

**HAMPTON TOWNSHIP COMMITTEE
MINUTES
MARCH 27, 2012**

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

FLAG SALUTE: Led by Mayor P. Yetter at 7:00 P.M.

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

STATEMENT – Mayor P. 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 P. 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** – March 13, 2012

- **Correspondence**
 1. Hampton Township Planning Board – March 15, 2012 Agenda; January 19, 2012 Minutes
 2. NJ State League of Municipalities – Re: Affordable Housing/Municipal Trust Fund Dollars
 3. Frankford Township – Notice on Land Use Hearing on the Proposed Adoption of a Circulation Plan Element of the Municipal Master Plan
 4. NJ State League of Municipalities – Re: Energy Tax Funding Gaps, Funding Cuts and the State Skim
 5. Sussex County Notice of Proposed Sale of Real Property Owned by the County Known as 129 Morris Turnpike in Block 21, Lot 4 and also Known as the “Homestead “

APPROVAL OF THE CONSENT AGENDA

Committee D. Coranoto requested that Correspondence #4 be removed from the Consent Agenda for further consideration.

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

Correspondence #4: NJ State League of Municipalities – Re: Energy Tax Funding Gaps, Funding Cuts and the State Skim: Committeeman D. Coranoto stated that he would like all the municipalities in the county to support the efforts of the NJLM to have the State of New Jersey return franchise taxes to municipalities where the revenues were initially generated.

A **MOTION** was made by Committeeman D. Coranoto and seconded by Committeeman T. Dooley, with all members present in favor, to support a resolution from the New

Jersey League of Municipalities calling for the restoration of Energy Taxes to municipalities.

A MOTION was made by Committeeman D. Coranoto and seconded by Mayor P. Yetter, with all members present in favor, to send a letter to the Legislators in the 24th District explaining Hampton Township's position regarding Energy Tax Funding.

REGULAR AGENDA

ORDINANCES

FINAL ADOPTION AND PUBLIC HEARING

Township Auditor T. Ferry presented information regarding the 2012 Hampton Township Annual Budget. Mr. Ferry stated that the Budget reflects a .0123% tax increase on the existing tax rate. This amount equates to \$12.30 per \$100,000 assessed value of a home in Hampton Township. Mr. Ferry noted that Hampton township's Budget is not only within the State mandated 2% Tax Levy Cap, it is below the 2% Cap. The 2012 Budget indicates a slight increase of .57% over last year's budget.

Mr. Ferry reported that Hampton Township experienced a net valuation taxable increase. The township's financial status is very favorable at this time. He presented a Pie Chart illustrating how property taxes in the township are distributed. The breakdown is as follows: Hampton Township Municipal Offices= 15.27%, Open Space = 0.25%, Sussex County = 21.26%, Kitatimny Regional School = 31.37%, and Local School District (McKeown) = 31.85%. Mr. Ferry reported that Hampton Township's surplus will likely increase in 2012.

The Township Committee thanked Mr. Ferry for making his presentation.

2012 HAMPTON TOWNSHIP ANNUAL BUDGET

A MOTION was made by Committeeman T. Dooley and seconded by Committeeman D. Coranoto to adopt at final reading the 2012 Hampton Township Annual Budget.

PUBLIC HEARING

Township Mr. T. Krucinski stated his approval of the budget.

PUBLIC HEARING CLOSED

A MOTION was made by Committeeman D. Hansen and seconded by Committeeman D. Coranoto, with all members present in favor, to close the public hearing.

ROLL CALL VOTE: Committeeman Daniel Coranoto, yes; Committeeman Timothy Dooley, yes; Committeeman Dave Hansen, yes; and Mayor Phillip Yetter, yes. Motion Carried.

NEW BUSINESS

HAMPTON TOWNSHIP PUBLIC WORKS MANAGER – FARMSIDE LANDSCAPE AND DESIGN PROPOSAL FOR FERTILIZER AND WEED CONTROL PROGRAM IN THE RECREATION PARK

The Township Committee reviewed a quote from Farmside Landscaping and Design for a Field Maintenance Program for the Hampton Township Park. The proposal includes fertilizer (includes fall fertilization) and weed control.

