

**GREEN TOWNSHIP COMMITTEE
MINUTES OF THE REGULAR MEETING
APRIL 6, 2020**

CALL TO ORDER

Mayor Phillips called the April 6, 2020, meeting of the Green Township Committee to order at 7:03 p.m. Mayor Phillips announced that this meeting is being held remotely and that members of the public can participate by calling in to the phone number that has been advertised and provided.

PLEDGE OF ALLEGIANCE

ADEQUATE NOTICE: Mr. Zschack read the statement of adequate notice.

ROLL CALL: Present: Mr. James Chirip, Mr. Daniel Conkling, Mr. Bader Qarmout, Mrs. Virginia "Ginnie" Raffay, and Mayor Margaret "Peg" Phillips

Also present: Mrs. Ursula Leo, Township Attorney; Mr. Mark Zschack, Township Clerk/Administrator; Mr. Watson Perigo, Municipal Department Head; and Mrs. Patty DeClesis, Deputy Clerk

OPEN PUBLIC SESSION #1 Mayor Phillips opened the meeting to the public for any questions or comments concerning items on the agenda for which no public discussion is provided. Mayor Phillips noted that at the present time no public members have called in to the meeting. Mayor Phillips closed Public Session #1.

CONSENT AGENDA:

1. **RESOLUTIONS:** (Approval of the Following)
None
2. **CORRESPONDENCE:** (Acceptance for Filing of the Following)
None
3. **REPORTS:** (Acceptance for Filing of the Following)
 - a. Sussex County Planning Board Minutes - February 3, 2020
 - b. Trinca Airport Safety Self-Inspection Checklist - March 24, 2020
 - c. Treasurer's Report - February 29, 2020
4. **APPLICATIONS:** (Approval of the Following)
None

Mr. Qarmout motioned to move the Consent Agenda

Seconded: Mr. Chirip

Discussion: None

	AYE	NAY	ABSTAIN	ABSENT
Mr. Chirip	X			
Mr. Conkling	X			
Mr. Qarmout	X			
Mrs. Raffay	X			
Mrs. Phillips	X			

DISCUSSIONS:

- a. **Payment of Delinquent Taxes** - The Township Attorney explained that legislation passed only in the Assembly not the Senate at this time. There has been some guidance passed down by the Department of Community Affairs (DCA) within the Division of Local Government Services (DLGS) specifying that a municipality cannot extend the grace period for property taxes. Mayor Phillips and Mr. Zschack provided figures that the Township could potentially lose in revenue. Mayor Phillips reminded the Committee that regardless of how many people end up paying their taxes, the municipality is still responsible to pay the full amount of monies to the school and

GREEN TOWNSHIP COMMITTEE
MINUTES OF THE REGULAR MEETING
APRIL 6, 2020

county. A brief discussion ensued regarding the possibility of waiving the interest until some normalcy returns. The Committee prefers to wait for further guidance from the State and will continue discussion at the next Township Committee meeting.

OLD BUSINESS:

- a. Public Hearing** Ordinance 2020-05 - Capital Ordinance Appropriating the Sum of \$165,000.00 for the Purchase and Installation of New Playground Equipment for EverGreen Park

Mayor Phillips opened the meeting for public comments. One member of the public was present by phone; however no comments were presented. Mr. Conkling motioned to close public comments and adopt the ordinance.

Seconded: Mrs. Raffay

Discussion: None

	AYE	NAY	ABSTAIN	ABSENT
Mr. Chirip	X			
Mr. Conkling	X			
Mr. Qarmout	X			
Mrs. Raffay	X			
Mrs. Phillips	X			

NEW BUSINESS:

- a.** Minutes ready for approval - March 16, 2020, regular and executive sessions

Motion: Mr. Qarmout

Seconded: Mrs. Raffay

Discussion: None

	AYE	NAY	ABSTAIN	ABSENT
Mr. Chirip	X			
Mr. Conkling	X			
Mr. Qarmout	X			
Mrs. Raffay	X			
Mrs. Phillips	X			

- b.** Resolution 2020-81 - Appoint Superintendent of Public Works

Motion: Mr. Conkling

Seconded: Mrs. Raffay

Discussion: None

	AYE	NAY	ABSTAIN	ABSENT
Mr. Chirip	X			
Mr. Conkling	X			
Mr. Qarmout	X			
Mrs. Raffay	X			
Mrs. Phillips	X			

MATTERS FROM THE TOWNSHIP CLERK: Mr. Zschack noted the following matters:

Municipal Building & DPW (Hours of Operation) - All employees continue to check emails and phone messages throughout the day and are in contact when warranted. A schedule was produced for the municipal building so each employee has a timeframe to work in their respective offices. This ensures that no common areas are being utilized simultaneously. We are allowing no more than two employees at a time and they must remain in their offices whenever possible. The goal is to slowly increase office time but still maintain a safe working environment. As of now there is no more than a day or two of backlog and most departments are current.

