

**TOWNSHIP OF BLAIRSTOWN
REGULAR MEETING
Wednesday, November 7, 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 6:30pm by Mayor Lance. Those present were Mr. Avery, Mrs. Dalton, Mrs. Waldron, Mrs. Van Valkenburg and Mayor Lance. Also present were Township Clerk, Linda Leidner, and Township Attorney, Dawn Sullivan.

The **FLAG SALUTE** was conducted.

SUNSHINE STATEMENT

Mayor Lance read the following statement: Notice of this meeting has been sent to two newspapers of general circulation in which notice was given of the date, time, place and general agenda in accordance with the Open Public Meetings Act. This agenda is subject to change by order of the Blairstown Township Committee before and/or during this scheduled meeting.

Resolution No. 2018- 126 AUTHORIZING EXECUTIVE SESSION – for the purpose of Personnel.

Motion to authorize executive session was made at 6:35 p.m. by Mrs. Waldron and was seconded by Mrs. Dalton.

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

All ayes – Motion carried.

Executive Session began 6:36p.m.

Motion to close executive session was made at 7:50 p.m. by Mrs. Waldron and was seconded by Mrs. Dalton.

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

All ayes – Motion carried.

Regular Session began at 7:51 p.m.

PUBLIC COMMENT -

Sue Haberman – 22 Slabtown Creek Road, Hardwick – Ms. Haberman noted that the Blairstown Enhancement Committee will be hosting a benefit concert on December 17 at Roy's Hall in support of the community and the CARE Coalition.

PRESENTATIONS: None

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

Calvin Inscho, Chief of Blairstown Hose Company reminded everyone with the time change to change the batteries in their smoke detectors. Mr. Inscho reported that the Hose Company responded to a fireplace explosion. There were no serious injuries.

Mr. Inscho also noted that the Hose Company would like to look into a cost recovery program for when they respond to motor vehicle accidents for the hazmat cleanup.

Mrs. Van Valkenburg recommended that the Hose Company look into doing smoke detector certifications. This may be a way for the Hose Company to obtain some income.

Eric Usinowicz, Acting Director of Public Works gave his monthly report. Pot holes were patched on LaBarre, Shotwell, Kishpaugh and Heller Hill. Mohican Road is complete.

Captain Johnsen – Captain Johnsen noted that everyone is hearing explosions in town. A federal agency is helping the police to try to determine where these explosions are taking place. As of now there is no danger to the public.

Captain Johnsen also reported that there was an inspection of the jail cell and it fully passed.

Officer Herzer and Caster went to the Blairstown Elementary School and read to the children.

Captain Johnsen reported that there were 2 arrests for a burglary in town. There were 164 motor vehicle stops, 42 summonses, 12 arrests and 5 narcotics arrests.

MINUTES

September 26, 2018 – Executive Session Meeting Minutes

October 10, 2018 - Regular Meeting Minutes

October 10, 2018 - Executive Session Minutes

October 24, 2018 – Regular Workshop Meeting Minutes

October 24, 2018 – Executive Session Minutes

Motion to approve minutes as presented was made by Mr. Avery; which was seconded by Mrs. Dalton.

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

ORDINANCES

FOR ADOPTION:

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

Second Reading, Public Hearing

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

Motion to approve Ordinance 2018-22 was made by Mrs. Waldron; seconded by Mr. Avery.

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

ORDINANCE NO: 2018-23 AN ORDINANCE TO AMEND CHAPTER 37 OF THE CODE OF THE TOWNSHIP OF BLAIRSTOWN ENTITLED "PUBLIC WORKS, DEPARTMENT OF"

Second Reading, Public Hearing

Mrs. Van Valkenburg explained that this is for the creation of a Director of Public Works position.

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

Motion to approve Ordinance No. 2018-23 was made by Mr. Avery; which was seconded by Mrs. Dalton.

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

ORDINANCE NO: 2018-24 AN ORDINANCE TO ATTACH TENURE TO THE POSITION OF DIRECTOR OF PUBLIC WORKS IN ACCORDANCE WITH CHAPTER 37 OF THE CODE OF THE TOWNSHIP OF BLAIRSTOWN ENTITLED "PUBLIC WORKS, DEPARTMENT OF"

Second Reading, Public Hearing

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

Motion to approve Ordinance No. 2018-24 on was made by Mr. Avery; which was seconded by Mrs. Dalton.

