

HOLLAND TOWNSHIP COMMITTEE  
REGULAR MEETING AGENDA  
December 15, 2015

**MEETING CALLED TO ORDER**

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

**PRESENT:** Mayor Ray Krov, Deputy Mayor Dan Bush, Committeeman, Ken Vogel, Committeeman, Thomas Scheibener and Committeeman Anthony Roselle, and Attorney Richard Cushing

**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:** December 1, 2015 Regular Meeting and Executive Session

**APPROVAL OF BILLS AS SUBMITTED**

**REMINDER/ANNOUNCEMENT**

- This week the Holland Township Volunteer Fire Co is driving Santa and Mrs. Claus around Holland Township neighborhoods starting at 6:00p.m. through Saturday, December 19th. Check the Holland Township Volunteer Fire Company's website at [www.hollandfire.org](http://www.hollandfire.org) for his schedule.

**-Holland Township will be holding a free rabies clinic on January 9, 2016 from 1Pm-4Pm at the Holland Township School Bus Garage, Route 519. Applications may be dropped off at the Clinic, but Licenses will not be issued at that time.**

-The Holland Township Committee will re-organize on Friday January 1, 2016 at 11:00 am

-January is Radon Action Month. Currently the Clerk's office has (5) Radon Kits for a purchase price of \$25.00.

**OLD BUSINESS FROM TOWNSHIP COMMITTEE**

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

Motion to appoint Animal Control & Investigative Services as Holland Townships Animal Control Officer for 2016 at an annual cost of \$9,200

**RESOLUTION**

Awarding a Contract for Animal Control Services

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

<b>Company</b>	<b>Quote</b>
Animal Control & Investigative Services	\$9,200 annual including boarding and veterinary fees
Animal Control Solutions	\$7,944*
Hunterdon Human Society	\$10,317.45

\*annual excluding 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 – 2016 Salaries & Wages**

**RESOLUTION**

2016 SALARIES AND WAGES

**WHEREAS,** The Township Committee wishes to adopt the 2016 Salary resolution, and

**WHEREAS**, The Township Committee has chosen to categorize Township positions into two sections; where the positions in Section I are reviewed annually for salary adjustments while the positions in Section II are reviewed less frequently for salary adjustments;

**NOW THEREFORE BE IT RESOLVED**, by the Holland Township Committee of the Township of Holland, in the County of Hunterdon, State of New Jersey, that the following 2016 salaries and wages; which fall within the ranges established by Holland Township Ordinance 2015-1, adopted on final reading February 3, 2015, and as amended by Ordinance 2015-10, adopted on final reading November 4, 2015 and Ordinance 2015-11, adopted on final reading December 15, 2015 for the positions listed below; shall be as follows:

**Section I:**

<b>Position (Name)</b>	<b>Salary</b>
Township Clerk (Miller)	66,297.00
Registrar (Miller)	5,412.00
Deputy Township Clerk (Tigar)	22,877.00
Deputy Registrar (Tigar)	2,843.00
Chief Finance Officer (Rees)	41,200.00
Finance Assistant/Bookkeeper (Stevens)	19.00/hr.
Substitute Secretarial Help (Kozak)	19.77/hr.
Qualified Purchasing Agent (Hance)	5,306.00
Part Time Secretary per hour (Colucci) Dog Licenses	19.77 /hr.
Tax Collector (Ciarliello)	23,478.00
Deputy Tax Collector (Kozak)	2,500.00
Sewer Rent Collector (Ciarliello)	6,494.00
Licensed Sewer Operator (Aller)	6,150.00
Tax Assessor (Trivigno)	38,717.00
Planning Board Secretary( Kozak)	22.68 /hr.
Zoning Board Secretary (Kozak)	22.68 /hr.
Zoning Officer (Creveling)	8,160.00
Development Regulations Officer (Creveling)	4,080.00
Municipal Housing Liaison (Kozak)	1,225.00
<b>Police</b>	
Police Chief (Harris)	109,411.00
Police Secretary (Pursell)	43,618.00
Deputy Police Records Custodian (Pursell)	1,714.00
Emergency Management Secretary (Pursell)	1,522.00
<b>Per Contact to be approved:</b>	
Sergeant	3,300.00
Bent	95,226.00
Heilig	95,226.00
Hults	94,716.00
Gustsick	94,716.00
Davis	47,000.00
<b>Part Time Officers</b>	
Dulmer	19.13 /hr.
Sadusky	19.13 /hr.
<b>Public Works</b>	
DPW Superintendent (Turdo)	91,273.00
<b>Per Contract</b>	
Gebert	
Lippincott	
Mazur	
Modica	
Colaluce	
<b>Recycling Center</b>	
Bellick	9.67 /hr.
Patrey	13.65 /hr.
Robbins	9.44 /hr.
Trippeda	9.25/ hr.

<b>Buildings and Grounds</b>	
Mayer, A	41,740.00
<b>Riegel Ridge Community Center</b>	
Director (Neglia)	54,386.00
Member Service Rep.(Mayer, M)	13.06 /hr.
Member Service Rep (Pecchia, M)	12.00/hr.
<b>Pool Supervisor</b>	
Neglia	7,283.00
<b>Front Desk Staff</b>	
Aquino	8.67/hr.
Gillian	8.67/hr.
Kraynanski	9.24/hr.
Mahoney	9.20/hr.
Rummel	8.67/hr.
Smith	8.67/hr.
<b>Child Watch</b>	
Turkowsky	8.67 /hr.
<b>TODDLER TIME</b>	
Mahoney	16.73 /hr.
<b>Instructors and Program Staff</b>	
Deckert	16.73 /hr.
Mahoney	15.92 /hr.
<b>GROUP EXERCISE INSTRUCTORS</b>	
Deckert	27.19 /hr.
Hatch	27.19 /hr.
Plasters	27.19 /hr.
Bendix	25.50/ hr.
<b>Certified Trainers</b>	
Hatch	31.83/hr.
Mahonery	31.83/hr.
Negila	31.83/hr.
Aquino	25.00/hr.
<b>COURT</b>	
Prosecutor (Mott)	7,540.00
Public Defender (Wilhelm)	1,330.00
<b><u>Section II:</u></b>	
<b>Position (Name)</b>	<b>Salary</b>
Township Committee (Krov)	4,000.00
Township Committee (Bush)	4,000.00
Township Committee (Vogel)	4,000.00
Township Committee (Scheibener)	4,000.00
Township Committee (Roselle)	4,000.00
Substitute Secretarial Help (Hammerstone)	16.50 /hr.
Substitute Secretarial Help (Kolonia)	16.50 /hr.
PERC Witness (Joyce)	19.00/hr.
(Davis)	19.00/hr.
<b>DPW Seasonal</b>	
Faber	12.50 /hr.
Fowlin	12.50 /hr.
<b>Part Time Snow Removal</b>	
Croasdale	24.50 /hr.
Scott	24.50 /hr.
<b>Board Secretaries-per meeting attended</b>	

Parks and Recreation Secretary (Kozak)	90.00 /meeting
Board of Health Secretary (Hammerstone)	90.00 /meeting
Environmental Commission Secretary (Kozak)	90.00 /meeting
Historic Preservation Secretary (Kirby-McDonough)	90.00 /meeting
Agriculture Advisory (Wydner)	90.00 /meeting

**-ORDINANCE 2015-11 –Public Hearing/Final Adoption TO AMEND ORDINANCE 2015-1 TO DETERMINE AND FIX THE SALARIES AND WAGES OF CERTAIN OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF HOLLAND (Public Hearing notice was published December 17, 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.

**LIAISON REPORTS**

aste \$350 a load, revised recycling will no longer accept e-waste. Teamster negotiations final.

**NEW BUSINESS FROM TOWNSHIP COMMITTEE**

**-APPROVAL** – Township Engineer to proceed with Holland Park Design not to exceed \$3050.00

**-APPROVAL** – The Riegel Ridge Community Center would like to hold their annual Christmas party on January 8, 2015. **Food is to be purchased local.**

**-APPROVAL** – Authorization for the Mayor to sign a contract with Lawn Doctor for 2016 lawn treatment services at the Holland Township Municipal Building. (5 Basic applications for \$1,130.91) & (1 Grub Control for \$ 506.46) for a total of \$1751.98. If we pre-pay it's a 5% savings of a total cost of \$1670.11.

**-DISCUSSION/APPROVAL** – Providing Sewer to Holland Park so our professionals can move forward with the Mod 2 & 3 Highlands Council Project Grant.

**-RESOLUTION**-Special Emergency Resolution Cancelation

**RESOLUTION**  
Special Emergency Resolution Cancelation

**WHEREAS**, The Township of Holland, County of Hunterdon, State of New Jersey on April 3, 2013 passed a Special Emergency Resolution under the provisions of NJS 40A:4-53 adopting a special emergency authorization in the amount of \$139,000 for the preparation and execution of a complete revaluation program, and

**WHEREAS**, the Chief Financial Officer of The Township of Holland has conducted a review of the unspent balance in the Reserve for Special Emergency Appropriation; and

**WHEREAS**, the unspent funds in the amount of \$62,654.97 are no longer required for the original intention of the Special Emergency Resolution,

**NOW THERE FOR BE IT RESOLVED**, that the unspent balances be cancelled and the Deferred Charge for Special Emergency Authorization be reduced by the amount of \$62,654.97.

**-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 12-15-2015 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
Municipal Court S/W	5,000.00	
Municipal Court O/E		5,000.00
RRCC Parks & Recreation S/W	7,500.00	
RRCC Parks & Recreation O/E		7,500.00

**-RESOLUTION – 2016 Sewer Rate**

**RESOLUTION**  
Approving the 2016 Sewer Rate and Authorizing the Sewer Rent Collector  
to prepare and send the 2016 Sewer Bills

**WHEREAS**, the Chief Financial Officer for Holland Township has recommended that the 2016 sewer rate increase by \$50.00 per year making the 2016 annual rate \$700.00 per unit; and

**WHEREAS**, the Sewer Collector must prepare the annual billing in a timely fashion.

**NOW THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township Holland, County of Hunterdon in the State of New Jersey that the Sewer Rent Collector is authorized to prepare and mail the 2016 sewer bills, charging an annual fee of \$700.00 per unit.

**BUSINESS FROM TOWNSHIP ATTORNEY**

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

**EXECUTIVE SESSION-**

**-RESOLUTION-**to enter into Executive Session for the purposes of: Teamster Agreement & Regarding potential litigation on Building/Zoning issue.

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

**ADJOURN**