



**DELAWARE TOWNSHIP COMMITTEE**  
**REGULAR MEETING MINUTES**  
**December 14, 2020 – 7:30 PM**  
**Via Zoom**

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Mayor Herman called the regular meeting of the Delaware Township Committee to order on December 14, 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.

**ROLL CALL/AGENDA REVIEW**

Present: Mayor Charles Herman, Deputy Mayor James Waltman, Committee Members Susan Lockwood, Joseph Vocke, and Daniel Kwasnik along with Township Clerk Maria Andrews and Deputy Township Clerk Tiffany Crivelli.

**ANNOUNCEMENTS**

- A note of thanks to Scott Milesnick and Caine Fowler, who volunteered their time at the beginning of the pandemic, and helped the township employees with the Wi-Fi so that virtual meetings could be held. The Township Committee will be sending them a letter.
- The Next Township Committee Meeting is 12/28/20 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**

Daniel Kwasnik noted that he spoke with the Department of Public Works regarding the impending snowstorm. He stated that they are prepping the equipment and erecting the remaining snow fencing throughout town. They are also fully staffed with seasonal help to maintain the township during this event.

Mayor Herman noted that the Recreation Committee will be voting on and deciding the winner of the Holiday Decorating contest on 12/15/2020. There was a total of 12 entries.

Mayor Herman also noted that he spoke with the Board of Health regarding the conflict of interest with the animal holding facility currently in place. He has reached out to two other organizations for this service and is still awaiting a response from both.

Mayor Herman also noted that the township had an unfortunate homicide recently after almost 30 years. Special thanks to the Delaware Township Police Department, New Jersey State Police, Hunterdon County Prosecutors, and the Pennsylvania State Police for working quickly and effortlessly at apprehending the suspect and keeping the community safe.

**OPEN TO THE PUBLIC**

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

Hearing no members of the public speak up, Mayor Herman closed the floor to public comment

**APPROVAL OF RESOLUTIONS #2020-92**

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

*Kwasnik: Yes, Lockwood: Yes, Vocke: Yes, Waltman: Yes, Herman: Yes*

**Resolution #2020-92**

WHEREAS, 2020 has provided difficult and unique challenges associated with the Covid-19 pandemic ("Pandemic"); and,

WHEREAS, the Pandemic has resulted in drastic and significant temporary changes to the way we as a people have been able to conduct our lives, including facing new government restrictions regarding the ability to travel, vacation, and otherwise recreate; and

WHEREAS, Delaware Township is committed to following the provisions of the Personnel Policies and Procedure Manual effective December 14, 2014 ("Manual") while also recognizing the unique circumstances associated with the Pandemic and how it and unanticipated governmental regulations have temporarily impacted its employees; and

NOW, THEREFORE BE IT RESOLVED, that Delaware Township Committee for the Township of Delaware, Hunterdon County New Jersey authorizes a one-time carry-over of an additional three (3) unused vacation days for use in calendar year 2021 while it also reaffirms all terms set forth in the Manual. This one-time exception made in response to the Pandemic is not to be construed as a change or amendment to the express written terms set forth in the Manual.

**ATTEST:** December 14, 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 December 14, 2020.

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Maria Andrews, Township Clerk, RMC

**NEW BUSINESS/OTHER**

Katherine Fullerton with the Open Space Committee noted that the State of New Jersey and the owners of the Martin Farm Property have come to an agreement, and that the State of New Jersey has removed the access requirement from the Preservation approval. The final closing will be 12/15/2020.

German Auto Body LLC at 1 Old Mill Road applied for renewal of their junkyard license. A site inspection performed by Zoning Officer Michael Mullin deemed the property maintained and orderly. A motion by Lockwood, seconded by Waltman for renewal of the license for another year was approved by roll call.

*Kwasnik: Yes, Lockwood: Yes, Vocke: Yes, Waltman: Yes, Herman: Yes*

Mayor Herman had suggested that for 2021, the Township Committee hold meetings once a month on the second Monday of the month, with a special second meeting held if necessary. A motion by Kwasnik, seconded by Waltman for holding one meeting a month starting January 2021 was approved by roll call vote.

*Kwasnik: Yes, Lockwood: Yes, Vocke: Yes, Waltman: Yes, Herman: Yes*

The Committee nominated Deputy Mayor Jaime Waltman as Mayor for 2021.

The Committee nominated Committeeman Josphe Vocke as Deputy Mayor 2021.

The Committee nominated Committeeman Dan Kwasnik to stay on as liaison to the Department of Public Works with Committeeman Joseph Vocke as backup for 2021.

The Committee nominated Committeewoman Susan Lockwood to stay as liaison to the Pipeline Committee, Finance, Personnel, and Open Space Committee for 2021.

The Committee nominated Deputy Mayor Jaime Waltman to stay as liaison to Public Safety, Contract Negotiations, and Alternate Insurance Commission for 2021.

It was noted that Mayor Herman will stay as liaison to Personnel and the Municipal Court for 2021.

The Committee nominated Committeeman Joseph Vocke to stay as liaison to Contract Negotiations for 2021.

Mayor Herman noted there are still vacancies for the Delaware Township Municipal Utility Authority and the Alternate Planning Board position.

Mayor Herman noted that the IT Subcommittee needs to work on the website and communicate to get it where we need it to be so that it is more functional and user friendly. Mayor Herman also noted to look into a service to be able to send out a broadcast email/reverse 911 to residents when the need arises.

#### **OPEN TO THE PUBLIC**

Mayor Herman opened the floor to public comment.

Hearing no members of the public speak up, Mayor Herman closed the floor to public comment.

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

Committeewoman Susan Lockwood noted that the letter that JCP&L sent to the residents regarding the contract with IDT was very vague and did not offer enough information regarding the energy program. Many concerns were expressed by the residents that seemed to be rectified with the letter drafted by the Township Committee and posted to the Township website.

Mayor Herman noted that the work being done by the Hunterdon County Road Department on Culvert D-362 located at Lambertville Headquarters Road is expected to go longer than anticipated due to the incoming snow storm.

#### **APPROVAL OF THE BILL LIST**

A motion by Lockwood, seconded by Herman to approve payment of the \$94,500.96 bill list was unanimously approved by roll call vote.

*Kwasnik: Yes, Lockwood: Yes, Vocke: Yes, Waltman: Yes, Herman: Yes*

#### **EXECUTIVE SESSION: Approval of Resolution #2020-94: To Enter into Executive Session for the Purpose of Discussing Contracts and Subjects Falling Under Attorney-Client Privilege – *The discussion is expected to take approximately 30 minutes. Action may be taken.***

A motion by Waltman, seconded by Lockwood to approve Resolution #2020-94 and enter into Executive Session was unanimously approved by roll call vote.

*Kwasnik: Yes, Lockwood: Yes, Vocke: Yes, Waltman: Yes, Herman: Yes*

#### **Resolution #2020-94**

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.

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Maria Andrews, Township Clerk, RMC

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

*Kwasnik: Yes, Lockwood: Yes, Vocke: Yes, Waltman: Yes, Herman: Yes*

It was noted for the record that the Committee was in Executive Session from 8:27 PM – 8:43 PM.

**ADJOURNMENT**

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

The meeting adjourned at 8:44 PM.

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Tiffany Crivelli, Deputy Township Clerk

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Charles Herman, Mayor

Approved: