

# **Sandyston Township**

## **Minutes**

**April 9, 2013**

This meeting was opened and called to order at 6:00 pm by Mayor MacDonald who stated this meeting was being held in compliance with the Open Public Meetings Act, having been duly advertised.

### **Roll Call**

The clerk was asked to call the roll. Present were: Committeeman William Leppert, Deputy Mayor George B. Harper, Jr., and Mayor Fred V. MacDonald

Also in attendance: Harold & Kathy Dodsworth, JoAnn & Steve Williamson, Wendy MacDonald, Charles Becker, Betsy Pinzone, Patte Haggerty Frato, Robert Greene, Erik Andersen, Sharon & Hixon Spangenberg, Rose Ann Salanitri, Debra Marko, William & Mary Erickson, John Snyder, Therese Johnson, Glenn Hullings, Brett Harper, Judy Kaplan, Gayle & Glenn Hull, Shane Houghtaling, Tom Brackney, Scott House, Albert Hammock, Nancy Kovar, Timberly Hill, Karen Sharry, Joan Doty, Linda Graham, Lou Frato

The Mayor invited all to join in the Pledge of Allegiance.

### **Ordinance:**

#### **SANDYSTON TOWNSHIP ORDINANCE 2012-04**

#### **CALENDAR YEAR 2013**

#### **ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)**

**WHEREAS**, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

**WHEREAS**, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

**WHEREAS**, the governing body of the Township of Sandyston in the County of Sussex finds it advisable and necessary to increase its CY 2013 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

**WHEREAS**, the governing body of the Township of Sandyston hereby determines that a 1.5% increase in the budget for said year, amounting to \$13,822.35 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

**WHEREAS**, the governing body of the Township of Sandyston hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW THEREFORE BE IT ORDAINED**, by the governing body of the Township of Sandyston, in the County of Sussex, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2013 budget year, the final appropriations of the Township of Sandyston shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$32,252.15, and that the CY 2013 municipal budget for the Township of Sandyston be approved and adopted in accordance with this ordinance; and,

**BE IT FURTHER ORDAINED**, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

**Roll Call Vote:** Aye Leppert, Harper, MacDonald (3); Nays (0); Absent (0); Abstain (0)

The Committee reviewed **Ordinance 2012-04**. This being a public hearing, Mayor MacDonald made a motion to open this portion of the meeting to the public for comment, seconded by Deputy Mayor Harper and unanimously carried.

Glenn Hull, Layton, came forward and asked for clarification on the CAP Ordinance. Mr. Francis Jones, auditor of the firm Nisivoccia LLP explained the CAP Ordinance or COLA Ordinance (Cost of Living Adjustment) establishes a CAP Bank that allows you to exceed the appropriations otherwise allowed by law, which in this case would have been 2%, raising the threshold to 3.5%. Mr. Jones explained the Ordinance itself does not spend any money and does not raise taxes, but gives the governing body the ability to appropriate funds in the future like an emergency or special emergency. Mr. Jones continued the CAP Bank has a two year life and after the two year life the CAP Bank lapses. Mr. Jones stated the Township does this Ordinance every year so that the CAP Bank is available for two years. Deputy Mayor Harper asked Mr. Jones how long he has been the auditor for the Township of Sandyston. Mr. Jones answered approximately 20-25 years. Deputy Mayor Harper asked if this Ordinance has been done every year that we have been allowed. Mr. Jones answered yes. Deputy Mayor Harper asked if the Township has ever touched the CAP Bank. Mr. Jones answered no. Deputy Mayor Harper explained it is not the Township's intention to touch the CAP Bank and that this is for something that might come along that is totally unanticipated. Mr. Jones further explained that there are no dollars here and there is no money being raised it just gives the governing body the ability to appropriate money. Mr. Hull asked for a monetary figure. Deputy Mayor Harper explained it is 1.5% above what is in the budget which amounts to \$13,822.35. Deputy Mayor Harper stated we are not going over the 2%, but in order to establish the CAP Bank it allows you to pass this Ordinance to bank this amount in case there is something that we couldn't handle. Committeeman Leppert stated this has no impact on the tax rate. Deputy Mayor Harper explained this allows the Township to bank the \$13,822.35 and to utilize the funds the Township would have to have a public hearing. Mr. Jones explained the Township would have to pass an Emergency Resolution to Appropriate Additional Funds during the year. Mr. Jones further explained that after you adopt the budget the only way you can appropriate additional funds for the budget is through an emergency or special emergency and there would be a public hearing.

There being no further comment from the public, Deputy Mayor Harper made a motion to close this portion of the meeting to the public, seconded by Committeeman Leppert and unanimously carried.

Mayor MacDonald made a motion to approve **Ordinance 2012-04**, seconded by Deputy Mayor Harper and unanimously carried. Roll Call Vote followed: Ayes: Leppert, Harper, MacDonald; Nays: 0; Abstain: 0; Absent: 0.

**Budget:** Public Hearing of 2013 Budget: Mayor MacDonald made a motion to open this portion of the meeting to the public for comment, seconded by Committeeman Leppert and unanimously carried.

Mayor MacDonald invited any member of the public with questions or comments on the 2013 Budget to come forward.

Glenn Hull, Layton, came forward and asked about the salary and wage line item in the budget for the road department. Mr. Hull stated the Township has had a person retire from the road department and asked why, if the Township is not going to hire a replacement, is there an appropriation for a salary. Mayor MacDonald answered that the Township is going to continue the line item through the 2013 year. Deputy Mayor Harper explained that the new road department foreman will be working on restructuring the road department from three employees to two employees. Deputy Mayor Harper also explained that the Township has not put any money in the Capital Improvement Fund in three years. Deputy Mayor Harper explained that every truck, building and asset depreciates every day and if we do not put money in the Capital Improvement Fund we eventually will not be able to replace anything without bonding and costing the Township and taxpayer interest. Deputy Mayor Harper further explained that the Township and Mr. Jones have discussed goals to reach with the road department so at the end of the year we will be able to transfer the savings to the Capital Improvement Fund. Deputy Mayor Harper stated at this time the Township does not intend to hire another full-time road department employee, but the Township may hire some temporary part-time help for the resurfacing program. Deputy Mayor Harper stated that if the plan works, the salaries will be collapsed and at that time put the money into the Capital Improvement Fund so that the Township can continue to operate fiscally responsibly without borrowing money when we have to replace a piece of equipment.

Mr. Hull asked if the Township keeps an itemized account of what is spent on the road department or is just a set figure. Deputy Mayor Harper stated he meets with the road department and reviews what is spent the previous year and discuss the needs of the department. Mr. Hull asked if he could see the expenses of the department. Deputy Mayor Harper explained it is itemized monthly in the bills list and the public may request a copy. Mr. Hull asked if this was a permanent record. The Clerk explained the public may submit a request for a copy of the bills list and this information is a permanent record.

Mr. Hull asked about the backhoe the Township purchased and how the money was appropriated for that purchase and what happened to the extra money that was not used for the purchase. Mr. Jones explained the money was appropriated by an ordinance to expend \$140,000 for the purchase of road department equipment and \$93,577 was expended for that purchase and \$46,423 remains in that improvement authorization. Mr. Jones explained that an improvement authorization can be spent over a multiple number of years. Mr. Hull asked if that appropriation becomes a part of the tax levy. Mr. Jones answered that the funds in the improvement authorization have already been taxed and are from the Capital Improvement Fund. Mr. Hull asked where the money goes if the money is not spent. Mr. Jones explained that it stays in the improvement authorization until the Township Committee decides the improvement is complete or it is completely expended and this cancellation is done by Resolution and the money will be returned to the Capital Improvement Fund. Mr. Jones explained you can also reappropriate improvement authorizations and designate them for another purpose which is the case in Ordinance 2013-05 which appears on the agenda for the meeting.

Mr. Hull asked about the foreclosures in the Township. <sup>Deputy</sup> Mayor Harper explained delinquent taxes, the tax sale process and the process how the Township forecloses on a piece of property. <sup>Deputy</sup> Mayor Harper

explained Sandyston Township's General Tax Rating and Sandyston's Municipal Tax Rate. <sup>Deputy</sup> Mayor Harper explained in three of the last five years Sandyston Township did not increase the tax levy.

Mr. Hull stated prior to 1989 there was no municipal tax rate and asked how the Township operated without a municipal tax rate. Mayor MacDonald explained during that time the Township had money in CD's that made 14-16% interest and the interest was enough to cover the expenditures of the Township.

Mr. Hull asked about Buildings and Grounds and the increase from \$40,000 to \$55,000. Mr. Jones stated he does not know the details that make up the expenditures but the actual expenditures were \$52,000 for 2012, having originally budgeted \$40,000 and \$12,000 was transferred into that line item. Mr. Hull asked if there was a sheet showing the expenditures. Mr. Jones stated the Township should have that information. Mrs. Jessica Caruso, CFO, answered stating it is an account activity report. Mayor MacDonald stated Buildings and Grounds covers all the buildings and grounds owned by Sandyston Township.

Mr. Hull asked the Township to be frugal with future expenditures. Mr. Hull stated he asked the Township to be frugal when the Township bought the backhoe and asked them not to make the purchase and save the money and the Township defied him. Mayor MacDonald explained the reason for replacing the 1989 backhoe and the benefits shown during the past three major storms.

Mr. Hull stated he has seen the Township go from the Grange Hall to the current municipal building which has become a colossal expense to the Township. Mr. Hull stated the former municipal building was deemed no longer useable and now is a building that is used every day. Mr. Hull stated in his opinion the municipal building has become a white elephant and is a very high operating expense when we had very little expense at the other building.

Mayor MacDonald explained the various organizations, churches, senior citizens and fire department that utilize the building. Mayor MacDonald stated the fire department's need for a newer firehouse and the Township built the municipal building as a community center. Mayor MacDonald stated the vast majority of the citizens are appreciative of the building. Mayor MacDonald noted the times Sandyston-Walpack School needed to utilize the municipal building and the children that utilize the property in the rear of the complex for sports.

Rose Ann Salanitri, Lertora Road, stated she came in late and asked the Committee to explain 2012-04 CAP Ordinance. Deputy Mayor Harper explained the Ordinance establishes a CAP Bank which allows the Township to bank money for an emergency or special emergency 1.5% above the allowable 2% in the budget which amounts to \$13,822.35 that could be appropriated but cannot be put into the tax levy and would have to come from surplus. Committeeman Leppert explained this procedure would also need to be done by Ordinance with a public hearing.

Ms. Salanitri asked about the possibility of providing a budget which is easier to understand. Deputy Mayor Harper explained the synopsis of the budget is advertised in the New Jersey Herald. Mrs. Salanitri asked about the salaries of the Township employees. Deputy Mayor Harper answered there are Ordinances and Resolutions relating to salaries and also explained there is a separate Salary & Wage meeting (December) and Budget Meeting (January) where the Committee reviews the information. Mr. Jones explained the State of New Jersey has a proposal for a user-friendly budget which they were trying to get out for the 2013 budget which did not occur, but the proposal is still ongoing.

Ms. Salanitri asked about the tax reduction of \$180,000. Deputy Mayor Harper answered the Township increased the use of surplus from \$181,000 last year to \$199,500 to offset the reduction in the collection for delinquent taxes from \$135,000 to \$115,000.

Hixon Spangenberg, Layton, came forward and commented on the current use of the Layton Post Office and that the Township was going to tear the building down at one time and the building must not have been as bad as proclaimed. Deputy Mayor Harper explained that we have a tenant that spent well over \$100,000 to retro fit the building and produces \$1,100 a month in rental income and pays a portion of the taxes. Mr. Spangenberg agreed that was proper thing to do with the historical building, keeping the ratable and income and complimented the Committee. Mr. Spangenberg commented on the economy, the elderly and the Township being frugal in expenditures.

Mr. Spangenberg asked if the Township Committee receives their health benefits from the Township. Deputy Mayor Harper answered the Township Committee members do not receive their health benefits from the Township. Deputy Mayor Harper stated there are only two employees that receive health benefits from the Township and Sandyston Township is one a few Townships that only pays for single benefits.

There being no further comment from the public regarding the 2013 Budget, Committeeman Leppert made a motion to close this portion of the meeting to the public, seconded by Mayor MacDonald and unanimously carried. Mayor MacDonald read the following into the record: *Be it resolved by the Governing Body of the Township of Sandyston, County of Sussex that the budget herein before set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of \$547,147.00 for municipal purposes.* Deputy Mayor Harper made a motion to approve the 2013 Sandyston Township Budget, seconded by Mayor MacDonald and unanimously carried. Roll Call Vote followed: Ayes: Leppert, Harper, MacDonald; Nays: 0; Abstain: 0; Absent: 0.

Mayor MacDonald thanked the members of the public for attending.

**Minutes:** The Committee reviewed the Executive Session meeting minutes of February 5, 2013 and the regular meeting minutes of March 18, 2013. Deputy Mayor Harper made a motion to approve the minutes of February 5, 2013, seconded by Committeeman Leppert and unanimously carried. Mayor MacDonald made a motion to approve the regular meeting minutes of March 18, 2013, seconded by Committeeman Leppert and unanimously carried.

**Tax Collector Report:** The Tax Collector's report for the month of **March 2013** was presented with total receipts Month-To-Date of \$96,053.51 and Year-to-Date of \$1,392,021.00. Deputy Mayor Harper made a motion to approve the Tax Collector's Report, seconded by Mayor MacDonald and unanimously carried.

**Treasurer's Report:** The Treasurer's Report for the month of **March 2013** was presented with a beginning balance of \$1,109,366.74, total receipts of \$113,386.20, and total disbursements of \$472,089.59 leaving an ending balance of \$750,663.35. Mayor MacDonald stated the General Capital Account is \$234,436.63, Animal Control Escrow \$39,863.53.21, Public Assist Escrow \$3,524.68, Unemployment Escrow \$22,167.17, COAH Trust \$23,465.09, Security Asst. Fund \$18,530.81 and the Small Cities Master \$4,761.90. Mayor MacDonald made a motion to approve the Treasurer's Report, seconded by Deputy Mayor Harper and unanimously approved.

**Payment of Vouchers:** The bills list for the month **February 2013** was submitted for approval in the amount of \$419,474.54. Deputy Mayor Harper made a motion to approve the bills list, seconded by Committeeman Leppert and unanimously carried.

**Departmental Reports:** The Committee reviewed the Departmental Reports. Deputy Mayor Harper read a memo from William Kaufman, Animal Control Officer, who was bitten in the leg by a dog on March 29, 2013 while performing a survey of the Township. The dog was not current on the rabies vaccination which resulted in Mr. Kaufman having to have shots for rabies as a preventative. Mr. Kaufman will have over 13 shots. Mr. Kaufman served four summonses on the resident and the Court Date is scheduled for Thursday, April 11. Mr. Kaufman is currently reviewing the Dog Ordinance and is looking to make some changes in late fees and requirements.

**Old Business:**

**Performance Bond:** There has been no performance bond posted on Block 1105 Lot 14 (Sandyston Mall); however, they are working to complete the items requested by the Land Use Board.

**Renewable Energy Ordinance:** The Renewable Energy Ordinance has been returned to the Land Use Board for discussion and will remain on Old Business until a new Ordinance is drafted by the Land Use Board.

**New Business:**

**Donation of Property to Green Acres:** Deputy Mayor Harper made a motion to open the meeting to the public, seconded by Mayor Harper and unanimously carried.

Rose Ann Salanitri, Lertora Road, came forward and asked about R-42-2013 and asked why the Township of Sandyston is making an Application to the NJDEP Green Acres Program for the Donation for something we already own. Mayor MacDonald answered that the Township of Sandyston is making application for the NJDEP to take the property. Mayor MacDonald explained that these are properties that the Township tried to auction and was unsuccessful. The Township must still pay the school and County taxes on these properties.

Ms. Salanitri also asked if the Township has received money from Sustainable New Jersey and if there is a Green Team in Sandyston. Deputy Mayor Harper answered that would come out of the Planning Board. Deputy Mayor Harper stated there is an Open Space Committee on the Planning Board but no Committee for Sustainable New Jersey.

**Painting Quotes:** Mayor MacDonald explained the painting quotes received range in price from \$13,000 to \$45,000. Mayor MacDonald stated we are exploring the idea of putting aluminum fascia which would be maintenance free. Committeeman Leppert made a motion to remove the painting quotes, seconded by Deputy Mayor Harper and unanimously carried.

**Aluminum Fascia Quotes:** Committeeman Leppert made a motion to table the fascia quotes, seconded by Deputy Mayor Harper and unanimously carried.

**Application for Raffle: St. Thomas the Apostle Church, Sunday, June 30, 2013 "On-Premise 50/50 Raffle":** The Committee reviewed a Raffle Application for the above. Deputy Mayor Harper made a motion to approve this raffle application, seconded by Mayor MacDonald and unanimously carried.

**Application for Special Permit for Social Affair:** Sandyston Township Volunteer Fire Department "Sandyston Day", Saturday, June 15, 2013: The Committee reviewed the Social Affair Permit for the fire department for Sandyston Day. Deputy Mayor Harper made a motion to approve this Social Affair Permit, seconded by Mayor MacDonald and unanimously carried.

**Application for Special Permit for Social Affair:** Sandyston Township Volunteer Fire Department "Chicken Barbeque", Sunday, June 30, 2013: The Committee reviewed the Social Affair Permit for the fire department for the Chicken Barbeque. Deputy Mayor Harper made a motion to approve this Social Affair Permit, seconded by Mayor MacDonald and unanimously carried.

**Use of Building Request: Sandyston Township Historical Society.** The Committee reviewed a request to use the meeting hall and kitchen for a historical program. They have requested Sunday, May 26, 2013. Deputy Mayor Harper made a motion to approve the use of the meeting hall and kitchen for this purpose, seconded by Mayor MacDonald and unanimously carried.

**Use of Building Request: Sandyston Recreation.** The Committee reviewed a request to use the grounds, meeting hall and kitchen for "Sandyston Day" on Saturday, June 15, 2013. Committeeman Leppert made a motion to approve the use of the grounds, meeting hall and kitchen for this purpose, seconded by Deputy Mayor Harper and unanimously carried.

**Use of Building Request: Sandyston Recreation.** The Committee reviewed a request to use the parking lot for the "Community Yard Sales" on Saturday, June 1, 2013 from 8:00 am to 4:00 pm. Deputy Mayor Harper made a motion to approve the use of the grounds, meeting hall and kitchen for this purpose, seconded by Mayor MacDonald and unanimously carried.

**Shared Service with Hampton Township: Plumbing Inspector:** We did not receive the information in time for the meeting.

**Resolutions:**

**TOWNSHIP OF SANDYSTON**

**R-43-2013**

**RESOLUTION TO MAKE APPLICATION TO THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION GREEN ACRES PROGRAM FOR DONATION OF REAL PROPERTY OWNED BY THE TOWNSHIP OF SANDYSTON**

**WHEREAS**, the Green Acres Program works with landowners to preserve environmentally sensitive open space, water resources, and other natural and historic resources; and

**WHEREAS**, protected lands become part of the statewide system of parks, forests, wildlife management areas, and preserves; and

**WHEREAS**, the Township of Sandyston desires to make application to the New Jersey Department of Environmental Protection Green Acres Program for the donation of the following properties owned by the Township of Sandyston:

Block 1101	Lot 14	Route 206 South	.0065 acres	Assessed Value = \$ 1,200
Block 1101	Lot 16.01	Route 206	1.398 acres	Assessed Value = \$41,400

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Sandyston that the Municipal Clerk is hereby authorized to make application to the New Jersey Department of Environmental Protection Green Acres Program for the donation of the above properties.

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Sandyston that the Mayor is hereby authorized to sign said application to the New Jersey Department of Environmental Protection Green Acres Program for the sale of the above properties.

The Committee reviewed **R-43-2013**. Deputy Mayor Harper made a motion to approve **R-43-2013** for the Application to the NJDEP for the donation of two properties to the Green Acres Program, seconded by Mayor MacDonald and unanimously carried.

