

**TOWNSHIP OF WARREN
TOWNSHIP COMMITTEE MEETING MINUTES
AUGUST 11, 2016**

Mayor Lazo read the following statement:

In compliance with the Open Public Meetings Act of New Jersey, adequate notice of this meeting was provided on January 7, 2016 by sending written notices to the Echoes Sentinel and Courier News, posting on the Bulletin Board in the Municipal Building and filing with the Township Clerk.

This meeting is to be taped for broadcast on the Access Channel and everyone is required to comply with the policies and procedures governing access programming for the Access Channel. No mention of political affiliation or political advertising shall take place at this meeting or it will be deleted from any rebroadcast of the meeting.

EXECUTIVE SESSION:

RESOLUTION NO. 2016-179 was read in full by Atty. Lehrer at 6:30 PM. Deputy Mayor Garafala made a motion to move to executive session, seconded by Committeeman Marion. Voice Vote: All in favor.

The following items were discussed:

Pending Litigation:

Affordable Housing;
Chinese Community Center Vs. Warren Township

Contract Negotiations:

WTSA

Personnel:

Chief of Police Contract

The Open Public Meeting was called to order at 7:15 by the Township Clerk.

All present recited the Pledge of Allegiance for the Flag Salute.

ROLL CALL: Committee Marion, Committeeman DiNardo, Committeeman Sordillo, Deputy Mayor Garafala and Mayor Lazo were all present.

Also present were Jeffrey Lehrer, Township Attorney; Mark Krane, Township Administrator and Cathy Reese, Township Clerk

Atty. Lehrer issued the Oath of Office to newly appointed Township Clerk, Cathy Reese.

Deputy Mayor Garafala presented Neelesh Thanasegaran with a CERTIFICATE OF ACHIEVEMENT for being chosen as the Somerset Patriots Kid CFO for 2016.

Discussion item: Purchase of New Fire Apparatus,(discussion Item # b) was moved to the front of the agenda by Mayor Lazo.

Presentation by Chief Mark Russo and Assistant Chief Michael LoSapio of the Mount Bethel Fire Company #1. The Department is requesting to enhance the Township's fleet by adding a multipurpose Quint Aerial Ladder Pumper to replace the 1998 Pumper which is approaching the 20 year NFPA section 1901 guidance as to useful life. After the

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presentation, the Township Committee engaged in a discussion with Chief Russo, Assistant Chief LoSapio and Tom Byrne, Warren Township's Executive Assistant for Fire Department Planning and Policy Development. The Township Committee agreed to review the information carefully and consider the request.

PUBLIC HEARINGS-There were none at this time

APPROVAL OF TOWNSHIP COMMITTEE MINUTES

Committeeman Marion made a motion, seconded by Deputy Mayor Garafala to approve the Regular and Executive Session Minutes for July 14, 2016, carried by unanimous roll call vote.

REPORTS OF TOWNSHIP OFFICERS OR OFFICIALS-There were none at this time

REPORTS OF STANDING COMMITTEES

Committeeman DiNardo gave a summary of the Department of Public Works monthly report. Paving of 14 out of the 20 roads approved in the 2016 budget are completed. Drainage project started on Hunters Trail.

Committeeman Sordillo reported that due to a resident complaint, he visited the area where High Oaks exits to Hillcrest, and the site line is completely blocked by trees. Committeeman Sordillo contacted the County and they will be removing the trees to increase the sightline and the safety of the intersection.

Committeeman Sordillo received another complaint regarding mail delivery, which Mr. Krane is addressing. Committeeman Marion thanked Administrator Krane for helping another resident with his building permit issue.

Deputy Mayor Garafala congratulated Watchung Hills Regional High School for achieving number 131 out of the top 500 schools in the country.

Committeeman Marion announced that Moody's re-evaluated their rating of the township and affirmed an AA rating and the Township also has an AAA bond rating from S&P. Administrator Krane was asked to do a press release to announce the Township's rating.

Mayor Lazo has been reviewing the surveys to the residents and noted that the township's Customer Service comments are positive and have improved dramatically. He thanked Administrator Krane and the Township employees. Deputy Mayor Garafala noted in looking at the survey spread sheet (2010-2016) prepared by Mr. Krane that there were no negative comments for both the recreation and finance departments and she commended both.

COMMENTS ON AGENDA ITEMS – Mr. Joe Lakatos of 7 Horseshoe Lane, requested information on Resolution 2016-182. Administrator Krane explained that there is a full replacement plan for the police fleet, of which one is referenced in Resolution 2016-182. The plan calls for 3 vehicles to be replaced this year.

BILLS

RESOLUTION NO. 2016-180 was read by Committeeman Marion:

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BE IT RESOLVED by the Township Committee of the Township of Warren, County of Somerset, New Jersey, that the Chief Financial Officer be and hereby is authorized to pay current bills in the amount of \$10,277,987.98 and made a part hereof, consisting of payments as follows:

Warren Township BOE	\$3,000,000.00
Somerset County	\$4,667,220.84
WHRHS	\$1,100,000.00
Township Expenses	\$1,510,767.14

Committeeman DiNardo made a motion, seconded by Deputy Mayor Garafala to adopt Resolution 2016-180 carried by unanimous roll call vote.

COMMUNICATIONS AND PETITIONS – There were none at this time

DEFERRED BUSINESS -There was none at this time

NEW BUSINESS:

Committeeman DiNardo read the following:

ORDINANCE NO. 16-14 (by title for introduction)
AN ORDINANCE AMENDING SECTION 4-2 ENTITLED “LICENSING OF CANVASSERS AND SOLICITORS” OF CHAPTER IV ENTITLED LICENSING – GENERAL” OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF WARREN.

EXPLANATION: This Ordinance amends Section 4-2 entitled “Licensing of Canvassers and Solicitors” of Chapter IV entitled “Licensing-General” of *The Revised General Ordinances of the Township of Warren* by amending the definition of “Canvasser or “Solicitor”.

Committeeman DiNardo made a motion to approve Ordinance No. 16-14 on first reading, seconded by Committeeman Marion, carried by unanimous roll call vote. The public hearing for Ordinance 16-14 will be September 8, 2016 at 7:00 PM.

CONSENT AGENDA RESOLUTIONS:

Deputy Mayor Garafala made a motion to adopt the following Consent Agenda Resolutions No. 2016-181 through 2016-188. Seconded by Committeeman DiNardo. Approved by unanimous roll call vote:

- 2016-181 AUTHORIZING 2ND CHANGE ORDER – NEW MUNICIPAL BUILDING BISMARCK CONSTRUCTION
- 2016-182 AWARD OF CONTRACT – ONE (1) POLICE VEHICLE TO WINNER FORD OF CHERRY HILL

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- 2016-183 AWARD OF CONTRACT – (1) TORO WORKMAN HDX 4 WHEEL DRIVE MRESC UTILIZING THE COOPERATIVE PRICING SYSTEM
- 2016-184 AUTHORIZING 2ND EXTENSION OF CONTRACT THROUGH STATE CONTRACT #A80902 TO RICH TREE SERVICE INC. FOR TREE TRIMMING, PRUNING & REMOVAL SERVICES
- 2016-185 AUTHORIZING ACTING CHIEF FINANCIAL OFFICER TO CANCEL CERTAIN UNDELIVERABLE OUTSTANDING ESCROW CHECKS
- 2016-186 AWARD OF CONTRACT- ACCOUNTEMPS EMPLOYMENT AGENCY
- 2016-187 AWARD OF CONTRACT – HOOVER TRUCK CENTERS & CAMPBELL FREIGHTLINER LLC THROUGH SOMERSET COUNTY COOPERATIVE PURCHASING SYSTEM FOR VEHICLE EQUIPMENT PARTS
- 2016-188 APPROVAL OF THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE BUDGET RECEIVED FROM THE STATE OF NEW JERSEY TO WARREN TOWNSHIP IN THE SUM OF \$349.00

DISCUSSION ITEMS;

a. Environmental Commission Vacancy
Committeeman DiNardo nominated Wayne DeFayo as a new member of the Environmental Commission: Voice Vote: All in favor.

- c. 2017 Budget Goals and Objectives }
- d. 2017 Budget Process }

A discussion ensued with regards to the transition to the new building. Administrator Krane noted that the Building Division’s Custodial Service methodology will change with the new building. Deputy Mayor Garafala recommended reviewing the DPW Dept. and possibly adding some seasonal help as well as reviewing the police department, in order to provide the best service to the residents. Administrator Krane will be reviewing staffing in all departments prior to moving into the new building. The budget process for 2017 as defined in Administrator Krane’s memo was reviewed and approved.

e. Recreation Summer Camp Report
Report was prepared by the Recreation Director which was reviewed by the Committee. A discussion ensued and Committeeman Sordillo suggested that premiums be charged to outside townships. He also noted that one third of the recreation staff were not Warren residents. Administrator Krane responded that the recreation staff has been upgraded and most are certified teachers. Deputy Mayor noted that the Summer Recreation Programs are self-sustaining and do not cost the tax payers.

f. Wagner Farm Master Plan
Committeeman DiNardo reported that there are now vacant buildings on the site and as of October 2017 all the residential properties will no longer be occupied. He recommended that the Committee appoint an Adhoc Committee of 5 members to do a study and prepare a mission statement resolution for all the properties for present and future use, no later than May 2017. All agreed.

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g. EEO Investigator Found Compliance

Administrator Krane updated the Committee on the EEO Audit, whereby the township's bid processes and professional services contracts are evaluated by the state. The Township is in compliance with state regulations.

h. Affordable Housing

Atty. Lehrer gave an update of the ongoing status of the litigation throughout the state with regards to the fair housing numbers and how they should be calculated. All the municipalities are waiting for the State Supreme Court to make its ruling. He will keep the Committee updated on the progress.

i. Towing Ordinance

Atty. Lehrer drafted an Ordinance at the request of Police Chief Keane for stricter guidelines and better response times for towing companies licensed in Warren Township. Atty. Lehrer asked that the Committee review the draft carefully in order to have the Ordinance ready for first reading in September. The new rates for towing and storage would then be set by resolution.

j. Sign Ordinance Regulations – Temporary Banners

A discussion ensued with regards to allowing banners for all nonprofits and all events. The decision was made to prepare an ordinance for a new policy that would only allow banners for municipality sponsored events only.

PRIVILEGE OF THE FLOOR –There were no comments from the floor

ADJOURN

As there was no further business to discuss, Committeeman DiNardo made a motion, seconded by Deputy Mayor Garafala to adjourn the meeting. Voice Vote: All in favor. The meeting adjourned at 9:05 PM.

Respectfully submitted,

Cathy Reese, RMC, CMR
Township Clerk