

**ANDOVER TOWNSHIP COMMITTEE MEETING MINUTES**

**TOM WALSH, MAYOR  
MICHAEL LENSAK, DEPUTY MAYOR  
DOLORES BLACKBURN  
PHIL BOYCE  
JANIS Mc GOVERN**

**SEPTEMBER 23, 2013**

**EXECUTIVE SESSION – 6:30 P.M.**

**REGULAR MEETING – 7:30 P.M.**

**EXECUTIVE SESSION AT 6:30 P.M.**

**REGULAR MEETING BEGINS AT 7:30 P.M.**

The regular meeting of the Andover Township Committee was called to order at 6:35 P.M. by Mayor Walsh, followed by a salute to the flag.

**ROLL CALL:** Present: Ms. Blackburn, Mr. Boyce,  
Ms. Mc Govern, Mayor Walsh  
Absent (Excused) Mr. Lensak  
Also present: Attorney Semrau

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

**EXECUTIVE SESSION:** On a motion by Mr. Boyce, seconded by Ms. Blackburn, the resolution to go into executive session to discuss

**Personnel Matters:**

1. **Police Department Staffing**

**Contract Negotiations:**

1. **Rolling Hills Condominiums/Municipal Services Agreement**
2. **2014 Professional Services Contracts**
3. **9-1-1 Interlocal Dispatching Service Contract Renewals  
Andover Borough, Green Township, Hamburg Borough**

**Attorney-Client Privilege:**

1. **Correspondence from the Borough of Andover**
2. **Limecrest Quarry Status Report**
3. **Train Station Status Report**
4. **Ordinance Regarding Third Party Lienholder and Request for  
Calculation to Redeem**

**Potential Litigation:**

**Pending Litigation:**

1. **SMAC Corporation**

, was carried unanimously.

(See Insert Attached to These Minutes)

The Committee went into executive session at 6:35 P.M. Mr. Boyce moved to adjourn executive session at 7:38 P.M., seconded by Ms. Mc Govern and carried unanimously.

RECESS CALLED AT THIS TIME

MEETING RESUMED AT 7:41PM

**BOARD OF HEALTH MEETING AGENDA**

**THIRD QUARTER MEETING**

**ACTIVITY REPORTS FOR THE PERIOD JUNE 01 – AUGUST 31, 2013**

**Food Establishments – Field/Facilities Investigations/Inspections**

**OPRA Responses**

**Complaint Investigations/Plan Reviews/Revisions/Correspondence**

The Committee reviewed the material presented from the Board of Health for the Third Quarter. Ms. Blackburn asked about the status of the dog bite incident. Ms. Thompson stated she would look into the matter and report back.

**PUBLIC PORTION** Seeing no hands, Mayor Walsh closed the public portion of the meeting.

**ADJOURNMENT** Ms. Blackburn moved to adjourn this meeting, seconded by Mr. Boyce and carried unanimously.

**REGULAR MEETING** – Mayor Walsh reread the Sunshine Notice to the Public.

**APPROVAL OF AGENDA** Mr. Boyce asked that the agenda be amended under Resolutions, #R2013-126, TO PREPARE CERTAIN SURPLUS MUNICIPAL EQUIPMENT FOR SALE ONLINE AT MUNICIPAL AUCTION THROUGH ALFRED'S AUCTIONS, INC. IN ACCORDANCE WITH THE CONDITIONS OF THE STATE CONTRACT. Ms. Blackburn moved to approve the General Agenda as amended, seconded by Mr. Boyce and carried unanimously.

**APPROVAL OF CONSENT AGENDA ITEMS** Ms. Blackburn moved the following consent items be approved, seconded by Mr. Boyce and carried unanimously.

**\*CONSENT AGENDA:**

**\*OTHER BUSINESS:**

**APPROVAL OF VOUCHERS FOR PAYMENT**

*(See Inserts Attached to These Minutes)*

**ACCEPTANCE OF THE CHIEF FINANCIAL OFFICER'S REPORT FOR THE MONTH ENDING AUGUST 31, 2013**

**REPORT FROM THE CHIEF OF POLICE – AUGUST 2013**

**\*APPROVAL OF MINUTES:**

**JULY 22, 2013 REGULAR MEETING  
JUNE 22, 2013 EXECUTIVE SESSION**

**APPROVAL OF MINUTES****AUGUST 14, 2013 SPECIAL MEETING**

Mr. Boyce moved to approve the foregoing minutes as presented, seconded by Ms. Blackburn. Roll call vote:

Ms. Blackburn– yes  
Mr. Lensak – absent  
Mayor Walsh – yes

Mr. Boyce – yes  
Ms. Mc Govern – abstain

**REGULAR AGENDA**

**PUBLIC PORTION** Diane Gillespie asked about the status of the energy cooperative program initiated by the Township of Plumsted. Attorney Semrau stated his recollection was that Ms. Thompson spoke to the Mayor and Administrator of Plumsted and he had indicated that this was his line of work. It was discussed that if anybody wanted information they could contact him. The Committee felt it wasn't an opportunity for the Township to jump onboard. It was also mentioned that mayor was to reach out to the residents to evaluate the amount of interest. Ms. Thompson added that in speaking to him he indicated that the savings was minimal in year one though the municipality had the option to sign on for a two year rate guaranty. She further stated that the contract was mandatory for business accounts with no opt out opportunity. Ms. Mc Govern stated from what she remembers of the discussion the concept wasn't really a benefit to the residents, with Mayor Walsh adding that he was the one who would benefit.

She then asked about posting items on the website. She said in speaking with the Land Use Board Administrator two weeks ago she asked her to place the Natural Resource Inventory on the website. Ms. Wilhelm informed her that she sent it along and it hasn't been posted as yet. She asked why it takes so long to have items posted to the website. Ms. Thompson explained that Ms. Wilhelm gave the document to the Clerk's office. She stated that because the item is quite large, it takes up a great deal of space on the website. It is also very difficult to email a large document to the web master. She assured Ms. Gillespie that the Clerk's office is working diligently to figure a way to get the document posted. She also reminded the public that the website is a place for people to go for information that is helpful to the general public.

Ms./ Gillespie asked why the Police Chief's report is on the Consent Agenda instead of him reporting statistics at each meeting. Chief Tagliatela explained that the report is provided to the Administrator and Liaison. The Liaison for the department can report the statistics during his report. Ms. Thompson added that Mr. Lensak was giving the Chief's report during his report, creating duplication. Placing the report on the consent agenda helped streamline the information and that information which was most important was reported during Committee reports.

She then asked about the Train Station matter under Executive Session. Attorney Semrau stated that following this first discussion he informed Ms. Gillespie it will no longer be placed on the Executive Session agenda. He said from a legal standpoint the discussion was to how to address issues going forward. The discussion was in the direction of trying to see if there was anything the Township Committee had interest in this area moving forward. He added that the Planner is going to send options for the Committee to review. Attorney Semrau stated it was placed on Executive Session so he could address the legal options surrounding the matter and no decisions were made. Mr. Boyce stated he agrees with Ms. Gillespie as NJ Transit should be more forthcoming and provide more information on the station. Ms. Blackburn added that the Executive Session discussion had nothing to do with NJ Transit providing the Township with information.

**PUBLIC PORTION** Eunice Halley spoke about her traffic concerns and speeding on Mulford Road and Limecrest Road. She gave examples of trucks failing to stop at intersections, especially in the mornings. Mayor Walsh asked the Chief to handle this matter. Chief Taglialatela stated that police personnel is located in that vicinity during several shifts throughout the week.

Rick Melfi requested as the Chair of the Economic Development Committee to urge the Committee to figure out what is going on with the train station. He stressed the need to call congressional representatives and even the governor. Mayor Walsh stated what could be done has been done. Mr. Melfi has the newspapers to get involved in this matter.

Richard Crawn came before the Committee with regard to a letter of violation from the Construction Code Official. He explained what he has done so far to address the issue with the tree. He explained that he has had issues with the complaining party numerous times. Following this discussion, Mayor Walsh stated that he needs to show the latest document from the tree experts to the Construction Code Enforcement Official.

Seeing no more hands, Mayor Walsh closed the public portion.

**ORDINANCES: INTRODUCTION**

**NO. 2013-12 TO AMEND ORDINANCE NO. 2013-10**  
**"OIL & STONE VARIOUS ROADS"**

***"AN ORDINANCE TO AMEND THE FUNDING OF 2013-10 OIL AND STONE VARIOUS TOWNSHIP ROADS, FOR THE TOWNSHIP OF ANDOVER AND TO PROVIDE FOR THE FUNDING THEREOF"***

***BE IT RESOLVED*** by the Mayor and Committee of the Township of Andover, that Ordinance #2013-12, entitled as above, be passed on first reading, to be published in the New Jersey Herald and the public hearing to be held on October 28, 2013 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:

- |                     |                     |
|---------------------|---------------------|
| Ms. Blackburn– yes  | Mr. Boyce – yes     |
| Mr. Lensak – absent | Ms. Mc Govern – yes |
| Mayor Walsh – yes   |                     |

**NO. 2013-13 PURCHASE OF BUCKET ATTACHMENT**

***"AN ORDINANCE TO PURCHASE A BUCKET ATTACHMENT FOR DPW, FOR THE TOWNSHIP OF ANDOVER AND TO PROVIDE FOR THE FUNDING THEREOF"***

***BE IT RESOLVED*** by the Mayor and Committee of the Township of Andover, that Ordinance #2013-13, entitled as above, be passed on first reading, to be published in the New Jersey Herald and the public hearing to be held on October 28, 2013 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:

- |                     |                     |
|---------------------|---------------------|
| Ms. Blackburn– yes  | Mr. Boyce – yes     |
| Mr. Lensak – absent | Ms. Mc Govern – yes |
| Mayor Walsh – yes   |                     |

**RESOLUTIONS**

**#R2013-122 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO CANCEL CAPITAL APPROPRIATION BALANCES**

Ms. Mc Govern moved to adopt the foregoing Resolution as presented, seconded by Mr. Boyce and carried unanimously.

**#R2013-123 APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE MULFORD ROAD RECONSTRUCTION PROJECT**

Ms. Mc Govern moved to adopt the foregoing Resolution as presented, seconded by Mr. Boyce and carried unanimously.

**#R2013-124 A RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY AUTHORIZING THE RELEASE OF THE BALANCE OF FUNDS CONTRIBUTED FOR OFF-TRACT IMPROVEMENTS FOR PIERCE ROAD TO MOREL BUILDERS, LLC**

Ms. Blackburn moved to approve the foregoing Resolution as presented, seconded by Mr. Boyce and carried unanimously.

**#R2013-125 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY AUTHORIZING THE EXECUTION OF THE AGREEMENT WITH ROLLING HILLS CONDOMINIUMS ASSOCIATION**

Attorney Semrau requested this resolution be considered subject to some comments from the administration and DPW that have been relayed back to the association. Mr. Boyce moved to approve this Resolution as amended, seconded by Ms. Mc Govern and carried unanimously.

**#R2013-126 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO PREPARE CERTAIN SURPLUS MUNICIPAL EQUIPMENT FOR SALE ONLINE AT MUNICIPAL AUCTION THROUGH ALFRED'S AUCTIONS, INC. IN ACCORDANCE WITH THE CONDITIONS OF THE STATE CONTRACT**

Mr. Boyce moved to approve this Resolution as presented, seconded by Ms. Blackburn and carried unanimously.  
(See Inserts Attached to These Minutes)

**NEW BUSINESS**

**DISCUSSION REGARDING AUTHORIZATION OF REQUEST FOR PROPOSALS FOR THE APPOINTMENT OF SOLAR RENEWABLE ENERGY CERTIFICATE BROKER**

Following a short discussion, the Township Committee decided that it would be in the Township's best interest to request proposals for a Certificate Broker. John Carafello, was asked to speak about the SREC's and the issue that currently the value is down and therefore solar panel construction projects have suffered. Mr. Carafello stated that the Governor has come up with a new solution to try to increase the value of the SREC's. Ms. Blackburn moved to have Ms. Thompson prepare the RFP's for a Certificate Broker, seconded by Mr. Boyce and carried unanimously.

**OLD BUSINESS****CAPITAL BUDGET PROJECTS FUNDING OPTIONS**

Mayor Walsh asked the Township Committee if they reviewed the funding options for the purchase of a fire truck. He stated that the one year notes to finance the truck seems to be the best option. Mr. Boyce agreed. Mayor Walsh stated that we did look into the leasing and found that when you lease you have to follow the bonding procedures. When you do the interest rate is not as good as if you bonded for the vehicle. The Committee agreed that leasing was not a feasible option. The Committee agreed to the seven-year plan. The Auditor reviewed this plan and he agrees. Mayor Walsh stated this plan is not only for the fire truck but also for any other purchase down the road. The Committee reviewed the payment plan noting that the payouts decrease through the years.

**2014 CALENDAR YEAR BEST PRACTICES WORKSHEET REVIEW  
FOR SUBMISSION TO THE STATE BEFORE OCTOBER 15, 2013**

The Township Committee reviewed the Best Practices Worksheet completed by CFO Magura with assistance from other municipal staff. Ms. Thompson reviewed with the Township Committee those questions for them to answer. Following review and discussion of the 2014 worksheet, Mr. Boyce moved to adopt the plan, seconded by Ms. Blackburn and carried unanimously.

**COMMITTEE REPORTS:**

**MS. BLACKBURN.** Ms. Blackburn stated that none of her committees have met since the last Township Committee meeting.

**MS. MCGOVERN.** She reported on the Seniors stating a presentation was held at the last meeting by Melissa Rockwell, the County Tax Administrator. Feedback from that meeting found the topic to be well received. She added that Ms. Rockwell was very informative and there quite a few questions for Ms. Rockwell. The next meeting is October 7<sup>th</sup>.

Regarding the Board of Education, there is a special meeting tomorrow. The School Board had a meeting last week, though she could not attend, she heard it was a very long meeting until 3AM. She said the School Board was told they have to cut another \$200,000 from their budget. Part of the reason is that the surplus is too low. Mayor Walsh stated that the surplus is at zero. He said if the school does not have sufficient surplus and there is an emergency they have to come to the municipality for assistance. The School Board wanted time to build the surplus up again but the State informed them that they must respond immediately.

**MR. BOYCE.** He reported that members of the fire department attended to annual convention in Wildwood. They came back with a great deal of information. New officers were elected. There are 3000 delegates from all over the State.

He then thanked Helga Walls, Court Administrator for the acceptance of her project by the AOC. This is the final step before receiving full certification with the Courts. Her project is to create an information video to be played before the start of Court.

**MAYOR WALSH.** He reported on Recreation stating that Ray Ayers will Chair the 150<sup>th</sup> Birthday Committee. He will be at the next meeting to provide an update on the events of that day. He then stated that EMC Danielson acquired four generators through the County.

