

HOLLAND TOWNSHIP COMMITTEE
REGULAR MEETING AGENDA
December 4, 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 20, 2018 Regular Meeting and Executive Session

APPROVAL OF BILLS AS SUBMITTED

Check#	Vendor	Description	Payment	Check Total
25757	Alexandria Township	4th qtr 2018 share of health benefits	\$ 210.38	\$ 210.38
25758	Amazon.com RRCC	Step Benches	\$ 539.94	\$ 539.94
25759	AMAZON.COM, LLC Police	Police/OEM	\$ 597.89	\$ 597.89
25760	ANGELA VERDI	Background Check	\$ 40.00	\$ 40.00
25761	AQUA NEW JERSEY	RRCC Pool 101518-111418(8797)	\$ 49.48	
		RRCC 101518-111418 (8796)	\$ 335.27	
		910 Lawn Irrigation 101518-111418(\$ 15.90	
		910 Milford Warren Glen Rd Seasonal	\$ 31.80	\$ 432.45
25762	AT&T MOBILITY	Cell Phones - OCT 2018	\$ 385.22	\$ 385.22
25763	PEPSI-COLA	Water for fitness center	\$ 130.70	\$ 130.70
25764	BRIDGE STREET SERVICE CENTER	15-10 Repair	\$ 340.91	\$ 340.91
25765	Bruce E Holder	Holder - 2018 Clothing Allowance	\$ 234.78	\$ 234.78
25766	CATHERINE M. MILLER	2018 Mileage reimbursement	\$ 192.40	
		3M Hooks for Wreaths on Front Door	\$ 7.98	
		reimbursement	\$ 39.95	\$ 240.33
25767	Christine Haffling	refund	\$ 10.00	\$ 10.00
25768	CLEMENS UNIFORM	Mats for Munic110818	\$ 35.25	
		Mats for Munic112118	\$ 35.25	\$ 70.50
25769	CODY COMPUTER SERVICES, INC.	NIBRS Grant - Records Management Sy	\$ 11,670.75	\$ 11,670.75
25770	COOPER ELECTRICAL SUPPLY	Micro Remote - Return, Weather Proof	\$ 18.56	\$ 18.56
25771	CUB SCOUT PACK #187	2018 Roadside Clean Up - Cub Scout	\$ 500.00	\$ 500.00
25772	DAVID BURCHETT	Mobile Communication Cameras	\$ 59.95	\$ 59.95
25773	Debbie Spork	Replace Damaged mailbox	\$ 44.46	\$ 44.46
25774	Deirdre Anderson	Fitness Classes	\$ 125.00	\$ 125.00
25775	Elizabeth Nugent	Background Check	\$ 40.00	\$ 40.00
25776	ELIZABETHTOWN GAS	Meter 01061655 Account 93404665351	\$ 133.11	
		Meter 14Y735578 Account 9890459292	\$ 33.85	\$ 166.96
25777	ENTEL SYSTEMS, INC.	Phone Issue 4670 Line	\$ 184.00	\$ 184.00
25778	Enterprise Electrical Inc	Exit Sign Repair	\$ 150.00	\$ 150.00
25779	Garden State Underwater Recovery Un	Work on the pool	\$ 500.00	\$ 500.00
25780	GEBHARDT & KIEFER, P.C.	October	\$ 148.50	\$ 148.50
25781	GEBHARDT & KIEFER, P.C.	October	\$ 82.50	\$ 82.50
25782	GEBHARDT & KIEFER, P.C.	October	\$ 33.00	\$ 33.00
25783	GEBHARDT & KIEFER, P.C.	October	\$ 1,775.50	\$ 1,775.50
25784	GRAINGER	45 Gallon Recycled Plastic Bags, 4'	\$ 107.01	\$ 107.01
25785	Griffith-Allied Trucking LLC	87 Octane Unleaded Gasoline	\$ 826.67	
		2018 Ultra Low Sulfur Dyed Diesel	\$ 771.45	
		2018 Ultra Low Sulfur Dyed Diesel -	\$ 880.86	\$ 2,478.98
25786	J C Ehrlich Co Inc	Monthly Pest Control November 2018	\$ 236.00	\$ 236.00
25787	JERSEY CENTRAL POWER & LIGHT	Account 100 077 061 016 NOV 2018	\$ 1,244.70	\$ 1,244.70
25788	JERSEY CENTRAL POWER & LIGHT	100 070 503 212 Pool Storage Garage	\$ 4.48	\$ 4.48
25789	JERSEY CENTRAL POWER & LIGHT	Account 100 004 555 932 Case Field	\$ 123.47	\$ 123.47
25790	JERSEY CENTRAL POWER & LIGHT	Account 100 029 305 644 NOV 2018	\$ 2,926.51	\$ 2,926.51
25791	JERSEY CENTRAL POWER & LIGHT	Account 100 003 579 271 Library NOV	\$ 120.89	\$ 120.89
25792	JERSEY CENTRAL POWER & LIGHT	Account 100 004 555 858 Baseball NO	\$ 398.06	\$ 398.06

