

**HAMPTON TOWNSHIP COMMITTEE
MINUTES
SEPTEMBER 30, 2014**

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 7:05 P.M.

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

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** – August 26, 2014

- **Correspondence**

1. Kittatinny Regional High School – July 17, 2014 Work Session Meeting and July 24, 2013 Regular Meeting Minutes
2. Township Clerk/Administrator E. Klose – Letter to Newton Town Manager Tom Russo Regarding 9-1-1 Dispatch Agreement
3. Township Clerk/Administrator E. Klose – Letter to Nancy Holleran Authorizing Planned Roadway Closure for the Annual Sussex County Fireman's Parade being held in Hampton Township on October 4, 2014
4. Sussex County Water Quality Management Policy Advisory Committee – March 13, 2014, April 10, 2014, and May 13, 2014 Minutes
5. Thank You Note – Rob (Buddy) Yetter

- **Reports**

1. Hampton Township Construction Official – August 2014 Permit Activity Report
2. Green Township Joint Municipal Court – Monthly Cashbook Report for August 2014
3. Hampton Township Report of the Treasurer – August 31, 2014

APPROVAL OF THE CONSENT AGENDA

REGULAR AGENDA

A MOTION was made by Committeeman D. Coranoto and seconded by Committeeman D. Hansen, with all members present in favor, to accept the Consent Agenda as listed above with Correspondence #4 removed for further consideration.

Correspondence #4- Sussex County Water Quality Management Policy Advisory Committee – March 13, 2014, April 10, 2014, and May 13, 2014 Minutes: Committeeman K. Gourlay explained that Toyota World of Newton is considering constructing a carwash in the area of Lowes along Route 206 in Hampton Township. At a recent Sussex County Water Quality (PAC) Meeting, a PAC Representative stated there had been a pre-application meeting with Toyota's owners to discuss a possible sewer expansion that would be needed if the project moved forward.

FIRST ENERGY/ JCP&L CORPORATION

JCP&L Representative Ms. J. Espinosa distributed a notice put out by FirstEnergy Corporation regarding a Green Dot Payment Card Payment Scam. It involves a fraudulent call from someone claiming to be a representative from a utility company. The caller threatens to shut off the customer's electrical power unless they make an immediate payment using a pre-paid card, such as a Green Dot Card.

Ms. Espinosa stated that JCP&L would not contact their customers by phone demanding payment in order to avoid termination of service. Instead, they would inform the customer about various options available for paying their bill, which would include paying from a Smartphone or landline, credit card, checking account, or pay by mail.

If anyone receives a call claiming to be from FirstEnergy or JCP&L asking for payment to be made using a Green Dot Card to avoid service disruption, they should notify the local authorities immediately.

RESOLUTIONS

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

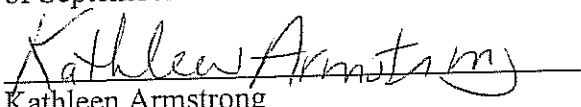
HAMPTON TOWNSHIP RESOLUTION TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE KEMAH-MECCA LAKE ROAD – SECTION II PROJECT

NOW, THEREFORE, BE IT RESOLVED that the Hampton Township Committee of the Township of Hampton, County of Sussex, State of New Jersey formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized to submit an electronic grant application identified as MA-2015-Kemah-Mecca Lake Road – Sec. II-00028 to the New Jersey Department of Transportation on behalf of Hampton Township.

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized to sign the grant agreement on behalf of Hampton Township and that their signatures constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement.

Certified as a true copy of the Resolution adopted by the Township Committee on this 30th day of September 2014.


Kathleen Armstrong
Municipal Clerk

9/30/14

NEW BUSINESS

KNIGHTS OF COLUMBUS COUNCIL 9920 (OUR LADY OF MOUNT CARMEL CHURCH) – HAMPTON TOWNSHIP 50/50 OFF-PREMISE RAFFLE LICENSE #2014-1098 TO BE HELD DECEMBER 2, 2014

A **MOTION** was made by Committeeman K. Gourlay and seconded by Committeeman D. Hansen, with all members present in favor, to approve a 50/50 Off-Premise Raffle License for the Knights of Columbus Council 9920 (Our Lady of Mount Carmel Church).

EPILEPSY FOUNDATION OF NEW JERSEY – REQUEST FOR AUTHORIZATION TO HOLD A BIKE/RUN/WALK AROUND SWARTSWOOD LAKE ON OCTOBER 11, 2014 BETWEEN THE HOURS OF 11:00 A.M. AND 2:00 P.M.

A **MOTION** was made by Committeeman K. Gourlay and seconded by Committeeman D. Hansen, with all members present in favor, to approve a request from the Epilepsy Foundation of New Jersey to hold a Biker/Run/Walk around Swartswood Lake on October 11, 2014.

HAMPTON TOWNSHIP DEPARTMENT OF PUBLIC WORKS – RE: FIREMEN’S PARADE

A **MOTION** was made by Committeeman D. Coranoto and seconded by Mayor Philip Yetter, with all members in favor, to approve overtime pay for five (5) Township DPW employees on October 4, 2014 to provide assistance with the Sussex County Firemen’s Parade in Hampton Township for a period up to 6 hours.

NEW JERSEY LEGISLATURE – RE: OCTOBER 28, 2014 MEETING

Township Administrator E. Klose stated that she and Committeeman D. Coranoto would attend a State Legislature’s Meeting on October 28, at 10:00 am at the Andover Township Municipal Building to discuss issues confronting local governments within the 24th District.

DISCUSSION

Committeeman D. Coranoto raised the issue of whether Hampton Township Fire & Rescue, Inc. (HTVFR) or Hampton Township should be responsible for the \$1000 insurance deductible to deter carelessness.

The consensus amongst the Township Committee was that the policy must be consistent whether damage is caused as a result of a motor vehicle accident or another type of event.

Mayor P. Yetter noted that at one time, HTVFR had a policy imposing a 30-day driving suspension for any member who was involved in a motor vehicle accident.

Township Administrator E. Klose stated that she has been working with Township Insurance Representative G. Morville to create a *Backup Policy* for HTVFR. The policy would require that a spotter be in place to help drivers safely back fire trucks and ambulances into firehouse parking bays.

Committeeman D. Coranoto stated that volunteers from JBL Electric donated their time for an entire day to install the new field lights for the Mike Biron Field of Dreams Lighting Project at the Hampton Township Ball Field. Committeeman D. Coranoto suggested inviting the volunteers to the Hampton Township Annual Recognition Dinner in December.

A **MOTION** was made by Committeeman D. Coranoto and seconded by Mayor P. Yetter, with all members in favor, to invite volunteers from JBL Electric, who donated their time to the Mike

Biron Field of Dreams Project, to the Hampton Township Annual Recognition Dinner in December 2014.

Township Administrator E. Klose suggested allowing Kittatinny Fall Ball to use the new field lights, which are now operational, for a limited number of games this season to determine the actual cost of operation, as well as how well the system can be managed internally in terms of scheduling.

A MOTION was made by Committeeman D. Hansen and seconded by Committeeman K. Gourlay, with all members in favor, to authorize Kittatinny Fall Ball to use the newly installed field lights at the Municipal Ball Park during the month of October to establish a baseline for what it will cost to operate the lights in order to determine future user fees.

Township Administrator E. Klose stated that Township Engineer H. Pellow called her office recently to compliment the Township DPW employees on the excellent work they did on two large paving projects in September. During their phone conversation, Mr. Pellow stated that the Township DPW provided superb traffic control and safety checks for both the Kemah Mecca Lake Road Project and the Hampton Downes Road Project. Mr. Pellow noted that he has worked with many agencies throughout his career and stated that Hampton Township's DPW is superb.

A MOTION was made by Committeeman D. Coranoto and seconded by Committeeman D. Hansen, with all members in favor, to send a letter on behalf of the Township Committee to the Hampton Township DPW staff acknowledging their professionalism on the Kemah Mecca Lake Road Project and the Hampton Downes Road Project.

