

**READINGTON TOWNSHIP COMMITTEE
MEETING – August 4, 2014**

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, Mrs. B. Fort, Mr. F. Gatti

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

ABSENT: Deputy Mayor B. Muir, Mr. T. Auriemma

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:

- 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> |
|---|---|--|
| Planning Board – Board of Adjustment.. | Personnel..... | Certain information at the discretion of the Township Committee tonight...other information will remain confidential |
| Transcontinental Pipeline Co., Inc..... | Contract Negotiations..... | “ “ “ |
| Executive Session Minutes..... | Attorney-Client Privilege..... | “ “ “ |
| • July 21, 2014 | | |
| LeMieux-Holck (408 South Branch Dr).. | Potential Litigation..... | “ “ “ |
| 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."

- This Resolution shall take effect immediately.

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

The meeting reconvened at 7:50 p.m.

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

Executive Session:

Personnel / Planning Board-Board of Adjustment-Environmental Commission

A ***MOTION*** was made by Mrs. Fort to appoint Rebekah Harms as Planning Board-Board of Adjustment-Environmental Commission Secretary at an annual salary rate of \$50,000, effective August 25, 2014, seconded by Mr. Gatti and on Roll Call vote the following was recorded:

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

Contract Negotiations / Transcontinental Pipeline Co., LLC

A ***MOTION*** was made by Mrs. Fort to authorize two (2) appraisals of the Block 44, Lot 44.02 for replacement of the land to be used for the pipeline, as required by the Green Acres Diversion Process, seconded by Mr. Gatti and on Roll Call vote the following was recorded:

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

Attorney-Client Privilege / Executive Session Minutes / July 21, 2014

A ***MOTION*** was made by Mr. Gatti to approve the Executive Session Minutes of July 21, 2014 for content only, seconded by Mrs. Fort with a vote of ayes all, nays none recorded.

Potential Litigation / LeMieux-Holck (408 South Branch Drive)

Mayor Allen stated that this matter remains in Executive Session.

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.

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 July 21, 2014

- * 2. ***Resolution Appointing Third Party Payroll Service and Appointing Township Personnel to Monitor Disbursements to Tax Agencies***

The following resolution was offered for consideration:

#R-2014-86

**TOWNSHIP OF READINGTON
RESOLUTION**

WHEREAS, the Local Finance Board of the State of New Jersey adopted rules regarding “Electronic Disbursement Controls for Payroll Purposes” in order to provide authority for local governments to hire third-party payroll services and disbursing services to disburse funds to payroll agencies; and

WHEREAS, the Township of Readington wishes to permit a third-party service to have access to Township funds, to formally assign responsibility to an official to oversee the process, and to authorize a contract for third-party payroll services as permitted by and in compliance with N.J.A.C. 5:30-17.1 et seq.

WHEREAS, the Township is authorized to use a payroll service to prepare payment documentation, take possession of Township funds, and make such disbursements itself on behalf of the Township , as permitted by and in compliance with N.J.A.C. 5:30-17.1 et seq.

WHEREAS, the appointment of a payroll service shall be pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and shall require the contractor to do the following, not by way of limitation: data collection, agency report preparation, calculation of withholding, direct deposit of payroll disbursements, and/or transfer of Township funds to contractor's account for subsequent disbursement of payment; preparation of necessary payment documentation and execution of disbursements from the Township’s bank account on behalf of the Township.

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

1. The Township Committee of the Township of Readington hereby appoints Primepoint, LLC to provide payroll services for 2014.
2. That Primepoint, LLC meet the requirements of N.J.A.C. 5:30-17.5 and 17.6.

BE IT FURTHER RESOLVED, that the Township Administrator and Chief Financial Officer are hereby authorized and directed to enter into a contract with Primepoint, LLC for payroll service in accordance with all local public contracting laws and N.J.A.C. 5:30-17.1 et seq.

- * 3. ***Application for Membership – Volunteer Emergency Services / Cory Shamy***
- * 4. ***Release of Escrow / Joseph and Karen Rogus*** (Block 39, Lot 21.21)
- * 5. ***Release of Escrow / Potterstown LLC*** (Block 4, Lot 13)
- * 6. ***Tax Refund / Cancellation***

The following resolution was offered for consideration:

READINGTON TOWNSHIP
HUNTERDON COUNTY, STATE OF NEW JERSEY

RESOLUTION

WHEREAS, the U.S. Department of Veterans Affairs has determined that the property owner of Block 66, Lot 27.04 is a 100% permanently disabled veteran (date of determination – November 12, 2013) and,

WHEREAS, the property owner purchased the property on October 22, 1977.

NOW THEREFORE BE IT RESOLVED by the Township Committee that the Tax Collector be authorized to cancel the 2014 property taxes and refund the owner \$4,119.13, the amount of taxes paid for the 1st and 2nd quarters of 2014.

- * 7. **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 | 4-01 | \$1,840,449.97 |
| SEWER APPROPRIATIONS | 4-02 | \$ 100,741.08 |
| TRUST FUNDS | X-03 | \$ 49,939.05 |
| MISC REFUND, COUNTY TAX, LIENS | X-05 | \$2,915,075.28 |
| PAYROLL DEDUCTIONS | X-06 | \$ 181,174.59 |
| REG. & SCHOOL TAX | X-07 | \$2,417,949.00 |
| | X-10 | \$ 35,613.73 |
| | X-12 | \$ 4,342.00 |
| | X-14 | <u>\$ 81,210.43</u> |
| TOTAL OF ALL FUNDS | | \$7,626,495.13 |

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

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

COMMENTS FROM THE PUBLIC for items listed on the agenda only

There were none.

