

HOLLAND TOWNSHIP COMMITTEE
REGULAR MEETING AGENDA
November 8, 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
Time: November 8, 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

APPROVAL OF MINUTES OF THE: October 17, 2023 Regular Meeting and Executive Session

APPROVAL OF BILLS AS SUBMITTED

Holland Township
Bill List
8-Nov-23

| Check# | Vendor | Description | Payment | Check Total |
|--------|------------------------------|--|-------------|-------------|
| 34646 | AMANDA MULLER | Mileage Reimbursement Training 10/16-17 | \$ 156.30 | \$ 156.30 |
| 34647 | AMAZON CAPITAL SERVICES | 2024 Wall Calendars | \$ 28.95 | \$ 28.95 |
| 34648 | Amerigas-Clinton 7510 | Propane Delivery 10/2/2023 (Account Susp | \$ 34.15 | \$ 34.15 |
| 34649 | ANIMAL CONTROL SOLUTIONS LLC | 24 Hour Animal Control Coverage November | \$ 1,040.00 | \$ 1,040.00 |
| 34650 | AQUA NEW JERSEY | 3rd QRT 2023 | \$ 3,842.25 | \$ 3,842.25 |
| 34651 | AQUA NEW JERSEY | 001037094 0748928 910 Milford Warren | \$ 321.32 | \$ 321.32 |
| 34652 | AQUA NEW JERSEY | Fox Hill 001037164 0748991 | \$ 379.92 | \$ 379.92 |
| 34653 | AQUA NEW JERSEY | Pool (8796) | \$ 191.67 | \$ 191.67 |
| 34654 | AQUA NEW JERSEY | RRCC Pool 8797 | \$ 48.45 | \$ 48.45 |
| 34655 | AQUA NEW JERSEY | Lawn Irrigation (9078) | \$ 24.28 | \$ 24.28 |
| 34656 | AQUA NEW JERSEY | 910 Milford Warren Glen Rd Seasonal Yard | \$ 19.12 | \$ 19.12 |
| 34657 | AQUA NEW JERSEY | 001037094 0748928 910 Milford Warren | \$ 321.32 | \$ 321.32 |
| 34658 | AT&T MOBILITY | 08/27/23 - 09/26/23 | \$ 599.70 | |
| | | 08/27/23 - 09/26/23 | \$ 1,101.42 | \$ 1,701.12 |
| 34659 | Chris's Lawn Mowing Inc | MOWING SERVICES 2023 | \$ 3,500.00 | |
| | | RIDGE POOL 2023 | \$ 450.00 | \$ 3,950.00 |

