



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
 Second Floor Meeting Room – Town Hall
 570 Rosemont Ringoes Road, Sergeantsville, NJ

Mayor Herman called the meeting to order at 7:30 pm and read the statement of compliance with the Open Public Meetings Act. This meeting is called pursuant to the provisions of the Open Public Meetings Act. Notice of this meeting was transmitted 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 as required by law.

PLEDGE OF ALLEGIANCE

Mayor Herman led those in attendance in the pledge to the nation’s flag.

ROLL CALL

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

PUBLIC COMMENT – Agenda Items Only

Valerie Tucci asked for an explanation of Resolution 23-147, asking if it was a true transcription.

Donna DiMatteo, spoke about the potential noise from pickleball. Commented that they can hear park sounds already, asked for sound barrier. Also mentioned use of pickleball courts by non-residents and the increased noise, effect on availability of use for residents and security issues.

Jan Weber suggested that neighbors be included in any meetings among DTAA, Rec & Shade Tree Commission and the Park Planner. Ms. Lockwood informed the group that the agreement with the Park Planner includes several public meetings.

Judy Allen asked about the availability of Ordinances on the website.

Joe Wiley wanted to clarify if pickleball on the agenda meant they had been approved. Mayor Herman clarified that it is on the agenda because the Township Committee needs to decide if pickleball courts should be included in the bid request along with repairing the tennis court.

TOWNSHIP COMMITTEE LIAISON REPORTS

Mr. Vocke had none.

Ms. Lockwood reported that the Stormwater Committee met and wants to work with neighbors in Stockton regarding 523. There is interest from residents in Rosemont and the possibility to work together Funding is an issue. Mayor Herman suggested state funding. Ms. Lockwood acknowledged that Stormwater grant money cannot be used due to



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
Second Floor Meeting Room – Town Hall
570 Rosemont Ringoes Road, Sergeantsville, NJ

requirements. Ms. Lockwood also mentioned the Environmental Commission’s “Gardening with Nature” talk. She reported that at the Seniors’ group meeting, the topic of speeding was discussed.

Mr. Waltman spoke with Ms. Khan regarding the Raven Rock culvert project. They are currently awaiting bids for pricing for piping. Work is expected to commence in the next month or two, completed by end of August/early September.

Mayor Herman thanked all those involved with the Great Crate Race. Provided an update regarding the Post Office: engineer took measurements and pictures to begin planning location at Firehouse. Reiterated request for temporary relief in the form of a mailbox or temporary trailer. He reported that the Covered Bridge is open on one side and stated that he’d like to ask Ms. Khan for a temporary traffic light. He confirmed that he had sent a letter to the County regarding the bridge on Dunkard Church Rd. Ms. Lockwood responded that they ignored our letter and are moving forward with proposed replacement. He reminded all that the Park Planner will be at a public meeting in September or October.

APPROVAL OF MEETING MINUTES

Mayor Herman asked for a motion to approve the April 18, 2023 Regular & Executive Session minutes. Motion was made by Mr. Waltman and seconded by Ms. Lockwood. Mayor Herman asked for comments. Hearing none, he asked for all in favor. The motion was approved by voice vote except for Mr. Vocke who abstained and Mr. Bower who was absent.

Mayor Herman asked for a motion to approve the May 8, 2023 Regular meeting minutes. Motion was made by Ms. Lockwood and seconded by Mr. Waltman. Mayor Herman asked for comments. Ms. Lockwood recommended minor corrections. Mayor Herman asked for all in favor. The motion was approved by voice vote except for Mr. Bower who was absent.

Mayor Herman asked for a motion to approve the June 12, 2023 Regular & Executive Session minutes. Motion was made by Mr. Waltman and seconded by Mr. Vocke. Mayor Herman asked for comments. Ms. Lockwood recommended minor corrections. Mayor Herman asked for all in favor. The motion was approved by voice vote except for Mr. Bower who was absent.

Mayor Herman asked for a motion to approve the June 29, 2023 Special Meeting minutes. Motion was made by Ms. Lockwood and seconded by Mr. Vocke. Mayor Herman asked for comments. Hearing none, he asked for all in favor. The motion was approved by voice vote except for Mr. Waltman who abstained and Mr. Bower who was absent.

ADMINISTRATOR’S REPORT

Ms. McDaniel reported that Ms. Khan contacted Rich’s Tree Service to remove tree mentioned in last month’s meeting. Six trees will be removed at State contract pricing of \$6,000. 2024 NJDOT Local Aid Grant application was submitted to resurface Raven Rock Rd from 519 to 69 Raven Rock. The Severns Way bid will be awarded at the next meeting. Lambert Road Phase I & II awaiting comments from DOT but expects it will be advertised for bid by early August, to be awarded in September. DPW has been watering trees on Lower Creek Rd. and the Township Engineer has sent out the



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
 Second Floor Meeting Room – Town Hall
 570 Rosemont Ringoes Road, Sergeantsville, NJ

finalized memo to FEMA. DPW outlined drainage improvement plan for Mason Farm Rd due to icing. Also, we received a \$25,000 2023 NJDEP Stormwater Permit Tier A grant. Working with DPW on mapping due by year’s end.

