

**INDEPENDENCE TOWNSHIP COMMITTEE**  
**Meeting held at the Municipal Building, Great Meadows, NJ.**  
**October 12, 2021 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 Herald Times 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 Mayor Giordano.

**ROLL CALL:**

**Present:** Mr. Cogle, Mrs. Gesumaria, Mayor Giordano, Mr. Pennington, Mrs. Kelsey, Debi Hrebenak, and Mike Finelli

**Absent:** None

**Minute Approval: 9.14.2021**

A motion was made by Mr. Cogle to approve minutes 9.14.21 as written. Mayor Giordano seconded the motion with roll call as follows:

Ayes: Mr. Pennington, Mr. Cogle, Mrs. Gesumaria, and Mayor Giordano

Nays: None recorded

Abstain: Mrs. Kelsey

**Evan M. Lenz- Eagle Scout Proclamation** – Mayor Giordano read the Proclamation on achieving his Eagle Scout Award.

**Best Practices** discussed; the Township attained the sufficient number of points.

**Consent Agenda:**

**Resolution 21-56**

**Title or Subject: Cancellation of Stale Dated Checks**

**WHEREAS**, there exists outstanding checks for the current fund which have been outstanding for over one year; and

**WHEREAS**, the checks have been investigated and have been determined to have been lost or otherwise destroyed:

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Independence, in the County of Warren, New Jersey, that the following checks be cancelled and the expenditures be deposited into the proper fund:

<u>Check #</u>	<u>Date</u>	<u>Amount</u>
29087	01/14/2020	\$ 25.00
29288	04/14/2020	\$ 35.00
29328	04/14/2020	\$ 60.00
29522	07/14/2020	\$ 40.00
29699	10/13/2020	<u>\$ 1,251.13</u>
	Total	\$ 1,411.13

**Resolution 21-57**

**RESOLUTION APPOINTING  
REGISTERED MUNICIPAL CLERK, TOWNSHIP ADMINSTRATOR AND  
CERTIFIED MUNICIPAL REGISTRAR**

**WHEREAS**, N.J.S.A. 40A:9-133 requires that every municipality have an Official Municipal Clerk of record appointed for a three-year term by the governing body; and

**WHEREAS**, N.J.S.A. 26:8-11, et. seq. requires the governing body also have a Certified Municipal Registrar; and

**WHEREAS**, N.J.S.A. 40A:9-136 allows for and Article V §51-19 to §51-24 of the Township Code establishes the position of Township Administrator, and

**WHEREAS**, Dena Hrebenak has been certified as a Registered Municipal Clerk in accordance with the laws of the State of New Jersey; and

**WHEREAS**, the Township is now desirous to appoint Dena Hrebenak to fill the position official Municipal Clerk of record, Township Administrator and Certified Municipal Registrar; and

**WHEREAS**, the Township is also desirous that Dena Hrebenak assumes the duties of Payroll Clerk and 911 Coordinator, as these duties have traditionally been carried out by the Township Administrator.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Committee of the Township of Independence that Dena Hrebenak be appointed as Municipal Clerk for the Township of Independence for a term of three (3) years in accordance with N.J.S.A. 40A:9-133;

**BE IT FURTHER RESOLVED**, that Dena Hrebenak be appointed to the position of Township Administrator for the Township of Independence and shall carry out those duties set forth in Article V §51-19 to §51-24 of the Township Code and shall likewise assume the duties of Payroll Clerk and 911 Coordinator.

**BE IT FURTHER RESOLVED** that Dena Hrebenak will also carry out the duties of Certified Municipal Registrar.

**Resolution 21-59**

**Title or Subject: APPOINTMENT**

**BE IT RESOLVED** by the Township Committee of the Township of Independence that the following appointment is hereby made:

**Holly Dominguez-Certified Tax Collector P/T position, rate of \$ 26,520.00 per annum effective October 18, 2021.**

Mr. Cogle made a motion to approve Resolutions 21-56, 21-57, and 21-59 as written. Mrs. Kelsey seconded the motion with roll call as follows:

Ayes: Mr. Cogle, Mrs. Gesumaria, Mr. Pennington, Mrs. Kelsey, and Mayor Giordano  
Nays: None recorded  
Abstain: none recorded

**DEPARTMENT REPORTS:**

Tax Collector – Report submitted via email.

Construction/Zoning – Reports submitted via email.

Environmental – Fall cleanup was October 9 \$305.00 collected

Treasurer – Reports submitted. Working on 2022 budget

Recreation/Green Acres – concession stand open. Everything going well

Police – Report submitted via email.