The DPW Department started to work as “solo crews” with two crews working two days a week (4-5 hour shifts). Individuals are assigned to different locations and jobs functions. All DPW employees have been directed to keep a safe

GREEN TOWNSHIP COMMITTEE
MINUTES OF THE REGULAR MEETING
APRIL 6, 2020

distance (6'-10') and are directed to keep all equipment and vehicles segregated. Additional one-person tasks have now been identified therefore working hours will be increased over the next two weeks. Mr. Perigo has also increased his hours by identifying small projects and then monitoring from afar. With the prediction of the next two weeks being the apex of the crisis, I do not want to risk the health and safety of Township employees by rushing everyone back to work prematurely.

RAVE & Social Media - Mayor Phillips today announced that the Green Township Community Messaging System is now available to all residents. This System replaces the previous "Swift911" system and further enhances all communications with residents. This new service is free and will allow individuals to receive notifications on potentially hazardous situations involving weather, traffic and other emergencies, as well as upcoming community events, township services and local news. We will continue to work on policies and procedures that will need to be followed for all social media outlets.

EverGreen Park Playground - Due to the current crisis, the delivery of the playground will be delayed (timeframe unknown). To expedite the process Ben Shaffer Recreation will be on site this week to dismantle the old and prepare the site for the new playground. This will reduce lead-time once the equipment is delivered.

Restrictions for Rental Units - Administrative Order 2020-108 allows municipalities to impose additional restrictions in response to COVID-19 on the ability of Hotels, Motels, Guest Houses or Private residences to accept "Transient or Seasonal Tenants. Mr. Zschack previously distributed by email a draft resolution limiting those types of rentals for the Committee's review.

Mayor Phillips called for a motion and second on Resolution 2020-82 Prohibiting Shore Term Rentals

Motion: Mr. Conkling

Seconded: Mr. Qarmout

Discussion: Mrs. Raffay commented on the section stating that Green Township shall be prohibited from having temporary overnight guests other than immediate family members and health care workers during the COVID-19 pandemic. There are many nurses that have children living with other people at this time that should not be excluded. The verbiage was amended to reflect this change.

	AYE	NAY	ABSTAIN	ABSENT
Mr. Chirip	X			
Mr. Conkling	X			
Mr. Qarmout	X			
Mrs. Raffay	X			
Mrs. Phillips	X			

MATTERS FROM THE GOVERNING BODY:

Mayor Phillips stated that she has participated in conference calls with the County with regards to the COVID-19 pandemic. At approximately 5:00 p.m. each evening, the County releases a press release that states the number of positives cases that have been reported in the county. The County does not have very much set up for COVID-19 testing. They are currently working on getting more test kits and equipment to protect the health care workers as well as more staffing. Testing is being conducted at Newton Memorial Hospital and as well as some private practitioners. The County is working on having more testing available. The County does not have the capability to follow-up on the positive cases.

Mayor Phillips stated it has been noticed that a number of motorized vehicles are utilizing Papa Park. Mayor Phillips suggested installing signage declaring "No ATVs Allowed". Mayor Phillips inquired if keeping the gate closed at Papa Park would this prevent these motorized vehicles from entering. Mr. Zschack commented that the gate will be closed at Papa Park and added that he inspected the grass at the park and saw no damage.

Mayor Phillips stated that Sussex County along with three other counties were not included in the stimulus package provided to the State of New Jersey. Senator Oroho, Assemblyman Wirth and Assemblyman Space had been working

GREEN TOWNSHIP COMMITTEE
MINUTES OF THE REGULAR MEETING
APRIL 6, 2020

with Congressman Gottheimer with regards to this matter. Mayor Phillips saw a press release from Freeholder Director Petillo indicated the dismay that Sussex County was left out based upon the formula that was used. The press release also stated that the banks in Sussex County are not approved for the small business administration loans. Multiple rounds of stimulus packages are expected and it is hopeful that it will be made available to Sussex County.

