

ANDOVER TOWNSHIP COMMITTEE MEETING MINUTES

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

APRIL 14, 2014

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 6:32 P.M. by Mayor Walsh, followed by a salute to the flag.

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

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

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

Personnel Matters:

1. ***Police Department Staffing***

Contract Negotiations:

1. ***FOP #177 Police Department Contract***
2. ***Rolling Hills Condominium Association Municipal Services Agreement***

Attorney-Client Privilege:

1. ***Old Creamery Road Property
Block 60/Lot 4.06***
2. ***Ridge Road Property
Block 17/Lot 28.01***

Potential Litigation:

Pending Litigation:

1. ***Tax Appeals –Young Realty vs. Andover Twp.
Docket No. 005002-2002 & 001476-2013***

, was carried unanimously.

(See Insert Attached to These Minutes)

The Committee went into executive session at 6:32 P.M. Ms. Blackburn moved to adjourn executive session at 7:15 P.M., seconded by Ms. Mc Govern and carried unanimously.

RECESS CALLED AT THIS TIME.

REGULAR MEETING

APPROVAL OF AGENDA Ms. Blackburn moved to approve the agenda as presented, seconded by Ms. Mc Govern and carried unanimously.

APPROVAL OF CONSENT AGENDA ITEMS Mayor Boyce asked that Resolution #R2014-54 be pulled for further discussion. Ms. Blackburn moved the following consent items be approved, seconded by Ms. Mc Govern and carried unanimously.

***CONSENT AGENDA:**

***OTHER BUSINESS:**

APPROVAL OF VOUCHERS FOR PAYMENT

(See Insert Attached to These Minutes)

ACCEPTANCE OF THE TAX COLLECTOR'S MARCH REPORT
\$117,596.06 – YEAR TO DATE \$5,035,761.15

RECREATION COMMITTEE

RESIGNATION ACCEPTANCE - TERM TO EXPIRE DECEMBER 31, 2014

- A. FROM KELLY PHILLIPS - ALTERNATE NO. 3**
- B. FROM MIKE MOREL - ALTERNATE NO. 2**

ACCEPTANCE OF THE CHIEF FINANCIAL OFFICER'S REPORT FOR THE MONTH ENDING MARCH 31, 2014

***RESOLUTIONS:**

#R2014-55 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY SUPPORTING THE DISTRACTED DRIVING 2014 CRACKDOWN OF APRIL 1 – 21, 2014

#R2014-56 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO RENEW THE CONTRACT TO PROVIDE ELEVATOR MAINTENANCE AND REPAIR SERVICES AT THE MUNICIPAL BUILDING TO MORRIS COUNTY ELEVATOR

#R2014-57 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO ACCEPT THE LETTER OF RESIGNATION FROM DEBORAH FLEISCHER, PART-TIME PUBLIC SAFETY TELECOMMUNICATOR TRAINEE FOR THE ANDOVER TOWNSHIP POLICE DEPARTMENT EFFECTIVE IMMEDIATELY

#R2014-58 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO AUTHORIZE THE ISSUANCE OF TWO FIREWORKS DISPLAY PERMITS TO APPLICANT "CELEBRATION FIREWORKS" ON THE PERONA FARMS PROPERTY FOR SATURDAY, MAY 01 & JUNE 27, 2014

(See Inserts Attached to These Minutes)

RESOLUTION PULLED FROM THE CONSENT AGENDA**#R2014-54 A RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY AMENDING AND UPDATING THE PERSONNEL POLICIES AND PROCEDURES MANUAL OF THE TOWNSHIP OF ANDOVER**

Mayor Boyce read the synopsis outlining the changes to the MEL Model Personnel Policies and Procedures Manual. He stated three areas of change are the American with Disabilities Act, the Email, Voice Mail, Computer and Internet Usage Policy and Access to Personnel Records.

Ms. Mc Govern moved to approve this Resolution as presented, seconded by Ms. Blackburn and carried unanimously.
(See Insert Attached to These Minutes)

APPROVAL OF MINUTES:

**FEBRUARY 24, 2014 REGULAR MEETING
FEBRUARY 24, 2014 EXECUTIVE SESSIONS "A" & "B"**

Due to lack of voting quorum, these minutes were tabled for the next meeting.

PRESENTATION**PROCLAMATIONS**

**EAGLE SCOUT CHRISTOPHER ROZEK
EAGLE SCOUT STEPHEN ROZEK
GOLD AWARD RECIPIENT KATHERINE ROZEK**

Mayor Boyce stated he had the opportunity to meet these people a week ago Sunday at their Court of Honor when Christopher and Stephen were inducted into the Eagle Scouts. He also had a chance to meet Katherine who he learned was a recipient of the Gold Award for Girl Scouts. He distributed Proclamations to each of them and then asked each to say a few words. Each described their projects and talked a bit about their family members. Karen Rozek spoke about the family and the family scouting history.

Mayor Boyce read the Proclamations into the record. Following a round of applause there was time set aside for pictures.

PUBLIC PORTION Jim Woodstrum requested a copy of the budget. Ms. Thompson explained that they are available in the Clerk's office.

Jack Waegle mentioned his ongoing issue with neighbors for the past several years. The yards are close in proximity and three of us neighbors enjoy fire pits in their backyards. Depending on the wind, the smoke blows directly into his house. Following this discussion, it was decided that Attorney Semrau would review possible ordinances to present before the Committee at the next meeting.

Rick Melfi asked about the budget public hearing date. Mayor Boyce stated the hearing is scheduled for April 28th at 7:30.

NEW BUSINESS

**REVIEW AND CONSIDERATION OF THE WIND TURBINE AND SOLAR PANEL
ORDINANCE DRAFT COMPLETED AND SUBMITTED BY THE LAND USE BOARD**

Ms. Blackburn spoke about the draft Ordinance presented by the Land Use Board. She stated this Ordinance regulates residential mainly but if a commercial site wanted to construct a site, it would cover that as well. There was discussion regarding the setback requirements and minimum lot size as well. Following this discussion, the Committee decided to proceed with introduction of the Ordinance as presented by the Land Use Board.

ORDINANCES: INTRODUCTION

1. **NO. 2014-03 "WIND AND SOLAR ENERGY SYSTEMS"
TO ADD AND SUPPLEMENT CHAPTER 190 "ZONING"**

***"AN ORDINANCE OF THE TOWNSHIP OF ANDOVER, COUNTY
OF SUSSEX AND STATE OF NEW JERSEY TO ADD AND
SUPPLEMENT CHAPTER 190 "ZONING" OF THE TOWNSHIP CODE
BY CREATING ARTICLE XVI "WIND AND SOLAR ENERGY SYSTEMS"***

BE IT RESOLVED by the Mayor and Committee of the Township of Andover, that Ordinance #2014-03, entitled as above, be passed on first reading, to be published in the New Jersey Herald and the public hearing to be held on May 12, 2014 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. Lensak – absent
Ms. Mc Govern – yes	Mr. Walsh – absent
Mayor Boyce – yes	

NEW BUSINESS (CONTINUED)

**DISCUSSION REGARDING THE AIRPORT SAFETY ZONE AND THE FORMER
NEWTON AIRPORT SITE**

This matter was tabled for the April 28, 2014 meeting.

OLD BUSINESS

**CONTINUED DISCUSSION AND CONSIDERATION OF THE SIGN ORDINANCE DRAFT
AS AMENDED BY THE SUBCOMMITTEE AND APPROVED BY THE LAND USE BOARD**

Ms. Blackburn stated this draft was reviewed by the Land Use Board and found to be acceptable without further change. There was some discussion regarding the large real estate signs so Ms. Blackburn stated she will ask the zoning officer how he has handle those signs. At this time the Committee agreed to introduce the Ordinance.

ORDINANCES: INTRODUCTION (CONTINUED)**2. ORDINANCE NO. 2014-04 TO AMEND CHAPTER 190 "SIGNS"**

"AN ORDINANCE OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, AND STATE OF NEW JERSEY TO AMEND CHAPTER 190, "ZONING," ARTICLE XI, "SIGNS," OF THE CODE OF THE TOWNSHIP OF ANDOVER"

BE IT RESOLVED by the Mayor and Committee of the Township of Andover, that Ordinance #2014-04, entitled as above, be passed on first reading, to be published in the New Jersey Herald and the public hearing to be held on April 28, 2014 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. Lensak – absent

Ms. Mc Govern – yes

Mr. Walsh – absent

Mayor Boyce – yes

OTHER BUSINESS: Nothing at this time.

COMMITTEE REPORTS:

MS. MCGOVERN. She reported that the Seniors met on April 7th and Anne Bittell celebrated her 100th birthday. At that meeting, Diane Boffa and Sabrina Burke spoke to the Seniors on behalf of the Andover Recreation Committee. They are planning a game day for Seniors with a variety available. She then reported on the Triad bracelet program presented by the Sheriff's Department. Next meeting is April 21st with Surrogate Chiusano and County Clerk Parrott presenting information on their offices. The Senior of the Year Luncheon will be held May 19th beginning at noon.

Reporting on the April 9th Open Space meeting, Ms. Mc Govern stated they continued to work on their goals and plans for the upcoming year and long term goals. One of the most important topics they are trying to tackle is the Lake Iliff Access. They want to develop lake access to the public and develop and work with the school for an education program. They want to visit the Appalachian Trail site in Vernon where they use a boardwalk over certain areas to access the trail. They would like to duplicate that effort at the Lake Iliff Access property. She then said they talked about the parking lot at that area and apparently the Township Engineer filed a plan and a permit was received to construct the lot. She suggested a meeting with the DPW Supervisor to discuss how we might pursue this plan. They also spoke about removing the autumn olive plants and lily pads as they have done in the past with volunteers. She also stated there is a boat that needs to be removed. She said they spoke about the construction of a boat access from the parking lot, which is the most important item. She then mentioned working with the principals of the Rolling Greens Golf Course in connecting the access to the trail that goes through the golf course.

Ms. Mc Govern then reported on the April 1st school board meeting which she could not attend but she will attend tomorrow night's meeting and will report on that at the next meeting. She said that when she mentioned at the last meeting the school's problem with the computer bandwidth, Attorney Semrau wrote another letter to SECTV to ask for assistance with this problem.

Ms. Mc Govern asked Ms. Thompson if she would ask DPW Supervisor Dickinson to street sweep the schools' parking lots. She also asked if they could return once the students are away for recess.

COMMITTEE REPORTS (CONTINUED)

MS. BLACKBURN. She said that the Land Use Board was working on the two Ordinances, which were introduced earlier this evening. She added that there haven't been any applications submitted and in speaking with the Land Use Board Administrator, there isn't anything in the pipeline either.

Reporting on the Environmental Commission, on April 5th they held the Tree Seedling Giveaway, part of the State's Grant Program. We received 1000 trees through this grant, which were picked up at the County by the DPW. She gave thanks to them for their help. She also thanked the Girl Scout Troop 762 for assistance in dividing the trees in groups of five. She then thanked AG Choice for providing free bags of organic compost. They gave away about 800 trees.

She then reported on Sustainable Andover and they are working on their Bronze certification. She said that Andover already had quite a few items in place such as the prescription drug drop off, the geothermal system at the police department, solar panels, recycling, the Natural Resources Inventory to name of few.

She added that the Rain Garden project at the Hillside Park Barn is going to be highlighted by a program given by the Rutgers Cooperative Extension group and Master Gardeners on June 5th. The Environmental Commission and Sustainable Andover are also participating in advertising and having their members attend.

MAYOR BOYCE. He thanked Christine Kretzmer for a great job on the Tree Seedling Giveaway, along with Eric Olsen. He then spoke about the Nextel Lease which we received a letter that they are exercising their right to not renew the agreement effective September 30, 2014. Attorney Semrau stated we could go out for bid to see if there is any interest in either a lessor or another co-locator.

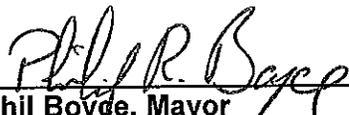
He then provided the statistics for the Andover Township Fire Department for the month of March. He added that the Township is participating in the Distracted Drivers Campaign from April 1 through April 21st. We will receive a \$5000 grant to use to pay for overtime for police officers.

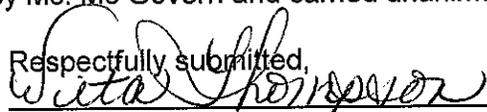
REPORT FROM THE CLERK/ADMINISTRATOR She spoke about a proposed meeting at the County regarding the repaving project on Route 206. This meeting is scheduled for April 29th. The plan will cover Route 206 from the Byram line to Branchville. She then reported on the upcoming Recreation activities for the month of May.

REPORT FROM THE MUNICIPAL ATTORNEY He stated that there are 21 tax appeals filed this year. Last year there were 52 appeals and the year before the number was slightly higher. These numbers are a reflection on the market. He then reported on the Old Creamery property RFP's. He said the proposals were submitted and are under review for this project.

NEXT SCHEDULED MEETINGS: April 28 & May 12, 2014
June 08 & 23, 2014
6:30PM Executive Session
7:30PM Regular Meeting
MUNICIPAL BUDGET PUBLIC HEARING
APRIL 28, 2014 – 7:30PM

ADJOURNMENT No further business appearing before the Committee at this time, Ms. Blackburn moved the meeting be adjourned at 8:45 P.M., seconded by Ms. Mc Govern and carried unanimously.


Phil Boyce, Mayor

Respectfully submitted,

Vita Thompson, R.M.C.
Clerk/Administrator

TOWNSHIP OF ANDOVER

MOTION FOR EXECUTIVE SESSION

BE IT RESOLVED by the Township Committee of the Township of Andover on the 14TH day of April 2014, that:

1. **Before the commencement of this 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.

Contract Negotiations:

- 1. ***FOP #177 Police Department Contract***
- 2. ***Rolling Hills Condominium Association Municipal Services Agreement***

Attorney-Client Privilege:

- 1. ***Old Creamery Road Property
Block 60/Lot 4.06***
- 2. ***Ridge Road Property
Block 17/Lot 28.01***

Potential Litigation:

Pending Litigation:

- 1. ***Tax Appeals –Young Realty vs. Andover Twp.
Docket No. 005002-2002 & 001476-2013***

- () a. (8) Personnel matters.

1. *Police Department Staffing*

- () 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: April 14, 2014

Moved: Blackburn Seconded: Mc Govern
Voted Aye: Blackburn, Mc Govern, Boyce
Voted Nay: None
Abstained: None
Absent: Lensak, Walsh

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

Meeting Date: 04/14/2014 For bills from 03/25/2014 to 04/08/2014

Check#	Vendor	Description	Account	PO Payment	Check Total
17219	1347 - ADVANCE AUTO PARTS 01-201-26-290-230 PUBLIC WORKS VEH REPAIR/MAIN	PO 2303 TO BE PAID MONTHLY PER INVOICES - A	209.38	209.38	209.38
17220	729 - ALLIED OIL COMPANY OIL LLC 01-201-31-460-074 UTILITY-GASOLINE & DIESEL	PO 2566 MAR 12, 2014 GASOLINE USAGE	3,838.17	3,838.17	3,838.17
17221	857 - AMERIGAS PROPANE LP 01-201-31-460-069 UTILITY - HEATING PROPANE	PO 2601 MAR 14, 2014 PROPANE DELIVERY	1,414.64	1,414.64	1,414.64
17222	126 - AT&T, CBC BILL CERTIFICATION 01-201-31-460-076 UTILITY - TELEPHONE	PO 2634 MAR 2014 TOWN HALL LONG DIST	35.17	35.17	35.17
17223	127 - AURORA ELECTRICAL SUPPLY, LLC 01-201-26-310-026 BUILD & GRNDS MAINT & REPAIR	PO 2302 TO BE PAID MONTHLY PER INVOICES	272.57	272.57	272.57
17224	129 - B & R UNIFORM, CORP. 01-201-25-240-058 POLICE EQUIPMENT & SUP	PO 2567 SERGEANT WALLET BADGE-MURRELL	90.50	90.50	90.50
17225	1498 - CENTURY LINK (1) COMMUNICATIONS 01-201-31-460-076 UTILITY - TELEPHONE	PO 2623 FEB 2014 TOWN HALL TOLL CGS.	61.37	61.37	61.37
17226	1485 - CENTURY LINK (40) 01-201-31-460-076 UTILITY - TELEPHONE	PO 2635 MAR 2014 TOWN HALL LOCAL CHGS	962.11	962.11	962.11
17227	1934 - CINTAS FIRE PROTECTION 01-201-26-290-299 PUBLIC WORKS MISCELLANEOUS	PO 2472 BLANKET PO FOR SERVICE OF FIRE EXTI	365.00	365.00	365.00
17228	1619 - CLEARY, GIACOBBE, ALFIERI 01-201-20-155-141 LEGAL - LABOR COUNSEL	PO 2620 FEB 2014 LEGAL SERVICES-LABOR ATTY	1,102.00	1,102.00	1,102.00
17229	174 - CUSTOM BANDAG, INC.	PO 2521 TIRES FOR TRUCK#14	670.64	670.64	670.64

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

Meeting Date: 04/14/2014 For bills from 03/25/2014 to 04/08/2014

Check#	Vendor	Description	Account	PO Payment	Check Total
01-201-26-290-230	PUBLIC WORKS VEH REPAIR/MAIN		670.64		670.64
17230	189 - DEMPSEY, INC.	PO 2628 MAR 2013 DPW UNIFORM CLEANING SERVI		1,023.14	
01-201-26-290-047	PUBLIC WORKS UNIF CLEANING		1,023.14		1,023.14
17231	1947 - DIANE BOFFA	PO 2612 REIMBURSEMENT FOR SUPPLIES-REC COMM		190.22	
01-201-28-370-221	RECREATION PROG/SP EVENTS		190.22		190.22
17232	990 - DORSEY & SEMRAU	PO 2642 MARCH 2014 TOWNSHIP LEGAL SERVICES		4,521.60	
01-201-20-155-134	LEGAL TOWNSHIP		4,521.60		4,521.60
17233	1388 - FASTENAL COMPANY, CORP.	PO 2374 TO BE PAID MONTHLY PER INVOICES -- A		131.34	
01-201-26-290-230	PUBLIC WORKS VEH REPAIR/MAIN		131.34		131.34
17234	1248 - FINCH FUEL OIL COMPANY, INC.	PO 2600 MAR 21, 2014 DIESEL FUEL USAGE-175/		544.66	
01-201-31-460-074	UTILITY-GASOLINE & DIESEL		544.66		544.66
01-201-31-460-074	UTILITY-GASOLINE & DIESEL	PO 2633 MAR 14, 2014 DIESEL FUEL		781.65	
17235	233 - GANN'S LAW BOOKS	PO 2387 2014 EDITION NJ ZONING & LAND USE		110.00	
01-201-21-180-033	PLANNING BRD BOOKS & PUBL		110.00		110.00
17236	791 - GOLDEN & MORAN ENGINEERING, LLC	PO 2587 FEB 17-FEB 19, 2014 ENGINEERING SER		480.00	
01-201-20-165-130	ENGINEERING PLANNING BD		480.00		480.00
17237	1804 - INDEPENDENT AG EQUIPMENT	PO 2533 HOSE FOR BRINE SYSTEM SPRAY BAR		183.30	
01-201-26-290-230	PUBLIC WORKS VEH REPAIR/MAIN		183.30		183.30
17238	245 - HAROLD E. PELLOW & ASSOC. INC.	PO 2603 FEB 27, 2014 ENGINEERING SERVICES-N		62.50	
01-201-20-165-134	ENGINEERING TOWNSHIP		62.50		62.50
17239	783 - HARRICK INTERNATIONAL, INC.	PO 2556 BLANKET PURCHASE ORDER-TO BE PD MON		572.25	