A **MOTION** was made by Mayor P. Yetter and seconded by Committeeman D. Hansen, with all members present in favor, to table the Fall Fertilization Program until Township Administrator E. Klose has had an opportunity to speak with Kittatinny Regional High School Officials and request their participation in a Field Maintenance Program for the Township Park.

Recreation Chairperson S. Rude suggested that township officials contact the Hampton Lacross Organization to determine whether they intend to participate again this year in a field maintenance program.

REACH THE BEACH RELAY RACE – APPROVAL REQUESTED TO TRAVEL THROUGH HAMPTON TOWNSHIP ON OCTOBER 13, 2012

A **MOTION** was made by Committeeman T. Dooley and seconded by Committeeman D. Hansen, with all members present in favor, to approve a request from Reach the Beach Race Organizers to travel through Hampton Township on October 13, 2012.

BLUE LIGHT PERMIT

A **MOTION** was made by Committeeman T. Dooley and seconded by Mayor P. Yetter, with all members present in favor, to approve a Blue Light Permit for Hampton Township Fire & Rescue, Inc. Member William Bauer.

SEASONAL TOWNSHIP EMPLOYEE

Township Administrator E. Klose stated that a classified ad was posted in the New Jersey Herald for the position of a Seasonal Laborer from April 2012 through October 2012. Administrator E. Klose will be conducting interviews the week of April 1, 2012.

SUSSEX COUNTY TECHNICAL SCHOOL (SCTS) RE: HAMPTON TOWNSHIP SIGNS

Township Administrator E. Klose stated that SCTS Teacher H. Drake had planned to attend the Township Committee Meeting this evening to present sign samples that his students designed. However, Mr. Drake experienced a last minute change in his schedule and postponed the presentation until the Township Committee Meeting scheduled for April 10, 2012.

Mayor P. Yetter suggested installing metal sign posts rather than wooden posts for durability purposes. Committeeman D. Hansen noted that the signs must comply with NJDOT regulations.

HOLIDAY LIGHTS JCP&L

Township Administrator E. Klose gave an update regarding the installation of banners along Route 206 instead of holiday lights. She distributed photographs illustrating a variety of color and design options. Administrator E. Klose suggested that perhaps the township could place permanent banners that identify Hampton Township's Shopping District and then change them out during the Holiday Season to Holiday Banners. The Township Committee agreed by full consensus that the banners were a good option and would be more cost effective than holiday wreaths/lights.

It was noted that JCP&L might charge the township a fee for placing the flags on their utility poles. Administrator E. Klose stated that she would continue to pursue the installation of banners further and report back to the Township Committee.

RESOLUTION TO SAVE THE SUSSEX COUNTY HOMESTEAD

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

HAMPTON TOWNSHIP RESOLUTION
SUPPORTING A REFERENDUM FOR THE SALE
OF THE HOMESTEAD NURSING HOME

WHEREAS, the Homestead Nursing Home is owned by the County of Sussex, and has served the residents of Sussex County for many years; and

WHEREAS, the facility serves Sussex County residents, and has a relatively high number of Medicaid patients; and

WHEREAS, the County has contemplated the sale and privatization of said facility; and

WHEREAS, interested residents of Sussex County have opposed this sale for a number of reasons, including the fact that if this facility is sold, the number of Medicaid patients and low income patients who need the facility may not be served by this facility, and may have to be sent to other facilities outside of Sussex County; and

WHEREAS, the Committee of the Township of Hampton wants to go on record of requesting that the Freeholders of Sussex County not make this decision without a public referendum to determine the position of the voters as to this issue.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hampton, Sussex County, New Jersey, that the Township Committee does hereby request that the Freeholders of Sussex County not offer for sale the Homestead Nursing Home, but, rather, place the question as to whether or not the facility should be sold as a public referendum at the next general election, which referendum should be non-binding upon the Freeholders.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the Freeholders of Sussex County, and to all the other municipalities in Sussex County.

CERTIFICATION

I hereby certify that the above Resolution was adopted by the Township Committee at their regular meeting held March 27, 2012 at the Hampton Township Municipal Building, Balleville, Sussex County, New Jersey.

Date: 3/27/12
Kathleen Armstrong, RMC
Township Clerk

HAMPTON TOWNSHIP SCHOOL BUDGETS

Township Administrator E. Klase stated that although the McKeown School Budget went down this year in terms of appropriations, there will be an increase of \$14.00 per

household based on the average assessed valuation due to the Tax Levy Cap. The Kittatinny Regional High School Tax is going down \$20.00 per average assessed home in Hampton. Therefore, township residents will not experience a School Tax increase for the FY 2012-2013. Members of the Kittatinny Board of Education will attend the April 24, 2012 Township Committee Meeting to present their Budget.

HAMPTON TOWNSHIP PUBLIC WORKS MANAGER

The Township Committee reviewed an estimate from DPW Manager D. Bayles regarding the resurfacing of the Hampton Township Basketball Court in the Park in the amounts of \$7,495 and \$7,995. A suggestion was made to patch and seal the Court as a temporary solution.

A **MOTION** was made by Committeeman T. Dooley and seconded by Committeeman D. Hansen, with all members present in favor, to table this matter for a year or two.

Township Administrator E. Klose stated that the DPW Staff completed work in the park to prepare the area around a structure that will support future field lighting equipment. She complimented their efforts, stating that they did a great job.

HAMPTON TOWNSHIP RECREATION COMMITTEE

Township Administrator E. Klose stated that two Hampton Township residents, Ms. Annemarie Schoelier and Mr. Jeff Calvani, have both expressed an interest in becoming members of the Recreation Committee. Ms. Schoelier had made an inquiry about vacancies on the Committee prior to Mr. Calvani. Therefore, Administrator E. Klose suggested that Ms. Schoelier be appointed to a 5-year term and Mr. Calvani be appointed as an Alternate Member.

A **MOTION** was made by Committeeman D. Coranoto and seconded by Committeeman D. Hansen, with all members present in favor, to appoint Ms. Annemarie Schoelier to the a 5-year term on the Hampton Township Recreation Committee and Mr. Jeff Calvani as an Alternate Member.

STATE SENATE BILL RE: AGRI-TOURISM

Township Administrator E. Klose distributed a Senate Bill regarding Agri-Tourism, which stated permitted and/or restricted activities on preserved farmlands in New Jersey.

DISCUSSION

Township Administrator E. Klose stated that she had spoken with Township Attorney F. McGovern regarding the township's recommendations to the State Agriculture Development Board regarding the State's proposed Agricultural Management Practices. E. Klose suggested that the sub-committee schedule a meeting to ensure that the recommendations are submitted by the April 15, 2012 deadline. Attorney F. McGovern indicated that he would be available to meet with the sub-committee members on March 29th or March 30th.

A **MOTION** was made by Committeeman D. Coranoto and seconded by Committeeman T. Dooley, with all members present in favor, to table a resolution from the Joint Municipal Court pertaining to budget costs.

Committeeman D. Hansen stated that Hampton Township Fire & Rescue, Inc. will be holding their Annual Pancake Breakfast on April 1, 2012 from 8:00 AM through 12:00 PM. Setup time begins at 6:30 AM.

HTVFR will also be holding their Easter Flower Sale on April 5th, 6th, and 7th.

Committeeman T. Dooley asked for an update regarding a request from Kittatany Regional High School (KRHS) officials to form a "Bridge Committee" for the purpose of advancing communications between all of the different school districts and school representatives concerning community based issues. Township Administrator E. Klose stated that she contacted KRHS officials to inform them that the Hampton Township Committee was interested in participating on the Bridge Committee. However, KRHS officials have not yet provided any additional information about the formation of the Committee.

Committeeman T. Dooley inquired about the status of any pending and/or proposed Township Open Space Projects. Township Administrator E. Klose responded that at the last Open Space Committee Meeting there was a discussion about the future of the Open Space Trust Fund and potential future Open Space plans. Several suggestions were made during the meeting. One suggestion involved using the funds for a new recreation field. The Open Space Committee would like the Open Space Plan to be revised and updated to show all the projects that have been completed, as well as determine potential future Open Space Projects.

Rather than pay the Open Space Consultant to work on typical contractual items, the township could have her focus on updating the Plan. The township can still allocate approximately \$1,500 to pursue a field for recreational purposes. Township Administrator E. Klose stated that she reminded Open Space Committee Members that almost all of the Township Open Space Projects have been completed without using any township's money. As a result, the Township Open Space Fund contains more than one million dollars. Administrator E. Klose noted that there is money available to pursue Open Space Projects.

PUBLIC SESSION

Save the Homestead Advocate Linda Conklin was present to thank the Township Committee for adopting a resolution to support their efforts to stop the sale of the Sussex County Homestead until the voters of Sussex County have an opportunity to vote on the issue in the November General Election.

PUBLIC SESSION CLOSED

HAMPTON TOWNSHIP FIRE & RESCUE, INC.

HTVFR President D. Korver reported that HTVFR responded to 21 fire calls in March and 47 fire calls year-to-date. HTVFR responded to 18 EMS calls in March and 95 EMS call year-to-date.

Township Committeeman T. Dooley asked D. Korver for the list of fire department members who need to have background checks as part of their initial membership requirements. Committeeman T. Dooley stated that HTVFR Member B. Wehrenberg had indicated at a recent Township Committee Meeting that he would provide the list of names. D. Korver responded that he was not aware of the request and was not able to provide the information at this evening's meeting. Committeeman T. Dooley emphasized the importance of following through with this issue. He also requested that HTVFR President D. Korver relay to HTVFR Officials that he would like to meet with them to discuss some pending fire department matters.

HTVFR Present D. Korver raised the issue of Knox Boxes, which is a rapid entry system fire departments can utilize when responding to a potential fire call. It allows emergency responders to easily enter and inspect a commercial building without the need to wait for personnel to arrive with a key. The Knox Box System is particularly useful in false alarm situations. Township Administrator E. Klose stated that she had spoken with Township Attorney S. Roseman about this matter and he expressed concerns relating to

potential liability issues. HTVFR D. Korver responded that they are requesting the Knox Boxes for new construction only.

HTVFR officials and township officials briefly discussed the need to obtain a Certificate of Liability Insurance to complete and submit a Coin Toss Application Packet to Sussex County. D. Korver stated that the county will not approve the Coin Toss without having the Certificate, yet the insurance carrier cannot issue the Certificate without approval from the county. Township Administrator E. Klose stated that she contacted Sussex County Engineer J. Risko and requested a letter from him stating that the approval from the county is contingent on the issuance of a Certificate of Liability Insurance. Township Administrator E. Klose added that would contact Township Insurance Agent G. Morville to discuss the matter further.

BILLS

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

**HAMPTON TOWNSHIP
RESOLUTION TO PAY BILLS**

WHEREAS, there are bills to be paid for goods and services.

NOW, THEREFORE, BE IT RESOLVED BY the Township Committee of the Township of Hampton, County of Sussex that the following bills be paid.

All checkbooks Hampton Township 1TOWN1
 March 2012 Check Register Page 1

Check Number	Check Date	Payee	Amount
Payroll Checks			
7203	03/06/12	Jessica M. Caruso	2,289.60
7207	03/06/12	John O. De Jager	1,131.62
7209	03/06/12	Russell H. Bellis, Jr.	1,198.22
7215	03/06/12	Robert W. Huber	263.93
7224	03/20/12	John O. De Jager	1,213.56
7226	03/20/12	Russell H. Bellis, Jr.	1,155.82
7232	03/20/12	Robert W. Huber	263.94
			7,516.69
Vendor Checks			
7216	03/06/12	Adv.to Hampton Twsp - Mary Whitesell	500.00
7217	03/06/12	AXA Equitable	320.00
7218	03/06/12	Verizon Wireless	45.00
7233	03/20/12	Adv.to Hampton Twsp - Mary Whitesell	700.00
999999	03/06/12	941 EFT PAYMENT	8,110.22
999999	03/06/12	NJ EFT PAYMENT	709.67
999999	03/20/12	941 EFT PAYMENT	5,578.34
999999	03/20/12	NJ EFT PAYMENT	483.75
			16,446.98
Payroll Direct Deposit			
7200	03/06/12	Eileen F. Klose	3,788.11
7201	03/06/12	Kathleen T. Armstrong	1,284.56
7202	03/06/12	Valerie Galizia	960.12
7204	03/06/12	Joseph Ferraris	1,017.63
7205	03/06/12	Mary Whitesell	1,106.04
7206	03/06/12	Leah C. Korver	936.41
7208	03/06/12	Daniel P. Bayles	1,552.58
7210	03/06/12	Edward R. Hayes	1,368.51
7211	03/06/12	Brian E. Mettler	1,356.55
7212	03/06/12	Donald F. Muller	1,194.07
7213	03/06/12	John W. Tietje	1,562.50
7214	03/06/12	James A. Welch	1,028.32
7219	03/20/12	Kathleen T. Armstrong	1,297.81
7220	03/20/12	Valerie Galizia	960.11
7221	03/20/12	Joseph Ferraris	1,017.63
7222	03/20/12	Mary Whitesell	1,119.24
7223	03/20/12	Leah C. Korver	1,065.21
7225	03/20/12	Daniel P. Bayles	1,486.27
7227	03/20/12	Edward R. Hayes	1,298.56
7228	03/20/12	Brian E. Mettler	1,323.65
7229	03/20/12	Donald F. Muller	1,167.33
7230	03/20/12	John W. Tietje	1,526.79
7231	03/20/12	James A. Welch	1,012.52
			30,430.52

Check Register - (0110101001) CASH Checking

DATE CHECK # PAID TO AMOUNT VOID AMOUNT VOID DATE REASON

3/20/2012	112193562	514 HAMPTON TWP. PAYROLL ACCOUNT	60,270.65 (Transfer)		
3/23/2012	201210	217 CENTURY LINK	617.21 (Transfer)		
3/23/2012	201212	281 JERSEY CENTRAL POWER & LIGHT	1,661.97 (Transfer)		
3/23/2012	201213	858 STATE OF NEW JERSEY	20,358.34 (Transfer)		
3/27/2012	7816	828 AGORN OFFICE PRODUCTS, LLC	811.00		
3/27/2012	7817	495 AIRGAS EAST, INC.	107.13		
3/27/2012	7818	899 ALLEGRA MARKETING, PRINT & MAIL	593.00		
3/27/2012	7819	774 BASSANI POWER EQUIPMENT	405.49		
3/27/2012	7820	740 BATTISTA PLUMBING & HEATING, LLC	331.50		
3/27/2012	7821	500 BEAVER RUN FARMS	317.72		
3/27/2012	7822	159 CAMPBELL'S SMALL ENGINE, INC.	139.84		
3/27/2012	7823	501 CHELBUS CLEANING CO. INC.	3.25		
3/27/2012	7824	814 DEER PARK	6.17		
3/27/2012	7825	505 DELTA DENTAL OF NJ, INC.	1,878.59		
3/27/2012	7826	506 DOLAN & DOLAN, P.A.	472.92		
3/27/2012	7827	585 DOVER BRAKE & CLUTCH CO. INC.	454.98		
3/27/2012	7828	571 Eileen Klöse	126.56		
3/27/2012	7829	509 FAIRCLOUGH FUEL, INC.	975.17		
3/27/2012	7830	509 FAIRCLOUGH FUEL, INC.	1,855.76		
3/27/2012	7831	510 G & G DIESEL SERVICE INC	957.65		
3/27/2012	7832	905 GARDEN STATE LABORATORIES, INC.	100.00		
3/27/2012	7833	242 GENERAL CODE, LLC	686.94		
3/27/2012	7834	624 GRINNELL RECYCLING INC.	66.00		
3/27/2012	7835	513 HAMPTON BD. OF EDUCATION	407,515.42		
3/27/2012	7836	606 HAMPTON TWP FIRE & RESCUE, INC.	21,000.00		
3/27/2012	7837	381 HAROLD E. PELLOW & ASSOC., INC.	1,302.50		
3/27/2012	7838	764 HAYDEN'S TOWING & REPAIR	306.25		
3/27/2012	7839	721 Hampton Twp. Area Chamber Council	40.00		
3/27/2012	7840	516 JOHNNY ON THE SPOT, INC	420.00		
3/27/2012	7841	518 KITTATINNY REGIONAL HIGH SCHOOL	484,219.91		
3/27/2012	7842	518 KITTATINNY REGIONAL HIGH SCHOOL	75.00		
3/27/2012	7843	522 LOWE'S COMPANIES, INC.	225.46		
3/27/2012	7844	666 MACMILLAN OIL CO., INC	50.00		
3/27/2012	7845	523 MAGARINO FORD-MERCURY LLC	1,001.45		
3/27/2012	7846	942 MARIAN E. MCKEOWN SCHOOL	75.00		
3/27/2012	7847	930 MCCULLOUGH TREE EXPERTS, LLC	1,000.00		
3/27/2012	7848	319 MGL PRINTING SOLUTIONS, LLC	250.00		
3/27/2012	7849	525 MONTAGUE TOOL & SUPPLY CO., INC	30.90		
3/27/2012	7850	630 MUNICIPAL SOFTWARE, INC	10,047.85		
3/27/2012	7851	355 N.J. HERALD INC.	50.90		
3/27/2012	7852	573 NEOPOST INC.	446.17		
3/27/2012	7853	564 NJ LOCAL BD. OF HEALTH ASSOC.	95.00		
3/27/2012	7854	772 NORTHERN NURSERIES, INC	2,568.00		
3/27/2012	7855	531 PROPAY INC.	119.40		
3/27/2012	7856	941 REGISTRAR'S ASSOCIATION OF NJ	35.00		
3/27/2012	7857	711 ROWE & COMPANY, INC.	54.66		
3/27/2012	7858	755 SCHRADER & CO., INC	74.03		
3/27/2012	7859	490 SERVICE ELECTRIC CABLE TV INC	36.95		
3/27/2012	7860	707 SPARTA COBBLER	949.00		
3/27/2012	7861	418 SUSSEX CO. CLERKS' ASSOC.	20.00		
3/27/2012	7862	628 SUSSEX COUNTY MUA	68.75		
3/27/2012	7863	345 TOWN OF NEWTON	14,858.50		
3/27/2012	7864	773 VERIZON WIRELESS SERVICES, LLC	370.86		
3/27/2012	7865	535 W.E. TIMMERMAN CO., INC.	522.74		
3/27/2012	7866	478 WASTE MANAGEMENT OF NEW JERSEY, INC	31,810.72		
3/27/2012	7867	536 WINTER'S AUTO PARTS INC.	298.75		
3/27/2012	7868	860 WR BOTTLER ENTERPRISES, LLC	232.97		

990,461.81
 82,908.17 Bank Transfers
 =====
 1,073,369.98

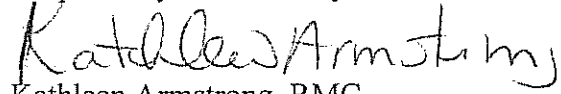
CERTIFICATION

I hereby certify that the above Resolution was adopted by the Township Committee at their regular meeting held March 27, 2012, at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.
 Date: 3/27/12
 Kathleen Armstrong, RMC
 Township Clerk

ADJOURNMENT

A **MOTION** was made by Committeeman D. Hansen and seconded by Committeeman T. Dooley, with all members in favor, to adjourn the meeting at 7:45 P.M.

Respectfully submitted by,

A handwritten signature in cursive script that reads "Kathleen Armstrong".

Kathleen Armstrong, RMC
Township Clerk

