

January 7, 2020
Reorganization

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

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

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

Hunterdon County Freeholder Zack Rich 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
Mr. Krov moved and Ms. Mickey seconded the motion to elect Daniel Bush as Holland Township Mayor for 2020

Roll Call Vote	Ayes	Nays	Abstain	Absent
Lisa Mickey	x			
Scott Wilhelm	x			
Robert Thurgarland	x			
Ray Krov	x			
Dan Bush	x			

-Hunterdon County Freeholder Zack Rich swears in Mayor Daniel Bush

-The Mayor takes the center seat on the dais

ELECTION OF THE DEPUTY MAYOR

-Mayor Bush requests nominations for Deputy Mayor in 2020
Mr. Bush moved and Mr. Wilhelm seconded the motion to elect Ray Krov as Holland Township Deputy Mayor for 2020

Roll Call Vote	Ayes	Nays	Abstain	Absent
Lisa Mickey	x			
Scott Wilhelm	x			
Robert Thurgarland	x			
Ray Krov	x			
Dan Bush, Mayor	x			

-Hunterdon County Freeholder Zack Rich swears in the newly elected Deputy Mayor

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

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-The remaining Committeemen take seats to the left of the Deputy Mayor Krov 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
(minutes taken by Attorney Lyons)

Mr. Krov moved and Mr. Thurgarland seconded the motion to approve the minutes of the : December 17, 2019 Regular Meeting and Executive Session (minutes taken by Attorney Lyons)

Voice Vote	Ayes	Nays	Abstain	Absent
Lisa Mickey	x			
Scott Wilhelm	x			
Robert Thurgarland	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

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, 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

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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	

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ANIMAL CONTROL	BUDGET AND APPROPRIATION RESERVES	\$	648.84
ESCROW	ESCROW FUNDS	\$	214.50
Checks issued 12-30-19			37,061.79
	Manual Totals		300.00
Total			37,361.79

Roll Call Vote	Ayes	Nays	Abstain	Absent
Lisa Mickey	x			
Scott Wilhelm	x			
Robert Thurgarland	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

ADOPTION OF THE CONSENT AGENDA

-Mayor Bush requested that the Professional Services Resolution be removed from the Consent Agenda. He then asks the Committee if any member wishes to remove any item from the Consent Agenda for separate discussion/consideration/vote.

There being no such request, Mayor Bush requests motion and seconded to adopt the Consent Agenda

Mr. Wilhelm moved and Mr. Krov seconded the motion to approve 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 2020 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

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

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- Maria Elena Kozak as Municipal Housing Liaison
- Municipal Clerk 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
- Township Engineer Richard Roseberry of Maser Consulting as Licenses Sewer Operator
- Rebecca Lunger (Manager of Hunterdon County Division of Solid Waste/Recycling) as Certified Recycling Coordinator
- Department of Public Works Superintendent Corey Colaluce as Clean Communities Coordinator

-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/PNC 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, 20 20.

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 2020

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

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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

Roll Call Vote	Ayes	Nays	Abstain	Absent
Lisa Mickey	x			
Scott Wilhelm	x			
Robert Thurgarland	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

END OF CONSENT AGENDA

-RESOLUTION-Professional Services

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

**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.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Lisa Mickey	x			
Scott Wilhelm	x			
Robert Thurgarland	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor			x	

NEW BUSINESS FROM TOWNSHIP COMMITTEE

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

Mr. Krov moved and Mr. Wilhelm seconded the motion to endorse the Mayor’s 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
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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 / Susan Fleisher	12/31/2020
Resident Citizen Representative /	12/31/2020
Resident Citizen Representative /	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

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	12/31/2020
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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

Roll Call Vote	Ayes	Nays	Abstain	Absent
Lisa Mickey	x			
Scott Wilhelm	x			
Robert Thurgarland	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

-APPOINTMENTS AND REAPPOINTMENTS BY THE TOWNSHIP COMMITTEE-

Mayor Bush announces the Township Committee's appointments and reappointments for 2020 Boards and Commissions and asks for a formal vote to approve

Mr. Krov moved and Mr. Thurgarland seconded the motion to approve the Township Committee's appointments and reappointments for 2020 Boards and Commissions

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
	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)	12/31/2020

Roll Call Vote	Ayes	Nays	Abstain	Absent
Lisa Mickey	x			
Scott Wilhelm	x			
Robert Thurgarland	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

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

Mr. Thurgarland moved and Ms. Mickey seconded the motion to adopt the following Resolution;

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

Roll Call Vote	Ayes	Nays	Abstain	Absent
Lisa Mickey	x			
Scott Wilhelm	x			
Robert Thurgarland	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

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

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

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

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	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		1,034,100.00
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		283,873.00
COAH		
AID TO LIBRARY	Other Expenses	-
TOTAL TEMPORARY CURRENT BUDGET		\$ 1,318,273.00

2020 TEMPORARY SEWER BUDGET

Salaries & Wages	5,000.00
Other Expenses- Milford	105,000.00
Other Expenses	7,500.00

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Social Security	250.00
Unemp Comp	1.00
TOTAL TEMPORARY SEWER BUDGET	\$ 117,751.00

Roll Call Vote	Ayes	Nays	Abstain	Absent
Lisa Mickey	x			
Scott Wilhelm	x			
Robert Thurgarland	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

-RESOLUTION- Authorizing Discharge of Mortgage-Arnold Brothers-356 Church Road
Mr. Wilhelm moved and Mr. Thurgarland seconded the motion to adopt the following Resolution:

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.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Lisa Mickey	x			
Scott Wilhelm	x			
Robert Thurgarland	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

-RESOLUTION-Salaries and Wages for 2020
Mr. Krov moved and Mr. Thurgarland seconded the motion to adopt the following Resolution:

RESOLUTION
2020 SALARIES AND WAGES

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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

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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. (Colaluce)	\$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

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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
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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) (per court session)	\$200.00
Public Defender (Dunbar)	\$1,500.00
Alternate Public Defender (Gianforcaro) (per court session)	\$200.00

Joint Municipal Court: TBD

Per Joint Court Agreement: TBD for 2020

Roll Call Vote	Ayes	Nays	Abstain	Absent
Lisa Mickey	x			
Scott Wilhelm			x	
Robert Thurgarland	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

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

Mr. Thurgarland moved and Mr. Krov second the motion to adopt the following Resolution:

RESOLUTION

Appointing a Municipal Prosecutor, an Alternate Municipal Prosecutor, a Public Defender and an Alternate 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
- Gregory Gianforcaro, Esq. Alternate Public Defender

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

Roll Call Vote	Ayes	Nays	Abstain	Absent
Lisa Mickey	x			
Scott Wilhelm			x	
Robert Thurgarland	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

-RESOLUTION-Approval of 2020 Sewer Rate

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

RESOLUTION

Approving the 2020 Sewer Rate and Authorizing the Sewer Rent Collector to prepare and send the 2020 Sewer Bills

WHEREAS, the Chief Financial Officer for Holland Township has recommended that the 2020 sewer rate remains unchanged making the 2020 annual rate \$750.00 per unit; and

WHEREAS, the Sewer Collector must prepare the annual billing in a timely fashion.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township Holland, County of Hunterdon in the State of New Jersey that the Sewer Rent Collector is authorized to prepare and mail the 2020 sewer bills, at the annual fee of \$750.00 per unit.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Lisa Mickey	x			
Scott Wilhelm	x			
Robert Thurgarland	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

-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

Mr. Thurgarland moved and Mr. Krov seconded the motion to adopt ORDINANCE 2020-01 on First Reading and setting the Public Hearing and Final Adoption 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.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Lisa Mickey	x			
Scott Wilhelm	x			
Robert Thurgarland	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

