

**1. CALL TO ORDER**

- 2. **"Sunshine Law" Announcement**-Adequate notice of this public meeting has been provided by 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:** Led by Mayor or presiding officer.
- 4. **SWEARING IN:** David Stothoff as Committeeman.

Mr. Jost swore in Mr. Stothoff as Township Committeeman.

**5. ROLL CALL**

	Present	Absent
Mr. Severino	X	
Mr. Hirt	X	
Ms. McBride	X	
Mr. Stothoff	X	
Mr. Mazza	X	

**6. APPROVAL OF PRIOR MEETING MINUTES**

- a. Regular and Executive Session Meeting Minutes of November 2, 2016
- b. Special Meeting Minutes of November 21, 2016

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

Motion Carried

**7. VISITORS**

OUT OF AGENDA ORDER

**Motion to Approve** – Request for Fireworks Display at the Grand Colonial

A representative from Fireworks Extravaganza apprised the Committee of an event to be held at the Grand Colonial on New Year’s Eve. Required documentation was provided, including Certificate of Insurance Liability

Atty. Jost asked that the following motion be introduced for adoption:

**To allow Fireworks Extravaganza to provide the fireworks display at the Grand Colonial, on December 31, 2016, subject to Insurance Coverage for Union Township naming the Township as an additional insured.**

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

Motion Carried

Paul Pasquarella, Pattenburg Emergency Squad – Mr. Pasquarella asked the Committee if they would consider providing LOSAP for active Squad members. He presented required information to the Committee in order for them to make a decision. CFO Brennan said nothing could be done until the beginning of 2017 and would not take effect until 2018. Atty. Jost thought a referendum might be required. He will research the matter.

Dan Pettit, Union Gap Village Resident– Mr. Pettit, representing the Union Township Senior Club, was seeking Union Township residents to join the group. Ms. McBride offered to post information on the Township Website and Facebook.

## **8. REPORTS RECEIVED – acknowledged**

- a. Road Dept.- Week Ending; 10/21/16, 10/28/16; 11/04/16; 11/11/16; 11/19/16; 11/25/16
  - b. Animal Control Officer – October 2016
  - c. Municipal Court – October 2016
  - d. Zoning Officer – October/November 2016
  - e. Engineer’s Report
- 2017 NJDOT Municipal Aid – Memo sent to Committee regarding applications for Aid. Deadline is February 3, 2017. Mr. Clerico recommended Frontage Road be considered. The consensus of the Committee was to also include Perryville Road.
  - Perryville Road Drainage – Prepared memo outlining options of materials to be purchased.
  - Red Hills Quarry – Met with new owners. Maps submitted to Mr. Clerico for his review. Quarry application will be filed.
  - Pilot Travel centers LLC - Following up on As-Built Plans. Spoke with Hunterdon County Representative regarding Frontage Road Left Turn Signal. Permits have been filed with DOT. Met previously with DOT Representative regarding timing of the Signal on Route 173.
  - Frontage Road Bridge by Foster Wheeler – Sent e-mail to DOT today regarding improvements.
  - Capital Funding Project for Perryville Road – Discussed earlier tonight.
  - Caccavelli/Perryville Estates – No update.

## **9. CORRESPONDENCE / WRITTEN COMMUNICATIONS**

Ms. McBride mentioned the following correspondence:

- Chester Township Resolution regarding COAH Gap Years’ numbers.

Mr. Severino mentioned the following correspondence:

- Senate E-waste Bill requiring manufacturers of electronic devices to provide venues for recycling.
- Proposal/Estimate from Suplee, Clooney & Co. for annual audit. Higher than in previous years.

## **10. PUBLIC COMMENTS – none**

## **11. PUBLIC HEARING**

**ORDINANCE 2016-8  
AN ORDINANCE AMENDING THE CODE OF THE  
TOWNSHIP OF UNION, HUNTERDON COUNTY, NEW JERSEY,  
REGARDING VARIOUS FEES AND COSTS**

**To open Public Hearing**

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

Motion Carried by unanimous voice call vote

**To Close Public Hearing**

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

Motion Carried by unanimous voice call vote

**To adopt on Final Reading**

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

Motion Carried

**ORDINANCE 2016 - 9  
AN ORDINANCE AMENDING THE CODE OF THE TOWNSHIP OF UNION,  
HUNTERDON COUNTY, NEW JERSEY  
REGARDING RAPID ENTRY BOX SYSTEMS**

