mayor Severino appointed Brian Kirkpatrick as a Class IV Member. His term expires December 31, 2018.

15. PUBLIC COMMENTS – None

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		X			
Mr. Neary			X			
Mr. Mazza			X			

Motion carried

17. 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 8:07 p.m. Mr. Hirt seconded the motion. Motion carried by unanimous favorable roll call vote.

 Transcribed by: Grace A. Kocher, Deputy Clerk

 Matt Severino, Mayor