

December 5, 2017

The Holland Township Committee met on the above date at the Holland Township Municipal Building, 61 Church Road, Milford, N.J. at 7:00 p.m.

Present at this meeting were: Mayor Daniel Bush, Deputy Mayor Ray Krov, Committeeman Thomas Scheibener, Committeemen, Robert Thurgarland and Scott Wilhelm. Also present was Attorney Matt Lyons.

There being a quorum this meeting was called to order by Mayor Bush at 7:03 p.m. Mr. Bush asked that all electronic equipment be turned off or silenced.

**FLAG SALUTE**

Mayor Bush invited the audience to join the Committee in reciting the “Pledge of Allegiance”.

**OPEN PUBLIC MEETINGS STATEMENT**

Clerk Miller announced publicly at the commencement of this meeting the following statement: Adequate notice of this meeting was given pursuant to the Open Public Meeting Act Law by the Township Clerk on **December 8, 2016** by:

1. Posting such notice on the bulletin board at the municipal building and the Holland Township website.
2. Mailing the same to the Hunterdon County Democrat and the Express-Times.

**PRESENTATION**

-Presentation of certificate by Patrolman Michael Bent to Kaitlyn A. Bodder in recognition of her citizenship assisting a women who needed help at Oak Hill Golf Club on October 19, 2017.

**APPROVAL OF MINUTES**

Mr. Scheibener moved and Mr. Krov seconded the motion to approve the minutes of the:

- November 8, 2017 Regular Meeting and Executive Session
- November 21, 2017 Regular meeting

Roll Call Vote	Ayes	Nays	Abstain	Absent
Scott Wilhelm	X			
Robert Thurgarland	X			
Thomas Scheibener	X			
Ray Krov, Deputy Mayor	X			
Dan Bush, Mayor	X			

**APPROVAL OF BILLS AS SUBMITTED**

Mr. Scheibener moved and Mr. Krov seconded the motion to approve the bills as submitted:

Check#	Vendor	Description	Payment	Check Total
23933	Amazon.com RRC	Various Items	\$ 915.67	\$ 915.67
23934	Amazon.com LLC Police	Police	\$ 1,178.02	\$ 1,178.02
12935	AQUA NEW JERSEY	910 Milford Warren Glen	\$ 16.88	
		RRCC Pool	\$ 43.93	
		910 Lawn Irrigation	\$ 32.55	
		RRCC 101617-111517	\$ 268.36	\$ 361.72
23936	Beacon Tailoring	Uniform Patches	\$ 10.50	\$ 10.50
23937	Bridge Street Service Center	Command Bus Maint	\$ 104.34	\$ 104.34
23938	Chemung Supply Corp	Plow Edges & Tire Chains	\$ 3,717.88	\$ 3,717.88
23939	Cleary Giacobbe Alfieri Jacobs	Oct-17	\$ 2,340.00	\$ 2,340.00
23940	CLEMENS UNIFORM	Mats for Munic 112317	\$ 35.25	\$ 35.25
23941	COOPER ELECTRICAL SUPPLY	LED Light fixtures	\$ 124.99	\$ 124.99
23942	Corey Colaluca	2017 Clothing Allowance	\$ 42.48	\$ 42.48
23943	Davis Business Supply	Overage Billing	\$ 188.96	\$ 188.96
23944	Delaware Valley Athletic Assoc	Road clean up	\$ 500.00	\$ 500.00
23945	ELIZABETH C. MCKENZIE	PH HK B24 L 3 & 13	\$ 43.75	\$ 43.75
23946	Elizabethtown Gas	Meter 01061655	\$ 301.06	
		Meter 14Y735578	\$ 52.83	\$ 353.89

