



**Township of Holland**  
IN  
HUNTERDON COUNTY

61 Church Road  
Milford, New Jersey 08848  
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[www.hollandtownship.org](http://www.hollandtownship.org)

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

HOLLAND TOWNSHIP COMMITTEE  
REGULAR MEETING AGENDA

September 6, 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:** August 2, 2016 Regular Meeting

**APPROVAL OF BILLS AS SUBMITTED**

**August 16**

Check#	Vendor	Description	Payment	Check Total
21743	Adam W. Mackow	Refund of Taxes	\$ 3,945.40	\$ 3,945.40
21744	Allen Hills	OEM Bus Labels	\$ 98.00	\$ 98.00
21745	AMERIGAS - CLINTON 7510	Amerigas for Snack hut	\$ 85.16	\$ 85.16
21746	AMY R KIRK	July 2016 YOGA	\$ 275.00	\$ 275.00
21747	AQUA NEW JERSEY	910 RRCC 6" Fire 062816 - 072816(8)	\$ 321.32	
		910 Milford WG RD Seasonal Yard Hydrant	\$ 16.31	
		RRCC Pool 061416 - 071516 (8797)	\$ 572.48	
		RRCC 061416 - 071516 (8796)	\$ 307.64	
		Sewer Lift Station 061616 - 071516 (	\$ 51.86	
		910 Lawn Irrigation 061816 - 071516	\$ 19.54	\$ 1,289.15
21748	Aqua Products	Repair of DuraMax Duo Vacuum	\$ 839.50	\$ 839.50
21749	BRUCE'S MOWER SERVICE	Weed Whacker Head, 2 Cycle Mix	\$ 33.21	\$ 33.21
21750	CARLY SOPKO	July AQUA Zumba Classes	\$ 202.20	\$ 202.20
21751	Carmen Jean Ferrand	July 2016 Zumba	\$ 84.80	\$ 84.80
21752	CASTLE SEPTIC SERVICE CORP.	Monthly Toilet Rental Charge	\$ 280.00	\$ 280.00
21753	Leonard A. LaGuardia	T-Shirts	\$ 331.00	\$ 331.00
21754	CERTIFIED CHEMICAL COMPANY	Cleaning Products for Fitness Center	\$ 441.90	\$ 441.90

21755	Chris's Lawn Mowing Inc	Lawn Care RRCC - 7 payments \$1462.5	\$ 3,450.00	\$ 3,450.00
21756	CLEMENS UNIFORM	Mats for Municipal Bldg.	\$ 35.25	
		Fitness Center Rugs	\$ 66.00	\$ 101.25
21757	COOPER ALARM SYSTEMS, INC.	Camera in Meeting Room & Front Entrance	\$ 640.00	
		Rear Entry Lower Level Door Chime	\$ 275.00	\$ 915.00
21758	Danny Marshall	July YOGA 2016	\$ 165.00	\$ 165.00
21759	Daxko LLC	August Support Services Fee	\$ 434.00	\$ 434.00
21760	DEER CARCASS REMOVAL SERVICE, LLC	Deer Carcass Removal - July 2016	\$ 57.00	\$ 57.00
21761	DELAWARE VALLEY REG. HIGH SCHOOL	PAYMENT DUE 9-1-2016	\$ 643,764.00	\$ 643,764.00
21762	DINGMAN'S DAIRY	Ice Cream for Camp and Snack Hut	\$ 180.45	\$ 180.45
21763	DRAEGER SAFETY DIAGNOSTICS, INC.	Alcotest Solution	\$ 172.88	\$ 172.88
21764	Enterprise Electrical Inc.	Pool Pump Repairs	\$ 1,314.50	\$ 1,314.50
21765	Enterprise Electrical Inc.	Firehouse Light Pole	\$ 178.75	\$ 178.75
21766	EUGENIA FRANZO	July 2016 Zumba	\$ 67.00	\$ 67.00
21767	GRAINGER	Head Protection With Earmuffs	\$ 127.76	\$ 127.76
21768	HOLLAND TOWNSHIP	2016 Sewer bill due Sept 1 Milford	\$ 175.00	\$ 175.00
21769	HOLLAND TOWNSHIP	2016 Sewer Bill due Sept 1 910 Milford	\$ 4,375.00	\$ 4,375.00
21770	HOLLAND TOWNSHIP	2016 Sewer bill Sept 1 914 Milford	\$ 262.50	\$ 262.50
21771	HOLLAND TOWNSHIP	2016 Sewer bill Sept 1 61 Church Rd.	\$ 525.00	\$ 525.00
21772	Holland Township Animal Control HOLLAND TOWNSHIP BOARD OF	2016 Budget Transfer	\$ 10,000.00	\$ 10,000.00
21773	EDUCATION	PAYMENT DUE 9-1-2016 1	\$ 1,461,951.50	\$ 1,461,951.50
21774	HUNTERDON COUNTY CLERK	Recording Fee Discharge of Mortgage	\$ 8.00	\$ 8.00
21775	International Association of Chief	IACP Conference (Harris)	\$ 295.00	\$ 295.00
21776	J C Ehrlich Co Inc.	Monthly Pest Control	\$ 217.00	\$ 217.00
21777	Jean Anthony	Refund 2016 Pool Membership	\$ 159.00	\$ 159.00
21778	Jennifer Verdicchio	2016 Refund Summer Pool Pavilion Re	\$ 300.00	\$ 300.00
21779	JERSEY CENTRAL POWER & LIGHT	Account 100 004 555 858 Baseball 51	\$ 468.49	
		Account 100 029 305 644	\$ 3,974.49	
		Account 100 077 061 016	\$ 2,642.46	
		Account 100 004 555 932 Case Field	\$ 131.40	
		Account 100 070 503 212 Pool	\$ 4.30	
		Account 100 003 579 271 Library	\$ 157.42	
		Account 100 105 886 640 914 Milford	\$ 166.74	
			\$ 3.30	\$ 7,548.60
21780	JERSEY CENTRAL POWER & LIGHT		\$ 953.99	
		Account 100 004 557 474 Street Ligh	\$ 69.94	
		Account 100 004 556 468 Consumption	\$ 323.65	\$ 1,347.58
21781	JESSICA NEGLIA	Summer Camp photo framed and one ca	\$ 150.31	\$ 150.31
21782	JJBRINKS, LLC	Summer Camp Bricks for Kids	\$ 1,540.00	\$ 1,540.00
21783	Joann Sweeney	Refund for 2016 Swim Lessons	\$ 80.00	\$ 80.00
21784	JTG Construction	Sewer Extension & Pump Station	\$ 200,939.20	\$ 200,939.20
21785	Korie Fuchs	Refund for 2016 Swim Lessons	\$ 240.00	\$ 240.00
21786	L.J. ZUCCA INC. DISTRIBUTORS	Snack Hut	\$ 112.84	\$ 112.84
21787	Lisa Upton	July 2016 Zumba	\$ 43.00	\$ 43.00
21788	JAMES A FOX INC	Mad Science Camp - Machines & Rocket	\$ 1,876.00	\$ 1,876.00
21789	MAILFINANCE	Lease 060716 - 090616 Lease #H41301	\$ 360.00	\$ 360.00
21790	MARY WHITLOCK	Refund for 2016 Summer Camp	\$ 120.00	\$ 120.00
21791	MASER CONSULTING PA	Bellis Road FY 2015 NJDOT Appl Eng	\$ 70.00	\$ 70.00

21792	EDWARD HORSFALL	Computer Services - July	\$ 325.00	
		Computer Services (7/13/16 - 7/15/16)	\$ 807.05	\$ 1,132.05
21793	Megan Davis	Refund for 2016 Summer Camp	\$ 30.00	\$ 30.00
21794	MELANIE WOROB	July ZUMBA and AQUA Zumba Classes	\$ 482.20	\$ 482.20
21795	MEZZA LUNA PIZZA	Pizza for summer camp	\$ 525.00	\$ 525.00
21796	MONINGHOFF APPLIANCE & SUPPLY CORP.	Misc. Items for Building & Ground R	\$ 313.85	
		Various Supplies	\$ 67.72	\$ 381.57
21797	MORROW & MORROW, LLP	PB Oliver B23 L1 45 MN site plan 0	\$ 279.00	\$ 279.00
21798	DCRP/NJ DIV OF PENSION/BENEFITS	July 2016 DCRP	\$ 13.64	\$ 13.64
21799	NJLM	NJLM Annual League Conference	\$ 330.00	\$ 330.00
21800	ONE CALL CONCEPTS, INC.	2016 NJ One Call Mark Outs	\$ 6.25	\$ 6.25
21801	Paola DeAlmeida	Refund for 2016 Summer Camp	\$ 103.00	\$ 103.00
21802	Paul Ritchie	Refund for 2016 Summer Camp	\$ 30.00	\$ 30.00
21803	PENTELEDATA	Cable Modem Rental & Support 07241	\$ 119.90	\$ 119.90
21804	PILATES BY CORRINE, LLC	July 2016 Pilates Classes	\$ 494.80	\$ 494.80
21805	PROPAC, INC.	Equipment	\$ 531.66	\$ 531.66
21806	R & L DATACENTERS, INC.	Municipal Payroll	\$ 675.02	\$ 675.02
21807	RICOH USA Inc	Copies for RRCC	\$ 675.63	\$ 675.63
21808	Riegelsville Auto Care LLC	Vehicle Maintenance 15-13	\$ 425.28	
		Vehicle Maintenance 15-14	\$ 73.23	\$ 498.51
21809	Robin Nugent	Summer Camp Supplies	\$ 89.10	\$ 89.10
21810	Round The Clock Service Inc.	Cleaning of RRCC	\$ 1,950.00	
		Cleaning RRCC	\$ 546.00	\$ 2,496.00
21811	S & S WORLDWIDE	Playground Balls	\$ 75.89	\$ 75.89
21812	SAMZIE'S UNIFORMS	Uniforms	\$ 44.00	
		Uniforms	\$ 311.50	\$ 355.50
21813	SANICO, INC.	Monthly Invoice 6 YD Cont 1 pu/wk	\$ 112.02	
		Monthly Billing 1.5 YD RL Cont 1 pu	\$ 51.38	
		Monthly Invoice 4 YD Cont 1 pu/wk	\$ 134.05	
		Monthly Invoice 2 YD FL Cont 1 pu/	\$ 78.57	\$ 376.02
21814	SERVICE ELECTRIC CABLE TV, INC.	Internet Powered by Pentele Data -	\$ 64.99	\$ 64.99
21815	SERVICE ELECTRIC TELEPHONE CO.	RRCC charges 071516 - 081416	\$ 143.17	\$ 143.17
21816	SHERWIN-WILLIAMS CO., THE	Store 5054 - Paint for Pool	\$ 56.97	\$ 56.97
21817	SIRCHIE FINGER PRINT LABORATORIES	Fingerprinting Supplies	\$ 53.00	\$ 53.00
21818	STAPLES BUSINESS ADVANTAGE	Misc. Office Supplies	\$ 175.22	
		Snack Hut	\$ 48.29	\$ 223.51
21819	STATEWIDE INSURANCE FUND	FOURTH INSTALLMENT WORKERS COMP	\$ 47,669.25	\$ 47,669.25
21820	STEM BROTHERS, INC.	Library Air Conditioner Repairs	\$ 145.62	\$ 145.62
21821	Stephanie Beddages	JULY 2016 Pilates	\$ 271.60	\$ 271.60
21822	STORR TRACTOR COMPANY	Tractor Repair	\$ 66.48	
		85C Interstator Flail Mower Knives,	\$ 369.50	\$ 435.98
21823	Susan B Jones	July Zumba Gold Class	\$ 29.80	\$ 29.80
21824	Tamatha Isenberg	July 2016 Yoga Classes	\$ 165.00	\$ 165.00
21825	TILCON NEW YORK INC.	C301-Milling 0" to 2"	\$ 157,763.07	\$ 157,763.07
21826	TOM RODRIGUEZ ASSOCIATES	APPRAISAL REPORT KERR - B15 L 1 --S	\$ 600.00	\$ 600.00
21827	Township of East Amwell	2016 Services for the CFO	\$ 9,075.00	\$ 9,075.00
21828	VERIZON	PW 072616-082516	\$ 53.93	
		B&G 072616 - 082516	\$ 79.94	

		MB 072616 - 082516	\$	906.95	
		DPW 072616 - 082516	\$	243.76	
		Recycling 072616 - 082516	\$	85.43	
		PD 072616 - 082516	\$	578.46	\$ 1,948.47
21829	VERIZON WIRELESS	Cell Phones/Air Cards - July 2016	\$	588.80	\$ 588.80
21830	H & K Group, Inc.	2016 Broken Asphalt & Blacktop	\$	36.33	
		2016 Broken Asphalt & Blacktop	\$	99.12	
		2016 Broken Blacktop	\$	221.15	\$ 356.60
21831	H & K Group, Inc.	2016 Blacktop	\$	1,366.32	
		2016 Blacktop	\$	1,267.17	\$ 2,633.49
21832	WE RENT	Pressure Washer - hose extension	\$	15.00	\$ 15.00
21833	WOODRUFF ENERGY	NATURAL GAS 254.664 UNITS	\$	116.90	\$ 116.90
				\$ 2,583,585.40	\$ 2,583,585.40
		Manual Checks			
80116	Guardian				\$2,928.24
81216	NJ State Health Benefits Program				\$26,041.56
		Total			\$ 2,612,555.20

CURRENT FUND	BUDGET AND APPROPRIATION RESERVES	\$2,222,648.70	
GRANT FUND	BUDGET AND APPROPRIATION RESERVES	\$ 377.27	
GENERAL CAPITAL FUNDS	BUDGET AND APPROPRIATION RESERVES	\$ 159,278.07	
SEWER FUND	BUDGET AND APPROPRIATION RESERVES	\$ 55.16	
SEWER CAPITAL	BUDGET AND APPROPRIATION RESERVES	\$ 200,939.20	
ESCROW	ESCROW FUND	279.00	
DEVELOPMENT FEES	development fees	8.00	
Checks issued 8-02-2016			2,583,585.40
Other Payments			
Manual Totals			28,969.80
Total			<u>2,612,555.20</u>

## September 6

Check#	Vendor	Description	Payment	Check Total
21834	ALLEGRO ENTERPRISES, INC.	Pool Water	\$ 359.50	\$ 359.50
21835	ALLIED OIL, LLC	Gasoline & Diesel	\$ 1,468.67	
		Dyed Ultra Low Sulfur Diesel	\$ 674.98	\$ 2,143.65
21836	Amazon.com RRCC	Camp and Fitness Center Expenses	\$ 511.46	\$ 511.46
21837	AMAZON.COM, LLC Police	OEM/Police	\$ 281.60	\$ 281.60
21838	Animal Control & Investigative Services	2016 Animal Control Services	\$ 766.66	\$ 766.66
21839	AQUA NEW JERSEY	910 Milford WG RD Seasonal Yard Hydrant	\$ 14.14	
		RRCC Pool 071416 - 081516 (8797)	\$ 751.43	
		RRCC 071416 - 081516 (8796)	\$ 417.13	
		Sewer Lift Station	\$ 44.15	
		910 Lawn Irrigation 071816 - 081516	\$ 16.39	\$ 1,243.24
21840	BETHANY ASCOLESE	Face Painting Community Day	\$ 300.00	\$ 300.00
21841	PEPSI-COLA	Soda/Water for Snack Hut and Fitness	\$ 225.89	
		Soda/Water	\$ 176.61	\$ 402.50
21842	CASTLE SEPTIC SERVICE CORP.	Monthly Toilet Rental Charge	\$ 280.00	\$ 280.00

21843	Celebration Fireworks Inc	Fireworks Community Day	\$ 8,000.00	\$ 8,000.00
21844	CERTIFIED CHEMICAL COMPANY	Gloves, can liners, towels, hand so	\$ 623.62	\$ 623.62
21845	CHERI DEVINO	Glitter Tattoos	\$ 200.00	\$ 200.00
21846	CHERRY VALLEY TRACTOR SALES	2007 Flail Mower Roller	\$ 1,605.30	\$ 1,605.30
21847	Circus Time Amusements & Entertain	Community Day Rides	\$ 3,100.00	\$ 3,100.00
21848	CLEMENS UNIFORM	Mats for Municipal Bldg.	\$ 35.25	
		DPW Shop Rags & Bethany Mat	\$ 21.75	
		Carpets	\$ 100.80	
		Rugs for Community Center	\$ 81.00	\$ 238.80
21849	COUNTY OF HUNTERDON	Health Inspections 2nd qtr-2016 FOO	\$ 400.00	\$ 400.00
21850	D.H. PRODUCTIONS	DJ Community Day	\$ 750.00	\$ 750.00
21851	Dashing Valet Dry Cleaning	Dry-cleaning - 7/29/16 - 8/30/16	\$ 253.50	\$ 253.50
21852	CEUnion	PB/BOA classes	\$ 267.00	\$ 267.00
21853	DAVIS BUSINESS MACHINES, INC.	Monthly Maintenance Fee IR-C33801	\$ 216.21	
		Final Overage Billing Mtn chg IR-25	\$ 148.12	\$ 364.33
21854	DEPENDABLE FIRE EQUIPMENT CO., INC.	Fire Equipment Service Fees	\$ 44.00	\$ 44.00
21855	DINGMAN'S DAIRY	Snack Hut Ice Cream	\$ 348.12	
		Ice Cream	\$ 149.33	\$ 497.45
21856	DONNA K. GELEGONYA	Training for lifeguards	\$ 150.00	\$ 150.00
21857	Energ Fitness Wellness Solutions LL	Repair of fitness equipment	\$ 273.16	\$ 273.16
21858	Enterprise Electrical Inc.	Power Issues at Pool	\$ 736.15	\$ 736.15
21859	ENVIROCON	Installation of Generator at Riegel	\$ 19,781.41	
		Installation of Generator at Riegel	\$ 2,370.14	\$ 22,151.55
21860	HOLLAND TOWNSHIP FREE PUBLIC LIBRARY	Donation	\$ 15,000.00	\$ 15,000.00
21861	J and J Gym Floors LLC	Gym Floor Re Coating	\$ 2,350.00	\$ 2,350.00
21862	JERSEY CENTRAL POWER & LIGHT	Account 100 004 591 283 Gridley Cir	\$ 212.51	
		Account 100 004 272 553 Street Lig	\$ 153.88	
		Account 100 060 952 585 Street Lig	\$ 57.01	
		Account 100 004 555 858 Baseball 51	\$ 377.89	
		Account 100 029 305 644	\$ 4,163.80	
		Account 100 004 555 932 Case Field	\$ 123.84	
		Account 100 070 503 212 Pool	\$ 3.79	
		Account 100 003 579 271 Library	\$ 148.37	\$ 5,241.09
21863	JERSEY CENTRAL POWER & LIGHT	Account 100 105 886 640 914 Milford	\$ 144.73	
		Account 100 004 272 595 Street Lig	\$ 1,579.77	
		Account 100 077 061 016	\$ 2,445.83	\$ 4,170.33
21864	Jessica Bruing Pierman	Pont Rides for Community Day (Pleas	\$ 400.00	\$ 400.00
21865	JESSICA NEGLIA	Summer Camp Expenses	\$ 94.64	
		Various Items for camp and cleaning	\$ 74.15	
		Washing of RRCC Yoga Blankets	\$ 25.00	
		Food for Snack Hut	\$ 120.53	
		Mileage	\$ 77.09	\$ 391.41
21866	JHM Signs	Sign for community day	\$ 24.00	\$ 24.00
21867	Jillian Heymach	Fitness Center Cleaning	\$ 175.00	\$ 175.00
21868	JOHN D. HARRIS, JR.	IACP Conference	\$ 398.20	\$ 398.20
21869	KARL'S AUTO GLASS	Lexan For Flail	\$ 185.00	\$ 185.00
21870	KEITH GROOGAN	Karate Invoices June and July 2016	\$ 910.00	\$ 910.00
21871	Kleen and Fresh Carpet Systems	Cleaning Upstairs carpet	\$ 495.00	\$ 495.00

21872	KOCHES REPAIRS, INC.	Shed	\$ 200.00	\$ 200.00
21873	KOLLMER EQUIPMENT	Labor and Repairs to TORO	\$ 211.00	
		Parts for Lawn Mower	\$ 60.97	\$ 271.97
21874	L.J. ZUCCA INC. DISTRIBUTORS	Candy for Snack Hut	\$ 130.93	\$ 130.93
21875	MARIA ELENA JENNETTE KOZAK	Parks & Rec Art 11 x 17 Glossy Post	\$ 50.85	\$ 50.85
21876	MASER CONSULTING PA	General Engineer Services thru 0731	\$ 280.00	
		Gridley Circle Pump station	\$ 9,213.75	
		Bellis Road FY 2015 NJDOT Appl Eng	\$ 163.75	
		General Engineer Services thru 0731	\$ 70.00	
		PB Mill Rd Solar B2 L1.02 & B4 L1	\$ 910.00	
		PB Mill Rd Solar B2 L1.02 & B4 L1	\$ 210.00	
		RRCC Generator	\$ 702.95	\$ 11,550.45
21877	MGL PRINTING SOLUTIONS	Check Clearing Account # 22000 - 23	\$ 307.50	\$ 307.50
21878	MONINGHOFF APPLIANCE & SUPPLY CORP.	various items including chairs for Range Shed	\$ 444.21	
			\$ 95.96	\$ 540.17
21879	Needle Tech Custom Embroidery	2016 Tee Shirts - Tom Costley	\$ 76.50	\$ 76.50
21880	NJ Advance Media	HD 2016 Synopsis of Audit	\$ 232.59	\$ 232.59
21881	DCRP/NJ DIV OF PENSION/BENEFITS	Melissa Pecchia August 2016	\$ 13.07	\$ 13.07
21882	OFFICE DEPOT, INC.	Office Supplies	\$ 180.16	\$ 180.16
21883	ONE CALL CONCEPTS, INC.	May 2016 One Call Mark outs	\$ 18.75	\$ 18.75
21884	PENTELEDATA	Cable Modem Rental & Support 08241	\$ 119.90	\$ 119.90
21885	RARITAN VALLEY DISPOSAL #865	2016 - 30 yard Garbage Dumpster	\$ 510.00	
		2016 - 30 yard Garbage Dumpster	\$ 510.00	\$ 1,020.00
21886	Robin Nugent	Craft Supplies	\$ 17.96	\$ 17.96
21887	RRP Cycle Stuff LLC	Rim for Mule	\$ 40.00	\$ 40.00
21888	Rt. 23 Patio & Mason Center LLC	Granite Curb Blocks	\$ 367.50	\$ 367.50
21889	RUTGERS, THE STATE UNIVERSITY OF NJ	Tax Collection III TC-4303 FA16-2 K	\$ 1,090.00	
		Tax Collection Review CourseTC4304	\$ 639.00	\$ 1,729.00
21890	S & S WORLDWIDE	Summer Camp Beads	\$ 20.56	\$ 20.56
21891	SAMZIE'S UNIFORMS	Dress Uniforms	\$ 2,836.90	
		Uniforms	\$ 1,732.43	\$ 4,569.33
21892	SERVICE ELECTRIC TELEPHONE CO.	RRCC charges 081516 - 091416	\$ 143.17	\$ 143.17
21893	STAPLES BUSINESS ADVANTAGE	Misc. Office Supplies	\$ 304.74	\$ 304.74
21894	Victoria L Stevens	Mileage to/from RRCC/Northfield Ban	\$ 12.48	\$ 12.48
21895	STORR TRACTOR COMPANY	Lawn Mower Part	\$ 66.48	\$ 66.48
21896	THERESA VERDI	Cleaning RRCC July 25 - Aug. 26	\$ 800.00	\$ 800.00
21897	Traffic Safety Service LLC	Strobe Lights	\$ 654.00	\$ 654.00
21898	US Bank Cust/Pro Cap 4 & Creditors	REDEMPTION OF CERTIFICATE 2015-003 B	\$ 1,825.25	\$ 1,825.25
21899	US Foods Inc., Allentown Division	End of Summer Camp Wild West BBQ	\$ 562.48	
		August 2015 Food Order Snack Hut	\$ 538.08	\$ 1,100.56
21900	H & K Group, Inc.	2016 Recycled Asphalt	\$ 821.94	\$ 821.94
21901	H & K Group, Inc.	2016 Recycled Broken Blacktop	\$ 425.37	\$ 425.37
21902	H & K Group, Inc.	2016 Blacktop	\$ 6,625.64	\$ 6,625.64
21903	WM LAMP TRACKER, INC.	2016 Fluorescent Bulb Recycling	\$ 69.95	\$ 69.95
21904	WOODRUFF ENERGY	NATURAL GAS 254.664 UNITS	\$ 92.72	\$ 92.72
			\$ 110,082.99	\$ 110,082.99
		Manual Checks		
9012016	Guardian			\$ 2,858.77

90116	NJ State Health Benefits Program		\$ 26,993.13
82616	Mailfinance		\$ 300.00
		Total	\$ 140,234.89

CURRENT FUND	BUDGET AND APPROPRIATION RESERVES	\$ 72,218.91	
GRANT FUND	BUDGET AND APPROPRIATION RESERVES	\$ 4,197.40	
OTHER TRUST FUNDS			
GENERAL CAPITAL FUNDS	BUDGET AND APPROPRIATION RESERVES	\$ 20,484.36	
SEWER FUND	BUDGET AND APPROPRIATION RESERVES	\$ 2,081.91	
SEWER CAPITAL	BUDGET AND APPROPRIATION RESERVES	\$ 9,213.75	
ANIMAL CONTROL	BUDGET AND APPROPRIATION RESERVES	\$ 766.66	
ESCROW			
	ESCROW FUNDS	1,120.00	
Checks issued 9-6-2016			110,082.99
Manual Totals			<u>30,151.90</u>
Total			<u><u>140,234.89</u></u>

**REMINDER/ANNOUNCEMENT**

-Holland Township is hosting the **37<sup>th</sup> Annual Holland Township Community Day** on Saturday September 10<sup>th</sup>. The day filled with rides, games, demonstrations and lots of great food kicks off at 1 p.m. and will end with our famous fireworks display.

**OLD BUSINESS FROM TOWNSHIP COMMITTEE**

**-Discussion Draft-ORDINANCE 2016-AMENDING CHAPTER 120 OF THE CODE OF THE TOWNSHIP OF HOLLAND REGARDING PEDDLING AND SOLICITING**

At the August 2, 2016 meeting Attorney Cushing was asked, for this meeting, to provide a copy of the Draft Ordinance with tracked changes and any comments from Clerk Miller and Chief Harris.

**-Pavilion at the Riegel Ridge Community Center** at the August 2, 2016 meeting Mr. Vogel was asked to have the project marked out and have Municipal Engineer Roseberry provide more detailed plans and photographs of the proposed project.

**LIAISON REPORTS**

**Vogel-**  
Guidelines for Driveways

**NEW BUSINESS FROM TOWNSHIP COMMITTEE**

**-Discussion-**Comments on FERC Draft Environmental Impact Statement

**-Letter of resignation** received from DPW employee James Brown effective August 26, 2016

**-Approval to attend conference:** Chief Harris

Date	Host	Subject	Cost
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10/15-10/18	I.A.C.P. International Assoc. of Chiefs of Police	Conference San Diego	Air \$398.20 Conference \$ 295.00
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**-Approval to attend classes: Maria Elena Kozak**

Date	Host	Subject	Cost
9/24, 10/1, /108, 10/15, 10/22, 10/29	Rutgers	Principles of Municipal Tax Collection III: Tax Office Operations	\$1,090
11/12, 11/19, 12/3	Rutgers	Tax Collection Review Course	\$639

**-Approval to attend classes: Planning Board Secretary Maria Elena Kozak**

Date	Host	Subject	Cost
9/30	Rutgers	The Ethical Culture 2107 Workshop	\$89
10/28	Rutgers	Managing Records in the Age of Public Scrutiny	\$89
12/9	Rutgers	The Security Illusion 2017: is safe really safe?	\$89

**-Approval of Fitness Center Rates: to be effective September 19, 2016**

**Fitness Center Membership Rates**

<u>Resident</u>		<u>Current</u>	<u>New</u>	<u>Change</u>
Family	1 year	\$ 489.00	\$ 509.00	\$ 20.00
Family	3 month	\$ 129.00	\$ 136.00	\$ 7.00
Family	monthly	\$ 43.00	\$ 45.00	\$ 2.00
Couple	1 year	\$ 443.00	\$ 461.00	\$ 18.00
Couple	3 month	\$ 115.00	\$ 121.00	\$ 6.00
Couple	monthly	\$ 38.00	\$ 40.00	\$ 2.00
Individual	1 year	\$ 244.00	\$ 254.00	\$ 10.00
Individual	3 month	\$ 89.00	\$ 94.00	\$ 5.00
Individual	monthly	\$ 22.00	\$ 23.00	\$ 1.00
Student/Senior	1 year	\$ 195.00	\$ 203.00	\$ 8.00
Student/Senior	3 month	\$ 51.00	\$ 54.00	\$ 3.00
Student/Senior	monthly	\$ 17.00	\$ 18.00	\$ 1.00
Senior Couple	1 year	\$ 276.00	\$ 288.00	\$ 12.00
Senior Couple	3 month	\$ 73.00	\$ 77.00	\$ 4.00
Senior Couple	monthly	\$ 24.00	\$ 25.00	\$ 1.00
<u>Non-Resident</u>		<u>Current</u>	<u>New</u>	<u>Change</u>
Family	1 year	\$ 568.00	\$ 591.00	\$ 23.00



Family	3 month	\$	149.00	\$	157.00	\$	8.00
Family	monthly	\$	50.00	\$	52.00	\$	2.00
Couple	1 year	\$	521.00	\$	542.00	\$	21.00
Couple	3 month	\$	135.00	\$	142.00	\$	7.00
Couple	monthly	\$	45.00	\$	47.00	\$	2.00
Individual **	1 year	\$	324.00	\$	337.00	\$	13.00
Individual	3 month	\$	110.00	\$	116.00	\$	6.00
Individual	monthly	\$	30.00	\$	32.00	\$	2.00
Student/Senior	1 year	\$	256.00	\$	267.00	\$	11.00
Student/Senior	3 month	\$	66.00	\$	70.00	\$	4.00
Student/Senior	monthly	\$	22.00	\$	24.00	\$	2.00
Senior Couple	1 year	\$	338.00	\$	353.00	\$	15.00
Senior Couple	3 month	\$	89.00	\$	94.00	\$	5.00
Senior Couple	monthly	\$	30.00	\$	32.00	\$	2.00

**-RESOLUTION-**Updating the 2016 Salary Resolution to include currently pool front desk employee Matthew Vollo as pool manager.

#### **UPDATED RESOLUTION**

Authorization to hire the following seasonal part time  
Lifeguards, pool front desk and Snack Hut at Riegel Ridge Community Center

**WHEREAS**, the Township Committee of the Township of Holland is in need of seasonal pool 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**, these employees will be hired as “at will” 4 month part-time, seasonal employees

**WHEREAS**, these employee’s 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**, these employees 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 these employees for review and will be required to comply with all policies in the handbook, and

**WHEREAS**, these employees will be required to attend and pass all required training; and

**WHEREAS**, these employees will be required to submit to all background checks required for their position, and

**WHEREAS**, Director of Parks and Recreation Jessica Neglia advises the Township Committee that until results of the background check have been received, these employees will be supervised at all times.

**THEREFORE, BE IT RESOLVED** by the Holland Township Committee, Township of Holland, County of Hunterdon in the State of New Jersey, the following people be hired as seasonal part-time employees contingent on favorable results of all required background checks, effective August 14, 2016.

**Pool Supervisor**

Name	Position	Salary
Jessica Neglia	Pool Supervisor	\$7,283/season

**Pool Managers**

Name	Position	Salary
Jeannette Murphy	Manager	\$11.00
Ethan Templeton	Manager	\$10.00
Peter Hannon	Manager	\$10.00
Jesse Matarazzo	Manager	\$10.00
Britney Mazzetta	Manager	\$10.50
Emily Guina	Manager	\$10.00
Matthew Vollo	Manager	\$10.00

**Pool Lifeguards**

Name	Position	Salary
Abbigail Sullivan	Lifeguard	\$9.00
Alyssa Shuetz	Lifeguard	\$9.00
Cayla Mazzetta	Lifeguard	\$9.50
Clare Nugent	Lifeguard	\$9.00
Harriet LeFavour	Lifeguard	\$9.00
Jonathan Wirkus	Lifeguard	\$9.50
Jonathan Evanowski	Lifeguard	\$9.00
Julia Glassmacher	Lifeguard	\$9.00
Kevin Moran	Lifeguard	\$9.50
Kevin Scanlan	Lifeguard	\$9.50
Kyle Olszak	Lifeguard	\$9.00
Madison Brogan	Lifeguard	\$9.00
Mia Kunzmann	Lifeguard	\$9.00
Michael Coppola	Lifeguard	\$9.00
Nathan Wojick	Lifeguard	\$9.50
Nicole Davison	Lifeguard	\$9.50
Paige Cordero	Lifeguard	\$9.50
Rachael Czerna	Lifeguard	\$9.50
Ryan Augustine	Lifeguard	\$9.00
Ryan O'Connor	Lifeguard	\$9.00
Joseph Leonard	Lifeguard	\$9.00
Jacob Stirberg	Lifeguard	\$9.00
Ethan Templeton	Lifeguard	\$9.00
Peter Hannon	Lifeguard	\$9.50
Jesse Matarazzo	Lifeguard	\$9.50
Peter Hannon	Lifeguard	\$9.50
Britney Mazzetta	Lifeguard	\$9.50
Emily Guina	Lifeguard	\$9.50

Jeannette Murphy	Lifeguard	\$10.00
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Madison Hesse	Lifeguard	\$9.00
Shannon Hesse	Lifeguard	\$9.00
William Runge	Lifeguard	\$9.00
Sarah Kania	Lifeguard	\$9.00
Roxy Aguilar	Lifeguard	\$9.00
Gavin Payne	Lifeguard	\$9.00
Harry Thoman	Lifeguard	\$8.50
Carolyn Popescu	Lifeguard	\$9.50

**Swim Instructors Group Lessons**

Name	Position	Salary
Paige Cordero	Swim Instructor	\$13.00
Nicole Davidson	Swim Instructor	\$13.00
Cayla Mazzetta	Swim Instructor	\$13.00
Britney Mazzetta	Swim Instructor	\$13.00
Carolyn Popescu	Swim Instructor	\$13.00

**Private Swim Lessons**

Name	Position	Salary
Paige Cordero	Swim Instructor	\$14.00
Nicole Davidson	Swim Instructor	\$14.00
Cayla Mazzetta	Swim Instructor	\$14.00
Britney Mazzetta	Swim Instructor	\$14.00
Carolyn Popescu	Swim Instructor	\$14.00

**Pool Desk Staff**

Name	Position	Salary
Matthew Vollo	Pool Desk	\$8.50
Antonina Calcavecchio	Pool Desk	\$8.50
Kelly Adam	Pool Desk	\$8.50
Stephanie Kirkpatrick	Pool Desk	\$8.50
Sarah Tepper-Fazzari	Pool Desk	\$8.50
Adalley Cunningham	Pool Desk	\$8.50
Bryanna Rossu	Pool Desk	\$8.50
Julia Silva	Pool Desk	\$8.50

**Snack Hut Staff**

Name	Position	Salary
Madison Scott	Snack Hut – Counter	\$7.25
Audrey LaBar	Snack Hut – Grill	\$9.00
Christopher Edwards	Snack Hut - Grill	\$9.00
Emily Kolonia	Snack Hut - Grill	\$10.25
Alison Walsh	Snack Hut - Grill	\$9.50
Nicholas Garambone	Snack Hut – Counter	\$7.25
Garrett Coletti	Snack Hut – Grill	\$9.00

**-RESOLUTION-Change Order for RRCC Generator**

**RESOLUTION**

**Award of Change Orders #1, Electrical Work associated with Generator**

## Envirocon

**WHEREAS**, the Township of Holland Engineer requests change orders to be approved by the Township Committee at its regular meeting on September 6, 2016. This change orders is listed below for your review and approval; and

Change Order Number	Amount	Description	Original Contract	Revised Contract
1	\$1,240.25	Electrical work	\$35,679.00	\$36,919.25

**WHEREAS**, it is the recommendation of the Township Engineer to award this change order to Envirocon and

**WHEREAS**, details of this change order are noted in the communications dated August 9, 2016, and is attached to this resolution; and;

**WHEREAS**, the treasurer has certified that funds will be available in HMGP in the Grant Fund and in Township General Capital Fund Ordinances for Improvements to RRCC; and

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

**WHEREAS**, the Township Committee has 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 Township Committee has 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 Township Committee has 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 Township Committee has 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 Township Committee has 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 Envirocon.

**BE IT FURTHER RESOLVED**, that a written amendment to the original contract with Envirocon; 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.

**RESOLUTION**

Governing Body Certification of the Annual Audit

**WHEREAS**, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

**WHEREAS**, the Annual Report of Audit for the year 2015 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

**WHEREAS**, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

**WHEREAS**, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations, and,

**WHEREAS**, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and,

**WHEREAS**, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

**WHEREAS**, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

**WHEREAS**, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit: R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

**NOW, THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Holland, County of Hunterdon, State of New Jersey, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

**-Approval of 2014 Corrective Action Plan-**

Township of Holland		Corrective Action Plan		2015 Calendar Year Audit	
Audit Recommendation Item Number	Analysis	Corrective Action	Staff Responsible	Completion Date	

1) Receiving signatures are to be evident on all applicable expenditures forms	Receiving signatures were not found on several payment vouchers selected for testing.	Requisitions/Purchase Orders will not be processed without the proper signatures.	All Departments	Effective Immediately
2) Federal Form W-4 & I-9 were not found for all individuals.	Procedures be implemented guaranteeing that federal employment forms are on file for all appropriate individuals.	A dedicated payroll employee was hired at the end of 2015. This should alleviate the issue for 2016. All new employees were required to fill out these forms.	All Departments	On going
3) All officials receiving funds are to be advised of the statutory requirement that deposits are to be made within 48 hours of receipt. Receipts collected at the Riegel Ridge Community Center were not deposited timely.	Procedures were not in place to ensure that receipts would be deposited within 48 hours of collection.	Issues with getting deposits to the bank in a timely manner has been an ongoing problem since the closing of the only local bank in mid-2014. Lack of staff makes it difficult to have a daily bank run. Bank will pick up deposits on Tuesdays and Thursdays and a Township employee will take deposits on Monday.	All Departments /RRCC	Effective Immediately

**-RESOLUTION-Approval of Recommendation from Chief Harris** for date and times for Trick or Treat and advisory curfew

**RESOLUTION**

Setting Trick or Treating and Halloween Curfew

**WHEREAS**, the Holland Township Committee wishes a safe Halloween season for all Holland residents and visitors in the township, and

**WHEREAS**, a memo was received from Police Chief John Harris, recommending the following:

- Setting 2016 Trick or Treating for **Monday October 31, 2016** from 6:00 p.m.-8:00 p.m.
- Setting a **Temporary Advisory Curfew** from **Friday October 21 2016-Wednesday November 2, 2016.**

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee, Township of Holland, County of Hunterdon, in the state of New Jersey that **2016 Trick or Treating** is set for Monday October 31 from 6:00 p.m.-8:00 p.m.

**BE IT FURTHER RESOLVED** that there will be a **Temporary Advisory Curfew** from **Friday October 21 2016-Wednesday November 2, 2016** during which time, all persons under the age of eighteen (18), unless accompanied by an adult responsible for them, must be off the streets and public ways of Holland Township by 8:00 pm

**BE IT FINALLY RESOLVED**, that the Municipal Clerk is authorized to publish this information in a box ad in the Hunterdon County Democrat for two consecutive weeks.

**-RESOLUTION-Refund to Outside Lienholder**

**RESOLUTION**

Authorizing Refund of Tax Sale Certificate to an Outside Lienholder

**WHEREAS**, at the Municipal Tax Sale held on December 9, 2015, a lien was sold on Block 7.03 Lot 9, also known as 11 Whaley Street for unpaid 2014 sewer charges; and,

**WHEREAS**, the mortgage lien holder has redeemed Certificate No 2015-003

**NOW, THEREFORE, BE RESOLVED**, the Township Committee, Township of Holland, County of Hunterdon in the state of New Jersey directs the Chief Financial Officer to issue a check in the amount of \$1,825.25 payable to US Bank Custodian for Pro Cap 4 2 Liberty Pl 50 South 16<sup>th</sup> Street Suite 2050 Philadelphia, PA 19102 on Tax Sale Certificate #2015-003.

**-RESOLUTION-Professional Services-Michael Margulies**

**RESOLUTION**

Professional Services Eclectic Architecture LLC Riegel Ridge Community Center  
Stage and Screening Room

**WHEREAS**, Holland Township received a grant in the amount of \$75,000 from the County of Hunterdon for the rehabilitation and restoration of the stage and screening room at the Riegel Ridge Community Center; and

**WHEREAS**, there is a need to hire a historical preservation architect to design the improvements and oversee the construction; and

**WHEREAS**, quotes were requested from Eclectic Architecture LLC and John Bolt with only Eclectic submitting a proposal; and

**WHEREAS**, the Chief Finance Officer certifies that funds are available.

**NOW, THEREFORE, BE IT RESOLVED**, by the Holland Township Committee, Township of Holland, County of Hunterdon in the state of New Jersey that the Chief Finance Officer be authorized to issue a purchase order to Eclectic Architecture LLC for an amount not to exceed \$10,000 for project design, SHPO project authorization, construction oversight of the Riegel Ridge Community Center stage and screening room rehabilitation project.

**BUSINESS FROM TOWNSHIP ATTORNEY**

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

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