

ANDOVER TOWNSHIP COMMITTEE MEETING MINUTES

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

SEPTEMBER 14, 2015

TAX REVALUATION PRESENTATION WORKSHOP– 6:30 P.M.

REGULAR MEETING – 7:30 P.M.

CALL TO ORDER

The regular meeting of the Andover Township Committee was called to order at 6:40 PM. by Mayor Lensak, followed by a salute to the flag.

ROLL CALL: Present: D. Blackburn, J. Burke, T. Walsh, J. Mc Govern, Mayor M. Lensak
Also, present were Attorney Semrau, Diana Francisco, Deputy Clerk

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

TAX REVALUATION PRESENTATION

Rob Brecia, Project Manager, Appraisal Systems did a 1 hour presentation of the 7 step process of Tax Revaluation for the Township Committee and the public. Jack Marchione, Andover Township Tax Assessor was also present to field questions from the audience. The presentation was followed by a brief question and answer period.

Mr. Walsh motioned to go into executive session at 7:25pm to discuss the Center for Prevention and Counseling under Attorney - Client Confidentiality. Ms. McGovern seconded, the motion was carried with all in favor.

The regular meeting resumed at 7:37 PM.

APPROVAL OF THE GENERAL

Mr. Walsh moved to approve the general agenda, Ms. McGovern seconded, the motion carried with all in favor.

APPROVAL OF CONSENT AGENDA

Mr. Walsh moved to approve the consent agenda, Ms. McGovern seconded, the motion carried with all in favor.

*CONSENT AGENDA (CONTINUED)

*OTHER BUSINESS:

1. APPROVAL OF VOUCHERS FOR PAYMENT
2. ACCEPTANCE OF THE TAX COLLECTOR'S REPORT FOR THE MONTH OF AUGUST 2015 \$ 4,361,316.22 and \$15,590,666.53 year to date.
1. CFO REPORT FOR THE MONTH OF AUGUST 2015

*RESOLUTIONS:

1. #R2015-113 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY TO AUTHORIZE ANNUAL SICK LEAVE BUY BACK OPTION FOR DPW SUPERVISOR DARREN DICKINSON FOR 2015
2. #R2015-114 A RESOLUTION OF THE TOWNSHIP OF ANDOVER COUNTY OF SUSSEX, STATE OF NEW JERSEY TO AUTHORIZE ANNUAL SICK LEAVE BUY BACK OPTION FOR DPW MARK BURD FOR 2015
3. #R2015-115 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE NEW JERSEY TO AUTHORIZE ANNUAL SICK LEAVE BUY BACK OPTION FOR ADMINISTRATIVE ASSISTANT ROBYN HATTERSLEY
4. #R2015-116 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX STATE OF NEW JERSEY TO AUTHORIZE THE ANNUAL SICK LEAVE BUY BACK OPTION FOR POLICE OFFICER RICHARD THEN FOR 2015
5. #R2015- 117 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF STATE OF NEW JERSEY TO AUTHORIZE THE ANNUAL SICK LEAVE BUY BACK OPTION FOR POLICE OFFICER SGT. BRIAN KITHCART FOR 2015
6. #R2015-118 RESOLUTION OF THE TOWNSHIP OF ANDOVER< COUNTY OF SUSSEX, STATE OF NEW JERSEY TO AUTHORIZE ANNUAL SICK LEAVE BUY BACK OPTION FOR OFFICER JASON MILLS FOR 2015
7. #R2015-119 RESOLUTION OF THE TOWNSHIP OF ANDOVER COUNTY OF SUSSEX STATE OF NEW JERSEY TO AUTHORIZE ANNUAL SICK LEAVE BUY BACK OPTION FOR POLICE SGT. ROD MOSNER FOR 2015

*RESOLUTIONS (CONTINUED)

8. #R2015-120 RESOLUTION OF THE TOWNSHIP OF ANDOVER , COUNTY OF SUSSEX STATE OF NEW JERSEY SUPPORTING THE "DRIVE SOBER OR GET PULLED OVER 2015 STATEWIDE CRACKDOWN"
9. #R2015-121 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY TO AUTHORIZE THE ANNUAL SICK LEAVE BUY BACK OPTION TO POLICE OFFICER/DETECTIVE ROBERT YOUNGS FOR 2015
10. #R2015-122 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY TO AUTHORIZE THE ANNUAL SICK LEAVE BUY BACK OPTION FOR POLICE CHIEF ERIC DANIELSON FOR 2015
11. R#2015-125 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY, TO AUTHORIZE THE ANNUAL SICK LEAVE BUY BACK OPTION FOR POLICE DISPATCHER DANIEL CRATER FOR 2015

***APPROVAL OF MINUTES:**

1. *June 22, 2015 Regular Session*

GIRL SCOUT KATIE REIDMILLER - GOLD AWARD PROJECT PRESENTATION:

"The Red Envelope Project"

Katie Reidmiller was not present, Mayor Lensak suggested the Deputy Clerk add it the next meeting agenda.

