



Township of Holland
IN
HUNTERDON COUNTY

61 Church Road
Milford, New Jersey 08848
Phone (908) 995-4847 ext 210
Fax (908) 995-7112

www.hollandtownshipnj.gov

Draft Agenda-Business to the extent known
HOLLAND TOWNSHIP COMMITTEE
2021 RE-ORGANIZATIONAL MEETING AGENDA
January 5, 2021
7:00 pm

CLERK MILLER CALLS THE MEETING TO ORDER-The January 5, 2021 meeting of the Holland Township Committee will now come to order

Clerk Miller takes Roll Call: when your name is called, please respond with “present”

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

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 10, 2020** 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.

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 TUESDAY JANUARY 5, 2021**

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 OUTBREAK 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/93718127942?pwd=MTFmQjNrZTc4LzFqYk9LaG5lOWJ5QT09>

Meeting ID: 937 1812 7942

Passcode: 599734

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 January 31, 2021.

hollandtownshipnj.gov

OATH OF OFFICE

Swearing in Committeewomen Lisa Mickey and Committeemen Ray Krov to their 3 year terms

ELECTION OF MAYOR

-Clerk Miller requests a motion to nominate the Holland Township Mayor for 2021

-Clerk Miller takes roll call vote

-Attorney Matthew Lyon swears in the newly elected Mayor

-The Mayor takes the center seat on the dais

ELECTION OF THE DEPUTY MAYOR

-The Mayor requests nominations for Deputy Mayor in 2021

-Clerk takes roll call vote

-Attorney Matthew Lyon swears in the newly elected Deputy Mayor

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

-The remaining Committee members take a seat in the appropriate seats socially distancing

SWEARING IN OF NEW POLICE OFFICER

APPROVAL OF MINUTES OF THE: December 15, 2020 Regular Meeting

APPROVAL OF BILLS AS SUBMITTED

December 30, 2020

Check#	Vendor	Description	Payment	Check Total
29579	Thomas H Cox & Son, Inc.	Envelopes, Dog Licensing, Dumpster	\$ 405.12	
		Envelopes, Dog Licensing, Dumpster	\$ 210.00	
		Envelopes, Dog Licensing, Dumpster	\$ 931.90	\$ 1,547.02
29580	4IMPRINT, INC.	School Stormwater Educational Give	\$ 943.51	\$ 943.51
29581	ALLEGRO ENTERPRISES, INC.	Disinfectant Wipes	\$ 235.96	\$ 235.96
29582	Amazon.com RRCC	Wall Mounted Thermometer	\$ 54.99	
		Spray Nine Cleaner	\$ 8.07	\$ 63.06
29583	Amerigas-Clinton 7510	Propane for Municipal Building	\$ 463.50	\$ 463.50
29584	BOHREN & BOHREN ASSOCIATES, INC.	Land Surveying Silva & Rolph	\$ 12,475.00	\$ 12,475.00
29585	CARROT-TOP INDUSTRIES, INC.	flags	\$ 584.01	\$ 584.01
29586	CLEMENS UNIFORM	Mats for Municipal Building	\$ 39.90	
		Mats for Municipal Building	\$ 39.90	\$ 79.80
29587	COOPER ALARM SYSTEMS, INC.	Replace DVR that was not working	\$ 542.50	\$ 542.50
29588	Corey Colaluce	exam fee	\$ 50.00	\$ 50.00
29589	ELIZABETHTOWN GAS	Meter 01061655 Account 93404665351	\$ 502.61	
		Meter 14Y735578 Account 989045929	\$ 104.20	\$ 606.81
29590	Enterprise Electrical Inc	Municipal Building Light Maintenance	\$ 360.00	\$ 360.00
29591	Enterprise Electrical Inc	RRCC Electrical Maintenance	\$ 600.00	\$ 600.00
29592	Finelli Consulting Engineers Inc	PB Holland Solar Farm B2 L1 02 se	\$ 1,047.50	\$ 1,047.50
29593	GRAINGER	lock	\$ 9.48	
		CPR Mannequin Kit	\$ 926.35	\$ 935.83
29594	Griffith-Allied Trucking LLC	DULSD	\$ 1,436.58	
		DULSD - Diesel DPW	\$ 681.37	
		DULSD - Diesel DPW	\$ 145.39	\$ 2,263.34
29595	Holland Center Pharmacy	lysol	\$ 20.98	
		Disinfectant for RRCC	\$ 29.36	\$ 50.34
29596	0	Pumper	\$ 3,167.76	\$ 3,167.76
29597	J C Ehrlich Co Inc	Commercial Pest Maintenance service	\$ 260.00	\$ 260.00
29598	Janet L Mowder	refund of December 2020 taxes for	\$ 895.09	\$ 895.09
29599	JERSEY CENTRAL POWER & LIGHT	Dec-20	\$ 1,037.90	
		Dec-20	\$ 5.25	\$ 1,043.15
29600	JERSEY CENTRAL POWER & LIGHT	Account 100 004 272 595 Street Li	\$ 20.99	\$ 20.99
29601	JERSEY CENTRAL POWER & LIGHT	Account 100 004 272 652 Street Li	\$ 1,244.40	\$ 1,244.40
29602	JERSEY CENTRAL POWER & LIGHT	Account 100 060 952 585 Street Li	\$ 55.52	\$ 55.52
29603	JERSEY CENTRAL POWER & LIGHT	Account 100 077 061 016 11/18/20-1	\$ 290.76	\$ 290.76
29604	JERSEY CENTRAL POWER & LIGHT	Account 100 004 555 858 Baseball	\$ 168.17	\$ 168.17
29605	JERSEY CENTRAL POWER & LIGHT	Account 100 003 579 271 Library 11	\$ 114.56	\$ 114.56
29606	JERSEY CENTRAL POWER & LIGHT	Account 100 029 305 644 11/18-12	\$ 2,224.66	\$ 2,224.66
29607	Kleen & Fresh Company LLC	December 7, 10 & 12	\$ 330.00	

		December 14, 17 & 19	\$	330.00	
		December 28, 31 & January 2	\$	330.00	
		Sanitizing 12/12/20	\$	536.25	\$ 1,526.25
29608	Kleen & Fresh Company LLC	Sanitizing 12/19/20	\$	487.50	
		Sanitizing 12/26/20	\$	438.75	\$ 926.25
29609	Kyle McManus Associates LLC	BOA ATT B19 L12 01 services thru	\$	1,171.50	
		PB Holland Solar Farm B2 L1 02 se	\$	2,130.00	
		BOA ATT B19 L12 01 services thru	\$	426.00	
		PB Holland Solar Farm B2 L1 02 se	\$	35.50	\$ 3,763.00
29610	LISA MICKEY	Gift Cards: House Decorating Contest	\$	500.00	\$ 500.00
29611	LMR Disposal LLC	Dumpster Pickup Service	\$	1,140.00	\$ 1,140.00
29612	LMR Disposal LLC	Dumpster Pickup Service 12/16/20	\$	1,140.00	\$ 1,140.00
29613	LUCILLE A. GROZINSKI	BOA 121620 meeting court reporter	\$	225.00	\$ 225.00
29614	MASER CONSULTING PA	HTL064 2019 Municipal Aid Grant	\$	1,637.20	\$ 1,637.20
29615	MGL PRINTING SOLUTIONS	Sewer Bill	\$	576.00	\$ 576.00
29616	MILFORD/FRENCHTOWN AUTO PARTS, INC.	Misc. Shop Items	\$	98.25	\$ 98.25
29617	MILFORD/FRENCHTOWN AUTO PARTS, INC.	Belts for 85c Mower	\$	32.74	\$ 32.74
29618	MILFORD/FRENCHTOWN AUTO PARTS, INC.	Vehicle Fluids	\$	17.65	\$ 17.65
29619	MILFORD/FRENCHTOWN AUTO PARTS, INC.	Shop Tool	\$	27.83	\$ 27.83
29620	NJ Advance Media	9816883	\$	144.14	\$ 144.14
29621	OFFICE DEPOT, INC.	office supplies	\$	385.98	\$ 385.98
29622	PenTeleData	12/24/20-1/24/21	\$	196.85	\$ 196.85
29623	PERFORMANCE TIRE COMPANY	Tires/Service/Repair 2015 F550	\$	4,155.21	\$ 4,155.21
29624	PERFORMANCE TIRE COMPANY	2016 F550 Tires	\$	1,057.70	\$ 1,057.70
29625	POSITIVE PROMOTIONS, INC.	discovery	\$	703.77	\$ 703.77
29626	Prestige Dry Cleaner LLC	Dry cleaning - November 2020	\$	526.00	\$ 526.00
29627	SERVICE ELECTRIC TELEPHONE CO.	RRCC Telephone	\$	158.96	\$ 158.96
29628	STAPLES BUSINESS ADVANTAGE	7319997418	\$	105.41	\$ 105.41
29629	STAPLES BUSINESS ADVANTAGE	7320496831	\$	88.77	\$ 88.77
29630	STAPLES BUSINESS ADVANTAGE	HP62XL Black Toner	\$	112.97	\$ 112.97
29631	STAPLES BUSINESS ADVANTAGE	2021 Mini blott	\$	32.77	\$ 32.77
29632	STEM BROTHERS, INC.	Propane Recycling Center 12/18/20	\$	143.43	\$ 143.43
29633	The Office Concepts Group	Tax Assessor file cabinets - keyed	\$	544.00	\$ 544.00
29634	THERESA VERDI	Cleaning RRCC	\$	800.00	\$ 800.00
29635	U.S. MUNICIPAL SUPPLY, INC.	Snow Plow Parts	\$	2,557.50	\$ 2,557.50
29636	VERIZON	12/18/2020 billing	\$	313.33	\$ 313.33
29637	VERIZON WIRELESS	Air Cards	\$	152.04	\$ 152.04
29638	WB Mason Co INc	Batteries, Face Masks	\$	56.97	\$ 56.97
29639	WOODRUFF ENERGY	Acct 771057 December. 2020	\$	421.44	\$ 421.44
29640	Kleen & Fresh Company LLC	December 21, 24 & 26	\$	330.00	\$ 330.00
29641	MASER CONSULTING PA	HTL078	\$	12,139.48	\$ 12,139.48
		Total	\$	69,070.13	\$ 69,070.13

CURRENT FUND	BUDGET AND APPROPRIATION RESERVES	\$ 36,662.07
GRANT FUND	BUDGET AND APPROPRIATION RESERVES	\$ 3,433.51
GENERAL CAPITAL FUNDS	BUDGET AND APPROPRIATION RESERVES	\$ 22,537.93
SEWER FUND	BUDGET AND APPROPRIATION RESERVES	\$ 581.25
ANIMAL CONTROL	BUDGET AND APPROPRIATION RESERVES	\$ 1,044.87

ESCROW

ESCROW FUNDS

\$ 4,810.50

Checks issued 12-30-2020

69,070.13

Total

69,070.13

ADOPTION OF THE CONSENT AGENDA

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

-Mayor requests motion and seconded to adopt the Consent Agenda

CONSENT AGENDA

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

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

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

Adopting the following Resolutions:

-RESOLUTION-Designating Official Newspapers

RESOLUTION

Designating the Official Newspapers of the Township of Holland
in Accordance with The Open Public Meetings Act

WHEREAS, the Open Public Meetings Act of 1975 requires that notice of meetings be sent to a local newspaper at least 48 hours in advance of all meetings.

WHEREAS, the Open Public Meetings Act (N.J.S. 10:4-6 et seq. hereinafter the "Act" provides for the giving of an annual notice by public bodies of a schedule of the succeeding year, including the location of each meeting to the extent it is known, and the time and date of each meeting; and

WHEREAS, the Act authorizes a public body to make certain other determinations and to take certain other actions in conformance therewith;

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

The Township Committee hereby adopts the first and third Tuesday of each month as its regular meeting dates, to be held at 7:00 p.m. in the Municipal Building, 61 Church Road in Holland Township or such other date or place as designated or rescheduled in conformity with the said Act as follows:

January 5 (Re-org.) and Jan 19
February 2 and 16
March 2 and 16
April 6 and 20

July 6 and 20
August 3 and 17
September 7 and 21
October 5 and 19

May 4 and 18
June 1 and 15

November 3 (Wed.) and 16
December 7 and 21

The Township Committee hereby designates the following newspapers as the newspapers to receive any and all notices required or permitted to be given under the Act including but not limited to the Annual Notice of regular meetings or any revision thereto, 48 hour notice of any special meeting and notice of any emergency meeting for which prior adequate notice was not provided:

The Hunterdon County Democrat which is hereby determined to be the newspaper, which has the greatest likelihood of informing the public within this municipality of meetings of this public body as the Official Newspaper of the Township.

The following newspaper(s) are hereby designated as alternate newspapers to receive any of the notices described above in the event that the Primary newspaper is unavailable to receive or publish such notices within the time requirements of the Act due to weekly publishing schedules;

- The Star Ledger which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act.
- The Express Times which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and notice requirements of the Act.

-RESOLUTION-Appointing Township Officials

RESOLUTION

Appointing Township Officials

WHEREAS, there exists a need for the following Township Officials in 2021:

Deputy Clerk, Deputy Registrar, Tax Search Officer, Sewer Rent Collector, Public Information Coordinator/Custodian of Official Records, Custodian of Police 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 1/1/2021-12/31/2021:

- Melissa Tigar as Deputy Clerk
- Virginia Colucci as Dog Licensing Officer
- Kris Boxwell as Tax Search Officer
- Kris Boxwell as Sewer Rent Collector
- Maria Elena Kozak as Zoning Officer and Development Regulations Officer
- Maria Elena Kozak as Municipal Housing Liaison

- Municipal Clerk Catherine M. Miller as Public Information Coordinator/Custodian of Official Records
- Police Administrator Colleen Pursell as Custodian of Police Records
- William Hance as Qualified Purchasing Agent
- 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
- Registrar Catherine M. Miller announces her appointment, of Melissa Tigar as Deputy Registrar for 2021

-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 2021

RESOLUTION

Regarding Cash Management Plan for the Year 2021

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 2021

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 2021:

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, 2021 to December 31, 2021.

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, 2021 to December 31, 2021.

-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- 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 2021

BE IT RESOLVED, by the Township Committee of the Township of Holland, in the County of Hunterdon, in the State of New Jersey, in accordance with P.L 1975 C. 127 (N.J.A.C. 17:27), does hereby designate the Public Agency Compliance Officer of the Township of Holland in Hunterdon County, New Jersey for the year 2021 to be:

Catherine M. Miller, RMC
Municipal Clerk

END OF CONSENT AGENDA

-RESOLUTION-Professional Services

**RESOLUTION
PROFESSIONAL SERVICES**

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

WHEREAS, there exists a need for Municipal Engineer, Municipal Attorney, Municipal Planner, Insurance Advisors, Municipal Auditor, and Occupational & Environmental Engineer, in the Township of Holland, County of Hunterdon, in the year **2021** 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, 2021**, 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 and as Licenses Sewer Operator 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.

NEW BUSINESS FROM TOWNSHIP COMMITTEE

-RESOLUTIONS appointing a Municipal Prosecutor

RESOLUTION

Appointing a Municipal Prosecutor

WHEREAS, the Township of Holland has established a Shared Service Agreement with Raritan Township effective January 1, 2021 for a Shared Municipal Court; and

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

WHEREAS, the Shared Municipal Court between Raritan Township and Holland Township requires the services of a Municipal Prosecutor for the calendar year 2021;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Holland, County of Hunterdon, state of New Jersey, that the following person is hereby appointed to their respective position of Municipal Prosecutor for calendar year 2021:

Municipal Prosecutor – Michael O’Grodnick
and the Firm of Sava, Schalk, Gillespie, O’Grodnick, and Fisher, P.A.

BE IT FURTHER RESOLVED that Court personnel shall be compensated for their respective positions in accordance with the Township of Raritan’s salary ordinances, professional services agreements or collective bargaining agreements as per the Shared Service Agreement.

-RESOLUTIONS appointing an Alternate Municipal Prosecutor

RESOLUTION

Appointing an Alternate Municipal Prosecutor

WHEREAS, the Township of Holland has established a Shared Service Agreement with Raritan Township effective January 1, 2021 for a Shared Municipal Court; and

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

WHEREAS, the Shared Municipal Court between Raritan Township and Holland Township requires the services of an Alternate Municipal Prosecutor for the calendar year 2021;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Holland, County of Hunterdon, state of New Jersey, that the following person is hereby appointed to their respective position of Alternate Municipal Prosecutor for calendar year 2021:

Alternate Municipal Prosecutor – Kaitlyn L. Michko, Esq.

BE IT FURTHER RESOLVED that Court personnel shall be compensated for their respective positions in accordance with the Township of Raritan's salary ordinances, professional services agreements or collective bargaining agreements as per the Shared Service Agreement.

-RESOLUTIONS appointing a Conflict Municipal Prosecutor

RESOLUTION

Appointing an Conflict Municipal Prosecutor

WHEREAS, the Township of Holland has established a Shared Service Agreement with Raritan Township effective January 1, 2021 for a Shared Municipal Court; and

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

WHEREAS, the Shared Municipal Court between Raritan Township and Holland Township requires the services of a Conflict Municipal Prosecutor for the calendar year 2021;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Holland, County of Hunterdon, state of New Jersey, that the following person is hereby appointed to their respective position of Conflict Municipal Prosecutor for calendar year 2021:

Conflict Municipal Prosecutor – Hyun Lee, Esq.

BE IT FURTHER RESOLVED that Court personnel shall be compensated for their respective positions in accordance with the Township of Raritan's salary ordinances, professional services agreements or collective bargaining agreements as per the Shared Service Agreement.

-RESOLUTIONS appointing a Municipal Public Defender

RESOLUTION

Appointing an Municipal Public Defender

WHEREAS, the Township of Holland has established a Shared Service Agreement with Raritan Township effective January 1, 2021 for a Shared Municipal Court; and

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

WHEREAS, the Shared Municipal Court between Raritan Township and Holland Township requires the services of a Municipal Public Defender for the calendar year 2021;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Holland, County of Hunterdon, state of New Jersey, that the following person is hereby appointed to their respective position of Municipal Public Defender for calendar year 2021:

**Municipal Public Defender – Jennifer Toth
and the Firm of Winegar, Wilhelm, Glynn, and Rosemersma**

BE IT FURTHER RESOLVED that Court personnel shall be compensated for their respective positions in accordance with the Township of Raritan’s salary ordinances, professional services agreements or collective bargaining agreements as per the Shared Service Agreement.

-RESOLUTIONS appointing an Alternate Municipal Public Defender

RESOLUTION

Appointing an Alternate Municipal Public Defender

WHEREAS, the Township of Holland has established a Shared Service Agreement with Raritan Township effective January 1, 2021 for a Shared Municipal Court; and

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

WHEREAS, the Shared Municipal Court between Raritan Township and Holland Township requires the services of an Alternate Municipal Public Defender for the calendar year 2021;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Holland, County of Hunterdon, state of New Jersey, that the following person is hereby appointed to their respective position of Alternate Municipal Public Defender for calendar year 2021:

Alternate Municipal Public Defender – Scott Wilhelm, Esq.

