

SANDYSTON TOWNSHIP

Minutes

March 21, 2017

This meeting was opened and called to order at 7:00 pm by Mayor Fred MacDonald, who stated this meeting was being held in compliance with the Open Public Meetings Act, having been duly advertised.

This meeting was regularly scheduled for Tuesday, March 14, 2017, but was cancelled due to the State of Emergency issued by Governor Christie on Monday, March 13, 2017.

Roll Call

The clerk was asked to call the roll. Present were: Committeeman George B. Harper, Jr.; Deputy Mayor Kamala M. Hull; Mayor Fred MacDonald

In attendance: Francis J. (Bud) Jones, Auditor – Nisivoccia LLP; Jessica M. Caruso, CFO/CTC

Also in attendance: Keith Utter; Tom & Nan Horsfield; Ron Allhands; Steve Williamson; Jim Gregory; George Swanson; Glenn & Gayle Hull; Lou & Patte Frato; Lou Frato; Sharon Spangenberg; Matt Hull

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

Ordinance:

**SANDYSTON TOWNSHIP
ORDINANCE 2017-02
CALENDAR YEAR 2017
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 0.5 % 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 2017** 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 3.0% increase in the budget for said year, amounting to **\$27,128.76** 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 2017 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 **\$31,650.22**, and that the CY 2017 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.

The Committee reviewed **Ordinance #2017-02**. Committeeman Harper made a motion to approve the introduction of **Ordinance #2017-01**, seconded by Mayor MacDonald and unanimously carried. The Clerk stated the public hearing for **Ordinance #2017-01** would be Thursday, April 20, 2017 at 7:00 pm.

Roll Call Vote: Ayes: Harper, Hull, MacDonald (3); Nays (0); Absent (0); Abstain (0)

Committeeman Harper confirmed with Mr. Jones that the Township has not utilized these funds in the past and could not recall a time that the funds were used. Committeeman Harper stated this Ordinance is used as a precaution in case of disaster.

Introduction of 2017 Budget/Review of 2016 Audit

- Francis "Bud" Jones, Nisivoccia, LLP (Auditor)
- Jessica M. Caruso, CFO/CTC

Mayor MacDonald introduced Francis "Bud" Jones, Township Auditor of Nisivoccia LLP, and invited him to speak on the 2017 Sandyston Township Budget. Mr. Jones stated the 2017 budget is consistent with the 2016 budget in relation to revenue anticipation except for 2 items.

- The Township utilized additional fund balance to offset a 2% increase in appropriations and the planned decrease in the 2017 Tax Levy.
- The 2017 Municipal Tax Levy is \$40,000 less than the 2016 Municipal Tax Levy. This decrease was planned by the Township in order to minimize the effect of the recent tax revaluation. Mr. Jones stated positive results with the revaluation lead to a reduction in the tax levy of \$40,000 for 2017, which is approximately 6 ¼% decrease overall.

Mr. Jones stated overall, the 2017 appropriations are approximately 2% higher than the 2016 budget appropriations due to increases in insurance, pensions, shared services and the reserve for uncollected taxes which are reflected in the budget. Mr. Jones stated the 2017 budget provides for the same level of Capital Improvement Fund appropriation as the 2016 budget. Mr. Jones also stated a preliminary schedule of useful lives and replacement costs has been estimated and will be refined for the fixed assets of the Township and stated he will continue to work with the Clerk and CFO on this matter.

Mayor MacDonald read the following into the record:

Municipal Budget of the Township of Sandyston, County of Sussex for the Fiscal Year 2017. Be it Resolved, that the following statements of revenues and appropriations shall constitute the Municipal Budget for the year 2017; Be It Resolved, that said Budget be published in the New Jersey Herald in the

issue of March 26, 2017 the Governing Body of the Township of Sandyston does hereby approve the following as the Budget for the year 2017. Committeeman Harper made a motion to introduce the 2017 budget, second by Deputy Mayor Hull and unanimously carried. **Roll Call Vote:** Ayes: Harper, Hull, MacDonald (3); Nays (0); Absent (0); Abstain (0). The clerk explained with pushing the March meeting back a week, this will need to push the April meeting back a week. Committeeman Harper stated the public hearing for the 2017 budget would be Thursday, April 20, 2017 at 7:00 pm.

The Clerk noted the audit was not ready for the March meeting and would be presented and discussed at the April meeting.

Mr. Jones explained the two resolutions on the agenda. Mr. Jones explained the Self-Insurance Program Trust was approved by Local Government Services several years ago, and it recognizes towns that are members of a joint insurance fund having exposure for the deductible or co-pay related to claims in any given year and they allow the towns to establish a self-insurance reserve trust fund to pay for those expenses because it is unusual and out of the ordinary. Mr. Jones explained the resolution transferring certain appropriation reserves stating that there were unexpended funds in 2016 budget and it seemed there was enough funds to transfer funds to the Capital Improvement Fund, and that is something the Committee is able to get back to after a number of years of not being able to do it.

The Committee thanked Mr. Jones and Ms. Caruso for their time.

Minutes: The Committee reviewed the regular meeting minutes of **February 14, 2017**. Committeeman Harper made a motion to approve the regular meeting minutes for February 14, 2017, seconded by Deputy Mayor Hull and unanimously carried.

Tax Collector Report: The Tax Collector Report was presented for the month of **February 2017** with total receipts Month-To-Date of \$909,492.99 and a Year-To-Date total of \$1,310,723.58. Mayor MacDonald made a motion to accept the Tax Collector's Report as submitted, seconded by Deputy Mayor Hull and unanimously approved.

Treasurer's Report: The Treasurer's Report for the month of **February 2017** was presented with a beginning balance of \$1,596,033.44 total receipts of \$914,488.14 and total disbursements of \$784,705.36 leaving an ending balance of \$1,725,816.22. Mayor MacDonald read the following balances: General Capital Account \$59,439.57, Animal Control Escrow \$12,630.65, Public Assist Escrow \$3,540.80, Unemployment Escrow \$25,248.47, COAH Trust \$41,045.57, Security Asst. Fund \$18,615.38 and the Small Cities Master \$4,783.67. Mayor MacDonald made a motion to approve the Treasurer's Report, seconded by Committeeman Harper and unanimously approved.

Payment of Vouchers: The bills list was submitted for approval in the amount of \$427,830.59. Committeeman Harper asked about the invoice for Warren Wylie & Son, Inc., and to what "Sanitation – Trash Removal" referred. The Clerk stated she would ask the Road Department Foreman and the Treasurer. Committeeman Harper made a motion to approve the bills, with the stipulation that the invoice for Warren Wylie be reviewed, seconded by Mayor MacDonald and unanimously approved.

Departmental Reports: The Committee reviewed the departmental reports. Committeeman Harper commended the road department for their work on the storm of March 14, 2017, praising both full and part-time employees for their hard work.

Old Business:

Green Acres: Deeds of Devita Road: The Clerk referred the Committee to a letter received from Township Attorney, Michael J. Hanifan, Esq., requesting authorization to do a title search on the

properties that the State of New Jersey currently owns on Devita Road regarding the maintenance situation. Committeeman Harper made a motion to authorize the Township Attorney to perform a title search regarding those properties, seconded by Deputy Mayor Hull and unanimously carried.

The Clerk also stated Mr. Hanifan has advised the closing for the Flatbrook Road property which is selling to Green Acres will take place on Tuesday, March 28, 2017, and the amount of the sale is \$40,000.

Tri-State Steel Fabricators, Inc.: The Clerk stated the application has been sent to the State of New Jersey Department of Environmental Protection and we are waiting for word on the next step.

In Rem Foreclosure of Properties: The Clerk referred the Committee to the letter from the Township Attorney, directed to Kittatinny Lake Club, Inc., regarding the Release for the Professional Enterprise property. The Clerk stated the Township Attorney is working with Kittatinny Lake Club, Inc., attorney.

New Business:

Quotes: CCTV System: The Committee reviewed the quotes for the Closed-Circuit Television System quotes: Abcode Security \$8,117.00, T & R Alarm Systems, Inc., 15,325.00, Northern Lights Securities \$18,350.00. Mayor MacDonald made a motion to approve the quote for Abcode Security in the amount of \$8,117, seconded by Committeeman Harper and unanimously carried. Committeeman Harper noted with the use of the fields and meeting hall, it is necessary to better monitor the parking lot and building. The Clerk noted we can apply for a grant through Statewide Insurance for this work.

