

HOLLAND TOWNSHIP COMMITTEE  
REGULAR MEETING AGENDA  
December 1, 2015

**MEETING CALLED TO ORDER**

*If you haven't already done so, please turn off or silence all electronic equipment*

**FLAG SALUTE**

*"At this time, I would like to invite the audience to join the Committee in reciting the Pledge of Allegiance"*

**CLERK READS OPEN PUBLIC MEETING STATEMENT**

Adequate notice of this meeting was given pursuant to the open public meeting act, by the Township Clerk on December 11, 2014 by:

- 1) posting such notice on the bulletin board at the municipal building and on the Holland Twp website
- 2) mailing the same to the Hunterdon County Democrat and the Express-Times.

**APPROVAL OF MINUTES OF THE:** November 4, 2015 Regular Meeting and Executive Session

**APPROVAL OF TWO BILLS LISTS AS SUBMITTED:**

**November 17, 2015:** (Paid per Resolution adopted June 8, 2015)

Check#	Vendor	Description	Payment	Total Check
20496	AMAZON.COM, LLC Police	Police / OEM	1,181.99	1,181.99
20497	ATLANTIC SALT, INC.	2015 Road Salt	6,965.41	6,965.41
20498	BINKLEY & HURST, LP	CL65 Ford Bobcat Repairs	1,293.72	1,293.72
20499	BRIDGE STREET SERVICE CENT	2015 Ford F-350 Service	195.27	
		2002 Ford L8000 Inspection	224.61	
		1998 Ford Dump Truck Inspection	176.46	596.34
20500	CERTIFIED CHEMICAL COMPANY	Paper Towels	265.02	
		Ice Melt MB & RRCC	725.50	990.52
20501	Chris's Lawn Mowing Inc	LAWN CARE RRCC	3,500.00	3,500.00
20502	CLEMENS UNIFORM	Shop Rags & Mat	21.75	21.75
20503	Dashing Valet Dry Cleaning	Drycleaning - October 2015	213.80	213.80
20504	Daxko LLC	Computer Software November 2015	434.00	434.00
20505	DEL VAL ALL SPORTS BOOSTER	2015 Stamets Road Cleanup	500.00	500.00
20506	GRAINGER	Toilet reair for pool	32.64	32.64
20507	HOLLAND TOWNSHIP	2015 Sewer bill Jun 1 61 church rd	487.50	487.50
20508	HOLLAND TOWNSHIP	2015 Sewer bill Jun 1 914 Milford W	243.75	243.75
20509	HOLLAND TOWNSHIP	2015 Sewer Bill due Jun 1 910 Milfo	4,062.50	4,062.50
20510	HOLLAND TOWNSHIP	2015 Sewer bill due Jun 1 Milford W	162.50	162.50
20511	TREASURER	2015 Dues (Harris)	400.00	400.00
20512	INDUSTRIAL COMMUNICATIONS	Removal of equipment from old 15-14	2,069.25	
		Removal of equipment from old 15-14	160.75	2,230.00
20513	INDUSTRIAL RUBBER CO.	Hydraulic Hose	186.31	186.31
20514	KEITH GROOGAN	Karate Oct. 2015	429.00	429.00
20515	MACMILLAN OIL CO OF ALLENT	Hydraulic Oil	133.95	133.95
20516	MAGLIO ELECTRIC, LLC	Grounding for Pool (every 5 years)	2,850.00	2,850.00
20517	MASER CONSULTING PA	Gridley Circle Pump station work th	2,337.14	
		Sewer Repair Project work thru 1004	4,081.35	
		PB HT/House B6 L1 .02 Minir Sub/Var	270.00	6,688.49
20518	EDWARD HORSFALL	Computer Services - September 2015	500.00	500.00
20519	MONINGHOFF APPLIANCE & SUP	Various Supplies	53.04	
		Hardware supplies	274.75	327.79
20520	NJ DEPT OF HEALTH & SENIOR	Month of August 2015 Dog License	18.00	18.00
20521	NJN PUBLISHING	PB B6 Lot 1.02 914 Milford Warren	17.14	17.14
20522	OFFICE DEPOT, INC.	Office Supplies	128.65	
		OEM	190.38	319.03
20523	ONE CALL CONCEPTS, INC.	NJ One Call Markouts	8.68	8.68
20524	POWER WITH PRESTIGE	Generator Per Bid	74,480.00	74,480.00
20525	POWERCO, INC.	Part for lawn mower	50.40	50.40
20526	RANDY LIPPINCOTT	2015 Eye Glasses	300.00	300.00
20527	RICOH USA Inc	Contract & Copies	261.91	261.91
20528	Rutgers The State Universi	CRP CEU Course	145.00	145.00

20529	SHERILYNN MAHONEY	Toddler Time	39.57	39.57
20530	STAPLES BUSINESS ADVANTAGE	Office Items/Camp Items	117.38	
		scotch tape, magic markers, copy pa	285.42	402.80
20531	STORR TRACTOR COMPANY	Flail Mower Parts	212.55	
		Maintenance for Big Tractor	195.52	408.07
20532	THE LOCK DOCTOR	Key Holder	27.50	27.50
20533	THERESA VERDI	Cleaning RRCC Oct. 24-Nov. 7	520.00	520.00
20534	Thomas Scheibener	PR Reimbursement Haunted Hayride Su	685.01	685.01
20535	TILCON NEW YORK INC.	2015 Paving Projects	172,111.04	172,111.04
20536	VALLEY AUTO SUPPLY	Battery, Filter, Gas Additive	213.05	213.05
20537	VERIZON WIRELESS	Cell Phones/Air Cards - October 201	587.88	587.88
20538	H & K Group, Inc.	2015 Blacktop	806.39	
		2015 Broken Blacktop	103.95	
		2015 Blacktop	694.58	1,604.92
TOTAL				<u>286,631.96</u>

## December 1, 2015

Check#	Vendor	Description	Payment	Total Check
20539	ALAN J. TURDO	2015 Clothing Allowance	149.93	149.93
20540	Amazon.com RRCC	Glass Claner for RRCC	31.24	31.24
20541	AQUA NEW JERSEY	910 RRCC 6" Fire 092915-102815 (89)	321.32	321.32
20542	Aqua Products	Repair of Auto pool cleaner - Pleas	83.68	83.68
20543	CASTLE SEPTIC SERVICE CORP.	Monthly Toilet Rental Charge	280.00	280.00
20544	CHEMUNG SUPPLY CORPORATION	Cross Chains, Plow Edges	2,226.00	
		Cross Chains, Plow Edges	2,273.83	4,499.83
20545	CLEMENS UNIFORM	Mats for Munic 102915	35.25	
		Mats for Munic 111215	35.25	70.50
20546	DEER CARCASS REMOVAL SERVICE, LLC	Deer Carcass Removal - October 2015	114.00	114.00
20547	ELIZABETH C. MCKENZIE	BOA Garden Solar B6 L62 050114 - 05	1,443.75	
		PB Oliver B23 L1 45 MN Sie Plan Ch	350.00	
		PB Cellco Verizon B1.01 L27 service	218.75	
		PB Oliver B23 L38 milford warren gl	262.50	2,275.00
20548	Energ Fitness Wellness Solutions LL	Repair of Elliptical	145.00	145.00
20549	FINCH FUEL OIL CO, INC	ULSDDYED 1.4932/gal del -102715 100	149.42	
		#2 Fuel Oil to Spring Mills Rd 101	156.91	
		ULSDDYED 1.5397/gal del -111015 281	432.94	
		UNLEADED GAS 1.4977/gal del 110315	921.26	1,660.53
20550	FLEMINGTON DEPARTMENT STORE	Boots (Hults)	84.95	84.95
20551	GEBHARDT & KIEFER, P.C.	Services 080115-083115 Mt. Laurel	208.00	208.00
20552	GEBHARDT & KIEFER, P.C.	Services 080115-083115 general	770.40	770.40
20553	GEBHARDT & KIEFER, P.C.	Services 080115 - 083115 Tax Appeal	48.00	48.00
20554	GEBHARDT & KIEFER, P.C.	Services 090115-093015 Mt. Laurel	16.00	16.00
20555	GEBHARDT & KIEFER, P.C.	Services 090115-093015 general Beth	1,525.65	1,525.65
20556	GEBHARDT & KIEFER, P.C.	Services 090115-093015 general	1,568.00	1,568.00
20557	GEBHARDT & KIEFER, P.C.	Services 080115-083115 general Beth	1,024.00	1,024.00
20558	GRAINGER	Ball Hitch	19.04	19.04
20559	HCPZA	PB BOA 2015 4th qtr meeting Dec 16	30.00	30.00
20560	J C Ehrlich Co Inc	Monthly Pest Control	217.00	217.00
20561	Jeff Modica	Jeff Modica - 2015 Bibs/Coveralls	214.98	
		Jeff Modica - 2015 Clothing Allowan	150.00	364.98
20562	JERSEY CENTRAL POWER & LIGHT	Account 100 004 556 468 Consumption	321.00	
		Account 100 004 557 474 Street Ligh	69.43	
			757.88	
			3.75	
		Account 100 105 886 640 914 Milford	236.19	
		Account 100 004 272 595 Street Ligh	1,808.96	
		Account 100 060 952 585 Street Ligh	56.58	3,253.79
20563	JERSEY CENTRAL POWER & LIGHT	Account 100 004 272 652 Street Ligh	570.75	
		Account 100 004 272 553 Street Ligh	151.41	

		Account 100 004 591 283 Gridley Cir	143.58	
		Account 100 070 503 212 Pool	3.74	
		Account 100 004 555 932 Case Field	166.60	1,036.08
20564	JESSICA NEGLIA	CPR/AED/FA Training Materials	702.90	702.90
20565	KATHY SCIARELLO	MB frames for Historic Pictures	140.88	140.88
20566	LAND TECH ENTERPRISES	BID ON CHARLES ROAD+	5,030.00	5,030.00
20567	MUNICIPAL EMERGENCY SERVICES INC. -	Glocks / Magazines	1,059.18	1,059.18
20568	MAILFINANCE	POSTAGE	360.00	360.00
20569	MASER CONSULTING PA	Forest View Major Sub (Blumberg) -	2,032.50	
		PB Oliver B23 L37 chg of use/mn sit	641.25	2,673.75
20570	EDWARD HORSFALL	Computer Services - September 2015	1,725.00	1,725.00
20571	MILFORD SEWER UTILITY	Bond-Sewer	51,720.50	
		4rd QUARTER 2015	50,000.00	101,720.50
20572	MUSCONETCONG WATERSHED ASSOCIATION	Musconetcong Cleanup 2015	500.00	500.00
20573	DCRP/NJ DIV OF PENSION/BENEFITS	Marie Mayer 100115-103115	18.55	18.55
20574	NJN PUBLISHING	Finance Part Time P/R Clerk 0906 4	216.75	216.75
20575	OFFICE DEPOT, INC.	Office Supplies	99.92	99.92
20576	PENTELEDATA	Cable Modem Rental & Support 10241	119.90	119.90
20577	R & L DATACENTERS, INC.	Municipal Payroll	292.75	292.75
20578	R/H TRUCK PARTS	Fuel Additive & Starting Fluid	49.36	49.36
20579	RARITAN VALLEY DISPOSAL #865	30 Yard Garbage Dumpster	1,020.00	1,020.00
20580	RENTAL CENTER U.S.A.	Helium tank zumbathon	70.45	70.45
20581	Riegelsville Auto Care LLC	Vehicle Maintenance	359.65	359.65
20582	SAMZIE'S UNIFORMS	Holsters	434.00	434.00
20583	SANICO, INC.	Monthly Invoice 4 YD Cont 1 pu/wk	134.05	
		Monthly Billing 1.5 YD RL Cont 1 pu	51.38	
		Monthly Invoice 2 YD FL Cont 1 pu/	78.57	264.00
20584	SERVICE ELECTRIC CABLE TV, INC.	Internet Powered by Pentele Data -	64.99	64.99
20585	SHERWIN-WILLIAMS CO., THE	Paint for municipal building	23.32	23.32
20586	SIRCHIE FINGER PRINT LABORATORIES	Fingerprinting Supplies	73.30	73.30
20587	STAPLES BUSINESS ADVANTAGE	Signature Stamps	102.90	
		Clerks office - Office Supplies usb	216.10	
		Misc Office Supplies	257.09	576.09
20588	STAPLES BUSINESS ADVANTAGE	Misc Office Supplies	101.64	101.64
20589	STEM BROTHERS, INC.	Propane to spring mills 7,1 gal	19.39	19.39
20590	STORR TRACTOR COMPANY	Flails	95.45	95.45
20591	The County Mechanic LLC	2009 Leaf Machine Repair	278.95	278.95
20592	THE LOCK DOCTOR	Parts to repair bathroom doors	48.00	48.00
20593	Timothy G Hoffman Real Estate Appra	Real estate appraisal/valuation for	1,207.50	1,207.50
20594	VALLEY AUTO SUPPLY	Hand Towels, Filters	120.72	120.72
20595	VAN CLEEF ENGINEERING ASS., LLC	BOA Solartricity B6 L 62 090115-09	199.50	
		PB Cellco Partnership B1.01 L27 C M	638.40	837.90
20596	VERIZON	B&G 102615 - 112515	80.97	
		MB 102615 - 112515	1,073.49	
		PD 102615 - 112515	564.32	
		DPW 102615 - 112515	235.30	
		Sewer 102615 - 112515	29.61	
		Recycling 102615 - 112515	83.47	
		PW 10615 - 112515	73.22	2,140.38
20597	WE RENT	Starter Rope	3.60	3.60
20598	WOODRUFF ENERGY	NATURAL GAS 543,431 UNITS	256.25	256.25

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142,501.94

## **REMINDER/ANNOUNCEMENT**

- The Holland Township Volunteer Fire Co will be holding the Annual Tree Lighting on Sunday, December 13<sup>th</sup>, 2015. Santa and Mrs. Claus will be traveling around Holland Township neighborhoods starting at 6:00pm from Monday December 14<sup>th</sup> -Friday December 18<sup>th</sup>. Check the Holland Township Volunteer Fire Company's website at [www.hollandfire.org](http://www.hollandfire.org) for this schedule.

- Holland Township will hold a FREE RABIES CLINIC January 9, 2016 at the Holland Township Bus Garage from 1pm to 4pm.

**OLD BUSINESS FROM TOWNSHIP COMMITTEE**

**-RESOLUTION-** Award of Change Orders #1, Charles Road Drainage Project

**RESOLUTION  
Award of Change Orders #1, Charles Road Drainage Project  
Land-Teck Enterprises, LLC.**

**WHEREAS**, the Township of Holland Engineer requests change orders to be approved by the Township Committee at its regular meeting on December 1, 2015. This change orders is listed below for your review and approval; and

Change Order Number	Amount	Description	Original Contract	Revised Contract
1	\$5,030.00	Removal of 1 type "A" inlet & 18 LF of pipe.	\$127,790.00	\$132,820.00

**WHEREAS**, it is the recommendation of the Township Engineer to award this change order to Land-Teck Enterprises, LLC ; and

**WHEREAS**, details of this change order are noted in the communications dated November 18, 2015, and is attached to this resolution; and;

**WHEREAS**, the treasurer has certified that funds will be available in Township General Capital Fund Ordances for Road Improvements.

**WHEREAS**, the issuance of change orders is governed by *N.J.A.C. 5:30-11.2-11.10*; and

**WHEREAS**, the Mayor and Township Committee have been advised that the proposed change orders will not cause the originally awarded contract price to be exceeded by more than 20 per cent; and

**WHEREAS**, the Mayor and Township Committee have been further advised that the need for the proposed change orders results from an unforeseeable problem which cannot be addressed through public bidding without a substantial amount of the construction being delayed which would cause substantial inconvenience to the public; and

**WHEREAS**, the Mayor and Township Committee have been further advised that the proposed change orders do not materially expand on the size, nature or scope of the project as described in the bid documents; and

**WHEREAS**, the Mayor and Township Committee have been further advised that the work represented by the proposed change orders could not be performed through a separately bid contract without unduly disrupting the basic work or incurring adverse cost consequences; and

**WHEREAS**, the Mayor and Township Committee have concluded that the change orders are necessary and the work will be completed

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Holland, Hunterdon County, New Jersey that Change Order #1 awarded to Land-Tech Enterprises, LLC.; **and**

**BE IT FURTHER RESOLVED**, that a written amendment to the original contract with Land-Tech Enterprises, LLC. be prepared covering the change orders, in a form acceptable to the Township attorney; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be published in the official township newspaper, is on file, available for public inspection, in the office of the Holland Township Municipal Clerk, Municipal Building, Milford, NJ.

**LIAISON REPORTS**

Vogel-Elizabethtown Gas Company Easement Agreement

**NEW BUSINESS FROM TOWNSHIP COMMITTEE**

**-APPROVAL** to carry over unused 2015 vacation to 2016 as per page 36 of the Employee Hand Book- “Effective January 1, 2015 if an employee cannot use all of the vacation days they are entitled to, with Township Committee approval, up to 50% of an employee’s annual vacation time, up to a maximum of 10 days, may be carried over to the following year. In the following year, the employee must use all carried over vacation days before using any personal days. Carried over vacation days must be used in the following year or they will be lost.”

- DPW Superintendent Alan Turdo -10 days
- Municipal Clerk Cathy Miller -4 1/2 days
- Police Secretary Colleen Pursell-5 days
- Police Chief John Harris- 7 days

**-DISCUSSION/APPROVAL** – Urgent letters needed for Electronics Recycling Bill

**-DISCUSSION/APPROVAL-** participation in NJ Department of Agriculture Gypsy Moth spraying in 2016”.

**-DISCUSSION-**personnel issue Zoning Officer-Rice Notice was returned indicating the Zoning Officer would like to have this issue discussed in Open Session.

**-APPROVAL AND AUTHORIZING** the Mayor and Deputy Clerk to sign the City Connections Web Page Development 2016 Agreement

**-APPROVAL** to attend class: Maria Elena Kozak

Date	Host	Subject	Cost
Starts 02/13/2016	Rutgers Continuing Studies	“Municipal Tax Collection II”	\$1088

**-ORDINANCE 2015-11 -Introduction/First Reading** TO AMEND ORDINANCE 2015-1 TO DETERMINE AND FIX THE SALARIES AND WAGES OF CERTAIN OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF HOLLAND

Second reading and Public Hearing set for December 15, 2015

**ORDINANCE 2015-11**  
**AN ORDINANCE TO AMEND ORDINANCE 2015-1 TO DETERMINE AND FIX THE SALARIES AND WAGES OF CERTAIN OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF HOLLAND, IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY**

**BE IT ORDAINED** by the Township Committee of the Township of Holland, in the County of Hunterdon and State of New Jersey that Ordinance 2015-1 be amended to include the position of Deputy Tax Collector as follows:

OFFICE OR TITLE	MINIMUM	MAX
Deputy Tax Collector	1,000.00	10,000.00

Amounts stated above as payable per year shall be considered salaries, or ranges of salaries, and shall be payable for the calendar year. However, where a range of salary or wage is specified or a collective bargaining agreement is specified, the exact salary or wage, within that range, shall be such exact annualized salary, or hourly wage, as is specified for the employee or position in a resolution from time to time adopted by the Township Committee or as defined in the collective bargaining agreement, during the time this Ordinance is effective.

**BE IT FURTHER RESOLVED** that all other sections of Ordinance 2015-1 not amended hereby shall remain in effect, and

**BE IT FURTHER ORDAINED** by said Township Committee that this Ordinance shall take effect immediately after final adoption and publication in accordance with the laws of the State of New Jersey.

**SECTION 6.** This Ordinance shall take effect upon final passage and publication according to law.

**-RESOLUTION – Awarding a Contract for Animal Control Services**

**RESOLUTION**  
Awarding a Contract for Animal Control Services

**WHEREAS**, quotes were received for animal control services as follows:

Company	Quote
Animal Control Solutions	\$7,944 annual excluding boarding and veterinary fees
Animal Control & Investigative Services	\$9,200 annual including boarding and veterinary fees

**WHEREAS**, the Qualified Purchasing Agent has determined that Animal Control & Investigative Services is the lowest responsible quote and the Chief Financial Officer has certified that funds are available.

**NOW, THEREFORE, BE IT RESOLVED**, by the Holland Township Committee of the Township of Holland, County of Hunterdon in the state of New Jersey that the contract for Animal Control Services for 2016 be awarded to Animal Control & Investigative Services for the amount of \$9,200.00

**-RESOLUTION - Appointing Risk Management Consultant**

**RESOLUTION**  
Appointing Risk Management Consultant

**WHEREAS**, the Township of Holland (hereinafter “Local Unit”) has joined the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

**WHEREAS**, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the “Fund”; and

**WHEREAS**, the Local Unit has complied with relevant law with regard to the appointment of a Risk management Consultant; and

**WHEREAS**, the “Fund” has requested its members to appoint individuals or entities to that position; and

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of “Local Unit”, in the County of Hunterdon and State of New Jersey, as follows:

1. Holland Township hereby appoints Groendyke Assoc. as its local Risk Management Consultant.
2. The Municipal Clerk Catherine M. Miller and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant’s Agreement for the year 2016 in the form attached hereto.

**-RESOLUTION-Authorizing the 2016 Fund Year Risk Management Consultant’s Agreement with the Statewide Insurance Fund**

**RESOLUTION**  
Authorizing the 2016 Fund Year Risk Management Consultant’s Agreement  
with the Statewide Insurance Fund

**THIS AGREEMENT** entered into this day of December 1, 2015, among the Statewide Insurance Fund (“FUND”), a joint insurance fund of the State of New Jersey, the Township of Holland (“MEMBER”) and Groendyke Assoc. (“CONSULTANT”) through a fair and open process, pursuant to N.J.S.A.19:44A-20.4.

**WHEREAS**, the CONSULTANT has offered to the MEMBER professional risk management consulting services as required by the Bylaws of the FUND; and

**WHEREAS**, the CONSULTANT has advised the FUND that he/she is familiar with the terms, conditions and operations of the FUND; and

**WHEREAS**, the MEMBER desires these professional services from the CONSULTANT; and

**WHEREAS**, the MEMBER has complied with relevant law in regard to the appointment of a Risk Management Consultant; and

**WHEREAS**, the Bylaws of the FUND require that members engage a CONSULTANT and that the CONSULTANT comply with certain requirements set forth therein.

**NOW, THEREFORE**, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

1. For and in consideration of the amount stated hereinafter, the CONSULTANT shall:
  - (a) assist in evaluating the MEMBER'S exposures and advise on matters relating to the Member's operation and coverage.
  - (b) explain to the MEMBER, or its representatives, the various coverages available from the FUND.
  - (c) explain to the MEMBER, or its representatives, the terms of the member's commitment and obligations to the FUND.
  - (d) explain to the MEMBER, or its representatives the operation of the FUND.
  - (e) prepare applications, statements of values, etc., on behalf of the MEMBER, if required by the FUND.
  - (f) review the MEMBER'S assessment and assist in the preparation of the MEMBER'S insurance budget.
  - (g) review losses and engineering reports and provide assistance to the MEMBER'S safety committee, if required.
  - (h) assist in the claims settlement process, if required, by MEMBER or FUND.
  - (i) attend the majority of meetings of the Fund Commissioners or Executive Committee, if requested, and perform such other services as required by the MEMBER or the FUND.
  - (j) comply with the obligations imposed upon Risk Managers in the FUND's Bylaws.
  - (k) act in good faith and fair dealing to the FUND.
  - (l) perform other duties for the FUND as may be required from time to time by the FUND
2. In exchange for the above services, the CONSULTANT shall be compensated in the following manner:
  - (a) The CONSULTANT shall be paid by the FUND, on behalf of the MEMBER, a fee as compensation for services rendered. Said fee, an apportionment of the MEMBER's assessment: 6% of workers' compensation (excluding any fees, PLIGA, and loss ratio apportionment); 7.5% of all lines assessment (excluding any fees, PLIGA, and loss ratio apportionment); and 10% of Selective umbrella assessment (excluding fees, PLIGA and administrative expenses).
  - (b) The CONSULTANT shall be entitled to compensation for services provided during any calendar year only if the CONSULTANT has been appointed and holds the position of Risk Management Consultant, as of January 31 of the said calendar year for counties and municipalities holding general elections and July 30 for municipalities holding regular elections.
  - (c) For any insurance coverages authorized by the MEMBER to be placed outside the FUND, the CONSULTANT shall receive as compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the FUND's assessment in computing the fee set forth in 2(a).
  - (d) If the MEMBER shall require of the CONSULTANT extra services other than those outlined above, the CONSULTANT shall be paid by the MEMBER a fee at a rate to be negotiated by the parties.
3. The term of this Agreement shall be from **January 1, 2016 to January 1, 2017**. However, this Agreement may be terminated by either party at any time by mailing to the other thirty (30) days written notice, certified mail return receipt.
4. The CONSULTANT shall comply with all laws applicable to producers who provide insurance products to public entities and shall comply with all applicable statutes and regulations relating to joint insurance funds.
5. The CONSULTANT agrees to comply with all affirmative action laws applicable in accordance with Exhibit A and to submit all necessary documentation establishing compliance within seven (7) days of this Agreement.

**-RESOLUTION – Appointing Fund Commissioner**

**RESOLUTION**  
Appointing Fund Commissioner

**WHEREAS**, Township of Holland (hereinafter "Local Unit") is a member of the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

**WHEREAS**, the Fund's Bylaws require participating members to appoint a Fund Commissioner;

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Township of Holland that Catherine M. Miller, RMC, Municipal Clerk is hereby appointed as the Fund Commissioner for the Local Unit; and

**BE IT FURTHER RESOLVED** that Melissa S. Tigar, Deputy Clerk is hereby appointed as the Alternate Fund Commissioner for the Local Unit; and

**BE IT FURTHER RESOLVED** that the Local Unit's Fund Commissioner is authorized and directed to execute all such documents as required by the Fund. .

**-RESOLUTION – transfer of funds**

**RESOLUTION**  
Transfer of Funds

**WHEREAS**, various 2015 bills have been presented for payment in the year 2015, which represent obligations of the fiscal year 2015, and were not covered by sufficient funds in certain budget accounts and there being excess funds in certain budget accounts in the 2015 Budget in the last two months of 2015; and

**WHEREAS**, IT IS THE RECOMMENDATION OF THE Chief Financial Officer that transfer be made as of 12-1-2015 to cover the various accounts

**WHEREAS**, N.J.S. 40A:4-58 transfers to be made from unexpended balances to those which are expected to be insufficient during the last two months of the fiscal year;

**NOW, THEREFORE, BE IT RESOLVED** by the Committee of the Township of Holland, in the County of Hunterdon, State of New Jersey, (2/3 of the majority of the full membership concurring herein) that the transfers as listed in the resolution be made between the 2015 Budget Appropriation as follows:

	FROM	TO
SWIMMING POOL O/E	\$10,000.00	
SWIMMING POOL S/W		\$10,000.00
GASOLINE & DIESEL	\$5,000.00	
MAYOR & COMMITTEE O/E		\$5,000.00

**-RESOLUTION – 2016 Delaware Valley Municipal Alliance**

**RESOLUTION**

Authorization to submit a Strategic Plan for the Delaware Valley Municipal Alliance  
Grant for fiscal year 2016

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

**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 Committee, Township of Holland in the 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 Committee 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 Committee 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 Committee, Township of Holland, in the County of Hunterdon in the State of New Jersey, that they recognize the following:

1. The Township Committee does hereby authorize submission of a strategic plan for the Delaware Valley Municipal Alliance grant for fiscal year 2016 in the amount of:



DEDR	\$20,777.00
Cash Match	\$ 5,194.25
In-Kind	\$15,582.75

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

**-RESOLUTION-**Request to reserve and Bank Open Space Funds

**RESOLUTION**

Requesting the County of Hunterdon reserve and “bank” Holland Township’s 2015 funds for future years consideration

**WHEREAS**, the Hunterdon County Open Space Trust Fund Program requires that municipalities must submit a Governing Body Resolution requesting that its 10% Open Space Funds be reserved and “banked” for future years,

**WHEREAS**, if a municipality fails to do so, the Hunterdon County Board of Freeholders may reallocate those unused funds for any purposes consistent with County’s Open Space, Farmland and Historic Preservation Trust Fund Plan.

**THEREFORE, BE IT RESOLVED**, by the Township Committee, Township of Holland, County of Hunterdon, State of New Jersey does hereby request that the County of Hunterdon reserve and “bank” Holland Township’s total 2015 balance of funds for year 2016 consideration. Furthermore, the Township plans to use the total balance of these funds on one or several of the properties that have farmland preservation applications pending.

**-RESOLUTION – Authorizing Release of Performance Bond of Solartricity, LLC**

**RESOLUTION**

Authorizing Release of Performance Bond of Solartricity, LLC (Block 6, Lots 62 & 62.04)

**WHEREAS**, the Solartricity, LLC (as successor in interest to Garden Solar, LLC) received preliminary and final site plan approval from the Township to construct a solar energy farm on property designated as Block 6, Lots 62 & 62.04 on the Township of Holland’s Tax Maps; and

**WHEREAS**, by Deed for Restrictive Covenant dated August 6, 2014 and recorded on August 20, 2014 in the Hunterdon County Clerk’s Office in Book 2337, Page 323, the owner of the Property, Spring Mills, LLC, which requires the owner to abide by a certain decommissioning plan to remove all components of the solar facilities to be constructed on the Property if and when operation of the facilities ceases; and

**WHEREAS**, pursuant to the Deed of Restrictive Covenant, Solartricity, LLC also agreed to deposit a \$15,000 cash bond with the Township for the life of the solar project to ensure proper decommissioning; and

**WHEREAS**, the above-referenced Deed of Restrictive Covenant and associated \$15,000.00 bond, which has been deposited with the Township, is unaffected by this Resolution and shall remain in full force and effect and deposited with the Township; and

**WHEREAS**, Solartricity, LLC has requested that the Township release the Performance Guarantee for these site improvements; and

**WHEREAS**, by letter dated November 11, 2015 the Township’s Engineer recommended release of the Performance Surety Bond #SUR50000295 along with the cash deposit and stated that all conditions of site plan approval had been met, with the exception of payment on final invoices for engineering escrow in the amount of \$332.50.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee, Township of Holland, County of Hunterdon in the State of New Jersey that the Township Committee hereby authorize a release of the Performance Surety Bond # SUR50000295 in the amount of \$171,153.36 and the cash deposit in the amount of \$19,017.04 for Block 6, Lots 62 and 62.04 based upon the recommendations of the Township Engineer and conditioned upon the payment for the Township’s final engineering escrow invoices in the amount of \$332.50.

**-RESOLUTION-Approval to Hire:** Amber Campbell as Part Time Instructor-at the Riegel Ridge Community Center at a salary of \$25.00/hour

**RESOLUTION**

Authorization to hire Amber Campbell as part time  
Instructor at Riegel Ridge Community Center

**WHEREAS**, the Township Committee of the Township of Holland is in need of Instructors at the Riegel Ridge Community Center, and

**WHEREAS**, according to the Chief Financial Officer, there are sufficient funds available in the General Operations Municipal budget to pay for this employee, and

**WHEREAS**, this employee will be hired as an “at will” 12 month part-time employee, with a six months initial probationary period, starting as of the date of hire; and

**WHEREAS**, this employee will be required to wear a uniform prescribed by the Township, portions of which may be furnished by the Township and portions will be furnished by the employee; and

**WHEREAS**, this employee will report directly to the Director of Parks and Recreation, and

**WHEREAS**, a current copy of the Holland Township Employee Handbook will be made available to this employee for review and will be required to comply with all policies in the handbook, and

**WHEREAS**, this employee will be required to attend and pass all required training; and

**WHEREAS**, this employee will be required to submit to a background check.

**NOW, THEREFORE, BE IT RESOLVED**, by the Holland Township Committee, Township of Holland, County of Hunterdon in the State of New Jersey, that Amber Campbell will be hired as Riegel Ridge Community Center as Instructor at the 2015/2016 rate of \$25.00 per/hr., contingent on favorable results of all required background checks, effective December 1, 2015.

**-RESOLUTION-Approval to Hire:** Gabrielle Cascio as Part Time Front Desk Staff-at the Riegel Ridge Community Center at a salary of \$8.50/hour

**RESOLUTION**

Authorization to hire Gabrielle Cascio as part time  
Front desk Staff at Riegel Ridge Community Center

**WHEREAS**, the Township Committee of the Township of Holland is in need of front desk staff at the Riegel Ridge Community Center, and

**WHEREAS**, according to the Chief Financial Officer, there are sufficient funds available in the General Operations Municipal budget to pay for this employee, and

**WHEREAS**, this employee will be hired as an “at will” 12 month part-time employee, with a six months initial probationary period, starting as of the date of hire; and

**WHEREAS**, this employee will be required to wear a uniform prescribed by the Township, portions of which may be furnished by the Township and portions will be furnished by the employee; and

**WHEREAS**, this employee will report directly to the Director of Parks and Recreation, and

**WHEREAS**, a current copy of the Holland Township Employee Handbook will be made available to this employee for review and will be required to comply with all policies in the handbook, and

**WHEREAS**, this employee will be required to attend and pass all required training; and

**THEREFORE, BE IT RESOLVED** by the Holland Township Committee, Township of Holland, County of Hunterdon in the State of New Jersey, that will be hired Gabrielle Cascio as Riegel Ridge Community Center as Front Desk Staff at the 2015/2016 rate of \$8.50 per/hr., effective December 1, 2015. This employee already had a background check in May 2015.

**BUSINESS FROM TOWNSHIP ATTORNEY**

**MEETING OPEN TO PUBLIC**-(speakers will be limited to 3 minutes)

**EXECUTIVE SESSION-**

Consensus was to return to Open Session-at \_\_\_\_\_

For the Purpose of:

Action will/may/will not be taken when the Township Committee returns to Open Session

**ADJOURN** at \_\_\_\_\_ pm

Voice/Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Anthony Roselle						
Thomas Scheibener						
Dan Bush, Deputy Mayor						
Kenneth Vogel						
Ray Krov, Mayor						