

TOWNSHIP OF WASHINGTON, WARREN COUNTY

Regular Meeting  
May 21, 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 7:30 p.m. by Mayor Robert Klingel.

SUNSHINE LAW COMPLIANCE – The 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

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

STAFF PRESENT

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

SALUTE TO THE FLAG

PROCLAMATION

Mayor Klingel read a proclamation designating May 2013 as Older American Month. Mayor Klingel thanked the Township Seniors who participate in community events and who are role models to the younger generation.

APPROVAL OF MINUTES

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

ROLL CALL: Finke, yes; Willan, yes; Kovacs, yes; Klingel, yes

A motion was made by Finke, seconded by Willan, to approve the Executive Session minutes from the regular meeting held April 16, 2013 with a revision he previously discussed with the Clerk.

ROLL CALL: Finke, yes; Willan, yes; Kovacs, yes; Klingel, yes

RESOLUTIONS

A motion was made by Kovacs, seconded by Willan, to approve Resolution 13-89, Resolution Authorizing Leasing of Police Vehicles. Mayor Klingel noted this resolution includes two vehicles. Mr. Finke asked the model of the vehicles. Chief McDonald stated they are Crown Victorias and that the department will be letting go of five vehicles. Mr. Finke discussed the lease details with Chief McDonald.

ROLL CALL: Kovacs, yes; Willan, yes; Finke, yes; Klingel, yes

A motion was made by Kovacs, seconded by Finke, to approve Resolution 13-90, Resolution Authorizing and Approving Salaries and Wages for Certain Employees (T. Capriccio).

ROLL CALL: Kovacs, yes; Finke, yes; Willan, yes; Klingel, yes

A motion was made by Kovacs, seconded by Willan, to approve Resolution 13-91, Tax Sale Certificate Redemption Resolution – Block 38; Lot 18.32.

ROLL CALL: Kovacs, yes; Willan, yes; Finke, yes; Klingel, yes

STAFF ADMINISTRATIVE REPORTS

Chief McDonald stated he will provide his monthly report within the next few days. He advised the Committee of a shooting incident at Newbold Apartments. No one was injured and Chief McDonald commended the actions of the officers working that evening.

J. Cooper previously submitted a report and stated the milling and paving of Pleasant Valley Road will begin next week. Per the contract, the majority of the project must be completed by June 9<sup>th</sup>. Mr. Finke asked the reason the grates were installed on the pipes at Meadow Breeze. J. Cooper stated he's received reports of children crawling into the drainage pipes during various sporting events.

J. Rossi had nothing to report.

K. McCarthy stated the Township has been working closely with applicants to get revenue into their escrow accounts so the professionals may be paid in a timely manner. He met with Mike Finelli who is pleased with the timeframe of payments. K. McCarthy has been working closely with Highlands on grant payments and is gaining a better understanding of what needs to be done.

Mr. deBoer previously submitted a report. He and J. Cooper met with a timber management company at Lake Marguerite regarding the trees that were blown down during Super Storm Sandy. He will update the Committee on this at an upcoming meeting. An informal meeting was held yesterday with the Highlands Council and Committee approval is required to hold a formal meeting with them on May 29<sup>th</sup>. Mayor Klingel stated the informal meeting included himself, representatives from the Land Use Board, Environmental Commission, Administration and the State to discuss the next steps of the Township's Highlands Plan. A motion was made by Finke, seconded by Willan, to hold a joint meeting of the Land Use Board, Environmental Commission, Committee and State which will consist of a formal presentation and time for questions and answers on May 29<sup>th</sup> at 7:30 pm at the Municipal Building.

ROLL CALL: Finke, yes; Willan, yes; Kovacs, yes; Klingel, yes

Mr. deBoer stated Warren County Arts has supplied the Township with their Certificate of Insurance and will be using the log cabin for their art display. Mr. deBoer submitted a seminar request for himself and K. McCarthy to attend a seminar on June 5<sup>th</sup> in Princeton. A motion was made by Kovacs, seconded by Willan, to approve this request. All were in favor.

#### PUBLIC QUESTIONS AND CONCERNS

Mayor Klingel opened the meeting to the public.

Joel Schnetzer, Cemetery Hill Road, requested the May 29<sup>th</sup> meeting with the Highlands be added to the website. He discussed the timber management program with Mr. deBoer and will provide him with another person to contact. J. Schnetzer is pleased the escrow accounts are in better shape as it benefits the operation of the Land Use Board. He would like the Township's Mission Statement to include working toward farmland preservation.

Hearing no further comments, Mayor Klingel closed the public portion of the meeting.

#### OLD BUSINESS

There was no old business at this meeting.

#### NEW BUSINESS

A motion was made by Kovacs, seconded by Finke, to approve the request to "Turn the Town Teal" during the month of September for National Ovarian Cancer Awareness Month.

ROLL CALL: Kovacs, yes; Finke, yes; Willan, yes; Klingel, yes

Mr. deBoer explained he provided the Township's insurance company with a copy of this fitness workstation proposal and is waiting for a response. Mayor Klingel asked J. Cooper to oversee this project which will be placed in the area of the volleyball and basketball courts. The Committee discussed. Mr. deBoer will assure any signage to be placed at the site will be brought to the Committee's attention prior to installation. A motion was made by Willan, seconded by Finke, to approve the request from Peter Warsen to build a fitness workstation in Meadow Breeze Park for his Eagle Scout project with the supervision of the Public Works Department, sponsor approval by the Committee, and pending approval from the Township's insurance company.

ROLL CALL: Willan, yes; Finke, yes; Kovacs, yes; Klingel, yes

Mayor Klingel stated he received correspondence with regards to 219 S. Broad Street where the house was recently demolished. A resident is asking to beautify the area and provided a picture of a possible solution. Attorney Campbell noted this area is private property and the Township does not have the ability to do what is being asked. Mr. Kovacs discussed receiving the property owner's approval with Attorney Campbell. J. Rossi confirmed the property is now in a safe state. Mayor Klingel asked Mr. deBoer to look into locating the property owner.

Mayor Klingel stated Mr. Horensky provided Vision and Mission Statements for the Committee's review with discussion and suggestions at the next meeting. Mr. deBoer asked everyone to forward comments to him and he will work with Mr. Horensky to incorporate them into the statements. Farmland Preservation will also be included.

Mr. deBoer stated he has been working on a voice mail policy with Mr. Horensky, who felt the Township should be uniform in our approach to utilizing voice mail. The goal of these procedures is to enhance communication of and within the Township. This will be added to the Township's Policy and Procedures Manual. Mr. Willan would like an e-mail policy created as well. A motion was made by Willan, seconded by Finke, to approve the Township's Voice Mail Policy.

ROLL CALL: Willan, yes; Finke, yes; Kovacs, yes; Klingel, yes

Anthony Pasquini, Pohatcong Native Arboretum, updated the Committee on the status of the arboretum. The dedication ceremony will need to be postponed due to a delay with the signage. He has been working with Mr. deBoer and J. Cooper and has prepared a job description for an arboretum caretaker and staff. A. Pasquini stated the only water source for the arboretum is from the ladies room at the log cabin and requested an outdoor spicket be installed. A painting of both the arboretum and Pohatcong Creek is being done for the dedication ceremony in honor of Robert Rush. A. Pasquini suggested the Township contact Warren County, Shippen Manor or Centenary College to help

maintain the arboretum. He is looking for someone to replace him beginning immediately after the dedication ceremony and suggested the Township's Department of Public Works. Mayor Klingel feels the DPW is doing all they can at this point as they work the arboretum into their regular schedule. Mr. Kovacs suggested A. Pasquini attend a Recreation Commission meeting and see if there is any interest among them.

REPORT FROM OFFICIALS

Mr. Willan had nothing to report.

Mr. Finke had nothing to report.

Mr. Kovacs had nothing to report.

Mayor Klingel had nothing to report.

PAYMENT OF BILLS

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

ROLL CALL: Kovacs, yes; Willan, yes; Finke, yes; Klingel, yes

The Committee took a five minute recess before entering into Executive Session. Mr. Horensky will be participating in the Executive Session portion of this meeting via a teleconference call.

EXECUTIVE SESSION

A motion was made by Kovacs, seconded by Finke, to approve Resolution 13-92, 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 8:16 p.m. All were in favor. Attorney Campbell explained the Committee will be discussing a personnel matter dealing with the DPW, a contractual matter dealing with the Police Shared Service Agreement with Washington Borough, and a proposed contract with a Township resident.

A motion was made by Finke, seconded by Willan, to come out of Executive Session at 9:53 p.m. All were in favor. Attorney Campbell stated the Committee discussed a contractual matter dealing with the Police Shared Service Agreement with Washington Borough, a contractual matter dealing with a resident, and a personnel matter dealing with the DPW. 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.

Mr. Horensky participated in the remainder of the meeting via a teleconference call.

A motion was made by Kovacs, seconded by Willan, to approve Resolution 13-93, Resolution Authorizing and Approving Salaries and Wages for Certain Employees (R. Vishnesky).

ROLL CALL: Kovacs, yes; Willan, yes; Horensky, yes; Finke, no; Klingel, yes

ADJORNMENT

Hearing no further business to come before the Committee, a motion was made by Finke, seconded by Willan, to adjourn the meeting at 9:55 p.m. All were in favor.

Respectfully submitted,

Anna C. Godfrey, RMC  
Township Clerk