

ANDOVER TOWNSHIP COMMITTEE MEETING MINUTES

**MICHAEL LENSAK, MAYOR
JANIS MC GOVERN, DEPUTY MAYOR
DOLORES BLACKBURN
JACK BURKE
TOM WALSH**

NOVEMBER 9, 2015

EXECUTIVE SESSION 6:30 P.M.

REGULAR MEETING 7:30 P.M.

The regular meeting of the Andover Township Committee was called to order at 6:33 P.M. by Mayor Lensak, followed by a salute to the flag.

ROLL CALL: Present: D. Blackburn, J Burke, J. McGovern, T. Walsh, Mayor M. Lensak

Also present were Attorney Semrau, and Diana Francisco, Deputy Clerk

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

EXECUTIVE SESSION: On motion by Mr. Walsh, seconded by Ms. McGovern the resolution to go into executive session to discuss

Personnel Matters:

1. *Appointing and Appropriating Authority*

Contract Negotiations:

1. *Police Dispatchers Union Contract Negotiations*
2. *DPW Union Contract Negotiations*
3. *Shared Services ACO*
4. *Hockey Rink*

Attorney-Client Privilege:

Pending Litigation:

1. *Center for Prevention & Counseling*
2. *Jessica Caldwell –Proposal/ COAH Litigation-Status*

The Committee went into executive session at 6:33 P.M. Mr. Walsh moved to adjourn executive session at 7:34 P.M., seconded by Ms. McGovern and carried unanimously.

REGULAR MEETING

APPROVAL OF THE GENERAL AGENDA

Mayor Lensak asked for a motion to add R #2015-138 AUTHORIZING THE COMMITTEE TO EXECUTE AN AGREEMENT FOR DEMOLITION WORK WITH YOUNGS EXCAVATING. Ms. McGovern moved to add the resolution to the regular agenda. Ms. Blackburn seconded the motion. The motion was carried with all in favor.

APPROVAL OF CONSENT AGENDA ITEMS

Ms. McGovern asked to make a change to the August 10, 2015 minutes under the committee reports. Ms. McGovern requested that the minutes be changed to say, "Adequate funds should be put into the recreation budget next year". Ms. McGovern moved to adopt the consent agenda as amended, Ms. Blackburn seconded and the motion was carried with all in favor.

*CONSENT AGENDA:

*OTHER BUSINESS:

1. APPROVAL OF VOUCHERS FOR PAYMENT
2. ACCEPTANCE OF THE CFO'S REPORT FOR THE MONTH OF OCTOBER 2015
3. ACCEPTANCE OF THE TAX COLLECTOR'S REPORT FOR THE MONTH OF OCTOBER 2015
\$ 1,378,349.53 for the Month of October \$ 17,172,055.07 Year to Date

*RESOLUTIONS:

3.#R2015-136 RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW HAMPSHIRE TO AUTHORIZE THE APPOINTMENT OF DANIEL HENNIGHAN, PUBLIC WORKS REPAIRER FROM PROVISIONAL TO PERMANENT STATUS EFFECTIVE IMMEDIATELY

5.#R2015-137 2015 BUDGET APPROPRIATIONS TRANSFER

*APPROVAL OF MINUTES:

1. August 10, 2015 Regular Session
2. August 10, 2015 Executive Session

PUBLIC PORTION

Mayor Lensak opened to the public.

Mr. Woodstrum asked the committee if Vita Thompson was still the Township Administrator. Mayor Lensak responded yes. He followed up with additional questions, which the committee was not able to make comment on.

Mr. Bensley asked the committee if they were going to go to the county regarding getting signs for bicyclists on Limecrest Road. There was talk among the committee regarding the State Park posting a sign for as cyclists as

they leave the park and enter onto Limecrest Road. Mr. Bensley also talked about tax sales and about a particular individual who lost their property to a tax sale. He further warned of the consequences of tax sales for property owners.

The attorney suggested that the Township draft a letter to the county regarding the posting of a sign requesting the cyclists to ride in single file along Limecrest Road, which is a county road.

Mr. Bensley also asked about video conferencing in the court and a viewing screen for trials.

Ms. Esposito spoke about Verizon coming in and installing an antenna on the water tower in the Rolling Hills Community. She said they are concerned about potential health issues.

Seeing no other hands. Mayor Lensak closed the public portion of the meeting.

ORDINANCES: PUBLIC HEARING

ORDINANCE 2015-14

AN ORDINANCE OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY TO AMEND THE TOWNSHIP CODE BY AMENDING CHAPTER 3 "ADMINISTRATION OF GOVERNMENT," ARTICLE XVII, "JOINT MUNICIPAL COURT" TO ADD SECTION 64 "SPECIAL COURT OFFICER

Mayor Lensak opened the hearing to the public. Seeing no hands, he closed to the public. Mayor Lensak opened the hearing to the committee for discussion. With no comments from the committee, Mayor Lensak closed the hearing.

Ms. Blackburn moved to adopt Ord 2015-14, Mr. Buke seconded the motion and it was carried by a unanimous roll call vote.

RESOLUTIONS:

R#2015-134 RESOLUTION RE-ADOPTING/AMENDING R#2015-124 AUTHORIZING AND APPOINTING ASSESSMENT COMMISSIONERS PURSUANT TO NJSA 40:56-22 FOR THE MAKING, ENFORCEMENT AND COLLECTION OF THE SPECIAL ASSESSMENT RELATING TO THE FOREST LAKES DAM REHABILITATION

Ms. Blackburn requested the committee table the resolution until she had the opportunity to ask about it the next Land Use Board meeting on November 17, 2015.

R#2015-138 A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ANDOVER COUNTY OF SUSSEX, STATE OF NEW JERSEY AUTHORIZING THE COMMITTEE TO EXECUTE AN AGREEMENT FOR DEMOLITION WORK WITH YOUNGS EXCAVATING.

Mayor Lensak explained that it is for demolition work to go on at the hockey rink at Hillside Park. Mr. Walsh moved to approve the resolution; Ms. McGovern seconded the motion. The motion was carried with by a unanimous roll call vote.

NEW BUSINESS: There was no new business discussed.

UNFINISHED BUSINESS:

Grant Writer- The committee briefly discussed the Ecivics Company, there was some confusion regarding the use of the website and use of the demo.

OTHER BUSINESS:

Ms. Kretzmer came before the committee to follow up regarding discussion of the Dog Park. Based on her fieldwork she said the fencing would cost \$4,000-\$5,000. She said she spoke to the DEP and has permission to put the Dog Park at the Lake Iliff Access Area and is looking for businesses to donate funds in return for advertising. Ms. Blackburn asked Ms. Kretzmer if she approached the Open Space committee regarding the dog Park. She said no, she is going to meet with the Recreation Committee later in the week. Ms. Mc Govern asked if she could provide the Committee with a copy of the approval. Ms. Blackburn said she was not against a dog park; however, after speaking with Ms. Davis from the Land Conservancy she has concerns about fecal matter in storm water runoff. Ms. Blackburn added that it is an environmentally sensitive area and is not sure that Lake Iliff Access area is the best place for it. She also suggested that there are some other township owned properties that maybe more appropriate.

Ms. Mc Govern said that the more they clear the property from invasive species; the Open Space Committee is realizing that the area is very serene and would like to make it an adult area. She is curious to know why the Dog Park idea was not brought to the Open Space Committee. She also expressed that she did not think that the location was suitable for a dog park.

Mr. Burke added that he is in favor of a dog park, however agreed that the Lake Iliff Access is not the right spot. He suggested a section at Hillside Park may be a better spot.

Mr. Lensak said it was never decided that the Lake Iliff Access was the area, however the committee did unanimously decide that she was authorized to find out how much it would cost. It is only one place that is being considered.

Carla Kostelnik said the town has a grant from Open Space for a boat launch and added, the property has always been planned for adult recreation.

COMMITTEE REPORTS

T. Walsh: Mr. Walsh reported that on November 15, at Farmstead is the Senior Luncheon sponsored by the Recreation Committee. He reported that the FOP has a Toys for Tots event scheduled for December 5, 2015. The Christmas tree lighting is currently scheduled for November 26 at 4:30pm at the park. On December 6 at the barn the Kids Holiday Party at 1pm, and on Dec. 12 the NYC bus trip.

J. McGovern: Reported that the Board of Education meets next week. The Open Space had another cleanup date this past Saturday and the brush collected needs mulching.

She added that she attended a meeting with Nature's Conservancy, Sussex County Open Space, the Recreation Plan. The William Penn Foundation is sponsoring grants for Grant Stewardships across areas of the Delaware watershed. She also referred to the GEO Tourism Website is looking for locals to tell their stories about the Delaware River. In addition, she asked the Clerk to have a blurb put on the Website and Facebook.

D. Blackburn: Reported that the members of Sustainable Andover, mainly Carla Kostelnik have donated 600 pounds of fresh produce to the Bodhi Food Pantry this past summer. Kyle Blaze's Eagle Scout Project was completed with the help of Sustainable Andover.

The Green Business Recognition Program has drafted a letter along with a survey to local businesses regarding their interest in participating in the program.

The Winter Market is currently scheduled for February 21, 2016, at The Barn and the Hillside House. They are looking for additional vendors.

J. Burke: Reported that EMS responded to 19 calls and 5 MVAs with injuries. He reported on Operation Santa, Santa would deliver toys with assistance from the Fire department. The Fire Dept. takes donations for the event. He then thanked the Fire Department and the Department of Public Works, for their work with the tree.

M. Lensak: Reported that the DPW are busy with leaf collection, and getting ready for winter. He spoke with Darren Dickinson and he reported that there are some cracks in the tennis court; they will need to come back in the spring to fill. We do have a one-year warranty. The attorney suggested either Darren or Cory take a look and decide how much of the \$17k to hold back. On Sunday, he had attended an Eagle Scout Award Ceremony. There is a Stuff the Bus Event happening at First Hope Bank on November 20 between the hours of 10am and 4pm for donations.

JCP& L is doing work today at 9:30pm and will be shutting down the power for a few minutes in the Hillside Park Lake Iliff vicinity.

Resolution supporting the County Health Department.
Mr. Walsh moved to send a letter of support. Mr. Burke seconded and motion was approved with all in favor.

REPORT FROM THE CLERK/ADMINISTRATOR: The Deputy Clerk reported that Gypsy Moth Survey Report came back, and the survey revealed that Andover Township does not have any major infestation areas.

REPORT FROM THE MUNICIPAL ATTORNEY

He reported that the Revaluation Company has completed the fieldwork. A letter will go out shortly to all with the preliminary values. There is a 30-day period after the values are sent out to meet with individuals regarding their assessments.

NEXT SCHEDULED MEETINGS:

November 23, 2015
December 14, 2015
6:30PM Executive Session
7:30PM Regular Meeting

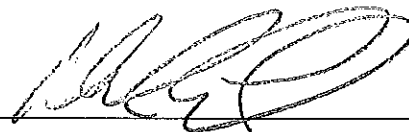
ADJOURNMENT

With no further business at hand at 8:52 pm, Ms. Blackburn moved to adjourn, Mr. Burke seconded and the motion was carried with all in favor.

Submitted by,



DIANA FRANCISCO, RMC/CMR



Michael Lensak, Mayor

TOWNSHIP OF ANDOVER

MOTION FOR EXECUTIVE SESSION

BE IT RESOLVED by the Township Committee of the Township of Andover on the 9th day of November 2015, that:

1. Before the commencement of the Regular Meeting, the Township Council shall meet in Executive Session, from which the public shall be excluded, to discuss matters as permitted pursuant to N.J.S.A. 10:4-26, sub-section(s):
- (x) a. (1) Confidential or excluded matters, by express provision of Federal law or State statute or rule of court.
 - () a. (2) A matter in which the release of information would impair a right to receive funds from the Government of the United States.
 - () a. (3) Material the disclosure of which constitutes an unwarranted invasion of individual privacy.
 - (x) a. (4) A collective bargaining agreement including negotiations.
 - (x) a. (5) Purchase, lease or acquisition of real property, setting of banking rates or investment of public funds, where it could adversely affect the public interest if disclosed.
 - () a. (6) Tactics and techniques utilized in protecting the safety and property of the public, if disclosure could impair such protection. Investigation of violations of the law.
 - (x) a. (7) Pending or anticipated litigation or contract negotiations other than in subsection b. (4) herein or matters falling within the attorney-client privilege.

Personnel Matters:

1. *Appointing and Appropriate Authority*

Contract Negotiations:

- 1. *Police Dispatchers Union Contract Renewal*
- 2. *DPW Union Contract Renewal*
- 3. *Share Services ACO*
- 4. *Hockey Rink -Contract*

Attorney-Client Privilege:

Pending Litigation:

- 1. *Jessica Caldwell-Proposal COAH/Litigation-*
 - 2. *Center for Prevention and Counseling*
 - 3.
- () b. (9) Deliberations after a public hearing that may result in penalties.
- 1. The time when the matter(s) discussed pursuant to Paragraph 1 hereof can be disclosed to the public is as soon as practicable after final resolution of the aforesaid matter(s).

Adopted: November 9, 2015

ANDOVER TOWNSHIP - CFO'S REPORT
for the Month Ending October 31, 2015

	Beginning Balance	Cash Receipts	Disbursements	Ending Balance
Current Fund	\$ 985,471.82	\$ 1,529,897.13	\$ 1,455,570.93	\$ 1,059,798.02
Current Fund - Investment	\$ 122,637.41	\$ 41.66	\$ -	\$ 122,679.07
Capital Fund	\$ 365,044.60	\$ 125.20	\$ 2,572.21	\$ 362,597.59
Capital Fund - Investment	\$ 180,747.65	\$ 61.40	\$ -	\$ 180,809.05
Dog Trust Fund	\$ 961.97	\$ 8.33	\$ 23.40	\$ 946.90
COAH Trust Fund	\$ 16,314.51	\$ 5.54	\$ -	\$ 16,320.05
Open Space Trust Fund	\$ 225,073.33	\$ 76.46	\$ 1,000.00	\$ 224,149.79
Escrow Trust Fund	\$ 392,862.42	\$ 7,118.56	\$ 16,108.65	\$ 383,872.33
Developers Escrow Accounts	\$ 83,268.02	\$ 3.51	\$ -	\$ 83,271.53
Net Payroll Account	\$ 19.63	\$ 148,023.49	\$ 148,020.50	\$ 22.62
Agency Payroll Account	\$ 390.45	\$ 110,514.69	\$ 98,271.33	\$ 12,633.81
Sustainable Andover	\$ 4,253.16	\$ -	\$ -	\$ 4,253.16
SUI Trust Account	\$ 5,700.51	\$ 1.93	\$ -	\$ 5,702.44
Totals	\$ 2,382,745.48	\$ 1,795,877.90	\$ 1,721,567.02	\$ 2,457,056.36

