

MINUTES OF THE HARDYSTON TOWNSHIP COUNCIL MEETING HELD ON JANUARY 15, 2008

The meeting was called to order by Mayor Armstrong at 7:00 P.M. with the opening statement that the meeting had been duly advertised and met all the requirements of the Sunshine Law.

Also present were: Councilwoman Hamilton, Councilman Ross, Councilman Lasinski, Manager Marianne Smith, and Clerk Jane Bakalarczyk

SALUTE THE FLAG:

CONSENT AGENDA: ALL MATTERS LISTED BELOW ARE CONSIDERED TO BE ROUTINE IN NATURE AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THE ITEMS. IF ANY DISCUSSION IS DESIRED, THAT PARTICULAR ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND WILL BE CONSIDERED SEPARATELY.

Monthly Reports:

1. Municipal Clerk Report – December 2007
2. Tax Collector Report – December 2007
3. Construction Department Report – December 2007
4. Zoning Officer Report – November 2007
5. Sussex County Health Department Reports – November & December 2007
6. Police Department Report – December 2007
7. Municipal Court Report – November & December 2007
8. Zoning Board – Minutes of 12/6/07
9. Sales Listing Report – January – December 2007
10. Smoke Detector/CO Compliance Inspection Report – January – December 2007
11. HTMUA – Minutes of 11/14/07

Minutes:

1. Regular Meeting Minutes of 12/18/07
2. Reorganization Meeting Minutes of 1/1/08

Agreements/Applications/Licenses:

1. Raffle – Special Olympics New Jersey
2. Trailer Court License – Russell & Eileen Post
3. Trailer Court License – Helen Tabaka
4. Trailer License – Elizabeth McDole
5. R & R Radar, Inc. – Traffic Radar Maintenance Agreement
6. Electronic Police Forms – Annual Maintenance & Support

A motion was made by Ross to approve the consent agenda as presented, seconded by Lasinski. All in favor. Motion carried.

OLD BUSINESS:

- A. Temporary Municipal Judge

The Township Council discussed the need of appointing a temporary municipal judge. A motion was made by Ross to approve the position, seconded by Lasinski. All in favor with Hamilton voting “No”. Motion carried.

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ORDINANCES:

1st READING: 2008-01

AN ORDINANCE TO AMEND THE ESTABLISHED MINIMUM AND MAXIMUM SALARIES FOR OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF HARDYSTON TO PROVIDE THE METHOD FOR THE PAYMENT OF ANNUAL SALARY INCREMENTS IN THE DISCRETION OF THE TOWNSHIP COUNCIL

BE IT ORDAINED by the Township Council of the Township of Hardyston as follows:

Section 1. The minimum and maximum salary range for officers or employees of the Township of Hardyston who are employed on an annual salary basis shall be and is hereby fixed as follows:

POSITION	MINIMUM	MAXIMUM
Township Council	\$ 3,000.00	\$ 4,500.00
Mayor/Deputy Mayor: Marriage/Civil Union Ceremony Stipend (per ceremony)	\$ 50.00	\$ 200.00
Township Manager	\$ 100,000.00	\$ 150,000.00
Deputy Manager	\$ 8,000.00	\$ 15,000.00
Director of Public Works	\$ 75,000.00	\$ 95,000.00
Fleet Manager	\$ 1,500.00	\$ 4,000.00
Police Chief	\$ 90,000.00	\$ 135,000.00
Acting Police Chief	\$ 40,000.00	\$ 105,000.00
Township Clerk/Registrar/Search Officer	\$ 40,000.00	\$ 65,000.00
Deputy Clerk/Deputy Registrar	\$ -	\$ 35,000.00
Chief Financial Officer/Treasurer	\$ 25,000.00	\$ 40,000.00
Tax Collector/Search Officer	\$ 15,000.00	\$ 44,000.00
Tax Assessor	\$ 25,000.00	\$ 55,000.00
Land Use Administrator	\$ 35,000.00	\$ 55,000.00
Planning/Zoning Board/EDC/Council Meeting Meeting Stipend Land Use Admin/Twp Clerk (per session)	\$ 82.00	\$ 97.00
Construction Code Official	\$ 55,000.00	\$ 98,000.00
Building Subcode Official	\$ 35,000.00	\$ 75,000.00
Water & Sewer Operator	\$ 55,000.00	\$ 78,000.00
Administrative Assistant – Public Works	\$ 2,000.00	\$ 4,000.00
Municipal Court Administrator	\$ 35,000.00	\$ 55,000.00
Municipal Court Administrator (Night Court per session)	\$ 75.00	\$ 100.00
Deputy Court Clerk (per session)	\$ 50.00	\$ 100.00
Municipal Court Magistrate	\$ 20,000.00	\$ 42,000.00
Temporary Municipal Court Magistrate (per session)	\$ 900.00	\$ 1,100.00
Zoning Officer	\$ 5,000.00	\$ 35,000.00
Recycling Coordinator	\$ 1.00	\$ 3,000.00
Fire Official	\$ 8,500.00	\$ 15,000.00
Fire Prevention Inspector	\$ 5,000.00	\$ 11,500.00
Emergency Management Coordinator	\$ 2,000.00	\$ 10,000.00
Summer Recreation Director	\$ 1,500.00	\$ 4,000.00
Summer Recreation Assistant Director	\$ 1,000.00	\$ 3,500.00
Recreation Program Director	\$ 10,000.00	\$ 50,000.00
Summer Recreation Art Director	\$ 500.00	\$ 3,500.00
Summer Recreation Nurse	\$ 1,000.00	\$ 2,100.00

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Section 2. The minimum and maximum rates of compensation for each employee or class of employees who are employed on an hourly basis shall be and are hereby fixed as follows:

POSITION	MINIMUM HOURLY	MAXIMUM HOURLY
Planning Intern	\$ 14.00	\$ 18.00
Road Supervisor	\$ 24.25	\$ 29.00
Assistant Road Supervisor	\$ 24.00	\$ 29.00
Laborer/Driver	\$ 16.72	\$ 28.00
Seasonal Laborer/Driver	\$ 10.00	\$ 20.00
Laborer	\$ 14.00	\$ 18.00
Laborer with CDL	\$ 16.00	\$ 20.00
Custodian	\$ 12.00	\$ 18.00
Senior Clerk/Radio Dispatcher	\$ 8.00	\$ 25.00
Clerk/Radio Dispatcher	\$ 8.00	\$ 24.00
Radio Dispatcher	\$ 10.00	\$ 24.00
Plumbing Subcode Official	\$ 15.00	\$ 36.00
Electric Subcode Official	\$ 15.00	\$ 42.00
Building Inspector	\$ 15.00	\$ 31.00
Secretary/Administrative	\$ 10.00	\$ 20.00
Secretary/Clerical	\$ 8.00	\$ 15.00
Seasonal/Temporary/Clerical	\$ 7.15	\$ 12.00
Assistant to Recreation Director	\$ 8.00	\$ 15.00
Recreation Program Presenter	\$ 12.00	\$ 28.00
Recreation On-Call Staff	\$ 9.00	\$ 11.00
Summer Recreation Sr. Counselors	\$ 7.15	\$ 11.00
Summer Recreation Jr. Counselors	\$ 7.15	\$ 10.00

Section 3. Any officer or employee of the Township of Hardyston who is at any time receiving less than the maximum compensation or salary as hereinabove provided may, as hereinafter provided, be given an additional annual increment of salary until the maximum salary has been reached.

Section 4. No officer or employee shall be entitled to receive an additional increment of salary until the same has been approved by resolution of the Township Council, and no officer or employee shall receive more than one (1) additional increment of salary in any one calendar year.

Section 5. Nothing herein contained shall be so construed as to make mandatory the payment of annual salary increments to any officer or employee of the Township of Hardyston. Salary or wage increases shall be contingent upon the availability of funds and shall be granted on a merit basis.

Section 6. The Township Council reserves the right to pay a salary to any new employee during his or her probationary period of ninety (90) days which may be less than the minimum rate of salary or compensation as hereinabove provided. However, upon the satisfactory completion of such probationary period said employee shall be paid not less than the minimum salary provided for the particular office or employment.

Section 7. The Township Council further reserves the right to pay a salary to any new employee at any figure between the minimum and maximum salary provided for such office or position and not necessarily the minimum salary.

Section 8. The adoption of this Ordinance shall not operate to either increase or decrease the present pay of any officer or employee of the Township of Hardyston, and the salaries or compensations provided by existing ordinances shall remain in full force and effect until such time as the Township Council may grant and approve such additional increments of salary as may be deemed advisable pursuant to the terms of this Ordinance. A resolution of the Township Council establishing specific salaries or wages may be made retroactive to January 1st of the year in which the resolution is adopted.

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WHEREAS, the letter of credit has been reviewed and approved as to form by the Township Attorney and Township Engineer.

NOW THEREFORE BE IT RESOLVED by the Township Council of the Township of Hardyston that it hereby accepts the above stated bonds from Geis Construction, Inc. for site improvements as performance securities required by the Hardyston Township Planning Board.

A motion was made by Ross to approve the resolution as presented, seconded by Lasinski. All in favor. Motion carried.

C. Correspondence

1. Township of West Milford
2. Franklin Borough
3. County of Sussex
4. NJ State League of Municipalities
5. NJ State League of Municipalities
6. NJ State League of Municipalities
7. NJ State League of Municipalities
8. NJ State League of Municipalities
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15. NJ State League of Municipalities
16. NJ State League of Municipalities
17. NJ State League of Municipalities
18. NJ State League of Municipalities
19. State of NJ
20. State of NJ
21. County of Sussex
22. Franklin Borough
23. Franklin Borough

A motion was made by Ross to approve the correspondence as presented, seconded by Lasinski. All in favor. Motion carried.

MANAGERS REPORT: Manager Marianne Smith gave a verbal report on the following:

- Township Vehicle Maintenance
- Old Municipal Building Property
- Helipad Site

BILLS TO BE PAID: A motion was made by Ross to approve the bill list as presented, seconded by Lasinski. All in favor. Motion carried.

PUBLIC PORTION: A motion was made and seconded to open the meeting to the public. All in favor. Motion carried. No public comment. A motion was made and seconded to close the meeting to the public. All in favor. Motion carried.

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EXECUTIVE SESSION:

BE IT RESOLVED by the Township Council of the Township of Hardyston on the 15th day of January 2008, that:

1. Prior to the conclusion of this **Regular Meeting**, the Township Council shall meet in Executive Session, from which the public shall be excluded, to discuss matters as permitted pursuant to N.J.S.A. 10:4-12, sub-section (s):
2.
 - () b. (1) Confidential or excluded matters, by express provision of Federal law or State statute or rule of court.
 - () b. (2) A matter in which the release of information would impair a right to receive funds from the Government of the United States.
 - () b. (3) Material the disclosure of which constitutes an unwarranted invasion of individual privacy.
 - () b. (4) A collective bargaining agreement including negotiations.
 - () b. (5) Purchase, lease or acquisition of real property, setting of banking rates or investment of public funds, where it could adversely affect the public interest if disclosed.
 - (X) b. (6) Tactics and techniques utilized in protecting the safety and property of the public, if disclosure could impair such protection. Investigation of violations of the law.
 - () b. (7) Pending or anticipated litigation or contract negotiations other than in subsection b. (4) herein or matters falling within the attorney-client privilege.
 - () b. (8) Personnel matters.
 - () b. (9) Deliberations after a public hearing that may result in penalties.
3. The time when the matter(s) discussed pursuant to Paragraph 1 hereof can be disclosed to the public is as soon as practicable after final resolution of the aforesaid matter(s).

Motion to adopt: Ross
 Seconded by: Lasinski
 Discussion: None

MOTION	YES	NO	ABSTAIN	ABSENT
Ross	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Kievit	<u> </u>	<u> </u>	<u> </u>	<u> x </u>
Lasinski	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Hamilton	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Armstrong	<u> x </u>	<u> </u>	<u> </u>	<u> </u>

Motion carried.

ADJOURNMENT: A motion was made by Ross to adjourn, seconded by Lasinski. All in favor. Motion carried.

 Jane Bakalarczyk, RMC/CMC
 Municipal Clerk