Maintenance Agreement – Canon Copier: The Committee reviewed the Maintenance Agreement with Freedom Business Machine for the Canon Copier. Mayor MacDonald made a motion to approve the maintenance agreement, seconded by Deputy Mayor Hull and unanimously carried.

Use of Meeting Hall:

- **Sandyston Township Historical Society, Inc., Sunday, March 19, 2017 12:00 pm – 4:00 pm:** The Committee reviewed the request from the Sandyston Township Historical Society for use of the meeting hall for a program. The Clerk noted approval was granted prior to event due to the cancelling of the March 14, 2017 meeting.
- **Boy Scouts of America Pack 96, specific Wednesdays in March – June from 6:30 pm – 7:30 pm for meetings:** The Committee reviewed the request from the Boy Scouts of America Pack 96 for specific Wednesdays in March – June for their pack meetings. Mayor MacDonald made a motion to approve the use of the meeting hall for this purpose, seconded by Committeeman Harper and unanimously carried.
- **Kittatinny Little League Baseball, Wednesday, March 29, 2017 7:00 – 9:00 pm for meeting:** The Clerk stated this is a request from R. C. McClain who requested to use the meeting hall for a Kittatinny Little League baseball meeting; however, due to the storm he did not furnish the paperwork. Committeeman Harper made a motion to approve the use of the meeting hall for this purpose, pending submittal of Use Form & Certificate of Insurance, seconded by Mayor MacDonald and unanimously carried.
- **Delaware Valley United Methodist Church, Friday 5/19 & Saturday 5/20 for Fish & Chip Dinner:** The Committee reviewed the request from the Delaware Valley United Methodist Church to use the meeting hall and kitchen on Friday, May 19, and Saturday, May 20, 2017 for the set up and hosting of their Fish & Chip Dinner. Mayor MacDonald made a motion to approve the use of the meeting hall for this purpose, seconded by Deputy Mayor Hull and unanimously carried.
- **Delaware Valley United Methodist Church, Friday 8/18 & Saturday 8/19 for Chicken Barbeque:** The Committee reviewed the request from the Delaware Valley United Methodist

Church to use the kitchen and facility on Friday, August 18, and Saturday, August 19, 2017 for the set up and hosting of their Chicken Barbeque. Mayor MacDonald made a motion to approve the use of the meeting hall for this purpose, seconded by Deputy Mayor Hull and unanimously carried.

Proclamation:

Child Abuse Prevention Month Proclamation

WHEREAS, child abuse and neglect is a complex and ongoing problem in our society, affecting many children in Sussex County; and

WHEREAS, every child is entitled to be loved, cared for, nurtured, feel secure and be free from verbal, sexual, emotional and physical abuse, and neglect; and

WHEREAS, child abuse and neglect not only directly harm children, but also increase the likelihood of criminal behavior, substance abuse, health problems, and risky behavior;

WHEREAS, the effects of child abuse are felt by communities as a whole, and need to be addressed by the entire community;

WHEREAS, effective child abuse prevention programs succeed because of partnerships among families, social service agencies, schools, religious and civic organizations, law enforcement agencies and the business community;

NOW THEREFORE, be it resolved that the Township Committee of Sandyston Township does proclaim April as Child Abuse Prevention Month, and calls upon all citizens, community agencies, faith groups, medical facilities, and businesses to increase their participation in our efforts to support families, thereby preventing child abuse and strengthening the communities in which we live.

IN WITNESS WHEREOF, the Township Committee of the Township of Sandyston set their hand and caused the seal of the Township of Sandyston to be affixed on the 21st day of March, 2017.

Committeeman Harper made a motion to approve the Proclamation, seconded by Mayor MacDonald and unanimously carried.

Resolutions:

SANDYSTON TOWNSHIP RESOLUTION

R-24-2017

A RESOLUTION TO APPROVE THE TRANSFER OF A LIQUOR LICENSE

WHEREAS, an application was received from **Mountain House Bar & Grill, LLC.** for a transfer of a liquor license from **Sandyston Spirit, LLC.** to **Mountain House Bar & Grill, LLC.**; and

WHEREAS, in accordance with New Jersey State Statutes, an investigation of the applicant was conducted by the Division of Alcoholic Beverage Control Enforcement Unit, Division of New Jersey State Police, the result being no information that would impede that Sandyston Township Committee from approving the transfer of said license to **A & G Tavern, L.L.C.**; and

WHEREAS, the Clearance Certificate for the Transfer is in the possession of the Municipal Clerk for the retail beverage license holder; and

NOW, THEREFORE, BET IT RESOLVED, that the Township Committee of the Township of Sandyston, County of Sussex, State of New Jersey, hereby approves the transfer of liquor license number **1917-33-003-006** held by **Sandyston Spirit, LLC.** to **Mountain House Bar & Grill, LLC.**

Resolution Not Approved: The Clerk explained the necessary Tax Clearance Certificate was not provided to the Clerk as required. The Clerk stated she would notify the Committee when we are in receipt of the Tax Clearance Certificate and asked if it would be possible to have a special meeting to accommodate the seller and purchaser. The Committee agreed to a special meeting if necessary.

**SANDYSTON TOWNSHIP RESOLUTION
R-25-2017
A RESOLUTION TO APPROVE THE TRANSFER OF A LIQUOR LICENSE**

WHEREAS, an application was received from **Layton Hotel, LLC.** for a transfer of a liquor license from **A & G Tavern, LLC.** to **Layton Hotel, LLC.**; and

WHEREAS, in accordance with New Jersey State Statutes, an investigation of the applicant was conducted by the Division of Alcoholic Beverage Control Enforcement Unit, Division of New Jersey State Police, the result being no information that would impede that Sandyston Township Committee from approving the transfer of said license to **Layton Hotel, L.L.C.**; and

WHEREAS, the Clearance Certificate for the Transfer is in the possession of the Municipal Clerk for the retail beverage license holder; and

NOW, THEREFORE, BET IT RESOLVED, that the Township Committee of the Township of Sandyston, County of Sussex, State of New Jersey, hereby approves the transfer of liquor license number **1917-33-005-006** held by **A & G Tavern, LLC.** to **Layton Hotel, LLC.**

Resolution Not Approved: The Clerk explained the necessary Clearance from the New Jersey State Police was not provided to the Clerk as required. The Clerk stated she would notify the Committee when we are in receipt of the report from the New Jersey State Police and asked if it would be possible to have a special meeting to accommodate the seller and purchaser. The Committee agreed to a special meeting if necessary.

**SANDYSTON TOWNSHIP RESOLUTION
R-26-2017
GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT**

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year **2016** has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations, and,

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and,

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his/her office.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Sandyston, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Resolution Not Approved: As stated previously, the Audit will be reviewed by the Township Committee at the next meeting scheduled for Thursday, April 20, 2017.

SANDYSTON TOWNSHIP

R-27-2017

RESOLUTION OF THE SANDYSTON TOWNSHIP COMMITTEE ENDORSING THE SUBMISSION OF THE 2016 RECYCLING TONNAGE GRANT APPLICATION

WHEREAS, the Mandatory Source Separation and Recycling Act, P.L. 1987, c. 102, has established a recycling fund from which tonnage grants may be made to municipalities for the calendar year **2016**; and

WHEREAS, it is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and expand existing programs; and

WHEREAS, The New Jersey Department of Environmental Protection is promulgating recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a resolution authorizing this municipality to apply for such tonnage grants will memorialize the commitment of this municipality to recycling and indicate the assent of the Sandyston Township Committee to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, such a resolution should designate the individual authorized to ensure the application is properly completed and timely filled.

NOW THEREFORE BE IT RESOLVED, by the Sandyston Township Committee of the Township of Sandyston that the Township of Sandyston hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and that the application is properly filled; and

BET IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purpose of recycling.

The Committee reviewed R-27-2017. Committeeman Harper made a motion to approve R-27-2017, seconded by Mayor MacDonald and unanimously carried.

SANDYSTON TOWNSHIP RESOLUTION
R-28-2017

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 **2017** within the minimum and maximum ranges established by Township Ordinance 2017-01.

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, 2017, 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	\$ 3,600.00
Committeemen	per annum, payable quarterly	\$ 2,700.00
Municipal Clerk	per annum, payable monthly	\$44,479.03
Deputy Clerk	per annum, payable monthly	\$ 5,000.00
Registrar	per annum, payable monthly	\$ 926.33
Tax Collector	per annum, payable monthly	\$20,777.71
Tax Assessor	per annum, payable monthly	\$16,320.00
Deputy Tax Assessor	per annum, payable quarterly	\$ 500.00
Treasurer	per annum, payable monthly	\$ 4,681.80
CFO	per annum, payable monthly	\$ 8,311.07
Construction Official/ Building Subcode	per annum, payable monthly	\$ 19,247.40
	Shared Service (Montague)	\$ 14,000.00
	Shared Service (Hampton)	\$ 38,000.00
Sec., Bd. of Health	per annum, payable monthly	\$ 1,196.46
Emer. Mgt. Coord.	per annum, payable quarterly	\$ 1,949.89
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	\$ 15.30
Fire Sub-Code Official	per hour, payable monthly (maximum-\$3,000.00 per year)	\$ 30.00
Plumbing Sub-Code Off.	per annum, payable monthly	\$ 4,265.64
	Shared Service (Branchville)	\$ 1,582.00
	Shared Service (Montague)	\$ 5,000.00
	Shared Service (Hampton)	\$ 8,442.00
Electrical Sub-Code Off.	per annum, payable monthly	\$ 6,339.66
	Shared Service (Branchville)	\$ 1,847.00
	Shared Service (Montague)	\$ 7,000.00
	Shared Service (Hampton)	\$ 13,676.00
Housing Officer	per insp., payable monthly	\$ 40.00
Code Enforc. Off.	per hour, payable monthly (plus mileage)	\$ 33.00
Fire Prevention/Life Hazard	per inspection	\$ 50.00
	Shared Service Agreement (Hampton)	\$ 10,404.00
Road Foreman,	per hour, payable bi-weekly	\$ 26.53
Roadman Sr.	per hour, payable bi-weekly	\$ 22.63
Roadman Jr.	per hour, payable bi-weekly	\$ 16.48
Laborers,	per hour, payable monthly	minimum wage
Temp. Truck Drivers	per hour, payable monthly	\$15.00 - \$25.00
Temp. Truck Driver w/CDL	per hour, payable monthly	\$15.00 - \$25.00
Land Use Administrator/ Planning Bd. Secretary/ Zoning Officer	per annum, payable quarterly Shared Service (Andover Borough) 50% zoning permit fees	\$ 15,912.00
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.

The Committee reviewed R-28-2017. The Clerk stated this resolution is to amend the per hour range for Temporary Truck Drivers and Temporary Truck Drivers w/CDL; to amend the salary for the Construction Official and Electrical Official per the resolution received from Hampton Township; and to fix the per hour fee for the Code Enforcement Official which was listed incorrectly as \$40.00 in the previous Salary & Wage Resolution (R-74-2016).

The Committee reviewed R-28-2017. Committeeman Harper made a motion to approve R-28-2017, seconded by Mayor MacDonald and unanimously carried.

**SANDYSTON TOWNSHIP
R-29-2017**

**A RESOLUTION REQUESTING APPROVAL OF THE DIRECTOR OF THE DIVISION OF LOCAL
GOVERNMENT SERVICES TO ESTABLISH A DEDICATED TRUST BY RIDER FOR SELF-
INSURANCE PROGRAM TRUST FUND**

WHEREAS, permission is required of the Director of the Division of Local Government Services for approval as a dedication by rider of revenues received by a municipality when the revenue is not subject to reasonable accurate estimate in advance; and

WHEREAS N. J. A. C. 5:30-15 allows municipalities to receive amounts for costs incurred for a Dedicated Trust by Rider for Self-Insurance Program Trust Fund; and

WHEREAS, N.J.S.A. 40A:4-39 provides that the Director of the Division of Local Government Services may approve expenditures of monies by dedication by rider.

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

1. The Township Committee of the Township of Sandyston hereby requests permission of the Director of the Division of Local Government Services to pay expenditures for a Dedicated Trust by Rider for Self-Insured Program Reserve Trust Fund pursuant to N.J.S.A. 40A:10-1 et seq.
2. The Municipal Clerk of the Township of Sandyston is hereby directed to forward two certified copies of this resolution to the Director of the Division of Local Government Services.

The Committee reviewed R-29-2017. Mayor MacDonald made a motion to approve R-29-2017, seconded by Committeeman Harper and unanimously carried.

**SANDYSTON TOWNSHIP
R-30-2017**

**RESOLUTION AUTHORIZING TRANSFER OF CERTAIN APPROPRIATION RESERVE
BALANCES IN THE 2016 APPROPRIATION RESERVES**

WHEREAS, N.J.S.A. 40A:4-59 provides that all unexpended balances carried forward after the close of the year are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding year, and allow transfers to be made from unexpended balances which are expected to be insufficient during the first three months of the succeeding year;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Sandyston that the transfers be made between the 2016 budget appropriation reserves as follows:

<u>FROM</u>	<u>AMOUNT</u>
<u>Administrative and Executive:</u>	
Salaries and Wages	\$1,000
Other Expenses	\$1,000
<u>Municipal Clerk:</u>	
Salaries and Wages	\$1,000
<u>Financial Administration:</u>	

Salaries and Wages	\$1,000	
Other Expenses	\$750	
<u>Assessment of Taxes:</u>		
Other Expenses	\$2,000	
<u>Collection of Taxes:</u>		
Other Expenses	\$1,000	
<u>Engineering Services and Costs:</u>		
Other Expenses	\$10,000	
<u>Public Buildings and Grounds:</u>		
Other Expenses	\$5,000	
<u>Planning Board:</u>		
Other Expenses	\$5,000	
<u>Land Use:</u>		
Salaries and Wages	\$1,000	
Other Expenses	\$1,000	
<u>Road Repairs and Maintenance:</u>		
Salaries and Wages	\$5,000	
Other Expenses	\$5,000	
<u>Fire Subcode Enforcement Officer:</u>		
Salaries and Wages	\$1,000	
TOTAL		\$40,750
<u>TO</u>	<u>AMOUNT</u>	
<u>Financial Administration:</u>		
Audit Services	\$750	
Capital Improvement Fund	\$40,000	
TOTAL		\$40,750

The Committee reviewed R-30-2017. Mayor MacDonald made a motion to approve R-30-2017, seconded by Deputy Mayor Hull and unanimously carried.

Ordinances: See Ordinance 2017-02 on page 1 & 2 of the minutes.

Correspondence: The Committee reviewed the correspondence.

Committeeman Harper noted the letter from Blue Ridge Rescue Squad and their request for an additional \$3,000 above their current donation of \$9,500. Committeeman Harper made a motion for Township Committee to review the budget to determine the ability to donate additional funds in November, seconded by Mayor MacDonald and unanimously carried. Committeeman Harper explained this request came after the budget had been compiled. Committeeman Harper asked the Clerk to send a letter explaining such to Blue Ridge Rescue Squad.

The Clerk noted the invitation from Sandyston-Walpack Consolidated School for the Mayor to attend the TREP\$ Marketplace on March 31, 2017. The Committee praised the TREP\$ program and the teachers and staff who encourage the students involved in this program. Deputy Mayor Hull stated a mini-TREP\$ program has been started in 4th grade.

The Clerk noted the meeting of the NJ Legislature with municipalities on Monday, April 24, 2017 at 10 am at the Sparta Municipal Building.

Open Meeting To Floor:

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

Tom Horsfield, 6 Route 645, came forward and read the following letter into the record:

"Dear Patte, In the December 2016 issue of the Sandyston Journal, there is a short article about the Nan Horsfield Archives. We think it is important that your "over 150 members" know the rest of the truth. We would like to see the following article published in the next issue of the Sandyston Journal in order to present the actual facts. "The recent article of the Sandyston Journal is incomplete and not an honest or fair portrayal of what really happened. The entire purpose of the litigation filed by Tom and Nan Horsfield was for the public to have access to the "Nan Horsfield Archives" which was donated to Sandyston Township in 2009. The lawsuit was caused by the refusal of the Sandyston Township and the Sandyston Township Historical Society to discuss the matter truthfully. Even though the lawsuit was ultimately dismissed a "Consent Order" is now in place that will keep the "Nan Horsfield Archives" open to the public on a regular basis for as long as the collection remains in this municipal building".

The Committee thanked Mr. Horsfield for his comments.

Glenn Hull, 28 Bevans Road, came forward and stated last month he came before the Committee and requested the Committee to write a letter stating they did not own the property that was supposedly transferred and asked if they wrote the letter. Committeeman Harper stated this was public comment and the Committee would take Mr. Hull's comments under advisement and stated there was no action.

