

HOLLAND TOWNSHIP COMMITTEE

REGULAR MEETING AGENDA

May 02, 2023

MEETING CALLED TO ORDER

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

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

- Committeeman Duane Young
- Committeewomen Lisa Mickey
- Deputy Mayor Scott Wilhelm
- Committeeman Robert Thurgarland
- Mayor Dan Bush
- Attorney Matthew Lyons
- Municipal Clerk 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 8, 2022** and re-published with the zoom information on **January 12, 2023** by:

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

ZOOM INFORMATION

Topic: Township Committee
Time: May 2, 2023 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting
<https://us06web.zoom.us/j/7480301411?pwd=dWgzaU91TXhjdFk5eWJNZmNPcGUxdz09>

Meeting ID: 748 030 1411
Passcode: 951148
One tap mobile
+13052241968,7480301411#, *951148# US
+13092053325,7480301411#, *951148# US

APPROVAL OF MINUTES OF THE: April 18, 2023 Regular Meeting

APPROVAL OF BILLS AS SUBMITTED

Holland Township
Bill List
18-Apr-23

Check#	Vendor	Description	Payment	Check Total
33707	AQUA NEW JERSEY	Lawn Irrigation (9078)	\$ 16.50	\$ 16.50
33708	AQUA NEW JERSEY	Pool (8796)	\$ 170.71	\$ 170.71
33709	AQUA NEW JERSEY	RRCC Pool 8797	\$ 63.83	\$ 63.83
33710	CATHERINE M. MILLER	REIMBURSMENT for RETIREE BILLING	\$ 429.41	\$ 429.41
33711	CLEMENS UNIFORM	Mats for Municipal Building	\$ 40.90	\$ 40.90
33712	COLLIERS ENGINEERING & DESIGN INC	HLT0090 SPRING GARDEN ROAD IMPROVEMENT	\$ 2,155.79	
		ROAD OPENING PERMIT REVIEW HLT018	\$ 919.23	
		HLT046	\$ 363.75	
		HLT057	\$ 427.50	
		HLT075 2021 Municipal Aird	\$ 542.01	
		LUB Tilley/Lieb B24 L 5 review thru	\$ 40.00	\$ 4,448.28
33713	COUNTY OF HUNTERDON	Forms	\$ 200.00	\$ 200.00
33714	Dana Wiatroski	Pickleball Clinic's 4/16/2023	\$ 500.00	\$ 500.00

33715	Department of Finance	2Q2023 County	\$ 580,327.04	\$ 580,327.04
33716	Department of Finance	2Q2023 Library	\$ 56,986.42	\$ 56,986.42
33717	Department of Finance	2Q2023 Open Space	\$ 55,423.86	\$ 55,423.86
33718	Direct Energy	Propane	\$ 513.09	\$ 513.09
33719	Direct Energy Business	Acct 1294540 Meter G21049495	\$ 12.79	\$ 12.79
33720	ELIZABETHTOWN GAS	Meter 01061655 Account 93404665351	\$ 447.10	
		Meter 14Y735578 Account 9890459292	\$ 41.48	\$ 488.58
33721	GEBHARDT & KIEFER, P.C.	PB Huntington Knolls B24 L 3 &13 03	\$ 51.00	\$ 51.00
33722	GEBHARDT & KIEFER, P.C.	March 2023 - GENERAL	\$ 3,218.27	\$ 3,218.27
33723	GENERAL CODE, LLC	BLUE POCKET BINDERS	\$ 215.00	
		ECODE 360 ANNUAL MAINTENANCE FEE	\$ 1,195.00	\$ 1,410.00
33724	Hunterdon County Assessors Assoc.	2023 DUES	\$ 75.00	\$ 75.00
33725	Hunterdon County Central Printing	Holland Flyers Birds and Common Trees	\$ 23.00	
		Zoning Driveway Forms 2 part - application	\$ 24.00	\$ 47.00
33726	J C Ehrlich Co Inc	Commercial Pest Maintenance Service April	\$ 68.90	\$ 68.90
33727	JERSEY CENTRAL POWER & LIGHT	Account 100 004 272 652 Street Lights	\$ 1,354.71	\$ 1,354.71
33728	JERSEY CENTRAL POWER & LIGHT	Account 100 004 272 595 Street Lights	\$ 22.93	\$ 22.93
33729	JERSEY CENTRAL POWER & LIGHT	Acct 100 060 952 585 Street Lights	\$ 60.44	\$ 60.44
33730	JERSEY CENTRAL POWER & LIGHT	Account 100 004 555 858 Baseball 03/21/23	\$ 358.83	\$ 358.83
33731	JERSEY CENTRAL POWER & LIGHT	Account 100 152 456 842 802 Milford	\$ 184.62	\$ 184.62
33732	JERSEY CENTRAL POWER & LIGHT	Account 100 077 061 016 - 03/21/23	\$ 159.17	\$ 159.17
33733	JERSEY CENTRAL POWER & LIGHT	100 070 503 212 Pool Storage Garage	\$ 4.09	\$ 4.09
33734	JERSEY CENTRAL POWER & LIGHT	100 029 305 644 - 03/21/23 - 04/1	\$ 764.09	\$ 764.09
33735	JERSEY CENTRAL POWER & LIGHT	Account 100 004 555 932 Case Field	\$ 54.56	\$ 54.56
33736	JERSEY CENTRAL POWER & LIGHT	Account 100 003 579 271 Library 03/	\$ 76.32	\$ 76.32
33737	JESSICA NEGLIA	Amazon Prime Membership	\$ 179.00	
		Pickleball Net with wheels	\$ 240.40	\$ 419.40
33738	Kiefer Aquatics/The Lifeguard Store	Flow Meters for Pool	\$ 200.74	\$ 200.74
33739	LDI Connect	Copies for RRCC	\$ 128.29	\$ 128.29
33740	MICHELLE TRIVIGNO	Partial Reimbursement for Spring Conference	\$ 134.38	\$ 134.38
33741	MOTOROLA SOLUTIONS INC.	Police Department Radios	\$ 12,164.37	\$ 12,164.37
33742	NJ Advance Media	Ad Budget & Ordinance 2023-07	\$ 111.86	\$ 111.86
33743	NJ EVENT SERVICES LLC	RRCC 04/11/23 - 05/10/23	\$ 220.00	
		Temporary Restrooms 04/13/23 - 05/1	\$ 220.00	\$ 440.00
33744	PenTeleData	04/24/23 - 05/24/23	\$ 196.85	\$ 196.85
33745	Princeton Computer Support Inc	Barracuda Total Email Protection	\$ 119.00	
		Apr-23	\$ 1,104.99	
		Mar-23	\$ 105.00	\$ 1,328.99
33746	THERESA VERDI	Cleaning @ RRCC 4/1-4/15/23	\$ 440.00	
		Cleaning services at Municipal Building	\$ 600.00	\$ 1,040.00
33747	ULINE	Partial Payment for Carboy 2 1/2 gallon	\$ 12.50	\$ 12.50
33748	VERIZON	APRIL 2023 BILLING	\$ 248.88	\$ 248.88
33749	WILLIAM HANCE	zoom	\$ 149.90	\$ 149.90
		TOTALS:	\$ 724,107.50	\$ 724,107.50
50123	GUARDIAN	May 2023 Dental	\$ 3,214.05	\$ 3,214.05
42823	NJ State Health Benefits Program	May 2023 Health Benefits	\$ 33,871.13	\$ 33,871.13
42723	NJ State Health Benefits Program	May 2023 Health Benefits for Retiree	\$ 3,674.62	\$ 3,674.62
	VOIDS	VOID	\$	
33690	Professional Government Educators	Eithics Seminar - V. Stevens	(90.00)	\$ (90.00)
		TOTALS:	\$ 40,669.80	\$ 40,669.80
			\$ 764,777.30	\$ 764,777.30

REMINDER/ANNOUNCEMENT

The Holland Township Volunteer Fire Company will be holding their annual Spring Yard Sale Saturday May 6, 2023 from 8:00 a.m. to 1:00 p.m.

OLD BUSINESS FROM TOWNSHIP COMMITTEE

-RESOLUTION- Adoption of the 2023 Municipal Budget

RESOLUTION
Adoption of the 2023 Municipal Budget

BE IT RESOLVED, by the Township Committee, Township of Holland, County of Hunterdon in the state of New Jersey that the budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of:

Revenue and Appropriation Summaries

Revenue and Appropriations Summaries

Summary of Revenues

		Anticipated
	2023	2022
1. Surplus	985,409.00	940,000.00
2. Total Miscellaneous Revenues	3,489,335.28	3,827,492.83
3. Receipts from Delinquent Taxes	200,527.87	225,000.00
4. a) Local Tax for Municipal Purposes	1,193,600.00	1,193,600.00
Total General Revenues	5,868,872.15	6,186,092.83

Summary of Appropriations

		2023 Budget	Final 2022 Budget
1. Operating Expenses:	Salaries & Wages	2,136,800.00	2,041,200.00
	Other Expenses	2,353,905.46	2,260,786.14
2. Deferred Charges & Other Appropriations		468,166.69	440,611.07
3. Capital Improvements		500,000.00	1,033,495.62
4. Debt Service (Include for School Purposes)		-	-
5. Reserve for Uncollected Taxes		410,000.00	410,000.00
Total General Appropriations		5,868,872.15	6,186,092.83
Total Number of Employees		22 Full Time 33 Part Time	18 Full Time 29 Part Time

2023 Dedicated Sewer Utility Budget

Summary of Revenues

		Anticipated
	2023	2022
1. Surplus	50,000.00	50,000.00
2. Miscellaneous Revenues	540,000.00	540,000.00
3. Deficit (General Budget)		
Total Revenues	590,000.00	590,000.00

Summary of Appropriations

		2023 Budget	Final 2022 Budget
1. Operating Expenses:	Salaries & Wages	5,000.00	5,000.00
	Other Expenses	450,000.00	450,000.00
2. Capital Improvements		134,000.00	134,000.00
3. Debt Service			
4. Deferred Charges & Other Appropriations		1,000.00	1,000.00
5. Surplus (General Budget)			
Total Appropriations		590,000.00	590,000.00
Total Number of Employees		3 Part Time	2 Part Time

Balance of Outstanding Debt

Interest
 Principal
 Outstanding Balance \$ -

-ORDINANCE 2023-07-Public Hearing/Final Adoption
 This Ordinance will become effective upon publication on May 11, 2023

**AMENDING ORDINANCE 2008-22
 TO REVISE FEE SCHEDULE FOR LAND USE APPLICATION**

WHEREAS, the Township Committee has determined that it is in the best interest of the Township to amend Ordinance 2008-22 to revise the fee schedule in §83-1, Part 2, Development Regulations, for Land Use, Minor Site Plan Development and Major Site Plan Development; and

WHEREAS, the current fee schedule has not been updated since 2008.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Township Committee of the Township of Holland, in the County of Hunterdon and State of New Jersey, that Ordinance 2008-22 is hereby amended to reflect the revised fee schedule as stated below:

HOLLAND TOWNSHIP REVISED LAND USE APPLICATION FEES

<u>Application</u>	<u>Application Fee</u>	<u>Escrow Deposit</u>
1. Appeal of Denial of Zoning Permit	\$300	\$1000
2. Request for Zoning Interpretation	\$300	\$3000
3. Bulk “c” Variance	\$300	\$3000
4. Bulk “c” Variance – accessory building only	\$100	\$1000
5. Use “d” Variance	\$750	\$5000
6. Conditional Use	\$750	\$5000
7. Informal Conceptual Review/Discussion	\$300	n/a
8. Minor Subdivision	\$750	\$5000
9. Major Subdivision	\$1000	\$5000
10. Minor Site Plan	\$500	\$5000
11. Major Site Plan	\$500	\$5000
12. Stormwater plan reviews	\$300	\$1500

SECTION 1. All Ordinances or parts of Ordinances inconsistent herewith are repealed as to such inconsistencies.

SECTION 2. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 3. This Ordinance shall take effect upon final passage and publication according to law.

LIAISON REPORTS

NEW BUSINESS FROM TOWNSHIP COMMITTEE

-ORDINANCE 2023-08 -Introduction/First Reading
 Second reading and Public Hearing set for June 6, 2023

AN ORDINANCE APPROPRIATING \$125,000.00 FROM THE RESERVE FOR ROAD IMPROVEMENTS, FOR IMPROVEMENTS TO VARIOUS ROADS IN THE TOWNSHIP OF HOLLAND, COUNTY OF HUNTERDON, STATE OF NEW JERSEY IN THE AMOUNT OF \$125,000.00.

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

SECTION ONE: The sum of \$125,000.00 is hereby appropriated from the Reserve for Road Improvements in the General Capital Account, for Improvements to Various Roads in the Township in the amount of \$125,000.00.

SECTION TWO: The period of usefulness of the above project as defined by N.J.S.A. 40A:2-22 is at least 5 years.

SECTION THREE: The capital budget of the Township is hereby amended to conform with the provisions of this Ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director, Division of Local Government Services, Department of Community Affairs, State of New Jersey is on file with the Township Clerk and is available for public inspection.

SECTION FOUR: The gross debt of the Township of Holland, as defined by N.J.S.A. 40A:2-43 will not be increased by this ordinance.

BE IT FURTHER ORDAINED that this Ordinance shall take effect 10 days after publication, following final adoption, as provided by law.

-ORDINANCE 2023-09 -Introduction/First Reading
Second reading and Public Hearing set for June 6, 2023

**RESCINDING THE TOWNSHIP COMPUTERS, INTERNET, VOICE MAIL,
AND EMAIL USAGE POLICY, AND ADOPTING THE HOLLAND TOWNSHIP
INFORMATION TECHNOLOGY COMPUTER USAGE POLICY**

WHEREAS, the Township of Holland is desirous to update and revise its Computer, Internet, Voice Mail and Email Usage Policy; and

WHEREAS, the Township Committee has drafted the Information Technology Computer Usage Policy and will issue the revised policy attached as Exhibit "A."

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Committee of the Township of Holland, in the County of Hunterdon, that the Holland Township Information Technology Computer Usage Policy attached hereto is hereby adopted.

SECTION 1. All Ordinances or parts of Ordinances inconsistent herewith are repealed as to such inconsistencies.

SECTION 2. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 3. This Ordinance shall take effect upon final passage and publication according to law.

BUSINESS FROM TOWNSHIP ATTORNEY

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

ADJOURN at _____

DRAFT