



DELAWARE TOWNSHIP
COMMITTEE VIRTUAL MEETING MINUTES
MAY 11, 2020 – 7:30 P.M.

Mayor Charles Herman called the regular Virtual meeting of the Delaware Township Committee to order on May 11, 2020 at 7:30 p.m., for Delaware Township, 570 Rosemont Ringoes Road (County Route 604) in Sergeantsville, New Jersey.

PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

NOTICE REQUIREMENTS

Mayor Herman 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 April 30, 2020.

ROLL CALL

Present: Joseph Vocke, James Waltman, Susan Lockwood, Charles Herman
 Absent: Daniel Kwasnik

APPROVAL OF MINUTES FROM APRIL 27, 2020 TOWNSHIP COMMITTEE MEETING

Mr. Waltman motioned to approve the minutes from the Township Committee meeting of April 27, 2020. Mrs. Lockwood seconded the motion.

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

APPROVAL OF MINUTES FROM MAY 4, 2020 SPECIAL TOWNSHIP COMMITTEE MEETING

Mr. Waltman motioned to approve the minutes from the Township Committee meeting of May 4, 2020. Mrs. Lockwood seconded the motion.

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

COVID-19 UPDATES AND DISCUSSION

Mayor Herman stated Hunterdon County currently is reporting 715 confirmed cases, with 45 deaths, Delaware Township has 15 confirmed cases, and 0 deaths. Mayor Herman stated the majority of fatal cases in Hunterdon are located in Union Township with 12 and Raritan Township with 17.

Mayor Herman stated the County Department of Health is working closely with Care Centers, such as nursing homes, rehabilitation centers and other facilities to make sure they have appropriate resources (PPE, etc.) to keep residents and staff safe.

Mayor Herman stated the Hunterdon County Freeholders have sent a letter to Governor's office to request that small businesses be given the opportunity to open with curb-side service. Mayor Herman stated this change would give small business the same opportunities as other larger franchised businesses.

Mayor Herman reported the Testing Center at RVCC will be open on Tuesday and Thursday this week and residents should check the county website about the procedure to make an appointment.

Mayor Herman stated the respiratory tent at the Hunterdon Medical Center has now been closed.

Mayor Herman stated many people are still having issues receiving unemployment benefits, our state and federal representative's offices are geared to help with these issues. Mayor Herman stated that if residents are having unemployment issues they should contact the Assembly offices of Eric Peterson, John DiMaio or Andrew Zwicker and/or Congressman Malinowski's office to seek assistance.

Mayor Herman stated that our local businesses are helping the community. Mayor Herman stated that Maria Rosa donated meals to those in Township in need. Mayor Herman stated the meals were delivered to the residents in need this evening. Mayor Herman stated that Sergeantsville Inn is also working with residents by donating meals and making donations to the local Food Pantry from the meals that are being sold.

Mayor Herman stated the fight for additional Municipal aid from the federal level is continuing.

TOWNSHIP COMMITTEE REPORTS

Newsletter

Mrs. Lockwood reported the Newsletter has been sent to the County for printing and should be mailed out to residents by June 1, 2020.

Energy Aggregation Cooperative

Mrs. Lockwood stated the Energy Aggregation Cooperative notified the Township that they will be going out to auction for the new energy rate. Mrs. Lockwood stated Delaware Township entered into an existing Energy Aggregation Cooperative at the end of their energy savings agreement and at this time the existing cooperative is preparing to rebid for reduced rates on energy. Mrs. Lockwood stated if the energy rate comes back higher than JCP&L's rate with no savings to residents Delaware Townships will exit the agreement and not participate.

Personnel Committee

Mayor Herman reported four resumes have been received for the Board of Health Secretary/Administrative position and the Personnel Committee will be reviewing and scheduling Virtual interviews.

Virtual Meetings

Mayor Herman reported the Planning Board had a virtual meeting on May 5, 2020 to authorize the payment of bills and authorize a resolution. Mayor Herman stated the Board of Adjustment will be having a virtual meeting on May 14, 2020 @ 7:30 p.m.

Recreation Commission

Mayor Herman reported the Recreation Commission will be having a virtual meeting on May 18, 2020 at 7:30 p.m. to officially cancel May events, discuss Summer Recreation Program and the Great Crate Race event.

DPW

Mayor Herman requested a member of the Public Works Committee will discuss with Mr. Trstensky and Mr. Roseberry the possibility of starting the bid process for Sanford Rd and Lower Ferry Road projects.

Shredder Day

Mayor Herman stated the May 16, 2020 shredder Day has been rescheduled to June 27, 2020.

MEETING OPEN TO THE PUBLIC FOR COMMENTS ON AGENDA ITEMS ONLY

Mr. Chuck Cline asked the if new road projects such as the Sanford Road and Lower Ferry projects need to wait until the Governors give authorization to allow new road projects to begin.

Mayor Herman stated the Township Engineer and Mr. Trstensky will review the process due to the COVID-19 restrictions. Mayor Herman stated the Township Engineer might be able to start the bidding process so when the restrictions get lifted the Township would be able to start these road projects and not have further delays.

RESOLUTION #2020-44-

DELAWARE TOWNSHIP **RESOLUTION #2020-44**

ADOPTING A DOMESTIC VIOLENCE POLICY

WHEREAS, on or about October 15, 2019, the New Jersey Civil Service Commission issued a Statewide Domestic Violence Policy (DVP) for Public Employers, which is attached hereto; and

WHEREAS, pursuant to N.J.S.A. 11A:2-6a(b)(1), “The [Civil Service Commission] shall develop a uniform domestic violence policy, which all public employers shall adopt and distribute to their employees, regardless of whether a public employer is subject to the provisions of Title 11A, Civil Service, of the New Jersey Statutes;” and

WHEREAS, the Township of Delaware seeks to update its Personnel Policies and Procedures Manual to comply with N.J.S.A. 11A:2-6a(b)(1).

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Delaware, in the County of Hunterdon, that the Township of Delaware Policies and Procedures Manual is updated as follows:

1. The Statewide DVP (which is attached hereto) shall be referenced and adopted in the Township of Delaware Employee Policies and Procedures Manual.
2. The Township of Delaware Personnel Policies and Procedures Manual shall designate Diane Soriero McDaniel, Chief Financial Officer and Danene Gooding, Deputy Treasurer as primary and secondary Human Resources Officer (HRO) for purposes of the DVP.
3. The Table of Contents shall be updated to reflect the inclusion Township’s adoption of the Statewide DVP.

BE IT FURTHER RESOLVED that a copy of the updated Township of Delaware Employee Policies and Procedures Manual is on file in the Township Clerk's office; and

BE IT FURTHER RESOLVED that the Township Clerk shall forward a copy of this Resolution to all employees of the Township of Delaware.

ATTEST:

Charles Herman, Mayor

Jodi McKinney, RMC, CMC
Township Clerk
May 11, 2020

I HEREBY CERTIFY the foregoing to be a true copy of a resolution #2020-44 adopted by the Township Committee of Delaware Township, in the County of Hunterdon, at its meeting held on May 11, 2020.

Jodi McKinney
Township Clerk

Mrs. Lockwood motioned to approve Resolution #2020-44. Mr. Waltman seconded the motion, and the members approved the motion by roll call vote.

Mrs. McKinney stated there is a new state requirement that all Personnel Manuals have this Employee Domestic Violence policy added to their current Personnel Manuals.

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

RESOLUTION #2020-45-

DELAWARE TOWNSHIP
RESOLUTION #2020-45

STATE OF NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL PROTECTION
GREEN ACRES PROGRAM

WHEREAS, the New Jersey Department of Environmental Protection, Green Acres Program (“State”), provides loans and/or grants to municipal and county governments and grants to nonprofit organizations for assistance in the acquisition and development of lands for outdoor recreation and conservation purposes; and

WHEREAS, the Township of Delaware has previously obtained a grant of \$4,020,000.00 from the State to fund the following project(s):

#1007-02-016 - Open Space Acquisition; and

WHEREAS, the State and the Township of Delaware intend to increase Green Acres funding by \$500,000; and

WHEREAS, the applicant is willing to use the State’s funds in accordance with its rules, regulations and applicable statutes, and is willing to enter into an Amendment of the Agreement with the State for the above-named project;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF DELAWARE IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY THAT:

1. The Mayor of the above-named body or board is hereby authorized to execute an agreement and any amendment thereto with the State known as #1007-02-016, and;

2. The applicant has its matching share of the project, if a match is required, in the amount of \$500,000.
3. In the event the State's funds are less than the total project cost specified above, the applicant has the balance of funding necessary to complete the project, and;
4. The applicant agrees to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project.
5. This resolution shall take effect immediately.

ATTEST:

Jodi McKinney, RMC, CMC
Township Clerk
May 11, 2020

Charles Herman, Mayor

CERTIFICATION

I, Jodi McKinney do hereby certify that the foregoing is a true copy of a resolution #2020-45 adopted by the Delaware Township Committee at a meeting held on the 11 day of May, 2020.

IN WITNESS WHEREOF, I have hereunder set my hand and the official seal of this body this 11th day of May, 2020

Jodi McKinney, RMC, CMC
Township Clerk

Mrs. Lockwood motioned to approve Resolution #2020-45. Mr. Waltman seconded the motion, and the members approved the motion by roll call vote.

Mrs. Lockwood stated this is the required standard resolution the Township authorizes with Green Acres to obtain the Open Space Grant.

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

RESOLUTION #2020-46-

DELAWARE TOWNSHIP
RESOLUTION #2020-46

WHEREAS, the Delaware Township Tax Collector held a tax sale on June 12, 2018; and

WHEREAS, at said sale Tax Sale Certificate #2018-001 for property known as Block 5 Lot 11.02– 9 Whiskey Lane, Assessed Owner: New Jer Homes LLC was sold to Light Properties LLC, and

WHEREAS, a request to redeem TSC #2018-001 was received; and

WHEREAS, payment has been received by the Tax Collector for redemption of TSC #2018-001 in the amount of \$38,037.49;

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 redemption monies of \$38,037.49 and also refund the premium of \$37,000.00 to: Bala Partners LLC, 17 W Cliff St, Somerville, NJ 08876;

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

ATTEST:

Charles Herman, Mayor

Jodi McKinney, RMC, CMC

Danene L. Gooding, CTC
Tax Collector

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 #2020-46 adopted by the Township Committee of the Township of Delaware, in the County of Hunterdon, in the State of New Jersey on May 11, 2020.

Jodi McKinney, Clerk

Mrs. Lockwood motioned to approve Resolution #2020-46. Mr. Waltman seconded the motion, and the members approved the motion by roll call vote.

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

MEETING OPEN TO THE PUBLIC

No comments were made.

FINAL COMMENTS OF THE TOWNSHIP COMMITTEE

Mayor Herman stated Ms. Anna Sacalis, a former township employee, passed away and our thoughts and prayers go out to Anna Sacalis Family.

Mayor Herman reported the Sidewalk project has had a small delay, Maser Engineering and Messercola Contractor are meeting virtually this week to discuss the footings for the stone retaining wall. Mayor Herman stated Messercola Contracting has been working on other areas of the Sidewalk project until the retaining wall footings can be discussed at this virtual meeting.

Mayor Herman stated Mr. Trstensky is in the process of requesting bids for the repair of the stone wall in the Municipal Building parking lot.

Mayor Herman stated some of the Towns in Hunterdon County are placing banners with the names of the High School Graduates and 8th Grade Graduates. Mayor Herman requested the banners be placed in the Village Green to honor Delaware Township graduating students on this great accomplishment.

The members of the Township Committee discussed and agreed this was a great way to honor the Delaware Township 2020 Graduates.

Mayor Herman will proceed in the process of receiving quotes for these banners.

APPROVAL OF BILL LIST

Members reviewed and approved the following vouchers for payment in the amount of \$2,291,327.47 at the Regular Virtual Meeting of the Delaware Township Committee held on May 11, 2020. Mrs. Lockwood moved 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 May 11, 2020 vouchers be paid.

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

ADJOURNMENT

Members motioned, seconded, and unanimously approved a motion to adjourn the meeting at 8:02 p.m.

Respectfully submitted,

Jodi McKinney, RMC, CMC
Township Clerk

Approved: (May 26, 2020)

Charles Herman, Mayor