

**TOWNSHIP OF BLAIRSTOWN
REGULAR MEETING
Wednesday, September 12, 2018, 7:30 PM**

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 at 7:30pm 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. This agenda is subject to change by order of the Blairstown Township Committee before and/or during this scheduled meeting.

Resolution No. 2018- AUTHORIZING EXECUTIVE SESSION – No Executive Session needed.

PUBLIC COMMENT -

Joseph Rich – 17 Cobblewood Road – Mr. Rich spoke to the Township Committee about his thoughts on Yards Creek and the distribution of funds to Blairstown.

Mayor Lance explained the history of the municipal funding from Yards Creek to Mr. Rich.

Ann M. Sandberg – 14 Sunset Hill – Ms. Sandberg inquired as to when the Township officially obtained ownership of Main Street. Mayor Lance explained that the paperwork is in progress, until it is completely filed with the Warren County Clerk the transaction will not be considered complete. Ms. Sandberg then questioned the Township Committee about Zoning Use Restrictions on one of a businesses on Main Street.

PROCLAMATIONS:

Mayor Lance read the following Proclamations in full and will be spread in full at the end of these minutes.

PROCLAMATION – Proclamation naming September, 2018 National Preparedness month as requested by FEMA’s Ready Campaign. This proclamation was presented to Eric Usinowicz.

PROCLAMATION – Proclamation naming the week of September 17 through September 23 2018, officially as Constitution Week as requested by the General William Maxwell Chapter of the National Society of the Daughters of the American Revolution – This proclamation was presented to Mrs. Dalton as Ms. Barbara Green was unable to be in attendance to accept the proclamation.

PROCLAMATION - Proclamation making September 26 “Helen Hall Remembrance Day” honoring the birthday of the late co-founder of the Blairstown Historic Preservation Committee. Members of the Blairstown Historic Preservation Committee were in attendance to receive this proclamation.

PRESENTATIONS:

**Swearing in of New Police Officers: Joseph Beach
Jetlir Rizvani**

Captain Johnsen presented the new officers. Mayor Lance administered the Oath of Office to Officer Joseph Beach and Officer Jetlir Rizvani. All of the Blairstown Police Officers and Police Records Secretary were in attendance. Captain Johnsen introduced Officer Herzer and Canine Officer Caster.

Jackie Espinoza of JCP&L was not on the agenda but was in attendance to deliver some important information regarding a \$400 million dollar upgrade being proposed by JCP&L. The name of this project is the Reliability Plus Program. Ms. Espinoza explained that these improvements will have a positive impact on reducing the frequency of the outages and the duration of the outages.

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

Calvin Inscho, Chief of Blairstown Hose Company was not in attendance. A written report was given to the members of the Township Committee.

Fernya Klindt- Blairstown Ambulance – gave the July statistics report. The Blairstown Ambulance Corp. responded to 128 calls. They saw 89 patients and volunteered 598 man hours. Blairstown had 54 calls, Hope 19 calls, Hardwick 19 calls, Frelinghuysen 18 calls, Knowlton 8 calls, Walpack had none and there were 3 calls elsewhere.

Eric Usinowicz, Acting Director of Public Works – Mr. Usinowicz reported that the part-timers and John Van Dyke came in on a Saturday and painted the main office area. Township vehicles are being worked on to prepare for the winter months. Pot holes were repaired on Bear Cave, Jacksonburg, Mohican Road, Cedarville Road, Belcher Road and ¾ of the way done on Four Corners Road. Holly Road, cul de sac on Frontage Road and a section of Frog Pond Road were done with a paver from K & A Paving and the Township supplied the asphalt.

Captain Johnsen – Captain Johnsen reported there were 20 drug arrests in August. Captain Johnsen also reported that there were 170 motor vehicle stops and 50 summons issued in the month of August. There is a ribbon cutting for the counseling center located on Stillwater Road, Captain Johnsen feels that they are going to be a great asset to the community.

Mrs. Dalton read a letter of thanks from Bruce Leal, Principal and Mark Saalfield, Superintendent of Blairstown Elementary School for the assistance they received while dealing with the mold issue at the start of the school year.

MINUTES

August 8, 2018 – Regular Meeting Minutes

A motion to approve the Regular meeting minutes listed above was made by Mr. Avery, seconded by Mrs. Dalton.

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

**ORDINANCES
FOR ADOPTION:**

ORDINANCE NO: 2018-16 AN ORDINANCE TO PROVIDE FOR THE REPAIR OF THE DPW SALT SHED AND THE PURCHASE OF A SNOW PLOW WITHIN AND FOR THE TOWNSHIP OF BLAIRSTOWN AND TO PROVIDE FOR THE FUNDING THEREOF

Second Reading, Public Hearing

There were no comments or questions from the public. Mayor Lance closed the public hearing.

Motion to approve Ordinance 2018-16 was made by Mrs. Waldron; seconded by Mrs. Dalton.

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

ORDINANCE NO: 2018-17 AN ORDINANCE TO AMEND CHAPTER 132 “MAINTENANCE OF VACANT/ABANDONED PROPERTIES”, SECTION 132-5 “FEE SCHEDULE” OF THE CODE OF THE TOWNSHIP OF BLAIRSTOWN

Second Reading, Public Hearing

There were no comments or questions from the public. Mayor Lance closed the public hearing.

Motion to approve Ordinance 2018-17 on was made by Mrs. Dalton; seconded by Mr. Avery.

Mrs. Van Valkenburg explained that this Ordinance is already in place, this will modify the original Ordinance so that a lien can be placed on the property if the fee is not paid.

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

ORDINANCE NO: 2018-18 BOND ORDINANCE PROVIDING AN APPROPRIATION OF \$90,000 FOR VARIOUS ROAD IMPROVEMENTS FOR AND BY THE TOWNSHIP OF BLAIRSTOWN IN THE COUNTY OF WARREN, NEW JERSEY AND AUTHORIZING THE ISSUANCE OF \$85,800 BONDS OR NOTES OF THE TOWNSHIP FOR FINANCING PART OF THE APPROPRIATION

Second Reading, Public Hearing

There were no comments or questions from the public. Mayor Lance closed the public hearing.

Motion to approve Ordinance 2018-18 on was made by Mrs. Waldron; seconded by Mrs. Dalton.

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

ORDINANCE NO: 2018-19 AN ORDINANCE TO AMEND CHAPTER 19 OF THE CODE OF THE TOWNSHIP OF BLAIRSTOWN ENTITLED "LAND DEVELOPMENT"

Second Reading, Public Hearing

There were no comments or questions from the public. Mayor Lance closed the public hearing.

Motion to approve Ordinance 2018-19 was made by Mr. Avery; seconded by Mrs. Waldron. Mrs. Van Valkenburg explained the only change to this Ordinance was that the working was changed to Commercial marijuana cultivation and facilities.

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

ORDINANCE NO: 2018-20 AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF A DEED OF ROADWAY DEDICATION FOR A PORTION OF THE PROPERTY DESIGNATED AS BLOCK 401, LOT 19 ON THE BLAIRSTOWN TOWNSHIP TAX MAP

Second Reading, Public Hearing

There were no comments or questions from the public. Mayor Lance closed the public hearing.

Motion to approve Ordinance 2018-20 was made by Mrs. Van Valkenburg; seconded by Mr. Avery.

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

FOR INTRODUCTION:

ORDINANCE NO: 2018-21 AN ORDINANCE TO PROVIDE FOR THE CONSTRUCTION OF DPW STORAGE SHED WITHIN THE TOWNSHIP OF BLAIRSTOWN AND TO PROVIDE FOR THE FUNDING THEREOF

Introduction; First Reading

Motion to approve Ordinance No. 2018-21 on First Reading was made by Mr. Avery; which was seconded by Mrs. Dalton.

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

ORDINANCE FOR DISCUSSION AND POSSIBLE INTRODUCTION:

This Ordinance was pulled from the Agenda prior to any discussion.

