

**SANDYSTON TOWNSHIP**

**Minutes**

**March 8, 2016**

This meeting was opened and called to order at 7:00 pm 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: Stan Dutkus; Tom & Nan Horsfield; Glenn & Gayle Hull; Jon Snyder; Joe Salokas; Sandra Townsend; Hixon & Sharon Spangenberg; Ryan Earley; Doug Hull; Steve Williamson; William & Mary Ellen Leppert; Lou Frato; John & Donna Kurkjian

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

**Ordinance:**

**SANDYSTON TOWNSHIP  
ORDINANCE 2016-01  
CALENDAR YEAR 2016  
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 0.0 % 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 2016** 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 3.5% increase in the budget for said year, amounting to **\$31,265.33** 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 2016** 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 **\$31,265.33**, and that the **CY 2016** 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.

Mayor Harper made a motion to introduce **Ordinance 2016-01**, seconded by Deputy Mayor MacDonald and unanimously carried. A **Roll Call Vote** followed: Ayes: Hull, MacDonald, Harper; Nays (0); Absent (0); Abstain (0). Mayor Harper stated **Ordinance 2016-01** will have a public hearing the next meeting of April 12, 2016 at 7:00 pm.

**Resolution:** Resolution **R-29-2016** is supposed to be considered at the public hearing of the 2016 municipal budget. This Resolution will be considered at the April 12, 2016 township committee meeting.

**Introduction of 2016 Budget/Review of 2015 Audit:**

- Francis "Bud" Jones, Nisivoccia, LLP
- Jessica M. Caruso, CFO/CTC
- Also discussion on Fixed Assets

Mayor Harper introduced Bud Jones of Nisivoccia, LLP. Mr. Jones explained last year when the budget was introduced options were discussed and the course that was chosen was to raise taxes roughly for half of the revaluation as well as money for the Capital Improvement Fund which hadn't been budgeted for in a few years and had become depleted. Mr. Jones stated it was decided to raise the second half of the revaluation money in 2016 and put money aside for the Capital Improvement Fund and that is what this budget recognizes. Mr. Jones stated because of that we did expect fund balance to decline during 2015 and it did, despite the tax collection percentage increasing close to half a percentage point which is significant, fund balance went down total of about \$118,000, but expects a recovery of that during 2016 while projecting fund balance. Mr. Jones stated revenues are in good shape has anticipated what we have in the past and appropriations are up slightly from last year with the largest increase being the Capital Improvement Fund. Mr. Jones stated the budget is in good shape and there is no debt. Mr. Jones reviewed the planning for fixed assets and funding fixed assets over time as well as raising money relating to the road program. Mr. Jones stated the fixed assets and capital plan is something that will continue to evolve over time. Mayor Harper explained and wished to clarify the roads program is a process over a five year rolling basis for the oil and stone of the township maintained roads. Mayor Harper stated there are a few roads that have macadam. Mayor Harper stated money was put aside several years ago for Flatbrook Road, approximately \$15,000, but due to economic times that has not continued. Mayor Harper stated in conjunction with the fixed assets analysis we are going to try to add on those macadam roads and work with the engineer to give us a ballpark figure on what it would cost and the life expectancy. Mayor Harper also explained that when the decision was made last year to do a two-step increase to budget for the revaluation, this should put the Township in the position to flatten out the tax levy as we go forward.

Mayor Harper read the following Municipal Budget Notice Resolution into the record: "*Municipal Budget of the Township of Sandyston, County of Sussex for fiscal year 2016; Be It Resolved, that the following statements of revenues and appropriations shall constitute the Municipal Budget for the year 2016; Be It Further Resolved, that said Budget be published in the New Jersey Herald in the issue of March 13, 2016; The Governing Body of the Township of Sandyston does hereby approve the following as the Budget for the year 2016. Notice is hereby given that the Budget and the Tax Resolution was approved by the Governing Body of the Township of Sandyston, County of Sussex, on March 8, 2016. A*

*Hearing on the Budget and Tax Resolution will be held at the Municipal building on April 12, 2016 at 7:00 pm at which time and place objections to said Budget and Tax Resolution for the year 2016 may be presented by taxpayers or other interested persons."*

Mayor Harper made a motion to approve the Introduction of the 2016 Municipal Budget, seconded by Deputy Mayor MacDonald and unanimously carried. A **Roll Call Vote** followed: Ayes: Hull, MacDonald, Harper; Nays (0); Absent (0); Abstain (0).

