

**HAMPTON TOWNSHIP COMMITTEE
MINUTES
AUGUST 28, 2012**

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 7:07 PM

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

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** – July 31, 2012
- **Correspondence**
 1. Hampton Township Planning Board – August 16, 2012 Agenda; July 19, 2012 Minutes
 2. Township Administrator E. Klose – Letter to Mr. Peter Risica, Supervising Engineer of the NJ Dept. of Transportation, Regarding Intersection of Cherry Lane and Route 206
 3. Public Notice of Hearing on the Draft of the Final State Strategic Plan: New Jersey's State Development and Redevelopment Plan
 4. McGovern & Roseman – Re: Revaluation Services Contract
 5. Sparta Elks Lodge #2356 Military Truck Pull Competition and Family Picnic, Sunday September 30th at Noon at Station Park in Sparta
 6. Hampton Township Board of Education - June 13, 2012 Workshop Meeting Minutes; June 20, 2012 Regular Meeting Minutes
 7. County Administrator John Eskilson – E-Mail Regarding Solid waste Planning
- **Reports**
 1. Hampton Township Treasurer's Report – July 31, 2012
 2. Hampton Township Construction Official – July 2012 Permit Activity Report
 3. Townships of Green, Hampton, Fredon, and Andover Borough Joint Court Cashbook Report – July 2012

APPROVAL OF THE CONSENT AGENDA

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

REGULAR AGENDA**RESOLUTIONS**

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 TO REFUND ESCROW TO WILLIAM
DOLAN FOR A COMPLETED PLANNING BOARD APPLICATION IN THE
AMOUNT OF \$216.15**

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

WHEREAS, there were deposits made and balances carried forward in this account;

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

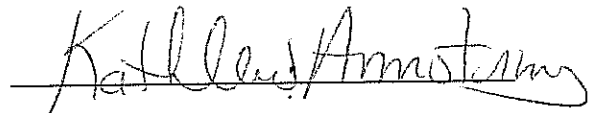
NOW, THEREFORE BE IT RESOLVED that the Township Committee of the Township of Hampton does hereby authorized the following refund;

William Dolan - \$ 216.15

CERTIFICATION

I hereby certify that the above resolution was adopted by the Township Committee at their regular meeting held August 28, 2012 at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey 07860.

Date: 8/28/12



Kathleen Armstrong, RMC
Township Clerk

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 TO REFUND AN ESCROW BOND TO
TIMOTHY MASON IN THE AMOUNT OF \$4,380.00**

WHEREAS, a request has been made to refund Bond Money from an Escrow account, and;

WHEREAS, there was a deposit made and balance carried forward in an account, and;

WHEREAS, it is recommended by the Zoning Board secretary to refund said balance as follows, and;


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

Timothy Mason - \$ 4,380.00

CERTIFICATION

I hereby certify that the above resolution was adopted by the Township Committee at their regular meeting held August 28, 2012 at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey 07860.

Dated August 28, 2012


Kathleen Armstrong, RMC
Township Clerk

NEW BUSINESS

UNITED WAY OF NORTHERN NEW JERSEY – REQUEST FOR PERMISSION TO HOLD A CHARITABLE BIKE TOUR THAT TRAVELS THROUGH HAMPTON TOWNSHIP ON RIDGE ROAD AND NEWTON SWARTSWOOD 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 the United Way of Northern New Jersey to use certain roadways in Hampton Township for the *Bike on Old Mine Road Bicycle Tour* scheduled for October 13, 2012.

STATE OF NEW JERSEY DEPARTMENT OF TRANSPORTATION – RE: REQUEST TO APPLY FOR A GRANT TO PAVE KEMAH MECCA LAKE ROAD AS A FIRST OPTION AND MARY JONES ROAD AS A SECOND OPTION

The Township Committee considered paving projects to include on Hampton Township's NJDOT Grant Application. The Township Committee made a determination to reverse the priority of the two chosen projects by designating Mary Jones Road as the first option on the application and Kemah Mecca Lake Road as the second option. Committeeman D. Hansen stated that the NJDOT is more likely to approve funding for the Mary Jones Road work because it is an extension of a previous paving project funded by the NJDOT.

A **MOTION** was made by Committeeman D. Coranoto and seconded by Mayor P. Yetter, with all members in favor, to submit a New Jersey Department of Transportation Grant Application on behalf of Hampton Township to the NJDOT for paving projects on Mary Jones Road and Kemah Mecca Lake Road, and to designate Mary Jones Road as the first priority and Kemah Mecca Lake Road as the second.

MORVILLE AGENCY – RE: PARTNERSHIP BETWEEN MORVILLE AGENCY AND BOLLINGER INSURANCE

The Township Committee reviewed a letter from Township Insurance Agent G. Morville regarding his recent partnership with Bollinger Insurance. In his letter, Mr. Morville assured township officials that the Morville Agency would continue to operate just as it has in the past. The partnership will serve to enhance existing client services, but will not affect the Morville Agency's name, location, or staff.

DISCUSSION

SYLVIA ZIKA, DMD – COMPLAINT REGARDING LOWE'S PROPERTY MAINTENANCE

Dr. S. Zika was present and raised concerns about tall grass and overgrown weeds on a portion of a land parcel occupied by Lowes Home Improvement Center, which is contiguous to her property located on Route 206 in Hampton Township.

Township Administrator E. Klose stated that Township Zoning Inspector J. deJager recently inspected the area and found that Lowes Home Improvement Center was addressing Dr. Zika's concerns in accordance with Hampton Township Codes. Dr. Zika stated that Lowes has not completely rectified the existing weed problem, and therefore, requested assistance from the Township Committee to require Lowes to comply with the terms stated in their site plan.

Township Administrator E. Klose stated that she spoke with the attorney for Lowes, who indicated that Lowes intends to appear before the Township Planning Board in the next two months to address the remaining items that must be completed in accordance with their site plan.

Lowes Chief Engineer K. Bolger has been in Australia all summer, therefore, certain issues have temporarily been put on hold.

Dr. Zika stated that Lowes has not yet removed overgrowth from the side of her office. The weeds prevent motorists traveling north on Route 206 from seeing her practice.

Township officials made a determination to meet with Dr. Zika and the Lowes Manager at the site to determine the location of the property lines between Dr. Zika's office and Lowes in order to establish which party is responsible for removing the overgrowth.

COALITION ON AFFORDABLE HOUSING COAH UPDATE

Township Administrator E. Klose gave an update regarding the a home in Hampton Township that might potentially be suitable for an affordable housing unit for SCARC. Administrator E. Klose reported that she and Township Zoning Official J. deJager inspected the property with a realtor and discovered that the structure was sound. However, the realtor informed them that the home is in foreclosure and must be sold as a short-sale, which is typically a lengthy process.

SCARC Director Letcher recently provided Administrator E. Klose with a letter stating that SCARC is committed to working with Hampton Township to create a new SCARC home in the municipality within the next two years. Township Administrator E. Klose forwarded Mr. Letcher's letter to the State Council on Affordable Housing, along with a letter on behalf of the Hampton Township Committee, explaining their intention to commit Municipal Affordable Housing Trust Funds to a SCARC project. As mandated by the State, a Certification of Funds was also included in the packet. Although the State informed all municipalities to send their unused COAH funds to Trenton, Administrator E. Klose stated she did not do so based on the Township Committee opinion that the money should remain in Hampton Township because it was collected from township residents/developers for use in our community.

Administrator E. Klose stated that she recently received an Urgent Alert from the New Jersey League of Municipalities stating that the Appellate Division ordered a restraint regarding the COAH's demand that municipalities must surrender their unused COAH Trust Fund dollars to the State. Municipalities that have already forwarded their funds to COAH must now attempt to recoup the money.

Administrator E. Klose stated that Committeeman T. Dooley had given her the contact information for Capital Care, a company that manages apartment complexes. Capital Care had expressed an interest in developing a COAH project in Hampton Township. E. Klose stated that she would continue to research the issue and pursue other affordable housing alternatives.

HOLIDAY BANNERS FOR HAMPTON TOWNSHIP'S COMMERCIAL DISTRICT

Township Administrator E. Klose stated that Township Employee Valerie Galizia ordered banner samples. The banners will be used to decorate and indentify the township's shopping district during the holidays. Administrator E. Klose, Ms. V. Galizia, and Committeeman D. Coranoto recently inspected utility poles along Route 206 to determine which poles would be the most suitable for hanging banners. Based on their assessment, they recommended that the township begin with twenty banners.

The cost of each banner is \$200, which includes all the hardware. JCP&L will not charge a fee, but the NJDOT imposes a one-time application fee of \$225 and a permit fee of \$50. Township officials discussed a target installation date of November 2012.

There was a brief discussion about the possibility of asking local business owners to sponsor a banner to help fund the project. Each sponsorship would cover the one-time purchase fee of \$200, and in return, the sponsor's name would appear on the banner.

Committeeman D. Hansen suggested applying to the NJDOT for 25 poles in order to expand without the need to reapply in the future.

A **MOTION** was made by Committeeman D. Coranoto and seconded by Committeeman D. Hansen, with all members in favor, to purchase the banners to identify the township's shopping district during the holiday season.

A **MOTION** was made by Committeeman D. Coranoto and seconded by Committeeman D. Hansen, with all members in favor, for Township Administrator E. Klose to draft a letter to send to area merchants regarding banner sponsorship.

WELCOME TO HAMPTON TOWNSHIP SIGNS

Township Administrator E. Klose stated that she intends to contact Sussex County Technical School (SCTS) Instructor H. Drake about having his students make replacement *Welcome to Hampton Township* signs that are posted at various entry points in the municipality. The Township Committee selected a design from several submissions by SCTHS students last spring shortly before the summer recess.

REQUEST BY TOWNSHIP DPW MANAGER D. BAYLES TO REST BALL FIELDS

A **MOTION** was made by Committeeman T. Dooley and seconded by Committeeman D. Coranoto, with all members in favor, to authorize Township DPW Manger D. Bayles' request to rest Township Field #6 and #7 during the fall season.

KITTATINNY MIDGET FOOTBALL LEAGUE ON-PREMISE 50/50 RAFFLE LICENSE 32012-1039 TO BE HELD ON VARIOUS DATES AS LISTED ON THE LICENSE APPLICATION

A **MOTION** was made by Committeeman K. Gourlay and seconded by Committeeman D. Hansen, with all members in favor, to approve a 50/50 On-Premise Raffle License for Kittatinny Midget Football League as listed above.

AUTHORIZATION TO AWARD BID FOR DRAINAGE WORK ON KEMAH-MECCA LAKE ROAD IN HAMPTON TOWNSHIP

A **MOTION** was made by Committeeman D. Hansen and seconded by Committeeman K. Gourlay, with all members in favor, to award a bid to Savage Equipment Company in Hewitt, New Jersey in the amount of \$19,900.12 to perform drainage improvements on Kemah-Mecca Lake Road, Block 1001, Lot 14, subject to Hampton Township obtaining an easement from the property owners of Block 1001, Lot 14.

TOWNSHIP FIRE AND RESCUE UPDATE

Chief D. Gunderman reported that HTVFR responded to 8 calls in August and 124 calls year-to-date.

EMS Captain T. Defabritis-Webbe reported that HTVFR responded to 37 calls in July, 27 calls in August, and 259 calls year-to-date.

PUBLIC SESSION

No public comment.

PUBLIC SESSION CLOSED

EXECUTIVE SESSION –

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

HAMPTON TOWNSHIP COMMITTEE
RESOLUTION FOR EXECUTIVE SESSION

BE IT RESOLVED BY THE HAMPTON TOWNSHIP COMMITTEE to go into Executive Session pursuant to the following exception of the Open Public Meetings Act: N.J.S.A. 10:14-12 for the purpose of discussing matters relating to Litigation at 7:46 PM. The matters discussed in Executive Session may be made public at the appropriate time. I hereby certify that the foregoing Resolution was adopted by the Hampton Township Committee at its meeting on August 28, 2012.

8/28/12
Date

Kathleen Armstrong
Kathleen Armstrong, RMC
Township Clerk

A MOTION was made by Committeeman D. Coranoto and Committeeman D. Hansen , with all members in favor, to go back into regular session at 8:05 PM.

BILLS

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

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 August 2012		Hampton Township Check Register		1TOWN1 Page 1
Check Number	Check Date	Payee	Amount	
Payroll Checks				0.00
7400	08/07/12	Daniel Coranoto		842.81
7402	08/07/12	Keith W. Gourlay		0.00
7403	08/07/12	David S. Hansen		0.00
7405	08/07/12	Phillip L. Yetter		2,215.14
7408	08/07/12	Jessica M. Caruso		1,129.10
7413	08/07/12	John O. De Jager		1,038.01
7415	08/07/12	Russell H. Bellis, Jr.		0.00
7421	08/07/12	Karen Hansen		1,945.47
7422	08/07/12	Alan R. DeCarolis		243.19
7423	08/07/12	Robert W. Huber		1,243.81
7435	08/21/12	John O. De Jager		1,038.00
7437	08/21/12	Russell H. Bellis, Jr.		243.20
7443	08/21/12	Robert W. Huber		9,938.73
Vendor Checks				500.00
7424	08/07/12	Adv.to Hampton Twsp - Mary Whitesell		420.00
7425	08/07/12	AXA Equitable		0.00
7426	08/07/12	VOID - Hampton Twsp Tax Collector		45.00
7427	08/07/12	Verizon Wireless		3,609.22
7428	08/07/12	Hampton Twsp Tax Collector		700.00
7444	08/21/12	Adv.to Hampton Twsp - Mary Whitesell		11,219.66
999999	08/07/12	941 EFT PAYMENT		741.88
999999	08/07/12	NJ EFT PAYMENT		5,808.07
999999	08/21/12	941 EFT PAYMENT		423.95
999999	08/21/12	NJ EFT PAYMENT		147.06
999999	08/21/12	PA EFT PAYMENT		23,614.84

Payroll Direct Deposit

7401	08/07/12	Timothy S. Dooley	942.81
7404	08/07/12	Eileen F. Klose	2,931.69
7406	08/07/12	Kathleen T. Armstrong	1,271.01
7407	08/07/12	Valerie Galizia	960.12
7409	08/07/12	Joseph Ferraris	994.93
7410	08/07/12	Mary Whitesell	1,104.05
7411	08/07/12	Leah C. Korver	1,056.08
7412	08/07/12	Frank E. Bennett III	975.42
7414	08/07/12	Daniel P. Bayles	1,402.49
7416	08/07/12	Edward R. Hayes	1,348.61
7417	08/07/12	Brian E. Mettler	1,248.13
7418	08/07/12	Donald F. Muller	1,107.27
7419	08/07/12	John W. Tietje	1,452.71
7420	08/07/12	James A. Welch	951.24
7429	08/21/12	Kathleen T. Armstrong	1,271.00
7430	08/21/12	Valerie Galizia	960.11
7431	08/21/12	Joseph Ferraris	994.93
7432	08/21/12	Mary Whitesell	1,104.04
7433	08/21/12	Leah C. Korver	1,056.08
7434	08/21/12	Frank E. Bennett III	975.42
7436	08/21/12	Daniel P. Bayles	1,402.49
7438	08/21/12	Edward R. Hayes	1,348.62
7439	08/21/12	Brian E. Mettler	1,248.13
7440	08/21/12	Donald F. Muller	1,107.27
7441	08/21/12	John W. Tietje	1,455.13
7442	08/21/12	James A. Welch	951.24
			<u>31,621.02</u>

Total checks 50 Total 65,174.59

Report Printed 2012-09-17 11:06:04

Hampton Township

Check Register - (0110101001) CASH Checking

DATE	CHECK #	PAID TO	AMOUNT	VOID AMOUNT	VOID DATE	REASON
8/01/2012	1616	951 WALGREENS	20.01 (Manual)			
8/06/2012	21410633	858 STATE OF NEW JERSEY	18,735.72 (Transfer)			
8/10/2012	8108	502 SUSSEX COUNTY TREASURER	730,819.08			
8/10/2012	8109	502 SUSSEX COUNTY TREASURER	19,572.26			
8/10/2012	8110	502 SUSSEX COUNTY TREASURER	53,150.83			
8/13/2012	1617	844 RUSSELL BELLIS	24.88 (Manual)			
8/15/2012	201227	513 HAMPTON BD. OF EDUCATION	405,610.00 (Transfer)			
8/20/2012	119454796	514 HAMPTON TWP. PAYROLL ACCOUNT	71,678.25 (Transfer)			
8/24/2012	201226	217 CENTURY LINK	578.46 (Transfer)			
8/24/2012	201228	281 JERSEY CENTRAL POWER & LIGHT	438.12 (Transfer)			
8/28/2012	8111	828 ACORN OFFICE PRODUCTS, LLC	1,221.60			
8/28/2012	8112	495 AIRGAS EAST, INC.	180.50			
8/28/2012	8113	658 BOROUGH OF BRANCHVILLE	977.50			
8/28/2012	8114	501 CHELBUS CLEANING CO. INC.	325.00			
8/28/2012	8115	173 COUNTY OF SUSSEX CLERK	206.00			
8/28/2012	8116	505 DELTA DENTAL OF NJ, INC.	1,876.78			
8/28/2012	8117	506 DOLAN & DOLAN, P.A.	399.21			
8/28/2012	8118	585 DOVER BRAKE & CLUTCH CO. INC.	204.44			
8/28/2012	8119	507 F.W. BENNETT & SON, INC.	39.41			
8/28/2012	8120	509 FAIRCLOUGH FUEL, INC	140.66			
8/28/2012	8121	830 FRANKLIN PRECAST	1,607.00			
8/28/2012	8122	883 G.F.O.A. of NJ	325.00			
8/28/2012	8123	253 GREEN TOWNSHIP	39,440.32			
8/28/2012	8124	624 GRINNELL RECYCLING INC.	44.38			
8/28/2012	8125	261 HAMBURG PLUMBING SUPPLY CO INC	856.92			
8/28/2012	8126	381 HAROLD E. PELLOW & ASSOC., INC.	4,529.00			
8/28/2012	8127	780 IDEA ART	85.20			
8/28/2012	8128	274 INTERNATIONAL CODE COUNCIL, INC.	50.00			
8/28/2012	8129	515 JOHN DEJAGER	85.17			
8/28/2012	8130	516 JOHNNY ON THE SPOT, INC	409.20			
8/28/2012	8131	518 KITTATINNY REGIONAL HIGH SCHOOL	463,273.02			
8/28/2012	8132	519 LAFAYETTE TOWNSHIP	3,139.75			
8/28/2012	8133	522 LOWE'S COMPANIES, INC.	17.84			
8/28/2012	8134	312 MCGOVERN & ROSEMAN, P.A.	7,400.00			
8/28/2012	8135	525 MONTAGUE TOOL & SUPPLY CO., INC	134.01			
8/28/2012	8136	328 MORRIS ASPHALT CO., INC.	32,807.20			
8/28/2012	8137	735 MULCH CONCEPTS	136.00			

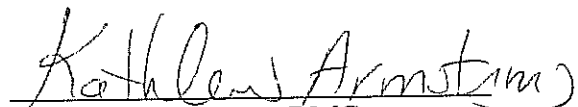
8/28/2012	8138	946 McBEE	36.50
8/28/2012	8139	734 Milici Management	9,700.33
8/28/2012	8140	355 N.J. HERALD INC.	106.20
8/28/2012	8141	357 N.J. STATE LEAGUE OF MUNICIPALITIES	90.00
8/28/2012	8142	549 NEWTON ANIMAL HOSPITAL, INC	635.70
8/28/2012	8143	711 ROWE & COMPANY, INC.	69.77
8/28/2012	8144	844 RUSSELL BELLIS	7.50
8/28/2012	8145	684 SANDYSTON TOWNSHIP	2,500.00
8/28/2012	8146	753 SCHOUPE ELECTRICAL SERVICES	1,880.00
8/28/2012	8147	490 SERVICE ELECTRIC CABLE TV INC	36.95
8/28/2012	8148	440 STATE OF NEW JERSEY	201.63
8/28/2012	8149	628 SUSSEX COUNTY MUA	91.80
8/28/2012	8150	416 SUSSEX COUNTY RENTAL	498.00
8/28/2012	8151	566 TIRE KING	3,183.27
8/28/2012	8152	773 VERIZON WIRELESS SERVICES, LLC	374.42
8/28/2012	8153	535 W.E. TIMMERMAN CO., INC.	354.05
8/28/2012	8154	475 WARD'S FLOWERS & GIFTS	70.95
8/28/2012	8155	810 WARREN CO. MUNICIPAL CLERK'S ASSOC.	25.00
8/28/2012	8156	478 WASTE MANAGEMENT OF NEW JERSEY, INC	31,794.72
8/28/2012	8157	611 WELDON QUARRY CO., LLC	27,317.94
8/28/2012	8158	536 WINTER'S AUTO PARTS INC.	136.10
8/28/2012	8159	860 WR BUTLER ENTERPRISES, LLC	272.98

			1,442,837.09
			44.89 Manual
			497,040.55 Bank Transfers
=====			
			1,939,922.53

CERTIFICATION

I hereby certify that the above Resolution was adopted by the Township Committee at their regular meeting held on August 28, 2012, at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.

Date: 8/28/12


Kathleen Armstrong, RMC
Township Clerk

ADJOURNMENT

A MOTION was made by Committeeman D. Hansen and seconded by Mayor P. Yetter, with all members in favor, to adjourn the meeting at 8:11 PM.

Respectfully submitted by,

Kathleen Armstrong, RMC
Township Clerk