

December 1, 2020

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.

Roll Call: Present were:

Mayor Dan Bush
Deputy Mayor Ray Krov
Committeeman Robert Thurgarland
Committeeman Scott Wilhelm
Committeewomen Lisa Mickey
Attorney Matthew Lyons
Municipal Clerk Cathy Miller

There being a quorum this meeting was called to order by Mayor Bush at 7:00 p.m.
Mr. Bush asked all who were present that all electronic equipment be turned off or silenced.

FLAG SALUTE

Mr. Bush invited the audience to join the Committee in reciting the “Pledge of Allegiance”.

OPEN PUBLIC MEETINGS STATEMENT

Clerk Miller announced publicly at the commencement of this meeting the following statement:
Adequate notice of this meeting was given pursuant to the Open Public Meeting Act Law by the Township Clerk on **December 12, 2019** by:

1. Posting such notice on the bulletin board at the municipal building and the Holland Township website.
2. Mailing the same to the Hunterdon County Democrat and the Express-Times.

PUBLIC NOTICE
TOWNSHIP OF HOLLAND

**NOTICE OF CHANGE OF FORMAT OF REGULAR TOWNSHIP COMMITTEE MEETING AND PUBLIC PARTICIPATION FOR THE MEETING SCHEDULED FOR
7:00 PM WEDNESDAY DECEMBER 1, 2020**

PLEASE TAKE NOTICE.

THE MEETING FORMAT HAS BEEN CHANGED FROM IN-PERSON ATTENDANCE AT THE MUNICIPAL BUILDING, 61 CHURCH ROAD, TO TELECONFERENCE DUE TO COVID-19 OUTBRESK AND THE STATE OF EMERGENCY DECLARED BY GOVERNOR MURPHY.

IN LIEU OF IN-PERSON ATTENDANCE, THE PUBLIC MAY ATTEND THIS MEETING VIA TELECONFERENCING AND COMMENT DURING THE DESIGNATED PUBLIC COMMENT PORTION IN COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT.

Official action to be taken.

The Township Committee members, Attorney and Municipal Clerk will be seated at the dais in the Municipal Building

Members of the public can:

- Attend the meeting in person. However, due to social distancing, seating is limited**
- Attend the meeting via Zoom-see below for meeting login details**

All Zoom attendees will enter a waiting room when they first sign in. Once admitted to the meeting, they will be muted. To make a comment during the Public Comment portion of the meeting please use the “raise your hand” function and the host will unmute you for your comment.

Join Zoom Meeting
<https://zoom.us/j/95448949006?pwd=MzJhNjJSS1VyZE52VytrSk1INW1MUT09>

Meeting ID: 954 4894 9006
Passcode: 308550
Dial by your location
646 558 8656 US (New York)

**The agenda will be posted on the Holland Township website by 4:00 pm Monday November 30, 2020.
hollandtownshipnj.gov**

APPROVAL OF MINUTES

Mr. Krov moved and Mr. Thurgarland seconded the motion to approve the minutes of the: November 17, 2020 Regular Meeting (Executive Session minutes were prepared by Attorney Lyons and will be ready for the December 15, 2020 meeting)

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			

APPROVAL OF BILLS AS SUBMITTED

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

Check#	Vendor	Description	Payment	Check Total
29444	ALLEGRO ENTERPRISES, INC.	Bottled Water for the Township	\$ 77.07	\$ 77.07
29445	Amazon.com RRCC	Various Items	\$ 162.23	\$ 162.23
29446	Amerigas-Clinton 7510	Propane Bethany Ridge 205.4gal del	\$ 243.68	\$ 243.68
29447	AQUA NEW JERSEY	910 Milford Warren Glen Rd	\$ 16.50	
		Lawn Irrigation (9078)	\$ 24.24	
		RRCC Pool 8797	\$ 41.25	
		Pool (8796)	\$ 983.66	\$ 1,065.65
29448	Ben Kirkpatrick	Refund for Background 2020	\$ 42.00	\$ 42.00
29449	Chris's Lawn Mowing Inc	October Pool Mowing	\$ 500.00	\$ 500.00
29450	CLEMENS UNIFORM	Shop Towels / Floor Mat service	\$ 21.75	
		Mats for RRCC	\$ 63.50	\$ 85.25
29451	COOPER ALARM SYSTEMS, INC.	camera access	\$ 142.50	\$ 142.50
29452	COUNTY OF HUNTERDON	Health Inspections 3rd Qtr 2020	\$ 800.00	\$ 800.00
29453	Denise Padovani	Refund	\$ 69.00	\$ 69.00
29454	DIVISION OF CRIMINAL JUSTICE	rifle instructor course (Young)	\$ 400.00	\$ 400.00
29455	ELIZABETHTOWN GAS	Meter 14Y735578 Account 989045929	\$ 43.87	
		Meter 01061655 Account 93404665351	\$ 341.18	\$ 385.05
29456	FLEMINGTON DEPARTMENT STORE	Safety Jackets Per Union Contract	\$ 484.94	\$ 484.94
29457	GEORGE MAZUR	Clothing Allowance per Union Contract	\$ 247.29	\$ 247.29
29458	GRAINGER	Misc. Safety Equipment	\$ 214.56	
		Misc. Safety Equipment	\$ 44.76	
		Misc. Items for DPW Building	\$ 75.08	\$ 334.40
29459	Greg Walker	refund	\$ 69.00	\$ 69.00
29460	Holland Center Pharmacy	Disinfectant	\$ 12.58	\$ 12.58
29461	HOLLAND TWP VOLUNTEER FIRE COMPANY	Funding for air packs	\$ 35,000.00	\$ 35,000.00
29462	Home Depot Credit Services	Road Safety Paint	\$ 104.94	\$ 104.94
29463	Hot Frog Print Media LLC	Hunterdon Happening	\$ 742.17	\$ 742.17
29464	JERSEY CENTRAL POWER & LIGHT	Account 100 060 952 585 Street Li	\$ 55.52	\$ 55.52
29465	JERSEY CENTRAL POWER & LIGHT	Account 100 004 272 652 Street Li	\$ 1,244.37	\$ 1,244.37
29466	JERSEY CENTRAL POWER & LIGHT	Account 100 004 272 595 Street Li	\$ 20.99	\$ 20.99
29467	JERSEY CENTRAL POWER & LIGHT	Account 100 077 061 016 10/20-11/1	\$ 156.26	\$ 156.26
29468	JERSEY CENTRAL POWER & LIGHT	100 070 503 212 Pool Storage Garage	\$ 3.25	\$ 3.25
29469	JERSEY CENTRAL POWER & LIGHT	Account 100 105 886 640 914 Milford	\$ 207.42	\$ 207.42
29470	JERSEY CENTRAL POWER & LIGHT	Account 100 004 555 932 Case Field	\$ 98.27	\$ 98.27
29471	JERSEY CENTRAL POWER & LIGHT	Account 100 004 555 858 Baseball	\$ 494.45	\$ 494.45
29472	JERSEY CENTRAL POWER & LIGHT	Account 100 029 305 644 10/20-11	\$ 2,856.23	\$ 2,856.23
29473	JERSEY CENTRAL POWER & LIGHT	Account 100 003 579 271 Library 10	\$ 120.78	\$ 120.78
29474	JESSICA NEGLIA	Cover for chair	\$ 27.06	\$ 27.06
29475	Kleen & Fresh Company LLC	November 9, 12 & 14 & 16, 19 &	\$ 660.00	
		Sanitizing 11/14/20 & 11/21/20	\$ 1,121.25	\$ 1,781.25
29476	LMR Disposal LLC	Dumpster Pickup Service	\$ 1,140.00	\$ 1,140.00
29477	LMR Disposal LLC	Recycle Dumpster RRCC	\$ 58.11	\$ 58.11

