



DELAWARE TOWNSHIP COMMITTEE
REGULAR MEETING MINUTES

April 11, 2022 at 7:30 PM

In Person

Mayor Waltman called the regular meeting of the Delaware Township Committee to order on April 11, 2022 at 7:30 PM. Mayor Waltman 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, and the Star Ledger, was posted on the bulletin board in the Municipal Building and filed with the Township Clerk on January 11, 2022.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

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

APPROVAL OF TOWNSHIP COMMITTEE MEETING MINUTES

March 14, 2022 Regular and Executive Session meeting minutes were tabled.

TOWNSHIP COMMITTEE LIAISON REPORTS

Committeewoman Lockwood stated the Environmental Commission and Shade Tree commission talked about the replacement of trees after the loss of the Ash trees.

Committeewoman Lockwood noted the Stormwater Subcommittee went to the Public Works and Police Department to check the area for potential future flooding. Committeewoman Lockwood stated there was a lot of potential to improve the area and they would be looking into potential grants.

Committeewoman Lockwood reported the next newsletter for June – August has a deadline of the end of April.

Committeeman Bower reported that the Quarry Compliance Committee and the Planning Board reviewed the hydro data for the quarry renewal license set to expire in June. Committeeman Bower noted Engineer Sterbenz inspected the quarry on April 4th, and his report should be completed by the end of the month.

Mayor Waltman noted that some of the FEMA projects that have been completed have been submitted by OEM. Mayor Waltman stated it is still unknown when the Township will receive the FEMA funding reimbursement.

Mayor Waltman stated Lower Creek Road project s going to bid for the plantings and trees for the embankment stabilization. Mayor Waltman noted planting should be completed by Memorial Day and that paving should take place around the same time.

Deputy Mayor Herman advised that the Recreation Commission posted events on the Township website. Deputy Mayor Herman noted the Egg Hunt had a good attendance.

Deputy Mayor Herman suggested the Township considers allowing the Delaware Township Athletic Association to make changes to Makara Field for field hockey use and lacrosse and to work with Public Works as needed.

OPEN TO THE PUBLIC

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

Jes Stahl, 38 Dunkard Church Road, inquired about a future Recreation Commission event.

Lynn Hugh, 208 Lower Creek Road, expressed her concerns about the location of speed limit signs for aesthetic reasons on Lower Creek Road.

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

RESOLUTIONS #2022-45, 53-66

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

Bower: Yes; Herman: Yes; Lockwood: Yes; Vocke: Yes; Waltman: Yes

**Delaware Township Resolution #2022-45
Cancel Old Billing on Deleted Properties**

WHEREAS, certain properties listed on the 2017 tax rolls were deleted.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Delaware, County of Hunterdon, State of New Jersey that the old billing should be removed from these deleted properties:

<u>Block/Lot</u>	<u>Amount</u>
Block 4, Lot 9.02	\$393.29
Block 33, L 4.01	\$492.87
Block 42, Lot 3 Q0761	\$332.80

BE IT FURTHER RESOLVED, that the records of the Tax Collector be adjusted to remove these old billings and a certified copy of this resolution shall be provided to the Tax Collector and Chief Financial Officer.

ATTEST:

Maria Andrews, RMC, Township Clerk

James Waltman, Mayor

Danene Gooding, CTC

CERTIFICATION

I, Maria Andrews, 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 #2022-45 adopted by the Township Committee of the Township of Delaware, in the County of Hunterdon, in the State of New Jersey on March 14, 2022.

Maria Andrews, RMC, Township Clerk

**Delaware Township Resolution #2022-53
General Revenue – Share of Court Costs – Franklin Township**

WHEREAS, the Township of Delaware desires to anticipate as an item of general revenue with prior written consent of the Director of Local Government Services in the amount of \$34,885.00.

THEREFORE, BE IT RESOLVED, by the Governing Body of the Township of Delaware that the prior written consent of the Director of Local Government Services be requested to include as an item of general revenue in the 2022 Budget under the following caption:

Share of Court Costs-Franklin Township

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the Office of the Director of Local Government Services.

ATTEST:

Maria Andrews, Township Clerk, RMC

James Waltman, Mayor

CERTIFICATION

I, Maria Andrews, hereby certify that the foregoing is a true copy of the Resolution Approved by the Mayor and Township Committee of the Township of Delaware at their meeting on April 11, 2022.

Maria Andrews, Township Clerk, RMC

**Delaware Township Resolution #2022-54
General Revenue – Recycling Tonnage Grant**

WHEREAS, the Township of Delaware desires to anticipate as an item of general revenue with prior written consent of the Director of Local Government Services in the amount of \$3,217.80.

THEREFORE, BE IT RESOLVED, by the Governing Body of the Township of Delaware that the prior written consent of the Director of Local Government Services be requested to include as an item of general revenue in the 2022 Budget under the following caption:

Recycling Tonnage Grant

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the Office of the Director of Local Government Services.

ATTEST:

Maria Andrews, Township Clerk, RMC

James Waltman, Mayor

CERTIFICATION

I, Maria Andrews, hereby certify that the foregoing is a true copy of the Resolution Approved by the Mayor and Township Committee of the Township of Delaware at their meeting on April 11, 2022.

Maria Andrews, Township Clerk, RMC

**Delaware Township Resolution #2022-55
General Revenue – Body Armor Replacement Fund**

WHEREAS, the Township of Delaware desires to anticipate as an item of general revenue with prior written consent of the Director of Local Government Services in the amount of \$754.19; and

THEREFORE, BE IT RESOLVED, by the Governing Body of the Township of Delaware that the prior written consent of the Director of Local Government Services be requested to include as an item of general revenue in the 2022 Budget under the following caption:

Body Armor Replacement Fund

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the Office of the Director of Local Government Services.

ATTEST:

Maria Andrews, Township Clerk, RMC

James Waltman, Mayor

CERTIFICATION

I, Maria Andrews, hereby certify that the foregoing is a true copy of the Resolution Approved by the Mayor and Township Committee of the Township of Delaware at their meeting on April 11, 2022.

Maria Andrews, Township Clerk, RMC

**Delaware Township Resolution #2022-56
General Revenue – Clean Communities Program Grant**

WHEREAS, the Township of Delaware desires to anticipate as an item of general revenue with prior written consent of the Director of Local Government Services in the amount of \$22,951.83.

THEREFORE, BE IT RESOLVED, by the Governing Body of the Township of Delaware that the prior written consent of the Director of Local Government Services be requested to include as an item of general revenue in the 2022 Budget under the following caption:

Clean Communities Program Grant

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the Office of the Director of Local Government Services.

ATTEST:

Maria Andrews, Township Clerk, RMC

James Waltman, Mayor

CERTIFICATION

I, Maria Andrews, hereby certify that the foregoing is a true copy of the Resolution Approved by the Mayor and Township Committee of the Township of Delaware at their meeting on April 11, 2022.

Maria Andrews, Township Clerk, RMC

**Delaware Township Resolution #2022-57
General Revenue – Body-Worn Cameras Grant**

WHEREAS, the Township of Delaware desires to anticipate as an item of general revenue with prior written consent of the Director of Local Government Services in the amount of \$14,266.00.

THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Delaware that the prior written consent of the Director of Local Government Services be requested to include as an item of general revenue in the 2022 Budget under the following caption:

Body-Worn Cameras Grant

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the Office of the Director of Local Government Services.

ATTEST:

Maria Andrews, Township Clerk, RMC

James Waltman, Mayor

CERTIFICATION

I, Maria Andrews, hereby certify that the foregoing is a true copy of the Resolution Approved by the Mayor and Township Committee of the Township of Delaware at their meeting on April 11, 2022.

Maria Andrews, Township Clerk, RMC

**Delaware Township Resolution #2022-58
General Revenue – Local Recreation Improvement Grant**

WHEREAS, the Township of Delaware desires to anticipate as an item of general revenue with prior written consent of the Director of Local Government Services in the amount of \$40,000.00.

THEREFORE, BE IT RESOLVED, by the Governing Body of the Township of Delaware that the prior written consent of the Director of Local Government Services be requested to include as an item of general revenue in the 2022 Budget under the following caption:

Local Recreation Improvement Grant

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the Office of the Director of Local Government Services.

ATTEST:

Maria Andrews, Township Clerk, RMC

James Waltman, Mayor

CERTIFICATION

I, Maria Andrews, hereby certify that the foregoing is a true copy of the Resolution Approved by the Mayor and Township Committee of the Township of Delaware at their meeting on April 11, 2022.

Maria Andrews, Township Clerk, RMC

**Delaware Township Resolution #2022-59
General Revenue – Lower Delaware Wild and Scenic Mini Grant**

WHEREAS, the Township of Delaware desires to anticipate as an item of general revenue with prior written consent of the Director of Local Government Services in the amount of \$5,000.00.

THEREFORE, BE IT RESOLVED, by the Governing Body of the Township of Delaware that the prior written consent of the Director of Local Government Services be requested to include as an item of general revenue in the 2022 Budget under the following caption:

Lower Delaware Wild and Scenic Mini Grant

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the Office of the Director of Local Government Services.

ATTEST:

Maria Andrews, Township Clerk, RMC

James Waltman, Mayor

CERTIFICATION

I, Maria Andrews, hereby certify that the foregoing is a true copy of the Resolution Approved by the Mayor and Township Committee of the Township of Delaware at their meeting on April 11, 2022.

Maria Andrews, Township Clerk, RMC

**Delaware Township Resolution #2022-60
General Revenue – American Rescue Plan (ARP)**

WHEREAS, the Township of Delaware desires to anticipate as an item of general revenue with prior written consent of the Director of Local Government Services in the amount of \$463,158.35.

THEREFORE, BE IT RESOLVED, by the Governing Body of the Township of Delaware that the prior written consent of the Director of Local Government Services be requested to include as an item of general revenue in the 2022 Budget under the following caption:

American Rescue Plan (ARP)

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the Office of the Director of Local Government Services.

ATTEST:

Maria Andrews, Township Clerk, RMC

James Waltman, Mayor

CERTIFICATION

I, Maria Andrews, hereby certify that the foregoing is a true copy of the Resolution Approved by the Mayor and Township Committee of the Township of Delaware at their meeting on April 11, 2022.

Maria Andrews, Township Clerk, RMC

**Delaware Township Resolution #2022-61
General Revenue - Reserve for Payment of Debt**

WHEREAS, the Township of Delaware desires to anticipate as an item of general revenue with prior written consent of the Director of Local Government Services in the amount of \$100,000.

THEREFORE, BE IT RESOLVED, by the Governing Body of the Township of Delaware that the prior written consent of the Director of Local Government Services be requested to include as an item of general revenue in the 2022 Budget under the following caption:

Reserve for Payment of Debt

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the Office of the Director of Local Government Services.

ATTEST:

Maria Andrews, Township Clerk, RMC

James Waltman, Mayor

CERTIFICATION

I, Maria Andrews, hereby certify that the foregoing is a true copy of the Resolution Approved by the Mayor and Township Committee of the Township of Delaware at their meeting on April 11, 2022.

Maria Andrews, Township Clerk, RMC

**Delaware Township Resolution #2022-62
2022 Deferred School Tax - Hunterdon County Regional High School**

WHEREAS, regulations of the State of New Jersey provide for the deferral of school taxes in an amount not to exceed fifty percent of the annual school tax levy when such taxes are raised on a fiscal year basis (school year July 1 through June 30); and

WHEREAS, said taxes subject to deferral have not been requisitioned by or paid to the school district; and

WHEREAS, it is the desire and intent of the governing body of the Township of Delaware, County of Hunterdon, to avail the Township of the deferral as permitted by regulations promulgated by the Local Finance Board, Division of Local Government Services, New Jersey Department of Community Affairs; and

WHEREAS, fifty percent of the school tax levy of the Hunterdon Central Regional High School District is \$2,452,383.00

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Committee of the Township of Delaware, County of Hunterdon, hereby authorize the Chief Financial Officer of the Township to defer \$1,128,096.18 of school taxes as permitted by the aforementioned regulation; and

BE IT FURTHER RESOLVED, that certified copies of this resolution be forwarded to the Chief Financial Officer of the Township and the Director of the Division of Local Government Services, Department of Community Affairs.

ATTEST:

Maria Andrews, Township Clerk, RMC

James Waltman, Mayor

CERTIFICATION

I, Maria Andrews, hereby certify that the foregoing is a true copy of the Resolution Approved by the Mayor and Township Committee of the Township of Delaware at their meeting on April 11, 2022.

Maria Andrews, Township Clerk, RMC

**Delaware Township Resolution #2022-63
2022 Deferred School Tax - Delaware Township School**

WHEREAS, regulations of the State of New Jersey provide for the deferral of school taxes in an amount not to exceed fifty percent of the annual school tax levy when such taxes are raised on a fiscal year basis (school year July 1 through June 30); and

WHEREAS, said taxes subject to deferral have not been requisitioned by or paid to the school district; and

WHEREAS, it is the desire and intent of the governing body of the Township of Delaware, County of Hunterdon, to avail the Township of the deferral as permitted by regulations promulgated by the Local Finance Board, Division of Local Government Services, New Jersey Department of Community Affairs; and

WHEREAS, fifty percent of the school tax levy of the Delaware Township School District is \$4,369,646.50.

NOW THEREFORE BE IT RESOLVED that the Mayor and Committee of the Township of Delaware, County of Hunterdon, hereby authorize the Chief Financial Officer of the Township to defer \$2,097,340.32 of school taxes as permitted by the aforementioned regulation; and

BE IT FURTHER RESOLVED, that certified copies of this resolution be forwarded to the Chief Financial Officer of the Township and the Director of the Division of Local Government Services, Department of Community Affairs.

ATTEST:

Maria Andrews, Township Clerk, RMC

James Waltman, Mayor

CERTIFICATION

I, Maria Andrews, hereby certify that the foregoing is a true copy of the Resolution Approved by the Mayor and Township Committee of the Township of Delaware at their meeting on April 11, 2022.

Maria Andrews, Township Clerk, RMC

**Delaware Township Resolution #2022-64
Local Budget Examination**

WHEREAS, NJSA 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination, and

WHEREAS, NJAC 5:30-7 was adopted by the Local Finance Board on February 11, 1997, and

WHEREAS, pursuant to NJAC 5:30-7.2 thru 7.5 the Township of Delaware has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial Officer has determined that the Township meets the necessary conditions to participate in the program for the 2022 budget year, so now therefore

BE IT RESOLVED, by the Governing Body of the Township of Delaware that the in accordance with NJAC 5:307.6a & b and based upon the Chief Financial Officers certification. The governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
 - a. Payment of interest and debt redemption charges
 - b. Deferred charges and statutory expenditures
 - c. Cash deficit of preceding year
 - d. Reserve for uncollected taxes
 - e. Other reserves and non-disbursement items
 - f. Any inclusions of amounts required for school purposes
2. That the provisions relating to limitation on increases of appropriations pursuant to NJSA 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at 40A:4-45.3 et seq. are fully met (Complies with the "CAP" law).
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and NJAC 5:30-4 and 5:30-5.
4. That pursuant to the Local Budget Law:
 - a. All estimates of revenue are reasonable, accurate, and correctly stated
 - b. Items of appropriation are properly set forth
 - c. In itemization, form, arrangement, and content the budget will permit the exercise of the comptroller function within the municipality
5. The budget and associated amendments have been introduced, publicly advertised, and adopted in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of NJSA 40A:4-5 shall not prevent such certification.

6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Director of the Division of Local Government Services.

CERTIFICATION OF APPROVED BUDGET

It is hereby certified that the Approved Budget complies with the requirements of law and approval is given pursuant to NJSA 40A:4-78b and NJAC 5:30-7.

It is further certified that the municipality has met the eligibility requirements of NJAC 5:30-7.4 and 7.5, and that I, as Chief Financial Officer, have completed the local examination in compliance with NJAC 5:307.6.

Diane McDaniel, CFO

ATTEST:

Maria Andrews, Township Clerk, RMC

James Waltman, Mayor

CERTIFICATION

I, Maria Andrews, hereby certify that the foregoing is a true copy of the Resolution Approved by the Mayor and Township Committee of the Township of Delaware at their meeting on April 11, 2022.

Maria Andrews, Township Clerk, RMC

**Delaware Township Resolution #2022-65
Tax Redemption**

WHEREAS, the Delaware Township Tax Collector held a tax sale on June 11, 2019; and

WHEREAS, at said sale Tax Sale Certificate #2019-005 for property known as Block 62 Lot 4- 70 Hamp Rd, Assessed Owner: Eugene I & Mary Ellen Trust was sold to Bala Partners LLC, and

WHEREAS, resident has requested to redeem TSC #2019-005; and

WHEREAS, payment has been received by the Tax Collector for redemption of TSC #2019-005 in the amount of \$52,253.99.

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 \$52,253.99 to: Bala Partners LLC, PO Box 303, Pottersville, NJ 07979;

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

ATTEST:

Maria Andrews, Township Clerk, RMC

James Waltman, Mayor

Danene Gooding, CTC

CERTIFICATION

I, Maria Andrews, 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 #2022-65 adopted by the Township Committee of the Township of Delaware, in the County of Hunterdon, in the State of New Jersey on April 11, 2022.

Maria Andrews, Township Clerk, RMC

**Delaware Township Resolution #2022-66
M&R Bid**

WHEREAS, Kingwood Township and Delaware Township jointly requested bids prepared by Kingwood Township Engineer, Wayne J. Ingram, P.E, for municipal road maintenance and repair materials; and

WHEREAS, Kingwood Township Engineer, Wayne J. Ingram, P.E., reported the bid results by memo dated April 6, 2022; and

WHEREAS, Kingwood Township Engineer, Wayne J. Ingram, P.E, reviewed the bid results by memo dated April 6, 2022, found them to be in order, compared mileage distances to suppliers calculating the cost to Kingwood Township, and recommended that contracts be awarded in the amounts herein below set forth; and

WHEREAS, Delaware Township Director of Public Works Jay Trstensky reviewed the quantities and amounts bid for the road maintenance and repair materials and found them to be in order.

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

1. The contracts for municipal road maintenance and repair materials (Unit Price Basis) for Delaware Township are hereby awarded to the following:

Item #	Item Description	Estimated Quantity	Quantity Unit	Price	Supplier
1	HMA, Mix I-4 or I-5 Surface Course (FOB)	1200	Tons	\$69.98	H & K

2	HMA, Mix I-4 or I-5 Surface Course (FDS) - Kingwood	200	Tons	\$86.98	H & K
3	HMA, Mix I-2 Base Course (FOB)	700	Tons	\$60.68	H & K
4	HMA, Mix I-2 Base Course (FDS) - Kingwood	200	Tons	\$77.68	H & K
5	Superpave HMA 9.5M64 Surface Course (FOB)	700	Tons	\$69.98	H & K
6	Superpave HMA 9.5M64 Surface Course (FDS) - Kingwood	100	Tons	\$86.98	H & K
7	Superpave HMA 25M64 Base Course (FOB)	100	Tons	\$60.68	H & K
8	Superpave HMA 25M64 Base Course (FDS) - Kingwood	100	Tons	\$77.68	H & K
9	Emulsified Asphalt Grade CRS-2P (FDA) Kingwood	30,000	Gallons	\$3.94	Garden State Asphalt
10	3/8" (#8) Clean Crushed Stone (Screw or Belt Washed), No Limestone (FDS) - Kingwood	30000	Tons	Call for Pricing & Availability	
11	1" Quarry Process/Road Blend (FOB)	1800	Tons	\$16.00	Stavola
12	1" Quarry Process/Road Blend (FDS) - Kingwood	200	Tons	\$24.25	Stavola
13	1/4" Clean Stone Grit (FOB)	100	Tons	No bid	
14	1/4" Clean Stone Grit (FDS) - Kingwood	100	Tons	No bid	
15	3/4" Clean Crushed Stone (FOB)	100	Tons	\$18.00	Stavola
16	3/4" Clean Crushed Stone (FDS) - Kingwood	200	Tons	\$26.25	Stavola
17	1.5" Clean Crushed Stone (FOB)	100	Tons	\$14.50	H & K
18	1.5" Clean Crushed Stone (FDS) - Kingwood	100	Tons	\$27.25	Stavola
19	2.5" Clean Crushed Stone (FDS) - Kingwood	100	Tons	\$27.25	Stavola

20	Screenings (FOB)	200	Tons	\$16.25	H & K
21	Screenings (FDS) - Kingwood	100	Tons	\$26.25	Stavola
22	Rip Rap, R-4 6"-8" (FDS) - Kingwood	100	Tons	\$32.00	H & K
23	Rip Rap, R-7 24"-42" (FOB)	400	Tons	\$36.00	H & K
24	Rip Rap, R-7 24"-42" (FDS) - Kingwood	100	Tons	No bid	
25	12" HDPE Corrugated Smooth Wall Drainage Pipe - Perforated with Plain End and Couplers (FDS) - Kingwood	100	LF	No bid	
26	15" HDPE Corrugated Smooth Wall Drainage Pipe - Perforated with Plain End and Couplers (FDS) - Kingwood	100	LF	No bid	
27	18" HDPE Corrugated Smooth Wall Drainage Pipe - Perforated with Plain End and Couplers (FDS) - Kingwood	100	LF	No bid	
28	NJDOT Type "E" Precast Concrete Storm Inlet, 24" Knockouts on 3 sides, 30" High Inside (FDS) - Kingwood	100	Each	No bid	
29	NJDOT Type "A" Precast Concrete Storm Inlet, 24" Knockouts on 3 sides, 30" High Inside (FDS) - Kingwood	1	Each	No bid	
30	NJDOT Type "E" Inlet Casting w/ Bicycle Safety Gate (FDS) - Kingwood	1	Each	No bid	
31	NJDOT Type "A" Inlet Casting w/ Bicycle Safety Gate (FDS) - Kingwood	1	Each	No bid	
32	NJDOT Type "B" Inlet Casting w/ Bicycle Safety Gate (FDS) - Kingwood	1	Each	No bid	

2. The Mayor of Delaware Township is hereby directed to execute the contracts in the prescribed form for said maintenance work and materials.
3. The Clerk of Delaware Township is hereby directed to seal said contracts with the corporate seal of this body and to attest to the same.

ATTEST:

Maria Andrews, Township Clerk, RMC

James Waltman, Mayor

CFO McDaniel noted the Debt Policy is passed every even year.

A motion by Lockwood, seconded by Herman to approve Resolution #2022-67 was approved by roll call vote.

Bower: Yes; Herman: Yes; Lockwood: Yes; Vocke: Yes; Waltman: Yes

**Delaware Township Resolution #2022-67
Debt Policy**

WHEREAS, the Committee of the Township of Delaware recognizes the need to establish a debt policy to prudently manage indebtedness incurred by the Township; and

WHEREAS, the Township of Delaware is subject to the oversight of the Department of Community Affairs, the Local Finance Board and the New Jersey Statutes (N.J.S.A. 40A:2-Local Bond Law; and

WHEREAS, the Township of Delaware is restricted by State Statute as to limitations on net debt, to, generally, 3.5% of the Borough's three-year average equalized evaluation; and

WHEREAS, the Township of Delaware is similarly restricted by State Statute with regard to limitations on capital items to be financed, amortization requirements and length of borrowing term; and

WHEREAS, in addition to the limitations set forth by State Statute, the Delaware Township Committee recognizes the need to detail and adopt a DEBT POLICY based on best practices, historic debt issuance, and future capital plans; and

WHEREAS, the Township has evaluated historic debt issuance, and the now current Capital Budget.

NOW, THEREFORE, BE IT RESOLVED THAT

1. The Township of Delaware shall, as a goal, maintain debt target
 - a. For which total net debt is no greater than 3.5% of the equalized ratable value, and/or
 - b. For which annual debt service is no greater than 25% of the previous year's operating expenditures and/or

2. When issuing debt, the Township will take into consideration the following guidelines in structuring the repayment of debt:
 - a. Level or gradual debt service without “spikes” with initial funding through temporary notes to be financed permanently on a regular basis.
 - b. Borrowing terms that are less than the average useful life of the ordinances financed and with a goal of maintaining a 65% retirement level of principal within ten years.
3. On advice from its Municipal Advisor and Bond Counsel, the Township of Delaware will issue refunding bonds, as permitted by applicable State and Federal regulations, for previously issued debt when such refunding will produce a savings equal to at least 3% of the par value of the debt being refunded, as measured on a net present value basis.
4. The Committee of the Township of Delaware covenants that the Township will agree to comply with any Continuing Disclosure Agreement for the benefit of the holders of any of its existing publicly traded bonds, and the secondary market disclosure requirements of the Securities and Exchange Commission’s Rule 15c2-12.
5. As part of the annual budget process, the Township Committee shall consider the capital needs of the Township and evaluate the impact of the Capital Budget on the net debt target and forward debt service. If the adoption of the Capital Budget materially impacts the net debt target, the Township Committee may, after deliberation, adopt a resolution amending the DEBT POLICY.

ATTEST:

Maria Andrews, Township Clerk, RMC

James Waltman, Mayor

CFO McDaniel advised the Township Committee with the following:

This budget reflects a once cent increase in municipal taxes, On an average home of \$423,000 the increased cost is \$42.30 or \$10.60/quarter.

A penny in 2022 equals about \$81,000.

Our challenges this year included the IDA storm costs incurred in 2021 raised this year’s budget amount \$310,000.

Once again we are not adding services, cutting where we can but also providing for the very real cost increases that we are all facing these days.

Our revenues are still down from the effects of COVID.

Fortunately, we were able to use additional fund balance to offset the emergency costs of IDA and still remain in keeping with our formal fund balance policy. We anticipate FEMA reimbursement to cover the storm costs not at a 90% reimbursement.

Our collection rate is still holding at 98.1%

Our debt is organized, funded, and manageable and within the parameters of our formal debt policy at less than a 1% ratio.

We have capital improvement funds in the amount of \$100,000 plus the ARP (\$430,000) a sorely needed insurance measure for projects and emergencies.

A motion by Herman, seconded by Bower to approve Resolution #2022-68 was approved by roll call vote.

Bower: Yes; Herman: Yes; Lockwood: Yes; Vocke: Yes; Waltman: Yes

Mayor Waltman stated the Public Hearing for the 2022 Budget would be at the May 9, 2022 Township Committee Meeting, at 7:30 PM.

**Delaware Township Resolution #2022-68
Municipal Budget of the Township of Delaware,
County of Hunterdon for Fiscal Year 2022**

Be it Resolved, that the following statements of revenues and appropriations shall constitute the Municipal Budget for the year 20022; and

Be it Further Resolved, that said Budget be published in the Hunterdon County Democrat in the issue of April 28, 2022.

The Governing Body of the Township of Delaware does hereby approve the following as the Budget for the year 2022:

RECORDED VOTE:

Abstained –

Ayes –

Nays –

Absent –

Notice is hereby given that the Budget and Tax Resolution was approved by the Committee Persons of the Township of Delaware, County of Hunterdon, on April 11, 2022.

A hearing on the Budget and Tax Resolution will be held at the Municipal Building on May 9, 2022 at 7:30 PM at which time and place objections to said Budget and Tax Resolution for the year 2022 may be presented to taxpayers or other interested persons.

ATTEST:

Maria Andrews, Township Clerk, RMC

James Waltman, Mayor

A motion by Herman, seconded by Bower to approve Resolution #2022-69A was approved by roll call vote.

Bower: Yes; Herman: Yes; Lockwood: Yes; Vocke: Yes; Waltman: Yes

**Delaware Township Resolution #2022-69A
Hiring of Clerical Assistant for Construction Department**

WHEREAS, the Township Committee of the Township of Delaware, Hunterdon County, State of New Jersey desires to amend Resolution #2022-41 that set 2022 salaries for all Township employees not covered under collective bargaining agreements; and

WHEREAS, there exists a need for a Part Time Clerical Assistant in the Construction Department effective April 12, 2022.

NOW, THEREFORE, BE IT RESOLVED, by the Delaware Township Committee that the salary for the Part Time Clerical Assistant position is established at \$20.00/hour.

NOW, THEREFORE, BE IT FURTHER RESOLVED, Debbie Hutton is hire as the Part Time Clerical Assistant for the Construction Department effective April 12, 2022

ATTEST:

Maria Andrews, Township Clerk, RMC

James Waltman, Mayor

NEW BUSINESS/OTHER

- A. Mayor Waltman approved the Special Event – Cycling Event for National Psoriasis Foundation, 5/7/2022
- B. Mayor Waltman approved G. Marrero as an active member of the Sergeantsville Volunteer Fire Company.
- C. Mayor Waltman stated there were concerns from the DTAA about people utilizing the fields at Dilt’s without permission for fear of damaging the turf. Mayor Waltman stated he spoke with Chief Cane who stated the Police cannot ask people to leave a public park. Mayor Waltman also noted that because the property is Green Acres, it cannot be closed off for use to only select persons. Mayor Waltman suggested a resolution to allow enforcement of fields that are being used for things other than what they are intended for.

Deputy Mayor Herman suggested a fee schedule for the use of the Tennis and Basketball courts.

- D. Kathy Klink inquired about the Environmental Commissions responsibility with easements. Township Attorney Tauriello stated that the current language is not clear and the ordinance needs to be amended.

OPEN TO THE PUBLIC

Mayor Waltman opened the floor to public comment for items not on the agenda.

Mark Zdepski, inquired about a grant for the Friends of Locktown Stone Church.

Diana Garabaldi, 142 Sandy Ridge Road, expressed her concerns on the spraying of pesticides, invasive plants, and farming at Dilts Park.

Jes Stahl, 38 Dunkard Church Road, inquired about the Township Farming Agreements.

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

FINAL COMMENTS OF THE TOWNSHIP COMMITTEE

Committeewoman Lockwood noted the school's Green Team was having a fair on Thursday from 9:30am – 12:30pm.

Mayor Waltman thanked Bill Colantano and Diane McDaniel for their work on the 2022 Budget.

APPROVAL OF THE BILL LIST

A motion by Herman, seconded by Bower to approve payment of the \$633,725.13 bill list was unanimously approved by roll call vote.

Bower: Yes; Herman: Yes; Lockwood: Yes; Vocke: Yes; Waltman: Yes

EXECUTIVE SESSION: Approval of Resolution #2022-70: 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 1 hour. Action may be taken.*

A motion by Herman, seconded by Bower to approve Resolution #2022-70 and enter into Executive Session was unanimously approved by roll call vote.

Bower: Yes; Herman: Yes; Lockwood: Yes; Vocke: Yes; Waltman: Yes

Resolution #2022-70

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, Personnel Matters, 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 Bower to return to Open Session was unanimously approved by voice vote.

It was noted for the record that the Committee was in Executive Session from 9:08 PM to 9:45 PM.

ACTION ON ITEMS DISCUSSED FROM EXECUTIVE SESSION

A motion by Herman, seconded by Lockwood, to have Joseph Cooper farm B42 L3.02, was unanimously approved by roll call vote.

ADJOURNMENT

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

The meeting adjourned at 9:47 PM.

Tiffany Crivelli, Deputy Clerk

James Waltman, Mayor

Approved: June 13, 2022