

The November 12, 2013 meeting of the Township Council of the Township of Pequannock, Morris County, New Jersey was called to order at 7:00 p.m. in the Municipal Building Meeting Room located at 530 Newark-Pompton Turnpike; Mayor Richard Phelan presiding.

Deputy Township Clerk Marsh read the following statement for inclusion in the meeting minutes:

"Pursuant to the requirements of New Jersey's Open Public Meetings Act, notice of this meeting was included in the Annual Meeting Notice which was filed in the Office of the Township Clerk; posted on the Bulletin Board in the Municipal Building; published as legal notice in the Suburban Trends newspaper; and mailed to all persons requesting notice and providing payment in accordance with Township policy."

Mayor Phelan led the Pledge of Allegiance, which was followed by a prayer and a moment of thanks for those individuals serving our nation.

Present:

Mayor Richard Phelan
 Deputy Mayor Melissa Florance Lynch
 Councilman David Kohle
 Councilman Jay Vanderhoff
 Councilwoman Cathy Winterfield

Absent: None

Also Attending:

David Hollberg, Township Manager
 Robert Oostdyk, Esq., Township Attorney
 Carol J. Marsh, Deputy Township Clerk

There were 15 members of the public in attendance.

PRESENTATIONS.

- November 2013 was recognized as Pancreatic Cancer Awareness Month.

REPORTS FROM VOLUNTEERS.

- Alberta Alleva, Green Team member, reported a successful Shred Day with 9,834 pounds of paper shredded. Representatives of the Green Team will meet with the Community Garden Club Thursday at 7 p.m. in the Senior House.
- Rocco Salluce, Fair Housing Committee Chair, reported finding the original Fair Housing rules and regulations which show units in the Glens are in perpetuity. The committee is pursuing information pertaining to several units.
- Frank Spizzirri, Open Space Committee Chair, provided the Council with information concerning easement agreements for Riverwalk properties and requested a meeting with the Land Conservancy.
- Louise Marchese, Economic Development Committee Recording Secretary, reported the committee is running a full-page newspaper ad to advertise the Pick Pequannock campaign and Property Tax Reward program.

PUBLIC COMMENT.

- Frank Spizzirri, 35 West Franklin Avenue, objected to pedestrians crossing outside crosswalks and suggested increased enforcement.
- Rocco Salluce, 153 Jacksonville Road, questioned if the high school had been contacted concerning taping of meetings and if the Township has received payment from Cablevision; reported a leaf truck blew leaves onto a neighboring yard, complimented the Public Works Department for their work collecting leaves, and requested information on the gas station property. Township Manager Hollberg explained that very dry leaves may result in dust and particulate matter being vented from the leaf trucks.
- Tom Andrea, 6 Elm Road, noted that New Jersey law requires drivers to yield to pedestrians in unmarked crosswalks such as those near intersections.
- Louise Marchese, 16 Roland Road, complimented the new signs at Riverside Park and the Senior House.

PUBLIC HEARINGS. There were no public hearings.

ORDINANCE INTRODUCTIONS. There were no ordinances presented for introduction.

RESOLUTIONS.

- **R2013-164**, approving Clothing Bin Permits.
- **R2013-165**, approving the 2013 Best Practices Inventory Checklist
- **R2013-166**, adopting the Computer Network and Internet Policy.
- **R2013-167**, approving right-of-way use to Cross River Fiber.
- **R2013-168**, authorizing the award of an emergency contract for the demolition of existing structure at 24 Madison Street.

- **R2013-169**, authorizing a grant agreement with the New Jersey Department of Environmental Protection, Forestry Services.
- **R2013-170**, authorizing the execution of a Shared Services Agreement between the Borough of Bloomingdale and the Township of Pequannock for animal control services.
- **R2013-171**, authorizing release of designated Escrow Deposits.
- **R2013-172**, authorizing Tax Office refunds, overpayments or cancellations.
- **R2013-173**, authorizing Tax Office cancellations.
- **R2013-174**, authorizing the reinstatement of a special sewer assessment payment plan.
- **R2013-175**, authorizing the transfer of 2013 Municipal Budget Appropriations.
- **R2013-176**, approving payment of itemized claims as set forth on the **November 7, 2013 Bill List**.

Mrs. Florance-Lynch commented on the Best Practices checklist and requested information on Resolutions **R2013-169** and **R2013-170**. Township Manager Hollberg explained the NJDEP grant application and explained that Bloomingdale provides back up services for animal control for the Township.

Mr. Vanderhoff requested confirmation the clothing bin applications are reviewed by the zoning department.

In response to questions from Mr. Kohle regarding **R2013-174**, Township Manager Hollberg outlined the criteria for recommending the reinstatement of payment plans.

In response to questions from the Council regarding **R2013-168**, Township Manager Hollberg explained the process used to select the recommended vendor. The resolution was held pending discussion in executive session.

On a motion by Mrs. Florance Lynch, seconded by Mr. Kohle, **Resolutions R2013-164 through R2013-167 and R2013-169 through R2013-176** were adopted by the following vote:

For: Mrs. Florance-Lynch, Mr. Kohle, Mr. Vanderhoff, Ms. Winterfield, Mayor Phelan.

Against: None. Abstain: None. Absent: None.

ITEMS FOR DISCUSSION.

