ANDOVER TOWNSHIP COMMITTEE MINUTES

THOMAS D. WALSH, MAYOR CHARLES GROTYOHANN, DEPUTY MAYOR GAIL PHOEBUS ALEX GILSENAN BOB SMITH

MARCH 12, 2007 6:30 P.M.

The regular meeting of the Andover Township Committee was called to order at 6:40 P.M. by Mayor Walsh, followed by a salute to the flag.

ROLL CALL: Present: Mr. Grotyohann, Ms. Phoebus,

Mr. Smith, Mayor Walsh

Also present: Administrator Padula, Attorney Semrau

Those absent: Mr. Gilsenan (Excused)

OPEN PUBLIC MEETING STATEMENT Statement of compliance with Chapter 231, P. L. 1975 was made by Mayor Walsh.

EXECUTIVE SESSION: Mayor Walsh asked that the Executive Session be amended by adding D. Dickinson, Supervising Laborer and removing Possible Violations of the Law. Attorney Semrau asked that Under Attorney-Client Privilege, that we add Ballantine Woods vs. Thompson. Administrator Padula asked that Under Contract Negotiations, to add Update on the Position of CFO. On a motion by Ms. Phoebus, seconded by Mr. Grotyohann, the resolution to go into executive session to discuss

Personnel Matters:

1. D. Dickinson, Supervising Laborer

Contract Negotiations:

- 1. Potential Town Center Project S. Christodlous
- 2. Andover Township Shared Police Services
- 3. Position of Fire Official
- 4. Update on Position of CFO

Attorney-Client Privilege: Pending Litigation

- 1. Possible Violations of the Law (Removed)
- 2. Steep Slopes
- 3. Ballantine Woods vs. V. Thompson was carried unanimously.

(See Insert Attached to These Minutes)

The Committee went into executive session at 6:41 P.M. Ms. Phoebus moved to adjourn executive session at 7:44 P.M., seconded by Mr. Grotyohann and carried unanimously.

REGULAR MEETING

<u>APPROVAL OF AGENDA</u> Mayor Walsh asked that the agenda be amended as follows:

To Add Under Executive Session

Personnel Matters:

1. D. Dickinson, Supervising Laborer

Contract Negotiations:

4. Update on Position of CFO

Attorney-Client Privilege: Pending Litigation

3. Ballantine Woods vs. Vita Thompson

And to Remove

Attorney-Client Privilege: Pending Litigation

1. Possible Violations of the Law

Under the Consent Agenda, Under Approval of Vouchers, To Add

Waste Management - \$48,534.00 CSM/Soft Source - \$ 2,300.00 Poland Spring - \$ 189.00

Attorney Semrau stated that for the record, there was no discussion in Executive Session this evening regarding Steep Slopes Litigation or Andover Township Shared Services.

Ms. Phoebus moved to approve the agenda as amended, seconded by Mr. Smith and carried unanimously.

<u>APPROVAL OF CONSENT AGENDA ITEMS</u> Ms. Phoebus moved the following consent items be approved, as amended, seconded by Mr. Smith and carried unanimously, except where Mayor Walsh abstained on Purchase Order 06-01341 in the amount of \$375.00.

*CONSENT AGENDA:

*OTHER BUSINESS:

APPROVAL OF VOUCHERS FOR PAYMENT

(See Insert Attached to These Minutes)

ACCEPTANCE OF THE TAX COLLECTOR'S FEBRUARY 2007 REPORT - \$2,935,176.40

APPROVAL OF RAFFLE LICENSES – HILLTOP COUNTRY DAY SCHOOL, INC. – TO BE HELD ON MARCH 23, 2007 AT PERONA FARMS RESTAURANT FROM 7:00 P.M. TO 11:30 P.M.

- A) #R.L. 777 ON PREMISE 50/50 RAFFLE
- B) #R.L. 778 ON PREMISE MERCHANDISE RAFFLE

ACCEPTANCE OF THE 2006 ANNUAL TAX COLLECTOR'S STATEMENT OF RECEIPTS

APPROVAL OF CONSENT AGENDA ITEMS (CONTINUED)

*CONSENT AGENDA:

*RESOLUTIONS:

#R2007-48 RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE

TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF

NEW JERSEY TO APPOINT PATRICIA LOBUR ACTING

COURT ADMINISTRATOR AND TO ENDORSE CHECKS ON

BEHALF OF THE MUNICIPAL COURT ACCOUNTS

#R2007-49 RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE
OF NEW JERSEY AUTHORIZING THE FILING OF AN
ASSOCIATION OF NEW JERSEY ENVIRONMENTAL
COMMISSIONS (ANJEC) MATCHING FUNDS
GRANT APPLICATION BY THE ANDOVER TOWNSHIP
ENVIRONMENTAL COMMISSION IN THE AMOUNT OF \$13,000
FOR THE PURPOSE OF CREATING AN OPEN SPACE PLAN

