

**HAMPTON TOWNSHIP
COMMITTEE MINUTES
MAY 22, 2018**

FLAG SALUTE: Mayor P. Yetter led the Flag Salute at 3:35 P.M.

ROLL CALL: Present: Committeeman K. Gourlay, Committeeman Scott MacKenzie and Mayor Philip Yetter. **Also, Present:** Township CFO/Administrator Jessica Caruso and Township Attorney Frank McGovern and Planning Board Attorney R. Morgenstern. **Excused:** Committee T. Dooley and Committeeman D. Hansen.

STATEMENT- Mayor P. Yetter stated that this meeting is 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.

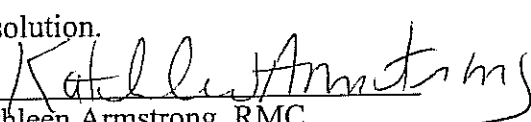
EXECUTIVE SESSION

- Litigation Discussion

A MOTION was made by Committeeman K. Gourlay and seconded by Committeeman S. MacKenzie, with all members in favor, to adopt 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 matters at 3:36 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 22, 2018 adopted the foregoing Resolution.


Kathleen Armstrong, RMC
Township Clerk

Date 5/22/18

A MOTION was made by Committeeman S. MacKenzie and seconded by Committeeman K. Gourlay, with all members in favor, to go back into Regular Session at 5:53 P.M.

REGULAR AGENDA

FINAL ADOPTION

HAMPTON TOWNSHIP ORDINANCE #2018-04

AN ORDINANCE AMENDING THE HAMPTON TOWNSHIP CODE TO AMEND CHAPTER 108 – THE ZONING ORDINANCE TO AMEND ARTICLE IV, THE DISTRICT REGULATIONS TO INCLUDE A NEW ZONE DISTRICT KNOWN AS THE AFFORDABLE HOUSING ZONE DISTRICT WHICH INCLUDES BLOCK 3501, LOT 30.01

A MOTION was made by Committeeman S. MacKenzie and seconded by Committeeman K. Gourlay to adopt at final reading Ordinance 2018-04.

Mayor P. Yetter stated that Township Planning Board reviewed Ordinance 2018-04 and found it to be consistent with the Hampton Township Master Plan.

PUBLIC HEARING

15 Route 206, LLC Attorney J. Kantowitz explained that he hand delivered and faxed a letter to the Township Clerk stating his client's opposition to 2018-04. The reason for the opposition is due to the fact that the ordinance does not satisfy the agreement reached, and the provisions therein, between Hampton Township and his client. Mr. Kantowitz identified specific objections in a letter, dated May 11, 2018, to Township Planning Board Attorney R. Morgenstern.

Mr. Kantowitz requested a copy of the Township Planning Board's recommendations regarding the ordinance. Township Administrator J. Caruso stated that the Planning Board did not make recommendations; they reviewed the ordinance and confirmed that it was consistent with Hampton Township Master Plan.

PUBLIC HEARING CLOSED

ROLL CALL VOTE: Committeeman Keith Gourlay, yes; Committeeman Scott MacKenzie, yes; and Mayor Philip Yetter, yes. Motion Carried.

**HAMPTON TOWNSHIP 2018-05
AN ORDINANCE AMENDING THE HAMPTON TOWNSHIP CODE TO AMEND
CHAPTER 108 – THE ZONING ORDINANCE TO AMEND ARTICLE IV, THE
DISTRICT REGULATIONS TO INCLUDE A NEW ZONE DISTRICT KNOWN AS THE
AFFORDABLE HOUSING ZONE DISTRICT WHICH INCLUDES
BLOCK 3501, LOT 44.08**

A MOTION was made by Committeeman S. MacKenzie and seconded by Committeeman K. Gourlay to adopt at final reading Ordinance 2018-05.

Mayor P. Yetter stated that Township Planning Board reviewed Ordinance 2018-05 and found it to be consistent with the Hampton Township Master Plan.

PUBLIC HEARING

No Comments

PUBLIC HEARING CLOSED

ROLL CALL VOTE: Committeeman Keith Gourlay, yes; Committeeman Scott MacKenzie, yes; and Mayor Philip Yetter, yes. Motion Carried.

**HAMPTON TOWNSHIP 2018-06
AN ORDINANCE AMENDING THE HAMPTON TOWNSHIP CODE TO AMEND
CHAPTER 108 – THE ZONING ORDINANCE TO AMEND ARTICLE IV, THE
DISTRICT REGULATIONS TO INCLUDE A NEW ZONE DISTRICT KNOWN AS THE
AFFORDABLE HOUSING ZONE DISTRICT WHICH INCLUDES
BLOCK 3603, LOT 7.02 AND BLOCK 3603, LOT 7.03**

A MOTION was made by Committeeman S. MacKenzie and seconded by Committeeman K. Gourlay to adopt at final reading Ordinance 2018-06.

Mayor P. Yetter stated that Township Planning Board reviewed Ordinance 2018-06 and found it to be consistent with the Hampton Township Master Plan.

PUBLIC HEARING

No Comments

PUBLIC HEARING CLOSED

ROLL CALL VOTE: Committeeman Keith Gourlay, yes; Committeeman Scott MacKenzie, yes; and Mayor Philip Yetter, yes. Motion Carried.

RESOLUTIONS

A MOTION was made by Committeeman K. Gourlay and seconded by Committeeman S. MacKenzie, with all members in favor, to adopt the following resolution.

**HAMPTON TOWNSHIP
RESOLUTION
SUSSEX COUNTY, NEW JERSEY**

WHEREAS, the Governing Body of the Township of Hampton petitioned the Council on Affordable Housing (COAH) for substantive certification of its Housing Element and Fair Share Plan on December 22, 2008; and.

WHEREAS, the Township of Hampton's Fair Share Plan promotes an affordable housing program pursuant to the Fair Housing Act (N.J.S.A. 52:27D-301, et. seq.) and COAH's Third Round Substantive Rules (N.J.A.C. 5:94-1, et. seq.); and

WHEREAS, pursuant to N.J.A.C. 5:94-7 and N.J.A.C. 5:80-26.1 et. seq., the Township of Hampton is required to appoint a Municipal Housing Liaison for the administration of Hampton Township's affordable housing program to enforce the requirements of N.J.A.C. 5:94-7 and N.J.A.C. 5:80-26.1 et. seq.; and

NOW THEREFORE BE IT RESOLVED, by the Governing Body of the Township of Hampton, County of Sussex and the State of New Jersey that the Hampton Township Affordable Housing Liaison Jessica Caruso is hereby appointed by the Governing Body of the Township of Hampton as the Municipal Housing Liaison for the administration of the affordable housing program for CY 2018.

CERTIFICATION

I hereby certify that this Resolution is a true copy of a resolution adopted by the Hampton Township Committee at their Regular Meeting held on May 22, 2018 at the Hampton Township Municipal Building, 1 Rumsey Way, Baleville, NJ 07860.

Date: 5/22/18

Kathleen W. Armstrong
Kathleen Armstrong, RMC
Township Clerk

A MOTION was made by Committeeman K. Gourlay and seconded by Committeeman S. MacKenzie, with all members in favor, to adopt the following resolution.

**HAMPTON TOWNSHIP
SUSSEX COUNTY NEW JERSEY
RESOLUTION**

WHEREAS, the Township of Hampton, County of Sussex and State of New Jersey has had a Housing Element and Fair Share Plan prepared promoting an Affordable Housing Program pursuant to the Fair Housing Act, N.J.A.C. 52:27D-301, et. seq. and in accordance with the holding in the following case by the Supreme Court of New Jersey "In The Matter Of The Adoption Of N.J.A.C. 5:96 and 5:97 by the New Jersey Council on Affordable Housing 221 N.J. 1 (2015) (Mt. Laurel IV)"; and

WHEREAS, pursuant to the N.J.A.C., the Township of Hampton is required to appoint a Municipal Housing Administrator for the Administration of the Hampton Township Affordable Housing Program to enforce the requirements of the N.J.A.C.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Township of Hampton, County of Sussex, State of New Jersey, that the Hampton Township Affordable Housing Administrator, Jessica Caldwell is hereby appointed by the governing body of the Township of Hampton as the Municipal Housing Administrative Agent for the Administration of the Affordable Housing Program.