PUBLIC HEARINGS

As it was after 7:45 p.m., A **MOTION** was made by Mrs. Fort 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:

**ORDINANCE OF THE TOWNSHIP OF READINGTON ESTABLISHING
 “THIRD-PARTY PAYROLL DISBURSEMENT”**

ORDINANCE #16-2014

Administrator Mekovetz stated that there is a new requirement mandating an ordinance when using a third- party payroll disbursement service.

Mayor Allen asked if there were any comments from the governing body.

There were none.

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

There were none.

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

Clerk read by Title:

**ORDINANCE OF THE TOWNSHIP OF READINGTON ESTABLISHING
“THIRD-PARTY PAYROLL DISBURSEMENT”**

ORDINANCE #16-2014

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

| | |
|-------------|-------|
| Mrs. Fort | - Aye |
| Mr. Gatti | - Aye |
| Mayor Allen | - Aye |

CORRESPONDENCE / OTHER INFORMATION

1. Notice to Public Service Electric and Gas Customers from Alexander C. Stern, Esq., Assistant General Regulatory Counsel, regarding ***the Matter of the Petition of Public Service Electric and Gas Company for Approval of Changes in its Electric Green Program Recovery Charge and its Green Programs Recovery Charge***. No action taken.

NEW BUSINESS

1. ***Request to Host Fundraiser Utilizing a Portion of Public Parking Lot on October 5, 2014*** – letter dated July 25, 2014 from Linda Altieri, Signature Salon & Spa

Mayor Allen stated that this is a request to host a fundraiser and utilize a portion of the public parking lot directly behind the Signature Salon & Spa. Linda Altieri, owner of Signature Salon & Spa, stated that she wanted to host the fundraiser from approximately 12:00-4:00 to raise money for the Whitehouse Fire Company and SAFE of Hunterdon. Administrator Mekovetz requested that a certificate of insurance be provided along with obtaining the necessary food handler permits.

A MOTION was made by Mr. Gatti to approve this fundraiser, seconded by Mrs. Fort adding permission to extend the hours from 12:00-5:00, a vote of ayes all, nays none recorded.

2. ***Resolution for Developers Fees for Council on Affordable Housing (COAH)***

The following resolution was offered for consideration:

#R-2014-87

**RESOLUTION
TOWNSHIP OF READINGTON**

WHEREAS, COAH approved draft rules which were released on April 30, 2014; and

WHEREAS, Readington Township has always taken its obligation to provide affordable housing seriously and has received Third Round Substantive Certification; and

WHEREAS, Readington Township is concerned that complying with the latest round of requirements will place an unfair burden on the tax payers of Readington Township; and

WHEREAS, for the Township to address its assigned fair share obligation, it is necessary to collect both residential and non-residential development fees.

WHEREAS, the proposal to reduce the amount of non-residential fees that a municipality may collect and the threat of the adoption of another retroactive moratorium on the collection of non-residential development fees would create an unfunded mandate for the Township and would be unfair to the Township's taxpayers.

NOW THEREFORE BE IT RESOLVED, Readington Township strongly encourages COAH to keep the non-residential development fee standard at 2.5 percent.

BE IT FURTHER RESOLVED, that copies of this Resolution should be forwarded to the Council on Affordable Housing, Governor Chris Christie and governing bodies of all the municipalities of Hunterdon County

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

| | |
|-------------|-------|
| Mrs. Fort | - Aye |
| Mr. Gatti | - Aye |
| Mayor Allen | - Aye |

- * 3. ***Resolution Appointing Third Party Payroll Service and Appointing Township Personnel to Monitor Disbursements to Tax Agencies***

This matter was addressed under the Consent Agenda.

- * 4. ***Application for Membership – Volunteer Emergency Services / Cory Shamy***

This matter was addressed under the Consent Agenda.

- * 5. ***Release of Escrow / Joseph and Karen Rogus*** (Block 39, Lot 21.21)

This matter was addressed under the Consent Agenda.

- * 6. ***Release of Escrow / Potterstown LLC*** (Block 4, Lot 13)

This matter was addressed under the Consent Agenda.

ADMINISTRATOR'S REPORT

Administrator Mekovetz stated that she had nothing further to report.

ATTORNEY'S REPORT

Attorney Dragan stated that she had nothing further to report.

ENGINEER'S REPORT

Engineer O'Brien reported that the Witherspoon Development is in the process of being paved this week and work is beginning on the tennis courts today.

Engineer O'Brien also reported that he is continuing to follow up with the DOT with regard to the flooding on Route 22.

Engineer O'Brien updated the Committee on the bridge on Pulaski Road, explaining that they are currently beginning the design phase and then they would need to obtain permits from the DEP prior to starting the project.

COMMITTEE REPORTS

Julia Allen

Mayor Allen stated that she had nothing further to report.

Betty Ann Fort

Mrs. Fort reported that she spoke with Scott Jesseman regarding the repair of the boards on the walkway bridge connecting the waterworks property and the ball field.

Mrs. Fort reported that a letter was received from Ralph Miccio complaining about the conditions on Ridge Road.

Frank Gatti

Mr. Gatti requested an update on Foothill Road paving.

COMMENTS FROM THE PUBLIC

There were none.

COMMENTS FROM THE GOVERNING BODY

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

Respectfully Submitted:

Vita Mekovetz, RMC/MMC/QPA
Municipal Clerk