

ANDOVER TOWNSHIP COMMITTEE MEETING MINUTES

DOLORES BLACKBURN, MAYOR
JACK BURKE, DEPUTY MAYOR
ELLSWORTH E. BENSLEY, JR
JANIS MC GOVERN
TOM WALSH

November 14, 2016

The regular meeting of the Andover Township Committee was called to order at 6:40 p.m. by Mayor Blackburn, followed by a salute to the flag.

ROLL CALL: Present: Mr. Bensley, Mr. Burke, Ms. Mc Govern, Mayor Blackburn
Absent: Mr. Walsh
Also, present: Attorney Semrau, Diana Francisco, Clerk /Administrator

OPEN PUBLIC MEETING STATEMENT The statement of compliance with Chapter 231, P. L. 1975 was made by Mayor Blackburn.

EXECUTIVE SESSION: *Mr. Burke motioned to go into executive session to discuss the following,*

EXECUTIVE SESSION:

Personnel Matters:

1. *Assistant Supervisor Position, Department Public Works*
2. *Joint Municipal Court Staffing*

Contract Negotiations:

1. *ACO Services*
2. *Tax Department*

Attorney-Client Privilege:

1. *Lackawanna Cutoff*
2. *Lake Lenape Water Company*
3. *Limecrest Property*

Potential Litigation:

Pending Litigation:

1. *CATO V. ANDOVER TOWNSHIP*

Ms. McGovern seconded and motion was carried with all in favor.
The Committee returned to regular session at 7:40 pm.

Andover Township Committee Meeting Minutes

November 14, 2016

Page 2

APPROVAL OF THE GENERAL AGENDA

Ms. Mc Govern moved to approve the General Agenda, Mr. Burke seconded, the motion was carried with a unanimous roll call vote.

APPROVAL OF CONSENT AGENDA

Mayor Blackburn asked the audience if there was anything they wished to have pulled from the consent agenda, with no response, she closed to the public.

The clerk requested the executive session minutes be tabled until the next meeting. Mr. Bensley moved to approve the consent agenda as amended, Mr. Burke seconded, the motion carried with unanimous roll call vote.

CONSENT AGENDA:

***OTHER BUSINESS:**

- 1. APPROVAL OF VOUCHERS FOR PAYMENT**
- 2. ACCEPTANCE OF THE TAX COLLECTOR'S REPORT FOR THE MONTH OF OCTOBER 2016 \$1,146,939.41 AND YEAR TO DATE \$17,597,413.48**
- 3. ACCEPTANCE OF THE CFO'S REPORT FOR THE MONTH OF OCTOBER 2016**

***RESOLUTIONS:**

- 1. #R2016-151 RESOLUTION OF THE ANDOVER TOWNSHIP COMMITTEE TO AUTHORIZE THE 2016 BUDGET APPROPRIATIONS TRANSFER**
- 2. #R2016-152 RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO ACCEPT THE LETTER OF RESIGNATION FROM SHERI JANOSKI, CLERK-TYPIST FOR THE CLERK'S OFFICE EFFECTIVE NOVEMBER 3, 2016**
- 3. #R2016-153 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO AUTHORIZE THE APPOINTMENT OF MARIA QUINONES TO THE POSITION OF CLERK TYPIST FOR THE ANDOVER TOWNSHIP MUNICIPAL CLERKS OFFICE EFFECTIVE NOVEMBER 7, 2016**
- 4. #R2016-154 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO AUTHORIZE THE PURCHASE OF ICE CONTROL MATERIALS (SALT AND GRIT) FOR THE DEPARTMENT OF PUBLIC WORKS**
- 5. #R2016-156 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY, AUTHORIZING AN AGREEMENT WITH LAKELAND EMERGENCY SQUAD FOR RESPONDER SERVICES**

- **MINUTES: OCTOBER 24, 2016 REGULAR SESSION**

Andover Township Committee Meeting Minutes

November 14, 2016

Page 3

PUBLIC PORTION

Mayor Blackburn opened the public session of the meeting.

Barry Walsky 101 Elm Ave, Andover Township. Mr. Walsky asked the committee if they are considering adopting an ordinance allowing pet chickens.

Greg Biancone 319 Spring Drive, told the committee that he has not heard from anyone from the town regarding the drainage issue at 319 Spring Drive. He gave his phone number and email address to the Municipal Clerk.

Seeing no hands, Mayor Blackburn closed the public portion of the meeting.

ORDINANCES: INTRODUCTION

ORDINANCE NO. 2016-17

AN ORDINANCE OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY SUPPLEMENTING CHAPTER 3, "ADMINISTRATION OF GOVERNMENT," ARTICLE VII, "DEPARTMENT OF FINANCE," OF THE ANDOVER TOWNSHIP CODE BY CREATING SECTION 3-35, "100% DISABLED VETERAN TAX REFUNDS"

Mr. Burke moved to adopt the above titled ordinance 2016-17 on first reading. Ms. Mc Govern seconded. The motion carried with a unanimous roll call vote
Mr. Walsh, absent.

ORDINANCES: ADOPTION

ORDINANCE NO.2016-16

AN ORDINANCE OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, AND STATE OF NEW JERSEY TO ESTABLISH SALARY GUIDELINES FOR PART-TIME DISPATCHERS

Mayor Blackburn opened the hearing to the public, with no response she closed to the public. She then opened the hearing to the committee, with no response she asked for a motion.

Mr. Burke moved to introduce Ordinance 2016 -16 titled above, Mr. Bensley seconded, the motion carried by a unanimous roll call vote. Mr. Walsh, absent.

RESOLUTIONS:

#R2016-155 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY TO ESTABLISH SALARY FOR PART-TIME DISPATCHERS

Mr. Burke moved to adopt #R2016-155, Mr. Bensley seconded, the motion carried by a unanimous roll call vote. Mr. Walsh, absent.

UNFINISHED BUSINESS

ANNEXATION OF PROPERTY Block 166 Lot 2

Mr. Burke requested discussion regarding annexation of property above be tabled.

Andover Township Committee Meeting Minutes

November 14, 2016

Page 4

OTHER BUSINESS:

Ms. Mc Govern discussed that there is a movement regarding having hens and the benefits of owning chickens. She noted she had researched residential uses and other local ordinances. The number of hens, fencing enclosures and lot size would all need to be considered. The neighboring towns of Newton and Lafayette permit hens in residential zones.

Ms. McGovern suggested the committee consider amending the townships ordinance to include chickens and standards for having them.

The discussion continued among the committee members and the township attorney regarding zoning, restrictions and requirements. It was the consensus of the committee to continue with discussion on this topic at the next meeting.

COMMITTEE REPORTS

Mr. Burke: Nothing to report at this time.

Mr. Bensley: Mr. Bensley informed the committee of latest happenings with Recreation.

November 15th is the Senior Luncheon, beginning 12pm at the Farmstead. Recreation is sponsoring a decorate your home contest and a tree lighting ceremony is planned for 25th of November at Hillside Park.

The Recreation Committee is still looking for new volunteers.

Ms. McGovern: Reported: The Open Space committee meeting was canceled. The latest report from the Sustainable Andover gardener, Carla Kostelnick was a total yield of 539.5 pounds of fresh produce which was donated to the Bodhi Food Pantry. She informed the committee that she will not be able to attend the next Board of Ed meeting, Mr., Burke added that he will be attending.

Mayor Blackburn:

The Sustainable Winter Market plans for February 2017 are underway. The Township's Andover Day the save the date letter went out earlier today to vendors to remind them to save the date. This year and in years to come the date will be reserved for the first Saturday in June. The committee is looking for someone to chair the Miss Andover contests. They are also looking for volunteers for the Andover Township Day Committee.

REPORT FROM THE CLERK/ADMINISTRATOR: Reported that an updated mobile version of the Township's Website is available for the committee to review. She would send them the link via email for comments.

REPORT FROM THE MUNICIPAL ATTORNEY:

The township attorney brought to the committee members attention that the committee had introduced an ordinance regarding the salary range for the Tax Collector and did adopt a resolution for a \$2500 increase to her salary yet did not finalize the adoption the ordinance. At this time, he asked the committee to consider a resolution to amend the R2016-136 and to approve a \$2500 stipend for the Tax Collector for the year 2016 for the work she has done related to the Forest Lakes Dam Assessment. Mr. Bensley moved to approve the \$2500.00 stipend for the Tax Collector. Mr. Burke seconded, the motion carried with a unanimous roll call vote. Mr. Walsh, absent.

Andover Township Committee Meeting Minutes

November 14, 2016

Page 5

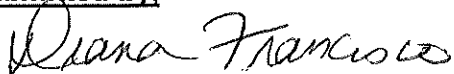
NEXT SCHEDULED MEETINGS:

**11/28/16 & 12/14/16
6:30PM Executive Session
7:30PM Regular Meeting**

ADJOURN

There being no further business, Mr. Bensley moved to adjourn at 8:12 pm., Mr. Burke seconded, the motion carried with all in favor.

Submitted by,



Diana Francisco, RMC/CMR

Clerk /Administrator



Dolores Blackburn

Mayor

TOWNSHIP OF ANDOVER
MOTION FOR EXECUTIVE SESSION

BE IT RESOLVED by the Township Committee of the Township of Andover on the 14th day of November 14 2016, that:

1. Before the commencement of the **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. 10:4-26, sub-section(s):
- (x) a. (1) Confidential or excluded matters, by express provision of Federal law or State statute or rule of court.
 - () a. (2) A matter in which the release of information would impair a right to receive funds from the Government of the United States.
 - () a. (3) Material the disclosure of which constitutes an unwarranted invasion of individual privacy.
 - (x) a. (4) A collective bargaining agreement including negotiations.
 - (x) a. (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.
 - () a. (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.
 - (x) a. (7) Pending or anticipated litigation or contract negotiations other than in subsection b. (4) herein or matters falling within the attorney-client privilege.

Personnel Matters:

- 1. ***Assistant Supervisor Position, Department Public Works***
- 2. ***Joint Municipal Court Staffing***

Contract Negotiations:

- 1. ***Lakeland EMS Agreement***
- 2. ***Tax Department***

Attorney-Client Privilege:

- 1. ***Lackawanna Cutoff***
- 2. ***Lake Lenape Water Company***
- 3. ***Limecrest Property***

Potential Litigation:

Pending Litigation:

- 1. ***CATO V. ANDOVER TOWNSHIP***
- () b. (9) Deliberations after a public hearing that may result in penalties.
 - 1. 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).

Adopted: Nov. 14, 2016

**List of Bills - (0110101000002) CASH CHECKING FIRST HOPE
Current Fund**

Meeting Date: 11/14/2016 For bills from 10/25/2016 to 11/09/2016

Check#	Vendor	Description	Payment	Check Total
20683	984 - ACORN OFFICE PRODUCTS, LLC	PO 6326 VARIOUS OFFICE SUPPLIES REF 120641-	438.91	
		PO 6379 VARIOUS OFFICES SUPPLIES - JOINT M	817.09	
		PO 6396 VARIOUS JANITORIAL/KITCHEN SUPPLIES	247.52	
		PO 6406 2017 CALENDARS - RED 121218-0	109.88	1,613.40
20684	1347 - ADVANCE AUTO PARTS	PO 5515 2016 PARTS BLANKET	184.98	184.98
20685	67 - AIRGAS USA, LLC	PO 5350 2016 SUPPLY BLANKET	18.35	18.35
20686	729 - ALLIED OIL COMPANY OIL LLC	PO 6458 10/21/16 - 10/27/16 - FUEL DELIVERY	1,817.92	1,817.92
20687	2085 - ALOHA ASHLEY, LLC	PO 6385 Kid entertainment for Halloween Par	350.00	350.00
20688	120 - ANTHONY M. ARBORE, ESQ.	PO 6437 3RD QTR 2016 MUNICIPAL COURT PROSEC	16,493.00	16,493.00
20689	126 - AT&T, CBC BILL CERTIFICATION	PO 6476 OCT 2016 - TOWN HALL LONG DISTANCE	35.64	35.64
20690	1449 - BOY SCOUT TROOP#85	PO 6413 10/18/16 - CLEAN COMMUNITIES CLEAN	500.00	500.00
20691	1054 - CENTRE CLEANERS, INC.	PO 5331 2016 BLANKET - POLICE UNIFORM CLEAN	173.00	173.00
20692	1498 - CENTURY LINK (1) COMMUNICATIONS	PO 6459 OCT 2016 TOWN HALL TOLL CHARGES	89.55	89.55
20693	1485 - CENTURY LINK (40)	PO 6478 OCT 2016 TOWN HALL LOCAL PHONE CHAR	1,034.14	1,034.14
20694	1513 - CENTURY LINK (50)	PO 6460 OCT 2016 - ATPD LOCAL PHONE CHARGES	909.92	909.92
20695	1619 - CLEARY, GIACOBBE, ALFIERI	PO 6409 SEPT 2016 - LEGAL SERVICES - LABOR	116.00	116.00
20696	179 - DANIEL A. COLFAX, ESQ.	PO 6438 3RD QTR 2016 PUBLIC DEFENDER SERVIC	2,400.00	2,400.00
20697	1296 - DANIEL M. HENNIGHAN	PO 6461 2016 VISION & PRESCRIPTION REIMBURS	573.32	573.32
20698	794 - DELL BUSINESS CREDIT	PO 5583 Dell Latitude B6540 for Court Admin	1,319.97	
		PO 6381 replacement computer for dispatch #	931.57	
		PO 6404 dual network card for new pc	72.76	2,324.30
20699	189 - DEMPSEY, INC.	PO 6462 OCT 2016 DPW UNIFORM CLEANING SERVI	885.98	885.98
20700	1557 - DIANA FRANCISCO	PO 6424 RENEWAL OF RMC CERTIFICATION	50.00	50.00

