

**GREEN TOWNSHIP COMMITTEE  
MINUTES OF THE REGULAR MEETING  
SEPTEMBER 17, 2018**

**CALL TO ORDER**

Mayor Conkling called the September 17, 2018, meeting of the Green Township Committee to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

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

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

Also present: Mr. Angelo Bolcato (in Township Attorney Ursula Leo's absence); Mr. Mark Zschack, Township Clerk; and Mr. Watson Perigo, Municipal Department Head

**OPEN PUBLIC SESSION #1** Mayor Conkling announced the addition of an open public session at the beginning of the meeting for any comments relating to agenda items. Mayor Conkling opened the meeting for public comments. There being no public comments offered, Mr. Chirip motioned to close open public session #1.

Seconded: Mrs. Raffay

Discussion: None

All were in favor.

**CONSENT AGENDA:**

**1. RESOLUTIONS:** (Approval of the Following)

- a. Resolution 2018-137 - Appoint Fire Fighter - Alyssa Murphy
- b. Resolution 2018-138 - Bills List (08/30/2018 to 09/12/2018)
- c. Resolution 2018-139 - Developers Escrow Trust (08/16/2018 to 09/12/2018)

**2. CORRESPONDENCE:** (Acceptance for Filing of the Following)  
None

**3. REPORTS:** (Acceptance for Filing of the Following)

- a. Sussex County Agriculture Development Board Minutes - June 18, 2018
- b. Permit Fee Log Report - August 2018
- c. Trinca Airport Safety Self-Inspection Checklist - September 1, 2018
- d. County Health and Municipal Coordination Monthly Conference Call - September 12, 2018

**4. APPLICATIONS:** (Approval of the Following)  
None

Mrs. Raffay motioned to move the Consent Agenda

Seconded: Mr. Chirip

Discussion: None

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

# GREEN TOWNSHIP COMMITTEE MINUTES OF THE REGULAR MEETING SEPTEMBER 17, 2018

## DISCUSSIONS:

- a. Trinca Airport - Draft Request for Expression of Interest (REOI) prepared by Jessica Caldwell, Township Planner - At the last meeting the Township Committee had requested to review the document drafted by the Township Planner before it was issued. The Committee reviewed changes recommended by the Township Attorney and Mr. Pete Sklannik, Trinca Airport Manager. The Committee requested to remove the terminology stating developer or development. The Committee requested to review the revised draft REOI at the next Township Committee Meeting.

## OLD BUSINESS:

- a. Public Hearing Ordinance 2018-08 - Capital Ordinance Appropriating the Sum of \$90,000.00 from the General Capital Improvement Fund for the Purchase of a New Backhoe

Mr. Chirip motioned to open the meeting for public comments.

Seconded: Mrs. Raffay

Discussion: None

All were in favor.

Mr. Chirip motioned to close Public Hearing and adopt the ordinance.

Seconded: Mrs. Phillips

Discussion: None

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

## NEW BUSINESS:

- a. Minutes ready for approval - September 5, 2018, regular session

Motion: Mrs. Phillips

Seconded: Mrs. Raffay

Discussion: None

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

- b. Resolution 2018-140 - Authorize Leave of Absence Under Workers' Compensation

Motion: Mrs. Phillips

Seconded: Mr. Qarmout

Discussion: Mayor Conkling asked if this is a new regulation. Mr. Zschack stated the laws recently changed that in order for the employee to pay for insurance, the State needs a resolution that the Township approves workers' compensation. Mr. Bolcato confirmed the resolution is acknowledging the workers' compensation to be consistent with the regulation.

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



**GREEN TOWNSHIP COMMITTEE  
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Mr. Conkling	X			
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**MATTERS FROM THE GOVERNING BODY:** Mrs. Raffay stated that she has received inquiries from residents asking if the Township would consider a section at EverGreen Park for a dog park. A brief discussion was held and determined that that the Township will need to look into insurance liability.

Mrs. Raffay asked how the tour of the Tranquility Cemetery was planned and if the vendors know that this is happening. The Historical Society is planning the tour that will start at 10:30 a.m., before the start of Green Township Day.

Mrs. Phillips suggested the Committee consider planting a buffer between the EverGreen Park line to the back of the Terhune property.

Mayor Conkling asked the Committee if they would be willing to change the Township Committee Meeting scheduled for October 1, 2018, to October 2. The Committee concurred with the date change.

Mayor Conkling stated that at the time the Municipal Building Parking Lot was done, the Committee discussed adding a one car garage for the Township vehicle. Mayor Conkling would like the Committee to consider adding the garage at budget discussions.

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

**Outstanding Older American**

The 2018 Outstanding Older American has been chosen but unfortunately is unable to attend Green Township Day. We are working on an alternate date to present the award. Please remember the recipient is not aware of the award.

**Green Township Day**

We are putting the final touches on the plans for Green Township Day which takes place this Saturday from Noon until 4:00 p.m. Included in the opening ceremonies this year will be the official opening of the new County Connector Rail to Trail that abuts EverGreen Park. We are working with the Township's Risk Manager, Wayne Dietz to ensure a safe and entertaining hayride along the new trail. Hayrides will run from 12:30 p.m. to 2:00 p.m.

**Lawn Maintenance Services**

Without any advanced notice Total Lawn Care and Landscape Services, the Township's lawn maintenance company, has closed its doors. As of now the DPW will maintain the grass cutting. There is about \$11,000.00 remaining that was not paid out that could also be used to bring in an outside contractor.

**Professional Services 2019**

We will be scheduling a Personnel Sub-Committee meeting soon to discuss the professional services for 2019.

- 2017 Planner & Township Attorney
- 2018 Special Counsel
- 2019 Land Use Attorney
- 2020 Auditor & Engineer

The Committee discussed whether they should RFP for 2019 and agreed to not look at any new professionals for 2019 due to the recent changes in professionals.

**Miscellaneous Items**

Linda Padula, CFO, has started the budget process with the plan to hold the first budget discussion at the October 15<sup>th</sup> Township Committee meeting.

The Construction Shared Services agreement expires at the end of 2018 therefore we will be working on a new agreement.

**GREEN TOWNSHIP COMMITTEE  
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As determined last year we will be reviewing the current policy concerning the opening and closing of the gates at various parks. There was discussion last year concerning the park schedule. The Committee briefly discussed keeping the gates open during the winter months. Mr. Zschack will check with the Risk Manager about use of the park when snow covered.

**MATTERS FROM THE TOWNSHIP ATTORNEY:** Mr. Bolcato noted no matters for discussion.

**MATTERS FROM THE MUNICIPAL DEPARTMENT HEAD:** Mr. Perigo commented that dogs are being walked in Papa Park and generally the garbage is almost full of baggies of waste. The municipal parking lot at the Fire House and Greendell Post Office has been milled and paved. The Committee complimented the work done.

**OPEN PUBLIC SESSION #2:**

Mrs. Josephine Fracasso, 111 Hibler Road, stated that she is in favor of some development on the Trinca Airport property however is not in favor of a dog park and is concerned of attacks.

Jackie Espinoza, JCP&L, discussed the Reliability Plus Program an Infrastructure Investment Program filed with the Board of Public Utilities (BPU). This is a four-year program designed to improve the infrastructure, reliability and resiliency. JCP&L is looking for support from municipalities for this program by adopting a resolution. JCP&L is currently addressing vegetation management and will be removing the ash trees.

Mr. Qarmout motioned to close Public Session #2.

Seconded: Mr. Chirip

Discussion: None

All were in favor.

**EXECUTIVE SESSION:** None

**ADJOURNMENT:**

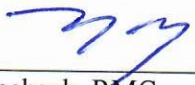
Mr. Chirip motioned to adjourn at 8:09 p.m.

Seconded: Mrs. Phillips

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: October 2, 2018



**RESOLUTION 2018-137**  
**TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN**  
**COUNTY OF SUSSEX, STATE OF NJ**

**APPOINT FIRE FIGHTER**

**BE IT RESOLVED** by the Township Committee of the Township of Green to appoint Alyssa Murphy as a member of the Green Township Volunteer Fire Department effective this date.

DATED: September 17, 2018

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 September 17, 2018.

  
\_\_\_\_\_  
Mark Zschack, Township Clerk

cc: Chief Tom Charles

**Record of Vote:**

	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Chirip		√	√			
Mrs. Phillips			√			
Mr. Qarmout			√			
Mrs. Raffay	√		√			
Mr. Conkling			√			

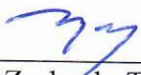
**RESOLUTION 2018-138**  
**TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN**  
**COUNTY OF SUSSEX, STATE OF NJ**

**BILLS LIST (08/30/2018 to 09/12/2018)**

**BE IT RESOLVED** BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF GREEN IN THE COUNTY OF SUSSEX AND STATE OF NEW JERSEY that the List of Bills dated from 08/30/2018 to 09/12/2018 attached to and made a part of this Resolution is hereby accepted and approved for payment.

DATED: September 17, 2018

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 regular meeting held on September 17, 2018.