CONSENT AGENDA

Mayor Herman asked if any Consent Agenda Resolutions needed to be pulled out. He then asked for a motion to approve Resolutions 23-142, 23-143, 23-144, 23-145, 23-146, 23-147, 23-148, 23-149. The motion was made by Mr. Waltman and seconded by Mr. Vocke. Mayor Herman asked for discussion. Mayor Herman thanked those who have stepped up to fill vacancies. Ms. Lockwood asked, regarding Resolution 23-146, if we are paying for training. Ms. McDaniel indicated yes. Ms. Lockwood inquired if we could get a policy in writing. Ms. McDaniel indicated it would be discussed during Executive Session. Additionally, Ms. McDaniel clarified that Resolution 23-149 (Extending Tax Collection Grace Period Q3 2022) is needed due to the fact that we have not received the tax rate from the State. Mr. Herman then asked for a Roll Call vote.

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

Resolution 23-142
Authorizing Tax Cancellation – B 60 Lot 6

WHEREAS, the Delaware Township tax Assessor has received all documents confirming the status of a permanently and totally disabled veteran for the owner of record of Block 60, Lot 6, 53 Lambertville-Hqtrs Road; and

WHEREAS, this property will remain exempt from property tax while it remains the principal residence of the permanently and totally disabled veteran; and

WHEREAS, the property owner paid May quarter taxes and is due a refund of \$1,828.33;

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Delaware, County of Hunterdon, and State of New Jersey that future billing be cancelled for Block 60 Lot 6, that a refund be given in the amount of \$1,828.33 and the records of the Tax Collector be adjusted to reflect the exempt status of this property.

Michael DelCasale
 53 Lambertville-Hqtrs Rd
 Lambertville NJ 08530

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



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
 Second Floor Meeting Room – Town Hall
 570 Rosemont Ringoes Road, Sergeantsville, NJ

ATTEST:

 Diana Rumage
 Deputy Township Clerk

 Charles Herman
 Mayor

Approved: July 10, 2023

I certify the foregoing to be a true and correct abstract of a Resolution adopted by the Township Committee of the Township of Delaware, County of Hunterdon at an Official Meeting held July 10, 2023.

 Diana Rumage
 Deputy Township Clerk

Resolution 23-143
Authorizing Refund of Tax Payment

WHEREAS, a credit card payment was received and posted for the properties owned by Magnus & Karyn Linhardt on June 14, 2023 for 893 and 895 Sergeantsville Rd; and

WHEREAS, the payment resulted in a credit balance, after 1st and 2nd 2023 tax quarters were paid, for the properties 893 and 895 Sergeantsville Rd and the owner wishes to receive a refund for the credit balance; B54 L6.04 credit balance of \$618.42 and B54 L6.05 credit balance of \$3,802.74;

WHEREAS, this payment has been research by the Delaware Township Tax Collector and the properties show a credit balance after 2023 taxes were paid to date; and

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 a refund totaling \$4,421.16 to

Magnus and Karyn Linhardt, 895 Sergeantsville Road, Stockton, NJ 08559;

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

ATTEST:

 Diana Rumage
 Deputy Township Clerk

 Charles Herman
 Mayor

Approved: July 10, 2023



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
 Second Floor Meeting Room – Town Hall
 570 Rosemont Ringoes Road, Sergeantsville, NJ

I certify the foregoing to be a true and correct abstract of a Resolution adopted by the Township Committee of the Township of Delaware, County of Hunterdon at an Official Meeting held July 10, 2023.

 Diana Rumage
 Deputy Township Clerk

Resolution 23-144
Accepting Maintenance Bond

WHEREAS, the Township Engineer, has recommended the acceptance of a Maintenance Bond under the terms of the contract with S. Batata Construction, Inc. for the Municipal Building Sidewalk & Ramp Replacement Project.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Delaware that the following Maintenance Bond be accepted:

Bond No. 2317464 \$30,013.80 (expires June 12, 2025)

(Swiss Re Corporate Solutions America Insurance Corporation)

ATTEST:

 Diana Rumage
 Deputy Township Clerk

 Charles Herman
 Mayor

Approved: July 10, 2023

I certify the foregoing to be a true and correct abstract of a Resolution adopted by the Township Committee of the Township of Delaware, County of Hunterdon at an Official Meeting held July 10, 2023.

 Diana Rumage
 Deputy Township Clerk

Resolution 23-145
Appointing OEM Deputy Coordinator

WHEREAS, William Powell, is retiring from the Delaware Township Office of Emergency Management (OEM) as the Deputy OEM Coordinator as of July 31, 2023;



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
 Second Floor Meeting Room – Town Hall
 570 Rosemont Ringoes Road, Sergeantsville, NJ

WHEREAS, there has now arisen a need for the hiring of a Deputy OEM Coordinator and re-distribution of the duties within the OEM department;

WHEREAS, Robert B. Illes, Jr. is willing to attend all of the training necessary to fill this vacancy and Phillip C. Cane is willing to add to his duties as OEM Coordinator;

WHEREAS, the Township of Delaware is desirous of hiring Robert B. Illes, Jr. to perform the duties of the Deputy OEM Coordinator;

BE IT RESOLVED the Township Committee of the Township of Delaware, County of Hunterdon, State of New Jersey that Robert Illes is hereby hired and appointed as the Deputy OEM Coordinator for the Township of Delaware, to be effective on August 1, 2023 with a Salary of \$5,500. Phillip C. Cane will remain the OEM Coordinator with an increased salary of \$5,500 effective August 1, 2023 (Amending Resolution 23-108 that set 2023 Salaries and Wages).

ATTEST:

 Diana Ramage
 Deputy Township Clerk

 Charles Herman
 Mayor

Approved: July 10, 2023

I certify the foregoing to be a true and correct abstract of a Resolution adopted by the Township Committee of the Township of Delaware, County of Hunterdon, State of New Jersey at an Official Meeting held on July 10, 2023.

 Diana Ramage
 Deputy Township Clerk

Resolution 23-146
Hiring Part-Time Secretary to the Construction Official

WHEREAS, the Township Committee of the Township of Delaware, County of Hunterdon, State of New Jersey hereby desires to hire a part-time secretary to the Construction Code Official;

WHEREAS, Debra Hutton is willing to complete the necessary training including the Technical Assistant certification at which time she will be promoted to the Technical Assistant to the Construction Official;

NOW, THEREFORE, BE IT RESOLVED, by the Committee of Delaware Township, County of Hunterdon, State of New Jersey, that the salary for the secretary to the Construction Code Official is established at \$27.00/hours not to exceed 20 hours a week. The salary for the Technical Assistant to the Construction Official is established at \$29.00/hour not to exceed 20 hours per week;



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
 Second Floor Meeting Room – Town Hall
 570 Rosemont Ringoes Road, Sergeantsville, NJ

NOW, THEREFORE, BE IT FURTHER RESOLVED, Debra Hutton is hired as the Secretary to the Construction Official effective July 1, 2023.

ATTEST:

 Diana Ramage
 Deputy Township Clerk

 Charles Herman
 Mayor

Approved: July 10, 2023

I certify the foregoing to be a true and correct abstract of a Resolution adopted by the Township Committee of the Township of Delaware, County of Hunterdon, State of New Jersey at an Official Meeting held on July 10, 2023.

 Diana Ramage, Deputy Township Clerk

Resolution 23-147
Authorizing Payment for Transcription of Minutes

WHEREAS, The Township Committee of the Township of Delaware, Hunterdon County, New Jersey desires to amend Resolution #2023-0125 Authoring Payment for Township Meetings;

WHEREAS, Diana Ramage was able to complete the April 18, 2023 minutes;

THEREFORE, BE IT RESOLVED, that Delaware Township Committee for the Township of Delaware, Hunterdon County New Jersey authorizes payment to:

Diana Ramage, Township Meeting Minutes, \$400.00 for April 18, 2023

Denise Filardo, Township Meeting Minutes, \$400.00 For May 8, 2023

ATTEST:

 Diana Ramage
 Deputy Township Clerk

 Charles Herman
 Mayor

Approved: July 10, 2023

I certify the foregoing to be a true and correct abstract of a Resolution adopted by the Township Committee of the Township of Delaware, County of Hunterdon, State of New Jersey at an Official Meeting held on July 10, 2023.



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
 Second Floor Meeting Room – Town Hall
 570 Rosemont Ringoes Road, Sergeantsville, NJ

Diana Rumage
 Deputy Township Clerk

Resolution 23-148
Appointing of Records Redaction Officer for Daniel’s Law

WHEREAS, the State of New Jersey adopted N.J.S.A. 47:1B-1 et seq (P.L. 2021, c. 371), commonly referred to as Daniel’s Law, establishing a secure portal for Covered and Authorized Persons who will submit redaction requests of personal information from certain public records and websites; and

WHEREAS, the purpose of Daniel’s Law is to protect active, formerly active, and retired Federal and State judicial officers, prosecutors and law enforcement officers and their immediate family members residing with them in the same household; and

WHEREAS, State, County and Municipal government agencies that post residential data on their public-facing website must redact it for Covered Persons who have been approved for redaction by the Office of Information Privacy and account for paper records of the same; and

WHEREAS, since July 12, 2022 the Office of Information Privacy has registered over 4,700 persons who are eligible to apply for redaction protections through Daniel’s Law Portal; and

WHEREAS, under Daniel’s Law, the Township of Delaware must appoint a Redactor for Township website and public records;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Delaware, County of Hunterdon and State of New Jersey that Diana Rumage, Deputy Clerk, be hereby appointed Redactor for the Township of Delaware in compliance with N.J.S.A. 47:1B-1 et seq.

ATTEST:

Diana Rumage
 Deputy Township Clerk

Charles Herman
 Mayor

Approved: July 10, 2023

I certify the foregoing to be a true and correct abstract of a Resolution adopted by the Township Committee of the Township of Delaware, County of Hunterdon at an Official Meeting held July 10, 2023.



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
 Second Floor Meeting Room – Town Hall
 570 Rosemont Ringoes Road, Sergeantsville, NJ

Diana Rumage
 Deputy Township Clerk

Resolution 23-149
Extending Tax Collection Grace Period Q3 2023

WHEREAS, the 2023 third quarter tax payments are due on August 1, 2023; and

WHEREAS, it is necessary to extend the grace period for payment of the 2023 third quarter taxes due to the lateness of receiving the certified tax rate, lateness of mailing out the tax bills and in accordance with N.J.S.A. 54:4-66.3d;

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Delaware, County of Hunterdon, State of New Jersey, that the grace period for payment of the 2023 third quarter tax bills be extended to August 18, 2023, after which time interest will be charged back to the original due date of August 1, 2023.

ATTEST:

 Diana Rumage
 Deputy Township Clerk

 Charles Herman
 Mayor

Approved: July 10, 2023

I certify the foregoing to be a true and correct abstract of a Resolution adopted by the Township Committee of the Township of Delaware, County of Hunterdon, State of New Jersey at an Official Meeting held on July 10, 2023.

 Diana Rumage
 Deputy Township Clerk

INTRODUCTION/PUBLIC HEARING ON ORDINANCES

Public Hearing on Ordinance #2023-05: 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 2023 Road Improvements in The Amount of \$108,000.00.

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 Dunkard Church Road, Raven Rock Road, Brookville Hollow Road, Mason Farm Road Yard Road, Britton Road, and Biser Road in Delaware Township in order to maintain our road system. Delaware Township hereby



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
 Second Floor Meeting Room – Town Hall
 570 Rosemont Ringoes Road, Sergeantsville, NJ

authorizes an appropriation and expenditure for labor and materials to make improvements on various township roads, in an amount not to exceed \$108,000.00; and,

Section 2. Total amount to be expended from the capital improvement fund shall not exceed \$108,000.00.

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.

ATTEST:

 Diana Ramage, Deputy Township Clerk

 Charles Herman, Mayor

I, Diana Ramage, Deputy Clerk of the Township of Delaware, do hereby certify that the foregoing is a true copy of an ordinance duly adopted by the Township Committee of the Township of Delaware on July 10, 2023.

 Diana Ramage, Deputy Township Clerk

Mayor Herman read the Ordinance by title and asked for a motion to open the public hearing. Motion made by Mr. Waltman, seconded by Mr. Vocke. The motion was approved by voice vote, except for Mr. Bower who was absent.

Jes Stahl, resident, asked for an overview of planned spending. Ms. McDaniel responded that the funds are set aside annually to chip and tar and make improvements to roads.

Mayor Herman asked for a motion to close public hearing. The motion was made by Mr. Waltman, seconded by Ms. Lockwood. The motion was approved by voice vote, except for Mr. Bower who was absent.

Mayor Herman asked for a motion to Adopt Ordinance #2023-05 by Roll Call vote.

Township Committee	Motion	Second	Aye	Nay	Abstain	Absent
Chad Bower						X
Susan Lockwood			X			
Joseph Vocke		X	X			



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
 Second Floor Meeting Room – Town Hall
 570 Rosemont Ringoes Road, Sergeantsville, NJ

James Waltman	X		X			
Charles Herman, Mayor			X			

Public Hearing on Ordinance #2023-06: A Capital Ordinance of The Township of Delaware, County of Hunterdon, And State Of New Jersey To Authorize an Expenditure and Appropriation from Open Space Fund in The Amount Not to Exceed \$80,000 For Capital Improvements to Dilts Park

WHEREAS, Delaware Township has an immediate need to make capital improvements to Dilts Park; and

WHEREAS, a referendum was passed in November 2021 allowing funds in an amount not to exceed \$80,000 or 01 cent from the Open Space Tax to be used for the development or improvement of open space property; and

WHEREAS, Delaware Township hereby authorizes an appropriation and expenditure for capital improvements to Dilts Park in an amount not to exceed \$80,000 or 01cent from open space tax.

NOW, THEREFORE, BE IT ORDAINED, by the Township Committee of the Township of Delaware, County of Hunterdon, and State of New Jersey that this Ordinance shall take effect immediately upon adoption in accordance with the laws of the State of New Jersey.

ATTEST:

Diana Rumage, Deputy Township Clerk

Charles Herman, Mayor

I, Diana Rumage, Deputy Clerk of the Township of Delaware, do hereby certify that the foregoing is a true copy of an ordinance duly adopted by the Township Committee of the Township of Delaware on July 10, 2023.

 Diana Rumage, Deputy Township Clerk

PLEASE TAKE NOTICE that the above Ordinance was approved on first reading at the regular meeting of the Delaware Township Committee held June 12, 2023. It will be considered on second reading for final adoption at a regular meeting to be held July 10, 2023, 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.

Introduction: June 12, 2023



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
 Second Floor Meeting Room – Town Hall
 570 Rosemont Ringoes Road, Sergeantsville, NJ

Adoption: July 10, 2023

Mayor Herman read the Ordinance by title and asked for a motion to open the public hearing. Motion made by Mr. Waltman, seconded by Mr. Vocke. The motion was approved by voice vote, except for Mr. Bower who was absent

Jan Weber, resident, asked for clarification on purpose of these funds. Mayor Herman responded that theoretically the funds will be used for the tennis courts, but the purpose of this ordinance is to allot the funds but doesn't specify use in case a higher priority project arises.

Mayor Herman asked for a motion to close public hearing. The motion was made by Mr. Waltman, seconded by Mr. Vocke. The motion was approved by voice vote, except for Mr. Bower who was absent.

Mayor Herman asked for a motion to Adopt Ordinance #2023-06 by Roll Call vote.

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

Public Hearing on Ordinance #2023-07: A Capital Ordinance of The Township of Delaware, County of Hunterdon, And State Of New Jersey to Authorize an Expenditure and Appropriation from ARP Funding in the amount not to exceed \$463,158.34 for Public Works Equipment

WHEREAS, Delaware Township has an immediate need to purchase equipment for the Public Works Department ; and

WHEREAS, The American Rescue Plan Act of 2021 (ARPA) distributed \$463,158.34 to Delaware Township classified as a Nonentitlement unit. The funding was provided for COVID-19 pandemic response and recovery; and

WHEREAS, Delaware Township hereby authorizes an appropriation and expenditure for Public Works Equipment in an amount not to exceed \$463,158.34.

NOW, THEREFORE, BE IT ORDAINED, by the Township Committee of the Township of Delaware, County of Hunterdon, and State of New Jersey that this Ordinance shall take effect immediately upon adoption in accordance with the laws of the State of New Jersey.



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
 Second Floor Meeting Room – Town Hall
 570 Rosemont Ringoes Road, Sergeantsville, NJ

ATTEST:

 Diana Rumage, Deputy Township Clerk

 Charles Herman, Mayor

I, Diana Rumage, Deputy Clerk of the Township of Delaware, do hereby certify that the foregoing is a true copy of an ordinance duly adopted by the Township Committee of the Township of Delaware on July 10, 2023.

 Diana Rumage, Deputy Township Clerk

PLEASE TAKE NOTICE that the above Ordinance was approved on first reading at the regular meeting of the Delaware Township Committee held June 12, 2023. It will be considered on second reading for final adoption at a regular meeting to be held July 10, 2023, 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.

Introduction: June 12, 2023

Adoption: July 10, 2023

Mayor Herman read the Ordinance by title and asked for a motion to open the public hearing. Motion made by Mr. Waltman, seconded by Ms. Lockwood. The motion was approved by voice vote, except for Mr. Bower who was absent

Judy Allen, resident, suggested that the Township should invest in a solar radar speed sign, if money is left over.

Mayor Herman asked for a motion to close public hearing. The motion was made by Mr. Waltman, seconded by Ms. Lockwood. The motion was approved by voice vote, except for Mr. Bower who was absent.

Mayor Herman asked for a motion to Adopt Ordinance #2023-07 by Roll Call vote.

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

Introduction of Ordinance #2023-08: An Ordinance of the Township of Delaware, County of Hunterdon, And State of New Jersey to Amend Ordinance #2022-03 To Establish Municipal Salary and Compensation Ranges



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
Second Floor Meeting Room – Town Hall
570 Rosemont Ringoes Road, Sergeantsville, NJ

Section 1. Individual salaries and compensation for employees not covered by a collective bargaining unit shall be established by an annual Resolution to be approved by the Delaware Township Committee. Salaries and compensation from the previous calendar year shall remain in effect until otherwise amended by resolution. The range of municipal salaries and compensation to be paid by the Township of Delaware until otherwise changed or amended shall be as follows:

Mileage	As per IRS
ADMINISTRATION	
Township Committee	\$4,000 - \$5,500 yearly
Township Administrator	\$5,000-\$18,000 yearly
ASSESSOR'S OFFICE	
Assessor	\$20,000 - \$45,000 yearly
BUILDING DEPARTMENT	
Construction Code Official, Fire Protection Subcode Official, Building Subcode Official, Building and Fire Inspector	\$25,000 - \$35,000 yearly
Electrical Subcode Official and Electrical Subcode Inspector	\$12,000 - \$28,000 yearly
Plumbing Subcode Official, Plumbing Subcode Inspector and Mechanical Inspector	\$10,000 - \$16,000 yearly
Substitute Subcode/Inspectors	\$28.00 - \$45.00 hourly
Zoning Officer/Floor Plain Administrator	\$5,000 - \$12,500 yearly
Deputy Zoning Officer	\$0 - \$8,000.00 yearly
Technical Assistant/Secretary to C.C.O.	\$20,000 - \$36,000 yearly
Clerical Help – Part-Time	\$18.00 - \$50.00 hourly
CLERK'S OFFICE	
Township Clerk (includes Stockton Borough)	\$20,000 - \$110,000 yearly
Part-Time Clerk	\$5,000 - \$25,000 yearly
Deputy Registrar	\$2,000 - \$8,000 yearly



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
Second Floor Meeting Room – Town Hall
570 Rosemont Ringoes Road, Sergeantsville, NJ

Deputy Clerk	\$12,000 - \$60,000 yearly
COAH Municipal Housing Liaison	\$4,500 - \$6,500 yearly
Special Deputy Clerk / Meeting fill in person	\$200 - \$500 per meeting \$20.00 - \$50.00 hourly
FINANCE ADMINISTRATION	
Tax Collector	12,000 - \$85,000 yearly
Deputy Tax Collector	\$0 - \$21,000 yearly
CMFO/Treasurer (includes Stockton Boro)	\$70,000 - \$155,000 yearly
Qualified Purchasing Agent (QPA)	\$5,000 - \$8,500 yearly
Deputy Treasurer	\$1,000 - \$15,000 yearly
ANIMAL CONTROL DEPARTMENT	
Animal Control Licensing Agent	\$3,000 - \$8,500 yearly
POLICE	
Chief of Police	\$90,000 - \$160,000 yearly
Part-Time Patrolman	\$25.00 - \$38.00 hourly
Court Security	\$175.00 - \$225.00 per court session
Police Department Administrative Assistant	\$17,000 - \$40,000 yearly
Police Department Matron	\$50 - \$100 minimum for a 3-hour callout/\$14.42-\$15.00 per hour after three hours if not already covered by salary
Crossing Guard	\$15 - \$25 per shift
OFFICE OF EMERGENCY MANAGEMENT	
OEM Coordinator	\$3,000 - \$9,000 yearly
Deputy OEM Coordinator	\$6,000 - \$12,000 yearly
Emergency Management Coordinator's Secretary	\$1,000 - \$3,500 yearly

DEPARTMENT OF PUBLIC WORKS



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
Second Floor Meeting Room – Town Hall
570 Rosemont Ringoes Road, Sergeantsville, NJ

Director of Public Works	\$60,000 - \$125,000 yearly
Road Supervisor	\$60,000 - \$100,000 yearly
Deputy Road Supervisor	\$40,000 - \$95,000 yearly
Department of Public Works Labor – Part-Time	\$15.00 - \$40.00 hourly
Department of Public Works – Emergency Worker	\$15.00 - \$40.00 hourly
Snow Plowing	\$20.00 - \$40.00 hourly
Department of Public Works Administrative Assistant	\$17,000 - \$40,000 yearly
Dilts Farm Park Custodial Services	\$4,000 - \$10,500 yearly
TOWNSHIP BOARDS	
Planning Board Clerk	\$5,000 - \$18,000 yearly
Board of Adjustment Clerk	\$5,000 - \$18,000 yearly
Environmental Commission Secretary	\$500 - \$2,500 yearly
Open Space Coordinator	\$5,000 - \$15,000 yearly
Recycling Coordinator/Clean Communities	\$1,000 - \$15,500 yearly
MUNICIPAL COURT	
Magistrate (1/2 share)	\$8,000 - \$25,000 yearly
Prosecutor	\$7,500 - \$28,000 yearly
Deputy Court Administrator (1/2 Share)	\$15.00 - \$25.00 hourly
Court Clerk Secretary (1/2 share)	\$15.00 - \$25.00 hourly
Part-Time Violations clerk (1/2 Share)	\$15.00 - \$25.00 hourly

Section 2. Compensation for employees in collective bargaining units shall be governed by the specific provisions of agreements between said units and the Township, or in the absence of an agreement, practices in effect at the time of adoption of this Ordinance



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
 Second Floor Meeting Room – Town Hall
 570 Rosemont Ringoes Road, Sergeantsville, NJ

Section 3. This Ordinance shall take effect immediately after final passage and publication according to law, except as to managerial, executive, confidential or elective employees/officials for whom the effective date shall be as established by N.J.S.A. 40A:9-165.

ATTEST:

 Diana Ramage, Deputy Clerk

 Charles Herman, Mayor

PLEASE TAKE NOTICE that the above Ordinance was approved on first reading at the regular meeting of the Delaware Township Committee held July 10, 2023. It will be considered on second reading for final adoption at a regular meeting to be held August 14, 2023, 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.

Introduction: July 10, 2023

Adoption:

Mayor Herman read by title, introduced Ordinance #2023-08 and set the public hearing date for August 14, 2023. Ms. Lockwood asked about the scope of the ordinance. Ms. McDaniel responded that it includes updated ranges and added new positions.

Mayor Herman asked for a motion to introduce Ordinance #2023-08 on first reading by Roll Call vote.

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

RESOLUTION 23-150: Authorizing Payment of Municipal Obligations

Mayor Herman asked for a motion to approve Resolution 23-150 in the amount of \$2,513,767.29 by Roll Call.

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



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
 Second Floor Meeting Room – Town Hall
 570 Rosemont Ringoes Road, Sergeantsville, NJ

Resolution 23-150
Authorizing Payment of Municipal Obligations

WHEREAS, the Township Committee of the Township of Delaware finds and declares that certain municipal obligations have come due and are now payable; and

WHEREAS, the Township Committee further finds and declares that said obligations have been itemized on the annexed schedules, which are hereby attached and deemed part of this Resolution.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Delaware, County of Hunterdon, State of New Jersey does hereby authorize payment of said municipal obligations, in accordance with the recommendations of the Chief Financial Officer and the Treasurer in the amount of **\$2,513,767.29**.

ATTEST:

 Diana Rumage
 Deputy Township Clerk

 Charles Herman
 Mayor

Approved: July 10, 2023

I certify the foregoing to be a true and correct abstract of a Resolution adopted by the Township Committee of the Township of Delaware, County of Hunterdon at an Official Meeting held July 10, 2023.

 Diana Rumage
 Deputy Township Clerk

OLD BUSINESS

Pickleball Courts at Dilts – Mayor Herman provided an update that as the Township Engineer prepares bid specs, he will ask for combined tennis and pickleball courts. It is not feasible to add pickleball on the basketball court. The Township Committee agreed to add pickleball lines and sound prevention measures to the tennis repair project.

Rene Mortara stated that pickleball is a positive thing for his community. He plays in other towns and they are welcoming. All that’s needed is lines and a net on wheels. Sound is almost the same as tennis.

Robert Billmers added that you can’t see any houses from the tennis courts. The closest house on Sandy Ridge Rd is 550 yards (or 5 football fields) away. It’s approximately 475 yards to Buchanan Rd. Noise is comparable to other sports. He plans to invite friends to play and hoped they’d be welcome.

Chuck Cline agreed with Mr. Billmers, but asked who has priority, pickleball or tennis? Mayor Herman responded there can 2 pickleball courts per tennis court, so both can play.



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
Second Floor Meeting Room – Town Hall
570 Rosemont Ringoes Road, Sergeantsville, NJ

Robert Billmers mentioned the need for a barrier to separate the courts to contain balls.

Robert Weber is a neighbor of the park and can hear softballs hitting bats.

Jan Weber reported hearing games and cheering. Pickleball is very popular and may be going from morning until night.

Brian Sulewski asked if the current tennis court location will remain. Mayor Herman indicated that early discussions with the Engineer suggest replacement not repair of tennis courts. Mr. Sulewski asked, would we build more pickleball courts to accommodate the popularity or add another court? Mayor Herman responded that that is not in the plan and he would defer to the Park Planner.

Ravenna Taylor stated that she is not against pickleball but would like to advocate for discussion as a community. Don't dismiss neighbors' concerns but have pickleball to serve the community.

Judy Allen supports pickleball. And asked if a test could be done with neighbors outside to check for sound. Could sound abatement be more than a wall, perhaps more plantings?

Steve Wilbur asked is there any sound prevention besides trees now? Are we discussing adding 2 or 4 courts? Mayor Herman responded at most 4. Mr. Wilbur lives near the park and could hear people playing at the park when he was outside at 7:45 pm-8:00 pm.

Brant Switzler, tennis player, has used the courts extensively. He offered that he hits tennis balls at 70 decibels (59 is avg. for pickleball), has brought tennis ball machines, music, etc. and has never received feedback regarding noise. He further stated that the idea that pickleball is noisier than his activities seems unfounded.

Jes Stahl commented that if you live near a park, there are things you're going to hear. She stated activity will occur. She suggested the maybe you shouldn't live near a park - if you're against pickleball, what's next, other sports?

Jan Webber added that her concern is about the noise and about sound abatement. She stated she is thrilled to hear the Township is exploring sound abatement.

Steve Wilbur added that he loves the noise, has lived near the park for 11 years, but the pace and high-pitched sound is concerning.

Ravenna Taylor highlighted that she doesn't hear people against it, just concerned about noise. Stating it's not fair to dismiss their concerns. She added the availability of news articles about the sound.

Jes Stahl responded that the NY Times article referred to noise 100 ft. from the court, we're at 1500 ft.

Mayor Herman expressed that there is no merit to the fact that we're disregarding public comment and concerns of those who live near the park. We have heard from neighbors and taken their feedback. He added that he did some



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
Second Floor Meeting Room – Town Hall
570 Rosemont Ringoes Road, Sergeantsville, NJ

unscientific noise testing at Dilts and Summer Road Park (Readington). He stated that our park is a public park. We don't close our parks to non-residents visiting for other activities, so it wouldn't be fair to have a greater concern for safety due to the addition of pickleball. He reiterated that one of our main concerns is sound control. He reaffirmed that everybody is being heard and every concern is being noted and acted on. He concluded that the courts will be done the right way but can't guarantee that you won't hear it.

Township Attorney Tauriello added that to limit the park to only residents would be illegal.

Mr. Waltman made the point that that if we are asking for bid specs from the engineer, we need to discuss sound mitigation immediately.

Ms. Lockwood added that set hours could help, not just dawn to dusk. To which Mr. Waltman asked how that would be managed. Mayor Herman suggested that we follow up with Park Planner on that too.

NEW BUSINESS

Friends of Delaware Township – Tony Szwed spoke about this group's desire to put benches on the Green to honor Jim McCue and Ginny Hook. Ruth Mummy added that the Green was chosen due to proximity to their homes and the feed store. Friends of Delaware Township is a 501(c) (3) tax exempt organization, so they will be accepting donations to fund proposed benches. The group agreed that benches would be chosen to match the existing bench, if available, and Steve Smotrich offered that wording would be approved by the Township Committee in advance and that money would be set aside for maintenance.

Mayor Herman made a motion to approve (pending agreement on the benches and locations) the proposed benches for Jim McCue and Ginny Hook on the Village Green. Mr. Vocke seconded. The motion was passed by voice vote, except Mr. Walman who abstained and Mr. Bower who was absent.

Discussion of the municipal parking lot signage/stripping – the parking lot has a seepage issue and becomes icy. DPW will install a drain and the lot will be seal coated. It was also suggested that the entrance/exit be reversed to allow drivers to use the drop box. Mr. Waltman asked about the striping in front of the General Store. The County Engineer agreed to let Delaware Township put parking spots in front. Township Engineer and Police Chief have okayed the change in entrance/exit.

OPEN FOR PUBLIC COMMENT

Jan Weber brought up the topic of speeding, particularly on Rittenhouse. She reiterated that Judy Allen suggested a solar radar speed sign.

Joe Wiley applauded the Friends of Delaware Township Group for planning activities for open space. Suggested that a master plan should be in place for the Village Green as new businesses in town may bring more activity to that area traffic.



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
Second Floor Meeting Room – Town Hall
570 Rosemont Ringoes Road, Sergeantsville, NJ

Chuck Cline stated the DPW is doing an excellent job of mowing along the roads (Reading Rd, Locktown-Sergeantsville Rd). He expressed that he hopes it will continue.

Tim Soltis asked if there was any way, besides Facebook, to notify residents of emergency events, particularly, more localized events such as water main breaks. Mayor Herman said we have reverse 911, but that is Township wide and used for major emergencies. Committee will follow up with the police department.

Jes Stahl commented that during the Recreation Commission meeting they discussed the issue of smoking and vaping (tobacco & cannabis) at Dilts. Additionally, they are finding discarded cartridges. Can we make the park a smoke-free zone? Township Attorney Tauriello will check, but if allowed, it will be done. Ms. Stahl also inquired about the new bulletin board at Dilts. Asked for criteria for posting and access. Mayor Herman indicated that approval would be needed from the Township and the Clerk, but he confirmed that DTAA & Recreation Commission don't need approval for posting and should be given the access code.

Rene Mortara commented that Flemington Borough calls when there is a water main break. Mayor Herman explained that we do have a system for notification and it should be used along with the website and Facebook. Ms. McDaniel added that Sgt. Illes should be able to help.

TOWNSHIP COMMITTEE COMMENTS

Mayor Herman asked for Committee comments.

Mr. Vocke had none.

Ms. Lockwood indicated that copy for the next newsletter can be submitted until 7/28/23.

Mr. Waltman expanded upon pickleball commentary, adding he thinks there will be a way to make everyone happy and we'll get the right sound mitigation in place.

Mayor Herman has proclamation for the August meeting for an Eagle Scout, a retiring employee and the DTS Superintendent. He also mentioned that residents have expressed concerns about the intersection of County Route 523 & NJ Route 29. He will talk to the Mayor of Stockton to see if there is anything they can do. Additionally, asked if allowed to appoint a member to the Planning Board. Township Attorney Tauriello confirmed.

Mayor Herman made a motion to appoint Patrick Miller as Alternate II to the Planning Board, which was seconded by Mr. Waltman. The motion was approved by voice vote, except for Mr. Bower who was absent.

EXECUTIVE SESSION: Approval of **Resolution 23-151:** To enter into Executive Session for the purpose of discussing Personnel Matters, Contracts, Litigations and subjects falling under Attorney-Client Privilege. *The discussion is expected to take approximately 30 minutes. Action may be taken.*

The motion to move into Executive Session was made by Mr. Waltman, seconded by Ms. Lockwood. The motion was approved by voice vote, except for Mr. Bower who was absent.



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
 Second Floor Meeting Room – Town Hall
 570 Rosemont Ringoes Road, Sergeantsville, NJ

Resolution 23-151

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 Matters, Litigation and Contractual Matters**

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.

ATTEST:

 Diana Ramage
 Deputy Township Clerk

 Charles Herman
 Mayor

Approved: July 10, 2023

I certify the foregoing to be a true and correct abstract of a Resolution adopted by the Township Committee of the Township of Delaware, County of Hunterdon at an Official Meeting held July 10, 2023.

 Diana Ramage
 Deputy Township Clerk

Upon returning to open session, the following action was taken:
 Mayor Herman asked for a motion to authorize the signing of the Interlocal Agreement for School Class III Special Law Enforcement Officer. Motion was made by Mr. Waltman and seconded by Ms. Lockwood. The motion was approved by voice vote except for Mr. Bower who was absent.

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



Delaware Township Committee
Regular Meeting Minutes
July 10, 2023 at 7:30 PM – In Person
Second Floor Meeting Room – Town Hall
570 Rosemont Ringoes Road, Sergeantsville, NJ

ADJOURMENT

A motion to adjourn was made by Mr. Waltman, seconded by Mr. Vocke. The motion was approved by voice vote, except for Mr. Bower who was absent.

The meeting was adjourned at 9:34 pm.

Diana Ramage, Deputy Clerk

Charles Herman, Mayor

Approved: August 14, 2023