

HOLLAND TOWNSHIP COMMITTEE
REGULAR MEETING AGENDA
December 6, 2022

MEETING CALLED TO ORDER

MEETING CALLED TO ORDER

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

OATH OF OFFICE

The November 8, 2022 General Election results were certified by Hunterdon County Clerk Mary Melfi on November 17, 2022. Committeeman Duane Young ran unopposed and was elected to complete the December 31, 2023 term of Ray Krov beginning November 17, 2022.

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
Deputy Clerk Melissa Tigar

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 and re-published with the Zoom information on April 28, 2022** 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.

ZOOM INFORMATION

Join Zoom Meeting
<https://us06web.zoom.us/j/85453272671?pwd=K08zdmtdLeVU1QjVDZGRrUHRwY1FaUT09>
Meeting ID: 854 5327 2671
Passcode: 649712
Join by Phone
929 205 6099

APPROVAL OF MINUTES OF THE: November 1, 2022 Regular Meeting

APPROVAL OF BILLS AS SUBMITTED

Bill List November 15, 2022

Check#	Vendor	Description	Payment	Check Total
32930	Affordable Housing Professional of	Affordable Housing Webinar November 14 22	\$ 20.00	\$ 20.00
32931	AMAZON.COM, LLC Police	Equipment and Supplies	\$ 21.78	
		Equipment and Supplies	\$ 249.10	\$ 270.88
32932	AQUA NEW JERSEY	001037094 0748928 910 Milford Warren Gl	\$ 321.32	\$ 321.32
32933	AT&T MOBILITY	Cell Phones - 9/22/22-10/21/22	\$ 40.66	\$ 40.66
32934	BILL KAPPUS PLUMBING & HEATING LLC	Repair Toilets in women's room	\$ 282.72	
		Replaced parts for toilet under warranty	\$ 547.68	\$ 830.40
32935	CLEMENS UNIFORM	Shop Towels / Floor Mat service	\$ 22.75	
		Mats for RRCC (delivery every 4 weeks)	\$ 70.35	
		Mats for Municipal Building	\$ 39.90	
		Mats for RRCC (delivery every 4 weeks)	\$ 70.35	\$ 203.35
32936	Colliers Engineering & Design Inc	Planner Services thru 101622	\$ 348.75	

		LUB Tilley/Lieb B24 L 5 review thru 0918	\$	253.75	
		LUB Tilley/Lieb B24 L 5 review thru 1002	\$	560.00	
		HTL001	\$	529.50	
		Separate Storm Sewer System Stormwater T	\$	622.33	
		HLT001 Holland Township General	\$	193.50	\$ 2,507.83
32937	Colliers Engineering & Design Inc	HLT0082 LIBRARY ROOF IMPROVEMENTS	\$	469.79	
		HLT082 Library Roof Replacement	\$	964.35	
		HLT057	\$	347.38	
		HLT057	\$	4,265.51	
		PB HK B24 L 3 13 review thru 103022 Engi	\$	294.00	
		LUB Tilley/Lieb B24 L 5 review thru 1030	\$	120.00	\$ 6,461.03
32938	Colliers Engineering & Design Inc	LUB Kaszas B3 L 66 review thru 103022 En	\$	1,246.83	
		Highlands Grant Task 8 H20 Use & Conser	\$	80.00	\$ 1,326.83
32939	David Harrison	2022 CFMP CEU credit 110522 9 to 1 at DU	\$	40.00	\$ 40.00
32940	Daxko LLC	RRCC Daxko Software November 2022	\$	580.56	\$ 580.56
32941	DEER CARCASS REMOVAL SERVICE, LLC	Deer Carcass Removal	\$	171.00	\$ 171.00
32942	Direct Energy Business	Electric Service 910 Milford Warren Rd.	\$	29.83	
		Electric Service 129 Spring Mills Road	\$	16.17	
		Account 1294535	\$	41.89	
		Account 1294536	\$	183.93	\$ 271.82
32943	EAGLE POINT GUN	Police Equipment	\$	301.84	\$ 301.84
32944	Energ Fitness Wellness Solutions LLC	Cybox Bike Repair	\$	560.00	
		Replace dumbbell handles& right pedal	\$	272.79	
		Repair inner/outer thigh machine	\$	250.00	\$ 1,082.79
32945	ENTEL SYSTEMS, INC.	Annual Contract	\$	668.00	\$ 668.00
32946	Gall's	Equipment and Uniforms	\$	410.86	\$ 410.86
32947	GoTo Communications Inc	RRCC Phones November 2022	\$	136.31	\$ 136.31
32948	GRAINGER	Blanket for Shop Supplies	\$	218.08	
		Equipment and Uniforms	\$	15.08	
		Equipment and Uniforms	\$	203.91	\$ 437.07
32949	Griffith-Allied Trucking LLC	Diesel DPW	\$	1,796.98	\$ 1,796.98
32950	HOLLAND TOWNSHIP	4th qtr 2022 Sewer bill Milford-Warren G	\$	192.50	\$ 192.50
32951	HOLLAND TOWNSHIP	4th qtr 2022 Sewer bill 61 Church Road b	\$	577.50	\$ 577.50
32952	HOLLAND TOWNSHIP	2022 Sewer Bill 910 Milford Warren Glen	\$	4,810.51	\$ 4,810.51
32953	JERSEY CENTRAL POWER & LIGHT	Account 100 077 061 016 9/21/22-10/21/	\$	134.00	\$ 134.00
32954	JERSEY CENTRAL POWER & LIGHT	100 004 557 474 10/8/22-11/7/22	\$	73.80	\$ 73.80
32955	JERSEY CENTRAL POWER & LIGHT	100 004 556 468 10/8/22-11/7/22	\$	339.22	\$ 339.22
32956	JERSEY CENTRAL POWER & LIGHT	November 2022 billing thru 10/22/22	\$	5.70	
		November 2022 billing thru 10/22/22	\$	373.21	\$ 378.91
32957	Jessica Dulin-Soto	Yoga October 2022	\$	660.00	\$ 660.00
32958	JESSICA NEGLIA	When I Work App (Nov 2022)	\$	45.00	\$ 45.00
32959	John P Gallina, Esq	LUB Tilley/Lieb B24 L 5 review thru 101	\$	472.50	
		LUB Kaszas B3 L 66 Site Plan review thru	\$	270.00	\$ 742.50
32960	Laura Knott	Yoga October 2022	\$	220.00	\$ 220.00
32961	Law Office of Gregg ZeffLLC	Attorney Fees Yager Denial of Access Com	\$	750.00	\$ 750.00
32962	LISA MICKEY	PR Reimbursement Fall Art design t-shirt	\$	130.00	\$ 130.00
32963	LMR Disposal LLC	Blanket for Dumpster pickup	\$	1,215.00	\$ 1,215.00
32964	LMR Disposal LLC	Recycle Dumpster@ RRCC November 2022	\$	63.11	\$ 63.11
32965	MELANIE WOROB	Zumba and Fitness Classes October2022	\$	800.00	\$ 800.00
32966	MILFORD-HOLLAND RESCUE SQUAD, INC MILFORD/FRENCHTOWN AUTO PARTS INC.	2022 4th QUARTER DONATION	\$	17,500.00	\$ 17,500.00
32967	MONINGHOFF APPLIANCE & SUPPLY CORP	Blanket for Truck Parts	\$	437.03	\$ 437.03
32968		Misc. Items for Building and Maintenance	\$	144.11	\$ 144.11
32969	MOTOROLA SOLUTIONS INC	Evidence Library 4 Web Vista Device Lice	\$	2,148.00	\$ 2,148.00
32970	NJ Advance Media	LUB Tilley B24 L5 craft brewery	\$	15.27	\$ 15.27
32971	NJ DEPT OF HEALTH & SENIOR SERVICES	Oct-22	\$	8.40	\$ 8.40
32972	OFFICE DEPOT, INC.	Office Supplies	\$	18.60	\$ 18.60
32973	ONE CALL CONCEPTS, INC.	One Call Locate Service	\$	11.44	\$ 11.44
32974	P3 Generators LLC	RRCC Generator Service Call / Repair	\$	2,415.80	\$ 2,415.80
32975	PoliceApp.com, Inc	Police Hiring	\$	800.00	\$ 800.00
32976	POSITIVE PROMOTIONS, INC.	Community Relations	\$	293.45	\$ 293.45
32977	Princeton Computer Support Inc	Nov-22	\$	1,017.49	
		Monitor for CMFO	\$	325.00	
		Billable Services Travel, OnSite, Remote	\$	2,632.50	