**To open Public Hearing**

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

Motion Carried by unanimous voice call vote

**To Close Public Hearing**

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

Motion Carried by unanimous voice call vote

**To adopt on Final Reading**

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
----------------	-------	----------	------	------	---------	--------

Mr. Severino		X	X			
Mr. Hirt	X		X			
Ms. McBride			X			
Mr. Stothoff			X			
Mr. Mazza			X			

Motion Carried

**12. OLD BUSINESS**

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

**14. 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 #2016-106**: Tax Lien Redemption – Certificate #2014-004

**RESOLUTION #2016-106  
TOWNSHIP OF UNION, HUNTERDON COUNTY  
RESOLUTION TO REFUND REDEMPTION TO LIENHOLDER**

**WHEREAS,** Tax Sale Certificate #2014-004 was issued to U.S Bank for PC4, Firstrust Bank, in the amount of \$856.21 on October 24, 2014; and

**WHEREAS,** the lien was redeemed on November 18, 2016, in the amount of \$9,040.62 in accordance with provisions of NJSA54:5-60 et seq.; and

**NOW, THEREFORE, BE IT RESOLVED,** on this 7<sup>th</sup> day of December, 2016, by the Township Committee of the Township of Union, Hunterdon County, State of New Jersey, as follows:

1. The Treasurer issue a check in the amount of \$9,040.62 payable to U.S Bank for PC4, Firstrust Bank, 50 S 16<sup>th</sup> St., Suite 2050, Philadelphia, PA 19102
2. That this resolution shall take effect immediately upon adoption.

- b. **RESOLUTION #2016-107**: Refund Delinquent Water Charges Collected at Tax Sale to the Town of Clinton

**RESOLUTION #2016-107  
TOWNSHIP OF UNION, HUNTERDON COUNTY  
RESOLUTION TO REFUND DELINQUENT WATER CHARGES COLLECTED AT TAX  
SALE TO THE TOWN OF CLINTON**

**WHEREAS,** Block 24.02 Lot 2.01 Qualifier C0403 assessed to Dremers, Michael had a delinquent water bill in the amount of \$ 103.54,

**WHEREAS,** a payment was made by the Wells Fargo (the mortgagee) to the Township of Union which included the above delinquent water charges in the amount of \$103.54,

**NOW, THEREFORE, BE IT RESOLVED** on this 15th day of January by the Township Committee of the Township of Union, Hunterdon County, State of New Jersey, as follows:

- 1. The Treasurer issue a check in the amount of \$ 103.54 payable to Town of Clinton Water Utility, 43 Leigh Street, P.O. Box 5194, Clinton, NJ 08809.
  - 2. That this resolution shall take effect immediately upon adoption.
- c. **RESOLUTION #2016-108:** Approval of Fiscal Grant Cycle July 2014 – June 2019 for Municipal Alliances for the Prevention of Alcoholism and Drug Abuse – Grant Year 2017-2018

Governor’s Council on Alcoholism and Drug Abuse  
Fiscal Grant Cycle July 2014-June 2019

**RESOLUTION #2016-108  
FORM 1B**

**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 2017 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.

- d. **RESOLUTION #2016-109**: Appropriations Transfer

**Resolution #2016-109**

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 2016 Appropriations in the following accounts:

TO:	General Administration: OE	10510020	\$ 5,000.00
	Computerized Data Processing OE	10514020	1,000.00

MINUTES OF REGULAR MEETING December 7, 2016

Solid Waste Collection : Misc	10530570	5,000.00
Buildings & Grounds OE	10531020	5,000.00
Maint. Of Parks OE	10530520	2,000.00
Total		\$18,000.00

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

FROM: Liability Insurance	10521020	\$ 1,250.00
Legal Services OE	10515520	5,000.00
Engineering Services OE	10516520	5,000.00
Planning Board OE	10518020	5,000.00
Employee Group Insurance	10522020	1,750.00
Total		\$ 18,000.00

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.

Date: December 7, 2016

e. **RESOLUTION #2016-110**: Cancelling of Appropriations

**RESOLUTION # 2016 - 110**

TOWNSHIP OF UNION, HUNTERDON COUNTY

CANCELING OF APPROPRIATION

WHEREAS, the following 2016 Current Fund Budget appropriation balances remain unexpended:

Bond Interest	\$16,286.21
Road Maintenance: OE	\$25,000.00

WHEREAS, it is necessary to formally cancel said balances so that the unexpended balances may be credited to Surplus;

NOW THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Union, Hunterdon County, that the above listed unexpended balances of the Current Fund 2016 Budget be canceled.

f. **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.

g.

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

Motion Carried

End of Consent Agenda

- a. **RESOLUTION #2016-111** : Salary Increase for Public Works Staff No. 3 and 4

**RESOLUTION 2016 – 111**

SALARY INCREASE FOR PUBLIC WORKS STAFF NO. 3 (FLEMING)

SALARY INCREASE FOR PUBLIC WORKS STAFF NO. 4 (BECKER)

**WHEREAS**, The Township Committee of the Township of Union has determined that it is appropriate to increase the salaries of the PW Staff No. 3 position and PW Staff No. 4 position, effective January 1, 2017,

**NOW, THEREFORE, BE IT RESOLVED**, that the following will be the new salaries for these position as of January 1, 2017,

Public Works Staff Number 3 (Kory Fleming)	\$50,335.72
Public Works Staff Number 4 (Samuel Becker)	\$43,335.40

Date: December 7, 2016

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

Motion Carried

- b. **Motion to Approve** – Request for Fireworks Display at the Grand Colonial. Approved earlier.

**15. REPORTS**

a. **Attorney’s Report**

- Solar Ordinance Amendment – Gave brief overview of the Amendment as recommended by the Planning Board. Amendment to be introduced in January 2017.
- Pilot Travel Centers LLC - Understood from Pilot Atty. Lott that applicant will be requesting a refund of monies since they have met conditions of approval.
- Referenced a Planning Board Resolution regarding an appeal of the Zoning Officer’s denial of a permit for a Home Occupation. Atty. Jost thought the Zoning Officer took the appropriate action.

b. **Committee Report**

Mr. Severino reported the following:

- Mentioned contacting NJDOT regarding massive depressions on the shoulder of Route 78 east of the former Louises’s Diner. Mr. Clerico will write a letter to appropriate person at DOT.
- Recycling – Will review list provided by CFO Brennan pertaining to budget overage.
- Mentioned 2017 Meeting Schedule – Clerk will need information for the January Reorganization Meeting.

Ms. McBride reported the following:

- Filed 2016 Clean Communities Grant Report – Mentioned Leaf Pickup and Storm Water Cleanup allowance has been reduced to 25% of Grant. Previously, a greater percentage of the Grant had been expended for those issues.
- Matter for Executive Session – Contract Negotiations
- Mentioned meeting to be held on Monday, December 12, 2016 at 7:00 p.m., at the Clinton Rescue Squad Building, with Four Fire Companies and Rescue Squads providing services to Union Township. Discussed will be Senator Mike Doherty’s Bill regarding reimbursement when Fire Companies/Rescue Squads are called to State Facilities. Mayors of representative Municipals were invited to the meeting. Atty. Jost was asked to attend, subject to availability.

**c. Mayor’s Report**

- Part-time snowplowing position on DR&F – Ad to be posted for the seasonal position.
- Meeting scheduled tomorrow with Stan Prater, JCP&L regarding tree trimming.
- Classes attended at League of Municipalities Convention pertaining to Emergency Medical Services, Drones, COAH, and the Annual Risk Management Assessment.
- Outgoing Committeewoman McBride was presented with plaque for her years of service..

**16. PUBLIC COMMENTS**

Marc Strauss, Public Safety Coordinator – Congratulated new Committeemen David Stothoff and outgoing Committeewoman Michele McBride. Provided update on emergency services’ responses.

**17. EXECUTIVE SESSION**

The following Resolution was introduced for adoption:

**RESOLUTION #2016-112**  
**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 of 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. \_\_\_\_\_ 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.  X  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 December 7, 2016 at 8:37 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	X			
Ms. McBride	X		X			
Mr. Stothoff			X			
Mr. Mazza			X			

Motion Carried

The Committee returned to regular meeting session at 9:01 p.m.

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

Motion Carried

The following action was taken after coming out of Executive Session:

Atty. Jost asked the following motion be approved:

To grant Clerk’s request to carry over five days of vacation, to be used in the first quarter of 2017.

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

Motion Carried

**18. 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 9:02 p.m. Ms. McBride seconded the motion. Motion carried by unanimous favorable roll call vote.

\_\_\_\_\_  
Transcribed by: Grace Kocher, Deputy Clerk

\_\_\_\_\_  
Frank Mazza, Mayor