



**Township of Holland**  
IN  
HUNTERDON COUNTY

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

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

HOLLAND TOWNSHIP COMMITTEE  
REGULAR MEETING AGENDA  
October 16, 2018

**MEETING CALLED TO ORDER**

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

**FLAG SALUTE**

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

**CLERK READS OPEN PUBLIC MEETING STATEMENT**

Adequate notice of this meeting was given pursuant to the open public meeting act, by the Township Clerk on December 21, 2017 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:** October 2, 2018 Regular Meeting and Executive Session

**APPROVAL OF BILLS AS SUBMITTED**

Check#	Vendor	Description	Payment	Check Total
25498	4IMPRINT, INC.	School Stormwater Educational Give	\$ 869.05	\$ 869.05
25499	Alexandria Township	3rd qtr 2018 share of health benefit	\$ 210.38	\$ 210.38
25500	ALL INDUSTRIAL-SAFETY PRODUCTS, INC	Freight Charges For Clean Community	\$ 27.74	\$ 27.74
25501	ALLEGRO ENTERPRISES, INC.	Bottled Water for the Township	\$ 8.00	\$ 8.00
25502	AMERIGAS - CLINTON 7510	Propane Bethany Ridge 480.8 gal del	\$ 325.95	
		Municipal Building 092018 379.6 Pro	\$ 609.87	\$ 935.82
25503	AQUA NEW JERSEY	Fox Hill 001037164 0748991	\$ 328.70	
		3rd Qtr Hydrant	\$ 2,659.67	
		Fox Hill 001037164 0748991	\$ 299.41	\$ 3,287.78
25504	BINKLEY & HURST, LP	CX105 McCormick Flail Mower Repairs	\$ 3,085.70	
		Hydraulic Filter For CX105	\$ 210.64	\$ 3,296.34
25505	BOY SCOUT TROOP #187	2018 Road Side Clean Up - Boy Scout	\$ 500.00	\$ 500.00
25506	Career Development Institute	HLEO Course (Davis)	\$ 389.00	\$ 389.00
25507	CARROT-TOP INDUSTRIES, INC.	4 x 6' Polyester POW/MIA	\$ 875.51	\$ 875.51
25508	CASTLE SEPTIC SERVICE CORP.	Monthly Toilet Rental Charge October	\$ 280.00	\$ 280.00
25509	Leonard A. LaGuardia	Signs Lie Music	\$ 132.50	\$ 132.50
25510	Chris's Lawn Mowing Inc.	2018 Lawn Mowing Services	\$ 6,614.30	\$ 6,614.30
25511	CHRISTINE FRENCHU	Agriculture misc. expenses	\$ 3,900.00	\$ 3,900.00
25512	Cleary Giacobbe Alfieri Jacobs		Sep-18 \$ 195.00	\$ 195.00

