

HOLLAND TOWNSHIP COMMITTEE
DRAFT 2023 RE-ORGANIZATIONAL MEETING AGENDA
January 3, 2023
7:00 pm

ATTORNEY LYONS CALLS THE MEETING TO ORDER-The January 3, 2023 meeting of the Holland Township Committee will now come to order

ATTORNEY LYONS TAKES ROLL CALL: when your name is called, please respond with "present"

Committeeman Dan Bush
Committeeman Robert Thurgarland
Committeeman Scott Wilhelm
Committeewomen Lisa Mickey
Committeeman Duane Young
Attorney Matthew Lyons
Municipal Clerk Melissa Tigar

ATTORNEY LYONS LEADS FLAG SALUTE

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

ATTORNEY LYONS ADMINISTERS OATH OF OFFICE TO:

Incoming Municipal Clerk Melissa Tigar

CLERK READS OPEN PUBLIC MEETING STATEMENT

Adequate notice of this meeting was given pursuant to the Open Public Meeting Act Law by the Municipal Clerk **December 8, 2022** 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.

ATTORNEY LYONS ADMINISTERS OATH OF OFFICE TO:

Committeeman Robert Thurgarland for his new three-year term
Committeeman Scott Wilhelm for his new three-year term

ELECTION OF MAYOR

-Clerk requests a motion to nominate the Holland Township Mayor for 2023

-Clerk takes roll call vote

ATTORNEY LYONS ADMINISTERS OATH OF OFFICE TO:

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 2023

-Clerk takes roll call vote

ATTORNEY LYONS ADMINISTERS OATH OF OFFICE TO:

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

APPROVAL OF MINUTES OF THE: December 20, 2022 Regular Meeting

APPROVAL OF BILLS AS SUBMITTED

Holland Township

Bill List

30-Dec-22

Check#	Vendor	PO	Description	Payment	Check Total
33146	Alex Hammerstone	33664	Clothing Allowance per Union Contract	\$ 507.85	\$ 507.85
33147	Amazon.com RRCC	33682	ADA Restroom Signs	\$ 19.49	
		33683	Christmas Wreaths for Front Door	\$ 73.58	
		33684	Locker Room Signs	\$ 32.00	
		33685	Light Switch Plate Covers	\$ 8.95	
		33686	Light Switch Cover & Wall plates	\$ 21.18	
		33687	Lightkeeper Pro	\$ 39.99	\$ 195.19
33148	AMAZON.COM, LLC Police	33704	REPLACEMENT PLUG FOR SOUND SYSTEM	\$ 14.88	\$ 14.88
33149	AMERICAN CAMP ASSOCIATION	33680	ACA Camp Director Certification	\$ 525.00	
		33681	ACA Camp Fee & Membership Renewal	\$ 1,104.00	\$ 1,629.00
33150	CASOLA'S PIZZA & GRILL	33636	Christmas Party	\$ 2,250.00	\$ 2,250.00
33151	CLEMENS UNIFORM	33699	Mats for Municipal Building	\$ 39.90	\$ 39.90
33152	Colliers Engineering & Design Inc	33702	LUB Tilley/Lieb B24 L 5 review thru 0630	\$ 38.75	
		33703	HLT0046	\$ 775.00	\$ 813.75
33153	Direct Energy	33713	Propane	\$ 691.48	\$ 691.48
33154	Direct Energy Business	33698	129 Spring Mills Rd Account 1294415	\$ 6.06	
		33708	Account 1294539	\$ 1,480.65	
		33709	Acct 1294540 Meter G21049495	\$ 1.40	
		33719	Account 1294535	\$ 60.77	
		33720	Electric Service 910 Milford Warren Gle	\$ 30.85	
		33721	Electric Service 129 Spring Mills Road	\$ 22.62	\$ 1,602.35
33155	ELIZABETHTOWN GAS	33700	Meter 14Y735578 Account 9890459292 910	\$ 50.53	
		33701	Meter 01061655 Account 93404665351 RRCC	\$ 619.49	\$ 670.02
33156	EPPEC Uniforms	33706	PD Uniforms	\$ 2,508.50	
		33707	PD Uniforms	\$ 642.81	
		33707	PD Uniforms	\$ 1,534.19	\$ 4,685.50
33157	GENERAL CODE, LLC	33712	Municipal Clerks Study Guide Update	\$ 106.00	\$ 106.00
33158	GEORGE MAZUR	33672	Clothing Allowance per Union Contract	\$ 308.51	\$ 308.51
33159	GYM SOURCE USA LLC	33343	Treadmills for RRCC Fitness Center	\$ 12,005.00	\$ 12,005.00
33160	HOLLAND TWP VOLUNTEER FIRE COMPANY	33717	DONATION	\$ 1,000.00	\$ 1,000.00
33161	JERSEY CENTRAL POWER & LIGHT	33667	Account 100 060 952 585 Street Lights H	\$ 60.16	\$ 60.16
33162	JERSEY CENTRAL POWER & LIGHT	33668	Account 100 004 272 652 Street Lights 1	\$ 1,348.00	\$ 1,348.00
33163	JERSEY CENTRAL POWER & LIGHT	33669	Account 100 004 272 595 Street Lights M	\$ 22.74	\$ 22.74
33164	JERSEY CENTRAL POWER & LIGHT	33692	Account 100 077 061 016 11/19/22-12/16	\$ 135.34	\$ 135.34
33165	JERSEY CENTRAL POWER & LIGHT	33693	100 070 503 212 Pool Storage Garage 11/1	\$ 4.09	\$ 4.09
33166	JERSEY CENTRAL POWER & LIGHT	33694	100 029 305 644 - 11/19/22-12/16/22	\$ 728.54	\$ 728.54
33167	JERSEY CENTRAL POWER & LIGHT	33695	Account 100 003 579 271 Library 11/19/22	\$ 63.15	\$ 63.15
33168	JERSEY CENTRAL POWER & LIGHT	33696	Account 100 004 555 932 Case Field 11/19	\$ 39.98	\$ 39.98
33169	JERSEY CENTRAL POWER & LIGHT	33697	Account 100 152 456 842 802 Milford Wa	\$ 587.48	\$ 587.48
33170	JERSEY CENTRAL POWER & LIGHT	33714	Account 100 004 555 858 Baseball 11/19/	\$ 176.00	\$ 176.00
33171	JESSICA NEGLIA	33678	Dessert for RRCC Holiday Party	\$ 43.40	
		33688	RRCC Christmas Party	\$ 223.73	
		33689	Drinks & Cups RRCC Christmas Party	\$ 21.04	\$ 288.17
33172	John P Gallina, Esq	33673	PB Misc general Matters 121222	\$ 236.25	\$ 236.25
33173	LISA MICKEY	33345	PR Reimbursement Fall Art design tshirt	\$ 130.00	\$ 130.00
33174	MACKENZIE STANLEY	33716	DONATION	\$ 300.00	\$ 300.00
33175	MELANIE WORO	33679	Zumba and Fitness Classes December 2022	\$ 640.00	\$ 640.00
33176	Melissa Gonzalez	33674	Parks & Rec 2022 holiday	\$ 55.96	\$ 55.96
33177	MELISSA TIGAR	33691	Notary supplies	\$ 81.34	\$ 81.34
33178	MICHAEL R. HAMMERSTONE	33665	Straw Bales	\$ 300.00	\$ 300.00
33179	MICHELLE TRIVIGNO	33675	Dues, Mileage,Supplies	\$ 304.73	\$ 304.73
33180	NJ Advance Media	33637	Ad Municipal Clerk Position	\$ 337.20	
		33676	Dec Ads Public Meetings, Tax Sale,Ord 20	\$ 366.45	\$ 703.65
33181	NJ DEPT OF HEALTH & SENIOR SERVICES	33670	Nov-22	\$ 9.60	\$ 9.60
33182	NJ DEPT OF HEALTH & SENIOR SERVICES	33671	Dec-22	\$ 3.60	\$ 3.60
33183	Prestige Dry Cleaner LLC	33705	Uniform Dry Cleaning-July - October 2022	\$ 1,429.15	\$ 1,429.15
33184	Quadient Inc	33666	ink stamp for postage machine	\$ 185.59	\$ 185.59
33185	SANICO, INC.	33722	4 YD Cont 1 pu/wk Milford Warren Glen D	\$ 4.00	\$ 4.00
33186	Supreme Heating & Air Conditioning	33723	Service Call 10/18/2022	\$ 207.00	\$ 207.00
33187	TEAM LIFE INC	32412	AED for the RRCC and Pool	\$ 88.00	\$ 88.00
33188	ULINE	33677	Historic Shelf for the Ridge	\$ 273.22	\$ 273.22
33189	VERIZON	33715	12/18/22 billing	\$ 240.31	\$ 240.31
33190	WB Mason Co Inc	33690	Paper Towels	\$ 197.52	\$ 197.52
			Totals	\$ 35,363.00	\$ 35,363.00
33063	Gold type Business	33120	Info-Cop New License 1st year	\$ 1,200.00	\$ 1,200.00
33064	Jonathan Charles Grundstrom	33589	Refund of Taxes Disabled Vet	\$ 4,698.88	\$ 4,698.88
33065	USPS	33588	2023 Recycling Cards Stormwater	\$ 935.08	\$ 935.08
			Grand total	\$ 42,196.96	\$ 42,196.96

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 CHIEF FINANCIAL OFFICER to charge \$20.00 for any checks that are returned by the bank

AUTHORIZING 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.A. 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 3 (Re-org.) and Jan 17 | July 5 (Wed) and 18 |
| February 7 and 21 | August 1 and 15 |
| March 7 and 21 | September 5 and 19 |
| April 4 and 18 | October 3 and 17 |
| May 2 and 16 | November 8 (Wed) and 21 |
| June 7 (Wed.) and 20 | December 5 and 19 |

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 the public bodies of the Township of Holland and is designated 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 2023:

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 1/1/2023-12/31/2023:

- Virginia Colucci as Dog Licensing Officer
- Ann Marie Silvia as Tax Search Officer
- Ann Marie Silvia as Sewer Rent Collector
- Maria Elena Kozak as Land Use Administrator (Zoning Officer and Development Regulations Officer, COAH Administrator, Land Use Board Secretary)
- Maria Elena Kozak as Municipal Housing Liaison
- Municipal Clerk Melissa Tigar as Public Information Coordinator/Custodian of Official Records
- Police Administrator Amanda Muller as Custodian of Police Records
- William Hance as Qualified Purchasing Agent
- Engineer Richard Roseberry of Colliers Engineering and Design as Licensed Sewer Operator
- Corey Colaluce as Certified Recycling Coordinator
- Department of Public Works Superintendent Corey Colaluce as Clean Communities Coordinator

-RESOLUTION-Supporting the Sustainable Jersey Green Team

RESOLUTION
Supporting the Holland Township Sustainable Jersey Green Team

WHEREAS, on July 5, 2011 the Holland Township Committee adopted a resolution establishing the Holland Town Sustainable Jersey Green Team and authorized the Township to participate in the Sustainable Jersey program, and

WHEREAS, each year thereafter, the Township Committee has continued to support the Holland Township Green Team by annually re-appointing members to the Green Team at their re-organizational meeting in January.

NOW, THEREFORE, BE IT RESOLVED, by the Holland Township Committee, Township of Holland in the County of Hunterdon in the State of New Jersey, that the entire Holland Township Committee and our residents continue to support the Team's efforts to pursue Sustainable Jersey certification.

BE IT FINALLY RESOLVED, that we applaud the members of the Township's Green Team and congratulate them on achieving Bronze Level Certification.

-RESOLUTION-reappointing the Creative Team as part of the Sustainable Jersey Green Team

RESOLUTION
Establishing a Creative Team within the
Holland Township Sustainable Jersey Green Team

WHEREAS, the Holland Township Committee has, since July 5, 2011, continually supported the Holland Township Green Team by annually re-appointing members to the Green Team at their re-organizational meeting in January, and

WHEREAS, the Holland Township Green Team wishes to establish a Creative Team, as part of the Green Team, to pursue activities promoting the arts and culture within Holland Township, and

WHEREAS, the Holland Township Library Association has volunteers to serve as the Holland Township Creative Team.

NOW, THEREFORE, BE IT RESOLVED, by the Holland Township Committee, Township of

Holland, County of Hunterdon in the state of New Jersey that the Holland Township Committee establishes a Creative Team for the Holland Township Green Team by naming the Holland Township Library Association as the Creative Team effective for calendar year 2023.

BE IT FURTHER RESOLVED, that the Holland Township Committee directs the Municipal Clerk to include the re-appointment of the Creative Team along with the Green Team as part of the annual re-organizational meeting resolution.

-RESOLUTION- Naming a Public Agency Compliance Officer

RESOLUTION

Naming Affirmative Action P.A.C.O. of the Township of Holland for 2023

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 2023 to be:

Municipal Clerk Melissa Tigar
61 Church Road Milford, New Jersey 08848
Phone (908) 995-4847 Ext 210 Fax (908) 995-7112
clerk@hollandtownship.org

-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, 202 to December 31, 2023.

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, 2023 to December 31, 2023.

-RESOLUTION-Approval of a Cash Management Plan for 2023

RESOLUTION

Regarding Cash Management Plan for the Year 2023

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, January 3, 2023 Re-organization

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 hereinafter “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. Noninterest 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 of 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 2023

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 2023:

Mayor Deputy Mayor
Chief Financial Officer Municipal Clerk

-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-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.

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 **2023** 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 beginning **January 1, 2023**, 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.

Gebhardt & Kiefer, P. C., 1318 Route 31, Clinton, New Jersey as Township Attorney, having rendered Holland Township such services in the past.

Scholl & Whittlesey LLC Countryside Plaza North 361 State Route 31 Building C, Suite 801 Flemington, New Jersey 08822, as Township Labor Attorney, having rendered Holland Township such services in the past.

Richard Roseberry & Paul Sterbenz, Colliers engineering and Design 53 Frontage Road Suite 110 Hampton, New Jersey as Township Engineer and as Licensed Sewer Operator having rendered Holland Township such services in the past.

Darlene Green, Colliers Engineering and Design 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.

Bedard, Kurowicki & Co, CPA (BKC), 39 State Route 12 Suite 2, Flemington, New Jersey as Township Auditor, 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

-APPOINTMENTS AND REAPPOINTMENTS FOR THE 2023 BOARDS AND COMMISSIONS

-APPOINTMENTS AND REAPPOINTMENTS BY THE MAYOR

2023 MUNICIPAL AGRICULTURE ADVISORY COMMITTEE

Mayor designated one of the members to serve as Chairman _____ (2022 L Lafevre)
 Mayor appoints a member of the Planning Board to liaison to the Advisory Committee _____ (2022 Dan Bush)
 Three but not more than five persons appointed by the Mayor with the consent of the Township Committee

NAME	TERM EXPIRES
Larry LaFevre	12/31/2023
John Bonham	12/31/2023
Kyle Young	12/31/2023
Susan Dufek	12/31/2023
Laura Wilson	12/31/2023

Alternates #1 (1 year term):

Ron Lozowski	12/31/2023
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Alternates #2 (1 year term):

Alex Hammerstone	12/31/2023
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2023 ENVIRONMENTAL COMMISSION MEMBERS

Mayor designates one of the members to serve as Chairman _____ (2022 Michael Keady)
 Mayor appoints one environmental Commission member to the Land Use Board- _____ (2022 Michael Keady)

NAME	TERM EXPIRES
Michael Keady (Class II Land Use Board)	12/31/2025
Ray Note	12/31/2025

2023 STORMWATER COMMITTEE

NAME
Michael Keady
Jerry Bowers
Maria Elena Kozak

MUSCONETCONG RIVER MANAGEMENT COUNCIL WITH THE MUSCONETCONG WATERSHED ASSOCIATION

NAME
Dwight Pederson

ALTERNATE-

Mike Keady

2023 HISTORIC PRESERVATION COMMISSION MEMBERS

No Regular Member Expirations in December 2022

ALTERNATES #1:

Lori Bonham	B 2 yts	12/31/2024
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2023 LAND USE BOARD MEMBERS

- CLASS I Mayor – One year term
- CLASS II Township official other than governing body, serving on the Environmental Commission- appointed by the mayor
- CLASS IV Six citizens appointed by the mayor
- Alternates Two citizens appointed by the mayor

NAME	CLASS	TERM EXPIRES
Mayor	I	12/31/2023
Mike Keady (Environmental Comm.)	II	12/31/2023
Jerry Bowers	IV	12/31/2026
Joe Cinquemani	Alt #3	12/31/2026
Kelly O’Such	Alt #4	12/31/2026

2023 SUSTAINABLE JERSEY GREEN TEAM

CLASS	NAME	TERM EXPIRES
Township Committee Liaison		12/31/2023
Resident Citizen Representative	Susan Fleisher	12/31/2023
Resident Citizen Representative		12/31/2023
Resident Citizen Representative		12/31/2023
Resident Citizen Representative		12/31/2023
Representative of Board of Health		12/31/2023
Representative of Planning Board	Mike Miller	12/31/2023
Representative of Environmental Commission	Mike Keady	12/31/2023
Administrator/Secretary	Mike Miller	12/31/2023

2023 PARKS & RECREATION COMMITTEE MEMBERS

Seven members nominated by the Mayor and approved by the Township Committee

NAME	TERM EXPIRES
Deborah Hirst	12/31/2024

Melissa Gonzalez	12/31/2024
Corey Kehayes	12/31/2024

2023 OFFICE OF AGING MEMBERS

Holland Township Municipal Coordinator with the Hunterdon County Division of Senior Services acts as a liaison between the County Division of Senior Services, the municipality and an individual who is sixty years of age or older who requests assistance and information. Each member is appointed by the mayor

NAME	TERM EXPIRES
	12/31/2023

ALTERNATE-

2023 EMERGENCY MANAGEMENT OFFICIALS

OFFICIAL	TERM EXPIRES
Gail Rader Deputy Emergency Management Coordinator	12/31/2023 1 year term
Richard Botto Jr Deputy Emergency Management Coordinator	12/31/2023 1 year term
Catherien Elder Deputy Emergency Management Coordinator	12/31/2023 1 year term
David Wiklanski Deputy Emergency Management Coordinator	12/31/2023 1 year term

-APPOINTMENTS AND REAPPOINTMENTS BY THE TOWNSHIP COMMITTEE

2023 BOARD OF HEALTH MEMBERS

Class I shall a member of the Township governing body appointed by governing body
 Class II six persons, appointed by governing body
 One Alternate member appointed by the governing body

NAME	CLASS	TERM EXPIRES
	I (1 yr)	12/31/2023
Christopher Balogh	II (4 yr)	12/31/2026

ALTERNATE: (2 year term)

Steven Vann Smith	ALT	12/31/2024
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2023 LAND USE BOARD MEMBERS

CLASS III Member of governing body – appointed by governing body

NAME	CLASS	TERM EXPIRES
	III	12/31/2023

2023 PARKS & RECREATION COMMITTEE MEMBERS

Township Committee Liaison-appointed by Governing Body-w/voting privileges

NAME	TERM EXPIRES
	12/31/2023

Township Committee Assistant Liaison-appointed by Governing Body-w/no voting privileges

NAME	TERM EXPIRES
	12/31/2023

-RESOLUTION-Approval of 2023 Holland Township CERT Roster

RESOLUTION

Approval of the 2023 Holland Township Community Emergency Response Team (CERT) Roster of Members

BE IT RESOLVED, by the Holland Township Committee, Township of Holland, County of Hunterdon in the State of New Jersey that the following 2023 Holland Township Community Emergency Response Team Roster is approved:

Elizabeth Bantel

Walter Baumgarten

Jill Boethig

Richard Botto
Denise Botto
Alyce Brophy
Jim Brophy
David Burchett
Barbara Chilmonik
William Cordasco
Don DeLorenzo
Lisa DiStefano
Catherine Elder
Frederick Ferry
Natalie Ferry
David Gansfuss
Jessica Gutsick
Linda Harris
Jean Hewens

Teresa Klapper
George Knoedl
Joan Kolonia
Bob Lizanich
Donna Lizanich
Carmine Lombardi
Dennis MacMinn
Judy MacMinn
Alberto Maneri
Frank Maneri
Jeffrey Modica
Ronald Mortensen
Susan Panzer
Sandy Phillips
Dante Pillon III
Daniel Rader

Gail Rader
Alejandra Rivera
Juan Rosado
Marta Rosado
Michael Rusnak
Beth Silva
Joseph Somers
Julie Somers
Kelly Tolles
Wyatt Tolles
David Van Gilson
Charles Weber
Debra Weber
Dave Wiklanski
Annette Worswick
Stephen (Bruce) Worswick

-RESOLUTION-Adoption of the 2023 Temporary Municipal Budget and the 2023 Sewer Budget

RESOLUTION
Temporary Budget and Temporary Sewer Budget

WHEREAS, N.J.S.A. 40:A 4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2023 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,

WHEREAS, the total appropriations in the 2022 budget, exclusive of any interest and debt redemption charges, capital improvement and public assistance, is the sum of \$5,089,004.38 and

WHEREAS, 26.25% of the total appropriations in the 2023 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance in said budget is the sum of \$1,335,863.00,

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:

2023 TEMPORARY OPERATING BUDGET

		AMOUNT
TOWNSHIP COMMITTEE	Salaries & Wages	5,100.00
	Other Expenses	10,000.00
MUNICIPAL CLERK	Salaries & Wages	25,000.00
	Other Expenses	7,500.00
FINANCIAL ADMINISTRATION	Salaries & Wages	14,000.00
	Other Expenses	10,000.00
AUDIT SERVICES	Other Expenses	10,000.00
ASSESSMENT OF TAXES	Salaries & Wages	11,100.00
	Other Expenses	1,000.00
COLLECTION OF TAXES	Salaries & Wages	6,000.00
	Other Expenses	4,000.00
COMMUNICATIONS/IT SERVICES	Other Expenses	5,000.00

LEGAL SERVICES & COSTS	Other Expenses	15,000.00
ENGINEERING SERVICES & COSTS	Other Expenses	7,000.00
MUNICIPAL COURT	Salaries & Wages	
	Other Expenses	15,000.00
PUBLIC BUILDINGS & GROUNDS	Salaries & Wage	9,000.00
	Other Expenses	71,000.00
LAND USE BOARD	Salaries & Wages	11,000.00
	Other Expenses	7,000.00
ZONING	Salaries & Wages	5,000.00
	Other Expenses	500.00
FIRE	Other Expenses	5,500.00
	Aid to Vol. Fire Co.	17,500.00
POLICE	Salaries & Wages	200,000.00
	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
HISTORIC 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	115,000.00
	Other Insurance	40,000.00
UTILITY EXPENSES	Electricity	15,000.00
	Street Lighting	7,000.00
	Telephone	7,000.00
	NATURAL GAS	8,000.00
	Fuel Oil -Heating	3,000.00
	Gasoline and Diesel	15,000.00
	Dumpsters	7,500.00
SUB TOTAL		<u>1,091,800.00</u>
STATUTORY EXPENDITURES		
Social Security		25,000.00
Unemployment Compensation		1,950.00
DCRP		1,371.00
PERS		19,885.00
PFRS		195,857.00
TOTAL STATUTORY EXPENDITURES		<u>244,063.00</u>
COAH		
AID TO LIBRARY		
	Other Expenses	
TOTAL TEMPORARY CURRENT BUDGET		<u>\$ 1,335,863.00</u>

2023 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	<u>\$ 122,751.00</u>

**-ORDINANCE 2023-01--Introduction/First Reading-CAP BANK-Exceeding the Municipal Budget Appropriation Limits and Establishing a Cap Bank
Public Hearing and Final Adoption set for February 7, 2023**

**ORDINANCE 2023-01
CALENDAR YEAR 2023
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 2.5%

unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation, and the 3.5% percentage rate as an exception to its final appropriation 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 the CY 2023 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 \$162,601.29 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 the governing body affirmatively concurring, that, in the CY 2023 budget year, the final appropriations of the Township of Holland shall, in accordance with this ordinance and the N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$162,601.29, and that the CY 2023 municipal budget for the township of Holland be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that the Municipal Clerk submit a certified copy of this ordinance as introduced to the Chief Finance Officer, with the recorded vote included thereon, to be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FINALLY ORDAINED, that the Municipal Clerk submit a certified copy of this ordinance upon Final Adoption to the Chief Finance Office, with the recorded vote included thereon, to be filed with said Director within 5 days after such adoption.

-ORDINANCE 2023-02 – Introduction/First Reading-2023 Salary Ordinance
Public Hearing and Final Adoption set for February 7, 2023

ORDINANCE 2023-2
AN ORDINANCE TO DETERMINE AND FIX THE SALARIES AND WAGES
OF CERTAIN OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF HOLLAND,
IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY

BE IT ORDAINED by the Township of Holland, in the County of Hunterdon and State of New Jersey, as follows:

SECTION 1. The salaries or wages to be paid certain officers or employees of the Township of Holland are hereby determined and fixed at the following amounts or rates, or ranges of amounts or rates, where NJSMW is defined as New Jersey State Minimum Wage, for the calendar year 2023 and until the same are amended by subsequent ordinance of this Township:

OFFICE/TITLE	MINIMUM	MAXIMUM
Township Committee	\$4,000.00	\$8,000.00
Municipal Clerk	\$42,000.00	\$80,000.00
Registrar	\$4,000.00	\$7,000.00
Deputy Municipal Clerk	\$22,000.00	\$45,000.00
Deputy Registrar	\$1,500.00	\$4,000.00
Substitute Secretarial Help	NJSMW	\$35.00
Chief Finance Officer (salaried)	\$20,000.00	\$50,000.00
Chief Finance Officer (hourly)	\$30.00	\$65.00

Finance Assistant	\$17.00	\$35.00
Qualified Purchasing Agent	\$4,000.00	\$10,000.00
Animal Control Secretary	NJSMW	\$25.00
Tax Collector	\$20,000.00	\$50,000.00
Sewer Rent Collector	\$4,000.00	\$8,000.00
Licensed Sewer Operator	\$3,000.00	\$8,000.00
Tax Assessor	\$20,000.00	\$50,000.00
Land Use Administrator (Planning Secretary, Zoning Secretary, Zoning Officer, Development Reg. Officer, Municipal Housing Liaison, Recycling Secretarial Work)	\$40,000.00	\$75,000.00
Planning Secretary (hourly)	NJSMW	\$30.00
Zoning Secretary (hourly)	NJSMW	\$30.00
Municipal Housing Liaison	\$500.00	\$3,000.00
Zoning Officer	\$5,000.00	\$35,000.00
Development Regulations Officer	\$4,000.00	\$20,000.00
PERC Witness, per hour	NJSMW	\$20.00
<u>Police:</u>		
Police Chief	\$80,000.00	\$130,000.00
Community Emergency Response Team Coordinator	\$5,000.00	\$25,000.00
Police Administrative Coordinator	\$30,000.00	\$60,000.00
Deputy Police Records Custodian	\$1,500.00	\$3,500.00
Emergency Management Secretary	\$1,000.00	\$3,500.00
Sergeant	\$3,000.00	\$5,000.00
Police Officers	\$30,000.00	\$113,000.00
Part-Time Police Officer	\$18.00	\$35.00
Class III Officer (Reimbursable through a formal Shared Service Agreement entered into by the Township and the Holland Township Board of Education)	\$40,000.00	\$50,000.00
<u>Public Works:</u>		
DPW/Buildings Supt.	\$60,000.00	\$105,000.00
Public Works Employee	\$20.00	\$40.00
Public Works Temporary Supervisor, per hour	\$3.25	\$10.00
Part Time Snow Removal:	NJSMW	\$30.00
Part Time Seasonal Employees (Public Works)	NJSMW	\$25.00
<u>Buildings and Grounds:</u>	NJSMW	\$25.00
<u>Recycling:</u>		
Recycling Center Manager	NJSMW	\$25.00
Recycling Help	NJSMW	\$20.00
<u>Board Secretaries: Per Meeting Attended</u>		
Parks and Recreation Secretary	\$50.00	\$100.00
Board of Health Secretary	\$50.00	\$100.00
Environmental Commission Secretary	\$50.00	\$100.00
Historic Preservation Secretary	\$50.00	\$100.00
Agriculture Advisory	\$50.00	\$100.00
<u>Riegel Ridge Community Center:</u>		
Director	\$30,000.00	\$75,000.00
Member Services Rep.	NJSMW	\$25.00
Operational Support Coordinator (Full Time)	\$35,000	\$45,000.00
Front Desk Staff:	NJSMW	\$20.00
Child Watch:	NJSMW	\$20.00
Toddler Time:	NJSMW	\$20.00
Group Exercise Instructors (Per Class):	NJSMW	\$35.00

Certified Personal Trainers (Per Session):	NJSMW	\$40.00
Pool Supervisor:	\$7,000.00	\$12,000.00

Prosecutor / Public Defender:

Prosecutor	\$6,000.00	\$9,000.00
Alternate Prosecutor (Per Court Session)	\$200.00	\$400.00
Public Defender	\$750.00	\$2,500.00
Alternate Public Defender (Per Court Session)	\$200.00	\$400.00

Joint Municipal Court:

Per Joint Court Agreement Share

Judge, pro-rated based on %	\$1,000.00	\$15,000.00
Court Admin., pro-rated on %	\$1,000.00	\$15,000.00
Violations Clerk , per hr, pro-rated on %	NJSMW	\$30.00
Security, per hour, pro-rated 1/3	\$18.00	\$35.00
Court Runner, per hour, pro-rated 1/3	NJSMW	\$30.00

BUSINESS FROM TOWNSHIP ATTORNEY

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

ADJOURN

DRAFT