

**HAMPTON TOWNSHIP COMMITTEE  
MINUTES  
MARCH 12, 2013**

**THE MINUTES HAVE NOT BEEN FORMALLY APPROVED AND ARE SUBJECT TO CHANGE OR MODIFICATION AT THE NEXT REGULARLY SCHEDULED MEETING.**

**FLAG SALUTE:** Mayor P. Yetter led the Flag Salute at 7:04 PM

**ROLL CALL: Present:** Committeeman D. Coranoto, Committeeman T. Dooley, Committeeman D. Hansen, Committeeman K. Gourlay, and Mayor P. Yetter. **Also Present:** Township Administrator E. Klose.

**STATEMENT-** Mayor Philip Yetter stated that the meeting was being held in compliance with the provisions of P. L. 1975, Ch. 231, Secs. 4 & 13 the Sunshine Law, adequate notice of the meeting has been published in the New Jersey Herald being the Sunday and Daily editions as to time, place, and date, and is posted in the usual location of posted notices in the municipal building.

**CONSENT AGENDA** – Mayor Philip Yetter stated that all items with an Asterisk (\*) are considered routine and non-controversial by the Committee and will be approved by one motion. There will be no separate discussion of these items unless a citizen or Committee Member requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

- **Minutes** – February 26, 2013

- **Correspondence**

1. Hampton Township Administrator – Letter to Hampton Township Fire and Rescue, Inc.
2. The New Jersey Planner – January/February 2013 Newsletter
3. Sussex County Solid Waste Advisory Council – December 11, 2012 Minutes
4. YMCA – Letter to Mayor Yetter Regarding the “Pioneering Healthier Communities Committee” and their Effort to Support a Farmers Mobile Market
5. Hampton Township Zoning Board of Adjustment – March 7, 2013 Agenda; January 24, 2013 Minutes
6. Hampton Township Fire and Rescue, Inc. – 2013 Tentative Fundraising Schedule
7. Certificates of Appreciation – Camp Auxilium Employees

- **Reports**

1. Hampton Township Construction Official – February 2013 Permit Activity Report

- **Resolutions**

1. Hampton Township Resolution Opposing S2364/A3553

**APPROVAL OF THE CONSENT AGENDA**

Committeeman D. Coranoto requested that Resolution #1 be removed from the Consent Agenda to further consideration.

Committeeman K. Gourlay requested that Correspondence #1 be removed from the Consent Agenda for further discussion.

Committeeman T. Dooley requested that Correspondence #4 be removed from the Consent Agenda for further consideration.

**A MOTION** was made by Committeeman T. Dooley and seconded by Committeeman D. Coranoto, with all members in favor, to approve the Consent Agenda as listed above with the items referenced removed for further consideration.

**Resolution #1: Hampton Township Resolution Opposing S2364/A3553:**

Committeeman D. Coranoto stated that he contacted the New Jersey League of Municipalities to discuss bills S2364 and A3553, which pertain to newly proposed early voting laws. The League opposes these two bills primarily because local governments would incur much higher costs for elections. The residents of New Jersey already have the ability to vote early by using the Vote by Mail method, which allows voters to cast their ballots up to 45 days prior to an election.

Committeeman D. Coranoto pointed out that the State gave local governments the option to move their school elections from April to the General Election in November. One of the objectives of doing this was to enable local governments to save money, however, bills S2364/A3553 would negate any savings realized. The Township Committee members agreed by full consensus to oppose S2364/A3553 by way of the Resolution referenced above.

**Correspondence #1- Hampton Township Administrator – Letter to Hampton Township Fire and Rescue, Inc:**

Committeeman K. Gourlay commented on a letter that Hampton Township Administrator E. Klose wrote to Hampton Township Fire & Rescue, Inc. on behalf of the Hampton Township Committee regarding an issue that was discussed at a previous Township Committee Meeting. Committeeman K. Gourlay noted that both the tone and the content of the letter reflected the sentiments of the Township Committee perfectly. Committeeman K. Gourlay thanked Township Administrator E. Klose for her effort. The remaining Township Committee members concurred.

**Correspondence #4- YMCA – Letter to Mayor Yetter Regarding the “Pioneering Healthier Communities Committee” and their Effort to Support a Farmers Mobile Market:**

Committeeman T. Dooley made an inquiry about the issuance of a permit to operate a mobile farmer’s market. Township Administrator E. Klose stated that typically a Food Handler’s Permit is required when any type of food is going to be sold to the public. Therefore, she forwarded the correspondence referenced above to the Township Board of Health for review.

**A MOTION** was made by Committeeman T. Dooley and Committeeman D. Hansen, with all members in favor, to table this matter until the Township Board of Health has had an opportunity to review and consider the issue.

Mayor P. Yetter asked for an update regarding the revaluation process that is currently being conducted in the township by Appraisal Systems, Inc. Township Administrator E. Klose reported that the revaluation is progressing as planned. Certain residents have raised concerns that their property taxes will increase due to the revaluation. Administrator E. Klose has responded to these concerns by explaining that a percentage of the homeowners will experience a property tax increase, however, just as many will experience a decrease in their taxes, while the remaining population will see no change at all.

## **REGULAR AGENDA**

### **ORDINANCES**

### **INTRODUCTION AND FIRST READING**

**HAMPTON TOWNSHIP 2013 ANNUAL BUDGET**

A **MOTION** was made by Committeeman T. Dooley and seconded by Committeeman D. Hansen to introduce at first reading the Hampton Township 2013 Annual Budget.

**ROLL CALL VOTE:** Committeeman Daniel Coranoto, yes; Committeeman Timothy Dooley, yes; Committeeman Keith Gourlay, yes; Committeeman David Hansen, yes; and Mayor Philip Yetter, yes. Motion Carried.

**PUBLIC HEARING AND FINAL ADOPTION**

**ORDINANCE #2013-02 – CALENDAR YEAR 2013 HAMPTON  
TOWNSHIP ORDINANCE TO EXCEED THE MUNICIPAL BUDGET  
APPROPRIATIONS LIMITS AND TO ESTABLISH A CAP BANK  
(N.J.S.A. 40A:4-45.14)**

A **MOTION** was made by Committeeman K. Gourlay and seconded by Committeeman D. Coranoto to adopt at final reading Ordinance 2013-02.

**PUBLIC HEARING**

No public comment.

**PUBLIC HEARING CLOSED**

**ROLL CALL VOTE:** Committeeman Daniel Coranoto, yes; Committeeman Timothy Dooley, yes; Committeeman Keith Gourlay, yes; Committeeman David Hansen, yes; and Mayor Philip Yetter, yes. Motion Carried.

**RESOLUTIONS**

A **MOTION** was made by Committeeman K. Gourlay and seconded by Committeeman T. Dooley, with all members in favor, to adopt the following Resolution.

**HAMPTON TOWNSHIP RESOLUTION TO CANCEL \$15,365.00 FROM  
RESERVE FOR TAX SALE PREMIUMS TO CURRENT FUND HAMPTON  
TOWNSHIP RESOLUTION TO CANCEL TAX SALE PREMIUMS**

**WHEREAS**, the Tax Collector's office has performed comprehensive review and analysis of the Other Trust Account, "Reserve for Tax Sale Premiums";

**WHEREAS**, it has been determined that \$15,365.00 has been erroneously deposited into the Reserve for Tax Sale Premiums;

**WHEREAS**, the following amount of \$15,365.00 is to be canceled and applied to the current account;

**THEREFORE BE IT RESOLVED BY THE** Township Committee of the Township of Hampton, County of Sussex, State of New Jersey that approval be granted to cancel the overpayments as indicated in the amount of \$15,365.00 to the current account.

Leah C. Korver, CTC  
Tax Collector  
March 12, 2012

**CERTIFICATION**

I hereby certify that the above Resolution was adopted by the Township Committee at their regular meeting held on March 12, 2013 at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.

Date: 3/12/13

Kathleen Armstrong  
Kathleen Armstrong, RMC

A **MOTION** was made by Committeeman D. Coranoto and seconded by Mayor P. Yetter, with all members in favor, to adopt the following Resolution.

**HAMPTON TOWNSHIP  
RESOLUTION TO CANCEL TAX SALE PREMIUMS**

**WHEREAS**, the Tax Collector's office has performed a review of the premium account;

**WHEREAS**, there is a balance in the redemption account from 2004 in the amount of \$1,100;

**WHEREAS**, liens were sold on the following Blocks/Lots in 2005 that included premiums on the certificates;

Block	Lot	Amount of Premium
1601	8	\$4,000
3102	18	\$250

**WHEREAS**, Block 1601 Lot 8 has since been foreclosed;

**WHEREAS**, according to N.J.S.A. 54:5-33, premiums not redeemed or otherwise returned after 5 years escheat to the municipality;

**WHEREAS**, the following amount of \$5,350.00 is to be canceled and applied to the current account;

**THEREFORE BE IT RESOLVED BY THE** Township Committee of the Township of Hampton, County of Sussex, State of New Jersey that approval be granted to cancel the overpayments as indicated in the amount of \$ 5,350.00 to the current account.

Leah C. Korver, CTC  
Tax Collector  
March 12, 2012

**CERTIFICATION**

I hereby certify that the above Resolution was adopted by the Township Committee at their regular meeting held on March 12, 2013 at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.

Date: 3/12/13

Kathleen Armstrong  
Kathleen Armstrong, RMC

A **MOTION** was made by Committeeman D. Hansen and seconded by Committeeman K. Gourlay, with all members in favor, to adopt the following Resolution.

**HAMPTON TOWNSHIP RESOLUTION TO CANCEL \$7,161.74 FROM  
REDEMPTION TO CURRENT**

**WHEREAS**, Leah C. Korver, Tax Collector, performed comprehensive review and analysis of the redemption account;

**WHEREAS**, it has been determined that \$7,161.74 has been mistakenly deposited into the redemption account;

**WHEREAS**, the following amount of \$7,161.74 is to be canceled and applied to the current account;

**THEREFORE BE IT RESOLVED BY THE** Township Committee of the Township of Hampton, County of Sussex, State of New Jersey that approval be granted to cancel the overpayments as indicated in the amount of \$ 7,161.74 to the current account.

Leah C. Korver, CTC  
Tax Collector  
March 12, 2012

#### CERTIFICATION

I hereby certify that the above Resolution was adopted by the Township Committee at their regular meeting held on March 12, 2013 at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.

Date: 3/12/13 Kathleen Armstrong  
Kathleen Armstrong, RMC

A **MOTION** was made by Committeeman D. Hansen and seconded by Committeeman T. Dooley, with all members in favor, to adopt the following Resolution.

#### HAMPTON TOWNSHIP RESOLUTION TO CANCEL 2006 TAX OVERPAYMENTS AS INDICATED, IN THE AMOUNT OF \$13,981.92

**WHEREAS**, Leah C. Korver, Tax Collector, advises that there are overpayments on the following accounts in the amount of \$13,981.92 as indicated below;

**WHEREAS**, the tax software was upgraded in 2007 from Edmunds & Assoc. to Municipal Software;

**WHEREAS**, a master file was produced to enter information into the new computer software;

**WHEREAS**, the master file indicated overpaid amounts from 2006 that are otherwise erroneous;

**WHEREAS**, the following amounts are to be canceled and applied to the current account;

Block	Lot	Amount
101	12.01	\$334.65
901	13 QFarm	\$610.96
901	14 QFarm	\$1680.68
901	24	\$64.48
1001	12 QFarm	\$3899.67
3601	1	\$146.48
3603	26	\$7245.00

**THEREFORE BE IT RESOLVED BY THE** Township Committee of the Township of Hampton, County of Sussex, State of New Jersey that approval be granted to cancel the overpayments as indicated in the amount of \$ 13,981.92 to the current account.

Leah C. Korver, CTC  
Tax Collector  
March 12, 2012

**CERTIFICATION**

I hereby certify that the above Resolution was adopted by the Township Committee at their regular meeting held on March 12, 2013 at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.

Date: 3/12/13 Kathleen Armstrong  
Kathleen Armstrong, RMC

A **MOTION** was made by Committeeman D. Coranoto and seconded by Committeeman K. Gourlay, with all members in favor, to adopt the following Resolution.