		Billable Services Travel, OnSite, Remote	\$ 1,721.25	\$ 5,696.24
32978	Promed Office Cleaners LLC	EOC cleaning 10/18/2022	\$ 80.00	\$ 80.00
32979	Quadient Leasing USA	Lease Period -12/8/22-3/7/23	\$ 528.00	\$ 528.00
32980	R & L DATACENTERS, INC	Municipal Payroll	\$ 396.20	\$ 396.20
32981	RTG 2, LLC	Tub Grinding to Recycle Wood Debris	\$ 3,150.00	\$ 3,150.00
32982	SANICO, INC.	4 YD Cont 1 pu/wk Milford Warren Glen N	\$ 174.16	
		November 2022 Account 101037	\$ 101.78	
		2 YD FL Cont 1 pu/wk November 2022 acct	\$ 112.56	
		Holland Twp Pool 201746 October 2022	\$ 110.45	\$ 498.95
32983	SERVICE ELECTRIC CABLE TV, INC	RRCC cable/internet/phone November 2022	\$ 204.72	\$ 204.72
32984	STAPLES BUSINESS ADVANTAGE	Brother TN550 BLK	\$ 408.83	\$ 408.83
32985	State Industrial Products	Blanket for Misc Aerosols, Greases & Che	\$ 1,965.69	\$ 1,965.69
32986	Tamatha Isenberg	Yoga October 2022	\$ 220.00	\$ 220.00
32987	THERESA VERDI	Cleaning services at Municipal Building	\$ 700.00	
		Cleaning RRCC 10/15/ - 10/31	\$ 440.00	\$ 1,140.00
32988	TOWNSHIP OF RARITAN	Shared Service Agreement Courts	\$ 6,885.00	\$ 6,885.00
32989	VERIZON	10/25/22 billing	\$ 673.17	\$ 673.17
32990	VERIZON	10/25/22 billing	\$ 1,030.07	\$ 1,030.07
32991	VITAL COMMUNICATIONS, INC	A/O file	\$ 100.00	\$ 100.00
32992	WB Mason Co Inc	Fresh Products Bio Conqueror 105 Enzymat	\$ 65.07	
		Toner	\$ 122.99	\$ 188.06
		Totals	\$ 75,968.61	\$ 75,968.61
32929	Resorts Casino Hotel	November 14-17 League of Municipality Conf	\$ 288.00	\$ 288.00
		total manuals	\$ 288.00	\$ 288.00
		Grand total	\$ 76,256.61	\$ 76,256.61

Bill List December 6, 2022

Check#	Vendor	Description	Payment	Check Total
32993	ALFONS MAYER	Shop Vac Filters	\$ 27.97	\$ 27.97
32994	ALLEGRO ENTERPRISES, INC	Water Delivery DPW Nov 2022	\$ 39.45	
		Bottled Water for the Township	\$ 46.84	
		Water Delivery RRCC	\$ 32.06	\$ 118.35
32995	Amazon.com RRCC	Credit Card Reader	\$ 18.80	
		Fan for fitness center	\$ 35.14	
		Bluetooth enabled Speaker for Fitness	\$ 649.99	
		Tree Topper	\$ 27.99	
		Garbage Bags	\$ 22.99	
		Cord for Stereo	\$ 12.99	
		Folding Chair Caps	\$ 13.95	\$ 781.85
32996	Amerigas-Clinton 751	Propane for Municipal Building	\$ 518.24	\$ 518.24
32997	AQUA NEW JERSEY	001037094 0748928 910 Milford Warren Glen	\$ 321.32	\$ 321.32
32998	AQUA NEW JERSEY	001037094 0748928 910 Milford Warren Glen	\$ 321.32	\$ 321.32
32999	AQUA NEW JERSEY	Lawn Irrigation (9078)	\$ 26.82	\$ 26.82
33000	AQUA NEW JERSEY	RRCC Pool 8797	\$ 41.25	\$ 41.25
33001	AQUA NEW JERSEY	Pool (8796)	\$ 177.16	\$ 177.16
33002	AQUA NEW JERSEY	910 Milford Warren Glen Rd	\$ 16.50	\$ 16.50
33003	CATHERINE M. MILLER	mileage	\$ 43.75	\$ 43.75
33004	Certapro Painters of Hunterdon County	RRCC Painting Dance Room, Main	\$ 4,756.34	
		RRCC Painting Vestibule	\$ 832.17	
		Painting Extra Doors @ RRCC	\$ 538.00	\$ 6,126.51
33005	Chris's Lawn Mowing	2022 Lawn mowing services	\$ 3,557.10	
		Additional Cuts	\$ 950.00	\$ 4,507.10
33006	Colliers Engineering & Design Inc.	HTL001	\$ 1,041.86	
		HLT046	\$ 321.78	
		HLT065 RR Valve Replacement	\$ 228.00	
		HLT075 2021 Municipal Aid	\$ 446.00	
		HLT0082 LIBRARY ROOF IMPROVEMENTS	\$ 488.83	
		HLT0089 Roof Replacement RRCC	\$ 685.86	
		HLT0090 SPRING GARDEN ROAD IMPROVEMENT	\$ 192.50	\$ 3,404.83
33007	Colliers Engineering & Design Inc.	HLT0092 490 Shire Road Preliminary	\$ 803.70	
		LUB Lapczynski B26 L 27 review	\$ 991.25	
		PB HK B24 L 3 13 review thru 091822	\$ 232.50	

		LUB Osuch B1 L3 services thru 091822	\$	312.50	
		LUB Osuch B1 L3 services thru 091822	\$	40.00	\$ 2,379.95
33008	Colliers Engineering & Design Inc.	HLT018 Road Opening - Gas Service Hook	\$	221.52	\$ 221.52
33009	Daxko LLC	Daxko October 2022	\$	581.12	\$ 581.12
33010	Direct Energy	Propane	\$	223.10	\$ 223.10
33011	Direct Energy Business	129 Spring Mills Rd Account 12	\$	6.06	
		Electric Service 910 Milford	\$	33.39	
		Account 1294535	\$	44.78	
		Electric Service 129 Spring Mills Road	\$	17.69	
		Account 1294536	\$	239.70	
		Account 1294539	\$	1,835.22	
		Acct 1294540 Meter G21049495	\$	50.13	\$ 2,226.97
33012	DONNA MACKEY	LUB 111422 meeting court report	\$	350.00	\$ 350.00
33013	ELIZABETHTOWN GAS	Meter 01061655 Account 9340466	\$	257.50	
		Meter 14Y735578 Account 98904	\$	37.88	
		Meter 01061655 Account 9340466	\$	400.56	
		Meter 14Y735578 Account 98904	\$	53.45	\$ 749.39
33014	EPPEC Uniforms	CERT Equipment	\$	915.00	\$ 915.00
33015	Finelli Consulting Engineers	PB Holland Solar Farm B2 L1 02	\$	2,642.50	\$ 2,642.50
33016	Gall's	Equipment	\$	10.85	\$ 10.85
33017	GEBHARDT & KIEFER, PC	PB Mill Rd Solar B4 L1 TC Attorney	\$	99.00	\$ 99.00
33018	GEBHARDT & KIEFER, PC	August-September 2022	\$	1,196.00	\$ 1,196.00
33019	GRAINGER	Drinking Fountain Replacement	\$	647.83	\$ 647.83
33020	Hunterdon County Central Printing	Business Cards	\$	4.00	\$ 4.00
33021	HUNTERDON COUNTY CLERK	Recording Fee Discharge of Mortgage	\$	8.00	\$ 8.00
33022	J C Ehrlich Co Inc	Commercial Pest Maintenance service	\$	275.60	\$ 275.60
33023	JERSEY CENTRAL POWER & LIGHT	Account 100 004 272 595 Street	\$	22.82	\$ 22.82
33024	JERSEY CENTRAL POWER & LIGHT	Account 100 004 272 652 Street	\$	1,350.73	\$ 1,350.73
33025	JERSEY CENTRAL POWER & LIGHT	Account 100 060 952 585 Street	\$	60.27	\$ 60.27
33026	JERSEY CENTRAL POWER & LIGHT	Account 100 004 555 858 Baseball	\$	262.51	\$ 262.51
33027	JERSEY CENTRAL POWER & LIGHT	Account 100 077 061 016 10/2	\$	136.46	\$ 136.46
33028	JERSEY CENTRAL POWER & LIGHT	Account 100 003 579 271 Library	\$	47.28	\$ 47.28
33029	JERSEY CENTRAL POWER & LIGHT	100 070 503 212 Pool Storage Garage	\$	4.42	\$ 4.42
33030	JERSEY CENTRAL POWER & LIGHT	100 029 305 644 - 10/21/22-11/20/22	\$	868.34	\$ 868.34
33031	JERSEY CENTRAL POWER & LIGHT	Account 100 004 555 932 Case Field	\$	106.19	\$ 106.19
33032	Jessica Dulin-Soto	Yoga November 2022	\$	605.00	\$ 605.00
33033	John P Gallina, Esq	PB Misc general Matters 111522	\$	202.50	
		LUB Kaszas B3 L 66 Site Plan	\$	135.00	\$ 337.50
33034	Johnson Controls Fire Protection	Service Call 11/3/2022	\$	352.54	\$ 352.54
33035	KRISTI GANO	mileage reimbursement July & Aug	\$	38.19	\$ 38.19
33036	Laura Knott	Yoga November 2022	\$	165.00	\$ 165.00
33037	LCB SERVICES	Notary Webinar	\$	45.00	\$ 45.00
33038	LMR Disposal LLC	Dumpster Pickup Service- Recycle	\$	1,140.00	\$ 1,140.00
33039	LMR Disposal LLC	Dumpster Pickup Service	\$	1,140.00	\$ 1,140.00
33040	LMR Disposal LLC	Recycle Dumpster@ RRCC December	\$	63.11	\$ 63.11
33041	MARIA ELENA JENNETTE KOZAK	AC League of Municipalities Nov	\$	210.75	\$ 210.75
33042	MARISA PRESTON	REFUND FACILITY RENTAL	\$	350.00	\$ 350.00
33043	MELANIE WORO	Zumba and Fitness Classes November	\$	640.00	\$ 640.00
33044	Melissa Gonzalez	Parks & Rec 2022 Trunk Treat	\$	115.43	\$ 115.43
33045	MGL PRINTING SOLUTIONS	NJ Dog License Tags/Vac-Pak	\$	437.00	\$ 437.00
33046	NJ Advance Media	10475774	\$	125.79	
		LUB Kaszas B3 66 MN site plan	\$	14.34	\$ 140.13
33047	NJ Event Service LLC	Temporary Restrooms 11/2/22-12/22	\$	330.00	\$ 330.00
33048	North American Rescue LLC	Wound Packing kit, Holder	\$	67.96	\$ 67.96
33049	ODP BUSINESS SOLUTION	Office Supplies	\$	211.07	
		Soft Soap	\$	23.27	\$ 234.34
33050	PenTeleData	11/24/22-12/24/22	\$	196.85	\$ 196.85
33051	POWERCO, INC.	Bolt kit for JD 524K Loader	\$	60.48	\$ 60.48
33052	Promed Office Cleaner	Cleaning Fitness Center November	\$	230.00	\$ 230.00
33053	RJ'S DIESEL AND AUTO	Vehicle Maintenance	\$	99.69	\$ 99.69
33054	RR DONNELLEY	Reg-42B Certified Paper	\$	86.00	\$ 86.00
33055	STAPLES BUSINESS ADVANTAGE	HP 414A Yellow Toner	\$	610.91	\$ 610.91
33056	STEM BROTHERS, INC.	Propane for Recycling Building	\$	33.76	\$ 33.76

33057	Tamatha Isenberg	Yoga November 2022	\$ 110.00	\$ 110.00
33058	THERESA VERDI	Cleaning services at Municipal	\$ 300.00	
		Cleaning RRCC 11/1 - 11/15	\$ 320.00	\$ 620.00
33059	VERIZON	11/18/22 billing	\$ 240.31	\$ 240.31
33060	Victoria L Stevens	Travel bank with deposit 11/10	\$ 13.00	\$ 13.00
33061	W.E.Timmerman Co., Inc	UP/DOWN Switch-Leaf VAC Machine	\$ 242.06	
		BOOM PUMP	\$ 110.89	\$ 352.95
33062	WB Mason Co Inc	Paper Towels, Notebooks, staples	\$ 92.35	\$ 92.35
		Totals	\$ 40,981.07	\$ 40,981.07
		total manuals	\$ 41,679.68	\$ 41,679.68
		Grand total	\$ 41,979.68	\$ 41,679.68

REMINDER/ANNOUNCEMENT

On December 7th (tomorrow night) at 7:00 pm at the County Complex at 314 Route 12, Building 1 the County will be holding a public session for comments on the preliminary recommendation for the revisions to the County Growth Management Plan

Santa and Mrs. Claus will be traveling around Holland Township neighborhoods starting at 5:30pm. from Monday December 12-Friday December 16. Check the Holland Township Volunteer Fire Company’s website at www.hollandfire.org for their schedule.

The Holland Township Parks and Recreation Committee will hold a Tree Lighting Ceremony at Riegel Ridge Community Center on Saturday December 17,2022 at 6:00 pm

OLD BUSINESS FROM TOWNSHIP COMMITTEE

-RESOLUTION- Final Payment-Strober-Wright Roofing Inc.

RESOLUTION

Issuance of Final Payment
Strober-Wright Roofing Inc.
Holland Township Library/DPW Building Roof Replacement Project
Township of Holland, Hunterdon County, NJ

WHEREAS, the Township of Holland (“Holland”) awarded a contract to Strober-Wright Roofing Inc. (“Strober”) of Lambertville, NJ in the amount of \$234,027.00 to remove and replace the roof at the Library/DPW building; and

WHEREAS, Strober has completed the work required under the contract; and

WHEREAS, Strober previously received a partial payment in the amount of \$95,482.80 for the work completed to date; and

WHEREAS, Strober is now seeking a final payment in the amount of \$122,268.20 for the work performed on the project following the issuance of Partial Payment 1; and

WHEREAS, the final adjusted contract amount of \$217,751.00 is less than the contract award amount of \$234,027.00 and reflects credits with respect to insulation that was not installed and the deletion of a \$276.00 deck replacement item as it was not needed; and

WHEREAS, Township Engineer Paul M. Sterbenz, P.E., PP, has indicated that Strober performed the work to date in a satisfactory manner; and

WHEREAS, Township Engineer Paul M. Sterbenz, P.E., PP, has indicated that the invoice submitted by Strober accurately reflects the work that was performed by Strober to date on the project; and

WHEREAS, Township Engineer Paul M. Sterbenz, P.E., PP, is recommending that Holland approve the invoice and authorize payment to Strober for the work that was performed to date on the project.

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 final payment in the amount of \$122,268.20 is approved based upon the Township Engineer’s recommendation.

BE IT FURTHER RESOLVED, by the Township Committee of the Township of Holland, County of Hunterdon, in the State of New Jersey, that Strober’s check shall not be released by Holland until the CFO and Township Clerk receive confirmation from the Township Engineer that all the items in his October 6, 2022 email to the contractor (see attached copy) have been satisfactorily addressed by Strober.

-ORDINANCE 2022-21 Public Hearing/Final Adoption Repealing and establishing a new Street Opening Ordinance

This Ordinance will become effective upon publication on December 15, 2022

ORDINANCE 2022-21

REPEALING CHAPTER 76 OF THE CODE OF THE TOWNSHIP OF HOLLAND ENTITLED “EXCAVATIONS;” ESTABLISHING A NEW CHAPTER 76 ENTITLED “STREET OPENING PERMITS;” AND PROVIDING FOR THE RENUMBERING OF EXISTING CHAPTER 76

BE IT ORDAINED by the Township Committee of the Township of Holland, County of Hunterdon, State of New Jersey, that Chapter 76 entitled “Excavations” consisting of Sections 76-1 through 76-21 be and hereby is repealed in its entirety and replaced with the following new Chapter 76 as follows:

SECTION 1

STREET OPENING PERMITS

§76-1. Permit Required.

- A. No person, persons, partnership, association or corporation shall excavate, dig, test drill, tunnel, construct or reconstruct or otherwise disturb any public street, road, highway, curb, sidewalk, culvert, utility structure or other public improvement or facility located within any public right-of-way, easement, or property of the Township of Holland, for the purpose of laying, changing, repairing, connecting, constructing or maintaining any water, gas, sewer pipe, or any electric, telephone, cable, telegraph pipes or conduits, or for any other purpose whatsoever, without first having obtained a permit from the Township, in accordance with the rules and procedures specified herein.
- B. All applicants granted a street opening permit shall be responsible for properly conducting the work in accordance with the requirements of this Chapter.

§76-2. Permit Duration.

- A. Permit duration. Permits shall be valid for one year from the date issued. After said date, the permit will be void and a new permit must be obtained. If an extension is necessary to complete all work included under the permit, a request in writing must be made to the Township.
- B. Non-transferable. Permits issued under the provisions of this Chapter are not transferable.
- C. Revocation of permits. Permits may also be revoked at any time if it is found by the Township that the permittee has failed to comply with the provisions of this Chapter or the permit, provided that written notice has been given to the permittee of such failure and that the permittee has failed to correct the defect forthwith. If, after permit revocation, it becomes necessary for the Township to either complete the work or to refill and repair the opening, the cost of such work by the Township will be recovered through the performance guaranty which was posted by the permittee.

§76-3. Exemptions.

- A. The provisions of this Chapter shall not apply to work involved within the rights-of-way of roads or easements owned, or within the control of the County of Hunterdon or the State of New Jersey, or their various departments, bureaus or agencies.
- B. The provisions of this Chapter shall not apply to the installation, erection, replacement or maintenance of wood utility poles for electric distribution, telephone or telegraph installations, nor to such other appurtenances such as stub poles, anchors, guys or ground lines, incidental to

these poles, where such poles and appurtenances belong to any of the franchised public utility companies operating within the County.

§76-4. Application Requirements.

- A. Applications for street opening permits shall include the following information:
 - 1) Street opening application form. Application forms shall be obtained from the Township Clerk or Township Engineer.
 - 2) Plan or sketch showing the location of the proposed work in relation to existing streets; existing facilities such as pavement, curbing, sidewalk, driveways, drainage facilities and utilities in the work area; and details of the proposed work including limits and depth of excavation, proposed facilities, and trench restoration details.
 - 3) Estimate of quantities and cost of the work and number of days to complete.
 - 4) Application fee and escrow deposit.
 - 5) Performance guaranty.
 - 6) Certificate of insurance.
- B. The application shall include the name of the individual, firm, partnership, corporation or utility company for whom the work is being performed. The application shall be signed by a duly authorized officer or agent of the company for whom the work is being performed.
- C. The application and supporting documents shall be submitted to the Township Engineer.
- D. The Township Engineer shall be the issuing authority for street opening permits. Upon receipt of an application for a street opening permit, the Township Engineer shall submit one copy of the application to the Township Attorney for review.
- E. Upon completion of his review, the Township Engineer shall notify the applicant either that the application is approved or denied, along with reasons for the denial. If, however, additional information is deemed necessary to complete his review, the Township Engineer shall notify the applicant of the additional information which is required to be submitted.
- F. A copy of the street opening permit shall be maintained on the work site by the contractor/permittee for inspection upon request by the Township.

§76-5. Application and Escrow Fees.

- A. Application fees
 - 1) 0 to 50 square feet of disturbance \$50.00
 - 2) 51 to 300 square feet \$300.00
 - 3) Over 300 square feet \$500.00
- B. Inspection escrows
 - 1) 0 to 50 square feet \$750.00 per day (\$375.00 per half day)
 - 2) 51 to 300 square feet \$750.00 per day (\$375.00 per half day)
 - 3) Over 300 square feet \$750.00 per day (\$375.00 per half day)

Separate checks shall be required for application and escrow fees.

§76-6. Performance guaranty.

- A. A performance guaranty in the amount equal to one hundred twenty-five percent (125%) of the construction cost estimate shall be provided as security for the faithful performance of all work. The performance guaranty shall be a certified check, bank draft, irrevocable letter of credit or performance bond. Surety company bond forms meeting the requirements of the State of New Jersey are acceptable. The performance guaranty will be released to the applicant upon successful completion of all work and acceptance by the Township. If all work is not

completed in conformance with the permit requirements, the Township may, at its option, use the performance guaranty to complete all work.

- B. Public utilities. Public utility corporations of the State of New Jersey may, in lieu of the above performance guaranty, file a corporate bond on an annual basis in an amount of \$10,000. Such corporation bond would cover all construction operations of the public utility corporation within the Municipality, thereby exempting said utility from the necessity to file performance guaranties for individual opening projects. However, such public utility corporations, operating under the terms and protection of a corporate bond, will still be required to make application for each opening permit, to file the application fee, and to pay all costs to the Township.

§76-7. Maintenance guaranty.

- A. Upon satisfactory completion of the work, the permittee shall provide a maintenance guaranty in the amount of 5% of the final construction cost to be in effect for a period of one year. The maintenance guaranty shall be a certified check, bank draft, letter of credit or maintenance bond.
- B. Public utility corporations of the State of New Jersey may, in lieu of providing a maintenance guaranty for each project, provide a blanket guaranty or warranty in lieu of a maintenance bond.

§76-8. Insurance.

- A. The permittee/contractor who will actually be performing the work shall continuously maintain insurance and other security for adequate protection of all his work from damage and shall protect the Township's property from damage, injury or loss arising in connection with the permit. The permittee/contractor shall indemnify and hold harmless the Township in regard to any such damage, injury or loss.
- B. The permittee/contractor shall take all necessary precautions for the safety of personnel on the work site and shall comply with all applicable provisions of federal, state and municipal safety laws and building codes to prevent accidents or injury to persons on, about or adjacent to the premises where, the work is being performed.
- C. The permittee/contractor shall erect and properly maintain at all times, as required by the conditions and progress of the work, all necessary safeguards for the protection of workmen and the public. If it becomes necessary for the permittee/contractor, either as principal or by agent or employee, to enter upon the premises or property of the Township in order to construct, erect, inspect, make delivery, or remove property hereunder, the permittee/contractor hereby covenants and agrees to take, use, provide and make all proper, necessary and sufficient precautions, safeguards, and protection against the occurrence of happenings of any accidents, injuries, damages or hurt to any person or property during the progress of the work herein covered, and to be responsible for and to indemnify and hold harmless the Township from the payment of all sums of money by reason of all, or any, such accidents, injuries, damages, or hurt that may happen or occur upon or about such work.
- D. The permittee/contractor who will actually be performing the work shall procure and maintain:
 - 1) Worker's compensation and employer's liability insurance in conformance with all statutory requirements prescribed by law, which shall be maintained in force during the duration of this permit by the permittee/contractor, covering all employees engaged in performance of this permit in accordance with the applicable statute.
 - 2) General liability insurance with limits of not less than \$1,000,000 for any one person; and \$1,000,000 for any one accident for bodily injury; and \$300,000 aggregate for property damage shall be maintained in force for the duration of the permit by the permittee/contractor. The permittee/contractor shall procure and maintain an umbrella or excess policy with limits of not less than \$5,000,000 for any one person or any one accident for bodily injury unless a lesser limit is approved by the Township. In the event more than one insured is named in the policy, a cross-liability endorsement shall be included which provides that the employees of each of the named insured are not excluded under the policy in respect to claims that are made against other named insured.
 - 3) Automobile liability insurance covering permittee/contractor for claims arising from owned, hired and no-owned vehicles with limits of not less than \$1,000,000 for any one

person; and \$1,000,000 for any one accident for bodily injury; and \$500,000 each accident for property damage, shall be maintained in force for the duration of this permit by the permittee/contractor.

- E. Major or high hazard projects undertaken may require higher limits and specific coverages as recommended by the Township's insurance agent.
- F. A thirty (30) day notice of cancellation provision shall be provided.
- G. Certificates of the required insurance as listed above shall be submitted with the Township and the Township Engineer listed as additional insureds.
- H. Public utilities and municipalities may submit insurance certificates on an annual basis.

§76-9. Street openings in new pavement.

Whenever the governing body enacts any ordinance or resolution providing for the reconstruction or resurfacing of any street, the Township Engineer shall promptly mail a written notice thereof to all owners of utilities within said street. Such notice shall notify the utility owner that street opening permits for said street will not be issued for a period of five (5) years after the date of enactment of the ordinance or resolution. During the five (5) year period, no street opening permit shall be issued to excavate a newly reconstructed or resurfaced street unless, in the judgment of the Township, an emergency, as described in this Chapter exists which makes it essential that the street opening permit be issued.

§76-10. Emergency openings.

In the event of an emergency in which a sewer, water main, gas line or other conduit breaks or bursts such as to endanger the property, life, health or safety of any individual, the person, firm or corporation owning such line, without first applying for a street opening permit, shall immediately notify the Police Department and then take proper action to remedy the hazardous situation. After remedying the immediate situation, the person or firm owning the utility line shall apply for a street opening permit in accordance with the provisions of this chapter within forty-eight hours of the repair.

§76-11. Construction and inspection procedures.

- A. Accident prevention. The permittee/contractor shall take all necessary precautions to ensure safety of the public at all times with all construction-related activities in accordance with all federal, state and municipal laws. The permittee/contractor's attention is particularly directed to the requirements of the current Construction Safety Code promulgated by the New Jersey Department of Labor and Industry, Bureau of Engineering and Safety. Failure to comply with applicable safety standards will result in appropriate action by the Township to ensure that safety is maintained on the project.
- B. Maintenance and protection of traffic. The permittee/contractor shall be responsible for maintenance and protection of traffic during construction along or adjacent to the roadway. The current edition of the Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD), U.S. Department of Transportation (USDOT), and all amendments thereto, shall govern the maintenance and protection of traffic during construction. The Township may specify that the permittee/contractor prepare a traffic control plan to ensure the safe and expeditious movement of traffic through work zones. Applicants shall contact the police department for traffic control input and/or assistance at least forty-eight (48) hours prior to the commencement of work in the absence of an emergency.
- C. Commencement of work. Prior to the commencement of work, the permittee/contractor shall call the New Jersey One-Call Damage Prevention System (1-800-272-1000) for the mark out of all underground utilities. At least forty-eight (48) hours before the permittee/contractor plans to commence work under a street opening permit, the permittee/contractor shall advise the local police chief that the work is to start. The permittee/contractor shall also contact the Township's department of public works for the mark out of any Township owned facilities.
- D. Inspection. The Township Engineer shall be responsible for inspection of the work. All materials, including excavated materials, are subject to inspection and approval by the Township. Where the planned opening will be made through, adjacent to or near another existing public utility facility, the permittee/contractor shall notify said utility company, whose

representative shall be given access to the construction to observe and inspect that portion of the work involving said utility facility.

- E. Protection of private property. Prior to starting work, it shall be the responsibility of the permittee/contractor to advise each nearby or adjacent property owner whose property will be temporarily inconvenienced or disturbed by the project when the work will be commenced and what effect the work will have on the owner's use of his property. The permittee/contractor will be solely responsible for any damage, inconvenience or disruption to nearby or adjacent properties, and will hold the Township harmless from any claims arising from the conduct of work. It will be the permittee's/contractor's obligation and responsibility to arrange for any rights of entry or easements needed. The permittee/contractor shall not store tools, machinery, materials, dirt or debris on private property. The permittee/contractor shall not use water, electricity, telephone or other private facilities without first obtaining permission from the property owner.
- F. Conduct of the work. The work shall be done in an efficient and workmanlike manner and in accordance with the plans and specifications, using proper tools, machinery, materials and manpower to affect a quality and expeditious job. Failure to perform in a manner satisfactory to the Township according to the standards set forth herein may result in revocation of the permit. Where the Township Engineer deems it necessary for the protection of the public, or to proper installation of the permittee's facilities, he may order a cessation of work by the permittee/contractor pending such action by the governing body. Except under emergency conditions, all work will be conducted between the hours of 7:00 a.m. and 7:00 p.m. or dusk.
- G. Maintenance of opening. After the permanent repair has been completed and approved by the Township Engineer, the permittee shall be responsible for maintaining the opening for a period of twelve (12) months. This work shall include refilling, compacting, repaving, repairing damage, restoring turf or shrubbery, as necessary. The permittee's maintenance bond shall be released at the end of the twelve-month maintenance period, subject to the satisfactory condition of the opening.
- H. Street closings. The permittee/contractor shall not close or obstruct any streets, sidewalks, alleys or passageways unless specifically authorized by the Township. Prior to the actual closing, the permittee/contractor shall also notify the Police Chief and Fire Chief of the anticipated dates and duration of the closing. No material whatsoever shall be placed or stored in streets, alleys or passageways. The permittee/contractor shall conduct its operations so as to interfere as little as possible with the use ordinarily made of any roads, streets, driveways, alleys, sidewalk facilities, near enough to the work to be affected thereby.
- I. Cleanliness. If dust, dirt, air pollution, poor housekeeping or detrimental material are allowed to exist, occur or continue as a result of the work to the point where the public is unduly inconvenienced or disturbed, in the opinion of the Township, the Township may stop the work until the condition is corrected. Streets are to be kept broom-cleaned on a daily basis. If dust persists, streets may be required to be water cleaned. The Township may direct the permittee/contractor to spread dust-inhibiting chemicals.

§76-12. Construction standards.

- A. Above ground utilities. All aboveground utility installations should be in accordance with the standards established by the New Jersey Department of Transportation for utility accommodation in Chapter 25 of the New Jersey Administrative Code. Utility companies should contact the Township prior to poles being relocated or new poles installed to make sure that installations will not conflict with future road improvements.
- B. Removal of existing features. The existing pavement, blacktop or concrete shall be cut in a straight line or lines, prior to any subsurface excavation, which shall be confined to the area between the cuts. If pavement, curbing, sidewalk, or other surface construction becomes damaged, ragged or zig-zagged when it comes time to repave or replace the facility, the edges shall be cut or recut in a straight line or lines to the satisfaction of the Township, in general parallel with the lines of the excavated trenches and in a width sufficient to accommodate the entire excavation and to create a smooth finished appearance when the construction is completed.
- C. Curbs, sidewalks, driveways, etc. Where the opening involves cutting through existing curbs, sidewalks, driveways and any other surface structures, the permittee/contractor shall rebuild or replace such surface structures as closely as possible duplicating the original as to dimensions, grade,

appearance and materials. Curbs, sidewalks, concrete aprons and other miscellaneous structures shall be reconstructed with NJDOT Class "B" concrete air entrained.

- D. Existing pipes, utilities, subsurface structures. Any existing subsurface pipes, utility lines, drains, foundations, abutments, inlets or other structures that may be disturbed, damaged, or removed during the necessary opening work are to be replaced, reconstructed or repaired under the direction of the Township and the appropriate officials of the utility company whose facility may be involved. Such replacement, reconstruction or repair shall be made using materials, methods and standards of workmanship as specified by the Township, or in the case of a public utility facility, to the standards imposed by said utility. Caution and care shall be exercised by the permittee/contractor not to disturb such existing structures or facilities exposed by the opening and found to be in or adjacent to the opening.
- E. Tunneling. In cases where it becomes necessary to resort to tunneling operations to accomplish the opening work in a most practical way, then the backfill in such tunnel shall be rammed soil composed of a mixture by volume of one part cement to six parts of aggregate material such as sand or three-quarter-inch quarry blend stone. Tunneling shall be permitted only with the approval of the Township and when the need for tunneling is indicated on the application for permit. Jacking or drilling is not considered to be tunneling.
- F. Jacking and drilling. Jacking and drilling will be permitted when the need is indicated and when the applicant's engineer certifies that in his opinion other existing structures or utilities will not be disturbed or damaged thereby.
- G. Blasting. No blasting shall be allowed unless the Township is notified in advance. Blasting and the use of explosives shall be permitted provided that all aspects of blasting and the use and storage of explosives shall, at all times, be in accordance with the provisions of the Explosives Act (N.J.S.A. 21: I A-i28, et seq.).
- H. Surplus materials. The permittee/contractor shall remove all surplus or unusable fill, debris and other materials from the job site at his own expense. The area shall be cleaned up and restored at the end of the work, to the satisfaction of the Township. Machinery, vehicles and tools of the permittee/contractor shall be promptly removed from the job site when the work has been completed.
- I. Excavation.
- 1) The trench shall be excavated along the lines designated on the approved plans and to a depth sufficient to provide cover over the mains of not less than four feet, except where greater or lesser depths of cover are shown on the detailed plans or are necessary due to the existence of utilities or to connect to existing lines. The trench shall be not less than one foot and no more than two feet wider at the bottom than the outside diameter of the pipe. Where the trench is excavated at any place below the proper grade, excepting at joints, it shall be refilled to grade with sand or loam and thoroughly compacted.
 - 2) No more than 100 feet of trench will be opened in advance of the utility installation, unless permitted by the Township's Engineer. All open trenches shall be backfilled by the end of the work day.
 - 3) The material excavated shall be laid compactly on the side of the trench and kept trimmed up so that it will be of as little inconvenience as possible to the traveling public and to adjoining tenants. Where the streets are paved, the paving material shall be kept separate from the other materials excavated. All streets shall be kept open for travel unless otherwise approved by the Township.
- J. Sheeting and bracing.
- 1) The permittee/contractor is solely responsible for the safety of the job site. The permittee/contractor shall furnish, put in place and maintain such sheeting and bracing, etc., as may be required to support the sides of the excavation and to prevent any movement of earth which could in any way diminish the width of the excavation below that necessary for proper construction.
 - 2) All trenching operations will comply with Occupational Safety and Health Administration (OSHA) regulations 29 CFR 1926.1.

K. Temporary trench plating.

- 1) All temporary trench plating shall be designed to carry all legal highway loads. The plating shall be properly supported and anchored to prevent all movement. All plating intended to be left in place overnight shall be recessed into the adjoining pavement so that the top surface of the plating is flush with the pavement.
- 2) Construction signs will be installed on both approaches warning the motorists of the temporary plating and that it is slippery when wet.