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

FOR INTRODUCTION:

ORDINANCE NO: 2018-25 AN ORDINANCE PROVIDING AN APPROPRIATION OF \$20,000 FOR IMPROVEMENTS TO MOHICAN ROAD WITHIN THE TOWNSHIP OF BLAIRSTOWN AND TO PROVIDE FOR THE FUNDING THEREOF

Introduction; First Reading

Mrs. Waldron made a motion to approve Ordinance No. 2018-25 on first reading; which was seconded by Mrs. Dalton.

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

ORDINANCE NO: 2018-26 AN ORDINANCE TO AMEND CHAPTER 184 "VEHICLES AND TRAFFIC" TO ADD A NEW SECTION 184-17 OF THE CODE OF THE TOWNSHIP OF BLAIRSTOWN ENTITLED "COMBAT WOUNDED/PURPLE HEART RECIPIENT PARKING SPACE"

Introduction; First Reading

Mrs. Van Valkenburg made a motion to approve Ordinance No. 2018-26 on first reading; which was seconded by Mrs. Dalton.

Mayor Lance explained that a person with a Purple Heart license plate can have a reserved parking spot. There is a spot on Douglas Street and once this ordinance is adopted there will be one on High Street.

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

ORDINANCE NO: 2018-27 AN ORDINANCE TO AMEND CHAPTER 35 “POLICE DEPARTMENT” OF THE CODE OF THE TOWNSHIP OF BLAIRSTOWN TO REINSTATE THE POSITION OF CHIEF OF POLICE”

Introduction; First Reading

Mrs. Waldron made a motion to approve Ordinance No. 2018-27 on first reading; which was seconded by Mr. Avery.

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

ORDINANCE NO: 2018-28 AN ORDINANCE TO AMEND THE LAND DEVELOPMENT ORDINANCE TO CLARIFY SPECIFIC DEFINITIONS

Introduction; First Reading

Mrs. Waldron made a motion to approve Ordinance No. 2018-28 on first reading; which was seconded by Mr. Avery.

This ordinance specifies what is considered an outdoor animal and what is considered a household animal.

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

CONSENT AGENDA

1. R.2018 – 127 Authorization to Pay Bills
2. R.2018 - 128 Redemption of Certification of Sale No. 2018-004 held by the Township of Blairstown
3. R.2018 – 129 Authorizing Amendment to the Personnel Policy to comply with the state mandated Paid Sick Leave Act
4. R.2018 – 130 Approving submittal of a Grant Application with the NJDOT for overlay of Heller Hill
5. R.2018 – 131 Cancellation of Current Fund Budget Appropriation
6. R.2018 – 132 Redemption of Certification of Sale Block 401, Lot 7.13 5 Ke Ke Taw Lane

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

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

DEPARTMENT REPORTS

Ambulance Corp. - September and October Reports
Animal Control Report – October 2018
Clerk – October Report
DPW – October Report
Finance – October Finance and Fuel Reports

Fire Department – September 2018 Report
Police Department – October Report
Tax Collector – October Report
Warren County Health Department – October 5, 2018
Zoning - October Report

Motion to accept the Department Reports was made by Mr. Avery; seconded by Mrs. Dalton.

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

UNFINISHED BUSINESS

Hose Company – Air Pack Request – Mrs. Waldron explained that she was in attendance at the Hose Company Meeting last night. Mrs. Waldron is going to reach out to Blair Academy for some financial support in purchasing these air packs. The Hose Company has many calls at Blair Academy.

ACME Shopping Plaza – Entrance Only – Mayor Lance noted that the township has the signs to make the entrance/exit closest to Lambert Road a one way into the parking lot. A letter will be sent to the owners of ACME however other attempts to contact the owner have gone unanswered.

Walnut Valley Firehouse – The contract that was discussed at the October 24 Workshop Meeting is to be signed and sent to Geoworx so that they can do the necessary work at this location.

Motion was made by Mrs. Waldron to authorize the Mayor and Clerk to sign the contract with Geoworx; which was seconded by Mrs. Dalton.

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

Approval of Addendum to Kerkendall Farm Lease Block 1501, Lots 10,11,12,13 & 14

This would create a two acre exclusion. If there is any need for reimbursement to Mr. Kerkendall the Township Committee will calculate at that time.

Motion was made by Mr. Avery to approve the addendum to the Kerkendall Farm Lease; which was seconded by Mrs. Dalton.

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

NEW BUSINESS

Setting date for the 2019 Reorganization Meeting – The Township Committee members and newly elected members agreed that the Reorganization Meeting will be held on Wednesday, January 2, 2019 at 6:00pm and the January Regular Meeting will be held at 7:30pm that night.

Review of Best Practices Worksheet CY 2018/SFY2019 – All members of the Township Committee have reviewed the Best Practices Worksheet completed by the CFO.

Concord Energy Resident Meeting dates will be Wednesday, January 23 at 3:00pm and 6:00pm with a snow date of Tuesday, January 29 at 3:00pm and 6:00pm. Mayor Lance explained that the township entered into a Sussex Warren Energy Aggregation Agreement. The new agreement begins in March.

Representative will be here on January 23 to answer any questions. Everyone is automatically entered into this plan if a resident does not want to participate they must opt out.

CDL Bus Route to Camps – Mrs. Waldron explained that the CDL bus route that must be followed by camp buses is Stillwater Road to Spring Valley Road to Millbrook Road. A letter needs to be sent to the camps to be distributed to the bus companies. Once an Ordinance is put in place and signage has been placed violations will be given to buses that do not follow the bus route to camps.

Main Street Subcommittee – Now that Blirstown owns Main Street Blair Academy will be looking to move forward on the parking lot project. With this the Township Committee would like to form a subcommittee to discuss parking on Main Street. Mrs. Waldron and Mr. Moorhead volunteered to be a part of this subcommittee that will include representatives from the Blirstown Enhancement Committee, Greater Blirstown Business Association, property owners and others.

COMMITTEE CORRESPONDENCE for information and possible action

Notification Received from Statewide Insurance requesting the placement of the following Resolutions on the agenda:

R.2018-133 Resolution Appointing Risk Management Consultant for 2019
Motion was made by Mrs. Van Valkenburg; seconded by Mrs. Dalton.

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

R.2018-134 Resolution Appointing Fund Commissioner and Deputy Fund Commissioner

Motion was made by Mrs. Van Valkenburg; seconded by Mrs. Waldron.

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

Request for approval of application from Chris Zeglin and Brittany Reed of Blirstown to join the Blirstown Hose Company.

Mrs. Waldron made a motion to approve the applications from Chris Zeglin and Brittany Reed to join the Blirstown Hose Company, which was seconded by Mr. Avery.

Voice Vote: All ayes, motion carried.

Request for approval of Application for Renewal of Blue Light Permit for Allen P. Bickhardt of Columbia.

Mr. Avery made a motion to approve the application from Allen P. Bickhardt to renew a Blue Light Permit, which was seconded by Mrs. Dalton.

Voice Vote: All ayes, motion carried.

GENERAL CORRESPONDENCE

No discussion.

FROM THE TOWNSHIP ATTORNEY

Ms. Sullivan reported that she worked with the Township Clerk on implementing the new State mandated Paid Sick Leave Policy to be sure that the township is in compliance.

Ms. Sullivan also noted that due to a procedural error the In Rem Foreclosures had to be re noticed and republished. This has been done and the new 45 day count has started.

FROM THE TOWNSHIP CLERK

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

Mrs. Leidner thanked the Poll Workers for another well run election. She noted that it was a very busy day with long lines and the Poll Worker Supervisors and Poll Workers kept the lines moving. For the 2020 Presidential Election we will have a second location and split the districts.

Mrs. Leidner noted that letters will be going out for dog license renewals within the next two weeks. Mrs. Leidner made a recommendation that the township look into raising the dog licensing fees in 2020.

FROM THE TOWNSHIP ENGINEER

Mr. Rodman reported that the drawings for the well house building have been received and will be ready for review by the Albert Schwartz, Water Operator and Calvin Inscho, Fire Chief for review.

Mr. Rodman reported that we received notice that the Township received \$145,000.00 from the state discretionary fund for Belcher Road. In 2013 an engineering proposal to for preliminary embankment work was received in the amount of \$7,750.00. The Township Committee members all agreed that this will be discussed when the budget discussions begin in 2019.

Mr. Rodman noted that he had a conversation with Jim Fricke from Blair Academy regarding the proposed parking lot on Main Street, they would like to move ahead with the project. There are questions that need to be answered before moving forward. A meeting will need to be scheduled with the attorney from Blair and our attorney along with Mr. Rodman, Mr. Fricke and a member of the Township Committee to determine the proper procedure to move this forward.

Mr. Rodman reported that all stormwater requirements have been met for 2018.

Mr. Rodman reported on the construction of the Route 94 Bridge over the Paulins Kill. Phase I has a proposed start date of Tuesday, November 13. Phase II has a proposed start date of November 30 and this will have alternating traffic patterns. All emergency services will be informed about these dates.

**FROM THE TOWNSHIP COMMITTEE
COMMITTEE MEMBER AVERY –**

Mr. Avery reported that the next trip that will be taken by Blairstown Seniors will be on November 9, 2018 and they will be going to the Christmas Show at the Hunterdon Hills Playhouse and 53 seniors have signed up for the trip. Mr. Avery also let the Township Committee know that the Blairstown Seniors will be having their annual Christmas Party at the Panther Valley Golf Club on December 13 at noon and as always the Township Committee members and spouses are invited. Mr. Avery asked for a head count and a total of 10 will be in attendance.

Mr. Avery also reported that the Blairstown Model Airplane Club mowed a runway and had their initial flight last Sunday.

Mr. Avery noted that next year the water tower inspection is due.

COMMITTEE MEMBER DALTON –

Mrs. Dalton reported that the Blirstown Elementary School is studying communities and they had several community member read to the students. The elementary school Student Council is doing community service projects and the last one for the year is donating to the homeless veterans in the area.

Mrs. Dalton also reported that the North Warren Marching Band will compete in the Marching Band National Finals at MetLife Stadium on Saturday, November 10. Also the fall play, 39 Steps will take place on Friday, November 8 and Saturday, November 9. On Wednesday, November 21 they have a football game against Belvidere at 5:30pm. December 8 they will host a breakfast with Santa. December 12 is the choral concert. December 14 is the Senior Citizen Holiday Concert.

COMMITTEE MEMBER VAN VALKENBURG

Mrs. Van Valkenburg mentioned to Mayor Lance that they need to set a date to meet with the governing bodies of Hardwick and Frelinghuysen to discuss having them contribute to some of the services that Blirstown provides to the residents of those municipalities.

Mrs. Van Valkenburg also noted that she spoke with Kerri Womack, Tax Collector and tax payers should have the ability to be able to pay taxes online by February.

COMMITTEE MEMBER WALDRON

Mrs. Waldron explained that the Blirstown Enhancement Committee members approached her and asked that she attend their meetings. Mrs. Waldron indicated that she did not want this to be perceived as a conflict of interest but rather a way of working together for the good of Blirstown Township. All members of the Township Committee agreed that this would be fine.

Mrs. Waldron has reached out to North Warren Regional High School to ask them to come before the Township Committee to present their budget. The other municipalities have done the same and they have not presented the budget to them either.

Mrs. Waldron asked that if at all possible Committeewoman Dalton, even though she will no longer be on the Township Committee next year, to still be able to be a part of the safety meetings with Blirstown Elementary. These meetings have been ongoing and with Mrs. Dalton's expertise in education she is an important part of the group along with Captain Johnsen and Mrs. Waldron. The other members of the Township Committee agreed this would be great. This would be done in the form of creating a subcommittee and she would be appointed in January at the Reorganization Meeting.

MAYOR LANCE

Mayor Lance reported that he attended a State Legislative Meeting hosted by Senator Oroho, Assemblyman Space and Assemblyman Wirths. Mayor Lance spoke to them about grant applications and they are willing to work with us in trying to obtain available grants. Marijuana legalization was also discussed.

Mayor Lance also attended the Warren County Governing Officials meeting and the Prosecutor gave the attendees a presentation on the procedures involved when there is an active shooter in a school. It was very informative.

On November 14 there will be a CERT Meeting here in the Blirstown Municipal Building at 7:00pm. This is the Citizen Emergency Response Team and volunteers are needed.

Historic Preservation Committee – Mayor Lance reported that there was a presentation at the meeting on Monday night done by an author about the history of New Jersey diners. The Blirstown Diner was included and it will be celebrating its's 70th Anniversary in September of 2019.

The Historic Preservation Committee is also working on the permanent lighting of the Footbridge.

Historic Preservation will have an exhibit at the Jingle on Main event being held on November 24 from 10am – 4pm.

The Township Committee and Historic Preservation Committee received a thank you from the remaining family members of Helen Hall's family. They thanked the committee for proclaiming September 26th Helen Hall Remembrance Day. Mayor Lance read the thank you in full.

Mayor Lance also reported that Trey Baldwin held the dedication of his Eagle Scout Project on Sunday. This included the town sign, and the actual portion of the Eagle Scout Project that included the bench work and paving at the triangle at Main Street. There were about 80 people in attendance.

PUBLIC COMMENT

None.

ADJOURNMENT

As there were no further comments from the public, Mrs. Waldron made a motion to adjourn the meeting, which was seconded by Mrs. Dalton. All members voted in favor. The meeting was adjourned at 9:51pm.

Respectfully Submitted,

Linda Leidner, RMC
Municipal Clerk