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29478	LUCILLE A. GROZINSKI	BOA 111820 meeting court reporter	\$ 225.00	\$ 225.00
29479	MARGARET PASQUA	refund for postage	\$ 10.90	\$ 10.90
29480	MILFORD/FRENCHTOWN AUTO PARTS, INC.	Battery For Leaf Machine	\$ 42.94	\$ 42.94
29481	NAPA OF OTTSVILLE	Hand Towels and Windshield Deicer	\$ 106.02	\$ 106.02
29482	NJ Advance Media	Ord 2020-14 & 15	\$ 25.55	\$ 25.55
29483	OFFICE DEPOT, INC.	advil	\$ 17.11	\$ 17.11
29484	PenTeleData	11/24/20-12/24/20	\$ 196.85	\$ 196.85
29485	Princeton Computer Support Inc	Nov-20	\$ 425.00	
		Antivirus	\$ 1,223.25	\$ 1,648.25
29486	Quadient Inc	Lease Period - 12/8/20-3/7/21	\$ 528.00	\$ 528.00
29487	R & L DATACENTERS, INC.	Municipal Payroll	\$ 306.39	\$ 306.39
29488	Rutgers, The State University	Public Works Review	\$ 390.00	\$ 390.00
29489	SEAN P. GUTSICK	NENA Dues	\$ 142.00	
		watch caps, batteries	\$ 51.03	\$ 193.03
29490	SERVICE ELECTRIC CABLE TV, INC.	Internet Service	\$ 86.44	\$ 86.44
29491	SERVICE ELECTRIC CABLE TV, INC.	RRCC Internet	\$ 111.44	\$ 111.44
29492	SERVICE ELECTRIC TELEPHONE CO.	RRCC Telephone	\$ 168.56	\$ 168.56
29493	SMITH MOTOR COMPANY, INC.	15-10 oil change, tire rotation	\$ 49.95	\$ 49.95
29494	STAPLES BUSINESS ADVANTAGE	Trash Bags	\$ 217.61	\$ 217.61
29495	STAPLES BUSINESS ADVANTAGE	Office Supplies	\$ 86.99	\$ 86.99
29496	STAPLES BUSINESS ADVANTAGE	Scott C-Fold Towels; Glad 13 Gal B	\$ 120.26	\$ 120.26
29497	STEM BROTHERS, INC.	Propane Recycling Center	\$ 29.67	
		HVAC Repair DPW/Library Building	\$ 60.00	\$ 89.67
29498	TREE KING, INC.	Tree Removals	\$ 1,810.00	\$ 1,810.00
29499	Tyrex Resources LLC	Tire Recycling	\$ 1,088.00	\$ 1,088.00
29500	VERIZON	11/18/2020 billing	\$ 313.33	\$ 313.33
29501	Warren Materials	Asphalt Road Patches	\$ 103.56	\$ 103.56
29502	WASTE MANAGEMENT OF NEW JERSEY, INC	Glass Bottle Recycling	\$ 90.23	
		Glass Bottle Recycling	\$ 124.47	\$ 214.70
29503	WB Mason Co INC	Batteries, toilet bowl cleaner	\$ 57.48	\$ 57.48
29504	WOODRUFF ENERGY	Acct 771057 November. 2020	\$ 213.18	\$ 213.18
			\$ 57,652.92	\$ 57,652.92
	Manual Checks			
11182020	Quadient Inc.	refill postage machine	\$ 100.00	\$ 100.00
11252020	Quadient Inc.	refill postage machine	\$ 99.74	\$ 99.74
12012020	Guardian Inc.	December Dental	\$ 3,000.25	\$ 3,000.25
		Total Manuals	\$ 3,199.99	\$ 3,199.99
		Total	\$ 60,852.91	\$ 60,852.91
CURRENT FUND		BUDGET AND APPROPRIATION RESERVES	\$20,334.69	
GRANT FUND		BUDGET AND APPROPRIATION RESERVES	\$ 2,318.23	
GENERAL CAPITAL FUNDS		BUDGET AND APPROPRIATION RESERVES	\$35,000.00	
Checks issued 12-1-2020				57,652.92
Manual Totals				<u>3,199.99</u>
Total				<u><u>60,852.91</u></u>

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			

REMINDER/ANNOUNCEMENT

-The 2020 Tree Lighting will be held at the Riegel Ride Community Center on Saturday December 5th at 6:00 pm. It will be a drive thru event.

-The Holland Fire Company will be driving Santa around town Monday December 14- Friday December 18

LIAISON REPORTS

Wilhelm-

Employee Luncheon memo was reviewed

Mickey

-Tree Lighting-drive thru, mailbox for letters to Santa, table with candy canes and Hot Chocolate- Attorney advised pre-wrapped food is ok but hot chocolate should only be handled by one person.
-House decorating contest plans are well underway

Thurgarland

No report

Krov

-Recycling flyer is at the printers, should be received on time
- the Committee has received the 2021 Salary Resolution
-CFO Pasqua has worked with East Amwell and will increase her hours in Holland from 12-15 hours/week

Bush

-Mt. Joy Rd paved next year the last part of Mt. Joy will be done
-Bellis is now under construction milling and paving
-Spring Garden from 627 heading east will be next year
DPW will maintain a full schedule-must wear masks, sanitize, temperature checks and groups of 2 so department remains healthy
Police 3 shifts, no standby, must wear masks, sanitize, temperature checks
RRCC-following same
Municipal Building-same

NEW BUSINESS FROM TOWNSHIP COMMITTEE

-**DISCUSSION**-Facebook page for Holland Township Parks and Recreation- Consensus was the Facebook page that has been set up by a member of the Parks and Recreation Committee should be kept up for the Parks and Recreation events in December but, then it should be taken down by January 1st.

-**RESOLUTION**-Request to adjust schedule

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

RESOLUTION
Granting Temporary Schedule Adjustments
During a Public Health Emergency
Regarding Covid-19

WHEREAS, pursuant to Executive Order No. 103, Governor Phil Murphy declared that a Public Health Emergency and State of Emergency exists in the State of New Jersey; and

WHEREAS, municipal operations need flexibility to address staffing capabilities to ensure essential operational needs are met and employees require greater latitude in applicable procedures to prevent further spread of the virus and to prioritize their health and the health of their immediate family members; and

WHEREAS, the Township seeks to adopt temporary schedule adjustments in line with the State of New Jersey to deal with employment issues arising from the COVID-19 public health emergency, specifically a policy for temporary schedule adjustments due to Executive Orders No. 107 and 175, and the actions of local Boards of Education; and

WHEREAS, Executive Order No. 175 (2020), issued by Governor Phil Murphy opened New Jersey’s Schools for in-person instruction subject to Critical Health and Safety Protocols but also required each school district to provide the option of full-time remote learning; and

WHEREAS, employee Mellissa S. Tigar, Deputy Clerk and Deputy Registrar, has requested to work in the office four hours per evening on Monday, Tuesday, Wednesday and any remaining hours from home or on the weekends beginning December 2, 2020 and ending January 19, 2020 (subject to future review).

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Holland, County of Hunterdon, and State of New Jersey, that the schedule adjustments requested by and Melissa S. Tigar are granted as set-forth above.

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-Approving Teamsters Agreement effective 1/1/2021-12/31/2025
Mr. Krov moved and Mr. Wilhelm seconded the motion to adopt the following Resolution:

RESOLUTION
Approving the Labor Agreement with Teamsters Local Union 773

BE IT RESOLVED by the Holland Township Committee, Township of Holland County of Hunterdon in the state of New Jersey that the Township Committee approves the terms of a labor agreement between the Township of Holland and Teamsters Union Local 773 of Allentown, PA effective 1/1/2021-12/31/2025.

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-Transfer of Funds
Mr. Krov moved and Mr. Thurgarland seconded the motion to adopt the following Resolution:

RESOLUTION
Transfer of Funds

WHEREAS, the Municipal Budget for the year 2020 was approved on March 17, 2020 and adopted on April 21, 2020 and

WHEREAS, N.J.S.A. 40A:4-58 permits appropriation transfers to be made during the last two months of the fiscal year, and reserve appropriation transfers to be made during the first three months of the following fiscal year.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Holland, County of Hunterdon, state of New Jersey, that the Chief Financial Officer is hereby authorized to make the following budget transfers:

<u>APPROPRIATION</u>	<u>FROM AMOUNT</u>	<u>TO AMOUNT</u>
Audit O/E	\$2,500.00	
Communications O/E		\$ 2,000.00
Buildings & Grounds S/W	\$9,000.00	
Engineering O/E		\$ 4,500.00
Buildings & Grounds O/E		\$ 5,000.00

BE IT FURTHER RESOLVED that a Certified Copy of this Resolution be provided by the Municipal Clerk to the Chief Financial Officer.

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-Second Amendment to the Shared Services Agreement regarding the Joint Municipal Court of the Delaware Valley
Mr. Thurgarland moved and Mr. Krov seconded the motion to adopt the following Resolution:

RESOLUTION

Authorization to Execute the Second Amendment to the Shared Services Agreement
Between the Township of Alexandria, the Borough of Frenchtown and the Township of Holland
Regarding the Joint Municipal Court of the Delaware Valley

WHEREAS, the Township of Alexandria, the Borough of Frenchtown and the Township of Holland (collectively known as the “Member Towns”) entered into the Shared Services Agreement for the Joint Municipal Court of Delaware Valley on March 1, 2015, amended by Amendment dated July 1, 2018; and

WHEREAS, a Second Amendment to the Shared Services Agreement, dated November 11, 2020 (see Exhibit A), provides that the Shared Services Agreement be amended to clarify and reflect the payment structure of the salaries/wages and costs attributed to the various court staff to facilitate payment and comply with proper accounting principles

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

1. The Mayor and Clerk are hereby authorized to execute the attached Second Amendment to the Shared Services Agreement
2. This Resolution shall take effect immediately.

