

HOLLAND TOWNSHIP COMMITTEE
2020 RE-ORGANIZATIONAL MEETING AGENDA
January 7, 2020
7:00 pm

CLERK MILLER CALLS THE MEETING TO ORDER-The January 7, 2020 meeting of the Holland Township Committee will now come to order

PRESENT: Committeeman Dan Bush, Committeeman Ray Krov, Committeeman-Elect Robert Thurgarland, Committeeman-Elect Scott Wilhelm, Committeewomen Lisa Mickey and Attorney Matthew Lyons

CLERK MILLER LEADS FLAG SALUTE

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

CLERK MILLER READS OPEN PUBLIC MEETING STATEMENT

Adequate notice of this meeting was given pursuant to the Open Public Meeting Act Law by the Township Clerk **December 12, 2019** by:

- 1) posting such notice on the bulletin board at the municipal building; on the Holland Township Website and
- 2) mailing the same to the Hunterdon County Democrat and the Express-Times.

OATH OF OFFICE

Attorney Matthew Lyons swears in Committeemen Scott Wilhelm and Robert Thurgarland to their 3 year terms

ELECTION OF MAYOR

-Clerk Miller requests a motion to nominate the Holland Township Mayor for 2020

-Clerk Miller takes roll call vote

-Attorney Lyons swears in the newly elected Mayor

-The Mayor takes the center seat on the dais

ELECTION OF THE DEPUTY MAYOR

-The Mayor requests nominations for Deputy Mayor in 2020

-Clerk takes roll call vote

-Attorney Lyons swears in the newly elected Deputy Mayor

-The Deputy Mayor takes the seat to the left of the Mayor

-The remaining Committeemen take seats to the left of the Deputy Mayor starting with the most senior Committeeman to the newest Committeeman seated on the end.

APPROVAL OF MINUTES OF THE: December 17, 2019 Regular Meeting and Executive Session

APPROVAL OF BILLS AS SUBMITTED

December 30, 2019

Check#	Vendor	Description	Payment	Check Total
27888	ALLEGRO ENTERPRISES, INC.	Water Delivery RRCC	\$ 29.35	
		Water Delivery	\$ 42.72	\$ 72.07
27889	Amazon	Gift Card & Items for Tumble Time p	\$ 51.77	\$ 51.77
27890	AMAZON.COM, LLC Police	Durango Floor Mats	\$ 127.95	\$ 127.95
27891	Amerigas-Clinton 7510	Municipal Building 03042019 82.4 Pr	\$ 495.76	\$ 495.76
27892	AQUA NEW JERSEY	910 Milford Warren Glen Rd Seasonal	\$ 16.50	
		910 Lawn Irrigation 111519-121319(\$ 16.50	
		RRCC 111519-121319(8796)	\$ 225.55	\$ 258.55

27893	BCI Truck Inc.	Truck 98 Repair	\$ 980.00	\$ 980.00
27894	Certapro Painters of Hunterdon Count	27 Paint for RRCC	\$ 742.38	\$ 742.38
27895	CHEMUNG SUPPLY CORPORATION	Cross Link Replacements for Tire Ch	\$ 1,625.00	\$ 1,625.00
27896	COOPER ALARM SYSTEMS, INC.	setup IVMS	\$ 142.50	\$ 142.50
27897	COUNTY OF HUNTERDON	envelopes	\$ 80.00	\$ 80.00
27898	DEER CARCASS REMOVAL SERVICE, LLC	Deer Carcass Removal	\$ 171.00	\$ 171.00
27899	DUTCH MILL MARKET INC	Christmas Party	\$ 80.00	\$ 80.00
27900	ELIZABETHTOWN GAS	Meter 14Y735578 Account 9890459292	\$ 111.52	
		Meter 01061655 Account 93404665351	\$ 556.78	\$ 668.30
27901	Enterprise Electrical Inc.	Electrician called in for Intermitt	\$ 255.00	\$ 255.00
27902	Gall's	boots, keans, watch caps	\$ 353.93	\$ 353.93
27903	GEBHARDT & KIEFER, P.C.	PB Huntington Knolls B24 L 3 & 13 11	\$ 214.50	\$ 214.50
27904	GEORGE MAZUR	Safety Glasses per Union Contract	\$ 300.00	
		Clothing Allowance per Union Contra	\$ 250.00	\$ 550.00
27905	Girl Scout Troop 80053	PR involvement with GS Santa Breakfast	\$ 300.00	\$ 300.00
27906	GOOD IMPRESSIONS, INC.	Envelopes #10 Window White 24# one	\$ 132.62	\$ 132.62
27907	GRAINGER	first aid kits	\$ 94.40	
		Ink for HP Officejet Pro 8600	\$ 145.23	
		Drains for RRCC	\$ 58.48	\$ 298.11
27908	Griffith-Allied Trucking LLC	Unleaded Gas	\$ 843.72	
		DULSD Diesel	\$ 1,017.07	\$ 1,860.79
27909	It's the Pitts, Inc.	Zip Pullovers, Fleece Jacket	\$ 244.20	\$ 244.20
27910	J C Ehrlich Co Inc.	Monthly Pest Control December 2019	\$ 260.00	\$ 260.00
27911	JERSEY CENTRAL POWER & LIGHT	Account 100 004 272 595 Street Lights	\$ 21.69	\$ 21.69
27912	JERSEY CENTRAL POWER & LIGHT	Account 100 060 952 585 Street Lights	\$ 56.52	\$ 56.52
27913	JERSEY CENTRAL POWER & LIGHT	Account 100 004 272 652 Street Lights	\$ 1,268.05	\$ 1,268.05
27914	JERSEY CENTRAL POWER & LIGHT	Account 100 029 305 644 11/19/19-	\$ 2,391.78	\$ 2,391.78
27915	JERSEY CENTRAL POWER & LIGHT	Account 100 077 061 016 11/19/19	\$ 141.32	\$ 141.32
27916	JERSEY CENTRAL POWER & LIGHT	Account 100 004 555 858 Baseball	\$ 174.56	\$ 174.56
27917	JERSEY CENTRAL POWER & LIGHT	Account 100 003 579 271 Library 11/	\$ 117.75	\$ 117.75
27918	JERSEY CENTRAL POWER & LIGHT	Account 100 004 555 932 Case Field	\$ 101.35	\$ 101.35
27919	JERSEY CENTRAL POWER & LIGHT	Account 100 105 886 640 914 Milford	\$ 553.22	\$ 553.22
27920	JERSEY CENTRAL POWER & LIGHT	100 070 503 212 Pool Storage Garage	\$ 3.10	\$ 3.10
27921	Kleen & Fresh Company LLC	December 9, 12 & 14	\$ 295.00	
		December 16, 19 & 21	\$ 295.00	\$ 590.00
27922	Kimball Midwest	Primer Paint and Contact Cleaner	\$ 230.16	\$ 230.16
27923	MILFORD-HOLLAND RESCUE SQUAD, INC.	Propane fuel tank	\$ 2,295.00	\$ 2,295.00
27924	MILFORD/FRENCHTOWN AUTO PARTS, INC.	Batteries for Case 580 Super N Back	\$ 297.40	
		Plug	\$ 6.87	
		RRCC Equipment Repair	\$ 9.92	
		Antifreeze for Groundsmanager	\$ 14.49	
		Oil for Snow Blower	\$ 10.17	
		Regulator for Compressor	\$ 68.80	\$ 407.65
27925	MONINGHOFF APPLIANCE & SUPPLY CORP.	Various Supplies	\$ 55.39	\$ 55.39
27926	Neopost USA Inc	Meter Tapes for postage machine	\$ 34.00	\$ 34.00
27927	NJ Advance Media	12/12/2019	\$ 170.02	\$ 170.02
27928	NJ State League of Municipalities	Budgeting for Elected Officials (Li	\$ 205.00	\$ 205.00
27929	OFFICE DEPOT, INC.	paper	\$ 96.81	
		paper towels	\$ 39.99	\$ 136.80
27930	PERFORMANCE TIRE COMPANY	Tires for Truck 15	\$ 1,414.36	\$ 1,414.36
27931	Princeton Computer Support Inc.	Computer upgrades	\$ 7,441.00	
		Onsite and remote support	\$ 1,122.50	\$ 8,563.50
27932	RARITAN VALLEY DISPOSAL #865	Recycling Dumpsters	\$ 2,483.17	\$ 2,483.17
27933	RENTAL CENTER U.S.A.	Dollies for Moving Equipment at RRC	\$ 30.00	\$ 30.00
27934	RUTGERS, THE STATE UNIVERSITY OF NJ	Advanced Duties of Municipal Clerk	\$ 1,330.00	\$ 1,330.00
27935	SANICO, INC.	Monthly Invoice	\$ 82.58	
		Holland Twp Pool 201746 November	\$ 19.00	
		December	\$ 55.38	
		Monthly Invoice	\$ 138.06	\$ 295.02
27936	SEAN P. GUTSICK	batteries	\$ 38.18	\$ 38.18
27937	SMITH MOTOR COMPANY, INC.	15-11 - repair of back bumper and d	\$ 670.74	
		15-11 oil change	\$ 51.74	\$ 722.48
27938	STAPLES BUSINESS ADVANTAGE	Lined Post it notes	\$ 62.35	\$ 62.35
27939	STATE CHEMICAL MANUFACTURING CO.	Spray Grease	\$ 200.00	\$ 200.00

