

**MINUTES OF THE HARDYSTON TOWNSHIP COUNCIL MEETING HELD ON
FEBRUARY 21, 2012**

The meeting was called to order by Mayor Miller at approximately 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: Deputy Mayor Hamilton, Councilman Kula, Councilman Kievit, Councilman Ross, 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 – January 2012
2. Tax Collector Report – January 2012
3. Construction Certificate Activity Report – January 2012
4. Construction Permit Activity Report – Hardyston – January 2012
5. Construction Permit Activity Report – Hamburg – January 2012
6. Construction Permit Activity Report – Franklin – January 2012
7. Construction Permit Activity Report – Newton – January 2012
8. Construction Permit Activity Report – Sussex – January 2012
9. HTMUA – Minutes of 1/9/12
10. Municipal Court Report – January 2012
11. Sussex County Health Department Report – December 2011
12. Sussex County Health Department Report – January 2012
13. Planning Board – Minutes of 12/15/11
14. Police Department Report – January 2012

Agreements/Applications/Licenses:

1. KML Technology – 911 Emergency Phone System Service Agreement - Police Department
2. Raffle – YMCA

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

ORDINANCES:

1st READING: 2012-03

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	\$ 165,000.00
Deputy Manager	\$ 8,000.00	\$ 15,000.00
Director of Public Works	\$ 75,000.00	\$ 115,000.00
Fleet Manager	\$ 1,500.00	\$ 4,000.00
Police Chief	\$ 90,000.00	\$ 148,000.00

Acting Police Chief	\$ 40,000.00	\$ 105,000.00
Township Clerk/Registrar/Search Officer	\$ 40,000.00	\$ 78,000.00
Deputy Clerk/Deputy Registrar	\$ -	\$ 35,000.00
Chief Financial Officer/Treasurer	\$ 25,000.00	\$ 40,000.00
Tax Collector/Search Officer	\$ 45,000.00	\$ 78,000.00
Tax Assessor	\$ 25,000.00	\$ 63,000.00
Municipal Planner	\$ 50,000.00	\$ 80,000.00
Computer Technician	\$ 30,000.00	\$ 60,000.00
Radio Dispatcher	\$ 33,000.00	\$ 58,000.00
Land Use Administrator	\$ 35,000.00	\$ 62,000.00
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	\$ 115,000.00
Building Subcode Official	\$ 35,000.00	\$ 90,000.00
Water & Sewer Operator	\$ 55,000.00	\$ 82,000.00
Administrative Assistant – Public Works	\$ 2,000.00	\$ 4,000.00
Municipal Court Administrator	\$ 35,000.00	\$ 58,000.00
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	\$ 40,000.00
Recycling Coordinator	\$ 1.00	\$ 3,000.00
Fire Official	\$ 8,500.00	\$ 20,000.00
Fire Prevention Inspector	\$ 5,000.00	\$ 11,500.00
Emergency Management Coordinator	\$ 2,000.00	\$ 11,000.00
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

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	\$ 33.00
Assistant Road Supervisor	\$ 24.00	\$ 33.00
Laborer/Driver	\$ 16.72	\$ 31.00
Seasonal Laborer/Driver	\$ 10.00	\$ 20.00
Laborer	\$ 14.00	\$ 20.00
Laborer with CDL	\$ 16.00	\$ 22.00
Custodian	\$ 12.00	\$ 19.50
Senior Clerk/Radio Dispatcher	\$ 8.00	\$ 27.50
Plumbing Subcode Official	\$ 15.00	\$ 39.50
Electric Subcode Official	\$ 15.00	\$ 46.50
Building Inspector	\$ 15.00	\$ 33.50
Secretary/Administrative	\$ 10.00	\$ 23.00
Secretary/Clerical	\$ 8.00	\$ 19.00
Seasonal/Temporary/Clerical	\$ 7.15	\$ 14.00
Assistant to Recreation Director	\$ 8.00	\$ 17.00
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.

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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.

Section 9. Salaries shall be paid in the same manner and the same time as heretofore provided by ordinance.

Section 10. All ordinances or parts of ordinances which may be inconsistent with the terms of this ordinance are to the extent of such inconsistency hereby repealed.

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

ORDINANCES:

2nd READING:

2012-02

**AN ORDINANCE OF THE TOWNSHIP OF HARDYSTON, COUNTY OF SUSSEX, STATE OF
NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER 88, FEES, SECTION 88-8,
MISCELLANEOUS FEES, OF THE REVISED GENERAL ORDINANCES**

BE IT ORDAINED by the Municipal Council of the Township of Hardyston, County of Sussex, State of New Jersey, as follows:

SECTION 1. Chapter 88, Fees, Section 88-8, Miscellaneous Fees, of the aforesaid Revised General Ordinances is hereby amended and supplemented to read as follows:

§ 88-8. Miscellaneous Fees.

D. Land Use Ordinance Book (map included): \$43.00

SECTION 2. All ordinances of the Township of Hardyston which are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 3. If any section, subsection, clause or phrase of this ordinance is for any reason held to be unconstitutional or invalid by any court or competent jurisdiction, such decision shall not affect the remaining portion of this ordinance.

SECTION 4. This Ordinance may be renumbered for purposes of codification.

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SECTION 5. This Ordinance shall take effect immediately upon final passage, approval and publication as required by law.

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. A motion was made by Kievit to approve Ordinance 2012-02 on second reading, seconded by Hamilton. All in favor. Motion carried.

NEW BUSINESS:

- A. Resolution #10-12 – Resolution authorizing the Recycling Coordinator to file the 2011 Recycling Tonnage Grant Application for the Township of Hardyston

WHEREAS, the Mandatory Source Separation and Recycling Act, P.L. 1987, c. 102, has established a recycling fund from which tonnage grants may be made available to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs; and

WHEREAS, the New Jersey Department of Environmental Protection and Energy is promulgating recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including, but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a Resolution authorizing this municipality to apply for such tonnage grants will memorialize the commitment of this municipality to recycling and indicate the assent of the Mayor and Council of the Township of Hardyston to the efforts undertaken by the municipality and requirements contained in the Recycling Act and Recycling Regulations; and

WHEREAS, such a Resolution should designate the individual authorized to ensure the application is properly completed and timely filed.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Hardyston that Hardyston Township hereby endorses the submission of a Municipal Recycling Tonnage Grant Application to the New Jersey Department of Environmental Protection, Office of Recycling and designates Robert F. Schultz, Recycling Coordinator for the Township of Hardyston, 149 Wheatsworth Road, Hardyston, NJ 07419 to assure that the said Application is properly filed.

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

- B. Resolution #11-12 – Resolution declaring February 25, 2012 “Hardyston Township Day”

Whereas: On February 25, 1762, King George III “of Great Britain, Scotland and France...” issued a patent for Hardyston Township. The Township was named for Josiah Hardy, then Governor of New Jersey.

Whereas: Hardyston Township is a unique, diverse and progressive community of more than 8,000 residents; and

Whereas: Hardyston Township is widely committed to attracting and supporting quality business. The Township offers excellent municipal services to both its residential and commercial communities; and

Whereas: Hardyston Township offers many recreational opportunities in a setting of spectacular mountains and lakes. Within this exceptional setting, golf, skiing, hiking, bird-watching, horseback riding, ice-skating, and much more are available; and

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Whereas: Hardyston Township hosts activities at their thirty-acre park complex which includes ten different sports fields, playground, pavilion/concession area, and walking trail; and

Whereas: The Township Manager and the Council are dedicated to keeping the Township on the cutting edge of municipal services and land use planning, at the same time keeping the property tax rate low for local residents and business owners; and

Whereas: Hardyston Township is served by the dedicated officers and members of the Hardyston Township Police Department, the volunteer fire department, and the volunteer first aid squad; and

Whereas: Hardyston Township children can attend the Hardyston Elementary School, Hardyston Middle School, and Wallkill Valley Regional High School. Private and parochial schools are also available; and

Whereas: Approximately half of Hardyston's 32.5 square miles is dedicated as open space, enhancing the overall quality of life for the community; and

Whereas: It is Hardyston's goal to continue to promote the quality of life for its residents by providing excellent services and opportunities while maintaining the rural character, natural beauty and integrity that define the community;

NOW THEREFORE BE IT RESOLVED, in view of the fact that on February 25, 2012, the Township of Hardyston will celebrate the 250th anniversary of the charter signing, the Township Council of the Township of Hardyston hereby declares February 25, 2012 "Hardyston Township Day".

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

C. Correspondence

1. Hampton Township
2. Hampton Township
3. Stillwater Township
4. Stillwater Township
5. Vernon Township
6. Montague Township
7. Readington Township
8. Lafayette Township
9. County of Sussex
10. NJ State League of Municipalities
11. NJ State League of Municipalities
12. NJ State League of Municipalities
13. NJ State League of Municipalities
14. NJ State League of Municipalities
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. NJ State League of Municipalities
20. State of NJ
21. State of NJ
22. State of NJ
23. State of NJ
24. Civil Dynamics, Inc.
25. Aqua New Jersey, Inc.
26. PK Environmental
27. NJ Transit
28. NJ State League of Municipalities

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

MANAGERS REPORT: Township Manager gave a verbal and written update on the following:

- 2012 Budget – Township Manager stated that the draft budget will be presented for discussion to the Council at the February 28 workshop meeting. It is anticipated that the budget will be introduced on March 6, 2012.
- FEMA Reimbursement – Township Manager stated that the Township’s OEM Coordinator has been working closely with FEMA officials to submit all appropriate paperwork required to qualify for the reimbursement of various expenditures associated with both Hurricane Irene and the unusual snow storm that occurred in October, both of which were declared emergencies.
- Report of 2011 Accomplishments and 2012 Goals – Manager stated that the report is being finalized and will also be formally presented to the Township Council at the February 28, 2012 workshop meeting.
- Tax Collection – Manager stated that preparations are underway for the transfer of the tax collection office operation from Franklin Borough to the Township’s Municipal Building. She stated that letters have been prepared and will be mailed to all taxpayers advising of the change. She also stated that notification of the change has been posted on the website.
- 250th Anniversary – Manager stated that the official anniversary of the Township’s incorporation is Saturday, February 25, 2012. She stated that a special celebration program is scheduled to take place at the Municipal Building at 2:00 p.m. on the 25th.
- Community Garden – Manager stated that the first meeting of the Community Garden Steering Committee will be held later this week. She stated that significant interest has been expressed by members of the master garden’s group and the Rutgers Extension Service, who have expressed a willingness to help the project get underway.
- Public Works Department – Manager stated that in view of the limited snow accumulation seen so far this season, the Public Works Department has been able to concentrate a lot of their efforts on projects that have needed attention, but were put on the “back burner” due to time constraints and the large amounts of unexpected work that needed to be done in relationship to the clean-up work created by the unusual storms in the fall of 2011. She stated that work is being done to finish the south side “substation office” area on Route 515 and various projects that are underway at the Municipal Complex.
- Police Department – Manager stated that the Department continues to try and adjust to the transition to the “Spillman” data base system that all police departments within the County, with the exception of Hamburg Borough, converted to. She stated that the expenses associated with this conversion were borne by the County of Sussex through a grant.
- Radio Communication Project – Manager stated that final work is being done to install the remaining equipment and it is anticipated that the full project will be functional and available for testing in March.
- Construction Department – Manager stated that additional technical work is underway to enhance the efficiency of the Department’s satellite office in Newton. It is expected that these enhancements will significantly improve communications between the two offices and allow for real-time look-ups and the availability to have Newton’s staff assist with the inputting, printing and distribution of small local permits for Newton.

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- Financial Closeout – Manager stated that the financial year has officially been closed out and the finance department is working on developing all required year-end financial documents.
- Wallkill Valley Recreation – Manager stated that a joint meeting of representatives from the four towns representing the Wallkill Valley leagues was held on January 31, 2012. She stated that a follow-up meeting was scheduled for February 15, and representatives from the other three municipalities were asked to provide information relative to field space availability within their municipality, their maintenance program of facilities and ideally how would they like to see their facilities utilized as part of a pooled resource for the Wallkill Area. She stated that unfortunately, limited information was received and not enough to effectively develop any options for discussion by the group. She stated that further attempts will be made to gather information and schedule another meeting.

BILLS TO BE PAID: A motion was made by Ross to approve the bill list as presented, seconded by Kievit. 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.

ADJOURNMENT: A motion was made by Hamilton to adjourn at approximately 7:40 p.m., seconded by Kievit. All in favor. Motion carried.

Jane Bakalarczyk, RMC/CMC
Municipal Clerk