Submitted by Shawn Maguire Date November 9, 2015

**List of Bills - (0110101000002) CASH CHECKING FIRST HOPE
Current Fund**

Meeting Date: 11/09/2015 For bills from 10/27/2015 to 11/03/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
19255	729 - ALLIED OIL COMPANY OIL LLC 01-201-31-460-074 UTILITY-GASOLINE & DIESEL 01-201-31-460-074 UTILITY-GASOLINE & DIESEL 01-201-31-460-074 UTILITY-GASOLINE & DIESEL	PO 4826 10/07/15 - FUEL DELIVERY - 300.20 G PO 4854 10/21/15 - FUEL DELIVERY - 240.10 G PO 4855 10/16/15 - FUEL DELIVERY - 415.70 G	514.69 358.35 668.33	514.69 358.35 668.33	1,541.37
19256	1958 - APPRAISAL SYSTEMS, INC. 01-301-60-000-016 RESERVE FOR REVAL - 2015	PO 4780 3RD INSTALLMENT FOR REVAL SERVICE	31,200.00	31,200.00	31,200.00
19257	126 - AT&T, CBC BILL CERTIFICATION 01-201-31-460-076 UTILITY - TELEPHONE	PO 4866 OCT 2015 - LONG DISTANCE PHONE CHAR	35.25	35.25	35.25
19258	127 - AURORA ELECTRICAL SUPPLY, LLC 01-201-26-310-026 BUILD & GRNDS MAINT & REPAIR	PO 3646 2015 SUPPLIES BLANKET - BUILDING &	80.38	80.38	80.38
19259	1498 - CENTURY LINK (1) COMMUNICATIONS 01-201-31-460-076 UTILITY - TELEPHONE	PO 4846 OCT 2015 - PHONE EXPENSE - TOWN HAL	82.97	82.97	82.97
19260	1485 - CENTURY LINK (40) 01-201-31-460-076 UTILITY - TELEPHONE	PO 4865 OCT 2015 - LOCAL PHONE CHARGES - TO	979.74	979.74	979.74
19261	1513 - CENTURY LINK(50) 01-201-31-460-076 UTILITY - TELEPHONE	PO 4859 OCT 2015 - PHONE CHARGES - APPD	867.86	867.86	867.86
19262	2040 - DANA WASELIK 01-201-43-490-187 MUNICIPAL CRT TRAVEL	PO 4858 09/23/15 - 10/28/15 - MILEAGE TO CL	194.93	194.93	194.93
19263	942 - DARYN CASHIN 01-201-23-220-173 PRESCRIPTION 01-201-23-220-175 VISION	PO 4862 07/13/15 - 10/21/15 - EMPLOYEE PRES PO 4863 10/29/15 - EMPLOYEE VISION REIMBURS	96.93 183.00	96.93 183.00	279.93

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Check#	Vendor	Description	Account	PO Payment	Check Total
19264	191 - DENVILLE LINE PAINTING, INC.	PO 4805 MULFORD ROAD - EPOXY & THERMO PAVEM	8,167.26	8,167.26	8,167.26
	01-213-40-000-012	GRANT - APPROP RESERVES - Mulford Road			
19265	1966 - DIRECT ENERGY BUSINESS,LLC	PO 4827 SEPT 2015 - PROPANE HEATING GAS	29.03	29.03	29.03
	01-201-31-460-069	UTILITY - HEATING PROPANE			
19266	846 - DIVISION OF CRIMINAL JUSTICE ACADEM	PO 4698 firearms instructor course for 2 of	800.00	800.00	800.00
	01-201-25-240-042	POLICE ED & TRAINING			
19267	1130 - FAMILY FORD, INC.	PO 3742 2015 PURCHASES - POLICE VEHICLE MAI	52.98	52.98	52.98
	01-201-25-240-230	POLICE - PATROL CAR REPAIRS/MAINT.			
19268	220 - FEDERAL EXPRESS CORP.	PO 4828 09/21/15 - SHIPPING CHARGES - POLIC	49.64	49.64	49.64
	01-201-25-240-299	POLICE MISCELLANEOUS			
19269	1248 - FINCH FUEL OIL CO.,INC.	PO 4829 10/09/15 - FUEL DELIVERY - 200 GALL	327.78	327.78	327.78
	01-201-31-460-074	UTILITY-GASOLINE & DIESEL			
19270	956 - FRA TECHNOLOGIES, INC.	PO 4774 12/01/15 - 11/30/16 -Maintenance/Up	600.00	600.00	600.00
	01-201-27-340-299	ANIMAL CONTROL MISCELLANEOUS			
19271	696 - FRANKLIN PRECAST	PO 4733 RISER FOR TOWN HALL SEPTIC	60.00	60.00	60.00
	01-201-26-310-026	BUILD & GRNDS MAINT & REPAIR			
19272	1722 - FRED F. SULJIC	PO 4853 2015 - ZONING OFFICER - OCT 19, 21,	720.00	720.00	720.00
	01-201-21-186-012	ZONING OFFICER S&W PART TIME			
19273	1042 - G.T.B.M., INC./INFO-COP	PO 4776 Quarterly payment for E-Ticketing	2,208.00	2,208.00	2,208.00
	01-201-25-240-303	POLICE OTHER EXPENSE - E-TICKETING			
19274	693 - HOME DEPOT CREDIT SERVICES	PO 3648 2015 BLANKET FOR BUILDING & GROUNDS	23.20	23.20	23.20
	01-201-26-310-026	BUILD & GRNDS MAINT & REPAIR			

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Current Fund**

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Check#	Vendor	Description	Account	PO Payment	Check Total
19275	270 - JACKIE HUELBIG 01-201-23-220-172 HEALTH RETIREE	PO 4850 2015 RETIREE MEDICARE REIMBURSEMENT	1,258.80	1,258.80	1,258.80
19276	1363 - JAMES HOLMES 01-201-28-370-221 RECREATION PROG/SP EVENTS	PO 4852 10/26/15 - REIMBURSEMENT FOR 80'S R	147.92	147.92	147.92
19277	288 - JCP&L 01-201-31-435-075 STREET LIGHTING	PO 4843 SEP 2015 - ELECTRIC CHARGES - STREE	500.66	500.66	500.66
19278	288 - JCP&L 01-201-31-460-071 UTILITY - ELECTRICITY	PO 4844 SEP 2-15 - ELECTRIC CHARGES - 145 L	1,166.86	1,166.86	1,166.86
19279	13 - JOHNNY ON THE SPOT, LLC 01-201-28-375-299 PARK MAINT MISCELLANEOUS	PO 3756 2015 BLANKET FOR PORT-A-POT	250.00	250.00	250.00
19280	1188 - KOCH AUTO PARTS, INC. 01-201-25-240-230 POLICE - PATROL CAR REPAIRS/MAINT.	PO 3707 2015 BLANKET - POLICE VEHICLE MAINT	58.42	58.42	58.42
19281	2037 - MATTHEW PUCCIO 01-201-23-220-175 VISION	PO 4841 2015 - EMPLOYEE VISION REIMBURSEMEN	250.00	250.00	250.00
19282	2137 - MICHAEL HAGGERTY 01-201-23-220-173 PRESCRIPTION	PO 4830 07/24/15 - 09/02/15 - EMPLOYEE PRES	89.58	89.58	89.58
19283	2016 - MORTON SALT, INC. 01-201-26-290-236 PUBLIC WORKS SALT, SAND, GRIT	PO 3657 2015 BLANKET FOR ROAD SALT - TO BE	8,959.74	8,959.74	8,959.74
19284	1559 - MUNICIPAL RECORD SERVICE 01-201-43-490-036 MUNICIPAL CRT OFFICE SUPPLIES	PO 4727 09/18/15 - PLEA AGREEMENTS & CARBO	453.00	453.00	453.00
19285	440 - MUNICIPAL SOFTWARE, INC. 01-201-20-140-117 IT - HARDWARE EQUIPMENT & SOFTWARE	PO 4717 New PC for CFO per quote # 584	1,175.00	1,175.00	1,175.00

**List of Bills - (0110101000002) CASH CHECKING FIRST HOPE
Current Fund**

Meeting Date: 11/09/2015 For bills from 10/27/2015 to 11/03/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
01-201-20-140-117	IT - HARDWARE EQUIPMENT & SOFTWARE	PO 4716 set up existing PC (Vita's) to use	350.00	350.00	1,525.00
19286	386 - NJ HERALD, INC.	PO 4868 OCT 2015 - LEGAL ADVERTISING	49.80	49.80	49.80
01-201-20-120-021	CLERK ADVERTISING				
19287	1230 - NORTH JERSEY MUNICIPAL,EMPLOYEE	PO 4860 NOV 2015 DENTAL INSURANCE PREMIUM	3,976.00	3,976.00	3,976.00
01-201-23-220-174	DENTAL				
19288	424 - READYREFRESH BY NESTLE	PO 4831 SEP 2015 - BOTTLED WATER SERVICE -	176.59	176.59	
01-201-26-310-049	BUILD & GRNDS CONTRACTUAL		152.63		
01-201-43-490-036	MUNICIPAL CRT OFFICE SUPPLIES		23.96		176.59
19289	2090 - PenTeleData	PO 4849 OCT 2015 - ATPD INTERNET SERVICE	59.95	59.95	59.95
01-201-31-460-076	UTILITY - TELEPHONE				
19290	490 - SERVICE TIRE TRUCK CENTER, INC.	PO 4735 TIRES FOR SKIDSTEER AND TUBE	354.60	354.60	354.60
01-201-26-290-230	PUBLIC WORKS VEH REPAIR/MAIN		354.60		
19291	1062 - SPRINT	PO 4839 SEP 2015 - ATPD LONG DISTANCE SERVI	82.87	82.87	82.87
01-201-31-460-076	UTILITY - TELEPHONE		82.87		
19292	541 - SUSSEX COUNTY LEAGUE OF MUNICIPALIT	PO 4832 10/14/15 - MEETING & DINNER - MICHA	25.00	25.00	25.00
01-201-20-110-041	MAYOR&COUNCIL CONF & MTGS		25.00		
19293	548 - SUSSEX COUNTY RENTAL, LLC	PO 4818 SAW RENTAL FOR DRAIN REPAIR ON LENA	128.80	128.80	128.80
01-201-26-290-241	PUBLIC WORKS EQUIP RENTAL		128.80		
19294	2024 - TONI GRISAFFI	PO 4842 10/22/15 - EMPLOYEE PRESCRIPTION RE	223.09	223.09	223.09
01-201-23-220-173	PRESCRIPTION		223.09		
19295	569 - TREASURER, COUNTY OF SUSSEX	PO 4788 4TH QTR 2015 COUNTY TAXES - COUNTY	797,391.71	797,391.71	797,391.71
01-208-55-603-000	COUNTY TAX PAYABLE-PURPOSE		797,391.71		

**List of Bills - (0110101000002) CASH CHECKING FIRST HOPE
Current Fund**

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Check#	Vendor	Description	Account	PO Payment	Check Total
19296	569 - TREASURER, COUNTY OF SUSSEX 01-208-55-604-000	PO 4789 4TH QTR 2015 COUNTY TAXES - LIBRARY CTY LIBRARY TAX	24,595.28	24,595.28	24,595.28
19297	569 - TREASURER, COUNTY OF SUSSEX 01-208-55-605-000	PO 4790 4TH QTR 2015 - COUNTY TAXES - HEALTH CTY HEALTH TAX	5,637.27	5,637.27	5,637.27
19298	569 - TREASURER, COUNTY OF SUSSEX 01-208-55-606-000	PO 4791 4TH QTR 2015 COUNTY TAXES - OPEN SP CTY OPEN SPACE TAX	3,794.16	3,794.16	3,794.16
19299	450 - VERIZON BUSINESS 01-201-31-460-076	PO 4845 OCT 2015 - LONG DISTANCE CHARGES - UTILITY - TELEPHONE	36.99	36.99	36.99
19300	586 - VERIZON WIRELESS 01-201-31-460-076 01-201-25-240-265 01-201-25-252-299	PO 4851 Cell Phone for period ending 11/18/ UTILITY - TELEPHONE POLICE COMM.EQUIP/RADIO REPAIR EMERGENCY MGMT MISCELLANEOUS	104.70 296.87 52.35	453.92	453.92
19301	1235 - WEATHER WORKS CONSULTING, LLC 01-201-26-290-299	PO 3606 2015 WEATHER CONSULTATION SERVICES PUBLIC WORKS MISCELLANEOUS	412.50	412.50	412.50
19302	608 - WEIS MARKETS, INC. 01-201-28-370-222	PO 4773 Adult Retro Party/Back to school Bi RECREATION PARTY & SUPPLIE	105.33	105.33	105.33
19303	2068 - ZEUS 1 INC. 01-201-25-240-230	PO 4864 07/16/15 - 10/10/15 - ATPD CAR WASH POLICE - PATROL CAR REPAIRS/MAINT.	380.25	380.25	380.25
TOTAL					900,844.41

Total to be paid from Fund 01 Current Fund

900,844.41

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List of Bills - (0110101000002) CASH CHECKING FIRST HOPE
Current Fund

Meeting Date: 11/09/2015 For bills from 10/27/2015 to 11/03/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
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					900,844.41
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**List of Bills - (1310101000004) OTHER TRUST - FIRST HOPE - OTHER TRUST
OTHER TRUST**

Meeting Date: 11/09/2015 For bills from 10/27/2015 to 11/03/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
3465	1974 - CHRISTINE WARD 13-260-58-200-100	RECREATION HALL - SECURITY DEP	PO 4848 150.00	10/24/15 - REFUND ESCROW SECURITY D 150.00	150.00
3467	1048 - F. WILLIAM LAVIGNE ESQ 13-286-56-717-363	LAVIGNE "D" VARIANCE REFUND LAND USE BOARD ESCROW	PO 4840 893.00	893.00	893.00
3468	1886 - NOTHING IS IMPOSSIBLE FOUNDATION 13-260-58-200-100	RECREATION HALL - SECURITY DEP	PO 4825 100.00	10/17/15 - REFUND ESCROW SECURITY D 100.00	100.00
3469	2135 - PASS IT ALONG 13-260-58-200-113	RECREATION TRUST - HORSESHOE TOURNY	PO 4823 25.00	2nd place winner donation corn hole 25.00	25.00
3470	2139 - SUSSEX COUNTY ASSOC OF REALTORS 13-260-58-200-100	RECREATION HALL - SECURITY DEP	PO 4867 300.00	10/28/15 - REFUND ESCROW SECURITY D 300.00	300.00
3471	700 - SUSSEX COUNTY REPUBLICAN COMMITTEE 13-260-58-200-100	RECREATION HALL - SECURITY DEP	PO 4847 100.00	10/23/15 - REFUND ESCROW SECURITY D 100.00	100.00

TOTAL

1,568.00

Total to be paid from Fund 13 OTHER TRUST

1,568.00
=====

1,568.00

List of Bills - (1210101000000) DOG CASH
DOG TRUST

Meeting Date: 11/09/2015 For bills from 10/27/2015 to 11/03/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
414	392 - NJ STATE DEPT OF HEALTH/SR SVS 12-290-56-000-001	PO 4869 OCT 2015 - DOG LICENSING FEES DUE ST NJ DOG LICENSE FEES		1.20	1.20
	TOTAL			----- 1.20	

Total to be paid from Fund 12 DOG TRUST

1.20

1.20

ANDOVER TOWNSHIP

TAX DEPARTMENT

INTER-OFFICE MEMORANDUM

DATE: November 2, 2015
TO: Mayor, Committee & Administrator
FROM: Daryn Cashin, Tax Collector
SUBJECT: Monthly Report for October, 2015

October collections: \$1,378,349.53 (see attached)

Below is a comparative chart of collections in the tax office, from 2014 to 2015.

	<u>2014</u>	<u>2015</u>
January	\$ 1,598,817.75	\$ 1,418,450.96
February	3,319,347.34	3,618,961.74
March	117,596.06	188,382.54
April	881,462.54	912,268.52
May	4,176,555.58	3,906,999.46
June	112,731.58	154,227.17
July	884,073.61	1,030,059.92
August	4,409,396.35	4,361,316.22
September	187,840.74	203,039.01
October	1,025,134.36	1,378,349.53
Year to date	\$16,712,955.91	\$17,172,055.07

Delinquent current year 284,597.67 (146 accounts)



Code Description	Count	Arrears/Other	Principal			Interest	Total
			2014	2015	2016		
001 TAX PAYMENT	476	0.00	813.59	1,007,105.13	12,302.88	1,289.93	1,021,511.53
026 TAX SUB PAYMENTS	63	0.00	0.00	69,243.38	0.00	5,786.38	75,029.76
901 TAX - TAX SALE	87	250.00	85,064.89	0.00	0.00	11,357.85	96,672.74
902 6% YEP PENALTY	1	0.00	1,305.12	0.00	0.00	3,181.88	4,487.00
Tax Payments	627	250.00	87,183.60	1,076,348.51	12,302.88	21,616.04	1,197,701.03
002 TAX SRCH/STATUS/REDP	1	10.00	0.00	0.00	0.00	0.00	10.00
009 RETURNED CK FEE	1	20.00	0.00	0.00	0.00	0.00	20.00
014 TAX SALE PREMIUM	9	177,800.00	0.00	0.00	0.00	0.00	177,800.00
021 TAX SALE AD/MAIL FEE	1	67.48	0.00	0.00	0.00	0.00	67.48
908 TAX SALE COST	25	0.00	0.00	0.00	0.00	2,751.02	2,751.02
Misc Payments	37	177,897.48	0.00	0.00	0.00	2,751.02	180,648.50
Payments Total:	664	178,147.48	87,183.60	1,076,348.51	12,302.88	24,367.06	1,378,349.53
NSF Reversals Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
Total:	664	178,147.48	87,183.60	1,076,348.51	12,302.88	24,367.06	1,378,349.53

Total Cash: 5,880.87

Total Check: 1,372,468.66

Total Credit: 0.00

TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY

RESOLUTION - #R2015-136

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ANDOVER,
COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO AUTHORIZE THE
APPOINTMENT OF DANIEL HENNIGHAN, PUBLIC WORKS REPAIRER FROM
PROVISIONAL TO PERMANENT STATUS EFFECTIVE IMMEDIATELY**

WHEREAS, Road Laborer Daniel Hennighan has been employed by the Andover Township Department of Public Works since January 15, 2014; and

WHEREAS, according to Article XII - Wages (A), of the Road Department Union Contract effective January 1, 2011 through December 31, 2015 states that after completion of one (1) year as Laborer, employees advance to First Step Position of Public Works Repairer with recommendation from Supervisor and Township Committee approval; and,

WHEREAS, Public Works Repairer Daniel Hennighan applied to the NJ Department of Personnel for an examination for the permanent position of Public Works Repairer under Symbol No. PM0612T and the Clerk's Office was notified on September 29, 2015 of the successful completion of this examination; and,


NOW, THEREFORE, BE IT RESOLVED, following successful completion of the Department of Personnel examination, the Township Committee of the Township of Andover, County of Sussex and State of New Jersey that Daniel Hennighan be hereby promoted to the position of Public Works Repairer in a Permanent status subject to N.J.S.A. Title 11, Department of Personnel.

BE IT FURTHER RESOLVED that this promotion shall be effective immediately and remuneration shall be as stated under Article XII - Wages, which is \$24.81 per hour.

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to Darren Dickinson the Supervisor of Roads, the Township Administrator, the Chief Financial Officer, the Township Auditor and the Department of Personnel for their records.

CERTIFICATION

I, Diana Francisco, Deputy Clerk of the Township of Andover, in the County of Sussex in the State of New Jersey, do hereby certify that the foregoing Resolution is a true copy of the Original Resolution duly passed and adopted by a majority of the full membership of the Andover Township Committee at its meeting on November 9, 2015.



Diana Francisco, R.M.C.
Deputy Municipal Clerk

TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY

RESOLUTION #R2015-137

2015 BUDGET APPROPRIATIONS TRANSFER


BE IT RESOLVED by the Township Committee of the Township of Andover, County of Sussex and State of New Jersey, that 2015 Budget Appropriations Transfers totaling \$43,386.00 are to be made in the following manner:

<u>FROM:</u>	<u>AMOUNT</u>
<u>Group Insurance Other Expenses</u>	<u>\$ 21,786.00</u>
<u>Garbage Removal Solid Waste</u>	<u>\$ 21,600.00</u>
<u>TOTAL:</u>	<u>\$ 43,386.00</u>

<u>TO:</u>	
<u>Admin S & W Full Time</u>	<u>\$ 4,000.00</u>
<u>Admin - Meetings & Dues</u>	<u>\$ 400.00</u>
<u>Clerk's S & W Mtg/Other</u>	<u>\$ 100.00</u>
<u>Finance S & W Full Time</u>	<u>\$ 3,500.00</u>
<u>Finance Travel Reimbursement</u>	<u>\$ 1,000.00</u>
<u>Tax Collector S & W Full Time</u>	<u>\$ 1,900.00</u>
<u>Tax Assessment S & W Part Time</u>	<u>\$ 4,711.00</u>
<u>Morris County JIF</u>	<u>\$ 5,525.00</u>
<u>Insurance for Vol Fire Dept</u>	<u>\$ 150.00</u>
<u>Public Works S & W Full Time</u>	<u>\$21,000.00</u>
<u>Park Maint Miscellaneous</u>	<u>\$ 900.00</u>
<u>Emergency Management</u>	<u>\$ 200.00</u>
<u>TOTAL:</u>	<u>\$43,386.00</u>

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Township Auditor and Finance Department for their records.

I, Diana Francisco, Deputy Clerk of the Township of Andover, in the County of Sussex in the State of New Jersey, do hereby certify that the foregoing Resolution is a true copy of the Original Resolution duly passed and adopted by a majority of the full membership of the Andover Township Committee at its meeting on November 9, 2015.


Diana Francisco, R.M.C.
Deputy Municipal Clerk

**A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY
AUTHORIZING THE COMMITTEE TO EXECUTE AN AGREEMENT FOR
DEMOLITION WORK WITH YOUNGS EXCAVATING**

R 2015-138

WHEREAS, the Township Committee has determined that the Hillside Park hockey rink and basketball courts area is in need of demolition; and

WHEREAS, the Township wishes to retain the services of Youngs Excavating to perform the initial demolition work consisting of that work detailed in Schedule A attached hereto; and

WHEREAS, Youngs has agreed to complete all of the designated work by or before December 31, 2015; and

WHEREAS, Youngs has agreed to perform the work noted in Schedule A for a total cost of \$5,000; and

WHEREAS, the total cost of this contract is less than the bid threshold pursuant to N.J.S.A. 40A:11-3; and

WHEREAS, the Township and Youngs wish to enter into a written agreement for performance of the demolition work; and

WHEREAS, the Township Committee has determined that execution of said Agreement is in the best interest of the Township.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Andover, that Mayor Michael Lensak is hereby authorized to execute the Agreement for demolition work with Youngs Excavating; and

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

Adopted: November 9, 2015

Adopted this 9th day of November, 2015

and

certified as a true copy of an original.



Diana Francisco, Township Deputy Clerk

**TOWNSHIP OF ANDOVER
SUSSEX COUNTY, NEW JERSEY**

ORDINANCE NO.2015- 14

**AN ORDINANCE OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, AND
STATE OF NEW JERSEY TO AMEND THE TOWNSHIP CODE BY AMENDING
CHAPTER 3 "ADMINISTRATION OF GOVERNMENT," ARTICLE XVII "JOINT
MUNICIPAL COURT" TO ADD SECTION 64 "SPECIAL COURT OFFICER"**

WHEREAS, effective January 1, 2015, the Township of Andover's municipal court merged with three other municipalities to form the Andover Joint Municipal Court (Andover, Hampton, Fredon and Byram Townships and Andover Borough); and

WHEREAS, the operations of the Andover Joint Municipal Court have been successful and there has been a high volume of cases conducted; and

WHEREAS, in light of the number of cases being heard on each court day, the Township Committee has determined that a dedicated Special Court Officer is needed; and

WHEREAS, the Township Committee has determined that it is in the Township's best interest to amend the Code to provide for a Special Court Officer.

NOW THEREFORE, BE IT ORDAINED, by the Township Committee of the Township of Andover, in the County of Sussex, and State of New Jersey as follows:

SECTION 1. Chapter 3 "Administration of Government," Article XVII "Joint Municipal Court" of the Code of the Township of Andover, is hereby amended and supplemented to read as follows:

§3-64 "Special Court Officer"

(1) A "Special Court Officer" means any person appointed pursuant to N.J.S.A. §40A:14-146.8 et seq., to on a part-time basis, perform duties similar to those performed regularly by members of the Police Department of the Township of Andover in connection with providing security during all municipal court sessions. The Special Court Officer reports to the Chief of Police of the Township of Andover.

(2) Duties: The Special Court Officer will provide security, including metal detection and bag searches upon all individuals entering the courtroom, will maintain order in the courtroom and will follow the direction of the judge. The duties performed at the direction of the judge may include swearing in of witnesses, collecting court documents, presenting court documents, reviewing reports and filing complaints.

(3) The ability to carry a firearm by a Special Court Officer may be authorized only after the officer has demonstrated that he/she has been fully certified as successfully completing training as prescribed by the Chief of Police or that he/she is authorized to carry a firearm pursuant to N.J.S.A. §2C:39-6 and N.J.S.A. §2C:58-1 et seq. as a retired law enforcement officer.

(4) Pursuant to N.J.S.A. §40A:14-146.10, no person shall be appointed as a Special Court Officer unless the person:

- (a) Is a resident of the State of New Jersey during the term of appointment;
- (b) Is able to read, write, and speak the English language well and intelligently and has a high school diploma or its equivalent;
- (c) Is sound in body and of good health;
- (d) Is of good moral character;
- (e) Has not been convicted of any crime or criminal offense involving dishonesty or which would make him or her unfit to perform the duties of the office;
- (f) Has successfully completed a training course approved by the New Jersey Police Training Commission.

(5) The Special Court Officer will be appointed for a term of one year. Nothing herein shall be construed to require reappointment upon the expiration of the term.

(6) The salary for this position is \$20.00 per hour.

SECTION 2. All ordinances of the Township of Andover, which are inconsistent with the provisions of this Ordinance, are hereby repealed to the extent of such inconsistency.

SECTION 3. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance.

SECTION 4. This Ordinance shall take effect immediately upon final passage, approval, and publication as required by law.

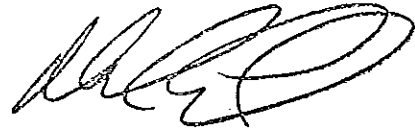
SECTION 5. This Ordinance may be renumbered for codification purposes.

TOWNSHIP OF ANDOVER
COUNTY OF SUSSEX
STATE OF NEW JERSEY

ATTEST



Diana Francisco, R.M.C.
Deputy Clerk



Michael Lensak, Mayor

Introduced: October 26, 2015
Adopted: November 9, 2015
Published: November 13, 2015

VOTE: Ayes- 5
Nays- none
Abstain- none