

HOLLAND TOWNSHIP COMMITTEE
REGULAR MEETING AGENDA
October 17, 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
- Committeewoman Lisa Pezzano
- 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:

Township Committee is inviting you to a scheduled Zoom meeting.

Topic: Township Committee Regular Meeting
Time: October 17, 2023 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/7480301411?pwd=dWgzU91TXhdFk5eWJNZmNPcGUxdz09>

Meeting ID: 748 030 1411

Passcode: 951148

One tap mobile

+13052241968,7480301411#, *951148# US

AUDIT REPORT-Auditor Jonathan Weiss will be present to review the Annual Audit Report
The Annual Audit Report was received by the Municipal Clerk on September 28, 2023.

APPROVAL OF MINUTES OF THE: October 3, 2023 Regular Meeting and Executive Session

APPROVAL OF BILLS AS SUBMITTED

Holland Township				
Bill List				
17-Oct-23				
Check#	Vendor	Description	Payment	Check Total
34576	ALLEGRO ENTERPRISES, INC.	October 2023 Delivery - Municipal Bldg.	\$ 46.91	
		Bottled Water Service	\$ 52.55	
		Water Delivery RRCC	\$ 39.45	\$ 138.91
34577	AMANDA MULLER	Mileage Reimbursement Training 9/21,9/22	\$ 137.29	\$ 137.29
34578	AMAZON CAPITAL SERVICES	Holiday items	\$ 211.36	\$ 211.36
34579	AMAZON.COM - RRCC	Three Way Radios	\$ 150.77	
		Pickleball Net with wheels	\$ 196.98	
		Bluetooth Adaptor	\$ 32.94	\$ 380.69
34580	ANIMAL CONTROL SOLUTIONS LLC	24 Hour Animal Control Coverage 2023	\$ 1,040.00	\$ 1,040.00
34581	B&B Press Inc.	3rd Qtr Est Billing	\$ 1,928.40	

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		Final Billing 2023	\$ 2,167.78	\$ 4,096.18
34582	BOY SCOUT TROOP #187	2023 Clean Communities Roadside Litter P	\$ 500.00	\$ 500.00
34583	BUDGET BLINDS	Repair of Fitness Center Blinds	\$ 147.00	\$ 147.00
34584	CLEMENS UNIFORM	Shop Towels / Floor Mat service	\$ 46.70	
		Mats for Municipal Building	\$ 41.98	\$ 88.68
34585	COLLIERS ENGINEERING & DESIGN INC	HLT0095 2023 ROADWAY IMPROVEMENTS AUG	\$ 350.00	
		HLT0090 SPRING GARDEN ROAD - AUGUST 2023	\$ 568.75	
		HLT001 Holland Township General - AUGUST	\$ 706.01	
		HLT018 Road Opening - Gas Service 1 Whal	\$ 125.08	\$ 1,749.84
34586	COOPER ALARM SYSTEMS, INC.	Annual Monitoring Fee	\$ 288.00	\$ 288.00
34587	COOPER ELECTRICAL SUPPLY	RRCC POOL Electrical Repair Parts for Pu	\$ 1,160.81	\$ 1,160.81
34588	Daxko LLC	Daxko Operations October 2023	\$ 730.85	\$ 730.85
34589	DEER CARCASS REMOVAL SERVICE, LLC	Deer Carcass Removal	\$ 171.00	\$ 171.00
34590	DELAWARE VALLEY REG. HIGH SCHOOL	Tax Payments 2023/2024	\$ 838,547.00	\$ 838,547.00
34591	Direct Energy Business	Acct 1294540 Meter G21049495	\$ 21.60	
		Account 1294539 910 Milford Warren Glen	\$ 2,640.38	
		Electric Service 910 Milford Warren Glen	\$ 1,166.97	
		Account # 1294537 129 SPRING MILLS ROAD	\$ 19.15	
		Account 1294536	\$ 375.70	
		129 Spring Mills Rd Account 1294415	\$ 6.26	\$ 4,230.06
34592	Energy Fitness Wellness Solutions LL	Preventative maintenance/minor repairs	\$ 760.00	
		8/18/23 - Test and Inspect Precor Ellipt	\$ 463.40	\$ 1,223.40
34593	Gall's	Uniforms	\$ 175.61	\$ 175.61
34594	GEBHARDT & KIEFER, P.C.	AUGUST 2023 - GENERAL	\$ 2,068.00	\$ 2,068.00
34595	GEBHARDT & KIEFER, P.C.	SEPTEMBER 2023 - GENERAL	\$ 2,975.00	\$ 2,975.00
34596	GoTo Communications Inc	RRCC Phones September 2023	\$ 150.08	\$ 150.08
34597	GPS LOCKBOX	SIYATA PRIVATE PTT HEADSET	\$ 92.00	\$ 92.00
34598	H.J. OPDYKE LUMBER COMPANY, INC.	Building And Maintenance Materials	\$ 33.04	\$ 33.04
34599	HOLLAND TOWNSHIP	2023 Sewer Bill 802 Milford Warren Glen	\$ 585.00	\$ 585.00
34600	HOLLAND TOWNSHIP	2023 Sewer Bill 61 church rd B22 L 22.0	\$ 585.00	\$ 585.00
34601	HOLLAND TOWNSHIP	4th qtr 2023 Sewer bill Milford-Warren G	\$ 195.00	\$ 195.00
34602	HOLLAND TOWNSHIP	2023 Sewer Bill 910 Milford Warren Glen	\$ 4,875.00	\$ 4,875.00
34603	HOLLAND TOWNSHIP BOE	Tax Payments 2023 -11/23	\$ 1,759,373.34	\$ 1,759,373.34
34604	J C Ehrlich Co Inc	Commercial Pest Maintenance Service SEPT	\$ 68.90	\$ 68.90
34605	JERSEY CENTRAL POWER & LIGHT	100 004 557 474	\$ 75.94	\$ 75.94
34606	JERSEY CENTRAL POWER & LIGHT	100 004 556 468	\$ 350.28	\$ 350.28
34607	JESSICA DULIN-SOTO	Yoga Classes September 2023	\$ 467.50	\$ 467.50
34608	LAURA KNOTT	Yoga - September 2023	\$ 577.50	\$ 577.50
34609	LDI Connect	07/11/23 - 10/10/23 COPIERS-PD AND CLERK	\$ 260.38	\$ 260.38
34610	LMR DISPOSAL	Dumpster Pickup Service	\$ 1,140.00	\$ 1,140.00
34611	LMR DISPOSAL	Recycling Dumpster @ RRCC	\$ 63.11	\$ 63.11
34612	LUCILLE A. GROZINSKI	LUB 100923 meeting court reporter	\$ 350.00	\$ 350.00
34613	MELANIE WOROB	Zumba & Fitness Classes September 2023	\$ 720.00	\$ 720.00
34614	MGL PRINTING SOLUTIONS	DELINQUENT SEWER & TAX NOTICE	\$ 631.00	\$ 631.00
34615	MILFORD-HOLLAND RESCUE SQUAD, INC.	2023 DONATION	\$ 18,250.00	\$ 18,250.00
34616	MILFORD/FRENCHTOWN AUTO PARTS, INC.	Truck-Equipment Parts/ Tools/ Truck-Equi	\$ 29.81	\$ 29.81
34617	MILFORD/FRENCHTOWN AUTO PARTS, INC.	Vehicle Maintenance	\$ 20.16	\$ 20.16
34618	MONINGHOFF APPLIANCE & SUPPLY CORP.	Misc. Items for Building and Maintenance	\$ 66.25	\$ 66.25
34619	MOTOROLA SOLUTIONS INC.	Police Department Radios	\$ 1,809.20	\$ 1,809.20
34620	NJ Advance Media	Ordinance 2023-14	\$ 25.97	\$ 25.97
34621	NJ DEPT OF HEALTH & SENIOR SERVICES	Sep-23	\$ 4.20	\$ 4.20
34622	NJ STATE ASSOC. OF CHIEFS OF POLICE	THE GETTYSBURG LEADERSHIP EXPERIENCE	\$ 795.00	\$ 795.00
34623	NRG BUSINESS	SERV LOC ID 776745 61 CHURCH ROAD	\$ 109.70	
		SERV LOC ID 776745 61 CHURCH ROAD	\$ 152.11	\$ 261.81
34624	ODP BUSINESS SOLUTIONS, LLC	BROWN TOWELS	\$ 79.82	
		TRASH BAGS	\$ 24.99	\$ 104.81

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34625	ONE CALL CONCEPTS, INC.	One Call Locate Service	\$ 14.30	\$ 14.30
34626	PERFORMANCE TIRE COMPANY	Tires DPW F350	\$ 100.84	\$ 100.84
34627	Promed Office Cleaners LLC	Cleaning RRCC September 2023	\$ 230.00	\$ 230.00
34628	R & L DATACENTERS, INC.	SEPTEMBER 2023 PAYROLL	\$ 595.90	\$ 595.90
34629	RAIN OR SHINE TENT RENTALS	Summer Camp Tent Rental	\$ 1,200.00	\$ 1,200.00
34630	RJ'S DIESEL AND AUTO REPAIR	2015 F550 Repair	\$ 196.95	\$ 196.95
34631	SANICO, INC.	OCTOBER 2023 - Acct #201944	\$ 116.56	
		OCTOBER 2023 Account 101037	\$ 114.78	
		OCTOBER 2023 - Acct #201746	\$ 153.12	
		SEPT 2023 - Acct #201688	\$ 191.16	\$ 575.62
34632	SCHOLL & WHITTESEY	Sep-23	\$ 270.00	\$ 270.00
34633	SERVICE ELECTRIC CABLE TV, INC.	Internet Service	\$ 98.90	\$ 98.90
34634	SHOPRITE OF HUNTERDON COUNTY, INC.	Supplies for Yoga Under The Stars event	\$ 46.07	\$ 46.07
34635	State Industrial Products	Misc. Items for Building and Maintenance	\$ 864.60	\$ 864.60
34636	STEM BROTHERS, INC.	Propane for Recycling Center	\$ 22.00	\$ 22.00
34637	TAMATHA ISENBERG	Yoga - September 2023	\$ 302.50	\$ 302.50
34638	THERESA VERDI	Cleaning RRCC 9/16-9/30	\$ 440.00	
		Cleaning services at Municipal Building	\$ 600.00	\$ 1,040.00
34639	TREASURER, STATE OF NEW JERSEY	Third Quarter Remittance	\$ 100.00	\$ 100.00
34640	TRIFLEX IT SOLUTIONS, LLC	Email Protection	\$ 154.00	
		Sep-23	\$ 149.99	
		Oct-23	\$ 865.00	
		Oct-23	\$ 995.00	\$ 2,163.99
34641	UNITED SITE SERVICES	Portable Toilets	\$ 139.53	\$ 139.53
34642	VERIZON	SEPT 2023 BILLING	\$ 1,810.42	
		SEPT 2023 BILLING	\$ 64.83	\$ 1,875.25
34643	WB Mason Co Inc	Paper Towels	\$ 348.30	\$ 348.30
34644	WILSON PRODUCTS	Propane Rental for Recycling Forklift	\$ 36.00	\$ 36.00
34645	WRISTBANDS MED TECH USA, INC.	Wristbands for summer camp	\$ 125.50	\$ 125.50
			\$ 2,662,366.21	\$ 2,662,366.21
34466	MOTOROLA SOLUTIONS	VOIDED	\$ (1,190.00)	\$ (1,190.00)
			\$ (1,190.00)	\$ (1,190.00)
			TOTALS: \$ 2,661,176.21	\$ 2,661,176.21

REMINDER/ANNOUNCEMENT

-Trunk or Treat hosted by the Holland Parks & Rec Committee and the Girl Scouts is set for this Saturday, October 21st from 3:30pm-5pm at the Riegel Ridge Community Center.

-Trick or Treat is set for Tuesday, October 31st from 5:30pm to 8:00pm

-The General Election is Tuesday, November 7, 2023. Polls are open 6:00 a.m.-8:00 p.m.
The next Committee meeting will be Wednesday, November 8, 2023.

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OLD BUSINESS FROM TOWNSHIP COMMITTEE

-ORDINANCE 2023-14- PROHIBITING THE OPERATION OF MEDICINAL CANNABIS ALTERNATIVE TREATMENT CENTERS WITHIN THE TOWNSHIP’S GEOGRAPHICAL BOUNDARIES AND AMENDING SECTION 100-8 OF THE HOLLAND TOWNSHIP MUNICIPAL CODE

The Public Hearing and Final adoption of this Ordinance was re-scheduled to be held on the 21st day of November 2023 at 7:00pm. This was re-advertised as such in the Hunterdon County Democrat on October 12, 2023.

-Approval of the 2024 Township Holiday and Township Committee meeting Schedule:
This item was on the October 3, 2023 agenda but was tabled for review.

2024 Holiday Schedule

January 1, 2024	New Year’s Day (Monday)
January 15	Martin Luther King Jr. Day (Monday)
February 19	Presidents Day (Monday)
March 29	Good Friday (Friday)
May 27	Memorial Day (Monday)
July 4	Independence Day (Thursday)
September 2	Labor Day (Monday)
November 11	Veterans Day (Monday)
November 28	Thanksgiving (Thursday)
December 24	Christmas Eve (Tuesday)
December 25	Christmas Day (Wednesday)
	(One (1) 2024 Floating Holiday)

2024 Township Committee meeting dates-all meetings begin at 7:00 pm

January 2 (Re-org.) and Jan 16	July 2 and 16
February 6 and 20	August 6 and 20
March 5 and 19	September 3 and 17
April 2 and 16	October 1 and 15
May 7 and 21	November 6 (Wed) and 19
June 5 (Wed) and 18	December 3 and 17

LIAISON REPORTS

NEW BUSINESS FROM TOWNSHIP COMMITTEE

APPROVAL of Raffle Application

To be held November 4, 2023 5:00 p.m.-9:00 p.m. at Whispering Pines

- Application for Raffle 2023-6 Holland Twp. PTO-Off-Premises Draw Raffle for Cash (50/50)
- Application for Raffle 2023-7 Holland Twp. PTO-Off-Premises Tricky Tray.

APPROVAL for Mayor to sign First Energy Property Owners Forestry Form 1015

APPROVAL for Mayor to sign 2024 Transmission Vegetation Management Notice from JCP&L

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RESOLUTION –

**Amendment #2 to the 2019 Edition of the
Holland Township Personnel Policies and Procedures Manual**

by the Township Committee of the Township of Holland, in the County of Hunterdon, State of New Jersey, that the following changes will be made to the 2019 edition of the Holland Township Personnel Policies and Procedures Manual (text removed will be indicated by a ~~strikeout~~ and additions in red):

HOLIDAYS

The following days will be considered as holidays for Regular Full-time Salaried, Regular Full-time Hourly and Part-time Salaried Employees, not covered by a collective bargaining agreement, with Township offices closed and normal operations suspended:

New Year's Day	Independence Day	Day after Thanksgiving Day
Martin Luther King Jr. Day	Labor Day	Day before Christmas
Presidents Day	Election Day (or floating holiday)	Christmas Day
Good Friday	Veteran's Day (or floating holiday)	One (1) Floating Holiday
Memorial Day	Thanksgiving Day	

If a Part-time Salaried Employee's customary work day does not fall on a holiday, the Part-time Salaried Employee will not be paid for the holiday.

All Full-time Salaried Employees *required* to work a full holiday will be given 1½ alternate day off. Supervisors responsible for scheduling must make every effort to schedule themselves off on Township Holidays. Such supervisors must obtain Township Committee Liaison approval to work on a holiday in order to receive this compensation.

When a recognized holiday falls on a Saturday it will be observed on the Friday before. When such a holiday falls on a Sunday, it will be observed the following Monday.

Part-time hourly, temporary and seasonal employees are not eligible for holiday pay.

Religious Holidays

Employees who wish to observe religious holidays not designated as a holiday by the Township may do so without loss of pay by using available personal or vacation days, but only to the extent that the employee has not already used up his or her available personal or vacation days.

BE IT FURTHER RESOLVED that a copy of this Resolution shall be distributed to all Township employees by the Municipal Clerk.

RESOLUTION-

Governing Body Certification of the Annual Audit

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the **year 2022** has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations, and,

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and,

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WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit: R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Holland, County of Hunterdon, State of New Jersey, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

RESOLUTION –

Approving the Corrective Action Plan Recommended in The Annual Report of Audit for 2022

BE IT RESOLVED by the Township Committee of Holland Township Committee, County of Hunterdon, State of New Jersey that the attached Corrective Action Plan, submitted by Chief Financial Officer, Kristi Gano is approved and submitted by the Township Clerk to the Division of Local Government Services.

BE IT FURTHER RESOLVED that a copy will be placed in the file in the Clerk's Office at the Municipal Building and made available for public inspection within the next 45 days.

RESOLUTION –

Supporting Assembly Bill No. 975 and Senate Bill No. 2643 sponsored by Assembly Minority Leader John DiMao and Senator Doug Steinhardt, requiring commercial motor vehicles to be equipped with certain global positioning systems.

WHEREAS, bipartisan Assembly Bill No. 975 sponsored by Assemblyman John DiMaio and Assemblyman Daniel Benson would require a commercial motor vehicle operating upon the public highways of this State, to be equipped with a global positioning system navigation program that provides information about upcoming highway infrastructure with low vertical clearance and weight restrictions and dynamic route directions that account for commercial motor vehicle restrictions; and

WHEREAS, the legislation defines a "commercial motor vehicle" as a select group of vehicles with a gross vehicle weight rating of 26,001 or more pounds, or that display a gross vehicle weight rating of 26,001 or more pounds; and

WHEREAS, commercial motor vehicles have restricted routes of travel that are not readily displayed on civilian navigation systems that are sometimes used by operators of commercial motor vehicles; and

WHEREAS, because of limited information on civilian navigation systems, commercial motor vehicle operators often unintentionally end up on restricted weight roadways or are stopped along their route by a restricted weight bridge; and

WHEREAS, Hunterdon County has sustained damages to roadways and bridges as a result of overweight trucks traveling on them; and

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WHEREAS, unless identified by a camera, or law enforcement personnel, Hunterdon County taxpayers are on the hook for the cost of repairs to infrastructure damaged by large trucks; and

WHEREAS, this legislation is also important given the number of historic bridges, culverts, and downtowns located throughout Hunterdon County that cannot accommodate large commercial vehicles and cause considerable disruption to local traffic flow; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Holland, Hunterdon County, New Jersey, does hereby support Assembly Bill No. 975 and Senate Bill No. 2643.

RESOLUTION –

INSERTION OF AN ITEM OF REVENUE IN THE BUDGET OF THE YEAR 2023

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount, and

WHEREAS, the Township of Holland has received notice of an award of \$10,000.00 from FY23 EMAA Grant Program and wishes to amend the 2023 Budget to include as a revenue.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Holland, in the County of Hunterdon, State of New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2023 in the sum of\$10,000.00

Which is now available as a revenue from:

Miscellaneous Revenues:

Special Item of General Revenue Anticipated
With Prior Written Consent of the Director of the
Division of Local Government Services:

State and Federal Revenues Off-set with Appropriations:
FY23 EMAA Grant Program

BE IT FURTHER RESOLVED that the sum of\$10,000.00

Be and the same is hereby appropriated under the caption of:

General Appropriation

(a) Operations Excluded from CAPS

State and Federal Programs Off-set by Revenues: FY23 EMAA Grant Program

BE IT FURTHER RESOLVED, that the Township Clerk forward two certified copies of this resolution to the Director of Local Government Services for approval.

RESOLUTION -

**Issuance of Final Payment and
Approval of Change Order
South State, Inc.
Spring Garden Road Improvement Project**

WHEREAS, the Township of Holland (“Holland”) authorized South State, Inc. (“South State”) to perform milling and paving on Spring Garden Road; and

WHEREAS, South State has completed the required work on Spring Garden Road; and

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WHEREAS, South State has submitted an invoice for the work in the amount of \$79,098.24; and

WHEREAS, South State is requesting that the invoice be approved and payment released by Holland; and

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

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

WHEREAS, Township Engineer Paul M. Sterbenz, P.E., PP, is recommending that Holland approve the invoice and a final change order and authorize payment to South State for the work that was performed on the project; and

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Holland, County of Hunterdon, in the State of New Jersey, that a final change order and a final payment in the amount of \$79,098.24 are approved based upon the Township Engineer's recommendation in an email dated October 10, 2023.

RESOLUTION-

Update # 1 Regarding Cash Management Plan for the Year 2023

BE IT RESOLVED, by the Township Committee, Township of Holland, County of Hunterdon, in the State of New Jersey, that the following changes will be made to the Designation of Official Depositories of the Cash Management Plan for the Year 2023. (Additions in red).

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	Citizens 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

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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.

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RESOLUTION -

**Supporting an Application to the State Agricultural Development Committee for
Farmland Preservation Grant Funds for SFY2025**

WHEREAS, the State of New Jersey created the Agriculture Retention and Development Act in 1983 (C.4:1C-11 et seq) allowing for the preservation of appropriate farmland; and

WHEREAS, the State of New Jersey established the Planning Incentive Grant Act in 1999 (NJSA 4:1C-43.1) to provide grants to eligible municipalities to purchase agricultural easements. These grants come with certain requirements, such as a Farmland Preservation Plan as part of the municipality's Master Plan, a Right to Farm ordinance, and the establishment of an Agricultural Advisory Committee; and

WHEREAS, the Township of Holland has followed all the requirements as part of the SADC Municipal Planning Incentive Grant Program; and

WHEREAS, the Township of Holland has actively preserved farmland since 2001, preserving over 2,700 acres; and

WHEREAS, there are certain properties within the Township of Holland for which the owners of have expressed an interest to place their properties within the farmland preservation program; and

WHEREAS, the Township of Holland anticipates preserving these properties through the State Farmland Preservation Program and will need to make an application to the State to receive such preservation funds;

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 Township of Holland endorses and supports the attached annual application being made to the State Agriculture Development Committee for anticipated Farmland Preservation in 2024; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately.

BUSINESS FROM TOWNSHIP ATTORNEY

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

EXECUTIVE SESSION

ADJOURN at _____