

**READINGTON TOWNSHIP COMMITTEE
MEETING – August 2, 2010**

Mayor Shamey *calls the meeting to order at 6:30 p.m.* announcing that all laws governing the Open Public Meetings Act have been met and that this meeting has been duly advertised.

PRESENT: Mayor G. Shamey, Deputy Mayor Gatti, Mrs. J. Allen, Mr. T. Auriemma
Mrs. B Muir

ALSO PRESENT: Administrator Mekovetz, Attorney S. Dragan, Engineer R. O'Brien

ABSENT: None

EXECUTIVE SESSION:

Clerk read the following Resolution:

RESOLUTION
EXECUTIVE SESSION

WHEREAS, *N.J.S.A. 10:4-6 et seq.*, the Open Public Meetings Act, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Township Committee is of the opinion that such circumstances presently exist and desires to authorize the exclusion of the public from the portion of the meeting in accordance with the act;

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

1. The public shall be excluded from discussion of and action upon the specified subject matter as set forth in the following Exhibit "A."

EXHIBIT A

<u>Subject Matter</u>	<u>Basis Of Public Exclusion</u>	<u>Date Anticipated When Disclosed to Public</u>
Recreation.....	Personnel.....	Certain information at the discretion of Township Committee tonight...other information will remain
Readington Library.....	Personnel.....	“ “ “
Construction Code.....	Personnel.....	“ “ “
Award of Hunting Contracts.....	Contract Negotiations.....	“ “ “
ECHO Housing.....	Contract Negotiations.....	“ “ “
Block 94, Lot 11.....	Contract Negotiations.....	“ “ “
Block 94, Lot 6 (116 Main St.).....	Contract Negotiations.....	“ “ “
Executive Session Minutes..... (July 19, 2010)	Attorney-Client Privilege.....	“ “ “
Block 48, Lot 23; Block 55, Lot 33, Block 56, Lots 1, 3, 6 & 8; Block Lot 24 and Block 67, Lot 2 (Solberg Aviation)	Litigation.....	“ “ “

It is anticipated at this time that the stated subject matter will be made public on or about the time set forth in Exhibit “A.”

2. This Resolution shall take effect immediately.

A **MOTION** was made by Mrs. Muir to adopt this resolution, seconded by Mr. Auriemma with a vote of ayes all, nays none recorded.

The meeting reconvened at 8:00 p.m.

Mayor Shamey led those present in the *Salute to the Flag*.

Mayor Shamey announced that the following business was completed during Executive Session:

Personnel/Recreation

A **MOTION** was made by Mr. Auriemma to hire Linda Giorgianni as a bus driver for Recreation at a rate of \$14 per hour to be paid out of Recreation Trust, seconded by Mrs. Muir and on Roll Call vote the following was recorded:

Mrs. Allen	- Aye
Mr. Auriemma	- Aye
Mr. Gatti	- Aye
Mrs. Muir	- Aye
Mayor Shamey	- Aye

A **MOTION** was made by Mr. Auriemma to appoint Rose Dix as an alternate to the Recreation Committee for a one (1) year term to expire 12/31/2010, seconded by Mrs. Allen with a vote of ayes all, nays none recorded.

Personnel/Readington Library

A **MOTION** was made by Mr. Auriemma to hire Patricia Ann Monroe for the Readington Library for ten (10) hours per week at \$12.50 per hour effective August 10, 2010, seconded by Mrs. Muir and on Roll Call vote the following was recorded:

Mrs. Allen	- Aye
Mr. Auriemma	- Aye
Mr. Gatti	- Aye
Mrs. Muir	- Aye
Mayor Shamey	- Aye

Personnel/Construction Code

A **MOTION** was made by Mrs. Allen to appoint Richard T. Jones as Acting Sub-Code Official on a volunteer basis for thirty (30) days, seconded by Mr. Auriemma and on Roll Call vote the following was recorded:

Mrs. Allen	- Aye
Mr. Auriemma	- Aye
Mr. Gatti	- Aye
Mrs. Muir	- Aye
Mayor Shamey	- Aye

Contract Negotiations/Award of Hunting Contract/Cole Road/ Block 52.01, Lot 14.06

The following resolution was offered for consideration:

R-2010-97

**TOWNSHIP OF READINGTON
RESOLUTION**

WHEREAS, the Readington Township Committee (Committee) publically advertised for hunting bids during the 2010-2011 season on Block 52.01, Lot 14.06 (Cole Road) in the Township, which property is a Green Acres assisted, publicly assessed property owned by the Township (hereinafter referred to as “the Property”); and

WHEREAS, on July 15, 2010, the Administrator/Municipal Clerk conducted the bid opening whereupon the total number of bidders for hunting on the Property was two (2); and

WHEREAS, upon review of the bids, the Administrator/Municipal Clerk determined that the highest bid offered, \$5,575.95, was from Kodiak Rod and Gun Club (hereinafter “Kodiak ”); and

WHEREAS, upon review, the Township Attorney found that the bid from Kodiak, the highest bidder in the amount of \$5,575.95 was found to be complete and it is recommended that it be accepted.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Readington, as follows:

1. The Township Committee hereby accepts the recommendation of the Township Attorney and accepts the bid of the highest bidder, Kodiak, in the amount of \$5,575.95 for hunting game on Block 52.01, Lot 14.06 during the 2010-2011 hunting season.
2. The Administrator/Municipal Clerk is authorized to notify all those who bid on the Property of this decision.

A **MOTION** was made by Mrs. Muir to adopt this resolution, seconded by Mrs. Allen and on Roll Call vote the following was recorded:

Mrs. Allen	- Aye
Mr. Auriemma	- Aye
Mr. Gatti	- Aye
Mrs. Muir	- Aye
Mayor Shamey	- Aye

Contract Negotiations/Award of Hunting Contract/Cole Road/ Block 66, Lots 2 & 3

The following resolution was offered for consideration:

R-2010-98

**TOWNSHIP OF READINGTON
RESOLUTION**

WHEREAS, the Readington Township Committee (Committee) publically advertised for hunting bids during the 2010-2011 season on Block 66 Lots 2 and 3 (Cole Road) in the Township, which property is a Green Acres assisted, publicly assessed property owned by the Township (hereinafter referred to as “the Property”); and

WHEREAS, on July 15, 2010, the Administrator/Municipal Clerk conducted the bid opening whereupon the total number of bidders for hunting on the Property was one (1); and

WHEREAS, upon review of the bids, the Administrator/Municipal Clerk determined that the only bid offered, \$2,700.00, was from Pinebank Hunting Association (hereinafter “Pinebank”); and

Resolution #R-2010-98 cont'd:

WHEREAS, upon review, the Township Attorney found that the bid from Pinebank, the only bidder in the amount of \$2,700.00 was found to be complete and it is recommended that it be accepted.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Readington, as follows:

1. The Township Committee hereby accepts the recommendation of the Township Attorney and accepts the bid from the only bidder, Pinebank, in the amount of \$2,700.00 for hunting game on Block 66, Lots 2 and 3 during the 2010-2011 hunting season.
2. The Administrator/Municipal Clerk is authorized to notify all those who bid on the Property of this decision.

A **MOTION** was made by Mrs. Muir to adopt this resolution, seconded by Mrs. Allen and on Roll Call vote the following was recorded:

Mrs. Allen	- Aye
Mr. Auriemma	- Aye
Mr. Gatti	- Aye
Mrs. Muir	- Aye
Mayor Shamey	- Aye

Contract Negotiations/Award of Hunting Contract/County Route 523/Block 25, Lots 19 & 20

Mayor Shamey stated that there were no bids received on this property.

Contract Negotiations/Award of Hunting Contract/Pinebank Road/ Block 55, Lot 13.51

The following resolution was offered for consideration:

#R-2010-99

**TOWNSHIP OF READINGTON
RESOLUTION**

WHEREAS, the Readington Township Committee (Committee) publically advertised for hunting bids during the 2010-2011 season on Block 55 Lot 13.51 (Pinebank Road) in the Township, which property is a Green Acres assisted, publicly assessed property owned by the Township (hereinafter referred to as “the Property”); and

WHEREAS, on July 15, 2010, the Administrator/Municipal Clerk conducted the bid opening whereupon the total number of bidders for hunting on the Property was two (2); and

WHEREAS, upon review of the bids, the Administrator/Municipal Clerk determined that the highest bid offered, \$2,469.00, was from 7 Point Pines; and

WHEREAS, upon review, the Township Attorney found that the bid from 7 Point Pines, the highest bidder in the amount of \$2,469.00 was found to be complete and it is recommended that it be accepted.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Readington, as follows:

1. The Township Committee hereby accepts the recommendation of the Township Attorney and accepts the bid of the highest bidder, 7 Point Pines in the amount of \$2,469.00 for hunting game on Block 55, Lots 13.51 during the 2010-2011 hunting season.

Resolution #R-2010-99 cont'd:

2. The Administrator/Municipal Clerk is authorized to notify all those who bid on the Property of this decision.

A **MOTION** was made by Mrs. Muir to adopt this resolution, seconded by Mr. Auriemma and on Roll Call vote the following was recorded:

Mrs. Allen	- Aye
Mr. Auriemma	- Aye
Mr. Gatti	- Aye
Mrs. Muir	- Aye
Mayor Shamey	- Aye

Contract Negotiations/Award of Hunting Contract/Pleasant Run Road/ Block 66, Lot 13

The following resolution was offered for consideration:

#R-2010-100

**TOWNSHIP OF READINGTON
RESOLUTION**

WHEREAS, the Readington Township Committee (Committee) publically advertised for hunting bids during the 2010-2011 season on Block 66 Lot 13 (Pleasant Run Road) in the Township, which property is a Green Acres assisted, publicly assessed property owned by the Township (hereinafter referred to as “the Property”); and

WHEREAS, on July 15, 2010, the Administrator/Municipal Clerk conducted the bid opening whereupon the total number of bidders for hunting on the Property was two (2); and

WHEREAS, upon review of the bids, the Administrator/Municipal Clerk determined that the highest bid offered, \$2,500.00, was from Pinebank Road Hunting Association (hereinafter “Pinebank”); and

WHEREAS, upon review, the Township Attorney found that Pinebank, the highest bidder, failed to submit its by-laws and list of club members with the bid package although they did submit these items with the Cole Road bid; and

WHEREAS, the Township Attorney found this to be a minor defect to be waivable and recommended that it be accepted.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Readington, as follows:

1. The Township Committee hereby agrees that the minor defect is waivable and accepts the bid of the highest bidder, Pinebank in the amount of \$2,500.00 for hunting game on Block 66, Lot 13 during the 2010-2011 hunting season.
2. The Administrator/Municipal Clerk is authorized to notify all those who bid on the Property of this decision.

A **MOTION** was made by Mrs. Muir to adopt this resolution, seconded by Mr. Auriemma and on Roll Call vote the following was recorded:

Mrs. Allen	- Aye
Mr. Auriemma	- Aye
Mr. Gatti	- Aye
Mrs. Muir	- Aye
Mayor Shamey	- Aye

Contract Negotiations/Award of Hunting Contract/Summer Road/ Block 94, Lot 8

The following resolution was offered for consideration:

#R-2010-101

**TOWNSHIP OF READINGTON
RESOLUTION**

WHEREAS, the Readington Township Committee (Committee) publically advertised for hunting bids during the 2010-2011 season on Block 94 Lot 8 (Summer Road) in the Township, which property is a Green Acres assisted, publicly assessed property owned by the Township (hereinafter referred to as “the Property”); and

WHEREAS, on July 15, 2010, the Administrator/Municipal Clerk conducted the bid opening whereupon the total number of bidders for hunting on the Property was one (1); and

WHEREAS, upon review of the bids, the Administrator/Municipal Clerk determined that the only bid offered, \$4,339.00, was from Pines Rod & Gun Club (hereinafter “Pines”); and

WHEREAS, upon review, the Township Attorney found that the bid from Pines, the only bidder in the amount of \$4,339.00 was found to be complete and it is recommended that it be accepted.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Readington, as follows:

1. The Township Committee hereby accepts the recommendation of the Township Attorney and accepts the bid of the only bidder, Pines in the amount of \$4,339.00 for hunting game on Block 94, Lot 8 during the 2010-2011 hunting season.
2. The Administrator/Municipal Clerk is authorized to notify all those who bid on the Property of this decision.

A MOTION was made by Mrs. Muir to adopt this resolution, seconded by Mr. Auriemma and on Roll Call vote the following was recorded:

Mrs. Allen	- Aye
Mr. Auriemma	- Aye
Mr. Gatti	- Aye
Mrs. Muir	- Aye
Mayor Shamey	- Aye

Contract Negotiations/Award of Hunting Contract/Thor Solberg Road/ Block 57, Lot 2

The following resolution was offered for consideration:

#R-2010-102

**TOWNSHIP OF READINGTON
RESOLUTION**

WHEREAS, the Readington Township Committee (Committee) publically advertised for hunting bids during the 2010-2011 season on Block 57, Lot 2 (Thor Solberg Road) in the Township, which property is a Green Acres assisted, publicly assessed property owned by the Township (hereinafter referred to as “the Property”); and

WHEREAS, on July 15, 2010, the Administrator/Municipal Clerk conducted the bid opening whereupon the total number of bidders for hunting on the Property was one (1); and

Resolution #R-2010-102 cont'd:

WHEREAS, upon review of the bids, the Administrator/Municipal Clerk determined that the only bid offered, \$2,555.00, was from Cranford Rod and Gun Club (hereinafter “Cranford”); and

WHEREAS, upon review, the Township Attorney found that the bid from Cranford, the only bidder in the amount of \$2,555.00 was found to be complete and it is recommended that it be accepted.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Readington, as follows:

1. The Township Committee hereby accepts the recommendation of the Township Attorney and accepts the bid of the highest bidder, Cranford, in the amount of \$2,555.00 for hunting game on Block 57, Lot 2 during the 2010-2011 hunting season.
2. The Administrator/Municipal Clerk is authorized to notify all those who bid on the Property of this decision.

A **MOTION** was made by Mrs. Muir to adopt this resolution, seconded by Mr. Auriemma and on Roll Call vote the following was recorded:

Mrs. Allen	- Aye
Mr. Auriemma	- Aye
Mr. Gatti	- Aye
Mrs. Muir	- Aye
Mayor Shamey	- Aye

Contract Negotiations/Award of Hunting Contract/Woodschurch Road/ Block 63, Lot 19 & 64

The following resolution was offered for consideration:

#R-2010-103

**TOWNSHIP OF READINGTON
RESOLUTION**

WHEREAS, the Readington Township Committee (Committee) publically advertised for hunting bids during the 2010-2011 season on Block 63 Lot 19 and 64 (Woodschurch Road) in the Township, which property is a Green Acres assisted, publicly assessed property owned by the Township (hereinafter referred to as “the Property”); and

WHEREAS, on July 15, 2010, the Administrator/Municipal Clerk conducted the bid opening whereupon the total number of bidders for hunting on the Property was three (3); and

WHEREAS, upon review of the bids, the Administrator/Municipal Clerk determined that the highest bid offered, \$5,100.00, was from Triple “A”; and

WHEREAS, upon review, the Township Attorney found that Triple “A”, the highest bidder, failed to sign the bid form and also to write the bid amount in words and numbers on the front page of the bid form; but wrote the amount bid on a different page; and

WHEREAS, the Township Attorney found this to be a minor defect to be waivable and recommended that it be accepted.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Readington, as follows:

Resolution #R-2010-103 cont'd:

1. The Township Committee hereby agrees that the minor defect is waivable and accepts the recommendation of the Township Attorney and accepts the bid of the highest bidder, Triple “A” in the amount of \$5,100.00 for hunting game on Block 63, Lot 19 and 64 during the 2010-2011 hunting season.
2. The Administrator/Municipal Clerk is authorized to notify all those who bid on the Property of this decision.

A **MOTION** was made by Mrs. Muir to adopt this resolution, seconded by Mr. Auriemma and on Roll Call vote the following was recorded:

Mrs. Allen	- Aye
Mr. Auriemma	- Aye
Mr. Gatti	- Aye
Mrs. Muir	- Aye
Mayor Shamey	- Aye

Contract Negotiations/ECHO Housing

The following resolution was offered for consideration:

#R-2010-104

**TOWNSHIP OF READINGTON
RESOLUTION**

WHEREAS, the Township requires the services of a vendor with specialized knowledge and expertise to perform work associated with the removal, transport and setup of Elder Cottage Housing Opportunity units hereinafter referred to as “ECHO units.”

