

HOLLAND TOWNSHIP COMMITTEE  
REGULAR MEETING AGENDA  
February 19, 2019

**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 13, 2018 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:** February 5, 2019 Regular Meeting

**APPROVAL OF BILLS AS SUBMITTED**

Check#	Vendor	Description	Payment	Check Total
26171	24HourFlex	Tashawn LaTouche	\$ 1,105.79	\$ 1,105.79
26172	ALLEGRO ENTERPRISES, INC.	Bottled Water for the Township	\$ 74.50	\$ 74.50
26173	American Camp Association-NY Section	Tri-State Camp Conference	\$ 449.00	\$ 449.00
26174	American Camp Association-NY Section	ACA Camp Fees	\$ 999.00	\$ 999.00
26175	AMERICAN LAWN ENFORCEMENT, LLC	Leaf Clean Up December 2018	\$ 500.00	\$ 500.00
26176	AMERIGAS - CLINTON 7510	Propane Bethany Ridge 497.4 gal	\$ 631.25	\$ 631.25
26177	AMY R KIRK	Yoga - Jan.	\$ 58.60	\$ 58.60
26178	CASTLE SEPTIC SERVICE CORP.	Feb-19	\$ 70.00	\$ 70.00
26179	CLEMENS UNIFORM	Mats for Municipal Building	\$ 35.25	\$ 35.25
26180	COLLEEN M. PURSELL	Notary Oath (Pursell)	\$ 15.00	\$ 15.00
26181	DAVIS BUSINESS MACHINES, INC.	Contract for Canon	\$ 527.25	\$ 527.25
26182	Daxko LLC	February Software	\$ 568.80	\$ 568.80
26183	DELAWARE VALLEY REG. HIGH SCHOOL	Tax Payments 2018/2019	\$ 627,681.00	\$ 627,681.00
26184	DONNA MACKEY	PB court recorder 021119	\$ 225.00	\$ 225.00
26185	Gall's	Glock Light (Gutsick)	\$ 162.74	
		Police / OEM	\$ 900.81	\$ 1,063.55
26186	GANN LAW BOOKS	2019 Edition NJ Police Manual	\$ 165.50	\$ 165.50
26187	Garden State Laboratories Inc.	Water Testing for Pool 2019	\$ 2,095.00	\$ 2,095.00
26188	GENERAL CODE, LLC	Supplement No. 13 for 28 Copies	\$ 3,418.42	\$ 3,418.42
26189	HOLLAND TOWNSHIP BOARD OF EDUCATION	Tax Payments 2018/2019	\$ 1,504,297.34	\$ 1,504,297.34
26190	Hunterdon County Central Printing	Printing Summer Camp Brochure	\$ 82.00	\$ 82.00
26191	HUNTERDON COUNTY MUNICIPAL	Municipal Clerk 2019 Membership	\$ 25.00	\$ 25.00
26192	Institute for Forensic Psychology	Psychological Exams (Young / La	\$ 950.00	\$ 950.00
26193	JERSEY CENTRAL POWER & LIGHT	100 004 557 474 01/06/19-02/08/	\$ 70.13	\$ 70.13
26194	JERSEY CENTRAL POWER & LIGHT	100 004 556 468 01/7/19-01/8/	\$ 323.17	\$ 323.17
26195	JERSEY CENTRAL POWER & LIGHT	Jan-19	\$ 1,280.42	
		Jan-19	\$ 6.40	\$ 1,286.82
26196	Jessica Dulin-Soto	Yoga - January	\$ 223.60	\$ 223.60
26197	JESSICA NEGLIA	Hotel for Tri-State Camp Conf.	\$ 496.86	\$ 496.86
26198	Juianna Rose Bendix	Yoga Jan.	\$ 465.20	\$ 465.20
26199	Kleen & Fresh Company LLC	January 28, 31 & February 2	\$ 295.00	
		February 4 & 7 & 9	\$ 295.00	\$ 590.00
26200	Laura Knott	Yoga	\$ 238.00	\$ 238.00
26201	LMR Disposal LLC	Recycling Dumpster	\$ 100.00	\$ 100.00
26202	MAILFINANCE	3/8/19-6/7/19	\$ 1,339.53	\$ 1,339.53
26203	MASER CONSULTING PA	PB Mill Rd Solar B2 L1.02 & B4	\$ 600.00	
		PB HK B24 L 3 13 review thru 01	\$ 885.00	
		Planner Services thru 012019	\$ 300.00	
		PB HK B24 L 3 13 review thru 01	\$ 887.00	
		MSRP Annual Report	\$ 108.75	\$ 2,780.75
26204	MASER CONSULTING PA	HTL057 Sanitary Sewer Repairs	\$ 542.50	
		2018 NJDOT Municipal Aid Grant	\$ 363.75	
		HTL059 Roadway Improvements	\$ 1,661.25	
		HTL048 RRCC Pavilion	\$ 3,432.50	

		HLT001 General	\$	375.00	\$	6,375.00
26205	EDWARD HORSFALL	Computer Services (January 2019	\$	250.00		
		Jan-19	\$	300.00	\$	550.00
26206	MELANIE WOROB	Group Exercise Classes	\$	934.80	\$	934.80
26207	MICHELLE TRIVIGNO	Reimbursement	\$	133.12	\$	133.12
26208	MONINGHOFF APPLIANCE & SUPPLY CORP.	Various Supplies	\$	128.82	\$	128.82
26209	MUNICIPAL CLERKS' ASSOC OF NJ, INC.	2019 Clerks Conference (Cathy)	\$	350.00	\$	350.00
26210	NJ DEPT OF HEALTH & SENIOR SERVICES	Jan-19	\$	364.80	\$	364.80
26211	NJ DEPT OF HEALTH & SENIOR SERVICES	Jul-18	\$	31.80	\$	31.80
26212	New Jersey NENA	NENA Conference (Gutsick)	\$	300.00	\$	300.00
26213	North American Rescue LLC	OEM Equipment	\$	102.20	\$	102.20
26214	OFFICE DEPOT, INC.	Office Supplies	\$	17.34		
		Office Supply	\$	3.21		
		Office Supplies	\$	103.77		
		Paper Towels - PD	\$	43.19	\$	167.51
26215	PILATES BY CORRINE, LLC	Pilates - January	\$	574.00	\$	574.00
26216	R & L DATACENTERS, INC.	Municipal Payroll	\$	1,630.42	\$	1,630.42
26217	RICOH USA Inc	Copies	\$	99.76	\$	99.76
26218	SAMZIE'S UNIFORMS	Uniforms (Young)	\$	44.00		
		Uniforms (Davis)	\$	647.16	\$	691.16
26219	SANICO, INC.	Monthly Invoice 2 YD FL Cont	\$	82.57		
		Monthly Invoice 4 YD Cont	\$	138.05		
		February 3101037	\$	55.38	\$	276.00
26220	SEAN P. GUTSICK	Evidence Pick Up	\$	35.27	\$	35.27
26221	SERVICE ELECTRIC CABLE TV, INC.	Cable/Internet	\$	105.89	\$	105.89
26222	SMITH MOTOR COMPANY, INC.	15-12 Maintenance	\$	43.79		
		15-13 - Maintenance	\$	44.23	\$	88.02
26223	STAPLES BUSINESS ADVANTAGE	scotch magic tape	\$	159.20	\$	159.20
26224	STATEWIDE INSURANCE FUND	1st 2019 Installment	\$	42,685.50	\$	42,685.50
26225	Stephanie Beddiges	Pilates - Jan.	\$	403.60	\$	403.60
26226	STORR TRACTOR COMPANY	Toro Debris Blower Model 600	\$	5,557.60	\$	5,557.60
26227	Supreme Heating & Air Conditioning	Service Call for No heat	\$	798.50	\$	798.50
26228	Tamatha Isenberg	Yoga - January 2019	\$	479.60	\$	479.60
26229	THERESA VERDI	Cleaning	\$	480.00	\$	480.00
26230	Thomas H Cox & Son Inc	2019 Mailing	\$	390.00		
		2019 Mailing	\$	1,084.62	\$	1,474.62
26231	VERIZON	01/25/19 billing 908 995 9188	\$	85.92	\$	85.92
26232	VERIZON	01/25/19billing	\$	620.83	\$	620.83
26233	VERIZON	01/25/19 billing 908 995 4849	\$	91.80	\$	91.80
26234	VERIZON	1/26/19 billing	\$	955.53	\$	955.53
26235	VERIZON	DSL Line	\$	95.98	\$	95.98
26236	WB Mason Co Inc	Thermal Pouches	\$	59.09		
		Dust mop and envelopes	\$	160.07	\$	219.16
26237	Gotham Shredders & Binding Inc	Shredder repair	\$	444.08	\$	444.08
26238	RICOH USA Inc	Copies	\$	218.97	\$	218.97
				\$ 2,220,660.77		\$ 2,220,660.77
Manual Checks						
2062019	ITS NEOPOST, INC.	Refill Postage Machine 02/06/19	\$	500.00	\$	500.00
2012019	GUARDIAN	February 2019 Dental	\$	2,922.42	\$	2,922.42
2082019	NJ STATE HEALTH BENEFITS	February Health Benefits Billing	\$	25,713.02	\$	25,713.02
1172019	ITS NEOPOST, INC.	Refill Postage Machine 01/17/19	\$	500.00	\$	500.00
		Grand Total		\$ 2,250,296.21		\$ 2,250,296.21
CURRENT FUND	BUDGET AND APPROPRIATION RESERVES			\$ 2,206,301.92		
GENERAL CAPITAL FUNDS	BUDGET AND APPROPRIATION RESERVES		\$	10,651.35		
SEWER FUND	BUDGET AND APPROPRIATION RESERVES		\$	548.90		
ANIMAL CONTROL	BUDGET AND APPROPRIATION RESERVES		\$	786.60		
ESCROW	ESCROW FUNDS		\$	2,372.00		
Checks issued 2-19-19						2,220,660.77
	Manual Totals					29,635.44
Total						<u>2,250,296.21</u>

