

## ANDOVER TOWNSHIP COMMITTEE MEETING MINUTES

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

NOVEMBER 23, 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 6:38 P.M. by Mayor Lensak, followed by a salute to the flag.

**ROLL CALL:** Present: D. Blackburn, J Burke, J. McGovern, T. Walsh, Mayor M. Lensak

Also, present were Attorney Semrau, and Diana Francisco, Deputy Clerk

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

### **EXECUTIVE SESSION:**

*Mayor Lensak requested to amend the executive session agenda to add Hudson Farms under the heading of Attorney Client Privilege. Ms. Mc govern moved to go into executive session to discuss the following matters with the amendment, Mr. Burke seconded the motion. The motion was carried with all in favor.*

#### **Personnel Matters:**

1. DPW STAFFING
2. POLICE DEPARTMENT POLICY MANUAL

#### **Contract Negotiations:**

1. Police Dispatchers Union Contract Negotiations
2. DPW Union Contract Negotiations

#### **Attorney-Client Privilege:**

1. Hudson Farms (as amended)

#### **Pending Litigation:**

1. Center for Prevention & Counseling

The Committee went into executive session at 6:38 P.M. Mr. Walsh moved to adjourn executive session at 7:37 P.M., seconded by Ms. McGovern and carried unanimously.

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**REGULAR MEETING**

**APPROVAL OF THE AGENDA**

Mayor Lensak requested a motion to amend the regular agenda to include:

**Ord #2015-15 RESOLUTION TO PURCHASE ADDITIONAL EQUIPMENT FOR INSTALLATION ON FIRE TRUCK, FOR THE TOWNSHIP OF ANDOVER AND TO PROVIDE THE FUNDING THEREOF**  
and,

**R#2015-140 RESOLUTION OF THE TOWNSHIP OF ANDOVER COUNTY OF SUSSEX, STATE OF NEW JERSEY AUTHORIZING THE SALE OF CERTAIN LANDS AND PROPERTIES WHICH ARE NO LONGER NEEDED FOR PUBLIC USE BY THE TOWNSHIP**

Ms. Blackburn moved to approve the general agenda as amended, Mr. Walsh seconded and the motion was carried with all in favor.

**APPROVAL OF CONSENT**

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

**\*CONSENT AGENDA:**

**\*OTHER BUSINESS:**

- 1. APPROVAL OF VOUCHERS FOR PAYMENT**
- 2. ACCEPTANCE OF CFO REPORT FOR THE MONTH OF OCTOBER 2015**

**\*APPROVAL OF MINUTES:**

- 1. SEPTEMBER 14, 2015 REGULAR SESSION MINUTES**
- 2. SEPTEMBER 14, 2015 EXECUTIVE SESSION MINUTES**

**PRESENTATION:**

**Sussex County Vocational Technical School-“Natural Resources in Conservation Program”**

Chris Halloran, Director of Guidance: Withdrew their request for use of the lower level of the Hillside Park Hall, therefor not present at meeting.

**PUBLIC PORTION**

Mayor Lensak opened the portion of the meeting.

Carla Kostelnik, Chairman of the Open Space Committee requested that the township committee consider amending the Open Space ordinance regarding clarification of duties of the Open Space Committee other than to just purchase.

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She would like to see the Open Space Ordinance have more emphasis on the ability of the Open Space committee to make recommendations to the Township Committee.

Mr. Burke once again asked if we could have a meeting with all the different groups and the community organizations to have input on what direction they would like the township to take, such as activities and how to they wish to use township property.

Diane Gillespie resident, reported that she walked the Lake Iliff trail over the weekend and noticed the bat houses were down on the ground and asked if the town was going to hang them back up and suggested they be hung higher than 10ft. She also suggested that everyone read the Open Space Plan, as it maps a blueprint for the town.

Tim Mcquade owner of Lenape Lodge expressed the difficulty he was having with the water leak on his property at Lake Lenape Lodge. The pipe belongs to Lake Lenape Water Company; it does not supply his business. The water company did come out to look at it however, they have been unable to identify or fix the leak that has now has become a major problem for his business. The mayor suggested he contact the BPU regarding this issue. He expressed his main concern is that the water company is not able to shut off that line because there is no shut off that they can find. This will soon become an emergency.

The Township Attorney explained that we do not have the jurisdiction to fix his problem, other than being supportive. They suggested that he put the water company on notice and contact the Board of Public Utilities immediately.

Seeing no other hands, the Mayor closed the public portion of the meeting.

**ORDINANCES:**      **Ord #2015-15 AUTHORIZATION TO PURCHASE ADDITIONAL EQUIPMENT FOR INSTALLATION ON FIRE TRUCK, FOR THE TOWNSHIP OF ANDOVER AND TO PROVIDE THE FUNDING THEREOF**

Mr. Walsh moved to adopt Ordinance 2015-15 on first reading. Mr. Burke seconded the motion and the motion was carried by a unanimous roll call vote.

**RESOLUTIONS:**

**R#2015-134 RESOLUTION RE-ADOPTING/AMENDING R#2015-124 AUTHORIZING AND APPOINTING ASSESSMENT COMMISSIONERS PURSUANT TO NJSA 40:56-22 FOR THE MAKING, ENFORCEMENT AND COLLECTION OF THE SPECIAL ASSESSMENT RELATING TO THE FOREST LAKES DAM REHABILITATION**

Mr. Burke moved to table the above referenced resolution. Ms. McGovern seconded with all in favor.

**R#2015-140 RESOLUTION OF THE TOWNSHIP OF ANDOVER COUNTY OF SUSSEX, STATE OF NEW JERSEY AUTHORIZING THE SALE OF CERTAIN LANDS AND PROPERTIES WHICH ARE NO LONGER NEEDED FOR PUBLIC USE BY THE TOWNSHIP**

There was discussion regarding the above referenced resolution and to authorize the Township Attorney and the Tax Assessor to go forward and establish a minimum bid. No date of the sale was established nor the minimum bid requirements.

**NEW BUSINESS:** There was no new business discussed.

**UNFINISHED BUSINESS**

**Dog Park-** There was no discussion about the Dog Park at this time.

**COMMITTEE REPORTS**

**Mr. Burke:** Reported that Fire Department's, Operation Santa will take place during the week of December 11. Ambulance report: They will be using a loaner during the five months that it will take to rehash the ambulance. He reported that Emergency Squad is moving forward with third party billing. The Lakeland Squad Christmas party is scheduled for December 1, 2015. The Squad has recruited 14 new recruits this year and eight or nine of them are in training right now.

**Ms. Blackburn:** Reported that Environmental Commission and Sustainable Andover did not meet last week, The Land Use Board had met however, there were no new application to report. She and Mr. Walsh had met with Drew Smith regarding potential development on Route 206 South. The development discussed includes ECO-Housing which are smaller units and some mixed use development.

**Ms. Mc Govern:** She reported that the new school Principal's name is Cindy Mizel. There is a meet and greet at the Long Pond School library on December 8, between 3:30 and 4:30. The Senior Christmas luncheon will be at Bella Italia on Dec. 7, 2015. She also mentioned that she had heard that the town Senior Luncheon was very successful even though she was unable to attend. The next Open Space meeting is Dec. 9 at 2pm at the Hillside House.

**Mr. Walsh** asked Ms. Gillespie to talk about the Senior Luncheon at the Farmstead. She described it as elegant and the Girl Scouts did a wonderful job greeting them. The entertainment was terrific and the food top notch. The Long Pond School cooking classes had made all the desserts for the occasion.

Mr. Walsh added the tree lighting would take place at the barn at 5:00p.m. in the park on Friday, November 26, 2015. He thanked the Recreation Committee, Eric Danielson and the DPW for their hard work. Saturday Dec. 5, is the FOP Toys for Tots Event, and on Sunday, Dec. 6, 2015, is the Children's Christmas Party. On Saturday, Dec 12, 2015 is the NYC Bus Trip, tickets and tickets are still available. If interested in fitness classes at the barn call the town hall for a schedule. Andover Recreation Soccer needs volunteers and Andover Recreation Basketball starts next week.

Mayor Lensak: Reported that Friday was stuff the bus at First Hope Bank. On December 1, 2015, Bridgeway is having an open house from 5:30 to 7:00. The extreme racing (Stickle Pond Rd) owner has set a new world record of 230 miles per hour.

**REPORT FROM THE CLERK/ADMINISTRATOR**

Reported that Toni-Lu Martin has completed the Clean Communities Certification Program, which is relatively new certification program the state is now offering.

**REPORT FROM THE MUNICIPAL ATTORNEY**

He reported that earlier in the year there was an OPRA request that went to several towns including Andover Township. The township was cooperative in trying to supply the information requested and therefore not included in the lawsuit brought about by the requestor.

He reported that the Assessor and the Revaluation Company would be in a position to talk about the first round of information and brief the governing body at the next meeting.

**NEXT SCHEDULED MEETINGS:**

**December 14, 2015**

**December 28, 2015**

**Six: 30PM Executive Session**

**7:30PM Regular Meeting**

**REORGANIZATION January 4, 2016 @6:30pm**

**ADJOURNMENT**

There being no further business, at 8:44 pm.

Ms. Blackburn moved to adjourn meeting Mr. Burke seconded; the motion was carried with all in favor.

**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 23rd day of November 2015, that:

1. Before 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. *DPW Staffing*
- 2. *Police Department Policy Manual*

**Contract Negotiations:**

- 1. *Police Dispatchers Union Contract Renewal*
- 2. *DPW Union Contract Renewal*

**Attorney-Client Privilege:**

- 1. *Hudson Farms (as Amended)*

**Pending Litigation:**

- 1. *Center for Prevention and Counseling*

- ( ) 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: November 23, 2015

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

Meeting Date: 11/23/2015 For bills from 11/10/2015 to 11/18/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
3472	2141 - DANIELLE MANGINI 13-260-58-200-100	PO 4906 11/06/15 - 11/07/15 - REFUND ESCROW RECREATION HALL - SECURITY DEP	300.00	300.00	300.00
3473	2134 - FATHER JOHN'S ANIMAL RESCUE 13-260-58-200-113	PO 4822 1 place winner donation corn hole RECREATION TRUST - HORSESHOE TOURNY	40.00	40.00	40.00
3474	1728 - LYNN RUPP 13-260-58-200-100	PO 4904 11/08/15 - REFUND ESCROW SECURITY D RECREATION HALL - SECURITY DEP	300.00	300.00	300.00
3475	1313 - PANORAMA TOURS, INC. 13-260-58-200-114	PO 4833 DEVILS/RANGERS HOCKEY GAME - BUS TR RECREATION TRUST - DEVILS BUS TRIP	250.00	250.00	250.00
TOTAL					890.00

Total to be paid from Fund 13 OTHER TRUST

890.00  
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# List of Bills - (0410101000000) CAPITAL CASH

## CAPITAL

Meeting Date: 11/23/2015 For bills from 11/10/2015 to 11/18/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
652	1870 - BEYER FORD	PO 4483 PURCHASE OF DPW DUMP TRUCK AS PER O		31,043.00	
	04-226-55-000-030	IMP AUTH - FUNDED - 2015-09 - DPW Truck	31,043.00		31,043.00
	TOTAL				31,043.00

Total to be paid from Fund 04 CAPITAL

31,043.00  
 =====  
 31,043.00

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

Meeting Date: 11/23/2015 For bills from 11/10/2015 to 11/18/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
415	1520 - WANTAGE TOWNSHIP	PO 4909 3RD QTR 2015 ANIMAL CONTROL SERVICE		2,112.50	
	12-286-56-850-215	ANIMAL CONTROL CONTRACT	2,112.50		2,112.50
	TOTAL				2,112.50
Total to be paid from Fund 12 DOG TRUST					
				2,112.50	
				=====	
				2,112.50	

### List of Bills - (181010100000) CASH - OPEN SPACE

#### Open Space Trust

Meeting Date: 11/23/2015 For bills from 11/10/2015 to 11/18/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
112	1163 - FARMSIDE LANDSCAPE, INC. 18-260-05-900-026	PO 4180 2015 TURF CARE PROGRAM - BALL FIELD OPEN SPACE - GROUNDS MAINT & REPAIRS	1,155.00	1,155.00	1,155.00
113	2128 - SPORT BUILDERS, INC 18-260-05-900-026	PO 4777 2015 TENNIS COURT RESURFACING OPEN SPACE - GROUNDS MAINT & REPAIRS	17,400.00	17,400.00	17,400.00
TOTAL					18,555.00

Total to be paid from Fund 18 Open Space Trust

18,555.00  
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18,555.00

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

Meeting Date: 11/23/2015 For bills from 11/10/2015 to 11/18/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
19304	984 - ACORN OFFICE PRODUCTS, LLC	PO 4835 VARIOUS OFFICE SUPPLIES - REF 10694		315.10	
	01-201-20-150-036	TAX ASSESSMENT OFFICE SUPPLIES	72.93		
	01-201-20-145-036	TAX COLLECTOR OFFICE SUPPLIES	25.17		
	01-201-20-130-036	FINANCE OFFICE SUPPLIES	104.96		
	01-201-20-120-036	CLERK OFFICE SUPPLIES	75.28		
	01-201-26-310-030	BUILD & GRNDS MATERIAL & SUPP	36.76		315.10
19305	67 - AIRGAS USA, LLC	PO 3639 2015 SUPPLY BLANKET - TO BE PAID PE		51.01	
	01-201-26-290-230	PUBLIC WORKS VEH REPAIR/MAIN	51.01		51.01
19306	729 - ALLIED OIL COMPANY OIL LLC	PO 4898 11/04/15 - FUEL DELIVERY - 350 GALL		587.20	
	01-201-31-460-074	UTILITY-GASOLINE & DIESEL	587.20		587.20
19307	857 - AMERIGAS PROPANE LP	PO 4899 11/04/15 - PROPANE DELIVERY - 341.9		319.74	
	01-201-31-460-069	UTILITY - HEATING PROPANE	319.74		319.74
19308	91 - ANDOVER BOARD OF EDUCATION	PO 4919 DECEMBER 2015 SCHOOL TAX PAYMENT		950,959.08	
	01-206-55-602-000	SCHOOL TAX PAYABLE	950,959.08		950,959.08
19309	99 - ANDOVER TOWNSHIP VOL FIRE DEPT	PO 4917 4TH QTR 2015 BUDGET APPROPRIATION		14,583.33	
	01-201-25-255-000	AID TO VOLUNTEER FIRE	14,583.33		14,583.33
19310	1271 - ATLANTIC TOMORROWS OFFICE CORP.	PO 4905 08/07/15 - 11/06/15 - COPIER MAINTNE		695.63	
	01-201-26-310-049	BUILD & GRNDS CONTRACTUAL	695.63		695.63
19311	1617 - BLUE DIAMOND DISPOSAL, INC.	PO 4882 OCT 2015 - TIPPING FEE RATE ADJUSTM		920.50	
	01-201-26-305-251	GARBAGE REMOVA SOLID WASTE	920.50		920.50
	01-201-26-305-251	GARBAGE REMOVA SOLID WASTE	36,500.00		36,500.00
19312	1396 - CAMPBELL FOUNDRY COMPANY, CORP.	PO 4895 07/20/15 - 08/13/15 - MULFORD ROAD		5,348.00	
	01-213-40-000-012	GRANT - APPROP RESERVES - Muliford Road	5,348.00		5,348.00

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

Meeting Date: 11/23/2015 For bills from 11/10/2015 to 11/18/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
19313	1054 - CENTRE CLEANERS, INC. 01-201-25-240-047 POLICE UNIF CLEANING	PO 3679 POLICE UNIFORM CLEANING - A/C # 383	180.75	180.75	180.75
19314	1489 - CENTURY LINK COMMUNICATIONS, INC. 01-201-31-460-076 UTILITY - TELEPHONE	PO 4902 OCT 2015 - ATPD LONG DISTANCE SERVI	20.81	20.81	20.81
19315	1619 - CLEARY, GIACOBBE, ALFIERI 01-201-20-155-141 LEGAL - LABOR COUNSEL	PO 4903 OCT 2015 - LABOR ATTORNEY LEGAL SER	837.00	837.00	837.00
19316	189 - DEMPSEY, INC. 01-201-26-290-047 PUBLIC WORKS UNIF CLEANING	PO 4873 OCT 2015 - DPW UNIFORM CLEANING SER	796.17	796.17	796.17
19317	1966 - DIRECT ENERGY BUSINESS, LLC 01-201-20-100-044 ADMIN DUES & MEMERSHP	PO 4861 Membership dues for Sussex County C	301.00	301.00	301.00
19318	990 - DORSEY & SEMRAU 01-201-20-155-134 LEGAL TOWNSHIP	PO 4883 OCT 2015 - LEGAL SERVICES - COAH MA	1,483.32	1,483.32	1,483.32
19319	213 - ELIZABETHTOWN GAS 01-201-31-460-069 UTILITY - HEATING PROPANE	PO 4884 OCT 2015 - LEGAL SERVICES - MUNICIP	4,132.00	4,132.00	5,615.32
19320	213 - ELIZABETHTOWN GAS 01-201-31-460-069 UTILITY - HEATING PROPANE	PO 4900 OCT 2015 HEATING GAS BLDG B	90.37	90.37	90.37
19321	1130 - FAMILY FORD, INC. 01-201-25-240-230 POLICE - PATROL CAR REPAIRS/MAINT.	PO 4901 OCT 2015 - HEATING GAS BLDG A	35.41	35.41	35.41
19322	1248 - FINCH FUEL OIL CO., INC. 01-201-31-460-074 UTILITY-GASOLINE & DIESEL	PO 3742 2015 PURCHASES - POLICE VEHICLE MAI	65.14	65.14	65.14
19323	1248 - FINCH FUEL OIL CO., INC. 01-201-31-460-074 UTILITY-GASOLINE & DIESEL	PO 4885 10/23/15 - FUEL DELIVERY - 250 GALL	383.63	383.63	383.63
19324	01-201-31-460-074 UTILITY-GASOLINE & DIESEL	PO 4908 11/06/15 - FUEL DELIVERY - 280 GALL	433.41	433.41	433.41
19325	01-201-31-460-074 UTILITY-GASOLINE & DIESEL		433.41	433.41	817.04

List of Bills - (0110101000002) CASH CHECKING FIRST HOPE

Current Fund

Meeting Date: 11/23/2015 For bills from 11/10/2015 to 11/18/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
19323	1722 - FRED F. SULJIC	PO 4907 2015 - ZONING OFFICER - NOV 2, 4, 9		720.00	720.00
	01-201-21-186-012	ZONING OFFICER S&W PART TIME	720.00		
19324	1980 - HARMONY IN MOTION, INC.	PO 4772 Performance by Harmony in Motion on		75.00	75.00
	01-201-28-370-221	RECREATION PROG/SP EVENTS	75.00		
19325	1806 - HELGA WALLS	PO 4886 10/09/15 - REIMBURSEMENT FOR MCAA N		30.00	30.00
	01-201-43-490-042	MUNICIPAL CRT ED & TRAINING	30.00		
19326	693 - HOME DEPOT CREDIT SERVICES	PO 3648 2015 BLANKET FOR BUILDING & GROUNDS		95.11	95.11
	01-201-26-310-026	BUILD & GRNDS MAINT & REPAIR	95.11		
19327	312 - JANET M. LEALE	PO 3641 2015 PUBLIC WORKS BLANKET - TO BE P		16.50	16.50
	01-201-26-290-299	PUBLIC WORKS MISCELLANEOUS	16.50		111.61
19328	288 - JCP&L	PO 4910 NOV 2015 - RETIREE HEALTH INSURANCE		596.45	596.45
	01-201-23-220-172	HEALTH RETIREE	596.45		
19329	294 - JOYCE COVALENCE	PO 4887 OCT 2015 - ELECTRIC SERVICES - MESS		22.02	22.02
	01-201-23-220-172	HEALTH RETIREE	22.02		
19330	2127 - KIRBY BUILT	PO 4911 NOV 2015 RETIREE & SPOUSE MEDICARE		209.80	209.80
	01-213-40-000-005	Recycling Grant - Approp.	209.80		
19331	1188 - KOCH AUTO PARTS, INC.	PO 4819 Bike Rack/Picnic Table/Benches		6,445.69	6,445.69
	01-201-26-290-230	PUBLIC WORKS VEH REPAIR/MAIN	6,445.69		
19332	307 - LAKELAND EMERGENCY SQUAD	PO 3653 2015 BLANKET FOR PARTS - PUBLIC WOR		394.37	394.37
	01-201-25-260-000	EMERG RESCUE SQUAD CONTRIB	394.37		
19333	307 - LAKELAND EMERGENCY SQUAD	PO 3707 2015 BLANKET - POLICE VEHICLE MAINT		213.99	213.99
	01-201-25-240-230	POLICE - PATROL CAR REPAIRS/MAINT.	213.99		608.36
19334	307 - LAKELAND EMERGENCY SQUAD	PO 4918 4TH QTR 2015 BUDGET APPROPRIATION		5,666.67	5,666.67
	01-201-25-260-000	EMERG RESCUE SQUAD CONTRIB	5,666.67		

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

Meeting Date: 11/23/2015 For bills from 11/10/2015 to 11/18/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
19333	1930 - LANGUAGE LINE SERVICES 01-201-43-490-028 MUNICIPAL CT./CONSULT & INTERP	PO 3683 INTERPRETOR FOR MUNICIPAL COURT - T	34.16	34.16	34.16
19334	134 - MAE BAUERLEIN 01-201-23-220-172 HEALTH RETIREE	PO 4912 NOV 2015 REITREE & SPOUSE HEALTH IN	1,353.43	1,353.43	1,353.43
19335	386 - NJ HERALD, INC. 01-201-20-120-021 CLERK ADVERTISING	PO 4888 10/30/15 - LEGAL ADS	51.00	51.00	51.00
19336	1313 - PANORAMA TOURS, INC. 01-201-28-370-223 RECREATION BUS TRIPS	PO 4576 12/12/15 - NYC BUS TRIP	585.00	585.00	585.00
19337	1299 - PITNEY BOWES, INC. 01-201-26-310-049 BUILD & GRNDS CONTRACTUAL	PO 3678 JAN - DEC 2015 POSTAGE MACHINE LEAS	210.00	210.00	210.00
19338	1686 - R & L DATA CENTERS, INC. 01-160-55-160-040 Interfund - Due from Bank - Payroll/supp	PO 4889 OCT 2015 - PAYROLL PROCESSING FEES	506.31	506.31	506.31
19339	433 - R.S. PHILLIPS STEEL, LLC 01-201-26-290-230 PUBLIC WORKS VEH REPAIR/MAIN	PO 4804 STEEL FOR REPAIRS TO SWEEPER	540.00	540.00	540.00
19340	475 - SAFETY KLEEN CORPORATION 01-201-26-290-230 PUBLIC WORKS VEH REPAIR/MAIN	PO 4837 PARTS CLEANER SERVICE	259.64	259.64	259.64
19341	2109 - SCHOOL OUTFITTERS 01-213-40-000-005 Recycling Grant - Approp.	PO 4575 Picnic Tables and Benches for Hills	11,658.00	11,658.00	11,658.00
19342	2075 - SERVICE ELECTRIC CABLE TV INC. 01-201-25-250-026 DISPATCH MAINT & REPAIR	PO 4183 2015 BLANKET FOR CABLE SERVICE AT P	5.85	5.85	5.85
19343	1116 - SPACE WILD ANIMAL FARM, INC.	PO 3654 2015 BLANKET FOR ANIMAL PICK UP - T	62.00	62.00	62.00

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

Meeting Date: 11/23/2015 For bills from 11/10/2015 to 11/18/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
19344	01-201-26-290-299	PUBLIC WORKS MISCELLANEOUS	62.00		62.00
	516 - STAPLES	PO 4872 10/28/15 - FUEL DELIVERY - 275.50 G		418.76	
	01-201-31-460-074	UTILITY-GASOLINE & DIESEL	418.76		418.76
19345	528 - STEPHEN MURRELL	PO 4913 NOV 2015 RETIREE HEALTH INSURANCE R	345.43	345.43	345.43
	01-201-23-220-172	HEALTH RETIREE			
19346	546 - SUSSEX COUNTY PLUMBING	PO 4877 PARTS FOR REPAIRS TO TOWN HALL SEPT	49.02	49.02	49.02
	01-201-26-310-026	BUILD & GRNDS MAINT & REPAIR	49.02		
19347	548 - SUSSEX COUNTY RENTAL, LLC	PO 3640 2015 SUPPLY BLANKET - PUBLIC WORKS	175.00	175.00	175.00
	01-201-26-290-299	PUBLIC WORKS MISCELLANEOUS			
	01-201-26-290-299	PO 3640 2015 SUPPLY BLANKET - PUBLIC WORKS	2.09	2.09	177.09
	01-201-26-290-299	PUBLIC WORKS MISCELLANEOUS			
19348	864 - T.A. MOUNTFORD COMPANY, INC.	PO 4838 10/19/15 - KYOCERA COPIER SERVICE C	125.00	125.00	125.00
	01-201-43-490-036	MUNICIPAL CRT OFFICE SUPPLIES	125.00		
19349	710 - TILCON NEW YORK, INC.	PO 4894 08/06/15 - MULFORD ROAD PROJECT	132,044.14	132,044.14	132,044.14
	01-213-40-000-012	GRANT - APPROP RESERVES - Mulford Road	132,044.14		
19350	1649 - TOWNSHIP OF HARDYSTON	PO 4920 4TH QTR 2015 INTERLOCAL SERVICES -	11,080.75	11,080.75	11,080.75
	01-201-21-180-028	PLANNING BRD - SHARED SERVICE - ADMIN	11,080.75		
19351	1628 - TOWNSHIP OF LAFAYETTE	PO 4915 4TH QTR 2015 CFO SHARED SERVICE	18,401.35	18,401.35	18,401.35
	01-201-20-130-029	FINANCE-SHARED SERVICES-CFO	18,401.35		
19352	1959 - TRANUNION RISK & ALTERNATIVE DATA	PO 3681 BLANKET PURCHASE ORDER - PERSON SEA	2.00	2.00	2.00
	01-201-25-240-299	POLICE MISCELLANEOUS	2.00		
19353	985 - UNIVERSAL SUPPLY GROUP, INC.	PO 4782 REPLACE HOT WATER HEARTER AT DPW	857.21	857.21	857.21
	01-201-26-310-026	BUILD & GRNDS MAINT & REPAIR	857.21		

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

Meeting Date: 11/23/2015 For bills from 11/10/2015 to 11/18/2015

Check#	Vendor	Description	Account	PO Payment	Check Total
19354	592 - VITA THOMPSON 01-201-23-220-175 VISION	PO 4890 2015 - EMPLOYEE & DEPENDENT VISION	450.00	450.00	
	01-201-23-220-173 PRESCRIPTION	PO 4891 10/22/15 - 10/26/15 - EMPLOYEE PRES	54.76	54.76	504.76
19355	173 - WALTER CURRENT, SR. 01-201-23-220-172 HEALTH RETIREE	PO 4914 NOV 2015 RETIREE & SPOUSE HEALTH IN	1,192.88	1,192.88	1,192.88
	TOTAL				1,213,987.98

Total to be paid from Fund 01 Current Fund  
1,213,987.98  
=====

**Checks Previously Disbursed**

30841806	NJ STATE HEALTH BENEFITS	NOV 2015 NJSHB PREMIUMS	86,953.45	86,953.45	11/13/2015
	Total paid from Fund 01 Current Fund		86,953.45	86,953.45	

Total for this Bills List: 1,300,941.43

ANDOVER TOWNSHIP

TAX DEPARTMENT

INTER-OFFICE MEMORANDUM

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DATE: November 2, 2015  
TO: Mayor, Committee & Administrator  
FROM: Daryn Cashin, Tax Collector  
SUBJECT: Monthly Report for October, 2015

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October collections: \$1,378,349.53 (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
September	187,840.74	203,039.01
October	1,025,134.36	1,378,349.53
Year to date	\$16,712,955.91	\$17,172,055.07

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Delinquent current year 284,597.67 (146 accounts)



Code Description	Count	Arrears/Other	Principal			Interest	Total
			2014	2015	2016		
001 TAX PAYMENT	476	0.00	813.59	1,007,105.13	12,302.88	1,289.93	1,021,511.53
026 TAX SUB PAYMENTS	63	0.00	0.00	69,243.38	0.00	5,786.38	75,029.76
901 TAX - TAX SALE	87	250.00	85,064.89	0.00	0.00	11,357.85	96,672.74
902 6% YEP PENALTY	1	0.00	1,305.12	0.00	0.00	3,181.88	4,487.00
Tax Payments	627	250.00	87,183.60	1,076,348.51	12,302.88	21,616.04	1,197,701.03
002 TAX SRCH/STATUS/REDP	1	10.00	0.00	0.00	0.00	0.00	10.00
009 RETURNED CK FEE	1	20.00	0.00	0.00	0.00	0.00	20.00
014 TAX SALE PREMIUM	9	177,800.00	0.00	0.00	0.00	0.00	177,800.00
021 TAX SALE AD/MAIL FEE	1	67.48	0.00	0.00	0.00	0.00	67.48
908 TAX SALE COST	25	0.00	0.00	0.00	0.00	2,751.02	2,751.02
Misc Payments	37	177,897.48	0.00	0.00	0.00	2,751.02	180,648.50
Payments Total:	664	178,147.48	87,183.60	1,076,348.51	12,302.88	24,367.06	1,378,349.53
NSF Reversals Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
Total:	664	178,147.48	87,183.60	1,076,348.51	12,302.88	24,367.06	1,378,349.53

Total Cash: 5,880.87

Total Check: 1,372,468.66

Total Credit: 0.00

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

ORDINANCE NO. 2015-15

AN ORDINANCE TO PURCHASE ADDITIONAL EQUIPMENT FOR INSTALLATION ON FIRE TRUCK, 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 ADDITIONAL EQUIPMENT FOR INSTALLATION ON THE FIRE TRUCK** **\$25,000.00**

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

<u>PROJECTS</u>	<u>ESTIMATED COST</u>
<b>PURCHASE OF ADDITIONAL EQUIPMENT FOR INSTALLATION ON THE FIRE TRUCK</b>	<b>\$25,000.00</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 \$25,000.00 is hereby appropriated from the Capital Improvement Fund – Fire Truck

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.

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

INTRODUCED: November 23, 2015

ADOPTED:

