

**HAMPTON TOWNSHIP COMMITTEE
WORKSHOP MINUTES
JUNE 25, 2013**

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 6:08 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 and Township Attorney S. Roseman.

**HAMPTON TOWNSHIP ANIMAL CONTROL ORDINANCE
HAMPTON TOWNSHIP CODES, CHAPTER 35**

Township Attorney S. Roseman reviewed Hampton Township's current Animal Control Ordinance with the Township Committee and Township Administrator E. Klose and suggested making certain revisions that would help to improve enforcement and reduce noncompliance.

The focus of the discussion centered on the number of dogs a resident can own, currently the maximum is three dogs per household. A resident who owns more than three dogs must either apply to the township for a kennel license or find a home for the additional animals.

Township Administrator E. Klose raised concerns about licensing dogs for new residents moving into the township who are over the maximum limit, as well as existing residents who are unaware of the restrictions. She explained that the township licensing officials inform residents who own more than three dogs that they can keep the additional dogs, but once those dogs pass away, they cannot replace them. Township Attorney S. Roseman stated that although residents are not permitted to own more than three dogs per residence, it would be advisable to license all dogs in a given household to ensure that the animals are properly vaccinated against rabies, which is a licensing requirement.

Committeeman T. Dooley noted that a home with more than three dogs does not necessarily constitute a kennel. He suggested revising the definition of the term "Kennel" in the Township's Ordinance and increasing the number of permitted dogs per household. Township Administrator E. Klose stated that a kennel license in a residential area is considered a commercial use, therefore, a resident would be required to get a variance before being approved.

Mayor P. Yetter stated that complaints are often triggered by residents who are upset about incessant barking from multiple dogs in their neighborhood. For that reason, Mayor P. Yetter expressed concerns about allowing people to own dogs in excess of three. Township Attorney S. Roseman stated that township officials can include a section in the Ordinance stating, "No person who owns, keeps or harbors a dog shall allow such dog to bark, howl or cry habitually in such a manner as to constitute a nuisance".

Township officials discussed using property size in determining the appropriate number of permitted dogs at a given residence. However, it was determined that acreage would not be an equitable gauge.

Attorney S. Roseman suggested issuing a six-month conditional license to dog owners who are over the permitted limit, which would allow them adequate time to find a new home for the additional dog/dogs or apply for a kennel license.

Committeeman K. Gourlay raised concerns about enforcement and follow-up with residents who are in noncompliance. Township Administrator E. Klose agreed that enforcement can be problematic due to noncompliance on the part of residents who occasionally disregard orders from the Court and/or the Animal Control Officer. Township Attorney S. Roseman stated that conducting a census is crucial for ensuring compliance. In addition, Attorney S. Roseman

suggested sending the Court a letter requesting that violators be required to produce proof of licensing when they pay their Court fees.

There was a general consensus among the Township Committee to increase the permitted number of dogs to four per household and issue residents a six-month conditional license for any dogs over the permitted limit in order to afford them the opportunity to find a new home for their dog/dogs. Regardless of whether the license is standard or conditional, all dogs residing in the township must have a valid dog license.

Township Attorney S. Roseman stated that he would make revision to Hampton Township Animal Control Ordinance and review them with township officials at the next Township Committee Meeting on July 30, 2013.

Committeeman D. Coranoto mentioned the possibility of licensing cats, which is not currently a requirement in Hampton Township.

HAMPTON TOWNSHIP CODE CHAPTER 98 VEHICLES, ABANDONED

The Hampton Township Board of Health currently enforces Hampton Township Code Chapter 98 entitled, *Abandoned Vehicles*. Committeeman D. Coranoto stated that the Township Health Officer requested that the Township Committee consider assigning jurisdiction to the Township Zoning Officer. Township Attorney S. Roseman stated that it would be more appropriate for the Township Zoning Officer to enforce matters relating to Chapter 98.

Periodically, the township receives complaints concerning unregistered and/or abandoned vehicles in the municipality. Typically, these vehicles are located in residential areas and are the property of a homeowner.

Committeeman D. Coranoto stated that the State of New Jersey requires residents to have a valid Certificate of Title for any vehicle that is parked on their property. He added that many people purchase a car with the intention of restoring it; therefore, they do not registrar the vehicles because they are non-operable and not being driven on the roadways. Committeeman D. Coranoto made a distinction between several junked cars parked at a residence filled with debris versus a couple of decent vehicles parked in a driveway for the purpose of restoration or repair. Committeeman K. Gourlay and Mayor P. Yetter responded that all vehicles should be registered with the New Jersey Department of Motor Vehicles and have a Certificate of Title.

Township Attorney S. Roseman stated that certain municipalities make a distinction between the storage of inoperable vehicles and abandoned vehicles. Committeeman K. Gourlay defined an abandoned vehicle as one that is parked along the roadside and left unattended for an unreasonable period of time, whereas, an inoperable car is generally privately owned and parked in a private driveway.

Mayor P. Yetter raised the issue of how many inoperable vehicles should be permitted at a residence. He said that most neighbors would find it objectionable to have a yard next door containing fifteen inoperable vehicles that are parked and waiting to be repaired. Mayor P. Yetter suggested perhaps allowing residents to possess an unlimited amount of operable registered vehicles on their property, but limit the number of unregistered, inoperable vehicles.

Committeeman D. Coranoto stated that township officials periodically receive complaints about boats parked on private property. He suggested possibly including this issue as part of the amendments to Chapter 98.

Committeeman T. Dooley suggested that the members of the Township Committee review and consider the materials discussed at this meeting relating to Chapter 98. A final determination can be made regarding the amendments at the regularly scheduled Township Committee Meeting on July 30, 2013. The Township Committee agreed by full consensus.

Township officials agreed to hold another Workshop prior to the Township Committee Meeting scheduled for July 30th at 6:00 PM for the purpose of discussing the creation of a new ordinance regulating garage sales.

Respectfully submitted by,

Kathleen Armstrong, RMC
Township Clerk

**HAMPTON TOWNSHIP COMMITTEE
MINUTES
JUNE 25, 2013**

THE MINUTES HAVE NOT BEEN FORMALLY APPROVED AND ARE SUBJECT TO CHANGE OR MODIFICATION AT THE NEXT REGULARLY SCHEDULED MEETING.

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** – May 28, 2013

- **Correspondence**

1. Frank McGovern – E-mail Updating the Status of the Farm Market AMP Published on June 17, 2013.
2. Kittatinny Regional High School Board of Education – May 9, 2013 Work Session Minutes
3. Hampton Township Planning Board – May 16, 2013 Agenda; April 25, 2013 Minutes
4. Hampton Township Planning Board – June 20, 2013 Agenda; May 16, 2013 Minutes
5. Thank You Note – Note from Erin Porter Regarding Miss Hampton Competition
6. Township Administrator – Thank You Letter to Sheriff Michael Strada for Painting the Community/Senior Center
7. Township Administrator E. Klose – Thank You Letter to Howard Drake for “Welcome To Hampton Township Signs”
8. NJ League of Municipalities – Re: Affordable Housing Trust Funds NJ Supreme Court Keeps Stay in Place for Collection of Funds, but Lifts Stay for Administrative Purpose of Collecting Information
9. Hampton Township Board of Adjustment – June 27, 2013 Agenda; May 29, 2013 Minutes
10. Hampton Township Administrator E. Klose – Thank You Letter to Lowe’s for Cement Block Donation for Equipment Building to House the Field Lights
11. Hampton Township Recreation Committee – May 22, 2013 Minutes

- **Reports**

1. Hampton Township Construction Official – Construction Permit Activity Report
2. Green Joint Municipal Court – Monthly Cashbook Report for May 2013

3. Hampton Township – May 31, 2013 Treasure’s Report

APPROVAL OF THE CONSENT AGENDA

Committeeman T. Dooley requested that Correspondence #1 on the Consent Agenda be removed for further consideration.

Committeeman D. Coranoto requested that Correspondence #9 be removed for further consideration.

A **MOTION** was made by Committeeman T. Dooley and seconded by Committeeman D. Coranoto, with all members in favor, to accept the Consent Agenda as listed with the items referenced above removed for further discussion.

Correspondence #1: Frank McGovern – E-mail Updating the Status of the Farm Market AMP - Committeeman T. Dooley asked if there was any new information regarding the second draft of the Farm Market Agriculture Management Practice (AMP), which was published on June 17, 2013 by the New Jersey Agriculture Development Committee (SADC). Township Attorney S. Roseman stated there is a public comment period until August 2013 in which interested parties may voice their opinions. SADC released the first AMP Draft last year, at which time the Hampton Township Committee made suggestion and provided feedback. Several of their recommendations were incorporated into the second and most current AMP Draft.

The most recent AMP Draft defines supplemental and complimentary items permitted for sale at a farm market. The term “promotional” is also referenced, but not defined. Township Attorney S. Roseman stated that the term “promotional” is too broad and should be omitted from the AMP.

Township Attorney S. Roseman also addressed a section of the proposed AMP containing language relating to farm market site plans. The draft indicates that farmers must apply for a site plan at the county level and the municipality must receive a copy of the application. Municipal officials will then be given an opportunity to respond to the application prior to county approval. Township Attorney S. Roseman believes that the process could be streamlined by referring the applicant to the municipality at the time of application.

A **MOTION** was made by Mayor P. Yetter and seconded by Committeeman T. Dooley, with all members in favor, to forward the proposed AMP Draft to Township Engineer D. Simmons for his review and comment.

Correspondence #9- Hampton Township Board of Adjustment – June 27, 2013 Agenda; May 29, 2013 Minutes – Committeeman D. Coranoto requested an update regarding Dr. S. Zika’s business sign on Route 206. Township Administrator E. Klose stated that Dr. Zika is in the process of applying to the Township Zoning Board of Adjustments to obtain approval to place a sign on her property advertising her dental practice located on Route 206. Dr. Zika has paid the necessary fees associated with application. At the request of Committeeman D. Coranoto, Township Administrator E. Klose stated that she would review the application to ensure that it reflects terms previously discussed at a meeting with township officials and Dr. Zika.

REGULAR AGENDA**ORDINANCES*****FINAL ADOPTION AND PUBLIC HEARING***

ORDINANCE #2013-03 - AN ORDINANCE APPROPRIATING THE SUM OF \$42,799.59 CURRENTLY LOCATED IN THE GENERAL CAPITAL FUND FOR RECREATION IMPROVEMENTS

A **MOTION** was made by Committeeman T. Dooley and seconded by Committeeman K. Gourlay, to adopt at final reading Ordinance 2013-03.

PUBLIC HEARING

No comments

PUBLIC HEARING CLOSED

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

RESOLUTIONS

A **MOTION** was made by Committeeman D. Coranoto and seconded by Committeeman D. Hansen, with all members in favor, to adopt the following Resolution.

**HAMPTON TOWNSHIP RESOLUTION TO REFUND AN OVER-PAYMENT ON
A PERMIT TO THOMAS MASON - \$142.00**

WHEREAS, a request has been made to refund an over payment on a permit, and

WHEREAS, payment was made by the contractor to install a water heater;

WHEREAS, the water heater was a replacement water and not a new installation;

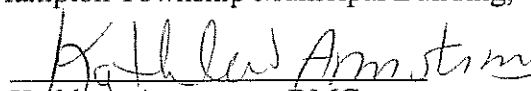
NOW, THEREFORE BE IT RESOLVED that the Township Committee of the Township of Hampton does hereby authorize the following refund;

Thomas Mason - \$ 142.00

CERTIFICATION

I hereby certify that the above Resolution was adopted by the Township Committee at their regular meeting held on June 25, 2013, at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.

Date: _____


Kathleen Armstrong, RMC
Township Clerk

A **MOTION** was made by Committeeman T. Dooley and seconded by Committeeman K. Gourlay, with all members in favor, to adopt the following Resolution.

**HAMPTON TOWNSHIP RESOLUTION AUTHORIZING THE 2012 AUDIT
COMPLIANCE REVIEW AND AFFIDAVIT OF CERTIFICATION**

**HAMPTON TOWNSHIP
RESOLUTION
1 Rumsey Way
Newton, NJ 07860**

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transaction, and

WHEREAS, the Annual Report of Audit for the year 2012 has been filed by a Registered Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body, and

WHEREAS, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52L27BB-34, and

WHEREAS, the Local Finance Board has promulgated a regulations requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled:

**GENERAL COMMENT
RECOMMENDATIONS AND**

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

**GENERAL COMMENTS
RECOMMENDATIONS**

as evidenced by the group affidavit form of the governing body, and

WHEREAS, Such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, as per the regulation of the Local Finance Board, and

WHEREAS, All members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, Failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 - to wit:

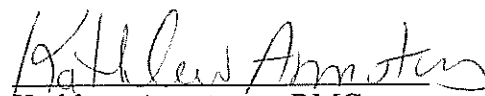
R.S. 52:27BB - 52 "A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the Director of the Local Government Services, under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars \$1,000.00 or imprisoned for not more than one year, or both, in addition shall forfeit his office."

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Hampton, hereby stated that it has complied with the promulgation of the Local Finance Board of the State of New Jersey dated July 30, 1968 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

CERTIFICATION

I hereby certify that the above Resolution was adopted by the Township Committee at their regular meeting held June 25, 2013 at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.

Date: _____


Kathleen Armstrong, RMC
Township Clerk

NEW BUSINESS**COUNTY OF SUSSEX – RE: 911 COUNTY EMERGENCY COMMUNICATIONS CENTER**

The Township Committee reviewed a letter from Sussex County Administrator J. Eskilson regarding the construction and implementation of the new County Emergency Communications Center. Township Administrator E. Klose stated that the county is interested in a Shared Services Agreement with Hampton Township for 911 Emergency Communication Services. As stated in Mr. Eskilson's letter, the county intends to have the system operational by January 1, 2014. Hampton Township is currently under contract with the Towns of Newton until December 31, 2014. Township Administrator E. Klose stated that a clause in the contract gives Hampton Township the option to cancel the contract with the Town of Newton ninety days prior to the termination date of the agreement.

Committeeman K. Gouraly stated that the county has not provided township officials with a fee schedule, making it impossible to make a decision regarding this matter. Township Administrator E. Klose responded that county officials are trying to determine approximately how many municipalities would be interested in receiving the service. Until that time, it is difficult for them to determine the fees.

Committeeman D. Hansen stated that he would favor a shared services arrangement with the county providing it was cost effective. The Township Committee members agreed by full consensus that in order to move forward with a decision, Sussex County officials must provide detailed information relating to cost with an agreement with Hampton Township.

Hampton Township Fire & Rescue Chief D. Korver stated that county officials are reaching out to local municipalities to better assess how many would consider a shared services agreement. Chief D. Korver stated that county officials have indicated to him that municipalities could potentially realize a ten percent savings by contracting with them for 911 services.

A MOTION was made by Committeeman D. Coranoto and Committeeman D. Hansen, with all members in favor, for Township Administrator E. Klose to contact Sussex County Sheriff M. Strada to discuss the possibility of a Shared Services Agreement between Hampton Township and Sussex County.

CRANDON LAKES 5K RUN – REQUEST FOR AUTHORIZATION TO HOLD A 5K RUN IN CRANDON LAKES ON SEPTEMBER 28, 2013 AS OUTLINED ON THE MAP SUBMITTED BY THE COORDINATOR JENNIFER DONARAD

A MOTION was made by Committeeman T. Dooley and seconded by Committeeman K. Gourlay, with all members in favor, to approve a request from the Crandon Lakes Country Club to hold the Crandon Lakes 5K Run in Crandon Lakes on September 28, 2013 at 9:00 AM.

REQUEST FOR AUTHORIZATION TO HOLD A 5K REACH THE BEACH

A MOTION was made by Committeeman T. Dooley and seconded by Committeeman D. Hansen, with all members in favor, to approve a request from Reach the Beach Organizer Paul Dionne to hold a Second Annual Reach the Beach Relay on October 18, 2013 in Hampton Township.

A **MOTION** was made by Committeeman T. Dooley and seconded by Committeeman D. Hansen, with all members in favor, to adopt the following Resolution.

**HAMPTON TOWNSHIP RESOLUTION AUTHORIZING THE RENEWAL OF
LIQUOR LICENSE #1910-33-010-004 TO SIS'S HOMESTEAD, INC. T/A BOOMERS
BAR AND GRILL**

The following is a resolution adopted by the Township Committee of the Township of Hampton, Sussex County at a regular meeting held Tuesday, June 25, 2013, at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.

“The Township Committee of the Township of Hampton does hereby Resolve to approve the renewal of the liquor license in the name of **SIS'S Homestead, Inc. T/A Boomers Bar and Grill #1910-33-010-004**, at a regularly scheduled Township Committee meeting held Tuesday, June 25, 2013, at the Hampton Township Municipal Building per the following:

1. Application form is complete in all respects,
2. Applicant is qualified to be licensed according to all statutory, regulatory, and local government A.B.C. laws and regulations,
3. Applicant has disclosed and issuing authority has reviewed the source of all funds as deemed necessary.
4. Applicant has received a Tax Clearance Certificate from the State of New Jersey Department of the Treasury Division of Taxation.
5. Applicant has paid the required fees.

CERTIFICATION

I hereby certify that the above resolution was adopted by the Township Committee at their regular meeting held June 25, 2013, at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.

Date

6/25/13

Kathleen Armstrong
Kathleen Armstrong, RMC
Township Clerk

A **MOTION** was made by Committeeman D. Coranoto and seconded by Committeeman D. Hansen, with all members in favor, to adopt the following Resolution.

**HAMPTON TOWNSHIP RESOLUTION AUTHORIZING THE RENEWAL OF
LIQUOR LICENSE #1910-44-012-003 TO WC ROUTE 206, INC. T/A WINE
COUNTRY**

The following is a resolution adopted by the Township Committee of the Township of Hampton, Sussex County at a regular meeting held Tuesday, June 25, 2013, at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.

“The Township Committee of the Township of Hampton does hereby Resolve to approve the renewal of the liquor license in the name of **WC ROUTE 206 INC. T/A Wine Country #1910-44-012-003** at a regularly scheduled Township Committee meeting held Tuesday, June 25, 2013, at the Hampton Township Municipal Building per the following:

1. Application form is complete in all respects,
2. Applicant is qualified to be licensed according to all statutory, regulatory, and local
 - a. government A.B.C. laws and regulations,

3. Applicant has disclosed and issuing authority has reviewed the source of all funds as deemed necessary.
4. Applicant has received a Tax Clearance Certificate from the State of New Jersey Department of the Treasury Division of Taxation.
5. Applicant has paid the required fees.

CERTIFICATION

I hereby certify that the above resolution was adopted by the Township Committee at their regular meeting held June 25, 2013, at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.

Date

6/25/13

Kathleen Armstrong
Kathleen Armstrong, RMC
Township Clerk

A **MOTION** was made by Committeeman D. Hansen and seconded by Committeeman D. Coranoto, with all members in favor, to adopt the following Resolution.

HAMPTON TOWNSHIP RESOLUTION AUTHORIZING THE RENEWAL OF LIQUOR LICENSE #1910-33-005-007 TO HAMPTON DINER, INC.

The following is a resolution adopted by the Township Committee of the Township of Hampton, Sussex County at a regular meeting held Tuesday, June 25, 2013, at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.

“The Township Committee of the Township of Hampton does hereby Resolve to approve the renewal of the liquor license in the name of **Hampton Diner, Inc. #1910-33-005-007** at a regularly scheduled Township Committee meeting held Tuesday, June 25, 2013, at the Hampton Township Municipal Building per the following:

1. Application form is complete in all respects,
2. Applicant is qualified to be licensed according to all statutory, regulatory, and local
 - a. government A.B.C. laws and regulations,
3. Applicant has disclosed and issuing authority has reviewed the source of all funds as deemed necessary.
4. Applicant has received a Tax Clearance Certificate from the State of New Jersey Department of the Treasury Division of Taxation.
5. Applicant has paid the required fees.

CERTIFICATION

I hereby certify that the above resolution was adopted by the Township Committee at their regular meeting held June 25, 2013, at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.

Date

6/25/13

Kathleen Armstrong
Kathleen Armstrong, RMC
Township Clerk

OUR LADY OF MOUNT CARMEL CHURCH – ON PREMISE 50/50 RAFFLE LICENSE #2013-1062 TO BE HELD AUGUST 31, 2013

A **MOTION** was made by Committeeman K. Gourlay and seconded by Mayor P. Yetter, with all members in favor, to approve an On-Premise 50/50 Raffle for Our Lady of Mount Carmel, as referenced above.

OUR LADY OF MOUNT CARMEL CHURCH – ON PREMISE TRICKY TRAY TO BE HELD AUGUST 31, 2013

A **MOTION** was made by Committeeman T. Dooley and seconded by Committeeman D. Hansen, with all members in favor, to approve an On-Premise Tricky Tray for Our Lady of Mount Carmel, as referenced above.

JERSEY CENTRAL POWER AND LIGHT –AGREEMENT IN THE AMOUNT OF \$42,799.59 FOR INSTALLATION OF ELECTRIC DISTRIBUTION FACILITIES UTILIZING A “REFUNDABLE CUSTOMER CONTRIBUTION”

A **MOTION** was made by Committeeman K. Gourlay and seconded by Committeeman D. Coranoto, with all members in favor, to authorize an Agreement with Jersey Central Power and Light in the amount of \$42,799.59 for the installation of electric distribution facilities utilizing a “Refundable Customer Contribution”.

HAMPTON TOWNSHIP PUBLIC WORKS MANAGER RE: OIL AND STONE PROGRAM FOR PLOTTS ROAD AND JUNCTION ROAD- \$50,900

A **MOTION** was made by Committeeman T. Dooley and seconded by Committeeman D. Hansen, with all members in favor, to authorize an oil and stone program for Plotts Road and Junction Road in Hampton Township for an amount totaling \$50,900.

SUMMER CAMP PROGRAM

Township Administrator E. Klose gave an update regarding plans for a half-day summer camp program at the Hampton Township Park. The camp organizer recently contacted Administered E. Klose to inform her that he would not be able to operate the camp this summer as anticipated.

Township officials discussed the possibly of having a summer camp next year. Township Administrator E. Klose stated that a summer program would benefit residents, as well as provide them with a sense of community. She added that certain expenses associated with operating the camp might present financial hurdles for individuals who would otherwise be inclined to do so.

Township Chairwoman S. Rude stated that in the past, the Hampton Township Educational Foundation has helped to pay for a portion of the insurance costs associated with the summer camp program.

Committeeman D. Coranoto suggested contacting the gentleman who will be operating a Football Camp Program at the Hampton Township Park this summer to ask if he would be interested in operating a half-day summer camp program next year at the Park.

MUNICIPAL CLERK’S CERTIFICATION PROGRAM

A **MOTION** was made by Mayor P. Yetter and seconded by Committeeman D. Coranoto, with all members in favor, to authorize Hampton Township Employee V. Galizia to enroll in the Certified Municipal Clerk’s Program.

LOSAP BENEFITS RE: HAMPTON TOWNSHIP FIRE & RESCUE, INC. AUXILIARY MEMBERS

HTVFR officials were present to request that the Township Committee consider extending the Hampton Township’s Length of Service Award Program (LOSAP) to HTVFR Auxiliary members. The program is currently in place for active HTVFR Firefighters and EMS members. LOSAP requires volunteer firemen and EMS members to acquire a certain amount of points in

order to be eligible to benefit from the program. Points are accrued by responding to emergency calls, attending fire department meetings/fire drills, and obtaining certifications through formal training.

HTVFR officials explained that auxiliary members provide support to HTVFR Fire/EMS volunteers by serving refreshments during fire calls, attending fire department meetings, fundraisers and fire drills. They suggested that if the Township Committee made a determination to extend LOSAP benefits to auxiliary members, they could possibly earn eligibility points by participating in these same activities. In response to inquiries from the Township Committee, fire officials confirmed that there are no special requirements that one must meet to become or remain a HTVFR Auxiliary member. Auxiliary members are not voting members of the fire department.

Township Attorney S. Roseman acknowledged both the importance and the dedication of auxiliary members, however, many residents in the community work tirelessly volunteering on township boards/committees and fundraising events, yet they are not eligible to receive LOSAP benefits. Attorney S. Roseman stated that fire and EMS members risk their lives in the line of duty, which distinguishes them from other types of volunteers.

Township officials noted that the referendum question that Hampton Township placed on the General Election Ballot in 2008 referenced Firefighters and EMS volunteers only, it did not include HTVFR auxiliary members. A discussion ensued about whether it would be feasible to place a non-binding referendum question on the General Election Ballot in November. The deadline for submitting a question to the Sussex County Clerk's Office is August. Township Attorney S. Roseman stated that if the Township Committee made a determination to place a referendum regarding this issue on the November Ballot, it would be necessary to establish certain criteria relating to auxiliary member eligibility and how they would earn LOSAP points. It was questionable whether the August deadline provided adequate time to do so. Township Administrator E. Klose stated that an explanatory question on the ballot must contain information regarding the maximum number of auxiliary members that could potentially be enrolled in the LOSAP Program in order to calculate the maximum dollar amount the township could be liable for.

The Township Committee agreed by full consensus to investigate the matter further. Providing the Township Committee places a non-binding referendum on the General Election Ballot regarding this issue, Mayor P. Yetter noted that it might have to wait until next year due to time constraints.

HAMPTON TOWNSHIP DEPARTMENT OF PUBLIC WORKS

Township Administrator E. Klose commended the Township Department of Public Works staff under the direction of DPW Manager D. Bayles for the work they have been doing on the Community Center. She noted that between hornets nests, repairing concrete, and all the other issues associated with an aging building, they are completing the areas that the Sheriff's Department could not paint and have done a great job. Administrator E. Klose stated that the DPW employees often go above and beyond the call of duty and take pride in their accomplishments. The Township Committee agreed and expressed their appreciation.

A MOTION was made by Committeeman D. Coranoto and seconded by Mayor P. Yetter, with all members in favor, to present a plaque to the DPW employees in recognition of their efforts throughout the past year.

WELCOME TO HAMPTON TOWNSHIP SIGNS

Township Administrator E. Klose stated that she and Mayor P. Yetter went to the Sussex County Technical High School on June 18th to meet with Instructor Howard Drake and the students who constructed the "Welcome to Hampton Township" signs. The students designed and constructed eight signs for a cost of approximately \$1,900. A photograph was taken and

forwarded to the New Jersey Herald for publication. The Township DPW will install the signs during the summer months.

DISCUSSION

NEW GENERATOR SPECIFICATIONS

Township Committeeman D. Hansen provided Township Attorney S. Roseman with specifications that he prepared for a new generator to service the Hampton Township Municipal Complex. He indicated that he would email the specifications to S. Roseman in Word format. Committeeman D. Hansen stated that the generator is a Detroit Diesel MTU, manufactured in the USA. The Township Committee members thanked Committeeman D. Hansen for his efforts in preparing the document.

ROADSIDE POLITICAL SIGNS IN HAMPTON TOWNSHIP

Township Committeeman K. Gourlay stated that he has noticed several political signs littering the roadways in Hampton Township belonging to past Republican State Committee Candidate, Deborah DeLuca.

A MOTION was made by Committeeman K. Gourlay and seconded by Committeeman D. Coranoto, with all members in favor, to send a letter to Ms. Deborah DeLuca requesting that she collect her roadside signs that are located within the boundaries of Hampton Township.

NJDOT PROJECT IN LAFAYETTE TOWNSHIP FY 2016

Mayor P. Yetter stated that he and Township Administrator E. Klose recently attended a NJDOT meeting. State officials presented information regarding upcoming Sussex County projects. In FY 2016, the NJDOT intends to replace an old stone bridge on Route 15 in Lafayette Township with a new one at a cost of approximately three-million dollars. The NJDOT will also begin another project along Route 206 in Andover at the same time. Residents will experience traffic delays and detours.

NJDOT MEETING AT SUSSEX COUNTY FACILITY

Committeeman D. Coranoto stated that he also attended a NJDOT meeting recently. The topic of discussion was how municipalities could best control the roadways and bike trails within their jurisdiction.

HAMPTON DAY 2013

Committeeman D. Coranoto stated that Hampton Day was well attended this year and deemed it as a great success.

HAMPTON TOWNSHIP FIRE AND RESCUE UPDATE

HTVFR President V. Rumsey stated that fire department members were present at Lowes Community Day in Hampton Township. Lowes generously donated four Lowes Gift Cards to HTVFR for the purpose of a raffle.

President V. Rumsey stated that fire department officials gave permission to a non-profit organization to use their parking lot at Firehouse #3 on July 21, 2013 as a rest area for a 5KRun event.

President V. Rumsey requested authorization for the Township Committee to serve beer during an upcoming Sussex County Fire Association Meeting that HTVFR will host on July 17, 2013. Approximately 100 people will attend the meeting. V. Rumsey assured township officials that she and HTVFR Chief D. Korver would be on hand to supervise the event.

Township Administrator E. Klose stated that Township Insurance Agent G. Morville indicated that Hampton Township's liability exposure increases whenever alcohol is served at this type of event. However, if township officials are confident that the meeting will be well supervised and controlled, permission can be granted at the discretion of the Township Committee.

A MOTION was made by Committeeman D. Coranoto and seconded by Committeeman K. Gourlay, with all members in favor, to authorize beer to be served at an upcoming Sussex County Fire Association Meeting scheduled for July 17, 2013 at the Hampton Township Firehouse on Halsey Road.

HTVFR Chief D. Korver stated that HTVFR members responded to 21 calls in the month of June and 100 calls year-to-date. The average response time is 13 minutes.

Chief D. Korver stated that HTVFR members were on hand at the Kittatinny Regional High School Graduation Ceremony to help with parking and traffic control.

Chief D. Korver provided an equipment report, which included the status of HTVFR fire trucks.

Chief Korver stated that HTVFR members operated the Township Pavilion Concession Stand on Hampton Day and raised over \$1,000. He thanked township officials for allowing HTVFR the opportunity to use the facility for the day.

Chief Korver stated that Kittatinny Regional High School installed a Knox Box, which is a tool that allows fire department members to access the building without having to wait for school personnel to arrive. He indicated that McKeown School is also considering installing a Knox Box.

Chief D. Korver asked for an update regarding a Knox Box Ordinance for Hampton Township. She asked Chief Korver to clarify the protocol used by fire officials when accessing a locked building with the Knox Box System.

Chief D. Korver stated that one key opens all Knox Boxes located in Hampton Township. The brand Knox Box has a remote key system that allows the dispatch center to unlock a building remotely. This feature greatly expedites the process of gaining access to a burning building, as well as responding to a false alarm. In the latter situation, firefighters must wait for store personnel to arrive to let them into the place of business to perform a quick scan of the property.

As backup to the remote key, the municipality and the fire chief have a manual key. Secure key boxes can be purchased for a cost of approximately \$300-\$400. The box could be secured in the fire chief's truck, giving him easy access in an emergency. A pin code is another viable option for gaining access to Knox Box facilities. In that case, the code can be issued at the discretion of township officials.

A MOTION was made by Committeeman D. Hansen and seconded by Committeeman T. Dooley, with all members in favor, to have Township Attorney S. Roseman prepare a Knox Box Ordinance for Hampton Township that requires new or newly renovated businesses to install a Knox Box as part of their site plan.

HTVFR Member D. Gunderman stated that certain businesses in Hampton Township were required to install Knox Boxes as part of their original approval, however, these businesses are not in compliance. Mayor P. Yetter stated that the Township Zoning Officer will investigate the

matter further providing D. Gunderman submits a list of business owners who are in noncompliance.

HTVFR President V. Rumsey stated that Committeeman D. Hansen completed his revisions to the HTVFR Master Plan and document will be ready for final distribution next week.

PUBLIC SESSION

No comment

PUBLIC SESSION CLOSED

BILLS

A MOTION was made by Committeeman D. Coranoto and seconded by Committeeman T. Dooley, with all members in favor, to approve the following Resolution.

**HAMPTON TOWNSHIP
RESOLUTION TO PAY BILLS**

WHEREAS, there are bills to be paid for goods and services.

NOW, THEREFORE, BE IT RESOLVED BY the Township Committee of the Township of Hampton, County of Sussex that the following bills be paid.

All checkbooks
June 2013

Hampton Township
Check Register

1TOWN1
Page 1

Check Number	Check Date	Payee	Amount
Payroll Checks			
7834	06/11/13	Jessica M. Caruso	2,214.46
7838	06/11/13	John O. De Jager	1,248.75
7839	06/11/13	Edward R. Hayes	0.00
7841	06/11/13	Russell H. Bellis, Jr.	1,026.07
7856	06/25/13	John O. De Jager	1,120.69
7858	06/25/13	Russell H. Bellis, Jr.	1,026.08
600000	06/25/13	Edward R. Hayes	0.00
			<u>6,636.05</u>
Vendor Checks			
7848	06/11/13	Adv.to Hampton Twsp - Mary Whitesell	300.00
7849	06/11/13	AXA Equitable	420.00
7850	06/11/13	Verizon Wireless	35.00
999999	06/11/13	941 EFT PAYMENT	9,073.77
999999	06/11/13	NJ EFT PAYMENT	761.82
999999	06/25/13	941 EFT PAYMENT	5,730.29
999999	06/25/13	NJ EFT PAYMENT	542.59
			<u>16,863.47</u>
Payroll Direct Deposit			
7831	06/11/13	Eileen F. Klose	3,269.46
7832	06/11/13	Kathleen T. Armstrong	1,256.93
7833	06/11/13	Valerie Galizia	791.54
7835	06/11/13	Joseph Ferraris	913.74
7836	06/11/13	Mary Whitesell	1,088.61
7837	06/11/13	Leah C. Korver	930.41
7840	06/11/13	Daniel P. Bayles	1,322.24
7842	06/11/13	Frank E. Bennett III	900.92
7843	06/11/13	Brian E. Mettler	1,269.93
7844	06/11/13	Donald F. Muller	1,094.89
7845	06/11/13	John W. Tietje	1,412.28
7846	06/11/13	Jessie J. Vaughan	977.39
7847	06/11/13	James A. Welch	940.23
7851	06/25/13	Kathleen T. Armstrong	1,256.93
7852	06/25/13	Valerie Galizia	791.61
7853	06/25/13	Joseph Ferraris	913.75
7854	06/25/13	Mary Whitesell	1,088.61
7855	06/25/13	Leah C. Korver	930.40
7857	06/25/13	Daniel P. Bayles	1,472.72
7859	06/25/13	Frank E. Bennett III	900.92
7860	06/25/13	Brian E. Mettler	1,352.75
7861	06/25/13	Donald F. Muller	1,094.89
7862	06/25/13	John W. Tietje	1,412.29
7863	06/25/13	Jessie J. Vaughan	1,024.62
7864	06/25/13	James A. Welch	996.17
			<u>29,404.23</u>

Check Register - (0110101001) CASH Checking

DATE	CHECK #	PAID TO	AMOUNT	VOID AMOUNT	VOID DATE	REASON
6/10/2013	15432457	858 STATE OF NEW JERSEY	23,206.80			(Transfer)
6/15/2013	201320	513 HAMPTON BD. OF EDUCATION	405,610.00			(Transfer)
6/17/2013	1630	986 HOWARD DRAKE	64.35			(Manual)
6/21/2013	201319	217 CENTURY LINK	611.08			(Transfer)
6/21/2013	201321	281 JERSEY CENTRAL POWER & LIGHT	1,427.33			(Transfer)
6/21/2013	119095508	514 HAMPTON TWP. PAYROLL ACCOUNT	60,711.64			(Transfer)
6/25/2013	8671	795 A & S HYDRAULICS INC.	1,525.00			
6/25/2013	8672	828 ACORN OFFICE PRODUCTS, LLC	131.48			
6/25/2013	8673	495 AIRGAS EAST, INC.	188.30			
6/25/2013	8674	762 ALAN DECAROLIS	79.48	79.48	6/25/2013	INCORRECT AMOU
6/25/2013	8675	610 AMBASSADOR MEDICAL SERVICES, INC	112.00			
6/25/2013	8676	969 APPRAISAL SYSTEMS, INC.	26,300.00			
6/25/2013	8677	746 AUGUSTA HILL FARMS	154.00			
6/25/2013	8678	985 BOARD OF ELECTIONS	574.60			
6/25/2013	8679	658 BOROUGH OF BRANCHVILLE	977.50			
6/25/2013	8680	159 CAMPBELL'S SMALL ENGINE, INC.	13.75			
6/25/2013	8681	824 CERBO'S HAMPTON NURSERY	183.50			
6/25/2013	8682	501 CHELBUS CLEANING CO. INC.	325.00			
6/25/2013	8683	626 COOPER ELECTRIC SUPPLY CO.	58.62			
6/25/2013	8684	173 COUNTY OF SUSSEX CLERK	398.91			
6/25/2013	8685	505 DELTA DENTAL OF NJ, INC.	1,876.78			
6/25/2013	8686	984 DIEZ CHECK	159.00			
6/25/2013	8687	506 DOLAN & DOLAN, P.A.	758.17			
6/25/2013	8688	585 DOVER BRAKE & CLUTCH CO. INC.	237.47			
6/25/2013	8689	839 ECONO SIGNS LLC	125.22			
6/25/2013	8690	507 F.W. BENNETT & SON, INC.	30.00			
6/25/2013	8691	509 FAIRCLOUGH FUEL, INC	4,958.34			
6/25/2013	8692	434 FERRAIOLI,WEILKOTZ,CERULLO,CUV	14,760.00			
6/25/2013	8693	604 FOSTER & COMPANY, INC.	184.25			
6/25/2013	8694	830 FRANKLIN PRECAST	745.00			
6/25/2013	8695	510 G & G DIESEL SERVICE INC	103.60			
6/25/2013	8696	636 HAMPTON TWP FIRE & RESCUE, INC.	20,000.00			
6/25/2013	8697	537 HAMPTON TWP. ESCROW ACCOUNT	5,000.00			
6/25/2013	8698	381 HAROLD E. PELLOW & ASSOC., INC.	1,322.00			
6/25/2013	8699	794 J.K. HVAC SERVICE, INC	323.00			
6/25/2013	8700	515 JOHN DEJAGER	176.46			
6/25/2013	8701	516 JOHNNY ON THE SPOT, INC	396.00			
6/25/2013	8702	591 LAFAYETTE AUTO PARTS SUPPLY	268.71			
6/25/2013	8703	519 LAFAYETTE TOWNSHIP	3,139.75			
6/25/2013	8704	651 LOU'S GLASS	214.95			
6/25/2013	8705	522 LOWE'S COMPANIES, INC.	213.88			
6/25/2013	8706	637 Leah Korver	100.00			
6/25/2013	8707	974 MARKSMEN ENTERPRISES, LLC	1,530.00			
6/25/2013	8708	552 MARY WHITESELL	198.99			
6/25/2013	8709	983 MASON, THOMAS	142.00			
6/25/2013	8710	609 MONTAGE ENTERPRISES, INC	95.77			
6/25/2013	8711	525 MONTAGUE TOOL & SUPPLY CO., INC	249.51			
6/25/2013	8712	735 MULCH CONCEPTS	234.00			
6/25/2013	8713	355 N.J. HERALD INC.	13.20			
6/25/2013	8714	357 N.J. STATE LEAGUE OF MUNICIPALITIES	112.00			
6/25/2013	8715	927 PENTELEDATA	60.09			
6/25/2013	8716	528 POSTMASTER	200.00			
6/25/2013	8717	531 PROPAY INC.	168.40			
6/25/2013	8718	787 RI - TEC	180.00			
6/25/2013	8719	684 SANDYSTON TOWNSHIP	2,500.00			
6/25/2013	8720	959 SCOTTSDALE INSURANCE COMPANY	2,834.22			
6/25/2013	8721	490 SERVICE ELECTRIC CABLE TV INC	36.95			

Check Register - (0110101001) CASH Checking

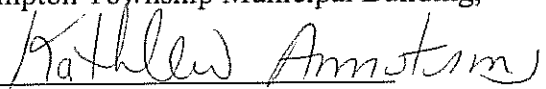
DATE	CHECK #	PAID TO	AMOUNT	VOID AMOUNT	VOID DATE	REASON
6/25/2013	8722	445 STATEWIDE INSURANCE FUND	28,542.00			
6/25/2013	8723	569 STORR TRACTOR COMPANY	256.13			
6/25/2013	8724	628 SUSSEX COUNTY MUA	569.25			
6/25/2013	8725	627 SUSSEX EXTERMINATING CO., INC	250.00			
6/25/2013	8726	456 TCTA of Sussex & Warren Co.	50.00			
6/25/2013	8727	629 THE PRINTING CENTER, INC	2,786.70			
6/25/2013	8728	970 THE SHERWIN-WILLIAMS CO.	1,045.91			
6/25/2013	8729	481 THOMSON REUTERS - WEST	736.00			
6/25/2013	8730	345 TOWN OF NEWTON	15,155.75			
6/25/2013	8731	656 TRACTOR SUPPLY CREDIT PLAN	393.75			
6/25/2013	8732	195 TREASURER, STATE OF NJ	544.00			
6/25/2013	8733	631 Treasurer, State of NJ/1992 DR4	12,881.46			
6/25/2013	8734	218 U.S. POSTAL SERVICE	2,102.90			
6/25/2013	8735	682 UNITED STATES POSTAL SERVICE	1,000.00			
6/25/2013	8736	773 VERIZON WIRELESS SERVICES, LLC	389.95			
6/25/2013	8737	473 VITAL COMMUNICATIONS, INC.	141.00			
6/25/2013	8738	535 W.E. TIMMERMAN CO., INC.	998.71			
6/25/2013	8739	475 WARD'S FLOWERS & GIFTS	123.40			
6/25/2013	8740	478 WASTE MANAGEMENT OF NEW JERSEY, INC	31,810.72			
6/25/2013	8741	611 WELDON QUARRY CO., LLC	1,900.24			
6/25/2013	8742	536 WINTER'S AUTO PARTS INC.	327.02			
6/25/2013	8744	762 ALAN DECAROLIS	49.48			

			196,724.22			
			64.35 Manual			
			491,566.85 Bank Transfers			
			-79.48 ** Voided			
			=====			
			688,275.94			

CERTIFICATION

I hereby certify that the above Resolution was adopted by the Township Committee at their regular meeting held on June 25, 2013, at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.


Date: 6/25/13


Kathleen Armstrong, RMC
Township Clerk

ADJOURNMENT

A MOTION was made by Committeeman K. Gourlay and seconded by Committeeman D. Coranoto, with all members in favor, to adjourn the meeting at 8:14 PM.

Respectfully submitted by,


Kathleen Armstrong, RMC
Township Clerk