



**Township of Holland**  
IN  
HUNTERDON COUNTY

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**Draft Agenda-Business to the extent known**

HOLLAND TOWNSHIP COMMITTEE  
REGULAR MEETING AGENDA

February 2, 2016

**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 November 12, 2015 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:** January 19, 2016 Regular Meeting

**APPROVAL OF BILLS AS SUBMITTED**

Check#	Vendor	Description	Payment	Total Check
20805	Amazon.com RRCC	Ab Wheel/Tricep Rope	26.18	26.18
20806	AMAZON.COM, LLC Police	OEM / Police	146.81	146.81
20807	American Camp Association-NY	Tri State Camp Conference	485.00	485.00
20808	Animal Control & Investigative	2016 Animal Control Services	766.66	766.66
20809	ASSOCIATED MAILING & PRINTING	2016 Dumpster Cards, Recycling card	1,483.76	1,483.76
20810	BRUCES MOWER SERVICE	Chainsaw Supplies & Chaps	221.43	221.43
20811	CASTLE SEPTIC SERVICE CORP.	Monthly Toilet Rental Charge	70.00	70.00
20812	CHRISTINE FRENCHU	Agriculture misc expenses	765.00	765.00
20813	Karajen Corp	Gaga ball pit	589.50	589.50
20814	COOPER ELECTRICAL SUPPLY	Can Crusher Electric	752.53	752.53
20815	Department of Finance	1ST Qrt County Tax for 2016	#####	515,705.04
20816	Department of Finance	1st Qrt Assessment Library Tax for	51,557.87	51,557.87
20817	Department of Finance	1st Qrt Assessment Open Space Tax	51,341.08	51,341.08
20818	Department of Finance	2016 Assessment/County	6,099.49	6,099.49
20819	Department of Finance	2016 Assessment/Library	613.93	613.93
20820	Department of Finance	2016 Assessment/Open Space	605.98	605.98
20821	DEER CARCASS REMOVAL SERVICE,	Deer Carcass Removal - December 201	114.00	114.00
20822	DRAEGER SAFETY DIAGNOSTICS, I	Aloctest Warranty	1,042.00	1,042.00

20823	FEDERAL EXPRESS	Alcotest Recertification Shipping F	39.14	39.14
20824	FOSTER AND CO., INC.	Hand Soap	90.05	90.05
20825	GEBHARDT & KIEFER, P.C.	Services 0110115 - 112015 Mt. Laur	48.00	48.00
20826	GEBHARDT & KIEFER, P.C.	Services 110115 - 113015 Tax Appeal	693.38	693.38
20827	GEBHARDT & KIEFER, P.C.	Services 1101-113015 PennEast Pipel	112.00	112.00
20828	GRAINGER	Allen Wrench Set & Tape	101.37	101.37
20829	HCPZA	PB/BOA membership dues 2016	15.00	15.00
20830	HOLLAND TWP VOLUNTEER FIRE CO	1st Quarter Payment	17,500.00	17,500.00
20831	HUNTERDON COUNTY SOIL	Soil Permit Gridley Circle	975.00	975.00
20832	INDUSTRIAL COMMUNICATIONS COM	2015 International Radio	240.00	240.00
20833	JDM TECHNOLOGIES	Library Sign, Glass & Can Crusher	531.88	531.88
20834	JERSEY CENTRAL POWER & LIGHT		5.37	
			888.37	
		Account 100 004 591 283 Gridley Cir	197.51	
		Account 100 070 503 212 Pool	2.97	
		Account 100 004 555 932 Case Field	93.02	1,187.24
20835	JESCO, INC.	Fuel Pedal & Filters	1,125.25	1,125.25
20836	LAWSON PRODUCTS, INC.	Hydraulic Fittings	45.44	45.44
20837	MACMILLAN OIL CO OF ALLENTOWN	15W-40 Engine Oil	455.00	455.00
20838	MARGARET PASQUA	fingerprinting	40.00	40.00
20839	MASER CONSULTING PA	RR Swimming Pool Sidewalk Project E	1,852.50	1,852.50
20840	MGL PRINTING SOLUTIONS	Tax Collectors Received Stamp	79.00	79.00
20841	MILFORD-HOLLAND RESCUE SQUAD,	2016 1st QUARTER DONATION	13,735.94	13,735.94
20842	MONINGHOFF APPLIANCE & SUPPLY	Various Supplies 12/2015	20.93	
		Various Supplies 12/2015	11.99	32.92
20843	MUNICIPAL SOFTWARE, INC.	FAS SYSTEM 2015	10,544.85	
		FAS SYSTEM 2015	630.00	
		FAS SYSTEM 2015	408.00	11,582.85
20844	New Jersey Chapter-National E	Conference Registration - Gutsick	250.00	250.00
20845	North American Pipeline Service	Bid on Sewer Pipe Repairs per resolution	44,720.03	44,720.03
20846	PERFORMANCE TIRE COMPANY	Tire Removal	287.50	287.50
20847	POWER SYSTEMS, INC.	Balance fro wrist roller	7.00	7.00
20848	RARITAN VALLEY DISPOSAL #865	30 Yard Garbage Dumpster	1,020.00	1,020.00
20849	ROAD SAFETY SYSTEMS, LLC	Cypher & Bellis Guiderail	11,512.00	
		Cypher & Bellis Guiderail	15,530.00	27,042.00
20850	SANICO, INC.	Monthly Invoice 4 YD Cont 1 pu/wk	134.05	134.05
20851	SPRING MILLS VETERINARY HOSPITAL	010916 Holland Township Free Rabies	470.90	470.90
20852	STATE CHEMICAL MANUFACTURING	Penetrating Fluid	422.00	422.00
20853	STEM BROTHERS, INC.	Propane to spring mills 40.5 gal	96.51	96.51
20854	STORR TRACTOR COMPANY	85C Case Filters	100.22	100.22
20855	THERESA VERDI	Cleaning RRCC	800.00	800.00
20856	VAN CLEEF ENGINEERING ASSOC.,	PB Cellco Partnership B1.01 L27 C M	598.50	
		BOA Miller Bros B6 L 62.04 120115 -	133.00	731.50
20857	WEIGHTS AND MEASURES FUND	Tuning Forks	80.00	80.00
20858	WILSON PRODUCTS	Propane & Oxygen	169.89	169.89

20859	WOODRUFF ENERGY	NATURAL GAS 1,555.559 UNITS	716.13	716.13
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	TOTAL			759,915.95
	CURRENT FUND BUDGET AND APPROPRIATION RESERVES	693,765.78		
	GRANT FUND BUDGET AND APPROPRIATION RESERVES	1,694.27		
	GENERAL CAPITAL FUNDS BUDGET AND APPROPRIATION RESERVES	15,530.00		
	SEWER FUND BUDGET AND APPROPRIATION RESERVES	853.81		
	SEWER CAPITAL BUDGET AND APPROPRIATION RESERVES	45,695.03		
	ANIMAL CONTROL BUDGET AND APPROPRIATION RESERVES	1,645.56		
	ESCROW FUNDS	731.50		
	Checks issued 1-19-2016			759,915.95
	Other Payments			
	Health Ins Wire	29,640.06		
				<u>29,640.06</u>
	Total			<u><u>789,556.01</u></u>

### **APPROVAL OF SUPPLEMENTAL BILLS LIST**

Check#	Vendor	Description	Payment	Total Check
20860	Solartricity	Refund Performance Bond per Township Resolution	19,017.04	19,017.04
	TOTAL			19,017.04
	ESCROW FUNDS		19,017.04	
	Checks issued 1-19-2016			<u>19,017.04</u>
	Total			<u><u>19,017.04</u></u>

### **PRESENTATION**

John Anderson-First Energy-update on transmission line clearing

**PRESENTATION-** Freeholder Director Suzanne Lagay, Freeholder Matt Holt, Planning Director Sue Dziamara, Shared Services Liaison Ken Bogen and Ben Colalillo from Congressman Lance's office- Power Point Presentation on the Draft **County's Comprehensive Economic Development Strategy (CEDs)**—which highlights the economic challenges and opportunities facing the County and includes specific goals, objectives, strategies and actions for improving the County's economic future. It ultimately will guide development of a strong workforce, a better transportation network, improved infrastructure and other key factors critical to making Hunterdon County more economically competitive while protecting residents' quality of life.

### **OLD BUSINESS FROM TOWNSHIP COMMITTEE**

**-Appointment to Hunterdon County Solid Waste Advisory Council (SWAC)**

- **Alan Turdo** as regular member
- **Ray Krov** as alternate.

**-RESOLUTION** to amendment to 2016 Salary Resolution to add Certified Recycling Coordinator and clarify additional salaries and wages:

**RESOLUTION**  
Amending Certain 2016 Salaries and Wages

**WHEREAS**, the Holland Township Committee wishes to amend the 2016 Salary Resolution adopted January 1, 2016 to authorize a salary for the Recycling Coordinator and to clarify additional salaries and wages.

**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 amendment to the 2016 Salary Resolution is hereby approved:

Position or Name	Salary
Certified Recycling Coordinator-Alan Turdo	\$750.00/year
Part Time Secretary per hour (Colucci) dog licenses	\$18.21/hour
Front Desk Staff (Rummel)	\$8.84/hour
<b>Instructors and Program Staff-Group Exercise</b>	
Deckert-Group-30 min class	16.73/class
Deckert-Group-60 min class	27.19/class
Hatch-Group	27.19/class
Plasters-Group	27.19/class
Mahoney-Gymnastics	15.92/hour
Bendix-Yoga	25.50/hour
Campbell- Yoga	25.00/hour
Fox- Yoga	25.00/hour
<b>Certified Trainers</b>	
Aquino	30.00/session
Hatch	31.83/session
Mahoney	31.83/session
Neglia	31.83/session

**LIAISON REPORTS**

**NEW BUSINESS FROM TOWNSHIP COMMITTEE**

**-Discussion-Re:** wall on Shire Road-Susan Grimshaw

**-DRAFT letter to FERC-**supporting the request from Congressman Lance that FERC suspend work on the PennEast Environmental Impact Statement until the company submits all the information requested by FERC.

**-Letter received from Ronald Stull Re:** request to dedicate a room at the Riegel Ridge Community Center to his father Frank Stull.

**-Approval of 2016 Pool Rates-**2% increase from 2015

Resident	Non-Resident
Family: \$386	Family: \$528
Individual: \$157	Individual: \$233

Student: \$105	Student \$163
Couple: \$272	Couple: \$443
Third Adult: \$135	Third Adult: \$180
Senior: \$75	Senior: \$80
Senior Couple: \$149	Senior Couple: \$159

**-Memo from Parks and Recreation Director Jessica Neglia-** requesting consideration and approval of a 10% discount on 2016 pool membership for all current fitness center members.

**-RESOLUTION-**Award of Change Order #1 Sanitary Sewer Repair

**RESOLUTION**

Award of Change Order #1, Sanitary Sewer Repair  
North American Pipeline Services, LLC

**WHEREAS**, the Holland Township Municipal Engineer requests a change order to be approved by the Township Committee at its regular meeting on February 2, 2016. This change order is listed below for your review and approval; and

Change Order Number	Amount	Description	Original Contract	Revised Contract
1	\$ 1,720.00	Additional pipe break	\$43,000.03	\$44,720.03

**WHEREAS**, it is the recommendation of the Township Engineer to award this change order to North American Pipeline Services, LLC and

**WHEREAS**, details of this change order are noted in the communications dated January 27, 2016, and is attached to the payment voucher; and

**WHEREAS**, the treasurer has certified that funds will be available in the Holland Township Sewer Utility Capital Ordinance for Repair to Sewer Lines; and

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

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

**WHEREAS**, the Holland Township Committee has been further advised that the need for the proposed change order 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 Holland Township Committee has been further advised that the proposed change order does not materially expand on the size, nature or scope of the project as described in the bid documents; and

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

**WHEREAS**, the Holland Township Committee has concluded that the change order is 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 North American Pipeline Services, LLC.

**BE IT FURTHER RESOLVED**, that a written amendment to the original contract with North American Pipeline Services, LLC; be prepared covering the change order, in a form acceptable to the Township attorney.

**BE IT FINALLY RESOLVED** that a copy of this resolution be published in the official township newspaper and will be on file, available for public inspection, in the office of the Holland Township Municipal Clerk, at the Municipal Building, 61 Church Road, Milford, NJ.

**-Approval to pay Final Invoice-** Sanitary Sewer Repair North American Pipeline Services, LLC- Recommendation to pay Final Invoice, in the amount of \$43,000.03, received from Municipal Engineer, Richard Roseberry in a memo dated January 27, 2016

**-DISCUSSION/RESOLUTION-**Blumberg Development Forest View Subdivision to reduce Surety Bond and Cash Bond. Recommendation received from Engineer Roseberry dated January 29, 2016

#### **RESOLUTION**

Authorizing Reduction of Performance Bond  
of Allen Blumberg Major Subdivision

**WHEREAS**, on July 14, 2003, the Planning Board of the Township of Holland (the "Board") granted Final Major Subdivision approval subject to certain conditions to Allen Blumberg (the "Developer") on property known as Block 1, Lots 5.05, 5.06, 5.07, 5.08, 5.09, 5.10, 5.11, 5.12, 5.13, 5.14, 5.15, 5.16, 5.17, 5.18 and 5.19 on the Tax Map of the Township of Holland, Hunterdon County, New Jersey (hereinafter the "Property"); and

**WHEREAS**, the Township Land Use Ordinances require a performance guarantee which the Township Engineer calculated to be \$1,147,981.20, 10% of which was to be a cash deposit (\$114,798.12) and the balance of which was to be a surety bond or letter of credit (\$1,033,183.08), and a deposit toward engineering inspection fees of \$47,832.55;

**WHEREAS**, the Developer has requested that the Township reduce the Performance Guarantee; and

**WHEREAS**, by memo dated January 29, 2016, the Township Engineer recommended reduction of the Performance Guarantee stating that the cost of the remaining improvements is \$604,033.00; and

**WHEREAS**, the Township Engineer further advised that the total Performance Guarantee could be reduced to \$724,839.60, with the cash portion being reduced to \$72,483.96.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Committee of the Township of Holland, County of Hunterdon, State of New Jersey hereby authorize a reduction of the Performance Guarantee of the Developer to the total amount of \$724,839.60, with the cash portion being reduced to \$72,483.96 for the Property based upon the recommendations of the Township Engineer and conditioned upon the receipt of a substituted performance guarantee in a form satisfactory to the Township Attorney.

**-RESOLUTION-Gypsy Moth Control Program**

**RESOLUTION**

Authorization to participate in the State of New Jersey Department of Agriculture  
Gypsy Moth Control Program

**WHEREAS**, the gypsy moth *Lymantria dispar*, has been found heavily defoliating tree and plant growth in the Township of Holland; and

**WHEREAS**, continued destruction of foliage may result in loss of valuable forest lands and trees; and

**WHEREAS**, the Township Committee of the Township of Holland has determined that a gypsy moth control program should be instituted with the State of New Jersey Department of Agriculture and that application for any Federal or State funds available be authorized.

**NOW THEREFORE BE IT HEREBY RESOLVED** by the Township Committee of the Township of Holland, County of Hunterdon in the State of New Jersey, that the gypsy moth is declared to be a public nuisance and the protection of vegetation or plant life therefrom is deemed to be a subject matter of public welfare, and that all measures deemed necessary, in compliance with the State of New Jersey Department of Agriculture recommendations, is hereby authorized to suppress this forest and shade tree pest.

**-RESOLUTION-to hire Andrea Fox**

**RESOLUTION**

Authorization to hire Andrea Fox 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

**THEREFORE, BE IT RESOLVED** by the Holland Township Committee, Township of Holland, County of Hunterdon in the State of New Jersey, that Andrea Fox will be hired as Riegel Ridge

Community Center as Instructor at the 2016 rate of \$25.00 per/hr., contingent on favorable results of all required background checks, effective February 2, 2016.

**-RESOLUTION-Transfer of funds**

**RESOLUTION**  
Transfer of Funds

**WHEREAS**, the Municipal Budget for the year 2015 was approved on March 17, 2015 and adopted on April 21, 2015, and

**WHEREAS**, N.J.S.A. 40A:4-58 permits appropriation transfers to be made during the last two months of the fiscal year, and reserve appropriation transfers to be made during the first three months of the following fiscal year.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Holland that the Chief Financial Officer is hereby authorized to make the following budget transfers:

<u>APPROPRIATION</u>	<u>FROM AMOUNT</u>	<u>TO AMOUNT</u>
Legal Other Expense	54,000.00	
Building Other Expenses		54,000.00

**BE IT FURTHER RESOLVED** that a Certified Copy of this Resolution be provided by the Municipal Clerk to the Chief Financial Officer.

**BIDS RESULTS-**

Electrical Work for the Installation of a Generator and Transfer Switch at the Riegel Ridge Community Center:

Unofficial results:

On January 28, 2016 at 1:00 pm at the Holland Township Municipal Building Engineer Richard Roseberry received and opened 3 bids with the following results:

<b>Bidder</b>	<b>Location</b>	<b>Bid Price</b>
Envirocon	Hackettstown, NJ	\$35,678.00
Power with Prestige	Newton, NJ	\$62,840.00
DEE-EN Electric	Linden, NJ	\$68,600.00

**-ORDINANCE 2016-1 -Introduction/First Reading-Transfer of Funds**  
Second reading and Public Hearing set for \_\_\_\_\_

**ORDINANCE 2016-1**

**AN ORDINANCE APPROPRIATING \$105,743.39.**

**FROM THE RESERVE FOR COMMUNITY CENTER RENOVATIONS \$55,543.39**

**AND RESERVE FOR IMPROVEMENTS AT THE RRCC \$50,000.00**

**IN THE TOWNSHIP OF HOLLAND, COUNTY OF HUNTERDON, STATE OF NEW JERSEY**  
**IN THE TOTAL AMOUNT OF \$105,743.39 FOR IMPROVEMENTS TO THE RRCC.**



**BE IT ORDAINED**, by the Township Committee of the Township of Holland, in the County of Hunterdon, State of New Jersey, as follows:

**SECTION ONE:** The sum of \$105,743.39 is hereby appropriated from the Reserve for Community Center Renovations in the amount of \$55,543.39 and from the Reserve for Improvements at the RRCC \$50,000.00. In the General Capital Account, for Improvements to the RRCC in the Township in the amount of \$105,743.39.

**SECTION TWO:** The period of usefulness of the above project as defined by N.J.S.A. 40A:2-22 is at least 5 years.

**SECTION THREE:** The capital budget of the Township is hereby amended to conform with the provisions of this Ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director, Division of Local Government Services, Department of Community Affairs, State of New Jersey is on file with the Township Clerk and is available for public inspection.

**SECTION FOUR:** The gross debt of the Township of Holland, as defined by N.J.S.A. 40A:2-43 will not be increased by this ordinance.

**SECTION FIVE:** The Township authorized the Chief Financial Officer to reimburse any funds received for grants related to this project.

**BE IT FURTHER ORDAINED** that this Ordinance shall take effect immediately upon its publication, following final adoption, as provided by law.

**-Accepting the Resignation-** of Holland Township Committeeman Anthony Roselle effective February 4, 2016

**-DISCUSSION** regarding canceling the February 16, 2016 meeting due to the lack of a quorum

**-RESOLUTION-** Authorization to pay bill twice in February

**RESOLUTION**

Authorization to pay bills on February 16, 2016

**WHEREAS**, the Township Committee of the Township of Holland has decided to cancel its February 16, 2016 meeting due to a lack of a quorum and will be holding only one regular meeting in February; and

**WHEREAS**, waiting 4 weeks between meetings to pay township bills will cause many bills to be paid late.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Holland, County of Hunterdon in the State of New Jersey, that the Mayor (or Deputy Mayor, in his absence), Chief Financial Officer and Municipal Clerk are hereby authorized to sign checks to pay bills on February 16, 2016. Bills paid on February 16, 2016 will be presented for approval at the regularly scheduled March 1, 2016 meeting

**BUSINESS FROM TOWNSHIP ATTORNEY**

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

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

DRAFT AGENDA