

HOLLAND TOWNSHIP COMMITTEE  
REGULAR MEETING AGENDA  
September 3, 2024

**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  
Committeeman Mike Miller  
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 14, 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: September 3, 2024 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/7480301411?pwd=dWgzaU91TXhjdFk5eWJmZmNPcGUxdz09&omn=86282802975>

Meeting ID: 748 030 1411  
Passcode: 951148

One tap mobile  
+13052241968, 7480301411#, \*951148# US

**APPROVAL OF MINUTES OF THE:** August 20, 2024 Regular Meeting and Executive Session

**APPROVAL OF BILLS AS SUBMITTED**

Holland Township  
Bill List  
3-Sep-24

Check#	Vendor	Description	Payment	Check Total
36130	A.B.E. PARKING LOT STRIPING CO.	Road Sweeping - Various Township Roads	\$ 2,415.52	\$ 2,415.52
36131	AMAZON CAPITAL SERVICES	Academy Equipment	\$ 66.98	
		Folding Chairs RRCC 150 qty	\$ 3,682.00	
		AirHeads	\$ 13.50	
		Life Jackets for Pool	\$ 239.98	
		Heavy Duty Silicone	\$ 10.67	
		Garbage Boxes - Community Day 2024	\$ 174.22	\$ 4,187.35
36132	AQUA NEW JERSEY	001037094 0748928 910 Milford Warren GI	\$ 321.32	\$ 321.32
36133	ASi MUSIC	STAGE	\$ 1,900.00	\$ 1,900.00
36134	ASPHALT PAVING SYSTEMS, INC.	Miller Park & Dennis Road	\$ 33,539.20	\$ 33,539.20
36135	BIS Digital Inc	Technical Support Agreement	\$ 954.00	\$ 954.00
36136	CARROT-TOP INDUSTRIES, INC.	Flags	\$ 1,217.81	\$ 1,217.81
36137	Celebration Fireworks Inc	Deposit 9/7 Community Day Fireworks	\$ 5,300.00	\$ 5,300.00
36138	CHEMUNG SUPPLY CORPORATION	Poly Pipe Ends for Old River RD Project	\$ 759.21	\$ 759.21
36139	Circus Time Amusements & Entertain	Community Day Pirate Bounce/Drago's Lair	\$ 1,995.00	\$ 1,995.00
36140	CITIZENS BANK	LULU - Township Sesquicentennial 100 qty	\$ 565.59	\$ 565.59
36141	CLEMENS UNIFORM	Mats for RRCC	\$ 46.05	
		Mats for Municipal Building	\$ 41.98	\$ 88.03

