

**HAMPTON TOWNSHIP COMMITTEE
MINUTES
MAY 12, 2015**

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 Philip Yetter at 6:04 PM.

Mayor P. Yetter asked attendees to stay standing for a moment of silence in honor of Committeeman Dan Coranoto, who recently passed away.

ROLL CALL: Present: Committeeman David Hansen, Committeeman Scott MacKenzie, Committeeman Timothy Dooley, and Mayor Philip Yetter. **Also Present:** Township Administrator Eileen 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 of the Sunshine Law and that adequate notice of the meeting has been posted 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.

• **Correspondence**

1. Township Administrator E. Klose – Thank You Letter to The Biron Family
2. Sussex County Water Quality Management Policy Advisory Committee – January 8, 2015 Minutes
3. New Jersey Legislative Bulletin – 2014-2015 Legislative Session
4. Sussex County Skylands Ride – Tuesday, June 16, 2015

• **Reports**

1. Andover Joint Municipal Court for the Month of March 2015
2. Hampton Township Construction Official – April Cash Activity Reports

• **Resolutions**

1. Resolution from the Borough of Hamburg for Continuation of the Sussex County Farmland Preservation, Recreation and Open Space Trust Fund

APPROVAL OF THE CONSENT AGENDA

Township Committeeman D. Hansen requested that Correspondence #3 be removed from the Consent Agenda for further consideration.

A MOTION was made by Committeeman T. Dooley and seconded by Committeeman D. Hansen, with all members in favor, to approve the Consent Agenda as listed above with Correspondence #3 removed for further discussion.

Correspondence #3: New Jersey Legislative Bulletin – 2014-2015 Legislative Session- Township Committeeman D. Hansen referenced two pending Senate/Assembly bills listed in the

New Jersey League of Municipalities Bulletin, S-2788/A-4300 and S-2789/A-4311, both pertain to retirement laws under the Pension Reform Act. Township Administrator E. Klose stated that she would provide copies of the bills at the next Township Committee Meeting for further review and discussion.

A MOTION was made by Committeeman T. Dooley and seconded by Committeeman S. MacKenzie, with all members in favor, to accept Correspondence #3, as listed above.

REGULAR AGENDA

ORDINANCES

FINAL ADOPTION AND PUBLIC HEARING

ORDINANCE #2015-04 – AN ORDINANCE AMENDING THE HAMPTON TOWNSHIP CODE TO AMEND CHAPTER 108, THE ZONING ORDINANCE TO AMEND ARTICLE IX, RESIDENTIAL DEVELOPMENT FEES FOR LOW AND MODERATE INCOME HOUSING AND REPEALING ARTICLE VIII OF THE HAMPTON TOWNSHIP CODE

A MOTION was made by Committeeman T. Dooley and seconded by Mayor P. Yetter to adopt at final reading Ordinance #2015-04.

PUBLIC HEARING

No comment

PUBLIC HEARING CLOSED

ROLL CALL VOTE: Committeeman Timothy Dooley, yes; Committeeman David Hansen, yes; Committeeman Scott MacKenzie, yes; and Mayor Philip Yetter, yes. Motion Carried.

RESOLUTIONS

HAMPTON TOWNSHIP RESOLUTION AUTHORIZING A GRANT AGREEMENT BETWEEN HAMPTON TOWNSHIP FIRE AND RESCUE AND THE STATE OF NEW JERSEY

A MOTION was made by Committeeman T. Dooley and seconded by Committeeman S. MacKenzie, with all members in favor, to authorize the adoption of the above referenced corresponding resolution.

NEW BUSINESS

KITTATINNY LITTLE LEAGUE (KLL) – DISCUSSION REGARDING SHED BUILT ON TOWNSHIP PROPERTY

At the last meeting of the Township Committee, township officials discussed the new snack shack/storage shed that KLL officials constructed next to the baseball field without permission from the township and without obtaining the proper permits. The Township Committee expressed serious reservations about allowing KLL to continue operating the concession stand because it had been constructed illegally on township property. The Township Committee provided KLL with guidelines to continue operating for a period of two weeks until the matter would then be addressed once again at the May 12, 2015 Township Committee Meeting.

At the request of the Township Committee, KLL recently met with Hampton Softball and Hampton Soccer to ascertain whether either organization has an interest in sharing the operation

of the Snack Shack and/or the Pavilion (Pit) and split the proceeds. Township officials indicated they were more inclined to utilize the existing kitchen facilities located in the Pavilion for concession purposes and limit the use of the new KLL building to storage only.

KLL Secretary N. Sajdak distributed the KLL Snack Shack Work Plan Draft, which was created as a result of KLL's meeting between Hampton Soccer and Hampton Softball. He informed township officials that KLL has implemented all of the guidelines put forth by the Township Committee at their previous meeting on April 28, 2015, i.e., limit sales to packaged goods/coffee/hot chocolate/soda, utilize pavilion restrooms under the supervision of the KLL coaches/officials and obtain the necessary township permits.

The KLL Snack Shack Work Plan Draft contains operating hours and policies, a request to operate the Pit in conjunction with the Snack Shack during special events/tournaments, as well as information concerning the interest, or lack thereof, expressed by Hampton Softball and Hampton Soccer to jointly operate the Snack Shack and share in any of the resulting proceeds. Hampton Soccer informed KLL that the location of the Pit and the Snack Shack makes it inconvenient for their spectators to access during games, therefore, they are not interested in operating either facility.

Hampton Softball expressed an interest in jointly operating the concession stand, but due to their small league size, it would be difficult to recruit volunteers to staff the Snack Shack during games. In response, KLL offered to open and operate the Snack Shack on Hampton Softball game nights and split the proceeds between the two organizations.

KLL Secretary N. Sajdak stated that the Work Plan is a work in progress and he would like the document to ultimately reflect the needs of Hampton Township, as well as KLL. On behalf of KLL, Officers N. Sajdak and K. Slack expressed a strong desire to work cooperatively with township officials. KLL stated that Hampton Township fields are among the most well maintained in the county and offered to donate money to the municipality to assist with the cost associated with field maintenance.

Township officials acknowledged the dedication demonstrated by current KLL officials, but raised concerns about the future when the current officials do not have young children in the League and they are no longer involved in operating the Snack Shack. KLL acknowledged that certain procedures can go by the wayside with the turnover of officers and parents. KLL representatives said the current officers are working diligently to create written policies and procedures in an effort to establish strong leadership. It is their hope that these policies will be used to guide future KLL volunteers and provide continuity.

The Township Committee members reiterated that KLL officials must present any future plans that involved Hampton Township to the Township Committee for approval prior to moving forward. A determination was made to permit KLL to continue operating their Snack Shack as a pilot program for the remainder of the 2015 season. The guidelines set forth by the Township Committee at their April 28, 2015 meeting will be in place until further notice. No hot foods, with the exception of coffee and hot chocolate, will be permitted for sale at the Snack Shack. Hot dogs and taco bags must be taken off the menu.

The Township Committee agreed to allow KLL to operate the Snack Shack during the Sectionals in July, but hot foods can only be prepared and served at the Pit. The Township Committee instructed KLL that they must come before the Committee again in the event they choose to utilize the Pit in July.

Mayor P. Yetter stated that Hampton Township officials are very reasonable providing people utilize the proper channels prior to engaging in activity that involves the township.

KLL Secretary N. Sajdak asked if they could sell pizza from an outside source at the Snack Shack. The Township Committee reiterated that the sale of hot foods is prohibited at the Snack Shack. A distinction was made between serving pizza at a KLL party at no charge versus selling pizza for profit. The former is permitted, the latter is prohibited. In the event KLL decides they would like to sell pizza at the Pit, the township must be contacted to ensure the proper insurance is in place.

The Township Committee suggested that KLL consider certain issues during their off-season and address them prior to the beginning of the 2016 season, i.e., sponsorship signs, Snack Shack menu, utilizing the Pit for selling hot concession foods, etc. KLL must present the details of their 2016 Plan to the Township Committee for approval.

KLL Secretary N. Sajdak stated that the field lights have come on at 7:30 P.M. each game night and all things are running smoothly. In an effort to reduce operational cost, Township Administrator E. Klose and DPW Manager D. Bayles instructed KLL representatives to contact Recreation Secretary V. Galizia to inform her when games have ended so that she can turn off the field lights. KLL N. Sajdak confirmed that all of the KLL coaches are aware of this new policy and they have been given Ms. Galizia's contact information.

KLL President K. Slack stated that their organization would like to donate items such as trees and a baseball dugout to Hampton Township. Mayor P. Yetter suggested that Mr. Slack speak with Township DPW Manager D. Bayles and Township Recreation Chairperson S. Rude first and then make a presentation to the Township Committee.

Mayor P. Yetter suggested that KLL send the Biron Family a written thank you for making the *Mike Biron Field of Dreams* a reality for KLL players. KLL President K. Slack responded that he made a call to the Biron Family, but agreed that a written thank you was in order.

A MOTION was made by Committee T. Dooley and seconded by Committeeman D. Hansen, with all members in favor, to allow KLL to continue operating the Snack Shack under the guidelines put forth by the Township Committee for the remainder of the 2015 Season and to operate the Snack Shack the week of the Sectionals in July. In the event KLL decides to sell hot foods at any time during the remainder of the season, they must first obtain approval from the Township Committee to utilize the Pit for this purpose.

KLL agreed to attend the Township Committee Meeting scheduled for May 26, 2015 to make a request regarding the utilization of the Pavilion kitchen facilities (Pit) during KLL's Closing Ceremony at June 13, 2015 to serve hot food.

KLL representatives thanked township officials for scheduling this evening's meeting.

KLL Treasurer R. Kowalski expressed his condolences for the recent passing Township Committeeman D. Coranoto.

PUBLIC SESSION

No public comments

PUBLIC SESSION

EXECUTIVE SESSION

A MOTION was made by Committeeman D. Hansen and seconded by Committeeman T. Dooley, 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 personnel and legal matters at 7:24 P.M. The matters discussed in Executive Session may be made public at the appropriate

time. I hereby certify that the Hampton Township Committee at its meeting on May 12,

2015 adopted the foregoing Resolution.



Kathleen Armstrong, RMC
Township Clerk

A MOTION was made by Committeeman S. MacKenzie and seconded by Committeeman D. Hansen, with all members present in favor, to go back into regular session at 7:44P.M.

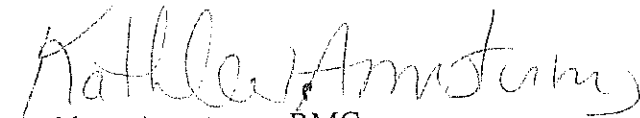
A MOTION was made by Committeeman and seconded by Committeeman, with all members in favor, to allocate an amount of \$50.00 to purchase information relating to a formula used by Municipal Systems in order to satisfy an OPRA request made by Mr. Shawn Hopkins.

Committeeman D. Hansen stated that the Hampton Township Tonnage Grant Application was submitted to the Sussex County Municipal Utilities Authority for their review and submission to the NJDEP. Hampton Township recycled 2800 tons in 2013 and 3,300 in 2014. The increase in tonnage will increase the township's incentive money by \$3,000.

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 7:47 PM.

Respectfully submitted by,



Kathleen Armstrong, RMC
Township Clerk

