

TOWNSHIP OF BLAIRSTOWN
REGULAR MEETING
Wednesday, July 18, 2018, 7:30 PM
Executive Session begins at 6:45PM

M I N U T E S

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

OPENING; ROLL CALL

The meeting was called to order at 6:45pm by Mayor Lance. Those present were Mr. Avery, Mrs. Dalton, Mrs. Van Valkenburg, Mrs. Waldron, and Mayor Lance. Also present were Township Clerk, Linda Leidner, and Township Attorney, Dawn Sullivan.

The **FLAG SALUTE** was conducted.

SUNSHINE STATEMENT

Mayor Lance 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 No. 2018-084 AUTHORIZING EXECUTIVE SESSION – for the purpose of discussing Personnel and Potential Litigation.

Motion to authorize executive session was made at 6:p.m.by Mrs. Waldron and was seconded by Mrs. Dalton.

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

Executive Session began 6:32p.m.

Motion to close executive session was made at 7:39 p.m. by Mrs. Waldron and was seconded by Mrs. Dalton

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

Regular Session began at 7:39 p.m.

Results of the executive session were detailed by Mayor Lance. Mayor Lance explained that the purpose of the Executive Session was for personnel and potential litigation and the results will be released at a later date.

PUBLIC COMMENT –

Blairstown Model Aviators – 39 Millbrook Stillwater Road – The representative explained that this group has been around for 35 years. They originally flew model airplanes at Walter Jones Farm for 11 years. The group left that location to go to a field in Hope. The group gave the Township Committee a brochure detailing the organization, the hobby and the needs of the group. Electric model airplanes are used currently and they are whisper quiet. The group is looking to possibly use a portion of the Gorab field. The aviation group is

requesting the Township Committee to review the information they presented and then they would come back at a later date to discuss this further. In the interim the Township Committee requested the group meet with our Recreation Director, Pat Sagan to go and look at the proposed location. The Township Committee also gave the group permission to contact the farmer directly to get a feel of whether this would be an option.

Fern Klindt – Blirstown Ambulance Corp. – Mrs. Klindt gave the monthly statistics for the Ambulance Corp. for the months of May and June. This report will be submitted monthly and placed with the other Township Reports.

Cheryl Paulson – 3 Water Street - Jingle on Main – Ms. Paulson was asked by the GBBA to obtain permission to have this event again this year on the Saturday after Thanksgiving. This is known as small business Saturday. The GBBA asked that the holiday decorations be up for this event. The GBBA is also requesting the Mayor to come and light the tree at the end of the day, usually around 4:30. Mayor Lance advised Mrs. Paulson that Special Event Application needs to be submitted to the Township. Mrs. Paulson will let the GBBA officers know this needs to be done.

PRESENTATIONS:

Pat Sagan – Recreation Director – Walnut Valley Field Lights – If the Township were to go with Musko Lighting the quote Ms. Sagan received a year ago was \$285,000.00. Mark Scialla was with Mrs. Sagan. Mrs. Sagan explained that he is licensed contractor and is very involved with the North Warren Midget Football. Mrs. Sagan distributed an information packet to the Township Committee. Mrs. Sagan went on to explain that there was an evaluation of the lights by a licensed electrician. The lights are in good condition and the poles are in good condition. The stanchions are not in good condition. They are split, rotted and rusted. Mrs. Sagan noted that a member of North Warren Football is having new ones donated by PSE&G. There are licensed electricians involved with the North Warren Midget Football League that are willing to do the work. The electrician that is doing the work should provide a Certificate of Insurance naming Blirstown Township as additionally insured.

Mrs. Van Valkenburg made a motion to approve the installation of new stanchions by North Warren Midget Football pending receipt of Certificate of Insurance, which was seconded by Mrs. Dalton.

Roll Call Vote: Aye – Avery, Dalton, Van Valkenburg, Waldron, Lance.

All ayes – Motion carried.

Mrs. Sagan also noted that the grass on the field is not good and North Warren midget Football is willing to purchase hoses and sprinkler and provide the manpower to water the field. The only thing they ask is to be able to hook up to the firehouse for water. The Township Committee agreed to allow the North Warren Midget Football to use the water at the firehouse for the fields if needed.

Eric Weber, Fire Warden – Blirstown Community Wildfire Protection Plan – Mr. Weber explained the Wildfire Protection plan to the Township Committee. This is a mitigation plan that the NJ Forest Fire Service has developed identifying hazards within the Township of Blirstown. Mr. Weber explained that this is a simple and basic plan. He explained that he focused on the north side of Route 94 towards the mountain, this is the more clustered area of the township and where the

biggest threat for wildfires lies. There is grant money associated with this project and Chief Inscho, Nick Mohr, Eric Usinowicz and Mr. Weber worked together to pick a project. The project that they picked to be funded was that the Hose Company significantly increased their water supply capability by purchasing larger diameter hoses and portable tanks. If the project is signed off by the Township we will receive a check in the amount of \$5,000.00.

The other project was to increase resident's awareness regarding wildfires. He explained the Ready, Set, Go project. Mr. Weber also explained Firewise. This is a wildfire education program. Also placing link on Township Website and working with Yards Creek are two projects that were identified.

Mr. Weber also noted this plan also satisfies our Stafford Act requirement for urban interface wildfire mitigation. If there ever was a wildfire situation this would increase funding to the Township.

Mayor Lance requested time so that the Township Attorney can review the Blairstown Community Wildfire Protection Plan prior to him signing the documents.

Mrs. Waldron made a motion to approve the Mayor to sign the Blairstown Community Wildfire Protection Plan after review by the Township Attorney, which was seconded by Mrs. Dalton.

Roll Call Vote: Aye – Avery, Dalton, Van Valkenburg, Waldron, Lance.

All ayes – Motion carried.

DEPARTMENT REPORTS – The DPW, Open Space, Police, and Fire Department heads presented their individual department reports.

Fire Chief Calvin Inscho - Mr. Inscho noted that he signed the Hardwick Contract 2 weeks ago. Mr. Inscho reported that he is still gathering information as to whether the air bottles/air packs need to be completely replaced.

Mr. Inscho noted that Eric Usinowicz had the security camera company down at the firehouse to give a quote on a security system. Some items have been taken from the firehouse.

Mr. Inscho reported that there was at a meeting with the police, ambulance, OEM, DPW, Rotary and the people running the carnival at North Warren to discuss the combined event with the fireworks on Saturday night. The Hose Company will be in charge on Saturday as they normally are for the regular July 4th Fireworks. The carnival rides will stop at 9:00pm on Saturday night due to safety concerns while the fireworks are going off.

On a side note Mrs. Waldron asked Mr. Avery that the Rotary submit a Special Event Application when they plan the July 4th firework and include a rain date.

Mr. Inscho also reminded everyone that the firefighter Competition is on Saturday. They have about 25 or 30 vendors coming and 27 fire departments RSVP'd. The helicopter will be landing and doing a demonstration at 2:30pm.

Mr. Inscho noted that the Hose Company and Ambulance Squad are going to be working together to start a First Responder Program.

Mr. Inscho let the Township Committee know that the services for Nick Mohr's father are tomorrow night from 6pm-8pm and several hose companies, ambulance squads and the Blairstown Police will be making a pass through at 7:30pm. A repast is scheduled at the firehouse and the family has invited the members of the Township Committee to join them.

Eric Usinowicz, Acting Director of Public Works – Reported that pot holes have been patched on Belcher, Stoneybrook, Mt. Vernon, Jacksonburg and Mohican Roads. Crack sealing has been completed on Sand Hill and half of Kishpaugh. Basin reconstruction has been completed on Heller Hill Road and they will be patching that probably tomorrow. The DPW started prepping Mohican Road for paving, cutting the brush back. Paving will be from Cobblewood to Gaisler however the Township will have to provide funding. WE will have the first reading on the funding in August.

Mr. Usinowicz advised the committee that the DPW removed a tree in the park because it needed to come down and it was dedicated to Mayor Richard Johnson. The Township Committee told him to purchase another tree and plant it there.

Mrs. Van Valkenburg noted that Mr. Usinowicz gave the Township Committee a list of road repairs needed and it is estimated to be about \$1.2 million dollars needed to complete these repairs.

Mrs. Waldron inquired as to whether Mr. Usinowicz has received any complaints about silt clean outs in the drainage ditch on Vail Street, he has not. The public is encouraged to reach out to Mr. Usinowicz if they see any issues that need to be addressed and are asked to not make comments on Facebook without going through the proper channels within the municipality when there is something that needs to be addressed.

Captain Johnsen – Mr. Johnsen noted that the K9 program is going well and Caster has a badge number and it is #58.

Captain Johnsen also reported that Officer Joe Beach started tonight.

Captain Johnsen reported that he did a tour of the North Warren Counselling Center on Stillwater Road. He is working with them on some issues that need to be addressed.

Captain Johnsen has been working with Mr. Leal on the Drug Awareness program at the elementary school and well as LEAD, which is a program that includes teachers and police officers to work together.

MINUTES

June 13, 2018 – Regular Workshop Meeting Minutes – These minutes will be presented for approval at the August 8, 2018 meeting.

April 28, 2018 – Executive Session Minutes

May 9, 2018 – Regular Meeting Minutes

June 13, 2018 – Executive Session Minutes

A motion to approve the Regular and Executive Session meeting minutes listed above was made by Mrs. Van Valkenburg, seconded by Mrs. Dalton.

Roll Call Vote: Aye – Avery, Dalton, Van Valkenburg, Waldron, Lance.

All ayes – Motion carried.

FOR ADOPTION:

ORDINANCE NO: 2018-14 AN ORDINANCE APPROVING THE EXCHANGE OF OWNERSHIP OF ROADWAYS AND CULVERTS LOCATED IN BLAIRSTOWN TOWNSHIP WITH THE COUNTY OF WARREN

Second Reading, Public Hearing, Adoption

Mayor Lance opened the Public Hearing.

Township Engineer, Ted Rodman explained that he had a discussion with County Engineer Bill Gleba regarding a 4' X 50' cut out that is needed on Stillwater Road that the Township needs to continue to own because of the 50ft ownership requirement by the DEP around the new well. The unknown is what the DEP is going to require as far as documentation for this provision. This is technically just a right of way.

Language would need to be placed in the Ordinance regarding the legal description on Schedule B and then with the exception of the 4" X 50' section as described in section B1.

Amy Schechter inquired if the County is going to be in charge of Stillwater Road if the fire Department is going to be dependent on them to plow the road. In the past this was the first road to be plowed, now they will have to wait for the County to plow.

Motion to approve Ordinance 2018-14 with the amendment on the 4' X 50' section on Stillwater Road was made by Mr. Avery; seconded by Mrs. Waldron.

Roll Call Vote: Aye – Avery, Van Valkenburg, Waldron, Lance.

Nay - Dalton

Motion carried.

CONSENT AGENDA

- 1 R.2018 - 085 Authorization to Pay Bills
- 2 R.2018 - 086 Audit Review
- 3 R.2018 - 087 Authorizing Rescheduled Fireworks
- 4 R.2018 –088 Personnel Policy Resolution Rescinding and Replacing Resolution No 2018- 056
- 5 R.2018- 089 Requesting Approval of Items of Revenue and Appropriation - \$5000.00 NJ Firewise

Motion to approve the Consent Agenda was made by Mr. Avery; seconded by Mrs. Dalton.

Roll Call Vote: Aye – Avery, Dalton, Van Valkenburg, Waldron, Lance.

All Ayes – Motion carried.

DEPARTMENT REPORTS

- Clerk – June Report
- DPW – June Report
- Finance – June Finance and Fuel Reports
- Fire Department – June Report
- Police Department – June Report
- Tax Collector – June Report

Warren County Health Department – June 11 and July 9, 2018 Reports

Zoning -

Motion to approve the Department Reports was made by Mrs. Waldron; seconded by Mrs. Dalton.

Roll Call Vote: Aye – Avery, Dalton, Van Valkenburg, Waldron, Lance.

All Ayes – Motion carried.

UNFINISHED BUSINESS

ACME Shopping Plaza – The DOT is still unresponsive regarding this issue. Ms. Sullivan will contact the owner and the DOT on behalf of the Township.

Walnut Valley Firehouse – Mrs. Waldron explained the Township Committee is exploring other options to see how to deal with the remediation in a less expensive manner. A meeting is scheduled with Whitman for next Wednesday to discuss the initial proposal.

NEW BUSINESS

Possible revision to the Vacant and Abandoned Property Ordinance to allow a lien to be placed on a vacant and abandoned property that is not registered as required by existing Ordinance.

Ms. Sullivan presented the Township Committee with information as to how to proceed with adding to the current Ordinance a section that would allow a lien to be placed on a property that is vacant and abandoned, not registered with the municipality and fees not paid. Ms. Sullivan will create an amending Ordinance for the August meeting.

COMMITTEE CORRESPONDENCE for information and possible action

Blue Light Permit Application request from Blairstown Hose Company #1 Member Calvin Inscho of Blairstown.

Mrs. Waldron made a motion to approve the Blue light Renewal Application for Calvin Inscho, which was seconded by Mrs. Dalton.

Roll Call Vote: Aye – Avery, Dalton, Van Valkenburg, Waldron, Lance.

All ayes – Motion carried.

Request for approval of application from George Curreri, III of Hardwick to join the Blairstown Hose Company.

Mrs. Waldron made a motion to approve the Application for Membership from George Curreri, III to join the Blairstown Hose Company, which was seconded by Mr. Avery.

Roll Call Vote: Aye – Avery, Dalton, Van Valkenburg, Waldron, Lance.

All ayes – Motion carried.

Request for authorization for the Mayor and Clerk to sign a Renewal Agreement with Passaic Valley Sewerage Commission to discharge Blairstown Water Company Waste at a rate of \$60.00 per 1,000 gallons.

Mrs. Van Valkenburg explained that this deals with the silt and the media that needs to be disposed of properly.

Mrs. Van Valkenburg made a motion to approve the Mayor and Clerk signing the Renewal Agreement with the Passaic Valley Sewerage Commission, which was seconded by Mrs. Dalton.

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

Special Events Application submitted by the NWRHS Cross Country Booster Club to host a Carnival at the North Warren High School July 26-28, 6pm to 10pm and July 29 4-9pm. Review by Department Heads no fees needed.

Mrs. Waldron made a motion to approve the Special Events Application submitted by NWRHS booster Club to host a carnival, which was seconded by Mr. Avery.

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

Request from John Chechelo of 34 High Street for a Purple Heart Reserved Parking Spot” in front of his home. Mayor Lance had a conversation with Mr. Chechelo and explained that this will be acted on as soon as the road transfer with Warren County takes effect. The members of the Township Committee were in agreement that this should be done.

Social Affair Permit Application received from Foodshed Alliance to be held during the Tour de Blirstown at 5 Stillwater Road on August 4, 2018 from 11:00am to 3:00pm.

Mrs. Waldron made a motion to approve the Social Affair Permit from Foodshed Alliance to be held during the Tour de Blirstown on August 4, 2018, which was seconded by Mr. Avery.

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

GENERAL CORRESPONDENCE

FROM THE TOWNSHIP ATTORNEY

Ms. Sullivan reported that we received correspondence from an attorney relating to a deed of road dedication on Frog Pond Road from the O’Connell brothers to the Township. Ordinarily title work comes along with this type of request establishing that the person making the dedication actually owns the property then an Ordinance is done. This is actually a culvert. Ms. Sullivan will get in touch with Ms. Brill to get the proper documentation.

Mr. Avery explained that there is a small cemetery on Heller Hill Road and we need to find out who owns the cemetery. Ms. Sullivan recommended a title search. Ownership would go back to the last owner on record. If all owners are deceased then the Township may have to go to court to establish ownership.

Mr. Avery made a motion to authorize Township Attorney Dawn Sullivan to do a title search on the cemetery, which was seconded by Mrs. Waldron.

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

FROM THE TOWNSHIP CLERK

Town- wide Clean up week will be held September 17 – 22. Vouchers will be available beginning on August 1.

Annual Rabies Clinic will be held on Saturday, December 1 from 9-noon.

FROM THE TOWNSHIP ENGINEER

- Dave Simmons from Pella has completed the field survey and the plotting is being done.
- The tax map needs to be changed to show the change in the Buck Hill property.

FROM THE TOWNSHIP COMMITTEE

COMMITTEE MEMBER AVERY –

Blairstown Seniors will have another trip on August 7 to High Point.

COMMITTEE MEMBER DALTON –

Mrs. Dalton welcomed Linda Grohs to the Township as the new Land Use Secretary/Clerical Assistant to the Zoning Official.

Lori Nienstedt has completed her course work and passed her Registrar’s Exam so now she is officially the Deputy Registrar.

COMMITTEE MEMBER VAN VALKENBURG

At the Land Use Board Meeting there was discussion regarding the Township Ordinance No. 2018-012 and they are recommending the word Commercial be added before Businesses in H. This will need an amended Ordinance.

Mrs. Van Valkenburg reported that there are two pumps in the back of the Water Company that need to either be rebuilt or replaced, these pumps are important for the backwash procedure. The last time they were replaced was in 1991. The cost to replace these would be about \$900.00 per pump.

The pump on the potassium manganite tank is also leaking, if this fails then there will be no potassium going into the tank.

There is a hypo pump and only one works, this pumps chlorine into the system.

Mrs. Van Valkenburg gave an update on the phone system.

COMMITTEE MEMBER WALDRON

Mrs. Waldron requested that we request the County to give us monthly water reports. This gives a highlight of possible problems for the future.

Mrs. Waldron would like to try to get the State Police blotter to see how many calls they are getting in Blairstown.

Mrs. Waldron requested the Clerk to contact Concord Energy to find out the status on the electric consortium.

MAYOR LANCE

Mayor Lance noted that the CFO is watching our budget very closely. Some departments may have a spending freeze in the near future.

Mayor Lance reported JCP&L Jackie Espinoza from JCP&L let him know that there is going to be a large upgrade in this area. She will come and speak to the Township Committee in the next couple of months.

Mayor Lance reported that at the last Historic Preservation Meeting Gary and Debra Albrecht from Cobblewood Road made a donation of a John I. Blair deed from 1870 granting property to the St. James Protestant/Episcopal Church in the Village of Delaware. The Historic Preservation Committee will make a photocopy and share it with Knowlton Township. The Albrechts' also gave the Historic Preservation Committee the Last Will and Testament of a person from 1832.

Mayor Lance also reported that there will be a Village Tour in September. Mayor Lance also noted that at the back of the meeting room there are coloring books in celebration of the 125th Anniversary of the Footbridge. Also, go to the Footbridge, take your picture and post it to #Footbridge125.

PUBLIC COMMENT

Kevin Doell – 111 Heller Hill Road – Mr. Doell inquired about the results of Mayor Lance's informal survey about the roads. Mayor Lance explained he was just trying to encourage comments from the general public about their feeling about a municipal tax for the roads to be repaired.

Rosalie Murray – 75 Heller Hill Road - Ms. Murray had a question about the Walnut Valley clean-up costs.

After a brief discussion the Township Committee agreed to cancel the August 22, 2018 Regular Workshop Meeting. Mayor Lance had thought that we had planned on one meeting in July and one meeting in August.

ADJOURNMENT

As there were no further comments from the public, Mrs. Waldron made a motion to adjourn the meeting, which was seconded by Mrs. Dalton. All members voted in favor. The meeting was adjourned at 10:32pm.

Respectfully Submitted,

Linda Leidner, RMC
Municipal Clerk