#R2007-50 RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE

TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE

OF NEW JERSEY SUPPORTING THE CLICK IT OR TICKET

MOBILIZATION OF MAY 21 – JUNE 3, 2007

#R2007-51 RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE

TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF

NEW JERSEY TO AUTHORIZE THE TAX COLLECTOR TO

CANCEL INTEREST IN THE AMOUNT OF \$14.47 FOR

BLOCK 111.02 LOT 11 DUE TO A MAILING ERROR

#R2007-52 RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE
OF NEW JERSEY TO AUTHORIZE AN EMERGENCY
TEMPORARY APPROPRIATION TO THE 2007 TEMPORARY
BUDGET

(See Inserts Attached to These Minutes)

*APPROVAL OF MINUTES:

FEBRUARY 12, 2007 REGULAR MEETING FEBRUARY 12, 2007 EXECUTIVE SESSIONS A & B

*CONSENT AGENDA: (CONTINUED)

*RELEASE OF THE FOLLOWING 2005 EXECUTIVE SESSION MINUTES

1.	January 19
3.	February 23
5.	March 23
7.	April 27
9.	May 25
11.	June 22
13.	August 24
15.	September 28

February 09
 March 09
 April 13
 May 11
 June 08
 July 27

14.

September 14

REGULAR AGENDA

PRESENTATION BY NITA DI VERIO

~ CLEAN COMMUNITIES PROGRAMS ~

Mayor Walsh presented Nita Di Verio with a Certificate of Appreciation worded as follows:

THIS CERTIFICATE OF APPRECIATION IS AWARDED TO

NITA DI VERIO

FOR HER PRESENTATION OF A CLEAN COMMUNITIES PROGRAM DEMONSTRATING HER DEDICATION TO HER COMMUNITY AND ITS ENVIRONMENT

Applause followed.

RESOLUTION/PROMOTION OF POLICE OFFICER TAGLIALATELA

#R2007-53 RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE

TOWNSHIP OF ANDOVER AUTHORIZING THE PROMOTION
OF POLICE OFFICER ACHILLE "GIL" TAGLIALATELA TO
THE POSITION OF POLICE SERGEANT

Mr. Grotyohann moved to approve this Resolution as presented, seconded by Mr. Smith. Attorney Semrau stated that Ms. Phoebus will abstain from voting on this Resolution. He further stated that there are recommendations from Chief of Police Coleman and Retired Chief of Police Smith in support of this promotion. Roll call vote:

Mr. Gilsenan – absent Ms. Phoebus – abstain Mayor Walsh – yes Mr. Grotyohann – yes Mr. Smith – yes

(See Insert Attached to These Minutes)

Congratulations were given to Sergeant Taglialatela. Applause followed.

REPORT FROM THE FIRE CHIEF He reported for the month of February there were 8 activated fire alarms, 1 carbon monoxide alarm, 1 chimney fire, 1 special fire drill, 2 gas incidents, 2 mutual aid out of town, 7 motor vehicle accidents, 3 work drills totaling 26 calls, 245.5 man hours for the month. There were 86 calls year to date for a total of 1,286.5 hours for the year.

OPEN TO THE PUBLIC Resident Stan Christodlous stated that there had been misinformation circulation throughout the township regarding the Tree Ordinance. He reminded the Township Committee that several months ago it was decided that a special meeting be scheduled to discuss this Ordinance in an informal matter. He added that two people who should attend this meeting are Land Use Attorney Germinario and Planner Russell Stern. Mayor Walsh stated that by the next meeting a date for this meeting will be scheduled.

Vic Capo. 23 Victoria Pines Lane referred to the agenda for Executive Session regarding the potential Town Center site and asked if any information can be shared with the public. Mayor Walsh stated that there are two locations being discussed and they are Rolling Greens Golf Course and the Jump-Newton Airport. A tentative meeting has been scheduled on April 3rd regarding the golf course site. Officials representing both property owners have already met with County and State personnel.

Hearing nothing more at this time, Mayor Walsh closed the public portion of the meeting.