25793	JERSEY CENTRAL POWER & LIGHT		Oct-18	\$	797.80		
			Oct-18	\$	15.45	\$	813.25
25794	JERSEY CENTRAL POWER & LIGHT	Account 100 105 886 640 914 Milford		\$	397.22	\$	397.22
25795	Jill Perez	Background check		\$	40.00	\$	40.00
25796	John P Gallina, Esq	PB Huntington Knolls B24 L 3 & 13 10		\$	487.50	\$	487.50
25797	KEITH GROOGAN	Karate (July & August)		\$	682.50		
		Karate (September & October)		\$	968.50	\$	1,651.00
25798	LAWN DOCTOR OF FLEMINGTON-CLINTON	Municipal Building Lawn Care Service		\$	232.97	\$	232.97
25799	LAWN DOCTOR OF FLEMINGTON-CLINTON	2018 Lawn Care Services		\$	1,925.00	\$	1,925.00
25800	LAWSON PRODUCTS, INC.	5/16"-18 Square Sign Nuts		\$	138.11	\$	138.11
25801	LMR Disposal LLC	Recycling Dumpster		\$	58.11	\$	58.11
25802	MARY E SMITH	Holland Township PB escrow release		\$	152.50	\$	152.50
25803	MELISSA TIGAR	Reimbursement for 20" Holiday Wreath		\$	40.00	\$	40.00
25804	MGL PRINTING SOLUTIONS	Sewer Bills		\$	366.00	\$	366.00
25805	MILFORD SEWER UTILITY	Balance of 2017 expenses		\$	100,796.19	\$	100,796.19
25806	MONINGHOFF APPLIANCE & SUPPLY CORP.	Various Supplies		\$	64.61	\$	64.61
25807	Morton Salt, Inc.	2018 Road Salt		\$	1,406.91	\$	1,406.91
25808	Needle Tech Custom Embroidery	2018 DPW Carhart Sweatshirt Embroidery		\$	31.50	\$	31.50
25809	NJ Advance Media	Ad for Police Officer		\$	1,423.41		
		Notice, Ordinances,		\$	122.40	\$	1,545.81
25810	OFFICE DEPOT, INC.	Water Cooler - PD		\$	149.99		
		Office Supplies OEM/PD		\$	377.46	\$	527.45
25811	Patrick H Fatton Land Surveying LLC	PB B6 L1.02 & 1.04 MN subdivision f		\$	500.00	\$	500.00
25812	PenTeleData	11/24/18-12/24/18		\$	214.85	\$	214.85
25813	Promed Office Cleaners LLC	Cleaning RRCC - October 2018		\$	180.00		
		Cleaning RRCC - September 2018		\$	180.00		
		Cleaning RRCC November 2018		\$	180.00	\$	540.00
25814	Richard Botto Jr	Radio Meeting		\$	13.00	\$	13.00
25815	Rosnagles Service Center Inc	15-10		\$	150.00	\$	150.00
25816	SERVICE ELECTRIC TELEPHONE CO.	Telephone RRCC		\$	159.92	\$	159.92
25817	SMITH MOTOR COMPANY, INC.	15-11 Maintenance		\$	44.27	\$	44.27
25818	Southern Gas Co	Holland Township reimbursement Insp		\$	3,267.50	\$	3,267.50
25819	STORR TRACTOR COMPANY	Front Rim For 75C Recycling Tractor		\$	542.45	\$	542.45
25820	STRYKER	Camera for sewer line		\$	345.00	\$	345.00
25821	THE LOCK DOCTOR	Back Door Repair to HQ		\$	100.00	\$	100.00
25822	THERESA VERDI	Cleaning RRCC (10/29-11/9)		\$	440.00	\$	440.00
25823	Trius Inc	Western Plow Parts - Shoe & Control		\$	398.85	\$	398.85
25824	U.S. MUNICIPAL SUPPLY, INC.	Plow Edges, Single & Dual Tire Chai		\$	1,940.08	\$	1,940.08
25825	VALLEY AUTO SUPPLY	Tire Pressure Gauge, 2010 Internati		\$	289.97	\$	289.97
25826	VERIZON	11/18/18 billing 908 995 4435		\$	236.82	\$	236.82
25827	VERIZON	10/26/18 billing		\$	617.59	\$	617.59
25828	VERIZON	11/26/18 billing		\$	963.29	\$	963.29
25829	VERIZON	11/26/18 billing 908 995 4849		\$	91.98	\$	91.98
25830	VERIZON	11/26/18 billing 908 995 9188		\$	39.45	\$	39.45
25831	WB Mason Co INc	Supplies		\$	782.76		
		Floor Cleaner		\$	26.99		
		Paper Plates		\$	51.19		
		Envelopes		\$	36.22	\$	897.16
25832	WEHRUING'S LUMBER/HOME CENTER INC.	6' Tee & U-Posts		\$	1,550.00	\$	1,550.00
25833	WILSON PRODUCTS	Recycling Propane, Nitrogen		\$	205.33	\$	205.33
25834	WOODRUFF ENERGY	November 2018 Account 771057		\$	383.39	\$	383.39
				\$	150,977.41	\$	150,977.41
11282018	Its Neopost	refill mail machine		\$	500.00	\$	500.00
11292018	NJ State Health Benefits	December		\$	26,015.56	\$	26,015.56
		total manual		\$	26,515.56	\$	26,515.56
		Grand total		\$	177,492.97	\$	177,492.97

