

4/10/13
10:17

**HAMPTON TOWNSHIP COMMITTEE
MINUTES
APRIL 9, 2013**

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

FLAG SALUTE: Mayor P. Yetter led the Flag Salute at 7:04 PM

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

STATEMENT- Mayor Philip 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 Philip 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** - March 26, 2013
- **Correspondence**
 1. NJ State League of Municipalities – March 2013
 2. Hampton Township Zoning Board of Adjustment – April 4, 2013 Agenda; March 7, 2013 Minutes
 3. Hampton Township Open Space Committee – February 4, 2013 Minutes
 4. Sussex County Planning Board – January 7, 2013 and February 4, 2013 Minutes
 5. Sussex County Library - E-Mail from Vicki Stanaback Regarding “Touch a Truck Program”
 6. Kittatinny Regional High School – February 21, 2013 Work Session Meeting
 7. Township Administrator E. Klose – Letter to Sheriff Strada Regarding Painting Community Center
- **Reports**
 1. Hampton Township Construction Official – March 2013 Permit Activity Report
- **Resolutions**
 1. Borough of Stanhope – Resolution Opposing Assembly Bill 3780

Committeeman D. Coranoto requested that Correspondence #1 be removed from the Consent Agenda for further review.

APPROVAL OF THE CONSENT AGENDA

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

Due to their negative impact on local governments, Committeeman D. Coranoto noted the importance of tracking the following bills listed in the March 2013 Issue of the New Jersey League of Municipalities: A-3466, A-3498, A-3553, A3577, A-3603, A3780, S-2364 and S-2415. Committeeman D. Coranoto stated that several of these bills would create additional costs for local governments. Particularly A-3498 and S-2364, which relate to the implementation of early voting provisions. Both A-3498 and S-2364 closely duplicate provisions that currently exist in New Jersey through the Vote by Mail Act for a significantly lower cost.

A **MOTION** was made by Committeeman D. Coranoto and seconded by Committeeman D. Hansen, with all members in favor, to accept Correspondence #1 as listed on the Consent Agenda.

REGULAR AGENDA

ORDINANCES

FINAL ADOPTION AND PUBLIC HEARING

HAMPTON TOWNSHIP 2013 ANNUAL BUDGET

A **MOTION** was made by Committeeman D. Coranoto and seconded by Committeeman T. Dooley to adopt the Hampton Township 2013 Annual Budget.

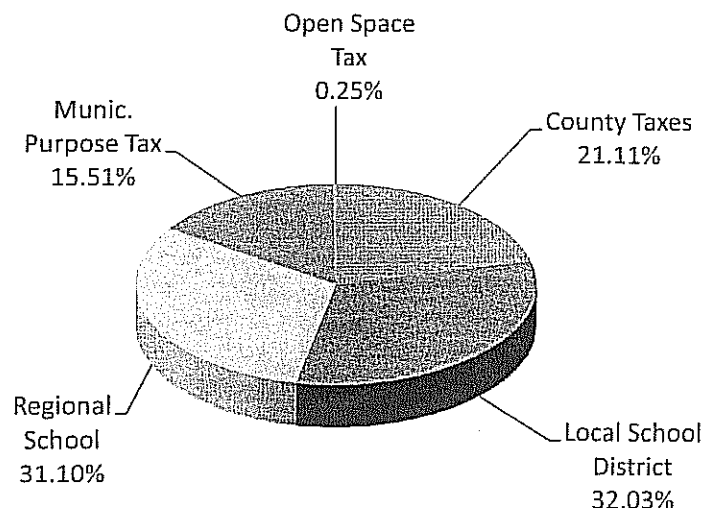
PUBLIC HEARING

No public comment

PUBLIC HEARING CLOSED

Township Auditor T. Ferry reviewed the 2013 Annual Hampton Township Budget, which included an analysis of revenues, surplus, appropriations, and the municipal tax rate. Mr. Ferry presented a pie chart illustrating how property taxes are distributed between local government agencies.

TOWNSHIP OF HAMPTON 2013 ESTIMATED TAX RATE



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.

The Township Committee thanked Township Auditor T. Ferry for his presentation.

Committeeman T. Dooley excused himself from the remainder of the meeting to attend another meeting.

RESOLUTIONS

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

**HAMPTON TOWNSHIP RESOLUTION – RESOLUTION TO REFUND
ESCROW DEPOSIT IN THE AMOUNT OF \$353.51
TO PHILIP SWEENEY**

WHEREAS, a request has been made to refund escrow money from Escrow accounts, and

WHEREAS, there were deposits made and balances carried forward in various accounts;

WHEREAS, it is recommended y the Board Secretary to refund said balance as follows;

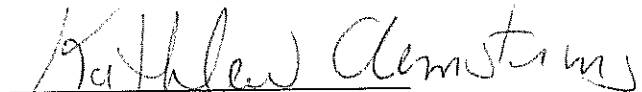
NOW, THEREFORE BE IT RESOLVED the Township Committee of the Township of Hampton does hereby authorize the following refund;

Philip Sweeney - \$ 353.51

CERTIFICATION

I hereby certify that the above resolution was adopted by the Township Committee at their regular meeting held April 9th 2013 at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey 07860

Date April 9th 2013


Kathleen Armstrong, RMC
Township Clerk

OLD BUSINESS

**HAMPTON TOWNSHIP PUBLIC WORKS MANAGER – RE: FORD
MASON DUMP REPAIR**

Township Administrator E. Klose stated that she recently spoke with Township Insurance Agent G. Morville about whether Township Employee J. deJager would be covered under the township's Workman's Compensation Policy if he repaired the township's Ford Mason Dump Truck either at his home or in the DPW Garage. Mr. Morville's response was that Mr. deJager would indeed be covered under the township's policy providing his location (home or municipal) and hours are documented.

A **MOTION** was made by Committeeman D. Coranoto and seconded by Committeeman D. Hansen, with all members in favor, to authorize Township Employee J. deJager to make welding repairs to the Hampton Township's DPW Ford Mason Dump Truck at either his home address or the Hampton Township DPW Garage.

**HAMPTON TOWNSHIP PUBLIC WORKS – REPLACEMENT OF MASON
DUMP BODY – LOWEST BIDDER IS BRISTOL-DONALD CO., INC. FOR
\$13,357.00**

A **MOTION** was made by Committeeman D. Hansen and seconded by Committeeman K. Gourlay, with all members in favor, to authorize Bristol-Donald Co., Inc. to replace the Hampton Township's DPW Mason Dump Body at a cost of \$13,357.00.

NEW BUSINESS

**HAMPTON TOWNSHIP SOIL REMOVAL PERMIT – MCGUIRE
CHEVROLET**

Township Administrator E. Klose stated that the above referenced matter has been heard by the Hampton Township Board of Adjustments and requested that the Township Committee consider issuing a Soil Removal Permit to the applicant.

A **MOTION** was made by Committeeman D. Hansen and seconded by Committeeman D. Coranoto, with all members in favor, to approve a Soil Removal Permit to McGuire Chevrolet for Block 3510, Lot 44.

**HAMPTON TOWNSHIP FIRE AND RESCUE, INC – APPLICATION
FOR A SOCIAL AFFAIR PERMIT TO HOST A WINE TASTING EVENT
ON JUNE 1, 2013**

A **MOTION** was made by Committeeman K. Gourlay and seconded by Mayor P. Yetter, with all members in favor, to approve a Social Affairs Permit Application to Hampton Township Fire & Rescue, Inc. to host a Wine Tasting Event on June 1, 2013 at Firehouse #1 located on Halsey Road.

**HAMPTON TOWNSHIP FIRE & RESCUE DEPARTMENT, INC. – ON-
PREMISE 50/50 RAFFLE LICENSE #2013-1060 TO BE HELD JUNE 1,
2013**

A **MOTION** was made by Committeeman K. Gourlay and seconded by Committeeman D. Coranoto, with all members in favor, to approve a 50/50 On-Premise Raffle for Hampton Township Fire & Rescue, Inc. as referenced above.

**HAMPTON TOWNSHIP DEPARTMENT OF PUBLIC WORKS –
REQUEST TO HAVE TOWNSHIP ENGINEER HAROLD E. PELLOW
PREPARE A PLAN AND COST ESTIMATE TO MAKE
IMPROVEMENTS TO PARSON ROAD**

A **MOTION** was made by Committeeman D. Hansen and seconded by Committeeman D. Coranoto, with all members in favor, to approve a request from Township DPW Manager D. Bayles to have Township Engineer H. Pellow prepare a plan and cost estimate to make improvements to Parson Road.

Administrator E. Klose stated that she appreciates the efforts of Township DPW Manager D. Bayles in putting the Parson Road Project together. Administrator E. Klose added that his efforts will not only expedite necessary improvements to a dangerous section of Parson Road, but they will also save the township money.

**HAMPTON TOWNSHIP PUBLIC WORKS MANAGER – REQUEST TO
INSTALL SNOW GUARDS AT FIREHOUSE #1 – QUOTE FROM UP AND
ABOVE \$2,000**

Township DPW Manager D. Bayles requested that the Township Committee consider tabling the above referenced issue until he has an opportunity to research a new version of snow guards for use at Firehouse #1.

A **MOTION** was made by Committeeman D. Hansen and seconded by Committeeman D. Coranoto, with all members in favor, to table the above referenced issue until the Township Committee Meeting scheduled for April 30, 2013.

**HAMPTON TOWNSHIP FIRE AND RESCUE, INC. REQUEST FOR
APPROVAL TO OPERATE A COIN TOSS ON COUNTY ROUTE 626 AND
COUNTY ROUTE 519**

A **MOTION** was made by Committeeman K. Gourlay and seconded by Mayor P. Yetter, with all members in favor, to approve a Coin Toss Fundraising Event by Hampton Township Fire & Rescue, Inc. in May 25th & 26th, 2013 and August 3rd & 7th, 2013.

**NEW JERSEY LEGISLATURE 24TH DISTRICT- INVITATION TO
PARTICIPATE IN A MEETING ON MAY 7, 2013 AT 10:00 am IN THE SPARTA
TOWNSHIP MUNICIPAL BUILDING TO DISCUSS LOCAL GOVERNMENT
ISSUES**

Township Administrator E. Klose explained that the Township Committee members have been invited to participate in a meeting on May 7, 2013 at 10:00 AM in the Sparta Township Municipal Building to discuss local government issues. Administrator E. Klose added that she and Committeeman D. Coranoto plan to attend the meeting and offered to communicate any comments and/or questions from Township Committee members who are not able to attend.

DISCUSSION

Township Committeeman D. Hansen stated that Hampton Township Fire & Rescue, Inc. held their Annual Pancake Breakfast in March and successfully raised approximately \$800 for the fire department.

Committeeman D. Hansen reported that the Annual Easter Flower Sale was also successful and grossed approximately \$4,000. Committeeman D. Hansen commented that the response from the community was so great the fire department had to restock their inventory due to the high volume of sales. The Mother's Day Flower Sale is scheduled for May 2013.

Township officials reviewed a quote from Farmside Landscape & Design for field maintenance and weed control service. Committeeman D. Hansen asked if Kittatinny Regional High School was assisting with the field maintenance. Township DPW Manager D. Bayles stated that Kittatinny Regional High School has planted seed on the soccer field, and in the fall, they plan to level out dirt mounds in the field.

A **MOTION** was made by Committeeman D. Hansen and seconded by Committeeman K. Gourlay, with all members in favor, to authorize an agreement between Farmside Landscape & Design and Hampton Township in the amount of \$2,490 for turf management services.

Township Administrator E. Klose requested that township employees be permitted to trade June 4, 2013, the Primary Election Day Holiday, for Friday, July 5, 2013.

A **MOTION** was made by Committeeman D. Coranoto and seconded by Committeeman D. Hansen, with all members in favor, to authorize township employees to trade the June 4, 2013 Holiday for July 5, 2013.

Township Administrator E. Klose stated that she and Township DPW Manager D. Bayles met with the property owner of Block 1801.01, Lot 1.01 to discuss a drainage problem that was created as a result of the resident removing a large amount of trees on the parcel several years ago.

Township DPW Manager D. Bayles stated that the property owner to do necessary remediation work on the parcel. The property owner agreed to the certain methods, which include excavation work and the installation of a sediment basin to catch silt.

Township Administrator E. Klose stated that she met with Committeeman D. Coranoto, Township, DPW Manager D. Bayles and Clint Mitschele to inspect the section of the Municipal Ballpark where the new equipment building is planned for construction as part of the Mike Biron's Field of Dreams Lighting Project.

Several phases of the project are scheduled to begin in the coming weeks and months. Township DPW Manager D. Bayles marked out the area for the building. The Hampton Township Education Foundation is working to secure donated material for the project. Trenches will be dug in order to install the conduit to improve electrical capabilities in the park. Finally, JCP&L will provide the township with an estimate once these elements are in place.

PUBLIC SESSION

Township Recreation Chairwoman S. Rude stated that Hampton Soccer made a request to use the small field in the Municipal Ballpark for practices during the fall season.


There was a brief discussion regarding the need to either repair the fryer in the township pavilion kitchen or purchase/rent a new one. Consideration was given to who would be responsible for paying for the repair or the purchase. Township Administrator E. Klose stated that she would contact the vendor who is currently operating the pavilion snack stand to find out if he has an extra fryer.

PUBLIC SESSION CLOSED

ADJOURNMENT

A MOTION was made by Committeeman D. Hansen and seconded by Committeeman K. Gourlay, with all members in favor, to adjourn the meeting at 7:42 PM.

Respectfully submitted by,


Kathleen Armstrong, RMC
Township Clerk