L. Backfilling.

- 1) Backfilling for utility improvements in pavement areas and shoulders or within five feet of the edge of any proposed pavement will be with dense graded aggregate base placed in six-inch lifts. Each layer shall be compacted with flat-face mechanical tampers to 95% minimum dry density. If the pipe area is not to be paved, the dense graded aggregate will be filled to the finished pavement grade.
- 2) The only methods of compacting the backfill material permitted shall be mechanical compaction in lifts as specified. Consolidation will not be acceptable as a method to achieve the soil densities specified.
- 3) The Township may require or perform soil density checks at randomly chosen lifts. Density testing will be performed at the completion of the compaction effort. Compaction requirements will be strictly enforced. The cost for compaction testing shall be the responsibility of the permittee.

M. Trench restoration.

- 1) Bituminous concrete and bituminous surface treated pavements. In bituminous concrete and bituminous surface treated pavements, the trench area will be restored with a five-inch bituminous concrete base course and a two-inch bituminous concrete surface course. In areas where the pavement is thicker than six inches, additional bituminous base shall be placed to the depth of the existing pavement. The bituminous concrete repair shall extend at least six inches outside the limits of the trench.
- 2) Portland cement concrete pavements.
 - a. In Portland cement concrete pavements and in roads with Portland cement concrete bases, the pavement shall be replaced with the same materials and in the same thickness. When the trench opening is within five feet of a transverse joint, the remaining section of the slab shall be removed and replaced.
 - b. Care shall be taken to protect expansion joint dowels. Dowels shall be straightened after concrete removal, if disturbed. The existing expansion joint material shall be replaced prior to placing new concrete.
 - c. Existing subgrade is to be brought back to proper grade and properly compacted. Any soft areas are to be removed and replaced with proper material.
 - d. If the slab removal ends prior to a joint, number five bars, 18 inches long, are to be drilled and grouted in the center of the slab. Bar spacing will be six inches from the slab edge and 12 inches between bars. The new slab reinforcing steel shall be number four bars, 12 inches on center longitudinally and number four bars, 24 inches on center transversely (minimum of two), set approximately three inches below the top of the finished slab.
- 3) Repaving required.

Milling and repaving shall be required when the opening in the pavement (continuous or separate), spans a distance measured along the center line of the lesser of 200 feet or a distance of 60% of roadway centerline as determined by the Township Engineer. The width of the paving shall be half the width of the road if the work did not cross the center line and the full width of the road if the work crossed the center line or the road width is 15 feet or less. The permittee/contractor shall provide adequate traffic control measures until the pavement has cooled.

4) Restoration of private roadways and driveways.

Repairs and restoration within a Township easement on private property shall be performed in accordance with the requirements of this Chapter and is subject to review and approval by the Township Engineer.

N. Unimproved shoulder areas.

- 1) Trenches outside the pavement which are required to be backfilled with dense graded aggregate base material shall be brought up to the finished shoulder grade and uniformly compacted.
- 2) Trenches not requiring dense graded aggregate may be backfilled with suitable material and properly compacted. The final four inches to six inches of the trench shall be backfilled with topsoil, compacted, seeded, fertilized and mulched.

O. Temporary surfacing. Pending the actual repaving or reconstruction operations stated above, the permittee/contractor shall provide a temporary pavement or surface over the compacted refilled opening, of such material as shall be directed by the Township. The permittee shall maintain, refill and temporarily repave said surface from time-to-time as may be required by the Township until a permanent pavement has been constructed to provide a properly graded traveling surface.

P. All improvements shall be constructed in accordance with the New Jersey Department of Transportation Standard Specifications for Road and Bridge Construction, as amended.

§76-13. Violations and penalties.

- A. Violations. Any person or persons, firm or corporation violating any section of this Chapter which results in damage to or obstruction of any public road, gutter, storm drain, ditch, basin, inlet or culvert shall be responsible for all expenses incurred by the Township for repairing said damage, removing said obstruction in addition to the penalties herein provided.
- B. Penalties. Any person or persons, firm or corporation violating any section of this Chapter shall, upon conviction thereof, be subject to a fine not to exceed five hundred dollars (\$500) or imprisonment for a period not to exceed thirty (30) days, or both. Each and every day that said violation continues shall constitute a separate and specific violation.

Chapter 83-1 shall be amended pursuant to the preceding fees set in this Ordinance re Excavation.

SECTION 2.

Severability. The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

SECTION 3

Repealer. Any ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed as to their inconsistencies only.

Any Ordinance, or portion thereof, not specifically amended, revised or supplemented by the foregoing shall remain in full force and effect.

SECTION 4

This Ordinance shall become effectively immediately upon final adoption and publication in accordance with the laws of the State of New Jersey.

PUBLIC HEARING:

-ORDINANCE 2022-22- Public Hearing/Final Adoption-Community Emergency Response Team Coordinator

This Ordinance will become effective upon publication on December 15, 2022

ORDINANCE 2022-22
**ORDINANCE ESTABLISHING THE POSITION OF COMMUNITY EMERGENCY
RESPONSE TEAM COORDINATOR WITHIN THE TOWNSHIP OF HOLLAND,
COUNTY OF HUNTERDON, STATE OF NEW JERSEY**

WHEREAS, the New Jersey Office of Emergency Management has established the Community Emergency Response Team (“CERT”) program as part of a nationwide initiative to encourage the formation of CERTs so that New Jersey communities are better prepared to respond to emergency situations; and

WHEREAS, in times of emergency, CERT members can give critical support to first responders, provide immediate assistance to victims, assist other relief organizations and organize volunteers at a disaster site or other type of emergency; and

WHEREAS, CERT members can also assist with non-emergency projects that improve the safety of the community; and

WHEREAS, the Mayor and Committee find that it is in the best interest of the Township of Holland (“Township”) to establish a CERT that will bring the aforementioned benefits to the Township; and

WHEREAS, the Mayor and Committee further find that the establishment of a CERT requires the oversight and direction of a qualified individual to define the CERT’s mission; ensure coordination with the Township’s Office of Emergency Management, Police Department, Fire Department and EMT/First Responders; and to recruit and coordinate the training of appropriate persons to serve as members of the CERT;

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

1. The position of Community Emergency Response Team (“CERT”) Coordinator is hereby established within the Township.
2. The CERT Coordinator is a paid position for which remuneration will be established by separate Ordinance.
3. Members of the CERT, as selected by and at the discretion of the CERT Coordinator, are volunteers for which no remuneration will be provided by the Township.
4. The Community Emergency Response Team Coordinator will have a range of responsibilities that shall include, but not be limited to, the following tasks:
 - a. Establish the CERT’s mission, the goals necessary to carry out the mission and the members necessary to the success of these efforts.
 - b. Recruit CERT members, review the applications of new members and provide background checks in accordance with the New Jersey Attorney General guidelines.
 - c. Establish a CERT with a well-rounded multi-disciplinary membership with the collective knowledge, experience and training to carry out the CERT’s mission and goals.
 - d. Identify and assign the roles of CERT members, including those that will serve as Team Leaders and Instructors.
 - e. Establish and maintain relationships with CERT members, police officers and emergency management personnel to ensure coordination between them and adherence to standards and policies.
 - f. Review and identify training programs on the proper use of equipment and technology necessary to CERT operations.
 - g. Provide technical support to CERT members, CERT Team Leaders and Instructors to ensure that they have the resources necessary to successful CERT operations.
 - h. Maintain the highest standards of professionalism in carrying out the responsibilities of the CERT Coordinator, and that CERT members and Team Leaders do the same.

- i. Research and develop new training programs for CERT members and, as applicable, members of the Township Police Department and Industry Leaders, to meet the changing needs of first responders.
 - j. Monitor the progress and success of the CERT program.
 - k. Conduct research to remain apprised of new developments in the field of occupational safety and health in order to create new standards, policies and goals for the CERT.
 - l. Identify and apply for grants from FEMA and other eligible and appropriate sources of funding to support CERT training and operations.
 - m. Be available during and beyond regular business hours as necessary to perform a leadership role during operational incidences with police, fire, EMS and CERT.
 - n. Monitor CERT program compliance with all applicable laws, regulations, rules and policies.
 - o. Participate in any requests for and administration of funding allocated from the Township's OEM and Police budgets for CERT operational support.
 - p. Develop a process for members of the public to submit inquiries, comments and complaints regarding the CERT and/or its members and to investigate and respond to same.
 - q. Develop a process for the reporting and resolution of complaints or conflicts between CERT members, and between CERT members and the entities and agencies with whom they coordinate.
5. The Community Emergency Response Team Coordinator must meet the following education and training requirements.
- a. ICS-100 – Introduction to Incident Command
 - b. ICS-200 – Basic Incident Command System for Initial Response
 - c. ICS-240 – Leadership and Influence
 - d. ICS-241 – Decision Making and Problem Solving
 - e. ICS-242 – Effective Communication
 - f. ICS-244 – Developing and Managing Volunteers
 - g. ICS-288 – Role of Volunteer Agencies in Emergency Management
 - h. ICS-317 – Introduction to Community Emergency Response Teams
 - i. ICS-800 – National Response Framework, An Introduction
 - j. NJSP Community Emergency Response Team G317
6. This Ordinance shall take effect upon final passage and publication according to law.

PUBLIC HEARING

LIAISON REPORTS

NEW BUSINESS FROM TOWNSHIP COMMITTEE

-Authorization for the Mayor to sign the Acknowledgement of Notification Receipt

for the 2023 JCP&L Tree Maintenance Schedule. JCP&L will be clearing trees along their right-of-way in the township beginning January 11, 2023.

-RESOLUTION-2023 Salaries and wages

-RESOLUTION-Transfer of funds

-RESOLUTION-Cancellation of mortgage Block 15 Lot 2

RESOLUTION
Authorizing Cancellation of
a Mortgage Held by the Township of Holland

WHEREAS, in or about 1992 the Township of Holland ("Township") created the Holland Township Housing Rehabilitation Program ("Program") to fund housing rehabilitation projects for low and moderate households within the Township; and

WHEREAS, the funding for the Program has been, for the most part, from federal and state funding sources; and

WHEREAS, in 1996, pursuant to the terms of the Program, HCDSI made arrangements to lend \$16,265.00 to Leroy E Rodenbach and Harriet T Rodenbach of Block 2 Lot 15, more commonly known as 1 Mill Road, Milford, New Jersey 08848 from Program funds so that they could make improvements to their home to make it comply with the Uniform Construction Code requirements; the funding for the loan came from the revolving fund of the Community Block Grant Program; and

WHEREAS, on November 4, 1996 Leroy E Rodenbach and Harriet T Rodenbach executed a mortgage and note to Holland Township Housing Rehabilitation Program in the amount of \$16,265.00; and

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

1. The Township has been paid in full for the note and mortgage and it is appropriate to cancel the mortgage;
2. The Mayor, Clerk and Municipal Attorney are authorized to execute such documents and to take such steps as are necessary to carry out such action.

-RESOLUTION-Adam Mackow Resignation for Holland Township CERT

RESOLUTION
Thanking Adam Mackow for service to the Township of Holland as a member of the
Holland Township Community Emergency Response Team (CERT)

WHEREAS, Adam Mackow has volunteered on the Holland Township Community Emergency Response Team (CERT) for 18 years; and

WHEREAS, Adam has announced his resignation following distinguished volunteerism with Holland Township CERT; and

WHEREAS, Adam has increased his knowledge and training by completing courses with New Mexico Tech, Hunterdon County Office of Emergency Management, and the American Heart Association just to name a few; and

WHEREAS, he has earned the respect of the many volunteers who have served, and are serving, with him on CERT, as well as the Township's professionals and staff who have relied upon his assistance in a time of need during emergencies and community events.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Holland, County of Hunterdon in the state of New Jersey, that they and the Holland Township Community Emergency Response Team, wish Adam and his family good health and happiness, and do hereby thank him for his 18 years of service to Holland Township on this 6th day of November 2022.

-RESOLUTION- Emergency Management Performance Subgrant Award of the Federal Fiscal Year 2022

RESOLUTION

Authorizing the Township of Holland to Accept a Subgrant Award of the Federal Fiscal Year 2022 of Emergency Management Performance Grant and Emergency Management Agency Assistance

WHEREAS, the Township of Holland Office of Emergency Management has been awarded State Homeland Security Grant Program Sub-grant AFN #97.042, Subgrant Award #FY22-EMPG-EMAA-1015 from the New Jersey Department of Law and Public Safety, Office of the Attorney General. The subgrant, consisting of \$10,000.00 Federal Award is for the purpose of enhancing the City's ability to prevent, protect against, respond to and recover from acts of terrorism, natural disasters and other catastrophic events and emergencies; and

WHEREAS, the Township of Holland will use these funds to enhance our Emergency Management Program and that the funds will be used for Emergency Management purposes; and

WHEREAS, the award period is from July 1, 2022 to June 30, 2023; and

WHEREAS, the subgrant award incorporates all conditions and representations contained or made in application and notice of award; and

WHEREAS, the Township of Holland Office Emergency Management, designated by the New Jersey State Police, Office of Emergency Management, has submitted an Application for Subgrant Award that has been required by the said New Jersey State Office of Emergency Management.

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

1. That the Council accepts the award of the FFY22 Emergency Management Performance Grant Program (EMPG), Emergency Management Agency Assistance Subgrant (EMAA) in the amount of up to \$10,000.00 Federal Funds from the New Jersey State Police, Office of Emergency Management.
2. That the Chief Financial Officer and Director of Emergency Management are authorized to sign the appropriate subgrant award documents.
3. That copies of this resolutions shall be forwarded to the New Jersey State Police, Office of Emergency Management, the City Business Administrator, the Chief Financial Officer and the County Division of Emergency Management and Office of Treasury.

-RESOLUTION- Appointment of Virginia Colucci as Substitute Secretarial Help

RESOLUTION

Appointment of Virginia Colucci as Substitute Secretarial Help

WHEREAS, the Township Committee of the Township of Holland shall require the services of a substitute secretary; and

WHEREAS, there are sufficient funds available in the General Operations Municipal budget to pay for this employee.

WHEREAS, Ms. Colucci is a current employee of the Township of Holland as the Dog Licensing Official and has had all necessary background checks.

NOW, THEREFORE, BE IT RESOLVED, by the Holland Township Committee, Township of Holland, County of Hunterdon in the state of New Jersey, that Virginia Colucci is appointed as Substitute Secretarial Help working as needed for a 2023 salary of \$15.81/hour per year effective January 1, 2023.

BUSINESS FROM TOWNSHIP ATTORNEY

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

ADJOURN at _____