

MINUTES OF THE MINE HILL TOWNSHIP COUNCIL
REGULAR MEETING – MARCH 1, 2012

Township Council President Kristine Kanzenbach called the regular meeting of the Mine Hill Township Council to order at 7:30 pm and led those present in the Pledge of Allegiance.

OPEN PUBLIC MEETINGS NOTICE

Ms. Kanzenbach announced that adequate notice for this meeting had been given as required by law.

ROLL CALL: Present – Mr. Bloom; Mr. Coranato; Ms. Kanzenbach; Mr. Pepperman; Mr. Willis
Absent –
Also Present – Mr. Morris, Mayor; Mr. Thompson, Township Administrator; Mr. Bucco,
Township Attorney; Ms. Macchia, Township Clerk
Public Present – 5

COMMUNICATIONS AND PETITIONS

Ms. Kanzenbach listed the following items of communication: none to note.

ORDINANCES – Public Hearing and Adoption

Ordinance 06-12 – An Ordinance of the Township of Mine Hill, in the County of Morris, State of New Jersey Amending Ordinance No. 02-12 Fixing the Salary and Wage Ranges of Certain Officials and Employees

A motion was made by Mr. Bloom, seconded by Mr. Willis, and approved by a voice vote to open the public hearing on this ordinance.

Seeing no discussion from the Council or the Public, a motion was made by Mr. Coranato, seconded by Mr. Bloom, and approved by a voice vote to close the public hearing.

A motion was made by Mr. Bloom and seconded by Mr. Willis to adopt the ordinance. The roll was called and the Ordinance was adopted by the following vote:

Ayes: Mr. Bloom; Mr. Coranato; Ms. Kanzenbach; Mr. Pepperman; Mr. Willis

Nays: none

Absent: none

Abstentions: none

BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF MINE HILL, IN THE COUNTY OF MORRIS, NEW JERSEY AS FOLLOWS:

Section 1. Ordinance No. 02-12 Fixing the Salary and Wage Ranges of Certain Officials and Employees to establish a range for a stipend for the position of Purchasing Manager is hereby amended in the following particulars only:

Title	Salary Range
Purchasing Manager	\$2,000 - \$6,000 (stipend)

Section 2. All ranges of salaries or compensation herein above fixed shall be effective January 1, 2012. When an hourly rate is stated, payment shall be made on the basis of properly approved time sheets. All salaries shall be payable bi-weekly except for Council members, the Emergency Management Coordinator and the Elevator Subcode Official, who shall be paid quarterly.

Section 3. All Ordinances inconsistent with the Ordinance are hereby repealed.

Section 4. This ordinance shall take effect 20 days after final passage and approval by the Mayor and upon publication in the manner provided by law.

CONSIDERATION AND APPROVAL OF VOUCHERS

Bills List

It was noted that Mr. Severud's \$1,600.00 bill was added to the bills list. Mr. Bucco noted that this invoice is for items that Mr. Severud is completing rather than transferring to Mr. Bucco's office; he also noted that there is a resolution on tonight's agenda limiting Mr. Severud to \$10,000.00 for work as "Special Counsel" for this year. Mr. Morris noted that the Benkendorf litigation is completed, but that Mr. Severud will be assisting in matters where Mr. Bucco has a conflict of interest.

Mr. Willis questioned a Blue Diamond invoice. Mr. Thompson responded that this will be paid from Open Space as part of cleaning up the Canfield property.

Mr. Bloom noted the shared court costs of \$15,000.00. Mr. Thompson responded that the court is \$7,500.00 per month, so this bill is for two months.

A motion was made by Mr. Coranato and seconded by Mr. Pepperman to approve the bills list. The roll was called and the bills list was approved by the following vote:

Ayes: Mr. Bloom; Mr. Coranato; Ms. Kanzenbach; Mr. Pepperman; Mr. Willis

Nays: none

Absent: none

Abstentions: none

ADMINISTRATIVE AGENDA

Mr. Thompson noted that the old water truck has been disposed of and the Township has been paid \$0.12/pound for the scrap metal. Mr. Thompson walked the mine area with Mr. Morris and they have discussed plans to remediate it; the mining engineer is confident that the ball field can be reclaimed. Mr. Thompson also noted that the County has approved putting Gillen Street into the waste water management system; the project is moving forward, albeit slowly.

Mr. Morris reported that he met with beach directors and the kids that work there to gain perspective regarding the beach operation. Mr. Morris would like to meet with the two Council Members appointed to the beach to discuss matters further.

Mr. Morris discussed briefly plans to have a requirement for the Administration to provide financial reports to the Council codified to build a legacy of transparency. He also noted updates in IT.

The Township has received a request from the Dover Court to add Victory Gardens to the Court system. Mr. Bucco has reviewed our contract and finds that the Township should see a cost reduction if new members join; however the letter that was received from Dover says otherwise. Mr. Thompson is following up.

REPORTS OF STANDING AND SPECIAL COMMITTEES

School Board Committee

No report.

Recreation Committee

No report.

Fire Department / First Aid Squad Committee

Mr. Pepperman reported that the Fire Dept. dinner is coming up and that the First Aid dinner was held last week.

Police

Mr. Pepperman reported that the Wharton Police Dept. decided to use Nixel instead of Swift Reach as their emergency notification system.

OPEN TO THE PUBLIC

John Paschal, 35 Thomastown Road

Mr. Paschal asked for feedback from the Council as to what they would like to see his property become. He is willing to entertain plans to develop it as well as plans to preserve it in Farmland Preservation or Open Space. The Council will think on the matter and discuss more with him in the future. Mr. Paschal noted that if the property is farmland preserved, one of his ideas is to operate a garden co-op where residents can rent plots to garden. Farmland preservation would be his preference for the future of the property.

RESOLUTIONS AND MOTIONS

Following discussion, the consensus of opinion of the Council was to entertain the resolution for a 2.5% salary increase for the non-union full time Township employees.

Resolution 028-12 Approval of Employee Salaries (2.5% Increase)

A motion was made by Ms. Kanzenbach and seconded by Mr. Pepperman to introduce the resolution.

Seeing no discussion from the Council or the Public, the roll was called and the resolution failed by the following vote:

Ayes: Mr. Bloom; Mr. Pepperman; Ms. Kanzenbach

Nays: Mr. Coranato; Mr. Willis

Absent: none

Abstentions: none

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BE IT RESOLVED by the Mine Hill Township Council as follows:

Section 1: The salaries and wages of the following employees of the Township of Mine Hill for the Calendar Year 2012 shall be and are hereby fixed as follows:

Title	Name	2012 Salary
Administrator - Part-time	Albert R. Thompson	\$38,000.00
Township Clerk	Amanda Macchia	\$40,000.00
Administrative Clerk	Mary Williams	\$28,928.00
Secretary/Board of Adjustment	Mary Williams	\$2,000.00
Recording Clerk/Planning Board	Mary Williams	\$2,000.00
Admin Clerk/Planning Board	Mary Williams	\$2,000.00
Deputy Registrar of Vital Statistics	Mary Williams	\$562.00
Construction Secretary	Mary Williams	\$7,360.00
Chief Financial Officer	Janice Congleton	\$14,009.70
Treasurer	Janice Congleton	\$35,024.25
Human Resource Director	Janice Congleton	\$2,000.00
Tax Assessor	Joseph Ferraris	\$20,724.00
Tax Collector	Judy O'Brien	\$26,137.50
Part-time Clerical	Fran Fritschie	\$15.50 per hour
Part-time Building Subcode Official	Sean Donlon	\$6,000.00
Part-time Plumbing Subcode Official	Ed Buccieri	\$11,500.36
Part-time Electrical Subcode Official	Joseph Bevacqua	\$10,872.64
Part-time Fire Subcode Official	Billy Donnerstag	\$4,000.00
Part-time Construction Official	Sean Donlon	\$6,000.00
Part-time Building Inspector	Billy Donnerstag	\$4,000.00
Part-time Building Subcode Official	Sean Donlon	\$5,520.74
Construction Technical Assistant- Part-time	Albert R. Thompson	\$36,000.00
Zoning Officer- Part-time	Albert R. Thompson	\$10,000.00
Uniform Fire Inspector	Philip Wilk	\$5,613.36
Uniform Fire Inspector	Philip Wilk	\$ 20.00 per hour
Uniform Fire Inspector	Roger Gulley	\$ 20.00 per hour
Uniform Fire Inspector	Ken Thompson	\$ 20.00 per hour
Smoke Detector Inspector	Philip Wilk	\$ 30.00 per insp.
Smoke Detector Inspector	Ray Stromberg	\$ 30.00 per insp.
Emergency Mgmt Coordinator	Philip Wilk	\$2,505.94
Secretary/Recreation Commission	Fran Fritschie	\$15.50 per hour
Bus/Van Drivers	Jovana DiGilio	\$18.31 per hour
Crossing Guards	Debra Malson	\$18.72 per hour
Division of Water:		
Administrator	Albert R. Thompson	\$2,150.00
Licensed Water Operator	Mark Ferraro	\$4,788.01
Water Collector	Judy O'Brien	\$15,682.50
Water Secretary	Judy O'Brien	\$5,000.00
Water Treasurer	Janice Congleton	\$14,009.70
Division of Sewer:		
Sewer Administrator	Albert R. Thompson	\$2,150.00
Sewer Allocation Officer	Albert R. Thompson	\$2,000.00
Sewer Collector	Judy O'Brien	\$5,227.50
Sewer Treasurer	Janice Congleton	\$3,502.43
Special District Division:		
Special District Administrator	Albert R. Thompson	\$4,200.00
Special District Secretary	Amanda Macchia	\$12,000.00
Special District Treasurer	Janice Congleton	\$3,502.43

Department of Public Works Personnel (Foreman, Operator, Laborer, and maintenance shall be compensated in accordance with the contract negotiated and in effect between the Township of Mine Hill and the International Brotherhood of Teamsters Local # 102.

Section 2: All salaries or compensation herein above fixed are annual rates and shall be effective January 1, 2012 unless otherwise stated. When an hourly rate is stated, payment shall be made on the basis of properly approved time sheets. All salaries shall be payable bi-weekly except for Council Members, who are paid quarterly, and Water Operator, Emergency Management Coordinator and Fire Official who are paid monthly.

Section 3: This Resolution shall take effect immediately after passage.

Resolution 030-12 Award of Contract – Steve Severud – Special Counsel

A motion was made by Ms. Kanzenbach and seconded by Mr. Coranto to introduce the resolution.

Seeing no discussion from the Council or the Public, the roll was called and the resolution was approved by the following vote:

Ayes: Mr. Bloom; Mr. Coranato; Ms. Kanzenbach; Mr. Pepperman; Mr. Willis

Nays: none

Absent: none

Abstentions: none

WHEREAS, the Township of Mine Hill has a need to obtain the services of Stephen N. Severud, Esq. to complete various legal matters remaining from his tenure as Township Attorney and has determined to award the contract as a professional service without obtaining competitive bids or quotations; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, Stephen N. Severud, Esq. has submitted a proposal for the performance of said work and the Township Council wishes to award said contract to him for the performance of the services of Special Counsel – various legal matters - for a total amount not to exceed \$10,000.00; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract itself must be available for public inspection; and

WHEREAS, the Chief Financial Officer has certified that the funds are available for this contract.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Mine Hill, in the County of Morris and State of New Jersey, that the Township of Mine Hill hereby appoints Stephen N. Severud, Esq. as Special Counsel – various legal matters and authorizes the Mayor and Township Clerk to execute a contract with Stephen N. Severud, Esq. in accordance with the terms and conditions set forth herein; and

BE IT FURTHER RESOLVED, that this contract is awarded without competitive bidding as a “professional service” in accordance with N.J.S.A. 40A:11-5 (1) (a) of the Local Public Contracts Law; and

BE IT FURTHER RESOLVED, the under no circumstances shall the \$10,000 cap be exceeded without further approval in the form of a resolution of the Township Council.

BE IT FURTHER RESOLVED that a notice of this action shall be printed once in the legal newspaper of the Township of Mine Hill as required by law.

NEW BUSINESS

Discussion of Water Meter Solution and Financing

Mr. Morris presented the pros and cons and a great deal of technical data pertaining to two different water meters that could be utilized throughout the Township. 1,400 residential and a few commercial water meters will be replaced with the chosen system. The expense can be bonded and paid for over a few years as the funds are recouped through more accurate water billing. An ordinance to bond the meters will be presented at the next meeting.

OLD BUSINESS

Discussion of Community Block Grant Application

Mr. Thompson reported that the County did not care for the original idea of building a bridge over the mine behind the recreation fields. Following discussion with the mining engineer, the current theory is to cap the mine and rebuild a walking path over the area. Investigation of the area below that mine is necessary to proceed with a new plan. It was noted that the County does appreciate that the Township is working hard to find the correct solution to this problem.

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The safety of the area is of utmost importance as the dangers are not inhibiting children from using the area as a shortcut to school.

Mr. Morris noted that the project could begin and then end up costing more than the County grant will pay for. If that should happen, the Township will have to be prepared to pick up the rest of the cost. The Council concurred that this is the right course of action and should be pursued.

OPEN TO THE PUBLIC AND COUNCIL COMMENTS

None at this time.

ADJOURNMENT

There being no further business, a motion was made by Mr. Pepperman and seconded by Ms. Coranato to adjourn the meeting at 8:47 pm. The motion was approved by a voice vote.

Respectfully Submitted,

Amanda G. Macchia, RMC
Mine Hill Municipal Clerk

Approved on this _____ day of _____, 20____

Council President