ORDINANCE NO: 2018-22 AN ORDINANCE TO AMEND CHAPTER 19 "LAND DEVELOPMENT", ARTICLE 19-1000 "ADMINISTRATION, ENFORCEMENT, PENALTIES, VARIANCES AND WAIVERS" OF THE CODE OF THE TOWNSHIP OF BLAIRSTOWN

CONSENT AGENDA

1. R.2018 - 100 Authorization to Pay Bills
2. R.2018 - 101 Change of Procedure for Claimant Certification
3. R.2018 - 102 Cancellation of Improvement Authorizations within the General Capital Fund

4. R.2018 - 103 Cancellation of Reserve for DPW Equipment within the General Capital Account
5. R.2018 - 104 Award Contract Paving of Mohican Road
6. R.2018 - 105 Resolution to Cancel Reconciling Items Greater than 180 Days Old
7. R.2018 - 106 Resolution to Void and Re-Issue Outstanding Payroll Checks
8. R.2018 - 107 Award Contract – Purchase of Snow Plow
9. R.2018 - 108 Award Contract – Repairs of Township Salt Shed
10. R.2018 - 109 Cancellation of 2018 Current Fund Budget Appropriation
11. R.2018 - 110 Requesting Approval of Items of Revenue and Appropriation NJSA 40A:4-87
12. R.2018 - 111 Redemption of Certification of Sale No. 2016-004
13. R.2018 – 112 Resolution to Cancel Lien on Property Block 601 Lot 42.04
14. R.2018 - 113 Resolution to Cancel Lien on Property Block 1302 Lot 6
15. R.2018 - 114 Approval to Send Municipal Asset to Warren County Auction

Mayor Lance pulled 2018-104 for discussion. Township Engineer Ted Rodman explained that this Resolution needs to be amended. The Township does not have the final approval from the Department Of Transportation to go ahead and pave this road. Mr. Rodman would like to amend the approval of 2018-104 to note that it is approved pending official approval from the Department of Transportation.

Motion to approve the Consent Agenda items 1-14 with the amendment of Resolution No. 2018-104 conditional upon DOT approval was made by Mrs. Waldron; seconded by Mrs. Dalton.

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

DEPARTMENT REPORTS

- Clerk – August Report
- DPW – August Report
- Finance – August Finance and Fuel Reports
- Fire Chief Report – September 2018
- Fire Department – July Report
- Police Department – August Report
- Tax Collector – August Report
- Warren County Health Department – August 13, 2018
- Zoning - August Report

Motion to accept the Department Reports was made by Mr. Avery; seconded by Mrs. Waldron. Mrs. Van Valkenburg recommends that the Zoning Officer receive a copy of the monthly Warren County Health Department Report for his review and to take action on items that pertain to his Department.

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

UNFINISHED BUSINESS

ACME Shopping Plaza – Entrance Only – Captain Johnsen and Acting DPW Director Usinowicz will be meeting to get a materials list going to make the modifications to make the driveway closest to Lambert Road an entrance only into the ACME Shopping Plaza.

Walnut Valley Firehouse remediation – Mrs. Van Valkenburg explained that information is still being gathered to determine the next step.

NEW BUSINESS

PROCLAMATIONS WERE DONE AT THE BEGINNING OF THE MEETING.

COMMITTEE CORRESPONDENCE for information and possible action

Application for Facility Use from Knot Just Flies LLC, 1st Annual Blirstown Fishing Derby, May 18, 2019. Mr. Mota, owner of Not Just Flies was in attendance to discuss. Mayor Lance explained that the Committee had some questions about safety and insurance for this event. Mr. Mota explained that he has secured a \$3 million dollar policy for this event. Supervision will be by the parents of the participants. Mr. Mota has secured the Blirstown Ambulance Corp to be in attendance. He will make a donation directly to them to have the ambulance on site. Mr. Mota is aware that police will need to be at the event and there is a charge for this service. He is expecting between 300 and 500 people to be in attendance. Mrs. Cooper, Blirstown Insurance Agent, noted that a Hold Harmless Agreement would need to be in place.

No vote was taken, this can't be approved until 2019. The Application will be recirculated in 2019. The current committee is very much in favor of this event.

Special Events Application from Greater Blirstown Business Association for the Annual Jingle on Main Event to be held on Saturday November 24 from 10am – 5pm.

Jingle on Main is exempt from the Application process and fees as noted in the Ordinance. Although this is exempt, an application was submitted and reviewed, and it was determined that no fees are due.

Motion to approve the Special Events Application for the Jingle on Main Event was made by Mrs. Waldron; which was seconded by Mr. Avery.

Voice Vote: All ayes - Motion carried.

Notification from the NJ Alcoholic Beverage Control of a Social Affairs Permit Application received from Blirstown Volunteer Fire Company for a Comedy Show Fundraiser on October 12 from 6pm – 11:30pm.

Motion to approve the Social Affair Permit submitted by the Blirstown Hose Company was made by Mrs. Waldron pending advice of the Township Attorney regarding under 21 volunteers on premises; which was seconded by Mrs. Dalton.

Mrs. Van Valkenburg noted that in the application it specifically states that no one under the age of 21 being able to be at the event. There are members that are under 21, this means that they are not allowed to help with this event. The Municipal Attorney explained that only members age 18 and older are able to volunteer to help at this event.

Voice Vote: All ayes - Motion carried.

Request for approval of application from Melanie Curreri of Hardwick and Christopher Santamaria of Columbia to join the Blirstown Hose Company.

Motion to approve the applications of Melanie Curreri of Hardwick and Christopher Santamaria of Columbia to join the Blairstown Hose Company was made by Mrs. Dalton; which was seconded by Mrs. Waldron.

Voice Vote: All ayes - Motion carried.

GENERAL CORRESPONDENCE

FROM THE TOWNSHIP ATTORNEY

Ms. Sullivan explained all of the many items she worked on during the month of August.

Joel McGreen – Open Space Chairman explained that the survey for Nonnemaker Farm has been completed. The State Agricultural Development Committee came out with things they wanted fixed with the title insurance and the deed. One of the requests was that the Township rescind a requirement that any additional lot line adjustment on B 506 Lot. 8.04, which is 17.63 acres, will be considered a major subdivision. This was due to the large number of minor subdivisions done on this property up until 2000. The SADC where the Open Space gets 70 percent of its money says remove that subdivision provision on the property because it is inconsistent with the Deed of Easement. This will leave a one acre lot that a house can be built on. This is a Land Use Board issue.

FROM THE TOWNSHIP CLERK

Town- wide Clean up week is next week.

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

New Jersey Department of Transportation is having a Pre-Construction Public Information Center here regarding the repair of the bridge over the Paulins Kill & CR 521 on October 3 from 6pm-8pm.

The October 24, 2018 Township Committee Workshop Meeting will be held at North Warren Regional High School beginning at 7:30pm. Approvals have been obtained.

FROM THE TOWNSHIP ENGINEER

Mr. Rodman reported that the Township received a letter from French & Parillo, the company that we used for the Paulina Dam Inspection. The last inspection was two years ago, it is time for another inspection. The last time we asked for a waiver from DEP because the Township was trying to have the dam taken out and it the request was denied. The estimate that French and Parillo gave to do the inspection is \$3,600.00. Mr. Rodman will check to see if this can be done next year so that it can be placed in the budget, this will be a decision made by the Department of Environmental Protection.

State Aid Grant Application for 2019 is due on October 8 for 2019. Mr. Rodman recommends applying for the bottom half of Mohican Road. This would be Route 94 to Cobblewood Road. The Township Committee agreed with Mr. Rodman.

FROM THE TOWNSHIP COMMITTEE

COMMITTEE MEMBER AVERY –

Mr. Avery reported that the Blairstown Seniors have made a change in their trip schedule. The next bus trip is going to be on Thursday, October 26 and they will be going to the Oktoberfest at the Brownstone in Paterson.

Mr. Avery also reported that he had a meeting with Howard Mott regarding the use of a portion of the field he mows by the Blairstown Model Airplane Club. Mr. Mott is in agreement with allowing the club to use a portion of the field.

Mr. Avery reported that he is still trying to find out who owns the Union Brick Cemetery on Heller Hill Road. There is a tree on the property that is ready to come down and if it does it will hit the neighbor's house. The American legion members would like to take the tree down, however; without knowing who the owner of the property is this is not possible. This property is not owned by the Township. Mrs. Leidner will send a letter to the last known name.

Mr. Avery made a motion to allow the Blirstown Aviation Club to start setting up the area, with the consent of Howard Mott and authorize the Attorney to make the proper modification to the Agreement between Mr. Mott and the Township; which was seconded by Mrs. Dalton.

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

COMMITTEE MEMBER DALTON –

Mrs. Dalton reported that changes were made to the Township Employment Application relative to the Diane B. Allen Equal Pay Act. A copy will be distributed to the members of the Township Committee.

COMMITTEE MEMBER VAN VALKENBURG

Mrs. Van Valkenburg noted that the private road degrees of difficulty for plowing formulas need to be revisited. Mr. Rodman and Mr. Usinowicz will work together.

Mrs. Van Valkenburg would like to set a date, along with Mayor Lance, to speak to the surrounding municipalities regarding contributing to the services that Blirstown supplies without any financial support.

Mrs. Van Valkenburg discussed the items she plans on having on the agenda for the Open Public Forum on October 24.

Mrs. Van Valkenburg attended the National Overdose Awareness Day held in Knowlton Township. She noted that it was a very touching event.

The water test results from Walnut Valley still have not been received.

COMMITTEE MEMBER WALDRON

Mrs. Waldron noted that members of the CARE Organization are in attendance. This organization gets the word out there regarding the drug issues in Blirstown. They do a great job! Thank you!

Mrs. Waldron reported that the Land Use Board has taken on a number of zoning issues. Mrs. Waldron explained that the Land Use Board needs to address the monitoring and issuance of zoning violations.

MAYOR LANCE

Mayor Lance reported that a spending freeze has been issued to all departments of the municipality.

NJDOT modification on Mohican Road was turned down.

Mayor Lance reported that the township received a \$5,266.00 reimbursement from the NJ Department of Agriculture on the gypsy moth spraying which equaled 40% of the cost.

Mayor Lance noted that members are needed for the Community Emergency Response Team (CERT). He explained that this is a 20 hour class spread over 8 weeks that entails disaster preparedness, fire suppression, disaster medical operations, light search and rescue, disaster psychology, terrorism exercises and disaster simulation. Members must be at least 18 years old, possess a driver's license, and attend the 20 hour basic CERT training course. This program is funded by FEMA.

On August 22 the Historic Preservation held a lighting of the Footbridge Ceremony. It was well attended. The next event will be the walking tour of the village to be held on September 29. There are about 1,300 people interested in this tour. Mayor Lance explained that there will be multiple tours.

Mayor Lance explained that there is a gentlemen that has attended 3 meetings of the Historic Preservation Committee and is interested in becoming a member.

Mayor Lance made a motion approve the application of Steven Belton as a member of the Historic Preservation Committee to fill an unexpired term ending on December 31, 2019; which was seconded by Mr. Avery.

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

Mayor Lance explained that a couple of years ago the Township advertised for a new Animal Control Officer but received no application. Mayor Lance indicated that he feels it is time to advertise again for the position.

Mayor Lance made a motion to advertise for the position of Animal Control Office for 2019, which was seconded by Mrs. Dalton.

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

Mayor Lance also noted that the Acting Director of Public Works Eric Usinowicz should be RICE noticed for the next meeting of the Township Committee that is scheduled for September 26, 2018 for Executive Session. Mayor Lance explained that this is nothing negative.

PUBLIC COMMENT

Dave Paulson – 3 Water Street – Mr. Paulson requested the opportunity to have the CARE Committee make a brief presentation at the next Township Committee Meeting. The Township Committee let him know that would be fine. This will be on the October 10 agenda.

Cheryl Paulson – 3 Water Street – Ms. Paulson inquired about the political group that places themselves outside the Post Office.

Karen Klein – 3 Artist View Lane – Ms. Klein inquired about the calculations for snow plow reimbursement on private roads.

Wick Mott – 10 Lambert Road - Mr. Mott thanked the Township Committee for actually having a serious conversation about the need for a municipal tax.

Kevin Doell – 111 Heller Hill Road – Mr. Doell had questions about items in the Consent Agenda. Mr. Doell also requested clarification on the spending freeze.

Bob Halberstedt - Inquired as to whether the Township will get any portion of the gasoline tax.

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 10:44pm.

Respectfully Submitted,

Linda Leidner, RMC
Municipal Clerk