

TOWNSHIP OF HARDWICK
WARREN COUNTY, NEW JERSEY

JUNE 3, 2020

The monthly Business meeting of the Hardwick Township Committee was held on this date at the Municipal Building, 40 Spring Valley Road, Hardwick, New Jersey. This meeting was called to order at 7:02PM by the Township Clerk Judith Fisher who noted that this meeting was being held in compliance with the "Open Public Meetings Act":

Mayor Duffy noted that since the Municipal Building is closed to the Public, this is a virtual meeting being done through Zoom because of the Coronavirus Pandemic.

In accordance with Chapter 231 of the Public Laws of 1975, notice of this meeting was given by way of notice with the New Jersey Herald and/or the Express-Times, filed in the Municipal Clerk's Office and posted on the Township Web page and in the Hardwick Municipal Building. Mayor Kevin Duffy then led the public in the pledge of allegiance.

Roll Call:

Present: Mayor Kevin Duffy, Deputy Mayor Alfred Carrazzone and Committeeman James Perry

Also present: Township Attorney Michael Lavery, Engineer Ted Rodman and CMFO Christine Rolef and OEM Joseph Dunn

Absent: Thomas Campbell, CPWM

Mayor Duffy thanks those that joined us tonight using Zoom. The other Board meeting will also be using Zoom for their meetings. He apologized for any glitches.

Payment of the Bills:

A motion was made by Mr. Carrazzone, seconded by Mr. Perry and carried to authorize the payment of the bills in the amount of \$580,921.24.

Mr. Perry questioned bills for Heyer, Gruel and Phillipsburg Twp. The CFO explained what they were for.

Roll Call

Ayes: Mr. Carrazzone, Mr. Perry and Mr. Duffy

Nays: None

Abstentions: None **Absent:** None

REPORTS

Engineer: Mr. Rodman reported that Sunset Lake Road (State Aid 2019) guiderail has been completed. This will be submitted as soon as they get the Certification signed by the CFO. There was no change in the status with the request to the County Engineer's office for placing a 4-way stop at the intersections of Route 521 Stillwater Road and Spring Valley Road. Bill Gleba, County Engineer said that a traffic count should be done in spring or summer, but they have not had any feedback yet.

The preliminary paperwork for Millbrook Stillwater Road project has been submitted and we have approval to proceed. The Committee will need to pass a resolution tonight to award the contract to Tilcon.

Lastly, State Aid for 2021 is due July 1, 2020. They have consulted with Tom Campbell and they will be submitting the application for Millbrook Stillwater Road Section 2.

Mrs. Rolef, CFO: Reviewed the monthly report

Mr. Campbell, CPWM: Was not present tonight

Mr. Lavery, Twp. Attorney: No Report tonight

Mrs. Fisher, Twp. Clerk: No report tonight

Mr. Wolff, Retired Fire Warden: Reported that there is a strong line of severe weather for tonight. He talked about the several wild fires that occurred in New Jersey. The fire tower has been up and operating since February to present. The reason for these wild fires is because of the lack of snow this winter.

RESOLUTION

Motion was then made by Mr. Carrazzone, second by Mr. Perry and carried to approve Resolution 2020-23.

2020-23 Awarding Contract to Tilcon for Millbrook Stillwater Road Resurfacing Section 1 Project

WHEREAS, the Township of Hardwick is a member of the Morris County Cooperative Pricing System and wishes to utilize the contract for Road Resurfacing for Resurfacing of Millbrook-Stillwater Road, Section 1, and

WHEREAS, Tilcon New York, Inc., Wharton, NJ has been awarded Contract #6 for Road Resurfacing, Denville Line Striping Contract #36 and Road Safety Systems, LLC Contract #26 all through the Morris County Cooperative Pricing Council of which the Township of Hardwick is an active participant, and

WHEREAS, the Chief Financial Officer has certified that funds are available.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Hardwick, County of Warren and State of New Jersey that the Road Resurfacing Services for Millbrook Stillwater, Section 1, be awarded to Tilcon New York, Inc, Wharton, NJ, Denville Line Striping, and Road Safety Systems, LLC, Inc. as follows:

Awarded to Tilcon through MCCPC Contract #6	Unit Price	QTY	Total
HMA 9.5M64, including tack coat, del/laid/compacted	\$74.40/ton	1,720 T	\$127,968.00
Resetting of inlet frames	\$595/Each	5	\$ 2,975.00
Awarded to Denville Line Striping Contract #36			
4" yellow or white Epoxy striping method	\$0.30/LF	21,524 lf	\$ 6,457.20
Awarded to Road Safety Systems, LLC Contract #26			
Removed Guiderail	\$7/ft	600 feet	\$ 4,900.00
Guiderail Installed	\$35/LF	600 feet	\$ 21,000.00
Tangent Guiderail Terminal-installed Galvanized Steel	\$3,000/each	4	\$ 12,000.00
			TOTAL \$175,300.20

Dated: June 3, 2020

Motion: Mr. Perry

Second: Mr. Carrazzone

Roll Call: Mr. Perry - yes Mr. Carrazzone - yes Mayor Duffy – yes

CERTIFICATION

I, Judith Fisher, Clerk of the Township of Hardwick do hereby certify that this is a true and accurate copy of a Resolution adopted by the Township Committee of the Township of Hardwick, Warren County, New Jersey at a Regular Meeting held on the 3rd day of June 2020

RESOLUTION

Motion was then made by Mr. Carrazzone, second by Mr. Perry and carried to approve Resolution 2020-27

2020-27 Refund Benigno, Block1102 Lot 1.11, Disabled Veteran Exemption \$4,782.75

WHEREAS, the Tax Assessor has granted a 100% disabled veteran exemption on the property listed below, **effective January 1st, 2020**. The Tax Collector is therefore relieved of collecting taxes in the amount of \$ 7,254.86 (this amount is for the 1st, 2nd & 3rd quarter 2020 taxes – 4th quarter TBD)

WHEREAS, the Tax Collector advises of the payment of taxes for the tax year 2020. The property owner’s mortgage company paid the 1st & 2nd quarter taxes as billed.

NOW, THEREFORE, BE IT RESOLVED on this 3rd day of June, 2020 by the Mayor and Township Committee that the Chief Financial Officer is hereby authorized to issue a refund of the taxes paid, as listed below:

BLOCK	LOT	OWNER	AMOUNT
1102	1.11	Benigno, Nicholas V. Jr. & Michele	\$ 4,782.75

Certification

I, Judith M. Fisher, Clerk of the Township of Hardwick, do hereby certify the foregoing Resolution to be a true and accurate copy adopted by the Township Committee on June 3rd, 2020.

Roll Call

Ayes: Mr. Carrazzone, Mr. Perry and Mr. Duffy

Nays: None

Abstentions: None **Absent:** None

INTRODUCTION 2020 MUNICIPAL BUDGET

Motion made by Mr. Perry, second by Mr. Carrazzone and carried to approve Resolution 2020-24.

2020-24 Late Introduction of the Budget

WHEREAS, under provisions of N.J.S.A.40A:4-5, a municipality shall introduce the Local Municipal Budget no later than April 28 of the fiscal year; and,
WHEREAS, the Township of Hardwick has delayed the introduction of the 2020 Municipal Budget past the statutory deadline; and,

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Hardwick, Warren County, New Jersey, that the Township of Hardwick hereby petitions the Director of the Division of Local Government Services to allow a delayed introduction of the 2020 Hardwick Township Municipal Budget; and,

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded to the Director of the Division of Local Government Services, 101 South Broad Street, P.O. Box 803, Trenton, New Jersey 08625-0803.

CERTIFICATION

I, Judith M. Fisher, Clerk of the Township of Hardwick, County of Warren do hereby certify the foregoing to be a true and accurate copy of a Resolution adopted by the Hardwick Township Committee at a meeting of said Township Committee held on June 3, 2020.

Roll Call

Ayes: Mr. Carrazzone, Mr. Perry and Mr. Duffy

Nays: None

Abstentions: None **Absent:** None

RESOLUTION:

Motion made by Mr. Carrazzone, second by Mr. Perry and carried to approve Resolution 2020-25.

2020-25 General Revenue Anticipated

WHEREAS, the 2020 Local Municipal Budget was introduced on the 3rd day of June, 2020; and,

WHEREAS, during the fiscal year 2020 the Township of Hardwick will receive revenue for various other special items in the amount of \$65,000.00

NOW, THEREFORE BE IT RESOLVED, that petition be made herewith to the Director of the Division of Local Government Services that the 2020 Local Municipal Budget include a special item of revenue under the heading of "**Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services-Other Special Items:**

Alina Lodge In Lieu Payments	\$ 15,000.00
Cell Tower Revenue	<u>50,000.00</u>
	<u>\$ 65,000.00</u>

Certification

I, Judith M. Fisher, Clerk of the Township of Hardwick, County of Warren do hereby certify the foregoing to be a true and accurate copy of a Resolution adopted by the Hardwick Township Committee at a meeting of said Township Committee held on June 3, 2020.

Roll Call

Ayes: Mr. Carrazzone, Mr. Perry and Mr. Duffy

Nays: None

Abstentions: None **Absent:** None

RESOLUTION:

Motion made by Mr. Carrazzone, second by Mr. Perry and carried to approve Resolution 2020-26.

Mr. Perry noted that he would like to see the Committee use \$6,000 from surplus to flat line the tax rate.

2020-26 2020 Municipal Budget

WHEREAS, the Township of Hardwick is holding a meeting on June 3, 2020, for the purpose of introducing the 2020 Municipal Budget and conducting other matters; and,

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Hardwick, Warren County, New Jersey, that the Township of Hardwick hereby petitions the Director of the Division of Local Government Services that the 2020 Local Municipal Budget be introduced and approved on June 3, 2020.

2020 HARDWICK TOWNSHIP MUNICIPAL BUDGET

Surplus anticipated general revenues	\$ 201,996.00
Total Miscellaneous revenue	224,274.00
Receipts from Delinquent Taxes	69,000.00
Local Property Taxes	<u>781,434.00</u>
Total General Revenues	<u>\$1,276,704.00</u>
Total Operations	
Salaries and Wages	\$ 335,789.00
Other Expenses	443,250.00
Capital Improvements	150,000.00
Debt Service	69,000.00
Statutory Expenditures	67,048.00
Reserve for Delinquent Taxes	<u>211,617.00</u>
Total 2020 Municipal Budget	<u>\$1,276,704.00</u>
2020 Municipal Tax Rate (Estimated)	\$0.497

CERTIFICATION

It is hereby certified that this is a true and accurate copy of a Resolution adopted by the governing body of the Township of Hardwick at a regular meeting held June 3, 2020.

Roll Call

Ayes: Mr. Carrazzone, Mr. Perry and Mr. Duffy

Nays: None

Abstentions: None **Absent:** None

ORDINANCE: FIRST READING

Motion made by Mr. Perry, second by Mr. Carrazzone and carried to introduce Ordinance 2020-03.

2020-03 An Ordinance to Amend and Ordinance Entitled “An Ordinance Fixing the Salaries of the Employees of the Township of Hardwick. County of Warren, State of New Jersey”.

WHEREAS, the Township Committee of the Township of Hardwick wishes to adopt an ordinance establishing the salaries and compensation of several employees of the Township in 2020

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hardwick that salary for 2020 for the following employees shall be as follows:

SECTION 1: The annual salaries for the following Township Employees shall be:

Township Committee Members	3,314.00 per annum
Township Clerk	47,718.00 per annum
Township Clerk – Stipend	2,000.00 per annum
Chief Financial Officer	17,855.00 per annum
Tax Collector	14,609.00 per annum
Deputy Tax Collector	3,247.00 per annum
Tax Assessor	21,905.00 per annum
Land Use Board Secretary	11,564.00 per annum
	87.19 per extra meeting above 12**
Recreation Coordinator	989.00 per annum
Animal Control Officer	8,718.00 per annum
Licensing Clerk	1,344.00 per annum
Zoning Official	13,343.00 per annum
911 Coordinator	989.00 per annum
Emergency Management Coordinator	2,452.00 per annum
Deputy Emergency Management Coordinator	1.00 per annum
Grants Coordinator	816.00 per annum

****EXTRA MEETINGS SHALL BE CONSIDERED ANY MEETING OTHER THAN THE REGULARLY SCHEDULED BUSINESS MEETING**

SECTION II: ROAD DEPARTMENT

Road Foremen/Certified Public Works Manager	42.53 per hour
Equipment Operator/Laborer	27.95 per hour
Emergency Truck Driver	21.37 per hour
Extra Help	15.24 per hour
On Call Stipend - Road Foreman/Certified Public Works Manager	2,154.00 per annum
On Call Stipend - Road Laborer	1,654.00 per annum

SECTION III: RECYCLING

Recycling Coordinator	253.00 per annum
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The salaries set forth in this ordinance herein shall be effective and retroactive to January 1, 2020.

Any and all other portions and sections of this ordinance inconsistent with this ordinance which are heretofore passed and adopted are hereby repealed only to their inconsistencies.

NOTICE

NOTICE IS HEREBY GIVEN that the above entitled ordinance was introduced and passed on first reading at a regular meeting of the Township Committee of the Township of Hardwick on June 3, 2020 and will be considered for final reading and adoption at the Regular Meeting of the Township Committee held on July 1, 2020 at 7:00PM at the Municipal Building, 40 Spring Valley Road, Hardwick Township, New Jersey.

OLD BUSINESS:

River View Drive: Common Drive

We have inspected 43 Riverview Drive, Owner Eric Kise, and found that there is a common driveway was already installed and completely paved. We issued permission for the driveway for block 1103.03, lot 16 due to the fact that the driveway standards were met – the first 25 feet to the Township Road was paved and the sight distances were met.

There was still a question and Mr. Lavery noted that he pulled the old 2006 files and interpreted that there is no public assess. The Township has an easement to the cell tower. Mr. Perry talked about a path from the original Planning Board meetings that is not there. Questions was then why is the Township DPW maintaining this piece if it only opened to the Township and no one else. We should then stop cutting it. Rm. Carrazzone agreed.

NEW BUSINESS:

Service Electric/Altice: Consent under the Municipal Consent/Ordinance – Certificate of Approval

Mayor Duffy noted that Service Electric has been purchased by Altice. Hope, Knowlton, Frelinghuysen and Hardwick has not signed the Certificate of Approval yet. The contract issues are being reviewed by the attorneys and as of now, the BPU has not agreed to this buy-out yet.

Report of Audit 2019: Review, **Resolution 2020-22** and Group Affidavit

Copies of the 2019 Audit has been circulate to the Committee for their review. There were no recommendations or comments noted in the Audit.

Resolution 2020-22 was then adopted on a motion made by Mr. Perry to accept the 2019 Audit as prepared by the Township Auditor Anthony Ardito, second by Mr. Carrazzone. Motion carried followed by a roll call vote:

Roll Call

Ayes: Mr. Carrazzone, Mr. Perry and Mayor Duffy

Nays: None

Abstentions: None **Absent:** None

RESOLUTION

2020-22 GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT

WHEREAS, N.J.S.A 40a:5-4 requires the governing body of every unit to have made an annual audit of its books, accounts and financial transactions: and

WHEREAS, the Annual Report of Audit for the year 2019 has been files by a Registered Municipal Accountant and with the Municipal Clerk pursuant to N.J.S.A 40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6-5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have

reviewed, as a minimum, the sections of the annual audit report entitled “Comments and Recommendations”; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the annual Audit entitled “Comments and Recommendations”, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C 5:30-6-5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 to wit”

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Hardwick, hereby state that it has complied with N.J.A.C 5:30-6-5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE TOWNSHIP MEETING HELD ON JUNE 3, 2020.

James Irish, Inc: Proposal to spray Slabtown Creek Park for Invasive Species \$1400.00 Mayor Duffy, Mr. McKim and Mr. Canace walked the Park with Mr. Irish reviewing the areas that need spraying. The areas that will be done are from the parking lot – outside perimeter of the trail along the creek, check rock wall under drip zone along the field, back end of the field and old lane trace connecting to private field, trail into woods at base of steep slope, returning to Park Lot – edge of field, check open slope with old stumps, top of hill along path in woods and back down slope to Park Lot. All spray areas will be posted with company flags. They will monitor plant growth pre application date and monitor herbicide control post spray and retrieve flags as necessary.

Motion was made by Mr. Perry, second by Mr. Carrazzone to accept the proposal from Mr. Irish to spray for invasive species in Slabtown Creek Park for \$1400.00. Motion carried followed by roll call:

Roll Call

Ayes: Mr. Carrazzone, Mr. Perry and Mayor Duffy

Nays: None

Abstentions: None **Absent:** None

DISCUSSION

Resolution from Mayor Starrs, Knowlton Township:

Requesting Governor to release Discretionary Funds for Relief of Covi-19 Expenses for Warren County

2020-28 Requesting Governor Murphy Release Discretionary Funds for the Covid-19 Expenses in Warren County and their Municipalities

WHEREAS, the Coronavirus Aid, Relief, and Economic Security (CARES) Act was passed by Congress with overwhelming, bipartisan support and was signed into law by the President on March 27th, 2020; and

WHEREAS, the CARES Act provided payments to State, Local, and Tribal governments navigating the impact of the COVID-19 outbreak in the following amounts to counties in NJ:

Bergen	\$162,000,000
Camden	\$88,000,000
Essex	\$139,000,000
Hudson	\$117,000,000
Middlesex	\$143,000,000
Monmouth	\$107,000,000
Ocean	\$105,000,000
Passaic	\$87,000,000
Union	\$97,000,000

WHEREAS, On April 24, 2020, the President signed into law a second federal package of funding intended to provide relief from COVID expenses, known as the "COVID-19 3.5" relief package, which provided the following funds to NJ counties:

Atlantic	\$704,535
Bergen	\$8,310,445
Burlington	\$876,000
Camden	\$2,186,348
Essex	\$4,792,503
Gloucester	\$804,857
Hudson	\$1,874,303
Mercer	\$TBD
Middlesex	\$1,739,905
Monmouth	\$2,348,328
Morris	\$2,182,700
Ocean	\$820,000
Passaic	\$537,434
Somerset	\$646,398
Union	\$4,139,331

WHEREAS, Warren County and their respective municipalities have not yet received any federal funding despite being located in the so-called "hot" region of the COVID-19 outbreak and despite having case counts of Covid higher than many counties that were awarded funds through antiquated and pre-determined formulas; and

WHEREAS, as part of the CARES Act, the State of NJ received certain non-entitlement funding through the CDGB (\$4 million) and ESG (more than \$11 million) that could be used for discretionary needs throughout the state; and

WHEREAS, on April 4, 2020, Congressman Josh Gottheimer and Senator Steven Oroho wrote to Governor Murphy requesting that these discretionary funds be allocated to Warren and Sussex Counties and their respective municipalities; and

WHEREAS, to date plans for those discretionary funds have not been announced; and

WHEREAS, to date Warren County has spent \$919, 849 on operations of a COVID-19 testing facility for New Jersey residents; and

WHEREAS, as part of the plan to re-open the state, the Governor has asked for increased COVID-19 testing, but Warren County's testing site must cease operations at the end of May due to the total lack of federal or state funding.

NOW, THEREFORE, BE IT RESOLVED, the Township Committee of Hardwick hereby requests that Governor Murphy allocate discretionary funds to the County of Warren for the reimbursement of expenses related to its significant number of Covid-19 cases and to aid with the Governor's goal of continuing and increasing testing required for the re-opening of the state.

BE IT FURTHER RESOLVED, that a copy of this resolution be sent to Warren County's federal delegation with a request for their support and advocacy for New Jersey residents who reside here.

CERTIFICATION

I, Judith M. Fisher, Clerk of the Township of Hardwick, County of Warren do hereby certify the foregoing to be a true and accurate copy of a Resolution adopted by the Hardwick Township Committee at a meeting of said Township Committee held on June 3, 2020.

Joseph Dunn, OEM: reported that Desiree, Deputy OEM is taking the FEMA Webinars. It's a new program. They have ordered masks, hand sanitizers and gloves. Joe and the Attorney, Mr. Lavery have been exchanging email about Camps openings. Right now, there is no directive.

APPROVAL OF THE MINUTES:

February 5, 2020 & Executive Session (2), March 4, 2020, April 1, 2020 and May 6, 2020

Mr. Carrazzone moved to approve the above minutes as corrected, second by Mr. Perry. Motion carried and a voice vote was unanimous.

PUBLIC COMMENTS:

A motion was made by Mr. Perry, seconded by Mr. Duffy and carried to open this portion of the meeting for comments from the Public.

Several residents talked about the access to the cell tower that occurred back in 2006 and what their understanding was.

Seeing there was no other public comments, a motion was then made by Mr. Perry, seconded by Mr. Carrazzone and carried to close this portion of the meeting to the Public.

COMMITTEE REPORTS

Mr. Carrazzone: No Report at this time

Mr. Perry: spoke about several conference calls with the League and gave updates; also talked about several new bills that are before the Congress and Senate.

Mayor Duffy: Reviewed the statistics that he receives from the County on the numbers of Covid-19 positives for Warren County. He reminded all that the best prevention is safe distancing and staying home.

Adjournment:

A motion was made by Mr. Perry, seconded by Mr. Carrazzone and carried to adjourn tonight's meeting of the Hardwick Township Committee at 8:11PM

Respectfully submitted,

Judith M. Fisher, RMC