BE IT FURTHER RESOLVED that Court personnel shall be compensated for their respective positions in accordance with the Township of Raritan’s salary ordinances, professional services agreements or collective bargaining agreements as per the Shared Service Agreement.

-RESOLUTIONS appointing a Conflict Municipal Public Defender

RESOLUTION

Appointing a Conflict Municipal Public Defender

WHEREAS, the Township of Holland has established a Shared Service Agreement with Raritan Township effective January 1, 2021 for a Shared Municipal Court; and

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

WHEREAS, the Shared Municipal Court between Raritan Township and Holland Township requires the services of a Conflict Municipal Public Defender for the calendar year 2021;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Holland, County of Hunterdon, state of New Jersey, that the following person is hereby appointed to their respective position of Conflict Municipal Public Defender for calendar year 2021:

Conflict Municipal Public Defender – Jeff Gonzalez, Esq.

BE IT FURTHER RESOLVED that Court personnel shall be compensated for their respective positions in accordance with the Township of Raritan’s salary ordinances, professional services agreements or collective bargaining agreements as per the Shared Service Agreement.

-APPOINTMENTS AND REAPPOINTMENTS BY THE MAYOR-Mayor announces his appointments and reappointments for the 2021 Boards and Commissions

2021 MUNICIPAL AGRICULTURE ADVISORY COMMITTEE

NAME	TERM EXPIRES
Larry LaFevre	12/31/2021
John Bonham	12/31/2021
Edith Kozak	12/31/2021
Susan Dufek	12/31/2021
Laura Wilson	12/31/2021

ALTERNATES:

Alt. # 1 Kyle Young 12/31/2021
Alt. # 2 Ron Lozowski 12/31/2021

2021 EMERGENCY MANAGEMENT OFFICIALS

NAME	TERM EXPIRES
Chief Sean P. Gutsick Emergency Management Coordinator Chief of Police (3 Year Term)	12/31/2023
Gail Rader Deputy Emergency Management Coordinator (1 Year Term)	12/31/2021
Richard Botto Jr. Deputy Emergency Management Coordinator (1 Year Term)	12/31/2021

Catherine Elder Deputy Emergency Management Coordinator (1 Year Term)	12/31/2021
Kevin Burd Deputy Emergency Management Coordinator (1 Year Term)	12/31/2021

2021 ENVIRONMENTAL COMMISSION MEMBERS

NAME	TERM EXPIRES
Regina Barna	12/31/2023
Jerry Bower	12/31/2023

CHAIRPERSON: (Appointed by the Mayor) Michael Keady

2021 SUSTAINABLE JERSEY GREEN TEAM

CLASS / NAME	TERM EXPIRES
Regular Members	
Township Committee Liaison / Ray Krov	12/31/2021
Resident Citizen Representative /	12/31/2021
Resident Citizen Representative /	12/31/2021
Resident Citizen Representative / Susan Fleisher	12/31/2021
Resident Citizen Representative /	12/31/2021
Representative of Board of Health /	12/31/2021
Representative of Planning Board / Mike Miller	12/31/2021
Representative of Environmental Commission / Mike Keady	12/31/2021
Administrator/Secretary / Mike Miller	12/31/2021

2021 HISTORIC PRESERVATION COMMISSION MEMBERS

NAME	CLASS	TERM EXPIRES
Kathy Sciarrello	B 4 yrs	12/31/2024
Beverly Kirby-McDonough	B 4 yrs	12/31/2024
Carl Molter	A 4 yrs	12/31/2024

Alt # 1 Lori Bonham 12/31/2022
 Alt # 2 JoAnn Bonham Schaible 12/31/2022

2021 OFFICE OF AGING MEMBERS

NAME	TERM EXPIRES
	12/31/2021

ALTERNATE-Suzanne LaGay 12/31/2021

2021 PLANNING BOARD MEMBERS

	CLASS	TERM EXPIRES
	I	12/31/2021
	III	12/31/2021
Ken Grisewood	IV	12/31/2024
David Grossmueller	IV	12/31/2024

CLASS I Mayor – One year term
 CLASS III Member of governing body – appointed by governing body – one-year term

2021 PARKS & RECREATION COMMITTEE MEMBERS

Township Committee Liaison- appointed by Governing Body-w/voting privileges	
NAME	TERM EXPIRES
	12/31/2021

Township Committee Assistant Liaison-appointed by Governing Body-w/no voting privileges	
NAME	TERM EXPIRES
	12/31/2021

NAME	TERM EXPIRES
Deborah Hirst	12/31/2022
Melissa Gonzalez	12/31/2022
Corey Kehayes	12/31/2022

-APPOINTMENTS AND REAPPOINTMENTS BY THE TOWNSHIP COMMITTEE-
 Mayor announces the Committee’s appointments and reappointments for 2021 Boards and Commissions and asks for a formal vote to approve

2021 BOARD OF ADJUSTMENT MEMBERS

NAME	TERM EXPIRES
	12/31/2024
William Martin	12/31/2024

ALTERNATES:

Alt. #1 12/31/2022

2021 BOARD OF HEALTH MEMBERS

NAME	CLASS	TERM EXPIRES
------	-------	--------------

Lisa Mickey	I (1 yr)	12/31/2021
Pearl Hammerstone	II (4 yr)	12/31/2024
Audrey Balogh	II (4 yr)	12/31/2024

ALTERNATE: (2 year term)
Steven Vann Smith 12/31/2022

2021 PLANNING BOARD MEMBERS

NAME	CLASS	TERM EXPIRES
	II	12/31/2021

CLASS II Township official other than governing body, appointed by the Mayor - one-year term

-RESOLUTION-Approval of 2021 Holland Township Volunteer Fire Company Roster and Officers

RESOLUTION

Approval of the 2021 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 2021 Holland Township Volunteer Fire Company Roster is approved:

- | | | | |
|----------------|-------------------|-------------------|--------------------|
| Adam Jost | Mike Bent | Jerry Bowers | Ben Cialone |
| Joe Cinquemani | Chris Collins | Monica :Cookman | Rich Davi |
| Pete Davis | Robert Davis | Justin Dorflinger | Tom Dougherty |
| Robert Dsmelyk | Tom Erwin | Sean Gutsick | Mike Hiel |
| Harry Hulst | Pete Kanakaris | Ben Karmondi | Samuel Kirkpatrick |
| Carl Knight | Skip LaVigna | Doug Leonhardt | Bill Lewis |
| Bob Lippincott | Bill Martin | Jenna Meyer | Mike Miller |
| Owen Mondeau | Keith Oppenheimer | Jason Peters | Anthony Roselle |
| Rich Ruby | Ron Snyder | Chris Spitzer | Richard Theesfeld |
| Jeff Underhill | Steve Underhill | Michael Welsh | Tom Welsh |

Junior Members: Jordan Knight
Contribution Member: Jeremy Donaldson
Inactive/On Leave: Ben Karmondi Jr., Kyle Davi, Jack Jenkins, Eric Strangefeld

-RESOLUTION-Adoption of the 2021 Temporary Municipal Budgets and the 2021 Temporary Sewer Budget

**RESOLUTION
TEMPORARY BUDGET**

WHEREAS, N.J.S.A.40:A4-19 provides that where any contract, commitment or payments are to be made prior to the final Adoption of the 2021 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 2020 budget, exclusive of any interest and debt redemption charges, Capital Improvement and public assistance, is the sum of \$5,105,000.00, and

WHEREAS, 26.25% of the total appropriations in the 2020 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance in said budget is the sum of \$1,340,062.50.

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.

2021 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	6,000.00
Other Expenses	15,500.00
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	
Other Expenses	15,000.00
PUBLIC BUILDINGS & GROUNDS	
Salaries &	10,000.00

	Wages	
	Other Expenses	75,000.00
PLANNING BOARD		
	Salaries & Wages	5,000.00
	Other Expenses	5,000.00
BOARD OF ADJUSTMENT		
	Salaries & Wages	5,000.00
	Other Expenses	2,000.00
ZONING		
	Salaries & Wages	7,000.00
	Other Expenses	500.00
FIRE		
	Other Expenses	5,500.00
	Aid to Vol. Fire Co.	17,500.00
POLICE		
	Salaries & Wages	170,000.00
	Other Expenses	15,000.00
FIRST AID ORGANIZATIONS		
	Contributions	17,500.00
EMERGENCY MANAGEMENT		
	Salaries & Wages	2,000.00
	Other Expenses	1,100.00
ROAD REPAIRS & MAINTENANCE		
	Salaries & Wages	120,000.00
	Other Expenses	40,000.00
SNOW REMOVAL		
	Other Expenses	40,000.00
RECYCLING		
	Salaries & Wages	3,000.00
	Other Expenses	5,000.00
BOARD OF HEALTH		
	Salaries & Wages	500.00
	Other Expenses	1,000.00
WASTEWATER MANAGEMENT		
	Other Expenses	5,000.00
ANIMAL CONTROL		

	Other Expenses	5,000.00
RRCC		
	Salaries & Wages	70,000.00
	Other Expenses	40,000.00
OTHER RECREATIONAL PROGRAMS		
	Salaries & Wages	1,000.00
	Other Expenses	3,300.00
SWIMMING POOL		
	Salaries & Wages	2,000.00
	Other Expenses	6,000.00
SNACK		
	Salaries & Wages	100.00
	Other Expenses	500.00
HISTORICAL PRESERVATION COMMISSION		
	Salaries & Wages	300.00
	Other Expenses	1,000.00
AGRICULTURAL ADVISORY COMMITTEE		
	Salaries & Wages	300.00
	Other Expenses	2,500.00
INSURANCE		
	Worker's Comp.	20,000.00
	Group Insurance	95,000.00
	Other Insurance	40,000.00
UTILITY EXPENSES		
	Electricity	12,000.00
	Street Lighting	7,000.00
	Telephone	7,000.00
	NATURAL GAS	8,000.00
	Fuel Oil -Heating	3,000.00
	Gasoline and Diesel	6,000.00
	Dumpsters	5,000.00
SUB TOTAL		<u>1,036,600.00</u>

STATUTORY EXPENDITURES

Social Security	25,000.00
Unemployment Compensation	1,950.00
DCRP	1,000.00
PERS	116,360.00
PFRS	158,719.00

TOTAL STATUTORY EXPENDITURES	303,029.00
COAH	
AID TO LIBRARY	
Other Expenses	-
TOTAL TEMPORARY CURRENT BUDGET	\$ 1,339,629.00

2021 TEMPORARY SEWER BUDGET

Salaries & Wages	5,000.00
Other Expenses- Milford	110,000.00
Other Expenses	7,500.00
Social Security	250.00
Unemp Comp	1.00
TOTAL TEMPORARY SEWER BUDGET	\$ 122,751.00

-RESOLUTION-Approval of 2021 Sewer Rate

RESOLUTION

Approving the 2021 Sewer Rate and Authorizing the Sewer Rent Collector to prepare and send the 2021 Sewer Bills

WHEREAS, the Chief Financial Officer for Holland Township has recommended that the 2021 sewer rate be increase by \$20 per year to the 2021 annual rate \$770.00 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 2021 sewer bills, at the annual fee of \$770.00 per unit.

-RESOLUTIO- Removing Patrolman Keith Yasunas from Probation Status

RESOLUTION

Removing Patrolman Keith Yasunas from Probation Status

WHEREAS, Probationary Patrolman Keith Yasunas has completed his mandatory probation with the Holland Township Police Department which was extended due to the COVID-19 Pandemic in order to obtain in-person observation, and

WHEREAS, in a memo dated December 17, 2020 Holland Township Police Chief Sean P. Gutsick recommended that Probationary Patrolman Keith Yasunas be removed from probationary status.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee, Township of Holland in the County of Hunterdon, State of New Jersey, that Probationary Patrolman Keith Yasunas is hereby removed from probationary status effective December 1, 2020.

-RESOLUTION- Removing Patrolman Valerie Phillips from Probation Status

RESOLUTION

Removing Patrolman Valerie Phillips from Probation Status

WHEREAS, Probationary Patrolman Valerie Phillips has completed her mandatory probation with the Holland Township Police Department which was extended due to the COVID-19 Pandemic in order to obtain in-person observation, and

WHEREAS, in a memo dated December 17, 2020 Holland Township Police Chief Sean P. Gutsick recommended that Probationary Patrolman Valerie Phillips be removed from probationary status.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee, Township of Holland in the County of Hunterdon, State of New Jersey, that Probationary Patrolman Valerie Phillips is hereby removed from probationary status effective December 1, 2020.

-RESOLUTION-Fully Disabled Veteran Exemption

RESOLUTION

Authorizing the Chief Financial Officer to refund local property taxes to the Widow of Fully Disabled Veteran William Dale Mowder

WHEREAS, N.J.S.A. 54:4-3.30-34 grants an exemption from local property taxes for the dwelling house of a qualified totally disabled veteran; and

WHEREAS, William Dale Mowder, a deceased veteran, has been declared a 100 percent totally disabled veteran by the Department of Veteran's Affairs; and

WHEREAS, Widow of William Dale Mowder, Janet L. Mowder, made application for exemption from taxes on November 29, 2020; and

WHEREAS, the Tax Assessor has determined the dwelling of Janet L. Mowder, Block 21 Lot 30.02 and Block 21 Lot 30.02 Q0217, 50 Dogwood Drive, is exempt from property taxation effective December 4, 2020 which is the effective date of Senate Bill 2599; and

WHEREAS, the Township has granted refunds of previously paid taxes to totally exempt veterans and widows of veterans under certain circumstances; and

WHEREAS, the decision as to whether to reimburse totally exempt veterans for past taxes is discretionary on behalf of the Township; and

WHEREAS, the Township wishes to strike a balance between honoring veterans who have made an incredible sacrifice on behalf of their fellow countrymen against the financial burden that the return of taxes imposes upon non-exempt property owners; and

WHEREAS, the caps placed upon municipal spending by the State of New Jersey have imposed financial burdens on the Township and placed severe strains on its budget.

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

1. The Township Committee believes that a fair and reasonable balance to be struck between its responsibilities to the general taxpayers and its need to recognize the sacrifices made by totally disabled veterans is accomplished by providing that totally disabled veterans will receive a refund of local property taxes from January 1st of the year the veteran submits to the Tax Assessor a fully

qualifying application for exemption from local property taxes on the veteran's dwelling pursuant to N.J.S.A. 54:4-3.30-34.

