

**1. CALL TO ORDER**

Mayor Mazza called the meeting to order at 7:00 p.m.

- 1. **"Sunshine Law" Announcement**-Adequate notice of this public meeting has been provided by Amended Annual Notice; published in the Hunterdon Democrat and Courier News; posted on the public bulletin board and on file in the Municipal Clerk's Office.

**2. FLAG SALUTE**

**3. ROLL CALL**

	Present	Absent
Mr. Severino	X	
Mr. Hirt	X	
Ms. McBride	X	
Mr. Bischoff	X	
Mr. Mazza	X	

Also present: J.P. Jost, Attorney, Robert Clerico, P.E. CFO Grace Brennan and Ella M. Ruta, Twp. Clerk

**4. APPROVAL OF PRIOR MEETING MINUTES**

- a. Regular and Executive Session Meeting Minutes of May 6, 2015

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

Motion carried

**6. VISITORS**

- a. Kara Cherney – Present on behalf of several Country Acres residents. Voiced concerns about road conditions in the development. Mr. Clerico told the residents of a Road Assessment done by Mr. Hermann that documented conditions of roads in the Township.

**7. REPORTS RECEIVED** Acknowledged

- a. Road Dept.- Week Ending; 4/30/15; 5/08/15
  - b. Animal Control Officer – April 2015
  - c. Engineer's Report
- Continued report regarding Road Assessment, including which roads were being considered for repairs, cost and type of restoration. Had spoken with contractor working on Bethlehem Township roads.

Ms. McBride asked that the following motion be introduced:

**To authorize Mr. Clerico to start working on developing plans to prepare a request for quotations for improvements of various sections of Country Acres Drive.**

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

Motion carried

CFO Brennan stated that Bond Ordinance financing road improvements will not take effect until beginning of June.

Mr. Bischoff amended the above motion. Motion will be presented for approval at the next Committee meeting.

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

Motion carried

Kara Cherney, 51 Country Acres Drive, Sandy Stack, 79 Country Acres Drive, Jack Nahama, 10 Rose Hill Court, Drew Ricco, 12 Rose Hill Court, Bruce Bussell, 101 Country Acres Drive expressed their concerns about hazardous and unsafe conditions of the roads in the Country Acres Development. Mayor Mazza assured residents that the Committee is currently working on improving the roads in the Development. Engineer Clerico summarized the project. Committee members suggested checking Township’s website for current information about activities in the Township.

**8. CORRESPONDENCE / WRITTEN COMMUNICATIONS**

Mr. Bischoff reported the following correspondence:

- Municipal Court Audit Report for 2014
- Municipal Aid Grants will not be awarded to the Township this year

Ms. McBride reported the following correspondence:

- Maintenance of Drainage Detention and Easement at Wellington West Development be discussed in Executive Session

**9. PUBLIC COMMENTS**

Orest Walchuk, 9 Grove Farm Road, Wellington West spoke of the problem of maintenance of the drainage detention basin at Wellington West. He asked the Committee for assistance with legally accessing the area as its location is on private property. Mr. Jost will look into the issue.

**10. PUBLIC HEARING**

**11. OLD BUSINESS - None**

**12. NEW ORDINANCE – 1<sup>ST</sup> Reading**  
**13. NEW BUSINESS**

a. The following resolution was introduced for adoption:

**RESOLUTION #2015-66**  
**TOWNSHIP OF UNION, HUNTERDON COUNTY**  
**RESOLUTION TO REFUND REDEMPTION TO LIENHOLDER**

**WHEREAS**, Tax Sale Certificate #2012-001 was issued to US Bank Cust for Crestar Capital, in the amount of \$10,517.60; and

**WHEREAS**, US Bank Cust for Crestar Capital has paid subsequent taxes on the delinquency; and

**WHEREAS**, the lien was redeemed on May 11, 2015 in the amount of \$45,472.71 in accordance with provisions of NJSA54:5-60 et seq.; and

**NOW, THEREFORE, BE IT RESOLVED**, on this 20<sup>th</sup> day of May, 2015, by the Township Committee of the Township of Union, Hunterdon County, State of New Jersey, as follows:

1. The Treasurer issue a check in the amount of \$45,472.71 and a premium of \$11,800 for a total of \$57,272.71 payable to US Bank Cust for Crestar Capital, 50 So. 16<sup>th</sup> Street, Suite 1950, Philadelphia, PA 19102

That this resolution shall take effect immediately upon adoption.

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

Motion carried

b. The following resolution was introduced for adoption:

**RESOLUTION #2015-67**  
**TOWNSHIP OF UNION, HUNTERDON COUNTY**  
**GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT**

**WHEREAS**, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

**WHEREAS**, the Annual Report of Audit for the year **2014** has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

**WHEREAS**, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

**WHEREAS**, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled “Comments and Recommendations, and

**WHEREAS**, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled “Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

**WHEREAS**, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

**WHEREAS**, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

**WHEREAS**, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

**NOW, THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Union, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

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

Motion carried

c. The following resolution was introduced for adoption:

**RESOLUTION #2015-68  
TOWNSHIP OF UNION, HUNTERDON COUNTY  
Corrective Action Plan**

**WHEREAS**, the Annual Audit Report for the year 2014, as prepared by the Township’s Auditor, Suplee, Clooney & Company, contained “General Comments” and “Recommendations” regarding the financial practices of the Township of Union; and

**WHEREAS**, the Chief Finance Officer has prepared a Corrective Action Plan to address all issues raised by the Auditor and submitted said Plan for approval by the Governing Body.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of The Township of Union, in the County of Hunterdon and State of New Jersey that the Corrective Action Plan prepared by the Chief Finance Officer with regard to the 2014 Audit is hereby approved and adopted.

Date: May 20, 2015

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

Motion carried

d. The following resolution was introduced for adoption:

**RESOLUTION#2015- 69**

**APPOINTING ALTERNATE DEPUTY REGISTRARS OF VITAL STATISTICS**

BE IT RESOLVED, by the Township Committee of the Township of Union, County of Hunterdon, New Jersey, that the following are hereby appointed each of a one-year term ending December 31, 2015:

- Alternate Deputy Registrar of Vital Statistics – Grace Kocher
- Alternate Deputy Registrar of Vital Statistics – Grace Brennan

Date: May 20, 2015

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

Motion carried

**14. REPORTS**

**a. Attorney’s Report**

- Prepared a letter to each sewer customer located in the Township explaining new procedure for submitting payments directly to the Town of Clinton.
- Fire Dept. Ordinance - Received a telephone call from Atty. Kinney representing PVFC about proposed updates/changes to an existing ordinance dealing with a local Fire Dept. Atty. Kinney would like to contact members of the Fire Department before he gives his final approval.
- COAH matter for Executive Session
- Pilot Travel Centers Status Conference is scheduled for tomorrow night.
- Combined Land Use Code Amendments - forwarded to Atty. Anderson’s office for review. Waiting for his input before sending official copy to the Planning Board.

- Spoke with Chuck Herring at State Code Enforcement Office about waiving local clearance for certain types of replacements. He seems to be amendable to the suggestion Atty. Jost stated, but would like an official letter from the Township. Atty. Jost will prepare the letter before the next meeting.

**b. Committee Report**

Ms. McBride reported the following:

- Lieutenant Frinzi re Walsh commendation letter and Memo re Pattenburg Trailer Park – both send to the Clerk.
- Fire Departments Response Date – worked with HC Communications. Data obtained before was inaccurate due to a bug in the County’s program.
- Milligan Farm Lease – met with Mike Mathews to discuss this year’s lease and leases in the future. Would like to discuss the matter in Executive Session.
- Rain Barrel Workshop – June 8, 2015, UTEC sponsored.
- Well Testing was held on May 9, 2015. Water testing kits were sold out at 10:00 am. Additional kits will be available at the Clerk’s office.
- Grant from five years ago to plant vegetation at Milligan Farm along Sidney Brook provided for 500 trees and shrubs. Former Chairmans of UTEC, Mr. Jonas and Mr. Harclerode together with NJ Water Supply Authority went to inspect plantings. They cleaned the area, removed dead trees and plants. Thanked both of them and NJ Water Supply Authority for investing many hours to restore the area.

Mr. Bischoff reported the following:

- Quote: “When you want to help people, you tell them the truth. When you want to help yourself, you tell them what they want to hear.” – Dr. Thomas Sowell
- Municipal Court revenues are steady and enough to cover expenses.
- Nothing outstanding with regard to personnel matters.

Mr. Severino reported the following:

- Installation of additional chain link fencing around recycling area – quotes received averaged \$40 per foot for 8’ fence. We would need about 70’.
- Municipal Building air conditioning – HVAC Company came in to check AC unit located downstairs. Freon leak was found and new component was ordered. There will not be a cost to the Township because the unit is still under warranty.
- Clean Community Grant for 2015 is \$16, 219.00. Some of the funds will be used to pay for fencing of the recycling area.
- Additional problem at Exit 13 besides replacing YIELD with STOP sign is that there is a large bush planted right in front of that sign. The Clerk will contact owner of the Diner by Exit 13.

Mr. Hirt reported the following:

- As asked at the previous meeting contacted HVAC Company and scheduled an inspection/service of AC units in the municipal building. We will be receiving a cost estimate for annual maintenance of all AC units for municipal building.
- New direction signs were placed for trucks traveling eastbound trying to get to Pilot Travel Center. Mr. Hirt stated that there are not enough signs between exiting the highway and overpassing I-78 on Ruppel Rd. Big trucks are trying to turn around thinking they will go back on the highway again. Will contact NJ DOT regarding the issue.

**c. Mayor’s Report**

- Asked Atty. Jost about legality of posting “NO STOPPING NO STANDING “signs along Rt. 173 as requested by Trooper Walsh at one of prior Committee meetings. Mr. Jost will look into it.
- Attended a Meeting held by the County promoting Shared Services. Presentation had a lot of good information one of them being that the County will hold salt until municipality is ready to pick it up. Will talk to Mr. Hermann, DR&F Forman.
- Received an invitation to a Quakertown Fire Dept Drill. Attended, but was disappointed that the Pattenburg Fire Dept. was not there. Members of PVFD present at the meeting stated that the invitation was not extended to them.
- Working on scheduling a meeting between local Fire Chiefs covering Union Twp. and Township Committee.

**15. PUBLIC COMMENTS – None**

**16. PAYMENTS OF BILLS**

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

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

Motion carried

**17. EXECUTIVE SESSION**

The following Resolution introduced for adoption:

**RESOLUTION #2015-70  
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:

1. \_\_\_\_\_ Matters Required by Law to be Confidential: Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.
2. \_\_\_\_\_Matters Where the Release of Information Would Impair the Right to Receive Funds: Any matter in which the release of information would impair a right to receive funds from the Government of the United States.

3.  X  Matters Involving Individual Privacy: Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program , including but not limited to information relative to the individual’s personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.
  
4. \_\_\_\_\_Matters Relating to Collective Bargaining Agreements: Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.
  
5. \_\_\_\_\_Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds: Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.
  
6. \_\_\_\_\_Matters Relating to Public Safety and Property: Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations of possible violations of the law.
  
7.  X  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.
  
- 8  X  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.
  
9. \_\_\_\_\_Matters Relating to the Potential Imposition of a Penalty: Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party bears responsibility.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Union, assembled in public session on May 20, 2015 at 8:27 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.

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

Mr. Mazza			X			
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Motion carried

Motion to come out of Executive Session at about 9:12 p.m.

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

Motion carried

**Atty. Jost asked the following motions be introduced after the Committee came out of Executive Session:**

- a. **COAH Litigation – Authorizing Attorney Jost to contact Atty. Jeffery Surenian and indicate to them that Union Township is on board with retaining Dr. Robert Burchell to assist the Township with Declaratory Judgment Action.**

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

Motion carried

- b. **Appointing Mayor and Deputy Mayor to represent the UT Committee to assist various Fire Companies in resolving any differences they may have by meeting with them and facilitating mediation process.**

Voice 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 by unanimous favorable voice call vote.

**18. ADJOURNMENT**

There being no further business to come before the Township Committee at this time Mr. Bischoff made a motion to adjourn the meeting at 9:14 p.m. Ms. McBride seconded the motion. Motion carried by unanimous favorable roll call vote.

Prepared by: Ella M. Ruta, Municipal Clerk

Frank T. Mazza, Mayor