Exhibit A

**Township of Alexandria Court Payroll Analysis
For the Year 2020**

For the Period January 1 to November 30, 2020

Amended for the actual Percentages for each Municipality for the Year 2020

Amount Due from Holland

Balance January 1, 2020		\$ 1,183.98
Billing to November 30, 2020		
Share of Salaries	\$ 12,802.80	
Share of Hospitalization	\$ 1,641.75	
		<u>\$ 14,444.55</u>
		\$ 15,628.53
Paid		
February	\$ 1,183.98	
May	\$ 1,306.34	
August	\$ 5,710.80	
		<u>\$ 8,201.12</u>
Balance Due For the Period Ending November 30, 2020		<u><u>\$ 7,427.41</u></u>

December 1, 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- Approving Retroactive pay for Substitute Court Administrator, Ruth Mulligan
Mr. Thurgarland moved and Mr. Krov seconded the motion to adopt the following Resolution:

RESOLUTION

Authorizing Ruth Mulligan, Substitute Court Administrator for the Joint Municipal Court of The Delaware Valley to be Paid Retroactive in Accordance with Court Agreement

WHEREAS, the Township of Holland is a member of the Joint Municipal Court of the Delaware Valley 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 required the services of a Substitute Court Administrator in the absence of appointed Court Administrator, Jacqueline Signorile and Ruth Mulligan was appointed to this position on July 24, 2019 at \$20.76 an hour and

WHEREAS, Township Court Representatives in December of 2019 agreed to pay Ruth Mulligan \$30.00 an hour and for her to be paid this hourly rate effective January 1, 2020 and

WHEREAS, on February 18, 2020 the Holland Township Committee passed Resolution providing Ruth Mulligan the approved hourly increase but the resolution did not stipulate that Ruth Mulligan was to be paid retroactive from January as agreed upon by the Township Court Representatives

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Holland, County of Hunterdon, in the state of New Jersey that Ruth Mulligan is to be paid retroactive from January 1, 2020 of her increased hourly wage. Alexandria Township is the lead Township for payroll and will be compensated based on the calculated percentages for all three towns, effective upon adoption 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- Credit of local property taxes
Mr. Krov moved and Mr. Wilhelm seconded the motion to adopt the following Resolution:

RESOLUTION

Authorizing the Tax Collector to credit local property taxes for a 2018 Senior Citizen Deduction for Gregory G. Bernet

WHEREAS, Gregory G. Bernet applied for the \$250 Senior Citizen Deduction on 5/8/18 and was approved for this deduction by the Tax Assessor on that date; and

WHEREAS, the 2018 tax bill for Gregory G. Bernet residing at 392 Church Road, Block 13 Lot 78, should be adjusted to reflect the approved \$250 credit; and

WHEREAS, the 2018 tax bill was not adjusted for this credit therefore the Tax Collector is requesting a \$250 credit be given to Gregory G. Bernet. This credit will be reflected as a correction on the 2021 PD-65.10 reporting for reimbursement from the State of New Jersey.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Holland, County of Hunterdon, State of New Jersey as follows:

- The Tax Collector is authorized to credit \$250 to Gregory G. Bernet for the overpayment of taxes for the 2018 tax year.

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			

BUSINESS FROM TOWNSHIP ATTORNEY

-Mr. Bush had reviewed additional restrictions per the new Executive Order by the Governor

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

-Jerry Bowes-

Gave a heads up to Township Committee about conditions on a Planning Board Solar Farm application-He will get a formal memo from the Environmental Commission listing concerns and will discuss at the 2nd meeting in January.

-Ted Harwick-

Reviewed figures on new shared service agreement for CFO services

ADJOURN

Mr. Krov moved and Mr. Wilhelm seconded the motion to adjourn at 7:53 p.m.

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

Respectfully submitted,

Approved by,

Catherine M. Miller
Municipal Clerk

Dan Bush, Mayor
Krov, Deputy Mayor