-ORDINANCE 2020-2-Introduction/First Reading-2020 Salary Ordinance

Mr. Thurgarland moved and Mr. Krov seconded the motion to adopt ORDINANCE 2020-02 on First Reading and setting the Public Hearing and Final Adoption 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

January 7, 2020
Reorganization

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

Public Works:

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

Buildings and Grounds:

	NJSMW	\$25.00
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Recycling:

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
Alternate Public Defender (Per Court Session)	\$200.00	\$400.00

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

Roll Call Vote	Ayes	Nays	Abstain	Absent
Lisa Mickey	x			
Scott Wilhelm			x	
Robert Thurgarland	x			
Ray Krov, Deputy Mayor	x			
Dan Bush, Mayor	x			

-ORDINANCE 2020-03- Introduction/First Reading-Land Use Official
Mr. Wilhelm moved and Mr. Krov seconded the motion to adopt ORDINANCE 2020-03 on First Reading and setting the Public Hearing and Final Adoption for February 4, 2020

ORDINANCE 2020 03
ORDINANCE AMENDING CHAPTER 100, ARTICLE III,
ENTITLED "TERMINOLOGY"

WHEREAS, the Township Committee of the Township of Holland have determined that certain amendments and additions are needed regarding Chapter 100, Article XV, of the Code of the Township of Holland entitled "Land Use" are necessary; and

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Holland that Chapter 100, Article III, shall be repealed and amended as follows (Additions indicated in boldface and italics *thus*; deletions indicated with strike-through ~~thus~~):

Part 1. Zoning

Article III. Terminology

§ 100-6. Definitions

Certain words and phrases in this Part 1 are defined for the purposes hereof as follows:

ACCESSORY USE, BUILDING OR STRUCTURE

A use, building or structure on the same lot with, and of a nature incidental and subordinate to, the principal use or structure.

ACCESSWAY

An area intended to be used, and suitable for use, to give access to motor vehicles to the street from a lot and to a lot from a street.

ASSISTED-LIVING RESIDENCE

A residential facility licensed by the New Jersey Department of Health and Senior Services in accordance with *N.J.A.C. 8:36* to provide apartment-style housing and congregate dining and to ensure that assisted-living services, as defined at *N.J.A.C. 8:33H-1.2*, are available when needed to four or more adult persons unrelated to the proprietor. Each apartment in an assisted-living facility shall have, at a minimum, one unfurnished room, a private bathroom, a kitchenette and a lockable door on the unit entrance.

BUILDING

Any structure having a roof supported by columns or by walls and intended for the shelter, housing or enclosure of any person, animal or chattel.

DISTRICT

A district or zone referred to in § **100-3** of this Part 1.

DRIFTWAY

A roadway, thoroughfare, place or passageway sufficiently wide to accommodate motor vehicular traffic (including emergency vehicles), which is not a street as defined herein, but which, prior to March 7, 1953, has become established for use by owners of abutting land having no frontage on any existing state, county or municipal roadway for ingress and egress over the property of others, between a public roadway and the abutting properties. For the purposes of this Part 1, a private lane situated entirely on a single property shall not be considered to be a "driftway."

DWELLING

A building containing one or more dwelling units and being detached, that is, having no wall or walls in common with an adjacent dwelling or dwellings.

DWELLING, SINGLE-FAMILY

A dwelling containing no more than one dwelling unit.

DWELLING UNIT

One room, or rooms connected together, constituting a separate, independent housekeeping establishment for owner occupancy or rental or lease on a weekly, monthly or longer basis, and physically separated from any other rooms or dwelling units which may be in the same structure and containing independent cooking and sleeping facilities.

FAMILY

One or more persons living as a single, nonprofit housekeeping unit as distinguished from individuals or groups occupying a hotel, fraternity or sorority house. The "family" shall be deemed to include foster children and necessary servants when such children and servants share the common housekeeping facilities and services, but shall not include more than four boarders, roomers or paying guests.

FARMERS' MARKET

An outdoor food market for the selling of produce grown by persons selling it, the selling of produce derivatives (licensed and permitted where applicable) which the sellers have created, the selling of baked goods by the creators thereof (originating from state-inspected and -licensed facilities), and the selling, under reasonable regulations of the authority governing the market, of artisan crafts.

GROUP HOME

As used herein, the term "group home" refers to an alternative living arrangement (also defined in *N.J.A.C. 5:93-1.3*) in which separate individuals or households live in distinct bedrooms yet share kitchen and some or all plumbing facilities, central heat and common areas. The term "group home" may include such uses as Class A, B, C, D and E boarding homes as regulated by the New Jersey Department of Community Affairs, residential health-care facilities regulated by the New Jersey Department of Health and Senior Services and community residences for the developmentally disabled, victims of domestic violence, persons with head injuries and the terminally ill.

HABITABLE FLOOR AREA

The total floor area of those portions of any dwelling unit used as living space, including kitchens, living and dining rooms, baths and bedrooms and hallways, but not including cellars, porches or attics, except expansion attics which may be finished to provide additional rooms without structural alterations to roofs or exterior walls.

HEIGHT OF BUILDINGS

Unless otherwise specified in this Part 1, the height of buildings shall be measured from the average elevation of the ground level at the foundation of the building to the highest point of the highest ridgeline of the roof.

HOME OCCUPATION

A legal occupation conducted within a dwelling used as such, and/or in other existing buildings on a lot whose principal use is for residential purposes, provided that:

- A. The occupation is carried on solely by the residents of such dwelling for financial or other remuneration as a use clearly incidental to and secondary to the residential use of the dwelling for domestic housekeeping and involves the employment of no person in such occupation who does not reside in such dwelling.
- B. Not more than 25% of the total floor area of such dwelling shall be devoted to such occupation and at least 1,000 square feet of such dwelling remains for domestic housekeeping after 25% has been deducted. (Multiple "home occupations" may be permitted, provided that the minimum of 1,000 square feet remains and the limitation of 25% is not exceeded by all such occupations.) Provided that the foregoing provisions of this Subsection **B** are met, a "home occupation" may also be conducted in a garage (whether or not attached to the house) or in any already existing building which is not a dwelling on the lot. No new building or addition to an existing building shall be constructed and utilized for a "home occupation." In calculating the floor area of the dwelling, for the purposes of this Subsection **B**, the area of any attached garage shall not be included.
- C. There shall be no display of goods offered for sale in connection with such occupation which is visible from any street or adjoining lot, except as is permitted in § **100-45E**.
- D. No power equipment which is used to fabricate or manufacture a product for sale shall be used in such employment or occupation. (This shall not be construed to mean usual office equipment, such as typewriters, photocopiers and the like, which produce letters, reports, etc.) Also, no equipment or process shall be used in such employment or occupation which creates

noise, vibration, glare, fumes, odors or electrical interference detectable to the normal senses off the lot; and in the case of electrical interference, no equipment or process shall be used which creates visual or audible interference in any radio or television receiver off the lot or causes fluctuations in line voltage off the lot. No trucks or mechanized construction or earth moving equipment used in such employment or occupation shall be parked or kept on the lot; provided, however, that no more than two motor vehicles, which may be automobiles or pickup, panel or van-type trucks which do not exceed 2,000 pounds capacity, may be parked or kept on the lot when used in connection with a home occupation conducted from the lot.

- E. The dwelling in which said occupation is carried on shall retain an exterior which is characteristic of a building used for residential purposes. No structural changes to accommodate the "home occupation" shall be permitted, unless such changes are customary and normal for a dwelling used for residential purposes.

LAND USE ADMINISTRATOR

A position that may be filled at the discretion of the Township Committee for a period of one year whose duties shall include the following:

- A. to serve as the secretary to the Planning Board;*
- B. to serve as the secretary to the Zoning Board of Adjustment;*
- C. to serve as the Zoning Officer;*
- D. to serve as the Development Regulation Officer;*
- E. to serve as the Municipal Housing Liaison; and*
- F. to perform other duties as assigned by the Township Committee, Planning Board or the Zoning Board of Adjustment.*

LOT

An integral parcel or plot of land or contiguous integral parcels or plots of land, under the same ownership, which are not separate subdivision lots of record.

LOT AREA

The total horizontal area included within lot lines. Where the front lot line is the center line of a street or lies in part or in whole in the street area, the "lot area" shall not include that part of the lot in use or to be used as the street.

LOT, CORNER

A lot located at the intersection of two or more streets. A lot abutting on a curved street or streets shall be considered a "corner lot" if straight lines drawn from the foremost points of the side lot lines to the foremost point of the lot meet at an interior angle of less than 135°.

LOT DEPTH

The shortest horizontal distance between the front lot line (street line) and a line drawn parallel to the front lot line through the midpoint of the rear lot line.

LOT FRONTAGE

That portion of a lot extending along the street line. (See also the definition of "lot width.")

LOT WIDTH

The straight and horizontal distance between side lot lines at setback points on each side lot line measured an equal distance back from the street line. The minimum lot width shall be measured at the minimum required setback line; provided, however, that the width of the lot between side lot lines at their foremost points (along the lot frontage) shall not be less than 80% of the required lot width except in the case of lots on the turning circle of a cul-de-sac, where the lot frontage shall be at least 50 feet.

METEOROLOGICAL TOWER (or MET TOWER)

A structure designed to support the gathering of wind energy resource data; includes the tower, base plate, anchors, guy cables and hardware, anemometers (wind speed indicators), wind direction vanes, booms to hold equipment anemometers and vanes, data logger, instrument wiring and any telemetry devices that are used to monitor or transmit wind speed and wind flow characteristics over a period of time for either instantaneous wind information or to characterize the wind resource at a given location.

NJDEP

The New Jersey Department of Environmental Protection (and such Department by any future name).

NONCONFORMING STRUCTURES AND USES

Any nonconforming use or structure existing at the time of the passage of an ordinance may be continued upon the lot or in the structure so occupied, and any such structure may be restored or repaired in the event of partial destruction thereof.

OFF-STREET LOADING SPACE

Space logically and conveniently located for bulk pickups and deliveries, scaled to delivery vehicles expected to be used, and accessible to such vehicles when required off-street parking spaces are filled. Required "off-street loading space" is not to be included as off-street parking space in computation of required off-street parking space.

OFF-STREET PARKING SPACE

A space adequate for parking an automobile with room for opening doors on both sides, which space shall be a minimum of 10 feet wide and 20 feet deep, together with properly related access to a street and maneuvering room. For purposes of rough computation, an "off-street parking space" and necessary access and maneuvering room may be estimated at 300 square feet, but off-street parking requirements will be considered to be met only when actual spaces meeting the requirements above are provided and maintained, improved in a manner appropriate to the circumstances of the case and in accordance with the requirements of this Part 1 and all ordinances and regulations of this Township.

OVERSIZED VEHICLE

A truck or other vehicle having either a total combined gross weight of vehicle plus load in excess of 13 tons or an extreme overall length in excess of 23 feet, or both.

PLANNED COMMERCIAL DEVELOPMENT

Development on a tract of at least 40 acres but not more than 50 acres, which shall be developed and used according to a plan as a single entity, containing as its principal use one or more shopping villages with appurtenant common areas to accommodate, as principal uses, only the principal uses described in § 100-74A through F hereof, and required common open space.

PLANNING BOARD or BOARD OF ADJUSTMENT

The proper municipal agency, be it the Planning Board or Board of Adjustment, to review or approve the particular application for development involved, pursuant to the Municipal Land Use Law^[1] and Chapter 100, Part 2, Development Regulations, of the Code of the Township of Holland, notwithstanding the actual wording of this Part 1.