- Alcohol and Drug Free Workplace Policy & Disciplinary Policy - Township Manager Hollberg provided an overview of the Alcohol and Drug Free Workplace Policy and the Disciplinary Policy. The Council agreed to move forward with adopting the policies.
- Fire Department Membership - Township Manager Hollberg outlined the issue of dual memberships. The Council discussed various aspects of Fire Department membership.
- PV Park and Woodland Lake Changes and Additions - The Council agreed to move forward with the recommended updates to the fees.
- ORDINANCE AUTHORIZING THE EXECUTION OF A CONTRACT FOR THE PURCHASE OF BLOCK 3701 LOT 1 (JEFFERSON AVENUE) FROM ADVENTURE HOLDING I LLC - Township Manager Hollberg reviewed the terms of the purchase. The Council requested the ordinance be scheduled for introduction at the November 26 meeting.
- Scheduling of second meeting in December, 2013 - On a motion by Mayor Phelan, seconded by Mr. Kohle, the Township Clerk was directed to schedule a special meeting of the Township Council for 8:00 a.m. Monday, December 23, 2013 by the following vote:
For: Mrs. Florance-Lynch, Mr. Kohle, Mr. Vanderhoff, Ms. Winterfield, Mayor Phelan.
Against: None. Abstain: None. Absent: None.
- The Council requested that the first meeting in November 2014 be scheduled for Monday, November 10 since the second Tuesday falls on the Veterans Day holiday.

REPORTS AND NOTICES.

- Notice of public hearing – 84 Lincoln Park Road
- Commitment for Collocation – 84 Lincoln Park Road
- Notice of Proposed Abandonment of Railroad Right of Way
- Board of Public Utilities – Cablevision Renewal Certificate of Approval

MANAGER'S REPORT. Township Manager David Hollberg reported the following:

- The Police Department conducted a pedestrian safety program enforcement this fall. A follow up report explaining the operation was provided to the Council; education is an ongoing process additional enforcement in the spring.
- An updated project status report was distributed to the Council.

- The wellness program has been a tremendous success with over 60 those covered participating in a preventative health screening held last month. Provided excellent feedback from our employees and their health care providers.
- The new generator has been installed at Town Hall and is operational. Work is ongoing to install generators at Well No. 1, Well No. 2 and Senior House.
- The Township will solicit group pricing from surveyors to complete elevation certificates for homeowners who will need them for flood mitigation. Homeowners will be responsible for the cost; the Township is just facilitating better pricing for service needed by many flood impacted homeowners.

COUNCIL REPORTS.

Mrs. Florance-Lynch:

- Economic Development Committee: status on the first 10 weeks of the Tax Reward program: 1,246 homeowners and 69 renters have registered their; 27 merchants are now signed on; \$67,000 in total sales was reported resulting in tax savings of about \$6,400.
- Green Team: representatives from the Green Team met with the Home School Association to work with them on education related to the anti-idling campaign.
- The Pompton Plains pre-school which is located in Friendship Hall is having a grand re-opening tomorrow at 4:15.
- Allstate Insurance is having a grand opening next Sunday.

Mr. Vanderhoff:

- Shade Tree Commission is currently doing fall planting; the number of requests for replanting is low.
- Fire Company No. 2 will meet Thursday night; a meeting concerning long term building plans is scheduled.
- Requested status on Washington Park.

Mr. Kohle:

- Parks and Recreation meeting was moved to November 18.
- Fair Housing Committee met on October 23; a summary of the meeting was provided by Committee Chair Salluce.
- Open Space Committee met last night and discussed easements as reported by Committee Chair Frank Spizzirri.

Ms. Winterfield

- Historic District Commission met and discussed acquisition of the Martin Berry House.
- Teen Advisory Committee is hosting an event at PV Middle School January 21 during lunch time.

Mayor Phelan:

- Eagle Scout Court of Honor on November 23, 3:30 at Jacksonville Chapel.
- Requested and received verification that the Boulevard Sidewalks project is on schedule for winter bid and spring 2014 construction.

PUBLIC COMMENT.

- Rocco Salluce, 153 Jacksonville Road, questioned if the sewer project has been re-bid and if there is an income and expense report for PV Park.
- Robin Jones, 4 Leveridge Lane, requested information on the PV Park fee ordinance; questioned if there would be discussion of acquiring the railroad property referenced in the reports and notices section; and expressed hope that acquisition of the Martin Berry house would be successful.

EXECUTIVE (CLOSED) SESSION. On a motion by Mr. Kohle, seconded by Mr. Vanderhoff, **Resolution R2013-177**, authorizing an Executive Session to discuss the following matters was unanimously adopted:

- Property acquisitions, Mines property and 90 Village Road
- Contract Renewal – Township Manager
- Litigation – Handel Property

The public portion of the meeting was recessed at 8:28 p.m. during which the following matters were discussed:

- Property acquisitions - Mines property and 90 Village Road: Township Manager Hollberg reported on the status of negotiations and was given direction from the Council on proceeding.

- Contract negotiations – Township Manager: The Council agreed to continue discussions and schedule the matter for a future meeting.
- Handel litigation: Township Attorney Oostdyk reported on the status of the litigation.

The public meeting was reconvened at 9:05 p.m. at which time Township Attorney Oostdyk summarized the Executive Session discussion.

- **R2013-168**, authorizing the award of an emergency contract for the demolition of existing structure at 24 Madison Street. On a motion by Mrs. Florance Lynch, seconded by Mr. Kohle, **Resolution R2013-168** was adopted by the following vote:

For: Mrs. Florance-Lynch, Mr. Kohle, Mr. Vanderhoff, Ms. Winterfield.

Against: Mayor Phelan. Abstain: None. Absent: None.

APPROVAL OF MINUTES. There were no minutes presented for approval.

ADJOURNMENT. There being no further business, on a motion by Mr. Kohle, seconded by Mrs. Florance-Lynch, the meeting was adjourned at 9:06 p.m. without objection.

Carol J. Marsh, Deputy Township Clerk