**List of Bills - (0110101000002) CASH CHECKING FIRST HOPE
Current Fund**

Meeting Date: 11/14/2016 For bills from 10/25/2016 to 11/09/2016

Check#	Vendor	Description	Payment	Check Total
20701	198 - DIVISION OF PENSIONS/BENEFITS	PO 6443 EMPLOYER SHARE OF 2015 RETROACTIVE	997.42	997.42
20702	202 - DOVER BRAKE & CLUTCH CO., INC.	PO 5194 2016 SUPPLY BLANKET	1,123.50	1,123.50
20703	1388 - FASTENAL COMPANY CORP.	PO 5260 2016 SUPPLY BLANKET	67.52	67.52
20704	2253 - FMI - FRANKLIN MUTUAL INSURANCE	PO 6421 REFUND OVERPAYMENT - RENTAL OF HALL	100.00	100.00
20705	1722 - FRED F. SULJIC & ASSOCIATES	PO 6463 10/17/16 - 11/02/16 - 2016 ZONING O	1,152.00	1,152.00
20706	230 - G & G DIESEL SERVICE, INC.	PO 5661 2016 SUPPLY BLANKET	53.20	53.20
20707	1042 - G.T.B.M.,INC./INFO-COP	PO 6350 E-ticket 3rd quarter	2,263.20	2,263.20
20708	2246 - GRIFFIN & HOWE, INC.	PO 6356 SHOTGUN REPAIR	69.38	69.38
20709	245 - HAROLD E. PELLOW & ASSOC.INC.	PO 6408 ENGINEERING SERVICES FOR TOWNSHIP C	399.23	
		PO 6420 09/29/16 - ENGINEERING SERVICES - M	344.80	
		PO 6464 09/29/16 - ENGINEERING SERVICES - P	125.00	869.03
20710	693 - HOME DEPOT CREDIT SERVICES	PO 5201 2016 SUPPLY BLANKET	139.76	139.76
20711	1055 - JAMES SULLIVAN	PO 6452 2016 BOOT ALLOWANCE	249.98	249.98
20712	288 - JCP&L	PO 6415 SEPT 2016 ELECTRIC CHARGES - STREET	505.05	505.05
20713	288 - JCP&L	PO 6416 SEPT 2016 ELECTRIC CHARGES - 145 LA	916.58	916.58
20714	288 - JCP&L	PO 6465 OCT 2016 - ELECTRIC SERVICE - MESSA	45.18	45.18
20715	13 - JOHNNY ON THE SPOT, LLC	PO 5373 2016 BLANKET	60.00	60.00
20716	1188 - KOCH AUTO PARTS, INC.	PO 5193 2016 SUPPLY BLANKET	97.96	97.96
20717	2074 - LONG POND SCHOOL EARTH CLUB	PO 6450 CLEAN COMMUNITIES CLEAN UP OCT. 29	468.00	468.00
20718	1260 - LOWE'S	PO 5322 2016 SUPPLY BLANKET	228.18	228.18
20719	344 - MONTAGUE TOOL&SUPPLY CO.,INC.	PO 6352 CHAIN SAW BAR	34.37	34.37

**List of Bills - (0110101000002) CASH CHECKING FIRST HOPE
Current Fund**

Meeting Date: 11/14/2016 For bills from 10/25/2016 to 11/09/2016

Check#	Vendor	Description	Payment	Check Total
20720	2202 - MORRIS ASPHALT SUPPLY	PO 5929 2016 ASPHALT BLANKET	2,471.83	2,471.83
20721	386 - NJ HERALD, INC.	PO 6422 09/30/16 - LEGAL ADVERTISING - ORD PO 6466 10/28/16 - LEGAL ADVERTISING	26.10 111.30	137.40
20722	1230 - NORTH JERSEY MUNICIPAL,EMPLOYEE	PO 6467 NOV 2016 DENTAL INSURANCE PREMIUM	3,803.00	3,803.00
20723	1622 - OPDYKE'S SALES & SERVICE CORP.	PO 6373 STEERING SEAL KIT	40.83	40.83
20724	1313 - PANORAMA TOURS, INC.	PO 6142 12/03/16 - NYC BUS TRIP	685.00	685.00
20725	2090 - PenTeleData	PO 6426 NOV 2016 ATFD INTERNET SERVICES	59.95	59.95
20726	2090 - PenTeleData	PO 6469 NOV 2016 - MUNICIPAL BUILDING INTER	99.95	99.95
20727	1299 - PITNEY BOWES, INC.	PO 5218 JAN - DEC 2016 POSTAGE MACHINE LEAS	210.00	210.00
20728	424 - READYREFRESH BY NESTLE	PO 6451 SEPT 2016 BOTTLE WATER SERVICE - AT	166.24	166.24
20729	2252 - PROJECT WET FOUNDATION	PO 6398 WATERSHED PROTECTION KIDS ACTIVITY	90.52	90.52
20730	1686 - R & L DATA CENTERS, INC.	PO 6468 OCT 2016 PAYROLL PROCESSING	448.16	448.16
20731	1931 - REINER GROUP, INC.	PO 6411 MAINTENANCE ON FURNACES	781.50	781.50
20732	2159 - ROBERTS AND SON	PO 6380 HYDRAULIC CONTECTIONS PO 6412 PARTS FOR LOADER	112.07 79.68	191.75
20733	475 - SAFETY KLEEN CORPORATION	PO 5255 2016 SERVICE BLANKET FOR PARTS CLEA	279.25	279.25
20734	2248 - SAFRAN USA INC	PO 6354 MAINTENANCE AGREEMENT FOR LIVE SCAN	2,352.56	2,352.56
20735	2247 - SAFRAN USA INC	PO 6355 DUPLEX BLACK & WHITE FINGERPRINT CA	1,086.15	1,086.15
20736	1062 - SPRINT	PO 6417 SEPT 2016 - ATPD LONG DISTANCE	83.53	83.53
20737	1291 - THE STANDARD INSURANCE CO.	PO 6436 NOV 2016 LONG TERM DIABILITY INSURA	1,278.65	1,278.65
20738	544 - SUSSEX COUNTY MUNIC AUTHORITY	PO 5320 2016 BRUSH DISPOSAL BLANKET	14.95	14.95

**List of Bills - (0110101000002) CASH CHECKING FIRST HOPE
Current Fund**

Meeting Date: 11/14/2016 For bills from 10/25/2016 to 11/09/2016

Check#	Vendor	Description	Payment	Check Total
20739	564 - TOMAR INDUSTRIES, INC.	PO 6374 TRASH BAGS & LINERS	539.00	
20740	2024 - TONI GRISAFFI	PO 6402 JANITORIAL SUPPLIES	870.75	1,409.75
20741	1649 - TOWNSHIP OF HARDYSTON	PO 6399 10/07/16 - EMPLOYEE PRESCRIPTION RE	15.90	
20742	1628 - TOWNSHIP OF LAFAYETTE	PO 6470 10/19/16 - 11/04/16 - PRESCRIPTION	71.81	87.71
20743	89 - TREASURER, STATE OF NJ	PO 6407 4TH QTR 2016 - LAND USE ADMINISTRAT	11,187.75	11,187.75
20744	1645 - TROOP #4224	PO 6405 4TH QTR 2016 CFO SHARED SERVICE	18,771.25	18,771.25
20745	985 - UNIVERSAL SUPPLY GROUP, INC.	PO 6414 3RD QTR 2016 MARRIAGE LICENSE FEES	575.00	575.00
20746	2228 - UPBEAT SITE FURNISHINGS	PO 6400 09/30/16 - CLEAN COMMUNITIES VOLUNT	500.00	500.00
20747	450 - VERIZON BUSINESS	PO 6299 WATER FILTERS FOR POLICE STATION	38.44	38.44
20748	586 - VERIZON WIRELESS	PO 6376 Recycled Plastic 6' Traditional Ben	1,136.57	1,136.57
20749	620 - WM.H. WILSON SEPTIC SYST.CORP.	PO 6471 OCT 2016 TOWN HALL LONG DISTANCE SE	42.08	42.08
20750	623 - ZEP MANUFACTURING, INC.	PO 6425 OCT 2016 - MONTHLY MOBILE PHONE SER	552.66	552.66
		PO 6391 SEPTIC PUMP OUT AT HILLSIDE BARN	470.00	470.00
		PO 6351 SUPPLIES FOR SHOP	133.54	133.54
		TOTAL	88,195.78	88,195.78

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-101-01-000-002	CASH CHECKING FIRST HOPE			0.00	88,195.78
01-192-08-105-000	FEES & PERMITS			100.00	
01-200-55-000-001	DUE STATE MARRIAGE LICENSE			575.00	
01-201-20-100-020	ADMIN OTHER EXPENSE			300.60	
01-201-20-120-020	CLERK OTHER EXPENSE			195.00	

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-130-020	FINANCE OTHER EXPENSE	18,834.03			
01-201-20-140-020	INFORMATION TECH - OTHER EXPENSE	448.16			
01-201-20-155-020	LEGAL OTHER EXPENSE	116.00			
01-201-20-165-020	ENGINEERING OTHER EXPENSE	399.23			
01-201-21-180-020	PLANNING BRD OTHER EXPENSE	11,262.06			
01-201-21-186-010	ZONING OFFICER SALARY & WAGE	1,152.00			
01-201-21-186-020	ZONING OFFICER OTHER EXPENSE	3.80			
01-201-23-220-020	GROUP INSURANCE OTHER EXPENSE	5,742.68			
01-201-25-240-020	POLICE OTHER EXPENSE	2,867.12			
01-201-25-250-020	DISPATCH OTHER EXPENSE	1,004.33			
01-201-25-252-020	EMERGENCY MGMT OTHER EXPENSE	52.43			
01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE	5,984.20			
01-201-26-310-020	BUILD & GRNDS OTHER EXPENSE	2,965.23			
01-201-28-370-020	RECREATION OTHER EXPENSE	1,038.80			
01-201-28-375-020	PARK MAINT OTHER EXPENSE	60.00			
01-201-31-435-075	STREET LIGHTING	505.05			
01-201-31-460-020	UTILITY OTHER EXPENSE	5,299.73			
01-201-36-476-000	PERS CONTRIBUTION	997.42			
01-201-42-490-020	SHARED SERVICE - JOINT COURT O/E	20,212.97	3,438.71		
01-201-43-490-020	MUNICIPAL CRT OTHER EXPENSE	922.39			
01-201-44-908-000	CIF - ROAD OVERLAYS & IMPR'S	469.80			
01-203-25-240-020	(2015) POLICE OTHER EXPENSE				
01-213-40-000-000	FED & STATE GRANT - APPROP RESERVES			3,249.04	
TOTALS FOR	Current Fund	80,833.03	3,438.71	3,924.04	88,195.78

Total to be paid from Fund 01 Current Fund

88,195.78
 =====
 88,195.78

Checks Previously Disbursed

20682	TREASURER, COUNTY OF SUSSEX	PO# 6372	4TH QTR 2016	COUNTY OPEN SPACE TAX	3,869.36	11/08/2016
20681	TREASURER, COUNTY OF SUSSEX	PO# 6371	4TH QTR 2016	COUNTY LIBRARY TAX	54,065.12	11/08/2016
20680	TREASURER, COUNTY OF SUSSEX	PO# 6370	4TH QTR 2016	COUNTY HEALTH TAX	23,137.00	11/08/2016
20679	TREASURER, COUNTY OF SUSSEX	PO# 6369	4TH QTR 2016	COUNTY PURPOSE TAX	863,370.81	11/08/2016

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
---------	-------------	------------	--------------	---------------	--------