ORDINANCES: PUBLIC HEARING

TO EXCEED THE CAP BANK FOR 2007 #2007-03

"AN ORDINANCE OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK FOR THE CALENDAR YEAR 2007 PURSUANT TO N.J.S.A. 40A:4-45.14"

Mr. Grotyohann moved to open the meeting to the public, seconded by Ms. Phoebus and carried unanimously. Hearing no comments at this time, Mr. Grotyohann moved to close the meeting to the public, seconded by Mr. Smith and carried unanimously.

An ordinance of which the foregoing is the title was introduced and passed on first reading at the regular meeting of the Andover Township Committee on March 12, 2007, was advertised according to the law and was brought before the public for final consideration. There being no objections, Ms. Phoebus moved the adoption of the above entitled ordinance, seconded by Mr. Smith. Roll call vote:

> Mr. Grotyohann – yes Ms. Phoebus – yes Mayor Walsh - yes

Mr. Gilsenan – absent Mr. Smith – yes

ORDINANCES: INTRODUCTION

#2007-04 CAPITAL BUDGET – RECREATION

"AN ORDINANCE TO PROVIDE FOR VARIOUS RECREATION IMPROVEMENTS AND PURCHASES FOR THE TOWNSHIP OF ANDOVER AND TO PROVIDE FOR THE FUNDING THEREOF"

Ms. Phoebus asked if there could be a short discussion regarding this Ordinance. Mayor Walsh agreed. She stated that this Ordinance to release the funds received by the Recreation Committee for the sale of property to the State. Ms. Phoebus stated in 2006, \$41,000.00 was used for the construction of two fields, a multi-purpose field, a tee-ball field, purchase of a turf mower, and new playground equipment. With this Ordinance there will be an additional \$252,000.00 budgeted which will leave a balance of \$70,000.00.

With this Ordinance we will be purchasing equipment for proper maintenance of these fields, which reduces the amount of time that is needed to be spent on these fields. This Ordinance includes funding for the purchase of a back stop, a generator, refurbishing the tennis courts, and repair of the skating rink when the litigation is resolved. There is also the purchase of two score boards at \$10,000.00. She added that we are looking for business organizations to donate towards the boards and then these funds can be returned to the balance.

Ms. Phoebus stated that this Ordinance includes the purchase of a storage shed in order to house this equipment at the park. She added that we should try to keep this balance at about \$70,000.00 if not higher and have it earn interest. She added that this final amount also includes engineering costs to assist in grant writing applications in order to connect the trails at the park.

BE IT RESOLVED by the Mayor and Committee of the Township of Andover, that Ordinance #2007-04, entitled as above, be passed on first reading, to be published in the New Jersey Herald and the public hearing to be held on March 26, 2007 at 7:30 P.M. local prevailing time, or as soon thereafter as the matter can be reached in the Municipal Building, 134 Newton-Sparta Road, Roll call vote:

Mr. Grotyohann – yes Ms. Phoebus – yes Mayor Walsh - yes Mr. Gilsenan – absent Mr. Smith – ves

#2007-05 AMENDING BOND ORDINANCE #2006-13

"BOND ORDINANCE AMENDING BOND ORDINANCE #2005-21, AS AMENDED BY ORDINANCE #2006-13 OF THE TOWNSHIP OF ANDOVER, IN THE COUNTY OF SUSSEX, NEW JERSEY FINALLY ADOPTED OCTOBER 26, 2005 AND JUNE 12, 2006, RESPECTIVELY, IN ORDER TO AMEND THE DESCRIPTION OF THE PROJECT"

ORDINANCES: INTRODUCTION (CONTINUED)

#2007-05 AMENDING BOND ORDINANCE #2006-13

BE IT RESOLVED by the Mayor and Committee of the Township of Andover, that Ordinance #2007-05, entitled as above, be passed on first reading, to be published in the New Jersey Herald and the public hearing to be held on March 26, 2007 at 7:30 P.M. local prevailing time, or as soon thereafter as the matter can be reached in the Municipal Building, 134 Newton-Sparta Road, Roll call vote:

Mr. Grotyohann – yes Ms. Phoebus – yes Mayor Walsh - yes Mr. Gilsenan – absent

Mr. Smith – yes

RESOLUTIONS

#R2007-54 RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ANDOVER AWARDING THE BID FOR THE PURCHASE OF ONE (1) MID-MOUNT FLAIL MOWER AND TRACTOR TO STORR TRACTOR COMPANY

Al Zorzi from S & L Tractor, Belvidere NJ stated that his company also bid on the equipment. He mentioned that he spoke with Road Supervisor Insinga regarding this bid several months ago. He stated he bid on a John Deere Tractor understanding that was what the township wanted. He also argued the Made In America clause in local bidding. He stated in his opinion an injustice was done and asked that at a minimum this contract be re-bid.

