

**MINUTES
GREEN TOWNSHIP COMMITTEE
REGULAR MEETING SEPTEMBER 21, 2026**

CALL TO ORDER

Mayor Virginia “Ginnie” Raffay called the September 21, 2026, meeting of the Green Township Committee to order at 7:01 p.m.

PLEDGE OF ALLEGIANCE

PUBLIC NOTICE: The Township Clerk read the statement of public notice.

ROLL CALL: Present: James DeYoung, Margaret “Peg” Phillips, Deputy Mayor Michael Rose, and Mayor Virginia “Ginnie” Raffay

Absent: Bader Qarmout

Rose motioned to excuse the absent member.

Seconded: Phillips

Discussion: None

All were in favor.

Also present: Mark Zschack, Township Clerk; Ursula Leo, Esq., Township Attorney; and Patty DeClesis, Deputy Clerk

APPROVAL OF AGENDA: Mayor Raffay requested a motion to approve the agenda with the addition of an Executive Session discussion regarding a Community Service Request under Attorney-Client Advise.

Motion: DeYoung

Seconded: Rose

Discussion: None

Upon roll call vote:

Ayes: DeYoung, Phillips, Rose, Mayor Raffay

Nays: None

Abstentions: None

Absent: Qarmout

OPEN PUBLIC SESSION #1: Mayor Raffay opened the meeting for questions or comments concerning items on the agenda for which no public discussion is provided. There being no public comments offered, Mayor Raffay closed Open Public Session #1.

CONSENT AGENDA:

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

None

2. CORRESPONDENCE: *(Acceptance for Filing of the Following)*

- a. Borough of Hamburg Resolution Adopted September 2, 2026, In Support of New Jersey Assembly Resolution No. 149 (AR149) Recognizing the Invaluable Contributions of State and Local Police Officers
- b. Township of Frankford Resolution Adopted September 8, 2026, Entreating a Full, Independent and Transparent Investigation into the Improper Voter Registration of Non-Citizens in New Jersey and Calling for Additional Safeguards to Protect Election Integrity

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

- a.** Sussex County Department of Health Inspection Report - August 2026
- b.** Treasurer's Report - August 31, 2026

Phillips motioned to move the Consent Agenda

Seconded: Rose

Upon roll call vote:

Ayes: DeYoung, Phillips, Rose, Mayor Raffay

Nays: None

Abstentions: None

Absent: Qarmout

DISCUSSIONS:

- a. 2027 Meeting Schedule** - Carried to the next meeting when full Committee is present for discussion.
- b. Draft Ordinance Restoration Requirements for Utility Work** - The Committee reviewed a draft ordinance prepared by the Township Attorney including comments from the Township Engineer. Phillips questioned if this ordinance would deter Elizabethtown Gas from proceeding with further expansions due to restrictions. Phillips noted potential changes under temporary repairs and permanent solutions. The Township Attorney will revise the ordinance for introduction at the next meeting.

OLD BUSINESS:

- a. Public Hearing Ordinance 2026-10** - Amending and Supplementing the Code of the Township of Green, Section 30-59, To Include Correctional Institutions and Detention Facilities as Prohibited Uses in All Zones Within the Township of Green

Mayor Raffay opened the meeting for public comments.

There being no public comments offered, Phillips motioned to close Public Hearing and adopt the Ordinance.

Seconded: Rose

Discussion: None

Upon roll call vote:

Ayes: DeYoung, Phillips, Rose, Mayor Raffay

Nays: None

Abstentions: None

Absent: Qarmout

NEW BUSINESS:

- a. Resolution 2026-155** - Bills List (09/04/2026 to 09/17/2026)

Motion: Rose

Seconded: DeYoung

Discussion: None

Upon roll call vote:

Ayes: DeYoung, Phillips, Rose, Mayor Raffay

Nays: None

Abstentions: None

Absent: Qarmout

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b. Resolution 2026-156 - Developers Escrow Trust (08/13/2026 to 09/17/2026)

Motion: Phillips

Seconded: DeYoung

Discussion: None

Upon roll call vote:

Ayes: DeYoung, Phillips, Rose, Mayor Raffay

Nays: None

Abstentions: None

Absent: Qarmout

c. Resolution 2026-157 - Authorize Software Product License

Motion: Rose

Seconded: DeYoung

Discussion: The Township Clerk clarified that this includes extra modules for OPRA and Asset Management.

Upon roll call vote:

Ayes: DeYoung, Phillips, Rose, Mayor Raffay

Nays: None

Abstentions: None

Absent: Qarmout

d. Minutes ready for approval - September 8, 2026, regular meeting and executive session

Motion: Rose

Seconded: DeYoung

Discussion: None

Upon roll call vote:

Ayes: DeYoung, Phillips, Rose, Mayor Raffay

Nays: None

Abstentions: None

Absent: Qarmout

MATTERS FROM THE TOWNSHIP CLERK: The Township Clerk provided no report:

MATTERS FROM THE GOVERNING BODY:

Phillips commented on the launch of new website. Some of the information within the website is outdated. The Deputy Clerk stated that the website continues to be updated.

DeYoung is hoping for an uneventful weather weekend.

Deputy Mayor Rose asked for an update on the salt shed. The Township Clerk stated he is awaiting an update. Deputy Mayor Rose asked if an indication of how long the work will take was provided. The Township Clerk responded that if it is determined that the work won't be completed by the winter, he will start looking into who can help in the area with storing our salt.

Mayor Raffay commented that the residents of Park Terrace would like to thank the DPW for cutting down the weeds. Mayor Raffay asked who is responsible for cutting the triangle at the intersection of County Route

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519 and Yellow Frame Road, the weeds need to be cut. The Township Clerk will notify the Superintendent of Public Works.

Mayor Raffay commented that the Recreation Committee did an excellent job with Movie in the Park.

MATTERS FROM THE TOWNSHIP ATTORNEY: The Township Attorney provided no report.

MATTERS FROM THE SUPERINTENDENT OF PUBLIC WORKS: Not in attendance.

OPEN PUBLIC SESSION #2: Mayor Raffay opened the meeting for public questions or comments. Scott Bozzone stated that the historical marker for the Benjamin Lundy birthplace received approval from the State. The unveiling ceremony is scheduled for November 7. Invitations will be sent. Scott asked if the Township would approve a small brown historical arrow sign on Kennedy Road noting the direction of the marker. The Township Clerk stated that the marker would be on a county road; the Township does not have jurisdiction on a county road.

Jennifer Martinez provided comments on drainage issues on her property. Mayor Raffay commented that the Township has contracted with a company to perform a drainage study in the Lake Tranquility section. Once the study is complete, the Township can move forward. The Township Attorney clarified that the Township is looking at the drainage issue.

There being no further public comments offered, Mayor Raffay closed Open Public Session #2.

EXECUTIVE SESSION: Resolution ES2026-17

Public Safety and Attorney-Client Advise - Pequest Road Burial Ground
Attorney-Client Advise - Community Service Request

Mayor Raffay noted that action will not be taken in Open Public Session.

Phillips motioned to close Open Public Session and enter Executive Session at 7:29 p.m.

Seconded: DeYoung

Discussion: None

Upon roll call vote:

Ayes: DeYoung, Phillips, Rose, Mayor Raffay

Nays: None

Abstentions: None

Absent: Qarmout

The Committee returned to Open Public Session at 7:45 p.m.

Rose motioned to close Executive Session and return to Open Public Session

Seconded: DeYoung

Discussion: None

All were in favor.

Mayor Raffay noted the next Township Committee Meeting is scheduled for Monday, October 5, 2026, at 7:00 p.m.

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ADJOURNMENT:

DeYoung motioned to adjourn at 7:45 p.m.

Seconded: Rose

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 5, 2026

ORDINANCE NO. 2026-10
TOWNSHIP OF GREEN, COUNTY OF SUSSEX, STATE OF NEW JERSEY

**AN ORDINANCE AMENDING AND SUPPLEMENTING THE CODE OF THE
TOWNSHIP OF GREEN, SECTION 30-59, TO INCLUDE CORRECTIONAL
INSTITUTIONS AND DETENTION FACILITIES AS PROHIBITED USES IN ALL ZONES
WITHIN THE TOWNSHIP OF GREEN**

WHEREAS, the Township of Green's Master Plan, adopted on February 13, 2025, emphasizes protection of the Township of Green's rural character, agricultural lands, scenic landscapes, environmental resources, and historic and cultural heritage; and

WHEREAS, correctional institutions and detention facilities create an undue and unnecessary burden on the Township's critical infrastructure, including the water supply, wastewater capacity, and emergency services; and

WHEREAS, correctional institutions and detention facilities are inconsistent with the community standards and character; and

WHEREAS, the Township Committee has determined that it is at this time necessary and appropriate, and in the best interest of the health, safety and welfare of its residents, to amend the Land Development Ordinance of the Township of Green to include correctional institutions and detention facilities as a non-permitted use within the geographic boundaries of the Township.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Green, in the County of Sussex, State of New Jersey as follows:

Section 1. Chapter 30, "Land Use Regulations", Article II, "Definitions", Section 30.4, "Words and Phrases Defined", of the Township of Green Code is hereby amended and supplemented to add the following definitions alphabetically:

CORRECTIONAL INSTITUTION An institutional facility, whether publicly- or privately-owned or operated, used to confine, correct and/or rehabilitate violators of criminal laws, including facilities for persons who are participating in supervised work-release programs, whether such facilities provide confinement for all of each 24 hour period or only a portion thereof; but not including temporary holding facilities that are accessory to a police station.

DETENTION FACILITY Any facility, whether publicly- or privately-owned or operated, used for the purpose of detaining individuals, but not including temporary holding facilities that are accessory to a police station.

Section 2. Chapter 30, "Land Use Regulations", Section 30-59, "Prohibited Uses" of the Township of Green Code is hereby amended to add the following:

All correctional institutions and detention facilities, and any and all related used to the correctional institutions and detention facilities are prohibited in all zoning districts.

Section 3. The Township Clerk is directed to give notice at least ten (10) days prior to a hearing on the adoption of this Ordinance to the Sussex County Planning Board and to all other persons or entities entitled thereto pursuant to N.J.S.A. 40:55D-15, including to the Clerk of adjoining municipalities.

Section 4. After introduction, the Township Clerk is hereby directed to submit a copy of the within Ordinance to the Land Use Board of the Township of Green for its review in accordance with N.J.S.A. 40:55D-26 and N.J.S.A. 40:55D-64. The Land Use Board is directed to make and transmit to the Township Committee, within thirty-five (35) days after referral, a report including identification of any provisions in the proposed Ordinance which are inconsistent with the Master Plan and recommendations concerning any inconsistencies and any other matter as the Board deems appropriate. Upon the adoption of this Ordinance, after public hearing, the Township Clerk is further directed to publish notice of the passage and to file a copy of this Ordinance, as finally adopted, with the Sussex County Planning Board, as required by N.J.S.A. 40:55D-16.

Section 5. Repealer. All ordinances or parts of ordinances contrary to or inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such conflict or inconsistency.

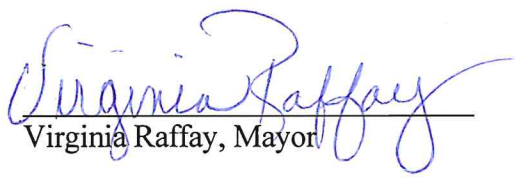
Section 6. Severability. Each section, subsection, paragraph, sentence, clause and phrase of this Ordinance is declared to be an independent section, subsection, sentence, clause and phrase. If any portion of this Ordinance, or its application to any person or circumstances, shall be adjudged or otherwise determined to be invalid, unconstitutional, preempted, void, or ineffective for any clause or reason, such determination shall not affect the remaining provisions of this Ordinance, and the application of such remaining provisions shall not be affected thereby and shall remain in full force and effect, and to this end, the provisions of this Ordinance are severable.

Section 7. Effective Date. This Ordinance shall take effect immediately upon final passage and publication according to law.

ATTEST:

TOWNSHIP OF GREEN,
IN THE COUNTY OF SUSSEX


Mark Zschack, RMC, Township Clerk


Virginia Raffay, Mayor

Record of Vote - Introduction:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
DeYoung			√			
Phillips			√			
Qarmout		√	√			
Rose	√		√			
Mayor Raffay			√			

Record of Vote - Adoption:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
DeYoung			√			
Phillips	√		√			
Qarmout						√
Rose		√	√			
Mayor Raffay			√			

INTRODUCED: August 17, 2026
ADOPTED: September 21, 2026

ADVERTISED: August 18, 2026
ADVERTISED: September 22, 2026

RESOLUTION 2026-155
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
COUNTY OF SUSSEX, STATE OF NJ

BILLS LIST (09/04/2026 to 09/17/2026)

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 09/04/2026 to 09/17/2026 attached to and made a part of this Resolution is hereby accepted and approved for payment.

DATED: September 21, 2026

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 21, 2026.



