

**ANDOVER TOWNSHIP COMMITTEE MEETING MINUTES**

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

**MAY 11, 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 6:40 P. M. by Mayor Lensak, followed by a salute to the flag.

**ROLL CALL**

Present: D. Blackburn, J. Burke, J. McGovern, T. Walsh, M. Lensak  
Also Present: Attorney Semrau

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

**EXECUTIVE SESSION:** *The Township Attorney requested that the Committee add the Leenstra Matter to the Executive Session Agenda, under Pending Litigation. Mr. Walsh motioned to amend the executive session agenda as requested and to approve the resolution as amended to discuss,*

**Contract Negotiations:**

1. ***Police Dispatchers Union Contract Status***

**Attorney-Client Privilege:**

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

**Pending Litigation:**

***Leenstra v. Andover Township***

***Was carried unanimously.***

***Mr. Walsh motioned to go into executive session. Ms. McGovern seconded, the motion was carried by unanimous voice vote.***

**TOWNSHIP COMMITTEE MEETING MINUTES**

**May 11, 2015**

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The Committee went into executive session at 6:40 pm. Mr. Walsh motioned to adjourn executive session at 7:33pm, seconded by Ms. Blackburn. There was a brief recess, the meeting reconvened at 7:45 pm.

**REGULAR MEETING AGENDA**

**APPROVAL OF THE GENERAL AGENDA;** Ms. McGovern motioned to approve the regular agenda as presented. Mr. Walsh seconded, and motion was carried unanimously.

**APPROVAL OF CONSENT.** Mr. Walsh motioned to approve the consent agenda as presented, Ms. Blackburn seconded and the motion was carried unanimously.

**\*CONSENT AGENDA:**

**\*OTHER BUSINESS:**

1. **APPROVAL OF VOUCHERS FOR PAYMENT**
2. **ACCEPTANCE OF THE TAX COLLECTOR'S APRIL REPORT**  
**\$912,268.52      - YEAR TO DATE      \$6,138,063.756**

**\*RESOLUTIONS:**

1. **#R2015-73      RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY AWARDING THE CONTRACT FOR THE 2015 TURF CARE PROGRAM FOR MUNICIPAL PROPERTIES AND BALL FIELDS TO FARMSIDE LANDSCAPE & DESIGN**
2. **#R2015-74      RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY CORRECTIVE ACTION PLAN FOR THE 2014 AUDIT**
3. **#R2015-75      RESOLUTION OF THE TOWNSHIP OF ANDOVER COUNTY OF SUSSEX STATE OF NEW JERSEY AUTHORIZING THE TOWNSHIP ATTORNEY TO FILE A DECLARATORY JUDGMENT ACTION WITH THE NJ SUPERIOR COURT SEEKING JUDICIAL APPROVAL OF THE TOWNSHIP'S COMPLIANCE WITH ITS THIRD ROUND AFFORDABLE HOUSING OBLIGATION IN ACCORDANCE WITH THE NEW JERSEY SUPREME COURT DECISION IN THE MATTER OF THE ADOPTION OF N.J.A.C. 5:96 AND 5:97 BY NJ COUNCIL OF AFFORDABLE HOUSING**

\*CONSENT AGENDA (CONTINUED)

4. #R2015-76 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY SUPPORTING THE CLICK IT OR TICKET MOBILIZATION OF MAY 18-31,2015

\*APPROVAL OF MINUTES:

1. *March 09, 2015 Executive Session*
2. *April 10, 2015 Special Session*
3. *April 13, 2015 Executive Session*

(SEE INSERTS ATTACHED TO THESE MINUTES)

PUBLIC PORTION: Seeing no hands, Mayor Lensak closed the public portion of the meeting.

ORDINANCES: INTRODUCTION

There was a brief discussion with the DPW Supervisor regarding the purchase of a used roller. He explained that a new roller costs approximately \$39,000.00, while they do currently have a one-ton roller that they do use the additional piece of equipment will make paving jobs quicker and easier. Mr. Dickinson further explained that the unit has very few hours logged and that he has budgeted for the equipment.

ORDINANCE NO. 2015-08

**“AN ORDINANCE TO PURCHASE AN ASPHALT ROLLER FOR DPW, FOR THE TOWNSHIP OF ANDOVER AND TO PROVIDE THE FUNDING THEREOF”**

**BE IT RESOLVED, by the Mayor and Committee of the Township of Andover that Ordinance #2015-08 entitled above, be passed on first reading to be published in the New Jersey Herald and the public hearing to be held on June 8, 2015 at 7:30pm local time, or as soon thereafter as the matter can be reached in the Municipal Building, 134 Newton Sparta Rd.**

Ms. McGovern motioned to adopt the above said ordinance, Ms. Blackburn seconded. The ordinance passed by a unanimous roll call vote.

**Township Committee Meeting Minutes**

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**NEW BUSINESS:**                   **1. No Left Turn Exit at Florence M. Burd School**

Chief Danielson requested that the Township Committee consider removing the **No Left Turn** sign at the exit of the Florence M. Burd School because the sign is no longer deemed necessary. There is an officer present during arrival and dismissal of school buses directing the traffic.

Ms. McGovern moved to approve **# R2015-77 RESOLUTION OF THE ANDOVER TOWNSHIP COMMITTEE TO TEMPORARILY SUSPEND SECTION 10-20A OF THE ANDOVER TOWNSHIP CODE "RESTRICTED TURNS" UNTIL JUNE 30, 2015.** Ms. Blackburn seconded, the motion was carried by a unanimous roll call vote.

**2. No Parking November 15 to April 15**

Chief Danielson spoke to the Township Committee regarding the **No Parking November 15 to April 15 Ordinance, Chapter 10-10B.** He suggested that the Township Committee consider repealing the ordinance because they currently have another ordinance in the Township Code Book Chapter 10 -23, "**No Parking When Snow Covered**", which is more resident friendly and encompasses parking issues more effectively. The DPW Supervisor, Darren Dickinson agreed with the Police Chief, he also expressed that he did not see any reason to have the No Parking Restriction from November 15 to April 15 on the books.

Mr. Walsh motioned to have a repeal of the ordinance drafted, Mr. Burke seconded, and the motion was carried by a unanimous roll call vote.

**OTHER BUSINESS:**                   **1. Summer Hour Schedule at the Township Municipal Building**

There was a brief discussion regarding the dates and hours of the summer schedule at the Offices of the Township Municipal Building. The dates discussed were June 1, 2015 through daylight savings time Nov.2, 2015. Monday, Tuesday, Thursday 8-4, Wednesday 8-6pm. and Friday 8-1. Ms. McGovern motioned to approve the schedule, Ms. Blackburn seconded, and the motion was carried by a unanimous roll call vote.

**COMMITTEE REPORTS**

**T. Walsh:** Mr. Walsh informed the audience and the committee of several upcoming events. On May 30, 2015, Family Fun Day to be held at Hillside Park: that will include Movie Night, Miss Andover, Little Miss and Mister Contests. A town wide yard sale will take place on Saturday June 6, and Sunday, June 7, 2015. A Bike Parade is scheduled for June 26, 2015 at Hillside Park.





ANDOVER TOWNSHIP

TAX DEPARTMENT

INTER-OFFICE MEMORANDUM

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DATE: May 1, 2015  
TO: Mayor, Committee & Administrator  
FROM: Daryn Cashin, Tax Collector  
SUBJECT: Monthly Report for April, 2015

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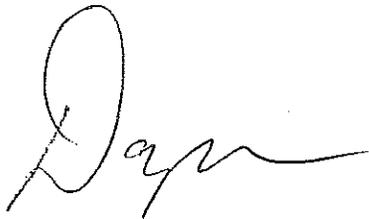
April collections: \$912,268.52 (see attached)

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
Year to date	\$ 5,917,223.69	\$ 6,138,063.76

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Delinquent prior year	\$ 257,259.57	( 81 accounts, eligible for tax sale)
Delinquent current year	156,696.22	(159 accounts)
<b>Total Delinquent</b>	<b>\$ 413,955.79</b>	



Code Description	Count	Arrears/Other	Principal			Interest	Total
			2014	2015	2016		
001 TAX PAYMENT	517	0.00	21,449.05	886,943.04	0.00	2,613.89	911,005.98
Tax Payments	517	0.00	21,449.05	886,943.04	0.00	2,613.89	911,005.98
004 REDEEM LIEN	2	833.70	0.00	0.00	0.00	396.84	1,230.54
024 LIEN RECORDING FEE	1	12.00	0.00	0.00	0.00	0.00	12.00
Lien Payments	3	845.70	0.00	0.00	0.00	396.84	1,242.54
002 TAX SRCH/STATUS/REDP	2	20.00	0.00	0.00	0.00	0.00	20.00
Misc Payments	2	20.00	0.00	0.00	0.00	0.00	20.00
Payments Total:	522	865.70	21,449.05	886,943.04	0.00	3,010.73	912,268.52
NSF Reversals Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
Total:	522	865.70	21,449.05	886,943.04	0.00	3,010.73	912,268.52

Total Cash: 5,474.85

Total Check: 906,793.67

Total Credit: 0.00

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

Meeting Date: 05/11/2015 For bills from 04/28/2015 to 05/07/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
3385	2048 - GOLDEN, DAVIES & ASSOCIATES 13-286-56-717-358 MROZ MINOR SUBDIVISION	PO 4088 04/09/15 - LAND USE BOARD ENGINEER	180.00	180.00	
	13-286-56-717-356 ALMA LANE ASSOCIATES MINOR SUBDIVISION	PO 4087 04/09/15 - LAND USE BOARD ENGINEER	180.00	180.00	360.00
3386	245 - HAROLD E. FELLOW & ASSOC. INC. 13-286-56-717-357 ASCOT PARK APT INSTAL/INSP FIRE CISTERN	PO 4097 04/02/15 - LAND USE BOARD ENGINEER	153.13	153.13	153.13
3387	832 - MICHAEL CARRARA 13-260-58-200-100 RECREATION HALL - SECURITY DEP	PO 4123 04/26/15 - REFUND ESCROW SECURITY D	300.00	300.00	300.00
3388	1961 - NICK & JENNIFER RIPAPRAZONE 13-260-58-200-100 RECREATION HALL - SECURITY DEP	PO 4122 04/25/15 - REFUND SECURITY DEPOSIT	150.00	150.00	150.00
3389	1511 - WEINER IESNIAK LLP 13-286-56-717-356 ALMA LANE ASSOCIATES MINOR SUBDIVISION	PO 4090 03/03/15 - LAND USE BOARD LEGAL SER	77.50	77.50	
	13-286-56-717-358 MROZ MINOR SUBDIVISION	PO 4089 03/03/15 - LAND USE BOARD LEGAL SER	77.50	77.50	155.00
TOTAL					1,118.13

Total to be paid from Fund 13 OTHER TRUST

1,118.13

1,118.13

### List of Bills - (1210101000000) DOG CASH DOG TRUST

Meeting Date: 05/11/2015 For bills from 04/28/2015 to 05/07/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
407	392 - NJ STATE DEPT OF HEALTH/SR SVS 12-290-56-000-001	PO 4138 APRIL 2015 DOG LICENSING FEES DUE ST NJ DOG LICENSE FEES		37.20	37.20
TOTAL					37.20
Total to be paid from Fund 12 DOG TRUST				37.20	
					37.20

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

Meeting Date: 05/11/2015 For bills from 04/28/2015 to 05/07/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
18589	1003 - ACCURATE PEST CONTROL, INC. 01-201-26-310-026 BUILD & GRNDS MAINT & REPAIR	PO 3758 2015 BLANKET ACCURATE PEST CONTROL	120.00	120.00	120.00
18590	729 - ALLIED OIL COMPANY OIL LLC 01-201-31-460-074 UTILITY-GASOLINE & DIESEL	PO 4092 04/15/15 - FUEL DELIVERY - 400.20 G	766.22	766.22	
	01-201-31-460-074 UTILITY-GASOLINE & DIESEL	PO 4109 04/24/15 - FUEL DELIVERY - 400 GALL	839.76	839.76	
			839.76		1,605.98
18591	91 - ANDOVER BOARD OF EDUCATION 01-206-55-602-000 SCHOOL TAX PAYABLE	PO 4108 JUNE 2015 SCHOOL TAX PAYMENT	920,479.36	920,479.36	920,479.36
18592	489 - ANDOVER TWSP. SENIOR CITIZENS CTR. 01-201-27-360-000 SENIOR CENTER CONTRIBUTION	PO 4142 2015 SENIOR CITIZEN DONATION	2,000.00	2,000.00	2,000.00
18593	120 - ANTHONY M. ARBORE, ESQ. 01-201-25-275-000 MUNICIPAL PROSECUTOR	PO 4101 1ST QUARTER 2015 MUNICIPAL COURT PR	15,625.00	15,625.00	15,625.00
18594	1478 - AT&T (BUSINESS SERVICE) 01-201-31-460-076 UTILITY - TELEPHONE	PO 4146 APR 2015 TOWN HALL LONG DISTANCE PH	35.47	35.47	35.47
18595	1232 - ATLANTIC TACTICAL 01-203-25-240-299 (2014) POLICE MISCELLANEOUS	PO 3992 Ammunition for Firearms	1,394.20	1,394.20	1,394.20
18596	1617 - BLUE DIAMOND DISPOSAL, INC. 01-201-26-305-251 GARBAGE REMOVA SOLID WASTE	PO 4107 MAY 2015 - TOWNSHIP REFUSE REMOVAL	36,500.00	36,500.00	36,500.00
18597	1498 - CENTURY LINK (1) COMMUNICATIONS 01-201-31-460-076 UTILITY - TELEPHONE	PO 4120 APRIL 2015 - TOWN HALL TOLL CHARGES	62.19	62.19	62.19
18598	1485 - CENTURY LINK(40) 01-201-31-460-076 UTILITY - TELEPHONE	PO 4144 APR 2015 TOWN HALL LOCAL PHONE CHAR	957.54	957.54	957.54

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

Meeting Date: 05/11/2015 For bills from 04/28/2015 to 05/07/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
18599	1513 - CENTURY LINK(50) 01-201-31-460-076	PO 4150 APR 2015 ATPD LOCAL PHONE CHARGES UTILITY - TELEPHONE	936.71	936.71	936.71
18600	189 - DEMPSEY, INC. 01-201-26-290-047	PO 4145 APRIL 2015 DPW UNIFORM CLEANING SER PUBLIC WORKS UNIF CLEANING	780.05	780.05	780.05
18601	202 - DOVER BRAKE & CLUTCH CO., INC. 01-201-26-290-230	PO 3650 2015 BLANKET FOR PARTS - PUBLIC WOR PUBLIC WORKS VEH REPAIR/MAIN	244.29	244.29	244.29
18602	213 - ELIZABETHTOWN GAS 01-201-31-460-069	PO 4147 APR 2015 - HEATING GAS - BLDG A UTILITY - HEATING PROPANE	624.65	624.65	624.65
18603	216 - ERIC DANIELSON 01-201-23-220-175	PO 4077 2015 EMPLOYEE DEPENDENT VISION REIM VISION	200.00	200.00	200.00
18604	1388 - FASTENAL COMPANY CORP. 01-201-26-290-230	PO 3643 2015 SUPPLY BLANKET - PUBLIC WORKS PUBLIC WORKS VEH REPAIR/MAIN	138.42	138.42	138.42
18605	1248 - FINCH FUEL OIL CO., INC. 01-201-31-460-074	PO 4093 04/10/15 - FUEL DELIVERY - 150 GALL UTILITY-GASOLINE & DIESEL	272.84	272.84	272.84
	01-201-31-460-074	PO 4113 04/24/15 - FUEL DELIVERY - 351 GALL UTILITY-GASOLINE & DIESEL	697.96	697.96	970.80
18606	1638 - FOSTER & COMPANY, INC. 01-201-26-290-230	PO 4017 SHOP SUPPLIES PUBLIC WORKS VEH REPAIR/MAIN	231.62	231.62	231.62
18607	1722 - FRED F. SULJIC 01-201-21-186-012	PO 4141 2015 ZONING OFFICER - APRIL 13,15,2 ZONING OFFICER S&W PART TIME	1,440.00	1,440.00	1,440.00
18608	230 - G & G DIESEL SERVICE, INC. 01-201-26-290-230	PO 3651 2015 BLANKET FOR PARTS - PUBLIC WOR PUBLIC WORKS VEH REPAIR/MAIN	61.98	61.98	61.98

**List of Bills - (0110101000002) CASH CHECKING FIRST HOPE  
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Meeting Date: 05/11/2015 For bills from 04/28/2015 to 05/07/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
18609	1042 - G.T.B.M., INC./INFO-COP	PO 4030 BAR CODE SCANNING CABLE FOR POLICE		59.00	
	01-201-25-240-303	POLICE OTHER EXPENSE - E-TICKETING	59.00		
		PO 4029 JAN - MAR 2015 - ETICKETING LICENSI		1,744.32	
	01-201-25-240-303	POLICE OTHER EXPENSE - E-TICKETING	1,744.32		1,803.32
18610	245 - HAROLD E. PELLOW & ASSOC.INC.	PO 4095 04/02/15 - ENGINEERING SERVICES - 2		183.75	
	01-201-20-165-134	ENGINEERING TOWNSHIP	183.75		
		PO 4086 04/02/15 - ENGINEERING SERVICES - 2		970.13	
	01-213-40-000-007	APPROP RESERVES - STORMWATER MGMT	970.13		1,153.88
18611	693 - HOME DEPOT CREDIT SERVICES	PO 3648 2015 BLANKET FOR BUILDING & GROUNDS		29.97	
	01-201-26-310-026	BUILD & GRNDS MAINT & REPAIR	29.97		29.97
18612	312 - JANET M. LEALE	PO 4114 MAY 2015 RETIREE HEALTH INSURANCE &		596.45	
	01-201-23-220-172	HEALTH RETIREE	596.45		596.45
18613	287 - JASON S. MILLS	PO 4075 2014 MEAL REIMBURSEMENT		33.03	
	01-203-25-240-046	(2014) POLICE MEALS	33.03		33.03
18614	288 - JCP&L	PO 4124 MAR 2015 - ELECTRIC SERVICE - STREE		603.84	
	01-201-31-435-075	STREET LIGHTING	603.84		603.84
18615	288 - JCP&L	PO 4125 APR 2015 - ELECTRIC SERVICE - 145 L		1,114.77	
	01-201-31-460-071	UTILITY - ELECTRICITY	1,114.77		1,114.77
18616	288 - JCP&L	PO 4149 APR 2015 ELECTRIC CHARGES - ANDOVER		31.14	
	01-201-31-460-071	UTILITY - ELECTRICITY	31.14		31.14
18617	294 - JOYCE COVALENCE	PO 4115 MAY 2015 RETIREE MEDICARE REIMBURSE		209.80	
	01-201-23-220-172	HEALTH RETIREE	209.80		209.80
18618	1188 - KOCH AUTO PARTS, INC.	PO 3653 2015 BLANKET FOR PARTS - PUBLIC WOR		193.33	

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

Meeting Date: 05/11/2015 For bills from 04/28/2015 to 05/07/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
18619	01-201-26-290-230	PUBLIC WORKS VEH REPAIR/MAIN	193.33		193.33
	134 - MAE BADERLEIN	PO 4116 MAY 2015 RETIREE & SPOUSE HEALTH IN		1,353.43	
	01-201-23-220-172	HEALTH RETIREE	1,353.43		1,353.43
18620	229 - MARYANN FRODELLA	PO 4111 05/01/15 - EMPLOYEE PRESCRIPTION RE		11.00	
	01-201-23-220-173	PRESCRIPTION	11.00		11.00
18621	332 - MGL PRINTING SOLUTIONS, LLC	PO 3976 REGULAR/WINDOW TOWNSHIP ENVELOPES -		351.50	
	01-201-20-100-036	ADMIN OFFICE SUPPLIES	274.00		
	01-201-43-490-036	MUNICIPAL CRT OFFICE SUPPLIES	77.50		351.50
18622	344 - MONTAGUE TOOL&SUPPLY CO.,INC.	PO 4031 Clean Communitties Student Exchange		688.00	
	01-213-40-000-006	Clean Communities Grant - Approp	688.00		688.00
18623	1382 - MUNICIPAL CAPITAL CORP.	PO 3688 2015 SAVIN COPIER LEASE PAYMENTS -		444.00	
	01-201-26-310-049	BUILD & GRNDS CONTRACTUAL	444.00		444.00
18624	1230 - NORTH JERSEY MUNICIPAL,EMPLOYEE	PO 4126 MAY 2015 - DENTAL INSURANCE COVERAG		3,787.00	
	01-201-23-220-174	DENTAL	3,787.00		3,787.00
18625	1299 - PITNEY BOWES, INC.	PO 3678 JAN - DEC 2015 POSTAGE MACHINE LEAS		210.00	
	01-201-26-310-049	BUILD & GRNDS CONTRACTUAL	210.00		210.00
18626	1686 - R & L DATA CENTERS, INC.	PO 4148 APRIL 2015 PAYROLL PROCESSING FEES		488.00	
	01-160-55-160-040	Interfund - Due from Bank - Payroll/supp	488.00		488.00
18627	1116 - SPACE WILD ANIMAL FARM, INC.	PO 3654 2015 BLANKET FOR ANIMAL PICK UP - T		124.00	
	01-201-26-290-299	PUBLIC WORKS MISCELLANEOUS	124.00		124.00
18628	1062 - SPRINT	PO 4094 MAR 2015 ATPD LONG DISTANCE SERVICE		82.35	
	01-201-31-460-076	UTILITY - TELEPHONE	82.35		82.35

**List of Bills - (0110101000002) CASH CHECKING FIRST HOPE  
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Check#	Vendor	Description	Account	PO Payment	Check Total
18629	1291 - THE STANDARD INSURANCE CO. 01-201-23-220-176 L-T DISABILITY	PO 4102 MAY 2015 LONG TERM DISABILITY INUSR	1,321.77	1,321.77	1,321.77
18630	528 - STEPHEN MURRELL 01-201-23-220-172 HEALTH RETIREE	PO 4117 MAY 2015 RETIREE HEALTH INSURANCE R	2,677.01	2,677.01	2,677.01
18631	548 - SUSSEX COUNTY RENTAL, LLC 01-201-26-290-299 PUBLIC WORKS MISCELLANEOUS	PO 3640 2015 SUPPLY BLANKET - PUBLIC WORKS	163.16	163.16	163.16
18632	564 - TOMAR INDUSTRIES, INC. 01-201-26-310-035 BUILD & GRNDS JANITORIAL SUPP	PO 4069 PAPER TOWELS	68.00	68.00	68.00
18633	1649 - TOWNSHIP OF HARDYSTON 01-201-21-180-028 PLANNING BRD - SHARED SERVICE - ADMIN	PO 4110 2ND QTR 2015 - INTERLOCAL LAND USE	11,080.75	11,080.75	11,080.75
18634	89 - TREASURER, STATE OF NJ 01-200-55-000-001 DUE STATE MARRIAGE LICENSE	PO 4099 1ST QTR 2015 MARRIAGE LICENSE FEES	200.00	200.00	200.00
18635	574 - TROPICANA CASINO & RESORT 01-201-20-145-042 TAX COLLECTOR ED & TRAINING	PO 4027 Room reservation 2 nights May 18th	168.20	168.20	168.20
18636	450 - VERIZON BUSINESS 01-201-31-460-076 UTILITY - TELEPHONE	PO 4121 APRIL 2015 - TOWN HALL LONG DISTANC	31.96	31.96	31.96
18637	586 - VERIZON WIRELESS 01-201-31-460-076 UTILITY - TELEPHONE 01-201-25-240-265 POLICE COMM.EQUIP/RADIO REPAIR 01-201-25-252-299 EMERGENCY MGMT MISCELLANEOUS	PO 4105 APR 2015 MONTHLY MOBILE PHONE SERVI	156.07 190.86 143.36	490.29	490.29
18638	592 - VITA THOMPSON 01-201-23-220-173 PRESCRIPTION	PO 4112 01/26/15 - EMPLOYEE PRESCRIPTION RE	34.97	34.97	34.97

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

Meeting Date: 05/11/2015 For bills from 04/28/2015 to 05/07/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
01-201-20-120-044	CLERK DUES & MEMERSHP	PO 4140 2015 MUNICIPAL CLERK CERTIFICATION	50.00	50.00	84.97
18639	173 - WALTER CURRENT, SR. HEALTH RETIREE	PO 4118 MAY 2015 RETIREE & SPOUSE HEALTH IN	1,192.88	1,192.88	1,192.88
18640	1235 - WEATHER WORKS CONSULTING, LLC PUBLIC WORKS MISCELLANEOUS	PO 3606 2015 WEATHER CONSULTATION SERVICES	412.50	412.50	412.50
18641	1511 - WEINER LESNIAK LLP LEGAL PLANNING BD	PO 4091 03/17/15 - LEGAL SERVICES	62.00	62.00	62.00
18642	608 - WEIS MARKETS, INC. PUBLIC WORKS MEALS	PO 3644 2015 STORM MEAL BLANKET - PUBLIC WO	214.33	214.33	
	01-201-26-290-046	PO 3983 VARIOUS ITEMS - CHIEF GIL'S LAST DA	24.79	37.62	
	01-201-30-420-000	CELEBRATION OF PUBLIC EVENTS	12.83		
	01-201-26-310-030	BUILD & GRNDS MATERIAL & SUPP		37.98	
	01-201-28-370-222	PO 4021 Supplies and snacks for recreation	37.98		289.93
	01-201-26-290-235	RECREATION PARTY & SUPPLIE			
18643	609 - WELDON QUARRY CO., INC. PUBLIC WORKS WINTER MIX (UPM)	PO 4022 WINTER MIX COLD PATCH	1,695.00	1,695.00	
18644	2068 - ZEUS 1 INC. POLICE - PATROL CAR REPAIRS/MAINT.	PO 4104 02/03/15 - 04/04/15 - CAR WASHES FO	360.75	360.75	360.75
TOTAL					1,018,016.24

Total to be paid from Fund 01 Current Fund 1,018,016.24  
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1,018,016.24

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

Meeting Date: 05/11/2015 For bills from 04/28/2015 to 05/07/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
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Checks Previously Disbursed

18588	MARYANN PRODELLA	2015 EMPLOYEE VISION REIMBURSEMENT	190.44	5/04/2015	
9221783	NJ STATE HEALTH BENEFITS	APRIL 2015 NJSHB PREMIUMS	87,882.01	4/21/2015	
			-----		
			88,072.45		

Total paid from Fund 01 Current Fund

88,072.45
-----
88,072.45

Total for this Bills List: **1,106,088.69**

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

RESOLUTION #R2015-73

**RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY AWARDING THE CONTRACT FOR THE 2015 TURF CARE PROGRAM FOR MUNICIPAL PROPERTIES AND BALL FIELDS TO FARMSIDE LANDSCAPE & DESIGN**

**WHEREAS**, the Township solicited proposals for the 2015 Turf Care Program for the municipal building, the police station, Hillside Park, Goodale Soccer Fields; and

**WHEREAS**, the Township received two (2) proposals for the performance of said work; and

**WHEREAS**, Farmside Landscape & Design, 12 Kuperus Lane, Wantage, NJ 07461 submitted the lowest proposal to provide the aforesaid services to Andover Township at a total cost of \$7905, which proposal is attached hereto as Exhibit A; and

**WHEREAS**, the Supervisor of Public Works is satisfied with the proposal submitted by Farmside Landscape & Design as the lowest responsible bidder; 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 Farmside Landscape & Design in accordance with the proposal attached hereto as Exhibit A; and

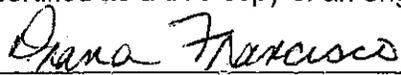
**WHEREAS**, the Chief Financial Officer of the Township of Andover has certified that sufficient funds are available for this purpose.

**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 for the 2015 Turf Care Program for the municipal building, the police station, and Hillside Park Athletic Fields is hereby awarded to Farmside Landscape & Design, 12 Kuperus Lane, Wantage, NJ 07461, and the Mayor and Township Clerk are hereby authorized and directed to execute a contract with Farmside Landscape & Design in accordance with its bid proposal, for the total contract price of \$7905.
2. This Resolution shall take effect immediately.

Adopted: May 11, 2015

Adopted this 11<sup>th</sup> day of May, 2015 and certified as a true copy of an original.

  
\_\_\_\_\_  
Diana Francisco, R.M.C., Deputy Clerk

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

RESOLUTION #R2015-74

**CORRECTIVE ACTION PLAN FOR THE 2014 AUDIT**

**WHEREAS**, Local Finance Notice 97-16 requires the Chief Financial Officer, with assistance from other officials affected by the audit recommendations, to prepare and submit a Corrective Action Plan for approval by the governing body within 60 days from the date the audit is received by the governing body; and the 2014 Audit was received on April 27, 2014 .

**BE IT RESOLVED**, by the Township Committee of the Township of Andover, County of Sussex and State of New Jersey, that the following Corrective Action Plan, dated May 1, 2015 be approved, placed on file in the Clerk's Office, and submitted by the Clerk to the Division of Local Government Services. Copies of this Resolution will be forwarded to the Township Auditor and Chief Financial Officer for their records.

*As required by Local Finance Notice 97-16,  
Respectfully submitted by  
Gail D Magura, Chief Financial Officer*

**Finding 2014-1**

Description: The Township examine its policies and procedures in order to mitigate its segregation of duties finding.

Analysis: The list of duties in various departments has been reviewed and at this time no additional changes are recommended

Corrective Action: The CFO, Township Administrator has discussed separation of duties in the Township. It was determined that due to budget constraints and reduced staffing no resolution can be made at this time.

Implementation Date: N/A

**Finding 2014-2**

Description: The Township formally update their assets listing with the appraisal report during the year.

Analysis: They have converted our fixed assets register to a software program that will work in conjunction with our purchasing software.

Corrective Action: The Finance department is adding the fixed assets to our inventory as purchased. We do not feel that with budget constraints that we can have a formal inventory done by an appraisal service.

Implementation Date: N/A

**Finding 2014-3**

Description: The Township monitors the collections of all outside offices on a monthly basis to ensure they are in agreement with those of the Finance Department.

Analysis: All outside offices are submitting a monthly report to the Deputy Treasurer. Any errors are corrected.

Corrective Action: All outside office deposits are balanced with the Finance department on a monthly basis and books are in agreement.

Implementation Date: Immediate

**Finding 2014-4**

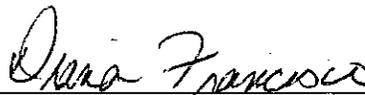
Description: It is recommended that the Finance Department recalculates employee's health benefits contributions when they receive a pay increase to ensure they are contributing the correct amount for health benefits.

Analysis: The Finance Department recalculated employee health contributions when employee's received a pay increase

Correction Action: Every effort will be made to ensure that payroll calculations for employee health benefits contributions are correct.

**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 May 11, 2015.



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

'15 MAY 7 PM 10:31:28

ANDOVER TOWNSHIP  
134 NEWTON-SPARTA RD  
NEWTON, NJ 07860

Acct Number: 2408  
Ad Number: 0000010545  
Insertions: 1 Total: \$116.10  
Affidavit: \$7.50  
Total: \$123.60

**AFFIDAVIT OF PUBLICATION**  
NEW JERSEY, SUSSEX COUNTY, ss  
Donna Hendricks, of full age being duly sworn, did depose  
and say that the notice hereto attached was published in  
THE NEW JERSEY HERALD and/or  
NEW JERSEY SUNDAY HERALD  
a newspaper printed and circulated in  
said county on 04/27/2015.

Sworn and subscribed before me this 29th day of April,  
2015

*Donna Hendricks*

*Mary F. Quackenbush*

MARY K. QUACKENBUSH  
NOTARY PUBLIC OF NEW JERSEY  
Commission Expires 04/01/19

**SUMMARY OR SYNOPSIS OF AUDIT REPORT FOR PUBLICATION**

Attention is directed to the fact that a Summary or Synopsis of the Audit Report together with the recommendations is the minimum required to be published pursuant to N.J.S. 40A:15-7.

Summary or Synopsis of 2014 Audit Report of Andover Township  
Sussex County as required by N.J.S. 40A:15-7

	2014	2013
<b>Combined Comparative Balance Sheet</b>		
<b>ASSETS AND OTHER DEBITS:</b>		
Cash and Cash Equivalents	\$ 4,109,523.35	\$ 4,679,967.24
Prepaid Expenses and Liens Receivable	574,105.44	677,994.23
Accounts Receivable	1,464,200.00	1,065,600.00
Assessed Valuation	20,520,324.34	203,713,220.00
Accounts Payable	(10,874,245.32)	(10,794,642.92)
General Fixed Assets	2,507,000.00	3,072,000.00
Deferred Charges to Future Taxation	10,800.00	14,400.00
Deferred Charges to Revenue of Succeeding Year	7,589.28	
Due from New Jersey Senior Citizen and Veterans		
<b>TOTAL ASSETS</b>	<b>\$ 12,426,959.13</b>	<b>\$ 12,872,165.35</b>
<b>LIABILITIES, RESERVES AND FUND BALANCE:</b>		
Bonds, Loans & Notes Payable	\$ 2,807,000.00	\$ 3,072,000.00
Improvement Authorizations	238,307.11	332,341.45
Other Liabilities and Special Funds	2,045,743.19	2,019,990.80
Reserve for Certain Assets Receivable	1,915,826.78	1,756,880.71
Investment in General Fixed Assets	10,874,245.32	10,794,642.92
Fund Balance	1,647,836.53	1,854,349.27
Total Liabilities, Reserves and Fund Balances	\$ 12,426,959.13	\$ 12,872,165.35
<b>Comparative Schedule of Operations and Change in Fund Balances - Current Fund</b>		
	2014	2013
Revenue and Other Income Realized	\$ 7,700,000.00	\$ 11,190,000.00
Miscellaneous Revenue Anticipated	956,319.51	771,908.14
Delinquent Taxes	306,646.95	306,247.32
Current Taxes	20,773,377.13	20,189,433.66
Nonbudget Revenue	333,244.84	330,060.95
Other Credits to Income	77,211.45	72,973.35
Unexpended Balance of Appropriation Reserves	0.00	53,577.00
Interfund Returned		
<b>Total Income</b>	<b>29,616,811.82</b>	<b>25,093,781.78</b>
Expenditures:		
Budget and Emergency Appropriations:		
Municipal Purposes	7,009,921.19	6,858,795.01
County Taxes	3,690,913.07	3,573,360.86
Regional School Districts Taxes	11,619,381.00	11,431,441.00
Open Space Taxes	60,894.00	61,050.00
Increase in Reserve for Pending Tax Appeals	37.50	
Interest on Appropriated Grant Reserves	1,500.00	
Prior Year Veteran and Senior Citizen Deductions Disallowed	3,546.00	
Interfund Advanced		
<b>Total Expenditures</b>	<b>22,509,245.03</b>	<b>21,926,224.37</b>
Excess in Revenue	1,119,566.24	1,167,557.39
Fund Balance	1,799,289.70	1,821,749.31
Balance January 1	2,912,885.56	2,988,288.70
Decreased by:		
Utilized as Anticipated Revenue	2,100,000.00	1,190,000.00
Balance December 31	\$ 1,612,855.56	\$ 1,779,288.71
<b>RECOMMENDATIONS</b>		

It is recommended that:

- The Township examine its policies and procedures in order to mitigate its segregation of duties finding.
- The Township formally update their assets listing with the appraisal report during the year.
- The Township monitors the collections of all outside offices on a monthly basis to ensure they are in agreement with those of the Finance Department.
- It is recommended that the Finance Department recalculate employees health benefit amount for health benefit.

\*\*\*\*\*

The above summary or synopsis was prepared from the report of audit of the Township of Andover, County of Sussex, for the calendar year 2014. This report of audit, submitted by Raymond G. Sarnelli, Registered Municipal Accountant of Malveaux, is on file at the Township Clerk's office and may be inspected by any interested person.

VITA THOMPSON, RMCOWR  
CLERK/ADMINISTRATOR

RESOLUTION R#2015-75

**A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY AUTHORIZING THE TOWNSHIP ATTORNEY TO FILE A DECLARATORY JUDGMENT ACTION WITH THE SUPERIOR COURT SEEKING JUDICIAL APPROVAL OF THE TOWNSHIP'S COMPLIANCE WITH ITS THIRD ROUND AFFORDABLE HOUSING OBLIGATION IN ACCORDANCE WITH THE NEW JERSEY SUPREME COURT DECISION IN THE MATTER OF THE ADOPTION OF N.J.A.C. 5:96 AND 5:97 BY NJ COUNCIL ON AFFORDABLE HOUSING**

**WHEREAS**, on March 10, 2015, the New Jersey Supreme Court issued its decision in the case of In Re Adoption of N.J.A.C. 5:96 and 5:97 by NJ Council on Affordable Housing, holding that enforcement of the Fair Housing Act ("FHA") and the Mount Laurel Doctrine be returned from the NJ Council on Affordable Housing ("COAH") to the New Jersey Superior Courts, due to COAH's failure to adopt Third Round Rules on municipal affordable housing obligations; and

**WHEREAS**, the NJ Supreme Court ordered in that decision that municipalities which had either received Third Round Substantive Certification or been declared to have "Participating" status by COAH are permitted to file a declaratory judgment action with its County's Superior Court; and

**WHEREAS**, the purpose of the declaratory judgment action is to seek a judicial declaration that the municipality's affordable housing plan presents a realistic opportunity for the provision of its fair share of present and prospective need for low and moderate income housing, such that the Township may receive from the courts substantive certification and accompanying protection as afforded under the FHA; and

**WHEREAS**, the Supreme Court ruled that a municipalities' Third Round fair share obligation and housing plan must be evaluated under the prior round methodology; and

**WHEREAS**, the Township of Andover received Third Round Substantive Certification from COAH; and

**WHEREAS**, the Mayor and Township Committee deem it to be in the best interest of the Township and its residents to authorize the Township Attorney to file a declaratory judgment action seeking judicial approval of the Township's compliance with its Third Round affordable housing obligation.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Andover, in the County of Sussex and State of New Jersey, that the Township Attorney is hereby authorized to file a declaratory judgment action with the Sussex County Superior Court to seek judicial approval of the Township's compliance with its Third Round affordable housing obligation and any other actions deemed necessary in accordance therewith.

**BE IT FURTHER RESOLVED** that the Mayor and Township Administration are hereby authorized to execute any and all documents necessary to implement and effectuate this Resolution.

This Resolution shall take effect immediately.

Adopted this 11 day of May, 2015 and certified as a true copy of an original.

Adopted: May 11, 2015

  
Diana Francisco, Township Deputy Clerk

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

RESOLUTION #R2015-76

RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE  
OF NEW JERSEY SUPPORTING THE CLICK IT OR TICKET MOBILIZATION OF  
MAY 18 – 31, 2015

**Whereas**, there were 556 motor vehicle fatalities in New Jersey in 2014; and

**Whereas**, a large percentage of the motor vehicle occupants killed in traffic crashes were not wearing a seat belt; and

**Whereas**, use of a seat belt remains the most effective way to avoid death or serious injury in a motor vehicle crash; and

**Whereas**, the National Highway Traffic Safety Administration estimates that 135,000 lives were saved by safety belt usage nationally between 1975-2000; and

**Whereas**, the State of New Jersey will participate in the nationwide *Click It or Ticket* seat belt mobilization from May 18 -31, 2015 in an effort to raise awareness and increase seat belt usage through a combination of enforcement and education; and

**Whereas**, the Division of Highway Traffic Safety has set a goal of increasing the seat belt usage rate in the state from the current level of 88% to 90%; and

**Whereas**, a further increase in seat belt usage in New Jersey will save lives on our roadways;

**Therefore**, be is resolved that the Township of Andover, County of Sussex and State of New Jersey declares its support for the *Click It or Ticket* seat belt mobilization both locally and nationally from May 18 – 31, 2015 and pledges to increase awareness of the mobilization and the benefits of seat belt use.

**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, 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 May 11, 2015.



Diana Francisco, R.M.C.  
Deputy Clerk

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

**RESOLUTION #R2015-78**

**RESOLUTION OF THE TOWNSHIP OF ANDOVER,  
COUNTY OF SUSSEX AND STATE OF NEW JERSEY  
AUTHORIZING THE CONSENT FOR TREATMENT WORKS  
APPROVAL WITH RESPECT TO PROPERTY KNOWN  
AS BLOCK 106/LOT 19 IN THE TOWNSHIP OF ANDOVER**

**WHEREAS**, the owners of Block 106/Lot 19, Dina's, LLC has requested the consent of the Andover Township Committee to file an application for a TWA Permit for a restaurant located at 269 Newton-Sparta Road in Andover Township; and

**WHEREAS**, Municipal Engineer Cory Stoner, has provided a memo to the governing body that after speaking with Dykstra Walker Design Group has confirmed that this is an emergency repair to the failing septic system; and

**WHEREAS**, the Township Committee has reviewed this information and has determined to authorize this request to offer such consent.

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Andover, County of Sussex and State of New Jersey that consent is hereby given for the submission of this listed application to the Department of Environmental Protection, Division of Water Quality for approval.

**BE IT FURTHER RESOLVED**, that Vita Thompson, Township Administrator of the Township of Andover be authorized to sign the application on behalf of the governing body.

**BE IT FURTHER RESOLVED**, that a copy of this Resolution shall be forwarded to Dina's, LLC, the Township Engineer, the Township Administrator, the Construction Code Official and the Township Attorney for their records.

**CERTIFICATION**

I, Diana Francisco, Deputy 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 the meeting of May 11, 2015.

  
\_\_\_\_\_  
Diana Francisco, RMC/CMR  
Assistant Municipal Clerk/Administrator

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

ORDINANCE NO. 2015-08

AN ORDINANCE TO PURCHASE AN ASPHALT ROLLER FOR DPW, FOR THE TOWNSHIP OF ANDOVER AND TO PROVIDE FOR THE FUNDING THEREOF

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**BE IT ORDAINED** by the Township Committee of the Township of Andover, County of Sussex and State of New Jersey, that the following improvements be properly authorized:

**PURCHASE OF ASPHALT ROLLER** **\$12,000.00**

**BE IT FURTHER ORDAINED** that the financing for the above be as follows:

<u>PROJECTS</u>	<u>ESTIMATED COST</u>
<b>PURCHASE OF ASPHALT ROLLER</b>	<b>\$12,000.00</b>

**BE IT FURTHER ORDAINED** that the period of usefulness of the improvements is in excess of the five (5) year statutory requirement, and that no debt shall be incurred by the Township for this improvement authorization.

The total amount of \$12,000.00 is hereby appropriated from the Capital Improvement Fund – Reserve for Road Department

The Chief Financial Officer hereby certifies the aforementioned funds are available.

This ordinance shall take effect immediately upon passage and publication in accordance with the law.



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

INTRODUCED: May 11, 2015

ADOPTED:

CERTIFIED: