

May 16, 2023
HOLLAND TOWNSHIP COMMITTEE
REGULAR MEETING MINUTES

The Holland Township Committee met on the above date at the Holland Township Municipal Building, 61 Church Road, Milford, N.J. at 7:00 p.m.

Roll Call: present were:

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

There being a quorum this meeting was called to order by Mayor Bush at 7:09 p.m.
Mr. Bush asked that all electronic equipment be turned off or silenced.

FLAG SALUTE

Mayor Bush invited the Boy Scouts to lead the audience and 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 16, 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: May 2, 2023 Regular Meeting

Mr. Wilhelm moved and Mr. Young seconded the motion to approve the minutes of the May 2, 2023 Regular Meeting.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Mickey	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

APPROVAL OF BILLS AS SUBMITTED

Mr. Thurgarland moved and Ms. Mickey seconded the motion to approve the bills as submitted:
Mr. Young abstained from Check # 33779 and Mr. Thurgarland abstained from Check # 33782.

Holland Township
Bill List
16-May-23

Check#	Vendor	Description	Payment	Check Total
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May 16, 2023
HOLLAND TOWNSHIP COMMITTEE
REGULAR MEETING MINUTES

33788	JESSICA DULIN-SOTO	Yoga Classes April 2023	\$ 660.00	\$ 660.00
33789	JESSICA NEGLIA	White Gymnasium Court Tape	\$ 25.98	
		When I Work App	\$ 45.00	\$ 70.98
33790	KOLLMER EQUIPMENT	Parts for Repairs / Service of Stihl Dem	\$ 65.05	\$ 65.05
33791	LAURA KNOTT	Yoga - April 2023	\$ 220.00	\$ 220.00
33792	LAWN DOCTOR OF FLEMINGTON-CLINTON	SERVICES FOR 2023	\$ 9,523.46	\$ 9,523.46
33793	LAWN DOCTOR OF FLEMINGTON-CLINTON	BASIC MAINT SERVICES 2023	\$ 1,992.11	\$ 1,992.11
33794	LMR DISPOSAL	Dumpster Pickup Service	\$ 645.00	\$ 645.00
33795	LMR DISPOSAL	Recycling Dumpster @ RRCC	\$ 63.11	\$ 63.11
33796	LMR DISPOSAL	Dumpster Pickup Service	\$ 1,170.00	\$ 1,170.00
33797	LUCILLE A. GROZINSKI	LUB 050823 meeting court reporter	\$ 350.00	\$ 350.00
33798	MELANIE WOROB	Zumba & Fitness Classes April 2023	\$ 760.00	\$ 760.00
33799	MILFORD-HOLLAND RESCUE SQUAD, INC.	2023 1st QUARTER DONATION	\$ 19,000.00	\$ 19,000.00
33800	MILFORD/FRENCHTOWN AUTO PARTS, INC. MUSCONETCONG WATERSHED	Fuel Filters for Gas Tank @ DPW Yard	\$ 154.00	\$ 154.00
33801	ASSOCIATION	EC speaker 042623 Muskey Wild & Scenic 7	\$ 150.00	\$ 150.00
33802	NJ DEPT OF HEALTH & SENIOR SERVICES	Apr-23	\$ 122.40	\$ 122.40
33803	NJ EVENT SERVICES LLC	Temporary Restrooms 5/3/23-6/2/23	\$ 110.00	\$ 110.00
33804	NJ EZ Pass	EZ Pass Funds	\$ 100.00	\$ 100.00
33805	ODP BUSINESS SOLUTIONS, LLC	Office Supplies	\$ 93.98	
		TRASH BAGS	\$ 14.00	\$ 107.98
33806	PERFORMANCE TIRE COMPANY	15-13 New Tires	\$ 892.72	\$ 892.72
33807	POWERCO, INC.	Hydraulic Cap- Case 580 Repair	\$ 22.50	\$ 22.50
33808	POWERDMS INC	Yearly Renewal	\$ 3,338.55	\$ 3,338.55
33809	Princeton Computer Support Inc	Barracuda Email Protection March 2023	\$ 110.50	\$ 110.50
33810	Promed Office Cleaners LLC	Cleaning RRCC February 2023	\$ 230.00	\$ 230.00
33811	Quadiant Leasing USA Inc	LEASE PAYMENT 06/08/23 - 09/07/23	\$ 528.00	\$ 528.00
33812	R & L DATACENTERS, INC.	APRIL 2023 PAYROLL	\$ 395.40	\$ 395.40
33813	SANICO, INC.	MAY 2023 - Acct #201944	\$ 116.56	
		APRIL 2023 - Acct #201688	\$ 191.16	
		APRIL 2023 - Acct #201746	\$ 39.00	
		MAY 2023 Account 101037	\$ 114.78	\$ 461.50
33814	Statewide Insurance Fund	3rd INSTALLMENT 2023	\$ 49,870.49	\$ 49,870.49
33815	STEM BROTHERS, INC.	Propane Deliveries and Service Invoice f	\$ 335.32	\$ 335.32
33816	TAMATHA ISENBERG	Yoga - April 2023	\$ 275.00	\$ 275.00
33817	THERESA VERDI	Cleaning @ RRCC 4/16-4/30/23	\$ 440.00	
		Cleaning services at Municipal Building	\$ 600.00	\$ 1,040.00
33818	TILCON NEW YORK INC.	Stone for Various Road Projects	\$ 5,137.57	\$ 5,137.57
33819	TREASURER, STATE OF NJ	Site Remediation LSPR Assessed	\$ 3,460.00	\$ 3,460.00
33820	VERIZON	APRIL 2023 BILLING	\$ 1,809.91	\$ 1,809.91
33821	VERIZON	Billing 908 995 8810	\$ 65.46	\$ 65.46
33822	Visual Computer Solutions Inc	POSS Yearly Renewal	\$ 1,050.30	\$ 1,050.30
33823	WILSON PRODUCTS	Propane Cylinder Rental for Recycling Ce	\$ 36.00	\$ 36.00
Totals			\$ 156,814.61	\$ 156,814.61

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X		#33779	
Lisa Mickey	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X		#33782	
Dan Bush, Mayor	X			

REMINDER/ANNOUNCEMENT

Tuesday June 6, 2023 is Primary Election Day. Polls are open 6:00 am -8:00 pm.
The First meeting in June will be Wednesday, June 7, 2023.

May 16, 2023
HOLLAND TOWNSHIP COMMITTEE
REGULAR MEETING MINUTES

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Mickey	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

-APPROVAL to attend the 2023 League of Municipalities Conference November 14-16:
Mr. Wilhelm moved and Ms. Mickey seconded the motion to approve attendance at the **2023 League of Municipalities Conference November 14-16, 2023** for: Mayor Bush, Deputy Mayor Wilhelm, Committeemen Thurgarland and Young, Committeewomen Mickey, Clerk Tigar, Land Use Administrator Kozak, DPW Superintendent Colaluce, Parks & Recreation Director Neglia

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Mickey	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

-APPROVAL for the Mayor to sign proposal from Princeton Computer Support for Barracuda email protection software.
Mr. Thurgarland moved and Mr. Wilhelm seconded the motion to approve the Mayor to sign the proposal from Princeton Computer Support for Barracuda email protection software.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Mickey	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

-APPROVAL for the Mayor to sign quote from BIS Digital for a new recording system
Mr. Wilhelm moved and Mr. Young seconded the motion to approve the Mayor to sign the quote from BIS Digital for a new recording system.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Mickey	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

-RESIGNATION -Accepting the emailed Letter of Resignation from Parks & Recreation member Deborah Hirst effective May 10, 2023. Term expires 12/31/2024.
Mr. Young moved and Mr. Wilhelm seconded the motion to accept the resignation of Parks & Recreation member Deborah Hirst.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Mickey	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

-RESOLUTION- Approval of request from Cherryville Repeater Association
Mr. Wilhelm moved and Mr. Young seconded the motion to adopt the following Resolution:

- May 16, 2023
HOLLAND TOWNSHIP COMMITTEE
REGULAR MEETING MINUTES

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\$25,000.00

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:
Stormwater Assistance Grant

BE IT FURTHER RESOLVED that the sum of \$25,000.00

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:

Stormwater Assistance Grant

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

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Mickey	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

RESOLUTION – Overpayment of Taxes Refund

Mr. Wilhelm moved and Mr. Young seconded the motion to adopt the following Resolution:

Overpayment Refund

WHEREAS, David Badger, qualified for a Veteran Deduction for the tax year 2022 in the amount of \$250.00 and a credit has been applied to Block 21 Lot 30.02 in December of 2022;

WHEREAS, It is recommended by the Tax Collector that the 2022 Veteran Deduction be refunded to the resident, David Badger, 4 Agnes Lane, Milford, NJ 08848;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Holland, County of Hunterdon and the State of New Jersey that the Chief Financial Officer be authorized to refund David Badger, 4 Agnes Lane, Milford, NJ 08848 in the amount of \$250.00.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Mickey	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

-RESOLUTION – Overpayment of Taxes Refund

Mr. Young moved and Mr. Wilhelm seconded the motion to adopt the following Resolution:

Overpayment Refund

WHEREAS, a payment for a Homestead Rebate credit was received in the amount of \$988.35 from The State of New Jersey which was applied to Block 21 Lot 30.02 in May of 2022;

WHEREAS, the resident; Janet Mowder is a widow of a 100% disabled veteran and is tax exempt; and

May 16, 2023
HOLLAND TOWNSHIP COMMITTEE
REGULAR MEETING MINUTES

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Mickey	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

-RESOLUTION - Overpayment of Taxes Refund

Mr. Wilhelm moved and Mr. Young seconded the motion to adopt the following Resolution:

Overpayment Refund

WHEREAS, a payment for first quarter taxes of 2022 in the amount of \$2,412.91 received from a Title Company upon the closing of this parcel and was applied to Block 11.02 Lot 1 on January 17, 2022;

WHEREAS, an additional payment from former owner Robert Rummels’ mortgage company, was received on February 14, 2022 creating an over payment on the first quarter of 2022 in the amount of \$2,412.91; and

WHEREAS, the overpayment has been researched by the Tax Collector and confirmed to be due to: Robert Rummel, 7830 Hog Jowl Road, Chickamauga, GA 30707

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Holland, County of Hunterdon and the State of New Jersey that the Chief Financial Officer be authorized to refund Robert Rummel, 7830 Hog Jowl Road, Chickamauga, GA 30707, in the amount of \$2,412.91.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Mickey	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

-RESOLUTION – Redemption Tax Sale Certification

Mr. Wilhelm moved and Mr. Young seconded the motion to adopt the following Resolution:

REDEMPTION TAX SALE CERTIFICATE

WHEREAS, there has been a redemption made for Tax Sale Certificate #2021-003, Block 10, Lot 1.08, 4 Gridley Circle, Milford, sold on December 16, 2021, to Arthur Frustaci, 712 Rugby Road, Phillipsburg, NJ 08865

WHEREAS, the amount of \$2,033.82 has been collected from the owner of this property, for the redemption of this Tax Sale Certificate #2021-003,

THEREFORE, BE IT RESOLVED that a check in the amount of \$2,033.82 for redemption be prepared and a check in the amount of \$2,100.00 be prepared for the release of the Tax Sale Premium and the Mayor, Treasurer and Clerk be authorized to sign these checks and these checks be mailed to:

Arthur Frustaci
712 Rugby Road
Phillipsburg, NJ 08865

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Mickey	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

May 16, 2023
HOLLAND TOWNSHIP COMMITTEE
REGULAR MEETING MINUTES

-RESOLUTION – 2023 Summer Camp Salaries Update #2

Mr. Young moved and Mr. Thurgarland seconded the motion to adopt the following Resolution:

**Authorization to Hire the following 2023 seasonal part-time
Summer Camp Staff at Riegel Ridge Community Center**

WHEREAS, the Holland Township Committee adopted a Resolution hiring the Riegel Ridge Community Summer Camp Staff on April 4, 2023, and

WHEREAS, The Township Committee wishes to make some additions (denoted with *), and some deletions (denoted with a ~~strike through~~), and

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

WHEREAS, these employees will be hired as “at will” seasonal part-time Summer Camp employees; and

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

WHEREAS, these employees may be required to submit to all background checks required for their position, and

WHEREAS, Director of Parks and Recreation Jessica Neglia advises the Township Committee that until results of these background checks have been received, these employees will be supervised at all times, and

WHEREAS, these salaries are based on the following Payroll Increase Schedule established April 4, 2023.

**Summer Camp Program Counselors and Instructors
Adopted April 4, 2023**

Summer Camp	2021	2022	2023
	Per Hour	Per Hour	Per Hour
Counselor	\$11.10	\$11.90	\$11.90
Head Counselor Years 1-2	\$12.60	\$13.40	\$15.00
Head Counselor Years 3-4	\$13.10	\$13.90	\$15.50
Head Counselor Year 5-6	\$13.60	\$14.40	\$16.00
Head Counselor Years 7-8+	\$14.10	\$14.90	\$16.50
Camp Nurse	\$21.96	\$22.40	\$19-\$21.00
Assistant Camp Supervisor	\$17.80	\$18.15	\$18.00
Camp Supervisor	\$28.70	\$29.28	\$21.00

NOW, THEREFORE, BE IT RESOLVED by the Holland Township Committee, Township of Holland, County of Hunterdon in the State of New Jersey, the following people be hired as seasonal part-time Summer Camp Staff contingent on favorable results of all required background checks, effective April 4, 2023.

BE IT FURTHER RESOLVED, that the schedule of pay rates is in accordance with the Township Ordinance

Summer Camp Supervisor		Salary
Amy	Kucharski	\$21.00/hr.
Summer Camp Assistant Supervisor		
Katherine	Murawski	\$18.00/hr.

Head Counselors *		Salary
Lauren	Bent	\$15.00
Stephen	Black	\$16.00

May 16, 2023
HOLLAND TOWNSHIP COMMITTEE
REGULAR MEETING MINUTES

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Mickey	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

-RESOLUTION- 2023 Pool Salaries

Mr. Young moved and Mr. Thurgarland seconded the motion to adopt the following Resolution:

**Authorization to hire the following 2023 seasonal part time
Managers, Lifeguards and Pool Front Desk Staff at Riegel Ridge Community Pool**

WHEREAS, the Township Committee of the Township of Holland is in need of seasonal pool staff at the Riegel Ridge Community Center, 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, these employees will be hired as “at will” 3month part-time, seasonal employees

WHEREAS, these employee’s will be required to wear a uniform prescribed by the Township, portions of which may be furnished by the Township and portions will be furnished by the employee; and

WHEREAS, these employees will report directly to the Director of Parks and Recreation, and

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

WHEREAS, these employees will be required to attend and pass all required training; and

WHEREAS, these employees will be required to submit to all background checks required for their position, and

WHEREAS, Director of Parks and Recreation Jessica Neglia advises the Township Committee that until results of the background check have been received, these employees will be supervised at all times.

WHEREAS, these salaries are based on the following Payroll Increase Schedules

Riegel Ridge Pool Managers, Lifeguards and Pool Front Desk Staff

	1-2 yrs.	3-4 yrs.	4-5 yrs.	5-6 yrs.
Lifeguards, Pool Desk & Snack Hut	\$14.00	\$14.50	\$15.00	\$15.50
Pool Managers	\$15.00	\$15.50	\$16.00	\$16.50

NOW, THEREFORE, BE IT RESOLVED by the Holland Township Committee, Township of Holland, County of Hunterdon in the State of New Jersey, the following people be hired as seasonal part-time employee’s contingent on favorable results of all required background checks, based on the following Payroll Schedules, effective May 16th, 2023.

BE IT FURTHER RESOLVED, that the schedule of pay rates is in accordance with the Township Ordinance.

Senior Pool Managers		Salary
Jessica	Bidwell	\$16.97
Pool Managers		
Jason	Czerna	\$16.00
Shannon	Hesse	\$16.50
Madison	Hesse	\$16.50

May 16, 2023
HOLLAND TOWNSHIP COMMITTEE
REGULAR MEETING MINUTES

ORDINANCE 2023-09
**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.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Mickey	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

BUSINESS FROM TOWNSHIP ATTORNEY

No report

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

Mr. Mayer –


- Solar panels on Cyphers Road operating as of to date?

ADJOURN at 7:35


Mr. Thurgarland moved and Mr. Wilhelm seconded the motion to adjourn at 7:35 p.m.

Roll Call Vote	Ayes	Nays	Abstain	Absent
Duane Young	X			
Lisa Mickey	X			
Scott Wilhelm, Deputy Mayor	X			
Robert Thurgarland	X			
Dan Bush, Mayor	X			

Respectfully Submitted,


Melissa S. Tigar
Municipal Clerk

Approved By,


Dan Bush, Mayor
Scott Wilhelm, Deputy Mayor