

INDEPENDENCE TOWNSHIP COMMITTEE
Meeting held at the Municipal Building, Great Meadows, NJ.
November 12, 2019 7:00 p.m.

This is a regular meeting of the Township Committee of Independence Township, Warren County, New Jersey. This meeting was called to order by Mayor Robert Giordano at 7:00 p.m. with the following announcement: "Adequate notice of this meeting was given in accordance with the Open Public Meetings Act by providing a schedule of regular meetings to the Star Gazette and The Express Times, posting a copy thereof on the Township bulletin board and filing a copy thereof in the office of the Municipal Clerk." The Pledge of Allegiance to the American Flag was led by Deputy Mayor Cogle.

ROLL CALL:

Present: Mayor Robert Giordano, Deputy Mayor Cogle, Bonnie Kelsey, Mike Pennington, Tim Norton and Debi Hrebenak. Also present were Attorney Leslie Parikh.
Absent: none

Best Practices- CFO Derek Macchia spoke to the committee.

Proclamation:

Proclamation Honoring the Independence Township Volunteer Fire Department on their 75th Anniversary

Proclamation Honoring Army Sp4 Julius Zaporozec

Consent Agenda:

Resolution 19-78

Emergency Resolution per NJS 40A:4-48

WHEREAS, an emergency has arisen with respect to the purchase of a new phone system for the Township and, no adequate provision was made in the 2019 budget for the aforesaid purpose, and NJS 40A:4-46 provides for the creation of an emergency appropriation for the purpose mentioned above, and

WHEREAS, the total amount of the emergency appropriations created, including the appropriation to be created by this resolution is \$90,000.00 and three (3) percent of the total operating appropriations in the budget for 2019 is \$90,235.35, and

WHEREAS, the foregoing appropriation together with prior appropriations does not exceed three (3) percent of the total operating appropriations (including utility operation appropriations) in the budget for 2019.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Independence in the County of Warren State of New Jersey (by not less than 2/3 of all governing body members affirmatively concurring) that in accordance with NJS 40A:4-48:

1. An emergency appropriation is hereby made for Capital Outlay – Purchase of Telephone System in the amount of \$10,000.00.
2. That said emergency appropriation shall be provided for in full in the 2020 budget, and is requested to be excluded from CAPS, pursuant to NJS 40A:4-53c(1).
3. That two (2) certified copies of this resolution be filed with the Director of the Division of Local Government Services.

Resolution 19-79

Title or Subject: Cancellation of Current Accounts Payable

WHEREAS, there exists an amount in Accounts Payable for the current fund which is no longer valid:

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Independence, in the County of Warren, New Jersey, that the following Accounts Payable be cancelled to Current Fund Operations:

Accounts Payable \$ 5,828.00

Resolution 19-80

2019 APPROPRIATIONS TRANSFERS

WHEREAS, there appears to be insufficient funds in the below listed account(s) to meet the demands thereon for the balance of the current year, and

WHEREAS, there appears to be a surplus in the below listed account(s) over and above the amount deemed necessary for the balance of the current year.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Independence that, in accordance with the provisions of N.J.S.A. 40A: 4-58, part of the surplus in the account(s) heretofore mentioned be and same are hereby authorized as transfers to the account(s) mentioned as being insufficient, and

BE IT FURTHER RESOLVED, that the Finance Officer is hereby directed to make the following transfers:

FROM	AMOUNT	TO	AMOUNT
VAPS S&W	\$ 5,400.00	Clerk O/E	\$ 16,900.00
Police S&W	\$ 14,300.00	Police O/E	\$ 11,000.00
Group Insurance O/E	\$ 8,800.00	Unemployment/Disability Insurance	\$ 200.00
		Other Insurance O/E	\$ 600.00
TOTAL	\$ 28,500.00	TOTAL	\$ 28,500.00

Resolution 19-81

Title or Subject: Cancellation of Current Fund Reserves

WHEREAS, there exists an amount in the Reserve for Payroll Expenses for the current fund which has been outstanding for over one year; and

WHEREAS, the balance has been investigated and has been determined to no longer be valid:

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Independence, in the County of Warren, New Jersey, that the following reserve amount be cancelled to Current Fund Operations:

Reserve for Payroll Expenses \$ 4,765.56

Resolution 19-82

2019 Drunk Driving Enforcement Fund Grant

WHEREAS, NJS 40A: 4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount, and

WHEREAS, the Township of Independence has received notice of an award of \$5,860.27 from the State of New Jersey, Special Legislative Grant and wishes to amend its 2019 Budget to include this amount as a revenue.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Independence in the County of Warren State of New Jersey hereby requests the Director and the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2019 in the amount of \$5,860.27 which is now available as revenue from:

Miscellaneous Revenues:

Special Items of General Revenue Anticipated
With Prior Written Consent of the Director of the
Division of Local Government Services:
State and Federal Revenues Off-set with
Appropriations: State of New Jersey Special Legislative Grant

BE IT FURTHER RESOLVED, that the sum of \$5,860.27
Be and the same is hereby appropriated under the caption of
General Appropriations:

(a) Operations Excluded from CAPS
State and Federal Programs Off-Set by
Revenues: 2019 Drunk Driving Enforcement Fund Grant

Resolution 19-83

Title or Subject: Cancellation of Other Trust Fund Reserves

WHEREAS, there exists an amount in the Reserve for Tax Sale Premiums for the Other Trust fund which has been outstanding for over one year; and

WHEREAS, there exists an amount in the Reserve for Developer's Escrow for the Other Trust fund which has been outstanding for over one year; and

WHEREAS, the balances have been investigated and have been determined to no longer be valid:

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Independence, in the County of Warren, New Jersey, that the following reserve amounts be cancelled to Current Fund Operations:

Reserve for Tax Sale Premiums	\$ 14,100.00
Reserve for Developer's Escrow	\$ 80,000.00

Resolution 19-84

RESOLUTION ADOPTING A DOMESTIC VIOLENCE POLICY

WHEREAS, on or about October 15, 2019, the New Jersey Civil Service Commission issued a Statewide Domestic Violence Policy (DVP) for Public Employers, which is attached hereto; and

WHEREAS, pursuant to N.J.S.A. 11A:2-6a(b)(1), "The [Civil Service Commission] shall develop a uniform domestic violence policy, which all public employers shall adopt and distribute to their employees, regardless of whether a public employer is subject to the provisions of Title 11A, Civil Service, of the New Jersey Statutes;" and

WHEREAS, the Township of Independence seeks to update its Personnel Policies and Procedures Manual to comply with N.J.S.A. 11A:2-6a(b)(1).

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Independence, in the County of Warren, that the Township of Independence Policies and Procedures Manual is updated as follows:

1. The Statewide DVP (which is attached hereto) shall be included in the Manual.

2. Debbie Hrebenak, Administrator for the Township of Independence, shall be designated as Human Resources Officer (HRO).
3. The Table of Contents shall be updated to reflect the inclusion of the Statewide DVP

BE IT FURTHER RESOLVED that a copy of the updated Township of Independence Personnel Policies and Procedures Manual is on file with the Clerk's office; and

BE IT FURTHER RESOLVED that a copy of this Resolution shall be forwarded to the Township Administrator for distribution to all Township employees.

Mr. Pennington made a motion to approve Resolutions 19-78 thru 19-84 as written. Mr. Norton seconded the motion with roll call as follows:

Ayes: Mayor Giordano, Mrs. Kelsey, Mr. Pennington, Mr. Norton, and Mr. Cogle

Nays: None recorded

Abstain: none recorded

Motion carries with five (5) affirmative votes

DEPARTMENT REPORTS:

Tax Collector - Posted

Construction/Zoning – Reports were submitted.

Environmental – nothing to report.

Treasurer – Report submitted

Recreation/Green Acres – report submitted. No meeting in November. Mrs. Kelsey and Mr. Norton spoke on the basketball court and pickleball court.

Police – Report has been submitted. No Shave November

Emergency Services – Fire Department Clyde Snyder gave a report. Next breakfast December 8 with Santa. Thank you for the proclamation. Food and Toy Drive December 3rd.

DPW – Report was submitted. Working at Municipal Building to bring back the Court

Municipal Clerk – Workshop Meeting cancelled due to Toy and Food Drive. Tax sale December 6. November 26 - Special Hearing at 10 am.

Land Use Board – Mr. Fuela spoke about meeting.

Seniors – Meeting on Thursday.

Board of Education – New school board members.

PROFESSIONAL REPORTS:

Attorney Parikh: report submitted. Domestic Violence policy discussed.

Engineer Finelli: Report Submitted. Not in attendance.

OLD BUSINESS: none

NEW BUSINESS:

Appointment Courtney Wenthon to Independence Recreation Committee – One-year term expires 12/31/2019

PUBLIC COMMENT: Mr. Fuela thanked Debi on the proclamations and also Mr. Pennington on his re-election.

BILLS: A motion was made by Mr. Norton to pay the bills as presented. Mr. Cogle seconded the motion with roll call as follows:

Ayes: Mayor Giordano, Mr. Norton, Mrs. Kelsey, Mr. Cogle, and Mr. Pennington,

Nays: None recorded
Abstain: None recorded
Motion carries with five (5) affirmative votes.

EXECUTIVE SESSION: 7:37 pm – 8:46 pm

The following Resolution was approved at 7:37 p.m. to enter Executive Session with a motion by Deputy Mayor Cogle, seconded by Mrs. Kelsey and followed by a unanimous roll call.

WHEREAS: N.J.S. 2:4-12, Open Public Meetings Act, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist:

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Independence, County of Warren, State of New Jersey, as follows:

The public shall be excluded from discussion of the hereinafter specified subject matters;

The general nature of the subject matter to be discussed is as follows:

Litigation/Personnel

It is anticipated at this time that the above matter will be made public upon completion of the matter discussed.

A motion was made by Mr. Cogle at 8:46 p.m. to exit the executive session, seconded by Mr. Norton followed by a roll call of all ayes.

Mayor Giordano stated that the executive session was to discuss litigation/personnel. No action taken.

ADJOURNMENT: A motion was made by Mr. Cogle to adjourn the meeting at 9:00 p.m. Mrs. Kelsey seconded the motion with roll call as follows:

Ayes: Mayor Giordano, Mr. Cogle, Mr. Norton, Mrs. Kelsey, and Mr. Pennington

Nays: None recorded

Abstain: None recorded

Motion carries with five (5) affirmative votes.

Respectfully submitted,

Deborah M. Hrebenak, RMC/CMR
Municipal Clerk/Administrator