

**READINGTON TOWNSHIP COMMITTEE
MEETING – November 18, 2013**

Mayor Allen *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 J. Allen, Deputy Mayor B. Muir, Mr. T. Auriemma, Mrs. B. Fort, Mr. F. Gatti

ALSO PRESENT: Administrator Mekovetz, Attorney S. Dragan

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>
Police Department.....	Personnel.....	Certain information at the discretion of Township Committee tonight...other information will remain confidential
Professional Services /..... Animal Control Solutions	Contract Negotiations.....	“ “ “
Executive Session Minutes..... • November 4, 2013 • November 13, 2013	Attorney-Client Privilege.....	“ “ “
Block 48, Lot 23; Block 55, Lot 33; Block 56, Lots 1, 3, 6 & 8; Block 39, Lot 24 & 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. Fort to adopt this resolution, seconded by Mrs. Muir with a vote of ayes all, nays none recorded.

The meeting reconvened at 7:35 p.m.

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

Executive Session:

Personnel / Police Department

A ***MOTION*** was made by Mrs. Muir to accept the resignation of Patrolman Joseph Hartmann and send him a letter of thanks for his service, seconded by Mr. Gatti with a vote of ayes all, nays none recorded.

A ***MOTION*** was made by Mr. Gatti to hire Alexander Wright as police recruit at an annual salary of \$40,000, effective January 13, 2014 and, after completing his New Jersey certification since he is currently an experienced out of state police officer, promote him to a second year patrolman at a salary of \$62,982 seconded by Mrs. Fort and on Roll Call vote the following was recorded:

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

Administrator Mekovetz requested permission from the Committee to advertise for a replacement for Joseph Hartmann.

A ***MOTION*** was made Mr. Gatti to approve the advertising for the position of Police Patrolman, seconded by Mrs. Muir with a vote of ayes all, nays none recorded.

Contract Negotiations / Professional Services / Animal Control Solutions

The following resolution was offered for consideration:

#R-2013-101

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR ANIMAL CONTROL SERVICES

WHEREAS, the Township of Readington has a need to acquire Animal Control Services as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44a-20.5*; and

WHEREAS, the term “non-fair and open contract,” for the purposes of the law, refers to a Professional Services Contract awarded to a contractor who has not made a political contribution as described in *N.J.S.A. 19:44A-20.5 et seq.* or in *N.J.S.A. 19:44a-8, et seq.*; and

WHEREAS, the Township Administrator has determined and certified in writing that the value of the services may exceed \$17,500.00; and

WHEREAS, Animal Control Solutions has submitted a proposal indicating they will provide Animal Control Services at an annual rate of \$28,800.00; and

WHEREAS, Animal Control Solutions has completed and submitted a Business Entity Disclosure Certification which certifies that Animal Control Solutions has not made any reportable contributions to a political or candidate committee in the Township of Readington in the previous one (1) year, and that the contract will prohibit Animal Control Solutions from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer’s Certification of the availability of funds is on file - *N.J.A.C. 5:30-5.4*) and will be amended to reflect the final approved funds for this purpose upon adoption/approval of the 2014 budget.

Resolution #R-2013-101 cont'd:

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Readington, County of Hunterdon, State of New Jersey, authorizes the Mayor to enter into a contract with Animal Control Solutions as described herein; and

BE IT FURTHER RESOLVED, that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED, that said contract shall expire on December 31, 2014; and

BE IT FURTHER RESOLVED, that copies of this Professional Service are on file with the Municipal Clerk and are available there for public inspection; and

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

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

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

Attorney-Client Privilege / Executive Session Minutes / November 4, 2013

A **MOTION** was made by Mrs. Fort to approve the Executive Session Minutes of November 4, 2013 for content only, seconded by Mr. Auriemma with a vote of ayes all, nays none recorded. Mr. Gatti abstained since he was not present at that meeting.

Attorney-Client Privilege / Executive Session Minutes / November 13, 2013

A **MOTION** was made by Mr. Auriemma to approve the Executive Session Minutes of November 13, 2013 for content only, seconded by Mrs. Muir with a vote of ayes all, nays none recorded.

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 Allen stated that this matter remains in Executive Session.

Mayor Allen requested to amend the Executive Session Agenda to add the following matter:

Litigation / Ryland Developers Inc.

Mayor Allen stated that this matter remains in Executive Session.

CONSENT AGENDA:

Mayor Allen 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.

- * 1. **APPROVAL OF MINUTES** of meeting of November 4, November 6 and November 13, 2013

- * 2. **Release of Board of Health Escrow** (Seibert, Tom / Block 67, Lot 17)

- * 3. **Firemen's Membership Application** – Seth Schoenfeld

- * 4. **Deed to State Regulated Property with Covenants Restricting Conveyance and Mortgage Debt** (138 Buttercup Court, Block 34, Lot 36.138)

The following resolution was offered for consideration:

#R-2013-100

**TOWNSHIP OF READINGTON
RESOLUTION**

BE IT RESOLVED, that the Township Committee of the Township of Readington, County of Hunterdon, State of New Jersey hereby approves the deed restriction for affordable housing purposes contained in the proposed Deed from Patricia Sisolak to Oliver J. Forsythe for property known as Block 34, Lot 361.38 on the official Tax map of Readington Township, also known as 138 Buttercup Court, together with all required mortgage and closing documents given to the Township of Readington necessary for the sale of the property for use as affordable housing; and

BE IT FURTHER RESOLVED, that the Readington Township Mayor and/or Deputy Mayor, Township Administrator/Clerk, Township Housing Officer and Township Attorney, as applicable, are authorized to execute and deliver such deed, and all other documents, instruments and papers and to take any and all other action as they or any of them deem necessary or appropriate for the purpose of transferring the aforesaid property for affordable housing purposes in accordance with the regulations known as the Uniform Housing Affordability Controls, N.J.A.C. 5:80-26.1 et seq., and any amendment thereto.

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

- * 5. **2013 Budget Appropriation Transfers**

The following resolution was offered for consideration:

#R-2013-102

2013 BUDGET APPROPRIATION TRANSFERS

PURSUANT TO NJSA 40A:4-58, a municipality may make budget appropriation transfers during the last two months of the fiscal year,

WHEREAS, there appears to be insufficient funds in the following 2013 appropriation account to meet the demands thereon for the balance of the year, viz:

Current Fund:

Other Expenses:

Legal Services	Public Defender
Consultants	Road Department

WHEREAS, there appears to be a surplus in the following accounts, over and above the demand deemed to be necessary for the balance of the current year, viz:

Resolution #R-2013-102 cont'd:

Current Fund:	
Salaries and Wages:	Other Expenses:
Roads	Snow Removal
	Construction Code
	Engineering
	Fuel Oil

NOW THEREFORE BE IT RESOLVED, that in accordance with the provision of the NJS 40A:4-58 part of the surplus in the accounts heretofore mentioned be and same hereby transferred to the accounts mentioned as being insufficient, to meet the current demands; and

BE IT RESOLVED, that the Chief Financial Officer is hereby authorized and directed to make the following 2013 appropriation transfers:

<u>NO.</u>	<u>CURRENT FUND</u>	<u>FROM</u>	<u>TO</u>
	Inside Caps		
	Salaries and Wages:		
3-01-301	Roads	\$ 50,000.00	
	Other Expenses:		
3-01-023	Construction Code	20,000.00	
3-01-109	Engineering	19,000.00	
3-01-102	Snow Removal	25,000.00	
3-01-702	Fuel Oil	8,500.00	
3-01-706	Legal Services		\$ 25,000.00
3-01-114	Consultants		70,000.00
3-01-118	Public Defender		2,500.00
3-01-301	Roads		<u>25,000.00</u>
	TOTALS	<u>\$122,500.00</u>	<u>\$122,500.00</u>

* 6. **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	3-01	\$ 431,652.12
TRUST FUNDS	X-03	\$ 8,044.28
MISC REFUND, COUNTY TAX, LIENS	X-05	\$ 12,156.89
PAYROLL DEDUCTIONS	X-06	\$ 184,659.35
	X-12	<u>\$ 1,650.00</u>
TOTAL OF ALL FUNDS		\$ 638,162.64

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

Mr. Auriemma	- Aye
Mrs. Fort	- Aye
Mr. Gatti	- Aye (with the exception of the November 4, 2013 minutes since he was not present at that meeting)
Mrs. Muir	- Aye
Mayor Allen	- Aye

COMMENTS FROM THE PUBLIC for items listed on the agenda only

There were none.

CORRESPONDENCE / OTHER INFORMATION

1. Letter from Lou Cattuna, Supervisor, Division of Land Use Regulations, Department of Environmental Protection regarding **Letter of Interpretation: Presence / Absence Determination, Block 36, Lot 125.** (Entire File Available in Clerk's Office for Review) No action taken.
2. Resolution from Township of Lebanon **Requesting that the County of Hunterdon Undertake the Animal Control Officer Responsibilities for Hunterdon County Municipalities.** No action taken.

NEW BUSINESS

1. **Request to Install Clothing Shed at the Readington Reformed Church** – letter from Ken Iselin, Chair of Buildings and Grounds

Mayor Allen stated that a letter was received from the Chair of the Building and Grounds of the Readington Reformed Church to install a clothing shed on the property. Mrs. Fort expressed some concern about a precedent being set throughout the township allowing clothing sheds to be installed on properties. Ken Iselin presented the Committee with their design plan of the shed and designated location on the property. The Committee discussed some of their concerns with Mr. Iselin. Mrs. Fort stated that since the church is located in the historic district, they would need to go before the Historic Preservation Commission prior to approving this request.

- * 2. **Release of Board of Health Escrow** (Seibert, Tom / Block 67, Lot 17)

This matter was addressed under the Consent Agenda.

- * 3. **Firemen's Membership Application** – Seth Schoenfeld

This matter was addressed under the Consent Agenda.

- * 4. **Deed to State Regulated Property with Covenants Restricting Conveyance and Mortgage Debt** (138 Buttercup Court, Block 34, Lot 36.138)

This matter was addressed under the Consent Agenda.

- * 5. **2013 Budget Appropriation Transfers**

This matter was addressed under the Consent Agenda.

ADMINISTRATOR'S REPORT

Administrator Mekovetz reported that they are still working with consultants contracted with FEMA for reimbursement due from Hurricane Sandy.

Administrator Mekovetz also reported that the work on the railroad crossing on Main Street was completed a day ahead of schedule.

ATTORNEY'S REPORT

Attorney Dragan reported that the Township prevailed in the appellate decision against Wilmark Developers with regard to the title action of the 100 acre piece of property.

COMMITTEE REPORTS

Julia Allen

Mayor Allen reported there was an Open Space Walk yesterday on the Lazy Brook Greenway and the next walk in December will be climbing Cushetunk Mountain.

Thomas Auriemma

Mr. Auriemma stated that he had nothing further to report.

Betty Ann Fort

Mrs. Fort reported that the Whitehouse Mechanicsville nomination has been tabled for the moment by the State and will be reconsidered in February.

Mrs. Fort reported that a letter was received by the residents of the Four Seasons Development requesting to block off a walkway being used by a neighboring resident to access his driveway.

Frank Gatti

Mr. Gatti asked the Committee if they were interested in scheduling preliminary budget meetings. The Committee agreed to schedule a budget meeting for Wednesday, December 11th.

Beatrice Muir

Mrs. Muir reported an anonymous letter was received from a resident on Cozy Lane listing infractions on private properties.

COMMENTS FROM THE PUBLIC

There were none.

COMMENTS FROM THE GOVERNING BODY

As there was no further business, ***A MOTION*** was made by Mrs. Muir at 8:15 p.m. to adjourn the meeting, seconded by Mrs. Fort with vote of ayes all, nays none recorded.

Respectfully Submitted:

Vita Mekovetz, RMC/MMC/QPA
Municipal Clerk