Attorney Semrau explained that this is a public bidding process and with the assistance of Mr. Dickinson specifications were drafted and we went out for bid. He stated that three bids were received and he reviewed the Storr Tractor bid from a legal prospective and they met the qualifications. As for meeting the specifications, Mr. Dickinson was satisfied with what was submitted and for those reasons, he can not recommend to the Township Committee to do anything but to consider the lowest responsible bidder, Storr Tractor Company with a bid of \$9,009.00 less and it meets all of the requirements. Attorney Semrau added that Mr. Dickinson checked references and with respect to the Buy American requirement, there is case law stating you can make the request, and can do whatever possible to adhere to that request. But it is inevitable in the case of both of these machines there is going to be a foreign influence.

Attorney Semrau stated from a legal and technical standpoint, we are satisfied with Storr Tractor Company and the bid they submitted. He added that his office contacted each bidder as to their concerns and objections. Following a review of these comments he does not change his recommendation. There were no comments from the Township Committee regarding this issue.

At this time, Ms. Phoebus moved to adopt this Resolution as presented, seconded by Mr. Smith and carried unanimously.

Page - 8 - ANDOVER TOWNSHIP COMMITTEE

March 12, 2007

RESOLUTIONS (CONTINUED)

#R2007-55 RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF ANDOVER TO CONSENT TO THE
SUBMISSION OF THE TWA PERMIT APPLICATION NUMBER
NJ0166553 FOR WAWA, INC., BLOCK 158/LOTS 6 & 7 TO
THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL
PROTECTION AND AUTHORIZATION FOR THE TOWNSHIP
ADMINISTRATOR TO EXECUTE THE STATEMENTS OF
CONSENT RESOLUTION

Attorney Semrau stated at the last meeting he suggested that the Environmental Commission review this matter and in the packet there is a memorandum from Chairperson Lois de Vries addressing the recommendation from the Environmental Commission. Attorney Semrau asked that the Resolution be amended to reflect the recommendations of the Township Engineer and the Environmental Commission.

Ms. Phoebus moved to adopt this Resolution as amended, seconded by Mr. Smith and carried unanimously. (See Insert Attached to These Minutes)

OTHER BUSINESS

SCHEDULING OF MEETING WITH ST. PAUL'S ABBEYAttorney Semrau asked if there would be two members of the governing body to meet with officials from St. Paul's Abbey on Thursday, March 15th. Mayor Walsh stated he and Ms. Phoebus have arranged to attend this meeting.

COMMITTEE REPORTS:

MR. GROTYOHANN. He reported that the Finance Committee is working on the budget and making good progress. He added that it appears that our efforts to cut the budget may pay off in keeping the municipal tax level. He added that there will be a meeting with the Board of Health of Wednesday and he will report at the next meeting.

He stated on Monday, March 19th, he and Mr. Smith will be attending the Senior Citizens meeting and assist them with technological support and help them access our website.

COMMITTEE REPORTS: (CONTINUED)

MS. PHOEBUS. She reported on the Recreation Committee stating that the Easter Egg Hunt is March 31st at 12:00 noon. The adult dance will be April 27th at 7:30 to 11:30 at the Barn. Andover Township Day is scheduled for May 19th starting at 12:00 Noon with a parade. The volunteer meeting for this event will be March 27th at 7:00 p.m. at the Municipal Building. She added that the Recreation Committee has had to cancel their meeting for February, mentioning that the next meeting is tomorrow evening at 7:30 p.m.

She once again thanked the Fire Department members for their kindness in welcoming her to their monthly meetings.

MR. SMITH. He reported that the website for the first time experienced a leveling factor and we decreased by .5% in the number of visitors. We are still about 1,200 visits a month and for a town this size is very good. He stated he is always looking for suggestions to improve the site.

The township email project is underway and we have created 14 new email addresses and they are for the Land Use members. He stated that he worked with the Land Use Secretary to bring her up to speed on this system. All address books from the old system were transferred to the new. He stated that he will be moving on to the next group shortly and will report progress at the next meeting.

Mr. Smith reported that the network has had two failures in the last two weeks which is a warning sign that should not be ignored. He stated that he is working with CSM for thoughts and ideas on what we should do. He mentioned the battery backup system on four computers which also choked. He stated that it would cost about \$10,000. to adequately store the network and this would give us about 10 minutes worth of time. The danger would be that whoever was working on something at that moment would lose what they were working on. Mr. Smith stated in his opinion there are better places to spend \$10,000. then on this package for 10 minutes of time. The recommendation at this time is to not replace the battery backup.