Mr. Jones also presented and the Committee reviewed the 2015 Audit for Sandyston Township. Mr. Jones stated the only recommendation in the audit is the same that Sandyston has had for a long time is segregation of duties. Mr. Jones stated the records are in good shape and the employees were helpful. Mayor Harper read the following recommendation into the record "*Management and the Township Committee should be aware and realize that the concentration of duties and responsibilities in a limited number of individuals is not desirable from a control point of view.*" Mayor Harper stated this recommendation has to do with the fact that there are not multiple employees in multiple departments and the town understands this recommendation but in a town the size of Sandyston Township there is no way to do that economically. The Committee thanked Mr. Jones and Mrs. Caruso for their work, as well as the work on the fixed assets and working toward a plan for the future.

Mayor Harper asked to make an amendment to the agenda to present the following proclamation to William J. Leppert and read the following into the record:

**SANDYSTON TOWNSHIP  
PROCLAMATION**

*William J. Leppert*

*Whereas, William J. Leppert has served as a valuable member of the Sandyston Township Community with numerous civic contributions; and*

*Whereas, William J. Leppert served on the Sandyston Township Committee from November 1998 to December 31, 2015; and*

*Whereas, William J. Leppert served as Mayor of the Sandyston Township during the years 2000, 2004, 2007, and 2008; and*

*Whereas, William J. Leppert served as Deputy Mayor of the Sandyston Township during the years 1999, 2002, 2006, 2009, 2010, 2011, 2014, and 2015; and*

*Whereas, William J. Leppert also served on the Sandyston Township Planning Board, as well as Committee Liaison to Sandyston Township Recreation and the Sandyston Township Volunteer Fire Department and performed numerous marriages during his tenure as Mayor and Deputy Mayor; and*

*Whereas, the members of the Sandyston Township Committee and the Community as a whole appreciate and hereby acknowledge his performance of service; and*

*Therefore, be it resolved that the Township Committee of the Sandyston Township hereby extends sincere appreciation for the 17 years of service of William J. Leppert and is hereby commended for his dedication as a valued citizen of Sandyston Township.*

**Minutes:** The Committee reviewed the regular meeting minutes of **February 8, 2016**. Deputy Mayor MacDonald made a motion to approve the minutes for February 8, 2016, seconded by Committeewoman Hull and unanimously carried.

**Tax Collector Report:** The Tax Collector Report was presented for the month of **February 2016** with total receipts Month-To-Date of \$941,762.00 and a Year-To-Date total of \$1,246,812.62. Mayor Harper made a motion to accept the Tax Collector's Report as submitted, seconded by Deputy Mayor MacDonald and unanimously approved.

**Treasurer's Report:** The Treasurer's Report for the month of **February 2016** was presented with a beginning balance of \$1,134,881.20, total receipts of \$957,665.39 and total disbursements of \$562,653.09 leaving an ending balance of \$1,529,893.50. Mayor Harper read the following balances: General Capital Account \$153,819.18, Animal Control Escrow \$7,343.98, Public Assist Escrow \$3,535.44, Unemployment Escrow \$24,506.97, COAH Trust \$33,262.34, Security Asst. Fund \$18,587.34 and the Small Cities Master \$4,776.45. Mayor Harper made a motion to approve the Treasurer's Report, seconded by Deputy Mayor MacDonald and unanimously approved.

**Payment of Vouchers:** The bills list was submitted for approval in the amount of \$429,902.01. Deputy Mayor MacDonald made a motion to approve the bills list, seconded by Committeewoman Hull and unanimously approved.

**Departmental Reports:** Mayor Harper explained the recent storm damage to a section Meyers Road and Ridge Road involving drainage and noted the road department is working with the residents to rectify the situations.

Deputy Mayor MacDonald noted the new truck is expected to be delivered at the end of March.

**Old Business:**

- **Update to Zoning Ordinance – Kennels & Dog Ordinance:**  
Mayor Harper introduced Michael Hanifan, Esq. attorney for Sandyston Township. Mr. Hanifan stated he has been working on the update for the dog ordinance. The Committee also discussed the Zoning Ordinance for Kennels which is on the agenda for introduction.

**New Business:**

**Recycling Coordinator Shared Service Renewal:** The Clerk explained this Shared Service is a renewal for a Recycling Coordinator to sign off on the reports necessary to be filed with the State for recycling. The reports are prepared by Jo-Ann Williamson and forwarded to Reenee Casapulla for filing for a fee of \$250.

**Application for Raffle:** The St. Thomas the Apostle Church submitted an application for an Off-Premise Raffle License to be held Sunday, June 26, 2016. Mayor Harper made a motion to approve the raffle application, seconded by Deputy Mayor MacDonald and unanimously carried.

**Quote:Lawn Care Program - Ballfield/Plant Care/Lawn Care Program – Municipal Grounds:** The Committee reviewed quotes received from Farmside Landscape & Design for the Lawn Care Program for the Ballfield in the amount of \$1,215 and the Plant Care/Lawn Care Program for the Municipal Grounds in the amount of \$2,685. The Committee opted to skip the aeration and overseeding for the ballfield for 2016. Mayor Harper made a motion to approve the quotes, seconded by Deputy Mayor MacDonald and unanimously carried.

**STVFD Application for Fire Police Member:** The Committee reviewed an application for fire police member for the Sandyston Township Volunteer Fire Department for Lori Knoll. Mayor Harper made a motion to approve the application, seconded by Deputy Mayor MacDonald and unanimously carried.

**Use of Facility Request:**

- **Delaware Valley United Methodist Church:** The Committee reviewed a request for use of the meeting hall and kitchen on Friday, April 1 and Saturday, April 2 for a Fish and Chip Dinner. Mayor Harper made a motion to approve the use, pending submission of insurance certificate, seconded by Deputy Mayor MacDonald and unanimously carried.
- **Hampton/Sandyston Mat Club:** The Committee reviewed a request for use of the meeting hall and kitchen on Sunday, April 3. Mayor Harper made a motion to approve the use, seconded by Deputy Mayor MacDonald and unanimously carried.
- **County of Sussex, Office of Public Health Nursing:** The Committee reviewed a request for use of the meeting hall for the flu clinic on Thursday, September 15, 2016 from 1:30 pm to 6:30 pm. Mayor Harper made a motion to approve the use, seconded by Deputy Mayor MacDonald and unanimously carried.

**Resolutions:**

**TOWNSHIP OF SANDYSTON**

**R-25-2016**

**RESOLUTION TO AUTHORIZE *IN REM* FORECLOSURE PROCEEDINGS ON CERTAIN PROPERTIES IN SANDYSTON TOWNSHIP**

**WHEREAS**, the Township of Sandyston holds Tax Certificates on the properties on the following properties:

| <b>BLOCK</b> | <b>LOT</b> | <b>OWNER</b>                  | <b>PROPERTY</b> | <b>LOCATION</b> |
|--------------|------------|-------------------------------|-----------------|-----------------|
| Block 502    | Lot 30.07  | Catalano, Michael             | 6.15 acres      | Sunrise Trl     |
| Block 704    | Lot 2      | Farino, Dylan T.              | 6.61 acres      | Devita Rd       |
| Block 905    | Lot 6      | Ashwood Tavern, LLC.          | .1050 acre/Barn | Route 645       |
| Block 1705   | Lot 1      | Georginis, George             | 40 x 100        | Mountain Trl    |
| Block 1801   | Lot 19     | Profess. Enterprise of NJ LLC | 100 x 100       | Mountain Trl    |

**WHEREAS**, should the property taxes not be redeemed or the taxes owed otherwise be paid, the Township of Sandyston desires to return these properties to the tax rolls by authorizing foreclosure proceedings by the 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 New Jersey.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Sandyston that the Tax Sale Certificates as shown on the attached foreclosure list now held by the Township of Sandyston be foreclosed by the 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 New Jersey.

**SANDYSTON TOWNSHIP OPEN TAX TITLE LIEN SUMMARY**

| TAXID | BLK# | Lot   | Assessed Owner                     | Sale Date Cont.  | Yr     | Original Value | Current Tax & Surch | Penalty # | Balance   |
|-------|------|-------|------------------------------------|------------------|--------|----------------|---------------------|-----------|-----------|
| 24946 | 509  | 10.02 | CATALANO, MICHAEL A                | 7/09/09 2009-01  | 2008   | 1,429.31       | 0.00                | 308.74    | 1,738.05  |
|       |      |       |                                    |                  | 2009   | 1,313.36       | 0.00                |           | 3,051.41  |
|       |      |       |                                    |                  | 2010   | 1,544.43       | 0.00                |           | 4,595.84  |
|       |      |       |                                    |                  | 2011   | 1,405.22       | 0.00                |           | 6,001.06  |
|       |      |       |                                    |                  | 2012   | 1,485.24       | 0.00                |           | 7,486.30  |
|       |      |       |                                    |                  | 2013   | 1,465.81       | 0.00                |           | 8,952.11  |
|       |      |       |                                    |                  | 2014   | 1,703.99       | 0.00                |           | 10,656.10 |
|       |      |       |                                    |                  | 2015   | 1,543.09       | 0.00                |           | 12,199.19 |
|       |      |       |                                    | 2016             | 771.55 | 0.00           |                     | 12,970.74 |           |
| 25137 | 704  | 2     | FARINO, RYLAN T                    | 5/21/15 2015-011 | 2014   | 2,313.30       | 0.00                | 419.20    | 2,732.50  |
|       |      |       |                                    |                  | 2015   | 1,905.45       | 0.00                |           | 4,637.95  |
|       |      |       |                                    |                  | 2016   | 952.73         | 0.00                |           | 5,590.68  |
| 25372 | 903  | 6     | ARWOOD EYERS, LLC                  | 5/21/15 2015-005 | 2014   | 1,313.92       | 0.00                | 123.43    | 1,437.35  |
|       |      |       |                                    |                  | 2015   | 327.85         | 0.00                |           | 1,765.20  |
|       |      |       |                                    |                  | 2016   | 163.95         | 0.00                |           | 1,929.15  |
| 25527 | 1104 | 6     | TRI-STATE STEEL FAB, INC           | 3/13/12 2012-07  | 2011   | 7,814.40       | 0.00                | 899.54    | 8,713.94  |
|       |      |       |                                    |                  | 2012   | 8,251.99       | 0.00                |           | 16,965.93 |
|       |      |       |                                    |                  | 2013   | 8,166.48       | 0.00                |           | 25,132.41 |
|       |      |       |                                    |                  | 2014   | 8,383.44       | 0.00                |           | 33,515.85 |
|       |      |       |                                    |                  | 2015   | 7,690.80       | 0.00                |           | 41,206.65 |
|       |      |       |                                    |                  | 2016   | 3,845.40       | 0.00                |           | 45,052.05 |
| 25790 | 1705 | 1     | DOMONIKIN, GEORGE J                | 5/21/15 2015-008 | 2014   | 487.63         | 0.00                | 47.83     | 535.46    |
|       |      |       |                                    |                  | 2015   | 724.71         | 0.00                |           | 1,260.17  |
|       |      |       |                                    |                  | 2016   | 362.36         | 0.00                |           | 1,622.53  |
| 26087 | 1407 | 19    | PROFESSIONAL ENTERPRISE OF NJ, LLC | 5/21/15 2015-009 | 2014   | 611.45         | 0.00                | 54.22     | 665.67    |
|       |      |       |                                    |                  | 2015   | 756.76         | 0.00                |           | 1,422.43  |
|       |      |       |                                    |                  |        |                |                     |           |           |

The Committee reviewed R-25-2016. Mayor Harper made a motion to approve R-25-2016, seconded by Deputy Mayor MacDonald and unanimously carried.

**SANDYSTON TOWNSHIP  
R-26-2016**

**RESOLUTION AUTHORIZING THE TOWNSHIP OF SANDYSTON TO EXECUTE A SHARED SERVICES AGREEMENT WITH SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY BOARD OF COMMISSIONERS FOR THE PROVISION OF CERTIFIED RECYCLING PROFESSIONAL SERVICES TO SUBMIT THE 2015 RECYCLING TONNAGE REPORT TO THE NJDEP**

**WHEREAS**, the Sussex County Municipal Utilities Authority (hereinafter "SCMUA"), among other things, employs a District Recycling Coordinator as the designated operating agency within Sussex County as provided in the Sussex County District Solid Waste Management Plan; and

**WHEREAS**, the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1, et. seq.) (hereinafter, "the Act") provides that local units of government may enter into a contract to provide or receive any service that either local unit participating in the Agreement is empowered to provide or receive within its own jurisdiction, including services incidental to the primary purposes of any of the participating units (N.J.S.A. 40A:65-4); and

**WHEREAS**, the Township of Sandyston will prepare the 2015 Township of Sandyston Recycling Tonnage Report; and

**WHEREAS**, the Township of Sandyston has requested the services of the SCMUA in the form of the District Recycling Coordinator as a Certified Recycling Professional to certify and submit the required 2015 Township of Sandyston Recycling Tonnage Report to NJDEP by April 30, 2016; and

**WHEREAS**, SCMUA has the qualified staff to certify the Recycling Tonnage Report prepared by the Township of Sandyston and electronically submit it to NJDEP on behalf of the Township of Sandyston under the terms and conditions set forth in the Shared Services Agreement.

**NOW THEREFORE, BE IT RESOLVED**, the Township Committee of the Township of Sandyston hereby approves this agreement and hereby directs the following:

1. The Mayor and Municipal Clerk are hereby authorized and directed to execute a Shared Services Agreement with the Sussex County Municipal Utilities Authority Board of Commissioners, a copy of which is attached hereto, for the provision of Certified Recycling Professional Services to certify and submit the 2015 Recycling Tonnage Report to NJDEP.
2. The Township of Sandyston shall pay an annual fee of \$250 to the SCUMA for the Certified Recycling Professional's services upon 30 days of finalization of the report.
3. This Resolution shall take effect immediately.

The Committee reviewed **R-26-2016**. Mayor Harper made a motion to approve **R-26-2016**, seconded by Deputy Mayor MacDonald and unanimously carried.

**Sandyston Township  
R-27-2016**

**RESOLUTION OF THE SANDYSTON TOWNSHIP COMMITTEE ENDORSING THE SUBMISSION OF  
THE 2015 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 **2015**; 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-27-2016**. Mayor Harper made a motion to approve **R-27-2016**, seconded by Deputy Mayor MacDonald and unanimously carried.

**SANDYSTON TOWNSHIP RESOLUTION  
R-28-2016  
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 **2015** 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.

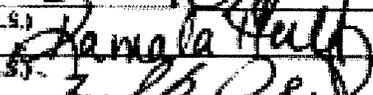
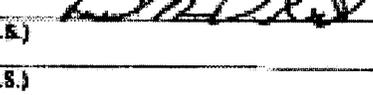
**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Sandyston, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

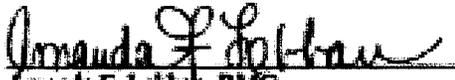
**CERTIFICATION OF GOVERNING BODY OF THE ANNUAL AUDIT  
GROUP AFFIDAVIT FORM  
NO PHOTO COPIES OF SIGNATURES**

**STATE OF NEW JERSEY  
COUNTY OF SUSSEX**

We, members of the governing body of the Township of Sandyston, in the County of Sussex, being duly sworn according to law, upon our oath depose and say:

1. We are duly elected (or appointed) members of the Township Committee of the Township of Sandyston in the county of County of Sussex;
2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6 for the year 2015;
3. We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled "Comments and Recommendations."

|        |  |        |
|--------|--|--------|
| (L.S.) |   | (L.S.) |
| (L.S.) |   | (L.S.) |
| (L.S.) |  | (L.S.) |
| (L.S.) |  | (L.S.) |
| (L.S.) |  | (L.S.) |

  
Amanda F. Lottman, RMC  
Municipal Clerk

The Committee reviewed R-28-2016. Mayor Harper made a motion to approve R-28-2016, seconded by Deputy Mayor MacDonald and unanimously carried.

**SANDYSTON TOWNSHIP  
R-30-2016  
RESOLUTION PROCLAIMING APRIL CHILD ABUSE AWARENESS MONTH**

**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; and

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

**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 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.

The Committee added the following proclamation/resolution **R-30-2016** in honor of and proclaiming April "Child Abuse Awareness Month". Mayor Harper made a motion to approve **R-30-2016**, seconded by Deputy Mayor MacDonald and unanimously carried.

**Ordinances:**

**SANDYSTON TOWNSHIP  
ORDINANCE 2016-02**

**AN ORDINANCE AMENDING CHAPTER 150 OF THE ZONING ORDINANCE, ARTICLE II, ENTITLED DEFINITIONS; AND ARTICLE III, ENTITLED ZONING DISTRICTS**

**BE IT ORDAINED**, by the Township Committee of the Township of Sandyston, that Chapter 150, Article II, Entitled "Definitions," and Article III, Entitled "Zoning Districts," is hereby amended as follows:

**ARTICLE II**

**Definitions**

**150-4 Definitions and word usage.**

**Page 150:11 - Kennel**

Any structure for dogs or cats. This includes any building, structure, fenced area, lean-to of any materials where dogs or cats can be housed, fed, breed, or cared for, whether free of charge or for money. For the purpose of this definition, anyone having five or more dogs or cats on their property will be considered having a kennel.

**ARTICLE III**

**Zoning Districts**

**150-20 Prohibited uses and activities.**

M. Kennels of any type, and as further defined in Section 150-4 of this code, are prohibited in all zones.

**Repealer.**

All sections of the Municipal Code of the Township of Sandyston, County of Sussex, State of New Jersey, which are inconsistent with the provisions of this chapter are hereby repealed.

Mayor Harper made a motion to introduce **Ordinance 2016-02**, seconded by Deputy Mayor MacDonald and unanimously carried. A **Roll Call Vote** followed: Ayes: Hull, MacDonald, Harper; Nays (0); Absent (0); Abstain (0). Mayor Harper stated **Ordinance 2016-02** will have a public hearing the next meeting of April 12, 2016 at 7:00 pm.

**Correspondence:** The Committee reviewed the correspondence. Mayor Harper noted the letter which was sent to Montague Township regarding Bierskill Road. Mayor Harper explained Sandyston and Montague rotate the snowplowing each year for Bierskill Road and a resident on Bierskill Road expressed displeasure with Montague's response during snowstorms. Mayor Harper explained that he discussed the matter with the road department foreman and the Mayor of Montague Township. Mayor Harper stated that the way it has been handled is the most cost effective way to handle the snowplowing for this road

and both road departments have been made aware of the situation and will make a better effort on this road.

**Open Meeting To Floor:**

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

Lou Frato, President, Sandyston Township Volunteer Fire Department, came forward to thank the Committee, as well as the public, for their support of the fire department. Mayor Harper commented on the need for audited financial statements and commended the department for their work with their financial statements. Deputy Mayor MacDonald stated he is impressed with the fire department members and the amount of time they volunteer for the department with responding to calls and fund-raising and all the work that is done behind the scenes.

Glenn Hull, Bevans Road, came forward and questioned the draft dog ordinance numbering. The Clerk explained the dog ordinance was taken from another town and the numbers shown on the draft will not be Sandyston Township's Code numbering and the draft ordinance is a work in progress. Mr. Hull asked about the ethics complaint received which was not recorded in the Township correspondence list and why it still has not been listed in correspondence. Mayor Harper explained the letter regarding the ethics complaint was sent to him personally and did not come to the Township address. Mr. Hull explained he called attorney ethics and they sent him a letter stating as required, Mayor George Harper was served with a copy of the disciplinary complaint and he is curious why it was not in the Township correspondence. Mayor Harper did not know why the letter was sent to him at his home address; however, as stated previously, it is a personnel matter and has been dealt with accordingly. Mr. Hanifan explained the letter was sent to Mayor Harper to his home address and did not come to the Township through the Clerk to be placed on the Correspondence. Mr. Hanifan suggested Mr. Hull request a copy of the transmittal letter which will show where the letter was addressed to answer the question as to why it was not placed on the correspondence list for the Township. Mr. Hull questioned Maple Lane and the question of whether it is a private or public road and asked under what authority the township maintains this road. Mayor Harper explained this road has been maintained long before Mayor Harper was a Committeeman and the road program has been continued in the same manner.

Sandra Townsend, Lertora Road, came forward and commented on the recent foreclosures in the County and questioned septic systems passing or failing in Sandyston Township. A brief discussion took place regarding the foreclosures in the County and mortgage company's financing new mortgages and the difficulty in septic's passing the home inspection with new regulations.

Gayle Hull, Bevans Road, came forward and commented that she wanted to make a point for her husband that some taxpayers get a little bit more benefit out of the town than others. Mrs. Hull stated most people that live on private roads have a little road association where they pay for their road care, but that is not the case with Maple Lane. Mrs. Hull stated now there are two committee people who are getting the benefit of Maple Lane. Mrs. Hull also asked for an update on the Horsfield lawsuit. Mayor Harper stated there is no comment on pending litigation.

Mayor Harper made a motion to close the public comment, seconded by Committeewoman Hull and unanimously carried.

Mayor Harper read through the list of upcoming events:

|                           |                                    |
|---------------------------|------------------------------------|
| Regular Township Meeting: | Tuesday, April 12, 2016 at 7:00 pm |
| Planning Board Regular:   | Monday, April 4, 2016 at 7:00 pm   |
| Seniors Meeting:          | Tuesday, April 5, 2016 at 12:00 pm |

Sandyston Recreation Easter Festival  
Recreation Meeting:

Saturday, March 19, 2016  
Tuesday, March 22, 2016 at 6:30 pm

**Adjournment:** Mayor Harper made a motion to adjourn the meeting at 8:03 pm seconded by Deputy Mayor MacDonald and unanimously carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Amanda F. Lobban".

Amanda F. Lobban, RMC  
Municipal Clerk