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| | | | | | |
|-------|-----------------------------------|---|--------|------------|---------------|
| 34660 | CLEMENS UNIFORM | Shop Towels / Floor Mat service | \$ | 23.35 | |
| | | Rugs for RRCC October 2023 | \$ | 99.04 | |
| | | Mats for Municipal Building | \$ | 41.98 | \$ 164.37 |
| | | HLT0095 2023 ROADWAY IMPROVEMENTS SEP 20 | \$ | 427.50 | |
| 34661 | COLLIERS ENGINEERING & DESIGN INC | HLT001 Holland Township General - SEP 20 | \$ | 87.50 | |
| | | HLT046 | \$ | 1,255.81 | |
| | | HLT0090 SPRING GARDEN ROAD - SEP 2023 | \$ | 87.50 | |
| | | B8 04 L15 Driveway 2023-5 Eng 15 Elmhurst | \$ | 437.14 | |
| | | LUB Osuch B1 L3 services thru Var Lot I | \$ | 597.50 | \$ 2,892.95 |
| 34662 | COLLIERS ENGINEERING & DESIGN INC | PB HK B24 L 3 13 review thru 093023 Engi | \$ | 198.70 | |
| | | LUB Vukusich B11 L13 Review thru 093023 | \$ | 131.25 | |
| | | PB HK B24 L 3 13 review thru 101523 Plan | \$ | 120.00 | |
| | | LUB Tilley/Lieb B24 L 5 review thru 1015 | \$ | 520.00 | |
| | | Planner Services thru 101523 | \$ | 160.00 | \$ 1,129.95 |
| 34663 | COOPER ELECTRICAL SUPPLY | RRCC POOL Electrical Repair Parts for Pu | \$ | 1,665.35 | \$ 1,665.35 |
| 34664 | COOPER ELECTRICAL SUPPLY | Electrical Repair Parts RRCC Case Field | \$ | 153.47 | \$ 153.47 |
| 34665 | CORPORATE BILLING LLC | TRK 15 Brake Repair- TRK 02 Hydraulic & | \$ | 848.34 | \$ 848.34 |
| 34666 | COUNTY OF HUNTERDON | Fall Festival Signs | \$ | 70.00 | \$ 70.00 |
| 34667 | Dana Wiatroski | Pickleball Clinics 10/15/2023 | \$ | 380.00 | \$ 380.00 |
| 34668 | DEER CARCASS REMOVAL SERVICE, LLC | Deer Carcass Removal | \$ | 228.00 | \$ 228.00 |
| 34669 | DEL VAL PROJECT GRADUATION | Roadside Litter Pickup- Clean Communities | \$ | 500.00 | \$ 500.00 |
| 34670 | Department of Finance | 4Q2023 County | \$ | 694,934.80 | \$ 694,934.80 |
| 34671 | Department of Finance | 4Q2023 Library | \$ | 68,240.95 | \$ 68,240.95 |
| 34672 | Department of Finance | 4Q2023 Open Space | \$ | 66,370.64 | \$ 66,370.64 |
| 34673 | DUTCH MILL MARKET INC | CANDY TRUNK OR TREAT | \$ | 22.56 | \$ 22.56 |
| 34674 | ELIZABETHTOWN GAS | Meter 01061655 Account 93404665351 RRCC | \$ | 398.54 | \$ 398.54 |
| 34675 | ENTERPRISE ELECTRICAL INC | Electrical Work / Repairs @ RRCC/ MB | \$ | 9,187.50 | \$ 9,187.50 |
| 34676 | FOX BROTHERS ALARM SERVICES, INC. | Remote Monitoring & Daily Testing | \$ | 210.00 | \$ 210.00 |
| 34677 | GEBHARDT & KIEFER, P.C. | September 2023 Tax Appeals | \$ | 69.00 | \$ 69.00 |
| 34678 | GRAINGER | Misc. Items for Building and Maintenance | \$ | 140.97 | \$ 140.97 |
| 34679 | GRIFFITH-ALLIED TRUCKING | Diesel - Public Works | \$ | 1,158.73 | |
| | | Gasoline- Police | \$ | 1,810.18 | \$ 2,968.91 |
| 34680 | Home Depot Credit Services | Misc. Items for Building and Maintenance | \$ | 731.31 | \$ 731.31 |
| 34681 | HOOVER TRUCK CENTERS INC | TRK 98 Air Dryer Repair | \$ | 486.87 | \$ 486.87 |
| 34682 | J C Ehrlich Co Inc | Commercial Pest Maintenance Service SEPT | \$ | 206.70 | \$ 206.70 |
