

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. Willis
Absent – Mr. Pepperman
Also Present – Mr. Thompson, Township Administrator; Mr. Oostdyk, Township Attorney;
Ms. Macchia, Township Clerk
Public Present – 4

PRESENTATIONS

JCP&L Regional Manager John Anderson discussed the upgrades that have followed Hurricane Irene and the October snow storm. www.FirstEnergyCorp.com has been improved, particularly with regard to real time outage data, and is now smart phone friendly. He noted that the estimated restoration time data for storm related damage is very difficult to provide with any level of accuracy.

Mr. Anderson also reported that he recently looked at Hurd Street. He has sent tree crews to remove all of the broken limbs that are still hanging in the trees above the primaries. He added that the trees that hang over the lines that feed to the area are scheduled to be pruned next year, and that pruning is mandated by BPU to be done every four years.

Mr. Pepperman arrived at this time.

COMMUNICATIONS AND PETITIONS

Ms. Kanzenbach listed the following items of communication:

- a. Health Department re: Monthly Report
- b. Superior Court of NJ re: Approval of Inclusion of Victory Gardens in the Dover Court
- c. NJ Highlands Council re: Introduction of Executive Director

APPROVAL OF MINUTES

- a. February 16, 2012
- b. March 1, 2012
- c. March 15, 2012
- d. April 5, 2012
- e. April 19, 2012

A motion was made by Mr. Coranato, seconded by Mr. Pepperman and approved by a voice vote to approve the Open Session minutes of the above meetings.

ORDINANCES – Public Hearing and Adoption

Ordinance 17-12 Temporary Structures

A motion was made by Mr. Willis, seconded by Mr. Pepperman, and approved by a voice vote to table this ordinance until August 2, 2012.

CONSIDERATION AND APPROVAL OF VOUCHERS

Bill List

Following brief discussion, Mr. Coranato made a motion to approve the bills list with the removal of one bill. The motion was seconded by Mr. Pepperman 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

Administrator

Mr. Thompson reported that the leak repairs have resulted in substantial reductions in the Township's invoice from the MUA. He recommends that another leak detection survey be completed after the water meter replacements.

Mr. Thompson noted that a proposal will be forthcoming from General Code for recodification of the Township's Code book. Ms. Macchia briefly explained the process.

Mr. Thompson reported that he has received one quote so far for the Civic Center generator. DPW has been removing bushes around the Civic Center in preparation for residing, and interior painting will be done once the siding is complete.

Mr. Thompson also noted that training with the ADP payroll system will begin soon.

Mayor:

Mr. Morris noted that Jack Burbridge, former BOA member, resident of approximately 50 years and active community member, passed away July 4th. He also noted that Jacob Maines, a 17 year old Dover resident, passed away; he was a member of Mine Hill's pack 45 as a child.

Mr. Morris met with Wharton regarding the possibility of renegotiation of the police contract. Wharton has acknowledged that if an agreement cannot be reached by Labor Day that the Township will be looking at other options.

Mr. Morris reported that two of the Township's fire trucks have been in recent accidents with total damage of approximately \$24,000. The Township's deductible is \$25,000, so the budget is being researched to locate funds to repair the trucks. It was noted that both trucks are serviceably sound.

Mr. Morris nominated Michelle Murphy and Javiar Diaz to the Community Committee. These nominations were confirmed by the Council.

OPEN TO THE PUBLIC

Gary Collucci, William Street

Mr. Collucci inquired about the availability of approved minutes. Ms. Macchia responded that approved minutes are made available on the municipal website as soon as possible after approval.

Mr. Collucci asked if the water utility is permitted to make money or if it is supposed to break even. He suggested that a future mailing might be able to better inform residents as to what their water bills actually pay for. Mr. Morris responded that the water utility is permitted to make money and that some towns actually utilize it as a source of revenue. Funds were borrowed for the water meter replacement project, but that project is coming in under budget and the Township expects to pay that note off early. Once the note is paid off, a referendum can be done to find out if the public would prefer that their water bills remain the same to apply those funds to other municipal debts or if the public would prefer to have their water bills lowered.

Mr. Collucci noted that any better deal that can be negotiated with regard to the policing of Mine Hill would be terrific and that he has always thought that regional police departments are a good idea for small towns.

John Paschal, Thomastown Road

Mr. Paschal asked how the fire trucks were damaged. Mr. Morris responded that turns were cut too close resulting in sideswiping. He added that most of the damage is cosmetic and that the trucks are serviceable. The Township intends to require drivers to be better trained in the handling of the large trucks.

REPORTS OF STANDING AND SPECIAL COMMITTEES

School Board Committee

No meeting, no report.

Recreation Committee

Ms. Kanzenbach reported that the committee is ironing out various member responsibilities for various activities. The County is running the rugby program, so the committee is quiet right now.

Fire Department / First Aid Squad Committee

Mr. Pepperman reported that the First Aid Squad answered 31 calls and stood by for several events in the month of June. The Police Department answered 225 calls for service and issued 173 summonses in the month of May.

Community Committee

Mr. Coranato reported that the committee is currently discussing plans for Mine Hill Day.

Planning/Zoning

No report.

Open Space

No meeting, no report.

Library Committee

Ms. Kanzenbach reported that she has done some research and that the State requires that towns fund their own libraries based on a ratio that would cost Mine Hill approximately \$150,000 annually. Additionally there are rules about staffing and hours of operation. She is researching other options.

INTRODUCTION OF ORDINANCES

Ms. Kanzenbach noted that the public hearings on each of the ordinances introduced would be held on August 2nd at 7:30pm.

Ordinance 19-12 An Ordinance to Amend the Revised General Ordinances of the Township of Mine Hill and to Eliminate the Position of Township Treasurer and Establish the Position of Assistant to the Chief Financial

A motion was made by Mr. Bloom and seconded by Mr. Willis to introduce the ordinance. Seeing no discussion, the roll was called and the ordinance was introduced by the following vote:

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

Nays: none

Absent: none

Abstentions: none

BE IT ORDAINED, by the Township Council of the Township of Mine Hill, in the County of Morris, and State of New Jersey, as follows:

SECTION 1. The Revised General Ordinances of the Township of Mine Hill are hereby amended by amending Chapter 2.24 entitled “Chief Financial Officer” to include the following additional Sections 2.24.070 and 2.24.080 which shall read in the entirety as follows:

2.24.070 Chief Financial Officer Shall serve as Township Treasurer

The Chief Financial Officer shall perform any statutory duties of the municipal treasurer and any reference in the Township Code to a Township Treasurer shall be deemed to be the Chief Financial Officer.

2.24.080 Assistant to the Chief Financial Officer

The Mayor with the advice and consent of the Council may appoint an assistant to the chief financial officer who shall assist the Chief Financial Officer and perform such duties as are directed by the Chief Financial Officer. The compensation for this position shall be established in the Township’s salary ordinance.

SECTION 2. Chapter 2.60 of the Revised General Ordinance of the Township of Mine Hill, Section 2.60.060 entitled “Division of the Treasury” is hereby amended by the following amendment to subsection A. which shall read in its entirety as follows:

A. Establishment. There shall be a division of the treasury within the department of administration, the head of which shall be the Chief Financial Officer.

SECTION 3. This Ordinance may be renumbered for codification purposes.

SECTION 4. All Ordinances of the Township of Mine Hill which are inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistency.

SECTION 5. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance.

SECTION 6. This ordinance shall take effect 20 days after final passage and approval by the Mayor and upon publication in the manner provided by law.

Ordinance 20-12 An Ordinance to Amend the Revised General Ordinances of the Township of Mine Hill and to Provide for the Appointment of a Township Historian

A motion was made by Mr. Coranato and seconded by Mr. Willis to introduce the ordinance. Seeing no discussion, the roll was called and the ordinance was introduced by the following vote:

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

Nays: none

Absent: none

Abstentions: none

BE IT ORDAINED, by the Township Council of the Township of Mine Hill, in the County of Morris, and State of New Jersey, as follows:

SECTION 1. The Revised General Ordinance of the Township of Mine Hill are hereby amended by the inclusion of new Chapter 2.46 which shall be entitled “Township Historian” and shall read in its entirety as follows:

2.46 Township Historian

2.46 Appointment of Township Historian; compensation; report; assistants.

The Township Council may appoint a local historian who shall serve as Mine Hill Township Historian at the pleasure of the Council. The Council may provide such compensation as it deems appropriate for the position. The Township Historian shall make an annual report to the governing body and generally perform such duties as requested by the governing body. The Township Historian shall be an ex-officio member of the Community Committee and may request citizens of the community to assist him in special projects from time to time or as requested by the governing body.

SECTION 2. This Ordinance may be renumbered for codification purposes.

SECTION 3. All Ordinances of the Township of Mine Hill which are inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistency.

SECTION 4. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance.

SECTION 5. This ordinance shall take effect 20 days after final passage and approval by the Mayor and upon publication in the manner provided by law.

Ordinance 21-12 An Ordinance of the Township of Mine Hill Amending Ordinance No. 02-12 Fixing the Salary and Wage Ranges of Certain Officials and Employees

A motion was made by Mr. Coranato and seconded by Mr. Bloom to introduce the ordinance. Seeing no discussion, the roll was called and the ordinance was introduced by the following vote:

Ayes: Mr. Bloom; Mr. Coranato; Mr. Pepperman; Mr. Willis; Ms. Kanzenbach
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 the positions of Township Historian and Assistant to the Chief Financial Officer is hereby amended in the following particulars only:

<u>TITLE</u>	<u>SALARY</u>
Assistant to the Chief Financial Officer	\$ 0 – \$10,000
Township Historian	\$ 0 – \$1,000

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.

Ordinance 22-12 An Ordinance Amending Chapter 1.08 of the Revised General Ordinances of the Township of Mine Hill and Providing for Penalties for Violation of Municipal Ordinances

A motion was made by Mr. Coranato and seconded by Mr. Bloom to introduce the ordinance. Seeing no discussion, the roll was called and the ordinance was introduced by the following vote:

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

BE IT ORDAINED, by the Township of Mine Hill, in the County of Morris, and State of New Jersey, as follows:

SECTION 1. Chapter 1.08 of the Revised General Ordinances of the Township of Mine Hill, entitled “General Penalty”, shall be amended to read in its entirety as follows:

1.08 General Penalty

1.08.010 Maximum penalty.

A. For violation of any provision of this chapter, any other chapter of this Code, or any ordinance of the Township where no specific penalty is provided regarding the section or sections violated, the maximum penalty, upon conviction, shall be a fine not exceeding \$2000, or imprisonment for a period not exceeding 90 days, or both, or a period of community service not exceeding 90 days at the discretion of the Municipal Court Judge.

B. Whenever a fine is to be imposed in an amount greater than \$1,250 for violations of housing or zoning codes the owner shall be provided a thirty-day period during which the owner shall be afforded the opportunity to cure or abate the condition and shall be afforded the opportunity for a hearing before the court for an independent determination concerning the violation. Subsequent to the expiration of the thirty-day period, a fine greater than \$1,250 may be imposed if the court has determined that the abatement has not been substantially completed.

C. Separate violations. Except as otherwise provided, each and every day in which a violation of any provision of this chapter or any ordinance of the Township exists shall constitute a separate violation.

1.08.020 Minimum Penalty.

For the violation of any particular section of this Code or any particular ordinance of the Township for which no other minimum penalty is provided a minimum penalty shall be imposed which shall consist of a fine of \$100.

1.08.030 Repeat offender.

Any person who is convicted of violating an ordinance within one year of the date of a previous violation of the same ordinance, and who was fined for the previous violation, shall be sentenced by the court to an additional fine as a repeat offender. The additional fine imposed by the court upon a person for a repeated offense shall not be less than the minimum or exceed the maximum fine fixed for a violation of the ordinance, but shall be calculated separately from the fine imposed for the violation of the ordinance.

SECTION 2. All ordinances of the Township of Mine Hill which are inconsistent with the provisions of this Ordinance, are hereby repealed to the extent of such inconsistency.

SECTION 3. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance.

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.

RESOLUTIONS AND MOTIONS

Consent Resolutions

A motion was made by Mr. Coranato and seconded by Mr. Bloom to introduce the consent agenda.

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

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

Resolution 084-12 Redemption of Third Party Tax Lien – Block 1801 Lot 1.02

WHEREAS, Tax Sale Certificate #09-29, was sold to Royal Tax Lien Services, LLC on June 18, 2009 on Block 1801, Lot 1.02 known as 202 West Randolph Avenue; and

WHEREAS, the amount required to redeem was received by the Tax Collector on the aforementioned property.

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 \$73,875.30 for redemption of the Certificate to Royal Tax Lien Services, LLC. This redemption amount includes the tax certificate and subsequent payments in the amount of \$58,921.18. Foreclosure costs in the amount of \$1,354.12 and a premium of \$13,600.00 paid at the time of sale.

Total \$73,875.30

Royal Tax Lien Services, LLC

179 Washington Lane
Jenkintown, PA 19046

Resolution 085-12 Redemption of Third Party Tax Lien – Block 1305 Lot 6 (a)

WHEREAS, Tax Sale Certificate #08-28, was sold to U.S. Bank-Cust/Sass Muni V dtr on June 19, 2008 on Block 1305, Lot 6 known as 5 Bassett Avenue; and

WHEREAS, the amount required to redeem was received by the Tax Collector on the aforementioned property.

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 \$1, 663.82 for redemption of the Certificate to U.S. Bank-Cust/Sass Muni V dtr. This redemption amount includes the tax certificate in the amount of \$193.30, as well as Foreclosure costs in the amount of \$1,470.52.

Total \$1,663.82

U.S. Bank-Cust/Sass Muni V dtr
U.S. Bank Corporate Trust Services
Tax Lien Services Group
2 Liberty Place
50 South 16th St., Ste. 1950
Philadelphia, PA 19102

Resolution 086-12 Redemption of Third Party Tax Lien – Block 1305 Lot 6 (b)

WHEREAS, Tax Sale Certificate #07-06, was sold to U.S. Bank-Cust/Sass Muni V dtr on June 28, 2007 on Block 1305, Lot 6 known as 5 Bassett Avenue; and

WHEREAS, The amount required to redeem was received by the Tax Collector on the aforementioned property.

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 \$9,236.43 for redemption of the Certificate to U.S. Bank-Cust/Sass Muni V dtr.

Total \$9,236.43

U.S. Bank-Cust/Sass Muni V dtr
U.S. Bank Corporate Trust Services
Tax Lien Services Group
2 Liberty Place
50 South 16th St., Ste. 1950
Philadelphia, PA 19102

Non-Consent Resolutions

A motion was made by Mr. Bloom and seconded by Mr. Pepperman to approve Resolutions 078-12 and 088-12 together. Seeing no discussion, the roll was called and the resolutions were approved by the following vote:

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

Resolution 087-12 Approval of Raffle License – Mine Hill Fire Department

BE IT RESOLVED by the Township Council of the Township of Mine Hill, in the County of Morris and State of New Jersey, that a License be issued to Mine Hill Fire Department for an Off-Premise Cash Raffle (50/50) to be held on November 23, 2012, at 7:00 pm.

Resolution 088-12 Waiver of Raffle License Fee – Mine Hill Fire Department

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 raffle license fee be and is hereby waived for the off-premise 50/50 raffle license issued to the Mine Hill Township Fire Department for a drawing to be held on November 23, 2012.

Resolution 089-12 Appointment of Certified Municipal Finance Officer

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

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

MINUTES OF THE MINE HILL TOWNSHIP COUNCIL
REGULAR MEETING – JULY 19, 2012

Nays: none
Absent: none
Abstentions: none

WHEREAS, the Township has need to fill a vacancy in the position of Certified Municipal Finance Officer; and

WHEREAS, the 2012 salary ordinance was amended to amend the Certified Municipal Finance Officer salary range to include part-time employment with a salary range of \$10,000 to \$50,000; and

WHEREAS, the vacancy was advertised, and interviews of qualified candidates were conducted by the Township Administrator; and

WHEREAS, the Township Administrator has recommended the hiring of Patty Reiche to fill the position of Certified Municipal Finance Officer.

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 Patty Reiche is hereby appointed as the Certified Municipal Finance Officer, at the part-time salary of \$19,000.00 per year effective July 19, 2012. Ms. Reiche shall be entitled to all benefits and shall be responsible for following all conditions of part-time employment as provided in the Township’s Personnel Policy and Procedures Manual.

Resolution 090-12 Change Order – Safe Routes to School Project

A motion was made by Mr. Coranato and seconded by Mr. Willis to approve the resolution. Seeing no discussion, the roll was called and the resolutions were 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 of Mine Hill and Tony’s Concrete Construction Co., Inc. entered into a Contract for the 2010 Safe Routes to School Project (MHT-055); and

WHEREAS, it has been determined that certain changes to this Contract are necessary; and

WHEREAS, the details of the proposed Change Order are as follows:
Adjustment in quantities as built -reduction - \$4,006.98

WHEREAS, Tony’s Concrete Construction Co., Inc. has submitted a change order for a change to the total contract price of - \$4,006.98; and

WHEREAS, the Consulting Engineer has requested and recommended to the Township Council that it modify its Contract with Tony’s Concrete Construction Co., Inc. as a result of this change.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mine Hill, in the County of Morris and State of New Jersey, that the following Change Order is hereby approved in the Contract between the Township of Mine Hill and Tony’s Concrete Construction Co., Inc. :

Original Contract Price	\$258,295.24
Amount of this Change Order:	<u>\$ -4,006.98</u>
Total New Contract Price After this Change Order	\$254,288.26.

Resolution 091-12 Extension of Tax Grace Period

A motion was made by Mr. Coranato and seconded by Mr. Bloom to approve the resolution. Seeing no discussion, the roll was called and the resolutions were approved by the following vote:

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

WHEREAS, the 2012 tax bills have yet to be mailed as we are waiting for the County to strike a tax rate; and

WHEREAS, N.J.S.A. 54:4-66.3(d) provides that the current year’s taxes shall not be subject to interest until the twenty-fifth day after the tax bill for third installment is mailed.

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 third quarter 2012 taxes due the Township shall not be subject to interest and penalties until after the 25th day after tax bills for the third quarter are mailed.

NEW BUSINESS

Mr. Morris reported that the Township Engineer has applied for another sidewalk grant to complete the entire length of Randolph Avenue in case the Safe Routes grant funding does not complete the project. The Township is also working with NJDOT regarding Complete Streets Policies for Route 46.

Mr. Coranato suggested that the Summer Concert Series be held on Saturdays at the Beach instead of Sundays at the Gazebo.

OLD BUSINESS

None at this time.

OPEN TO THE PUBLIC AND COUNCIL COMMENTS

Mr. Collucci remarked that having the concerts at the Beach is a great idea.

Shawn Post, Clover Place

Mr. Post asked for clarification of parking on Clover and Fairfield. Mr. Morris responded that parking will not be allowed on the north sides of both streets. Mr. Post noted that there is less room for parking on the south side of Clover because there are more driveways on that side. Mr. Morris responded that the Township will examine the road more closely and consider changing the ordinance.

ADJOURNMENT

There being no further business, a motion was made by Mr. Coranato and seconded by Mr. Pepperman to adjourn the meeting at 9:25pm. 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