

1. CALL TO ORDER

Mayor Bischoff opened the meeting at 7:00 p.m.

- 2. **“Sunshine Law” Announcement** – Adequate notice of this public meeting has been provided by the Annual Notice; posted on Union Township website, published in the Hunterdon County Democrat and Courier News; posted on the public bulletin board and on file in the Municipal Clerk’s Office.

3. FLAG SALUTE

- 4. **ROLL CALL** Present: Mr. Severino, Mr. Mazza, Mr. Hirt, Ms. McBride, Mr. Bischoff

Absent:

Others Present: J. Peter Jost, Esq., Ella Ruta Clerk

5. APPROVAL OF PRIOR MEETING MINUTES

- a. Regular Meeting and Executive Session Minutes of September 5, 2012.
Ms. McBride questioned p. 11 reference to underground tank for snack shack at Finn Road park.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			X			
Mr. Mazza			X			
Mr. Hirt	X		X			
Ms. McBride		X	X			
Mr. Bischoff			X			

Motion carried

The Mayor announced that our colleague and Special Counsel for COAH Mr. Stuart R. Koenig passed away this past Saturday and that it is a great loss not only to his family but the communities in which he served and this community in particular. There will be a memorial service this Saturday at 12:00 at the Kirkpatrick Chapel at Rutgers University and Mr. Jost and I will be attending.

6. VISITORS

- a. Annette Melovitz, 76 North Slope, Clinton, NJ a Union Township resident –Complained about excessive noise at Fireworks Display at Hunterdon Development Center on 9/7/12. Ms. Melovitz presented a statement with her concerns about the fireworks creating a safety hazard and loud noise level and the lack of notification to the community.

7. REPORTS RECEIVED

- a. Dept of Roads & Facilities – Week Ending 9/04/12
 - b. Engineer’s Report
- DOT Municipal Aid Program, grant monies possibly available for Race St. stream repair.

8. CORRESPONDENCE/WRITTEN COMMUNICATIONS

Mr. Mazza mentioned the following correspondence: None

Mr. Hirt mentioned the following correspondence: None

Ms. McBride mentioned the following correspondence:

- Mayor’s Advisory re: National Preparedness Month. I will work with Mr. Hirt to review and place some of the information on our website.
- Mayor’s Advisory re: Visit the League’s Grants Resource Center.
- Mayor’s Advisory re: NLC Webinar on New Facebook Policies. Reviewed webinar and decided not to pursue Facebook at this time. There will be a workshop session on Social Media at the League’s Annual Conference by Morris Enyeart that I will attend.

Mr. Severino mentioned the following correspondence: None

Mr. Bischoff mentioned the following correspondence:

- Mayor’s Advisory re: DCA Develops New Budget Reporting Tool. Will ask Grace Brennan to review this document and report to the Committee whether this is a good thing or not.

9. PUBLIC COMMENTS

10. OLD BUSINESS

- a. **RESOLUTION #2012** – Liquor License Renewal – Apalo Inc. t/a Perryville Inn. Tabled

11. PUBLIC HEARING

12. NEW ORDINANCE – 1ST Reading

13. NEW BUSINESS

- a. The following resolution was introduced for adoption:

**RESOLUTION #2012-120
TOWNSHIP OF UNION, HUNTERDON COUNTY
RESOLUTION TO REFUND OVERPAYMENT OF 2012 TAXES**

WHEREAS, the Tax Collector received payment from Joyce Merrigan, for \$1,684.24 for 2012 taxes on Block 11.01, Lot 22, C0006; and

WHEREAS, Joyce Merrigan has requested a refund of \$1,684.24 be sent to her,

NOW, THEREFORE, BE IT RESOLVED, on this 19th day of September, 2012, by the Township Committee of the Township of Union, Hunterdon County, State of New Jersey, as follows:

1. The Tax Collector shall reverse the duplicate payment of \$1,684.24 for 2012 taxes.
2. The CFO shall refund \$1,684.24 to Joyce Merrigan, 126 Albert Dr., Clinton, NJ 08809 from Block 11.01, Lot 22, C0006.
3. This Resolution shall take effect immediately upon adoption.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino	X		X			
Mr. Mazza			X			
Mr. Hirt			X			
Ms. McBride		X	X			
Mr. Bischoff			X			

Motion carried

b. **Motion to Approve:** Approval of CY 2012/SFY 2013 Best Practices Inventory Program

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			X			
Mr. Mazza			X			
Mr. Hirt		X	X			
Ms. McBride	X		X			
Mr. Bischoff					X	

Motion carried

14. REPORTS

a. **Attorney’s Report**

- Finn Road Park well. Spoke with author of DEP letter who responded that this letter is sent in regard to all permits in this part of the state but you should check with Highlands. I contacted Highlands who responded that the DEP approved the well.
- Meeting tomorrow with Pilot.
- Ms. McBride mentioned letter from Scott Carlson (Pilot) to Dan Van Fossen, Fire Chief to meet to discuss fire emergency plan. Will hold that until after Pilot meeting.

b. **Mayor’s Report**

- Quote “The democracy will cease to exist when you take away from those who are willing to work and give to those who would not.” Thomas Jefferson
- The Attorney and I spoke today with Lynn Lorenz, Court Administrator to see where things stood. She said not only had she received the letter Mr. Jost sent her, she and Mr. Joss had agreed with it and sent it to the AOC. The Mayor asked the Attorney to contact the AOC to push this forward for approval because it is one of the missing links.
- The Attorney spoke about the signage for Pilot.
- I requested the Attorney to rework the Pilot document and adjusted matrix.
- Mayor’s Advisory Re: A-2586 & S-1534, Exempts Private Institutions of Higher Education from MLUL Requirements. On behalf of the Committee I called our delegates, Senator Doherty, Assemblymen DeMaio and Peterson and told them of our opposition to this bill as written, for a variety of reasons, not least of which is it starts to exact other things and becomes a slippery slope.
- Matters for an Executive Session
- WQMP Hunterdon County Phase I, we have to rely on Mr. Balzano because prior maps have been incorrect. I have asked him to look into it and advise what needs to be done on our part, because we do not want to have the wrong maps.

c. **Committee Report**

Mr. Mazza reported the following:

- Requested Committee’s permission to purchase several shirts and a hat in a bright color for when he is inspecting downed trees, etc.
- I-78, exit 12 on ramp (near the Bagelsmith) going eastbound, trucks are still parking there. I checked Pilot’s parking lot and it was not full. Mayor suggested that the State Police be notified.

Mr. Hirt reported the following:

- Lisa Coster, called to thank you all and the Clerk for 5K run help and support.
- Neighbor’s tree came down on the house at 710 CR 625, owner Lisa Kapscandi.
- Material sent back to Unified Electric Energy auction.
- Attended County DPU meeting for Emergency Management Taskforce in Trenton and the heads of all the electric companies were there. Discussed a bill insert in customer electric bills with information about the procedures that happen when there is a power outage.

Ms. McBride reported the following:

- Hoffman House Phase I is completed. Phase II is the demolition of the Hoffman House and white house. All the asbestos work completed except for the chimney. Permits are at the DCA and the demolition work should take 5 to 7 days to complete. They will notify us when they start.
- Race St. Project. We received \$15,069 from FEMA and the total cost from Bob Clerico about \$108,000. to do the project. We do not want to take money out of township budget. I am going to contact the Water Supply Authority although frankly I don’t think they will help us with this project. I will contact the DEP staff who managed the 319 grant for us because this is a perfect 319 grant project for us. NJ DOT discretionary grant in the newspaper this week I asked Bob Clerico to look into it and he told me that this is a little different situation but he will contact DOT to look into it further.
- Mrs. Lingelbach will accompany me to Trenton to attend the NJ Historic Commission District hearing on October 18th about the Race St. bridge.
- I have completed about six job descriptions for various employees and I will do them all. I will forward them in small batches to the Attorney for review. After the Attorney’s review and Committee approval, I will review with the individual staff members. The job descriptions will become part of the Employee Manual.
- Budget status. Because we are very close to the edge on several budget items, with the Committee’s permission, I will talk to Grace Brennan about producing a quarterly budget status report.
- UTEC meeting. Chuck LaTournas at the last meeting put together a report on the Transco request and passed out copies to the Committee.
- Executive Session - Personnel and Contract Negotiations

Mr. Severino reported the following:

- Discussed with Clerk the email instructions to reserve Oct. 20th and obtain a copy of the contract with Assure Shred to be signed by the Mayor.