25513	CLEMENS UNIFORM	DPW Shop Rags & Bethany Ridge Mat	\$	21.75	\$	21.75
25514	COOPER ALARM SYSTEMS, INC.	24 hour remote station	\$	288.00		
		Back entry camera Municipal building	\$	292.50	\$	580.50
25515	COOPER ELECTRICAL SUPPLY	LED Exit Light For RRCC	\$	22.25	\$	22.25
25516	CEUnion	PB/BOA classes	\$	95.00	\$	95.00
25517	Deirdre Anderson	September Fitness Classes	\$	250.00	\$	250.00
25518	DELAWARE VALLEY REG. HIGH SCHOOL	Tax Payment 2018/2019	\$	627,681.00	\$	627,681.00
25519	DONNA MACKEY	PB court recorder 101818	\$	225.00	\$	225.00
25520	ECLECTIC ARCHITECTURE, LLC	RR Window project	\$	3,120.00	\$	3,120.00
25521	EUGENIA FRANZO	September Fitness Classes	\$	79.80	\$	79.80
25522	Francine Lehman	2017/2018 Winter Mailbox Damage	\$	50.00	\$	50.00
25523	GARDEN STATE HIGHWAY PRODUCTS, INC.	White & Yellow Traffic Paint	\$	368.26	\$	368.26
25524	GENERAL CODE, LLC	Supplement to #12	\$	1,789.04	\$	1,789.04
25525	GRASS ROOTS	Grass Seed	\$	261.00	\$	261.00
25526	Griffith-Allied Trucking LLC	87 Octane Gasoline & Ultra Low Sulfur	\$	2,384.31		
		Ultra Low Sulfur Dyed Diesel - DPW	\$	1,152.15	\$	3,536.46
25527	H.J. OPDYKE LUMBER COMPANY, INC.	Mortar & Concrete	\$	100.59	\$	100.59
25528	HOLLAND TOWNSHIP BOARD OF EDUCATION	Tax Payments 2017/2018	\$	1,504,297.34	\$	1,504,297.34
25529	Hunterdon Family Medicine at	Niki Zuniga	\$	245.00	\$	245.00
25530	Jeff Modica	2018 Clothing Allowance - Jeff Modi	\$	250.00	\$	250.00
25531	JERSEY CENTRAL POWER & LIGHT	100 004 557 474 9/8/18-10/8/18	\$	72.80		
		100 004 556 468 9/8/18-10/8/18	\$	336.85		
		Sep-18	\$	939.68		
		Sep-18	\$	3.81	\$	1,353.14
25532	Jessica Dulin-Soto	September Fitness Classes	\$	165.00	\$	165.00
25533	John P Gallina, Esq	PB Mill Road Solar B2/4 L1.02/1 091	\$	455.00		
		PB Misc general Matters 100818	\$	292.50	\$	747.50
25534	JOINT MUNICIPAL COURT	Moving costs	\$	4,519.53	\$	4,519.53
25535	JULIANNA R. BENDIX	September Fitness Classes	\$	399.40	\$	399.40
25536	Laura Knott	September Fitness Classes	\$	294.20	\$	294.20
25537	LAWRENCE LaFEVRE	Registration	\$	92.00	\$	92.00
25538	Mark Essman	Refund	\$	641.50	\$	641.50
25539	MASER CONSULTING PA	BOA Tirrell B8 L2 services thru 0	\$	431.00		
		PB Milford Solar Farm LLC B4 L1 s	\$	991.25		
		PB HK B24 L 3 13 review thru 091618	\$	1,358.75		
		BOA JMH Sign B23 L37 PLANNER service	\$	373.75		
		Planner Services thru 092118 Afford	\$	213.75	\$	3,368.50
25540	MELANIE WOROB	September Fitness Classes	\$	263.80		
		September Fitness - CardioCore And	\$	343.40	\$	607.20
25541	MONINGHOFF APPLIANCE & SUPPLY CORP.	Wood Screws & Staples	\$	16.95	\$	16.95
25542	NATIONAL PEN COMPANY	Deluxe Bottle Openers	\$	157.69	\$	157.69
25543	PERFORMANCE TIRE COMPANY	Recycling 75C Tractor Tire Repair	\$	61.00		
		DPW Trailer Tire Repair	\$	84.87	\$	145.87
25544	PILATES BY CORRINE, LLC	September Pilates Classes	\$	497.20	\$	497.20
25545	PRECAST MANUFACTURING COMPANY	Precast Catch Basin - Church Rd	\$	568.00	\$	568.00
25546	PRESERVATION NEW JERSEY, INC.	Membership	\$	100.00	\$	100.00
25547	Quality Auto Glass Inc	1998 Ford L8513 Windshield Replacmt.	\$	425.00	\$	425.00

25548	R & L DATACENTERS, INC.	Municipal Payroll	\$	649.66	\$	649.66
25549	R/H TRUCK PARTS	1998 Ford L8513 Dump Truck Inspect.	\$	1,137.33	\$	1,137.33
25550	Rackspace US Inc	Email Cloud Service (Police)	\$	1,584.00	\$	1,584.00
25551	RARITAN VALLEY DISPOSAL #865	30 Yard Garbage Dumpster	\$	1,020.00		
		30 Yard Garbage Dumpsters	\$	1,530.00	\$	2,550.00
25552	SANICO, INC.	Monthly Invoice 2 YD FL Cont 1 pu/	\$	82.57		
		Monthly Invoice 6 YD Cont 1 pu/wk	\$	116.02		
		Monthly Invoice 4 YD Cont 1 pu/wk	\$	138.05		
		October 3101037	\$	55.38	\$	392.02
25553	SEAN P. GUTSICK	Membership Dues (Gutsick)	\$	142.00	\$	142.00
25554	STAPLES BUSINESS ADVANTAGE	7205743944	\$	243.03	\$	243.03
25555	Stephanie Beddiges	September Fitness Classes	\$	463.20	\$	463.20
25556	STORR TRACTOR COMPANY	Flail Knives For CX105	\$	875.00		
		Filter, Seal Kits, Valve, Spool All	\$	1,383.88		
		Seals & Bearings - 85C Flail Roller	\$	241.92		
		Pump Cover Straps	\$	24.54	\$	2,525.34
25557	STORR TRACTOR COMPANY	Fuel Filter & Plate	\$	102.16	\$	102.16
25558	Tamatha Isenberg	September Fitness Classes	\$	361.20	\$	361.20
25559	TILCON NEW YORK INC.	Road Repair MC CO-OP Holland Towns	\$	65,137.25	\$	65,137.25
25560	TREASURER, STATE OF NEW JERSEY	3rd qtr marriage lic	\$	175.00	\$	175.00
25561	VERIZON	9/26/18 billing	\$	943.23	\$	943.23
25562	VERIZON	9/26/18 billing 908 995 4435	\$	288.64	\$	288.64
25563	VERIZON	9/26/18 billing 908 995 9188	\$	84.01	\$	84.01
25564	VERIZON	9/26/18 billing 908 995 4849	\$	91.47	\$	91.47
25565	VERIZON	9/26/18 billing	\$	617.42	\$	617.42
25566	Warren Materials	2018 Recycled Asphalt	\$	886.51	\$	886.51
			\$	2,256,966.56	\$	2,256,966.56
Manual Checks						
1E+07	It's Neopost	Refill postage machine	\$	500.00	\$	500.00
		total manual	\$	500.00	\$	500.00
		Grand total	\$	2,257,466.56	\$	2,257,466.56
CURRENT FUND						
		BUDGET AND APPROPRIATION RESERVES		\$ 2,180,201.45		
GRANT FUND		BUDGET AND APPROPRIATION RESERVES	\$	4,894.30		
GENERAL CAPITAL FUNDS		BUDGET AND APPROPRIATION RESERVES	\$	68,257.25		
SEWER FUND		BUDGET AND APPROPRIATION RESERVES	\$	3.81		
ESCROW		ESCROW FUNDS	\$	3,609.75		
Checks issued 10-16-2018						2,256,966.56
Manual Totals						500.00
Total						<u>2,257,466.56</u>

### **REMINDER/ANNOUNCEMENT**

-Due to General Election Day on Tuesday November 6<sup>th</sup>, the Township Committee will meet on Wednesday November 7<sup>th</sup>.

-Holland Township will host a document shredding day at the Recycling Center on Saturday October 13, 2018 from 9am – noon or when the truck fills.

**OLD BUSINESS FROM TOWNSHIP COMMITTEE**

**LIAISON REPORTS**

**NEW BUSINESS FROM TOWNSHIP COMMITTEE**

**-Approval to attend seminar:** Planning Board Secretary/Affordable Housing Liaison Maria Elena Kozak

Date	Host	Subject	Cost
10/19/2018		Green Purchasing-	\$95

**-Approval to release Pay Application #1** to Empire Construction for work completed (concrete foundation and pad) on the Riegel Ridge Pavilion Project in the amount of \$44,398.17 of the \$182,974.80 project cost.

