

## ANDOVER TOWNSHIP COMMITTEE MEETING MINUTES

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

November 28, 2016

The regular meeting of the Andover Township Committee was called to order at 6:36 p.m. by Mayor Blackburn, followed by a salute to the flag.

**ROLL CALL:** Present: Mr. Bensley, Mr. Burke, Ms. Mc Govern, Mr. Walsh, Mayor Blackburn  
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*

#### **Attorney-Client Privilege:**

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

Mr. Bensley seconded and motion was carried with all in favor.  
The Committee returned to regular session at 7:37 pm.

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**APPROVAL OF THE GENERAL AGENDA**

Mr. Bensley moved to approve the General Agenda, Mr. Walsh seconded, the motion was carried with a unanimous roll call vote.

**APPROVAL OF CONSENT AGENDA**

**Mayor Blackburn added Resolution R#2016-161 RESOLUTION APPOINTING CHRISTINE THOMAS TO FULLTIME POSITION OF CLERK TYPIST FOR THE JOINT MUNICIPAL COURT EFFECTIVE NOVEMBER 15, 2016.**

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.

Mr. Walsh requested check #20760 in the amount of \$450.00 To Cleary, Giacobbe, Alfieri be pulled from consent agenda for discussion. 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***

**\*RESOLUTIONS:**

**RESOLUTION #R2016-158**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO CANCEL CAPITAL APPROPRIATION BALANCES**

**RESOLUTION #R2016-159**

**RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO APPOINT JEREMIAH HENDERSHOT TO THE POSITION OF TEMPORARY LABORER FOR THE ANDOVER TOWNSHIP DEPARTMENT OF PUBLIC WORKS ON A PER DIEM, AS NEEDED BASIS**

**RESOLUTION #R2016-160**

**RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO APPOINT JEFFREY D. SCHICK TO THE POSITION OF TEMPORARY LABORER FOR THE ANDOVER TOWNSHIP DEPARTMENT OF PUBLIC WORKS ON A PER DIEM, AS NEEDED BASIS**

**RESOLUTION #2016-161 (AS ADDED ABOVE) RESOLUTION APPOINTING CHRISTINE THOMAS TO FULLTIME POSITION OF CLERK TYPIST FOR THE JOINT MUNICIPAL COURT EFFECTIVE NOVEMBER 15, 2016**

- **MINUTES:** November 14, 2016 Regular Minutes

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**ITEM PULLED FROM THE CONSENT AGENDA**

Mr. Walsh requested to see the bill before it is paid. He also commented that the firm should have caught certain inconsistencies in the Dispatcher's draft contract.

**PUBLIC PORTION**

Mayor Blackburn opened the public session of the meeting.

Jackie Espinosa, JCP& L representative, informed the committee regarding the use of thermos-vision cameras by staff of JCP&L at certain site and transmission lines within the township

She commended the Florence M. Burd School for participating and the Kindergarten class was the recipient of a \$425.00 Stem Grant. This is the School's the second year.

The JCP& L Co. is sponsoring a Merry and Bright Light Photo contest. Please see their Face Book page for details and prizes.

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

**ORDINANCES: INTRODUCTION**

**ORDINANCE NO. 2016-18**

**AN ORDINANCE FOR THE PURCHASE OF A DPW PICK UP TRUCK FOR THE TOWNSHIP OF ANDOVER AND TO PROVIDE FOR THE FUNDING THEREOF**

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

**ORDINANCES: ADOPTION**

**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. Walsh moved to table final Adoption until next meeting on December 12, 2016.

**NEW BUSINESS:**

**2017 Meeting Calendar:** The Clerk clarified the calendar for the month of January. The Township's Reorganization meeting is scheduled for 01/06/2017 at 6:30pm. There will be no meeting on Monday, January 9, 2017. It was the consensus of the committee to continue with the usual Monday meeting schedule thereafter.

**UNFINISHED BUSINESS**

**1. Annexation of Property Block 166, Lot 2**

There was a brief discussion regarding the Andover property known as the Washer property. Mr. Bensley moved to allow the Annexation of Block 166 Lot 2 to Andover Borough at the request of Andover Borough Council as long as the township does not incur any costs related to it. Ms. Mc Govern seconded, the motion carried with a unanimous roll call vote.

**2. Domestic Animals**

Ms. Mc Govern informed the committee regarding the research gathered from other townships in Sussex County related to the allowance of chickens in residential area. She gave several examples such as Montague Township, they require a minimum of two acres for raising chickens. The Township of Byram allows chickens under an agricultural home use on a minimum of 1 acre. Wantage Township has a 5 acre minimum. The Town of Newton allows chickens in a residential zone, however more research is needed regarding Newton's Ordinance. It was the consensus of the committee to continue discussions in the upcoming meetings.

**OTHER BUSINESS:**

**Mr. Burke** informed the committee regarding information he learned while attending seminars at the League of Municipalities. He mentioned cell towers companies who work with townships to make sure that they are getting the most out of their contracts.

He also learned that there are several water management companies, he would follow up on that. He met a couple of grant writers at the League seminars as well.

With regard to zombie foreclosures otherwise known as abandoned housing; some towns have adopted an ordinance, requiring the lien holder, or property owners to register and require them to come forward with a plan on what they are going to do with it. The town can take possession of the house and rehab the property and sell it. If the owner does not come forward with a plan to improve the property putting an ordinance in place, may stimulate the owner to make the property habitable. They have to meet the criteria of the statute. There can also be an annual registration fee for vacant properties. There are agencies that are willing to guide towns. Mr. Burke asked the committee to consider looking in to it.

Mayor Blackburn added that there are 98 properties, of those 34 properties are listed as bank owned and another 64 are in the process of foreclosure, 17 of those are condominiums in Andover Township.

Ms. Mc Govern suggested that the banks did not put all the homes back on the market at once because they did not want to flood the market. She also thought it was a good idea to look at the ordinance Mr. Burke was speaking about.

**COMMITTEE REPORTS:**

**Mr. Walsh:** Commented on the status of Springdale Market.

The subcommittee had a budget meeting the previous week. They are working with recommendations from the different departments and suggested the subcommittee meet once more before the end of the year.

The property auction is underway, the vehicles are up at the DPW for viewing.

Mr. Walsh added comments regarding the old brine truck which has been refitted and will serve multiple functions.

**Ms. Mc Govern:**

Ms. Mc Govern reported the following:

The seniors have their Holiday Luncheon coming up on December 6, 2016, at noon at Sheridan's Lodge.

She had attended the School Board meeting on 11/15/16. Also at the school this week is the week of sustainability, which stems from a grant received to raise awareness of the plastic waste epidemic that the world is facing.

She congratulated the girl's field hockey team for a perfect season. The 7<sup>th</sup> and 8<sup>th</sup> graders received Chrome books. The school is starting a National Junior Honor Society.

The third Strategic Planning meeting for the school is December 6, 2016, at 7:30pm. Since she cannot attend Mr. Burke and Mayor Blackburn volunteered to attend that special meeting.

The Newton High School Facilities Planning meeting has been attended by Mr. Fancher.

The school budget has an un-anticipated expense for the tuition of out of district homeless students which ties into the abandoned or vacant homes ordinance Mr. Burke spoke of.

**Mr. Bensley**

Reported that he attended the Tree Lighting Ceremony at the park, there were 75 people in attendance. On December 4<sup>th</sup> the Children's Christmas Party with Santa, starts at 1:00pm. On Dec. 7 recreation is sponsoring babysitting from 7-9pm. at the Hillside House. Family bingo is scheduled for January 6, 2017. The township still needs new members for the Recreation Committee.

**Mr. Burke**

Reported on the Police, Fire Department and Lakeland Ambulance Squad calls for the month of October.

**Mayor Blackburn** reported on the annual township Senior Luncheon, which was held at the Farmstead. It was quite successful in spite of the heavy rains. It was a good turnout and she thanked the Farmstead for hosting it once again.

**Clerk Francisco:**

Reported that all 3 generators have been installed and the town is waiting for the final hookup from the gas company.

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**Township Attorney Semrau**

Reported that he will be prepared to address the request by the township committee to present the legal options available to them regarding the Lackawanna Cutoff issue at the next meeting.

**NEXT SCHEDULED MEETINGS:**

**12/12/2016  
6:30PM Executive Session  
7:30PM Regular Meeting**

**ADJOURN**

There being no further business, Mr. Bensley moved to adjourn at 8:20 pm., Mr. Burke seconded, the motion carried with all in favor.

**Submitted by,**



**Diana Francisco, RMC/CMR**

**Clerk /Administrator**

**TOWNSHIP OF ANDOVER**  
**MOTION FOR EXECUTIVE SESSION**

**BE IT RESOLVED** by the Township Committee of the Township of Andover on the 28th day of November, 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.
  - (x) a. (8) Personnel matters.
  - ( ) 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).

**EXECUTIVE SESSION:**

**Personnel Matters:**

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

**Contract Negotiations:**

- 1. *ACO Services*

**Attorney-Client Privilege:**

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

Adopted: Nov. 28, 2016

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List of Bills - (0110101000002) CASH CHECKING FIRST HOPE

Current Fund

Meeting Date: 11/28/2016 For bills from 11/15/2016 to 11/21/2016

| Check# | Vendor                                   | Description   | Payment                     | Check Total                 |
|--------|--|---|-----------------------------|-----------------------------|
| 20752  | 1347 - ADVANCE AUTO PARTS                | PO 5515 2016 PARTS BLANKET  | 210.36                      | 210.36                      |
| 20753  | 729 - ALLIED OIL COMPANY OIL LLC         | PO 6503 11/04/16 - FUEL DELIVERY - 450.30 G<br>PO 6518 11/10/16 - FUEL DELIVERY - 301.80 G                                | 738.45<br>472.38            | 1,210.83                    |
| 20754  | 91 - ANDOVER BOARD OF EDUCATION          | PO 6430 DEC 2016 SCHOOL TAX PAYMENT   | 971,170.25                  | 971,170.25                  |
| 20755  | 99 - ANDOVER TOWNSHIP VOL FIRE DEPT      | PO 6427 4TH QTR 2016 BUDGET APPROPRIATION   | 15,000.00                   | 15,000.00                   |
| 20756  | 1271 - ATLANTIC TOMORROWS OFFICE CORP.   | PO 6502 08/07/16 - 11/06/16 - MAINTENANCE C   | 823.89                      | 823.89                      |
| 20757  | 1738 - BLOOMS OF ELEGANCE                | PO 6401 DISH GARDEN - RICHARD SKEWES (SPOUS   | 79.00                       | 79.00                       |
| 20758  | 1617 - BLUE DIAMOND DISPOSAL, INC.       | PO 6429 NOV 2016 - TOWNSHIP REFUSE REMOVAL  | 49,250.00                   | 49,250.00                   |
| 20759  | 1489 - CENTURY LINK COMMUNICATIONS, INC. | PO 6493 OCT 2016 - ATPD LONG DISTANCE SERVI   | 28.18                       | 28.18                       |
| 20760  | 1619 - CLEARY, GIACOBBE, ALFIERI         | PO 6499 OCT 2016 - LEGAL SERVICES - LABOR A   | 450.50                      | 450.50                      |
| 20761  | 942 - DARYN CASHIN                       | PO 6522 REIMBURSEMENT - TC LICENSE RENEWAL  | 50.00                       |                             |
| 20762  | 1557 - DIANA FRANCISCO                   | PO 6530 11/17/16 - VISION & PRESCRIPTION RE   | 289.67                      | 339.67                      |
| 20763  | 990 - DORSEY & SEMRAU                    | PO 6521 REIMBURSE 2016 LEAGUE OF MUNICIPALIT  | 256.50                      | 256.50                      |
| 20764  | 202 - DOVER BRAKE & CLUTCH CO., INC.     | PO 6487 OCT 2016 LEGAL SERVICES - COAH MATT   | 1,524.15                    |                             |
| 20765  | 213 - ELIZABETHTOWN GAS                  | PO 6488 OCT 2016 LEGAL SERVICES - MUNICIPAL   | 3,234.20                    | 4,758.35                    |
| 20766  | 1388 - FASTENAL COMPANY CORP.            | PO 5194 2016 SUPPLY BLANKET   | 17.68                       | 17.68                       |
| 20767  | 230 - G & G DIESEL SERVICE, INC.         | PO 6501 OCT 2016 HEATING GAS - BLDG B   | 4.35                        | 4.35                        |
| 20768  | 1980 - HARMONY IN MOTION, INC.           | PO 5260 2016 SUPPLY BLANKET   | 11.75                       | 11.75                       |
| 20769  | 693 - HOME DEPOT CREDIT SERVICES         | PO 5661 2016 SUPPLY BLANKET   | 66.85                       | 66.85                       |
| 20770  | 270 - JACKIE HUELBIG                     | PO 6448 Performance on November 15, 2016 fo<br>PO 5201 2016 SUPPLY BLANKET<br>PO 6303 2016 RETIREE MEDICARE REIMBURSEMENT | 100.00<br>17.63<br>1,258.80 | 100.00<br>17.63<br>1,258.80 |



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

Meeting Date: 11/28/2016 For bills from 11/15/2016 to 11/21/2016

| Check# | Vendor                               | Description                                 | Payment  | Check Total |
|--------|--------------------------------------|---|----------|-------------|
| 20771  | 312 - JANET M. LEALE                 | PO 6434 NOV 2016 RETIREE HEALTH INSURANCE & | 621.13   | 621.13      |
| 20772  | 288 - JCP&L                          | PO 6492 OCT 2016 ELECTRIC SERVICE - MASTER  | 1,205.80 | 1,205.80    |
| 20773  | 288 - JCP&L                          | PO 6519 OCT 2016 STREET LIGHTING            | 504.94   | 504.94      |
| 20774  | 288 - JCP&L                          | PO 6527 OCT 2016 ELECTRIC SERVICE - 145 LAK | 975.66   | 975.66      |
| 20775  | 13 - JOHNNY ON THE SPOT, LLC         | PO 5373 2016 BLANKET                        | 60.00    | 60.00       |
| 20776  | 294 - JOYCE COVALENCE                | PO 6435 NOV 2016 RETIREE & SPOUSE MEDICARE  | 209.80   | 209.80      |
| 20777  | 963 - KIM BROWN                      | PO 6529 08/10/16 - VISION REIMBURSEMENT     | 450.00   | 450.00      |
| 20778  | 1188 - KOCH AUTO PARTS, INC.         | PO 5193 2016 SUPPLY BLANKET                 | 97.96    | 97.96       |
| 20779  | 307 - LAKELAND EMERGENCY SQUAD       | PO 6428 4TH QTR 2016 BUDGET APPROPRIATION   | 6,250.00 | 6,250.00    |
| 20780  | 957 - LIFE SAVERS, INC.              | PO 6403 Standard Battery Pack (DBP-1400)    | 134.00   | 134.00      |
| 20781  | 134 - MAE BAUERLEIN                  | PO 6433 NOV 2016 RETIREE & SPOUSE HEALTH IN | 1,412.07 | 1,412.07    |
| 20782  | 229 - MARYANN FRODELLA               | PO 6490 10/22/16 - 11/04/16 - PRESCRIPTION  | 18.82    |             |
| 20783  | 332 - MGL PRINTING SOLUTIONS, LLC    | PO 6498 11/09/16 - MILEAGE REIMBURSEMENT -  | 32.02    | 50.84       |
| 20784  | 344 - MONTAGUE TOOL&SUPPLY CO., INC. | PO 6444 2500 PLAIN WINDOW ENVELOPES         | 172.00   | 172.00      |
| 20785  | 2202 - MORRIS ASPHALT SUPPLY         | PO 6447 SHARPEN CHIPPER BLADES              | 44.40    | 44.40       |
| 20786  | 1521 - MORRIS COUNTY ELEVATOR, INC.  | PO 5929 2016 ASPHALT BLANKET                | 519.87   | 519.87      |
| 20787  | 1299 - PITNEY BOWES, INC.            | PO 5204 2016 SERVICE BLANKET                | 546.00   | 546.00      |
| 20788  | 424 - READYREFRESH BY NESTLE         | PO 5218 JAN - DEC 2016 POSTAGE MACHINE LEAS | 210.00   | 210.00      |
| 20789  | 1137 - R&J CONTROL, INC.             | PO 6528 OCT 2016 BOTTLED WATER SERVICE      | 144.69   | 144.69      |
| 20790  | 2207 - RICOH USA, INC.               | PO 6477 maintenance on generator for ATPD   | 314.00   | 314.00      |

# List of Bills - (0110101000002) CASH CHECKING FIRST HOPE

## Current Fund

Meeting Date: 11/28/2016 For bills from 11/15/2016 to 11/21/2016

| Check# | Vendor                                | Description                                 | Payment      | Check Total  |
|--------|---------------------------------------|---|--------------|--------------|
| 20791  | 2075 - SERVICE ELECTRIC CABLE TV INC. | PO 5957 2016 BLANKET - COPIER LEASE         | 410.00       | 410.00       |
| 20792  | 490 - SERVICE TIRE TRUCK CENTER, INC. | PO 5359 2016 CABLE SERVICE BLANKET          | 5.85         | 5.85         |
| 20793  | 528 - STEPHEN MURRELL                 | PO 6446 4TIRE FOR TRUCK #14 AND 4 TIRES FOR | 2,409.92     | 2,409.92     |
| 20794  | 2025 - THOMAS J. BAELI dba            | PO 6432 NOV 2016 RETIREE HEALTH INSURANCE R | 1,594.12     | 1,594.12     |
| 20795  | 564 - TOMAR INDUSTRIES, INC.          | PO 6449 WORK BOOTS PER UNION CONTRACT       | 2,700.00     | 2,700.00     |
| 20796  | 1996 - TONI LU MARTIN                 | PO 6441 CAUTION WET FLOOR SIGNS             | 73.00        | 73.00        |
| 20797  | 1482 - TOWNSHIP OF BYRAM              | PO 6500 11/10/16 - MILEAGE REIMBURSEMENT -  | 66.96        | 66.96        |
| 20798  | 2179 - VENTURING CREW 276             | PO 6473 2016/2017 - FOREST LAKES SNOW REMOV | 5,000.00     | 5,000.00     |
| 20799  | 173 - WALTER CURRENT, SR.             | PO 6497 11/06/16 - CLEAN COMMUNITIES VOLUNT | 468.00       | 468.00       |
| 20800  | 1235 - WEATHER WORKS CONSULTING, LLC  | PO 6431 NOV 2016 - RETIREE & SPOUSE HEALTH  | 1,242.23     | 1,242.23     |
| 20801  | 608 - WEIS MARKETS, INC.              | PO 5188 2016 WEATHER CONSULTATION SERVICES  | 420.75       | 420.75       |
| 20802  | 2068 - ZEUS 1 INC.                    | PO 6442 Kids Halloween Party                | 53.87        | 53.87        |
| TOTAL  |                                       |   | 370.50       | 370.50       |
|        |                                       |   | 1,073,792.95 | 1,073,792.95 |

**Summary By Account**

| ACCOUNT           | DESCRIPTION                 | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT       |
|-------------------|-----------------------------|------------|--------------|---------------|--------------|
| 01-101-01-000-002 | CASH CHECKING FIRST HOPE    |            |              |               |              |
| 01-201-20-100-020 | ADMIN OTHER EXPENSE         | 234.17     |              | 0.00          | 1,073,792.95 |
| 01-201-20-120-020 | CLERK OTHER EXPENSE         | 256.50     |              |               |              |
| 01-201-20-130-020 | FINANCE OTHER EXPENSE       | 32.02      |              |               |              |
| 01-201-20-145-020 | TAX COLLECTOR OTHER EXPENSE | 50.00      |              |               |              |
| 01-201-20-155-020 | LEGAL OTHER EXPENSE         |            |              |               |              |

Summary Account

| ACCOUNT           | DESCRIPTION                         | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT       |
|-------------------|-------------------------------------|------------|--------------|---------------|--------------|
| 01-201-23-220-020 | GROUP INSURANCE OTHER EXPENSE       | 7,096.64   |              |               |              |
| 01-201-25-240-020 | POLICE OTHER EXPENSE                | 818.50     |              |               |              |
| 01-201-25-255-000 | AID TO VOLUNTEER FIRE               | 15,000.00  |              |               |              |
| 01-201-25-260-000 | EMERG RESCUE SQUAD CONTRIB          | 6,250.00   |              |               |              |
| 01-201-26-290-020 | PUBLIC WORKS OTHER EXPENSE          | 11,517.17  |              |               |              |
| 01-201-26-305-020 | GARBAGE REMOVAL OTHER EXPENSE       | 49,250.00  |              |               |              |
| 01-201-26-310-020 | BUILD & GRNDS OTHER EXPENSE         | 2,177.68   |              |               |              |
| 01-201-28-370-020 | RECREATION OTHER EXPENSE            | 153.87     |              |               |              |
| 01-201-28-375-020 | PARK MAINT OTHER EXPENSE            | 60.00      |              |               |              |
| 01-201-30-420-000 | CELEBRATION OF PUBLIC EVENTS        | 16.83      |              |               |              |
| 01-201-31-435-075 | STREET LIGHTING                     | 504.94     |              |               |              |
| 01-201-31-460-020 | UTILITY OTHER EXPENSE               | 3,430.67   |              |               |              |
| 01-201-43-490-020 | MUNICIPAL CRT OTHER EXPENSE         | 29.90      |              |               |              |
| 01-206-55-602-000 | SCHOOL TAX PAYABLE                  |            |              | 971,170.25    |              |
| 01-213-40-000-000 | FED & STATE GRANT - APPROP RESERVES |            |              | 534.96        |              |
| TOTALS FOR        | Current Fund                        | 102,087.74 | 0.00         | 971,705.21    | 1,073,792.95 |

Total to be paid from Fund 01 Current Fund  
 1,073,792.95  
 1,073,792.95

Checks Previously Disbursed

|          |                             |                |                         |           |            |
|----------|-----------------------------|----------------|-------------------------|-----------|------------|
| 20751    | PURCHASE POWER/PITNEY BOWES | PO# 6484       | REPLENISH POSTAGE METER | 2,000.00  | 11/17/2016 |
| 30614742 | NJ STATE HEALTH BENEFITS    | NOV 2016 NJSHB | PREMIUMS                | 92,944.29 | 11/14/2016 |
|          |                             |                |                         | 94,944.29 |            |

Total paid from Fund 01 Current Fund  
 94,944.29

Total for this Bills List: 1,168,737.24

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

Meeting Date: 11/28/2016 For bills from 11/15/2016 to 11/21/2016

| Check# | Vendor                          | Description                              | Payment  | Check Total |
|--------|---------------------------------|--|----------|-------------|
| 153    | 1163 - FARMSIDE LANDSCAPE, INC. | PO 5796 2016 BLANKET - TURF CARE PROGRAM | 1,155.00 | 1,155.00    |
| TOTAL  |                                 |  |          | 1,155.00    |

**Summary By Account**

| ACCOUNT           | DESCRIPTION                       | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT   |
|-------------------|-----------------------------------|------------|--------------|---------------|----------|
| 18-101-01-000-000 | CASH - OPEN SPACE                 |            |              | 0.00          | 1,155.00 |
| 18-260-05-900-000 | OPEN SPACE - RESERVE FOR EXPENSES |            |              | 1,155.00      |          |
| TOTALS FOR        | Open Space Trust                  | 0.00       | 0.00         | 1,155.00      | 1,155.00 |

Total to be paid from Fund 18 Open Space Trust

1,155.00  
 =====  
 1,155.00

**List of Bills - (041010100000) CAPITAL CASH**  
**CAPITAL**

Meeting Date: 11/28/2016 For bills from 11/15/2016 to 11/21/2016

| Check# | Vendor                   | Description                                 | Payment    | Check Total |
|--------|--------------------------|---|------------|-------------|
| 677    | 2232 - MANOR II ELECTRIC | PO 6375 STANDBY GENERATORS PROJECT - PUBLIC | 117,640.18 | 117,640.18  |
| TOTAL  |                          |   |            | 117,640.18  |

**Summary By Account**

| ACCOUNT           | DESCRIPTION                 | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT     |
|-------------------|-----------------------------|------------|--------------|---------------|------------|
| 04-101-01-000-000 | CAPITAL CASH                | 0.00       |              |               | 117,640.18 |
| 04-226-55-000-000 | IMP AUTHORIZATIONS - FUNDED |            |              | 117,640.18    |            |
| TOTALS FOR        | CAPITAL                     | 0.00       | 0.00         | 117,640.18    | 117,640.18 |

Total to be paid from Fund 04 CAPITAL

117,640.18

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117,640.18

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

Meeting Date: 11/28/2016 For bills from 11/15/2016 to 11/21/2016

| Check# | Vendor                           | Description                                 | Payment | Check Total |
|--------|----------------------------------|---|---------|-------------|
| 3607   | 2022 - ALL START RABBITS         | PO 6526 11/19/16 - REFUND ESCROW SECURITY D | 300.00  | 300.00      |
| 3608   | 2259 - ANDREW MILLING            | PO 6494 REFUND ESCROW SECURITY DEPOSIT - EV | 300.00  | 300.00      |
| 3609   | 2168 - CATHERINE GRUSOVNIK       | PO 6524 09/21/16 - 11/23/16 - WEDNESDAY EVE | 424.00  | 424.00      |
| 3610   | 2264 - CHRISTINE MC LOUGHLIN     | PO 6525 11/20/16 - RREFUND ESCROW SECURITY  | 300.00  | 300.00      |
| 3611   | 200 - DONNA SEITZ                | PO 6486 09/19/16 - 11/28/16 - MONDAY EXERCI | 288.00  | 288.00      |
| 3612   | 693 - HOME DEPOT CREDIT SERVICES | PO 6439 SUPPLIES FOR HILLSIDE BARN REPAIR   | 136.04  | 136.04      |
| 3613   | 2260 - LAURA RUBY                | PO 6495 11/12/16 - REFUND ESCROW SECURITY D | 300.00  | 300.00      |
| 3614   | 2261 - THERESE SYBERG            | PO 6496 11/13/16 - REFUND ESCROW SECURITY D | 300.00  | 300.00      |
| TOTAL  |                                  |   |         | 2,348.04    |

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          | 2,348.04 |
| 13-260-58-200-000 | RECREATION TRUST                       |            |              | 2,348.04      |          |
| TOTALS FOR        | OTHER TRUST                            | 0.00       | 0.00         | 2,348.04      | 2,348.04 |

Total to be paid from Fund 13 OTHER TRUST

2,348.04  
=====

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

Meeting Date: 11/28/2016 For bills from 11/15/2016 to 11/21/2016

| Check# | Vendor              | Description                                 | Payment | Check Total |
|--------|---------------------|---|---------|-------------|
| 440    | 2263 - PAUL SPERGEL | PO 6517 REFUND 2017 DOG LICENSE FEES PAID I | 8.00    | 8.00        |
| TOTAL  |                     |   |         | 8.00        |

### Summary By Account

| ACCOUNT           | DESCRIPTION                         | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT |
|-------------------|-------------------------------------|------------|--------------|---------------|--------|
| 12-101-01-000-000 | DOG CASH                            |            |              | 0.00          | 8.00   |
| 12-290-56-000-000 | DUE TO THE STATE - DOG LICENSE FEES |            |              | 8.00          |        |
| TOTALS FOR        | DOG TRUST                           | 0.00       | 0.00         | 8.00          | 8.00   |

Total to be paid from Fund 12 DOG TRUST

8.00  
 =====  
 8.00

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

RESOLUTION #2016-158

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ANDOVER,  
COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO CANCEL CAPITAL  
APPROPRIATION BALANCES**

**WHEREAS**, certain General Capital Improvement appropriation balances remain dedicated to projects not completed; and

**WHEREAS**, it is necessary to formally cancel said balances so that the unexpended balances may be returned to each respective Capital Improvement Fund or to Fund Balance, and unused debt authorizations may be canceled.

**NOW, THEREFORE, BE IT RESOLVED** by a majority of the full membership of the governing body of the Township of Andover, County of Sussex, State of New Jersey that the following unexpended and dedicated balances of the General Capital appropriations be canceled:

| <u>Ord.<br/>Number</u>                                 | <u>Date<br/>Auth.</u> | <u>Purpose</u>       | <u>Amount</u>       |
|--|-----------------------|----------------------|---------------------|
| 2016-08  | 6/27/2016             | Retrofit DPW Vehicle | \$23,435.00         |
| <b>Total Improvement Authorizations to be canceled</b> |                       |                      | <b>\$ 23,435.00</b> |

Diana Francisco, Clerk of the Township of Andover, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Township Committee at a meeting held on November 28, 2016.

  
Diana Francisco, R.M.C.  
Municipal Clerk



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

**RESOLUTION #R2016-159**

**RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO APPOINT JEREMIAH HENDERSHOT TO THE POSITION OF TEMPORARY LABORER FOR THE ANDOVER TOWNSHIP DEPARTMENT OF PUBLIC WORKS ON A PER DIEM, AS NEEDED BASIS**

**WHEREAS**, there may be a need for additional temporary road laborers for the Andover Township Department of Public Works on an as needed basis; and,

**WHEREAS**, the DPW Supervisor shall determine if additional assistance is required during a snow emergency and it is in the best interest of the Township to have someone appointed on a temporary basis to be on call; and,

**NOW, THEREFORE, BE IT RESOLVED** that based on the recommendation of the Supervisor of the Public Works Department, the Township Committee of the Township of Andover, County of Sussex and State of New Jersey, Jeremiah Hendershot be hereby appointed to the position of Temporary Road Laborer for the Township of Andover, said appointment subject to N.J.S.A. Title 11, NJ Civil Service Commission for a period of six months, per diem, said appointment to be immediate.

**BE IT FURTHER RESOLVED** The remuneration shall be \$19.32 per hour, in accordance with the current DPW Contract.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be forwarded to Mr. Hendershot, the Supervisor of Public Works, the Finance Department, the Township Auditor and the NJ Civil Service Commission for their records.

**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 28, 2016.



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

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

**RESOLUTION #R2016-160**

**RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND  
STATE OF NEW JERSEY TO APPOINT JEFFREY D. SCHICK TO THE POSITION OF  
TEMPORARY LABORER FOR THE ANDOVER TOWNSHIP DEPARTMENT OF  
PUBLIC WORKS ON A PER DIEM, AS NEEDED BASIS**

**WHEREAS**, there may be a need for additional temporary road laborers for the Andover Township Department of Public Works on an as needed basis; and,

**WHEREAS**, the DPW Supervisor shall determine if additional assistance is required during a snow emergency and it is in the best interest of the Township to have someone appointed on a temporary basis to be on call; and,

**NOW, THEREFORE, BE IT RESOLVED** that based on the recommendation of the Supervisor of the Public Works Department, the Township Committee of the Township of Andover, County of Sussex and State of New Jersey, Jeffrey D. Schick be hereby appointed to the position of Temporary Road Laborer for the Township of Andover, said appointment subject to N.J.S.A. Title 11, NJ Civil Service Commission for a period of six months, per diem, said appointment to be immediate.

**BE IT FURTHER RESOLVED** The remuneration shall be \$19.32 per hour, in accordance with the current DPW Contract.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be forwarded to Jeffrey D. Schick, the Supervisor of Public Works, the Finance Department, the Township Auditor and the NJ Civil Service Commission 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 28, 2016.



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

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

RESOLUTION #R2016-161

**RESOLUTION OF THE ANDOVER TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO APPOINT CHRISTINE THOMAS TO A FULL TIME POSITION, CLERK I FOR THE MUNICIPAL COURT EFFECTIVE IMMEDIATELY**

**WHEREAS,** there is currently a need for a fulltime clerk I in the office of the municipal court; and,

**WHEREAS,** following review and a recommendation by Judge Devine was made to consider Christine Thomas to fill this full time position; and,

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Andover, County of Sussex, State of New Jersey to appoint Christine Thomas to the position of full time clerk II for the joint municipal court effective Nov.28, 2016 and,

**BE IT FURTHER RESOLVED,** that remuneration for this position shall be \$25,480.00 annually, and rate of \$25.00 per hour for evening court sessions and;

**BE IT FURTHER RESOLVED,** that a certified copy of this Resolution be forwarded to Christine Thomas, Municipal Court Administrator Helga Walls, Municipal Court Judge James G. Devine, Township Administrator, the Finance Department, the Township Auditor and the Department of Personnel for their records.

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 28, 2016.



\_\_\_\_\_  
Diana Francisco, R.M.C.  
Municipal Clerk

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

ORDINANCE NO. 2016-18

**AN ORDINANCE FOR THE PURCHASE OF A DPW PICK UPTRUCK FOR THE TOWNSHIP OF ANDOVER AND TO PROVIDE FOR THE FUNDING THEREOF**

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**BE IT ORDAINED** by the Township Committee of the Township of Andover, County of Sussex and State of New Jersey, that the following improvements be properly authorized:

**PURCHASE OF DPW PICK UPTRUCK** **\$28,000.00**

**BE IT FURTHER ORDAINED** that the financing for the above be as follows:

| <u>PROJECTS</u>                     | <u>ESTIMATED COST</u> |
|-------------------------------------|-----------------------|
| <b>PURCHASE OF DPW PICK UPTRUCK</b> | <b>\$28,000.00</b>    |

**BE IT FURTHER ORDAINED** that the period of usefulness of the improvements is in excess of the five (5) year statutory requirement, and that no debt shall be incurred by the Township for this improvement authorization.

The total amount of \$28,000 is hereby appropriated as follows:

**CAPITAL IMPROVEMENT FUND – ROAD DEPARTMENT** **\$28,000.00**

The Chief Financial Officer hereby certifies the aforementioned funds are available.

This ordinance shall take effect immediately upon passage and publication in accordance with the law.

  
**Diana Francisco, RMC/CMR**

INTRODUCED: November 28, 2016

VOTE: Ayes: Mr. Bensley, Mr. Burke, Ms. Mc Govern, Mr. Walsh, Mayor Blackburn

**PUBLIC NOTICE** is hereby given that the foregoing Ordinance was introduced and passed at first reading at a Regular Meeting of the Township Committee of the Township of Andover held on November 28, 2016. A public hearing regarding same will be held at a meeting scheduled for December 12, 2016 beginning at 7:30 P.M., at the Municipal Building, 134 Newton-Sparta Road, Andover Township, NJ, at which time all persons interested both for and against said ordinance shall be given an opportunity to be heard concerning same.

Diana Francisco, R.M.C.  
Municipal Clerk