Motion: To authorize the Mayor to sign the contract with Assure Shred.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino	X		X			
Mr. Mazza			X			

Mr. Hirt			X			
Ms. McBride		X	X			
Mr. Bischoff			X			

Motion carried

RESOLUTION #2012-121

**UNION TOWNSHIP, HUNTERDON COUNTY
Part-Time Recycling Attendant; WILLIAM J. ROLL**

WHEREAS, there is a need for a part-time recycling attendant; and

WHEREAS, William Joseph Roll is qualified and has expressed an interest in same;

THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Union to hire William Joseph Roll as a part-time recycling attendant, effective September 19, 2012 at an hourly rate of \$11.18 per hour.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino	X		X			
Mr. Mazza			X			
Mr. Hirt			X			
Ms. McBride		X	X			
Mr. Bischoff			X			

Motion carried

RESOLUTION #2012-122

**UNION TOWNSHIP, HUNTERDON COUNTY
Part-Time Recycling Attendant; JOSHUA A. KLEKOVIC**

WHEREAS, there is a need for a part-time recycling attendant; and

WHEREAS, Joshua Anthony Klekovic is qualified and has expressed an interest in same;

THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Union to hire Joshua Anthony Klekovic as a part-time recycling attendant, effective September 19, 2012 at an hourly rate of \$11.18 per hour.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino	X		X			
Mr. Mazza			X			
Mr. Hirt			X			
Ms. McBride		X	X			
Mr. Bischoff			X			

Motion carried

- Received call from PTA member with a request to hold a “mock vote” for the kids on Election Day. The kids would come with their parents to the polls on Election Day and vote separately on a school issue. I advised that it would create conflicts of interests and will not be an allowable event here.

- Spoke with Lisa Coster who is involved with recycling and goes to the County SWAC meetings. The County would like to see a representative from each municipality at the meetings. The Attorney will look into the requirements and possible conflicts of interest.
- d. **Clerk’s Report** - nothing to report

15. PUBLIC COMMENTS

16. PAYMENT OF BILLS

The approved list of bills and all claims against the Township of Union as appearing in the Claims Register of this date be paid with the exception of vouchers #21227 and #18222 and that all checks listed hereinafter be issued in payment thereof.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino	X		X			
Mr. Mazza			X			
Mr. Hirt			X			
Ms. McBride		X	X			
Mr. Bischoff			X			

Motion carried

17. EXECUTIVE SESSION – Contract Negotiation and Potential Litigation

RESOLUTION #2012-123

Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12

WHEREAS, the Township Committee of the Township of Union is subject to certain requirements of the *Open Public Meetings Act*, N.J.S.A. 10:4-6, et. seq.; and

WHEREAS, the *Open Public Meetings Act*, N.J.S.A. 10-4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

WHEREAS, it is necessary for the Township Committee of the Township of Union to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

_____ *Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege:* Any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is require in order for the attorney to exercise his ethical duties as a lawyer.

2. _____ *Matters Relating to the Employment Relationship:* Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Union, assembled in Executive session on September 19, 2012, at 8:15 p.m. in the Union Township Municipal Building, 140 Perryville Road, Hampton, New Jersey, for the discussion of matters relating to the specific items designated above.

It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Township Committee that the public interest will no longer be served by such confidentiality.

8:15 pm go into executive session

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino	X		X			
Mr. Mazza			X			
Mr. Hirt			X			
Ms. McBride		X	X			
Mr. Bischoff			X			

Motion carried

At about 8:31 pm the Committee reconvened into regular session

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino	X		X			
Mr. Mazza		X	X			
Mr. Hirt			X			
Ms. McBride			X			
Mr. Bischoff			X			

Motion carried

18. ADJOURNMENT - There being no further business to come before the Township Committee at this time, Mr. Severino made a motion to adjourn. Ms. McBride seconded the motion. Motion carried by unanimous favorable roll call vote.

Meeting adjourned at approximately 8:31 p.m.

Respectfully submitted,

Ella M. Ruta, RMC

William F. Bischoff, Mayor

Prepared by: Pat Essig, Administrative Assistant