2. In the case of Janet L. Mowder, she is declared exempt from local property taxes on her dwelling commencing December 4, 2020 and the Chief Financial Officer is authorized to refund her \$895.09 of local property taxes paid from December 4, 2020 through December 31, 2020 and the Tax Collector forgive the remaining taxes owed for tax year 2021.

-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 2, 2021

CALENDAR YEAR 2021
ORDINANCE TO EXCEED THE 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 1% 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 \$ 162,948.56 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, 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 \$ 162,948.56, 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 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 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 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.

-RESOLUTION- Change Orders for Bellis Road Phase III Roadway Improvement

RESOLUTION

Award of Change Orders #1 and #2

Bellis Road Phase III Roadway Improvement
Capital Paving & Contracting

WHEREAS, in a memo dated December 30, 2020, Holland Township Municipal Engineer, Richard Roseberry requested a change order to be approved by the Township Committee at its regular meeting on January 5, 2021. This change orders are listed below for your review and approval; and

Change Order Number	Amount	Description	Original Contract	Revised Contract
1	\$ 14,000.00 (2% retainage withheld)	Replacement of 10 Type B Inlet Castings	\$203,903.66	\$217,903.66
2	\$ 500.00 (2% retainage withheld)	Furnish and Install of 1 Bicycle Safe Grate	\$203,903.66	\$218,403.66
3	\$ 19,500.00 (2% retainage withheld)	Reconstruction of 13 inlets	\$203,903.66	\$237,903.66

WHEREAS, the treasurer has certified that funds will be available in Township General Capital Fund Ordinances for RRCC Improvements.

WHEREAS, the issuance of change orders is governed by *N.J.A.C. 5:30-11.2-11.10*; and

WHEREAS, the Township Committee has been advised that the proposed change orders will not cause the originally awarded contract price to be exceeded by more than 20 per cent; and

WHEREAS, the Township Committee has been further advised that the need for the proposed change orders results from an unforeseeable problem which cannot be addressed through public bidding without a substantial amount of the construction being delayed which would cause substantial inconvenience to the public; and

WHEREAS, the Township Committee has been further advised that the proposed change orders do not materially expand on the size, nature or scope of the project as described in the bid documents; and

WHEREAS, the Township Committee has been further advised that the work represented by the proposed change orders could not be performed through a separately bid contract without unduly disrupting the basic work or incurring adverse cost consequences; and

WHEREAS, the Township Committee has concluded that the change orders are necessary and the work will be completed

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Holland, Hunterdon County, state of New Jersey that Change Order #1 be awarded to Capital Paving and Contracting

BE IT FINALLY RESOLVED that a copy of this resolution be published in the official township newspaper, is on file, available for public inspection, in the office of the Holland Township Municipal Clerk, at the Municipal Building, 61 Church Road, Milford, NJ.

-RESOLUTION-Change Orders for Mt. Joy Roadway Improvements Project

RESOLUTION
Award of Change Orders #1 and #2
Mt Joy Roadway Improvement
South State, Inc.

WHEREAS, in a memo dated December 30, 2020, Holland Township Municipal Engineer, Richard Roseberry requested a change order to be approved by the Township Committee at its regular meeting on January 5, 2021. This change orders are listed below for your review and approval; and

Change Order Number	Amount	Description	Original Contract	Revised Contract
1	\$ 11,000.00 (2% retainage withheld)	Replacement of 5 Type B Inlet Castings	\$129,382.66	\$140,382.66
2	\$ 2,000.00 (2% retainage withheld)	Replacement of 1 Type E Inlet Casting	\$129,382.66	\$142,382.66

WHEREAS, the treasurer has certified that funds will be available in Township General Capital Fund Ordinances for RRCC Improvements.

WHEREAS, the issuance of change orders is governed by *N.J.A.C. 5:30-11.2-11.10*; and

WHEREAS, the Township Committee has been advised that the proposed change orders will not cause the originally awarded contract price to be exceeded by more than 20 per cent; and

WHEREAS, the Township Committee has been further advised that the need for the proposed change orders results from an unforeseeable problem which cannot be addressed through public bidding without a substantial amount of the construction being delayed which would cause substantial inconvenience to the public; and

WHEREAS, the Township Committee has been further advised that the proposed change orders do not materially expand on the size, nature or scope of the project as described in the bid documents; and

WHEREAS, the Township Committee has been further advised that the work represented by the proposed change orders could not be performed through a separately bid contract without unduly disrupting the basic work or incurring adverse cost consequences; and

WHEREAS, the Township Committee has concluded that the change orders are necessary and the work will be completed

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Holland, Hunterdon County, state of New Jersey that Change Order #1 be awarded to South State, Inc.

BE IT FINALLY RESOLVED that a copy of this resolution be published in the official township newspaper, is on file, available for public inspection, in the office of the Holland Township Municipal Clerk, at the Municipal Building, 61 Church Road, Milford, NJ.

BUSINESS FROM TOWNSHIP ATTORNEY

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

ADJOURN at

DRAFT AGENDA