Mr. Smith stated that the fiber-optic cable was negotiated and they gave us an 11% discount on installation. The Department of Public Works is doing the trenching and building penetration on this project in order to keep costs down. The Tax Department has two computers and he will consolidate two functions on one computer and that frees up one for use by the DPW.

He informed everyone that he assisted in reorganizing the Land Use/Construction Office to allow space for the new employee. He stated we are requisitioning software for building permits so the Construction Official will have access to computers which will help the office work a bit more efficient. In regard to the Natural Resource Inventory he will be doing duplication on the DVD so that the presentation will be available for purchase.

He stated that Mr. Grotyohann mentioned the Senior Citizens meeting and he added that he will be named the new liaison for that department. He added that he is also responsible for Sanitation and Receptionist and he stated that there is a great deal of activity and numerous amounts of phone calls in this unit. He stated that he has asked the Coordinator to list examples and tracking of complaints and level of seriousness.

COMMITTEE REPORTS: (CONTINUED)

MR. SMITH. Mayor Walsh polled the audience and asked if there are complaints regarding their recyclables ending up along the roadway and on lawns when they are to be tossed in the trucks. He stated that he has called in complaints from time to time. Ms. Phoebus stated she has seen bottles and plastics along Lawrence Road which flies out of trucks on their way to SCUMA. She and Lois de Vries added that the recycling are not necessarily from Waste Management and Andover Township residents. Mr. Smith stated he will inspect this matter further and report back at the next meeting.

MAYOR WALSH. He reported that in the budget money will be set aside in order to begin replacing trucks for the DPW. Mayor Walsh explained in his review of trucks and speaking with people in the business he has been informed that trucks with stainless steel bodies can be moved from truck to truck. In speaking with the members of the DPW, they have already done their investigation regarding replacement trucks and plows.

REPORT FROM THE TOWNSHIP ADMINISTRATOR He reported on the Board of Education meeting stating the school is petitioning the special education commissioner to raise an additional \$80,452.00 this would exceed the tax levy to 4.52%. The public hearing for the budget is scheduled for March 28th. They implemented the Honeywell Instant Alert System at an annual cost of \$2,500.00.

The Township received a Clean Communities Grant in the amount of \$9,097.43. There was a department head meeting with Dan Freed, County Records Manager and we are moving forward with the PARIS Grant and the first phase is the needs assessment for the storage of records.

Administrator Padula asked if the Swearing In Ceremony for newly promoted Sergeant Taglialatela be held on March 26th so Chief Coleman can be present. All agreed. He also recommended to the Township Committee that we review the general fee ordinance for increases where necessary. All agreed.

There are about 20 Keep Kids Alive Signs and he called to order more. Businesses have purchased signs for the roadways. Administrator Padula asked if incentive can be given to employees who purchase signs. The Township Committee asked that they review this further.

REPORT FROM THE MUNICIPAL ATTORNEY

He reported this week he met with Mayor Walsh, Ms. Phoebus, Mr. Christodlous and Land Use Attorney Germinario to discuss Land Use matters. They discussed various ordinances and issues facing the township. The information was shared with the Planners and will then be shared for further discussions. Before the next meeting, there will be a meeting with Ballantine Road residents at 5:00. This meeting is to air their concerns about the road.

REPORT FROM THE MUNICIPAL ATTORNEY (CONTINUED) In the lawsuit of McGowan vs. Andover Township, a trial date has been set for August. A motion was filed that will be sent in the next week to dismiss the case based on the concerns for their failure to obtain certain approvals.

Attorney Semrau informed the Township Committee that he placed in their packets, information on shared services which was not discussed this evening in Executive Session.

NEXT SCHEDULED MEETINGS: Monday, March 26, 2007 6:30 p.m.

Regular Meeting 7:30 p.m.

Monday, April 09, 2007 6:30 p.m. Regular Meeting 7:30 p.m.

<u>ADJOURNMENT</u> No further business appearing before the Committee at this time, Ms. Phoebus moved the meeting be adjourned at 8:30 P.M., seconded by Mr. Smith and carried unanimously.

	Respectfully submitted,
Tom Walsh, Mayor	Vita Thompson, R.M.C. Municipal Clerk

TOWNSHIP OF ANDOVER

MOTION FOR EXECUTIVE SESSION

BE IT RESOLVED by the Township Committee of the Township of Andover on the 26 $^{\rm th}$ day of February 2007, that: