

**TOWNSHIP OF BLAIRSTOWN  
REGULAR MEETING  
Wednesday, August 8, 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.

**Resolution No. 2018-093 AUTHORIZING EXECUTIVE SESSION** – No Executive Session needed.

**PUBLIC COMMENT -**

**Jerre Riggs – 44 Kishpaugh Road** – Mr. Riggs is concerned about the speed limit on Kishpaugh Road. Mr. Riggs explained that the signs have been gone for about 30 years. There is nothing in the Ordinance that sets the speed on this road. The speed limit was 25 years ago. Mayor Lance explained that the Township Committee will discuss this with the Township Engineer and Acting DPW Director to see what can be done about this issue.

**Fred Cook – 44 Four Corners Road** – Mr. Cook noted that Stonybrook Road is better now that the DPW has fixed the worst spots on the road. Mr. Cook asked if the same could be done on Four Corners Road because parts of the road are really bad as you come down the hill.

**Wayne Dickson – 52 Four Corners Road** – Mr. Dickson also came to request that something be done about the condition of Four Corners Road. Mr. Dickson also talked about when you take the corner off of Cobblewood Road onto Four Corners Road there is a catch basin there that he measured and it is down over 4 inches in front of the catch basin. He noted that this indicates that the catch basin is sinking.

Mr. Dickson also inquired as to what is being done about an abandoned house that is located on his road. Mayor Lance explained the procedure regarding the registration of abandoned houses. Mr. Dickson was not sure of what the number of this house is so he will check and get back to the Township Committee or get the information to the Zoning Officer. Mr. Dickson believes the address is 43 Four Corners Road.

**Janey Ennis – 1 Garsson Lane – Ms.** Ennis explained that she has not been able to receive telephone calls on her house phone since July 23, 2018. Ms. Ennis went on to explain that she called Century Link on July 26 and they asked her to complete a form and send them a doctor's note explaining why she needed to have a working telephone. She was given a date of August 13 that a technician will be out to fix her telephone. Mayor Lance asked Ms. Ennis to give her telephone number to the Municipal Clerk and he will reach out to the Century Link Government relations representative.

Ms. Waldron recommends that when you call Century Link for service ask where you are calling, if it is not in the United States ask to speak to a manager within the United States. If you get an overseas operator they are predicting three weeks to a month before a repair is made.

**Rosemary Wilson – 49 High Street -** Ms. Wilson would like to know what is being done about the drug dealing problem in the village. Mayor Lance inquired if Ms. Wilson has reported this to the police yet. Mayor Lance recommended that Ms. Wilson speak privately with the Police Captain who is in attendance at the meeting this evening.

Mrs. Van Valkenburg let Ms. Wilson know that the police now have a canine being used to combat the drug situation. The dog will be on the road in mid-September.

#### **PRESENTATIONS:**

##### **Blairstown Model Aviators – Donald Bodeman 39 Millbrook Stillwater Road -**

Mr. Bodeman explained that he has returned to speak to the Township Committee about the information Model Aviator Club left with them for review at the previous Township Committee Meeting. Mr. Bodeman explained that since the last meeting they have spoken to the owner of the airport and they said that the Gorab property is not the place to host the Blairstown Model Aviators. The airport owner recommended the property just below the Fountain Mall. Mr. Bodeman explained that the club agreed that this would be a good location, there is more exposure. Mayor Lance explained that there is an official agreement with a farmer that mows the fields at this location. The Aviator Club would need to speak with Mr. Howard Mott, Jr. to see if he would be willing to allow the club to use a portion of the field. Mr. Bodeman explained that he would get in contact with Mr. Mott and that the club would be willing to pay him for any monetary loss for the use of that portion of the field. For the balance of this year the club would like to mow a runway. The Blairstown Model Aviators are willing to hire a landscaper that has the proper insurance. Mrs. Van Valkenburg asked Mrs. Leidner to send a copy of the proposal to our insurance agent.

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

**Fire Chief Calvin Inscho** - Mr. Inscho noted that there was not a large of a turn out as initially thought for the firefighter competition held on July 21 . There was a large vendor turn out.

Security cameras were installed at the firehouse yesterday.

Mr. Inscho noted that there was a fire on Cooke Road last Tuesday. Mr. Inscho is communicating with Warren County regarding the mix up in the location that was dispatched for the call. An investigation is being conducted regarding this issue.

Mr. Inscho reported that he is still gathering information as to whether the air bottles/air packs need to be completely replaced. There is not a three year grace period. Mr. Inscho distributed an estimate from the vendor, the original cost estimate was \$162,000.00, and the new cost with same options is \$147,000.00. Mr. Inscho explained the various options to finance the purchase. This would be for 20 air packs. The air packs should be good for 15 years. Mr. Inscho will speak to the CFO.

**Eric Usinowicz, Acting Director of Public Works** – Reported that pot holes have been patched on Heller Hill Road, most of the road has been done except the ones coming down the hill past the wall are too far gone to just fill. They need an overlay. Stonybrook Road patching is about half way done. Mohican Road is being prepped for paving.

The DPW storage building at Jones Farm needs some kind of signage noting that it is the property of Blirstown Township to avoid any type of confusion as to ownership.

Mr. Usinowicz indicated that the water plant is in need of backwash pumps. He provided the Township Committee with quotes. The cost is \$3810.00 for 2 brand new pumps. A vote will be taken during Committee Reports.

Mayor Lance asked Mr. Usinowicz about the speed limit signs on Kishpaugh Road. Mr. Usinowicz noted that there is no ordinance setting the speed limit on that road.

**Captain Johnsen** – Captain Johnsen reported there were 119 Motor Vehicle Stops, 49 Summons, 4 Narcotics arrests. Mr. Johnsen also noted that there have been several complaints about speeding on back roads so his department has been trying to spend time on those roads.

Mrs. Waldron inquired about the entrance only at ACME, Captain Johnsen has still not received any response from the State Department of Transportation. His recommendation is to just paint it and put sign up entrance only. Captain Johnsen recommends having Mr. Usinowicz and the DPW take care of the signage and he will have a police car there to block the entrance while this is being done.

Township Attorney Sullivan will review correspondence regarding legality of taking this action and send a memo to everyone.

Captain Johnsen reported that the canine is now in search and rescue training. Captain Johnsen noted that hopefully in the fall the Police Department will be doing a baseball card program. This involves all of the officers, including the canine, having a baseball card made of them. These will be distributed in the school if requested by a student. Whoever collects all of the officer's baseball cards will win a prize.

Captain Johnsen also explained that with the 2 new officers expanded hours should be able to start October 1. This should bring down the overtime expenses.

Captain Johnsen reported that we received a grant through Warren County for the northern part of the county. Blairstown and Phillipsburg will be hosting sites for Juvenile Station House Adjustment. Instead of doing time for minor offenses and going into the Criminal Justice System kids will do community service instead.

## **MINUTES**

**June 13, 2018** – Regular Meeting Minutes

**June 27, 2018** – Regular Workshop Meeting Minutes

**July 16, 2018** – Special Executive Session Meeting Minutes

**July 16, 2018** – Executive Session Minutes

A motion to approve the Regular, Executive Session and Special Executive Session 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.

**July 18, 2018** - Regular Meeting Minutes

**July 18, 2018** – Executive Session Meeting Minutes

A motion to approve the Regular and Executive Session meeting minutes listed above was made by Mrs. Waldron, seconded by Mr. Avery.

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

All ayes – Motion carried.

## **ORDINANCES**

### **FOR INTRODUCTION:**

**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**

Introduction, First Reading

Mayor Lance explained that the repair of the salt shed is \$6,500.00 and the purchase of the snow plow is \$6,500.00 so the total amount being appropriated is \$13,000.00.

Motion to approve Ordinance 2018-16 on First Reading was made by Mr. Avery; 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**

Introduction, First Reading

Motion to approve Ordinance 2018-17 on First Reading was made by Mrs. Waldron; 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**

Introduction, First Reading

Motion to approve Ordinance 2018-18 on First Reading was made by Mr. Avery; seconded by Mrs. Dalton.

Mrs. Van Valkenburg explained that this is for the second half of Mohican Road. Mayor Lance explained that the Township was approved for \$185,000.00 for the overlay of Mohican Road. We were trying to have that changed to overlay from Route 94 up to Cobblewood Road. The original application was approved from Cobblewood Road up to Gaisler Road. The amount of money the State is giving us is not enough to complete the job. That is why this Ordinance is necessary. Next year we will have to apply put in a Phase 2 and pave the lower portion.

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”**

Introduction, First Reading

Motion to approve Ordinance 2018-19 on First Reading was made by Mr. Avery; seconded by Mrs. Waldron.

Mayor Lance explained that this is amending the current ordinance dealing with marijuana. This deals with medicinal marijuana which was not included when the ordinance was adopted. The change was a recommendation from the Land Use Board.

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**

Introduction, First Reading

Motion to approve Ordinance 2018-20 on First Reading was made by Mrs. Van Valkenburg; seconded by Mrs. Dalton.

This Ordinance is for a section of Frog Pond Road that was part of an Open Space acquisition. Warren County owns a portion and the Township owns a portion.

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

#### **CONSENT AGENDA**

1. R.2018 - 094 Authorization to Pay Bills
- 2 R.2018 - 095 Corrective Action Plan
- 3 R.2018 - 096 Transfer Reserve for FEMA funds to Reserve for Snow Recovery Trust Fund
- 4 R.2018 - 097 Redemption of Certification of Sale No. 2017-009
- 5 R.2018 - 098 Resolution to Extend Third Quarter 2018 Property Tax Payment Grace Period

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

Mrs. Van Valkenburg discussed the portion of the Corrective Action Plan that deals with the Fixed Assets. She recommends that instead of hiring a company we should do this in house. Mayor Lance noted that there are State Guidelines for this inventory.

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

#### **DEPARTMENT REPORTS**

Clerk – July Report  
DPW – July Report  
Finance – July Finance and Fuel Reports  
Fire Department – July Report  
Police Department – July Report  
Tax Collector – July Report  
Warren County Health Department –  
Zoning - July Report

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

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

#### **UNFINISHED BUSINESS**

**ACME Shopping Plaza** – This item was discussed during Captain Johnsen’s report.

**Walnut Valley Firehouse** – Mrs. Van Valkenburg explained that Whitman wants to do at least 7 more point testing’s. Mrs. Van Valkenburg recommends getting the water tested at Walnut Valley. Whitman was supposed to get back to the Township as to whether their LSRP and the State of New Jersey would approve water testing being done by the water testing company we use.

Mrs. Waldron requested permission to request the Warren County Health Department to give us a report on a month to month basis on water testing's done within the Township. The County used to give a pin dot map that would show contamination. Mrs. Waldron would like to receive this type of report again.

Mrs. Van Valkenburg made a motion to approve an expenditure of \$750.00 for water testing at Walnut Valley; which was seconded by Mrs. Waldron.

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

### **NEW BUSINESS**

**Special Events Application** submitted by Knot Just Flies LLC to host a Blirstown Fishing Derby at Footbridge Park on May 18, 2019 - Discussion only.

Mrs. Van Valkenburg explained that Township Insurance adjuster Sharon Cooper is concerned about this event. The applicant is expecting a large number of participants of varying ages. Recreation Director Pat Sagan has been trying to reach the event coordinator to discuss the event further.

**COMMITTEE CORRESPONDENCE** for information and possible action

**Notice from NJABC** regarding the issuance of a Restricted Brewery License for Blirstown Brewery Inc. for the year 2018-2019. This is issued by the Alcoholic Beverage Control and is for information only.

**Letter from Warren County Planning Department** requesting a letter of support of the updated County Transportation Plan as part of their application to the New Jersey Transportation Planning Authority to obtain funding to complete the plan.

After a brief discussion the Township Committee decided to not send a letter of support due to the fact that more information is needed.

**Blue Light Permit Application** request from Blirstown Hose Company #1 Member George M. Curreri of Hardwick.

Motion was made by Mrs. Waldron to approve the Blue Light Application submitted by George M. Curreri, III of the Blirstown Hose Company; which was seconded by Mrs. Dalton.

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

**Facilities Use Application** received from Blirstown Hose Company, to hold a Comedy Show at the Firehouse, 5 Stillwater Road on October 12, 2018.

Motion was made by Mrs. Waldron to approve the Facilities Use Application submitted by the Blirstown Hose Company to hold a Comedy Show at the Stillwater Road Firehouse on October 12, 2018; which was seconded by Mrs. Dalton.

Voice Vote: All ayes; motion carried.

### **GENERAL CORRESPONDENCE**

Mayor Lance mentioned a copy of a Resolution from Warren County agreeing to the exchange of roads and culverts. This was hand delivered to the Municipal Clerk today by Calvin Inscho. They are requesting a copy of the Blirstown Ordinance agreeing to the same.

#### **FROM THE TOWNSHIP ATTORNEY**

Ms. Sullivan explained that the COAH Order regarding the Township's Settlement had been submitted to the Special Master several months ago. Ms. Sullivan just heard back from the Fair Share Housing Attorney asking for an update as to our progress on some of the conditions included in the order. Ms. Sullivan has reached out to Theresa Tamburro and to Mrs. Van Valkenburg regarding obtaining a list of where we are with everything so that the order can be updated. Then the Special Master will hopefully approve the order so that it can be submitted. This is the final steps to get everything squared away regarding COAH.

#### **FROM THE TOWNSHIP CLERK**

**Town- wide Clean up week** will be held September 17 – 22. Vouchers are available.

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

#### **FROM THE TOWNSHIP ENGINEER**

Mr. Rodman explained that he came from the Hope Township Committee Meeting and they also discussed the possibility of purchasing a speed sign to share with Blirstown.

**State Aid Grant Application for 2019** is due in October. Mr. Rodman recommends applying for the bottom half of Mohican Road. The Township Committee agreed with Mr. Rodman.

**Speed Limit on Kishpaugh Road** - Mr. Rodman explained that he believes a traffic count needs to be done. The Department of Transportation needs to approve the speed limit as well. Mr. Rodman will look into this and get back to the Township Committee.

#### **FROM THE TOWNSHIP COMMITTEE**

##### **COMMITTEE MEMBER AVERY –**

Mr. Avery reported that the Blirstown Seniors had a trip yesterday and went to High Point. They saw Rich Wilson. There were 40 people on the trip and they had a great time. The next trip will be held on October 10 to Doolan's in Spring Lake.

The Rotary Fireworks were successful. Attendance was not as many had they been held on July 4<sup>th</sup>.

On a personal note Mr. Avery told everyone in attendance that his oldest daughter Parker Sanchez was named Mrs. USA/ Universe last Saturday.

Mr. Avery made a motion to reject all bids for the DPW Storage Shed as they exceed the project budgeted amount; 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 we need to make some changes to the township Employment Application due to the Diane B. Allen Equal Pay Act. This came from Statewide Insurance. She noted that she will meet with Mrs. Leidner to make the appropriate changes and send the completed application to the committee for approval.

Mrs. Dalton reported that the members of the Township Committee will receive a copy of the revised Personnel Policy because it now contains Resolution No. 2018-044 dealing with the paid and unpaid time off for part-time employees and Resolution 2018-056 relative to required conferences and seminars for employees.

Mrs. Dalton reported that the Township has received an extension on the generator project. Our new date is April 30, 2019.

Mrs. Dalton thanked Mrs. Leidner and the office staff for the newsletter that went out with the Tax Bills.

Mrs. Dalton also thanked Trey Baldwin for the beautiful sign that he installed as part of his Eagle Project. He raised \$8500.00 towards the project.

#### **COMMITTEE MEMBER VAN VALKENBURG**

Mrs. Van Valkenburg read letters that were sent regarding the Summer Recreation Program that is run by Mrs. Sagan, Recreation Director. The letters thanked Mrs. Sagan for the great programs and the wonderful staff she hired. They were phenomenal. The Community is very blessed to have her! This letter was from the Lisardi Family.

A second letter was received about the wonderful staff and a very well run program. The activities were so varied and age appropriate. Each day the campers came out of the school with smiling faces and proud of the days accomplishments! Mrs. Sagan knows how to make her staff responsible, happy and sincere while giving the children tender loving care and encouragement. Thank you from the Woelfle Family.

Mrs. Van Valkenburg reported that Patrick Sheehan from Congressman Josh Gottheimer's Office was here and she took the opportunity to come in and meet with him. He invited Mrs. Van Valkenburg to a meeting tomorrow afternoon in Frelinghuysen to talk about Service Electric.

Mrs. Van Valkenburg recommended that the Committee put the new phone system on hold for now due to the fact that the Township needs money for other things. Mayor Lance noted that the money can be reappropriated.

Mrs. Van Valkenburg discussed the need for a tax next year to help fund the roads. They are in very bad condition and they need to be fixed. The Township Committee discussed the possibility of a \$.05 tax next year.

Mrs. Van Valkenburg also noted that she would like the Township Committee hold another Public Information Session at North Warren Regional High School on October 24, 2018. The rest of the Township Committee agreed. Mrs. Leidner will check availability.

Mrs. Van Valkenburg made a motion to approve the purchase of two backwash pumps in the amount of \$3,810.68; which was seconded by Mrs. Dalton.

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

**COMMITTEE MEMBER WALDRON**

Mrs. Waldron reported that she contacted True Green and the company will create a schedule for service so that Recreation Director Pat Sagan and Acting DPW Director Eric Usinowicz will be able to plan for the dates when the grounds will be treated.

Mrs. Waldron thanked the Township Committee on behalf of the Fire Company for the use of the Municipal Building for their meeting due to the oppressive heat.

Mrs. Waldron encouraged the public to attend the Blairstown Elementary Board of Education Meeting being held on August 30. The meeting will be filled with a lot of important information.

Mrs. Waldron reported that members of the public are trying to contact Century Link regarding a sign that says your internet is being upgraded and they call the telephone number that they find in the phone book or one that they are familiar with. This number is incorrect. Mrs. Waldron will provide the number to the Clerk and she will place it on the township website.

Mrs. Waldron also reported that the two new police officers are required to attend training in Ocean County for two weeks. The commute would be two hours each way every day. Mrs. Waldron and the CFO felt that it would be more economical for them to stay in a hotel closer to the training facility.

**MAYOR LANCE**

Mayor Lance reported that JCP&L will be doing a \$387 million dollar upgrade in this area over a four year period. There will be a rate increase of \$.23 per customer to pay for the upgrade. Jackie Espinoza will be in attendance at a future Township Committee meeting to discuss.

Mayor lance noted that he received a thank you letter from Dave Cavagnarro, thanking the DPW for the work they did on Heller Hill Road. There was also a thank you letter from Tim Smith noting that the "Township Committee is awesome, thank you for making his 86 year old dad so happy by having the DPW repair Heller Hill Road."

**PUBLIC COMMENT**

No public comments.

**ADJOURNMENT**

As there were no further comments from the public, Mr. Avery made a motion to adjourn the meeting, which was seconded by Mrs. Dalton. All members voted in favor. The meeting was adjourned at 10:58pm.

Respectfully Submitted,

Linda Leidner, RMC  
Municipal Clerk