Township Administrator E. Klose stated that she spoke with Township Engineer H. Pellow about developing a plan for a proposed walking trail around the park that could be constructed and designed at a minimal cost. Mr. Pellow responded that he would conduct fieldwork to determine a basic plan. The walkway must be approximately 7' wide for handicapped accessibility. Township Administrator E. Klose also spoke with Township DPW Manager D. Bayles, who indicated that the DPW employees could assist with the prep work. He suggested that the township research the option of going through the Morris County Cooperative Pricing Council for the paving phase of the project.

A MOTION was made by Committeeman K. Gourlay and seconded by Committeeman D. Hansen, with all members in favor, to authorize Township Engineer H. Pellow to prepare an estimate to construct a walking path around the Hampton Township Park.

Township officials discussed the final schedule for the Sussex County Firemen's Parade on October 4, 2014 in Hampton Township.

HAMPTON TOWNSHIP FIRE AND RESCUE UPDATE

ISO – PUBLIC PROTECTION CLASSIFICATION STUDY

PUBLIC SESSION

No public comment was made.

PUBLIC SESSION CLOSED

EXECUTIVE SESSION

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

**HAMPTON TOWNSHIP COMMITTEE
RESOLUTION FOR EXECUTIVE SESSION**

BE IT RESOLVED BY THE HAMPTON TOWNSHIP COMMITTEE to go

into Executive Session pursuant to the following exception of the Open Public Meetings Act:

N.J.S.A. 10:14-12 for the purpose of discussing contract negotiations at 7:43 P.M. The matters discussed in Executive Session may be made public at the appropriate time. I hereby certify that the foregoing Resolution was adopted by the Hampton Township Committee at its meeting on

September 30, 2014.

Kathleen Armstrong 9/30/14
Kathleen Armstrong, RMC
Township Clerk

A MOTION was made by Committeeman D. Hansen and seconded by Committeeman K. Gourlay, with all members present in favor, to go back into regular session at 8:13 P.M.

A MOTION was made by Committeeman D. Hansen and seconded by Committeeman K. Gourlay, with all members present in favor, to authorize the Mayor and the Township Clerk to execute a Joint Municipal Court Services Agreement with the Andover Township Joint Court in the amount of \$93,000.

BILLS

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

**Hampton Township
Check Register**

Check Number	Check Date	Payee	Amount
Payroll Checks			
8441	09/02/14	Jessica M. Caruso	2,610.95
8445	09/02/14	Edward R. Hayes	0.00
8447	09/02/14	Russell H. Bellis, Jr.	1,061.32
8461	09/16/14	Robert W. Huber	78.60
8463	09/16/14	Russell H. Bellis, Jr.	1,061.31
8477	09/30/14	Russell H. Bellis, Jr.	<u>1,164.52</u>
			5,976.70
Vendor Checks			
8454	09/02/14	Adv.to Hampton Twsp - Mary Whitesell	450.00
8455	09/02/14	AXA Equitable	420.00
8470	09/16/14	Adv.to Hampton Twsp - Mary Whitesell	650.00
999999	09/02/14	941 EFT PAYMENT	8,335.92
999999	09/02/14	NJ EFT PAYMENT	774.80
999999	09/16/14	NJ EFT PAYMENT	522.42
999999	09/30/14	941 EFT PAYMENT	5,923.30
999999	09/30/14	NJ EFT PAYMENT	531.78
999999	09/16/14	941 EFT PAYMENT	<u>5,576.40</u>
			23,184.62

Payroll Direct Deposit				3,117.40
8438	09/02/14	Eileen F. Klose		1,241.18
8439	09/02/14	Kathleen T. Armstrong		875.03
8440	09/02/14	Valerie Galizia		932.98
X442	09/02/14	Joseph Ferraris		932.60
8443	09/02/14	Mary Whitesell		916.10
8444	09/02/14	Leah C. Korver		1,490.68
8446	09/02/14	Daniel P. Bayles		929.26
8448	09/02/14	Frank E. Bennett III		1,227.21
8449	09/02/14	Brian E. Mettler		1,105.34
8450	09/02/14	Donald F. Muller		1,388.04
8451	09/02/14	John W. Tietje		977.76
8452	09/02/14	Jessie J. Vaughan		1,025.11
8453	09/02/14	James A. Welch		1,244.08
8456	09/16/14	Kathleen T. Armstrong		875.03
8457	09/16/14	Valerie Galizia		932.99
8458	09/16/14	Joseph Ferraris		935.69
8459	09/16/14	Mary Whitesell		916.09
8460	09/16/14	Leah C. Korver		1,490.69
8462	09/16/14	Daniel P. Bayles		929.27
8464	09/16/14	Frank E. Bennett III		1,227.22
8465	09/16/14	Brian E. Mettler		1,105.34
8466	09/16/14	Donald F. Muller		1,388.04
8467	09/16/14	John W. Tietje		977.76
8468	09/16/14	Jessie J. Vaughan		1,025.12
8469	09/16/14	James A. Welch		1,540.18
8471	09/30/14	Kathleen T. Armstrong		1,040.97
8472	09/30/14	Valerie Galizia		932.98
8473	09/30/14	Joseph Ferraris		1,366.93
8474	09/30/14	Mary Whitesell		1,214.81
8475	09/30/14	Leah C. Korver		1,794.64
8476	09/30/14	Daniel P. Bayles		1,018.48
8478	09/30/14	Frank E. Bennett III		1,564.66
8479	09/30/14	Brian E. Mettler		1,306.95
8480	09/30/14	Donald F. Muller		1,650.71
8481	09/30/14	John W. Tietje		1,085.65
8482	09/30/14	Jessie J. Vaughan		1,173.35
8483	09/30/14	James A. Welch		44,896.32
				<u>74,057.64</u>
Total checks	52		Total	<u>74,057.64</u>

Check Register - (0110101001) CASH Checking

DATE	CHECK #	PAID TO	AMOUNT	VOID AMOUNT	VOID DATE	REASON
9/10/2014	24855544	858 STATE OF NEW JERSEY	17,100.74			(Transfer)
9/10/2014	24855555	858 STATE OF NEW JERSEY	7,141.73			(Transfer)
9/15/2014	201418	513 HAMPTON BD. OF EDUCATION	417,836.00			(Transfer)
9/22/2014	1652	1031 NORTRAX EQUIPMENT COMPANY	-1,010.00			(Manual)
9/25/2014	1653	731 DAN BAYLES	14.65			(Manual)
9/25/2014	201417	217 CENTURY LINK	641.09			(Transfer)
9/30/2014	9510	795 A & S HYDRAULICS INC.	370.00			
9/30/2014	9511	1033 ACCURATE DOOR INC	670.00			
9/30/2014	9512	495 AIRGAS EAST, INC.	78.32			
9/30/2014	9513	500 BEAVER RUN FARMS	213.24			
9/30/2014	9514	658 BOROUGH OF BRANCHVILLE	977.50			
9/30/2014	9515	501 CHELBUS CLEANING CO. INC.	325.00			
9/30/2014	9516	1001 CHEMUNG SUPPLY CORP	4,733.06			
9/30/2014	9517	874 DEER PARK	3.98			
9/30/2014	9518	505 DELTA DENTAL OF NJ, INC.	1,717.62			
9/30/2014	9519	585 DOVER BRAKE & CLUTCH CO. INC.	529.03			
9/30/2014	9520	509 FAIRCLOUGH FUEL, INC	5,373.20			
9/30/2014	9521	604 FOSTER & COMPANY, INC.	180.25			
9/30/2014	9522	510 G & G DIESEL SERVICE INC	375.76			
9/30/2014	9523	745 GARDEN STATE HIGHWAY PROD.	775.40			
9/30/2014	9524	905 GARDEN STATE LABORATORIES, INC.	50.00			
9/30/2014	9525	624 GRINNELL RECYCLING INC.	567.62			
9/30/2014	9526	261 HAMBURG PLUMBING SUPPLY CO INC	394.41			
9/30/2014	9527	636 HAMPTON TWP FIRE & RESCUE, INC.	21,000.00			
9/30/2014	9528	381 HAROLD E. PELLOW & ASSOC., INC.	593.75			
9/30/2014	9529	1032 HEATON CONTRACTING	300.00			
9/30/2014	9530	780 IDEA ART	87.20			
9/30/2014	9531	274 INTERNATIONAL CODE COUNCIL, INC.	50.00			
9/30/2014	9532	737 J. BATTISTA PLUMBING & HEATING. LLC	294.44			
9/30/2014	9533	281 JERSEY CENTRAL POWER & LIGHT	1,819.27			
9/30/2014	9534	957 JESCO, INC.	442.61			
9/30/2014	9535	516 JOHNNY ON THE SPOT, INC	467.60			
9/30/2014	9536	518 KITTATINNY REGIONAL HIGH SCHOOL	482,319.67			
9/30/2014	9537	591 LAFAYETTE AUTO PARTS SUPPLY	240.90			
9/30/2014	9538	691 LAFAYETTE MANAGEMENT, INC.	200.00			

9/30/2014	9540	666 MACMILLAN OIL CO., INC	535.00
9/30/2014	9541	523 MAGARINO FORD-MERCURY LLC	136.93
9/30/2014	9542	319 MGL PRINTING SOLUTIONS, LLC	73.50
9/30/2014	9543	609 MONTAGE ENTERPRISES, INC	322.55
9/30/2014	9544	525 MONTAGUE TOOL & SUPPLY CO., INC	824.93
9/30/2014	9545	328 MORRIS ASPHALT SUPPLY, LLC	47,885.20
9/30/2014	9546	355 N.J. HERALD INC.	167.40
9/30/2014	9547	357 N.J. STATE LEAGUE OF MUNICIPALITIES	49.00
9/30/2014	9548	954 NJ DEPT OF TRANSPORTATION	175.00
9/30/2014	9549	927 PENTELEDATA	59.95
9/30/2014	9550	888 POSITIVE PROMOTIONS	1,600.41
9/30/2014	9551	391 PROFESSIONAL GOV'T ED. INC.	180.00
9/30/2014	9552	531 PROPAY INC.	120.40
9/30/2014	9553	684 SANDYSTON TOWNSHIP	2,500.00
9/30/2014	9554	684 SANDYSTON TOWNSHIP	7,779.50
9/30/2014	9555	554 SEARS COMMERCIAL ONE	38.97
9/30/2014	9556	490 SERVICE ELECTRIC CABLE TV INC	36.95
9/30/2014	9557	569 STORR TRACTOR COMPANY	965.88
9/30/2014	9558	418 SUSSEX CO. CLERKS' ASSOC.	10.00
9/30/2014	9559	628 SUSSEX COUNTY MUA	92.40
9/30/2014	9560	173 SUSSEX COUNTY CLERK	96.00
9/30/2014	9561	627 SUSSEX EXTERMINATING CO., INC	90.00
9/30/2014	9562	759 TCTANJ	70.00
9/30/2014	9563	543 THE LAND CONSERVANCY OF N.J.	2,000.00
9/30/2014	9564	566 TIRE KING	1,274.00
9/30/2014	9565	1009 TONY SANCHEZ LTD.	171.09
9/30/2014	9566	345 TOWN OF NEWTON	15,458.75
9/30/2014	9567	773 VERIZON WIRELESS SERVICES, LLC	430.85
9/30/2014	9568	478 WASTE MANAGEMENT OF NEW JERSEY, INC	31,810.72
9/30/2014	9569	611 WELDON QUARRY CO., LLC	3,329.99
9/30/2014	9570	611 WELDON QUARRY CO., LLC	16,063.98
9/30/2014	9571	977 WHIBCO OF NEW JERSEY, INC.	893.68
9/30/2014	9572	536 WINTER'S AUTO PARTS INC.	607.24
9/30/2014	112344963	514 HAMPTON TWP. PAYROLL ACCOUNT	81,385.41 (Transfer)

			661,282.75
			-995.35 Manual
			524,104.97 Bank Transfers
			=====
			1,184,392.37

CERTIFICATION

I hereby certify that the above Resolution was adopted by the Township Committee at their regular meeting held on September 30, 2014, 2014, at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.

Date: 9/30/14

Kathleen Armstrong
Kathleen Armstrong, RMC
Township Clerk

A MOTION was made by Committeeman D. Hansen and Mayor P. Yetter, with all members present in favor, to adjourn at 8:20 P.M.

Respectfully submitted by,

Kathleen Armstrong
Kathleen Armstrong, RMC
Township Clerk