



DELAWARE TOWNSHIP
COMMITTEE MINUTES
February 11, 2019 – 7:30 P.M.

Mayor Joseph Vocke called the regular meeting of the Delaware Township Committee to order on February 11, 2019 at 7:30 p.m., at the Delaware Township Municipal Building, 570 Rosemont Ringoes Road (County Route 604) in Sergeantsville, New Jersey.

PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

NOTICE REQUIREMENTS

Mayor Vocke read a statement noting the Notice Requirements provided for in the Open Public Meetings Act have been satisfied. Notice of this meeting was properly given by transmission to the Hunterdon County Democrat, Trenton Times, Courier News, and Star Ledger, by posting at the Delaware Township Municipal Building, and by filing with the Township Clerk all on January 4, 2019.

ROLL CALL

Present: Daniel Kwasnik, James Waltman, Susan Lockwood, Charles Herman, Joseph Vocke
Absent: None

APPROVAL OF MINUTES FROM JANUARY 28, 2019 TOWNSHIP COMMITTEE MEETING

Mr. Herman motioned to approve the minutes from the January 28, 2019 Township Committee Meeting. Mrs. Lockwood seconded the motion.

Roll Call Vote: Ayes –Kwasnik, Waltman, Lockwood, Herman, Vocke
 Nays - None
 Abstain: None
 Absent: None

TOWNSHIP COMMITTEE REPORTS

DPW

Mr. Herman reported that he had a meeting with Mr. Roseberry, Mrs. McDaniel and Mr. Trstensky to prioritize the road projects and the work needed to be accomplished at Dilt's park in 2019.

Mr. Herman stated that Mr. Trstensky placed a job posting for two P/T seasonal plow drivers and as of now, he has not had any responses. Mr. Herman stated that there was a discussion about the position for a P/T seasonal maintenance helper for Dilt's park and an ad for this position will be placed in the near future.

Finance

Mr. Herman reported that the Finance Committee met with Mrs. McDaniel to review budget items. Mrs. McDaniel will be reaching out to discuss financial needs with each department. Mr. Herman stated that the Auditors would be starting this week on the audit.

Police Department

Mrs. Lockwood stated that she would be meeting with Mrs. McDaniel and Chief Cane to review the financial needs of the Police Department on February 13, 2019 at 6:30 p.m.

DTMUA

Mr. Waltman reported that there was a meeting with the Rosemont Water Company and the Delaware Township Municipal Utility Authority last week. Mr. Waltman stated that the purpose of the meeting was to discuss shared services for any short-term efficiency such as water testing, materials, labor, etc. Mr. Waltman stated that the two agencies began discussions about possible merging the two agencies together in the future.

MEETING OPEN TO THE PUBLIC FOR COMMENTS ON AGENDA ITEMS ONLY

Mr. Chuck Cline asked if Ordinance #2019-01 is the same Ordinance that the Planning Board sent for approval.

Mrs. McKinney stated that this is the same ordinance and that Attorney Dragan reviewed and only added some legal terms.

ORDINANCE 2019-01- FIRST READING

DELAWARE TOWNSHIP ORDINANCE # 2019-01

AN ORDINANCE AMENDING AND SUPPLEMENTING THE CODE OF THE TOWNSHIP OF DELAWARE TO PERMIT HOME-BASED BUSINESSES AS A CONDITIONAL USE AND PROVIDING PARKING FOR CERTAIN BUSINESS AND COMMERCIAL VEHICLES WITHIN THE TOWNSHIP

BE IT ORDAINED by the Mayor and Township Committee of the Township of Delaware in the County of Hunterdon, State of New Jersey that the following amendments shall be made to Chapter 230 of the Code of Delaware Township pertaining to land use. New language is underlined thus. Language being deleted contains strike-outs ~~thus~~:

Section 1. Article I. "General Provisions", Section 230-5 "Definitions" is amended as follows:

a. The following new terms are hereby added:

ACCESSORY EQUIPMENT AND MATERIALS.

Any equipment and/or materials associated with the conduct of a home occupation/home-based business.

BUSINESS TRAILER.

Any trailer, used or associated with a home occupation/home-based business, with a length less than 26 feet and a weight ration not greater than 15,999 pounds.

COMMERCIALLY REGISTERED VEHICLE.

Any vehicle with a gross combined vehicle weight not more than 25,999 pounds.

HOME -BASED BUSINESS.

An accessory use of a dwelling unit or accessory building for lawful gainful employment by a Township resident. Such use must be clearly incidental and secondary to the use of the premises for the resident's living purposes and must be located and conducted so that a person in the community would not be aware of its existence under normal circumstances, as described in Article IV, Section 230-104.

b. The following term is hereby amended as follows:

HOME OCCUPATION.

An accessory use of a dwelling unit or accessory building for lawful gainful employment. Such use must be clearly incidental and secondary to the use of the premises for residential purposes and must be located and conducted so that a person would not be aware of its existence under normal circumstances, as described in Article IV, Section 203-104.

Section 2. Article III. "Zone Regulations", Section 230-12 "All zones" is hereby amended to add the following to subsection H entitled "Trailers, trailer coaches, or automobile trailers":

(5) Business trailers shall be permitted to be parked on a lot if located thereon in such a manner as to be unobstrusive under normal conditions, provided that:

(i) For properties up to 3 acres, there shall be permitted no more than one business trailer.

(ii) For properties up to 6 acres, there shall be permitted not more than two business trailers.

(iii) For properties over 6 acres, there shall be no more than five business trailers.

Under no circumstances shall any business trailer be permitted to park in the front yard of any property other than in the driveway. No parking shall be permitted in the side yard setback of any property.

Section 3. Article III. "Zone Regulations", 230-13 "All agricultural/residential and commercial/residential zones" is amended to add the following:

M. Commercial Vehicle Parking. Parking of commercially-registered vehicles upon any property in any agricultural/residential and any commercial/residential zones shall be permitted, provided that:

(1) For properties up to 3 acres, there shall be permitted no more than one commercial vehicle.

(2) For properties up to 6 acres, there shall be permitted no more than two commercial vehicles.

(3) For properties over 6 acres, there shall be no more than five commercial vehicles.

No parking of commercially registered vehicles or business trailers shall be permitted in the front yard of any property other than in the driveway. No parking of commercially registered vehicles or business trailers shall be permitted in the side yard setback of any property

Section 4. Article IV. "Conditional Uses" Section 230-104 is hereby amended as follows:

HOME OCCUPATIONS/HOME-BASED BUSINESSES.

A home occupation/home-based business as defined in this chapter is a permitted accessory use in any zone. A home occupation/home-based business must be conducted within the principal dwelling, which is a bona fide residence of the person conducting the home occupation/home-based business, or in an accessory building on the same premises. The home occupation/home-based business shall be carried on within the dwelling unit or such accessory building, but the total aggregate area utilized for ~~such occupation~~ all home occupations/home-based businesses on such premises shall not exceed an a total area equivalent to forty percent (40%) of the total first floor area of the principal dwelling or 900 square feet, whichever is less.

No accessory equipment and/or materials shall be located within the front yard, or in the side yard setback of any property and shall be located in such a manner that a person in the community would not be aware of its existence under normal circumstances.

The number of home occupation/home-based business employees who are not bona-fide residents of the principal dwelling shall be limited to one. Notwithstanding the foregoing, it is recognized that a home occupation/home-based business may have an occasional gathering of employees on a short-term basis for a particular need. Enforcement of this exception shall be subject to the reasonable discretion of the Zoning Officer. The Zoning Officer's decision may be appealed to the Zoning Board of Adjustment.

