

SANDYSTON TOWNSHIP

Minutes

January 12, 2016

This meeting was opened and called to order at 9:00 am by Mayor George B. Harper, Jr. 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: Committeewoman Kamala M. Hull, Deputy Mayor Fred MacDonald and Mayor George B. Harper, Jr.

Also in attendance: Roy McClain; Jackie Espinoza, JCP & L; Joe Salokas; Vicki Salokas; Glenn Hull; Theresa Doyle

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

Minutes: The Committee reviewed the regular meeting minutes of **December 15, 2015**. Mayor Harper made a motion to approve the minutes for December 15, 2015, seconded by Deputy Mayor MacDonald and unanimously carried. A roll call vote followed: Ayes: Harper (1); Nays: (0); Absent: (0); Abstain: Hull, MacDonald (2)

The Committee reviewed the reorganization meeting minutes of **January 4, 2016**. Mayor Harper made a motion to approve the reorganization minutes for January 4, 2016, seconded by Deputy Mayor MacDonald and unanimously approved.

Tax Collector Report: The Tax Collector Report was presented for the month of **December 2015** with total receipts Month-To-Date of \$108,068.86 and a Year-To-Date total of \$5,671,806.29. Mayor Harper made a motion to accept the Tax Collector's Report as submitted, seconded by Deputy Mayor MacDonald and unanimously approved.

The Committee reviewed an amended **November 2015** Tax Collectors Report. Mayor Harper explained this was due to approximately three tax checks that were postdated during the November 2015 tax cycle and subsequently not deposited in a timely fashion. Mayor Harper addressed this matter with the Tax Collector. The amended Tax Collector Report for **November 2015** was presented with total receipts Month-To-Date of \$1,046,623.74 and a Year-To-Date total of \$5,563,737.43. Mayor Harper made a motion to accept the amended Tax Collector's Report for **November 2015** as submitted, seconded by Committeewoman Hull and unanimously approved.

Treasurer's Report: The Treasurer's Report for the month of **December 2015** was presented with a beginning balance of \$1,328,984.66, total receipts of \$146,482.87 and total disbursements of \$419,175.59 leaving an ending balance of \$1,056,291.94. Mayor Harper read the following balances: General Capital Account \$154,295.43, Animal Control Escrow \$7,526.08, Public Assist Escrow \$3,534.37, Unemployment Escrow \$24,417.09, COAH Trust \$33,254.15, Security Asst. Fund \$18,582.77 and the Small Cities Master \$4,775.27. Mayor Harper made a motion to approve the Treasurer's Report, seconded by Deputy Mayor MacDonald and unanimously approved.

The Committee reviewed an **amended Treasurer's Report** submitted for **November 2015**. With the amended Tax Collector's Report for **November 2015**, the Treasurer's Report has amended the Tax

Collector revenue to reflect \$1,046,623.74 thus amending the Total Receipts to \$1,113,127.18, and amended ending balance of \$1,328,984.66. All other balances remain unchanged. Mayor Harper made a motion to approve the amended Treasurer's Report for November 2015, seconded by Committeewoman Hull and unanimously approved.

Payment of Vouchers: The bills list was submitted for approval in the amount of \$241,499.47. Mayor Harper made a motion to approve the bills list, seconded by Committeewoman Hull and unanimously approved. * With Resolution R-17-2016, Mayor Harper also made a motion to amend the bills list to add a \$3,000 donation to Blue Ridge Rescue Squad for the repair to an ambulance engine, seconded by Deputy Mayor MacDonald and unanimously carried.

Departmental Reports: The Committee reviewed the departmental reports. Mr. McClain stated there has been no estimated delivery date of the new truck at this time. Mr. McClain will take the tractor for an assessment of the repairs needed. Mayor Harper discussed the possibility of updating to a more efficient newer tractor to meet the needs of the road department.

Deputy Mayor MacDonald noted the two generators have been installed at the DPW building and Fire Station #2. The Clerk noted payment to M & B Electric for the installation of the generators is in the bills list and then we will work with FEMA to finalize the paperwork for reimbursement.

The Clerk also informed the Committee that Frankford Township had inquired about a possible shared service for our electrical inspector. The Clerk stated Frankford Township would have a meeting this evening and more information would become available tomorrow.

Old Business:

CR 560 Streetscape:

- **Phase III -** Mayor Harper noted there is still some activity on CR560 with regard to the High Risk Rural Road grant and the solar powered digital feedback speed sign is now operational. The Clerk stated there is a resolution on the agenda for the Committee's consideration to accept the CR560 Streetscape project as final.

New Business:

Blue Ridge Rescue Squad: Mayor Harper noted the recent New Jersey Herald article regarding repairs which are needed to repair an engine for one of their ambulances. The Clerk and the Mayor had reached out to Frankford, Montague and Branchville and inquired if any towns would be looking to assist Blue Ridge with the repair. The Mayor stated the repairs have been estimated to cost approximately \$20,000. Mayor Harper stated a review of the township vehicle maintenance budget reflected the ability for the Committee to consider a \$3,000 donation to Blue Ridge for the repair of the ambulance engine. Mayor Harper also was hopeful that other towns would follow suit and make a donation.

Planning/Zoning Board Annual Report 2015: Mayor Harper noted, for informational purposes, the submittal of the Planning/Zoning Board Annual Report for 2015 for review by the Committee.

Letter of Resignation: George Owen Fire Prevention Official: The Committee reviewed the resignation of George Owen as Fire Official for Sandyston Township effective February 1, 2016. The Clerk advised the Committee that the Township has 30 days to make an appointment. The Clerk asked if the Committee wished to advertise for the position and/or schedule a meeting with the Sussex County Fire Marshal to discuss the possibility of the County taking over the services for Sandyston Township. Mayor Harper suggested both advertising for the position and contacting the Sussex County Fire Marshal. The Clerk noted Sandyston Township has a shared service with Hampton Township and it is the obligation of

Sandyston Township to provide the official. The Clerk stated that Wesley Powers has offered to fill the role as Fire Official for Sandyston Township temporarily until a more permanent decision is made. Mayor Harper made a motion to appoint Wesley Powers as Fire Official for Sandyston Township, seconded by Deputy Mayor MacDonald and unanimously carried. The Clerk stated Resolution #19 would be added for this specific appointment.

Dog Kennels: Mayor Harper discussed proposed changes for the dog ordinance for outlawing outdoor structures that can be construed as a dog kennel and adding a classification that you are considered a kennel if you have five or more dogs. Mayor Harper stressed the discussion is ongoing on what the number of dogs should be. Mayor Harper also noted the barking part of the ordinance will be amended. Mr. Salokas stated it is very time consuming to collect the data necessary to file a complaint with the Court when you have trouble with a neighbor's barking dog the way the current dog ordinance is written.

Donation of Property to Green Acres – Block 1101 Lot 16.01: The Committee reviewed an application to be sent to Green Acres to donate Block 1101 Lot 16.01 which has not sold at the last three land auctions. Mayor Harper made a motion to donate the property to the State of New Jersey, Green Acres, seconded by Deputy Mayor MacDonald and unanimously carried.

Application for Blue Light Permit Renewal – D. Swanson: The Committee reviewed an application for the renewal of a Blue Light Permit for Donald Swanson. Deputy Mayor MacDonald made a motion to approve the application, seconded by Mayor Harper and unanimously carried.

Dog Pound Facility Agreement – Renewal: The Committee reviewed the Dog Pound Facility agreement between Sandyston Township and Kountry Kennels effective January 1, 2016 through December 31, 2016 in the amount of \$1,960 for 2016. The Clerk noted this amount reflected a 2% increase. Deputy Mayor MacDonald made a motion to approve the agreement, seconded by Committeewoman Hull and unanimously carried.

Use of Facility Request:

- **Sandyston Township Volunteer Fire Department:** The Committee reviewed a request for Use of the meeting hall for fire department meetings the first Tuesday evening of each month, officer meetings, repress of fire department members, based on availability. Mayor Harper made a motion to approve the use, seconded by Deputy Mayor MacDonald and unanimously carried.
- **Sandyston Township Volunteer Fire Department:** The Committee reviewed a request for Use of the meeting hall for the fire department Installation Dinner on Friday, March 11 (set up) and Saturday, March 12, 2016 (dinner/clean up). Deputy Mayor MacDonald made a motion to approve the use, seconded by Mayor Harper and unanimously carried.
- **Sandyston Seniors:** The Committee reviewed a request for Use of the meeting hall for Sandyston Senior meetings the first Tuesday afternoon of each month. Months where there is an Election, the meeting will be another available date. Mayor Harper made a motion to approve the use, seconded by Deputy Mayor MacDonald and unanimously carried.
- **Sandyston Township Recreation – monthly meetings:** The Committee reviewed a request for Use of the meeting hall on the fourth Tuesday of each month for recreation meetings. Mayor Harper made a motion to approve the use, seconded by Committeewoman Hull and unanimously carried.
- **Sussex County Board of Elections:** The Committee reviewed a request for Use of the meeting hall on April 14, 2016 by the Sussex County Board of Elections for Poll Worker Training. Mayor Harper made a motion to approve the use, seconded by Deputy Mayor MacDonald and unanimously carried.

