



DELAWARE TOWNSHIP

COMMITTEE VIRTUAL MEETING MINUTES

JUNE 8, 2020 – 7:30 P.M.

Mayor Charles Herman called the regular virtual meeting of the Delaware Township Committee to order on June 8, 2020 at 7:30 p.m., for Delaware Township, 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 May 26, 2020.

ROLL CALL

Present: Joseph Vocke, James Waltman, Daniel Kwasnik, Susan Lockwood, Charles Herman
Other Present: Ms. Diane McDaniel

APPROVAL OF MINUTES FROM MAY 26, 2020 TOWNSHIP COMMITTEE MEETING

Mr. Waltman motioned to approve the minutes from the Township Committee meeting of May 26, 2020. Mrs. Lockwood seconded the motion.

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

COVID-19 UPDATES AND DISCUSSION

Mayor Herman stated the COVID-19 deaths in Hunterdon County are 62, Hunterdon County cases are 1008 and Delaware Township are 20 cases of COVID-19.

Mayor Herman stated groups of 25 social distancing are currently allowed outside. Mayor Herman stated if groups would like to hold a meeting outside social distancing and following the CDC/State guidelines this would be permitted.

Mayor Herman stated the Primary Election will be held on July 7, 2020. Mayor Herman stated this is primarily a mail-in ballot election.

Mrs. McKinney stated the Sergeantsville Volunteer Fire House will be open on July 7, 2020 for voting for any resident that is disabled, in need of assistance, hearing and/or visually impaired. Mrs. McKinney stated any resident that is not disabled and appears at the polling location will be required to fill out a provisional ballot and will not be allowed to vote by machine. Mrs. McKinney stated the Hunterdon County Board of Elections will be sending Delaware Township additional rules and regulations as the State Board of Elections pass additional Executive orders and instructions. Mrs. McKinney stated information and links are currently on the Delaware Township website if residents would like more information. Mrs. McKinney is currently awaiting further instructions from the Hunterdon County Board of Elections on hours, regulations, etc.

Mayor Herman stated the Shop for Seniors program will be disbanded and has made its last deliveries. Mayor Herman stated Shoprite program “Shop from Home” will be taking over shopping and deliveries request for Seniors.

TOWNSHIP COMMITTEE REPORTS

DPW

Mr. Kwasnik reported the soccer fields at Dilts Park have been reseeded. Mr. Kwasnik stated Mr. Trstensky has examined the abandoned building at Dilts Park and determined this structure to be beyond repair.

Mayor Herman recommended DTAA or the Historic Society might have an interest in restoring and/or using this building for additional storage.

Mr. Kwasnik will contact DTAA and the Historic Society to seek out any interest in the restoration of this building and report back to the Township Committee. Mr. Kwasnik stated an additional complaint from a Worman Road resident was made about the removal of the prior stone. Mr. Kwasnik stated Mr. Trstensky will be reviewing the complaint and will revisit the location to reassess the removal of the prior stone to reassure no further complaints.

Environmental Commission

Mrs. Lockwood reported that the free tree giveaway was a success and that 1000 trees were given out within one hour of the event.

Mayor Herman stated the event was well attended and thanked the Environmental Commission for a great and successful event.

Recreation Commission

Mayor Herman stated the following events are being developed for 2020:

September 12, 2020 – Fall Fireworks - dedication for the Bocce Ball Court and Score Board – Dilts Park

October 3, 2020 Block Party - Village Green Location

Drive-in movie – possibly Summer months

Mr. Herman stated coming in June/July families can participate in “Seven Wonders of Delaware Township” Scavenger Hunt. Mayor Herman stated this will be advertised on the Delaware Township Recreation Facebook page and on the Recreation Commission section on the Delaware Township website. Mayor Herman stated this is a great way for the Delaware Township community members to learn about different locations in Delaware Township that they might not have explored or known about.

Mayor Herman requested a motion to permit DTAA to use the Delaware Township baseball/softball fields at Dilts Park. Mayor Herman stated DTAA will be requested to follow the CDC guidelines and remain in compliance of the CDC guidelines.

Mr. Waltman motioned to authorize DTAA the use of Dilts Park baseball/softball fields and to require DTAA to follow the CDC/State guidelines for the remainder of the COVID-19 pandemic crisis. Mr. Vocke seconded the motion, and the members approved the motion by all in favor vote.

Delaware Township School District

Mayor Herman stated the Delaware Township School District is creating a drive-thru graduation event. Mayor Herman stated one vehicle per graduate will be participating in the drive-thru graduation event.

Personnel Committee

Mayor Herman stated the interview process will begin this week for the Board of Health/Administrative position.

MEETING OPEN TO THE PUBLIC FOR COMMENTS ON AGENDA ITEMS ONLY

No public comment was made.

ORDINANCE #2020-04 – PUBLIC HEARING

DELAWARE TOWNSHIP
ORDINANCE #2020-04

A CAPITAL ORDINANCE OF THE TOWNSHIP OF DELAWARE, COUNTY OF HUNTERDON, AND STATE OF NEW JERSEY TO AUTHORIZE AN EXPENDITURE AND APPROPRIATION FROM THE CAPITAL IMPROVEMENT FUND FOR THE PURCHASE OF ROAD IMPROVEMENTS IN THE AMOUNT OF \$110,000.00 AND FROM THE RESERVE FOR IMPROVEMENT OF MUNICIPAL FACILITIES FOR THE RENOVATION OF TOWN HALL IN THE AMOUNT OF \$10,000.00.

BE IT ORDAINED by the Township Committee of the Township of Delaware, County of Hunterdon, and State of New Jersey as follows:

Section 1. Delaware Township has a need to chip, tar and make improvements on various roads including but not limited to Biser Road, Dogwood Drive, Dogwood Drive West, Old Croton Road, Sandbrook-Headquarters Road, Stone Signpost Road and Rittenhouse Road in Delaware Township in order to maintain our road system. Delaware Township hereby authorizes an appropriation and expenditure for labor and materials to make improvements on various township roads, in an amount not to exceed \$110,000.00; and,

Section 2. Delaware Township has a need to renovated Town Hall for the safety and protection of the employees and the public. Additional protective windows and renovations will be completed. Delaware Township hereby authorizes an appropriation and expenditure to make improvements to Town Hall, in an amount not to exceed \$10,000.00; and,

Section 3. Total amount to be expended from the capital improvement fund shall not exceed \$110,000.00 and total amount to be expended from the reserve for improvement of municipal facilities shall not exceed \$10,000.00.

Section 3. The Township hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 4. This Ordinance shall take effect immediately upon adoption in accordance with the laws of the State of New Jersey.

Charles Herman, Mayor

ATTEST:

Jodi McKinney, RMC
Township Clerk
May 26, 2020

PLEASE TAKE NOTICE that the above Ordinance was approved on first reading at the regular meeting of the Delaware Township Committee held May 26, 2020. It will be considered on

second reading for final adoption at a regular “virtual” meeting to be held June 8, 2020 beginning 7:30 P.M. at Township Hall, Sergeantsville, New Jersey. At that time an opportunity will be given for all interested citizens to be heard.

<https://zoom.us/j/98421175112?pwd=VkJiUXA4WGxSK0ZhUEtpQVZuVXdrUT09>

Mr. Waltman motioned to open the public hearing on Ordinance #2020-04 to the public, Mrs. Lockwood seconded the motion, and the members approved the motion by all in favor vote.

Mr. Waltman motioned to close the public hearing on Ordinance #2020-04 to the public, Mrs. Lockwood seconded the motion, and the members approved the motion by all in favor vote.

Mrs. Lockwood motioned to approve Ordinance #2020-04 on second reading, and Mr. Waltman seconded the motion for second reading by roll call vote.

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

RESOLUTION #2020-51-

DELAWARE TOWNSHIP
RESOLUTION #2020-51

RESOLUTION PERMITTING OUTDOOR DINING FOR RESTAURANTS AND FOOD ESTABLISHMENTS DURING THE COVID-19 PANDEMIC

WHEREAS, as a result of Executive Order #103, on March 9, 2020, the New Jersey Governor issued a State of Emergency due to the COVID-19 Pandemic (“Pandemic”); and,

WHEREAS, numerous subsequent Executive Orders have been issued by the Governor regarding the Pandemic; and,

WHEREAS, the Township Committee is desirous to see economic and social activities restored in a safe and responsible manner consistent with all federal, State, and local guidelines and recommendations; and,

WHEREAS, the Township Committee is willing to relax the enforcement of certain local Ordinances that relate ONLY to outdoor seating at restaurants and other food establishments and ONLY for the limited time that any Executive Orders by the Governor remain in effect due to the Pandemic; and,

WHEREAS, any actions taken by the within Resolution are not intended, nor should they be interpreted as altering, amending or negating any previous or existing obligations or requirements set by the Division of Alcohol and Beverage Control (“ABC”); and,

WHEREAS, any actions taken by the within Resolution are not intended, nor should they be interpreted as a waiver of any future right to strictly enforce any and all existing Ordinances; and

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

1. During the existence of any Executive Order regarding the Pandemic, restaurants and other food establishments shall be permitted to provide daytime and nighttime outdoor seating so long as there are no disturbances to the immediate neighborhood or pedestrian and vehicular traffic, and is done under the guidance and approval of the Zoning Officer;
2. Any approval by the Zoning Officer shall have no impact on existing ABC regulations or licensure and the Zoning Officer, Township Committee and Township shall have no ability to waive, alter, or amend any existing regulations regarding the sale, or consumption of alcoholic beverages. Every restaurant or other food establishment should

obtain guidance from the ABC and its own legal counsel regarding the outdoor sale or consumption of alcoholic beverages including making the proper application for the COVID-19 Expansion Permit available exclusively through ABC's POSSE Online Licensing System (POSSE);

3. Such outdoor seating plans requiring the approval of the Zoning Officer shall include, but shall not be limited to the use of appropriate barriers to protect outdoor seating areas, lighting, etc.;
4. Such plans requiring the approval of the Zoning Officer shall also include assurances that the health and safety of patrons will be protected by use of appropriate PPE, temperature screening, cleaning protocols, food handling and preparation, and the like;
5. The temporary approval of such outdoor seating shall not be construed to grant permission for such other activities as outdoor cooking, outdoor music or use of a PA system, or any other activity that will interfere in any way with the peace and quiet of nearby residences, as determined by the Zoning Officer in the Zoning Officer's sole and sound discretion.
6. A copy of this Resolution shall be placed on file in the office of the Township Clerk.

ATTEST:

Jodi McKinney, RMC, CMC
Township Clerk
June 8, 2020

Charles Herman
Mayor

CERTIFICATION

I, Jodi McKinney, RMC, CMC, Clerk of the Township of Delaware, certify that the foregoing resolution was adopted by the Township Committee of the Township of Delaware at its meeting held on the 8th day of June, 2020.

Jodi McKinney, RMC, CMC, CMR

Mr. Waltman motioned to approve Resolution #2020-51. Mrs. Lockwood seconded the motion, and the members approved the motion by roll call vote.

Mayor Herman stated this resolution was created by Attorney Tauriello to permit additional outdoor seating to be permitted in Delaware Township temporarily during the COVID pandemic only.

Mrs. McKinney stated the restaurants would have the option to expand/create outdoor seating for customers. Mrs. McKinney stated the restaurants will be required to follow the NJ State executive order and the CDC guidelines. Mrs. McKinney stated the two that have restaurants liquor licenses would be required to apply through the NJ ABC posse website to expand the liquor license to cover the additional outdoor seating area. Mrs. McKinney stated the restaurants would need to contact Mr. Mike Mullin, Delaware Township Zoning Officer for additional requirements that the Township will need for the additional outdoor dining seating.

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

FINANCING OPTIONS & DEBT CONSIDERATION

Ms. McDaniel stated the finance committee met with the Delaware Township Financial advisor. Ms. McDaniel stated during the 2020 Budget process the Township Committee discussed the

Township going to permanent financing for the bond notes. Ms. McDaniel stated the interest rate for permanent financing have remained low and suggested the Township pursue the permanent financing of the bond notes.

Mr. Waltman stated there are principal paybacks that will be required but eventually the Township will be saving funds. Mr. Waltman stated the Township would be saving interest by switching the bond notes into permanent financing.

Mrs. Lockwood stated a resolution will be created for the next Township Committee meeting and requested the Township Committee authorize the Finance Committee to explore the long term financing for the bond notes.

Mr. Waltman motioned to authorize the Finance Committee to explore the long term financing option at a low interest rate for the current bond notes. Mrs. Lockwood seconded the motion, and the members approved the motion by roll call vote.

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

MEETING OPEN TO THE PUBLIC

No public comment was made.

FINAL COMMENTS OF THE TOWNSHIP COMMITTEE

Mrs. Lockwood stated a resident on Buchanan Road requested the repair of a large hole in the road and the need for the roadside grass to be cut.

Mr. Kwasnik will send this request to Mr. Trstensky for further review. Mr. Kwasnik stated he will contact Mr. Trstensky to contact DTAA and Historic Society to discuss any interest in the restoration of the small storage building at Dilts Park.

Mayor Herman stated there was a small delay in the sidewalk project. Mayor Herman stated a meeting was conducted to resolve construction issues between the Maser Engineering and Messercola Construction Company. Mayor Herman stated Maser Engineering and Messercola Construction Company will be reviewing additional sidewalk invoicing and will credit the Township for any items that have decreased in cost.

Mayor Herman stated a concern from a member of the Historic Advisory Committee about how the rock wall was being constructed. Mayor Herman stated Maser Engineering confirmed the rock wall was approved and in compliance by SHPO standards.

Mayor Herman stated an Eagle Scout from another town would like to conduct his Eagle Scout project in Delaware Township. Mayor Herman requested the Township Committee members forward him any suggestions asap to help the Eagle Scout determine the best project to accomplish for Delaware Township.

Mayor Herman suggested a letter on behalf of the Delaware Township Committee showing support be created and sent to Chief Cane and the Delaware Township Police Department. Mr. Herman stated the Delaware Township Police Department always goes out of their way to help our Community by conducting safety /well checks, etc. for residents and conducting themselves in a friendly professional manner. Mayor Herman stated Delaware Township Police Department has treated all residents, visitors and those passing through with respect and fairness.

Mrs. Lockwood stated the Delaware Township Police Department has always had a great relationship with the Community and has always been a community support based Police Department.

The Township Committee discussed all the great Delaware Township Police Department community outreach efforts and agreed to send a letter of support to Chief Cane and the Delaware Township Police Department.

APPROVAL OF BILL LIST

Members reviewed and approved the following vouchers for payment in the amount of \$126,191.37 at the Regular Virtual Meeting of the Delaware Township Committee held on June 8, 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 June 8, 2020 vouchers be paid.

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

ADJOURNMENT

Members motioned, seconded, and unanimously approved a motion to adjourn the meeting at 8:20 p.m.

Respectfully submitted,

Jodi McKinney, RMC, CMC
Township Clerk

Approved: (June 29, 2020)

Charles Herman, Mayor