CERTIFICATION

I hereby certify that this Resolution is a true copy of a resolution adopted by the Hampton Township Committee at their Regular Meeting held on May 22, 2018 at the Hampton Township Municipal Building, 1 Rumsey Way, Baleville, NJ 07860.

Date: 5/22/18

Kathleen Armstrong
Kathleen Armstrong, RMC
Township Clerk

A MOTION was made by Committeeman S. MacKenzie and seconded by Committeeman K. Gourlay, with all members in favor, to adopt the following resolution.

**RESOLUTION
OF THE MAYOR AND COMMITTEE OF THE
TOWNSHIP OF HAMPTON, COUNTY OF SUSSEX
STATE OF NEW JERSEY
ADOPTING THE 'AFFIRMATIVE MARKETING PLAN'
FOR THE TOWNSHIP OF HAMPTON**

WHEREAS, in accordance with the New Jersey Uniform Housing Affordability Controls pursuant to N.J.A.C. 5:80-26-1, *et seq.*, the Township of Hampton is required to adopt an Affirmative Marketing Plan to ensure that all affordable housing units created, including those created by the rehabilitation of rental housing units within the Township of Hampton, are affirmatively marketed to low and moderate income households, with preference provided to homeless veterans, disabled veterans, and family members who are the primary residential caregivers to disabled veterans residing with them, particularly those households living and/or working within Housing Region 1, the COAH Housing Region encompassing the Township of Hampton.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Committee of the Township of Hampton, County of Sussex, State of New Jersey, do hereby adopt the following Affirmative Marketing Plan:

Affirmative Marketing Plan

- A. All affordable housing units in the Township of Hampton shall be marketed in accordance with the provisions herein.
- B. This Affirmative Marketing Plan shall apply to all developments that contain or will contain low and moderate income units, including those that are part of the Township's prior round Fair Share Plan and its current Fair Share Plan and those that may be constructed in future developments not yet anticipated by the Fair Share Plan. This Affirmative Marketing Plan shall also apply to any rehabilitated rental units that are vacated and re-rented during the applicable period of controls for rehabilitated rental units.
- C. The Affirmative Marketing Plan shall be implemented by an Administrative Agent(s) or Municipal Housing Liaison or combination thereof, designated by and/or under contract to the Township of Hampton. All costs of advertising and affirmatively marketing affordable housing units shall be borne by the developers/sellers/owners of affordable unit(s), and all such advertising and affirmative marketing shall be subject to approval and oversight by the designated Administrative Agent.
- D. In implementing the Affirmative Marketing Plan, the Administrative Agent, acting on behalf of the Township of Hampton, shall undertake, at the minimum, all of the following strategies:

1. Publication of an advertisement in one or more newspapers of general circulation within the housing region.
 2. Broadcasting of an advertisement by a radio or television station broadcasting throughout the housing region.
 3. At least one additional regional marketing strategy using one of the other sources listed below.
- E. The Affirmative Marketing Plan is a regional marketing strategy designed to attract buyers and/or renters of all majority and minority groups, regardless of race, creed, color, national origin, ancestry, marital or familial status, gender, affectional or sexual orientation, disability, age or number of children to housing units which are being marketed by a developer or sponsor of affordable housing. Pursuant to N.J.S.A. 40:37A-114.1, preference for affordable housing within a housing project shall be provided to homeless veterans, disabled veterans, and family members who are the primary residential caregivers to disabled veterans residing with them. The Affirmative Marketing Plan is also intended to target those potentially eligible persons who are least likely to apply for affordable units in that region. It is a continuing program that directs all marketing activities toward the COAH Housing Region in which the municipality is located and covers the entire period of the deed restriction for each restricted housing unit. The Township of Hampton is located in COAH Housing Region 1, consisting of Sussex, Somerset and Hunterdon Counties.
- F. The Affirmative Marketing Plan is a continuing program intended to be followed throughout the entire period of restrictions and shall meet the following requirements:
1. All newspaper articles, announcements and requests for applications for very low, low and moderate income units shall appear in the *New Jersey Herald* and the *Star Ledger*.
 2. The primary marketing shall take the form of at least one press release and a paid display advertisement in the above newspapers once a week for four consecutive weeks. Additional advertising and publicity shall be on an "as needed" basis. The developer/owner shall disseminate all public service announcements and pay for display advertisements. The developer/owner shall provide proof of all publications to the Administrative Agent. All press releases and advertisements shall be approved in advance by the Administrative Agent.
 3. The advertisement shall include a description of the:
 - a. Location of the units;
 - b. Directions to the units;
 - c. Range of prices for the units;
 - d. Size, as measured in bedrooms, of units;
 - e. Maximum income permitted to qualify for the units;
 - f. Location of applications;
 - g. Business hours when interested households may obtain an application; and
 - h. Application fees.
 4. Newspaper articles, announcements and information on where to request applications for very low-, low- and moderate-income housing shall appear at least once a week for four consecutive weeks in at least three locally oriented newspapers serving the housing region, one of which shall be circulated primarily in Sussex County and the other two of which shall be circulated primarily outside of Sussex County but within the housing region.
 5. The regional cable television stations or regional radio stations identified by COAH for Region 1 in COAH's "Affirmative Housing Marketing Plan for Affordable Housing in Region 1", which is attached hereto as Exhibit A, shall be used during the first month of advertising. The Administrative Agent working on behalf of the developer of each affordable housing project in the Borough must provide satisfactory proof of public dissemination.

G. Applications, brochure(s), sign(s) and/or poster(s) used as part of the affirmative marketing program shall be available/posted in the following locations:

1. Hampton Township Hall
2. Hampton Township Web Site
3. Developer's Sales/Rental Offices
4. Sussex County Administration Building
5. Hudson County Administration Building
6. Bergen County Administration Building
7. Passaic County Administration Building
8. Sussex County Library (all branches).
9. Hudson County Library (all branches)

10. Bergen County Library (all branches)
11. Passaic County Library (all branches)

Applications shall be mailed by the Administrative Agent and Municipal Housing Liaison to prospective applicants upon request. Also, applications shall be available at the developer's sales/rental office and multiple copies of application forms shall be mailed to Fair Share Housing Center, the New Jersey State Conference of the NAACP, the Latino Action Network, and the Sussex/Warren Chapters of the NAACP

H. The Administrative Agent shall develop, maintain and update a list of community contact person(s) and/or organizations(s) in Sussex, Somerset and Hunterdon Counties that will aid in the affirmative marketing program with particular emphasis on contacts that will reach out to groups that are least likely to apply for housing within the region, including major regional employers identified in Attachment A, Part III, Marketing, Section 3d of COAH's *Affirmative Fair Housing Marketing Plan for Affordable Housing in Region I* (attached to and hereby made part of this Resolution) as well as the following entities: Fair Share Housing Center, the New Jersey State Conference of the NAACP, the Latino Action Network, and the Sussex/Warren Chapters of the NAACP.

1. Quarterly informational flyers and applications shall be sent to each of the following agencies for publication in their journals and for circulation among their members:

Sussex County Board of Realtors
Hudson County Board of Realtors
Bergen County Board of Realtors
Passaic County Board of Realtors

2. Quarterly informational circulars and applications shall be sent to the administrators of each of the following agencies within the counties of Sussex, Somerset, and Hunterdon:

Welfare or Social Service Board (via the Director)
Rental Assistance Office (local office of DCA)
Office on Aging
Housing Authority (municipal or county)
Community Action Agencies
Community Development Departments

3. Quarterly informational circulars and applications shall be sent to the chief personnel administrators of all of the major employers within the region, as listed on Attachment A, Part III, Marketing, Section 3d.
4. In addition, specific notification of the availability of affordable housing units in

Hampton (along with copies of the application form) shall be provided to the following entities: Fair Share Housing Center, the New Jersey State Conference of the NAACP, the Latino Action Network, and the Sussex/Warren Chapters of the NAACP.

- I. The following is a listing of community contact person(s) and/or organizations in Sussex, Somerset, and Hunterdon Counties that will aid in the affirmative marketing program and provide guidance and counseling services to prospective occupants of very low, low and moderate income units:
1. Central Jersey Housing Resource Center, 600 First Avenue, Suite 3, Raritan, NJ 08869
 2. Brunswick and Raritan Housing Corporation, 56 Throop Avenue, New Brunswick, NJ 08901
 3. Housing Coalition of Central Jersey (PRAB), 100 Bayard Street, New Brunswick, NJ 08901
 4. Northwest New Jersey Community Action Program, Inc. (NORWESCAP), 350 Marshall Street, Phillipsburg, NJ 08865
- J. A random selection method to select occupants of very low, low and moderate income housing will be used by the Administrative Agent, in conformance with N.J.A.C. 5:80-26.16 (l). The Affirmative Marketing Plan shall provide a regional preference for very low, low and moderate income households that live and/or work in COAH Housing Region 1, comprised of Sussex, Somerset, Hunterdon, and Passaic Counties. Pursuant to the New Jersey Fair Housing Act (C.52:27D-311), a preference for very low, low and moderate income veterans duly qualified under N.J.A.C. 54:4-8.10 may also be exercised, provided an agreement to this effect has been executed between the developer or landlord and the Township prior to the affirmative marketing of the units.
- J. The Administrative Agent shall administer the Affirmative Marketing Plan. The Administrative Agent has the responsibility to income qualify very low, low and moderate income households; to place income eligible households in very low, low and moderate income units upon initial occupancy; to provide for the initial occupancy of very low, low and moderate income units with income qualified households; to continue to qualify households for re-occupancy of units as they become vacant during the period of affordability controls; to assist with outreach to very low, low and moderate income households; and to enforce the terms of the deed restriction and mortgage loan as per N.J.A.C 5:80-26-1, *et seq.*
- K. The Administrative Agent shall provide or direct qualified very low, low and moderate income applicants to counseling services on subjects such as budgeting, credit issues, mortgage qualifications, rental lease requirements and landlord/tenant law and shall develop, maintain and update a list of entities and lenders willing and able to perform such services.
- L. All developers/owners of very low, low and moderate income housing units shall be required to undertake and pay the costs of the marketing of the affordable units in their respective developments, subject to the direction and supervision of the Administrative Agent.
- M. The implementation of the Affirmative Marketing Plan for a development that includes affordable housing shall commence at least 120 days before the issuance of either a temporary or permanent certificate of occupancy. The implementation of the Affirmative Marketing Plan shall continue until all very low, low and moderate income housing units are initially occupied and for as long as the affordable units remain deed restricted such that qualifying new tenants and/or purchasers continues to be necessary.
- N. The Administrative Agent shall provide the Affordable Housing Liaison with the information required to comply with monitoring and reporting requirements pursuant to N.J.A.C.5:80-26-1, *et seq.*

I hereby certify that this is a true copy of a resolution duly adopted by the Mayor and Committee of the Township of Hampton at a Committee meeting held on May 22, 2018.

7 Kathleen Armstrong 5/22/18
Kathleen Armstrong

A **MOTION** was made by Committeeman S. MacKenzie and seconded by Committeeman K. Gourlay, with all members in favor, to adopt the following resolution.

**HAMPTON TOWNSHIP
SUSSEX COUNTY NEW JERSEY
RESOLUTION APPROVING SPENDING PLAN AND APPROVING OPERATING
MANUAL FOR THE ADMINISTRATION OF REHABILITATION UNITS**

WHEREAS, the Township of Hampton, County of Sussex and State of New Jersey has adopted a Housing Element and Fair Share Plan prepared and adopted promoting an Affordable Housing Program pursuant to the Fair Housing Act, N.J.A.C. 52:27D-301, et. seq. and in accordance with the holding in the following case by the Supreme Court of New Jersey "In The Matter Of The Adoption Of N.J.A.C. 5:96 and 5:97 by the New Jersey Council on Affordable Housing 221 N.J. 1.(2015) (Mt. Laurel IV)"; and

WHEREAS, pursuant to the N.J.A.C., the Township of Hampton is required to adopt a Spending Plan for the Administration of the Hampton Township Affordable Housing Program to enforce the requirements of the N.J.A.C.; and

WHEREAS, the Township of Hampton is required to adopt an Operating Manual for the Administration of Rehabilitation Units;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hampton, County of Sussex, State of New Jersey, that the Township adopts the attached Spending Plan as Exhibit "A."