- **Sandyston Township Historical Society:** The Committee reviewed a request for Use of the meeting hall for a meeting of the Board of Trustees on Thursday, January 14, 2016 at 7:00 pm. Mayor Harper made a motion to approve the use, seconded by Deputy Mayor MacDonald and unanimously carried.
- **Kittatinny Little League:** The Committee reviewed a request for Use of the Facility, namely the baseball fields, for little league practice for March – July. Mayor Harper made a motion to approve the use, working with Sandyston Recreation, seconded by Deputy Mayor MacDonald and unanimously carried.

Freedom Business Machines – Maintenance Agreement: The Committee reviewed the Maintenance Agreement for the copier. The Clerk noted the amount has been the same for several years. Mayor Harper made a motion to approve the agreement, seconded by Deputy Mayor MacDonald and unanimously carried.

Hepatitis B Vaccination Letter of Understanding for 2016: The Committee reviewed the Hepatitis B Vaccination Letter of Understanding for 2016 provided by Sussex County Public Health Nursing. The Clerk explained this is offered to volunteers of the fire department and rescue squad where Public Health Nursing offers the vaccination and Sandyston Township pays for the shots. Mayor Harper made a motion to approve the letter of understanding for 2016, seconded by Deputy Mayor MacDonald and unanimously carried.

Application for Raffle: St. Thomas the Apostle Church: On-Premise Merchandise Raffle: The Committee reviewed an application for an On-Premise Merchandise Raffle to be held May 6, 2016. The Clerk noted St. Thomas Church is currently trying to locate their current license. The Clerk asked if the Committee could approve the issuance of this raffle license pending submission of their current Legalized Games of Chance Control Commission license. Deputy Mayor MacDonald made a motion to approve the application, seconded by Deputy MacDonald and unanimously carried.

Application for Raffle: St. Thomas the Apostle Church: On-Premise 50/50: The Committee reviewed an application for an On-Premise 50/50 Raffle to be held May 6, 2016. The Clerk noted St. Thomas Church is currently trying to locate their current license. The Clerk asked if the Committee could approve the issuance of this raffle license pending submission of their current Legalized Games of Chance Control Commission license. Deputy Mayor MacDonald made a motion to approve the application upon producing the current license, seconded by Mayor Harper and unanimously carried.

Resolutions:

SANDYSTON TOWNSHIP

R-13-2016

A RESOLUTION AUTHORIZING REFUND OF LIFE HAZARD REGISTRATION FUNDS TO HAMPTON TOWNSHIP

WHEREAS, during a review of Division of Fire Safety’s registration rebate information, Jessica M. Caruso, CFO, determined revenue for fire safety for Hampton and Sandyston Township was not accurate; and

WHEREAS, Life Hazard Businesses pay the State of New Jersey, Department of Community Affairs, Division of Fire Safety directly for the money that they owe for Life Hazard Registration; and

WHEREAS, the State of New Jersey, Department of Community Affairs, Division of Fire Safety utilizes a registration system called “RIMS” (Registration & Inspection Management System); and

WHEREAS, with the "RIMS" system, the State of New Jersey, Department of Community Affairs, Division of Fire Safety, has interpreted the Shared Service Agreement for the Fire Prevention Services as Sandyston Township (Provider) and Hampton Township (Recipient); and

WHEREAS, as a result of this interpretation, the State of New Jersey, Department of Community Affairs, Division of Fire Safety must directly deposit Hampton Township's registration fees into Sandyston Township's account and this is done on a quarterly basis; and

WHEREAS, Jessica M. Caruso, CFO, requests permission of the Township Committee of the Township of Sandyston, to refund Hampton Township on a quarterly basis for the Life Hazard Registration fees that have been directly deposited into Sandyston Township's account due to the Shared Services Agreement for Fire Prevention Services.

NOW, THEREFORE, BE IT RESOLVED, the Township Committee of the Township of Sandyston hereby authorizes Jessica M. Caruso, CFO to refund Hampton Township on a quarterly basis for Life Hazard Registration fees that have been directly deposited into Sandyston Township's account due to the Shared Services Agreement for Fire Prevention Services.

The Committee reviewed **R-13-2016**. Mayor Harper made a motion to approve **R-13-2016**, seconded by Committeewoman Hull and unanimously carried.