| 34683 | JERSEY CENTRAL POWER & LIGHT | MASTER 200 000 020 350 | \$ | 6.03 | |
| | | MASTER 200 000 020 350 | \$ | 243.52 | \$ 249.55 |
| 34684 | JERSEY CENTRAL POWER & LIGHT | Account 100 004 272 595 Street Lights MV | \$ | 23.80 | \$ 23.80 |
| 34685 | JERSEY CENTRAL POWER & LIGHT | Account 100 004 272 652 Street Lights 9/ | \$ | 1,386.74 | \$ 1,386.74 |
| 34686 | JERSEY CENTRAL POWER & LIGHT | Acct 100 060 952 585 Street Lights Holla | \$ | 61.80 | \$ 61.80 |
| 34687 | JERSEY CENTRAL POWER & LIGHT | Account 100 077 061 016 - 09/19/23 - 10/ | \$ | 143.96 | \$ 143.96 |
| 34688 | JERSEY CENTRAL POWER & LIGHT | 100 070 503 212 Pool Storage Garage 09/1 | \$ | 4.78 | \$ 4.78 |
| 34689 | JERSEY CENTRAL POWER & LIGHT | 100 029 305 644 - 09/19/23 - 10/20/23 | \$ | 828.87 | \$ 828.87 |
| 34690 | JERSEY CENTRAL POWER & LIGHT | Account 100 004 555 932 Case Field 09/19 | \$ | 92.13 | \$ 92.13 |
| 34691 | JERSEY CENTRAL POWER & LIGHT | Account 100 004 555 858 Baseball 08/21/2 | \$ | 113.89 | \$ 113.89 |
| 34692 | JERSEY CENTRAL POWER & LIGHT | Account 100 004 555 858 Baseball 09/21/2 | \$ | 267.70 | \$ 267.70 |
| 34693 | JERSEY CENTRAL POWER & LIGHT | Account 100 152 456 842 802 Milford Wa | \$ | 190.70 | \$ 190.70 |
| 34694 | JERSEY CENTRAL POWER & LIGHT | Account 100 003 579 271 Library 09/21/23 | \$ | 31.59 | \$ 31.59 |
| 34695 | JESSICA DULIN-SOTO | Yoga Classes October 2023 | \$ | 495.00 | \$ 495.00 |
| 34696 | JOHN P GALLINA, ESQ | LUB Misc General Matters | \$ | 303.75 | |
| | | PB Huntington Knolls B24 L 3 & 13 090523- | \$ | 506.25 | \$ 810.00 |
| 34697 | KEITH YASUNAS | CANDY TRUNK OR TREAT | \$ | 28.38 | \$ 28.38 |
| 34698 | Kyle McManus Associates LLC | PB Holland Solar Farm B2 L1 02 services | \$ | 183.75 | \$ 183.75 |
| 34699 | LARK LABEL | EC Tree Plaques including Arbor Day 2023 | \$ | 269.50 | \$ 269.50 |
| 34700 | LAURA KNOTT | Yoga - October 2023 | \$ | 495.00 | \$ 495.00 |
| 34701 | LAWRENCE LaFevre | REFUND | \$ | 70.99 | |
| | | Transfer 16 mm movie film of RR bowling, | \$ | 357.97 | \$ 428.96 |
| 34702 | LDI Connect | Contract Usage Charge 09/22/23 - 10/21/2 | \$ | 90.90 | \$ 90.90 |
| 34703 | Leonard A. LaGuardia | Parks & Rec Art with contest design from | \$ | 1,550.00 | \$ 1,550.00 |
| 34704 | LMR DISPOSAL | Recycling Dumpster | \$ | 570.00 | \$ 570.00 |
| 34705 | LMR DISPOSAL | Recycling Dumpster | \$ | 1,785.00 | \$ 1,785.00 |
| 34706 | LMR DISPOSAL | Recycling Dumpster @ RRCC correction inv | \$ | 4.40 | \$ 4.40 |
| 34707 | LMR DISPOSAL | Recycling Dumpster | \$ | 65.31 | \$ 65.31 |
| 34708 | Marc R Phillips | Parks & Rec 2023 Trunk Treat | \$ | 300.00 | \$ 300.00 |
| 34709 | MELANIE WORO B | Zumba & Fitness Classes October 2023 | \$ | 1,080.00 | \$ 1,080.00 |
| 34710 | MGL PRINTING SOLUTIONS | CLEARING ACCT CHECKS | \$ | 470.00 | \$ 470.00 |
| 34711 | MILFORD/FRENCHTOWN AUTO PARTS | Truck-Equipment Parts/ Tools/ Truck-Equi | \$ | 511.88 | \$ 511.88 |
| 34712 | MONTAGE ENTERPRISES, INC. | Tractor 85c Mower Parts | \$ | 125.00 | \$ 125.00 |
| 34713 | NJ Advance Media | | Oct-23 | \$ 28.70 | |
| | | PB HK B24 L13 Ext Major Sub res 100923 | \$ | 18.71 | |

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| | | | | |
|----------|-------------------------------------|---|-----------------|-----------------|
| | | Audit Synopsis | \$ 124.92 | \$ 172.33 |
| 34714 | NJ EVENT SERVICES LLC | RRCC 06/11/23 - 07/10/23 | \$ 220.00 | |
| | | Temporary Restrooms | \$ 220.00 | |
| | | Temporary Restrooms 6/3/23-7/2/23 | \$ 110.00 | |
| | | Municipal Fields 9/13/23-10/12/23 | \$ 110.00 | |
| | | DPW 10/13/23-11/12/23 | \$ 220.00 | |
| | | Temporary Restrooms 03/03/23 - 04/03/23 | \$ 220.00 | \$ 1,100.00 |
| 34715 | NJ STATE ASSOC. OF CHIEFS OF POLICE | Training | \$ 150.00 | \$ 150.00 |
| 34716 | NRG BUSINESS | SERV LOC ID 776745 61 CHURCH ROAD | \$ 381.99 | \$ 381.99 |
| 34717 | P3 GENERATORS | RRCC Generator Serviced | \$ 550.63 | \$ 550.63 |
| 34718 | PenTeleData | 10/24/23 - 11/24/23 | \$ 196.85 | \$ 196.85 |
| 34719 | PERFORMANCE TIRE COMPANY | Tires DPW 2016 F550 | \$ 2,532.22 | |
| | | Vehicle Maintenance | \$ 240.09 | \$ 2,772.31 |
| 34720 | Promed Office Cleaners LLC | Cleaning Service | \$ 80.00 | \$ 80.00 |
| 34721 | Quality Auto Glass Inc | Vehicle Maintenance | \$ 421.82 | \$ 421.82 |
| 34722 | Rackspace US Inc | Rackspace Annual Renewal 10/01/2023-09/3 | \$ 1,924.02 | \$ 1,924.02 |
| 34723 | RJ'S DIESEL AND AUTO REPAIR | Vehicle Maintenance | \$ 2,666.88 | |
| | | Vehicle Maintenance | \$ 223.16 | \$ 2,890.04 |
| 34724 | ROSSI CHRYSLER DODGE JEEP RAM | Vehicle Maintenance | \$ 1,863.35 | \$ 1,863.35 |
| 34725 | Rossnagles Service Center Inc | Vehicle Maintenance | \$ 175.00 | \$ 175.00 |
| 34726 | RTG 2, LLC | Recycling of Wood Debris | \$ 4,400.00 | \$ 4,400.00 |
| 34727 | SERVICE ELECTRIC CABLE TV, INC. | Phone/Internet/TV @ RRCC | \$ 210.74 | \$ 210.74 |
| 34728 | South State Inc | Spring Garden Road | \$ 79,098.24 | \$ 79,098.24 |
| 34729 | SSP ARCHITECTURAL GROUP, INC. | COMPLETE AND INITIAL BUILDING ASSESSMENT | \$ 770.00 | \$ 770.00 |
| 34730 | STAPLES BUSINESS ADVANTAGE | Toner, Labels, Wall Calendar, Swiffer, S | \$ 678.87 | \$ 678.87 |
| 34731 | STEM BROTHERS, INC. | Propane for Recycling Center | \$ 21.47 | \$ 21.47 |
| 34732 | TAMATHA ISENBERG | Yoga - October 2023 | \$ 275.00 | \$ 275.00 |
| 34733 | THERESA VERDI | Cleaning services at Municipal Building | \$ 600.00 | |
| | | Cleaning RRCC 10/2 - 10/13 | \$ 440.00 | |
| | | Cleaning services at Municipal Building | \$ 700.00 | \$ 1,740.00 |
| 34734 | TOWNSHIP OF RARITAN | Shared Service Agreement Courts | \$ 7,022.70 | \$ 7,022.70 |
| 34735 | TRIFLEX IT SOLUTIONS, LLC | Email Protection | \$ 154.00 | |
| | | Billable Services Travel, On Site, Remote | \$ 843.75 | |
| | | Billable Services Travel, On Site, Remote | \$ 506.25 | |
| | | Email Protection | \$ 275.00 | |
| | | Email Protection | \$ 275.00 | |
| | | Offsite Backup | \$ 122.50 | \$ 2,176.50 |
| 34736 | TRIFLEX IT SOLUTIONS, LLC | Billable Services Travel, On Site, Remote | \$ 337.50 | |
| | | Billable Services Travel, On Site, Remote | \$ 303.75 | \$ 641.25 |
| 34737 | UNITED SITE SERVICES | Portable Toilets & Sinks Community Day | \$ 248.00 | |
| | | 2 Standard Restrooms with Sanitizer | \$ 87.50 | \$ 335.50 |
| 34738 | VERIZON | SEPTEMBER 2023 BILLING | \$ 255.28 | \$ 255.28 |
| 34739 | VERIZON | OCT 2023 BILLING | \$ 1,839.42 | |
| | | OCT 2023 BILLING | \$ 65.14 | \$ 1,904.56 |
| 34740 | Warren Materials | ROAD MATERIALS | \$ 5,502.08 | |
| | | ESCALATION - MILLER PARK/DENNIS | \$ 7,238.64 | |
| | | ESCALATION | \$ 15,696.81 | \$ 28,437.53 |
| | | | \$ 1,017,364.60 | \$ 1,017,364.60 |
| | | | | |
| 10 | QUADIANT | REFILL POSTAGE MACHINE | \$ 499.72 | \$ 499.72 |
| 34575 | TRIFLEX | Sep-23 | \$ 149.99 | \$ 149.99 |
| 102723 | NJ STATE HEALTH BENEFITS | NOV 23 RETIREE BILLING | \$ 3,674.62 | \$ 3,674.62 |
| 10232023 | NJ SALES TAX | 3RD QTR 2023 | \$ 1,558.05 | \$ 1,558.05 |
| 10302023 | NJ STATE HEALTH BENEFITS | NOV 23 HEALTH BENEFITS | \$ 35,936.68 | \$ 35,936.68 |
| 11012023 | GUARDIAN | DENTAL NOV 23 | \$ 3,035.14 | \$ 3,035.14 |
| | | | \$ 44,854.20 | \$ 44,854.20 |
| TOTALS: | | | \$ 1,062,218.80 | \$ 1,062,218.80 |

REMINDER/ANNOUNCEMENT

A Veterans Day Ceremony hosted by the Township Committee and Womens Club will be held Saturday November 11, 2023 at 11:00am at the Holland Township Municipal Building.

HOLLAND TOWNSHIP COMMITTEE
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Brief 10-minute report from Police Chief Sean Gutsick for Executive Session

EXECUTIVE SESSION-

-RESOLUTION-to enter into Executive Session

Entering into Executive Session

WHEREAS, the Open Public Meetings Act, P. L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Holland, that the public shall be excluded from discussion of the following matter(s):

- N.J.S.A. 10:4-12 b.
(6) tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair that protection, or investigations of violations or possible violations of the law;

BE IT FURTHER RESOLVED, that Minutes will be kept on file in the Municipal Clerk's Office, and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes shall be made public. This Resolution will take effect immediately.

Brief Report from Tax Assessor Michelle Trivigno

OLD BUSINESS FROM TOWNSHIP COMMITTEE

LIAISON REPORTS

NEW BUSINESS FROM TOWNSHIP COMMITTEE

APPROVAL for Mayor to sign **Facility Use Agreement For Use of Municipal Property With DVAA**

RESIGNATION-Accepting the Letter of Resignation from Part Time Patrolman Henry Zilliox effective October 27, 2023.

RESIGNATION-Accepting the Letter of Resignation from Amanda Muller Police Administrative Coordinator effective November 17, 2023.

-ORDINANCE 2023-15 Stormwater Quality -Introduction/First Reading
Second reading and Public Hearing set for December 5, 2023

**ADDING AND CREATING CHAPTER 145 ENTITLED "STORMWATER QUALITY"
TO THE CODE OF THE TOWNSHIP OF HOLLAND**

ORDINANCE 2023-16 Flood Plain Management Regulations – Introduction/First Reading
Second reading and Public Hearing set for December 5, 2023

**AN ORDINANCE BY THE TOWNSHIP COMMITTEE AMENDING THE TOWNSHIP OF
HOLLAND CODE OF ORDINANCES CHAPTER 100, SECTIONS 92 TO 98**

-ORDINANCE 2023-17 – Revising Chapter 32 "Police and Public Safety, Department of"
Introduction/First Reading. Second reading and Public Hearing set for December 5, 2023

**AMENDING ORDINANCE 2021-10, REVISING CHAPTER 32, SECTION 13, OF THE
MUNICIPAL CODE OF THE TOWNSHIP OF HOLLAND, AND
CHAPTER 32 ENTITLED "POLICE AND PUBLIC SAFETY, DEPARTMENT OF,"
OF THE CODE OF THE TOWNSHIP OF HOLLAND**

HOLLAND TOWNSHIP COMMITTEE
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DISCUSSION/RESOLUTION – 2023 Best Practices Inventory

**Acknowledging Receipt and Review of the 2023 Best Practices Inventory
that Chief Finance Officer has Submitted to the Division of Local Government Services**

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 reviewed the 2023 Best Practice Inventory as submitted by Chief Finance Officer, Kristi Gano at a regular scheduled meeting held on November 8, 2023.

BE IT FURTHER RESOLVED, that in review of the document, CFO Gano has reported that the township qualifies for full state aid.

BE IT FINALLY RESOLVED, that the Township Committee has reviewed the Best Practices Inventory as submitted by CFO Gano to the Division of Local Government Services before the due date of November 3, 2023.

RESOLUTION – Budget Transfers

WHEREAS, the Municipal Budget for the year 2023 was approved on April 4, 2023 and adopted on April 19, 2023 and

WHEREAS, N.J.S.A. 40A:4-58 permits appropriation transfers to be made during the last two months of the fiscal year, and reserve appropriation transfers to be made during the first three months of the following fiscal year.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Holland that the Chief Financial Officer is hereby authorized to make the following budget transfers:

| <u>APPROPRIATION</u> | <u>FROM AMOUNT</u> | <u>TO AMOUNT</u> |
|---------------------------------|--------------------|------------------|
| Finance Other Expenses | -28,000.00 | |
| Swimming Pool S & W | -11,800.00 | |
| Building & Grounds S&W | -25,000.00 | |
| Snack Shack O/E | -3,736.97 | |
| Municipal Clerk S&W | -8,181.92 | |
| Employee Group Insurance | | 15,000.00 |
| Land Use Board S&W | | 2,100.00 |
| Snack Shack S/W | | 1,418.89 |
| RRCC Parks & Recreation S/W | | 45,800.00 |
| Finance S/W | | 2,400.00 |
| Social Security -Other Expenses | | 10,000.00 |

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

HOLLAND TOWNSHIP COMMITTEE
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RESOLUTION-Approval to Hire: Steven Weber as Part Time Buildings and Grounds at the hourly rate of \$19.50.

**Authorization to Hire Steven Weber as part time
Building and Grounds Maintenance Employee**

WHEREAS, the Township Committee of the Township of Holland shall require the services of a part-time Buildings and Grounds Maintenance employee to work at all township facilities, and

WHEREAS, according to the Chief Financial Officer, there are sufficient funds available in the General Operations Municipal budget to pay for this employee, and

WHEREAS, this employee will be hired as a 12month, part-time hourly employee required to punch a time clock, and

WHEREAS, a current copy of the Holland Township Employee Handbook will be available for his review and he will be required to comply with all policies in the handbook, and

WHEREAS, this employee will be hired on a probationary status for six months from the date this resolution is adopted, as described in the Employee Handbook, and

WHEREAS, this probationary status will be re-evaluated on May 7, 2024, and

WHEREAS, this employee will be required to attend and pass all required safety training, must wear all required safety equipment and must abide by all safety policies including all Lock Out-Tag Out Programs.

WHEREAS, this employee will be required to submit to a physical exam and a background check, and

WHEREAS, this employee will be under the supervision of the Department of Public Works Superintendent.

NOW, THEREFORE, BE IT RESOLVED by the Holland Township Committee, Township of Holland, County of Hunterdon in the State of New Jersey, that Steven Weber will be hired as part-time Buildings and Grounds Maintenance employee working a maximum of 27.5 hours per week at the 2023 salary of \$19.50 per hour contingent on results of all required back ground checks effective upon adoption of this resolution effective November 8, 2023.

-RESOLUTION – Shared Service Agreement for QPA services with Lebanon Township

**AUTHORIZING THE RENEWAL OF THE SHARED SERVICES AGREEMENT
PROVIDING A QUALIFIED PURCHASING AGENT TO THE TOWNSHIP OF LEBANON**

WHEREAS, the New Jersey Uniform Shared Services and Consolidated Act (N.J.S.A. 40A:65-1, et seq.) authorizes shared services between municipalities; and

WHEREAS, the Township Committee of the Township of Holland (the “Committee”) has determined to renew the Shared Services Agreement (“Agreement”), attached hereto as Exhibit A, between the Township of Holland and the Township of Lebanon, to provide to Lebanon the services of a Qualified Purchasing Agent in accordance with the terms and conditions contained therein.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Holland, Hunterdon County that Mayor and Clerk are authorized to execute the agreement entitled “Service Agreement for Qualified Purchasing Agent” substantially in the form

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Holland, in the County of Hunterdon, that the Township of Holland hereby provide Lebanon Township the services of a Qualified Purchasing Agent as set forth in the Shared Services Agreement executed on November 8, 2023.

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-RESOLUTION- Renewal of Animal Control Solutions Contract

WHEREAS, N.J.S.A. 40:48-5.1 mandates that under certain specified circumstances a municipality must enter into negotiations with an animal control service for the collecting, keeping, redemption and destroying of stray animals with the municipality; and

WHEREAS, quotes were received for the services; and

WHEREAS, pursuant to the provisions of said statute, the lowest responsible quote was provided by Animal Control Solutions in the amount of \$12,480.00 for 2024, \$13,200 for 2025, and \$13,200 for 2026; and

NOW, THEREFORE, BE IT RESOLVED, by the Holland Township Committee that Holland Township be authorized to enter into a contract with Animal Control Solutions for the period of January 1, 2024 – December 31, 2024 for \$12,480.00, January 1,2025 – December 31,2025 for \$13,200.00 and January 1,2026 – December 31,2026 for \$13,200.00with the additional fee schedule following for any additional services requested by the Township during this period:

Non-Emergency

Dogs and Puppies:

| | |
|--|-------------------|
| Intake Shots (given unless dog has valid tags on) | \$25.00 each shot |
| 1 Day Board | \$50.00 |
| 7 Day Board | \$350.00 |
| Disposition Fee (Spay/Neuter, Adoption Prep, or euthanasia and disposal) | \$250.00 |
| Prep Rabies Specimen | \$80.00 |
| Dogs Held Under the Dangerous Dog Act or Quarantine | \$65.00 per day |
| Dead Dog Disposal | \$65.00 |
| Basic Exam | \$100.00 |

Cats and Kittens:

| | |
|--|-------------------|
| Intake Shots (given unless cat has valid tags on) | \$25.00 each shot |
| 1 Day Board | \$40.00 |
| 7 Day Board | \$280.00 |
| Disposition Fee (Spay/Neuter, Adoption Prep or euthanasia) | \$200.00 |
| Prep Rabies Specimen | \$80.00 |
| Dead Cat Disposal | \$60.00 |
| Basic Exam | \$100.00 |

Live Stock:

| | |
|---------------------------------------|---------|
| 1 Day Board Small (under 50 pounds) | \$50.00 |
| 1 Day Board Medium (50 to 100 pounds) | \$65.00 |
| 1 Day Board Large (above 100 pounds) | \$75.00 |

Exotic:

| | |
|---|---------|
| Pet birds, Hamsters, Ferrets, Reptiles, and other exotic animals | |
| Only impounded under the direction of the municipality, 1 Day Board | \$55.00 |

Wildlife:

| | |
|--|----------|
| Euthanasia (If police refuse or are unable to) | \$100.00 |
| Disposal (If no municipal dumpster is available) | \$60.00 |
| Prep Rabies Specimen | \$80.00 |

HOLLAND TOWNSHIP COMMITTEE
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Emergency Vet

All Domestic Animals:

| | |
|-------------------------------------|----------|
| Required Exam | \$200.00 |
| Euthanasia | \$200.00 |
| Required Pain Meds and Fluids | \$ TBD |
| Other (Municipal approval required) | \$ TBD |

Wildlife:

| | |
|---|----------|
| Euthanasia and Disposal (If police refuse or are unable to) | \$200.00 |
|---|----------|

Low Cost Fix the Cat service includes:

- Spay/Neuter of cat
- Rabies and Distemper Vaccines
- Microchip (to link ownership)
- Ear Notch (a universal identification method for TNR)

Cost: \$100.00 per cat. This fee is normally paid by the person requesting the service but the Municipality may choose to cover these costs on a case by case basis.

-RESOLUTION - Awarding a Cleaning Contract for the Holland Township Municipal Building including the Police Department

Awarding a Cleaning Contract for the Holland Township Municipal Building including the Police Department

WHEREAS, Holland Township requested quotes for cleaning services in the Municipal Building and the Police Department located at 61 Church Road in Holland Township, and

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

WHEREAS, the Chief Financial Officer has certified that funds are available for this contract in line items 01-201-26-310-683 for the Police Department and 01-201-26-310-604 for the Municipal Building.

WHEREAS this will be a contract beginning January 1, 2024 and ending December 31, 2024.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Holland in the County of Hunterdon, state of New Jersey, that Holland Township be authorized to enter into a 12month contract beginning January 1, 2024 with Theresa Verdi for cleaning services for the Holland Township Municipal Building, including the Police Department in the amount of \$300 per week for service on Monday, Wednesday and Friday.

RESOLUTION – Authorizing the Township to Apply for a 2024 CDBG Grant

WHEREAS, Holland Township qualified to apply for a 2024 Small Cities Community Development Block Grant, and

WHEREAS, the Township has identified the Police Headquarters renovations as an eligible project.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Holland in the County of Hunterdon, State of New Jersey, that Mayor and other required officials be authorized to sign and apply for the 2024 Small Cities Community Development Block Grant

HOLLAND TOWNSHIP COMMITTEE
REGULAR MEETING AGENDA
November 8, 2023

RESOLUTION – Approving facility use agreement with Hunterdon County to allow the placement of a book locker on Block 6, Lot 63

APPROVING THE FACILITY USE AGREEMENT WITH HUNTERDON COUNTY TO ALLOW THE PLACEMENT OF A BOOK LOCKER ON BLOCK 6, LOT 63

WHEREAS, the County of Hunterdon (the “County”) has requested permission from the Township of Holland (the “Township”) to place a book locker on a portion of the property owned by the Township and used as the Holland Township Library, located at 129 Spring Mills Road, Block 6, Lot 63.

WHEREAS, a copy of the Facility Use Agreement permitting the location of the book locker is attached hereto as Exhibit “A;” and

WHEREAS, the Mayor and Committee of the Township believe it is in the best interest of the Township residents to allow the placement of such book locker and to enter into the attached Agreement.

NOW THEREFORE BE IT RESOLVED by the Mayor and Committee of the Township of Holland, County of Hunterdon, State of New Jersey, as follows:

1. The Mayor and Clerk are hereby authorized to execute the Facility Use Agreement in substantially the same form as attached hereto as Exhibit A.
2. This Resolution shall take effect immediately.

BUSINESS FROM TOWNSHIP ATTORNEY

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

ADJOURN at _____