PRINCIPAL BUILDING OR STRUCTURE

A building or structure primarily devoted to a principal use.

PRINCIPAL USE

A main use, a use which is not incidental or subordinate to another use on the same lot.

ROOF-MOUNTED WIND ENERGY SYSTEM

A wind energy conversion system consisting of vertical axis wind turbine(s) or any other form of wind energy conversion system that can be and is mounted on the roof of a building rather than on a tower.

ROTOR DIAMETER

The cross-sectional dimension of the circle swept by the rotating blades of a wind-powered energy generator.

SENIOR CITIZENS APARTMENTS WITH SUPPORTIVE SERVICES

Separate dwelling units reserved for occupancy by persons 62 years of age or older, which dwelling units may be located within one or more buildings, each containing a minimum of 20 similar units, or in the same building(s) with assisted-living units, wherein common facilities and a range of supportive personal and/or medical care services may be provided. Senior citizens apartments with supportive services may have access to and the use of congregate dining, laundry and social facilities, provided that each such dwelling unit has its own separate complete kitchen and full bath, a door that is lockable from the inside and at least 300 square feet of clear floor area within the confines of the dwelling unit itself.

SETBACK LINE

A line within any lot, parallel to any street lines and measured perpendicularly from the street line, within which no building or part thereof may be erected except as provided in this Part 1.

SHOPPING VILLAGE

Two or more attached or detached retail commercial and/or office buildings, constructed on a lot and sharing common parking, loading areas and open space, and having as a principal use one or more uses described in § 100-74A through F hereof.

SIGN

Any device designed to inform or attract the attention of persons not on the premises on which the sign is located; provided, however, that the following shall not be included in the application of the regulations herein:

- A. Signs not exceeding one square foot in area and bearing only property numbers, postbox numbers, names of occupants of premises or other identification of premises not having commercial connotations.
- B. Flags and insignia of any government except when displayed in connection with commercial promotion.
- C. Legal notices: identification, informational or directional signs erected or required by governmental bodies.
- D. Integral decorative or architectural features of buildings, except letters, trademarks, moving parts or moving lights.

SMALL WIND ENERGY SYSTEM

A wind energy conversion system consisting of a wind turbine, a tower and associated control or conversion electronics, which has a rated capacity consistent with applicable provisions of the State Uniform Construction Code promulgated pursuant to P.L. 1975, c. 217 (*N.J.S.A. 52:27D-119, et seq.*), and which will be used to generate electrical power primarily for on-site consumption.

SOLAR ENERGY FACILITY (MAJOR/COMMERCIAL)

An electricity generating facility that produces electrical energy primarily for sale and off-premises consumption and that uses solar or photovoltaic technologies that consist of a system of solar or photovoltaic panels and equipment for the production of energy, and that does not meet the definition of "solar energy system (minor)" in this § 100-6.

SOLAR ENERGY SYSTEM (MINOR)

One or more solar panels and all associated equipment involved in the conversion of solar radiation to electrical energy, hot water or hot air solely to serve the principal use and other permitted accessory uses of the land on which such system is situated.

SOLAR PANEL

An accessory structure containing one or more receptive cells or collector devices, the purpose of which is to use solar radiation to create usable electrical energy, hot water or hot air.

SPECIAL EXCEPTION, SPECIAL EXCEPTION USE or SPECIAL EXCEPTION USE PERMIT

Conditional use or conditional use permit pursuant to the Municipal Land Use Law²¹ and Chapter 100, Part 2, Development Regulations, of the Code of the Township of Holland, notwithstanding the actual wording of this Part 1.

STREET

Any street, avenue, boulevard, road, parkway, viaduct, drive or other way which is an existing state, county or municipal roadway, or which is shown upon a plat heretofore approved pursuant to law, or which is approved by official action as provided by the Municipal Land Use Law, or which is shown on a plat duly filed and recorded in the Hunterdon County Clerk's office prior to the appointment of a Planning Board for the Township and the grant to such Board of the power to review plats, and includes the land between the street lines, whether improved or unimproved, and may comprise pavement, shoulders, gutters, curbs, sidewalks, parking areas and other areas within the street lines.

STREET LINE

The dividing line between the lot and the street, or the street right-of-way line running across the lot where the lot extends into the street.

STRUCTURE

Anything constructed or erected with a fixed location on the ground or attached to something having a fixed location on the ground. Among other things, "structures" include buildings, swimming pools, mobile homes, billboards and poster panels, but shall exclude fences, posts, wires and their supporting poles or frames of electric or telephone utilities or other service facilities and school-bus waiting shelters whose location and design have been approved before erection by the Board of Education of the Township of Holland. The word "structure" includes "buildings."

SYSTEM HEIGHT

The vertical distance above grade of the tower plus the wind generator measured vertically from the ground to the tip of a wind generator blade when the tip is at its highest point.

TOWER HEIGHT

The vertical distance above grade of the fixed portion of the tower, excluding the wind generator.

TRACT

An area of land composed of one or more lots adjacent to one another, having sufficient dimensions and area in the aggregate to make one integral parcel of land meeting the requirements of this Part 1 for the use(s) intended. With respect to a planned commercial development, the term "tract" shall refer to the whole of land area constituting the planned commercial development, having an area within the parameters referred to in the definition of planned commercial development.

TRACTOR AND TRAILER

(As defined in said Title 39) shall be considered as separate vehicles, unless they are joined to one another.

USE

The purpose for which land or a structure thereon is designed, arranged or intended or for which it is or may be occupied or maintained.

WIND GENERATOR

Blades and associated mechanical and electrical conversion components mounted on top of a wind tower.

WIND TOWER

A monopole, freestanding, or guyed structure that supports a wind generator.

YARD

A required open space unoccupied and unobstructed by any structure or portion of a structure from 30 inches above the general ground level of the graded lot upward, except as otherwise permitted by this Part 1; provided, however, that fences, walls, poles, posts and other customary yard accessories, ornaments and furniture may be permitted in any yard subject to height limitations and requirements limiting obstruction of visibility.

YARD, FRONT

A yard extending between side lot lines across the front of a lot adjoining a street.

YARD, REAR

A yard extending across the rear of the lot between inner side yard lines.

YARD, SIDE

A yard extending from the rear line of the required front yard to the rear lot line or, in the absence of any clearly defined rear lot line, to the point on the lot farthest from the intersection of the lot line involved with the street.

[1]

Editor's Note: See N.J.S.A. 40:55D-1 et seq.

[2]

Editor's Note: See N.J.S.A. 40:55D-1 et seq.

SECTION 2. All Ordinances or parts of Ordinances inconsistent herewith are repealed as to such inconsistencies.

January 7, 2020
Reorganization

SECTION 3. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 4. This Ordinance shall take effect upon final passage and publication according to law.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Lisa Mickey	x			
Scott Wilhelm	x			
Robert Thurgarland	x			
Ray Krov	x			
Dan Bush	x			

BUSINESS FROM TOWNSHIP ATTORNEY

No report

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

-Ted Harwick-Asked where did funds for Accessory (COAH) apartment come from-Mayor Bush advised those funds come from an account funded by partially by the Township and partially by Developers Fees

-Jerry Bowers-Asked when Mayor Bush will announce the Township Committee Liaisons. Mayor Bush advised he would announce his appointments at the January 21st meeting.

ADJOURN

Mr. Krov moved and Mr. Thurgarland seconded the motion to adjourn at 8:15 p.m.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Lisa Mickey	x			
Scott Wilhelm	x			
Robert Thurgarland	x			
Ray Krov	x			
Dan Bush	x			

Respectfully submitted,

Approved by,

Catherine M. Miller
Municipal Clerk

Dan Bush, Mayor
Krov, Deputy Mayor