29390675	NJ STATE HEALTH BENEFITS	OCT 2016 NUSHB PREMIUMS		94,848.78	10/14/2016

				1,039,291.07	

Total paid from Fund 01 Current Fund 1,039,291.07

1,039,291.07

Total for this Bills List: **1,127,486.85**

**List of Bills - (1310101000004) OTHER TRUST - FIRST HOPE - OTHER TRUST
OTHER TRUST**

Meeting Date: 11/14/2016 For bills from 10/24/2016 to 11/09/2016

Check#	Vendor	Description	Payment	Check Total
3598	2257 - BALANCE ACCOUNTING & FINANCIAL SERV	PO 6474 11/05/16 - REFUND ESCROW SECURITY D	100.00	100.00
3599	733 - DEE MCDEVITT	PO 6423 10/24/16 - REFUND ESCROW SECURITY D	300.00	300.00
3600	2253 - FMI - FRANKLIN MUTUAL INSURANCE	PO 6454 10/27/16 - REFUND ESCROW SECURITY D	300.00	300.00
3601	1890 - KATIE'S HOUSE	PO 6475 11/04/16 - REFUND ESCROW SECURITY D	100.00	100.00
3602	2256 - LANTIER CONSTRUCTION CO, INC.	PO 6455 09/03/16 - REFUND BALANCE FOR LIMEC	349.56	349.56
3603	1852 - NY YANKEES	PO 6395 2017 FIRST GROUP INSTALLMENT - NY Y	250.00	250.00
3604	2255 - SEAN CARLSON	PO 6453 10/14/16 - 10/16/16 - REFUND ESCROW	300.00	300.00
3605	700 - SUSSEX COUNTY REPUBLICAN COMMITTEE	PO 6456 10/28/16 - REFUND ESCROW SECURITY D	100.00	100.00
3606	2254 - THERESA SANFELICE	PO 6457 10/29/16 - REFUND ESCROW SECURITY D	150.00	150.00
TOTAL				1,949.56

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
13-101-01-000-004	OTHER TRUST - FIRST HOPE - OTHER TRUST			0.00	1,949.56
13-260-58-100-500	TRAFFIC DETAIL			349.56	
13-260-58-200-000	RECREATION TRUST			1,600.00	
TOTALS FOR	OTHER TRUST	0.00	0.00	1,949.56	1,949.56

Total to be paid from Fund 13 OTHER TRUST

1,949.56

1,949.56

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
---------	-------------	------------	--------------	---------------	--------

List of Bills - (1810101000000) CASH - OPEN SPACE
Open Space Trust

Meeting Date: 11/14/2016 For bills from 10/25/2016 to 11/09/2016

Check#	Vendor	Description	Payment	Check Total
152	245 - HAROLD E. PELLOW & ASSOC.INC.	PO 6419 09/29/16 - ENGINEERING SERVICES - L	255.61	255.61
TOTAL				255.61

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
18-101-01-000-000	CASH - OPEN SPACE			0.00	255.61
18-260-05-900-000	OPEN SPACE - RESERVE FOR EXPENSES			255.61	
TOTALS FOR	Open Space Trust	0.00	0.00	255.61	255.61

Total to be paid from Fund 18 Open Space Trust

255.61
=====

255.61

List of Bills - (0410101000000) CAPITAL CASH
CAPITAL

Meeting Date: 11/14/2016 For bills from 10/25/2016 to 11/09/2016

Check#	Vendor	Description	Payment	Check Total
674	245 - HAROLD E. PELLOW & ASSOC. INC.	PO 6418 09/29/16 - ENGINEERING SERVICES - H	3,098.94	3,098.94
675	2232 - MANOR II ELECTRIC	PO 6375 STANDBY GENERATORS PROJECT - PUBLIC	42,310.91	42,310.91
676	1446 - TONY SANCHEZ, LTD, CORP.	PO 6161 COSTS TO RETRO FIT DUMP TRUCK	56,565.00	56,565.00
TOTAL				101,974.85

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
04-101-01-000-000	CAPITAL CASH			0.00	101,974.85
04-226-55-000-000	IMP AUTHORIZATIONS - FUNDED			101,974.85	
TOTALS FOR	CAPITAL	0.00	0.00	101,974.85	101,974.85

Total to be paid from Fund 04 CAPITAL

101,974.85
 =====
 101,974.85

**List of Bills - (1210101000000) DOG CASH
DOG TRUST**

Meeting Date: 11/14/2016 For bills from 10/24/2016 to 11/09/2016

Check#	Vendor	Description	Payment	Check Total
439	956 - FRA TECHNOLOGIES, INC.	PO 6353 2017 Maintenance/Update Contract	600.00	600.00
440	392 - NJ STATE DEPT OF HEALTH/SR SVS	PO 6472 OCTOBER 2016 DOG LICENSING FEES	53.40	53.40
	TOTAL			653.40

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
12-101-01-000-000	DOG CASH			0.00	653.40
12-286-56-000-000	RES DOG FUND EXPENDITURES			600.00	
12-290-56-000-000	DUE TO THE STATE - DOG LICENSE FEES			53.40	
TOTALS FOR	DOG TRUST	0.00	0.00	653.40	653.40

Total to be paid from Fund 12 DOG TRUST
653.40

Checks Previously Disbursed

438	WANTAGE TOWNSHIP	PO# 6382 2016 INTERLOCAL ANIMAL CONTROL AGR	8,620.00	10/27/2016
			8,620.00	

Total paid from Fund 12 DOG TRUST
8,620.00

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
---------	-------------	------------	--------------	---------------	--------

Total for this Bills List: **9,273.40**

ANDOVER TOWNSHIP

TAX DEPARTMENT

INTER-OFFICE MEMORANDUM

DATE: November 1, 2016
TO: Mayor, Committee & Administrator
FROM: Daryn Cashin, Tax Collector
SUBJECT: Monthly Report for October, 2016

October tax collections: \$1,146,939.41 (see attached)

Below is a comparative chart of collections in the tax office, from 2015 to 2016.

	<u>2015</u>	<u>2016</u>
January	\$1,418,450.96	\$ 874,583.25
February	3,618,961.74	4,291,740.91
March	188,382.54	249,806.98
April	912,268.52	974,177.18
May	3,906,999.46	4,016,238.04
June	154,227.17	84,899.30
July	1,030,059.92	769,751.99
August	4,361,316.22	4,993,644.97
September	203,039.01	195,631.45
October	1,378,349.53	1,146,939.41
<i>Year to date</i>	<i>\$17,172,055.07</i>	<i>\$17,597,413.48</i>

Delinquent 2015 \$ 0.00
Delinquent 2016 \$ 219,512.02 (109 accounts)

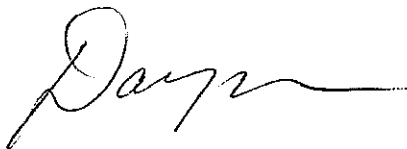
Total Taxes Delinquent \$ 219,512.02

Special Assessment (Forest Lakes Dam)

May collections	\$ 5,758.50
June collections	3,664.50
July collections	2,810.63
August collections	6,785.42
September	3,596.27
October	0.00

Collected Year to Date \$22,615.32

There are no delinquent Forest Lakes Dam assessments. All installment payments have been made for the year 2016, and 3 of the assessments were paid in full.



Range: Block: First to Last
 Lot:
 Qual:
 Range of Codes: First to Last
 Range of Batch Ids: First to Last
 Range of Spec Tax Codes: First to Last
 Payment Type Includes: Tax: Y Sp Charges: Y Lien: Y Sp Assmnt: Y
 Misc: Y
 Payment Method Includes: Cash: Y Check: Y Credit: Y Range of Installment Due Dates: First to Last
 Print Miscellaneous w/Block/Lot/Qual: N Print Only Miscellaneous w/Block/Lot/Qual: N
 Range of Years: First to 2017
 Range of Periods: 1 to 12
 Range of Dates: 10/01/16 to 10/31/16
 Print Ref Num: N

Code Description	Count	Arrears/Other	Principal			Interest	Total
			2015	2016	2017		
001 TAX PAYMENT	428	0.00	1,551.39	991,475.76	3,913.81	1,518.66	998,459.62
026 TAX SUB PAYMENTS	12	0.00	0.00	21,473.95	0.00	1,751.27	23,225.22
901 TAX - TAX SALE	23	0.00	28,516.67	0.00	0.00	4,575.22	33,091.89
Tax Payments	463	0.00	30,068.06	1,012,949.71	3,913.81	7,845.15	1,054,776.73
014 TAX SALE PREMIUM	4	91,100.00	0.00	0.00	0.00	0.00	91,100.00
021 TAX SALE AD/MAIL FEE	1	86.93	0.00	0.00	0.00	0.00	86.93
908 TAX SALE COST	8	0.00	0.00	0.00	0.00	975.75	975.75
Misc Payments	13	91,186.93	0.00	0.00	0.00	975.75	92,162.68
Payments Total:	476	91,186.93	30,068.06	1,012,949.71	3,913.81	8,820.90	1,146,939.41
NSF Reversals Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
Total:	476	91,186.93	30,068.06	1,012,949.71	3,913.81	8,820.90	1,146,939.41

Total Cash: 2,202.46
 Total Check: 1,144,736.95
 Total Credit: 0.00

ANDOVER TOWNSHIP - CFO'S REPORT
for the Month Ending October 31, 2016

	Beginning Balance	Receipts	Disbursements	Ending Balance
Assessment Trust	\$ 22,635.22	\$ 7.73	\$ 6,210.73	\$ 16,432.22
Current Fund	\$ 1,135,137.98	\$ 1,333,871.45	\$ 1,523,207.51	\$ 945,801.92
Current Fund - Investment	\$ 123,142.31	\$ 41.92		\$ 123,184.23
Capital Fund	\$ 427,223.04	\$ 145.56	\$ 1,879.74	\$ 425,488.86
Capital Fund - Investment	\$ 180,767.40	\$ 61.54		\$ 180,828.94
Dog Trust Fund	\$ 3,710.18	\$ 4,992.61	\$ 8,648.20	\$ 54.59
COAH Trust Fund	\$ 17,882.87	\$ 506.12		\$ 18,388.99
Open Space Trust Fund	\$ 147,888.57	\$ 64,995.15	\$ 3,715.45	\$ 209,168.27
Escrow Trust Fund	\$ 372,114.78	\$ 8,478.07	\$ 5,098.47	\$ 375,494.38
Developers Escrow Accounts	\$ 84,309.50	\$ 3.55		\$ 84,313.05
Net Payroll Account	\$ 26.11	\$ 161,891.89	\$ 161,889.33	\$ 28.67
Agency Payroll Account	\$ 42,161.14	\$ 122,126.14	\$ 109,310.78	\$ 54,976.50
Sustainable Andover	\$ 4,633.16			\$ 4,633.16
SUI Trust Account	\$ 19,448.57	\$ 6.62		\$ 19,455.19
Totals	\$ 2,581,080.83	\$ 1,697,128.35	\$ 1,819,960.21	\$ 2,458,248.97

Submitted by Yasuo Magua Date November 9, 2016

TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY

RESOLUTION #R2016-151

2016 BUDGET APPROPRIATIONS TRANSFER

BE IT RESOLVED by the Township Committee of the Township of Andover, County of Sussex and State of New Jersey, that 2016 Budget Appropriations Transfers totaling \$14,400.00 are to be made in the following manner:

<u>FROM:</u>	<u>AMOUNT</u>
<u>Utilities</u>	<u>\$ 14,400.00</u>
<u>TOTAL:</u>	<u>\$ 14,400.00</u>
<u>TO:</u>	
<u>Tax Assessor O/E</u>	<u>\$ 100.00</u>
<u>Engineering O/E</u>	<u>\$ 7,000.00</u>
<u>Planning Board O/E</u>	<u>\$ 1,000.00</u>
<u>Fire Prevention</u>	<u>\$ 1,600.00</u>
<u>Animal Control O/E</u>	<u>\$ 700.00</u>
<u>PERS</u>	<u>\$ 1,000.00</u>
<u>Accum Sick and Vacation Time</u>	<u>\$ 3,000.00</u>
<u>TOTAL:</u>	<u>\$14,400.00</u>

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Township Auditor and Finance Department for their records.

I, Diana Francisco, Municipal Clerk of the Township of Andover, in the County of Sussex in the State of New Jersey, do hereby certify that the foregoing Resolution is a true copy of the Original Resolution duly passed and adopted by a majority of the full membership of the Andover Township Committee at its meeting on November 14, 2016.



Diana Francisco, R.M.C.
Municipal Clerk

TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY

RESOLUTION #R2016-152

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ANDOVER,
COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO ACCEPT THE LETTER
OF RESIGNATION FROM SHERI JANOSKI, CLERK-TYPIST FOR
THE CLERK'S OFFICE EFFECTIVE NOVEMBER 3, 2016**

WHEREAS, Shei Janoski was appointed to the position of Clerk-Typist for the Clerk's Office, July 11 2016 by the adoption of Resolution #R2016-101, and,

WHEREAS, Ms. Janoski tendered her resignation as stated in her memo dated October 25, 2016 to be effective November 3, 2016; and,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Andover, County of Sussex, and State of New Jersey to hereby accept the letter of resignation submitted by Sheri Janoski, Clerk-Typist effective November 3, 2016 and said resignation shall be in good standing; and,

BE IT FURTHER RESOLVED, that certified copies of this Resolution be forwarded to Sheri Janoski, the Township Administrator, the Finance Department, the Township Attorney, the Township Auditor and the New Jersey Department of Personnel for their records.