27940	STEM BROTHERS, INC.	Propane for Recycling Building	\$ 259.92	\$ 259.92
27941	Stephanie Beddiges	Nov. Classes	\$ 267.20	\$ 267.20
27942	STRYKER	Labor Recycling	\$ 120.00	\$ 120.00
27943	Thomas H Cox & Son, Inc.	Envelopes, Dog Licensing, Dumpster	\$ 516.22	
		Envelopes, Dog Licensing, Dumpster	\$ 576.43	\$ 1,092.65
27944	VERIZON	RRCC Internet	\$ 57.99	\$ 57.99
27945	VERIZON	12/18/19 billing	\$ 310.38	\$ 310.38
27946	WB Mason Co Inc.	Boxes and Paper Towels	\$ 289.94	\$ 289.94
27947	WOODRUFF ENERGY	December 2019 acct 771057	\$ 606.86	\$ 606.86
			\$ 37,061.79	\$ 37,061.79
122419	Its Neopost	Postage	\$ 300.00	\$ 300.00
		Total Manuals	\$ 300.00	\$ 300.00
		Grand Total	\$ 37,361.79	\$ 37,361.79
			\$ 37,361.79	\$ 37,361.79
CURRENT FUND		BUDGET AND APPROPRIATION RESERVES	\$ 33,587.33	
GRANT FUND		BUDGET AND APPROPRIATION RESERVES	\$ 2,483.17	
GENERAL CAPITAL FUNDS		BUDGET AND APPROPRIATION RESERVES	\$ 127.95	
ANIMAL CONTROL		BUDGET AND APPROPRIATION RESERVES	\$ 648.84	
ESCROW		ESCROW FUNDS	\$ 214.50	
Checks issued 12-30-19				37,061.79
		Manual Totals		<u>300.00</u>
Total				<u><u>37,361.79</u></u>

ADOPTION OF THE CONSENT AGENDA

-Mayor asks the Committee if any member wishes to remove any item from the Consent Agenda for separate discussion/consideration/vote.

-Mayor requests motion and seconded to adopt the Consent Agenda

CONSENT AGENDA

Authorizing the Chief Financial Officer to charge \$20.00 for any checks that are returned by the bank

Authorizing the Clerk to charge \$10.00 for mailing of meetings notices upon request.

Authorizing the Tax Assessor to charge \$10.00 for an affidavit listing names of property owners as under the Municipal Land Use Law.

Designating the Hunterdon County Democrat as the official newspaper of the Township for 2019 and to designate the Express Times as an alternate official newspaper. The said official newspaper and the alternate are also designated to receive advance notice of meetings under the provisions of the Open Public Meetings Act Law.

Adopting the following resolutions:

-RESOLUTION-Professional Services

RESOLUTION

PROFESSIONAL SERVICES

Resolution Authorizing the Award of a Contract for Certain Township Professionals Not Utilizing the Process Defined in the Third Definition Under N.J.S.A. 19:4A-20.7

WHEREAS, there exists a need for Municipal Engineer, Municipal Attorney, Municipal Planner, Insurance Advisors, Municipal Auditor, and Occupational & Environmental Engineer, in the Township of Holland, County of Hunterdon, in the year **2020** and

WHEREAS, there is a need for Township insurance advisors, with respect to casualty insurance and other similar insurance, and with respect to health insurance; and

WHEREAS, the Chief Financial Officer of the Township has certified that sufficient funds are available to pay the costs of professional services contracts for these purposes; and

WHEREAS, said Chief Financial Officer has certified that the contracts (recited below), could exceed \$36,000 in value, and such parties have furnished to the Township [or will furnish prior to the

effectiveness of an award of a contract to them] a Business Entity Disclosure Certification certifying that their entity has not made any reportable contributions under the New Jersey Local Unit Pay-To-Play Law (N.J.S.A. 19:4A-20.4 et seq.) and that they will not, during the term of their contract make any political contribution so reportable; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et. seq.) requires a resolution authorizing the award of contracts for Professional Services without competitive bidding must be advertised.

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

(A) That the Mayor and Clerk of the Township of Holland are hereby authorized and directed to execute contracts with following, all being for a one year period ending January 1, 2020, contingent upon receipt from each of the following where the contract would exceed \$36,000 of a Business Entity Disclosure Certification certifying that their entity has not made any reportable contributions under the New Jersey Local Unit Pay-To-Play Law (N.J.S.A. 19:4A-20.4 et seq.) within the 12 month period prior to the contract award, and that they will not, during the term of their contract make any political contribution so reportable, and also contingent upon receipt of a Political Contribution Disclosure Certification prescribed by N.J.S.A. 19:44A-20.26.

Bedard, Kurowicki & Co, CPA (BKC), 114 Broad Street, Flemington, New Jersey as Township Auditor, having rendered Holland Township such services in the past.

Gebhardt & Kiefer, P. C., 1318 Route 31, Clinton, New Jersey as Township Attorney, having rendered Holland Township such services in the past.

Richard Roseberry, Maser Consulting 53 Frontage Road Suite 110 Hampton, New Jersey as Township Engineer having rendered Holland Township such services in the past.

Darlene Green, Maser Consulting 53 Frontage Road Suite 110 Hampton, New Jersey as Township Planner and Township Highlands Planner having rendered Holland Township such services in the past.

RK Occupational & Environmental Analysis Inc. of Phillipsburg, New Jersey to provide the necessary training programs, to survey the Townships hazardous substances and to properly label these substances, having rendered Holland Township such services in the past.

Groendyke Associates of Califon, New Jersey as Township Insurance Agent, having rendered Holland Township such services in the past.

Rosko Associates, Inc. of Blairstown, New Jersey as Township Health Insurance Agent, having rendered Holland Township such services in the past.

Delaware Valley Family Health Center, 200 Frenchtown Rd, Milford, NJ as Township Physician having rendered Holland Township such services in the past.

(B) These contracts are awarded without competitive bidding as a "Professional Service" in accordance with 40A:11-5-(1) (a) of the Local Public Contracts Law.

(C) This resolution shall be printed once in the Hunterdon County Democrat.

RESOLUTION

Appointing Township Officials

WHEREAS, there exists a need for the following Township Officials in 2020:

Deputy Clerk, Deputy Registrar, Tax Search Officer, Sewer Rent Collector, Public Information Coordinator/Custodian of Official Records, Dog Licensing Officer, Zoning Officer/Development Regulations Officer, Municipal Housing Liaison, and Certified Recycling Coordinator, Certified Clean Communities Coordinator, Qualified Purchasing Agent.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee, Township of Holland, County of Hunterdon, State of New Jersey that the following be appointed effective 1/1/2020-12/31/2020:

- Melissa Tigar as Deputy Clerk
- Virginia Colucci as Dog Licensing Officer
- Kris Boxwell as Tax Search Officer
- Kris Boxwell as Sewer Rent Collector

- Maria Elena Kozak as Zoning Officer and Development Regulations Officer
- Maria Elena Kozak as Municipal Housing Liaison
- Catherine M. Miller as Public Information Coordinator/Custodian of Official Records
- William Hance as Qualified Purchasing Agent
- Registrar Catherine M. Miller announces her appointment, of Melissa Tigar as Deputy Registrar for 2020
- Richard Roseberry of Maser Consulting as Licenses Sewer Operator
- _____ as Certified Recycling Coordinator
- _____ as Clean Communities Coordinator
- _____ as 2020 US Census Official for Holland Township

-RESOLUTION-Supporting the Sustainable Jersey Green Team

RESOLUTION

Supporting the Holland Township Sustainable Jersey Green Team

WHEREAS, on July 5, 2011 the Holland Township Committee adopted a resolution establishing the Holland Town Sustainable Jersey Green Team and authorized the Township to participate in the Sustainable Jersey program, and

WHEREAS, each year thereafter, the Township Committee has continued to support the Holland Township Green Team by annually re-appointing members to the Green Team at their re-organizational meeting in January.

NOW, THEREFORE, BE IT RESOLVED, by the Holland Township Committee, Township of Holland in the County of Hunterdon in the State of New Jersey, that the entire Holland Township Committee and our residents continue to support the Team’s efforts to pursue Sustainable Jersey certification.

BE IT FINALLY RESOLVED, that we applaud the members of the Township’s Green Team and congratulate them on achieving Bronze Level Certification.

-RESOLUTION-Approval of a Cash Management Plan for 2020

RESOLUTION

Regarding Cash Management Plan for the Year 2020

WHEREAS, P.L. 1983, Chapter 8, Local Fiscal Affairs Law, N.J.S.A.; 40A:5-14, has been amended to require that each municipality designate a Cash Management Plan for the deposit of local unit’s monies,

BE IT RESOLVED, by the Township Committee, Township of Holland, County of Hunterdon , in the State of New Jersey, that the following Cash Management Plan be adopted by the Township of Holland thereafter “Municipality”:

A. DESIGNATION OF OFFICIAL DEPOSITORIES

1. The following financial institutions are designated official depositories; under the direction of the Chief Financial Officer.

Fulton Bank	Wells Fargo	New Jersey Cash Management Fund
PNC Bank	Unity Bank	Somerset Savings Bank
Peapack-Gladstone Bank	Northfield Bank	Yardville National Bank
The Provident Bank	Sovereign Bank	Valley National Bank
TD Bank		

2. Designated Official Depositories are required to submit to the Chief Financial Officer of this municipality a copy of the State of New Jersey, Department of Banking, Governmental Unit Deposit Protection Act, notification of eligibility which must be filed semiannually in the Department of Banking as of June 30th and December 31st of each year.

3. Designated official depositories are required to submit to the Chief Financial Officer a copy of institution’s Annual Report” on an annual basis.

B. DEPOSIT OF FUNDS

All funds shall be deposited within forty-eight (48) hours of receipt in accordance with State Statute.

1. Operating funds shall be deposited into interest bearing accounts to maximize interest earnings.

2. Capital and debt service funds may be deposited into interest bearing accounts. Non-interest bearing accounts shall be regularly monitored for the availability of funds for investment.

3. Trust funds may be deposited into interest bearing accounts. Non-interest bearing accounts should be regularly monitored for availability of funds for investment except where either State or Federal laws prohibit the earning of interest on such funds.

4. Payroll and agency remittance funds shall be maintained in regular checking accounts, only insofar as they serve to compensate the bank for payroll data processing services.

C. DESIGNATION OF ALLOWABLE INVESTMENT INSTRUMENTS

The Municipality may permit deposits and investments in such depositories as permitted in Section 4 of P.L. 1970, Chapter 236 (C. 17:9-44).

1. All designated depositories must conform to all applicable State Statutes concerning depositories of public funds.

2. All depositories shall obtain the highest amount possible FDIC and or FSLIC coverage of all Municipal Assets (Demand and Certificate of Deposit).

3. Collateral will be required for all deposits and investment of the Municipality, except for those in the State Cash Management Fund, collateral must have a market value of not less than 100 percent (100%) of all deposits and investments.

4. The Township shall be permitted to invest in certain governmental Securities in accordance with 40A:5-15.1

D. REPORTING PROCEDURES

The Chief Financial Officer shall prepare for the Municipal Governing Body the following investment reports:

1. Monthly Reporting: A detailed listing of all investments purchased in the prior month, specifying the amount, interest percent per annum, number of days, period of investment and maturity date, interest amount at maturity and financial institutions with which investment is placed. This report shall be broken down by fund.

2. The Chief Financial Officer shall prepare a schedule of outstanding investments for the independent auditors as of December 31st of each year and at other such times required by the auditors.

E. MAXIMUM MATURITY POLICY

Investments shall be limited to a maturity not to exceed one year on all operating funds unless a longer maturity is permitted within the provision of regulation promulgated by either the Federal or State governments.

F. INVESTMENT PROCEDURES

1. Bids for Certificates of Deposit and Repurchase Agreements will be solicited of all designated depositories only if the amount is \$100,000.00 or greater.

2. Telephone bids will be solicited of designated depositories by the Chief Financial Officer or his designated staff member.

3. The depository shall specify the principal amount of the investment bid on, interest rate, and number of days used to calculate the interest to be paid on maturity.

4. Interest paid shall be from the date the bid was awarded to the day of maturity.

5. All bidders may request the results of the bid after the bid is formally awarded.

6. A check or wire transfer of funds will be made available to the winning bidder the same business day the bid is awarded.

7. Each quotation shall be documented to record the date and time of quote, the parties in the discussion, the instrument(s), maturity and rates. A bid form of the Municipality may be used.

8. The Chief Financial Officer is authorized to invest and reinvest funds of the various accounts of this municipality without formal resolution of this governing body for each investment or turnover of funds, provided that investments are made at the highest available rate of interest consistent with applicable laws and regulations.

G. CONTROLS

When possible, the internal controls should provide for a separation of the investment placement functions and the accounting activity. Controls must be designated for telephone orders, wire transfers and securities safekeeping, only specifically designated personnel of the department of finance shall be allowed to conduct this part of the transactions and all activity should be subject to immediate written confirmation by the designated depository. The Chief Financial Officer shall review each day's activity

H. COMPLIANCE

The Cash Management Plan of the Municipality shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A:5-4.

-RESOLUTION-Official Municipal Signatories

RESOLUTION

Authorizing Official Municipal Signatories of the Township of Holland for 2020

BE IT RESOLVED, by the Township Committee of the Township of Holland, in the County of Hunterdon, in the State of New Jersey, that the following Township Officials are hereby designated as those authorized to sign checks and warrants for the withdrawal of funds from the official depositories of the Township of Holland for the year 2020:

Mayor Deputy Mayor Chief Financial Officer
Municipal Clerk Deputy Municipal Clerk

-RESOLUTION- Authorization to Acquire Excess Department of Defense Equipment, 1033 Program RESOLUTION

Authorizing the Township of Holland Through the Holland Township Police Department, a Local Law Enforcement Agency, to Participate in the Defense Logistics Agency Law Enforcement Support Office, 1033 Program to Enable the Holland Township Police Department to Request and Acquire Excess Department of Defense Equipment

WHEREAS, the United States Congress authorized the Defense Logistics Agency (DLA) Law Enforcement Support Office (LESO) 1033 Program to make use of excess Department of Defense personal property by making that personal property available to municipal, county and State law enforcement agencies (LEAs); and

WHEREAS, DLA rules mandate that all equipment acquired through the 1033 Program remain under the control of the requesting LEA; and

WHEREAS, participation in the 1033 Program allows municipal and county LEAs to obtain property they might not otherwise be able to afford in order to enhance community preparedness, response, and resiliency; and

WHEREAS, although property is provided through the 1033 Program at no cost to municipal and county LEAs, these entities are responsible for the costs associated with delivery, maintenance, fueling, and upkeep of the property, and for specialized training on the operation of any acquired property; and

WHEREAS, N.J.S.A. 40A:5-30.2 requires that the governing body of the municipality or county approve, by a majority of the full membership, both enrollment in, and the acquisition of any property through, the 1033 Program; and

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 [County/Municipal LEA] is hereby authorized to enroll in the 1033 Program for no more than a one-year period, with authorization to participate terminating on December 31 of the current calendar year from January 1, 2020 to December 31, 2020.

NOW THEREFORE BE IT FURTHER RESOLVED that Holland Township Police Department is hereby authorized to acquire items of non-controlled property designated "DEMIL A," which may include office supplies, office furniture, computers, electronic equipment, generators, field packs, non-military vehicles, clothing, traffic and transit signal systems, exercise equipment, farming and moving equipment, storage devices and containers, tools, medical and first aid equipment and supplies, personal protection equipment and supplies, construction materials, lighting supplies, beds and sleeping mats, wet and cold weather equipment and supplies, respirators, binoculars, and any other supplies or equipment of a non-military nature identified by the LEA, if it shall become available in the period of time for which this resolution authorizes, based on the needs of the Holland Township Police Department without restriction; and

BE FURTHER RESOLVED, that Holland Township Police Department is hereby authorized to acquire the following "DEMIL B through Q" property, if it shall become available in the period of time for which this resolution authorizes controlled property items and

BE IT FURTHER RESOLVED that the Holland Township Police Department shall develop and implement a full training plan and policy for the maintenance and use of the acquired property; and

BE IT FURTHER RESOLVED that the Holland Township Police Department shall provide a quarterly accounting of all property obtained through the 1033 Program which shall be available to the public upon request; and

BE IT FURTHER RESOLVED, that the Holland Township Police Department will notify the Township Committee prior to acquiring any items that would have an impact on the Municipal Budget.

BE IT FINALLY RESOLVED, that this resolution shall take effect immediately and shall be valid to authorize requests to acquire "DEMIL A" property and "DEMIL B through Q" property that may

be made available through the 1033 Program during the period of time for which this resolution authorizes; with Program participation and all property request authorization terminating on December 31st of the current calendar year from January 1, 2020 to December 31, 2020.

-RESOLUTION- Interest Rate/Grace Period/Year End Penalty

RESOLUTION

Resolution Authorizing Interest Rate/Grace Period/Year End Penalty

WHEREAS, N.J.S.A. 54:4-67 et seq., permits the governing body to fix the rate of interest to be charged for the nonpayment of taxes, assessments, or other municipal charges.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Township of Holland that the rate of interest on unpaid taxes shall be eight (8) percent per annum on the first One Thousand Five Hundred (\$1,500) Dollars of delinquency and eighteen (18) percent per annum on any amount in excess of One Thousand Five Hundred (\$1,500) Dollars to be calculated from the date the tax was payable until the date of actual payment, provided that no interest shall be charged if payment of any installment is made on or before the tenth calendar day following the date upon which the same became payable; and,

BE IT FURTHER RESOLVED, that the rate of interest on unpaid sewer bills shall be eight (8) percent per annum up to One Thousand Five Hundred (\$1,500) Dollars of delinquency and eighteen (18) percent per annum on any amount in excess of One Thousand Five Hundred (\$1,500) Dollars to be calculated from the date the bill was payable until the date of actual payment, provided that no interest shall be charged if payment of any installment is made on or before the tenth calendar day following the date upon which the same became payable; and

BE IT FURTHER RESOLVED, that in addition to the interest provided above, on all delinquencies in excess of Ten Thousand (\$10,000.00) Dollars which are not paid prior to the end of the calendar year, the tax collector shall also collect a penalty of six (6) percent of the amount of the delinquency in excess of Ten Thousand (\$10,000) Dollars.

BE IT FINALLY RESOLVED, that the Municipal Clerk provide a certified copy of this resolution to the Tax Collector.

-RESOLUTION-Checks Returned for Insufficient Funds

RESOLUTION

Authorizing the Tax Collector to Charge a Fee for Checks Returned for Insufficient Funds

WHEREAS, N.J.S.A. 40:5-19 has been enacted to allow a municipality the authority to impose a service charge to be added on an account where payment by check or other written instrument was returned for insufficient funds.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Holland, County of Hunterdon, State of New Jersey, does hereby authorize the Tax Collector to charge the aforementioned fee at a rate of \$20.00 per check or other written instrument for all checks returned for insufficient funds during the current fiscal year, and

BE IT FURTHER RESOLVED, that the Tax Collector may require future payments to be tendered in certified check, cashier's check, or cash, and,

BE IT FINALLY RESOLVED, that a certified copy of this Resolution be forwarded to the Chief Financial Officer, the Tax Collector and the Municipal Auditor.

-RESOLUTION-Delivery of Duplicate Tax Bills

RESOLUTION

Delivery of Duplicate Tax Bills

WHEREAS, N.J.S.A. 54:4-64, has been enacted to allow a municipality the authority to impose a service charge to be added if a mortgagee, servicing organization, or property tax processing organization requests a duplicate copy of a tax bill.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Holland, County of Hunterdon, State of New Jersey, does hereby authorize the Tax Collector to charge the aforementioned fee at a rate of \$5.00 for the first duplicate copy and a maximum of \$25.00 for each subsequent duplicate copy of the same tax bill in the same fiscal year, and,

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the Chief Financial Officer, the Tax Collector and the Municipal Auditor.

-RESOLUTION- Electronic Tax Sale

RESOLUTION

Authorizing the Tax Collector to Conduct an Electronic Tax Sale

WHEREAS, N.J.S.A.54:5-19.1 et seq. permits municipalities to conduct electronic tax sales pursuant to rules and regulations promulgated by the Director of the Division of Local Government Services, and

WHEREAS, the rule thus promulgated requires a municipality to authorize said electronic tax sale by resolution of the governing body, and

WHEREAS, an electronic tax sale is innovative and provides a greater pool of potential lien buyers, thus creating the environment for a more effective tax sale process.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee, Township of Holland, County of Hunterdon, in the state of New Jersey that they hereby authorize and direct the Tax Collector to conduct an electronic tax sale.

-RESOLUTION-Establish Tax Sale Mailing Fees

RESOLUTION

Establish Tax Sale Mailing Fees

WHEREAS, according to N.J.S.A. 54:5-26 et seq., Notices of tax sale are required to be posted and advertised in newspaper. Copies of the notice of a tax sale shall be set up in five of the most public places in the municipality, and a copy of the notice shall be published in a newspaper circulating in the municipality, once in each of the four calendar weeks preceding the calendar week containing the day of appointed for the sale, and

WHEREAS, in Lieu of any two publications, notice to the property owner and to any person or entity entitled to notice of foreclosure pursuant to section 20 of P.L. 1948, c.96 (C. 54:5-104.48) may be given by regular or certified mail, the costs of which shall be added to the cost of the sale in addition to those provided in R.S. 54:5-38, not to exceed \$25.00 for each set of notices for a particular property.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Holland, County of Hunterdon and the State of New Jersey that the Tax Collector shall charge a fee of \$25.00 per tax sale notice mailing to property owners, said mailings not to exceed two (2). Such fees shall be added to the cost of said tax sales.