Mayor Phillips gave kudos to Mr. Mike Rose and Mr. Zschack for expediting the new alert system.

Mr. Chirip recognized and offered his condolences for all those lost in Sussex County and thanked the Green Township employees and Mr. Rose for all their efforts.

Mrs. Raffay thanked everyone for an amazing job in the conditions they are working in.

Mr. Conkling asked what was going on with the sweeper. Mr. Zschack responded that they are trying to get someone from that company to repair the slow leak. Mr. Conkling thanked Mr. Rose and requested that the information be included on the sign on County Route 517. Mr. Conkling asked if any future wood chipping will occur. Mr. Zschack responded that there have been discussions on how to handle spring clean-up.

Mr. Qarmout thanked the Mayor for her leadership as well as Mr. Rose, Mr. Zschack, and Mrs. DeClesis for all their communications and hard work in these difficult times. Mr. Qarmout remembered all those suffering with the virus in New Jersey and especially in Sussex County and Green Township.

MATTERS FROM THE MUNICIPAL DEPARTMENT HEAD: Mr. Perigo hopes to get the sweeper repaired very soon. Mr. Perigo thanked the Committee for taking the lead and allowing the DPW to stay safe and keep their distances.

MATTERS FROM THE TOWNSHIP ATTORNEY: Mrs. Leo noted no matters for discussion.

OPEN PUBLIC SESSION #2: There were no matters presented from the public members.

EXECUTIVE SESSION: None

ADJOURNMENT:

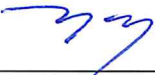
Mr. Qarmout motioned to adjourn at 7:40 p.m.

Seconded: Mr. Conkling

Discussion: None

All were in favor.

*ALL RESOLUTIONS AND ORDINANCES ARE ATTACHED TO AND MADE PART OF THESE MINUTES



Mark Zschack, RMC
Township Clerk

Date Approved: April 20, 2020

ORDINANCE 2020-05
TOWNSHIP OF GREEN, COUNTY OF SUSSEX, STATE OF NEW JERSEY

CAPITAL ORDINANCE APPROPRIATING THE SUM
OF \$165,000.00
FOR THE PURCHASE AND INSTALLATION OF
NEW PLAYGROUND EQUIPMENT FOR EVERGREEN PARK

BE IT ORDAINED AND ENACTED by the Township Committee of the Township of Green, County of Sussex, State of New Jersey as follows:

SECTION 1: The said purposes of this capital ordinance are capital expenses and are each a property or improvement which the Township may lawfully acquire or make as a general improvement, and no part of the cost thereof has been or shall be specifically assessed on property specially benefited thereby. The sum of \$165,000.00 presently located in the General Capital Improvement Fund is hereby appropriated for the purchase and installation of new playground equipment for the Township as follows:

Reserve-Improvements to Municipal Properties	\$87,500.00
Capital Improvement Fund	\$40,000.00
Fund Balance	\$37,500.00

TOTAL: \$165,000.00

SECTION 2: In connection with the amount authorized in Section 1 hereof, the Township makes the following determinations:

- 1) The purpose described in Section 1 hereof is not a Current Expense and is a purchase the Township of Green may lawfully make as a capital purchase.
- 2) The period of usefulness of the equipment described in Section 1 hereof is not in the limitation of said Local Bond law and according to the aggregate reasonable life thereof is five (5) years or longer.

SECTION 3: All ordinances or parts of ordinances which are inconsistent with the terms of this ordinance be and the same hereby repealed to the extent of their inconsistency.

SECTION 4: This Capital Ordinance shall take effect ten (10) days after the publication thereof after final adoption.

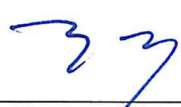
NOTICE


The above entitled Ordinance was introduced and passed at first reading by the Green Township Committee at a meeting held on March 16, 2020, and after publication and a public hearing was finally adopted by the Green Township Committee at a meeting held on April 6, 2020.

