



**DELAWARE TOWNSHIP**  
**COMMITTEE MINUTES**  
**OCTOBER 28, 2019 – 7:30 P.M.**

---

Mayor Joseph Vocke called the regular meeting of the Delaware Township Committee to order on October 28, 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, Joe Vocke  
Absent: None

**APPROVAL OF MINUTES FROM OCTOBER 15, 2019 TOWNSHIP COMMITTEE MEETING**

Mr. Waltman motioned to approve the minutes from the October 15, 2019 Township Committee Meeting. Mr. Herman seconded the motion.

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

**TOWNSHIP COMMITTEE REPORTS**

**DPW**

Mr. Herman stated the payment for the work that was completed on Zentek Road is currently being held until the contractor repairs road damage on Lambert Road.

Mr. Herman stated DPW has placed updated signs on Covered Bridge Road and DPW will continue this sign update project throughout the Township in 2020. Mr. Herman stated the Police Department will conduct further speed studies on Township roads in 2020.

Mr. Kwasnik reported the DPW is currently servicing the salt spreaders and plow trucks to prepare for the snow season. Mr. Kwasnik stated the snow fencing will be installed throughout the Township as required.

**MEETING OPEN TO THE PUBLIC FOR COMMENTS ON AGENDA ITEMS ONLY**

No Comments were made.

**RESOLUTION 2019-89 –**

**DELAWARE TOWNSHIP**  
**RESOLUTION #2019-89**



---

Jodi McKinney, RMC  
Township Clerk  
October 28, 2019

I, Diane S. McDaniel, Chief Financial Officer of the Township of Delaware, do hereby certify that funds for this contract are available from General Capital Fund.

---

Diane S. McDaniel, CFO

Mr. Waltman motioned to approve Resolution #2019-90. Mr. Herman seconded the motion, and the members approved the motion by roll call vote.

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

**RESOLUTION 2019-91** –

**DELAWARE TOWNSHIP**  
**RESOLUTION #2019-91**

**WHEREAS**, the Hunterdon County Agriculture Development Board informed Delaware Township that it has received farmland preservation applications from landowners within Delaware Township; and

**WHEREAS**, the State Agriculture Development Committee provides approximately sixty percent of the funds to acquire a development easement on a farm; and

**WHEREAS**, for the balance of the easement purchase funds Hunterdon County determines the portion to be paid by the County and the portion to be paid by Delaware and East Amwell Townships; and

**WHEREAS**, the Hunterdon County Agriculture Development Board requests confirmation from the Township that Delaware Township approves of and will provide their cost-share on farmland preservation applications within the Township; and

**WHEREAS**, on September 27, 2018, the SADC certified the fair market value (CMV) of the development easement pursuant to N.J.A.C. 2:76-7.14 at \$6,300.00 per acre on the Maresca Farm in Delaware Township Block 45 Lot 3 and East Amwell Township Block 1, Lot 1,-- approximately 34 gross acres with two dwelling opportunities consisting of: zero Residential Dwelling Site Opportunities (RDSO) and zero existing dwellings in the proposed easement area; zero severable exceptions; and one non-severable exception consisting of: one 1.8-acre exception area around existing single family residential unit and other buildings to include an additional future single family residential unit (Total of 2 single family residential unit opportunities in exception area) resulting in approximately 34.2 net preserved acres; and

**WHEREAS**, although the landowner is not willing to grant a recorded agreement for Delaware Township to access the Moore Cemetery, partially located on Delaware Township Block 45 Lot 7 and historically accessed via Lot 3, they have indicated they will continue to grant access on an as-needed basis when requested, and Delaware Township understands this indication does not run with the land, and a permanent easement across Lot 3 will not be an option subsequent to preservation, and any permanent recorded access would have to be through a neighboring, unreserved, parcel; and

**WHEREAS**, on October 19, 2018, the landowner accepted the CMV of \$6,300.00 per acre, conditioned upon all interested parties granting final approval for acquisition of a development easement; and providing for a municipal commitment of funding pursuant to N.J.A.C. 2:76-17.16, the estimated cost sharing breakdown for the acquisition of the development easement is as follows (based on an estimated 34.2 acres), subject to:

- a) The actual acreage to be covered by the development easement per the final survey which conforms to the farmland preservation program requirements, and

- b) Any additional adjustments pursuant to the Agricultural Land Easement Grant Program, and
- c) Any additional adjustments pursuant to State statute, rule, regulation, or policy;

State Agriculture Development Committee (SADC) (\$4,050.00/acre; 64% of Est. Total cost)	~\$138,510.00
Hunterdon County (\$1,125.00/acre; 18% of Est. Total cost)	~\$38,475.00
Delaware Township (\$1,125.00/acre; 16% of Est. Total cost based on ~31.2 acres)	~\$35,100.00
East Amwell Township (\$1,125/acre, 1.5% of Est. Total based in ~3 acres)	~3,375.00
<u>Total</u>	<u>\$215,460.00</u>

**NOW, THEREFORE, BE IT RESOLVED**, that the Delaware Township Committee gives final approval to the proposed acquisition of a development easement on the property owned by Timothy and Katharine Martin located at 23 Haines Rd., Stockton, NJ, and designated on the Township tax map in Block 45 Lot 3 the Township of Delaware and Block 1, Lot 1 in the Township of East Amwell, County of Hunterdon, State of New Jersey, and on approximately 34.2 net preserved acres pursuant to the County Planning Incentive Grant application subject to the following:

1. The conveyance of a development easement which shall provide for the following:
  - a. Exceptions: zero severable exceptions; and one non-severable exceptions consisting of: one 1.8-acre exception area around existing single family residential unit and other buildings to include an additional future single family residential unit (Total of 2 single family residential unit opportunities in exception area)
  - b. Dwellings: None in the proposed easement area
  - c. Agricultural Labor Housing Units: Zero
  - d. Preexisting Non-Agricultural Uses: None
  - e. Trail or Access Easements: Zero existing or proposed.
2. The conveyance of a Restrictive Covenant providing for an annual mowing of the property; and
3. The conveyance of any and all proposed County rights-of-way from the owners of the fee simple title to the property as indicated by the office of the Hunterdon County Engineer; and
4. The County's contribution is based on the assumption that the Township paid an amount of consideration for the Development Easement based upon an amount equal to, or greater than, the SADC certified fair market value per acre of the Development Easement. The County's contribution shall be reduced in accordance with County policy if that was not the case; and
5. The Township of Delaware will contribute an estimated sum of approximately \$35,100.00. The Township's contribution shall be paid in full at closing.

A copy of this Resolution shall be forwarded to the landowner/applicant, Hunterdon County Agriculture Development Board, and the State Agriculture Development Committee.

**ATTEST:**

---

Jodi McKinney, RMC  
Township Clerk  
October 28, 2019

---

Joseph Vocke  
Mayor

Mr. Waltman motioned to approve Resolution #2019-91. Mrs. Lockwood seconded the motion, and the members approved the motion by roll call vote.

Mrs. Lockwood stated in this Resolution the amount of funds has not changed. Mrs. Lockwood stated that there was discussion in the past about getting access to Moore Cemetery through the easement on

this property. Mrs. Lockwood stated what is new in this Resolution is the last Whereas on the first page of the Resolution that memorializes the fact that there is a handshake agreement to allow access to the Moore Cemetery through this property. Mrs. Lockwood stated there is not a formal easement to allow access to the Moore Cemetery. Mrs. Lockwood stated once this Farmland easement is approved and the property is preserved this easement can't be changed in the future to add a formal access easement to the Moore Cemetery.

Mr. Bob Hornby stated there is a tax lot which contains part of Moore Cemetery. Mr. Hornby stated this makes the purchase of the Cemetery more complicated. Mr. Hornby stated if the Township or a Historical group wanted to purchase the Moore Cemetery it would be a more complex process since it is located across two tax lots. Mr. Hornby stated that originally the request was for the current property owner, as part of the preservation easement, to record a permanent easement to allow access to the Moore Cemetery. Mr. Hornby stated the land owners were uncomfortable with placing this formally in the preservation easement agreement. Mr. Hornby stated there is access through another property, therefore, there can still be access to the Moore Cemetery in the future through this other property.

Mr. Herman stated a discussion with the property owners on getting a memorialized easement agreement for access to the Moore Cemetery property has not progressed. Mr. Herman stated the Township has completed many land deals in the past and this seemed to be an easy request since the Township was only asking to have access through the easement to a historic cemetery. Mr. Herman stated that on either side of the cemetery the Township is only able to get a handshake agreement to allow access to an historic cemetery. Mr. Herman stated property owners change over time and this was the Township's opportunity to get permanent access to the Moore Cemetery through the preservation process on this property. Mr. Herman stated the Township has spent funds on trying to achieve access to the Moore Cemetery through the preservation. Mr. Herman stated the Township will need to stop the process of purchasing the Moore Cemetery property if there is no permanent guarantee of access in the future. Mr. Herman stated the Township will be requesting the Attorneys to stop the process of obtaining the Moore Cemetery. Mr. Herman stated the other adjoining property is not being preserved and can be developed in the future. Mr. Herman stated if this other property is developed a request for permanent access to the Moore Cemetery can be requested and the Township can then proceed to obtain ownership of this cemetery at that time.

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

**RESOLUTION 2019-92** –

**DELAWARE TOWNSHIP**  
**RESOLUTION #2019-92**

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey; and

WHEREAS, The Township Committee of the Township of Delaware, County of Hunterdon, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and

WHEREAS, the Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and

WHEREAS, the Township Committee has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Hunterdon.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Delaware, County of Hunterdon, State of New Jersey that it hereby recognizes the following:

1. The Township Committee does hereby authorize submission of a strategic plan for the Central Hunterdon Municipal Alliance grant for fiscal year 2021 in the amount of:

DEDR	\$ <u>31,271.00</u>
Cash Match	\$ <u>7,817.75</u>
In-Kind	\$ <u>23,453.25</u>

2. The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.
3. The Township Council further acknowledges that the Hunterdon County Educational Services Commission shall act as Fiscal Agent to all Hunterdon County Municipal Alliance Consortiums to provide a streamlined process for the reimbursement of expenditures.

ATTEST:

\_\_\_\_\_  
 Jodi McKinney, RMC  
 Township Clerk  
 October 28, 2019

\_\_\_\_\_  
 Joseph Vocke, Mayor

CERTIFICATION

I, Jodi McKinney, Township Clerk, of the Township of Delaware, County of Hunterdon, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Committee on the 28th day of October 2019.

\_\_\_\_\_  
 Jodi McKinney, RMC  
 Township Clerk

Mr. Herman motioned to approve Resolution #2019-92. Mr. Waltman seconded the motion, and the members approved the motion by roll call vote.

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

**RESOLUTION 2019-93** –

**DELAWARE TOWNSHIP**  
**RESOLUTION #2019-93**

**WHEREAS**, Carlos A. Moreira paid Board of Adjustment application fees on July 11, 2019 in the amount of \$410.00 (Check #509);

**WHEREAS**, after review of the Land Use Ordinance, it was determined that the application for a bulk variance was not needed;

NOW, THEREFORE, BE IT RESOLVED, the Township Committee of the Township of Delaware, County of Hunterdon, State of New Jersey, is hereby authorized to refund the following amount as indicated:

Block 17, Lot 7  
 3 Dogwood Drive West

To: **Carlos A. Moreira**  
 103 Everitts Road  
 Ringoes, NJ 08551

Overpayment amount: **\$410.00**

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Delaware, County of Hunterdon, State of New Jersey, that the Chief Financial Officer be authorized to issue a refund checks totaling \$410.00 to the applicant listed above.

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution be provided to Tax Assessor and the Chief Financial Officer.

ATTEST:

\_\_\_\_\_  
Joseph Vocke, Mayor

\_\_\_\_\_  
Jodi McKinney, RMC  
Township Clerk  
October 28, 2019

I, Jodi McKinney, RMC, Township Clerk of the Township of Delaware, in the County of Hunterdon, New Jersey do hereby certify that the foregoing is a correct and true copy of Resolution #2019- 93 adopted by the Township Committee of the Township of Delaware, in the County of Hunterdon, in the State of New Jersey on October 28, 2019.

\_\_\_\_\_  
Jodi McKinney, RMC

Mr. Waltman motioned to approve Resolution #2019-93. Mr. Herman seconded the motion, and the members approved the motion by roll call vote.

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

### **SERGEANTSVILLE VOLUNTEER FIRE DEPARTMENT GRANT DISCUSSION**

Chief Ed Fleming, Rich Madden, SVFD President and Safety Office/Grant Writer Shawn Warren presented the Township with the following information on grants.

Chief Fleming announced the Sergeantsville Volunteer Fire Company received \$86,000.00 through the Department of Homeland Security’s Staffing for Adequate Fire and Emergency Response (SAFER) program. Chief Fleming stated this grant was applied for by in-house SVFD staff.

Mr. Madden stated recruitment and retention continue to be a challenge for the SVFD. Mr. Madden stated with this SAFER grant award, the Sergeantsville Volunteer Fire Company will implement a new recruitment and retention program aimed at growing its membership. Mr. Madden stated this recruitment will assist in increasing the number of firefighters and help meet industry minimum standards in staffing. Mr. Madden stated the Department will use the grant to hire a professional recruiter. Mr. Madden stated through building the department’s online and social media presence, this recruiter will actively work to increase the Department’s demographics.

Chief Fleming stated the Sergeantsville Volunteer Fire Department was awarded an additional grant of \$93,000.00 through the Department of Homeland Security’s Assistance to Firefighters Grant program. Chief Fleming stated this grant was applied for through a Grant Writer.

Mr. Madden stated the Assistance to Firefighters Grant is for targeting firefighting equipment. Mr. Madden stated that 15 self-contained breathing apparatuses will be purchased.

Chief Fleming stated each of the self-contained breathing apparatuses will last between 15 and 20 years. Chief Fleming reviewed the National Fire Protection Association requirements for fire equipment with the Township Committee. Chief Fleming stated many of the Fire Department’s SCBAs had reached the end of their service life and lacked the safety features recommended by current National Fire Protection Association standards.

Mr. Madden stated these will replace 18-year-old equipment currently used by the Department. Mr. Madden stated the current self-contained breathing apparatuses have become obsolete and are not allowed to be in service any longer.

Chief Fleming stated the Firefighters turn out gear by regulation has a 10-year life span, and a single full set of firefighters' turn out gear costs \$6,000.00. Chief Fleming stated the SVFD has created a process that every year three sets of turn out gear get replaced. Chief Fleming stated that the National Fire Protection Association in 2018 established a new standard that the bottles for SCBAs will need to be replaced after 15 years. Chief Fleming stated the 15-year mark for the SVFD bottles was going to run out at the end of 2019. Chief Fleming stated each of these 30-minute bottles costs \$1,200.00. Chief Fleming stated that another standard is that the tires on the trucks are required to be replaced every 7 years.

Chief Fleming reviewed the SVFD grant history from 2003 until current. Chief Fleming stated the total of all the grants from 2003 to present totals \$206,100.00.

Mr. Warren will continue to apply for future SVFD grants and stated using a professional grant writer was well worth the money to help obtain the equipment and services that the SVFD needs to continue to serve Delaware Township.

### **BEST PRACTICES DISCUSSION**

Mr. Herman stated Ms. McDaniel created and finished the 2019 Best Practices Inventory project and will be submitting the report to the DCA on October 29, 2019. Mr. Herman requested the Township Committee review the Best Practice Inventory worksheets and this discussion be placed on the November 12, 2019 meeting agenda. Mr. Herman stated if any committees such as Personnel, Finance, etc. has any specific questions to please contact Ms. McDaniel before the November 12, 2019 meeting to discuss.

### **PRESENTATION AND DISCUSSION FOR THE DELAWARE TOWNSHIP SCHOOL REFERENDUM SCHEDULED FOR DECEMBER 10, 2019**

Mrs. Linda Ubry, Dr. Richard Wiener, and Ms. Susan Joyce gave a presentation of the December 10, 2019 DTS referendum.

### **THE DELAWARE TOWNSHIP RESIDENTS WILL BE ABLE TO VOTE ON THE DTS REFERENDUM AT THE SERGEANTSVILLE FIRE DEPARTMENT FROM 2:00 P.M. UNTIL 8:00 P.M. ON DECEMBER 10, 2019.**

**The Delaware Township School will be hosting a Referendum Question and Answer session on November 12, 2019 at 7:00 p.m. at the Delaware Township School to discuss the reasons for the referendum and the Architect and Bond Council will be present to answer any questions.**

Dr. Wiener stated it is important for the December DTS referendum to pass in order for the school to be able to take advantage of a State grant that will cover 40% of the cost of the DTS essential, need based facility projects. If the referendum does not pass these essential projects will still need to be done and the cost to the tax payers would now be 100%. Dr. Wiener stated passing the referendum now would save the Taxpayers in the future.

Ms. Joyce gave a detailed explanation and description of the DTS essential, need based facility projects.

The following Fast Facts were presented to the Township Committee on October 28, 2019 at the Township Committee meeting:





# DELAWARE TOWNSHIP SCHOOL DISTRICT

## Fast Facts

### Essential Projects – Perfect Timing DTS Referendum - December 10, 2019

- A \$2.820 M December 10 Referendum is being planned for essential, needs-based facility projects:

Electrical & HVAC Repairs/Replacement	1,390,540	Automated temperature controls Classroom HVAC units Electric Service Upgrades
Interior Renovations/Repairs	506,180	Replace portion of cabinetry in MS Classrooms Conversion of custodial closet to faculty restroom Removal of underground, and installation of above-ground oil tank
Environmental Management	552,082	
Safety and Security Improvements	371,199	Security Enhancements Installation of emergency generator for essential services
	<b>\$2,820,000</b>	

- These projects are essential because they replace equipment past its useful life, include upgrades for expanded utility needs, restore damaged classroom woodwork and address current security and safety issues. If bids come in under budget, funds not needed will be returned to the taxpayers.
- The referendum timing is perfect because:
  - Existing debt will be paid off soon.
  - The State will provide up to 40% in Debt Service Aid paid annually towards principal and interest due on loan (bond) to finance projects. This is the *only* State subsidy for school facility projects and *requires* an approved referendum.
  - Borrowing rates are at *historic* lows.
  - The District has been diligent in saving for and funding many repairs and other capital projects, but this is becoming increasingly difficult in our annual operating budget due to the loss of general state aid. Our future exposure for these projects is more than \$3M if we are unable to take advantage of debt service aid.
- **TAXES WILL GO DOWN!**
  - Annual payments for debt service will be less than a third of what is being paid now for the debt from the 1999 referendum.
  - The average homeowner (\$482K) is currently paying \$336 per year for debt service.
  - The estimated impact for the new referendum is estimated to be less than \$100 per year for debt service based on a 15-year bond at 3.0%.
- These projects which should be completed by September 2020 will allow us to maintain our facilities and spread the cost over multiple years.
- A presentation will be made at the October 22nd Board of Education meeting.
- The referendum will take place on December 10. Polls will be open from 2:00 to 8:00 pm. Absentee voting is allowed. Please contact the Hunterdon County Board of Elections for an absentee ballot.
- More information can be obtained by contacting Susan Joyce, School Business Administrator at 609-391-3179 or [joycesusan@dtsk8.org](mailto:joycesusan@dtsk8.org).
- Further information will be posted to the District's website: <https://www.dtsk8.org/>.

## REVIEW OF MEETING DATES

The Township Committee reviewed the meeting dates.

## MEETING OPEN TO THE PUBLIC

Mr. Fleming suggested the Delaware Township School do a mailing to the residents explaining in detail the need of the December 10, 2019 referendum to be approved and advertising the November 12, 2019 Referendum Question and Answer session at the DTS school at 7:00 p.m.

Ms. Lisa Suydam, Sanford Road, asked for an update on the new speed limit signs for Sanford Road and what the timeline would be for this project to be completed.

Mr. Herman stated the remaining Township signs needed would be reviewed by Mr. Tryensky and Mr. Roseberry and purchased in 2020. Mr. Herman stated Sanford Road will be resurfaced

from County Rt. 519 to the bend in the road. Mr. Herman stated the sign placement will be conducted when the road resurfacing project is being completed.

### **FINAL COMMENTS OF THE TOWNSHIP COMMITTEE**

Mr. Herman stated residents have voiced concern and have requested an extra Police Officer patrolling the Sergeantsville Village area on the evening of Halloween to help with the safety of the Trick or Treaters.

Mr. Herman expressed a special thank you on behalf of the Delaware Township Committee to Mrs. Linda Ubry for volunteering on the DTS Board of Education for 15 years and congratulated her on a very well deserved retirement.

Mr. Waltman stated a resident complained they received a virus when they clicked on the Delaware Township website. Mr. Waltman will contact the Website Company and discuss this issue.

Mrs. Lockwood asked the Township Committee if they would like to place a curfew for the Halloween Trick or Treat.

Mr. Herman motioned to place a recommended Halloween Trick or Treat curfew of 9:30 p.m. on October 31, 2019. Mrs. Lockwood seconded the motion, and the members approved by an all in favor vote.

### **APPROVAL OF BILL LIST**

Members reviewed and approved the following vouchers for payment for \$20,380.17 at the Regular Meeting of the Delaware Township Committee meeting held on October 28, 2019. Mr. Herman motioned to approve payment of the bills on the bill list. Mr. Waltman 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 October 28, 2019 vouchers be paid.

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

### **ADJOURNMENT**

Members motioned, seconded, and members unanimously approved a motion to adjourn the meeting at 8:34 p.m.

Respectfully submitted,

Jodi McKinney, RMC  
Township Clerk

Approved: (November 12, 2019)

---

Joseph Vocke, Mayor