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36142	COLLIERS ENGINEERING & DESIGN INC	HLT057	\$	183.25	
		HLT0010 OLD RIVER RD	\$	1,973.75	
		HLT0045 Roadway Improvement	\$	77.50	
		HLT0055 OLD RIVER RD	\$	541.25	
		HLT046 MSRP ANNUAL STORMWATER REPORT	\$	1,570.15	
		HLT018 ROAD OPENING PERMIT REVIEW	\$	90.00	
		HLT018 ROAD OPENING PERMIT REVIEW	\$	1,177.50	\$ 5,613.40
36143	Cube Corp	9/7/24 The Nerds	\$	3,250.00	\$ 3,250.00
36144	D.H. PRODUCTIONS	DJ Final Payment Community Day 2024	\$	250.00	\$ 250.00
36145	Dana Wiatroski	Pickleball Clinic - August 2024	\$	525.00	\$ 525.00
36146	DENNIS KEIFFER	Fully Disabled Veteran Refund Taxes Paid	\$	2,775.38	\$ 2,775.38
36147	ELIZABETHTOWN GAS	Meter 01061655 Account 93404665351 RRCC	\$	283.05	
		Meter 14Y735578 Account 9890459292 910	\$	40.18	\$ 323.23
36148	ENTEL SYSTEMS, INC.	Mailbox assistance	\$	75.00	\$ 75.00
36149	GEBHARDT & KIEFER, P.C.	MAY 2024 - GENERAL	\$	68.00	\$ 68.00
36150	GRIFFITH-ALLIED TRUCKING	Police/DPW Gas	\$	1,241.60	\$ 1,241.60
36151	HOLLAND TOWNSHIP FREE PUBLIC LIBRAR	2024 Aid to Library	\$	30,000.00	\$ 30,000.00
36152	Home Depot Credit Services	WEED WACKER TRIMMER HEAD	\$	72.87	
		BOLTS FOR SIGNS	\$	54.78	
		DPW INLINE WATER FILTER	\$	279.40	\$ 407.05
36153	Idemia Identity & Security USA Inc	Tenprint/Palm Capture with Integrated Mu	\$	26,906.00	\$ 26,906.00
36154	IN THE SWIM	chlorine free shock	\$	166.39	\$ 166.39
36155	J C Ehrlich Co Inc	Commercial Pest Maintenance Service AUG	\$	75.10	\$ 75.10
36156	JERSEY CENTRAL POWER & LIGHT	Account 100 003 579 271 Library 7/20/24	\$	63.62	\$ 63.62
36157	JERSEY CENTRAL POWER & LIGHT	Account 100 077 061 016 - 7/20/24 - 8/19	\$	898.87	\$ 898.87
36158	JERSEY CENTRAL POWER & LIGHT	Account 100 004 555 858 Baseball 7/20/24	\$	132.10	\$ 132.10
					\$
36159	JERSEY CENTRAL POWER & LIGHT	100 070 503 212 Garage 7/20/24 - 8/20/24	\$	6.24	6.24
36160	JERSEY CENTRAL POWER & LIGHT	Account 100 004 555 932 Case Field 7/20/	\$	106.22	\$ 106.22
36161	JERSEY CENTRAL POWER & LIGHT	100 029 305 644 - 7/20/24 - 8/20/24 ES	\$	1,175.66	\$ 1,175.66
36162	Jessica Neglia, Custodian of Petty Cash	Initial Title and Registration for 15-17	\$	60.00	\$ 60.00
36163	JPMonzo Municipal Consulting LLC	Webinar 8/29 What do the text books not	\$	50.00	\$ 50.00
36164	KIRK DOUGLAS ROSE	Fully Disabled Veteran Refund Taxes Paid	\$	4,082.32	\$ 4,082.32
36165	LIFESAVERS, INC.	Academy Equipment	\$	25.52	\$ 25.52
36166	LMR DISPOSAL	Recycling Dumpster	\$	570.00	\$ 570.00
36167	LMR DISPOSAL	Recycle Dumpster September 2024	\$	67.60	\$ 67.60
36168	MAGLOCLLEN	Membership Dues	\$	400.00	\$ 400.00
36169	MIDDLESEX COUNTY ASSOCIATION CHIEFS OF P	Seminar-GUTSICK	\$	150.00	\$ 150.00
36170	NJ Advance Media	Ordinance 2024-15	\$	23.25	
		LUB B13L23 Bailey 081224 Memorialize Res	\$	15.99	
		LUB consistency rev ordinance 2024 013	\$	15.08	
		Hearing Mun Parks & Rec Grant	\$	20.52	\$ 74.84
36171	NJ STATE ASSOC. OF CHIEFS OF POLICE	Program: Battle of the Bulge	\$	2,450.00	\$ 2,450.00
36172	NRG BUSINESS	SERV LOC ID 776745 61 CHURCH ROAD	\$	88.66	\$ 88.66
36173	PenTeleData	8/24/24 - 9/24/24	\$	196.85	\$ 196.85
36174	Promed Office Cleaners LLC	RRCC Cleaning August 2024	\$	240.00	\$ 240.00
36175	RAIN OR SHINE TENT RENTALS	Summer Camp Tents	\$	1,200.00	\$ 1,200.00
36176	REC SUPPLY CO.	Head Immobilizer	\$	97.01	
		Lifeguard Rescue Tubes & Covers	\$	447.36	\$ 544.37
36177	SHOP RITE OF GREENWICH	Pool	\$	36.31	\$ 36.31
36178	SWAMPS AUTOWORKS INC	15-13 Seat Belt	\$	169.00	
		15-14	\$	61.97	
		15-12	\$	342.38	\$ 573.35
36179	TALEWISE LLC	Science Heroes (Community Day 9/7/24)	\$	400.00	\$ 400.00
36180	THERESA VERDI	Cleaning services at Municipal Building	\$	700.00	
		RRCC Cleaning 8/1-8/17	\$	600.00	
		Cleaning @ Pool	\$	520.00	\$ 1,820.00
36181	TRIFLEX IT SOLUTIONS, LLC	Billable Services	\$	168.75	
		OFFICE 365 - 26 LICENSES	\$	156.00	\$ 324.75
36182	VERIZON	AUGUST 2024 BILLING	\$	286.70	\$ 286.70
36183	WB Mason Co Inc	Copy Paper	\$	34.30	\$ 34.30
			TOTALS:	\$ 140,977.46	\$ 140,977.46
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35785	GEBHARDT & KIEFER		\$	68.00	\$
35785	VOID CHECK LOST IN MAIL		\$	(68.00)	-
36042	Dana Wiatroski		\$	525.00	\$
36042	VOID CHECK LOST IN MAIL		\$	(525.00)	-
36087	MIDDLESEX COUNTY ASSOCIATION CHIEFS		\$	150.00	\$
36087	VOID CHECK LOST IN MAIL		\$	(150.00)	-
8232024	Quadient Inc	refill postage machine	\$	500.00	\$ 500.00
8292024	NJ STATE HEALTH BENEFITS PROGRAM	September 2024 Health benefits	\$	37,425.29	\$ 37,425.29
8302024	NJ STATE HEALTH BENEFITS PROGRAM	September 2024 Retiree Billing	\$	792.52	\$ 792.52

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9012024 GUARDIAN

September 2024 Dental Insurance	\$	2,892.02	\$	2,892.02
TOTALS:	\$	41,609.83	\$	41,609.83
TOTAL BILL LIST 9/3/2024	\$	182,587.29	\$	182,587.29

**REMINDER/ANNOUNCEMENT**

~ **REMINDER** –Holland Township Community Day will be held on Saturday, September 7<sup>th</sup> at Riegel Ridge Community Center starting at 3:00 pm. There will be Kids Events, Inflatables, Food Trucks, Community Booths, A Beer Garden, Entertainment by the NERDS and Fireworks!

**LIAISON REPORTS**

**NEW BUSINESS FROM TOWNSHIP COMMITTEE**

-**ORDINANCE 2024-16** -Introduction/First Reading  
 Second reading and Public Hearing set for October 1, 2024

**AN ORDINANCE APPROPRIATING \$75,000.00 FROM THE RESERVE FOR ROAD IMPROVEMENTS, FOR IMPROVEMENTS TO OLD RIVER ROAD IN THE TOWNSHIP OF HOLLAND, COUNTY OF HUNTERDON, STATE OF NEW JERSEY IN THE AMOUNT OF \$75,000.00.**

**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 \$75,000.00 is hereby appropriated from the Reserve for Road Improvements (\$75,000) in the General Capital Account, for various upgrades and improvements to Old River Road in the amount of \$75,000.00.

**SECTION TWO:** The period of usefulness of the above project as defined by N.J.S.A. 40A:2-22 is at least **20 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.

~ **APPROVAL** for Township Committee to sign Cub Scout Agreement.

~ **DISCUSSION** regarding Old River Road BID

Should the Committee determine that it will be able to fund Base Bids I & II of the contract I would be comfortable recommending an award to Reivax Contracting for the work on the contract.

This would assume that the Township DPW would perform the drainage repairs and grading work necessary to allow for the work to be performed by the contractor for the Base Bids.

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Old River Road - Phases I & II			
	Phase I	Phase II	Total
Grant Amount	\$ 175,000.00	\$ 101,000.00	\$ 276,000.00
Base Bid Amount	\$ 210,014.74	\$ 118,793.36	\$ 328,808.10
Required Additional Funds (Base Bids)	\$ 35,014.74	\$ 17,793.36	\$ 52,808.10
Alternate Bid (Drainage Improvements)			\$ 62,340.00
Total Additional Funds needed to Award Base + Alternate Bids:			\$ 115,148.10

~ **RESOLUTION**

**Authorization to enter into a contract with  
 Brown & Brown Metro, LLC for insurance broker services**

**WHEREAS**, bids were solicited for insurance broker services; and

**WHEREAS**, one bid was received by Brown & Brown Metro, LLC; and

**WHEREAS**, the Chief Financial Officer has certified that funds are available for this contract in the budget line 01-201-23-220-200.

\_\_\_\_\_  
 Chief Financial Officer

**NOW, THEREFORE, BE IT RESOLVED**, by the Holland Township Committee that Holland Township be authorized to enter into a contract with Brown & Brown Metro, LLC for insurance broker services for a one - year term in the amount of \$25,000.00

~ **RESOLUTION**

**RESOLUTION AUTHORIZING A TEMPORARY NO PARKING ZONE FOR EMERGENCY VEHICLES ON  
 MILL VIEW ROAD FOR HOLLAND TOWNSHIP COMMUNITY DAY**

**WHEREAS**, Holland Township Community Day is scheduled for September 7, 2024, and the need for fire department staging and emergency vehicle access has been identified to ensure public safety; and

**WHEREAS**, pursuant to N.J.S.A. 39:4-197(1)(g), the Chief of Police is authorized to establish temporary traffic regulations, including parking restrictions, on municipal roads for public safety purposes; and

**WHEREAS**, Chief of Police Sean P. Gutsick has determined that temporary parking restrictions are necessary on Mill View Road from Upper Oak Lane to Oak Lane for the safe staging of fire department vehicles and emergency response during Holland Township Community Day;

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Holland, County of Hunterdon, State of New Jersey, that:

Temporary No Parking Zone Established: A temporary No Parking Zone is hereby established on Mill View Road from Upper Oak Lane to Oak Lane.

Enforcement Period: The No Parking restriction shall be in effect from 0700 hours on September 7, 2024, until 0700 hours on September 8, 2024.

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Emergency Vehicles Only: During the enforcement period, the designated area shall be reserved exclusively for emergency vehicles.

Penalties for Violation: Any vehicle parked in violation of this Resolution shall be subject to ticketing, towing, or other penalties as authorized under N.J.S.A. 39:4-197 and related statutes.

Authority: This Resolution is adopted under the authority granted to the Chief of Police by N.J.S.A. 39:4-197(1)(g)

Effective Date: This Resolution shall take effect immediately upon its adoption.

~ **RESOLUTION**

RESOLUTION OF THE TOWNSHIP OF HOLLAND, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ADOPTING AND MANDATING USE OF THE OPEN PUBLIC RECORDS REQUEST FORM PURSUANT TO N.J.S.A. 47-1a-5(f)

**WHEREAS**, Governor Phil Murphy signed the Open Public Records Act (OPRA) Modernization and Reform Legislation on June 5, 2024; with the legislation to take effect on September 3, 2024; and

**WHEREAS**, The Government Records Council (GRC) has created and promulgated an Adoptable OPRA Request Form on August 28, 2024, which will be required to be used once adopted by the Township as per N.J.S.A. 47:1A-5(f); (attachment A) and

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Township Committee of the Township of Holland, that the GRC Adoptable OPRA Request Form promulgated on August 28, 2024, shall be the required form to be completed by all requestors seeking records under OPRA effective immediately.

**BE IT FURTHER RESOLVED**, that the Custodian of Records shall post said form to the Township of Holland's website.

**ADOPTED** at a regular meeting of the Mayor and Township Committee of the Township of Holland, County of Hunterdon, State of New Jersey held on September 3, 2024.

Attest:

TOWNSHIP OF HOLLAND

\_\_\_\_\_  
Melissa S. Tigar, Municipal, Clerk

\_\_\_\_\_  
Dan Bush, Mayor

**BUSINESS FROM TOWNSHIP ATTORNEY**

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

**ADJOURN** at \_\_\_\_\_