**-RESOLUTION-Developers Agreement for Milford Solar Farm**

**RESOLUTION**

Authorizing the Mayor and Municipal Clerk to Execute a Developer’s Agreement with Milford Solar Farm, LLC

**WHEREAS**, Milford Solar Farm, LLC (the “Developer”) is the owner of certain property that is known and designated as Block 2, Lot 1.02 and Block 4, Lot 1 on the Tax Map of the Township of Holland, Hunterdon County, New Jersey within the Limited Industrial Zone (hereinafter the “Property”); and

**WHEREAS**, the Township of Holland Planning Board, (the “Board”) granted Developer a Preliminary and Final Site Plan Approval with Variances on the Property by Resolution dated June 12, 2017 in order to construct a ground mounted solar array with associated fencing, lighting and landscaping; and

**WHEREAS**, by Resolution dated September 10, 2018, the Board granted Minor Subdivision approval to the Developer in order to subdivide property containing the Fine historic homestead from the Block 2 Lot 1.02; and

**WHEREAS**, Developer desires to comply with the terms and conditions of the approvals and proceed with development of the Property and install all improvements in accordance with the Resolutions and approved plans; and

**WHEREAS**, the Developer and Township desire to enter into an agreement setting forth the rights, duties and obligations of the parties in connection with the approval as reflected in the Resolution and approved Plans; and

**WHEREAS**, the Committee has reviewed the proposed Developer’s Agreement, which is attached hereto, and finds that it is in the best interests of the Town to enter into such agreement.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Holland, County of Hunterdon, New Jersey, that the Mayor and Municipal Clerk are hereby authorized to execute the Developer’s Agreement between Township of Holland and Milford Solar Farm, LLC in substantially the form attached hereto, subject to the final review of the Township Engineer and Attorney.

**-RESOLUTION-** Appointing 2019 Fund Commissioner for the Statewide Insurance

**RESOLUTION**

Appointing Fund Commissioner for the Statewide Insurance Fund

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

**WHEREAS**, the Fund’s Bylaws require participating members to appoint a Fund Commissioner.

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Township of Holland that Catherine M. Miller is hereby appointed as the Fund Commissioner for the Local Unit for the year 2018; and

**BE IT FURTHER RESOLVED**, that Melissa S. Tigar is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the year 2019; and

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

**-RESOLUTION-** Appointing 2019 Risk Management Consultant

**RESOLUTION**

Appointing Risk Management Consultant

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

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

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

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

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

1. Holland Township hereby appoints Groendyke Assoc. its local Risk Management Consultant.
2. The Municipal Clerk Catherine M. Miller (*authorized representative of the public entity*) and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant’s Agreement for the year 2018 in the form attached hereto.

**-RESOLUTION-** Adopting the 2019 Risk Management Consultant Agreement authorizing the Mayor and Municipal Clerk to sign said agreement

**RESOLUTION**

**2019 FUND YEAR**

**STATEWIDE INSURANCE FUND**

## **RISK MANAGEMENT CONSULTANT'S AGREEMENT**

**WHEREAS**, this Agreement entered into this 16<sup>th</sup> day of October 2018, among the Statewide Insurance Fund ("FUND"), a joint insurance fund of the State of New Jersey, **Township of Holland** ("MEMBER") and **Groendyke Associates** ("RISK MANAGEMENT CONSULTANT") through a fair and open process, pursuant to N.J.S.A.19:44A-20.4.

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

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

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

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

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

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

1. For and in consideration of the amount stated hereinafter, the CONSULTANT shall:
  - (a) assist in evaluating the MEMBER'S exposures and advise on matters relating to the Member's operation and coverage.
  - (b) explain to the MEMBER, or its representatives, the various coverages available from the FUND.
  - (c) explain to the MEMBER, or its representatives, the terms of the member's commitment and obligations to the FUND.
  - (d) explain to the MEMBER, or its representatives the operation of the FUND.
  - (e) prepare applications, statements of values, etc., on behalf of the MEMBER, if required by the FUND.
  - (f) review the MEMBER'S assessment and assist in the preparation of the MEMBER'S insurance budget.
  - (g) review losses and engineering reports and provide assistance to the MEMBER'S safety committee, if required.
  - (h) assist in the claims settlement process, if required, by MEMBER or FUND.
  - (i) attend the majority of meetings of the Fund Commissioners or Executive Committee, if requested, and perform such other services as required by the MEMBER or the FUND.



- (j) comply with the obligations imposed upon Risk Managers in the FUND's Bylaws.
  - (k) act in good faith and fair dealing to the FUND.
  - (l) perform other duties for the FUND as may be required from time to time by the FUND.
2. In exchange for the above services, the CONSULTANT shall be compensated in the following manner:
- (a) The CONSULTANT shall be paid by the FUND, on behalf of the MEMBER, a fee as compensation for services rendered. Said fee, an apportionment of the MEMBER's assessment: 6% of workers' compensation (excluding any fees, PLIGA, and loss ratio apportionment); 7.5% of non WC assessment (excluding any fees, PLIGA, and loss ratio apportionment);
  - (b) The CONSULTANT shall be entitled to compensation for services provided during any calendar year only if the CONSULTANT has been appointed and holds the position of Risk Management Consultant, as of January 31 of the said calendar year for counties and municipalities holding general elections and July 30 for municipalities holding regular elections.
  - (c) For any insurance coverages authorized by the MEMBER to be placed outside the FUND, the CONSULTANT shall receive as compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the FUND's assessment in computing the fee set forth in 2(a).
  - (d) If the MEMBER shall require of the CONSULTANT extra services other than those outlined above, the CONSULTANT shall be paid by the MEMBER a fee at a rate to be negotiated by the parties.
3. The term of this Agreement shall be from **January 1, 2019** to **January 1, 2020**. However, this Agreement may be terminated by either party at any time by mailing to the other thirty (30) days written notice, certified mail return receipt.
4. The CONSULTANT shall comply with all laws applicable to producers who provide insurance products to public entities and shall comply with all applicable statutes and regulations relating to joint insurance funds.
5. The CONSULTANT agrees to comply with all affirmative action laws applicable in accordance with Exhibit A and to submit all necessary documentation establishing compliance within seven (7) days of this Agreement.

**-ORDINANCE-Introduction/First Reading Approving a Mutual Aid Agreement with Pohatcong Township for Huntington Fire Company**

Second reading and Public Hearing set for November 20, 2018

**ORDINANCE 2018-14**

**AN ORDINANCE APPROVING A MUTUAL AID FIREFIGHTING**

**AGREEMENT BETWEEN THE HOLLAND TOWNSHIP VOLUNTEER FIRE COMPANY INC., OF THE TOWNSHIP OF HOLLAND AND THE HUNTINGTON VOLUNTEER FIRE COMPANY, INC. OF THE TOWNSHIP OF POHATCONG**

**WHEREAS**, the above fire departments and companies, along with the municipalities in which they are located, are desirous of entering into a Mutual Aid Firefighting Agreement; and

**WHEREAS**, the entry of the aforesaid Agreement is authorized by N.J.S.A. 40A:14-156.1; and

**WHEREAS**, for the aforesaid Agreement to be effective, all municipalities executing the same must adopt reciprocal ordinances authorizing the execution of the said Agreement.

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

1. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Mutual Aid Firefighting Agreement on behalf of the Township of Holland.
2. The attached Mutual Aid Firefighting Agreement will only be effective upon the adoption of a reciprocal ordinance authorizing its execution by the Township of Pohatcong and its actual execution by the said municipalities and its Fire Chief.
3. This Ordinance shall take effect upon passage and publication in accordance with law.

**BUSINESS FROM TOWNSHIP ATTORNEY**

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

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