ORDINANCE 2020-05
TOWNSHIP OF GREEN, COUNTY OF SUSSEX, STATE OF NEW JERSEY

ATTEST:

TOWNSHIP OF GREEN
IN THE COUNTY OF SUSSEX


Mark Zschack, Township Clerk


Margaret "Peg" Phillips, Mayor

cc: Linda Padula, CFO

Record of Vote - Introduction:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mr. Chirip			√			
Mr. Conkling			√			
Mr. Qarmout		√	√			
Mrs. Raffay	√		√			
Mrs. Phillips			√			

Record of Vote - Adoption:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mr. Chirip			√			
Mr. Conkling	√		√			
Mr. Qarmout			√			
Mrs. Raffay		√	√			
Mrs. Phillips			√			

INTRODUCED: March 16, 2020

ADOPTED: April 6, 2020

ADVERTISED: March 19, 2020

ADVERTISED: April 9, 2020

**RESOLUTION 2020-81
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
COUNTY OF SUSSEX, STATE OF NJ**

**RESOLUTION APPOINTING JASON MILLER THE
SUPERINTENDENT OF PUBLIC WORKS
FOR THE TOWNSHIP OF GREEN**

WHEREAS, the Township of Green has a need for and posted for the position of Superintendent of Public Works (Unclassified, NJ Civil Service Job Code 07109), and received resumes for the position; and

WHEREAS, the Green Township Committee interviewed candidates for the position of Superintendent of Public Works on March 9, 2020; and

WHEREAS, pursuant to said interviews, the Township Administrator was authorized to extend an offer of employment to Jason Miller, effective April 7, 2020.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Green in the County of Sussex and State of New Jersey is pleased to confirm the appointment of Jason Miller, to the position of Superintendent of Public Works, effective April 7, 2020, at an hourly rate of \$30.00 per hour.

BE IT FURTHER RESOLVED that Mr. Miller's employment is subject to the usual terms and conditions as set forth in the Township of Green Personnel Policy Manual, as well as New Jersey Civil Service Law.

DATED:

I, Mark Zschack, Township Clerk of the Township of Green, County of Sussex, State of New Jersey, do hereby certify the foregoing resolution to be a true and correct copy of a Resolution adopted by the Township Committee at a meeting held on April 6, 2020.



Mark Zschack, Township Clerk

Record of Vote:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mr. Chirip			√			
Mr. Conkling	√		√			
Mr. Qarmout			√			
Mrs. Raffay		√	√			
Mrs. Phillips			√			

RESOLUTION 2020-82
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
SUSSEX COUNTY, NEW JERSEY

PROHIBITING SHORT TERM RENTALS

WHEREAS, New Jersey Governor Murphy issued Executive Order 108 on March 21 2020, finding that unitary management is essential for coordination needed during an emergency, and invalidating any county or municipal restriction imposed in response to COVID-19 that in any way will or might conflict with any of the provisions of Executive Order No. 107, but allowing municipalities to impose additional restrictions on lodging, due to the COVID-19 pandemic; and

WHEREAS, Executive Order No. 108 recognized that there are certain limited circumstances in which it may be beneficial for localities to be able to impose additional restrictions, and specifically identified that certain municipalities may have legitimate concerns about an influx of new visitors, which may cause public health concerns as the State imposes social distancing measures and aims to avoid unnecessary increases in density of individuals; and


WHEREAS, the New Jersey State Director of Emergency Management issued Administrative Order 108 on April 4, 2020, amending paragraph 3 of Executive Order No. 108 to allow municipalities and counties to impose additional restrictions in response to COVID-19 on the ability of hotels, motels, guest houses, or private residences, or parts thereof, to accept new transient guests or seasonal tenants; and

WHEREAS, the Township Committee of the Township of Green desires to restrict transient guests and seasonal tenants in order to protect public health and safety.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Green in the County of Sussex and State of New Jersey, that any and all hotels, motels, guest houses, and/or private residences, or parts thereof in Green Township shall be prohibited from having transient guests, seasonal tenants and temporary overnight guests, other than for family members, health care workers, and emergencies, during this COVID-19 pandemic, and until the Governor lifts the related State of Emergency.

DATED: April 6, 2020

I, Mark Zschack, Township Clerk of the Township of Green, County of Sussex, State of New Jersey, do hereby certify the foregoing resolution to be a true and correct copy of a resolution adopted by the Township Committee at the regular meeting held on April 6, 2020.



Mark Zschack, Township Clerk

cc: Linda Padula, CFO
Karen Ferrone, Tax Collector

Record of Vote:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mr. Chirip			√			
Mr. Conkling	√		√			
Mr. Qarmout		√	√			
Mrs. Raffay			√			
Mrs. Phillips			√			