PUBLIC PORTION

Mayor Lensak opened to the public.

Dave Mosner, Lake Iliff Road spoke about a letter he received from the State of New Jersey, Green Acres Program, regarding his property lines. He provided the committee with supporting documentation.

Mr. Woodstrum asked questions about a township employee. The attorney replied that he was not able to respond.

Jackie Espinoza, Jersey Central Power and Light, spoke on the topic of the S.T.E.M grant they are offering to local schools.

Christine Kretzmer of Hillside Drive, spoke about an incident she had with the Andover Township Animal Control Officer. The Mayor requested that she put her objections in writing for the Acting Administrator.

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

TOWNSHIP COMMITTEE MEETING MINUTES- September 14, 2015

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ORDINANCES: INTRODUCTION

Chief Danielson spoke about the grant he applied for as Coordinator OEM, on behalf of the Township through FEMA. The Township has been approved for \$211,000.00 in the FEMA grant; he further explained that the Township would be responsible for \$13,000.00.

ORDINANCE NO. 2015-12

AN ORDINANCE TO PURCHASE AND INSTALLATION OF 3 PERMANENT NATURAL GAS GENERATORS FOR THE TOWNSHIP OF ANDOVER AND TO PROVIDE FOR THE FUNDING THEREOF

Mr. Walsh moved to approve the above stated Ordinance 2015-12 on first reading. Ms. Blackburn seconded and the motion was carried by a unanimous roll call vote.

RESOLUTIONS:

R#2015-123 BUDGET AMENDMENT CERTIFICATION, APPROPRIATIONS OFFSET BY REVENUE (FEMA Grant)

Mr. Walsh moved to approve the above stated resolution R 2015-123, Ms. Blackburn seconded and the motion was carried by a unanimous roll call vote.

#2015-124 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY, AUTHORIZING AND APPOINTING ASSESSMENT COMMISSIONERS PURSUANT TO N.J.S.A. 40:56-22 FOR THE MAKING, ENFORCEMENT AND COLLECTION OF THE SPECIAL ASSESSMENT RELATING TO THE FOREST LAKES DAM REHABILITATION

Mr. Walsh move to approve R2015-124, Ms. McGovern seconded, and the motion was carried with all in favor.

NEW BUSINESS

Dog Park- a lengthy discussion ensued among the committee and the public. Christine Kretzmer spoke to the Township Committee about putting a dog park at Lake Iliff with fencing and signs advertising local businesses who sponsor it. Ms. McGovern spoke in favor of a bocce ball area. Mr. Buke suggested a location at Hillside Park might be more suitable. Mr. Lensak spoke in favor of volunteers, i.e. boys and girl scouts and donations from pet stores to help support the dog park and keep costs down. Mayor Lensak asked the public for comment. Ms. Gillespie commented on the number of parking spots located at Lake Iliff. The Township Attorney added that no additional insurance premiums would be charged to the town as long as the town adheres to the rules and regulations. Mr. Walsh commented on the permits needed by the County to access the parking lot at Lake Iliff.

Boat Launch access is still available.

Ms. Blackburn expressed concern with the cost.

Ms. McGovern suggested that Ms. Kretzmer mention the idea at an Open Space meeting.

Mayor Lensak suggested she bring it to the Recreation Committee as well. The Committee was in favor of having Ms. Kretzmer continue to look into it.

Tennis Court Resurfacing

Mr. Walsh reported that the DPW received three RFPs for resurfacing the tennis courts.

Mr. Burke expressed concern about the hockey rink being underutilized and unsafe, and the demolition could be paid for by open space money.

It was suggested that the committee have the DPW lock up the hockey rink immediately and have it removed in the spring. Ms. McGovern was in favor of seeing both projects done this fall. Ms. Blackburn was in favor of the DPW Supervisor's long term plan, over the next 6 months to resurface the tennis court, take down the hockey rink and improve the basketball court in the spring. Mr. Walsh suggested that he would come back to the committee at the next meeting with a few ideas for the Hockey rink.

It was the consensus of the committee to have the DPW Supervisor lock up the rink/basketball court and post a sign closed for renovations.

R #2015-126 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY AUTHORIZING THE CONTRACT FOR THE 2015 TENNIS COURT RESUFACING PROJECT FOR HILLSIDE PARK TENNIS COURTS

Ms. McGovern moved to adopt R2015-126, Mr. Walsh seconded the motion. The motion was carried by a majority roll call vote.

Ms. Blackburn, yes; Mr. Burke, abstain; Mr. Walsh yes; Ms. McGovern, yes; Mayor Lensak, yes.

COMMITTEE REPORTS

J. Burke attended the Fire Department Dinner expressed that it was a great event.

D. Blackburn spoke about the site plan review at the old Jump Lumber site.

~~She suggested the need to put aside money for the spring for Andover Day and give support to Recreation members, Jim Holmes and Gigi Regolizio.~~

She also reported that Sustainable Andover is moving along with the Rain Garden and the Green Recognition Program.

T. Walsh reported on a possible new propane business coming into town. He also commented the town is looking at a recycling grant for tables.

The Recreation Committee is offering many activities coming up, including a senior luncheon. The DPW was awarded \$150.00 from the JIF, which will go toward safety goggles for DPW. He also spoke about the misinformation given in an article on NJ.com, which reported, Andover Township to have a high rate of addiction and drug problem. He commented that the misinformation was reported based on the zip code, which encompasses neighboring towns and not Andover Township.

Ms. McGovern agreed that there is often a misunderstanding because of the zip codes. Newton, Lafayette, and Andover Borough all share zip codes, which leads to confusion.

She also mentioned that the seniors requested that our tax collector speak at their upcoming meeting on Monday, September 21, at 1pm.

Pending Litigation:

1. ***COAH Litigation***
2. ***Purpura V. GOV. CHRISTIE et al.***
3. ***Center for Prevention & Counseling***
4. ***Tort Claim – Estate of Ronald Neal***

The committee returned to public session from executive session at 9:48pm.

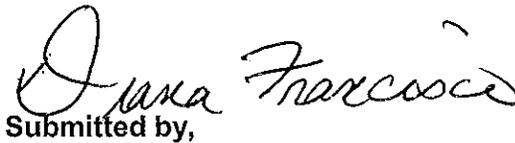
There was no action taken.

ADJOURNMENT

With no further business, Mr. Walsh moved to adjourn the meeting at 9:49pm., Ms. McGovern seconded, motion carried with all in favor.



Michael Lensak, Mayor



Submitted by,

Diana Francisco, RMC/CMR
Deputy Clerk

TOWNSHIP OF ANDOVER

MOTION FOR EXECUTIVE SESSION

BE IT RESOLVED by the Township Committee of the Township of Andover on the 14th day of September, 2015, that:

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

Personnel Matters:

1. *Administration/Clerk's Office-Positions*
- 2.

Contract Negotiations:

1. *Police Dispatchers Union Contract Renewal*
2. *Sanitation and Recycling Contract*
3. *T-Mobile Lease*

Attorney-Client Privilege:

1. *Green Acres Program 1902-13-096 and 1902-03-051*
- 2.

Potential Litigation:

1. *Botello Matter*

Pending Litigation:

1. *COAH Litigation*
2. *Purpura v. Gov. Christie*
3. *Tort Claim-Estate of Ronald Neal*
4. *Center for Prevention and Counseling*
- 5.

- () 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: September 14, 2015

Moved: Mr. Walsh
Voted Aye: All
Voted Nay: None
Abstained: None

Seconded: Ms. McGovern

ANDOVER TOWNSHIP
TAX DEPARTMENT
INTER-OFFICE MEMORANDUM

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

August collections: \$4,361,316.22 (see attached)

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

	<u>2014</u>	<u>2015</u>
January	\$ 1,598,817.75	\$ 1,418,450.96
February	3,319,347.34	3,618,961.74
March	117,596.06	188,382.54
April	881,462.54	912,268.52
May	4,176,555.58	3,906,999.46
June	112,731.58	154,227.17
July	884,073.61	1,030,059.92
August	4,409,396.35	4,361,316.22
Year to date	\$15,499,980.81	\$15,590,666.53

Delinquent prior year	\$ 135,813.62	(46 accounts, eligible for tax sale 10/6/15)
Delinquent current year	474,603.42	(205 accounts)
<i>Total Delinquent</i>	\$ 610,417.04	



Range: Block: First to Last
 Lot:
 Qual:
 Range of Codes: First to Last
 Range of Batch Ids: First to Last
 Range of Spec Tax Codes: First to Last
 Payment Type Includes: Tax: Y Sp Charges: Y Lien: Y Sp Assmnt: Y
 Misc: Y
 Payment Method Includes: Cash: Y Check: Y Credit: Y Range of Installment Due Dates: First to Last
 Print Miscellaneous w/Block/Lot/Qual: N Print Only Miscellaneous w/Block/Lot/Qual: N
 Range of Years: First to 2016
 Range of Periods: 1 to 12
 Range of Dates: 08/01/15 to 08/31/15
 Print Ref Num: N

Code Description	Count	Arrears/Other	Principal			Interest	Total
			2014	2015	2016		
001 TAX PAYMENT	2268	0.00	18,401.22	4,308,308.51	15,930.67	6,828.52	4,349,468.92
026 TAX SUB PAYMENTS	8	0.00	0.00	11,605.96	0.00	91.34	11,697.30
Tax Payments	2276	0.00	18,401.22	4,319,914.47	15,930.67	6,919.86	4,361,166.22
021 TAX SALE AD/MAIL FEE	1	150.00	0.00	0.00	0.00	0.00	150.00
Misc Payments	1	150.00	0.00	0.00	0.00	0.00	150.00
Payments Total:	2277	150.00	18,401.22	4,319,914.47	15,930.67	6,919.86	4,361,316.22
NSF Reversals Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
Total:	2277	150.00	18,401.22	4,319,914.47	15,930.67	6,919.86	4,361,316.22

Total Cash: 6,511.49
 Total Check: 4,354,804.73
 Total Credit: 0.00

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

	Beginning Balance	Cash Receipts	Disbursements	Ending Balance
Current Fund	\$ 1,660,603.91	\$ 4,775,194.01	\$ 4,313,470.02	\$ 2,122,327.90
Current Fund - Investment	\$ 122,555.46	\$ 41.64	\$	\$ 122,597.10
Capital Fund	\$ 289,444.64	\$ 130,128.39	\$	\$ 419,573.03
Capital Fund - Investment	\$ 180,626.88	\$ 61.37	\$	\$ 180,688.25
Dog Trust Fund	\$ 837.36	\$ 65.30	\$ 6.00	\$ 896.66
COAH Trust Fund	\$ 16,303.61	\$ 5.54	\$	\$ 16,309.15
Open Space Trust Fund	\$ 179,681.66	\$ 48,387.26	\$ 1,735.00	\$ 226,333.92
Escrow Trust Fund	\$ 378,358.03	\$ 25,727.94	\$ 5,523.89	\$ 398,562.08
Developers Escrow Accounts	\$ 83,261.11	\$	\$	\$ 83,261.11
Net Payroll Account	\$ 15.91	\$ 141,519.43	\$ 141,517.12	\$ 18.22
Agency Payroll Account	\$ 12,278.53	\$ 107,593.20	\$ 94,980.62	\$ 24,891.11
Sustainable Andover	\$ 4,638.16	\$	\$	\$ 4,638.16
SUI Trust Account	\$ 5,351.04	\$ 1.82	\$	\$ 5,352.86
Totals	\$ 2,933,956.30	\$ 5,228,725.90	\$ 4,557,232.65	\$ 3,605,449.55

Youna Maguire
Submitted by _____ Date September 10, 2015

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

RESOLUTION #R2015-113

RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO AUTHORIZE THE ANNUAL SICK LEAVE BUYBACK OPTION TO SUPERVISOR OF PUBLIC WORKS DARREN DICKINSON FOR 2015

WHEREAS, Chapter 115-11b "Sick Leave" of the Code of the Township of Andover states (b) Annual buyback. Any employee who is not subject to a collectively negotiated agreement ("noncontractual employee") shall be entitled to sell accumulated sick time back to the Township as provided herein. Any noncontractual employee may annually sell back to the Township any accrued unused sick time in his/her bank in excess of 75 days, in an amount not to exceed \$5,000. A noncontractual employee(s) must maintain at least 75 days in his/her sick bank. Sick days sold back shall be compensated at a rate of 75% of the employee's then-current per diem rate. Requests for sick time buyback must be submitted to the Administrator no later than September 1 of each year. If the request is accepted by the Township Committee, then payment shall be made on the first regular payday of November. [Added 9-26-2006 by Ord. No. 2006-23]; and,

WHEREAS, in his memo dated August 24, 2015, Supervisor of Public Works Darren Dickinson notified the Clerk/Administrator requesting 145 hours of sick leave be used for the annual buyback, the dollar amount totaling \$4,972.65 ; and

WHEREAS, in accordance with the ordinance, this request leaves Mr. Dickinson with a sick leave balance of 631 hours; and,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Andover, County of Sussex and State of New Jersey to authorize the Sick Leave Annual Buyback option to Darren Dickinson as so requested for a total of 145 hours totaling \$4,972.65 payable on the first regular payday of November; and,

BE IT FURTHER RESOLVED, that certified copies of this Resolution be forwarded to Supervisor of Public Works Dickinson, the Township Administrator, the Finance Department and the Township Auditor 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 Sept. 14, 2015.



Diana Francisco, R.M.C.
Deputy Clerk

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

RESOLUTION #R2015-114

RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO AUTHORIZE THE ANNUAL SICK LEAVE BUYBACK OPTION TO PUBLIC WORKS REPAIRER MARK W. BIRD FOR 2015

WHEREAS, as a contract proposal to the Township of Andover from Local 81427 IUE-CWA, Proposal #6 states "any Road Department employee that has accrued a minimum of seventy-five (75) sick days may sell back any balance above seventy-five (75) days, not to exceed \$5000 per year. Request for buyback must be submitted by September 1st of that year. Payment will be made in the first regular pay of November. The rate of pay will be seventy-five percent (75% per day).

WHEREAS, in his memo dated August 24, 2015, Mr. Bird notified the Clerk/Administrator requesting 140 hours of sick leave be used for the annual buyback, the dollar amount totaling \$2605.05, ; and

WHEREAS, in accordance with the contract, this request leaves Mr. Bird with a sick leave balance of 608 hours; and,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Andover, County of Sussex and State of New Jersey to authorize the Sick Leave Annual Buyback option to Mark W. Bird as so requested for a total 140 hours totaling \$2605.05 payable on the first regular payday of November; and,

BE IT FURTHER RESOLVED, that certified copies of this Resolution be forwarded to Public Works Repairer Mark W. Bird, the Township Administrator, the Finance Department and the Township Auditor 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 September 24, 2015.



Diana Francisco, RMC
Deputy Clerk

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

RESOLUTION #R2015-115

RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO AUTHORIZE THE ANNUAL SICK LEAVE BUYBACK OPTION TO ADMINISTRATIVE ASSISTANT ROBYN HATTERSLEY FOR 2015

WHEREAS, Chapter 115-11b "Sick Leave" of the Code of the Township of Andover states (b) *Annual buyback*. Any employee who is not subject to a collectively negotiated agreement ("noncontractual employee") shall be entitled to sell accumulated sick time back to the Township as provided herein. Any noncontractual employee may annually sell back to the Township any accrued unused sick time in his/her bank in excess of 75 days, in an amount not to exceed \$5,000. A noncontractual employee(s) must maintain at least 75 days in his/her sick bank. Sick days sold back shall be compensated at a rate of 75% of the employee's then-current per diem rate. Requests for sick time buyback must be submitted to the Administrator no later than September 1 of each year. If the request is accepted by the Township Committee, then payment shall be made on the first regular payday of November. [Added 9-26-2006 by Ord. No. 2006-23]; and,

WHEREAS, in her memo dated August 25, 2015, Administrative Assistant Robyn Hattersley notified the Deputy Municipal Clerk requesting 85.25 hours of sick leave be used for the annual buyback, the dollar amount totaling \$ 1620.68 and

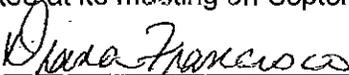
WHEREAS, in accordance with the ordinance, this request leaves Ms. Hattersley with a sick leave balance of 525 hours; and,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Andover, County of Sussex and State of New Jersey to authorize the Sick Leave Annual Buyback option to Administrative Assistant Robyn Hattersley as so requested for a total of 85.25 hours totaling \$1620.68 payable on the first regular payday of November; and,

BE IT FURTHER RESOLVED, that certified copies of this Resolution be forwarded to, the Assistant Municipal Clerk, the Finance Department and the Township Auditor for their records.

CERTIFICATION

I, Diana Francisco, RMC/CMR, Deputy Municipal 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 September 14, 2015.



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

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

RESOLUTION #R2015-116

RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO AUTHORIZE THE ANNUAL SICK LEAVE BUYBACK OPTION TO POLICE OFFICER RICHARD THEN FOR 2015

WHEREAS, In accordance to the Fraternal Order of Police Andover Lodge No. 177 Agreement with the Township of Andover, Article IX "Sick Leave", Section G. Sick Time Buyback states *Any officer that has accrued a minimum of seventy-five (75) sick days may sell back any balance above the seventy-five (75) days, not to exceed \$5000 per year. Request for buyback must be submitted by September 1st of that year. Payment will be made in the first regular pay of November. The rate of pay will be at seventy-five percent (75%) per day.*

WHEREAS, in his memo dated August 27, 2015, Police Officer Richard Then notified the Clerk/Administrator requesting 120 hours of sick leave be used for the annual buyback, the dollar amount totaling \$4147.20; and

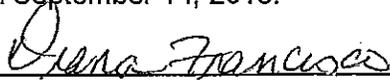
WHEREAS, in accordance with the FOP Contract, this request leaves Police Officer Then with a sick leave balance of 940 hours; and,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Andover, County of Sussex and State of New Jersey to authorize the Sick Leave Annual Buyback option to Police Officer Then as so requested for a total of 120 hours totaling \$4147.20 payable on the first regular payday of November; and,

BE IT FURTHER RESOLVED, that certified copies of this Resolution be forwarded to Police Officer Then, the Township Administrator, the Finance Department and the Township Auditor 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 September 14, 2015.



Diana Francisco, R.M.C.
Deputy Clerk

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

RESOLUTION #R2015-117

RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO AUTHORIZE THE ANNUAL SICK LEAVE BUYBACK OPTION TO POLICE SERGEANT BRIAN KITHCART FOR 2015

WHEREAS, In accordance to the Fraternal Order of Police Andover Lodge No. 177 Agreement with the Township of Andover, Article IX "Sick Leave", Section G. Sick Time Buyback states *Any officer that has accrued a minimum of seventy-five (75) sick days may sell back any balance above the seventy-five (75) days, not to exceed \$5000 per year. Request for buyback must be submitted by September 1st of that year. Payment will be made in the first regular pay of November. The rate of pay will be at seventy-five percent (75%) per day.*

WHEREAS, in his memo dated August 24, 2015, Police Sergeant Brian Kithcart notified the Clerk/Administrator requesting 135 hours of sick leave be used for the annual buyback, the dollar amount totaling \$4992.64; and

WHEREAS, in accordance with the FOP Contract, this request leaves Sergeant Kithcart with a sick leave balance of 927 hours; and,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Andover, County of Sussex and State of New Jersey to authorize the Sick Leave Annual Buyback option to Sgt. B. Kithcart as so requested for a total of 135 hours totaling \$4992.64 payable on the first regular payday of November; and,

BE IT FURTHER RESOLVED, that certified copies of this Resolution be forwarded to Sgt. Brian Kithcart, the Township Administrator, the Finance Department and the Township Auditor 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 September 14, 2015.



Diana Francisco, R.M.C.
Deputy Clerk

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

RESOLUTION #R2015-118

RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO AUTHORIZE THE ANNUAL SICK LEAVE BUYBACK OPTION TO POLICE OFFICER JASON MILLS FOR 2015

WHEREAS, In accordance to the Fraternal Order of Police Andover Lodge No. 177 Agreement with the Township of Andover, Article IX "Sick Leave", Section G. Sick Time Buyback states *Any officer that has accrued a minimum of seventy-five (75) sick days may sell back any balance above the seventy-five (75) days, not to exceed \$5000 per year. Request for buyback must be submitted by September 1st of that year. Payment will be made in the first regular pay of November. The rate of pay will be at seventy-five percent (75%) per day.*

WHEREAS, in his memo dated August 24, 2015, Police Officer Jason Mills notified the Clerk/Administrator requesting 130 hours of sick leave be used for the annual buyback, the dollar amount totaling \$4577.63; and

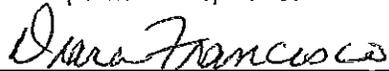
WHEREAS, in accordance with the FOP Contract, this request leaves Police Officer Mills with a sick leave balance of 935 hours; and,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Andover, County of Sussex and State of New Jersey to authorize the Sick Leave Annual Buyback option to Police Officer Mills as so requested for a total of 130 hours totaling \$4577.63 payable on the first regular payday of November; and,

BE IT FURTHER RESOLVED, that certified copies of this Resolution be forwarded to Police Officer Mills, the Township Administrator, the Finance Department and the Township Auditor 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 September 14, 2015.



Diana Francisco, R.M.C.
Deputy Clerk

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

RESOLUTION #R2015-119

RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO AUTHORIZE THE ANNUAL SICK LEAVE BUYBACK OPTION TO POLICE SERGEANT ROD MOSNER FOR 2015

WHEREAS, In accordance to the Fraternal Order of Police Andover Lodge No. 177 Agreement with the Township of Andover, Article IX "Sick Leave", Section G. Sick Time Buyback states *Any officer that has accrued a minimum of seventy-five (75) sick days may sell back any balance above the seventy-five (75) days, not to exceed \$5000 per year. Request for buyback must be submitted by September 1st of that year. Payment will be made in the first regular pay of November. The rate of pay will be at seventy-five percent (75%) per day.*

WHEREAS, in his memo dated August 24, 2015, Police Sergeant Rod Mosner notified the Clerk/Administrator requesting 130 hours of sick leave be used for the annual buyback, the dollar amount totaling \$4848.68; and

WHEREAS, in accordance with the FOP Contract, this request leaves Sergeant Mosner with a sick leave balance of 900 hours; and,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Andover, County of Sussex and State of New Jersey to authorize the Sick Leave Annual Buyback option to Sergeant Mosner as so requested for a total of 130 hours totaling \$4848.68 payable on the first regular payday of November; and,

BE IT FURTHER RESOLVED, that certified copies of this Resolution be forwarded to Sergeant Mosner, the Township Administrator, the Finance Department and the Township Auditor 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 its meeting on September 14, 2015.



Diana Francisco, R.M.C.
Deputy Clerk

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

RESOLUTION #R2015-120

RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX
AND STATE OF NEW JERSEY SUPPORTING THE
"DRIVE SOBER OR GET PULLED OVER 2015 STATEWIDE CRACKDOWN"

Whereas, impaired drivers on our nation's roads kill someone every 30 minutes, 50 people per day, and almost 18,000 people each year; and

Whereas, 38% of motor vehicle crashes nationwide in 2014 were alcohol-related; and

Whereas, an enforcement crackdown is planned to combat impaired driving; and

Whereas, the summer season and the Labor Day holiday in particular are traditionally times of social gatherings which include alcohol; and

Whereas, the State of New Jersey, Division of Highway Traffic Safety, has asked law enforcement agencies throughout the state to participate in the *Drive Sober or Get Pulled Over 2015 Statewide Crackdown*; and

Whereas, the project will involve increased impaired driving enforcement from August 21 through September 7, 2015; and

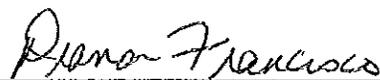
Whereas, an increase in impaired driving enforcement and a reduction in impaired driving will save lives on our roadways;

Therefore, be is resolved that the Township Committee of the Township of Andover, County of Sussex and State of New Jersey declares it's support for the *Drive Sober or Get Pulled Over 2015 Statewide Crackdown* from August 21 through September 7, 2015 and pledges to increase awareness of the dangers of drinking and 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, 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 September 14, 2015.



Diana Francisco, R.M.C.
Deputy Clerk

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

RESOLUTION #R2015-121

RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO AUTHORIZE THE ANNUAL SICK LEAVE BUYBACK OPTION TO POLICE OFFICER/DETECTIVE ROBERT YOUNGS FOR 2015

WHEREAS, In accordance to the Fraternal Order of Police Andover Lodge No. 177 Agreement with the Township of Andover, Article IX "Sick Leave", Section G. Sick Time Buyback states *Any officer that has accrued a minimum of seventy-five (75) sick days may sell back any balance above the seventy-five (75) days, not to exceed \$5000 per year. Request for buyback must be submitted by September 1st of that year. Payment will be made in the first regular pay of November. The rate of pay will be at seventy-five percent (75%) per day.*

WHEREAS, in his memo dated August 24, 2015, Police Officer/Detective Robert Youngs notified the Clerk/Administrator requesting 130 hours of sick leave be used for the annual buyback, the dollar amount totaling \$4731.68; and

WHEREAS, in accordance with the ordinance, this request leaves Officer/Detective Mosner with a sick leave balance of 850 hours; and,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Andover, County of Sussex and State of New Jersey to authorize the Sick Leave Annual Buyback option to Robert Youngs as so requested for a total of 130 hours totaling \$4731.68 payable on the first regular payday of November; and,

BE IT FURTHER RESOLVED, that certified copies of this Resolution be forwarded to Officer/Det. Youngs, the Township Administrator, the Finance Department and the Township Auditor 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 its meeting on September 14, 2015.



Diana Francisco, R.M.C.
Deputy Clerk

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

RESOLUTION #R2015-122

RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO AUTHORIZE THE ANNUAL SICK LEAVE BUYBACK OPTION TO POLICE CHIEF ERIC DANIELSON FOR 2015

WHEREAS, In accordance to the Fraternal Order of Police Andover Lodge No. 177 Agreement with the Township of Andover, Article IX "Sick Leave", Section G. Sick Time Buyback states *Any officer that has accrued a minimum of seventy-five (75) sick days may sell back any balance above the seventy-five (75) days, not to exceed \$5000 per year. Request for buyback must be submitted by September 1st of that year. Payment will be made in the first regular pay of November. The rate of pay will be at seventy-five percent (75%) per day.*

WHEREAS, in his memo dated August 31, 2015, Police Chief Eric Danielson notified the Clerk/Administrator requesting 90 hours of sick leave be used for the annual buyback, the dollar amount totaling \$4381.43; and

WHEREAS, in accordance with the FOP Contract, this request leaves Chief Danielson with a sick leave balance of 1142 hours; and,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Andover, County of Sussex and State of New Jersey to authorize the Sick Leave Annual Buyback option to Chief Danielson as so requested for a total of 90 hours totaling \$4381.43 payable on the first regular payday of November; and,

BE IT FURTHER RESOLVED, that certified copies of this Resolution be forwarded to Chief Danielson, the Township Administrator, the Finance Department and the Township Auditor 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 September 14, 2015


Diana Francisco, R.M.C.
Deputy Clerk

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

RESOLUTION #R2015-125

RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO AUTHORIZE THE ANNUAL SICK LEAVE BUYBACK OPTION TO POLICE DISPATCHER DANIEL CRATER FOR 2015

WHEREAS, In accordance to the Fraternal Order of Police Andover Lodge No. 177 Agreement with the Township of Andover, Article IX "Sick Leave", Section G. Sick Time Buyback states *Any officer that has accrued a minimum of seventy-five (75) sick days may sell back any balance above the seventy-five (75) days, not to exceed \$5000 per year. Request for buyback must be submitted by September 1st of that year. Payment will be made in the first regular pay of November. The rate of pay will be at seventy-five percent (75%) per day.*

WHEREAS, in his memo dated September 1, 2015, Police Dispatcher Daniel Crater notified the Deputy Clerk requesting 200 hours of sick leave be used for the annual buyback, the dollar amount totaling \$4017.00; and

WHEREAS, in accordance with the Dispatcher Contract, this request leaves Dispatcher Crater with a sick leave balance of 948 hours; and,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Andover, County of Sussex and State of New Jersey to authorize the Sick Leave Annual Buyback option to Dispatcher D. Crater as so requested for a total of 200 hours totaling \$4017.00 payable on the first regular payday of November; and,

BE IT FURTHER RESOLVED, that certified copies of this Resolution be forwarded to Dispatcher Crater, the Township Administrator, the Finance Department and the Township Auditor 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 September 14, 2015.



Diana Francisco, R.M.C.
Deputy Clerk

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

RESOLUTION #R2015-126

RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY AUTHORIZING THE CONTRACT FOR THE 2015 TENNIS COURT RESURFACING PROJECT FOR HILLSIDE PARK TENNIS COURTS

WHEREAS, the Township solicited proposals for the Tennis Court Resurfacing for the Tennis Courts at Hillside Park, and

WHEREAS, the Township received three (3) proposals for the performance of said work; and

WHEREAS, Sport Builders Inc., 4401 Perkiomen Ave. Reading PA, 19606 submitted the lowest proposal to provide the aforesaid services to Andover Township at a total cost of \$17,400.00 which proposal is attached hereto as Exhibit A; and

WHEREAS, the Supervisor of Public Works is satisfied with the proposal submitted by Sport Builders Inc. as the lowest responsible quote ; 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 Sport Builders Inc., in accordance with the proposal attached hereto as Exhibit A; and

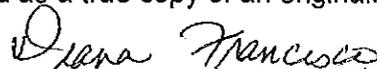
WHEREAS, the Chief Financial Officer of the Township of Andover has certified that sufficient Open Space funds are available for this purpose.

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 Tennis Court Resurfacing at the Hillside Park, is hereby awarded to Sport Builders, 4401 Perkiomen Ave. Reading PA 19606, and the Mayor and Township Clerk are hereby authorized and directed to execute a contract with Sport Builders Inc., in accordance with its proposal, for the total contract price of \$17,400.00.
2. This Resolution shall take effect immediately.

Adopted: Sept. 14, 2015

Adopted this 14th day of Sept., 2015 and certified as a true copy of an original.



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

1902 Andover Township - County of Sussex



Select your local Government unit by pressing the triangle

Budget Amendment Certification Form, Appropriations Offset by Revenue

Counties/Municipalities (NJSA 40A:4-87) or Fire Districts (NJSA 40A:14-78.5)

Resolution Date: 9/14/2015

Resolution # 2015-123

Muni Code 1902 Organization Name 1902 Andover Township - County of Sussex

Fiscal Year 2015 Calendar Year State Fiscal Year Transitional year

Revenue Description Title FEMA - Federal Emergency Management Agency Amount \$ 198,201.00

Appropriation Description Title FEMA - Federal Emergency Management Agency Amount \$ 211,890.00
3 Permanent Natural Gas Generators

Local Match Capital Improvement Fund Amount \$ 13,689.00

Municipalities and Counties only	<u>Chapter 85 - Title and Text</u>	
Appropriation (From) Title		Amount
Appropriation (To) Title		Amount

By electronic transmittal of this form the County Clerk of the Board/Municipal Clerk/Fire District Executive Director certify that this resolution, reference above and included as an attachment with this form, is a true resolution and was properly adopted by the respective governing body

By electronic transmittal of this form the County/Municipality CFO or the Fire District Accountant certifies that this revenue has been realized and/or is in receipt of written notification from the funding source cited in the resolution and included as an attachment with this form and that the revenue/appropriation identified above meets all statutory requirements and that the Annual Operating Budget has been amended to include this item of revenue/appropriation.

By checking this box, I am swearing that the above statement is true. (The Email function will not work until you acknowledge the above statement as true)

Diana Francisco
County Clerk of the Board, Municipal Clerk, or Fire District Director

Deputy Clerk, RMC
Title of Certifying Officer

dfrancisco@andovertwp.org
Email Address

973-383-4280 x 223
Telephone Number

Gail D Magura
County/Municipal CFO or Fire District Accountant

CFO
Title of Certifying Officer

cfo@andovertwp.org
Email Address

973-383-4280 x 258
Telephone Number

Approval is hereby given to the cited resolution adopted by the governing body pursuant to N.J.S.A.40A: 4-87

For Director, Division of Local Government Services by: New

Approved Date: _____
Duly Appointed Designee