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

Meeting Date: 04/14/2014 For bills from 03/25/2014 to 04/08/2014

Check#	Vendor	Description	Account	PO Payment	Check Total
17240	01-201-26-290-230	PUBLIC WORKS VEH REPAIR/MAIN	572.25		572.25
	1641 - HARTER EQUIPMENT, INC.	PO 2532 DPW VEHICLE REPAIR SUPPLIES		780.67	
	01-201-26-290-230	PUBLIC WORKS VEH REPAIR/MAIN	780.67		780.67
17241	262 - HENRY O. BAKER, INC.	PO 2627 FEB 27, 2014-2015 AT VOLUNTEER F.D.		6,849.00	
	01-201-23-210-186	INSURANCE FOR VOL FIRE DEPT	6,849.00		6,849.00
17242	693 - HOME DEPOT CREDIT SERVICES	PO 2307 TO BE PAID MONTHLY PER INVOICES - A		82.45	
	01-201-26-310-026	BUILD & GRNDS MAINT & REPAIR	82.45		82.45
17243	1945 - HUMMING MEADOWS ALPACAS, LLC	PO 2606 2 Alpacas for an hour during the Ea		100.00	
	01-201-28-370-221	RECREATION PROG/SP EVENTS	100.00		100.00
17244	274 - INTERNATIONAL SALT CO., LLC	PO 2316 TO BE PAID MONTHLY PER INVOICES - A		6,300.92	
	01-201-26-290-236	PUBLIC WORKS SALT, SAND, GRIT	6,300.92		6,300.92
17245	288 - JCP&L	PO 2598 MAR 2014 TWSP MESSAGE SIGN ELECTRIC		18.08	
	01-201-31-460-071	UTILITY - ELECTRICITY	18.08		18.08
17246	1819 - MARC VALENTINE, LLC	PO 2573 REPAIRS TO BARN ENTRY DOOR		400.00	
	01-201-26-310-026	BUILD & GRNDS MAINT & REPAIR	400.00		400.00
17247	1943 - MCAA OF NJ	PO 2609 31ST ANNUAL MCAA OF NJ SPRING CONF.		240.00	
	01-201-43-490-042	MUNICIPAL CRT ED & TRAINING	240.00		240.00
17248	332 - MGL PRINTING SOLUTIONS, LLC	PO 2511 2000 PURCHASE ORDERS		970.00	
	01-201-20-130-036	FINANCE OFFICE SUPPLIES	970.00		970.00
	01-201-20-130-036	FINANCE OFFICE SUPPLIES		436.50	
		PO 2504 CURRENT FUND CHECKS--STARTING #17501	436.50		436.50
17249	1059 - MICHAEL LENSACK	PO 2588 JUNE & JULY 2013 PRESCRIPTION REIMB		56.39	

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

Meeting Date: 04/14/2014 For bills from 03/25/2014 to 04/08/2014

Check#	Vendor	Description	Account	PO Payment	Check Total
17250	01-203-23-220-173	(2013) PRESCRIPTION	56.39		
	01-201-23-220-173	PO 2615 MAR 4 & MAR 18, 2014 PRESCRIPTION R	415.18	415.18	471.57
17250	1382 - MUNICIPAL CAPITAL CORP.	PO 2348 JAN, FEB, MARCH, 2014 SAVIN COPIER	444.00	444.00	444.00
	01-201-26-310-049	BUILD & GRNDS CONTRACTUAL			
17251	386 - NJ HERALD, INC.	PO 2583 MAR 3, 2014-MAR 7, 2014 LEGAL ADS	60.00	60.00	
	01-201-20-120-021	CLERK ADVERTISING			
	01-201-20-120-021	CLERK ADVERTISING	74.40	74.40	134.40
17252	391 - NJ STATE ASSN-POLICE CHIEFS	PO 2542 REGISTRATION JUNE 23-26, 2014 TRAIN	325.00	325.00	325.00
	01-201-25-240-042	POLICE ED & TRAINING			
17253	1230 - NORTH JERSEY MUNICIPAL,EMPLOYEE	PO 2624 APR 2014 DENTAL INS. PREMIUM	3,987.00	3,987.00	3,987.00
	01-201-23-220-174	DENTAL			
17254	1299 - PITNEY BOWES, INC.	PO 2338 JAN TO DEC, 2014 POSTAGE MACHINE LE	210.00	210.00	210.00
	01-201-26-310-049	BUILD & GRNDS CONTRACTUAL			
17255	423 - PURCHASE POWER	PO 2589 POSTAGE MACHINE SUPPLIES	125.98	125.98	125.98
	01-201-20-100-299	ADMIN MISCELLANEOUS			
17256	424 - POLAND SPRING, INC.	PO 2611 FEB 2014 BOTTLED WATER SERVICE	195.14	195.14	195.14
	01-201-26-310-049	BUILD & GRNDS CONTRACTUAL			
17257	1811 - R & S BUSINESS MACHINE CO.	PO 2536 REPAIR OF FINANCE PRINTER HP 4200	279.25	279.25	279.25
	01-201-20-130-299	FINANCE MISCELLANEOUS			
17258	1137 - R&J CONTROL, INC.	PO 2581 GENERATOR MAINTENANCE	314.00	314.00	314.00
	01-201-25-240-026	POLICE MAINT & REPAIR			

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

Meeting Date: 04/14/2014 For bills from 03/25/2014 to 04/08/2014

Check#	Vendor	Description	Account	PO Payment	Check Total
17259	1057 - RANDY GOULD 01-201-41-755-000	PO 2574 SUPPLIES FOR SANDWICH BOARD SIGN HO Sustainable Jersey Grant	193.46	193.46	193.46
17260	459 - ROWE & COMPANY, INC. 01-201-26-290-230 01-201-25-240-230	PO 2522 SCAN TOOL FOR DPW & POLICE VEHICLES PUBLIC WORKS VEH REPAIR/MAIN POLICE - PATROL CAR REPAIRS/MAINT.	679.00 679.00	1,358.00	1,358.00
17261	1469 - SABRINA BURKE 01-201-28-370-221	PO 2596 REIMBURSEMENT FOR TEEN DANCE & EAST RECREATION PROG/SP EVENTS	233.58	233.58	233.58
17262	1291 - STANDARD INSURANCE CO. CORP. 01-201-23-220-176	PO 2625 APR 2014 LONG TERM DISAB. INS. L-T DISABILITY	1,151.23	1,151.23	1,151.23
17263	864 - T.A. MOUNTFORD COMPANY, INC. 01-201-43-490-036	PO 2514 KYOCERA CONTRACT-5,000 COPIES-MUNIC MUNICIPAL CRT OFFICE SUPPLIES	125.00	125.00	125.00
17264	564 - TOMAR INDUSTRIES, INC. 01-201-26-310-035 01-213-40-000-006	PO 2577 JANITORIAL SUPPLIES-ORDER SLIP# 484 BUILD & GRNDS JANITORIAL SUPP Clean Communities Grant - Approp	254.00 1,722.00	254.00 1,722.00	1,976.00
17265	1458 - TOWN OF NEWTON 01-203-26-290-230	PO 2547 JULY-DEC 2013 1/2 SHARE OF TRUCK WA (2013) PUBLIC WORKS VEH REPAIR/MAIN	350.14	350.14	350.14
17266	450 - VERIZON BUSINESS 01-201-31-460-076	PO 2622 MAR 2014 TOWN HALL LONG DIST. CHGS. UTILITY - TELEPHONE	26.92	26.92	26.92
17267	586 - VERIZON WIRELESS 01-201-31-460-076 01-201-25-240-265 01-201-25-252-299	PO 2608 MAR 2014 CELL PHONE SERVICE, MUNI-P UTILITY - TELEPHONE POLICE COMM.EQUIP/RADIO REPAIR EMERGENCY MGMT MISCELLANEOUS	196.65 242.20 120.28	559.13	559.13

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

Meeting Date: 04/14/2014 For bills from 03/25/2014 to 04/08/2014

Check#	Vendor	Description	Account	PO Payment	Check Total
17268	1511 - WEINER LESNIAK LLP	PO 2585 FEB 4-FEB 25, 2014 LEGAL SERVICES-IA	1,023.00	1,023.00	1,023.00
	01-201-20-155-130	LEGAL PLANNING BD			
TOTAL					47,282.63

Total to be paid from Fund 01 Current Fund

47,282.63

47,282.63

Checks Previously Disbursed

17218	PETTY CASH	PO# 2637	246.95	4/07/2014
10447	NET PAYROLL ACCOUNT	PETTY CASH REIMBURSEMENTS FRM JAN payroll for period ending 3/28/14	121,306.41	3/26/2014
			121,553.36	

Total paid from Fund 01 Current Fund

121,553.36

121,553.36

Total for this Bills List: 168,835.99

List of Bills - (0410101000000) CAPITAL CASH

Meeting Date: 04/14/2014 For bills from 03/25/2014 to 04/08/2014

Check#	Vendor	Description	Account	PO Payment	Check Total
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612	990 - DORSEY & SEMRAU	PO 2641 MARCH 2014 LEGAL SERVICES-CAP MATTE		282.60	282.60
	04-226-55-000-004	IMP AUTH - FUNDED - 2007-13 COAH	282.60		

613	791 - GOLDEN & MORAN ENGINEERING, LLC	PO 2586 FEB 19-MAR 9, 2014 ENGINEERING-CAP P		4,637.50	4,637.50
	04-226-55-000-013	IMP AUTH - FUNDED - 2011-04 STICKLES PO	4,637.50		

TOTAL -----
4,920.10

Total to be paid from Fund 04 CAPITAL 4,920.10

4,920.10

List of Bills - (1210101000000) DOG CASH
DOG TRUST

Meeting Date: 04/14/2014 For bills from 03/25/2014 to 04/07/2014

Check#	Vendor	Description	Account	PO Payment	Check Total
380	392 - NJ STATE DEPT OF HEALTH/SR SVS 12-290-56-000-001	PO 2613 MAR 2014 STATE DOG LICENSE FEES DUE ST NJ DOG LICENSE FEES	63.00	63.00	63.00
TOTAL				63.00	63.00
Total to be paid from Fund 12 DOG TRUST				63.00	63.00

**List of Bills - (1310101000004) OTHER TRUST - FIRST HOPE - OTHER TRUST
OTHER TRUST**

Meeting Date: 04/14/2014 For bills from 03/25/2014 to 04/07/2014

Check#	Vendor	Description	Account	PO Payment	Check Total
3250	955 - NEWTON HIGH SCHOOL WRESTLING 13-260-58-200-100 RECREATION HALL - SECURITY DEP	PO 2599 REFUND ESCROW SECURITY DEP-HALL REN	100.00	100.00	100.00
3251	1534 - PATTI A. CLARK 13-260-58-200-110 RECREATION TRUST - NYC BUS TRIP	PO 2602 REFUND BUS TRIP FEE WHICH WAS RESCH	36.00	36.00	36.00
3252	1946 - SANDY HOGAN 13-260-58-200-110 RECREATION TRUST - NYC BUS TRIP	PO 2626 REFUND NYC BUS TRIP FEE	18.00	18.00	18.00
3253	1511 - WEINER LESNIAK LLP 13-286-56-717-353 SOMERSET INVESTORS-ECONOLOGDE	PO 2584 FEB 4 & FEB 12, 2014 LEGAL SERVICES	263.50	263.50	263.50
TOTAL					417.50

Total to be paid from Fund 13 OTHER TRUST

417.50
417.50

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

RESOLUTION #R2014-54

A RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY AMENDING AND UPDATING THE PERSONNEL POLICIES AND PROCEDURES MANUAL OF THE TOWNSHIP OF ANDOVER

WHEREAS, the Township of Andover is a member of the New Jersey Municipal Excess Liabilities Fund; and

WHEREAS, every two years, the MEL distributes a model personnel policies and procedures manual and encourages its members to update their policies and procedures; and

WHEREAS, the Township of Andover seeks to update its Personnel Policies and Procedures Manual to conform with the MEL's standards.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Andover, County of Sussex and State of New Jersey that the Township of Andover Personnel Policies and Procedures Manual is updated as follows:

1. Remove the "E-Mail, Voice Mail, Computer and Internet Usage Policy" in Chapter Two of the manual and replace with the "Communication Media Policy" and "Video Surveillance" policy from the MEL Model Policy.
2. Remove the first two paragraphs of the "Use of Vehicles Policy" in Chapter Two of the manual, and replace those two paragraphs with the new one paragraph "Use of Vehicles Policy" from the MEL Model Policy.
3. Remove the "Family and Medical Leave Act Policy" in Chapter Three of the manual and replace with the "Family and Medical Leave Act Policy" from the MEL Model Policy.
4. Add the "Domestic Violence Leave" policy from the MEL Model Policy to Chapter Three of the manual.
5. Add a section, entitled, "Time Sheets" from the MEL Model Policy to Chapter Four of the manual.
6. Add a section, entitled, "Payment for Accumulated Absence" from the MEL Model Policy to Chapter Four of the manual.
7. In the "Workers Compensation Policy" in Chapter Four of the manual, add at the end of the section, the following sentence: "Unless explicitly provided for in a bargaining agreement, the Township of Andover will only pay, either directly or through its Workers' Compensation insurer, those benefits that are specifically provided for under the Workers' Compensation Act and will not supplement these benefits with additional benefits pursuant to N.J.S.A. 11A:6-8.

8. There was also a recent revision to the MEL Model Policy with regard to the "Americans with Disabilities Act Policy." To the extent that revised policy has not been formally placed into the Township of Andover's Personnel Policies and Procedures Manual the prior "Americans with Disabilities Act Policy" has now been removed from the manual and the new "Americans with Disabilities Act Policy" from the MEL Model Policy has been added to the manual.
9. There was also a recent revision to the MEL Model Policy with regard to the "Access to Personnel Files Policy." To the extent that revised policy has not been formally placed into the Township of Andover's Personnel Policies and Procedures Manual the prior "Access to Personnel Files Policy" has now been removed from the manual and the new "Access to Personnel Files Policy" from the MEL Model Policy has been added to the manual.

BE IT FURTHER RESOLVED that a copy of the updated Township of Andover's Personnel Policies and Procedures Manual is attached and incorporated hereto; and

BE IT FURTHER RESOLVED that a copy of this Resolution shall be forwarded to the Township Administrator for distribution to all Township employees.

This Resolution shall take effect immediately.

Adopted: April 14, 2014

Adopted this 14th day of April, 2014 and certified as a true copy of an original.



Vita Thompson, Township Clerk

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

RESOLUTION #R2014-55

RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY SUPPORTING THE DISTRACTED DRIVING 2014 CRACKDOWN OF APRIL 1 – 21, 2014

Whereas, distracted driving is a serious, life-threatening practice that is preventable; and

Whereas, distracted driving can result in injuries and deaths to all road users (motorists, pedestrians and bicyclists); and

Whereas, distracted driving occurs when drivers divert their attention away from the task of driving to focus on another activity instead; and

Whereas, the National Highway Traffic Safety Administration(NHTSA) estimates that at any given moment during daylight hours, 660,000 drivers are using hand-held cell phones while driving; and

Whereas, NHTSA further estimates that thousands of people are killed each year in distracted driving crashes and nearly a half million people are injured; and

Whereas, the State of New Jersey will participate in the nationwide *Distracted Driving 2014 Crackdown* from April 1 – 21, 2014 in an effort to raise awareness and decrease driver distraction through a combination of enforcement and education; and

Whereas, the national slogan for the campaign is *UDrive, UText, UPay*; and

Whereas, a reduction in distracted driving in New Jersey will save lives on our roadways; and

Therefore, be is resolved that the Township of Andover, County of Sussex and State of New Jersey declares its support for the *Distracted Driving 2014 Crackdown* both locally and nationally from April 1 – 21, 2014 and pledges to increase awareness of the dangers of distracted driving.

Be It Further Resolved, that certified copies be forwarded to the Andover Township Police Department, the Andover Township Municipal Court and all Sussex County Municipalities for their records.

CERTIFICATION

I, Vita Thompson, Clerk/Administrator 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 April 14, 2014.



Vita Thompson, R.M.C.
Clerk/Administrator

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

RESOLUTION #R2014-56

RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO RENEW THE CONTRACT TO PROVIDE ELEVATOR MAINTENANCE AND REPAIR SERVICES AT THE MUNICIPAL BUILDING TO MORRIS COUNTY ELEVATOR, INC.

WHEREAS, Morris County Elevator, Inc. has provided the Township with elevator maintenance and repair services for the past four years; and,

WHEREAS, we received notification from the contractor informing us that the annual renewal fee for maintenance shall be \$2183.95; and,

WHEREAS, the Supervisor of Public Works and the Clerk/Administrator are satisfied with the services provided by Morris County Elevator, 227 Route 206, Flanders, NJ 07836; and

WHEREAS, the contract may be awarded without advertising for sealed public bids according to the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., as the total amount of the contract is less than the bid threshold; and

WHEREAS, the Township Committee wishes to award a contract to Morris County Elevator, Inc. in accordance with the proposal attached hereto as Exhibit A; and

WHEREAS, the Chief Financial Officer of the Township of Andover has certified that sufficient funds are available for this purpose.

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

1. The contract to provide elevator maintenance service at the rate of \$2183.95 payable quarterly as outlined in the agreement attached for a period of one year from April 01, 2014 through March 31, 2015, and

This Resolution shall take effect immediately.

Adopted: April 14, 2014

Adopted this 14th day of April, 2014 and certified as a true copy of an original.



Vita Thompson, Township Clerk/Administrator

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

RESOLUTION #R2014-57

RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO ACCEPT THE LETTER OF RESIGNATION FROM DEBORAH FLEISCHER, PART-TIME PUBLIC SAFETY TELECOMMUNICATOR TRAINEE FOR THE ANDOVER TOWNSHIP POLICE DEPARTMENT

WHEREAS, Deborah Fleischer was appointed September 01, 2013; and,

WHEREAS, Ms. Fleischer had submitted her letter of resignation to Lt. Danielson, a copy attached hereto; and,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Andover, County of Sussex and State of New Jersey, to hereby accept the letter of resignation tendered by Ms. Fleischer to be effective immediately; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Township Administrator, the Chief of Police, the Township Auditor, the Finance Department and the New Jersey Civil Service Commission for their records.

CERTIFICATION

I, Vita Thompson, Clerk/Administrator 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 April 14, 2014.



Vita Thompson, R.M.C.
Clerk/Administrator.

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

RESOLUTION #R2014-58

RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO AUTHORIZE THE ISSUANCE OF TWO FIREWORKS DISPLAY PERMITS TO APPLICANT "CELEBRATION FIREWORKS" ON THE PERONA FARMS PROPERTY FOR SATURDAY, MAY 01 & SATURDAY, JUNE 27, 2014

WHEREAS, Celebration Fireworks of 3282 Miriam Drive, Emmaus, Pa 18049 has requested two Fireworks Display Permits from Fire Official Joseph Inga to conduct exhibits on Saturday, May 01, & Saturday, June 27, 2014 at the Perona Farms property; and,

WHEREAS, Fire Official Inga has received and reviewed all the required documentation and fees and has recommended the approval of these permits; and,

WHEREAS, officials from the Andover Township Police Department and Andover Township Volunteer Fire Department were notified of these events and are on standby; and,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Andover, County of Sussex, State of New Jersey to hereby authorize the issuance of two Fireworks Display Permits to Celebration Fireworks to be held on the Perona Farms property on Saturday, May 01 & Saturday, June 27, 2014.; and,

BE IT FURTHER RESOLVED, that certified copies of this Resolution be forwarded to Celebration Fireworks, the Fire Official; the Andover Township Police Department, the Andover Township Volunteer Fire Department and the Township Administrator for their records.

CERTIFICATION

I, Vita Thompson, Clerk/Administrator 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 April 14, 2014.



Vita Thompson, R.M.C.
Clerk/Administrator