

MINUTES OF THE HARDYSTON TOWNSHIP COUNCIL MEETING HELD ON
DECEMBER 20, 2005

NEW BUSINESS:

A. Tax Collector Resolutions

RESOLUTION # 19-05

WHEREAS, Laura Spingarn of 3 Woodmere Court also known as Block 67, Lot 51.15 in Hardyston, and

WHEREAS, the homeowner was approved for a Disabled Person Deduction in the amount of \$ 250.00 for the tax year 2005 after her taxes were paid in full,

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Township of Hardyston that the Tax Collector be authorized to refund Laura Spingarn the amount of \$ 250.00 representing a Disabled Person deduction for the Tax year 2005.

RESOLUTION # 20-05

WHEREAS, the following parcels are to be refunded for overpayments as they have refinanced during the last tax quarter, and

WHEREAS, the mortgage companies have also paid the November 1, 2005 tax quarter.

BLOCK	LOT	ADDRESS	NAME	AMOUNT
45	5	49 Maple Ave	Audrey Rosen	\$1,194.91
49	41	6 Lakeside Ave	Cerisa Jackson	\$ 844.05
67.04	1.07	13 Meadow Pond	Marjorie Wallace	\$1,029.41

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Township of Hardyston that the Tax Collector be authorized to refund the above amounts due to overpayments.

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

B. Release of Executive Session Minutes – August 17, 2004 through October 25, 2005

A motion was made by Ross to approve the release of the Executive Session Minutes from August 17, 2004 through October 25, 2005 per the Township Attorney's recommendation, seconded by Hamilton. All in favor. Motion carried.

C. Resolution authorizing the Township Manager to execute the following interlocal agreements:

1. Tax Collection Services – Franklin Borough
2. Finance Services – Franklin Borough

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BE IT RESOLVED by the Township Council of the Township of Hardyston that the Township Manager is hereby authorized to execute the following contracts, leases and/or agreements:

1. Tax Collection Services – Franklin Borough
2. Finance Services – Franklin Borough

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

- D. Resolution Amending the Personnel Policy and Procedure Manual regarding mileage reimbursement

WHEREAS, on June 18, 1996 the Hardyston Township Council adopted a Personnel Policies and Procedures Manual; and

WHEREAS, said Manual includes Article VIII, Section 3, Mileage Allowance which outlines the terms under which reimbursements will be made to employees who utilize their own personal vehicles for municipal use, and

WHEREAS, Article VIII, Section 3, Mileage Allowance currently stipulates that employees will be reimbursed at a rate of 25 cents per mile; and

WHEREAS the Township of Hardyston has concluded that the rate of reimbursement should be aligned with the rate established by the Internal Revenue Service for mileage allowance, which is adjusted on a yearly basis;

NOW THEREFORE BE IT RESOLVED by the Hardyston Township Council that Article VIII, Section 3, Mileage Reimbursement of the Personnel Policies and Procedures Manual adopted on June 18, 1996 is hereby amended to delete all existing language in the section and replace it with the following:

“In the event that an employee is required to use his/her private automobile for Township business, he/she will be reimbursed at the rate annually established and adjusted by the Internal Revenue Service as the standard mileage reimbursement rate per mile for that year. A mileage chart must be maintained and submitted to the department head on a quarterly basis, who will in turn submit it to the Township Treasurer for payment. Reimbursements must be authorized by the Manager.

Employees who use their automobiles for Township business on a regular basis may be authorized a flat monthly or quarterly allowance/stipend for travel within Sussex County. This allowance may be granted only after recommendation by the Township Manager and approval of the Township Council.

Township vehicles are not to be used for personal business.”

NOW THEREFORE BE IT FURTHER RESOLVED that this amendment will take effect retroactively from July 1, 2005.

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

- E. Resolution Amending the Personnel Policy and Procedure Manual regarding eyeglass reimbursement

WHEREAS, on June 18, 1996 the Hardyston Township Council adopted a Personnel Policies and Procedures Manual; and

WHEREAS, said Manual includes Article V, Section 1, Health Benefits describing health and related benefits provided to qualified municipal employees, and

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WHEREAS, Article V, Section I, Health Benefits describes a the following health benefit, “ eyeglass allowance (self-insured for employees and immediate family members at a total cost of \$250.00 per year) programs for all permanent full-time employees”; and

WHEREAS, as a result of contract negotiations and review of the health insurance benefits section of the Manual, the Township of Hardyston agrees to increase the self-insured benefit for eyeglass allowance for all permanent full-time employees to \$500.00, effective January 1, 2006;

NOW THEREFORE BE IT RESOLVED by the Hardyston Township Council that Article V, Section 1, Health Benefits of the Personnel Policies and Procedures Manual adopted on June 18, 1996 is hereby amended to replace the following existing language found in the first paragraph of Article V, Section I – “eyeglass allowance (self-insured for employees and immediate family members at a total cost of \$250.00 per year) program for all permanent full-time employees” with the following language: “eyeglass allowance (self-insured for employees and immediate family members at a total cost of \$500.00 per year) program for all permanent full-time employees.”

NOW THEREFORE BE IT FURTHER RESOLVED that this amendment will take effect on January 1, 2006.

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

F. Resolution authorizing the Township Manager to execute the following:

- Treatment Works Approval Application – Route 94 – Vernon Regional Force Main

BE IT RESOLVED by the Township Council of the Township of Hardyston that the Township Manager is hereby authorized to execute the following:

Treatment Works Approval Application – Route 94 – Vernon Regional Force Main

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

A motion was made by Kievit to approve a resolution to have the Stockholm Post Office name changed to the Hardyston Post Office, seconded by Armstrong. All in favor. Motion carried.

A motion was made by Kievit to approve a resolution to change all of the residents addresses on the tax rolls to Hardyston, NJ with the corresponding zip code, seconded by Armstrong. All in favor. Motion carried.

G. Correspondence

1. Township of Hampton
2. Township of Green
3. The Borough of Sayreville
4. Township of West Milford
5. Borough of Hamburg
6. Borough of Stanhope
7. Borough of Franklin
8. Borough of Franklin
9. Township of Byram
10. County of Sussex
11. County of Sussex
12. NJ State League of Municipalities
13. NJ State League of Municipalities
14. State of NJ
15. State of NJ

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16. NJ General Assembly
17. NJ General Assembly
18. Service Electric Cable TV of NJ, Inc.
19. The Passaic River Basin Alliance, Inc.

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

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

- Municipal Building/Police Station Complex
- Line Item Transfers
- 2006 Budget Preparations
- Planning Issues
- Programs In Progress

BILLS TO BE PAID: A motion was made by Hamilton to approve the bill list as presented, seconded by Ross. All in favor with Kievit abstaining on payment to DeVita and Hamilton abstaining on her eyeglass reimbursement. 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.

EXECUTIVE SESSION: WHEREAS, NJSA 10:4-12 allows for a Public body to go into closed session during a Public meeting, and

WHEREAS, the Township Council of the Township of Hardyston has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public.

WHEREAS the regular meeting of this council will reconvene.

NOW THEREFORE BE IT RESOLVED, that the Township Council of Hardyston Township will go into closed session for the following reason as outlined in NJSA 10:4-12:

 Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.

 X Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose right could be adversely affected request in writing that such matter or matters be discussed at a public meeting.

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

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<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Ross	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Kievit	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Lasinski	<u> </u>	<u> </u>	<u> </u>	<u> x </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 Armstrong. All in favor. Motion carried.

Jane Bakalarczyk, RMC
Municipal Clerk