Mark Zschack, RMC, Township Clerk

Record of Vote:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
DeYoung		√	√			
Phillips			√			
Qarmout						√
Rose	√		√			
Mayor Raffay			√			

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

Meeting Date: 09/21/2026 For bills from 09/04/2026 to 09/17/2026

Check#	Vendor	Description	Payment	Check Total
533	1940 - AMAZON	PO 17722 Items for Recreation & Notary	56.94	56.94
14534	111 - ANJEC	PO 17723 Registration for Environmental Congress	350.00	350.00
14535	14 - BLUE DIAMOND DISPOSAL, INC.	PO 17460 2026 Waste & Recycling Collection	30,000.00	30,000.00
14536	1380 - GARDEN STATE LABS, INC.	PO 17401 Water Testing at Municipal Building 2026	115.00	115.00
14537	2046 - GENERAL CODE, LLC	PO 17539 2026 Codification Services/Annual Mainte	1,295.00	1,295.00
14538	188 - HOME DEPOT CREDIT SERVICES	PO 17361 Supplies, Hardware, Small Tools 2026	138.87	138.87
14539	953 - HOOVER TRUCK CENTERS, INC.	PO 17381 Vehicle Parts 2026	2,044.53	2,044.53
14540	1603 - J. CALDWELL & ASSOCIATES	PO 17345 Land Use Board - Planner Services 2026	585.00	585.00
14541	190 - JCP& L	PO 17724 August 2026 Electric Bill	1,400.69	1,400.69
14542	336 - KELLER WELDING LLC	PO 17382 2026 Vehicle Repair	725.00	725.00
14543	1632 - LADDEY, CLARK & RYAN, LLP	PO 17726 August 2026 Legal Services	3,250.00	3,250.00
14544	2334 - MARSHALL MACHINERY INC	PO 17373 Equipment Rental 2026	35.00	35.00
14545	1960 - NAVITEND	PO 17310 Computer - Land Use Dept	420.00	420.00
14546	22 - NEW JERSEY REGISTRARS' ASSOCIATION	PO 17721 NJRA Conference 2026-Zschack	125.00	125.00
14547	877 - PATTY DECLESIS	PO 17725 Drinks for Movie in the Park	18.96	18.96
14548	2141 - PRIMEPOINT, LLC	PO 17338 Time & Labor Management Program 2026	113.00	113.00
14549	2174 - PURESAN	PO 17358 Janitorial Supplies 2026	2,676.65	2,676.65
14550	418 - R & L DATA CENTERS	PO 17337 Payroll Services 2026	368.40	368.40
14551	1210 - SK PAPER SHRED, INC.	PO 17427 Document Shredding 2026	75.00	75.00
14552	185 - SMITH TRACTOR & EQUIPMENT, INC.	PO 17679 Repair to 2017 Backhoe	6,737.99	6,737.99
14553	114 - SUSSEX COUNTY MUA	PO 17400 Solid Waste Disposal/Household 2026	6,694.60	6,694.60
14554	1703 - TOWN OF NEWTON	PO 17466 Animal Control Services - Shared Service	3,250.00	3,250.00
14555	340 - TRANQUILITY VETERINARY CLINIC	PO 17727 Veterinary Services for Animal Control	150.56	150.56
14556	716 - TRI-STATE RENTALS, INC.	PO 17414 2026 Vehicle & Equipment Parts, Repair,	270.25	270.25
14557	2078 - UNIFIRST CORPORATION	PO 17349 Uniform Rentals 2026	215.45	215.45
14558	1236 - W.W.GRAINGER, INC.	PO 17368 Supplies, Samll Tools, Hardware 2026	595.62	595.62
TOTAL				61,707.51

Total to be paid from Fund 01 CURRENT FUND
 to be paid from Fund 02 FEDERAL & STATE GRANTS
 Total to be paid from Fund 12 ANIMAL FUND

61,481.95
 75.00
 150.56
 =====
 61,707.51

Checks Previously Disbursed

9999	GREEN TWP BOARD OF EDUCATION	PO# 17470	School Taxes payable	1,002,744.00	9/08/2026
9999	PAYROLL ACCOUNT		9/15/26	64,272.20	9/10/2026

				1,067,016.20	

Totals by fund	Previous Checks/Voids	Current Payments	Total
Fund 01 CURRENT FUND	1,067,016.20	61,481.95	1,128,498.15
Fund 02 FEDERAL & STATE GRANTS		75.00	75.00
Fund 12 ANIMAL FUND		150.56	150.56

BILLS LIST TOTALS	1,067,016.20	61,707.51	1,128,723.71
=====			

RESOLUTION 2026-156
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
COUNTY OF SUSSEX, STATE OF NJ

DEVELOPERS ESCROW TRUST (08/13/2026 to 09/17/2026)

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 08/13/2026 to 09/17/2026 attached to and made a part of this Resolution is hereby accepted and approved for payment.

DATED: September 21, 2026

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 the resolution adopted by the Township Committee at a regular meeting held on September 21, 2026.



Mark Zschack, RMC, Township Clerk

Record of Vote:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
DeYoung		√	√			
Phillips	√		√			
Qarmout						√
Rose			√			
Mayor Raffay			√			

List of Bills - (1410101002) CASH - Developers Escrow-Provident Bank

DEVELOPERS ESCROW TRUST

Meeting Date: 09/21/2026 For bills from 08/13/2026 to 09/17/2026

ck#	Vendor	Description	Payment	Check Total
7679	1908 - BRADY & CORREALE, LLP	PO 17694 LUB#2612 Petuccio	417.65	
		PO 17696 LUB#2616 Shushang Fang & Yi Wei	512.15	
		PO 17697 LUB#2315 Airside Sheetmetal, Inc	138.75	
		PO 17714 LUB#2617 Naturess Vital Edge	417.25	1,485.80
7680	1937 - HAROLD E. FELLOW & ASSOCIATES, INC.	PO 17526 RO2513 Elizabethtown Gas	225.00	
		PO 17528 RO2602 Elizabethtown Gas	37.50	
		PO 17597 RO2607 Elizabethtown Gas	187.50	
		PO 17598 LU2309 SAKS Properties	228.00	
		PO 17625 RO2611 Elizabelthtown Gas	37.50	
		PO 17684 LU2612 Petuccio	187.50	
		PO 17709 Elizabethtown Gas R.O.P. - 2 Fawn Hollow	178.50	1,081.50
7681	1877 - J. CALDWELL & ASSOCIATES	PO 17693 LUB#2612 Petuccio	225.00	225.00
TOTAL				2,792.30
Total to be paid from Fund 14 DEVELOPERS ESCROW TRUST		2,792.30		
		2,792.30		

RESOLUTION 2026-157
TOWNSHIP COMMITTEE - TOWNSHIP OF GREEN
COUNTY OF SUSSEX, STATE OF NJ

AUTHORIZING SOFTWARE PRODUCT LICENSE
AND
MAINTENANCE SUPPORT AGREEMENT

WHEREAS, Green Township requires a vendor to provide a cloud-based operations management platform developed exclusively for local governments; and

WHEREAS, GovPilot is in the business of providing proprietary computer software and related support services to local governments; and

WHEREAS, GovPilot has submitted a Proposal, in the amount of \$10,000.00 per year, to provide the Green Township with a cloud-based operations management software platform for a term of three years; and

WHEREAS, the New Jersey Local Public Contracts Law authorizes Green Township to award a contract to GovPilot for proprietary computer software and related support services without the need for competitive bids; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Green, County of Sussex, State of New Jersey authorizes a software product license, data conversion, annual cloud service, and maintenance support agreement, with GovPilot, for a cost not to exceed \$10,000.00 per year.

DATED: September 21, 2026

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 the resolution adopted by the Township Committee at a regular meeting held on September 21, 2026.



Mark Zschack, RMC, Township Clerk

cc: Kevin Gleason, CFO

Certification of Funds

The Chief Financial Officer certifies that the appropriations specified have been provided for within the 2026 Municipal Budget

Account: 01-201-20-140-059 Amount: \$3,400.00

Account: 01-201-20-140-242 Amount: \$3,000.00

Account: 01-201-20-140-249 Amount: \$3,600.00

CFO Signature: 

Record of Vote:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
DeYoung		√	√			
Phillips			√			
Qarmout						√
Rose	√		√			
Mayor Raffay			√			

RESOLUTION ES 2026-17
TOWNSHIP COMMITTEE – TOWNSHIP OF GREEN
COUNTY OF SUSSEX, STATE OF NJ

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231 P.L. 1975 (N.J.S.A. 10:13-12) 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; and

WHEREAS, N.J.S.A. 10:4-13 requires the adoption of a resolution prior to the Township Committee going into Closed Session stating the general nature of the subject matter to be discussed and generally the time and circumstances under which the discussion conducted in Closed Session can be disclosed to the public;

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

1. The public shall be excluded from discussion of and action upon and hereinafter specified subject matter(s)
2. The general nature of the subject matter(s) to be discussed is as follows:

☐ Personnel ☐ Contract Negotiation ☐ Real Property
☒ Public Safety ☐ Litigation/Potential Litigation ☒ Attorney-Client
3. It is anticipated at this time that the above stated subject matter(s) will be made public at the conclusion of each individual specified subject matter.
4. This resolution shall take effect immediately.

DATED: September 21, 2026

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 21, 2026.



Mark Zschack, RMC, Township Clerk

Record of Vote:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
DeYoung		√	√			
Phillips	√		√			
Qarmout						√
Rose			√			
Mayor Raffay			√			