



**Township of Holland**  
IN  
HUNTERDON COUNTY

61 Church Road  
Milford, New Jersey 08848  
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[www.hollandtownshipnj.gov](http://www.hollandtownshipnj.gov)

**Draft Agenda-Business to the extent known**

HOLLAND TOWNSHIP COMMITTEE  
REGULAR MEETING AGENDA  
February 15, 2022

**MEETING CALLED TO ORDER**

*If you haven't already done so, please turn off or silence all electronic equipment*

**Roll Call:** when your name is called, please respond with "present"

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

**FLAG SALUTE**

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

**CLERK READS OPEN PUBLIC MEETING STATEMENT**

Adequate notice of this meeting was given pursuant to the open public meeting act, by the Municipal Clerk on **December 9, 2021** by:

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

**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 February 15, 2022**

PLEASE TAKE NOTICE.

THE MEETING FORMAT HAS BEEN CHANGED FROM IN-PERSON ATTENDANCE AT THE MUNICIPAL BUILDING, 61 CHURCH ROAD ONLY, TO IN-PERSON AND TELECONFERENCE DUE TO THE UPSERGE OF COVID-19 CASES IN NEW JERSEY

THE PUBLIC MAY ATTEND THIS MEETING IN-PERSON OR VIA TELECONFERENCING AND MAY 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 may**  
**Attend the meeting in person.**  
**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 online**

<https://us06web.zoom.us/j/84646190495?pwd=cU1STCs1ODB0VFp4Y1dyV0htUGJ4Zz09>

Meeting ID: 846 4619 0495

Passcode: 79911

**Join meeting by phone**

(646) 558 8656

**The agenda will be posted on the Holland Township website by 4:00 pm Monday February 14 2022.**  
**[hollandtownshipnj.gov](http://hollandtownshipnj.gov)**

**APPROVAL OF MINUTES OF THE: February 1, 2022 Regular Meeting**

**APPROVAL OF BILLS AS SUBMITTED**

Check#	Vendor	Description	Payment	Check Total
31550	ALLEGRO ENTERPRISES, INC.	Bottled Water for the Township	\$ 111.42	
		Water Delivery February 2022	\$ 35.85	\$ 147.27
31551	Amerigas-Clinton 7510	Propane Bethany Ridge 787.3gal del 2/3/2	\$ 1,608.61	\$ 1,608.61
31552	AT&T MOBILITY	Cell Phones - 12/22/21-1/21/22	\$ 315.74	\$ 315.74
31553	City Fire Equipment Co	FE Inspection 100	\$ 277.75	\$ 277.75
31554	City Fire Equipment Co	FE Inspection Annual Fire Extinguishers	\$ 749.50	\$ 749.50
31555	CLEMENS UNIFORM	Shop Towels / Floor Mat service	\$ 22.75	
		Mats for Municipal Building	\$ 39.90	
		Rugs for RRCC February 2022	\$ 66.80	\$ 129.45
31556	COUNTY OF HUNTERDON	Health Inspections 4th Qtr. 2021	\$ 400.00	\$ 400.00
31557	Daxko LLC	Daxko Software February 2022	\$ 576.08	\$ 576.08
31558	DELAWARE VALLEY REG. HIGH SC	Tax Payments 2021/2022	\$ 773,153.00	\$ 773,153.00
31559	FINCH FUEL OIL CO, INC	#2 Fuel Oil Heat DPW/Library	\$ 2,133.39	\$ 2,133.39
31560	Finelli Consulting Engineers	PB Holland Solar Farm B2 L1 02 services	\$ 1,570.00	\$ 1,570.00
31561	Funplex	Summer Camp Field Trip Deposit	\$ 585.00	\$ 585.00
31562	GEBHARDT & KIEFER, P.C.	PB Huntington Knolls B24 L 3 &13 120121-	\$ 99.00	\$ 99.00
31563	GEBHARDT & KIEFER, P.C.	PB Mill Rd Solar B4 L1 TC Attorney ser	\$ 49.50	\$ 49.50
31564	GENERAL CODE, LLC	Supplement #19	\$ 2,551.05	\$ 2,551.05
31565	GERARD BOWERS	mailbox damage	\$ 44.97	\$ 44.97
31566	Gotham Shredders & Binding I	Annual Maintenance Agreement	\$ 99.00	\$ 99.00
31567	Griffith-Allied Trucking LLC	DULSD - Diesel DPW/Gasoline-Police	\$ 986.74	\$ 986.74
31568	HOLLAND TOWNSHIP BOARD OF ED	Tax Payments 2021/2022	\$ 1,691,054.67	\$ 1,691,054.67

31569	JERSEY CENTRAL POWER & LIGHT	100 004 557 474 1/7/22-2/4/22	\$	74.21	\$	74.21
31570	JERSEY CENTRAL POWER & LIGHT	100 004 556 468 1/7/22-2/4/22	\$	341.32	\$	341.32
31571	JERSEY CENTRAL POWER & LIGHT	January 2022 billing dated 12/19/21-1/19	\$	24.81		
		January 2022 billing dated 12/19/21-1/19	\$	83.18	\$	107.99
31572	Jessica Dulin-Soto	Yoga January 2022	\$	440.00	\$	440.00
31573	JESSICA NEGLIA	Sirius XM radio for fitness center (year	\$	383.88		
		When I work (February 2022)	\$	30.00	\$	413.88
31574	Johnson Controls Fire Protec	Fire Alarm Monitoring, Fire Alarm Testing	\$	3,027.12	\$	3,027.12
31575	Kimball Midwest	Hand / Cleanup Wipes	\$	151.08	\$	151.08
31576	Kleen & Fresh Company LLC	January 31 February 3 & 5	\$	380.00		
		February 7, 10 & 12	\$	380.00	\$	760.00
31577	KOLLMER EQUIPMENT	RRCC Mower Winter Service/Maintenance	\$	1,893.99	\$	1,893.99
31578	Laura Knott	Yoga January 2022	\$	220.00	\$	220.00
31579	LEHIGH VALLEY ZOO	Summer Camp Field Trip	\$	450.00	\$	450.00
31580	LIFESAVERS, INC.	AED Pads	\$	228.96	\$	228.96
31581	LISA MICKEY	PR 2021 House Decorating Contest Gift Ca	\$	500.00	\$	500.00
31582	LMR Disposal LLC	Dumpster Pickup Service	\$	570.00	\$	570.00
31583	LMR Disposal LLC	Recycle Dumpster January 2022	\$	58.11	\$	58.11
31584	LogMein Communications Inc	RRCC Phones February 2022	\$	103.55	\$	103.55
31585	MELANIE WOROB	Zumba/Fitness Classes January 2022	\$	640.00	\$	640.00
31586	MILFORD SEWER UTILITY	1st qtr. 2022	\$	50,000.00	\$	50,000.00
31587	MILFORD/FRENCHTOWN AUTO PART	Truck Parts / Tools / Equipment Fittings	\$	74.63		
		Truck Parts / Tools / Equipment Fittings	\$	61.43	\$	136.06
31588	MONINGHOFF APPLIANCE & SUPPL	Salt Spreader	\$	39.99	\$	39.99
31589	NJ Advance Media	10225953	\$	112.39	\$	112.39
31590	NJ DEPT OF HEALTH & SENIOR S	Jan-22	\$	282.00	\$	282.00
31591	NJ STATE ASSOC. OF CHIEFS OF	Chief's training	\$	350.00	\$	350.00
31592	ONE CALL CONCEPTS, INC.	One Call Locate Service	\$	28.60	\$	28.60
31593	P3 Generators LLC	low battery ac	\$	122.50	\$	122.50
31594	Pat's Window Cleaning Inc	Window/Mirror Cleaning RRCC December 202	\$	275.00	\$	275.00
31595	PenTeleData	1/24/22-2/24/22	\$	196.85	\$	196.85
31596	PERFORMANCE TIRE COMPANY	Front Tire Replacement Trk 15	\$	581.79	\$	581.79
31597	POWERCO, INC.	Case 580 N Backhoe Light Bulb	\$	15.84	\$	15.84
31598	Princeton Computer Support I	January	\$	1,080.00		
		Feb-22	\$	1,017.49	\$	2,097.49
31599	Promed Office Cleaners LLC	Cleaning Fitness Center January 2022	\$	180.00	\$	180.00
31600	Quadient Leasing USA Inc	Lease Period -3/8/22-6/7/22	\$	528.00	\$	528.00
31601	R & L DATACENTERS, INC.	Municipal Payroll	\$	1,540.90	\$	1,540.90
31602	RICOH USA Inc	Copies for RRCC	\$	229.82	\$	229.82
31603	Schöll & Whittesey LLC	December 2021 & January 2022	\$	295.00	\$	295.00
31604	SPRING MILLS VETERINARY HOSP	Holland Township Free Rabies Clinic 2022	\$	376.00	\$	376.00
31605	STAPLES BUSINESS ADVANTAGE	Legal Handing File Folders	\$	23.52	\$	23.52
31606	State Industrial Products	Pro Lube XT-S Grease 14oz	\$	1,758.93	\$	1,758.93
31607	Statewide Insurance Fund	1st 2022 Installment	\$	47,047.50	\$	47,047.50
31608	STEM BROTHERS, INC.	Propane for Recycling Building	\$	59.22	\$	59.22
31609	Tamatha Isenberg	Yoga January 2022	\$	110.00	\$	110.00
31610	THERESA VERDI	Cleaning RRCC 1/15-1/31	\$	520.00	\$	520.00
31611	VERIZON	1/25/22 billing	\$	1,004.63	\$	1,004.63

31612	VERIZON	1/25/22 billing 908 995 4849	\$	102.37	\$	102.37
31613	VERIZON	1/25/22 billing 908 995 9188	\$	90.24	\$	90.24
31614	VERIZON	1/25/22 billing	\$	679.60	\$	679.60
31615	VERIZON WIRELESS	Air Cards	\$	152.04	\$	152.04
31616	WB Mason Co Inc.	Paper Towels, Enzyme Concentrate, Heater	\$	133.96	\$	133.96
31617	WILSON PRODUCTS	Propane for Recycling Building	\$	35.25	\$	35.25
		Total	\$	2,595,616.42	\$	2,595,616.42
2022022	NJ State Health Benefits	February Retiree	\$	2,604.48	\$	2,604.48
2032022	NJ State Health Benefits	February Health	\$	30,078.81	\$	30,078.81
2072022	Quadient Inc	Refill Postage Machine 2/7/22	\$	500.00	\$	500.00
31549	Aqua NJ	12/29-1/28/22	\$	321.32	\$	321.32
		Total Manuals	\$	33,504.61	\$	33,504.61
		Total	\$	2,629,121.03	\$	2,629,121.03
CURRENT FUND		BUDGET AND APPROPRIATION RESERVES		\$ 2,543,215.11		
SEWER FUND		BUDGET AND APPROPRIATION RESERVES		\$ 50,024.81		
ANIMAL CONTROL		BUDGET AND APPROPRIATION RESERVES		\$ 658.00		
ESCROW		ESCROW FUNDS		\$ 1,718.50		
Checks issued 2/15/22						\$ 2,595,616.42
		Manual Totals				\$ 33,504.61
Total						\$ 2,629,121.03

## **OLD BUSINESS FROM TOWNSHIP COMMITTEE**

### **LIAISON REPORTS**

-Bush-Letter from Holland Liquor, Rick Sasso Re: Township Committee opting out of cannabis retail

### **NEW BUSINESS FROM TOWNSHIP COMMITTEE**

-**Authorization for the Mayor to sign** a contract with Johnson Controls for the Riegle Ridge Community Center Fire Alarm and sprinkler system for May 2022-April 2023. Total \$3,027.12

-**Approval of Raffle Application** 2022-02: To be held June 5, 2022 12:00-4:00 p.m. at Farmers Sportsman's Club) Application for Raffle **Milford Lions Club** [Off-premise draw raffle awarding cash-50/50]

-**DISCUSSION-waiving the fee** for the food trucks Parks and Recreation sponsored Movie Night

-**DISCUSSION-Approval to send** letter regarding fracking water discharge into the Delaware River

-**RESOLUTION-Temporary Emergency Budget #2**

**RESOLUTION**  
Temporary Emergency Budget #2

**WHEREAS**, an emergent condition has arisen in that the Township is expected to expend funds, enter in contracts, commitments or payments prior to the 2022 budget adoption for the aforesaid purposes, and

And no adequate provision has been made in the 2022 temporary budget for the aforesaid purposes, and

**WHEREAS**, N.J.S. 40A:4-20 provides for the creation of an emergency temporary resolution for said purpose, and

**WHEREAS**, the total emergency temporary appropriation resolutions adopted in the year 2022 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20) including this resolution total \$295,921.00

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Holland, County of Hunterdon, in the State of New Jersey, (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-20:

1. Emergency temporary appropriations be and the same are hereby made in the amount of \$223,921.00 as follows:

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>Amount</u>
01-201-28-372-010	Swimming Pool S/W	\$1,000.00
01-201-20-145-010	Tax Collection S/W	\$2,000.00
01-201-36-471-200	PERS	<b>-\$5,360.00</b>
01-201-36-475-200	PFRS	\$6,281.00
01-201-20-130-200	Finance O/E	\$10,000.00
01-201-20-165-200	Engineering O/E	\$3,000.00
01-201-26-295-200	Snow Removal O/E	\$25,000.00
01-201-31-460-200	Gasoline & Diesel O/E	\$10,000.00
01-201-32-465-200	Dumpster O/E	\$5,000.00
01-201-23-220-200	Employee Group Insurance O/E	\$50,000.00
01-201-25-240-010	Police S/W	\$70,000.00
01-201-36-474-200	Unemployment Comp Insurance	\$3,000.00
01-201-24-140-200	Communications O/E	\$2,000.00
01-201-36-472-200	Social Security	\$15,000.00
01-201-26-290-010	Public Works S/W	\$40,000.00
01-201-20-120-010	Clerk S/W	\$10,000.00
01-201-20-120-200	Clerk O/E	\$2,000.00
01-201-20-150-010	Tax Assessor S/W	\$4,000.00
01-201-21-182-010	Land Use S/W	\$2,000.00
01-201-23-210-200	Other Insurance O/E	\$25,000.00
01-201-23-215-200	Workman's Comp O/E	\$15,000.00
01-201-25-252-010	Emergency Management S/W	\$1,000.00

2. Said emergency temporary appropriation will be provided for in the 2022 budget

3. That the Municipal Clerk will furnish one certified copy of this resolution to the Chief Finance Officer to be filed with the Director, Division of Local Government Services

**-RESOLUTION-Pool Repair Project**

**RESOLUTION**  
Award of Contract  
Riegel Ridge Pool Drain Repairs

**WHEREAS**, the Township of Holland (“Holland”) previously sought proposals and awarded a contract to K&A Paving Contractors LLC (K&A) to remove and replace outfall piping for the Riegel Ridge Community Pool; and

**WHEREAS**, K&A has substantially completed work on the contract award and has removed and replaced the outfall piping; and

**WHEREAS**, Holland began to fill the pool after K&A completed the outfall piping work; and

**WHEREAS**, the pool was not retaining water; and

**WHEREAS**, a video inspection was performed and found that the piping between the pool wall and limits of the K&A work has a sag in the pipe, as well as debris and water in the pipe at the location of the sag; and

**WHEREAS**, due to the defect found during the video inspection, it is necessary for Holland to replace the piping between the wall of the pool and the limits of the K&A work; and

**WHEREAS**, the Township Engineer sought proposals from three (3) contractors to remove and replace the piping in the above described limits; and

**WHEREAS**, proposals were received from three (3) contractors including Salmon Brothers Inc. of Netcong, New Jersey and Fred Devens Construction of Ringwood, New Jersey; and

**WHEREAS**, Salmon Brothers Inc. (“Salmon”) provided a proposal for work that would be invoiced on a time and materials basis in the amount of \$20,460.00, which includes an estimated materials cost of \$2,500.00; and

**WHEREAS**, Salmon is able to commence work on this project during the week of February 21<sup>st</sup> to 25<sup>th</sup>; and

**WHEREAS**, Fred Devens Construction (“Devens”) provided a proposal for work that would be invoiced on a time and materials basis in the amount of \$18,407.36 which excludes any materials; and

**WHEREAS**, Devens is only able to perform the work that is required on this project on February 18<sup>th</sup>, 19<sup>th</sup>, and 21<sup>st</sup> and would not be available beyond February 21<sup>st</sup> to perform the work; and

**WHEREAS**, there is a need to replace the piping between the limits of the K&A work and the wall of the pool at this time; and

**WHEREAS**, Salmon provided a more complete proposal from a cost perspective and has much more availability to perform the required work for Holland; and

**WHEREAS**, funds have been allocated by Holland for the repair work; 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 a contract be awarded to Salmon Brothers Inc. in the amount of \$20,460.00 in accordance with its proposal of February 15, 2022.

**-RESOLUTION-**Lawn mowing services for 2022

**RESOLUTION**

Awarding the Contract for Lawn Mowing Services for 2022

**WHEREAS**, Holland Township requested quotes for lawn mowing at the Riegel Ridge Community Center, the stone house at the end of the roadway and the Holland Township Municipal Building from spring to October 31, 2022.

**WHEREAS**, the quotes were reviewed by the Qualified Purchasing Agent for accuracy and completeness; and

**WHEREAS**, the Chief Financial Officer has certified that funds are available for this contract.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee, Township of Holland, County of Hunterdon in the state of New Jersey, that Holland Township be authorized to enter into a contract with Chris' Lawn Mowing Service for a total cost of \$23,150 to be paid in 7 payments of \$3,307.15.

**-RESOLUTION-**Budget Transfer

**RESOLUTION**

Budget Transfer

**WHEREAS**, the Municipal Budget for the year 2021 was approved on March 16, 2021 and adopted on April 20, 2021, 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 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>
Employee Group Insurance O/E	\$1,000.00	
Tax Assessor. O/E		\$1,000.00

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

**-RESOLUTION-** Authorizing the Appointment of a Tax Collector

**RESOLUTION**

Authorizing the Appointment  
of a Tax Collector

**WHEREAS**, N.J.S.A. 40A:9-141 requires that municipalities appoint a Tax Collector; and



**WHEREAS**, Ann Marie Silvia was initially appointed as Holland Township Tax Collector effective July 1, 2021-December 31, 2021 to finish out the unexpired term of Kris Boxwell, and

**WHEREAS**, the Township Committee desires to reappointment Ann Marie Silvia for a four-year term, as Holland Township Tax Collector, whose duties will include overseeing the Deputy Tax Collector and Sewer Rent Collector, effective January 1, 2022 to serve on a part-time basis; and

**WHEREAS**, the Township Committee and Ann Marie Silvia agreed that she will continue to work an average of twelve (12) hours per month on a schedule mutually agreed upon between her and the Township Committee Liaison; and

**WHEREAS**, for the position of Tax Collector, Ann Marie Silvia shall be paid an annual salary of \$12,000, and

**WHEREAS**, Ann Marie Silvia's terms of employment will be in accordance with the Township's Personnel Policies and Procedures Manual; and

**WHEREAS**, the Chief Financial Officer determined that there are sufficient funds available to pay for these services;

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

1. Ann Marie Silvia is hereby appointed as Tax Collector for a four-year term beginning January 1, 2022.
2. Ann Marie Silvia will be paid an annual salary of \$12,000 for the position of Tax Collector.
3. The Municipal Clerk is hereby directed to provide a certified copy of this Resolution to the Tax Collector to be filed with the Director of the Division of Local Government Services.
4. This Resolution is effective January 1, 2022.

**-RESOLUTION-Award of Riegel Ridge Community Center Roof Evaluation Contract**

**RESOLUTION**

Award of Contract

Riegel Ridge Recreation Center Roof Evaluation

**WHEREAS**, the Township of Holland ("Holland") is seeking to improve the roof over the Riegel Ridge Recreation Center to prevent damages to interior floor space areas due to leaking water; and

**WHEREAS**, the first step in the improvement process is to evaluate the roof and determine the extent of the repairs that must be made; and

**WHEREAS**, the Township Engineer has obtained a proposal from Roof Maintenance Systems, a consultant with expertise in building roofs, to perform the required evaluation and prepare a report with repair recommendations and repair cost estimates; and

**WHEREAS**, Chief Finance Officer Pasqua has certified that funds have been allocated by Holland for the evaluation; 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 Roof Maintenance Systems is authorized to perform an evaluation on the roof over the Riegel Ridge Recreation Center in accordance with its February 9, 2022 proposal and for a fee not to exceed \$4,700.00.

**BUSINESS FROM TOWNSHIP ATTORNEY**

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

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

DRAFT AGENDA