  
\_\_\_\_\_  
Mark Zschack, Township Clerk

cc: Linda Padula, CFO

**Record of Vote:**

	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Chirip		√	√			
Mrs. Phillips			√			
Mr. Qarmout			√			
Mrs. Raffay	√		√			
Mr. Conkling			√			

**List of Bills - CLEARING ACCOUNT (FUND 01 02 04 12 19)**

Meeting Date: 09/17/2018 For bills from 08/30/2018 to 09/12/2018

Check#	Vendor	Description	Payment	Check Total
8207	1965 - Braen Royalty, LLC	PO 13602 Cushed Stone	494.08	494.08
8208	1228 - Chelbus Cleaning Co., Inc.	PO 13087 Cleaning Service	395.00	395.00
8209	1577 - Franklin Precast Tanks	PO 13583 Drainage	1,345.00	1,345.00
8210	1380 - Garden State Labs Inc.	PO 13612 Water Test MB	220.00	220.00
8211	1846 - Gebhardt and Kiefer, P.C.	PO 13199 Green Twp (Holenstein) ads Wolosky,	213.59	213.59
8212	108 - Honeywell Inc.	PO 13076 2018 Mechanical Maint.	1,470.25	1,470.25
8213	1603 - J. Caldwell & Associates	PO 13368 Planner - Master Plan	3,760.00	3,760.00
8214	190 - JCP&L	PO 13629 August Electric Bill 2018	989.80	989.80
8215	1907 - JPMonzo Municipal Consulting, LLC	PO 13598 Webinar for Linda Padula	50.00	50.00
8216	973 - Kidz Play, Inc.	PO 13616 Bounce House Green Twp Day	888.00	888.00
8217	1870 - Mark Zschack	PO 13640 Reimbursement for gasoline	48.01	48.01
8218	1960 - Navitend	PO 13520 Office 365 G3	1,260.00	1,260.00
8219	90 - New Jersey Herald, Inc.	PO 13630 Legal Ads	22.50	
		PO 13631 Legal Ads	32.10	54.60
8220	165 - Oriental Trading Co.	PO 13600 Supplies - Green Twp Day	429.74	429.74
8221	1892 - PenTeleData	PO 13210 Internet Service for MB	99.95	99.95
8222	418 - R & L Data Centers	PO 13261 Payroll Services	274.06	274.06
8223	22 - Registrar's Association of NJ	PO 13624 Fall Conference 2018 Mark Zschack	75.00	75.00
8224	114 - Sussex County MUA	PO 13168 Municipal/Household Waste	5,112.96	5,112.96
8225	76 - Tomar Industries, Inc.	PO 13179 Cleaning Supplies	234.58	234.58
8226	29 - Verizon Wireless	PO 13213 Cell Phone-OEM 2018	38.01	38.01
TOTAL				17,452.63

Total to be paid from Fund 01 CURRENT FUND

17,452.63

17,452.63

**Checks Previously Disbursed**

8206	Green Township	PO# 13632 New Money Market Account - Current	1,000.00	9/07/2018
9999	Treasurer, State of NJ/2003	PO# 13215 NJDEP Loan-Lk Tranquility Dam	13,742.35	9/07/2018
9999	Treasurer, State of NJ/2003	PO# 13216 NJDEP Loan-Lk Tranquility Dam	19,279.23	9/07/2018
9999	State of NJ-Division of Pensions	PO# 13097 Active employee Health Insurance	14,580.30	9/11/2018
9999	State of NJ Div of Pensions/Benefit	PO# 13096 Retiree - Health Insurance	9,500.19	9/11/2018
8205	Green Twp Board of Education	PO# 13070 School Tax	814,334.50	9/04/2018
			872,436.57	

Total paid from Fund 01 CURRENT FUND

872,436.57

872,436.57

Total for this Bills List: **889,889.20**



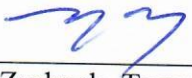
**RESOLUTION 2018-139  
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN  
COUNTY OF SUSSEX, STATE OF NJ**

**DEVELOPERS ESCROW TRUST (08/16/2018 to 09/12/2018)**

**BE IT RESOLVED** BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF GREEN IN THE COUNTY OF SUSSEX AND STATE OF NEW JERSEY that the List of Bills for the Developers Escrow Trust dated from 08/16/2018 to 09/12/2018 attached to and made a part of this Resolution is hereby accepted and approved for payment.

DATED: September 17, 2018

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 September 17, 2018.