**Ordinances:**

**SANDYSTON TOWNSHIP ORDINANCE**

**2013-03**

**AN ORDINANCE TO ESTABLISH MINIMUM AND MAXIMUM SALARIES AND WAGES FOR THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF SANDYSTON AND TO PROVIDE THE METHOD FOR THE PAYMENT OF ANNUAL SALARY INCREMENTS IN THE DISCRETION OF THE TOWNSHIP COMMITTEE**

**BE IT ORDAINED** by the Township Committee of the Township of Sandyston, County of Sussex, State of New Jersey, as follows:

- Section 1.** The ordinance shall be known as “The Minimum and Maximum Salary and Wage Ordinance”.
- Section 2.** All ordinances inconsistent with this ordinance, shall be, and are hereby repealed.

<u>Position</u>	<u>Minimum Annual Salary</u>	<u>Maximum Annual Salary</u>
Mayor	\$ 3,000.00	\$ 4,600.00
Committeemen	\$ 2,600.00	\$ 4,000.00
Municipal Clerk	\$27,000.00	\$40,000.00
Deputy Clerk	\$ 1.00	\$ 1.00
Registrar	\$ 500.00	\$ 1,000.00
Tax Collector	\$15,000.00	\$25,000.00
Assessor	\$11,000.00	\$24,000.00
Deputy Tax Assessor	\$ 50.00	\$ 4,500.00
Chief Financial Officer	\$ 5,000.00	\$15,000.00
Treasurer	\$ 5,000.00	\$15,000.00
Sec. To Bd. Health	\$ 700.00	\$ 1,500.00
Emergency Management Coord.	\$ 800.00	\$ 2,600.00
Animal Control Officer	\$ 1,500.00	\$ 4,000.00
(plus \$1.00 per dog license issued/plus mileage)		
Dog Pick-Up		\$ 25.00



Dog Boarding Fee (per day)		\$ 25.00
Const./Bldg. Sub-Code	\$15,000.00	\$25,000.00
(plus mileage)		
Sec. To Cons. Official (per hour)	\$ 9.00	\$ 16.00
Fire Sub-Code Official (per hour)	\$ 20.00	\$ 50.00
(plus mileage)		
Plumb. Sub-Code Official	\$ 3,500.00	\$ 6,500.00
(plus mileage)		
Electrical Sub-Code Official	\$ 3,500.00	\$ 6,500.00
Housing Officer Per Inspection	\$ 35.00	\$ 35.00
(plus mileage)		
Code Enforcement Official	\$ 20.00	\$ 35.00
(plus mileage)		
Fire Prev./Life hazard Per Inspection	\$ 40.00	\$ 60.00
Shared Service Agreement	\$ 7,000.00	\$12,000.00
Road Foreman, hourly	\$ 16.00	\$ 33.00
Roadman, Senior Employee (hourly)	\$ 12.00	\$ 24.00
Roadman, Junior Employee (hourly)	\$ 10.00	\$ 22.00
Laborers, per hour, monthly	minimum wage	
Temporary Truck Driver per hour	\$ 11.00	\$ 18.00
Temporary Driver with CDL	\$ 11.00	\$ 15.00
Planning Board Secretary	\$10,500.00	\$20,000.00
Land Use Administrator	\$12,000.00	\$20,000.00
Tax Search Officer	100% of all search fees	
Official Improvement Search	100% of all search fees	

Vouchers for mileage shall be prepared and submitted monthly. All those eligible for car allowance, shall be allowed \$.51 per mile.

All employees whose appearance is necessary in a court case shall be paid \$20.00 per appearance.

This ordinance shall take effect after publication and passage according to law.

The Committee reviewed **Ordinance 2013-03**. This being a public hearing, Mayor MacDonald made a motion to open this portion of the meeting to the public for comment, seconded by Deputy Mayor Harper and unanimously carried. There being no comment from the public, Mayor MacDonald made a motion to close this portion of the meeting to the public, seconded by Committeeman Leppert and unanimously carried. Mayor MacDonald made a motion to approve **Ordinance 2013-03**, seconded by Deputy Mayor Harper and unanimously carried. Roll Call Vote followed: Ayes: Leppert, Harper, MacDonald; Nays: 0; Abstain: 0; Absent: 0.

**SANDYSTON TOWNSHIP  
ORDINANCE 2013-05**

**AN ORDINANCE TO REAPPROPRIATE \$18,097.12 CURRENTLY LOCATED IN VARIOUS  
IMPROVEMENT AUTHORIZATIONS WITHIN THE GENERAL CAPITAL FUND AND**

**APPROPRIATE THE SUM OF \$18,097.12 FOR THE PURPOSE OF IMPROVEMENTS TO THE  
MUNICIPAL BUILDING FROM THOSE UNEXPENDED, FUNDED IMPROVEMENT  
AUTHORIZATIONS**

**WHEREAS**, there is currently \$18, 097.12, in unexpended funds left in the following improvement authorizations:

<u>Improvement Description</u>	<u>Date</u>	<u>Amount</u>
Construction of Municipal Bldg	01/02/2005	\$ 1,497.61
Improvement of Kitchen	01/02/2005	\$ 2,400.02
Hotalen Road – Engineering	06/09/2010	\$13,315.49
Improvement to Municipal Bldg – Upstairs	08/17/2010	\$ 884.00

**WHEREAS**, these projects are completed and there are no bills left to be paid; and

**WHEREAS**, it has been deemed necessary to make use of these funds, in the amount of \$18,097.12, for Improvements to the Municipal Building.

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Sandyston, County of Sussex, in the State of New Jersey:

**SECTION 1:** The sum of \$18,097.12 is hereby reappropriated from various improvement authorizations in the General Capital Fund and hereby appropriated for the purpose of Improvements to the Municipal Building.

**SECTION 2:** The funds to be utilized for this purpose shall be taken from the unexpended, funded balances of improvement authorizations identified above within the General Capital Fund.

**SECTION 3:** This ordinance shall take effect immediately upon final passage, approval and publication as required by law.

The Committee reviewed **Ordinance 2013-05**. Committeeman Leppert made a motion to approve **Ordinance 2013-05**, seconded by Mayor MacDonald and unanimously carried. Roll Call Vote followed: Ayes: Leppert, Harper, MacDonald; Nays: 0; Abstain: 0; Absent: 0. Committeeman Leppert stated **Ordinance 2013-05** will have a public hearing May 14, 2013 at 7:30 pm.

**Open Meeting To Floor:** Mayor Harper made a motion to open the meeting to the public, seconded by Committeeman Leppert and unanimously carried.

Gayle Hull, Layton, came forward and asked about the fascia quotes and Ordinance 2013-05. Committeeman Leppert answered we have received fascia quotes for the building but have not awarded the job at this time. Mrs. Hull asked what the expenditure would be for on the new building. Deputy Mayor Harper answered that is the money we are putting aside for the improvement and explained that this is money that was in previous Capital Improvement Ordinances. Mrs. Hull stated it was another \$18,000 on the building and stated she feels this is the point that Mr. Hull was trying to make that the upkeep on the building can run into a lot of money and wanted to repeat this.

Scott House, Chief of Sandyston Township Volunteer Fire Department (hereinafter “STVFD”) and Tom Brackney, Past Treasurer/Asst. Chief STVFD came forward. Chief House came forward to thank the Committee for their continued support of the STVFD. Chief House stated the fire department members, old and new would like to thank the Committee for the building they have to be able to house the equipment. Deputy Mayor Harper stated that the Township of Sandyston went through three major

storms in the last two years, two hurricanes and a snow storm, and the State of New Jersey mandates that the Township must have an Office of Emergency Management and we must meet codes of Emergency Management. Deputy Mayor Harper stated we currently employ one part-time employee as Emergency Management Coordinator and the only one reason the Township can do it for that amount of money is because of the fire department and the working relationship the Township has with the fire department in close proximity to the Township. Deputy Mayor Harper stated what the fire department did in those three storms was absolutely priceless in terms of the residents that were helped and how we recovered and made it through the storms and stated what they have done over the past ten years with the department has been absolutely amazing with increased membership, training and the ability for the fire department to operate as the Emergency Management arm. Mayor Harper commended the fire department and stated the residents of Sandyston Township should know that it does not nearly cost what it could cost if the Township had to provide that service as a town to meet that State criteria.

Tom Brackney thanked the Committee for repairing the roof on Station #2 last year and thanked the Committee for keeping the generator going through the storms. Mr. Brackney also thanked the Committee for following up with the phone company in an effort for them to provide a generator for the concentrator to keep communications up and running during future storms. Mr. Brackney stated there are items that have come up in their budget that were not there then years ago like mandatory testing of ladders and hoses which are done annually (\$3,000), SCBA's (air packs) must be tested annually (\$1,000). Mr. Brackney thanked the Township Committee for supporting them and the residents who have been tremendous in supporting the fire department throughout the years with the mail fund, coin tosses, and events. Deputy Mayor Harper explained the fire department operates completely independent of the Township. Mr. Brackney stated the budget for the fire department is approximately \$100,000 which includes the Township's yearly donation of \$24,000. Mr. Brackney also explained that the Township took over the insurance for the fire department and decreased their donation which resulted in a savings for the fire department and the Township. Deputy Mayor Harper stated many municipalities are purchasing fire trucks for their fire departments and there is a mix of municipally owned/fire department owned apparatus. Chief House stated there are only two municipalities in the County that have apparatus paid for by the department which is Sandyston and Frankford Township. Chief House also explained that the turnout gear is also a mandate that must be replaced every ten years and costs approximately \$2,000 per firefighter. Chief House stated OSHA is looking to see approximately \$5,000 - \$7,000 spent in testing, which are State mandates, when they perform their inspection. Chief House and Mr. Brackney explained the recent inspection performed by OSHA. Committeeman Leppert stated it has been a good partnership between the Township and the fire department with the benefit being the health, safety and welfare of the residents of the Township.

Jo Ann Williamson, Layton, came forward and thanked the Committee for the time and effort they extend on behalf of the taxpayers. Mrs. Williamson stated, on behalf of the Church, she was appreciative for the municipal facility that has been an asset of their fundraisers. Mrs. Williamson explained without the building, they would not be in the position to hold the Spring and Fall bazaars, Fish & Chip Dinner, Chicken Barbeque and without these fundraisers they would not be able to function as a Church. Mrs. Williamson thanked the Committee for providing this facility with the least impact on the taxpayers and for consistently providing a budget that keeps Sandyston Township ranking as one of the lowest tax rates in the County. Mrs. Williamson discussed State Mandates, health insurance and salaries. Mr. Williamson stated the school and township are capped at a 2% increase and when so much of the budget is not within your control difficult choices must be made. Mrs. Williamson commended the Committee and the dedicated staff.

Nancy Kovar, Sandyston, came forward and provided the Committee with information regarding Agenda 21 and explained it is a program out of the United Nations and stands for the 21<sup>st</sup> Century Agenda. Mrs. Kovar stated it is a very large, convoluted and slow encroaching program that has major implications all

the way down to our Township. Mrs. Kovar asked the Committee to read the information and contact her with any questions and offered to provide presenters to discuss the matter further.

Glenn Hull, Layton, came forward and submitted an OPRA Request for the expenses involving removing and planting trees on Maple Lane. Mr. Hull also stated the town was looking to condemn a property several years ago and stated maybe the Township could provide Mr. Hull with the costs of the designs for the property. Mr. Hull stated the point he is trying to make is money has been spent that does not reflect the needs of the Township.

Mr. Hull stated the Township needs to get down to bare minimum and feels trimming trees on Maple Lane is unnecessary.

Mayor MacDonald made a motion to close the meeting to the floor, seconded by Deputy Mayor Harper and unanimously carried.

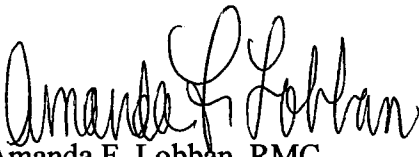
**Correspondence:** No comment made on correspondence.

**Coming Up:**

Next Township Meeting:	Tuesday, May 14, 2013 at 7:30 pm
Planning Board:	Monday, May 6, 2013 at 7:00 pm
Recreation Meeting:	Tuesday, May 21, 2013 at 6:30 pm
Seniors Meeting:	Monday, May 7, 2013 at 12:00 pm
Sandyston Day:	Saturday, June 15, 2013 12:00 pm – 5:00 pm

**Adjournment:** Mayor MacDonald made a motion to close the meeting at 7:43 pm, seconded by Deputy Mayor Harper and unanimously carried.

Respectfully submitted,

  
Amanda F. Lobban, RMC  
Municipal Clerk