BE IT FINALLY RESOLVED, that the Municipal Clerk provide a certified copy of this resolution to the Tax Collector.

-RESOLUTION-Cancellation of Overpayments and Delinquencies

RESOLUTION

Cancellation of Tax Overpayments/Sewer Overpayments and Delinquencies

WHEREAS, N.J.S.A. 40A:5-17 allows for the cancellation of property tax refunds or delinquent amounts of less than \$10.00; and

WHEREAS, the governing body may authorize a municipal employee chosen by said body to process, without further action on their part, any cancellation of property tax refunds or delinquencies of less than \$10.00.

WHEREAS, the governing body may authorize a municipal employee chosen by said body to process, without further action on their part, any cancellation of sewer rent overpays or delinquencies of less than \$5.00.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Holland of the County of Hunterdon, State of New Jersey, the Tax Collector and Sewer Rent Collector are hereby authorized to cancel said tax and sewer amounts as deemed necessary.

BE IT FINALLY RESOLVED, that a certified copy of this Resolution be forwarded to the Tax Collector, Sewer Rent Collector and Township Auditor.

-RESOLUTION-Authorizing Tax Receiving Agency

RESOLUTION

Authorizing Tax Receiving Agency-“Lock Box Collections”

WHEREAS, N.J.S.A. 54:4-122.9 permits municipalities to designate a bank or trust company to receive current taxes under the supervision of the Tax Collector; and

WHEREAS, **Northfield Community Bank** is an official depository in accordance with N.J.S.A. 40A:5-14 and has contracted to provide said lock box collections service at no extra cost to the Township of Holland; and

WHEREAS, written advice has been received from the municipal auditor, William Colantano Jr., CPA, that said contract and policy with **Northfield Community Bank** complies with the relevant law, rules, and proper internal control procedures, and

WHEREAS, in accordance with N.J.S.A. 54:4-122.9, notification shall be made to all taxpayers at least once annually and at least 30 days prior to the next payment due, that such service has been contracted;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of Holland Township, County of Hunterdon, State of New Jersey, that **Northfield Community Bank** be designated as a tax receiving agency in accordance with N.J.S.A. 54:4-122.9;

BE IT FURTHER RESOLVED that a certified copy of this Resolution and report of the auditor shall be provided to the Director, Division of Local Government Services, within three days of adoption of said resolution.

-RESOLUTION-Tax Appeals

RESOLUTION

Authorizing the Tax Assessor and Legal Counsel of the Township of Holland, County of Hunterdon, to File and Prosecute any and all Tax Appeals Before the Hunterdon County Board of Taxation and the Tax Court of New Jersey

WHEREAS, the Hunterdon County Board of Taxation, requires that the Mayor and Township Committee of each municipality in the County of Hunterdon to pass a Resolution to authorize the Assessor of the municipality and their legal counsel to file and prosecute any and all tax appeals before the Hunterdon County Board of Taxation;

NOW, THEREFORE, BE IT RESOLVED that the legal counsel and the Assessor of Holland Township, County of Hunterdon, State of New Jersey are hereby authorized to file, prosecute, stipulate, modify, agree upon and otherwise perform the duties which are required of said Assessor, in the process of prosecution and/or filing of said Tax Appeals, with the jurisdiction of the Hunterdon County Board of Taxation and the Tax Court of New Jersey.

-RESOLUTION- Roll-Back Taxes

RESOLUTION

Authorizing the Tax Assessor to file Petitions, Notices and Other Documents Regarding Roll-Back Taxes

WHEREAS, the Township Committee of the Township of Holland has been informed by the Tax Assessor of the Township of Holland that, from time to time, changes in property use occur in the Township so that such properties become subject to roll-back taxes pursuant to the Farmland Assessment Act of 1964; and

WHEREAS, the Tax Assessor of Holland Township has requested the Township Committee authorize her to file petitions, notices and other documents regarding the assessing of such roll-back taxes with the Hunterdon County Board of Taxation; and

WHEREAS, filing of these documents regarding roll-back taxes by the Tax Assessor of the Township of Holland is important to the tax assessment process of the Township and the Tax Assessor has already filed petitions and other documents regarding such roll-back taxes with the Hunterdon County Board of taxation;

NOW, THEREFORE BE IT RESOLVED, by the Committee of Holland Township that the Tax Assessor of the Township of Holland be, and she is hereby, authorized to file petitions, notices and other documents regarding the assessing of roll-back taxes; and

BE IT FURTHER RESOLVED, that this Township Committee hereby confirms and approves of the actions of the Tax Assessor to date in filing such documents regarding roll-back taxes with the Hunterdon County Board of Taxation.

-RESOLUTION- Naming a Public Agency Compliance Officer

RESOLUTION

Naming Affirmative Action P.A.C.O. of the Township of Holland for 2019

BE IT RESOLVED, by the Township Committee of the Township of Holland, in the County of Hunterdon, in the State of New Jersey, in accordance with P.L 1975 C. 127 (N.J.A.C. 17:27), does hereby designate the Public Agency Compliance Officer of the Township of Holland in Hunterdon County, New Jersey for the year 2020 to be:

Catherine M. Miller, RMC
 Municipal Clerk
 61 Church Road Milford, New Jersey 08848

END OF CONSENT AGENDA

NEW BUSINESS FROM TOWNSHIP COMMITTEE

-APPOINTMENTS AND REAPPOINTMENTS BY THE MAYOR-Mayor announces his appointments and reappointments for the 2020 Boards and Commissions

2020 MUNICIPAL AGRICULTURE ADVISORY COMMITTEE

NAME	TERM EXPIRES
Larry LaFevre	12/31/2020
John Bonham	12/31/2020
Edith Kozak	12/31/2020
Susan Dufek	12/31/2020
Laura Wilson	12/31/2020

ALTERNATES:

Alt. # 1 Kyle Young 12/31/2020
 Alt. # 2 Ron Lozowski 12/31/2020

2020 EMERGENCY MANAGEMENT OFFICIALS

NAME	TERM EXPIRES
Chief Sean P. Gutsick Emergency Management Coordinator Chief of Police (3 Year Term)	12/31/2020 Completing the unexpired term of John Harris
Gail Rader Deputy Emergency Management Coordinator (1 Year Term)	12/31/2020
Richard Botto Jr. Deputy Emergency Management Coordinator (1 Year Term)	12/31/2020

2020 ENVIRONMENTAL COMMISSION MEMBERS

NAME	TERM EXPIRES
Michael Keady	12/31/2022
Ray Note	12/31/2022

2020 SUSTAINABLE JERSEY GREEN TEAM

CLASS / NAME	TERM EXPIRES
Regular Members	
Township Committee Liaison / Ray Krov	12/31/2020
Resident Citizen Representative /Dr.	12/31/2020

Nicky Wallis	
Resident Citizen Representative /	12/31/2020
Resident Citizen Representative / Susan Fleisher	12/31/2020
Resident Citizen Representative /	12/31/2020
Representative of Board of Health /	12/31/2020
Representative of Planning Board / Mike Miller	12/31/2020
Representative of Environmental Commission / Mike Keady	12/31/2020
Administrator/Secretary / Mike Miller	12/31/2020

2020 HISTORIC PRESERVATION COMMISSION MEMBERS

NAME	CLASS	TERM EXPIRES
Larry LaFevre	B 4 yrs	12/31/2023
Joseph Becker	B 4 yrs	12/31/2023

2020 OFFICE OF AGING MEMBERS

NAME	TERM EXPIRES
	12/31/2020

ALTERNATE-Suzanne LaGay 12/31/2020

2020 PARKS & RECREATION COMMITTEE MEMBERS

Township Committee Liaison-appointed by Governing Body-w/voting privileges	
NAME	TERM EXPIRES
	12/31/2020

Township Committee Liaison-appointed by Governing Body-w/no voting privileges	
NAME	TERM EXPIRES
	12/31/2020

