

**HAMPTON TOWNSHIP COMMITTEE
MINUTES
MARCH 13, 2012**

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 7:02 P.M.

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

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** – February 28, 2012

- **Correspondence**
 1. Hampton Township Zoning Board of Adjustment – January 5, 2012 Agenda; January 5, 2012 Minutes
 2. Township Administrator E. Klose –Letter to Leah Korver Regarding Appointment to Tax Collector Position
 3. Tobacco-Free For a Healthy New Jersey – Kick-Off Meeting April 5, 2012 from 7:00 PM-8:30 PM at the Sussex County Freeholder Room
 4. Kittatinny Regional School District – 2012/2013 School Calendar
 5. Township Administrator E. Klose – Letter to Walter Cramp, P.E. Regarding Hampton Fire and Rescue Coin Toss at the Intersection of County Route 519 and 626
 6. Sussex-Warren-Morris Counties 2012 Complete Streets Workshop – “The Road to Complete Streets: Making It Happen”

- **Reports**
 1. Hampton Township Construction Official – Permit Activity Report February 2012
 2. Green Joint Municipal Court Cashbook Report - February 2012

APPROVAL OF THE CONSENT AGENDA

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

A MOTION was made by Committeeman D. Hansen and seconded by Committeeman D. Coranoto, with all members in favor, to approve the Consent Agenda as listed above with the items referenced removed for further consideration.

Correspondence #3: Tobacco-Free For a Healthy New Jersey – Kick-Off Meeting April 5, 2012 from 7:00 PM-8:30 PM at the Sussex County Freeholder Room - The Township Committee reviewed the above referenced notice regarding a tobacco-free New Jersey. Committeeman D. Coranoto noted that the proposed policies outlined in the notice were somewhat restrictive. He stated his intent to attend a meeting scheduled to be held in the Sussex County Freeholder Room relating to this topic.

A **MOTION** was made by Committeeman D. Coranoto and seconded by Committeeman D. Hansen, with all members in favor, to accept Correspondence #3.

REGULAR AGENDA

PUBLIC SESSION

Mr. Keith Fletcher, who is a food vendor, presented a proposal to township officials to operate the Hampton Township Pavilion at sporting events during the spring season. Mr. Fletcher stated that he has operated a successful mobile food truck business for the last 25 years. His business has an excellent reputation based on customer satisfaction and a perfect health inspection record.

For logistical purposes, Mr. Fletcher stated a preference for using the pavilion kitchen rather than his food truck. He explained that it is very time consuming and costly to setup and breakdown his truck, particularly for the short period of time. He noted that he would like to inspect the facility prior to making a commitment to ensure that the space and the equipment can adequately accommodate his cooking needs.

Mr. Fletcher proposed opening the snack stand at approximately 4:30 P.M. when games are schedule and staffing it with 2 to 3 employees to staff the kitchen during the spring season. In response to an inquiry from Committeeman T. Dooley regarding Mr. Fletcher's availability during the football season, Mr. Fletcher responded that his fall schedule is full and he would not be available. However, he offered to either help find another vendor or to possibly provide staff during the football season.

Township Committeeman D. Coranoto asked Mr. Fletcher if he would be willing to pay for a portion of the electricity that is used to operate the pavilion during the spring season. Mr. Fletcher responded that he would be agreeable to splitting the cost of the electric providing the township is willing to put the money back into the sports programs.

Mayor P. Yetter suggested that Mr. Fletcher submit a proposal to the township and discuss the matter further with Township Administrator E. Klose, Committeeman D. Coranoto, and Township Recreation Chairperson S. Rude. Mayor P. Yetter added that S. Rude will be able to provide game schedules to Mr. Fletcher.

Township Administrator E. Klose noted that Hampton Township Fire & Rescue, Inc. will operate the pavilion stand on Hampton Day 2012.

Mr. Fletcher expressed concern about the occurrence of vandalism in the pavilion bathrooms. He stated that he would like the bathrooms to be locked at all times and have patrons to use the Port-a-Johns.

Mr. Fletcher completed his presentation and thanked the Township Committee and Township Administrator E. Klose for their time regarding this matter.

Hampton Township residents Mr. T. Krucinski and Mr. R. Witte were both present to represent the *Save the Homestead Committee* (STHC), a grassroots organization opposing the sale of the Sussex County Homestead. They requested support from the Township Committee by supporting a non-binding referendum to be put on the ballot in the General Election, which would allow county residents to vote on the issue. Mr. Witte stated that the Stillwater Township Committee intends to adopt a resolution supporting their endeavor.

The STHC has circulated a petition around the county and acquired over 10,000 signatures. Many residents have expressed deep concern about the welfare of the patients who would be displaced if the facility is sold. Mr. Witte and Mr. Krucinski stated that the Homestead provides quality care and affordability that would be difficult to duplicate in an out-of-county facility.

Mr. Witte stated that the majority of the 125 Homestead employees are local residents, which promotes a very friendly, family-type environment. In an attempt to save money, Homestead employees have offered to forgo free meals that have been provided to them as part of their benefits package.

STHC representatives met with county officials, who projected a 1.3 million deficit for the Homestead in FY 2011. However, the deficit was approximately \$70,000 in FY 2011. Mr. Witte stated the Homestead receives revenue from the Balance Center and the Sub-Acute Center, which are both located in the Homestead facility. In addition, the Homestead receives government reimbursements. Mr. Witte explained that a study was conducted a few years ago that indicated the Homestead would operate at a profit with the addition of 20 beds. The study recommended that sixteen of those beds be reserved for sub-acute care and rehabilitation. The cost for both of these services would be covered by health insurance. The remaining beds would be used for long-term care.

A **MOTION** was made by Committeeman D. Coranoto and seconded by Committeeman D. Hansen, with all members in favor, to table the issue until the Township Committee has had an opportunity to review additional documentation relating to this issue.

Committeeman K. Gourlay stated that he would not be in attendance at the next regularly scheduled Township Committee meeting, but stated for the record that he supports the efforts of the *Save the Homestead Committee*. Committeeman K. Gourlay added that the Homestead offers an important service for the seniors living in the county.

PUBLIC SESSION CLOSED

FINAL ADOPTION AND PUBLIC HEARING

ORDINANCE #2012-02

CALENDAR YEAR 2012 HAMPTON TOWNSHIP ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATIONS LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40:A:4-45.14)

A **MOTION** was made by Committeeman T. Dooley and seconded by Committeeman K. Gourlay to adopt at final reading Hampton Ordinance #2012-02 as referenced above.

PUBLIC HEARING

No public comment.

PUBLIC HEARING CLOSED

ROLL CALL VOTE: Committeeman Daniel Coranoto, yes; Committeeman Timothy Dooley, yes; Committeeman Keith Gourlay, yes; Committeeman Dave Hansen, yes; and Mayor Philip Yetter, yes. Motion Carried.

RESOLUTIONS

A **MOTION** was made by Committeeman D. Coranoto and seconded by Committeeman T. Dooley, with all members in favor, to accept the following resolution from the Green Township Joint Municipal Court.

A **MOTION** was made by Committeeman D. Coranoto and seconded by Committeeman T. Dooley, with all members in favor, to rescind the previous motion.

**GREEN TOWNSHIP JOINT COURT RESOLUTION – RESOLUTION
APPROVING THE BUDGET COST ALLOCATION FOR THE TOWNSHIPS
OF GREEN, FREDON, HAMPTON AND THE BOROUGH OF ANDOVER**

Committeeman T. Dooley stated that Court Administrator M. Spiegler recently received a professional certification. Typically, Green Township offers a stipend to employees who receive new certifications. Depending on the circumstances, the stipend might be in lieu of a salary increase. The Green Township Court was going to contact Township Administrator E. Klose to confirm whether Ms. Spiegler's increase for 2012 reflects an annual salary increase and/or the stipend for her newly obtained certification. However, the Court has not provided that information to date.

A MOTION was made by Committeeman D. Coranoto and seconded by Committeeman T. Dooley, with all members in favor, to table the above referenced matter until the regularly scheduled Township Committee Meeting scheduled for March 27, 2012, in order for Township Administrator E. Klose to confer with the Joint Court regarding salary increases for FY 2012.

NEW BUSINESS

**HAMPTON TOWNSHIP PUBLIC WORKS MANAGER – QUOTES FOR
TREE REMOVAL AT RECREATION PARK**

Township Administrator stated that the above referenced project would be financed using Municipal Ground & Maintenance Funds.

A MOTION was made by Committeeman T. Dooley and seconded by Committeeman K. Gourlay, with all members in favor, to accept a proposal from McCullough Tree Experts, LLC in the amount of \$1,000 to remove trees in the Hampton Township Park, and to accept a quote in the amount of \$470 from Grinnell Recycling, Inc. for a 30 yd. container to remove brush and tree stumps from the same area.

**HAMPTON HOUSE ASSOCIATES, INC. – RE:
BLOCK 3501, LOT 37 & 38**

The Township Committee reviewed a letter from Hampton House Associates, LLC to Township Planning Board Chairman W. Hinkes regarding Block 3501, Lot 37 & 38 in Hampton Township. Township Administrator E. Klose stated that she forwarded the letter to Planning Board Secretary M. Whitesell for distribution at the next Planning Board Meeting.

**HAMPTON DPW AND RECREATION COMMITTEE – RE: REQUEST TO
PURCHASE NETTING FOR BATTING CAGE AT
TOWNSHIP RECREATION PARK**

A MOTION was made by Committeeman D. Coranoto and seconded by Mayor P. Yetter, with all members in favor, to accept a quote from Sports Advantage in the amount of \$1123.65 for the purchase of netting for the Batting Cage at the Township Recreation Park.

**SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY – RE: INTER-
MUNICIPAL LETTER OF AGREEMENT FOR A SHARED SERVICE**

A MOTION was made by Committeeman D. Hansen and seconded by Committeeman D. Coranoto, with all members in favor, to authorize a Shared Services Agreement between Hampton Township and the Sussex County Municipal Utilities Authority in the amount of \$250 to certify Hampton Township's 2012 Annual Tonnage Report.

to request destruction of all municipal recordings after five years. The Township Committee agreed by full consensus to put this policy into effect immediately.

Township officials discussed a property in Clearview Lake located on Block 2802, Lot 5, which was purchased in 2007. At that time the property owner applied for a variance to the Township Zoning Board to build on the lot. Part of the criteria for the variance required the property owner to purchase the two adjoining parcels. The variance would become null & void if this requirement was not met. During that period of time, the homeowner applied for a driveway permit. The driveway was constructed; however, the contiguous properties were never purchased.

Over the past several years, the drainage problems have occurred and worsened due to the homeowner removing stone walls. Hurricane Irene exacerbated the drainage issue even further. The rainwater on this property no longer goes into a nearby catch basin; it is flowing uphill into neighboring properties.

Because the property is located on a private road, the township is limited as to what they can do to alleviate the problem. The old variance is now void and the homeowner does not have funds in escrow in order to resolve the drainage issue.

Committeeman D. Hansen stated that the homeowner should have obtained the proper permits from the Sussex County Soil Conservation Office when he installed the driveway. He suggested contacting SCSC and request that they look into the matter.

A MOTION was made by Committeeman D. Hansen and seconded by Committeeman D. Coranoto, with all members in favor, to authorize Township Engineer D. Simmons to inspect the area and make recommendations prior to taking further action.

Committeeman D. Coranoto requested that the members of the Township Committee review Assembly Bill- 323 relating to agri-tourism. Township Administrator stated that she would provide the members with a copy.

Committeeman D. Hansen reported that Recycling Coordinator K. Hansen was attending the Sussex County Solid Waste Committee Meeting this evening. The meeting packet contained information about the closure of the county landfill within the next few years. The county is considering a bond sale to finance a transfer station in the future.

Committeeman K. Gourlay stated that he recently attended a Sussex County Water Quality Committee Meeting. The topic of the evening was water aquifers.

Committeeman K. Gourlay stated that he not be able to attend the March 27, 2012 Township Committee Meeting because he will be participating in an annual conference.

Committeeman T. Dooley reported that he met with Township Administrator E. Klose, Land Surveyor W. McCabe, and Mr. C. Mitchele to discuss the location of a new shed that will be constructed next to the baseball field by the scoreboard in the Hampton Township Park. Funds raised by the Annual Mike Biron Field of Dreams Golf Outing will be used to construct the building.

Township Recreation Chairperson S. Rude presented a request from Kittatinny Travel Softball to operate the Park Pavilion during their Annual Tournament on May 18th, 19th, and 20th.

A MOTION made by Committeeman D. Coranoto and seconded by Committeeman D. Hansen, with all members in favor, to table this matter until township officials have made a determination regarding the operation of the pavilion during the spring season.

A **MOTION** was made by Committeeman D. Hansen and seconded by Mayor P. Yetter, with members in favor, to go 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 matters relating to litigation at 8:22 PM. 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 March 13, 2012.

Date:

Kathleen Armstrong, RMC
Township Clerk

A **MOTION** was made by Committeeman D. Hansen and seconded by Committeeman T. Dooley, with all members in favor, to go back into regular session at 8:31 PM.

A **MOTION** was made by Mayor P. Yetter and seconded by Committeeman T. Dooley, with all members in favor, to send Township Ordinance #2011-01, along with the Sussex County Agriculture Development Board's recommendations pertaining to same, back to the Township Planning Board and request that they provide an explanation as to why they deemed it unnecessary to amend the Ordinance at their meeting held on July 21, 2011.

ADJOURNMENT

A **MOTION** was made by Committeeman D. Coranoto and seconded by Committeeman T. Dooley, with all members in favor, to adjourn the meeting at 8:36 P.M.

Respectfully submitted by,

Kathleen Armstrong, RMC
Township Clerk