CERTIFICATION

I, Diana Francisco, Clerk of the Township of Andover, in the County of Sussex in the State of New Jersey, do hereby certify that the foregoing Resolution is a true copy of the Original Resolution duly passed and adopted by a majority of the full membership of the Andover Township Committee at its meeting on November 14, 2016.



Diana Francisco, R.M.C
Clerk/ Administrator

TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY

RESOLUTION #R2016-153

**RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND
STATE OF NEW JERSEY TO AUTHORIZE THE APPOINTMENT OF MARIA
QUINONES TO THE POSITION OF CLERK TYPIST FOR THE ANDOVER TOWNSHIP
MUNICIPAL CLERKS OFFICE EFFECTIVE NOVEMBER 7, 2016**

WHEREAS, there is a need for support staff in the Clerk's/Administration Offices;
and,

WHEREAS, a recommendation has been made to appoint candidate Maria
Quinones to fill this part time position as outlined in the job title under the NJ Civil Service
regulations; and,

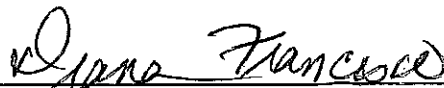
NOW, THEREFORE BE IT RESOLVED that the Township Committee of the
Township of Andover, County of Sussex, State of New Jersey, hereby appoints Maria
Quinones to the position of Clerk Typist for the Municipal Clerk/Administrator's offices
effective immediately and remuneration for this position shall be \$12.00 per hour,
maximum 25 hours weekly. Appointment is subject to N.J.S.A. Title 11, State of New
Jersey Civil Service Commission.

BE IT FURTHER RESOLVED, that there shall be a three month work test period,
and following the completion of that work test period, there shall be a performance review
conducted by the Clerk/Administrator; and,

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded
to Ms. Quinones, the Finance Department, the Township Auditor, and the New Jersey
Civil Service Commission for their files.

CERTIFICATION

I, Diana Francisco, Clerk/Administrator of the Township of Andover, in the County of
Sussex in the State of New Jersey, do hereby certify that the foregoing Resolution is a
true copy of the Original Resolution duly passed and adopted by a majority of the full
membership of the Andover Township Committee at its meeting on November 14, 2016.



Diana Francisco, R.M.C.
Municipal Clerk/Administrator

TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY

RESOLUTION #R2016-154

RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO AUTHORIZE THE PURCHASE OF ICE CONTROL MATERIALS (SALT AND GRITS) FOR THE DEPARTMENT OF PUBLIC WORKS

WHEREAS, the County of Sussex advertised and received bids for road salt and snow grits which were publicly received on August 30, 2016; and

WHEREAS, the bids received allowed for vendors to extend their pricing to municipalities within the County of Sussex through a State regulated County Contract Purchasing System; and

WHEREAS, the following vendors were awarded contracts for ice control materials (road salt and grits) and have extended their pricing to municipalities, thereby affording the Township of Andover the opportunity of direct purchase without competitive bidding:

Rock Salt:

Cargill Inc. 24950 County Club Blvd. North Olmsted, OH 44070	\$58.72 per ton
--	-----------------

Snow Grit:

284 Aggregates, LLC 10 Route 284 Sussex, NJ 07419	\$10.75 per ton
---	-----------------

North Church Gravel, Inc. 216 North Church Road Franklin NJ 07410	\$11.05 per ton
---	-----------------

Braun Stone/Braun Royalty 217 Limecrest Road Lafayette NJ 07848	\$12.50 per ton
---	-----------------

Eastern Concrete Materials 3620 Route 23 North Hamburg NJ 07419	\$13.43 per ton
---	-----------------

WHEREAS, the Chief Financial Officer has certified that funds are available; and,

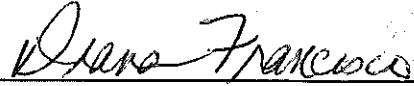
NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Andover, County of Sussex and State of New Jersey does hereby authorize the execution of the necessary purchase orders **in the total amount of \$76,000.00** by the Department of Public Works to permit the purchase of these ice control materials as specified and priced to the County of Sussex; and,

BE IT FURTHER RESOLVED, that upon receipt, inspection and approval of vouchers therefore by the using agency, payment, pursuant to said purchase orders, are hereby authorized with the same to be charged against funds established in the appropriate accounts for said purpose; and,

BE IT FURTHER RESOLVED, that certified copies of this Resolution be forwarded to the Department of Public Works, the Municipal Treasurer, and the Purchasing Agent.

CERTIFICATION

CERTIFIED AS A TRUE COPY OF THE RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE ON THE 14 DAY OF November 2016.

A handwritten signature in cursive script that reads "Diana Francisco". The signature is written in black ink and is positioned above a horizontal line.

Diana Francisco, R.M.C., Clerk/Administrator

Resolution 2016-155
RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY TO ESTABLISH SALARY FOR PART-TIME DISPATCHERS

WHEREAS, part-time dispatchers are no longer part of any collective bargaining unit;
and

WHEREAS, salary guidelines have been established by the Governing Body for part-time dispatchers; and

WHEREAS, in accordance with said salary guidelines, the Township Committee is hereby authorized to establish salaries for part-time dispatchers.

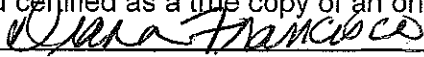
NOW, THEREFORE, BE IT RESOLVED, BY the Mayor and Township Committee of the Township of Andover, County of Sussex, and State of New Jersey, that the following salaries are hereby established:

Cheryl Henderson-Brill	\$27.00
Jessica Casella	\$26.00
Kyle Wilson	\$26.00
James Holmes	\$26.00
Scott Theobald	\$26.00
Jessica Goytil	\$26.00
Carla Crown	\$21.00
Andrew Alteiri	\$18.00
Kayla Moran	\$18.00

BE IT FURTHER RESOLVED, that the Administrator and the Chief Financial Officer are hereby authorized to take necessary action to effectuate this salary resolution.

Adopted: November 14, 2016

Adopted this 14th day of November, 2016
and certified as a true copy of an original.



Diana Francisco, Township Clerk

TOWNSHIP OF ANDOVER

RESOLUTION NO. 2016 156

**RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX
AND STATE OF NEW JERSEY, AUTHORIZING AN AGREEMENT WITH
LAKELAND EMERGENCY SQUAD FOR RESPONDER SERVICES**

WHEREAS, the original agreement as authorized under Resolution #R2016-118, shall be amended: and

Whereas, Lakeland Emergency Squad has been providing first aid services for Andover Township by transporting residents to area hospitals with support and assistance of invaluable volunteers, as well as first responders of Andover Township; and

WHEREAS, recognizing these invaluable services, the Township has negotiated an agreement with Lakeland Emergency Squad in order to assist the Squad to achieve financial independence and sustainability to provide services to the residents of Andover Township; and


WHEREAS, Andover Township, along with Andover Borough and Byram Township, have partnered in an agreement with Lakeland Emergency Squad to provide such services and some financial support in order to achieve the sustainability of the organization; and

WHEREAS, a copy of the agreement is on file with the Municipal Clerk's Office.


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

1. The Township hereby authorizes a five (5) year agreement with Lakeland Emergency Squad, as well as Byram Township and Andover Borough, to support and provide for certain first aid services.
2. This agreement is also subject to review by the Township Administrator and legal counsel who are permitted to effectuate changes for consistency so long as they are not substantial or materially alter this agreement.


Diana Francisco, Clerk/Admin


Dolores Blackburn, Mayor

I, Diana Francisco, Municipal Clerk of the Township of Andover, do hereby certify that the above is a true and accurate copy of a resolution adopted by the Andover Township Committee on November 14, 2016.


Diana Francisco, Municipal Clerk

**TOWNSHIP OF ANDOVER
COUNTY OF SUSSEX, STATE OF NEW JERSEY**

ORDINANCE NO. 2016-17

**AN ORDINANCE OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX
AND STATE OF NEW JERSEY SUPPLEMENTING CHAPTER 3,
"ADMINISTRATION OF GOVERNMENT," ARTICLE VII, "DEPARTMENT OF
FINANCE," OF THE ANDOVER TOWNSHIP CODE BY CREATING SECTION
3-35, "100% DISABLED VETERAN TAX REFUNDS"**

WHEREAS, pursuant to N.J.S.A. 54:4-3.30, the dwelling house and the lot whereupon the same is erected, of any citizen and resident of this State, honorably discharged or released under honorable circumstances, from active service, in time of war, in any branch of the Armed Forces of the United States, who has been or shall be declared by the United States Veterans Administration or its successor to have a service-connected disability declared by the United States Veterans Administration or its successor to be a total or 100 percent permanent disability, and not so evaluated solely because of hospitalization or surgery and recuperation, sustained through enemy action, or accident, or resulting from disease contracted while in such active service, shall be exempt from taxation on proper claim made therefor; and

WHEREAS, pursuant to N.J.S.A. 54:4-3.31, upon review and approval of the required documentation by the municipal tax assessor, the assessor shall allow said exemption from taxation for the tax year in which the claim was filed; and

WHEREAS, pursuant to N.J.S.A. 54:4-3.32, the governing body of each municipality, by appropriate resolution, may return all taxes collected on property from prior years which would have been exempt had proper claim been timely made in writing; and

WHEREAS, the statutory intent to grant discretion to the governing body of every municipality has been affirmed by recent court decisions that have held that a municipality has discretion to grant or deny a taxpayer a retroactive refund of property taxes that has been paid from the effective date of the disability as determined by the United States Department of Veterans Affairs as set forth in N.J.S.A. 54:4-3.32; and

WHEREAS, the Township Committee of the Township of Andover desires to establish a formal policy providing that a retroactive refund of property taxes as set forth in N.J.S.A. 54:4-3.32 shall be limited to the current year of the submission of a proper claim to the tax assessor as required by N.J.S.A. 54:4-3.30 and, if timely filed, the prior year, but in no event greater than a twenty-four month period in the aggregate.

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

SECTION 1. Chapter 3, "Administration of Government," Article VII, "Department of Finance," of the Code of the Township of Andover, is hereby amended and supplemented to create § 3-35, "100% Disabled Veteran Tax Refunds," which shall read in its entirety as follows:

§ 3-35 100% Disabled Veteran Tax Refunds.

A retroactive refund of property taxes as set forth in N.J.S.A. 54:4-3.32 shall be limited to the current year of the submission of a proper claim to the tax assessor as required by N.J.S.A. 54:4-3.30 and the prior year, but in no event greater than a twenty-four (24) month period in the aggregate.

SECTION 2. All Ordinances of the Township of Andover, which are inconsistent with the provisions of this Ordinance, are hereby repealed to the extent of such inconsistency.

SECTION 3. If any section, subsection, sentence, clause of phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance.

SECTION 4. This Ordinance shall take effect immediately upon final passage, approval, and publication as required by law.


SECTION 5. This Ordinance may be renumbered for codification purposes.

TOWNSHIP OF ANDOVER
COUNTY OF SUSSEX
STATE OF NEW JERSEY

ATTEST:



Diana Francisco, Clerk

By: 

Dolores Blackburn, Mayor

INTRODUCED: November 14, 2016
ADOPTED:
CERTIFIED:

**TOWNSHIP OF ANDOVER
SUSSEX COUNTY, NEW JERSEY**

ORDINANCE NO.2016-16

**AN ORDINANCE OF THE TOWNSHIP OF ANDOVER, COUNTY
OF SUSSEX, AND STATE OF NEW JERSEY TO ESTABLISH
SALARY GUIDELINES FOR PART-TIME DISPATCHERS**

WHEREAS, part-time dispatchers are no longer part of any collective bargaining unit; and

WHEREAS, it is necessary to establish salary guidelines for part-time dispatchers; and

WHEREAS, the Chief of Police and the Administration have recommended certain salary guidelines to be fair compensation for all part-time dispatchers based on years of service with Andover Township.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and the Township Committee of the Township of Andover, in the County of Sussex, and State of New Jersey that the following salary guidelines are hereby established:


<u>Length of Service</u>	<u>Salary Range</u>
0-12 months	\$15.00 per hour
12-24 months	\$18.00 per hour
24-36 months	\$21.00 per hour
36-48 months	\$24.00 per hour
48-60 months	\$26.00 per hour
60+ months	\$26.00- \$30.00 per hour

ATTEST:



Diana Francisco, Township Administrator

**TOWNSHIP OF ANDOVER
COUNTY OF SUSSEX
STATE OF NEW JERSEY**

By: 

Dolores Blackburn, Mayor

**INTRODUCED: October 24, 2016
ADOPTED: November 14, 2016
Published: November 18, 2016**

**VOTE: AYES: Bensley, Burke, Mc Govern, Blackburn
NAYS: 0
Absent: Walsh**