



**Township of Delaware  
Special Meeting  
December 21, 2022 at 7:30pm**

The Special Meeting of the Delaware Township Committee was held on December 21, 2022, at the Delaware Township Municipal Building, 570 Rosemont Ringoes Rd, Sergeantsville, New Jersey. The meeting was called to order by Deputy Mayor Herman at 7:03 p.m.

Deputy Mayor Herman read the following statement: Adequate notice of this meeting has been provided by a notice mailed to the Hunterdon Democrat, Trenton Times, and Star Ledger, posted on the Township Website, on the Municipal Building Bulletin Board, and filed with the Township Clerk on November 22, 2022.

Deputy Mayor Herman led the pledge of allegiance.

Roll Call:

Township Committee	Present	Absent
Chad Bower	X	
Charles Herman	X	
Susan Lockwood	X	
Joseph Vocke	X	
Mayor James Waltman		X

Deputy Mayor Herman opened the meeting for Public Comment. Seeing no comments, the public portion was closed.

**Consent Agenda Resolutions (2022-134, 2022-135, 2022-136)**

Township Committee	Motion	Second	Yea	Nay	Abstain	Absent
Chad Bower	X		X			
Charles Herman			X			
Susan Lockwood			X			
Joseph Vocke	X		X			
Mayor James Waltman						X

**Resolution 2022-134**

**WHEREAS**, N.J.S.A. 40A:4-58 allows for the transference of funds between current year appropriations, should it be deemed necessary, in the last two months of the fiscal year; and

**WHEREAS**, due to several appropriations having insufficient balances to meet demands for the remainder of the fiscal year, it has been deemed necessary to make several transfers at this time.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Delaware, County of Hunterdon, and State of New Jersey that in accordance with the provisions of N.J.S.A. 40A:4-58, that the Chief Financial Officer is hereby authorized to make the transfers listed below:



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<b>CURRENT FUND</b>		<b>CURRENT FUND</b>	
<b>FROM:</b>	<b>Amount</b>	<b>TO:</b>	<b>Amount</b>
Other Insurance	8,900.00	Emergency Management S/W	1,450.00
		Planning Board S/W	950.00
		Engineering	6,500.00
<b>Total:</b>	<b>\$8,900.00</b>	<b>Total:</b>	<b>\$8,900.00</b>

**Resolution 2022-135**

**WHEREAS**, the following checks have been outstanding and considered lost and outdated by the Delaware Township Treasurer; and,

**WHEREAS**, the following Current Fund checks are hereby VOID:

Check # 13361	\$125.00
13423	\$334.61
13180	\$ 30.00
13383	\$576.18
13486	\$107.53
13578	\$ 31.50
14298	\$ 20.00

This Resolution shall take effect immediately upon adoption by the Delaware Township Committee.

**Resolution 2022-136**

**WHEREAS**, certain General Capital Improvement appropriation balances remain dedicated to projects now completed or no longer deemed necessary; and

**WHEREAS**, it is necessary to formally cancel said balances;



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**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 is authorized to cancel the following unexpended and dedicated balances of General Capital Appropriations:

<u>Ordinance Number</u>	<u>Project</u>	<u>Amount Cancelled</u>
18-14	UNF Meszaros/Zentek Rd Improvements	\$ 34,637.48
19-08	F Sidewalk Easements RR Road	\$ 15,726.72
19-05	UNF Rd Imp-Sanford.Boars Head, &	\$ 217,909.01
19-06	UNF Meszaros Road Improvements	\$ 65,973.41
19-07	UNF Sidewalk Projects	\$ 6.48
20-01	UNF Lower Ferry Road Project	\$ 80,800.20

**Approval of Bills List**

Payment of Bills List in the Amount of \$41, 264.88

<b>Township Committee</b>	<b>Motion</b>	<b>Second</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Chad Bower	X		X			
Charles Herman			X			
Susan Lockwood			X			
Joseph Vocke		X	X			
Mayor James Waltman						X

***See attached bill list***



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**Executive Session at 7:42pm**

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

**WHEREAS**, this public body is of the opinion that such circumstances presently exist; and

**WHEREAS**, the Governing Body wishes to discuss: Personnel matter

**WHEREAS**, Minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

**NOW THEREFORE BE IT RESOLVED** that the public be excluded from this meeting.

<b>Township Committee</b>	<b>Motion</b>	<b>Second</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Chad Bower			X			
Charles Herman			X			
Susan Lockwood	X		X			
Joseph Vocke		X	X			
Mayor James Waltman						

**Executive Session ended at 7:58pm**

**Resolution 2022-138**

**WHEREAS**, by way of Resolution 2022-122 adopted on December 1, 2022, Monica Orlando was appointed to serve in the position of Acting Municipal Clerk due to a vacancy; and

**WHEREAS**, N.J.S.A 40A:9-133 provides that, “within 90 days of the occurrence of a vacancy in the office of municipal clerk by reason of the departure of a registered municipal clerk, the governing body may appoint a person who does not hold a registered municipal clerk certificate as acting municipal clerk for a period not to exceed one year and commencing on the date of the vacancy”; and

**WHEREAS**, N.J.S.A 40A:9-133.3 provides that, “Upon successful completion of the examination by the applicant, a certificate shall be issued to the applicant as a registered municipal clerk”; and

**WHEREAS**, Monica Orlando has successfully completed the examination for a Registered Municipal Clerk; and

**WHEREAS**, in accordance with N.J.S.A. 40A:9-133(a), in every municipality there shall be a municipal clerk appointed for a three-year term by the governing body of the municipality; and

**List of Bills - (All Funds)**

Meeting Date: 12/21/2022 For bills from 12/12/2022 to 12/21/2022

Vendor	Description	Payment	Check Total
<b>CURRENT FUND</b>			
1259 - A&K EQUIPMENT CO.	PO 6678 tarp	378.25	378.25
1647 - Brighter Days Facility Management, LLC	PO 6737 2022 Town Hall Cleaning	625.00	625.00
55 - CHAMPION TIRE WHOLESALERS	PO 6691 Tires for Red Pick Up	1,092.00	1,092.00
1792 - Colliers Engineering & Design	PO 6729 inspections to ramp/committee SWM	4,877.87	4,877.87
883 - COMCAST	PO 6721 PHONES/INTERNET - TOWN HALL 11/12/22 - 1	843.96	843.96
883 - COMCAST	PO 6725 Comcast Cable, Internet, Voice	538.24	538.24
167 - D.T.MUNICIPAL COURT	PO 6743 1/2 of Court Expenses -Dec 2022	258.98	258.98
1506 - DRARGER, INC.	PO 6718 Alcotest Calibration	299.00	299.00
458 - FLEMINGTON DEPARTMENT STORE	PO 6724 Clothing	510.00	510.00
1514 - Foley, Incorporated	PO 6638 Parts	554.40	
	PO 6732 Parts	39.41	593.81
114 - GALLS, LLC	PO 6742 Uniforms, Accories, Vests	913.36	913.36
1550 - GRIFFITH-ALLIED TRUCKING LLC	PO 6731 Gasoline	4,399.75	
	PO 6739 Heating Oil	2,508.88	6,908.63
169 - JCP&L	PO 6723 electric - 2022	414.20	414.20
1838 - Johanna Kenner Cleaning Services	PO 6726 Cleaning	500.00	500.00
145 - NJ ADVANCE MEDIA	PO 6722 Legal ads	22.42	22.42
666 - NORTHEAST TREE SERVICE	PO 6633 Tree removal Lower Creek Road	600.00	600.00
1432 - PARKER MC CAY	PO 6736 ZE/PB General Matters	714.00	714.00
571 - RICOH USA, INC.	PO 6720 Monthly Copier Fee - Town Hall	230.32	230.32
264 - SERGEANTSVILLE GRAIN & FEED	PO 6735 Spreader	229.99	229.99
1148 - STANLEY J. TROY, ESQ.	PO 6719 Public Defender 4th Quarter 2022 (\$1,873	468.25	468.25
270 - STAPLES CREDIT PLAN	PO 6740 office supplies	1,213.30	1,213.30
1288 - SYNCB/AMAZON	PO 6733 Misc. Supplies	555.95	
	PO 6734 Computer Supplies	115.02	670.97
<b>Grants</b>			
114 - GALLS, LLC	PO 6741 Uniforms, Accories, Vests	1,890.90	1,890.90
1214 - WATCHGUARD VIDEO	PO 6744 Body Camera	4,032.00	4,032.00
<b>Capital</b>			
1792 - Colliers Engineering & Design	PO 6730 Sandbrook Hq/Raven Rock Road repairs	11,283.06	11,283.06
<b>Developer Escrow</b>			
1792 - Colliers Engineering & Design	PO 6727 Stormwater review Tilch	256.37	256.37
1792 - Colliers Engineering & Design	PO 6728 Scamuffa 60/13	200.00	200.00
<b>Recreation</b>			
266 - SERGEANTSVILLE VOL. FIRE CO.	PO 6745 Rent Hall 2-4-2023	700.00	700.00
TOTAL			----- 41,264.88

**Summary By Account**

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-101-01-000-000	Current Fund Cash			0.00	22,902.55
01-201-20-101-200	ADMINISTRATIVE & EXECUTIVE OE	1,727.26			
01-201-20-108-200	ENGINEERING SERVICES OE	4,677.87			
01-201-20-135-200	DATA PROCESSING SERVICE OE	230.32			
01-201-20-139-200	CENTRAL POSTAGE/LEGAL ADV OE	22.42			
01-201-21-111-200	PLANNING BOARD OE	680.00			
01-201-21-113-200	BOARD OF ADJUSTMENT OE	34.00			
01-201-25-117-200	POLICE OE	1,768.31			
01-201-26-110-200	BUILDINGS & GROUNDS OE	1,125.00			
01-201-26-123-200	ROADS OE	3,519.07			
01-201-31-129-201	TELEPHONE	868.24			
01-201-31-129-213	HEATING OIL	2,508.88			

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-31-129-218	ELECTRIC	414.20			
01-201-31-129-261	MOTOR FUEL/POLICE & ROADS	2,805.23			
01-201-31-129-263	DIESEL	1,594.52			
01-201-41-208-200	STORMWATER MANAGEMENT OE	200.00			
01-201-43-119-200	PUBLIC DEFENDER O/E	468.25			
01-201-43-136-200	MUNICIPAL COURT OE	258.98			
<b>TOTALS FOR</b>	<b>CURRENT FUND</b>	<b>22,902.55</b>	<b>0.00</b>	<b>0.00</b>	<b>22,902.55</b>
02-101-01-000-000	CASH - GRANTS			0.00	5,922.90
02-200-56-275-000	Apropriated Reserves			5,922.90	
<b>TOTALS FOR</b>	<b>Grants</b>	<b>0.00</b>	<b>0.00</b>	<b>5,922.90</b>	<b>5,922.90</b>
04-101-01-000-001	Northfield Cash - Capital			0.00	11,283.06
04-215-56-100-000	I/A Ordinance 2022-08 Lower Creek Road Repairs			8,303.91	
04-215-56-998-000	I/A F 21-09 Road Projects 2021			2,979.15	
<b>TOTALS FOR</b>	<b>Capital</b>	<b>0.00</b>	<b>0.00</b>	<b>11,283.06</b>	<b>11,283.06</b>
11-101-01-000-000	Cash - Developer Escrow			0.00	456.37
11-200-56-275-000	Stormwater Escrow			200.00	
11-200-59-275-000	Use Variance			256.37	
<b>TOTALS FOR</b>	<b>Developer Escrow</b>	<b>0.00</b>	<b>0.00</b>	<b>456.37</b>	<b>456.37</b>
13-101-01-000-000	Recreation Cash			0.00	700.00
13-200-56-275-000	Reserve for Recreation			700.00	
<b>TOTALS FOR</b>	<b>Recreation</b>	<b>0.00</b>	<b>0.00</b>	<b>700.00</b>	<b>700.00</b>

Total to be paid from Fund 01 CURRENT FUND 22,902.55  
 Total to be paid from Fund 02 Grants 5,922.90  
 Total to be paid from Fund 04 Capital 11,283.06  
 Total to be paid from Fund 11 Developer Escrow 456.37  
 Total to be paid from Fund 13 Recreation 700.00  
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 41,264.88



**Township of Delaware  
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**WHEREAS**, Monica Orlando is certified in this position and qualified in the operations of the Municipal Clerk's office; and

**WHEREAS**, the Township wishes to appoint Monica Orlando, RMC, to serve as the Municipal Clerk for a three (3) year term effective December, 21, 2022.

**NOW THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Delaware, County of Hunterdon, State of New Jersey that Monica Orlando, RMC is hereby appointed to serve as Municipal Clerk for a three (3) year term effective December 21, 2022.

<b>Township Committee</b>	<b>Motion</b>	<b>Second</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Chad Bower						X
Charles Herman	X		X			
Susan Lockwood		X	X			
Joseph Vocke			X			
Mayor James Waltman			X			

Motion to adjourn made by Mr. Bower, second by Mrs. Lockwood. All in favor.

Respectfully submitted,

Monica Orlando, RMC  
Township Clerk

Approved: February 21, 2023