**REMINDER/ANNOUNCEMENT**

-Hunterdon County will be holding a propane tank collection on Saturday Feb 23<sup>rd</sup> from 9:00 am-1:00 pm and hazardous waste collection March 9<sup>th</sup> from 9:00 am-1:00 pm both at the County Complex on Route 12.

**OLD BUSINESS FROM TOWNSHIP COMMITTEE**

**LIAISON REPORTS**

**NEW BUSINESS FROM TOWNSHIP COMMITTEE**

-**Approval of the Mayors Appointment** of Dwight Pederson to the Musconetcong River Management Council with the Musconetcong Watershed Association.

-**Resignation received** from Buildings and Grounds employee Alex Bellick effective October 31, 2019

-**Approval to attend conference:**  
Municipal Clerk/Registrar, Cathy Miller

Date	Host	Subject	Cost
4/29-5/2/2019	NJ Municipal Clerk's Association	Annual Conference	Conference \$350 Hotel \$405

-**RESOLUTION**-Award of Contract for Sanitary Sewer Inspection Project

**RESOLUTION**

Award of Contract for Sanitary Sewer Inspection Project

**WHEREAS**, On January 14, 2019 two proposals were received by Municipal Engineer Richard Roseberry for the Sanitary Sewer Inspection Project with the following results:

Company	Location	Proposal amount
Oswald enterprises, Inc.	Belford, NJ	\$19,563.75
North American Pipeline Services, LLC	Freehold, NJ	\$34,897.50

**WHEREAS**, on February 14, 2019 (via email) the Municipal Clerk received a memo from Holland Township Engineer, Richard Roseberry with proposal results and recommendation to award to the low proposal by Oswald Enterprises in the amount of \$19,563.75.

**NOW THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Holland in the County of Hunterdon, State of New Jersey that the contract for the Sanitary Sewer Inspection Project be awarded to Oswald Enterprises in the amount of \$19,563.75

-**RESOLUTION**-to hire Angela Verdi as part time Group Exercise Instructor

**RESOLUTION**

Authorization to hire Angela Verdi 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

**WHEREAS**, Angela has worked as front Desk Staff since 2012 and as a Personal Trainer since November 2018. She has already completed a background check.

**THEREFORE, BE IT RESOLVED** by the Holland Township Committee, Township of Holland, County of Hunterdon in the State of New Jersey, that Angela Verdi will be hired at Riegel Ridge Community Center as Group Exercise Instructor at the 2019 rate of \$25 per/hour effective February 15, 2019.

**-RESOLUTION-Refund of Planning Board Escrow**

**RESOLUTION**

Authorizing the Refund of Planning Board Escrow Deposit  
Block 13 Lot 31 70 Mt. Joy Road

**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:

Melzina Dion  
70 Mt. Joy Road  
Milford, NJ 08848  
Account # 14299568502530  
Planning Board Review Escrow \$ 61.92  
Block 13 Lot 31  
Subdivision approved September 8, 2003

**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-Excepting fees for Milford Solar Farm**

**RESOLUTION**

Accepting cash and bond Performance Fee and Escrow Fee

**WHEREAS**, Milford Solar Farm LLC. and Conti Solar LLC. are erecting a solar farm on Block 2 Lot 1.02 and Block 4 Lot 1 in Holland Township, and

**WHEREAS**, on November 7, 2018 all parties, including the Township of Holland endorsed a Developers Agreement (including a Decommissioning Agreement and Deed Restriction), and

**WHEREAS**, the Township of Holland received the required Cash Performance Guarantee (\$44,972.34) and Cash Inspection Escrow (\$44,510.03) on January 23, 2019, and

**WHEREAS**, on January 28, 2019 the Township of Holland received the remaining Performance Fee (\$404,751.05) in the form of a Surety Bond No. 10727206 from Travelers Casualty and Surety Company of America.

**NOW THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Holland in the County of Hunterdon, State of New Jersey, that the Township Committee authorized the Municipal Clerk and the Chief Finance Officer to accept the following amounts submitted by Milford Solar Farm and/or Conti Solar LLC.:

Total Project Cost\$449,723.39

**Performance Fee**

10% of Total Cost Cash Bond\$44,972.34	Check #2175
90% of Total Cost Surety Bond \$404,751.05	107027206

**Escrow Fee**

\$44,510.03	Check #2177
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**-RESOLUTION-Emergency Temporary Appropriation**  
**RESOLUTION**  
Emergency Temporary Appropriation

**WHEREAS**, an emergent condition has arisen in that the Township is expected to expend funds, enter in contracts, commitments or payments prior to the 2019 budget adoption for the aforesaid purposes, and

**WHEREAS**, no adequate provision has been made in the 2019 temporary budget for the aforesaid purposes, and

**WHEREAS**, N.J.S.A. 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 2019 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20) including this resolution total \$294,665.83.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Holland, 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 \$ 294,665.83 as follows:

<b>ACCOUNT NUMBER</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
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	\$60,000.00
01-201-25-240-200	Police Other Expenses	\$15,000.00
01-201-23-210-200	Other Insurance OE	\$20,000.00
01-201-41-730-200	Recycling Tonnage Grant	\$25,165.83
01-201-23-215-200	Workman's Comp O/E	\$10,000.00
01-201-25-250-200	Municipal Court Other Expenses	\$4,500.00
01-201-26-310-200	Buildings & Grounds Other Expenses	\$40,000.00
01-201-28-370-200	Parks & Recreation Other Expenses	\$15,000.00
01-201-28-371-200	Other Recreation Other Expenses	\$2,000.00
01-201-26-290-010	Public Works Salary & Wages	\$20,000.00
01-201-36-472-200	Social Security O/E	\$25,000.00
01-201-36-473-200	DCRP	\$1,000.00
01-201-36-474-200	Unemployment Compensation	\$2,000.00

2. Said emergency temporary appropriation will be provided for in the 2019 budget

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

**BUSINESS FROM TOWNSHIP ATTORNEY**

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

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