Mr. Hull then read the following into the record. Committeeman Harper noted this was a redundant theme and stated Mr. Hull had five minutes for his comment.

"Dear Sandyston Township Committee Members, At the last township meeting of February 14, 2017, I asked the committee for a letter stating that Sandyston Township did not own the property known as Old Mine Road running through the Hull property. The township attorney was present. At the township committee meeting on October 14, 2014, then Mayor Fred MacDonald addressed and read a letter to me referring to the 1989 quitclaim deed "Please be further advised the then Mayor of Sandyston executed a Quit Claim Deed, which conveys any interest the Township may have had in the road, if any, to the United States of America. The township did not represent it had any ownership interest in the road." I am asking for clarification of the October 14, 2014 letter addressed to me. The letter states that Sandyston Township did not represent it had any ownership interest in the road in the quitclaim deed, but fails to address if Sandyston Township claimed to own said property in fee outside the October 14, 2014 letter addressing the quitclaim deed. Outside the October 14, 2014 letter, addressing the quitclaim deed, did Sandyston Township at any time, past or present, represent or claim any ownership interest in fee of the formerly vacated Old Mine Road traversing through the Hull properties known as Lot 9 Block 2403 and Lots 3.01 and 3.02 Block 2402? The clarification I seek is regarding the 1989 quitclaim deed filed by Cynthia Branley as a sale of property on June 16, 2008 and then recorded by the county clerk with a fabricated sale price and a fabricated New Jersey real estate transfer tax as a minimum sale of property

from Sandyston Township to the United States on June 17, 2008. This too is the same quitclaim deed that John Donahue in court states is a transfer of property in fee by donation from Sandyston Township to the United States. It is also the same quitclaim deed that was rejected by the US in 1989. In other words, the US wrote to Sandyston Township and stated that the US could not accept the quitclaim deed, that they needed a warranty deed from the Township. Their title search revealed that Sandyston Township was not an owner. This is all in the correspondence between Sandyston Township and the US that is conveniently missing from the archived minutes. In addition, this committee passed a motion in September of 2011 to seek special counsel to provide answers to my questions but has failed to give me those answers. This committee has failed to be forthright in its dealings with me and my family regarding ownership of said property. In summary I am requesting: 1. A letter from this township clarifying that the township did not own in fee, past or present, the formerly vacated section of Old Mine Road known as Lot 9 Block 2403 and Lots 3.01 and 3.02 Block 2401 in the Realty Index. 2. I am submitting through OPRA, a request for a copy of the audio CD of the executive session with special counsel, Michael Garofalo, on September 30, 2011. I request a verbatim, paper copy of the same."

Mr. Hull stated he had another letter and stated this letter was a legal action. Committeeman Harper informed Mr. Hull that he had exceeded his time on this redundant theme and Mr. Hull was welcome to submit the letter for the record to the Clerk. Mr. Hull submitted the letter he read to the Clerk, but declined to submit the second letter at this time.

Lou Frato, President, Sandyston Township Volunteer Fire Department, came forward and thanked the Township Committee for the donation of \$5,850 which the department uses for the purchase of three sets of turnout gear. Mr. Frato requested the Committee to consider the donation for 2017. The Clerk explained for the past several years, the Township has donated funds outside of their yearly donation for the purchase of turnout gear for the fire department. The Clerk stated she would prepare the Ordinance for their consideration at the April meeting.

Committeeman Harper also thanked Mr. Frato for inviting the Committee to their Installation Dinner. Committeeman Harper also commended the fire department, as well as the President and the Chief, for their leadership of the department.

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

Upcoming events:

Regular Township Meeting:	Thursday, April 20, 2017 at 7:00 pm
Planning Board Regular:	Monday, April 3, 2017 at 7:00 pm
Seniors Meeting/Lunch	Tuesday, April 4, 2017 at 12:00 pm
Recreation Meeting:	Tuesday, March 28, 2017 at 6:30 pm

Adjournment: Mayor MacDonald made a motion to adjourn the meeting at 7:40 pm, seconded by Deputy Mayor Hull and unanimously carried.

Respectfully submitted,



Amanda F. Lobban, RMC
Municipal Clerk