Emergency Services – First Aid Deputy Chief spoke about calls for September. Answer calls for multiply towns. Chief Snyder – breakfast started last weekend.

DPW – Report submitted via email.

Municipal Clerk: No workshop in November. Free Rabies clinic November 13 1-3 pm. Tax sale November 4 at 10 am- 11 properties on the list. Best Practice score. November

9 regular meeting No workshop in November. Early voting starts October 23 at the WC Library. Great Meadows PTO Raffle license for Trunk or Treat on October 22, 2021. Working on the digital sign – awaiting on parts. League meeting in November.

### **Resolution 21-60**

**Title: 50/50 Raffle**

**WHEREAS, GMRSD PTO** is registered by the State of New Jersey to operate legalized games of chance, (224-5-39333) and,

**WHEREAS,** they have submitted an application for a 50/50 Raffle to be held on 10.22.2021 rain date 10.29.2021 and all fees have been paid,

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Independence, that RA# 480 be issued to GMRSD PTO.

Mr. Cogle made a motion to approve Resolutions 21-60 as written. Mrs. Gesumaria seconded the motion with roll call as follows:

Ayes: Mr. Cogle, Mrs. Gesumaria, Mr. Pennington, Mrs. Kelsey, and Mayor Giordano  
Nays: None recorded  
Abstain: none recorded

Land Use Board – Working on master plan.

### **PROFESSIONAL REPORTS:**

Engineer Finelli: Mr. Finelli spoke on Woodmont construction and Land Use Board applications procedures. Asbury Road Section 2 – finish by the end of the month.

**OLD BUSINESS: None**

**NEW BUSINESS: None**

**PUBLIC COMMENT:** Allyson Morgan Orfield - School Board write- in candidate spoke

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

Ayes: Mr. Cogle, Mr. Pennington, Mrs. Gesumaria, Mrs. Kelsey, and Mayor Giordano  
Nays: None recorded  
Abstain: None recorded

### **EXECUTIVE SESSION: 7:35 pm – 8:25pm**

The following Resolution was approved at 7:35 p.m. to enter Executive Session with a motion by Mr. 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:

Clerk Contract  
Police Contract

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 8:25 p.m. to exit the executive session, seconded by Mrs. Kelsey followed by a roll call of all ayes

Mayor Giordano stated that issues were discussed and action will be taken at this time.

**Resolution 21-58**

**RESOLUTION OF THE TOWNSHIP OF INDEPENDENCE, COUNTY OF WARREN, STATE OF NEW JERSEY, APPROVING AND AUTHORIZING THE EXECUTION OF AN EMPLOYMENT AGREEMENT WITH DENA HREBENAK, TOWNSHIP ADMINISTRATOR AND REGISTERED MUNICIPAL CLERK**

**WHEREAS**, the Mayor and Township Committee of the Township of Independence, County of Warren, State of New Jersey (hereinafter referred to as “the Township”) has appointed Dena Hrebenak to the position of Township Administrator and Registered Municipal Clerk as of October 18, 2021; and

**WHEREAS**, the Township believes it appropriate and necessary to enter into an Employment Agreement with the Township Administrator and Registered Municipal Clerk, a true copy of which is on file at the office of the Township Clerk and can be reviewed during normal business hours; and

**WHEREAS**, the proposed employment agreement has been reviewed by the Township Attorney and found to be acceptable as to form.

**NOW, THEREFORE, BE IT RESOLVED**, this 12th day of October 2021, by the Mayor and Township Committee of the Township of Independence, County of Warren, State of New Jersey, as follows:

1. The Township accepts and approves the Employment Contract with Dena Hrebenak, Township Administrator and Registered Municipal Clerk beginning October 18, 2021.
2. The Township authorizes and directs the Mayor and CFO to execute any and all necessary documents necessary to implement the intent of this Resolution.

Mr. Cogle made a motion to approve Resolutions 21-58 as written. Mrs. Kelsey seconded the motion with roll call as follows:

Ayes: Mr. Cogle, Mrs. Gesumaria, Mr. Pennington, Mrs. Kelsey, and Mayor Giordano  
Nays: None recorded  
Abstain: none recorded

**ADJOURNMENT:** A motion was made by Mayor Giordano to adjourn the meeting at 8:33 p.m. Mrs. Kelsey seconded the motion with roll call as follows:

Ayes: Mr. Cogle, Mr. Pennington, Mrs. Gesumaria, Mrs. Kelsey, and Mayor Giordano  
Nays: None recorded  
Abstain: None recorded

Respectfully submitted,  
Deborah M. Hrebenak, RMC/CMR  
Municipal Clerk