  
\_\_\_\_\_  
Mark Zschack, Township Clerk

cc: Linda Padula, CFO

**Record of Vote:**

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



**List of Bills - (1410101002) CASH - Developers Escrow-Sussex Bank**  
**DEVELOPERS ESCROW TRUST**

Meeting Date: 09/17/2018 For bills from 08/16/2018 to 09/12/2018

ack#	Vendor	Description	Payment	Check Total
7375	1908 - Brady & Correale, LLP	PO 13609 LU1702 Pittenger	150.00	
		PO 13610 LU1802 Bob Viersma & Sons, Inc.	900.00	1,050.00
7376	1937 - Harold E. Pellow & Associates, Inc.	PO 13622 RO1806 John Van Vugt	130.00	
		PO 13623 LU1802 Bob Viersma and Sons, Inc.	130.00	260.00
7377	1877 - J. Caldwell & Associates	PO 13637 LU1702 Pittenger	240.00	240.00
7378	520 - Suburban Consulting Engineers, Inc.	PO 13633 SE1509 Petillo	144.00	144.00
TOTAL				----- 1,694.00

Total to be paid from Fund 14 DEVELOPERS ESCROW TRUST

1,694.00

=====

1,694.00

**TOWNSHIP OF GREEN  
ORDINANCE 2018-08**

**CAPITAL ORDINANCE APPROPRIATING THE SUM OF \$90,000.00  
FROM THE GENERAL CAPITAL IMPROVEMENT FUND FOR  
THE PURCHASE OF A NEW BACKHOE**

**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 Township Committee of the Township of Green hereby authorizes the purchase of a new backhoe in the amount, not to exceed, \$90,000.00, less applicable trade-in value of the backhoe currently in use by the Road Department. Said purchase is authorized utilizing the Sourcewell CO-OP (formerly National Joint Powers Alliance, NJPA) contract bid #032515-CNH. The Township Committee appropriates the sum of \$90,000.00 from the Township's General Capital Improvement Fund for the acquisition.

**New Backhoe**

**TOTAL: \$90,000.00**

**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.

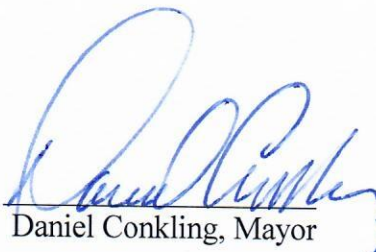
**SECTION 3:** All ordinances or parts of ordinances which are inconsistent with the terms of this ordinance be and the same hereby repealed to the extent of their inconsistency.

**SECTION 4:** This Capital Ordinance shall take effect immediately upon final passage, approval and publication as provided by law.

DATED: September 17, 2018

ATTEST:

  
\_\_\_\_\_  
Mark Zschack, Municipal Clerk

  
\_\_\_\_\_  
Daniel Conkling, Mayor

cc: Linda Padula, CFO  
Watson Perigo, DPW Manager



TOWNSHIP OF GREEN  
ORDINANCE 2018-08

**Record of Vote - Introduction:**

	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Chirip	√		√			
Mrs. Phillips		√	√			
Mr. Qarmout						√
Mrs. Raffay			√			
Mr. Conkling			√			

**Record of Vote - Adoption:**

	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Chirip	√		√			
Mrs. Phillips		√	√			
Mr. Qarmout			√			
Mrs. Raffay			√			
Mr. Conkling			√			

INTRODUCED: September 5, 2018

ADVERTISED INTRODUCTION: September 9, 2018

PUBLIC HEARING: September 17, 2018

ADOPTED: September 17, 2018

ADVERTISED ADOPTION: September 21, 2018

**RESOLUTION 2018-140**  
**TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN**  
**COUNTY OF SUSSEX, STATE OF NJ**

**RESOLUTION AUTHORIZING LEAVE OF ABSENCE UNDER**  
**WORKERS' COMPENSATION FOR RANDY GOULD**

**WHEREAS**, Randy Gould has submitted documentation indicating that he is scheduled to have surgery for a work-related injury, and will be out on workers' compensation from September 27, 2018 through October 24, 2018; and


**WHEREAS**, in order to maintain his insurance, Mr. Gould must continue to pay his insurance contribution of \$22.54 per month; and

**WHEREAS**, NJ PERS requires a resolution granting an official leave of absence be submitted in order for regular monthly insurance contributions to be recognized.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Green hereby grants Randy Gould a leave of absence, under workers' compensation, September 27, 2018 through October 24, 2018, as set forth by his physician.

DATED: September 17, 2018

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 September 17, 2018.

  
\_\_\_\_\_  
Mark Zschack, Township Clerk

cc: Linda Padula, CMFO  
Watson Perigo, DPW Manager

**Record of Vote:**

	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Chirip			√			
Mrs. Phillips	√		√			
Mr. Qarmout		√	√			
Mrs. Raffay			√			
Mr. Conkling			√			