**HAMPTON TOWNSHIP RESOLUTION AUTHORIZING THE  
PURCHASE OF ENERGY GENERATION SERVICES FOR PUBLIC  
USE ON AN ONLINE AUCTION WEBSITE**

**WHEREAS**, the Township of Hampton has determined to move forward with the EMEX Reverse Auction in order to procure electricity for the Township of Hampton; and

**WHEREAS**, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) (the "ACT") authorizes the purchase of energy generation service for public use through the use of an online auction service; and

**WHEREAS**, the Hampton Township will utilize the online auction services of EMEX, LLC, and approved vendor pursuant to the Act, waiver number EMEX LLC-1, located at [www.energymarketexchange.com](http://www.energymarketexchange.com); and

**WHEREAS**, EMEX, LLC is compensated for all services rendered through the participating supplier that a contract is awarded to; and

**WHEREAS**, the auction will be conducted pursuant to the ACT.

**NOW, THEREFORE BE IT RESOLVED** that the Township Committee of the Township of Hampton does hereby authorize the Township Administrator to conduct a reverse auction with EMEX.

**BE IT FURTHER RESOLVED** that the Hampton Township Municipal Clerk file a Certified copy of the within Resolution to the Department of Community Affairs.

**CERTIFICATION**

I hereby certify that the above Resolution was adopted by the Township Committee at their regular meeting held March 12, 2013 at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.

Date: 3/12/13 Kathleen Armstrong  
Kathleen Armstrong, RMC  
Township Clerk

A **MOTION** was made by Committeeman D. Coranoto and seconded by Committeeman K. Gourlay, with all members in favor, to authorize Township Administrator E. Klose to execute an agreement for the procurement of electricity for the Hampton Township Municipal Complex for a period of one-year.

**NEW BUSINESS**

**CRANDON LAKES DAM – REPAIR OF ROTTED POST ON THE  
CRANDON LAKE DAM FENCE – TOTAL ESTIMATE \$575.00;  
HAMPTON TOWNSHIPS PORTION OF THE REPAIR - \$191.66**

The Township Committee reviewed a quote from NJ Fence & Guardrail, Inc. for the repair of a rotted fence post. Township DPW Manager stated that the total cost of repair is \$575.00, however, the expense would be divided between Stillwater Township, the Crandon Lakes Homeowner's Association and Hampton Township.

**A MOTION** was made by Committeeman T. Dooley and seconded by Committeeman D. Hansen, with all members in favor, to authorize a repair by NJ Fence & Guardrail, Inc. to the fence post in Crandon Lakes for a cost of \$191.66.

**HAMPTON TOWNSHIP DEPARTMENT OF PUBLIC WORKS –  
QUOTE FOR SNOW GUARDS FOR HAMPTON TOWNSHIP  
FIREHOUSE #1 - \$1,650.00**

Township DPW Manager D. Bayles explained that he received several complaints about snow sliding off the roof at Firehouse #1 and creating a dangerous situation for anyone who might be standing near the structure. Snow has also damaged the exhaust pipe on the back section of the roof. The Township Committee reviewed a quote to install additional snow guards on the front of the roof and new guards for the back.

In addition to the current quote, the Township Committee suggested that D. Bayles obtain a quote from a contractor who specializes in steel roofs.

**A MOTION** was made by Committeeman T. Dooley and Committeeman D. Coranoto, with all members in favor, to table the matter referenced above pending additional quotes.

**HAMPTON TOWNSHIP DEPARTMENT OF PUBLIC WORKS –  
REQUEST TO HIRE A SEASONAL EMPLOYEE FOR PARK  
MAINTENANCE**

**A MOTION** was made by Committeeman D. Hansen and seconded by Mayor P. Yetter, with all members in favor, to authorize the placement of a classified advertisement in the New Jersey Herald for a Township DPW Seasonal Employee for park maintenance services.

**DISCUSSION**

Committeeman D. Coranoto stated that he and Committeeman T. Dooley recently attended a meeting of the Joint Municipal Court to continue discussion regarding the Joint Court Budget. It was determined that Hampton Township would pay 58% of the operating costs for a three-year term. The Joint Municipal Court Committee will review the Court Budget annually to evaluate expenses. Hampton Township will have an opportunity to meet with Court officials and reevaluate the agreement after a two-year period. Committeeman D. Coranoto added that the Joint Court will forward a copy of the newly drafted contract to Township Administrator E. Klose. Joint Court Officials also discussed hiring a part-time employee to assist the Court Administrator.

Committeeman T. Dooley suggested sending a letter to Joint Court Judge C. Dana for providing direction to the Court Committee during the budget discussions.

---

Committeeman K. Gourlay asked for an update regarding the recent Nextel Cell Tower Application that was recently approved by Stillwater Township. At a previous meeting, Hampton Township officials were informed that the proposed site for the cell tower equipment shed appears to be partially located in Hampton Township.

Township Administrator E. Klose stated that Nextel's attorney is talking to their client about located the equipment shed within the boundaries of Stillwater Township. The Township Committee briefly discussed how they would proceed if Nextel begins construction of the equipment shed in Hampton Township without obtaining the proper approval from township officials.

---

Committeeman D. Hansen stated that the Hampton Township Fire Department would be holding their Annual Pancake Breakfast on March 24<sup>th</sup>. The HTVFR Annual Easter Flower Sale is scheduled for March 28<sup>th</sup>, 29<sup>th</sup> and 30<sup>th</sup>. Fire department members plan to begin setting up for the flower sale on March 27<sup>th</sup> between the hours of 2:30 PM and 3:30 PM.

---

Committeeman T. Dooley gave an update regarding the Mike Biron Field of Dreams Lighting Project. Township Administrator E. Klose added that the Lighting Committee is in the process of planning the electrical phase of the project. She added that as the result of fundraising efforts over the past several years, it is possible to begin construction on the structure that will house the necessary electrical equipment.

---

Township Administrator E. Klose stated that she and Township DPW Manager D. Bayles contacted the homeowners of Block 1801.01, Lot 32.15 located on Ike Williams Road to discuss a drainage issue that exists on the property. Township Engineer H. Pellow inspected the area several months ago and determined that the problem requires remediation work in order to rectify repeated flooding on the roadway. The flooding is occurring because the homeowner removed a large number of trees on the property. The homeowner has agreed to allow Township Engineer H. Pellow to walk the property with township officials in order to properly assess the situation and make a thorough recommendation for remediation. Township Administrator E. Klose suggested that Township Attorney S. Roseman partake in the inspection.

**A MOTION** was made by Committeeman T. Dooley and seconded by Committeeman D. Hansen, with all members in favor, to have Township Engineer H. Pellow and Township Attorney S. Roseman accompany township officials during an inspection of Block 1801.01, Lot 32.15 on Ike Williams Road in order to determine the appropriate remediation methods to resolve an existing drainage issue on the property.

---

Township Administrator E. Klose requested approval from the Township Committee to submit a Future Municipal Leadership Scholarship Award Application on behalf of Hampton Township resident Miss Melanie Filosa.

**A MOTION** was made by Committeeman T. Dooley and seconded by Committeeman K. Gourlay, with all members in favor, for Township Administrator E. Klose to submit a Future Municipal Leadership Award Scholarship Application on behalf of Hampton Township resident Miss Melanie Filosa.

### **PUBLIC SESSION**

Township Recreation Chairwoman S. Rude requested permission for the Youth Lacrosse Team to use the Hampton Township ball field for their practices.

### **PUBLIC SESSION CLOSED**

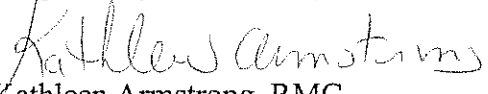
**A MOTION** was made by Committeeman T. Dooley and seconded by Committeeman D. Hansen, with all members in favor, to approve a request from the Youth Lacrosse Team to utilize the Hampton Township Municipal Complex Fields for practice sessions.



ADJOURNMENT

A **MOTION** was made by Committeeman D. Hansen and seconded by Committeeman K. Gourlay, with all members in favor, to adjourn the meeting at 7:47 PM.

Respectfully submitted by,

  
Kathleen Armstrong, RMC  
Township Clerk