

February 20, 2018

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, Committeemen, Robert Thurgarland and Scott Wilhelm. Also present was Attorney Matthew Lyons. Committeeman Thomas Scheibener was absent.

There being a quorum this meeting was called to order by Mayor Bush at 7:05 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 21, 2017** 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.

APPROVAL OF MINUTES

Mr. Krov moved and Mr. Wilhelm seconded the motion to approve the minutes of the February 6, 2018 Regular Meeting and Executive Session

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

Description	Payment	Check#	Vendor	Check Total
CPO Course	\$ 305.00	24272	Alex Bellick Jr	\$ 305.00
Borough Share of Court Administrator	\$ 1,350.00	24273	Alexandria Township ALLEGRO ENTERPRISES,	\$ 1,350.00
Water for RRCC	\$ 159.50	24274	INC. AMERIGAS - CLINTON	\$ 159.50
Propane Bethany Ridge 227.6 gal del	\$ 901.70	24275	7510	\$ 901.70
January Fitness - YOGA	\$ 228.40	24276	AMY R KIRK BRANCHBURG SPORTS	\$ 228.40
Deposit Field Trip	\$ 100.00	24277	COMPLEX CASTLE SEPTIC	\$ 100.00
Monthly Toilet Rental Charge Februa	\$ 280.00	24278	SERVICE CORP. CITY FIRE EQUIPMENT	\$ 280.00
Fire CO FE Inspection 100	\$ 413.50	24279	CO.	\$ 413.50
Mats & Rags for RRCC	\$ 92.00	24280	CLEMENS UNIFORM	\$ 92.00
Dry cleaning (May - September 2017)	\$ 416.02	24281	Dashing Valet Dry Cleaning	\$ 416.02
Seminars/Continuing Education	\$ 95.00	24282	CEUnion	\$ 95.00
Daxko Software	\$ 434.00	24283	Daxko LLC DELAWARE VALLEY	\$ 434.00
Tax Payment 2017/2018	\$ 675,357.00	24284	REG. HIGH SCHOOL	\$ 675,357.00
Ballast	\$ 225.00	24285	Enterprise Electrical Inc	\$ 225.00
January Fitness Classes - Zumba	\$ 63.20	24286	EUGENIA FRANZO FLEMINGTON	\$ 63.20
Flooring For EOC @ RRCC 3rd Floor	\$ 1,031.24	24287	DEPARTMENT STORE GEBHARDT & KIEFER,	\$ 1,031.24
PB Huntington Knolls B24 L 3 & 13 11	\$ 49.50	24288	P.C. H.J. OPDYKE LUMBER	\$ 49.50
Lumber for project in Gymnasium	\$ 66.78	24289	COMPANY, INC.	\$ 66.78

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Tax Payments 2017/2018	\$ 1,490,510.17	24290	HOLLAND TOWNSHIP BOARD OF EDUCATION	\$ 1,490,510.17
100 004 556 468 01/10/18-02/07/18	\$ 342.89	24291	JERSEY CENTRAL POWER & LIGHT	
100 004 557 474 1/10/18-2/7/18	\$ 74.33			
Jan-18	\$ 6.42			
Jan-18	\$ 1,137.34			\$ 1,560.98
January Fitness - YOGA	\$ 311.00	24292	Jessica Dulin-Soto	\$ 311.00
ACA Conference Hotel	\$ 375.53	24293	JESSICA NEGLIA	
Yoga Bolsters	\$ 403.53			
CPR Training for RRCC Staff	\$ 40.00			\$ 819.06
January Fitness - YOGA	\$ 313.40	24294	JULIANNA R. BENDIX	\$ 313.40
January Fitness - YOGA	\$ 110.00	24295	Laura Knott	\$ 110.00
Recycle Dumpster	\$ 50.00	24296	LMR Disposal LLC	\$ 50.00
030818-060718	\$ 1,339.53	24297	MAILFINANCE	\$ 1,339.53
RRCC Gym Floor Replacement Project	\$ 19,564.95	24298	Mathusek Incorporated	\$ 19,564.95
Computer Services - January 2018	\$ 675.00	24299	EDWARD HORSFALL	
Jan-18	\$ 775.00			\$ 1,450.00
Zumba - January Classes	\$ 597.80	24300	MELANIE WOROBI MILFORD SEWER UTILITY	\$ 597.80
1st qtr 2018	\$ 50,000.00	24301	MILFORD/FRENCHTOWN	\$ 50,000.00
Window De-Icer	\$ 5.98	24302	AUTO PARTS, INC.	\$ 5.98
Jan-18	\$ 281.40	24303	NJ DEPT OF HEALTH & SENIOR SERVICES	\$ 281.40
CD/DVD Envelopes	\$ 12.57	24304	OFFICE DEPOT, INC.	\$ 12.57
RRCC Stage Rehabilitation Project	\$ 18,000.00	24305	Padovani Roofing & Construction	\$ 18,000.00
January Fitness - Pilates by Corrin	\$ 570.80	24306	PILATES BY CORRINE, LLC	\$ 570.80
Single Handle Grip & forearm blaste	\$ 182.47	24307	POWER SYSTEMS, INC. R & L DATACENTERS, INC.	\$ 182.47
Municipal Payroll	\$ 1,702.29	24308		\$ 1,702.29
1998 Heated Air Valve Drain	\$ 215.66	24309	R/H TRUCK PARTS	\$ 215.66
Copies for RRCC	\$ 299.02	24310	RICOH USA Inc	\$ 299.02
Uniforms	\$ 154.99	24311	SAMZIE'S UNIFORMS	\$ 154.99
February 3101037	\$ 55.38	24312	SANICO, INC.	
Monthly Invoice 4 YD Cont 1 pu/wk	\$ 138.05			
Monthly Invoice 6 YD Cont 1 pu/wk	\$ 116.02			
Monthly Invoice 2 YD FL Cont 1 pu/	\$ 82.57			\$ 392.02
Internet	\$ 68.44	24313	SERVICE ELECTRIC CABLE TV, INC.	\$ 68.44
Vehicle Maintenance 15-14	\$ 429.86	24314	SMITH MOTOR COMPANY, INC.	\$ 429.86
January Pilates with Stephanie	\$ 450.00	24315	Stephanie Beddiges	\$ 450.00
Emergency Snake of drain	\$ 1,154.00	24316	STRYKER	\$ 1,154.00
Redemption of Tax Sale Certificate	\$ 1,200.00	24317	Stuart Lasher	
Redemption of Tax Sale Certificate	\$ 1,417.71			\$ 2,617.71
DPW Garage Door Repairs/Upgrades	\$ 3,920.00	24318	Summit Door LLC	\$ 3,920.00
Fix hot water	\$ 110.50	24319	Supreme Heating & Air Conditioning	
Fix the heat for Gymnasium	\$ 1,075.00			\$ 1,185.50
January Fitness - YOGA	\$ 333.60	24320	Tamatha Isenberg	\$ 333.60
Cleaning RRCC	\$ 400.00	24321	THERESA VERDI	\$ 400.00
DSL for RRCC	\$ 80.04	24322	Verizon	\$ 80.04
Cell Phones/Air Cards - January 201	\$ 599.89	24323	VERIZON WIRELESS	\$ 599.89
Garbage Can & Paper Towels	\$ 284.94	24324	WB Mason Co INc	
Binders, wipes, dry erase markers,	\$ 108.61			\$ 393.55
	\$ 2,281,644.52			\$ 2,281,644.52
			Manuals	
February 2018	\$ 28,773.29	2142018	NJ State Health Benefits	\$ 28,773.29
	\$ 28,773.29	Total	Manuals	\$ 28,773.29
Grand Total	\$ 2,310,417.81			\$ 2,310,417.81
CURRENT FUND			BUDGET AND APPROPRIATION RESERVES	\$ 2,187,591.01

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OTHER TRUST FUNDS	LIABILITIES	\$	1,200.00	
GENERAL CAPITAL FUNDS	BUDGET AND APPROPRIATION RESERVES	\$	42,516.19	
SEWER FUND	BUDGET AND APPROPRIATION RESERVES	\$	50,006.42	
ANIMAL CONTROL	BUDGET AND APPROPRIATION RESERVES	\$	281.40	
ESCROW	ESCROW FUNDS	\$	49.50	
Checks issued 2-20-18				2,281,644.52
	Manual Totals			<u>28,773.29</u>
Total				<u><u>2,310,417.81</u></u>

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			

ANNOUNCEMENTS

-Fit For Cancer Fundraiser-This year instructors at the Riegel Ridge Community Center are participating in the Fit For Cancer fundraiser. All our instructors are volunteering their time to teach specialty classes on Friday March 2 and Saturday March 3. All monies collected from these classes go to the Hunterdon Healthcare Foundation to help people living with cancer in Hunterdon County. Classes will include Yoga, Zumba, Pilates and cycling. Community members may also make a donation to the cause without taking one of the classes.

-The Township Committee will be holding a public Work Session reviewing the Updated Employee Handbook on Wednesday March 14, 2018 at 6:00 pm.

OLD BUSINESS FROM TOWNSHIP COMMITTEE

-Approval to attend conference: RRCC Director Jessica Neglia

Consideration of this attendance was tabled at the February 6, 2018 meeting so that the Committee could review a conference description

-description was emailed to the Committee with their agendas on Friday February 16, 2018

Mr. Krov moved and Mr. Thurgarland seconded the motion to approve the following attendance:
RRCC Director Jessica Neglia

Date	Host	Subject	Cost
3/4-3/7/2018	NJRPA NJ Recreation Park Ass	Annual Conference	Conference fee \$450 Hotel \$75/night

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

LIAISON REPORTS

Bush

Senator Doherty's office advised us that we have received a grant for Bellis Rd Phase 2 in the amount of \$178,000.

Krov

-The County will be hosting a Hazardous Waste Cleanup Day on Saturday March 10 from 9:00 a.m. to 1:00 p.m. at the County Complex on Route 12 in Flemington

Scheibener- absent

Thurgarland

-February Environmental Commission meeting canceled due to inclement weather. Next month they will discuss dates for the tree giveaway

Wilhelm

-Holland Library sent requested budget, they would like to come to a Township Committee meeting to discuss their future plans with the Committee

-March 14 at 6:00 p.m. has been set for the public meeting to review the Employee Handbook updated-comments will be brought up at that meeting

NEW BUSINESS FROM TOWNSHIP COMMITTEE

-Approval of pay schedule update for Summer Camp Junior Counselors

Mr. Wilhelm moved and Mr. Thurgarland seconded the motion to approve the following salary increase schedule for Summer Camp Junior Counselors:

# of years employed at Summer Recreation Program	Current Junior Counselors	Proposed Junior Counselors
1 st and 2 nd years	\$7.25	\$8.50
3 rd and 4 th years	\$7.75	\$9.00

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 proposed 2018 Summer Camp Prices

Mr. Thurgarland moved and Mr. Wilhelm seconded the motion to approve the following 2018 Summer Camp Price list:

Proposed 2018 Summer Camp Prices	Resident	Non-resident
Full Day	\$156/week	\$171/week
Part time (Pre-school only)	\$113/week	\$125/week

2017 Summer Camp Prices	Resident	Non-resident
Full Day	\$149/week	\$163/week
Half Day	\$107/week	\$118/week

2016 Summer Camp Prices	Resident	Non-resident
Full Day	\$143/week	\$157/week
Half Day	\$103/week	\$113/week

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 cost share with Hunterdon Land Trust

Mr. Krov moved and Mr. Thurgarland seconded the motion to approve a cost share with the Hunterdon Land Trust in the amount of \$500.00 contingent on budget approval

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 professional organization meeting-

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

Planning Board Secretary Maria Elena Kozak: Ms. Kozak is the Secretary of the Hunterdon County Planning & Zoning Administrators-

Date	Host	Subject	Cost
3/21/2018	Hunterdon County Planning & Zoning Administrators	Quarterly meeting Redevelopment vs overlay zone- the roll of the Planning Board	\$30.00

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 Seminar-

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

COAH Liaison, Maria Elena Kozak

Date	Host	Subject	Cost
3/13/2018	Affordable Housing Professionals of NJ	Section 8 & other resources to help find a pathway to homeownership	\$50.00

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- Redemption to Outside Lienholder

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

RESOLUTION

Authorizing the Redemption of Tax Sale Certificate to an Outside Lienholder

WHEREAS, at the Municipal Tax Sale held on November 30, 2017 a lien was sold on Block 6 Lot 108, also known as 30 Winding Way for unpaid 2016 Taxes; and,

WHEREAS, Jennifer Kersten has redeemed Certificate # 2017-001

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 \$1,417.71 for the lien and \$1,200.00 for the premium paid at the sale to Stuart Lasher, PO Box 83 Milltown, New Jersey 08850 on Tax Sale Certificate #2017-001.

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-Emergency Temporary Appropriation

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

RESOLUTION
Emergency temporary appropriations

WHEREAS, an emergent condition has arisen in that the Township is expected to expend funds, enter in contracts, commitments or payments prior to the 2018 budget adoption for the aforesaid purposes, and

And no adequate provision has been made in the 2018 temporary budget for the aforesaid purposes, and

WHEREAS, N.J.S. 40A:4-20 provides for the creation of an emergency temporary resolution for said purpose, and

WHEREAS, the total emergency temporary appropriation resolutions adopted in the year 2017 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20) including this resolution total \$210,000.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Holland, County of Hunterdon and the State of New Jersey, (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-20:

1. Emergency temporary appropriations be and the same are hereby made in the amount of \$ 210,000.00 as follows:

ACCOUNT		
NUMBER	DESCRIPTION	Amount
01-201-20-110-200	Mayor & Committee Other Expenses	\$10,000.00
01-201-20-130-200	Finance Other Expenses	\$15,000.00
01-201-23-220-200	Employee Group Insurance O/E	\$30,000.00
01-201-25-240-010	Police Salaries & Wages	\$50,000.00
01-201-25-240-200	Police Other Expenses	\$15,000.00
01-201-25-250-010	Municipal Court Salaries & Wages	\$1,000.00
01-201-26-295-200	Snow Removal O/E	\$10,000.00
01-201-26-305-010	Environmental & Recycling S & W	\$1,500.00
01-201-26-310-200	Buildings & Grounds Other Expenses	\$20,000.00
01-201-28-370-200	Parks & Recreation Other Expenses	\$15,000.00
01-201-31-440-200	Telephone Other Expenses	\$5,000.00
01-201-31-460-200	Gasoline & Diesel Other Expenses	\$10,000.00
01-201-36-472-200	Social Security O/E	\$25,000.00
01-201-36-473-200	DCRP	\$500.00
01-201-21-185-200	Board of Adjustment Other Expenses	\$2,000.00

2. Said emergency temporary appropriation will be provided for in the 2018 budget

3. That one certified copy of this resolution be filed with the Director, Division of Local Government Services

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- Cancellation of Outstanding Checks

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

RESOLUTION

Cancellation of Outstanding Checks

WHEREAS there exists on the books and record of various old outstanding checks of the Township of Holland that after review by the Chief Financial Officer it has been determined that said checks should be cancelled, as listed with the Finance Office.

2017 outstanding checks \$123.50

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Holland, County of Hunterdon in the State of New Jersey, that the above amount is cancelled and the funds are returned to miscellaneous revenue not anticipated

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 Jillian Etham

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

RESOLUTION

Authorization to hire Jillian Etham as part time
Front desk and Child Watch at Riegel Ridge Community Center

WHEREAS, the Township Committee of the Township of Holland is in need of front desk and child watch 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

WHEREAS, this employee 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, this employee 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, that Jillian Etham will be hired at Riegel Ridge Community Center as Front Desk Staff and Child Watch Staff at the 2018 rate of \$8.50 per/hr. contingent on favorable results of all required background checks, effective February 19, 2018.

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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			

-Accept the resignation of Part time Special Patrolman Patrick Gooley

Mr. Wilhelm moved and Mr. Thurgarland seconded the motion to accept the resignation of Part time Special Patrolman Patrick Gooley effective immediately

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

-Report that will be done in closed session

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

Ted Harwick-asked for clarification on various items

EXECUTIVE SESSION

-RESOLUTION-to enter into Executive Session-

Mr. Krov moved and Mr. Thurgarland seconded the motion to adopt the following Resolution at 7:30 p.m. noting no action will be taken when the Committee returns to Open Session. Holland Township Environmental Committee Chairman and Holland Township Planning Board Vice Chairman, Michael Keady was invited into the closed session.

RESOLUTION

Entering into Executive Session

WHEREAS, the Open Public Meetings Act, P. L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Holland, that the public shall be excluded from discussion of the following matter(s):

- Attorney advice/possible litigation N.J.S.A.10:4-12 B8

BE IT FURTHER RESOLVED, that Minutes will be kept on file in the Municipal Clerk’s Office, and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes shall be made public. This Resolution will take effect immediately.

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			

The Committee returned to open session at 7:57 p.m.

Mr. Krov moved and Mr. Wilhelm seconded the motion to adjourn at 7:58pm

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			

Respectfully submitted,

Approved by,

Catherine M. Miller, RMC
Municipal Clerk

Dan Bush, Mayor
Ray Krov, Deputy Mayor