

## TOWNSHIP OF WASHINGTON, WARREN COUNTY

Regular Meeting  
August 20, 2013

The regular meeting of the Township Committee was held on this date at the Washington Township Municipal Building, 211 Route 31 North, Washington, N.J. The meeting was called to order at 7:35 p.m. by Deputy Mayor John Horensky.

SUNSHINE LAW COMPLIANCE – The Deputy Mayor noted that this meeting was being held in compliance with the Open Public Meetings Law of 1975 in as much as a notice had been published in the Star-Gazette and transmitted to the Express-Times, posted at the Municipal Building and a copy is on file in the Clerk's office. This agenda is subject to change by order of the Washington Township Committee before and/or during the scheduled meeting.

### ROLL CALL

Horensky, present; Kovacs, present; Willan, present  
Finke and Klingel were absent

### STAFF PRESENT

Ann Kilduff, Deputy Township Clerk; Peter deBoer, Township Administrator/Certified Public Works Manager; Attorney Katrina Campbell; Chief McDonald; Deputy Chief Cicerelle; Kevin McCarthy, CFO; Jeff Cooper, Assistant Municipal Supervisor of Public Works; and Joseph Rossi, Construction Official/Zoning Officer

### SALUTE TO THE FLAG

### APPROVAL OF MINUTES

A motion was made by Kovacs, seconded by Willan, to approve the minutes of the regular meeting held July 16, 2013.

ROLL CALL: Kovacs, yes; Willan, yes; Horensky, yes

A motion was made by Willan, seconded by Kovacs, to approve the Executive Session minutes from the regular meeting held July 16, 2013.

ROLL CALL: Willan, yes; Kovacs, yes; Horensky, yes

### PRESENTATION

Kristin Fowler and Jessica Boutilette of Aflac were present to discuss supplemental insurance for the Committee members and Washington Township employees and provided the Committee with an informational packet. They are requesting an opportunity to meet with Mr. deBoer to discuss the details and benefits of Aflac. K. Fowler gave a brief overview of what they offer, stating there would be no cost to the municipality. Payment would be done through a payroll deduction and a minimum of three employees are needed in order for the Township to participate and receive the group rate. After a brief discussion, a motion was made by Kovacs, seconded by Willan, to have Mr. deBoer set up meetings with Aflac and Township employees and, if enough interest is generated, start a relationship between Aflac and Washington Township. All were in favor.

### ORDINANCE

A motion was made by Kovacs, seconded by Willan, to open to the public Ordinance 13-06, Ordinance Amending, Revising, and Supplementing Chapter 117 of the Code of the Township of Washington Entitled "Vehicles and Traffic", Specifically Article VIII Entitled "Schedules", Subsection Thirty-Nine Entitled "Schedule XVII: Speed Limits", public hearing on second reading. All were in favor. Hearing no one, a motion was made by Willan, seconded by Kovacs, to close the public portion of this ordinance. All were in favor. A motion was made by Kovacs, seconded by Willan to adopt Ordinance 13-06 on second reading.

ROLL CALL: Kovacs, yes; Willan, yes; Horensky, yes

### RESOLUTIONS

A motion was made by Kovacs, seconded by Willan, to approve Resolution 13-119, Resolution Appointing and Authorizing Fire Inspector (D. Allen).

ROLL CALL: Kovacs, yes; Willan, yes; Horensky, yes

A motion was made by Willan, seconded by Kovacs, to approve Resolution 13-120, Resolution Appointing and Authorizing Plumbing Inspector (R. Price).

ROLL CALL: Willan, yes; Kovacs, yes; Horensky, yes

A motion was made by Kovacs, seconded by Willan, to approve Resolution 13-121, Resolution of the Township Committee of the Township of Washington, County of Warren Authorizing an Interlocal Shared Service Agreement Between the Warren Hills Regional School District and the Township of Washington for a School Resource Officer (SRO), pending approval from the School Board and signing of the agreement by the Township Mayor. Chief McDonald clarified there will be two School Resources Officers, one at the High School and one at the Middle School, who will be employees of the Township but they will be paid by the schools. Mr. deBoer stated he and Deputy Chief Cicerelle made minor changes to the previously distributed agreement. The Committee was provided with an updated copy which was approved by Attorney Campbell.

ROLL CALL: Kovacs, yes; Willan, yes; Horensky, yes

A motion was made by Kovacs, seconded by Willan, to approve Resolution 13-122, Resolution to Authorize and Approve Salaries and Wages for Certain Employees – SRO (Guth/Guzzo).

ROLL CALL: Kovacs, yes; Willan, yes; Horensky, yes

A motion was made by Willan, seconded by Kovacs, to approve Resolution 13-123, Resolution to Authorize and Approve Salaries and Wages for Certain Employees (E. Hagaman – Tax Assessor).

ROLL CALL: Willan, yes; Kovacs, yes; Horensky, yes

A motion was made by Willan, seconded by Kovacs, to approve Resolution 13-124, Resolution for the Purpose of Authorizing the Township Engineer, Finelli Consulting, to Make an Application to the New Jersey Department of Transportation's State Aid Program for Cemetery Hill Road Section I and Rymon Road Section IV.

ROLL CALL: Willan, yes; Kovacs, yes; Horensky, yes

A motion was made by Kovacs, seconded by Willan, to approve Resolution 13-125, Chapter 159 Budget Amendment – NJ Motor DOT. Mr. Willan asked if this would be additional money in the budget. K. McCarthy stated the grant was overlooked in the budget process so this budget amendment will need to be introduced.

ROLL CALL: Kovacs, yes; Willan, yes; Horensky, yes

#### STAFF ADMINISTRATIVE REPORTS

Chief McDonald previously submitted a report and had nothing further to report.

J. Cooper previously submitted a report and had nothing further to report.

J. Rossi had nothing to report.

K. McCarthy stated he updated the forecast of operating expenses and the Township is tracking well through August.

Mr. deBoer requested Committee approval to distribute New York Life paperwork to the employees. A motion was made by Kovacs, seconded by Willan, to allow Mr. deBoer to distribute New York Life paperwork to the Township employees.

ROLL CALL: Kovacs, yes; Willan, yes; Horensky, yes

Mr. deBoer stated the S. Broad Street/S. Lincoln Avenue/Cemetery Hill Road intersection is scheduled to be reconstructed in June of 2014. He will be meeting with the police, Township Engineer, and J. Cooper on behalf of the Committee to review the plans and provide comments to the County Engineer's office. Mr. deBoer discussed the water run-off issues from nearby Washington Cemetery and noted Cemetery Hill Road is the number one priority for State Aid. Mr. Kovacs questioned the impact to the property at 219 S. Broad Street. Mr. deBoer stated this will not affect the Township as the Township does not have ownership of that property.

Mr. deBoer stated he has requested a DVD from the Township's insurance company to provide mandatory sexual harassment training for all employees, including the Township Committee. The insurance company is also making it mandatory to conduct annual reviews on all municipal employees. Committee liaisons will be included in the review process.

#### PUBLIC QUESTIONS AND CONCERNs

Mr. Horensky opened the meeting to the public.

Peter Basile, 14 Kinnaman Avenue, stated he has been applying for a position with the Township for many years and never received an interview. He questioned the person who was recently hired to an open position within the DPW. Attorney Campbell advised the Committee not to discuss personnel during public session. Mr. Horensky stated the matter will be discussed in Executive Session.

Hearing no further comments, Mr. Horensky closed the public portion of the meeting.

#### OLD BUSINESS

Mr. Horensky stated the Highlands was discussed in depth at the July meeting. To date, the chairmen of the Land Use Board and Environmental Commission have not reported back to the Committee. Mr. Kovacs explained both Boards will be represented at the Committee's September meeting. Mr. deBoer noted the Highlands would like to meet with the Mayor, the Land Use Board Planner and Chairman, the Environmental Commission Chairman and Natural Systems Utilities representative. A meeting has been scheduled for September 9<sup>th</sup> pending availability of the Mayor.

#### NEW BUSINESS

A motion was made by Kovacs, seconded by Willan, to approve Ann Kilduff's attendance at Information & Records Management Classes on September 20, September 27, and October 4. All were in favor.

A motion was made by Kovacs, seconded by Willan, to approve Eileen Parks' attendance at Property Tax Administration Classes on September 4, September 11, September 18, and October 2. All were in favor.

Mr. Horensky stated there is a Service Order Request from the Warren County Health Department for 92 Windemere Terrace. J. Cooper stated the house has been vacant for quite a while so work on this property is on-going. A motion was made by Willan, seconded by Kovacs to approve work be done on this property. All were in favor.

Jerilyn Maxwell, 170 Changewater Road, discussed the erosion to her property caused by drainage from another property. The water is going thru a structure on her property and she would like the problem solved. Mr. deBoer explained the situation and showed pictures of the property. He explained the County will be sending correspondence to the property owner. The Township Engineer would like the Township Attorney to send correspondence as well due to storm water regulations. Mr. deBoer suggested J. Maxwell may wish to contact the Warren County Soil and the Warren County Agricultural Boards and will provide contact information.

**REPORT FROM OFFICIALS**

Mr. Willan had nothing to report.

Mr. Kovacs had nothing to report.

Mr. Horensky had nothing to report.

**PAYMENT OF BILLS**

A motion was made by Willan, seconded by Kovacs, to approve the payment of the bills. All were in favor.

**EXECUTIVE SESSION**

A motion was made by Willan, seconded by Kovacs, to approve Resolution 13-126, Resolution Authorizing Executive Session for a Meeting Not Open to the Public in Accordance With the Provisions of the NJ Open Public Meeting Act, N.J.S.A. 10:4-12 at 8:25 p.m. All were in favor. Attorney Campbell explained the Committee will be discussing two personnel issues, an attorney/client privilege issue, and a litigation issue regarding Pinnacle.

A motion was made by Willan, seconded by Kovacs, to come out of Executive Session at 9:00 p.m. All were in favor. Attorney Campbell stated the Committee discussed two personnel issues, an attorney/client privilege issue, and a litigation issue regarding Pinnacle. No official action was taken. Copies of these minutes will be available at such time the Committee determines there is no harm to the public interest.

**ADJORNMENT**

Hearing no further business to come before the Committee, a motion was made by Kovacs, seconded by Willan, to adjourn the meeting at 9:01 p.m. All were in favor.

Respectfully submitted,

Ann Kilduff  
Deputy Township Clerk