CURRENT FUND	BUDGET AND APPROPRIATION RESERVES	\$ 38,687.09
GRANT FUND	BUDGET AND APPROPRIATION RESERVES	\$ 27,783.95
GENERAL CAPITAL FUNDS	BUDGET AND APPROPRIATION RESERVES	\$ 61,101.73
RIEGEL RIDGE TRUST FUND	LIABILITIES	1,538.24
ESCROW	ESCROW FUNDS	\$ 1,416.50

Checks issued 11-20-18 130,527.51

Total 130,527.51

ANNOUNCEMENT

-The Holland Township Volunteer Fire Co will be holding the Annual Tree Lighting on Sunday December 16. Santa and Mrs. Claus will be traveling around Holland Township neighborhoods starting at 6:00pm. from Monday December 19-Friday December 23. Check the Holland Township Volunteer Fire Company’s website at www.hollandfire.org for his schedule.

-The Holland Township Committee will hold their Reorganizational meeting Wednesday January 2, 2019 at 7:00 pm

OLD BUSINESS FROM TOWNSHIP COMMITTEE

-RESOLUTION-Milford Solar Road Opening Agreement this Resolution was on the November 20, 2018 Agenda and was tabled to allow more time for the Township Committee to review the Agreement.

RESOLUTION

Resolution Authorizing the Mayor and Municipal Clerk to Execute an Agreement Granting Permission to Place a Private Electric Transmission Line in the Right-of-Way and Hold the Township Harmless with Milford Solar Farm, LLC and Fiberville Estates, LLC

WHEREAS, Fiberville Estates, LLC (the “Property Owner”) 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, Milford Solar Farm, LLC (the “Developer”) is the ground tenant on 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, the Township maintains the thirty-three foot right-of-way of Cyphers Road over portions of the Property; and

WHEREAS, the Developer plans to install a private electrical transmission line in order to service the Project and such must cross through Cyphers Road; and

WHEREAS, the Developer applied for and was granted a Road Opening Permit pursuant to Chapter 76 of the Township’s Ordinances in order to install said electrical transmission line under and across the Road pursuant to the plans and specifications attached to the Agreement; and

WHEREAS, the Committee has reviewed the Agreement, which is attached hereto, and find that it is in the best interests of the Township 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 Clerk are hereby authorized to execute the Agreement between Township of Holland, Fiberville Estates, LLC, and Milford Solar Farm, LLC in substantially the form attached hereto, subject to the final review of the Township Engineer and Attorney.

LIAISON REPORTS

NEW BUSINESS FROM TOWNSHIP COMMITTEE

-Approval-of Raffle Application: (To be held 1/26/2019 10:00 p.m. at Whispering Pines Banquet Hall)

Application for Raffle 2018-8 **Holland Township Volunteer Fire Co.** [On-premise draw raffle awarding cash-50/50]

-RESOLUTION-\$10,000 NJUCF Stewardship Grant

RESOLUTION

Grant Agreement Between

Holland Township and
the State of New Jersey

by and for the Department of Environmental Protection

Grant Identifier: FS19-029

WHEREAS, the Holland Township Committee desires to further the public interest by obtaining a grant from the State of New Jersey in the amount of approximately \$10,000.00 to fund the following project:

- NJUCF Stewardship Grant-Resiliency Planning

NOW, THEREFORE, BE IT RESOLVED, by the Holland Township Committee, County of Hunterdon in the state of New Jersey that the Township Committee resolves that Mayor Daniel T. Bush or his successor to the office of Mayor, is authorized (a) to make application for such a grant, (b) if awarded, to execute a grant agreement with the State for a grant in the amount not less than \$0 and not more than \$10,000.00 and (c) to execute any amendments thereto which do not increase the Grantee's obligation.

BE IT FURTHER RESOLVED, that the Township Committee authorizes and hereby agrees to match 33.33% of the Total Project Amount, in compliance with the match requirements of the agreement. The availability of the match for such purposes, whether cash, services or property, is hereby certified. Up to 100% of the match will be made up of in-kind services (if allowed by grant application program requirements and the agreement)

BE IT FINALLY RESOLVED, that the Holland Township Committee agrees to comply with all applicable Federal, State and municipal laws, rules and regulations in its performance pursuant to the agreement.

-RESOLUTION-Adopting the 2019 updated Employee Personnel Policies and Procedures Manual

RESOLUTION

Adopting the Updated Holland Township Personnel Policies and Procedures Manual

WHEREAS, the Holland Township Committee adopted a revised edition of the Holland Township Personnel Policies and Procedures Manual on November 6, 2017 that was effective January 1, 2014, and

WHEREAS, in January 2018 Mayor Bush appointed a subcommittee to review and revise the existing Personnel Policies and Procedures Manual, and

WHEREAS on April 11, 2018, May 23, 2018 and June 26, 2018 the Holland Township Committee met in Special Meetings, advertised and open to the public to review updates to the handbook.

NOW THEREFORE BE IT RESOLVED, by the Township Committee, Township of Holland, County of Hunterdon in the state of New Jersey, that they approve the final draft of the update Personnel Policies and Procedures Manual to be effective January 1, 2018.

BE IT FURTHER RESOLVED that this undated handbook will replace any previously approved or printed Holland Township Employee Handbooks or Holland Township Policies and Procedures Manuals.

-RESOLUTION-hiring Probationary Patrolman Tashawn LaTouche

RESOLUTION

Authorizing the Township of Holland to Hire
One New Full-Time Regular Police Officer

WHEREAS, in order to maintain the health, safety and welfare of the public at large, the Holland Township Committee has determined that it is necessary to hire a regular full-time police officer; and

WHEREAS, pursuant to Section 32-4 of the Code of the Township of Holland (the "Code") the Holland Township Committee conducted interviews of various applicants; and

WHEREAS, the Committee and the Holland Township Police Chief have reviewed Tashawn LaTouche's application, qualifications, background check, medical examination (pending), psychological examination (pending), Police Training Commission qualifications and have found them all to be acceptable; and

WHEREAS, the salary associated with this new hire shall be set at the probationary sum of \$42,000.00 per year, in accordance with the "Agreement Between the Township of Holland and New Jersey Policemen's Benevolent Association Hunterdon County N.J. Local No. 188" ("PBA Contract") executed by the Township and the PBA Local 188 (the "PBA") on December 14, 2014; and

WHEREAS, pursuant to the PBA Contract, this new hire will be considered probationary for a period of twelve (12) months and shall be required to successfully complete a police basic training course, if required, within the time periods of applicable law prior to receiving a permanent appointment; and

WHEREAS, the Chief Financial Officer has determined that there are sufficient funds available in the General Operations Municipal budget to pay for this employee.

WHEREAS, all other terms and conditions of employment relating to this new hire shall be as set forth in the PBA Contract and any subsequent agreements made between the PBA and the Township; and

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Holland, County of Hunterdon, State of New Jersey, that, effective January 1, 2019 Tashawn LaTouche be appointed as a full-time Probationary Patrolman, in accordance with Ordinance §32-4 at the probationary salary of \$42,000.00 per year. Upon completion of the twelve month probationary period, he shall receive a yearly salary in the amount of \$47,000.00.

BE IT FURTHER RESOLVED, that the employment of this new hire shall be conditioned upon passing all applicable requirements set forth in the applicable ordinances, statutes, and regulations; and

BE IT FINALLY RESOLVED, that all appropriate Township officials are hereby authorized and directed to take all appropriate actions in furtherance of the intentions set forth in this Resolution.

-RESOLUTION-Hiring Patrolman 3rd Class Robert Young

RESOLUTION

Authorizing the Township of Holland to Hire
One New Full-Time Regular Police Officer

WHEREAS, in order to maintain the health, safety and welfare of the public at large, the Holland Township Committee has determined that it is necessary to hire a regular full-time police officer; and

WHEREAS, pursuant to Section 32-4 of the Code of the Township of Holland (the "Code") the Holland Township Committee conducted interviews of various applicants; and

WHEREAS, the Committee and the Holland Township Police Chief have reviewed Robert Young's application, qualifications, background check, medical examination (pending), psychological examination (pending), Police Training Commission qualifications and have found them all to be acceptable; and

WHEREAS, the salary associated with this new hire shall be set at the Patrolman 3rd Class sum of \$77,000.00 per year, in accordance with the "Agreement Between the Township of Holland and New Jersey Policemen's Benevolent Association Hunterdon County N.J. Local No. 188" ("PBA Contract") executed by the Township and the PBA Local 188 (the "PBA") on December 14, 2014; and

WHEREAS, pursuant to the PBA Contract, this new hire will be considered probationary for a period of twelve (12) months and shall be required to successfully complete a police basic training course, if required, within the time periods of applicable law prior to receiving a permanent appointment; and

WHEREAS, the Chief Financial Officer has determined that there are sufficient funds available in the General Operations Municipal budget to pay for this employee.

WHEREAS, all other terms and conditions of employment relating to this new hire shall be as set forth in the PBA Contract and any subsequent agreements made between the PBA and the Township; and

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Holland, County of Hunterdon, State of New Jersey, that, effective January 1, 2019 Robert Young, Jr. be appointed as a full-time Patrolman 3rd Class, in accordance with Ordinance §32-4 at the salary of \$77,000.00 per year. Upon completion of the twelve month probationary period, he shall receive a yearly salary in the amount of \$82,000.00.

BE IT FURTHER RESOLVED, that the employment of this new hire shall be conditioned upon passing all applicable requirements set forth in the applicable ordinances, statutes, and regulations; and

BE IT FINALLY RESOLVED, that all appropriate Township officials are hereby authorized and directed to take all appropriate actions in furtherance of the intentions set forth in this Resolution.

-RESOLUTION- Refund of Planning Board Escrow Deposit

RESOLUTION

Authorizing the Refund of Escrow Deposit

WHEREAS, the Municipal Land use Law allows for refunding of unused escrow deposits, Cash Bonds, and accumulated interest, and

WHEREAS, the Township of Holland has received deposits for Review, Inspection fees and Cash Bonds, 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 have been withdrawn, or have received approval for release:

Southern Company Gas
PO Box 4569
Atlanta GA 30312
Account # 14299568504440
Holland Township Inspection Review Escrow \$3,267.50
Block 2 Lot 9 Bellis Road & Cyphers
PB Project – Elizabethtown Gas Gilbert II PIG Launcher

THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Holland that the Finance Officer hereby directed to refund the remaining escrow Deposits, cash bonds and accumulated interest to the above applicants.

-RESOLUTION- Refund of Planning Board Escrow Deposit

RESOLUTION

Authorizing the Refund of Escrow Deposit

WHEREAS, the Municipal Land use Law allows for refunding of unused escrow deposits, Cash Bonds, and accumulated interest, and

WHEREAS, the Township of Holland has received deposits for Review, Inspection fees and Cash Bonds, 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 have been withdrawn, or have received approval for release:

Mary E Smith
373 Route 627
Milford, NJ 08848
Account # 14299568504430
Planning Board Review Escrow \$ 152.50
Block 2 Lot 9 Bellis Road & Cyphers
PB Project – Elizabethtown Gas Gilbert II PIG Launcher

THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Holland that the Finance Officer hereby directed to refund the remaining escrow Deposits, cash bonds and accumulated interest to the above applicants.

BUSINESS FROM TOWNSHIP ATTORNEY

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

ADJOURN at _____