**TOWNSHIP OF SANDYSTON
R-14-2016**

**RESOLUTION TO ACCEPT COUNTY ROUTE 560 STREETScape IMPROVEMENT PHASE III
PROJECT AS COMPLETE**

WHEREAS, on in July 2013, Sandyston Township was advised by the State of New Jersey, Department of Transportation of the award of a DOT Municipal Aid Grant in the amount of \$165,000; and

WHEREAS, the contract for this project was awarded to **Tony's Concrete Construction Co., Inc., 19 Avenue C, Newark, NJ 07114**; and

WHEREAS, an inspection was performed by the State of New Jersey, Department of Transportation and the project has been approved and accepted as final.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Sandyston, County of Sussex, State of New Jersey hereby accepts the County Route 560 Streetscape Improvement Phase III Project as complete.

The Committee reviewed **R-14-2016**. Mayor Harper made a motion to approve **R-14-2016**, seconded by Deputy Mayor MacDonald and unanimously carried.

**Sandyston Township
R-15-2016**

**RESOLUTION – AGREEMENT: BETWEEN KOUNTRY KENNELS AND THE TOWNSHIP OF
SANDYSTON, COUNTY OF SUSSEX, STATE OF NEW JERSEY**

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 Dog Pound Facility Agreement between the Kountry Kennels and the Township of Sandyston for the term of January 1, 2016 to December 31, 2016.

The Committee reviewed **R-15-2016**. Mayor Harper made a motion to approve **R-15-2016**, seconded by Committeewoman Hull and unanimously carried.

TOWNSHIP OF SANDYSTON

R-16-2016

RESOLUTION TO MAKE APPLICATION TO THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION GREEN ACRES PROGRAM FOR DONATION OF REAL PROPERTY BLOCK 1101 LOT 16.01

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 attempted to sell Block 1101 Lot 16.01 at three duly advertised public land auctions and was unable to sell the property; 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 property owned by the Township of Sandyston:

Block 1101 Lot 16.01 Route 206 South Assessed Value: \$55,000 Acres: 1.398

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 property.

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 donation of the above property.

The Committee reviewed **R-16-2016**. Mayor Harper made a motion to approve **R-16-2016**, seconded by Deputy Mayor MacDonald and unanimously carried.

SANDYSTON TOWNSHIP

R-17-2016

BUDGET TRANSFERS (APPROPRIATION RESERVES)

WHEREAS, it appears certain amounts for specific purposes in the 2015 Appropriation Reserves 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:

FROM: VEHICLE MAINTENANCE.	O/E	01-203-26-315-020	\$ 3,000.00
TO: FIRST AID ORG. CONT.	O/E	01-203-25-260-020	\$ 3,000.00

The Committee reviewed **R-17-2016**. Mayor Harper made a motion to approve **R-17-2016** directed to the engine repair of the 2009 Ford F450 Ambulance, seconded by Deputy Mayor MacDonald and unanimously carried. *Mayor Harper also made a motion to amend the bills list to add a \$3,000 donation to Blue Ridge Rescue Squad for the repair to an ambulance engine, seconded by Deputy Mayor MacDonald and unanimously carried.

**SANDYSTON TOWNSHIP
R-18-2016**

**A RESOLUTION APPROVING THE UTILIZATION OF THE MORRIS COUNTY COOPERATIVE
PRICING COUNCIL CONTRACT #21 OIL AND STONE TREATMENT**

WHEREAS, the Morris County Cooperative Pricing Council advertised and received bids for oil and stone treatment; and

WHEREAS, the bids received allowed for vendors to extend their pricing to governmental agencies which have joined the Morris County Cooperative Pricing Council; and

WHEREAS, the approved vendors for oil and stone treatment is Morris Asphalt Company, Inc., for the contract period of January 1, 2016 through December 31, 2016.

THEREFORE, BE IT RESOLVED, the Township Committee of the Township of Sandyston approves the utilization of the Morris County Cooperative Pricing Council Contract #21 Oil and Stone Treatment, Morris Asphalt Company, Inc., for the contract period of January 1, 2016 through December 31, 2016.

The Committee reviewed **R-18-2016**. Mayor Harper made a motion to approve **R-18-2016**, seconded by Deputy Mayor MacDonald and unanimously carried.

**SANDYSTON TOWNSHIP
R-19-2016**

**RESOLUTION AUTHORIZING THE APPOINTMENT OF FIRE OFFICIAL FOR THE TOWNSHIP OF
SANDYSTON**

WHEREAS, George Owen has retired as Fire Official for the Township of Sandyston effective February 1, 2016, therefore the Township of Sandyston is in need of a Fire Official effective February 1, 2016; and

WHEREAS, the Township of Sandyston currently has a shared service agreement with the Township of Hampton, and said Fire Official will also perform as fire official for the Township of Hampton; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Sandyston, County of Sussex, State of New Jersey, that **Wesley Powers** be appointed and designated Fire Official for Sandyston Township effective February 1, 2016.

BE IT FURTHER RESOLVED, the Municipal Clerk is authorized to forward a copy of this Resolution to the State of New Jersey, Department of Community Affairs, Division of Fire Safety, PO Box 809, Trenton, NJ 08625; Sussex County Fire Marshal, Attention Virgil Rome, 39 High Street, Newton, NJ 07860; Sussex County Office of Emergency Management, 135 Morris Turnpike, Newton, NJ 07860; Township of Hampton, 1 Rumsey Way, Newton, NJ 07860; Sandyston Township Volunteer Fire Department, 133A Route 645, Sandyston, NJ 07826 and Hampton Township Fire & Rescue, PO Box 646, Augusta, NJ 07822.

Mayor Harper made a motion to approve **R-19-2016**, a resolution approving the appointment of Wesley Powers as fire official for Sandyston Township, seconded by Committeewoman Hull and unanimously carried.

Ordinances: None

Correspondence: The Committee reviewed correspondence. Deputy Mayor MacDonald stated he would attend the National Park Service meeting to be held at Vo-Tech.

Mayor Harper noted several OPRA Requests have been submitted during the past month. The Clerk noted the requests are regarding the Construction Department, Vendors, and Employee information.

Open Meeting To Floor:

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

Jackie Espinoza, representative for JCP & L, and reported the Holiday Lakes substation and Branchville substation will have a manual system improvement. Ms. Espinoza also noted there is a new line manager and he lives in Hampton Township. Ms. Espinoza also noted new guidelines for tree trimming. Deputy Mayor MacDonald noted a problem in Kittatinny Lake near the residence of 87 Woods Road, seems to be a problem with tree limbs on wires which catch fire and in turn require the fire department to get called out. The Clerk noted there is also an area on East Shore Trail that has the same problem. Deputy Mayor MacDonald commended Ms. Espinoza for the job that she has done and is doing as the representative for JCP & L. Mayor Harper also informed Ms. Espinoza of the two generators that have been installed at the DPW building and fire station #2 in Layton. Ms. Espinoza also noted the outage notification emails that are sent to the officials.

Joseph Salokas, Bevans Road, asked if there had been any update on the Notice of Violation. The Clerk stated the Robert Huber, Construction Official, and Beth Brothman, Land Use Administrator, have been working together with Code Enforcement on the issue. The Mayor requested an update be provided to Mr. Salokas. The Clerk also stated updated information would be provided on the upcoming court date with John Abate regarding the barking violation. Mr. Salokas thanked the Committee for their time.

Glenn Hull, Bevans Road, came forward and stated he can testify that he can hear the dog barking from the nearby property, which is remarkable because he has difficulty with his hearing. Mr. Hull asked if the updates to the dog ordinance would include a distance between a kennel and a residential house. Mayor Harper stated that kennels would be prohibited requiring a variance to construct a kennel. Mr. Hull also asked if there would be a provision for breeding dangerous dogs in the township. Mayor Harper stated the township is looking to update the potentially dangerous and vicious dog section. Mayor Harper thanked Mr. Hull for his comments.

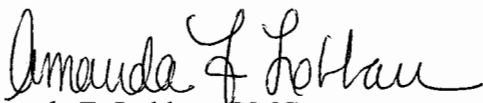
Mayor Harper made a motion to close the meeting to public comment, seconded by Deputy Mayor MacDonald and unanimously carried.

Mayor Harper read through the list of upcoming events:

Regular Township Meeting:	Monday, February 9, 2016 at 7:00 pm
Planning Board Regular:	Monday, February 1, 2016 at 7:00 pm
Sandyston Seniors Meeting:	Tuesday, February 2, 2016 at 12:00 pm
Recreation Meeting:	Tuesday, January 26, 2016 at 6:30 pm
Martin Luther King Holiday <i>(offices closed)</i>	Monday, January 18, 2016
STVFD Venison Dinner:	Saturday, January 23, 2016 at 5:00 pm

Adjournment: Deputy Mayor MacDonald made a motion to adjourn the meeting at 9:50 am seconded by Committeewoman Hull and unanimously carried.

Respectfully submitted,



Amanda F. Lobban, RMC
Municipal Clerk