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23947	Enterprise Electrical	Remove and replace Conduit	\$ 925.00	\$ 925.00
23948	FINCH FUEL OIL CO, INC	2017 Ultra Low Sulfur Dyed Diesel	\$ 835.55	
		Gasoline	\$ 850.31	\$ 1,685.86
23949	Industrial Communications Co	15-12	\$ 1,365.00	\$ 1,365.00
23950	JC Ehrlich Co Inc	November pest control	\$ 224.00	
		General Pest Pool/Pool house	\$ 745.00	\$ 969.00
23951	Jeff Modica	2017 Clothing Allowance	\$ 250.00	\$ 250.00
23952	JERSEY CENTRAL POWER & LIGHT	100 060 952 585	\$ 60.39	
		100 004 272 595	\$ 23.17	
		100 004 272 652	\$ 617.74	
		100 004 555 932	\$ 109.76	
		100 070 503 212	\$ 3.32	
		100 003 579 271 Library	\$ 109.50	
		100 077 061 016	\$ 206.74	
		100 004 555 858	\$ 523.24	\$ 1,653.86
23953	JERSEY CENTRAL POWER & LIGHT	100 029 305 644	\$ 2,450.62	
		100 105 886 640	\$ 250.10	\$ 2,700.72
23954	Kathy Sciarrello	reimbursement for book	\$ 487.14	\$ 487.14
23955	Koches Repair Inc	Tow stolen dirt bike	\$ 188.00	\$ 188.00
23956	Kristine Boxwell	CTC License	\$ 50.00	\$ 50.00
23957	Mailfinance	120817-030718	\$ 1,339.53	\$ 1,339.53
23958	Maser Consulting PA	Driveway permits	\$ 1,269.37	
		Sanitary sewer repairs	\$ 325.00	
		general engineering through 11/5/17	\$ 770.00	
		RRCC Pavilion	\$ 1,225.00	
		FY2018 NJDOT Municipal Aid Grant	\$ 750.60	
		PB HK B24 L 3 13	\$ 1,400.00	\$ 5,739.97
23959	Moose Safety Supply	Medical Bags	\$ 650.00	\$ 650.00
23960	MSC Industrial Supply	Knucklehead Flashlights for F550	\$ 448.00	
		Rechargeable Lantern Flashlight	\$ 614.06	\$ 1,062.06
23961	Municipal Software	Cleaning Tape	\$ 60.00	\$ 60.00
23962	NJ Advance Media	Account 1160894	\$ 40.49	\$ 40.49
23963	NJMVC	15-12 Title	\$ 60.00	\$ 60.00
23964	NJMVC	Junk Title Request	\$ 2.00	\$ 2.00
23965	NJ Police Traffic Officers Assoc	Annual Membership Fee	\$ 50.00	\$ 50.00
23966	The ODB Company	Leaf Machine Hose & Nozzle	\$ 1,301.88	\$ 1,301.88
23967	Penteledata	10/24/17-11/24/17	\$ 199.90	\$ 199.90
23968	Power Pool Plus Inc	Generator Service	\$ 439.19	\$ 439.19
23969	Raritan Valley Disposal	30 Yard Garbage Dumpster	\$ 1,020.00	\$ 1,020.00
23970	Service Electric Cable TV	Cable & Internet for RRCC	\$ 67.45	\$ 67.45
23971	Service Electric Telephone	Telephone RRCC	\$ 164.71	\$ 164.71
23972	Smith Motor Company	Exhaust Clamps	\$ 61.58	
		15-14	\$ 42.80	\$ 104.38
23973	Staples Business Advantage	NYC 1475927	\$ 168.74	
		Copy Paper	\$ 72.58	\$ 241.32
23974	Stem Brothers	2017 recycling center propane heater	\$ 172.38	\$ 172.38
23975	Storr Tractor Company	Hydraulic Filter Kit	\$ 609.11	\$ 609.11
23976	Supreme Heating & Air Conditioning	Labor for pumps for hot water	\$ 110.50	\$ 110.50
23977	THERESA VERDI	Cleaning RRCC	\$ 240.00	
		Cleaning RRCC	\$ 360.00	\$ 600.00
23978	Triple S Lehigh Valley	Envirox H2 Orange Cleaner	\$ 182.40	\$ 182.40
23979	Uline	4'x6' white boards	\$ 682.49	\$ 682.49
23980	Warren Materials	2017 Blacktop	\$ 412.30	\$ 412.30
23981	Watne B Willever	Installation of water line	\$ 8,600.00	\$ 8,600.00
23982	Wehring's Lumber	Alex Bellis Thermal Sweatshirt	\$ 69.99	\$ 69.99
23983	Woodruff Energy	Nov-17	\$ 458.46	\$ 458.46
			\$ 44,632.54	\$ 44,632.54

Manual Checks

120117	NJ State Health Benefits	December	\$29,723.91	\$29,723.91
120117	Guardian	December	\$ 2,786.39	\$ 2,786.39
			\$ 77,142.84	\$ 77,142.84

CURRENT FUND	BUDGET AND APPROPRIATION RESERVES	\$ 28,842.16
GRANT FUND	BUDGET AND APPROPRIATION RESERVES	\$ 2,061.63
GENERAL CAPITAL FUNDS	BUDGET AND APPROPRIATION RESERVES	\$ 11,190.00
SEWER CAPITAL	BUDGET AND APPROPRIATION RESERVES	\$ 1,095.00
ESCROW	ESCROW FUNDS	\$ 1,443.75
Checks issued 11-21-2017		
Other Payments		
	NJ State health Benefits	\$ 29,723.91
	Guardian	\$ 2,786.39
	Manual Totals	32,510.30

44,632.54

Total

77,142.84

Roll Call Vote	Ayes	Nays	Abstain	Absent
Scott Wilhelm	X			
Robert Thurgarland	X			
Thomas Scheibener	X			
Ray Krov, Deputy Mayor	X			
Dan Bush, Mayor	X			

**REMINDER/ANNOUNCEMENT**

-The Holland Township Volunteer Fire Co will be holding the Annual Tree Lighting on Sunday December 10, 2017. Santa and Mrs. Claus will be traveling around Holland Township neighborhoods starting at 6:00pm Monday December 11<sup>th</sup>-Friday December 15<sup>th</sup>. Check the Holland Township Volunteer Fire Company's website at [www.hollandtwpfire.org](http://www.hollandtwpfire.org) for his schedule.

-The Holland Township Committee will meet on December 19<sup>th</sup>, as previously scheduled. We will hold our reorganizational meeting on Tuesday January 2, 2018 at 7:00 pm

**OLD BUSINESS FROM TOWNSHIP COMMITTEE**

**-RESOLUTION-**Approval of Mutual Aid Agreement for Fire Service

Mr. Wilhelm moved and Mr. Thurgarland seconded the motion to adopt the following Resolution:

**RESOLUTION**

Adopting a Form Mutual Aid Assistance Agreement for the  
Holland Township Volunteer Fire Company

**WHEREAS**, mutual aid and assistance agreements between municipalities, counties, law enforcement agencies, police, fire departments, EMS organizations and Fire Districts are permitted pursuant to N.J.S.A. 40A: 14-26 and 40A: 14-156.1; and

**WHEREAS**, it is deemed to be in the best interests of the residents of this municipality to facilitate entrance into mutual aid and assistance agreement with other municipalities and their fire departments to provide additional protection against loss, damage or destruction by fire, catastrophe, civil unrest, major emergency or other extraordinary devastation damage or destruction to person and property, in those situations when outside aid and assistance is needed; and

**WHEREAS**, in consultation with the Chief of the Holland Township Volunteer Fire Company, Inc., the Township Committee has developed a form mutual aid agreement, which is attached hereto, in order to facilitate entrance into such mutual aid agreements; and

**WHEREAS**, it is the intent that the Holland Township Volunteer Fire Company, Inc. and its representatives may use such form agreement to negotiate entry into mutual aid relationships with other municipal fire departments; and

**WHEREAS**, it is also the understanding that and intent of the Township Committee that the Township Committee shall approved by resolution the entrance into mutual aid agreements with individual fire departments; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Holland, County of Holland and State of New Jersey as follows:

- A. That the attached form Mutual Aid Agreement is hereby adopted and approved.
- B. That separate approval shall be required to be granted by the Township Committee in order to enter into a mutual aid agreement with a specific and particular fire department.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Scott Wilhelm	x			
Robert Thurgarland	x			
Thomas Scheibener	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

**-RESOLUTION-** Hunterdon Medical Center

Mr. Scheibener moved and Mr. Krov seconded the motion to adopt the following Resolution:

**RESOLUTION**

Supporting Hunterdon Medical Center Becoming A Full Service Angioplasty Provider

**WHEREAS**, in 1953 the Hunterdon Medical Center opened its doors in Hunterdon County focusing on wellness and primary care. Since that time it has grown into a sophisticated community hospital by adding numerous medical specialties and complementary services while still maintaining its emphasis on primary care for Hunterdon County and its environs; and

**WHEREAS**, in this age of spiraling medical costs, the Hunterdon Medical Center has made significant efforts to provide medical services in an extremely efficient manner without sacrificing the quality care it is known for; and

**WHEREAS**, the leading cause of death in Hunterdon County is heart disease; and

**WHEREAS**, Hunterdon Medical Center has worked hard to develop a sophisticated and successful cardiology department staffed by experienced, well-trained cardiologists; and

**WHEREAS**, in an effort to develop state-of-the-art cardiac facilities for a community hospital, it constructed the Norman and Denise Guilloud Cardiovascular Center which opened in June 2015, which includes a catheterization lab so as to provide cardiac catheterization services; and

**WHEREAS**, cardiac catheterization, also known as coronary angioplasty, is a procedure used to diagnose and open clogged heart arteries. It involves temporarily inserting a wire to identify blockage and then inflating a tiny balloon at the location of a clogged artery to help widen it. The angioplasty is often combined with the permanent placement of a small, wire mesh tube called a stent to keep the artery open and decrease its chances of future narrowing. Angioplasty can improve the symptoms of blocked arteries, such as chest pain and shortness of breath. Angioplasty can also be used during a heart attack to quickly open a blocked artery and reduce damage to the heart; and

**WHEREAS**, cardiac catheterization was developed nearly 50 years ago as a diagnostic tool. However, it evolved into one that included the effective treatment of widening and stenting arteries; and

**WHEREAS**, originally, due to its novelty, cardiac catheterization was only permitted at hospitals with facilities capable of performing heart surgery, if that became necessary. However, as the use and frequency of the procedure developed, State regulators began to ease the restrictions on which hospitals could offer elective angioplasty, although those restrictions have not yet been lifted for the Hunterdon Medical Center and a number of other hospitals in New Jersey which are often located in more rural areas; and

**WHEREAS**, peer reviewed articles in highly regarded medical journal have regularly reported the procedure has become common and can be safely performed at hospitals without coronary operation theatres; and

**WHEREAS**, the regulations of the State of New Jersey permit Hunterdon Medical Center to perform diagnostic and emergency angioplasty, but those regulations do not permit it to perform elective angioplasty. In 2015, Hunterdon Medical Center performed more than 500 diagnostic and emergency angioplasty

procedures, often in less time and using less invasive methods than some other hospitals which are permitted to perform all angioplasty procedures; and

**WHEREAS**, Hunterdon Medical Center believes if it is permitted to perform emergency angioplasty procedures to save the lives of patients in a potentially fatal situation, it should be permitted to perform the exact same procedures on patients who not in an emergency condition; and

**WHEREAS**, Senator Christopher “Kip” Bateman, whose district includes the Hunterdon Medical Center, has asserted that hospitals that are able to perform this procedure do not want to lose their market share; and

**WHEREAS**, the residents of Hunterdon County and surrounding environs are being unfairly treated by this restriction on the ability of Hunterdon Medical Center to perform all angioplasty services because residents who require angioplasty services, other than diagnostic or emergency ones, must travel to Morristown or other locations to have this procedure performed which is both inconvenient and wasteful; and

**WHEREAS**, the limitation on the ability to provide full angioplasty services is also a financial burden on the Hunterdon Medical Center. To properly staff its cardiac catheterization service 24 hours a day, 365 days a year so as to have the capacity to respond to heart attacks and other cardiac emergencies its facility must have all necessary equipment, supplies and staff on duty at all times. However, it is not able to amortize the high cost associated with maintaining the facilities and staff 24 hours a day/365 days per year over a larger number of procedures thereby artificially increasing the expense of providing this service, which does an injustice to the hospital and its patients and leads to the inefficient delivery of medical services; and

**WHEREAS**, in order to permit Hunterdon Medical Center to perform elective (as well as emergency and diagnostic) angioplasty, the New Jersey Department of Health needs to amend its Rules, but it has not done so for various reasons unrelated to the ability of the hospital to efficiently and safely provide this service ; and

**WHEREAS**, it is in the interest of the residents of **Holland Township** that the Hunterdon Medical Center be able to perform elective, as well as emergency and diagnostic angioplasty for both the convenience of its patients and also to allow its angioplasty facilities to operate in an efficient and business-like way without being artificially deprived of revenue; and

**WHEREAS**, it is necessary for municipalities in Hunterdon County to urge their residents to petition the Department of Health and their elected officials, including those members of the Assembly that sit on the Health and Senior Services Committee of the Assembly and the Health, Human Services and Senior Citizens Committee of the New Jersey Senate, as well as the Governor, to rectify this injustice.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Holland in the County of, Hunterdon County, New Jersey, as follows:

1. The New Jersey Department of Health is hereby urged to amend its Rules so as to permit the Hunterdon Medical Center to perform elective, as well as emergency, angioplasty procedures.
2. The Municipal Clerk is hereby authorized and directed to send a copy of this Resolution to:

Senator Michael Doherty.                      Assemblyman Erik Peterson.  
 Assemblyman John DiMaio.                  Department of Health Commissioner Cathleen Bennett  
 Municipal Clerks of each municipality in the County of Hunterdon

Roll Call Vote	Ayes	Nays	Abstain	Absent
Scott Wilhelm	x			
Robert Thurgarland	x			
Thomas Scheibener	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

**LIAISON REPORTS**

**Wilhelm**

-distributed Draft revised Employee Handbooks for Committee review-questions directly to Wilhelm.  
 There will be a Public work session advertised at a later date

**Thurgarland-**

-Grading completed for water work at Firehouse  
 -County moving to Office 365

**Scheibener-**

-Bus trip to NYC sold out

**Krov-**

-2016 Tax Sale done on November 30, 2017 (4 sewer and 1 property taxes)

-2018 Recycling fliers have been distributed for review; hopefully they will go to the printer this week. New cards will be for brush/e-recycling. Paper shredding will remain 2 days during the year

**Bush-**

-Riegel Ridge Community Center stage and gym floor punch list almost complete

-5<sup>th</sup> Historic Holland Township book is available for purchase

-New Court Administrator, Jackie Signorile, has taken over

**NEW BUSINESS FROM TOWNSHIP COMMITTEE**

**-Approval** to attend class:

Mr. Krov moved and Mr. Scheibener seconded the motion to approve the following attendance:  
Finance Assistant Victoria Stevens

Date	Host	Subject	Cost
12/8/2017	CEUnion Seminars	Municipal Finance and Tax Collection Workshop: Operation Cooperation	\$89.00

Roll Call Vote	Ayes	Nays	Abstain	Absent
Scott Wilhelm	x			
Robert Thurgarland	x			
Thomas Scheibener	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

**-Approval** to attend webinar:

Mr. Scheibener moved and Mr. Thurgarland seconded the motion to approve the following attendance:

Environmental Commission Secretary, Maria Elena Kozak

Date	Host	Subject	Cost
Thursdays 1/25-3/7/2018	Penn State extension	Tree Tenders Training CEU credits for Forestry Plan	\$35.00

Roll Call Vote	Ayes	Nays	Abstain	Absent
Scott Wilhelm	x			
Robert Thurgarland	x			
Thomas Scheibener	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

**-Approval**-of Raffle Application:

Mr. Scheibener moved and Mr. Krov seconded the motion to approve:

Application for Raffle 2017-9 **Holland Township Volunteer Fire Co.** [On-premise draw raffle awarding cash-50/50] (To be held January 27, 2108 7:00-10:00 p.m. at Whispering Pines Banquet Hall)

Roll Call Vote	Ayes	Nays	Abstain	Absent
Scott Wilhelm	x			
Robert Thurgarland	x			
Thomas Scheibener	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

**-Approval of reimbursement of Application fee-**

Mr. Wilhelm moved and Mr. Thurgarland seconded the motion to approve reimbursing the Planning Board fee submitted which was in the amount of \$75.00. The Planning Board is requesting that the amount submitted for escrow (\$100.00) be merged with the existing Huntington Knolls Escrow account and that any time spent reviewing the submitted application by the Planning Board professionals be used against the existing escrow account.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Scott Wilhelm	x			
Robert Thurgarland	x			
Thomas Scheibener	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

**-Approval/Award of Riegel Ridge Community Center Software-**

**QPA Hance has reviewed the below quotes and recommends award to Daxko**

Issue: The current software program, Trinexum, will not be supported by the current vendor (Daxko) as of January 2018. Support not only includes technical assistance, it also includes the web-hosting component of the software.

Mr. Scheibener moved and Mr Krov seconded the motion to award of Riegel Ridge Community Center Software to Daxko

	<b>Daxko</b>	<b>Capturepoint</b>	<b>Active Network</b>
Client Base	YMCA facilities	Parks & Recreation	YMCA, Events, etc.
Fit for RRCC/RRCP purpose?	Integrated	Integrated	Integrated
Confidence in Proposal/Demo	Good	Good - NJ based company	Demo was unorganized. Only price sheet given.
Current Vendor	Yes	No	No
E-Commerce (web hosting, transaction processing) Integration	No Change	Will have to change to use "Authorize.Net" for transaction processing	Unknown
Implementation Support & Training	Yes - <i>on site training</i>	Yes - web based	Yes - web based
Member Identification (Scan cards)	No change needed	New Equipment Required	New Equipment Required
Ease of Use (screen interfaces)	Best	Can be Confusing due to screen layout.	Requires Multiple screens to get job done.
Ability to segregate RRCC vs. RRCP vs. Camp transactions	Only one Membership	Good - Multiple Memberships	Good - Multiple Memberships
Implementation Fees (one-time)	\$5,100 (\$2,250)	\$4,300	\$6,000
Training Costs	\$6,000 (\$3,000)	Unknown how much extra for on-site training	Web-based included
Annual Maintenance / Subscription Fees	\$6,000	\$6,248 +\$750 for Authorize.net	\$7,500
Total Cost to Obtain:	\$11,100 (\$5,250)	\$4,300	\$6,000
Yearly Cost:	\$6,000	\$6,248	\$7,500

Staff Recommendation: Daxko

- Incorporates the integrated menu option of current software.
- Easy to use and navigate. Back end reporting is better than current software.
- Thorough training for all staff
- No change to current operating environment or equipment.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Scott Wilhelm	x			
Robert Thurgarland	x			
Thomas Scheibener	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

**-RESOLUTION-Transfer of Funds**

Mr. Krov moved and Mr. Scheibener seconded the motion to adopt the following Resolution:

**RESOLUTION**  
Transfer of Funds

**WHEREAS**, various 2017 bills have been presented for payment in the year 2017, which represent obligations of the fiscal year 2017, and were not covered by sufficient funds in certain budget accounts and there being excess funds in certain budget accounts in the 2017 Budget in the last two months of 2017; and

**WHEREAS**, it is the recommendation of the Chief Financial Officer that transfer be made as of 11-8-2017 to cover the various accounts

**WHEREAS**, N.J.S.A. 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 Township 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 2017 Budget Appropriation as follows:

	Transfer From:	Transfer To
Legal O/E	1,500.00	
Planning S/W		750.00
Board of Adjustment S/W		750.00

Roll Call Vote	Ayes	Nays	Abstain	Absent
Scott Wilhelm	x			
Robert Thurgarland	x			
Thomas Scheibener	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

**-RESOLUTION- Authorizing the Refund of Escrow Deposits**

Mr. Krov moved and Mr. Wilhelm seconded the motion to adopt the following Resolution:

**RESOLUTION**  
Authorizing the Refund of Escrow Deposits

**WHEREAS**, the Municipal Land use Law allows for refunding of an application fee, and

**WHEREAS**, the Township of Holland has received deposits for application Fee, and

**WHEREAS**, the Township of Holland has received signed board professional release forms and

**WHEREAS**, it has been determined that the various applications and projects listed below in accordance with 40:55D-10.1.Informal Review, the planning board shall grant an informal review of a concept plan for a development for which the developer intends to prepare and submit an application for development was a previously approved project and therefore the Concept Plan/Discussion Item application fee has received approval for release:

Huntington Knolls - applicant  
39 Edgewood Rd  
Bedminster NJ 07721  
Account # 01 194 08 160 008  
Planning Board Discussion Application Fee \$ 75.00  
Project Location: Block 24 Lot 3 & 13 Milford-Warren Glen Rd (Rt 519)  
Discussion Item of project previously approved by PB

**THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Holland, County of Hunterdon, State of new Jersey that the Finance Officer is hereby directed to refund the remaining application fee to the above applicant.



**BE IT FINALLY RESOLVED** Unused escrow Deposit will be transferred to the existing project escrow.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Scott Wilhelm	x			
Robert Thurgarland	x			
Thomas Scheibener	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

**-RESOLUTION-Municipal Alliance**

Mr. Scheibener moved and Mr. Krov seconded the motion to adopt the following Resolution:

**RESOLUTION**

Authorization to submit a Strategic Plan for the Delaware Valley Municipal Alliance Grant for fiscal year 2019  
 Governor's Council on Alcoholism and Drug Abuse  
 Fiscal Grant Cycle July 2018-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 of the Township of Holland, 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 Council has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Hunterdon;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Holland, County of Hunterdon, State of New Jersey that:

1. The Township Committee does hereby authorize submission of a strategic plan for the Delaware Valley Municipal Alliance grant for fiscal year 2019 in the amount of:
 

DEDR	\$ <u>20,777.00</u>
Cash Match	\$ <u>5,194.25</u>
In-Kind	\$ <u>15,582.75</u>
2. The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Scott Wilhelm	x			
Robert Thurgarland	x			
Thomas Scheibener	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

**-RESOLUTION-hiring Margaret Purcell**

Mr. Scheibener moved and Mr. Thurgarland seconded the motion to adopt the following Resolution:

**RESOLUTION**

Authorization to hire Margaret Purcell as part time  
 Group Exercise Instructor at Riegel Ridge Community Center

**WHEREAS**, the Township Committee of the Township of Holland is in need of Group Exercise 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 Margaret Purcell will be hired as Riegel Ridge Community Center as Group Exercise Instructor at the 2017/2018 rate of \$25 per/hour effective December 2017 contingent upon favorable background check results.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Scott Wilhelm	x			
Robert Thurgarland	x			
Thomas Scheibener	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

**-RESOLUTION-DISCUSSION/ADOPTION-2018 Salary Resolution**

Mr. Krov moved and Mr. Scheibener seconded the motion to adopt the following Resolution:

**RESOLUTION  
2018 SALARIES AND WAGES**

**WHEREAS**, the Township Committee wishes to adopt the 2018 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 2018 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:

<u>Position (Name)</u>	<u>Salary</u>	<u>Notes</u>
Township Committee (Bush)	\$4,000.00	No increase
Township Committee (Krov)	\$4,000.00	No increase
Township Committee (Thurgarland)	\$4,000.00	No increase
Township Committee (Scheibener)	\$4,000.00	No increase
Township Committee (Wilhelm)	\$4,000.00	No increase
Township Clerk (Miller)	\$68,975.00	
Registrar (Miller)	\$5,630.00	
Deputy Township Clerk (Tigar)	\$23,802.00	
Deputy Registrar (Tiger)	\$2,958.00	

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Substitute Secretarial Help (Hammerstone)	\$16.50	No increase
Substitute Secretarial Help (Kolonoia)	\$16.50	No increase
Chief Finance Officer (Pasqua)		
Finance Assistant/Bookkeeper (Stevens)	\$20.00	Market adjustment (+3.2%)
Finance Assistant/Bookkeeper (Santos)	\$20.00	Market adjustment (+3.2%)
Qualified Purchasing Agent (Hance)	\$5,520.00	
Substitute Secretarial Help (Kozak)	\$20.57	
Animal Control Secretary (Colucci)	\$18.94	
Tax Collector (Boxwell)	\$21,420.00	
Sewer Rent Collector (Boxwell)	\$4,080.00	
Licensed Sewer Operator (Aller)	\$6,398.00	
Tax Assessor (Trivigno)	\$39,865.00	
<u>Planning Board:</u>		
Planning Secretary (Kozak)	\$23.59	
PERC Witness, per hour (Davis)	\$19.00	No increase
PERC Witness, per hour (Joyce)	\$19.00	No increase
<u>Zoning Board:</u>		
Zoning Secretary (Kozak)	\$23.59	
Zoning Officer (Creveling)	\$8,489.00	
Development Regulations Officer (Creveling)	\$4,245.00	
Municipal Housing Liaison (Kozak)	\$1,275.00	
<u>Police:</u>		
Police Chief (Harris)	\$113,831.00	
Police Secretary (Pursell)	\$45,380.00	
Deputy Police Records Custodian (Pursell)	\$1,783.00	
Emergency Management Secretary (Pursell)	\$1,583.00	
<u>Per PBA Contract:</u>		
Sergeant	\$3,300.00	Per PBA Contract
Bent	\$99,074.00	Per PBA Contract
Heilig	\$99,074.00	Per PBA Contract
Hults	\$99,074.00	Per PBA Contract
Gustsick	\$99,074.00	Per PBA Contract
Davis	\$57,000.00	Per PBA Contract
Part-Time Officers (Gooley)	\$19.90	
Prosecutor (Farsiou)	\$6,120.00	
Public Defender (Dunbar)	\$1,224.00	
<u>Public Works:</u>		
DPW/Buildings Superintendent (Turdo)	\$94,960.00	
<u>Per Teamster's Contract (For Information Only):</u>		
(Hourly rates change on anniversary date)		
Lippincott (2,080 hours @ \$33.13 per hour, doh 1/1/06 )	\$68,910.40	Per Teamster's Contract

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Mazur (2,080 hours @ \$33.96 per hour, doh 9/1/96)	\$70,636.80	Per Teamster's Contract
Modica (2,080 hours @ \$33.96 per hour, doh 5/3/03) (\$33.13 per hr to 5/2/18, \$33.96 per hr 5/3-12/31/18)	\$70,636.80	Per Teamster's Contract
Colaluce (2,080 hours @ \$25.00 per hour, doh 12/1/15) (\$24 per hr to 11/30/18, \$25 per hr 12/1-12/31/18)	\$52,000.00	Per Teamster's Contract
Holder (2,080 hours @ \$22.00 per hour, doh 1/2/17)	\$45,760.00	Per Teamster's Contract
Mayer (2,080 hours @ \$22.00 per hour, doh 6/1/17) (\$20 per hr to 5/31/18, \$22 per hr 7/1-12/31/18)	\$49,920.00	Per Teamster's Contract

Part Time Snow Removal:

		Proposed Steps: start \$24.50; 2nd yr. \$25.50; 3rd yr.\$26.50; future increases TBD by TC.  (Starts with 2017 year)
Croasdale	\$25.50	
Scott	\$25.50	
Part Time Seasonal Employees (Public Works)	\$13.00	Rounded: -.01

Buildings and Grounds:

Belick (doh 6/20/17)	\$18.36	
Cleaning Municipal Bldg., per week (Howarth)	\$184.58	

Recycling:

Certified Recycling Coordinator (Turdo)	\$500.00	No increase
Patrey (doh 1/1/2006)	\$14.20	
Robbins (doh 2/05/13)	\$10.50	Proposed Steps: \$10 to start;
Vacant		+.50 per year to \$12.50; future increases TBD by TC.  (Starts with 2017 year)

Board Secretaries: Per Meeting Attended

Parks and Recreation Secretary (Kozak)	\$90.00	No increase
Board of Health Secretary (Hammerstone)	\$90.00	No increase
Environmental Commission Secretary (Kozak)	\$90.00	No increase
Historic Preservation Secretary (Kirby-McDonough)	\$90.00	No increase
Agriculture Advisory (Sorge)	\$90.00	No increase

Riegel Ridge Community Center:

Director (Neglia)	\$56,583.00	
Member Services Rep. (Mayer, Marie)	\$13.59	
Member Services Rep. (Pecchia, Melissa)	\$12.48	
Member Services Rep. (Ihling, Dianne)	\$12.48	

Pool Supervisor:

Neglia	\$7,578.00	
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Front Desk Staff:

Burke, Karl	\$8.84	
Cooley, Harry	\$8.84	
Davison, Nicole	\$8.67	
Furmanek, Jennifer	\$8.84	
Hulsman, Mariel	\$8.50	No increase: doh 10/20/17
Kraynanski, John	\$9.61	
LaBar, Audrey	\$8.84	
Levenson, Daniel	\$8.50	No increase: doh 7/18/17
Nugent, Elizabeth	\$8.84	

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Rainey, Sybil	\$8.67	No increase: doh
Swearer, Heather (doh 8/28/17)	\$9.00	8/28/17
Viespoli, Caitlin	\$8.50	No increase: doh 7/25/17
Zehnbauer, Nick	\$8.50	No increase: doh 8/21/17

Child Watch:

Nugent, Elizabeth	\$8.84
Rainey, Sybil	\$8.67

Toddler Time:

Rainey, Sybil	\$16.32
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Group Exercise Instructors:

Cinquemani, Tiffany (per 60 minute class)	\$25.50	
Ciotta, Jonathan (per 60 minute class)	\$25.50	
Deckert, Shelli (per 30 minute class)	\$17.40	
Deckert, Shelli (per 60 minute class)	\$28.28	
Hatch, Gayle (per 30 minute class)	\$17.40	
Hatch, Gayle (per 60 minute class)	\$28.28	
Plasters, Lisa (per 60 minute class)	\$28.28	Delete if paperwork not filed

Yoga Instructors:

Campbell, Amber (per hour)	\$26.01
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Certified Personal Trainers:

Aquino, Nicholas (per session)	\$31.21
Ciotta, Jonathan (per session)	\$30.60
Hatch, Gayle (per session)	\$33.12
Neglia, Jessica (per session)	\$33.12

**Joint Municipal Court: TBD**

Per Joint Court Agreement: TBD for 2018

HT Share: 11% 2016; 6% 2017; TBD 2018

Judge (Novak), pro-rated	\$0.00
Judge (Shamey), pro-rated	\$30,600.00
Court Administrator (Lingsch), pro-rated	\$0.00
Court Administrator (Jackie Signorile), pro-rated	\$50,000.00
Violations Clerk, per hour, pro-rated	\$20.40
Bench Log, per Court session, pro-rated	\$80.00
Security, per Court session, pro-rated	\$120.00

Roll Call Vote	Ayes	Nays	Abstain	Absent
Scott Wilhelm	x			
Robert Thurgarland	x			
Thomas Scheibener	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

**BUSINESS FROM TOWNSHIP ATTORNEY**

-New Jersey Mentor Home-there are limitations the Township has with jurisdiction and enforcement on this group home in regards to planning and zoning and general welfare issue. It falls under the auspices of the Juvenile Justice Commission, Office of Transitional Services. The consensus was Attorney Lyons will write a letter expressing the concerns of the Township Committee and the residents.

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-Easement on Soden property- still not resolved, Attorney Lyons will coordinate with Engineer Roseberry and Department of Public Works Superintendent, Alan Turdo to set up a meeting with the home owner.

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

-Ted Harwick-questioned some items on the Salary Resolution

**ADJOURN**

Mr. Scheibener moved and Mr. Krov seconded the motion to adjourn at 7:38 p.m.

Voice Vote	Ayes	Nays	Abstain	Absent
Scott Wilhelm	x			
Robert Thurgarland	x			
Thomas Scheibener	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

Respectfully submitted,

Approved by,

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Catherine M. Miller, RMC  
Municipal Clerk

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Dan Bush, Mayor  
Ray Krov, Deputy Mayor