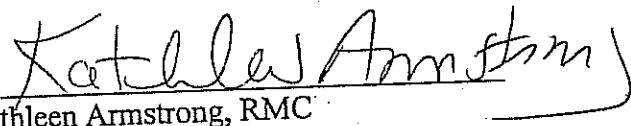
NOW, THEREFORE, BE IT FURTHER RESOLVED, by the Township Committee that it adopts the Operating Manual for the Administration of Rehabilitation Units annexed hereto as Exhibit "B."

CERTIFICATION

I hereby certify that this Resolution is a true copy of a resolution adopted by the Hampton Township Committee at their Regular Meeting held on May 22, 2018 at the Hampton Township Municipal Building, 1 Rumsey Way, Baleville, NJ 07860.

Date:

5/22/18


Kathleen Armstrong, RMC
Township Clerk

A **MOTION** was made by Committeeman K. Gourlay and seconded by Committeeman S. MacKenzie, with all members in favor, to adopt the following resolution.

**HAMPTON TOWNSHIP RESOLUTION
RESOLUTION REQUESTING APPROVAL OF ITEMS OF
REVENUE AND APPROPRIATION N.J.S.A.40A:4-87**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any County or Municipality when such items shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of any item of appropriation for equal amount;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Hampton, County of Sussex hereby requests the Director of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2018 in the sum of \$1,995.50, which item is now available as a revenue from the State of New Jersey Department of Environmental Protection in the amount of \$1,995.50

BE IT FURTHER RESOLVED that the like sum of \$1,995.50 is hereby appropriated under the caption of the "Radon Awareness Program (RAP) Grant"; and

BE IT FURTHER RESOLVED that the above is a result of a State Grant of \$1,995.50 from the New Jersey Department of Environmental Protection, Division of Energy, Security and Sustainability, Bureau of Environmental Radiation, Radon Section.

CERTIFICATION

I hereby certify that this Resolution is a true copy of a resolution adopted by the Hampton Township Committee at their Regular Meeting held on May 22, 2018.

Date: 5/22/18

Kathleen Armstrong
Kathleen Armstrong, RMC
Township Clerk

A MOTION was made by Committeeman K. Gourlay and seconded by Committeeman S. MacKenzie, with all members in favor, to adopt the following resolution.

**HAMPTON TOWNSHIP COMMITTEE
RESOLUTION ADOPTING AMENDMENTS
TO THE HAMPTON TOWNSHIP ZONING ORDINANCE**

WHEREAS, the Hampton Township Committee, County of Sussex and State of New Jersey held a public hearing regarding the adoption of three (3) Zoning Ordinance Amendments to implement the Hampton Township Housing Element and Fair Share Plan with respect to Affordable Housing; and

WHEREAS, a public hearing was held May 22, 2018 at a duly noticed meeting of the Hampton Township Committee; and

WHEREAS, the Hampton Township Committee considers it in the best interest of Hampton Township and in order to provide areas within the Township of Hampton to permit Affordable Housing Units and other permitted uses responsive to the Township's Obligation to provide for Affordable Housing.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hampton, County of Sussex, State of New Jersey, that the annexed three (3) Zoning Ordinances be and hereby are adopted by the Hampton Township Committee on May 22, 2018.

CERTIFICATION

The undersigned Clerk of Hampton Township hereby certifies that the within is a true copy of the Resolution adopted by the Hampton Township Committee on May 22, 2018.

Kathleen Armstrong
Kathleen Armstrong
RMC Township Clerk

Dated: 5/22/18

PUBLIC SESSION


No comment

PUBLIC SESSION CLOSED

ADJOURNMENT

A MOTION was made by Committeeman S. MacKenzie and seconded by Mayor P. Yetter, with all members in favor, to adjourn the meeting at 3:58 P.M.

Respectfully submitted,


Kathleen Armstrong, RMC
Township Clerk