

**TOWNSHIP OF BLAIRSTOWN
TOWNSHIP COMMITTEE
REGULAR WORKSHOP MEETING
Wednesday, October 25, 2017, 7:00PM**

MINUTES

Regular meeting begins at 7:30 pm or immediately following Closed Session, whichever comes last.

OPENING: ROLL CALL

The meeting was called to order by Mayor Shoemaker 7:00. Those present were Mr. Avery, Mrs. Dalton, Mr. Lance, Mrs. Van Valkenburg and Mayor Shoemaker. Also present was Municipal Clerk Leidner.

The **FLAG SALUTE** was conducted.

SUNSHINE STATEMENT

Mayor Shoemaker read the following statement: Notice of this meeting has been sent to two newspapers of general circulation in which notice was given of the date, time, place and general agenda in accordance with the Open Public Meetings Act.

RESOLUTION 2017 - 111 AUTHORIZING AN EXECUTIVE SESSION FOR THE PURPOSE OF Personnel

Motion was made by Mr. Avery and was seconded by Mayor Shoemaker.

Roll Call Vote: AYE – Avery, Dalton, Lance, Van Valkenburg, Shoemaker.

All ayes: Motion carried.

Executive Session began at 7:00 pm.

Mr. Lance made a motion to re-open the Regular Meeting at 7:50 pm. The Motion was seconded by Mrs. Dalton.

Roll Call Vote: AYE – Avery, Dalton, Lance, Van Valkenburg, Shoemaker.

All ayes: Motion carried.

Mayor Shoemaker explained that matters of personnel were discussed in Executive Session, no action will be taken at this time.

OLD BUSINESS

Givens Belet Transfer Project

Mr. Avery explained that the American Legion Members do not want to take the chance on taking Givens Belet back from the Township because of the unknown status of the underground oil tank. If the time comes when the Township has to deal with this issue then the Legionnaires may reconsider this option. Until that time the Township Committee has chosen to take this item off of the agenda.

Office Renovation Project

Mayor Shoemaker explained that quotes were received for the office renovation project. Mrs. Leidner explained that 5 sets of plans were picked up by contractors and 2 quotes were received. There was a large difference between the 2 numbers, Mrs. Van Valkenburg inquired as to why,

Mrs. Leidner explained that she did not know.

Mrs. Dalton made a motion to hire Pollard Enterprises for the main office security renovation project in the amount of \$4,600.00, which was seconded by Mr. Lance.

Roll Call Vote: AYE – Avery, Dalton, Lance, Van Valkenburg, Shoemaker.
All ayes: Motion carried

NEW BUSINESS

Mayor Shoemaker asked that Calvin Inscho, Fire Chief speak to the Township Committee regarding the shared service agreement with Hardwick. Mayor Shoemaker explained that Stillwater Fire Company was in attendance at the Hardwick Township Committee Meeting, along with Blirstown Hose Company, because they are also interested in providing fire service to Hardwick. However, at the meeting Stillwater voluntarily withdrew their offer. At that time the Hardwick Township Committee noted that a decision would be made at the next meeting which was held last Wednesday.

Mr. Inscho went on to explain that the Blirstown Hose Company Officers and the Stillwater Fire Company had a meeting with the Hardwick Township Committee. Both companies were under the impression that the Committee had some type of proposal for them but instead they asked them what they had to offer. Apparently the Hardwick Township Committee thought that that the two companies were going to have a joint shared service, based on a statement by Mayor Shoemaker saying “hopefully we can work this out”, meaning no animosity. Chief Inscho explained to the Hardwick Committee that the Hose Company is not moving on the amount they are requesting for their service to Hardwick. An Executive Session was held and they offered Stillwater money to do things they have been doing all along. The Hardwick Township Committee is requiring Stillwater to come to house fires that occur in Hardwick. There was also an Executive Session held with just Stillwater. When the Township Committee came out of that Executive Session they said no decision was made. The matter would be discussed at the Hardwick November meeting. Mr. Inscho asked that if a shared service agreement for fire service comes to the Blirstown Township Committee to please be sure that he reviews and signs it first.

Chief Inscho also reported that the pumper truck that DPW mechanic Mike Sullivan is repairing. He explained that that old pump was taken out and the new pump was put in. Mr. Inscho also stated that Mike Sullivan really learned a lot when he went to the training for this repair and he is doing a great job. There are some parts that need to come in and to be put in place and then the pump can be tested.

The Hose Company is looking into starting a JR. Firefighter program as a recruitment tool. Mr. Inscho explained that a lot of research has gone into this program. In order for it to be a legitimate program the Township Committee has to accept it. Mayor Shoemaker inquired as to whether there was any written information on this program; Mr. Inscho said that he would get the information to Mrs. Leidner for distribution. The Township Committee members inquired as to the age requirement; Mr. Inscho explained that the youngest a Jr. Firefighter could be is 14. By State Law that is the youngest they can be because they need to be able to obtain working papers. Mr. Inscho also explained that they are not allowed to ride on the apparatus to a fire scene.

Chief Inscho also discussed the major accident that occurred at the exit from the ACME on Route

94. Captain Johnsen reached out to the DOT again regarding the traffic light timing at Lambert Road and Route 94 by the entrance/exit to the ACME parking lot. A suggestion would be to make that ACME driveway an entrance only. In the last 3 years there have been 11 accidents. Mayor Shoemaker will contact the owner of the ACME property, Mr. Lane, and have a discussion regarding the recommendation for an entrance only at that end of the parking lot.

Mrs. Van Valkenburg thanked Fire Chief Inscho and let him know he is doing a great job. His information is thorough and the Committee appreciates it.

Mayor Shoemaker noted that the Committee is in receipt of a letter from the Township of Branchville seeking a shared service for the CFO position. They are requesting 4 hours a week from our CFO Christine Rolef. Their present CFO is retiring. Mrs. Rolef has been helping there on the side. Branchville is recommending \$20,000.00 per year and Blairstown would retain 25% to cover our expenses. Mrs. Rolef would extend her hours here an hour a day.

Mr. Lance made a motion to pursue a Shared Service agreement with Branchville for CFO services at a rate of \$20,000.00 a year with Blairstown retaining 25%, which was seconded by Mrs. Dalton.

Roll Call Vote: AYE – Avery, Dalton, Lance, Van Valkenburg, Shoemaker.

All ayes: Motion carried

Mr. Lance also discussed the proposal from Cit-e-Net which is a web based on-line payment system that would be used for tax payments. The initial set up fee is \$1,000.00 and then the yearly cost is \$1,000.00. When the Tax Collector comes into the office in the morning they would log into the Cit-e-Net account and see if any payments were received. The process takes about 3 minutes. There will be a link on our Township Website to make the payments. When someone makes a tax payment the system stores the email address. The Tax Collector has the ability to send payment reminder messages to those emails. It will take time to get the word out that this is available.

Mr. Lance made a motion to approve the one year agreement with Cit-e-Net at the cost of \$2000.00 for the first year and \$1000.00 per year thereafter, which was seconded by Mrs. Van Valkenburg.

Roll Call Vote: AYE – Avery, Dalton, Lance, Van Valkenburg, Shoemaker.

All ayes: Motion carried

Mayor Shoemaker noted that the November Workshop Meeting is scheduled for the night before Thanksgiving and the December Workshop Meeting is scheduled during the week between Christmas and New Year's. He would like the Committee to consider cancelling those 2 meetings.

Mayor Shoemaker made a motion to cancel the November 22 and December 27 Workshop Meetings, which was seconded by Mr. Lance.

Voice Vote: All ayes, motion carried.

Mr. Lance noticed that the Township Committee did not take action on the 2% CAP on Police and Fire Arbitration Contract Awards Resolution which expires on December 31, 2017. This is a League of Municipalities resolution.

Mayor Shoemaker made a motion to adopt Resolution 2017-112 URGING THE STATE LEGISLATURE TO EXTEND THE 2% CAP ON POLICE AND FIRE ARBITRATION CONTRACT AWARDS, which was seconded by Mrs. Dalton.

Roll Call Vote: AYE – Avery, Dalton, Lance, Van Valkenburg, Shoemaker.
All ayes: Motion carried

Mr. Lance explained that there is a big issue with people passing school busses. There is legislation that would require school busses to have a control arm that holds a video camera that would record vehicles that pass a school bus while passengers are being picked up or discharged from the bus.

Mr. Lance made a motion to adopt Resolution 2017-113 SUPPORTING NEW JESREY ASSEMBLY BILL 3512 & SENATE BILL 2827 WHICH REQUIRES THE INSTALLATION OF VIDEO CAMERAS ON CERTAIN SCHOOL BUSES, which was seconded by Mayor Shoemaker.

Roll Call Vote: AYE – Avery, Dalton, Lance, Van Valkenburg, Shoemaker.
All ayes: Motion carried

Mr. Avery reported that Acting DPW Director Eric Usinowicz was approached by North Warren Regional High School requesting that they be able to have a scoop of salt to load one of their trucks when there is snow. They would be willing to pay for the salt. Mr. Usinowicz says no problem. A fair price will be determined and a formal vote will be taken at that time.

Mrs. Leidner noted that the hiring of on call part time snow plowing help for the DPW was discussed at the last meeting but no action was taken.

Mr. Lance made a motion to hire 4 part time, on call snow plow drivers for the DPW, which was seconded by Mayor Shoemaker.

Roll Call Vote: AYE – Avery, Dalton, Lance, Van Valkenburg, Shoemaker.
All ayes: Motion carried

Mrs. Van Valkenburg reported that someone was flying a drone at Sycamore Park which is not allowed. FAA regulations do not allow drones to be flown in the flight safety zone. Signs should be put up in the park. Post it on the website as well. Language needs to be determined.

Mayor Shoemaker spoke with Senator Oroho's office to try and get a meeting together with the DOT to talk about the timing of the traffic light at Lambert Road and Route 94.

Township Engineer Ted Rodman reported that well permits are ready to be submitted. Adjacent property owners have been notified and then the drilling will be able to begin.

Mrs. Leidner reported that there was a meeting with Dan Grover from Great Meadows regarding the generator project. We are waiting for the engineers estimate before proceeding with the bid specs.

FROM THE PUBLIC

No comments.

ADJOURNMENT

Mr. Lance made a motion to adjourn the meeting, which was seconded by Mr. Avery. All members voted in favor. The meeting was adjourned at 8:45pm.

Submitted by:

Linda Leidner, RMC
Municipal Clerk