

**ANDOVER TOWNSHIP COMMITTEE MEETING MINUTES**

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

**APRIL 13, 2015**

**EXECUTIVE SESSION – 6:30 P.M.**

**REGULAR SESSION – 7:30 P.M.**

The regular meeting of the Andover Township Committee was called to order at 6:30 P.M. by Mayor Lensak, followed by a salute to the flag.

**ROLL CALL:** Present: Ms. Blackburn, Mr. Burke, Ms. Mc Govern,  
Mr. Walsh, Mayor Lensak  
Also present: Attorney Fred Semrau

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

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

**PERSONNEL MATTERS:**

- 1. Rates and Compensation for Officials, Officers and Employees**
- 2. DPW Staffing**
- 3. Joint Municipal Court Staffing**

**ATTORNEY CLIENT PRIVILEGE:**

- 1. Property Located at Block 73/Lot 6**
- 2. Lake Lenape Water Company**
- 3. Green Township Dispatching Services-Use of Antenna**
- 4. COAH Decision –Declaratory Judgment**

, was carried unanimously.  
(See Insert Attached to These Minutes)

The Committee went into executive session at 6:30 P.M. Mr. Walsh moved to adjourn executive session at 7:37 P.M., seconded by Ms. Blackburn and carried unanimously.

APPROVAL OF THE REGULAR MEETING AGENDA:

Mr. Walsh motioned to amend the general agenda to include:

R #2015 -63 Appoint Dana Waselik to Permanent Part Time Position of Clerk 1, for the Joint Municipal Court, and

R# 2015-64 Appoint Jake Straway to the Position of Road Laborer for the Department of Public Works.

Mr. Burke seconded the motion; the motion was carried by a unanimous roll call vote.

APPROVAL OF CONSENT AGENDA All items listed with an asterisk (\*) are considered to be routine and non-controversial by the Committee and will be approved by one motion. There will be no separate discussion of these items unless a citizen or Committee member so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

Committeeman Walsh requested voucher #18487- \$837.00 be pulled from the consent agenda. Mr. Walsh wanted to know if it was over and above the previously approved amount for Tax Map Updates. The committee discussed tabling item until the next meeting when the township attorney suggested that the committee hold the bill contingent upon Clerk's determination whether or not the amount exceeded the previously agreed upon amount of the contract.

Mr. Walsh moved to approve the consent agenda as amended, Mr. Burke seconded and the motion was carried by a unanimous roll call vote.

\*CONSENT AGENDA:

\*OTHER BUSINESS:

1. **APPROVAL OF VOUCHERS FOR PAYMENT**
2. **ACCEPTANCE OF THE TAX COLLECTOR'S MONTHLY REPORT  
MARCH 2015 - \$188,382.54 – YEAR TO DATE \$5,225,795.24**
3. **SUSTAINABLE ANDOVER  
LETTER OF RESIGNATION FROM LINDA GRINTHAL  
POSITION OF CITIZEN REPRESENTATIVE  
TERM TO EXPIRE DECEMBER 31, 2015**

\*RESOLUTIONS:

1. #R2015-60 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.
2. #R2015-61 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY ENDORSING THE SUBMISSION OF THE 2014 RECYCLING TONNAGE GRANT APPLICATION TO THE NJ DEPARTMENT OF ENVIRONMENTAL PROTECTION

**\*APPROVAL OF MINUTES:**

1. **FEBRUARY 23, 2015 BUDGET WORK SESSION**
2. **FEBRUARY 23, 2015 REGULAR MEETING**
3. **FEBRUARY 23, 2015 EXECUTIVE SESSION**

**APPROVAL OF MINUTES:**

1. **FEBRUARY 9, 2015 REGULAR MEETING**
2. **FEBRUARY 9, 2015 EXECUTIVE SESSION**

Mr. Walsh motioned to approve the minutes of February 9, 2015, Ms. McGovern seconded and the motion was carried by a roll call vote.

Ms. Blackburn,-yes  
Mr. Walsh –yes  
Mayor Lensak-yes

Mr. Burke- abstain  
Ms. McGovern-yes

**PUBLIC PORTION**

Resident Carla Kostelnick of 50 Greendale Road, reported that Saturday, April 25, 2015, is Clean Communities Day. They need volunteers from 10am-2pm to assist at the Hillside Park parking lot for the distribution of tree seedlings. The trees will be given away to residents with instructions on planting. The trees are from the Tree Recovery Program sponsored by the State of NJ.

Open Space Committee –Also needs assistance in planting Dogwood Trees at the Lake Illiff Access area.

Ellsworth Bensley- 2 Mountainside Drive- Informed the committee that he was recently in an automobile accident and wished to thank the Lakeland Volunteer Emergency Squad, the Andover Township Fire Department and the Andover Police Department for their assistance. With regard to the Sussex County Solar Project Mr. Bensley wanted to know if Andover Township had been invited to participate in the County Solar Project. Mr. Lensak responded that he did not recall being invited. Mr. Walsh said the towns had to qualify. In addition, he wished to extend his Congratulations to Eric Danielson.

**With no further audience participation, Mayor Lensak closed the public portion.**

**ORDINANCES: PUBLIC HEARING:**

**NO. 2015-05 2015 SALARY ORDINANCE**

***“AN ORDINANCE TO PROVIDE AND DETERMINE RATES OF  
COMPENSATION FOR OFFICIALS, OFFICERS AND EMPLOYEES  
OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND  
STATE OF NEW JERSEY”***

*Mr. Walsh motioned to open the public hearing regarding the above stated Ordinance. Ms. Blackburn seconded the motion. The motion was carried by a unanimous voice vote. No one from the audience participated. Ms. McGovern motioned to close to the public, Mr. Walsh seconded, and the motion was carried by a unanimous voice vote.*

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*Ms. Blackburn motioned to adopt Ordinance 2015-05 Salary Ordinance, Mr. Walsh seconded the motion, and the motion was carried by a majority roll call vote.*

*Ms. Blackburn-yes  
Ms. McGovern- yes  
Mayor Lensak- yes*

*Mr. Burke- no  
Mr. Walsh-yes*

**NO. 2015-06 2015 CAP BANK ORDINANCE**

**“CALENDAR YEAR 2015 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)”**

*Mr. Walsh motioned to open the public hearing regarding the above stated Ordinance. Ms. Blackburn seconded the motion. The motion was carried by a unanimous voice vote. No one from the audience participated, Ms. McGovern motioned to close to the public, Mr. Walsh seconded, and the motion was carried by a unanimous voice vote.*

*Mr. Blackburn motioned to adopt **Ordinance 2015-06 CAP BANK**, Mr. Walsh seconded the motion, and the motion was carried by a unanimous roll call vote.*

**RESOLUTIONS**

**#R2015-62 2015 SALARY RESOLUTION**

*Mr. Walsh moved to approve the foregoing resolution as presented, seconded by Ms. McGovern and carried by a majority roll call vote.*

*Ms. Blackburn- yes  
Ms. McGovern- yes  
Mr. Lensak-yes*

*Mr. Burke - no  
Mr. Walsh- yes*

**#R2015-63 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO APPOINT DANA WASELIK TO THE PERMANENT PART TIME POSITION OF CLERK 1 FOR THE MUNICIPAL COURT**

*Mr. Walsh motioned to adopt the above-mentioned resolution, Ms. McGovern seconded the motion, and the motion was carried by a unanimous roll call vote.*

**#R2015-64 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO APPOINT JAKE STRAWAY TO THE POSITION OF ROAD LABORER FOR THE ANDOVER TOWNSHIP DEPARTMENT OF PUBLIC WORKS**

Mr. Walsh motioned to adopt the above-mentioned resolution, Ms. Blackburn seconded the motion, and the motion was carried by a unanimous roll call vote.

(See Inserts Attached to These Minutes)

**NEW BUSINESS**

**ATTENDANCE AT THE ELECTED OFFICIALS TRAINING CLASS APRIL 29, 2015 AT 6PM IN HANOVER – ONLINE COURSE OPTION.**

Mayor Lensak explained that the Township receives a \$250.00 discount on the Township's liability insurance premium for each committee member who participates. He said it takes about 20 minutes, and it is very convenient. The township attorney stated that he is the trainer for the class in Hanover for the Joint Insurance Fund should they want to attend or they can choose to take it online.

**SUSSEX COUNTY DAY-**

Ms. McGovern volunteered to be the point person at the College on Sussex County Day.

**ANDOVER TOWNSHIP DAY-** There was discussion regarding having an annual Andover Township Day. The committee discussed having the pageants the same day, but would need to hold them in May, instead of the fall. Since, the township could not combine them this year Ms. McGovern suggested we put Andover Day on hold for this year. She also suggested a 5K run for that day as well.

**CHILD ABUSE PREVENTION AND AWARENESS MONTH PROCLAMATION-**Read into record by Mayor Lensak.

**COMMITTEE REPORTS**

**MS. MCGOVERN.** Reported that **the** seniors are meeting on April 20, 2015. Phyllis Magnone has been named 2015 Senior of the Year. Luncheon is scheduled for May 5, 2015. Open Space had a meeting scheduled however, they did not have a quorum for the meeting. April 21, 2015 is the next school board meeting at 7:30pm Special Budget meeting is May 5, 2015.

**MS. BLACKBURN.** The Environmental Commission met and will be helping with Tree Recovery Program, Sat. April 25. On July 11, the Fairview Lake YMCA has volunteered to come out to Lake Iliff Access Area to help. Sustainable Andover has vacancies (volunteers) on the committee.

**MR. BURKE.** Reported he attended Venison Dinner at the Fire Department and it was a quality event.

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**MR. WALSH.** The Venison Dinner, School Wine and Cheese Event and the Youth football Dinner together raised over \$40,000.00. The DPW has three trucks down currently for servicing. The waterlines at Hillside House are in need of immediate repair. A Recreation Committee meeting is scheduled for April 14, 2015.

**MR. LENSAK.** The Mayor offered apologies to DPW, for forgetting to mention the Department when he was thanking the volunteer groups during Super Storm Sandy efforts.

**TOWNSHIP ATTORNEY.** Mr. Semrau reported on the new Transparent Tax Act Legislation Refund Property Tax Bill #84235. Being that the committee had expressed interest in the past he offered to prepare a resolution in support of the town sending two tax bills, one for local tax and one for school/county tax and have it available for the next township committee meeting. He also reported that the date for filing of tax appeals has passed and the township has received about twenty appeals.

**REPORT FROM THE CLERK/ADMINISTRATOR** Sussex County Board of Elections is looking for Poll workers. Please contact the Clerk's office or the County Clerk's Office if interested. On April 22, 2015 at 9:00am, the Sussex County Human Services Advisory Council is hosting a "maintaining home ownership presentation."

**NEXT SCHEDULED MEETINGS:** April 27, 2015 & May 11, 2015  
June 08, 2015 & 22, 2015  
6:30PM Executive Session  
7:30PM Regular Meeting

**ADJOURNMENT;**

*With further business at this time:*

*Mr. Walsh motioned to adjourn meeting at 8:19pm, Ms. Blackburn seconded the motion, the motion was carried by a unanimous roll call vote.*



Michael Lensak, Mayor

Submitted by,



Diana Francisco, R.M.C.  
Deputy Clerk

**TOWNSHIP OF ANDOVER**

**MOTION FOR EXECUTIVE SESSION**

**BE IT RESOLVED** by the Township Committee of the Township of Andover on the 13<sup>rd</sup> day of April 2015, 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.

**PERSONNEL MATTERS:**

- 1. ***Rates and Compensation for Officials, Officers and Employees***
- 2. ***DPW Staffing***
- 3. ***Joint Municipal Court Staffing***

**ATTORNEY CLIENT PRIVILEGE:**

- 4. ***Property Located at Block 73/Lot 6***
- 5. ***Lake Lenape Water Company***
- 6. ***Green Township Dispatching Services-Use of Antenna***
- 7. ***COAH Decision –Declaratory Judgment***

- ( ) 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 13, 2015

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