WHEREAS, the Township has advertised for bids pursuant to section 4 of P.L. 1971, c.198 (C.40A11-4) on two occasions and was unsuccessful in receiving a responsive bid on both occasions in response to the advertisement; and

WHEREAS, the Township has a substantial investment in these ECHO units and has a need to move and install these units in a timely manner; and

WHEREAS, the ECHO unit to be located on the Ahern property at 7 Van Pelt Drive, Whitehouse Station, NJ is needed and must be promptly set up and finished; and

WHEREAS, the Township wishes to award a contract to Plumb Construction, 614 Main Street, Asbury, NJ 08802 Williams in the amount of \$14,958 for the setup of this unit on this site.

NOW, THEREFORE BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF READINGTON AS FOLLOWS:

1. The Township Committee hereby awards the contract to set up and finish the ECHO unit located at 7 Van Pelt Drive in Readington Township to Plumb Construction in the sum of \$14,958.
2. The Chief Financial Officer’s Certification of availability of funds is on file – *N.J.A.C. 5:30-5.4*.
3. The Township Administrator/Clerk and Mayor are authorized to enter into and administer the contract on behalf of the Township.

A **MOTION** was made by Mrs. Allen to award the contract to Plumb Construction, subject to providing the remaining legal requirements needed, seconded by Mrs. Muir and on Roll Call vote the following was recorded:

Mrs. Allen - Aye
Mr. Auriemma - Aye
Mr. Gatti - Aye
Mrs. Muir - Aye
Mayor Shamey - Aye

Contract Negotiations/Block 94, Lot 11

Mayor Shamey stated that this matter remains in Executive Session.

Contract Negotiations/Block 34, Lot 6 (116 Main Street)

Mayor Shamey stated that this matter remains in Executive Session.

Attorney –Client Privilege/Executive Session Minutes (July 19, 2010)

A **MOTION** was made by Mrs. Muir to approve the Executive Session Minutes of July 19, 2010 for content only, seconded by Mr. Gatti with a vote of ayes all, nays none recorded. Mr. Auriemma abstained since he did not attend that meeting.

Litigation/Solberg Aviation / Block 48, Lot 23; Block 55, Lot 33; Block 56, Lot 1, 3, 6 & 8; Block 39, Lot 24 and Block 67, Lot 2

Mayor Shamey stated that this matter remains in Executive Session.

Mayor Shamey stated that there were two additional matters added to Executive Session.

Contract Negotiations/Block 75, Lot 33 Saqa Ghattas

A **MOTION** was made by Mrs. Allen to approve the revised easement on that property, seconded by Mrs. Muir and on Roll Call vote the following was recorded:

Mrs. Allen - Aye
Mr. Auriemma - Aye
Mr. Gatti - Aye
Mrs. Muir - Aye
Mayor Shamey - Aye

Contract Negotiations/Block 21.206, Lot 201.02/109 Dove Cote Court

A **MOTION** was made by Mrs. Muir to approve the contract of sale, seconded by Mr. Gatti and on Roll Call vote the following was recorded:

Mrs. Allen - Aye
Mr. Auriemma - Aye
Mr. Gatti - Aye
Mrs. Muir - Aye
Mayor Shamey - Aye

Mayor Shamey stated that this matter remains in Executive Session.

CONSENT AGENDA:

Mayor Shamey read the following statement:

All items listed with an asterisk “*” are considered to be routine by the Township Committee and will be enacted by one motion. There will be no separate discussion of these items unless a committee member or citizen requests, in which event the item will be removed from the General Order of Business and considered in its normal sequence on the agenda.

Mr. Auriemma requested that the minutes of the July 19, 2010 meeting be removed from the Consent Agenda.

- * 1. **APPROVAL OF MINUTES** of meeting of July 19, 2010

- * 2. *Acceptance of 2009 Audit Report*

The following resolution was offered for consideration:

R-2010-105

**TOWNSHIP OF READINGTON
RESOLUTION**

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 2009 has been filed by the Registered Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

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

WHEREAS, the Local Finance Board has promulgated 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, at a minimum, the sections of the annual audit entitled:

General Comments
Recommendations

and

WHEREAS, the members of the governing body have personally reviewed, at a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

General Comments
Recommendations

as evidenced by the group affidavit form of the governing body; and

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, as per the regulations of the Local Finance Board; 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 promulgations 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 - AA 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 governing body of the Township of Readington, hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey dated July 30, 1968 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

* 3. ***Corrective Action Plan to 2009 Audit***

The following plan was offered for consideration:

CORRECTIVE ACTION PLAN

**2009 AUDIT REPORT
TOWNSHIP OF READINGTON

COUNTY OF HUNTERDON**

The following recommendations were included in the 2009 Township audit as submitted by the firm of Suplee, Clooney & Co, CPA/RMA:

Finance/Purchasing:

That the practice of issuing confirming orders be discontinued and that the Township implement a complete encumbrance system.

Response: A full requisition system has been implemented for all departments. One department has been bypassing the encumbrance system on occasion by ordering goods or services needed and then having the finance department issue a purchase order later. The Edmunds Software system was extended to this department two years ago in order to comply with the audit request; however, the system was not utilized to it's full capacity in 2009.

That the Recreation and Public Works departments maintain an accurate and detailed receipts ledger.

Response: Both of these departments had financial records; however, they were incomplete. The actual date of receipt should be recorded, summary of deposits by month on a spreadsheet and proof of turnover to the Township finance office. The auditors need to prove the departmental receipts to finance and have no way of doing this if the department is lacking in the proper procedures. All efforts are being made by these departments in 2010 to comply.

That all recreation department expenditures be made through the normal purchasing system.

Response: The recreation director and assistant have been made aware of the exposure caused by using personal credit cards for recreation goods and services. Small amounts are tolerated in time of need, however, event purchases and concession stand supplies which are commonplace should be ordered through a vendor and put through the requisition process.

That all purchases over the bid threshold be awarded by the governing body, and that the notification of award be obtained and kept on file for purchases under state contract.

Response: It is the department's responsibility when obtaining contracts using state contract, co-op or any approved vendor where the total purchase exceeds state mandated thresholds to inform

the Township Clerk and that a proper notification of award be passed by the governing body and kept on file.

Submitted by: Thomas J Carro, CMFO
August 2, 2010

- * 4. ***Resolution Authorizing Educational Services Commission Cooperative Purchases – Allied Oil, LLC***

The following resolution was offered for consideration:

#R-2010-106

***TOWNSHIP OF READINGTON
RESOLUTION AUTHORIZING EDUCATIONAL SERVICES COMMISSION
COOPERATIVE PURCHASES***

WHEREAS, the Township of Readington wishes to purchase gasoline and diesel fuel from an authorized vendor under the Hunterdon County Educational Services Commission Cooperative Purchasing Program; and

WHEREAS, the purchase of goods and services by local contracting units is authorized by the Local Public Contracts Law, NJS.A. 40A:II-12; and

WHEREAS, Allied Oil LLC, 25 Old Camplain Road, Hillsborough, NJ 08844 has been awarded Hunterdon County Educational Services Commissions Contract for Gasoline and Ultra Low Sulfur Diesel Fuel, for the period one (1) year, October 7, 2009 - October 6, 2010; and

WHEREAS, the Administrator recommends the utilization of this contract on the grounds that it represents the best price available, not to exceed \$360,000 for Allied Oil, LLC.

WHEREAS, the Chief Finance Officer has certified the availability of funds for this contract.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Readington, County of Hunterdon, State of New Jersey, that Allied Oil LLC be awarded a contract for Gasoline and Ultra low sulfur diesel fuel; and

BE IT FURTHER RESOLVED, The Mayor and Township Clerk are hereby authorized to sign the contract documents necessary to effectuate the award of this contract. The Township Attorney shall review any and all contractual documents prepared in furtherance of this award; and

BE IT FURTHER RESO VED, that this Resolution shall take effect immediately.

- * 5. ***Telenext Media, Inc.*** – release of police escrow (\$145.10)
- * 6. ***Walsh, John*** – release of police escrow (\$175.56)
- * 7. ***Emmet, Christopher, Block 14.01 \$ 14.02*** – release of developers escrow (\$943.32)
- * 8. ***Resolution Authorizing State Contract Purchases*** – Ford 550 Mason Dump Trucks and additional equipment of a body, spreader, hydraulics and plow

The following resolution was offered for consideration:

#R-2010-107

**TOWNSHIP OF READINGTON
RESOLUTION AUTHORIZING MORRIS COUNTY COOPERATIVE PURCHASES**

WHEREAS, the Township of Readington wishes to purchase two (2) Ford 550 Mason Dump Trucks and additional equipment of a body, spreader, hydraulics and plow from an authorized vendor under the Morris County CO-OP Purchasing Program and

WHEREAS, the purchase of goods and services by local contracting units is authorized by the Local Public Contracts Law, *N.J.S.A. 40A:11-12*; and

WHEREAS, Ditschman/Flemington Ford, 216 Routes 202 & 31, Flemington, NJ 08822 has been awarded Morris County CO-OP Purchasing Program Contract No. # 15-C for the Ford 550 Mason Dump Trucks period of eleven (11) months to expire August 31, 2010; and

WHEREAS, Cliffside Body Corporation, 130 Broad Avenue, Fairview, NJ 07022 has been awarded Morris County CO-OP Purchasing Program Contract No. # 15-D for the body, spreader, hydraulics and plow to be additional equipment for the trucks for a period of eleven (11) months to expire August 31, 2010; and

WHEREAS, the purchasing agent recommends the utilization of this contract on the grounds that it represents the best price available; and

WHEREAS, the actual cost for the purchase of (2) Ford 550 Mason Dump Trucks and the additional equipment of the body, spreader, hydraulics and plow is expected not to exceed \$150,000; and

WHEREAS, the Chief Finance Officer has certified the availability of funds for this contract.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Readington, County of Hunterdon, State of New Jersey, that Ditschman/Flemington Ford be awarded a contract for the Ford 550 Mason Dump Trucks and Cliffside Body Corporation be awarded the contract for the additional equipment of body, spreader, hydraulics and plow; and

BE IT FURTHER RESOLVED, The Mayor and Township Clerk are hereby authorized to sign the contract documents necessary to effectuate the award of this contract. The Township Attorney shall review any and all contractual documents prepared in furtherance of this award; and

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

- * 9. **Payment of Bills** – (Complete bill list is on file in Clerk’s Office)

<u>Fund Description</u>	<u>Fund No.</u>	<u>Received Total</u>
CURRENT FUND	0-01	\$ 434,031.67
SEWER APPROPRIATIONS	0-02	\$ 145,858.39
TRUST FUNDS	X-03	\$ 39,693.04
MISC REFUND, COUNTY TAX, LIENS	X-05	\$3,160,481.18
PAYROLL DEDUCTIONS	X-06	\$ 178,176.37
REG. & LOCAL SCHOOL TAX	X-07	\$4,139,201.60
DUE TO STATE OF NJ	X-09	\$ 359.00
2010 CAPITAL	X-10	\$ 27,110.38
2008 CAPITAL	X-88	\$ <u>105.64</u>

TOTAL OF ALL FUNDS

\$8,125,017.27

A **MOTION** was made by Mrs. Muir to approve the Consent Agenda, seconded by Mrs. Allen and on Roll Call vote the following was recorded:

Mrs. Allen	- Aye
Mr. Auriemma	- Aye
Mr. Gatti	- Aye
Mrs. Muir	- Aye
Mayor Shamey	- Aye

A **MOTION** was made by Mrs. Muir to approve the minutes of the meeting of July 19, 2010, seconded by Mr. Gatti with a vote of ayes all, nays none recorded. Mr. Auriemma recused himself since he was absent at this meeting.

PUBLIC HEARING

As it was after 8:00 p.m., A **MOTION** was made by Mr. Auriemma to adjourn the regular meeting to hold a Public Hearing, seconded by Mr. Gatti with a vote of ayes all, nays none recorded.

Clerk read by Title:

An Ordinance to Provide for the Acceptance of an Easement Dedicated on a Portion of Block 93, Lot 49 for Drainage Purposes on Forest Hill Drive in the Township of Readington, County of Hunterdon and State of New Jersey from William Veliky and Diane Veliky

Ordinance #21-2010

Mayor Shamey stated that this ordinance will allow the Township to install, improve and/or maintain needed stormwater management facilities on Forest Hill Drive.

Mayor Shamey asked if there were any comments from the Governing Body.

There were none.

Mayor Shamey asked if there were any comments from the public.

There were none.

A **MOTION** was made by Mr. Auriemma to close the Public Hearing and open the regular meeting, seconded by Mrs. Muir with a vote of ayes all, nays none recorded.

Clerk read by Title:

An Ordinance to Provide for the Acceptance of an Easement Dedicated on a Portion of Block 93, Lot 49 for Drainage Purposes on Forest Hill Drive in the Township of Readington, County of Hunterdon and State of New Jersey from William Veliky and Diane Veliky

Ordinance #21-2010

A **MOTION** was made by Mrs. Muir to adopt this ordinance, seconded by Mr. Auriemma and on Roll Call vote the following was recorded:

Mrs. Allen	- Aye
Mr. Auriemma	- Aye
Mr. Gatti	- Aye
Mrs. Muir	-Aye
Mayor Shamey	-Aye

A **MOTION** was made by Mrs. Muir to adjourn the regular meeting and open the Public Hearing, seconded by Mr. Gatti with a vote of ayes all, nays none recorded.

Clerk read by Title:

***An Ordinance Supplementing and Amending Volume II Chapter 148
Entitled “Land Development” of the Code of the Township of Readington,
2000 as heretofore Supplemented and Amended, to Create Regulations to
Provide Protection for Existing Landforms***

Ordinance #22-2010

Mayor Shamey stated that the intent of this ordinance is to protect existing topography and topographic character related to elevations for future developments.

Mayor Shamey stated that a memo from the Planning Board Coordinator recommended a change in the terms of definition to read: *Topographic Change/Modification – A change, either through an increase or decrease, in the elevation of the surface of the land.* Additionally, in paragraph E to change “under no circumstances shall retaining walls” to “*retaining walls shall not be located*” and in paragraph G to change “under no circumstances shall retaining walls” to “*retaining walls shall not be utilized.*”

Mayor Shamey asked if there were any comments from the Governing Body.

There were none.

Mayor Shamey asked if there were any comments from the public.

Bob Coleburn, 9 Thor Solberg Road, expressed concern over the two (2) foot retaining walls versus four (4) feet walls which are more destructive to the vegetation and the building of retaining walls as part of a septic repair.

A **MOTION** was made by Mr. Auriemma to close the Public Hearing and open the regular meeting, seconded by Mrs. Muir with a vote of ayes all, nays none recorded.

Clerk read by Title:

***An Ordinance Supplementing and Amending Volume II Chapter 148
Entitled “Land Development” of the Code of the Township of Readington,
2000 as heretofore Supplemented and Amended, to Create Regulations to
Provide Protection for Existing Landforms***

Ordinance #22-2010

A **MOTION** was made by Mrs. Muir to adopt this ordinance, seconded by Mr. Auriemma and on Roll Call vote the following was recorded:

Mrs. Allen	-Aye
Mr. Auriemma	-Aye
Mr. Gatti	-Aye
Mrs. Muir	-Aye
Mayor Shamey	-Aye

A **MOTION** was made by Mrs. Muir to refer this ordinance to the Board of Health requesting them to review the issue relative to septic systems and ask them to place this matter on their next agenda in order to open this to public comment, seconded by Mrs. Allen with a vote of ayes all, nays none recorded.

A **MOTION** was made by Mr. Auriemma to adjourn the regular meeting and open the Public Hearing, seconded by Mrs. Muir with a vote of ayes all, nays none recorded.

Clerk read by Title:

***An Ordinance Supplementing and Amending Volume II Chapter 148
Entitled “Land Development” of the Code of the Township of Readington,
2000 as heretofore Supplemented and Amended, to Revise Regulations to
Facilitate Utilization of Elder Cottage Housing Opportunities (ECHO)***

Ordinance #23-2010

Mayor Shamey stated that the purpose of this ordinance is to minimize procedural requirements for the issuance of the zoning and construction permits utilized in ECHO dwellings.

Mayor Shamey asked if there were any comments from the Governing Body.

There were none.

Mayor Shamey asked if there were any comments from the public.

There were none.

A ***MOTION*** was made by Mr. Auriemma to close the Public Hearing and open the regular meeting, seconded by Mrs. Muir with a vote of ayes all, nays none recorded.

Clerk read by Title:

***An Ordinance Supplementing and Amending Volume II Chapter 148
Entitled “Land Development” of the Code of the Township of Readington,
2000 as heretofore Supplemented and Amended, to Revise Regulations to
Facilitate Utilization of Elder Cottage Housing Opportunities (ECHO)***

Ordinance #23-2010

A ***MOTION*** was made by Mrs. Muir to adopt this ordinance, seconded by Mr. Auriemma and on Roll Call vote the following was recorded:

Mrs. Allen	-Aye
Mr. Auriemma	-Aye
Mr. Gatti	-Aye
Mrs. Muir	-Aye
Mayor Shamey	-Aye

CORRESPONDENCE/OTHER INFORMATION

1. Public Notice from Debora Padgett, Planning Board Clerk, Township of Hillsborough regarding ***Reviewing and Adoption of the Amended 2010 Housing Plan Element and Fair Share Plan***. No action taken.
2. Letter dated July 20, 2010 from Ira. G. Megdal, Cozen O’Connor, regarding ***Matter of Petition of New Jersey American Water Company, Inc. for Approval of Increased Tariff Rates and Charges for Water and Wastewater Service and Other Tariff Revisions***. No action taken.
3. Letter dated July 22, 2010 from Rose Sollena, Township Clerk, Township of Raritan regarding ***An Ordinance of the Township of Raritan, County of Hunterdon, State of New Jersey to Amend an Ordinance Entitled, “Revised General Ordinances of the Township of Raritan, 1999” and more Specifically to Amend Chapter 16.64.100 Building and Use Regulations to Allow Sheds as an Accessory Structure in Non-Residential Zones***. No action taken.

OLD BUSINESS

1. **Hunterdon County Chamber of Commerce** – request to hang banner during September 26th through October 2nd for 22nd Annual Business EXPO

A **MOTION** was made by Mrs. Allen to approve this request, seconded by Mrs. Muir, with a vote of ayes all, nays none recorded.

NEW BUSINESS

1. **County Route 637 (Readington Road Improvements)**

Engineer O'Brien stated that he met with the County to review the preliminary design of a project to widen Readington Road to 36 feet, put in turning lanes and add sidewalks on the Branchburg Township side. Engineer O'Brien stated that he and the Director of Public Works feel these improvements are good for the safety of the traveling public. Engineer O'Brien stated that the County is looking for the Committee's concurrence on the project. Mayor Shamey requested that this matter be deferred until the Committee has the opportunity to review the map.

2. **Proposed Bridge Replacement (Stickney Museum)**

Engineer O'Brien stated that he reviewed the proposed bridge replacement with the Department of Public Works and the Museum Committee and that the foundation of the bridge is starting to wash out, making it currently impassable by any vehicle.

A **MOTION** was made by Mrs. Allen to move forward with the proposed bridge replacement, seconded by Mr. Gatti and on Roll Call vote the following was recorded:

Mrs. Allen	-Aye
Mr. Auriemma	-Aye
Mr. Gatti	-Aye
Mrs. Muir	-Aye
Mayor Shamey	-Aye

3. **Request to Install Flashing Speed Indicators on Route 523** - letter dated July 26, 2010 from David Owen (Tolt Farm)

Mayor Shamey stated that a letter was received from David Owen, a resident along Route 523, requesting to install flashing speed indicators on both sides of Route 523 along with painted speed limit circles on the roadway.

A **MOTION** was made by Mrs. Muir asking Administrator Mekovetz to draft a letter to the County to request if the County would consider the installation of flashing speed indicators on this section of the County Road, seconded by Mrs. Allen with a vote of ayes all, nays none recorded.

Administrator Mekovetz stated that she would send a copy of that letter to Mr. Owen. Mrs. Allen requested Engineer O'Brien to follow up with the County on this matter.

- * 4. **Acceptance of 2009 Audit Report** – resolution

This item was addressed under the Consent Agenda.

* 5. ***Corrective Action Plan to 2009 Audit***

This item was addressed under the Consent Agenda.

* 6. ***Resolution Authorizing Educational Services Commission Cooperative Purchases – Allied Oil, LLC***

This item was addressed under the Consent Agenda.

* 7. ***Telenext Media, Inc.*** – release of police escrow (\$145.10)

This item was addressed under the Consent Agenda.

* 8. ***Walsh, John*** – release of police escrow (\$175.56)

This item was addressed under the Consent Agenda.

* 9. ***Emmet, Christopher, Block 12, Lots 14.01 & 14.02*** – release of developers escrow (\$943.32)

This item was addressed under the Consent Agenda.

* 10. ***Resolution Authorizing State Contract Purchases*** – Ford 550 Mason Dump Trucks and additional equipment of a body, spreader, hydraulics and plow

This item was addressed under the Consent Agenda.

ADMINISTRATOR'S REPORT

Administrator Mekovetz stated that she had received a request for a fundraiser on August 21st for the Lucy Bennett Scholarship Fund. Administrator Mekovetz stated that although this fundraiser was held before, this year they were looking to add helicopter rides as part of the fundraiser at Summer Road Park. The Committee was not in favor of adding helicopter rides at Summer Road Park.

A MOTION was made by Mrs. Allen to approve the fundraiser event absent the helicopter rides, seconded by Mrs. Muir with a vote of ayes all, nays none recorded.

Administrator Mekovetz asked the Committee to consider referring the request to begin a deer management program to the Open Space Advisory Board.

A MOTION was made by Mrs. Allen to refer the proposed deer management program for hunting to the Open Space Advisory Board and Hunting Committee with the police officers present to discuss the recommended restrictions, seconded by Mr. Gatti with a vote of ayes all, nays none recorded.

ATTORNEY'S REPORT

Attorney Dragan requested to have an ordinance introduced that would authorize the sale of the affordable housing property at 109 Dove Cote Court.

The following ordinance was offered for introduction:

***AN ORDINANCE AUTHORIZING THE SALE OF AFFORDABLE HOUSING PROPERTY
KNOWN AS 109 DOVE COTE COURT IN THE TOWNSHIP OF READINGTON, COUNTY
OF HUNTERDON AND STATE OF NEW JERSEY***

ORDINANCE # 24-2010

WHEREAS, the Township of Readington (“Township”) owns a deed-restricted affordable housing condominium property known as Block 21.206, Lot 201.02, in the Township of Readington, also known as 109 Dove Cote Court (hereinafter “Property”) which was purchased for the purposes of providing affordable housing to qualified applicants in accordance with N.J.S.A. 52:27D-301, the “New Jersey Fair Housing Act” and the rules adopted by the N.J. Council on Affordable Housing (“COAH”), pursuant thereto;

WHEREAS, the Township Housing Coordinator, in accordance with the affirmative marketing rules required by COAH, has qualified a property buyer for the property for the price of \$99,000.00 which is within the maximum permitted resale price set by COAH and the Township has prepared a contract in accordance therewith;

WHEREAS, the sale of the Property will provide an affordable housing opportunity in accordance with COAH rules and the Township’s Affordable Housing and Fair Share Plan.

WHEREAS, the Township is permitted to sell the property pursuant to N.J.S.A. 40A:12-13 et seq., NJ COAH rules and regulations, and any other applicable law.

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

Section 1. The Township of Readington is authorized to convey the property known as Block 21.206, Lot 201.02, in the Township of Readington, County of Hunterdon, N.J. and commonly known as 109 Dove Cote Court, Whitehouse Station, N.J. to the buyer Indira D. Bajramovic (“Buyer”) for the price of \$99,000.00, as provided in the proposed contract of sale on file with the Township Clerk.

Section 2. On behalf of the Township Committee of the Township of Readington, the Mayor, Deputy Mayor, Township Administrator/Clerk and Township Attorney, as appropriate, are authorized to prepare and sign any and all documentation necessary to effectuate the sale of the aforesaid Property to the aforesaid Buyer.

Section 3. Severability.

If the provision of any article, section, subsection, paragraph, subdivision or clause of the Ordinance shall be judged invalid by any Court of competent jurisdiction, such Order or Judgment shall not affect or invalidate the remainder of any such article, section, subsection, paragraph or clause and, to this end, the provisions of this Ordinance are hereby declared severable.

Section 4. Effective Date.

This ordinance shall take effect immediately upon the final adoption and publication according to law.

A MOTION was made by Mrs. Allen to introduce this ordinance, seconded by Mrs. Muir and on Roll Call vote the following was recorded:

Mrs. Allen	- Aye
Mr. Auriemma	- Aye
Mr. Gatti	- Aye
Mrs. Muir	- Aye
Mayor Shamey	- Aye

The Public Hearing was scheduled for September 7, 2010 at 8:00 p.m.

ENGINEER’S REPORT

1. ***Municipal Aid, Bikeway, Centers of Place, Safe Streets to Transit and Transit Village Programs*** – discussion

Engineer O'Brien stated that he has an application for Safe Streets to Transit which is partially funded through a DOT grant. Engineer O'Brien stated that he and Administrator Mekovetz considered the sidewalk improvements leading up to the train station and the streetscape type of lighting on Main Street as a possible project for applying for this grant. The Committee was in favor of moving forward with the application to see what funding may be available.

Engineer O'Brien asked the Committee if there was interest in moving forward with the sidewalk ordinance. Administrator Mekovetz stated that she will recirculate the memo and list this matter on the September 7 agenda for discussion.

COMMITTEE REPORTS

Gerard Shamey

Mayor Shamey stated he received a memo from Administrator Mekovetz congratulating the Court Office for a job well done on their 2009 Audit.

Julia Allen

Mrs. Allen stated she had nothing to report.

Thomas Auriemma

Mr. Auriemma stated that he had nothing to report.

Frank Gatti

Mr. Gatti stated that he had nothing to report.

Beatrice Muir

Mrs. Muir stated that she had nothing to report.

COMMENTS FROM THE PUBLIC

Mr. Frank Renda, asked the Committee for their assistance in determining if approvals had been granted for the neighboring Staats property to excavate a trench.

Helen and John Kao, from Helen's Florist, presented the Committee with pictures of the flooding situation on their property. Mrs. Muir stated the Township does not have regulatory powers over waterways but possibly the Township could write a letter of their behalf to the NJ DEP.

COMMENTS FROM THE GOVERNING BODY

There were none.

As there was no further business, ***A MOTION*** was made by Mr. Auriemma at 9:45. p.m. to adjourn the meeting, seconded by Mrs. Muir with vote of all ayes, nays none recorded.

Respectfully Submitted:

Vita Mekovetz, RMC/MMC/RPPO
Administrator/Municipal Clerk