

# Sandyston Township

## Minutes

December 16, 2014

This meeting was opened and called to order at 7:00 pm by Deputy Mayor Leppert 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 George B. Harper, Jr., Deputy Mayor William Leppert

Absent: Mayor Fred MacDonald

Also in attendance: Erik Marra, Joseph Pinzone, Patte H. Frato, Greg Watry, Glenn Hull, Hixon Spangenberg, Sharon Spangenberg, Jackie Espinoza, JCP & L, Tim Roberts, Peter Van Idistine

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

**Salary & Wage Workshop:** Mrs. Jessica Caruso, CFO, noted the retirement of Elizabeth Pinzone, and the new agreement with Andover Borough for Land Use Administrator, Planning Board Secretary and Zoning Officer, which will place this position outside the CAP. The Committee discussed the positions and the effect of a 2% raise and reviewed positions that would not be subject to a raise at this time. Committeeman Harper made a motion to offer a 2% raise to the following positions: Clerk, Registrar, Tax Collector, CFO, Emergency Management Coordinator, Road Department Foreman and Senior Roadman, seconded by Deputy Mayor Leppert and unanimously carried.

**Minutes:** The Committee reviewed the regular meeting minutes of **November 18, 2014**, as well as the Executive Session Minutes of **August 12, 2014**, **September 9, 2014** and **October 14, 2014**. Committeeman Harper made a motion to approve all the minutes submitted, seconded by Deputy Mayor Leppert and unanimously carried.

**Tax Collector Report:** The Tax Collector's report for the month of **November 2014** was presented with total receipts Month-To-Date of \$1,054,186.51 and a Year-To-Date total of \$5,517,041.43. Deputy Mayor Leppert made a motion to approve the Tax Collector's Report, seconded by Committeeman Harper and unanimously carried.

**Treasurer's Report:** The Treasurer's Report for the month of **November 2014** was presented with a beginning balance of \$433,666.50, total receipts of \$1,124,670.42, and total disbursements of \$445,321.23 leaving an ending balance of \$1,113,015.69. Deputy Mayor Leppert read the following balances: General Capital Account \$145,101.88, Animal Control Escrow \$43,412.08, Public Assist Escrow \$3,528.78, Unemployment Escrow \$23,646.78, COAH Trust \$32,283.01, Security Asst. Fund \$18,552.39 and the Small Cities Master \$4,767.45. Deputy Mayor Leppert made a motion to approve the Treasurer's Report, seconded by Committeeman Harper and unanimously carried.

**Payment of Vouchers:** The bills list for the month **November 2014** was submitted for approval. Committeeman Harper made a motion to approve the bills list for the month of **November 2014** in the amount of \$255,469.39 seconded by Deputy Mayor Leppert and unanimously carried. **Roll Call Vote followed:** Ayes: Harper, Leppert; Nays 0; Absent: MacDonald ; Abstain 0

**Departmental Reports:** The Committee reviewed the departmental reports. Deputy Mayor Leppert noted the Road Department Foreman is looking to purchase a snow blower. Committeeman Harper stated that would be a purchase out of normal maintenance and out of the road department budget. The Clerk noted the Right To Know inspection which was performed by an inspector of the New Jersey Department of Health and Senior Services, which resulted in several recommendations. The Clerk stated the Road Department Foreman is in the process of preparing all documentation for the inspector to review during a follow up inspection within the next few weeks.

The Clerk also presented the updated job descriptions for the Deputy Clerk, Treasurer, Secretary to Construction Official, Land Use Administrator, Planning Board Secretary and Zoning Official.

Committeeman Harper stated interviews were conducted for the Land Use Administrator, Planning Board Secretary and Zoning Official as well as the Deputy Clerk, Construction Secretary, Board of Health Secretary and Treasurer.

**Old Business:**

**Performance Bond/Block 1105 Lot 14:** Committeeman Harper stated there has been no update regarding the Performance Bond.

**Status: In Rem Foreclosure:** The Clerk stated the current In Rem Foreclosure had to be readvertised and was done on December 5, 2014. Glenn Gavan, Esq., prepared the file judgment and Affidavits have been signed Jessica Caruso, Tax Collector and this information will be filed with the Court for Final Judgment. The Clerk also noted Resolution R-83-2014 is to initiate In Rem proceedings on Michael Catalano.

**Outdoor Entertainment Ordinance:** The Committee reviewed the changes to the Outdoor Entertainment Ordinance and recommendations/questions submitted by Mr. Bill Miller of Gyp's Tavern. Mr. Miller questioned rain dates and the expiration of the 500 foot list. Committeeman Harper stated the rain date should be included in the original notice to the residents. The Clerk will prepare the ordinance for the January 2015 meeting.

**CR 560 Streetscape:**

- **Phase III** - The Clerk stated the five deeds have been recorded with the Hall of Records. The Clerk also noted Mr. Pellow is seeking an extension for the project.

**New Business:**

**Revaluation Status:** Deputy Mayor Leppert stated the Tax Assessor feels an extension is necessary for the revaluation to be properly completed. Committeeman Harper stated more inspectors have been added to aid in the completion of the exterior and interior inspections. Committeeman Harper made a motion to recommend an extension to January 20, 2014, seconded by Deputy Mayor Leppert and unanimously carried.

**Struble Road – Speeding Concerns:** The Committee discussed Speed Tables and Speed Humps for Struble Road and the pros and cons. Deputy Mayor Leppert stated Speed Tables cost approximately \$6,000 to install for one speed table. Committeeman Harper noted the installation issues and maintenance associated with the speed tables as well as road painting on each side of the speed table and the fact that speed tables are not desirous on oil and stone roads. This matter was also discussed during the public session.

**Shared Service Agreement: Land Use Administrator/Planning Board Secretary/Zoning Officer w/Andover Borough:** Committeeman Harper stated with the retirement of Elizabeth Pinzone, the Land

Use Administrator, Planning Board Secretary and Zoning Officer will now be a shared service with Andover Borough. The person will work once a week but will be able to corresponding with Sandyston Township during the week. Committeeman Harper stated this person is very accomplished and has been doing this for many years in Andover Borough. Deputy Mayor Leppert made a motion to approve the Shared Service Agreement, seconded by Committeeman Harper and unanimously carried.

**Shared Service Agreement: Renewal Electrical Sub-Code with Branchville:** The Committee reviewed the renewal of this agreement. Deputy Mayor Leppert made a motion to approve the renewal of this Shared Service Agreement, seconded by Committeeman Harper and unanimously carried.

**Shared Service Agreement: Renewal Plumbing Sub-Code with Branchville:** The Committee reviewed the renewal of this agreement. Deputy Mayor Leppert made a motion to approve the renewal of this Shared Service Agreement, seconded by Committeeman Harper and unanimously carried.

**Shared Service Agreement: Renewal Construction Services with Montague:** The Committee reviewed the renewal of this agreement. Deputy Mayor Leppert made a motion to approve the renewal of this Shared Service Agreement, seconded by Committeeman Harper and unanimously carried.

**Resolutions:**

**Sandyston Township Resolution**

**R-73-2014**

**WHEREAS**, the Township of Sandyston has adopted a "Minimum and Maximum Salary and Wage Ordinance"; and

**WHEREAS**, the Township of Sandyston wishes to establish salaries and wages for the calendar year **2015** within the minimum and maximum ranges established by Township Ordinance 2014-01.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Sandyston, County of Sussex, State of New Jersey, that the following employees and officials shall receive the compensation herein set forth, effective

**January 1, 2015** and each year thereafter, until amended or repealed. Salaries are hereby established and fixed as the salary to be paid to the officers, and positions of employees, herein set forth. All of the salaries to which the respective incumbents of said offices might otherwise be entitled, except, however, which may be payable by law, or which otherwise may be properly authorized to be paid by this resolution, or another resolution of the Township Committee, to wit:

Mayor	per annum, payable quarterly	\$ 3,500.00
Committeemen	per annum, payable quarterly	\$ 2,600.00
Municipal Clerk	per annum, payable monthly	\$42,751.85
Deputy Clerk	per annum, payable yearly	\$ 1.00
Registrar	per annum, payable monthly	\$ 890.36
Tax Collector	per annum, payable monthly	\$19,970.88
Tax Assessor	per annum, payable monthly	\$14,000.00
Deputy Tax Assessor	per annum, payable quarterly	\$ 500.00

Treasurer	per annum, payable monthly	\$ 4,500.00
CFO	per annum, payable monthly	\$ 7,988.34
Construction Official/ Building Subcode	per annum, payable monthly	\$ 18,500.00
	Shared Service (Montague)	\$ 14,000.00
	Shared Service (Hampton)	\$ 17,500.00
Sec., Bd. of Health	per annum, payable monthly	\$ 1,150.00
Emer. Mgt. Coord.	per annum, payable quarterly	\$ 1,874.18
Animal Control Off. (plus \$1.00 per dog license issued payable to Municipal Clerk)	Shared Service (Wantage)	\$ Shared Service
Dog Pick-Up		\$ 25.00
Dog Boarding Fee (per day)		\$ 25.00
Sec., Const. Off.	per hour, payable monthly	\$ 10.67
Fire Sub-Code Official	per hour, payable monthly (maximum-\$3,000.00 per year)	\$ 28.82
Plumbing Sub-Code Off.	per annum, payable monthly	\$ 4,100.00
	Shared Service (Branchville)	\$ 1,582.00
	Shared Service (Montague)	\$ 5,000.00
	Shared Service (Hampton)	\$ 4,221.00
Electrical Sub-Code Off.	per annum, payable monthly	\$ 6,093.48
	Shared Service (Branchville)	\$ 1,847.00
	Shared Service (Montague)	\$ 7,000.00
	Shared Service (Hampton)	\$ 5,338.00
Housing Officer	per insp., payable monthly	\$ 35.00
Code Enforc. Off.	per hour, payable monthly (plus mileage)	\$ 31.72
Fire Prevention/Life Hazard	per inspection	\$ 50.00
	Shared Service Agreement (Hampton)	\$ 10,000.00
Road Foreman,	per hour, payable bi-weekly	\$ 25.50
Roadman Sr.	per hour, payable bi-weekly	\$ 21.75
Roadman Jr.	per hour, payable bi-weekly	\$ 16.48
Laborers,	per hour, payable monthly	minimum wage
Temp. Truck Drivers,	per hour, payable monthly	\$ 12.50
Temp. Truck Driver w/CDL	per hour, payable monthly	\$ 15.00
Land Use Administrator/ Planning Bd. Secretary	per annum, payable monthly	\$ 13,000.00

Shared Service (Andover)

Official Tax Search Off. 100% search fees

Official Improv. Search Off. 100% search fees

Vouchers for mileage shall be prepared and submitted monthly. All those eligible for car allowance shall be allowed:  
\$0.51 (cents) per mile.

All employees, other than hourly employees, whose appearance is necessary in a court case shall be paid \$20.00 (dollars) per appearance. The hourly employees shall be paid their hourly rate.

Date of Adoption: December 16, 2014

The Committee reviewed R-73-2014. Deputy Mayor Leppert made a motion to approve R-73-2014, seconded by Committeeman Harper and unanimously carried

**SANDYSTON TOWNSHIP RESOLUTION**

**R-74-2014**

**A RESOLUTION TO FIX A TIME AND DATE FOR THE ANNUAL REORGANIZATION MEETING**

**WHEREAS**, the Township of Sandyston, County of Sussex, State of New Jersey has a Township Committee form of government; and

**WHEREAS**, the members of the governing body are elected for terms commencing January 1; and

**WHEREAS**, the governing body utilizes N.J.S.A. 40:45A-1 to fix the date and time of its annual reorganization meeting; and

**WHEREAS**, the Reorganization Meeting Agenda to be followed, more or less, by the Sandyston Township Committee is as listed below:

- o Call to Order & Opening Statement
- o Roll Call
- o Flag Salute
- o Certification of Election
- o Oath of Office
- o Nomination of Mayor
- o Oath of Office for Mayor
- o Nomination for Deputy Mayor
- o Oath of Office for Deputy Mayor
- o Oath of Office administered to other officials
- o Adoption of Appropriate Resolutions with respect to appointment of Mayor and Deputy Mayor, adoption of temporary budget of 26.25% of the 2013 budget for the 2014 year, appointment of professionals, authority for tax assessor and municipal attorney to defend tax appeals and correct assessments, staff and board appointments, insurance fund, fix rate of interest for delinquent taxes, authority for tax collector to conduct annual tax sale, cancel all underpayments/overpayments \$5.00 or less, schedule of annual meeting dates
- o Adjournment

**THEREFORE, BE IT RESOLVED**, in compliance with the State of New Jersey Open Public Meetings Act P.L. 1975 C.231, publication of this document is to be considered official advance notice that the Township of Sandyston, County of Sussex and State of New Jersey, will hold their annual Reorganization Meeting at **9:00 am on Monday**,

**January 5, 2015**, at the Sandyston Township Municipal Building meeting room, 133 Route 645, Sandyston, NJ 07826.

The Committee reviewed **R-74-2014**. Committeeman Harper made a motion to approve **R-74-2014**, seconded by Deputy Mayor Leppert and unanimously carried

**SANDYSTON TOWNSHIP**

**R-75-2014**

**A RESOLUTION FOR THE TOWNSHIP OF SANDYSTON TO ENTER SHARED SERVICE AGREEMENT WITH THE TOWNSHIP OF MONTAGUE FOR THE PROVISION OF CONSTRUCTION DEPARTMENT SERVICE**

**WHEREAS, THE TOWNSHIP OF SANDYSTON**, a municipal corporation of the State of New Jersey and **THE TOWNSHIP OF MONTAGUE**, a municipal corporation of the State of New Jersey desire to enter into this Shared Services Agreement for the provision of Construction Department services in accordance with N.J.S.A. 40A:65-1 et seq.; and

**WHEREAS**, the Township of Sandyston is hereby designated as the agent of the Township of Montague, to furnish Code Administration and Enforcement services under the Uniform Construction Code, N.J.A.C. 5:23-1 et seq. and its Subcodes; and

**WHEREAS**, said Shared Service Agreement shall be for a period of four years, beginning on or about **January 1, 2015** and terminating on **December 31, 2018**; and

**THEREFORE, BE IT RESOLVED** the Sandyston Township Committee of the Township of Sandyston hereby agrees to enter into the shared service agreement for the provision of Construction Department services in accordance with N.J.S.A. 40A:65-1 et seq.

**BE IT FURTHER RESOLVED** that the Township Committee of the Township of Sandyston hereby authorizes the Mayor and Municipal Clerk to execute said Shared Service Agreement on behalf of the Township Committee of the Township of Sandyston. A copy of the Shared Service Agreement and this Resolution will be placed on file in the office of the Municipal Clerk.

The Committee reviewed **R-75-2014**. Deputy Mayor Leppert made a motion to approve **R-75-2014**, seconded by Committeeman Harper and unanimously carried.

**SANDYSTON TOWNSHIP RESOLUTION**

**R-76-2014**

**A RESOLUTION TO CANCEL BALANCES TO SURPLUS**

**WHEREAS**, Sandyston Township Chief Finance Officer, Jessica Caruso, has recommended that the following amounts be cancelled to surplus.

01-201-20-110-010	Mayor/Committee	SW	\$ 1,700.00
01-201-20-110-020	Mayor/Committee	OE	\$ 2,580.00
01-201-20-120-020	Clerk	OE	\$ 6,500.00
01-201-20-130-010	Finance Administration	SW	\$ 3,000.00
01-201-20-130-020	Finance Administration	OE	\$ 2,500.00

01-201-20-140-020	Computer Maintenance	OE	\$ 7,000.00
01-201-20-145-020	Tax Collector	OE	\$ 500.00
01-201-20-185-020	Zoning Bd. of Adj.	OE	\$ 3,200.00
01-201-21-180-020	Planning Board	OE	\$ 3,200.00
01-201-22-195-010	Construction	SW	\$ 650.00
01-201-22-198-010	Fire Sub-Code Official	SW	\$ 3,595.00
01-201-22-198-020	Fire Sub-Code Official	OE	\$ 1,900.00
01-201-23-220-092	Employee Group Ins.	OE	\$ 4,000.00
01-201-23-225-020	Unemployment Insurance	OE	\$ 900.00
01-201-26-305-020	Sanitation	OE	\$ 1,700.00
01-201-26-315-020	Vehicle Maintenance	OE	\$ 6,500.00
01-201-27-335-020	PEOSHA	OE	\$ 1,000.00
01-201-27-340-020	Animal Control	OE	\$ 8,200.00
01-201-31-430-020	Electricity	OE	\$ 5,000.00
01-201-31-440-020	Telephone	OE	\$ 1,500.00
01-201-36-471-020	P.E.R.S.	OE	\$ 3,375.00
01-201-43-490-020	Municipal Court	OE	\$10,000.00

TOTAL: \$78,500.00

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Sandyston, County of Sussex, State of New Jersey to authorize Chief Financial Officer to cancel balances to surplus.

The Committee reviewed **R-76-2014**. Deputy Mayor Leppert made a motion to approve **R-76-2014**, seconded by Committeeman Harper and unanimously carried.

### SANDYSTON TOWNSHIP RESOLUTION

**R-77-2014**

#### BUDGET TRANSFERS

**WHEREAS**, it appears certain amounts for specific purposes in the 2014 Municipal Budget have been expended in excess of the respective sums appropriated therefore; and  
**WHEREAS**, there appears to be insufficient funds in certain accounts to meet the demands thereon for the balance of the year; and  
**WHEREAS**, there appears to be sufficient funds in other accounts to meet the demands thereon for the balance of the year.  
**NOW, THEREFORE, BE IT RESOLVED** that in accordance with the provisions of N.J.S.A. 40A:4-58 a portion of the surplus in the accounts hereafter mentioned are hereby transferred to the accounts deemed insufficient to meet current demands:

<b>FROM: VEHICLE MAINT.</b>	O/E	01-201-26-315-020	\$ 7,500.00
<b>TO: STREETS &amp; ROADS</b>	O/E	01-201-26-290-020	\$ 7,500.00
<b>FROM: UNEMPLOYMENT</b>	O/E	01-201-23-225-020	\$ 300.00
<b>TO: SOCIAL SECURITY</b>	O/E	01-201-36-472-020	\$ 300.00
<b>FROM: BLDGS &amp; GRDS</b>	O/E	01-201-26-310-020	\$ 3,300.00
<b>TO: PROPANE GAS</b>	O/E	01-201-31-446-020	\$ 500.00
<b>TO: FUEL OIL/GAS/DIESEL</b>	O/E	01-201-31-447-020	\$ 2,800.00
<b>FROM: ENGINEERING</b>	O/E	01-201-20-165-020	\$10,000.00
<b>FROM: BLDGS &amp; GRDS</b>	O/E	01-201-26-310-020	\$10,000.00
<b>FROM: STREETS &amp; ROADS</b>	S/W	01-201-26-190-010	\$20,000.00

The Committee reviewed R-77-2014. Deputy Mayor Leppert made a motion to approve R-77-2014, seconded by Committeeman Harper and unanimously carried.

**Sandyston Township**

**R-78-2014**

**RESOLUTION – AGREEMENT: SHARED SERVICES – TOWNSHIP OF SANDYSTON, COUNTY OF SUSSEX, STATE OF NEW JERSEY ELECTRICAL SUB CODE SERVICES**

Be it and it is hereby resolved by the Sandyston Township Committee that the Mayor and Township Clerk are hereby authorized to execute on behalf of the Township Committee of the Township of Sandyston the following shared services agreement with the Borough of Branchville as permitted by N.J.S.A. 40:8A-1, et seq.: Electrical Sub Code Services Agreement dated January 1, 2015.

**Sandyston Township**

**R-79-2014**

**RESOLUTION – AGREEMENT: SHARED SERVICES – TOWNSHIP OF SANDYSTON, COUNTY OF SUSSEX, STATE OF NEW JERSEY PLUMBING SUB CODE SERVICES**

Be it and it is hereby resolved by the Sandyston Township Committee that the Mayor and Township Clerk are hereby authorized to execute on behalf of the Township Committee of the Township of Sandyston the following shared services agreement with the Borough of Branchville as permitted by N.J.S.A. 4-8:A-1, et seq.: Plumbing Sub Code Services Agreement dated January 1, 2015.

The Committee reviewed R-78-2014 & R-79-2014. Deputy Mayor Leppert made a motion to approve R-78-2014 & R-79-2014, seconded by Committeeman Harper and unanimously carried.

**SANDYSTON TOWNSHIP**

**R-80-2014**

**A RESOLUTION PROVIDING FOR THE PURCHASE OF BITUMINOUS CONCRETE, AGGREGATES AND BROKEN STONE FOR THE TOWNSHIP OF SANDYSTON FOR JUNE 1, 2014 THROUGH MAY 31, 2015**

**WHEREAS**, the County of Sussex advertised and received bids for bituminous concrete, aggregates and broken stone; and

**WHEREAS**, the bids received allowed for vendors to extend their pricing to municipalities within the County of Sussex through a State regulated County Contract Purchasing System; and

**WHEREAS**, the following vendor was awarded a contract for the following through the County Contract Purchasing System and the vendor has extended their pricing to municipalities, thereby affording the Township of Sandyston the opportunity of direct purchase without competitive bidding:



To:  
**Beaver Run Farms**  
**300 Beaver Run Road**  
**Lafayette, NJ 07848**

<u>Aggregates/Broken Stone</u>		<u>Bituminous Concrete</u>
DGA (5A)	\$ 8.75/ton	No Bid
3/8" Stone	\$11.00/ton	
3/4" Stone	\$11.00/ton	
1-1/2" Stone	\$10.75/ton	
2-1/2" Stone	\$10.75/ton	
4"- 6" Stone	\$10.75/ton	
Mason Sand	\$13.75/ton	

To:  
**Braen Aggregates, LLC**  
**270 Corkhill Road**  
**Franklin, NJ 07416**

<u>Aggregates/Broken Stone</u>		<u>Bituminous Concrete</u>	
Or	DGA (5A)	\$ 8.50/ton	No Bid
	3/8" Stone	\$15.00/ton	
	3/4" Stone	\$12.00/ton	
	1-1/2" Stone	\$12.00/ton	
	2-1/2" Stone	\$12.00/ton	
	4"- 6" Stone	\$15.00/ton	
	Mason Sand	\$16.00/ton	

To:  
**Morris Asphalt Co**  
**P.O. Box 305**  
**Lafayette, NJ 07848**

<u>Aggregates/Broken Stone</u>	<u>Bituminous Concrete</u>
No Bid	Mix 1-2 \$ 64.00
	Mix 1-3 \$ 65.00
	Mix 1-4 \$ 66.00
	Mix 1-5 \$ 66.00
	Mix 1-6 \$ 75.00

To:  
**Weldon Materials, Inc.**  
**141 Central Avenue**  
**Westfield, NJ 07090**

<u>Aggregates/Broken Stone</u>		<u>Bituminous Concrete</u>
DGA (5A)	\$ 8.00/ton	Mix 1-2 \$ 53.00
3/8" Stone	\$15.00/ton	Mix 1-3 \$ 54.00
3/4" Stone	\$12.00/ton	Mix 1-4 \$ 56.00
1-1/2" Stone	\$12.00/ton	Mix 1-5 \$ 56.00
2-1/2" Stone	\$12.00/ton	Mix 1-6 \$ 63.00
4"- 6" Stone	\$15.00/ton	Bond X ** \$150.00
RCA	\$ 6.00/ton	
Millings	\$ 4.00/ton	** Rockaway Plant Only
Mason Sand	\$25.00/ton	

**NOW, THEREFORE, BET IT RESOLVED**, that the Township Committee of the Township of Sandyston does hereby approve purchases of bituminous concrete, aggregates and broken stone the through the County Contract Purchasing System for **JUNE 1, 2014 THROUGH May 31, 2015**.

The Committee reviewed **R-80-2014**. Deputy Mayor Leppert made a motion to approve **R-80-2014**, seconded by Committeeman Harper and unanimously carried.

**SANDYSTON TOWNSHIP**

**R-81-2014**

**A RESOLUTION FOR THE TOWNSHIP OF SANDYSTON TO ENTER SHARED SERVICE AGREEMENT WITH THE BOROUGH OF ANDOVER FOR THE SERVICES OF THE LAND USE ADMINISTRATOR, PLANNING BOARD SECRETARY AND ZONING OFFICER**

**WHEREAS, THE TOWNSHIP OF SANDYSTON**, a municipal corporation of the State of New Jersey and **BOROUGH OF ANDOVER**, a municipal corporation of the State of New Jersey desire to enter into this Shared Services Agreement for the services of the Land Use Administrator, Planning Board Secretary and Zoning Officer in accordance with N.J.S.A. 40A:65-1 et seq.; and

**WHEREAS**, the Borough of Andover is hereby designated as the agent of the Township of Sandyston, to furnish a Land Use Administrator, Planning Board Secretary and Zoning Officer; and

**WHEREAS**, said Shared Service Agreement shall be for a period of one year, beginning on or about **January 1, 2015** and terminating on **December 31, 2015**; and

**THEREFORE, BE IT RESOLVED** the Township Committee of the Township of Sandyston hereby agrees to enter into the shared service agreement for the provision of Land Use Administrator, Planning Board Secretary and Zoning Officer services in accordance with N.J.S.A. 40A:65-1 et seq. in the form attached hereto.

**BE IT FURTHER RESOLVED** that the Township Committee of the Township of Sandyston hereby authorizes the Mayor and Municipal Clerk to execute said Shared Service Agreement on behalf of the Township Committee of the Township of Sandyston. A copy of the Shared Service Agreement and this Resolution will be placed on file in the office of the Municipal Clerk.

The Committee reviewed **R-81-2014**. Deputy Mayor Leppert made a motion to approve **R-81-2014**, seconded by Committeeman Harper and unanimously carried.

**SANDYSTON TOWNSHIP**

**R-82-2014**

**RESOLUTION TO HIRE SECRETARY TO THE CONSTRUCTION OFFICIAL, SECRETARY TO THE BOARD OF HEALTH, DEPUTY CLERK AND TREASURER**

**WHEREAS**, the Township of Sandyston has a need for a Secretary to the Construction Official, Secretary to the Board of Health, Deputy Clerk and Treasurer; and

**WHEREAS**, said Secretary to the Construction Official, Secretary to the Board of Health, Deputy Clerk and Treasurer shall be available to the public during the hours of 8:30 am to 12 pm, Monday through Friday, and receive a wage of \$15.00 per hour; and

**WHEREAS**, said Secretary to the Construction Official, Secretary to the Board of Health, Deputy Clerk and Treasurer shall be a part-time position and shall not be entitled to health benefits.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Sandyston, County of Sussex, State of New Jersey that Theresa Doyle be hired to fill the position of Secretary to the Construction Official, Secretary to the Board of Health, Deputy Clerk and Treasurer effective December 17, 2017, and receive a wage of \$15.00 per hour.

**BE IT FURTHER RESOLVED**, the position of Secretary to the Construction Official, Secretary to the Board of Health, Deputy Clerk and Treasurer shall be a part-time position and shall not be entitled to health benefits.

The Committee reviewed **R-82-2014**. Committeeman Harper made a motion to approve **R-82-2014**, seconded by Deputy Mayor Leppert and unanimously carried.

**SANDYSTON TOWNSHIP**

**R-83-2014**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF SANDYSTON  
AUTHORIZING THE IN REM FORECLOSURE OF  
TAX SALE CERTIFICATES**

**BE IT RESOLVED** by the Township Committee of the Township of Sandyston, County of Sussex, State of New Jersey, that the Tax Sale Certificates as shown on the Tax Foreclosure List attached hereto as Exhibit A, now held by the Township of Sandyston, be foreclosed by summary proceedings In Rem, and as described by N.J.S.A. 54:5-104.29 to 54:5-104.71, as amended, and pursuant to the Rules of Civil Practice of the Superior Court of the State of New Jersey.

The Committee reviewed **R-83-2014**. Deputy Mayor Leppert made a motion to approve **R-83-2014**, seconded by Committeeman Harper and unanimously carried.

**Ordinances:**

**TOWNSHIP OF SANDYSTON  
SUSSEX COUNTY, NEW JERSEY**

**ORDINANCE 2014-11**

**AN ORDINANCE AUTHORIZING THE COMMENCEMENT OF EMINENT  
DOMAIN PROCEEDINGS TO ACQUIRE CERTAIN EASEMENT INTERESTS  
IN PROPERTIES ADJACENT TO LOT 25 IN BLOCK 1203 WITH UNKNOWN  
OWNERS IN CONNECTION WITH A STREETScape PROJECT ALONG  
COUNTY ROUTE 560**

**WHEREAS**, the Township of Sandyston has undertaken a streetscape program to improve conditions along County Route 560 to enhance pedestrian safety; and

**WHEREAS**, the Township has acquired easements and property interests for the purposes of the streetscape easement; and

**WHEREAS**, a portion of property adjacent to Lot 25 in Block 1203, as more particularly shown on the map as prepared by Harold E. Pellow & Associates, Inc. entitled "Quit Claim Conveyance Over the Lands of John R. and Patricia A. Ross To Be conveyed To The Township of Sandyston", a copy of which has been attached hereto, has been determined to be a "gore" with no known owner; and

**WHEREAS**, in order to acquire an interest in the property in order to continue the streetscape program, the Township Committee has determined that it is necessary to commence an eminent domain proceeding pursuant to the

Eminent Domain Act N.J.S.A. 20:3-1, et seq. to acquire an interest in the property to continue the streetscape program;  
and

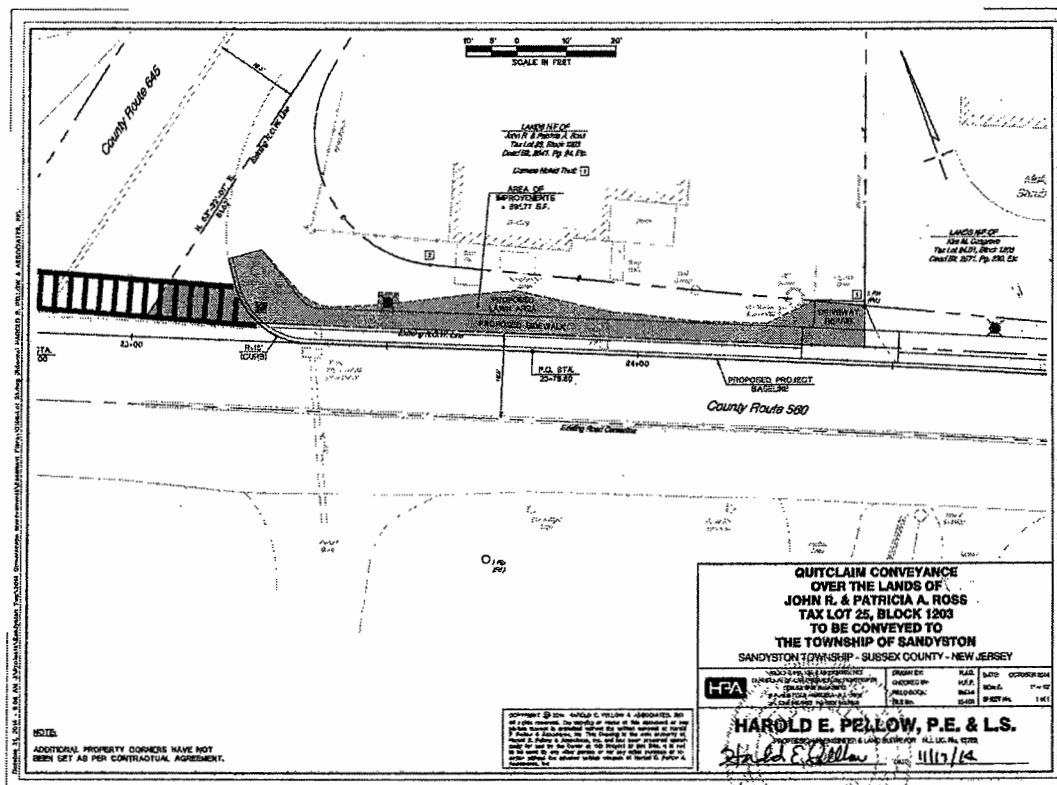
**WHEREAS**, a majority of the requisite easements and acquisitions have been obtained through the aforesaid process of bona fide negotiations; and

**WHEREAS**, the Township has determined that, it is unable to acquire the requisite easement interests in the property adjacent to Lot 25 in Block 1203; and

**WHEREAS**, the Township Committee wishes to authorize the commencement of eminent domain proceedings, pursuant to the Eminent Domain Act N.J.S.A. 20:3-1, et seq., with respect to those properties through which the Township has been unable to acquire the requisite easement interests through the negotiations process.

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

1. The Township's Chief Financial Officer is hereby authorized and instructed to verify the availability of funds which may be required to acquire the easement rights upon, under, across and through the property adjacent to Lot 25 in Block 1203 as shown on the map attached hereto.
2. Upon the aforementioned verification of the availability of funds, the appropriate Township officials are hereby authorized and instructed to take any and all necessary steps permitted and/or required by law to exercise the Borough's rights of eminent domain through the filing of appropriate condemnation proceedings to acquire the easement rights depicted in the Easement Maps.
3. In the event any section, paragraph, sentence, clause or phrase of this Ordinance shall be declared unconstitutional or invalid for any reason by a Court of competent jurisdiction, such provision(s) shall be deemed severable and the remaining portions of this Ordinance shall remain in full force and effect.
4. All Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.
5. This Ordinance shall take effect immediately upon passage and adoption as required by law.



The Committee reviewed **Ordinance 2014-11**. Deputy Mayor Leppert made a motion to open Ordinance 2014-11 to the public, seconded by Committeeman Harper and unanimously carried.

Mr. Glenn Hull, Layton, came forward and questioned the location of the area which is involved with this ordinance. Deputy Mayor Leppert explained the location, provided a copy of map associated with the ordinance and explained the amount of the gore which is being used by the Township. Committeeman Harper stated the “Gore” area comes up to within six inches of the bilco door.

Deputy Mayor Leppert made a motion to close the Ordinance to the public, seconded by Committeeman Harper and unanimously carried. Deputy Mayor Leppert made a motion to approve Ordinance 2014-11, seconded by Committeeman Harper and unanimously carried. **Roll Call Vote followed:** Ayes: Harper, Leppert; Nays 0; Absent: MacDonald ; Abstain 0

**Correspondence:** The Committee reviewed the correspondence.

The Clerk noted the correspondence received regarding the 911 Dispatching Center.

Committeeman Harper asked about the correspondence from Statewide Insurance. The Clerk stated Statewide Insurance is offering a grant for municipalities in the amount of 1% of their Annual Assessment. The Clerk stated this grant could be for cones, personal protective equipment, etc. Committeeman Harper questioned the amount of increase in the insurance premium. The Clerk stated she did not have that information at this time but would provide that to Committeeman Harper following the meeting.

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

Tim Roberts, President, Deer Lake Homeowners Association, came forward to discuss traffic calming on Struble Road. Mr. Roberts and the Committee discussed the speeding problem on Struble Road. Committeeman Harper discussed speed humps, speed tables and the problems associated with speed tables,

as discussed previously in the meeting. Mr. Roberts suggested different methods for traffic calming like painting lines on the road (center line, white line), crosswalks, although felt that with the road being oil and stone the painting would be hard to maintain and understood the concerns with speed tables. Mr. Roberts asked the Committee for their suggestions and input so he could go back to the residents and have a meeting where they could discuss their suggestions. The Committee suggested more signage which gives a stronger message that there is a residential area/beach along this section of Struble Road and offered Mr. Roberts a few books the Township has on signs. Committeeman Harper also stated signs can be custom made, but we should discuss custom signage with our Engineer and Insurance Agent. Mr. Roberts thanked the Committee for their time.

Jackie Espinoza, JCP & L, came forward to talk to the Committee about communication and their response during the last few storms. Ms. Espinoza encouraged the Committee to continue to keep the communication open. The Clerk asked about guide wires on telephone poles. The Clerk stated there have been a few accidents in town and the guide wires are damaged and not repaired. The Clerk asked if Ms. Espinoza would like that information. Ms. Espinoza asked for the Clerk to forward her this information.

Ms. Espinoza also commented that she experienced a similar speeding problem on a road where she lives and she noted a sign was installed on the road that stated "Drive Like Your Kids Live Here". She stated the sign was effective and thought the Committee would like to consider this for the road in Sandyston. The Committee thanked Ms. Espinoza for her information and communication.

Glenn Hull, Layton, came forward and provided information to the Township Committee regarding Vision 2030. Mr. Hull also read the following letter into the record:

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Glenn A. Hull  
PO Box 85  
Layton, NJ 07851  
973-948-6555



December 16, 2014

Dear Members of the Sandyston Township Committee:

At the committee meeting in September, I read a prepared statement asking how much money Sandyston Township received from the US for selling my family's portion of Old Mine Road. You have failed to answer me.

A federal judge made a summary judgment decision in 2012 that Sandyston Township conveyed property in fee to the US, property that Sandyston Township did not own.

The evidence that Judge Wigenton relied on for this decision was a 1989 quitclaim deed that stated "interest if any" written by Sandyston Township. This 1989 quitclaim deed was presented to the US in 1989 and rejected by the US Solicitor in 1989. The NPS wrote to Erna Gornley, Mayor of Sandyston Township in 1989, that the US requires a warranty deed for property transfers, not a quitclaim deed. This formerly rejected 1989 quitclaim deed was filed at Sussex County Hall of Records (SCHR) by Cynthia Branley on June 16, 2008 with Sandyston Township assisting her with the signing of a Seller's Residency Certification/Exemption on that same day. Branley is not authorized to file deeds for the US. Deeds for the US are written and filed by the US/ NPS Realty Land Office located in Philadelphia, PA and Lowell, MA.

On June 16, 2008 Cynthia Branley filed this previously rejected quitclaim deed falsely stating to SCHR that Sandyston Township sold and conveyed the property described as Old Mine Road to the US. My family purchased their property in 2007. SCHR went along with Branley and charged her a real estate transfer tax. Branley paid the fee even though the quitclaim deed states, "No Consideration" and the newly created Seller's Residency Certification/Exemption (SRCE), signed by Sandyston Township's attorney on June 16, 2008, also stated no consideration. When a deed and SRCE both say "No Consideration" the deed is to be rejected at filing if an Affidavit of Consideration is not presented. Branley did not present an Affidavit of Consideration. Branley and the SCHR conspired to bypass the NJ Recording Act to file and record a false deed. A fictitious sale price was established on June 16, 2008 and the formerly rejected quitclaim deed stating "interest if any" was recorded as a sale by SCHR on June 17, 2008. This quitclaim deed should have been rejected at time of filing. Branley did not present an Affidavit of Consideration. The quitclaim deed and SRCE both said "no consideration". The quitclaim deed did not state a lot and block. The quitclaim deed did not state an address. Additionally, SCHR failed to follow state statute by not sending a copy of the newly recorded deed to the Board of Taxation to remove the previous property owners. Sandyston Township couldn't be removed because they were not the owner. There is no record on the tax maps showing the township with a block and lot number. The Hull family, the rightful owners, are still charged taxes on this property, paying both Sandyston and Sussex County property taxes, as they should. Recording this rejected quitclaim deed was a criminal act of conspiracy perpetrated by Cynthia Branley, Sussex County Hall of Records and Sandyston Township to create false evidence for a federal lawsuit against my family. Branley has stated that John Donahue, Park Superintendent, instructed her to record the rejected quitclaim deed.

**A real estate transfer tax was fabricated through a fictitious sale price stated on the recording stamp. After recording the quitclaim deed, the fictitious sale price on the recording stamp was altered to \$0 to make it appear that the transaction was a donation from Sandyston Township as claimed in federal court at a later date. This is a classic example of corruption in small town government and how you, the committee, have tried to slander and destroy me, the investigator/messenger for uncovering this crime that you have deliberately hidden. You have done your best to portray me as a threat for exposing criminal activity. This is not to mention the financial and emotional burden you have placed on my family for the past five years with your tangled web of deceit.**

At this time, Committeeman Harper interrupted Mr. Hull and stated his five minutes were up and began timing Mr. Hull when he began reading his letter into the record. Committeeman Harper stated this matter was discussed for over an hour at the October meeting and this has been discussed many, many, many, many, many times over the last four years. Committeeman Harper stated the Committee is not going to discuss this matter and stated Mr. Hull was told in October that Mr. Hull has other remedies he may pursue. Deputy Mayor Leppert requested Mr. Hull submit his letter as a matter of record. The following is the continuation of the letter Mr. Hull submitted:

**This committee has done its best to hide the fact that Sandyston Township did not own the property that Branley claimed was transferred in fee with a sale price from Sandyston Township to the US with the recording of the quitclaim deed on June 17, 2008. This committee has allowed fraudulently created evidence to be used in federal court by not**

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**disclosing the truth about the ownership of said property Branley claimed was transferred in the quitclaim deed. Sandyston Township is partially liable for creating the fraudulent evidence.**

**After talking to the Deputy Director Rachel McManus of the NPS Realty Office in Lowell, MA, I submitted a Freedom of Information Act (FOIA) request. I received an answer that the NPS/US has no record of purchasing property from Sandyston Township on June 16, 2008.**

**Through OPRA (Open Public Records Act) request, Sandyston Township has verified that they have no record of selling property to the US/NPS, or passing an ordinance to sell on June 16, 2008.**

**This committee has been asked in the past by me, Glenn Hull and my sons, Matthew Hull and Aaron Hull, to show Sandyston's previous ownership of said property in the quitclaim deed and how much money was received for selling said property in the recorded quitclaim deed. I asked the committee to write the federal court that Sandyston Township never owned the property in the recorded quitclaim deed as claimed by Branley at filing. I asked the committee to address the fraudulence with the Sussex County prosecutor and this committee has refused.**

**This quitclaim deed, rejected by the US in 1989, was fraudulently filed by Branley of the NPS on June 16, 2008, as a sale/conveyance of property as evidenced by the June 17, 2008, recording stamp on the quitclaim deed showing a real estate transfer tax paid to the state of NJ by Branley at filing.**

**This committee is guilty of official misprision to cover up a criminal act that was committed by Branley, Sussex County Hall of Records and Sandyston Township to create false evidence to bring forward a future lawsuit. Erna Gormley as mayor of Sandyston Township in 1989 received correspondence from the NPS that the quitclaim deed was no good to the US as a property transfer because US title standards require a warranty deed. The US wrote in 1989 to Mayor Gormley, that they would perform a title search and write a warranty deed to transfer the road but the US could not find recorded ownership by Sandyston Township and could not go forward. The US also told Gormley who the owners were: Harker, Lennington and Dodd. In other words, Sandyston Township did not own Old Mine Road as claimed by Cynthia Branley on June 16, 2008. Fast forward from 1989 to June, 2008 - Erna Gormley, now Clerk of SCHR records the rejected quitclaim deed without the proper NJ requirements to record a deed. After I discussed this recording with Mrs. Gormley, she retired early and prematurely ordered all non-essential records destroyed including Branley's cover letter and receipt created by the SCHR. Luckily for the Hulls, an investigation recovered these documents before being prematurely destroyed. Had these documents been destroyed, no one would have known who filed the deed.**

**As servants of this township, your audacity and arrogance astounds me. This committee has violated its oath of office. Shame on you. Sandyston's ownership of this property is not complicated. Either you had prior ownership of this road, or you did not. It's black and white. Frankly, I cannot find your ownership anywhere.**

Sincerely,

Glenn A. Hull

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

Committeeman Harper made a motion to enter Executive Session at 8:10 pm for matters relating to litigation, negotiation and the attorney/client privilege, employment relationship and matters relating to professional contracts, seconded by Deputy Mayor Leppert and unanimously carried.

**Township of Sandyston  
Resolution Authorizing Executive Session**

**WHEREAS**, Section 8 of the Open Public Meetings Act, P.L. 1975 Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, this public body is of the opinion that such circumstances presently exist; and

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

- a. Pursuant to the Open Public Meetings Act N.J.S.A. 10:4012(b) the public shall be excluded from discussion of an action upon the hereinafter specified subject matter(s):

Matters relating to litigation, negotiation, and the attorney/client privilege  
Matters relating to employment relationship  
Matters relating to professional contracts

**AND BE IT FURTHER RESOLVED**, it is anticipated that the deliberation conducted in closed session may be disclosed to the public upon the determination of the Sandyston Township Committee that the public interest will no longer be served by such confidentiality and if not then legally privileged. This Resolution shall take effect immediately.

Committeeman Harper made a motion to exit executive session at 8:37 pm and return to the public session, seconded by Deputy Mayor Leppert and unanimously carried.

Deputy Mayor Leppert made a motion to create a resolution to hire Michael Garofalo, employed as the Township Attorney for the Township of Sandyston effective January 1, 2015, to be paid \$15,000 yearly salary and to be paid \$160 per hour for tax appeals and lawsuits and stated this shall be a part-time position and Mr. Garofalo shall not be entitled to health benefits, seconded by Committeeman Harper and unanimously carried.

**SANDYSTON TOWNSHIP**

**R-84-2014**

**RESOLUTION TO HIRE TOWNSHIP ATTORNEY**

**WHEREAS**, the Township of Sandyston has a need for a Township Attorney effective January 1, 2015; and

**WHEREAS**, said Township Attorney would be paid a \$15,000 yearly salary and be paid \$160 per hour for tax appeals and lawsuits; and

**WHEREAS**, said Township Attorney would be a part-time position, shall not be entitled to health benefits.



**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Sandyston, County of Sussex, State of New Jersey that Michael S. Garofalo, Esq. be hired as a Township Attorney effective January 1, 2015, a part-time position which shall not be entitled to health benefits.

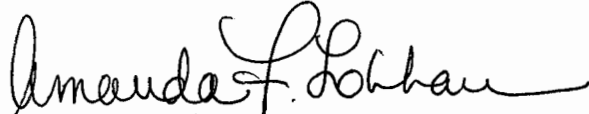
**BE IT FURTHER RESOLVED**, Michael S. Garofalo shall be paid a salary of \$15,000 and shall be paid \$160 per hour for tax appeals and lawsuits.

**Coming up:**

Township Meeting:	Tuesday, December 16, 2014 at 9:00 am
Planning Board:	Monday, December 1, 2014 at 7:00 pm
Seniors Meeting:	Tuesday, December 2, 2014 at 12:00 pm
Recreation:	Tuesday, November 25, 2014 at 6:30 pm
Gobble Hobble:	Thursday, November 27, 2014 starts at 9 am

**Adjournment:** Committeeman Harper made a motion to adjourn the meeting at 8:38 pm, seconded by Deputy Mayor Leppert and unanimously carried.

Respectfully submitted,



Amanda F. Lobban, RMC  
Municipal Clerk