NAME	TERM EXPIRES
Tomasina McGuire	12/31/2021
David Wiklanski	12/31/2021
	12/31/2021
	12/31/2021
	12/31/2020
Melissa Gonzalez	12/31/2020

2020 PLANNING BOARD MEMBERS

	CLASS	TERM EXPIRES
	I (Mayor or Mayor's appointment)	12/31/2020
Mike Miller	IV	12/31/2023
Dan Rader	IV	12/31/2023
Carl Molter	II	12/31/2020

ALTERNATES:

Alt #2 12/31/2021

-APPOINTMENTS AND REAPPOINTMENTS BY THE TOWNSHIP COMMITTEE-
 Mayor announces the Committee's appointments and reappointments for 2020 Boards and Commissions and asks for a formal vote to approve

2020 BOARD OF ADJUSTMENT MEMBERS

NAME	TERM EXPIRES
Bill Ethem	12/31/2023

ALTERNATES:

Alt. #2 12/31/2021

2020 BOARD OF HEALTH MEMBERS

NAME	CLASS	TERM EXPIRES
Bob Thurgarland	I (1 yr)	12/31/2020
Anthony Szumski	II (4 yr)	12/31/2023
	II (4 yr)	12/31/2021

2020 PLANNING BOARD MEMBERS

	CLASS	TERM EXPIRES
	III (Member of Governing Body)	12/31/20202

-RESOLUTION-Approval of 2020 Holland Township Volunteer Fire Company Roster and Officers

RESOLUTION

Approval of the 2020 Holland Township Volunteer Fire Company Roster of Members and Officers

BE IT RESOLVED, by the Holland Township Committee, Township of Holland, County of Hunterdon in the State of New Jersey that the following 2020 Holland Township Volunteer Fire Company Roster is approved:

- | | | | |
|-----------------|--------------------|-----------------------|-------------------|
| Don Anthony | Mike Bent | Jerry Bowers | Ben Cialone |
| Joe Cinquemani | Chris Collins | Rich Davi | Jared Davi |
| Pete Davis | Robert Davis | Tom Dougherty | Tom Erwin |
| Bill Ethem | Sean Gutsick | Skylar Hancox | Mike Hiel |
| Harry Hulst | Jack Jenkins | Mike Joyce | Pete Kanakaris |
| Ben Karmondi | Samuel Kirkpatrick | Stephanie Kirkpatrick | Carl Knight |
| Doug Leonhardt | Bill Lewis | Mark Lowe | Bill Martin |
| Jenna Meyer | Mike Miller | Owen Mondeau | Keith Oppenheimer |
| Jason Peters | Anthony Roselle | Brian Shea | Dan Shea |
| Ryan Smith | April Snyder | Ron Snyder | Chris Spitzer |
| Eric Strangfeld | Richard Theesfeld | Jeff Underhill | Steve Underhill |
| Kenneth Vogel | Michael Welsh | Tom Welsh | David Wiklanski |

Junior Members: Josh Adams

Contribution Member: Nick Baptista, Jeremy Donaldson

-RESOLUTION-Adoption of the 2020 Temporary Municipal Budgets and the 2020 Temporary Sewer Budget

RESOLUTION

TEMPORARY BUDGET

WHEREAS, N.J.S.A.40:A4-19 provides that where any contract, commitment or payments are to be made prior to the final Adoption of the 2020 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided, and

WHEREAS, the date of this resolution is within the first 30 days of the fiscal year, and

WHEREAS, the total appropriations in the 2019 budget, exclusive of any interest and debt redemption charges, Capital Improvement and public assistance, is the sum of \$5,023,433.82, and

WHEREAS, 26.25%of the total appropriations in the 2018 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance in said budget is the sum of \$1,318,651.38.

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 following appropriations be made and a certified copy of this resolution be transmitted to the Chief Financial Officer for her records.

2020 TEMPORARY OPERATING BUDGET

		AMOUNT
MAYOR & COUNCIL	Salaries & Wages	5,000.00
	Other Expenses	10,000.00
MUNICIPAL CLERK	Salaries & Wages	30,000.00
	Other Expenses	7,500.00
FINANCIAL ADMINISTRATION	Salaries & Wages	7,500.00
	Other Expenses	14,000.00
AUDIT SERVICES	Other Expenses	10,000.00
ASSESSMENT OF TAXES	Salaries & Wages	10,000.00
	Other Expenses	1,000.00
COLLECTION OF TAXES	Salaries & Wages	8,000.00
	Other Expenses	4,000.00
COMMUNICATIONS/IT SERVICES	Other Expenses	5,000.00
LEGAL SERVICES & COSTS	Other Expenses	15,000.00
ENGINEERING SERVICES & COSTS	Other Expenses	7,000.00
MUNICIPAL COURT	Salaries & Wages	6,000.00
	Other Expenses	5,500.00
MUNICIPAL PROSECUTOR	Salaries & Wages	2,000.00
PUBLIC DEFENDER	Salaries & Wages	800.00
PUBLIC BUILDINGS & GROUNDS	Salaries & Wages	10,000.00
	Other Expenses	75,000.00
PLANNING BOARD	Salaries & Wages	5,000.00
	Other Expenses	5,000.00
BOARD OF ADJUSTMENT	Salaries & Wages	5,000.00
	Other Expenses	2,000.00
ZONING	Salaries & Wages	7,000.00
	Other Expenses	500.00
FIRE	Other Expenses	5,500.00
	Aid to Vol. Fire Co.	17,500.00
POLICE	Salaries & Wages	170,000.00
	Other Expenses	15,000.00
FIRST AID ORGANIZATIONS	Contributions	17,500.00
EMERGENCY MANAGEMENT	Salaries & Wages	2,000.00
	Other Expenses	1,100.00
ROAD REPAIRS & MAINTENANCE	Salaries & Wages	120,000.00
	Other Expenses	40,000.00
SNOW REMOVAL	Other Expenses	40,000.00
RECYCLING	Salaries & Wages	1,500.00
	Other Expenses	5,000.00
BOARD OF HEALTH	Salaries & Wages	500.00
	Other Expenses	1,000.00
WASTEWATER MANAGEMENT	Other Expenses	5,000.00
ANIMAL CONTROL	Other Expenses	5,000.00
RRCC	Salaries & Wages	70,000.00
	Other Expenses	40,000.00
OTHER RECREATIONAL PROGRAMS	Salaries & Wages	1,000.00
	Other Expenses	3,300.00
SWIMMING POOL	Salaries & Wages	2,000.00
	Other Expenses	6,000.00
SNACK	Salaries & Wages	100.00

	Other Expenses	500.00
HISTORICAL PRESERVATION COMMISSION	Salaries & Wages	300.00
	Other Expenses	1,000.00
AGRICULTURAL ADVISORY COMMITTEE	Salaries & Wages	300.00
	Other Expenses	2,500.00
INSURANCE	Worker's Comp.	20,000.00
	Group Insurance	95,000.00
	Other Insurance	40,000.00
UTILITY EXPENSES	Electricity	12,000.00
	Street Lighting	7,000.00
	Telephone	7,000.00
	NATURAL GAS	8,000.00
	Fuel Oil -Heating	3,000.00
	Gasoline and Diesel	6,000.00
	Dumpsters	5,000.00
SUB TOTAL		<u>1,034,100.00</u>
STATUTORY EXPENDITURES	Social Security	25,000.00
	Unemployment Compensation	1,950.00
	DCRP	1,000.00
	PERS	103,500.00
	PFRS	152,423.00
TOTAL STATUTORY EXPENDITURES		<u>283,873.00</u>
COAH		
AID TO LIBRARY		
	Other Expenses	<u>-</u>
TOTAL TEMPORARY CURRENT BUDGET		<u>\$ 1,318,273.00</u>

2020 TEMPORARY SEWER BUDGET

Salaries & Wages	5,000.00
Other Expenses- Milford	105,000.00
Other Expenses	7,500.00
Social Security	250.00
Unemp Comp	1.00
TOTAL TEMPORARY SEWER BUDGET	<u>\$ 117,751.00</u>

-RESOLUTION- Authorizing Discharge of Mortgage-Arnold Brothers-356 Church Road

RESOLUTION Authorizing Discharge of Mortgage

WHEREAS, Arnold Brothers, LLC (“Mortgagor”), who owns 356 Church Road, Milford, Hunterdon County, New Jersey, also known as Block 13, Lot 73 on the Tax Map of the Township of Holland, (the “Premises”), secured three mortgages from the Holland Township Accessory Apartment Program (“Program”) as follows:

- in the amount of \$60,000.00 which mortgage was recorded in Book 3215, Page 864, in the Office of the Hunterdon County Clerk on December 24, 2007 (the “Mortgage”);
- in the amount of \$10,000.00 which mortgage was recorded in Book 3215, Page 871, in the Office of the Hunterdon County Clerk on December 24, 2007 (the “Mortgage”); and
- in the amount of \$10,000.00 which mortgage was recorded in Book 3291, Page 476, in the Office of the Hunterdon County Clerk on October 2, 2008 (the “Mortgage”); and

WHEREAS, the Program provided loans to construct accessory apartments in an existing dwelling and rent them to qualifying low or moderate income households; and

WHEREAS, the Mortgages provided that the liens would be extinguished if the units were properly marketed and rented to qualifying households for a period of ten years; and

WHEREAS, Mortgagor abided by all conditions of the Mortgages for a period of ten years.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Holland, County of Hunterdon, State of New Jersey that the Mortgages are hereby deemed satisfied and shall be cancelled as a matter of record with the Hunterdon County Clerk; and

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are authorized to execute on behalf of the Township of Holland Discharges of Mortgage in the forms attached hereto and the Township Attorney is authorized to record or arrange for their recording, and

BE IT FURTHER RESOLVED that all other officials of the Township of Holland are authorized to take the necessary steps to effectuate in every way the purpose of this resolution.

-RESOLUTION-Salaries and Wages for 2020

**RESOLUTION
2020 SALARIES AND WAGES**

WHEREAS, the Holland Township Committee wishes to adopt the 2020 Salary Resolution, and

WHEREAS, the Township Committee has reviewed all existing positions and made, as deemed appropriate, necessary changes to improve operational efficiencies, and

WHEREAS, the Township Committee also reviewed all existing salaries and rates of pay, making adjustments for the calendar year 2020.

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 2020 salaries and wages; which either fall with the ranges in Ordinance 2018-13 or will fall within the ranges of Ordinance in 2020-2, be adopted effective January 1, 2020.

	<u>Position (Name)</u>	<u>Salary</u>
Township Committee	(Bush)	\$4,000.00
Township Committee	(Krov)	\$4,000.00
Township Committee	(Thurgarland)	\$4,000.00
Township Committee	(Wilhelm)	\$4,000.00
Township Committee	(Mickey)	\$4,000.00
Township Clerk	(Miller)	\$73,262.00
Registrar	(Miller)	\$5,858.00
Deputy Township Clerk	(Tigar)	\$24,764.00
Deputy Registrar	(Tiger)	\$3,077.00
Substitute Secretarial Help	(Hammerstone)	\$16.50
Substitute Secretarial Help	(Mayer)	\$15.00
Census 2020 Official		\$16.50
Chief Finance Officer	(Pasqua)	
Finance Assistant	(Stevens)	\$20.81
Finance Assistant	(Santos)	\$20.81
Qualified Purchasing Agent	(Hance)	\$5,743.00
Animal Control Secretary	(Colucci)	\$18.94
Tax Collector	(Boxwell)	\$22,785.00
Sewer Rent Collector	(Boxwell)	\$4,245.00
Tax Assessor	(Trivigno)	\$41,475.00
<u>Planning / Zoning:</u>		
Land Use Administrator	(Kozak) [New 1/1/20] (Planning Secretary, Zoning Secretary, Zoning Officer, Development Reg. Officer, Municipal Housing Liaison, Recycling Secretarial Work)	\$48,000.00
PERC Witness, per hour	(Davis)	\$19.00
PERC Witness, per hour	(Joyce)	\$19.00
PERC Witness, per hour	(Underhill)	\$17.00
PERC Witness, per hour	(Martin)	\$17.00
<u>Police:</u>		
Police Chief	(Gutsick)	\$113,893.00

Police Administrative Coordinator (Pursell)	\$48,214.00
Deputy Police Records Custodian (Pursell)	\$1,855.00
Emergency Management Secretary (Pursell)	\$1,647.00

Per PBA Contract:

Sergeant	\$3,300.00
(Annual salaries change on anniversary date)	
Heilig	\$101,055.00
Davis	\$67,000.00
Young	\$82,000.00
LaTouche	\$47,000.00
Phillips	\$47,000.00
Yasunas	\$47,000.00
Part-Time Police Officer (Paolicelli)	\$20.71
Part-Time Police Officer (Cvecich)	\$20.71

Public Works:

DPW/Buildings Supt. (Colaluca)	\$78,540.00
(Upon obtaining certification, prorated: +\$4,000 CPWM, + \$1,000 CRP)	

Per Teamster's Contract (For Information Only):

(Hourly rates change on anniversary date)	
Mazur (2,080 hours @ \$35.33 per hour)	\$73,486.40
Modica (2,080 hours @ \$35.33 per hour)	\$73,486.40
Lippincott (2,080 hours @ \$34.47 per hour)	\$71,697.60
Holder (2,080 hours @ \$25.00 per hour)	\$52,000.00
Mayer (2,080 hours @ \$25.00 per hour)	\$52,000.00
(\$24 per hr to 5/31/19, \$25 per hr 6/1-12/31/20)	
Langreder (2,080 hours @ \$22.00 per hour)	\$45,760.00
(\$20 per hr to 7/31/2020, \$22 per hr 8/1-12/31/20)	

Public Works Temporary Supervisor, per hour	\$4.25
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Part Time Snow Removal:

Croasdale	\$26.50
Scott	\$26.50
VanGilson	\$24.50

Part Time Seasonal Employees (Public Works)	\$13.25
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Buildings and Grounds:

Hammerstone	\$18.00
Jacobs	\$12.73

Recycling:

Recycling Center Manager (Patrey)	\$18.00
Robbins	\$11.50
Trippedia	\$11.00

Board Secretaries: Per Meeting Attended

Parks and Recreation Secretary (Kozak)	\$90.00
Board of Health Secretary (Hammerstone)	\$90.00
Environmental Commission Secretary (Kozak)	\$90.00
Historic Preservation Secretary (Kirby-McDonough)	\$90.00
Agriculture Advisory (Sorge)	\$90.00

Riegel Ridge Community Center:

Director (Neglia)	\$58,869.00
Member Services Rep. (Pecchia, Melissa)	\$13.75
Member Services Rep. (Ihling, Dianne)	\$13.75
Member Services Rep. (Bajak, Thomas)	\$13.00
Member Services Rep. (Jenkins, Heather)	\$13.00
Member Services Rep. (Mayer, Marie)	\$13.00

Member Services Rep. (Heller, Melanie) \$13.00

Pool Supervisor:

Neglia \$7,885.00

Front Desk Staff:

Cooley, Harry \$11.00

Furmanek, Jennifer \$11.00

Hulsman, Mariel \$11.00

Geissler, Jamie \$11.00

Kania, Morgan \$11.00

Kraynanski, John \$11.00

Levy, Brett \$11.00

Nugent, Clare \$11.00

Scott, Madison \$11.00

Scott, Mikaela \$11.00

Child Watch:

Doyle, Jessica \$11.00

Geissler, Jamie \$11.00

Heller, Amelia \$11.00

Nugent, Clare \$11.00

Toddler Time:

Rainey, Sybil \$16.98

Jenkins, Heather \$16.32

Group Exercise Instructors (Per Class):

Hatch, Gayle \$29.43

Purcell, Margaret \$26.01

Rummel, Robin \$25.50

Verdi, Angela \$25.50

Certified Personal Trainers (Per Session):

Hatch, Gayle \$34.46

Neglia, Jessica \$34.46

Verdi, Angela \$30.60

Prosecutor / Public Defender:

Prosecutor (Peterson) \$6,242.00

Alternate Prosecutor (Troxell, Christopher) (per court session) \$200.00

Public Defender (Dunbar) \$1,500.00

Alternate Public Defender (Gianforcaro)

Joint Municipal Court: TBD

Per Joint Court Agreement: TBD for 2020

-RESOLUTION-Appointing a Municipal Prosecutor, Alternate Municipal Prosecutor and a Municipal Public Defender for 2020

RESOLUTION

Appointing a Municipal Prosecutor, an Alternate Municipal Prosecutor and a Public Defender for 2020

WHEREAS, the Township of Holland has previously established its Municipal Court as a Joint Municipal Court with Alexandria Township and Frenchtown Borough; and

WHEREAS, the terms of the Agreement have been mutually agreed upon by the Municipalities and received the approval of the Vicinage 13 Assignment Judge; and

WHEREAS, the Municipal Court requires the services of Municipal Prosecutor, an Alternate Municipal Prosecutor and a Public Defender.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Holland, Hunterdon County, in the state of New Jersey that the following are appointed to

represent Holland Township in the Joint Municipal Court of the Delaware Valley as a shared Court for calendar year 2020:

- Eric C. Peterson, Esq. as Municipal Prosecutor
- Christopher M. Troxell, Esq. as Alternate Municipal Prosecutor
- Steven F. Dunbar, Esq. as Municipal Public Defender

BE IT FINALLY RESOLVED that these officials will be paid as per the 2020 Holland Township Salary Resolution

-ORDINANCE 2020-01-Introduction/First Reading-CAP BANK-Exceeding the Municipal Budget Appropriation Limits and Establish a Cap Bank
Public Hearing and Final Adoption set for February 4, 2020

ORDINANCE 2020-01

ORDINANCE TO EXCEED THE CALENDAR YEAR 2020 MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Township Committee of the Township of Holland in the County of Hunterdon finds it advisable and necessary to increase its CY 2020 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Township Committee hereby determines that a 3.5 % increase in the budget for said year, amounting to \$ 158,536.00 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Township Committee of the Township of Holland, in the County of Hunterdon, State of New Jersey, that a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2020 budget year, the final appropriations of the Township of Holland shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5 %, amounting to \$ 158,536.00, and that the CY 2020 municipal budget for the Township of Holland be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that the Municipal Clerk furnish to the Chief Finance Officer a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that the Municipal Clerk furnish to the Chief Finance Officer a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

-ORDINANCE 2020-2-Introduction/First Reading-2020 Salary Ordinance
Public Hearing and Final Adoption set for February 4, 2020

ORDINANCE 2020-2

AN ORDINANCE TO DETERMINE AND FIX THE SALARIES AND WAGES OF CERTAIN OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF HOLLAND, IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY

BE IT ORDAINED by the Township of Holland, in the County of Hunterdon and State of New Jersey, as follows:

SECTION 1. The salaries or wages to be paid certain officers or employees of the Township of Holland are hereby determined and fixed at the following amounts or rates, or ranges of amounts or rates, where NJSMW is defined as New Jersey State Minimum Wage, for the calendar year 2020 and until the same are amended by subsequent ordinance of this Township:

OFFICE/TITLE	MINIMUM	MAXIMUM
Township Committee	\$4,000.00	\$8,000.00
Municipal Clerk	\$42,000.00	\$80,000.00
Registrar	\$4,000.00	\$7,000.00
Deputy Municipal Clerk	\$22,000.00	\$45,000.00
Deputy Registrar	\$1,500.00	\$4,000.00
Substitute Secretarial Help	NJSMW	\$35.00
Census 2020 Official	NJSMW	\$20.00
Chief Finance Officer (salaried)	\$20,000.00	\$50,000.00
Chief Finance Officer (hourly)	\$30.00	\$65.00
Finance Assistant	\$17.00	\$35.00
Qualified Purchasing Agent	\$4,000.00	\$10,000.00
Animal Control Secretary	\$15.00	\$25.00
Tax Collector	\$20,000.00	\$50,000.00
Sewer Rent Collector	\$4,000.00	\$8,000.00
Licensed Sewer Operator	\$3,000.00	\$8,000.00
Tax Assessor	\$20,000.00	\$50,000.00
Land Use Administrator (Planning Secretary, Zoning Secretary, Zoning Officer, Development Reg. Officer, Municipal Housing Liaison, Recycling Secretarial Work)	\$40,000.00	\$75,000.00
Planning Secretary (hourly)	\$15.00	\$30.00
Zoning Secretary (hourly)	\$15.00	\$30.00
Municipal Housing Liaison	\$500.00	\$3,000.00
Zoning Officer	\$5,000.00	\$35,000.00
Development Regulations Officer	\$4,000.00	\$20,000.00
PERC Witness, per hour	NJSMW	\$20.00
<u>Police:</u>		
Police Chief	\$80,000.00	\$130,000.00
Police Administrative Coordinator	\$30,000.00	\$60,000.00
Deputy Police Records Custodian	\$1,500.00	\$3,500.00
Emergency Management Secretary	\$1,000.00	\$3,500.00
Sergeant	\$3,000.00	\$5,000.00
Police Officers	\$30,000.00	\$110,000.00
Part-Time Police Officer	\$18.00	\$35.00
<u>Public Works:</u>		
DPW/Buildings Supt.	\$60,000.00	\$105,000.00
Public Works Employee	\$20.00	\$40.00
Public Works Temporary Supervisor, per hour	\$3.25	\$10.00
Part Time Snow Removal:	\$15.00	\$30.00
Part Time Seasonal Employees (Public Works)	NJSMW	\$25.00
<u>Buildings and Grounds:</u>	NJSMW	\$25.00
<u>Recycling:</u>		
Recycling Center Manager	\$15.00	\$25.00
Recycling Help	NJSMW	\$20.00

Board Secretaries: Per Meeting Attended

Parks and Recreation Secretary	\$50.00	\$100.00
Board of Health Secretary	\$50.00	\$100.00
Environmental Commission Secretary	\$50.00	\$100.00
Historic Preservation Secretary	\$50.00	\$100.00
Agriculture Advisory	\$50.00	\$100.00

Riegel Ridge Community Center:

Director	\$30,000.00	\$75,000.00
Member Services Rep.	NJSMW	\$25.00
Front Desk Staff:	NJSMW	\$20.00
Child Watch:	NJSMW	\$20.00
Toddler Time:	NJSMW	\$20.00
Group Exercise Instructors (Per Class):	\$15.00	\$35.00
Certified Personal Trainers (Per Session):	\$15.00	\$40.00
Pool Supervisor:	\$7,000.00	\$12,000.00

Prosecutor / Public Defender:

Prosecutor	\$6,000.00	\$9,000.00
Alternate Prosecutor (Per Court Session)	\$200.00	\$400.00
Public Defender	\$750.00	\$2,500.00

Joint Municipal Court:

Per Joint Court Agreement Share

Judge, pro-rated based on %	\$1,000.00	\$15,000.00
Court Admin., pro-rated on %	\$1,000.00	\$15,000.00
Violations Clerk , per hr, pro-rated on %	\$15.00	\$30.00
Security, per hour, pro-rated 1/3	\$18.00	\$35.00
Court Runner, per hour, pro-rated 1/3	\$15.00	\$30.00

BUSINESS FROM TOWNSHIP ATTORNEY

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

ADJOURN at _____