



DELAWARE TOWNSHIP COMMITTEE
REGULAR MEETING MINUTES
November 30, 2020 – 7:30 PM

Mayor Herman called the regular meeting of the Delaware Township Committee to order on November 30, 2020 at 7:30 PM. Mayor Herman announced that this meeting is called pursuant to the provisions of the Open Public Meetings Act. Notice of this meeting was faxed to the Hunterdon County Democrat, Trenton Times, Courier News and the Star Ledger, was posted on the bulletin board in the Municipal Building and filed with the Township Clerk on January 3, 2020.

PLEDGE OF ALLEGIANCE

Mayor Herman led those in attendance in the pledge to the nation's flag.

OATHS ADMINISTERED

Attorney Joseph Tauriello administered the Oath of Office to Tiffany Crivelli to serve as Deputy Clerk for the Township.

ROLL CALL/AGENDA REVIEW

Present: Mayor Charles Herman, Deputy Mayor James Waltman, Committee Member Susan Lockwood along with Township Clerk Maria Andrews, Deputy Township Clerk Tiffany Crivelli and Township Attorney Joseph Tauriello.

ANNOUNCEMENTS

- Free Rabies Clinic is Saturday 12/5/20 from 10 AM – 12 PM at the Township DPW Garage
- The Next Township Committee Meeting is 12/14/20 and virtual via Zoom

APPROVAL OF TOWNSHIP COMMITTEE MEETING MINUTES

A motion by Lockwood, seconded by Waltman, to approve the Committee's 11/9/20 Regular and Executive Session minutes with no revisions noted was approved by voice vote.

TOWNSHIP COMMITTEE LIAISON REPORTS

Mayor Herman noted that the Upper Creek Road drainage issue has not been resolved yet and he is still looking into this.

Mayor Herman also noted that the tree has been installed in the Village Green, and that the Holiday Décor Contest is to be judged on December 13th and 14th.

Committeewoman Lockwood noted that the open space grant funding by the county was drawn up and that the language was left broad within the grant so that the township will not be locked into anything.

Committeewoman Lockwood also noted that a resident from Edna Horn Drive, has privately purchased an air quality monitor and has been getting spikes in the air quality at least once a week that is believed to be related to the compressor station. Committeewoman Lockwood suggested that the township look into having a study done and that she is looking to see if there are any grants to help with the cost.

Deputy Mayor Waltman inquired on having the police departments fundraiser, "No Shave November", which supports local families affected by / research for pancreatic cancer, placed on both the Township and Police Department websites. This fundraiser was started after a local police officer lost his battle to pancreatic cancer. Township Attorney Joseph Tauriello approved, as did Mayor Herman and Committeewoman Lockwood.

OPEN TO THE PUBLIC

Mayor Herman opened the floor to public comment for any items listed on the agenda.

Laura Hornby of 10 Locktown Sergeantsville Road, a local girl scout leader, was inquiring as to why her request to use Township Hall for a one-hour meeting with 8 children was denied. She was advised that due to the rising number of COVID cases, it was of concern for the Township employees. Mayor Herman noted that the Township has not allowed any other organizations to

meet within Township Hall since the start of COVID regulations in March of this year nor has it been open to the public. Deputy Mayor Waltman offered alternatives, which Ms. Hornby stated would not work due to the COVID restrictions placed by the Girl Scouts of America.

Zachary Houghton of 9 Holly Jill Lane, inquired as to where the Township gets its COVID regulations and rules for operation. Mayor Herman advised Mr. Houghton that the Township has been following the executive orders and directives placed by Governor Murphy since the beginning of the pandemic.

APPROVAL OF RESOLUTIONS #2020-88, #2020-89, #2020-90

A motion by Herman, seconded by Lockwood to approve the following resolutions by consent agenda was approved by roll call vote.

Lockwood: Yes, Waltman: Yes

Resolution #2020-88

BE IT RESOLVED by the Township Committee of the Township of Delaware that payment of 2% retainage fee authorized in accordance with the Messercola Excavating Co. Inc. correspondence dated November 16, 2020, a copy of which is attached for the Rosemont Ringoes Road Sidewalk Project:

Retainage (2%) \$3,630.10

Messercola Excavating Co., Inc.

549 E. 3rd Street

Plainfield, NJ 07060

ATTEST:

Maria Andrews, Township Clerk, RMC

Charles Herman, Mayor

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 Account and Current Account.

Diane S. McDaniel, CFO

Resolution #2020-89

WHEREAS Ordinance 2020-08 provides compensation for staff members taking on extra duties during a vacancy in regular staffing; and

WHEREAS Dee Higgins is a Certified Municipal Registrar (CMR) and has been providing Registrar duties since the Township Clerk left effective 8/1/20; and

WHEREAS it is anticipated that Dee Higgins will continue to provide this service until the newly appointed Deputy Clerk receives her CMR certification; and

THEREFORE BE IT RESOLVED that the Township Committee authorizes a payment of \$750 to Dee Higgins for Registrar services provided from 8/1/20 – 12/31/20 and an additional \$150 per month for each month in 2021 CMR services continue to be provided.

ATTEST: November 30, 2020

Maria Andrews, Township Clerk, RMC

Charles Herman, Mayor

CERTIFICATION

This is to certify the above is a true copy of a Resolution adopted by the Township Committee of the Township of Delaware at a meeting of said Township Committee conducted on November 30, 2020.

Maria Andrews, Township Clerk, RMC

Resolution #2020-90

WHEREAS Ordinance 2020-08 provides compensation for staff members covering vacant positions and special meetings; and

WHEREAS Kathy Klink was appointed Acting Clerk 8/10/20 and provided general office coverage of the Clerk's Office and conducted regular and special Township Committee Meetings; and

THEREFORE BE IT RESOLVED that the Township Committee authorizes a payment of \$900 to Kathy Klink for her monthly services as Acting Clerk from 8/10/20 to 11/23/20.

ATTEST: November 30, 2020

Maria Andrews, Township Clerk, RMC

Charles Herman, Mayor

CERTIFICATION

This is to certify the above is a true copy of a Resolution adopted by the Township Committee of the Township of Delaware at a meeting of said Township Committee conducted on November 30, 2020.

Maria Andrews, Township Clerk, RMC

NEW BUSINESS/OTHER

REVIEW OF VACATION TIME POLICY AND USE FOR TOWNSHIP EMPLOYEES

Mayor Herman inquired about a possible waiver to carry over three vacations days into the new year, and done as a one-time incident in light of the pandemic. Township Attorney Joseph Tauriello advised that a resolution would need to be made. Committeewoman Lockwood and Deputy Mayor Waltman supported the waiver request. Township Clerk Andrews will present a resolution at the next Township Committee Meeting.

OPEN TO THE PUBLIC

Mayor Herman opened the floor to public comment.

Charles Cline of 139 Upper Creek Road, had questions regarding the notice sent out about the electric co-op program. Committeewoman Lockwood advised that if you want the green option, you will need to opt-in, otherwise you will get the new rate. Mr. Cline then asked if there were different rates for commercial versus residential. Mayor Herman then stated that the only bid he was aware of was for the residential rate and noted the county took care of the bidding business.

Mr. Cline also asked about the flooding in Rosemont that has occurred since the approval of the apartment complex. Mayor Herman noted that as of now, the county has not done the resurfacing or re-done the drainage. He is still awaiting comment from the county engineer on this matter.

Seeing no other members of the public come forward, Mayor Herman closed the floor to public comment.

FINAL COMMENTS OF THE TOWNSHIP COMMITTEE

Mayor Herman has suggested that with the up rise of COVID cases, future Township Committee meetings be held virtually via Zoom. Committeewoman Lockwood and Deputy Mayor Waltman agree. Going forward for the remainder of 2020, all future meetings will now be virtual.

Deputy Mayor Waltman noted that he spoke with the Mayor of Robbinsville regarding COVID testing for township employees. He stated that they have a third party come in and do a PCR test on site after someone has been exposed. Deputy Mayor Waltman also stated that Hunterdon County offers grants to cover COVID expenses and believes that this would be covered under that grant.

APPROVAL OF THE BILL LIST

A motion by Lockwood, seconded by Herman to approve payment of the \$345,989.20 bill list was unanimously approved by roll call vote.

Lockwood: Yes, Waltman: Yes, Herman: Yes

EXECUTIVE SESSION: Approval of Resolution #2020-91: To Enter into Executive Session for the Purpose of Discussion Contracts and Subjects Falling Under Attorney-Client Privilege – *The discussion is expected to take approximately 30 minutes. Action may be taken.*

A motion by Herman, seconded by Waltman to approve Resolution #2020-91 and enter into Executive Session was unanimously approved by roll call vote.

Lockwood: Yes, Waltman: Yes, Herman: Yes

Resolution #2020-91

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this governing body is of the opinion that such circumstances presently exist,

NOW, THEREFORE BE IT RESOLVED by the Committee of Delaware Township, County of Hunterdon, State of New Jersey, as follows:

1. The public shall be excluded from discussion of and action upon the hereinafter specified subject matter.
2. The general nature of the subject matter to be discussed is as follows: Contracts and subjects falling under Attorney-Client privilege. The discussion is anticipated to take approximately 30 minutes. Action may be taken.
3. It is intended at this time that the above stated subject matter will be made public when the matter has been resolved.
4. This resolution shall take effect immediately.

Maria Andrews, Township Clerk, RMC

A motion by Herman, seconded by Waltman to return to Open Session was unanimously approved by roll call vote.

Lockwood: Yes, Waltman: Yes, Herman: Yes

It was noted for the record that the Committee was in Executive Session from 8:29 PM – 8:48 PM.

ADJOURNMENT

A motion by Herman, seconded by Waltman to adjourn the meeting was unanimously approved by voice vote.

The meeting adjourned at 8:50 PM.

Tiffany Crivelli, Deputy Township Clerk

Charles Herman, Mayor

Approved: