



**DELAWARE TOWNSHIP**  
**COMMITTEE MINUTES**  
**JANUARY 13, 2020 – 7:30 P.M.**

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Mayor Charles Herman called the regular meeting of the Delaware Township Committee to order on January 13, 2020 at 7:30 p.m., at the Delaware Township Municipal Building, 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 January 3, 2020.

**ROLL CALL**

Present: Joe Vocke, James Waltman, Susan Lockwood, Charles Herman

Absent: Daniel Kwasnik

Mayor Herman requested a moment of silence for two community members Jared Yazujian and Mark Richardson, who had recently passed away.

**APPROVAL OF MINUTES FROM DECEMBER 23, 2019 SPECIAL TOWNSHIP COMMITTEE MEETING**

Mr. Waltman motioned to approve the minutes from the special meeting of December 23, 2019. Mrs. Lockwood seconded the motion.

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

**APPROVAL OF MINUTES FROM JANUARY 2, 2020 REORGANIZATION TOWNSHIP COMMITTEE MEETING**

Mr. Waltman motioned to approve the minutes from the reorganization meeting of January 2, 2020. Mrs. Lockwood seconded the motion.

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

**TOWNSHIP COMMITTEE REPORTS**

**DPW**

Mr. Vocke reviewed with the Township Committee the following roads projects that are scheduled for 2020. Mr. Vocke stated the following roads are scheduled, Sanford Road received a grant for \$150,000.00, Lower Ferry Road received a grant for \$100,000.00 and Lower Creek Road. Mr. Vocke and Mr. Kwasnik will schedule a meeting to walk these roads and review the road projects with Mr. Trstensky and Mr. Roseberry.

## **RECREATION**

Mayor Herman stated the Recreation Commission requested the Township research what would be entailed to change the Recreation Commission to Recreation and Parks Commission to help provide the Recreation Department more power to make decisions and full responsibility for the park.

Mrs. McDaniel stated the ordinance would have to be amended and there will be legal costs.

The Township Committee discussed the expense and additional cost that would become the responsibility of the Township in the future.

Mayor Herman stated the Recreation Commission members had a discussion about the last section of the tree removal project. Mayor Herman stated he reassured the members an estimate for the final section of this project would be completed as soon as possible.

## **TOWNSHIP ATTORNEY**

Mayor Herman stated the Township Attorney Joseph Tauriello will be attending the second Township Committee meeting each month unless he is requested otherwise.

## **CONTRACT NEGOTIATIONS**

Mayor Herman recommended Mr. Vocke and Mr. Kwasnik start the process for the Police Department and Department of Public Works Contract Negotiations.

Mr. Vocke stated he and Mr. Kwasnik will begin the process for negotiations for these two contracts.

## **2020 APPOINTMENTS**

Mayor Herman suggested the Township Committee members meet individually with the other member of their committee assignments to discuss their goals for 2020.

## **SERGEANTSVILLE VOLUNTEER FIRE DEPARTMENT**

Mayor Herman thanked the Sergeantsville Volunteer Fire Department for inviting the Township Committee and staff to their great 2020 event.

Mayor Herman stated Stockton will be sending their invite for their 2020 dinner event that will be held in February.

## **MEETING OPEN TO THE PUBLIC FOR COMMENTS ON AGENDA ITEMS ONLY**

Mr. Chuck Cline asked the Township Committee when the signage to reduce the speed limit on Sanford Road would be established.

Mayor Herman discussed the areas on Sanford that the road needs to have the speed limit reduced.

## **RESOLUTION #2020-14** –

### **DELAWARE TOWNSHIP** **RESOLUTION #2020-14**

WHEREAS, N.J.S.A. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2020 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided, and

WHEREAS, the date of this resolution is within the first 30 days of the fiscal year, and

WHEREAS, the total appropriations in the 2019 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance, is the sum of \$4,179,469, and

WHEREAS, 26.25% of the total appropriations in the 2019 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance, is the sum of \$1,097,111.

NOW THEREFORE BE IT RESOLVED, by the Committee of Delaware Township, in the County of Hunterdon, State of New Jersey, that the following appropriations be made and a certified copy of this resolution be transmitted to the Chief financial officer for her records.

**ATTEST:**

\_\_\_\_\_  
Jodi McKinney, RMC, CMC  
Township Clerk  
January 13, 2020

\_\_\_\_\_  
Charles Herman, Mayor

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 -14 adopted by the Township Committee of the Township of Delaware, in the County of Hunterdon, in the State of New Jersey on January 13, 2020.

\_\_\_\_\_  
Jodi McKinney, Clerk

Mr. Waltman motioned to approve Resolution #2020-14. Mr. Vocke 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

**RESOLUTION #2020-15-**

**DELAWARE TOWNSHIP**  
**RESOLUTION #2020-15**

**WHEREAS**, N.J.S.A. 40A:4-19 provides authority for appropriating in a temporary resolution the permanent debt services requirements for the coming fiscal year providing such a resolution is not made earlier than the last ten days of the preceding fiscal year, and

**WHEREAS**, the date of this resolution is subsequent to that date, and

**WHEREAS**, Principal and interest will be due on various dates from January 1, 2020 to December 31, 2020, inclusive, on sundry bonds issued and outstanding,

**NOW THEREFORE BE IT RESOLVED**, by the Committee of Delaware Township, in the County of Hunterdon, State of New Jersey, that the following appropriations be made to cover the period from January 1, 2020 to December 31, 2020 inclusive:

DEBT SERVICE – CURRENT FUND

Payment of Bonds	\$150,000.00
Interest on Bonds	\$ 97,656.00
Interest on Notes (2,710,000 @ 2.00%)	\$ 54,200.00

DEBT SERVICE – OPEN SPACE

Payment of Bonds	\$312,000.00
Interest on Bonds	\$ 99,239.00

ATTEST:

\_\_\_\_\_  
Jodi McKinney, RMC, CMC  
Township Clerk

\_\_\_\_\_  
Charles Herman, Mayor

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 -15 adopted by the Township Committee of the Township of Delaware, in the County of Hunterdon, in the State of New Jersey on January 13, 2020.

\_\_\_\_\_  
Jodi McKinney, Clerk

Mr. Waltman motioned to approve Resolution #2020-15. Mrs. Lockwood 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

RESOLUTION #2020-16-

DELAWARE TOWNSHIP  
RESOLUTION 2020 -16

TOWNSHIP OF DELAWARE, COUNTY OF HUNTERDON, STATE OF NEW JERSEY  
SUPPORT FOR THE PRESERVATION OF THE CURTIS PROPERTY, BLOCK 31, LOT 5  
**WHEREAS**, there are certain properties within the Township of Delaware for which the owners of have expressed an interest to place their properties within the farmland preservation program; and

**WHEREAS**, the Township Committee has been informed that a farmland preservation application to the State of New Jersey will be made for the preservation of Block 31, Lot 5 located within the Township of Delaware which property has been on the Delaware Township's Municipal Planning Incentive Grant list of farms and is owned by Mr. Curtis with a contract purchase agreement with the New Jersey Conservation Foundation; and

**WHEREAS**, the Township Committee has been informed that an application to the County of Hunterdon will be made for funds to pay for the preservation of Block 31, Lot 5 by the New Jersey Conservation Foundation; and

**WHEREAS**, the application states that Block 31, Lot 5 consists of approximately 64 +/- gross acres which are proposed to be preserved subject to a 3 +/- acre non-severable exception area, leaving a net preserved area of approximately 61 +/- acres; and

**WHEREAS**, the Hunterdon County Open Space, Farmland and Historic Preservation Trust Fund Plan established a nonprofit Grants Program to provide Open Space Trust Funds to qualifying charitable conservancies for the acquisition of lands for public recreation, conservation and general open space purposes in Hunterdon County; and

**WHEREAS**, the County of Hunterdon shall determine if the application is complete and in conformance with the scope and intent of the Hunterdon County Open Space, Farmland and Historic Preservation Trust Fund Plan, adopted Freeholder Board Policies and the Procedures Manual for the Nonprofit Grant Program adopted thereto, and notify the applicant of the amount of the funding award;

**NOW, THEREFORE, BE IT FURTHER RESOLVED, BY THE TOWNSHIP OF DELAWARE**

1. That the Township of Delaware supports the preservation of this property, Block 31 Lot 5 within the Township of Delaware; and
2. That the Township of Delaware supports the application to the SADC for Farmland Preservation; and
3. That the Township of Delaware supports the application by NJCF to the County for an Open Space Trust Fund grant to fund the preservation of this property;

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately.

ATTEST:

\_\_\_\_\_  
Jodi McKinney, RMC, CMC  
Township Clerk

\_\_\_\_\_  
Charles Herman, Mayor

I, Jodi McKinney, RMC, CMC do hereby certify that the foregoing is a true copy of a resolution adopted January 13, 2020.

\_\_\_\_\_  
Jodi McKinney, RMC, CMC  
Township Clerk

Mrs. Lockwood motioned to approve Resolution #2020-16. Mr. Vocke seconded the motion, and the members approved the motion by roll call vote.

Mrs. Lockwood stated the Curtis property has been on the Open Space Committee agenda since 1995. Mrs. Lockwood stated this is great that this property is now moving forward with Preservation. This is the last property in the Rosemont Valley that needs to be preserved. Mrs. Lockwood stated the funds for this preservation will be coming from the County and State so therefore the Township will not be required to produce funds towards this preservation.

Mayor Herman thanked all that have helped and are working on this preservation project.

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

**RESOLUTION #2020-17-**

**DELAWARE TOWNSHIP**  
**RESOLUTION #2020-17**

WHEREAS, the Township Committee of the Township of Delaware, Hunterdon County, New Jersey has due to the need for part time Snow Plow Operator position at the Delaware Township Public Works Department.

NOW, THEREFORE, BE IT RESOLVED by the Delaware Township Committee that the 2020 hourly salary for Dale William Haberle for the position of Part Time Snow Plow Operator at an hourly salary of \$22.00 per hour.

**PART TIME SNOW PLOW OPERATOR**

Dale William Haberle (effective 01-01-2020)

\$22.00/HOURLY

ATTEST:

\_\_\_\_\_  
Jodi McKinney, RMC, CMC  
Municipal Clerk  
January 13, 2020

\_\_\_\_\_  
Charles Herman, Mayor

Mr. Waltman motioned to approve Resolution #2020-17. Mr. Vocke 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

**RESOLUTION #2020-18-**

**DELAWARE TOWNSHIP**  
**RESOLUTION #2020-18**

**BE IT RESOLVED** by the Township Committee of the Township of Delaware that Change Order #1 Payment less a 2% retainage fee authorized in accordance with the Messercola Excavating Co. Inc. invoice number 7443 and Township's engineer's correspondence dated January 2, 2020, a copy of which is attached for the **Mesaros Road Phase 3 Roadway Project:**

<b>Charge Order #1</b>	<b>1,100.00</b>
<b>Less Retainage (2%)</b>	<b>(22.00)</b>
<b>Amount Due Payment Request:</b>	<b>\$ 1,078.00</b>

Messercola Excavating Co., Inc.  
549 E. 3<sup>rd</sup> Street  
Plainfield, NJ 07060

**ATTEST:**

\_\_\_\_\_  
Jodi McKinney, RMC, CMC  
Township Clerk  
January 13, 2020

\_\_\_\_\_  
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

Mr. Waltman motioned to approve Resolution #2020-18. Mr. Vocke 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

**2020 JUNKYARD LICENSE RENEWAL – GERMAN AUTO RESORT, LLC LOCATED ON BLOCK 18, LOT 1, 1 OLD MILL ROAD**

Mrs. Lockwood motioned to authorize the 2020 Junkyard License renewal for German Auto Resort, LLC. 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

**REVIEW OF MEETING DATES**

The Township Committee reviewed meeting dates.

Mayor Herman stated the Pedestrian Safety Sub-Committee will begin to meet on a monthly basis to discuss speed limits, signage and other Township safety issues. The next meeting will be on January 23, 2020 at 7:30 p.m.

**MEETING OPEN TO THE PUBLIC**

No comments were made.

**FINAL COMMENTS OF THE TOWNSHIP COMMITTEE**

Mrs. Lockwood requested Mayor Herman write the Mayor message for the next newsletter. Mrs. Lockwood stated the deadline will be January 27, 2020.

Mr. Waltman stated the Township lost a great young man to suicide and requested the Township to explore placing important phone numbers such as Suicide Prevention hotline on the Township website. Mr. Waltman will discuss this option with Trinity at the next IT Sub-Committee meeting on January 15, 2020. Mr. Waltman will get a quote for this update to the Township website.

Mrs. Lockwood stated the Environmental Commission would like to have authorization to add a section to the Township Website to advertise their events, fundraisers, recycling information, etc. The Environmental Commission received a quote from Trinity for \$975.00 for creation of Environmental Commission section and \$400.00 for a yearly maintenance fees.

Ms. McDaniel stated the Environmental Commission and Recreation Commission will be charged out of their individual budgets for the additional costs.

Mayor Herman stated both the Recreation Commission and the Environmental Commission are authorized and will be responsible for updating their individual sections of the website. Mayor Herman stated this will not be the Township Clerks responsibility. Mayor Herman stated there is not to be any Facebook or social media links attached to Delaware Townships website.

Mrs. Lockwood motioned to authorize the contract between the Environmental Commission and Trinity at the cost of \$975.00 for creation and \$400.00 for yearly maintenance fee. Mr. Vocke 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

Mayor Herman stated he has had a discussion with the new President of the Board of Education at Delaware Township School and would like to possible co-partner with the Board of Education to run a suicide prevention program.

Mr. Vocke will contact the Board of Education to discuss this possible program.

### **APPROVAL OF BILL LIST**

Members reviewed and approved the following vouchers for payment in the amount of \$2,322,630.19 at the Regular Meeting of the Delaware Township Committee held on January 13, 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 January 13, 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 8:12 p.m.

Respectfully submitted,

Jodi McKinney, RMC, CMC  
Township Clerk

Approved: (January 27, 2020)

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Charles Herman, Mayor