

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. Oostdyk, Township Attorney; Mr. Thompson,  
Township Administrator; Ms. Macchia, Township Clerk  
Public Present – 10

Ms. Kanzenbach announced that the 2013 reorganization meeting will be held on Thursday, January 3, 2013, instead of New Year's Day as previously noticed.

### **COMMUNICATIONS AND PETITIONS**

Ms. Kanzenbach listed the following items of communication:

- a. NJ Natural Gas re: Notice of Public Hearing
- b. Randolph Township re: Notice of Land Use Ordinance
- c. Health Department Monthly Report

### **CONSIDERATION AND APPROVAL OF VOUCHERS**

#### **Bill List**

Following brief discussion, Mr. Pepperman made a motion to approve the bills list as presented. The motion was seconded by Mr. Bloom and approved by the following vote:

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

Nays: none

Absent: none

Abstentions: none

### **ADMINISTRATIVE AGENDA**

Mr. Thompson reported that discussions have begun with FEMA regarding Hurricane Sandy.

Mr. Thompson also reported that he has been working with the Department of Public Works on the renewal of their contract. The contract will need to be approved by Council in January.

Mr. Thompson noted that the Construction Department has been busy working with the near completion of the Ryan Homes project. Construction revenues were very high this year, especially due to this project, and should not be anticipated to be as high next year.

Mr. Morris asked for a moment of silence for the victims of the Newtown, CT shooting.

Mr. Morris noted that Mr. Lakatos would be retiring as foreman of Public Works at the end of this year. His final project will be the completion of the new dais.

Mr. Morris also noted that the Police Committee met earlier in the week and is progressing toward a contract with Wharton. The matter of the police contract should be finalized in January.

### **REPORTS OF STANDING AND SPECIAL COMMITTEES**

#### **School Board Committee**

Mr. Bloom reported that the Board of Education is looking for a change to the ordinance for the parking enforcement. Chief Fernandez noted that he has discussed the changes with Mr. Bucco and it will be finalized early next year. The Department will begin enforcement of the parts that are accurate and will enforce the rest upon adoption next year. Mr. Bloom also noted that the Board had a clean audit, much improved over last year.

#### **Recreation Committee**

Mr. Morris reported that the recreation budget ended the year within approximately \$100 of budget. He noted that there were some misunderstandings about Breakfast with Santa that will be ironed out for next year.

**Fire Department / First Aid Squad**

Mr. Pepperman thanked the Fire Department for assisting with driving Santa around town last weekend. Also thanked Chief Conroy for his service this year.

**Police**

Mr. Pepperman reported that statistics reports will be coming more regularly next year with the implementation of a new records system. Chief Fernandez reported that he is pursuing accreditation for the Department.

**Open Space**

Mr. Bloom reported that a volunteer has stepped forward to assist with the trail mapping project.

**OPEN TO THE PUBLIC**

None at this time.

**RESOLUTIONS AND MOTIONS**

**Consent Resolutions**

A motion was made by Mr. Bloom and seconded by Mr. Pepperman to adopt the consent agenda. Seeing no discussion, the motion was approved by the following vote:

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

Nays: none

Absent: none

Abstentions: none

**Resolution 132-12 Refund of Sewer Overpayment**

WHEREAS, there was an overpayment made in the 4<sup>TH</sup> quarter of 2012 on Sewer due on this parcel; and

WHEREAS, The Sewer Collector has confirmed the overpayment and requested that a refund be sent to the homeowners.

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 Treasurer shall refund \$43.87 to Philip Cenicola.

Total amount of refund \$43.87

Philip Cenicola  
56 Hillside Ave.  
Mine Hill, NJ 07803

**Resolution 133-12 Cancellation of Water Charges**

WHEREAS, after having reviewed the billing practices of all Township properties, the billing was changed to track all consumption; and

WHEREAS, upon a review of the costs to the school budget for water, the Township would like to begin billing the school the Township's cost for water services and consumption.

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 above account be zeroed out and a new account be started to bill the School Board at cost for water services, tracking consumption.

**Resolution 134-12 Redemption of Third Party Lien**

WHEREAS, Tax Sale Certificate #2012-22, was sold to Actlien Holding on August 15, 2012 on Block 1707, Lot 14 known as 11 Glenn Ave.; and

WHEREAS, The amount required to redeem was received by the Tax Collector on the aforementioned property and repaid to the lienholder; however this redemption failed to include the premium paid by bidder at the time of sale..

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 Treasurer shall refund \$700.00 for refund of premium to Actlien Holding.

Total \$700.00

Actlien Holding  
45 W 45<sup>th</sup> Street, Ste. 1402  
New York, NY 10036

MINUTES OF THE MINE HILL TOWNSHIP COUNCIL  
REGULAR MEETING – December 20, 2012

**Resolution 135-12 Redemption of Third Party Lien**

WHEREAS, Tax Sale Certificate #2008-10, was sold to US Bank Cust. For LLF1-NJ on June 19, 2008, on Block 802, Lot 14; and

WHEREAS, the amount required to redeem was received by the Tax Collector on the aforementioned property and repaid to the lienholder; however this redemption failed to include the premium paid by bidder at the time of sale.

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 Treasurer shall refund \$3,568.08.00 for refund of premium to US Bank Cust. For LLF1-NJ.

Total \$3,568.08.00

US Bank Cust. For LLF1-NJ  
50 South 16<sup>th</sup> Street, Ste. 1950  
Philadelphia, PA 19102-2513

**Non-Consent Resolutions****Resolution 136-12 Transfer of Appropriations**

A motion was made by Ms. Kanzenbach and seconded by Mr. Pepperman to approve the resolution. Seeing no discussion, the resolution was approved by the following vote:

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

Nays: none

Absent: none

Abstentions: none

WHEREAS, there were appropriated to the 2012 Budget for the Current Fund, certain amounts that are not required; and

WHEREAS, other appropriations are insufficient to meet current needs.

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, as authorized by N.J.S.A. 40A:4-58, the CFO is hereby authorized and directed to make the following transfers:

<b>Current Fund</b>		
<b>From:</b>		
<b>Account No.</b>	<b>Description</b>	<b>Amount</b>
10510040	OE - Admin - IT Communications	\$ 1,600.00
10510050	OE - Admin - IT Infrastructure	\$ 5,900.00
10510530	Human Resources - S&W	\$ 1,900.00
10511010	Mayor & Council - S&W	\$ 1,000.00
10511020	Mayor & Council: Other Expenses	\$ 500.00
10512020	Municipal Clerk: Other Expenses	\$ 700.00
10513010	Financial Admin: Salaries & Wages	\$ 4,000.00
10514510	Tax Collector: Salaries & Wages	\$ 3,200.00
10515020	Tax Assessment: Other Expenses	\$ 450.00
10518520	Zoning Bd of Adj: Other Expenses	\$ 300.00
10519410	Plumbing Sub-Code Official: Salaries and Wages	\$ 5,500.00
10519910	Smoke Detector Inspector: Salaries and Wages	\$ 5,000.00
10524010	Police Department: Salaries & Wages	\$ 450.00
10526020	Contribution to First Aid Organization	\$ 13,000.00
10527020	Transportation - Other Expenses	\$ 400.00
10529020	Dept. of Public Works: Other Expenses	\$ 26,000.00
10534020	Animal Control: Other Expenses	\$ 800.00
10535010	Director Community Programs S&W	\$ 2,000.00
10535020	Community Programs - OE	\$ 1,500.00
10537510	Recreation Beach: Salaries & Wages	\$ 7,000.00
10542020	Celebration of Public Events: Other Expenses	\$ 2,400.00
10544020	Telephone	\$ 1,500.00
10544620	Gasoline	\$ 2,500.00
	<b>TOTAL</b>	<b>\$ 87,600.00</b>

<b>To:</b>		
<b>Account No.</b>	<b>Description</b>	<b>Amount</b>
10510010	General Administration: Salary & Wages	\$ 5,000.00
10512010	Municipal Clerk: Salaries & Wages	\$ 150.00
10513020	Financial Admin: Other Expenses	\$ 4,200.00
10514520	Tax Collector: Other Expenses	\$ 1,450.00
10515010	Tax Assessment: Salaries & Wages	\$ 200.00
10515520	Legal: Other Expenses	\$ 2,500.00
10516520	Engineering Services: Other Expenses	\$ 2,500.00
10518020	Planning Board: Other Expenses	\$ 11,000.00
10519510	Construction Official: Salaries & Wages	\$ 4,000.00
10519520	Construction Official: Other Expenses	\$ 3,500.00
10519710	Electrical Official - Salary and Wage	\$ 5,500.00
10519810	Fire Sub-Code Official: Salaries & Wages	\$ 200.00
10521520	Workers' Compensation Insurance	\$ 3,500.00
10522020	Employee Group Insurance	\$ 400.00
10525210	Emergency Management: Salaries & Wages	\$ 150.00
10525520	Aid to Volunteer Fire Department	\$ 6,500.00
10526510	Uniform Fire Safety Official: Salaries & Wages	\$ 7,000.00
10527010	Transportation - Salary & Wage	\$ 300.00
10529010	Dept of Public Works: Salaries & Wages	\$ 22,000.00
10534010	Animal Control: Salaries & Wages	\$ 700.00
10537010	Recreation: Salaries & Wages	\$ 200.00
10537020	Recreation: Other Expenses	\$ 1,600.00
10537520	Recreation Beach: Other Expenses	\$ 1,900.00
10539020	Aid to Library	\$ 20.00
10543020	Electricity	\$ 3,130.00
	<b>TOTAL</b>	<b>\$ 87,600.00</b>
	<b>Water Utility Fund</b>	
<b>From:</b>		<b>Amount</b>
<b>Account No.</b>		
60510020	Water: Other Expenses	\$ 1,000.00
<b>To:</b>		
<b>Account No.</b>		
60693020	Water: Debt Service - Interest on Bonds	\$ 1,000.00
	<b>Sewer Utility Fund</b>	
<b>From:</b>		<b>Amount</b>
<b>Account No.</b>		
62510010	Sewer: Salary & Wage	\$ 1,700.00
<b>To:</b>		
<b>Account No.</b>		
62510020	Sewer: Other Expenses	\$ 1,700.00

**Resolution 137-12 Emergency Appropriation**

A motion was made by Mr. Bloom and seconded by Mr. Pepperman to approve the resolution. Seeing no discussion, the resolution was approved by the following vote:

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

Nays: none

Absent: none

Abstentions: none

WHEREAS, an emergency has arisen as a result of clean up costs incurred due to Hurricane Sandy, and no adequate provision was made in the 2012 budget for the aforesaid purposes; and

WHEREAS, N.J.S.A. 40A:4-54 provides that it shall be lawful to make such appropriation, which appropriation and/or the "Special Emergency Notes" issued to finance the same shall be provided for in succeeding annual budgets by the inclusion of an appropriation of at least one-fifth of the amount authorized by pursuant to this act.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Mine Hill, County of Morris (by not less than two-thirds of all governing body members affirmatively concurring) that in accordance with N.J.S.A. 40A:4-55 as follows:

MINUTES OF THE MINE HILL TOWNSHIP COUNCIL  
REGULAR MEETING – December 20, 2012

1. An emergency appropriation is hereby made for the Hurricane Sandy Response, Recovery and Restoration the amount of \$14,129.01
2. That the emergency appropriation shall be provided for in the 2013
3. That the statement required by the Local Finance Board has been filed with the Clerk and a copy be transmitted to the Director of the Division of Local Government Services.
4. That two (2) certified copies of this resolution be filed with the Director of the Division of Local Government Services.

**Resolution 138-12 Emergency Appropriation**

A motion was made by Mr. Coranato and seconded by Mr. Pepperman to approve the resolution. Seeing no discussion, the resolution was approved by the following vote:

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

Nays: none

Absent: none

Abstentions: none

WHEREAS, an emergency has arisen as a result of an overage in the operating expenses of the Sewer Department and no adequate provision was made in the 2012 budget for the aforesaid purposes; and

WHEREAS, N.J.S.A. 40A:4-54 provides that it shall be lawful to make such appropriation, which appropriation shall be provided for in succeeding annual budget by the inclusion of an appropriation in the amount authorized pursuant to this Act.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Mine Hill, County of Morris (by not less than two-thirds of all governing body members affirmatively concurring) that in accordance with N.J.S.A. 40A:4-55 as follows:

1. An emergency appropriation is hereby made for operating expenses of the Sewer Department in the amount of \$8,348.00
2. That the emergency appropriation shall be provided for in the 2013 budget
3. That the statement required by the Local Finance Board has been filed with the Clerk and a copy be transmitted to the Director of the Division of Local Government Services.
4. That two (2) certified copies of this resolution be filed with the Director of the Division of Local Government Services.

**Resolution 139-12 Emergency Appropriation**

A motion was made by Mr. Pepperman and seconded by Mr. Coranato to approve the resolution. Seeing no discussion, the resolution was approved by the following vote:

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

Nays: none

Absent: none

Abstentions: none

WHEREAS, an emergency has arisen as a result of the need of the Mine Hill Fire Department to purchase turn out gear and no adequate provision was made in the 2012 budget for the aforesaid purposes; and

WHEREAS, N.J.S.A. 40A:4-54 provides that it shall be lawful to make such appropriation, which appropriation shall be provided for in succeeding annual budget by the inclusion of an appropriation in the amount authorized pursuant to this Act.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Mine Hill, County of Morris (by not less than two-thirds of all governing body members affirmatively concurring) that in accordance with N.J.S.A. 40A:4-55 as follows:

1. An emergency appropriation is hereby made for fire department turn out gear, in the amount of \$19,923.00
2. That the emergency appropriation shall be provided for in the 2013 budget
3. That the statement required by the Local Finance Board has been filed with the Clerk and a copy be transmitted to the Director of the Division of Local Government Services.
4. That two (2) certified copies of this resolution be filed with the Director of the Division of Local Government Services.

**Resolution 140-12 Interlocal Services Agreement**

A motion was made by Mr. Bloom and seconded by Mr. Pepperman to approve the resolution. Seeing no discussion, the resolution was approved by the following vote:

Ayes: Mr. Bloom; Mr. Coranato; Mr. Pepperman; Mr. Willis; Ms. Kanzenbach  
Nays: none  
Absent: none  
Abstentions: none

WHEREAS, the Township Council finds it to be in the best interest of the Township to enter into inter-local services agreements for utilization of Morris County's Radio Dispatching Services; and

WHEREAS, Morris County has the ability to make the aforesaid services available; and

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF MINE HILL IN THE COUNTY OF MORRIS AND THE STATE OF NEW JERSEY, that the inter-local services agreement with the County of Morris for utilization of Radio Dispatching Services is hereby approved. The Mayor and Township Clerk are authorized and directed to execute shared services agreements, as attached hereto.

**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 Mr. Bloom to adjourn the meeting at 8:00 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