Section 5. Superseding Ordinance and Inconsistency. This ordinance supersedes any ordinances, sections or portions of the General Ordinances of Delaware Township or any other Township ordinance inconsistent herewith, unless such ordinance contains more stringent standards than this Ordinance, in which case the more stringent standards shall apply. All ordinances or parts of ordinances inconsistent with this Ordinance and less stringent than the standards set forth herein are hereby repealed to the extent of such inconsistency.

Section 6. Renumbering. The sections, subsections and provisions of this Ordinance may be renumbered as necessary or practical for codification purposes.

Section 7. Severability. If the provisions of any article, section, subsection, paragraph, subdivision or clause of this Ordinance shall be judged invalid by any Court of competent jurisdiction, such order or judgment shall not affect or invalidate the remainder of any such article, section, subsection, paragraph or clause and, to this end, the provisions of this Ordinance are hereby declared to be severable.

Section 8. Effective Date. This Ordinance shall take effect immediately upon final adoption and publication according to the laws of the State of New Jersey and upon filing with the Hunterdon County Planning Board.

PLEASE TAKE NOTICE that the Delaware Township Committee approved the above ordinance on first reading at its Regular Meeting held on February 11, 2019. It will be considered on second reading for final adoption and will have a public hearing at a Regular Meeting beginning at 7:00 p.m. on February 25, 2019 at the Delaware Township Hall, 570 Rosemont Ringoes Rd. (Rt. 604), Sergeantsville, NJ. At that time an opportunity will be given for all interested citizens to be heard.

ATTEST:

Joseph Vocke, Mayor

Jodi McKinney, RMC
Township Clerk
February 11, 2019

Mr. Herman motioned to approve Ordinance #2019-01 on first reading, and Mrs. Lockwood seconded the motion for first reading by roll call vote.

Ms. Klink stated that the Planning Board, Planning Board Attorney, Zoning Officer Mike Mullin, Board of Adjustment, and Attorney Dragan reviewed this ordinance.

Ms. Klink stated that this is to allow the Home Based Business to be accepted within the concept of a home occupation. Ms. Klink explained that one use is recognized as within the home and is never seen. Ms. Klink stated that the other use is recognized as a business that is off the residential property. Ms. Klink gave the example of a business that takes their equipment off site and then returns back to the residence with the equipment at night.

Mr. Herman stated that this was silent in the original ordinance and this amended ordinance clarifies this area and gives this substance.

Ms. Klink stated that this allows commercial vehicles in a residential driveway.

Mr. Cline stated that this amendment clarifies how many commercial vehicles are allowed on the resident's property.

Mr. Herman stated that commercial vehicles should not be in the front or side of the resident's property.

Ms. Klink stated that they can park in these locations but will need to have some type of screening to hide the vehicles from sight. Ms. Klink stated that in the ordinance it is stated, "as not to be noticed".

Mr. Herman stated that a lot of work was placed into this amendment and it is much appreciated.

Roll Call Vote: Ayes –Kwasnik, Waltman, Lockwood, Herman, Vocke
Nays - None
Absent – None

RESOLUTION 2019-19 – TABLED

DELAWARE TOWNSHIP
RESOLUTION #2019-19

WHEREAS, the Township Committee of the Township of Delaware, Hunterdon County, New Jersey desires to set 2019 salaries for all Township employees not covered under collective bargaining agreements.

NOW, THEREFORE, BE IT RESOLVED by the Delaware Township Committee that 2019 annual salaries for all non-contracted employees retroactive to January 1, 2019 are established as follows:

ADMINISTRATION

Mayor 0% Increase

Joseph Vocke

\$ 3,880.00

Township Committee 0% increase	Susan D. Lockwood	\$ 3,880.00
	Charles Herman	\$ 3,880.00
	James Waltman	\$ 3,880.00
	Daniel Kwasnik	\$ 3,880.00
ASSESSOR'S OFFICE		
Assessor	Michelle Trivigno	\$36,240.00
BUILDING DEPARTMENT		
Construction Code Official, Fire Protection Subcode Official, Fire Protection Subcode Inspector, Building Subcode Official, Building Subcode Inspector, Substitute Electrical Subcode Official, Substitute Electrical Subcode Inspector, Substitute Plumbing Inspector, Substitute Mechanical Inspector, ADA Coordinator	Philip Izzo	\$31,868.00
Electrical Subcode Official and Electrical Subcode Inspector	Peter Buchanan	\$21,224.00
Plumbing Subcode Official, Plumbing Subcode Inspector, Mechanical Subcode Inspector, Fire and Building Inspector	Phillip Izzo	\$14,566.00
Alternate Substitute Electrical or Plumbing Inspector		\$32.47 hourly
Zoning Officer/Flood Plain Admin	Michael Mullin	\$ 7,772.00
Technical Assistant/Secretary to CCO	Tammy Oberly	\$20.91 hourly
Stockton Inspections	Phil Izzo, Peter Buchanan	\$28.00 per inspection
CLERK'S OFFICE		
Township Clerk	Jodi McKinney	\$60,427.00
Deputy Registrar	Deanna Higgins	\$ 2,562.50
COAH Municipal Housing Liaison	Kathleen Klink	\$ 2,855.00
COAH Municipal Administrative Agent	Kathleen Klink	\$ 4,798.00
Administrative Assistant	Kathleen Klink	\$2,131.00
FINANCE ADMINISTRATION		
Tax Collector	Danene Gooding*	\$42,654.00
CMFO/Treasurer	Diane S. McDaniel*	\$87,125.00
Deputy Treasurer	Danene Gooding*	\$ 5,125.00
HEALTH DEPARTMENT		
Perc Test Witness	Robert Kleckner	\$200.00 per test
Perc Test Alternate Witness	Peter Enea	\$175.00 per test
Board of Health Secretary	Danene Gooding*	\$ 6,624.00
ANIMAL CONTROL DEPARTMENT		
Animal Control Licensing Agent	Deanna Higgins*	\$ 5,796.00
POLICE		
Chief of Police (Per Contract)	Phillip C. Cane*	\$108,442.00
Class II Special Police Officer	Harry Harbourt	\$25.00 hourly
Court Security court session	All Officers	\$150.00 per

Police Department Administrative Assistant	Deanna Higgins*	\$24,844.00
Police Department Matron	Deanna Higgins*	\$65.16 hourly*
		*Minimum 3 hour callout and \$14.00 per hour after three hours if not already covered by salary
Crossing Guard	Stefany Moran	\$17.67 per shift
OFFICE OF EMERGENCY MANAGEMENT		
OEM Coordinator	Phillip C. Cane*	\$ 3,898.00
Deputy OEM Coordinator	William Powell	\$ 9,184.00
Emergency Mgmt Coordinator's Sec	Deanna Higgins*	\$ 2,056.00
ROAD DEPARTMENT		
Road Supervisor/Director of Public Works	Jay Trstensky*	\$85,565.00
Road Department Administrative Asst.	Deanna Higgins*	\$24,844.00
DPW - Seasonal/Temporary/Mower hourly	Thomas Higgins	\$17.66
DPW – Snow Plow Help hourly	Dave Swackhamer	\$20.56
BUILDINGS AND GROUNDS		
Dilts Farm Park Custodial Services	Doris Culberson	\$ 8,480.00
Police/Road Depts./Township Bldg. Cleaning Services	Rose Dipple	\$20.98 hourly
TOWNSHIP BOARDS		
Planning Board Clerk	Kathleen Klink	\$10,612.00
Board of Adjustment Clerk	Kathleen Klink	\$ 13,363.00
Environmental Commission Secretary	Kathleen Klink	\$ 1,592.00
Open Space Coordinator	VACANT	\$15.00 hourly
Certified Recycling Coordinator and Clean Communities Coordinator	Kathleen Klink	\$ 2,815.00
MUNICIPAL COURT- Separate Resolution		
Mileage Reimbursement	58 cents/mile 2019 IRS rate	

*Medicare Part B compensation .5%

ATTEST:

Jodi McKinney, RMC
Township Clerk
February 11, 2019

Joseph Vocke, Mayor

Mr. Herman motioned to open a discussion on Resolution #2019-19. Mr. Waltman seconded the motion, and the members approved the motion by roll call vote.

Mrs. Lockwood asked other than the Township Committee members salary not reflecting an increase does this resolution reflects an increase for the remaining positions listed in this resolution.

Mayor Vocke stated that this reflects a 2% increase for municipal employees.

Mr. Herman stated that the Township Committee would have an opportunity as the Township gets closer to the final budget to address adjusting the 2% up or down but this is to make sure that this amount is placed in the 2019 budget. Mr. Herman stated that in the past we have approved this resolution later and then had to adjust the salaries retroactive. Mr. Herman stated that this is to set the salaries earlier in the year instead of waiting to approve the budget.

Mrs. Lockwood asked if the current finances have the funds to carry this 2%, increase through until the new 2019 Budget is approved. Mrs. Lockwood stated that the Township would be covering this increase with current revenue and would assume that the new budget would be able to cover this 2% increase.

Mr. Herman stated that this is correct and that this is a good point. Mr. Herman stated that placing the 2% increase seems to be the cost of living standard.

Mrs. Lockwood stated that she is not objecting to the amount but is having an issue with the timing of this approval.

Mr. Waltman stated that the Police Commissioners are meeting with the Chief of Police on Wednesday and will be discussing the Police Departments financial needs for 2019.

Mr. Herman stated that if any increase needs to be adjusted this could be done as needed. Mr. Herman stated that there is no harm in tabling this resolution until the after the meeting with Chief Cane and then placing this resolution back on the next agenda.

Mr. Herman amended his motion to table Resolution #2019-19 until February 25, 2019 and/or upon clarification on funding and possible additional changes to the Police salaries. Mr. Waltman seconded the motion, and the members approved unanimously by an all in favor vote.

RESOLUTION #2019-20-

DELAWARE TOWNSHIP
RESOLUTION #2019-20

WHEREAS, the Township Committee of the Township of Delaware, Hunterdon County, New Jersey desires to amend Resolution #2019-19 that set 2019 salaries for all Township employees not covered under collective bargaining agreements.

WHEREAS, there exists a need for an Open Space Coordinator;

NOW, THEREFORE, BE IT RESOLVED by the Delaware Township Committee that the salary for the position of Delaware Township Open Space Coordinator is established as follows:

Open Space Coordinator

Katherine L. Fullerton (effective 02-12-2019)

\$20.00 hr. (not to exceed 8 hours per week)

ATTEST:

Jodi McKinney, RMC
Township Clerk
February 11, 2019

Joseph Vocke, Mayor

Mr. Herman motioned to approve Resolution #2019-20. Mrs. Lockwood seconded the motion, and the members approved the motion by roll call vote.

An interview was conducted by Mayor Vocke and Mr. Herman due to scheduling conflicts on behalf of the Township Committee.

Mr. Herman stated that the interview went very well and the recommendation to the Township Committee was to approve the following resolution to employ Katherine Fullerton for the Open Space Coordinator position.

Roll Call Vote: Ayes –Kwasnik, Waltman, Lockwood, Herman, Vocke
Nays - None
Absent – None

RESOLUTION #2019-21-

DELAWARE TOWNSHIP
RESOLUTION #2019-21

Whereas, the Township of Delaware, Hunterdon County, New Jersey, has six fire companies that provide primary response to areas of the Township, namely: Sergeantsville Volunteer Fire Company, Stockton Fire Company, West Amwell Fire Company, Amwell Valley Fire Company, Kingwood Township Volunteer Fire Company, and Lambertville Fire Department; and

Whereas, the Township Committee finds, in the interest of public safety, the need to delegate the organizations who are responsible for and in charge of rescue services within the Township of Delaware. Rescue services shall include: Vehicle Rescue, Water Rescue, Ice Rescue, Collapse Rescue, Trench Rescue, Confined Space Rescue, Rope Rescue, Fire Rescue, and other rescue situations where the access to the victim is limited; and

Whereas, the six fire companies all have varying levels of training and equipment to provide these services,

Now therefore, be it resolved that the six fire companies that serve the Township of Delaware, namely: Sergeantsville Volunteer Fire Company, Stockton Fire Company, West Amwell Fire Company, Amwell Valley Fire Company, Kingwood Township Volunteer Fire Company, and Lambertville Fire Department, are responsible for and in charge of rescue incidents within their currently designated first response areas within the Township of Delaware; and

Be it further resolved, that if the fire company is not capable of providing one of the rescue services, that they make arrangements for an appropriate resource be dispatched to assist them in providing that rescue service.

ATTEST:

Joseph Vocke, Mayor

Jodi McKinney, RMC
Township Clerk

CERTIFICATION

I, Jodi McKinney, Clerk of the Township of Delaware, in the County of Hunterdon, New Jersey do hereby certify that the foregoing is correct and true copy of Resolution #2019-21 adopted by the Township Committee of the Township of Delaware, in the County of Hunterdon, in the State of New Jersey on February 11, 2019.

Jodi McKinney, Clerk

Mr. Herman motioned to approve Resolution #2019-21. Mrs. Lockwood seconded the motion, and the members approved the motion by roll call vote.

Mr. Ed Fleming stated that the Township and the emergency response organizations have received a request from Mr. James Curry from the Hunterdon County Division of Communications asking to

appoint an organization within the Township to be in charge of rescue services and planning. Mr. Fleming reviewed the letter to the Township Committee and requested the approval of Resolution #2019-21. Mr. Fleming stated that this would not interfere with Rescue 49 or the use of Lambertville Fire Department when needed. Mr. Fleming stated that the Sergeantsville Volunteer Fire Department would not be doing the technical life support services. Mr. Fleming stated that in this request the Sergeantsville Volunteer Fire Department had all other emergency services that respond to Delaware Township sign off on the Sergeantsville Volunteer Fire Department being the lead rescue agency.

Mr. Herman stated that this streamlines emergency calls and would improve the rescue process. Mr. Herman stated that this would solidify the great relationship we have with other local emergency services.

Mr. Fleming stated that this process would work well with the call box alarm process.

Roll Call Vote: Ayes –Kwasnik, Waltman, Lockwood, Herman, Vocke
Nays - None
Absent – None

DISCUSSION OF THE PROFESSIONAL PROPOSAL FROM THE HERITAGE CONSERVANCY FOR THE HOLCOMBE HOUSE PROPERTY.

Mr. Herman stated the Historic Easement on the Holcombe House has many contingencies and gray areas. Mr. Herman stated that these areas are becoming overwhelming for the local level to try to manage and to collaborate with the new property owners. Mr. Herman stated that that the challenge of trying to make sure that everything is done in accordance of the easement and to allow the homeowners to proceed in the work they are requesting. Mr. Herman stated that Jeff Marshall from the Heritage Conservancy is present to answer any questions on the Professional Service Proposal. Mr. Herman stated that there is language within the easement agreement that gives the Township the right to enter into a partial or total transfer of the easement management to an outside organization.

Members of the Historical Advisory Committee reviewed the needs of management for the Holcombe House easement with the Township Committee.

Mr. Chuck Taylor, Historic Advisory Committee, stated that the recommendation from the committee is to hire the Heritage Conservancy to fully manage the easement. Mr. Taylor stated that the Township needs legally trained professionals to manage the easement.

Mr. Herman stated that the recommendation to the Township Committee is to transfer the full management of the easement to Heritage Conservancy and the issue currently is the financing of this transfer. Mr. Herman recommended to the Township Committee to begin the process by approving the first step of hiring Heritage Conservancy to begin with consulting services at the cost of \$2,500.00. Mr. Herman stated that this would help the homeowners to start their construction projects and the Township to begin the process of securing the financing for the full transfer of the easement management. Mr. Herman stated the \$1,500.00 has been secured by private donations and requested that the Township contribute the additional \$1,000.00 to begin the consulting services by Heritage Conservancy. Mr. Herman stated Heritage Conservancy could begin reviewing the current construction requests by the homeowners. Mr. Herman stated that there is a request sent to the State asking for additional fund to be forwarded from the sale of the property to help offset the cost for the easement management.

Mr. Roger Byrum, President of the Historic Society stated that if funding were not available from the State and/or Open Space, then the Historic Society would be more than happy to raise the money through fundraising.

Heritage Conservancy board will meet at the end of March and this request for services will place for approval on their agenda. The Township would need to send a letter to Heritage Conservancy requesting their services and this would then be placed on their March agenda.

Mr. Waltman asked if there are any further properties in Delaware Township that would be purchased using the same process as the Holcombe House.

Mrs. Cummings stated that the Saxtonville Tavern would be the only other property that will be following the same process. Mrs. Cummings stated that a request would be made to the State that the Township receives funds from the sale as part of the closing agreement to cover the management of the easement. Mrs. Cumming stated that this would help prevent the need for this issue to happen with this property.

Mr. Herman motioned to authorize an agreement with the Heritage Conservancy to review the current proposed changes to the Holcombe House. Mr. Herman stated the funding used will be from private donations in the amount of \$1,500.00 and securing \$1,000.00 from either the Township current fund or Open Space fund (to be determined) and to authorize in the near future Heritage Conservancy to take over the management of the Holcombe House easement based on funding by private donations. Mrs. Lockwood seconded the motion, and the members unanimously approved by roll call vote.

Roll Call Vote: Ayes –Kwasnik, Waltman, Lockwood, Herman, Vocke
Nays - None
Absent – None

AUTHORIZATION TO APPLY FOR NJDEP GREEN ACRE FUNDING FOR THE CISEK PROPERTY AS A PARTNERSHIP IN THE ACQUISITION FOR PRESERVATION

Mrs. Lockwood motioned to authorize Open Space Committee to apply for NJDEP Green Acre Funding for the Cisek Property. Mr. Waltman seconded the motion and the members unanimously approved by roll call vote.

Roll Call Vote: Ayes –Kwasnik, Waltman, Lockwood, Herman, Vocke
Nays - None
Absent – None

AUTHORIZATION FOR THE EMPLOYMENT OF TWO P/T SNOW PLOW HELPERS

Mr. Herman stated that Mr. Trstensky would contact either one or two plow employees on an as need basis.

Mr. Herman motioned to authorize the Department of Public Works to employ two seasonal plow workers pending a CDL confirmation, at the 2018 salary wage rate on an as needed basis. Mr. Waltman seconded the motion, and the members unanimously approved by roll call vote.

Roll Call Vote: Ayes –Kwasnik, Waltman, Lockwood, Herman, Vocke
Nays - None
Absent – None

AUTHORIZE THE APPOINTMENT OF ANTHONY LEONE AS THE CHAIRPERSON FOR THE SERGEANTSVILLE FARMERS MARKET

Mrs. Lockwood motioned to appoint Mr. Anthony Leone as the Chairperson for the Sergeantsville Farmers Market. Mr. Herman seconded the motion and the members unanimously approved by an all in favor vote.

DEPUTY CLERK & OFFICE ASSISTANT POSITION DISCUSSION

Mayor Vocke stated that this discussion has been ongoing in the past few years with the Personnel Committee and would like to have a discussion on options.

The Township Committee and Mrs. McKinney discussed options such as shared service, college interns, etc. There is a concern about future election changes that would affect the Clerk's office and entail extensive work and office hours. The Township Committee requested that the Personnel Committee discuss work needs with all of the departments to get a clearer vision of what help would be needed in their offices. Mayor Vocke and Mr. Kwasnik will address this with the employee and report to the Township Committee.

REVIEW OF MEETING DATES

The Township Committee reviewed the meeting dates.

MEETING OPEN TO THE PUBLIC

Mr. Chuck Cline requested an Executive Session to review compensation and a personnel matter.

Ms. Klink asked if any decisions were made on the wood from Dilt’s park that is at the DPW yard. Ms. Klink reported that the pile has been decreasing and what seems to be left are the large pieces that would need to be loaded by the DPW. Ms. Klink suggested that residents call and make an appointment to bring in a dump truck and DPW can use the front-end loader to help load the bigger pieces.

Mr. Kwasnik will discuss this with Mr. Trstensky and create a schedule to determine DPW availability to finish the remaining wood removal.

FINAL COMMENTS OF THE TOWNSHIP COMMITTEE

Mr. Waltman stated that he spoke with Sergeant Elliot Gray from the Delaware Township Police Department in reference to the P/T summer worker position for Dilt’s park. Mr. Gray stated that he used be the part-time seasonal worker at Lenape Park and that his salary was funded through a grant.

Mr. Herman and Mr. Waltman will research these grants and report to the Township Committee.

Mr. Herman stated that Mrs. McDaniel confirmed that there would be no increase in insurance premium if Dilt’s park remained open year around. Mr. Herman stated that the insurance company did recommend that there is some seasonal maintenance at the park such as garbage removal. Mr. Herman stated that he would request that the Police Department open the gates in the morning and closes the gates at dusk as long as there is no snow or ice on the ground.

APPROVAL OF BILL LIST

Members reviewed and approved the following vouchers for payment for \$1,004,234.98 at the Regular Meeting of the Delaware Township Committee meeting held on February 11, 2019. Mr. Herman motioned to approve payment of the bills on the bill list. Mr. Lockwood seconded the motion. Members approved the motion to pay the bills by roll call vote.

BE IT RESOLVED by the Township Committee of the Township of Delaware, County of Hunterdon, and State of New Jersey that the February 11, 2019 vouchers be paid.

Mr. Herman stated that the Township has a large legal bill from January. Mr. Herman would like to have Township Committee members remind their committees to please contact a Township Committee member or the Clerk’s office and not contact the Attorney directly.

Roll Call Vote: Ayes –Kwasnik, Waltman, Lockwood, Herman, Vocke
Nays - None
Absent – None

EXECUTIVE SESSION –

RESOLUTION AUTHORIZING CLOSED SESSION
DELAWARE TOWNSHIP COMMITTEE

BE IT RESOLVED by the Township Committee of the Township of Delaware in Hunterdon County, New Jersey follows:

1. The Township Committee will now convene in a closed session that will be limited only to consideration of items with respect to which the public may be excluded pursuant to Section 7B of the Open Public Meetings Act.

2. The general nature of the subjects to be discussed in this session is as follows:

- REVIEW COMPENSATION AND A PERSONNEL MATTER

1. It is unknown precisely when, if ever, the matters discussed in this session may be disclosed to the public; and matters involving personnel evaluations may not ever be released. Approval of any agreement with any bargaining unit shall only take place by action of the governing body in a public session.

ATTEST:

Jodi McKinney
Township Clerk
February 11, 2019

Joseph Vocke, Mayor

Mr. Herman motioned to approve the foregoing resolution. Mr. Waltman seconded the motion, and members unanimously approved the resolution by all in favor vote.

RETURN TO OPEN SESSION

Mayor Vocke announced that all items in executive shall remain in Executive Session.

Mr. Herman motioned to return to open session. Mrs. Lockwood seconded the motion, and members unanimously approved the motion by all in favor vote.

ACTION TAKEN FROM EXECUTIVE SESSION, IF ANY

No action was taken

ADJOURNMENT

Members motioned, seconded, and unanimously approved a motion to adjourn the meeting at 9:20 p.m.

Respectfully submitted,

Jodi McKinney, RMC
Township Clerk

Approved: (February 25, 2019)

Joseph Vocke, Mayor