

ANDOVER TOWNSHIP COMMITTEE MEETING MINUTES

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

December 12, 2016

The regular meeting of the Andover Township Committee was called to order at 6:39 p.m. by Mayor Blackburn, followed by a salute to the flag.

ROLL CALL: Present: Mr. Bensley, Ms. Mc Govern, Mr. Walsh, Mayor Blackburn
Excused: Mr. Burke
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. Walsh motioned to go into executive session to discuss the following:*

Personnel Matters:

1. *Assistant Supervisor Position, Department Public Works*
2. *Road Laborer Jake Straway*

Contract Negotiations:

1. *ACO Services*

Attorney-Client Privilege:

1. *Lackawanna Cutoff*
2. *Lake Lenape Water Company*

Pending Litigation:

1. *Cottrell Matter*
2. *Tax Appeals*

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

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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 **R 2016-164 SETTLEMENT OF CERTAIN TAX APPEALS**

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 moved to approve the consent agenda as amended, Ms. Mc Govern 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 NOVEMBER \$4,384,799.72 AND YEAR TO DATE \$21,982,213.20: SPECIAL ASSESSMENTS \$22,615.32**
- 3. ACCEPTANCE OF THE CFO REPORT**
- 4. ACCEPTANCE OF THE BOARD OF HEALTH REPORT FOR SEPT/OCT 2016**

***RESOLUTIONS:**

- 1. #R2016-162 2016 BUDGET APPROPRIATIONS TRANSFER RESOLUTION**
- 2. #R2016-163 RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO ACCEPT THE LETTER OF RESIGNATION FROM ANDREW ALTIERI, PART-TIME PUBLIC SAFETY TELECOMMUNICATOR TRAINEE FOR THE ANDOVER TOWNSHIP POLICE DEPARTMENT**

PUBLIC PORTION

Mayor Blackburn opened the public session of the meeting.

Jay Fisher, 107 Cedar Drive Andover Township, came before the Committee to explain an event that happened at his business and to report that he was disappointed in the response that he received. One of his trucks had taken down a wire from a pole. The landlord was not helpful so he came to the Zoning Officer who asked him to put it in writing, which he had done almost immediately. He said he called and left messages for the electrical inspector which he stated he had no response. He then went to the Construction Department and had an unsatisfactory conversation with the Electrical Inspector, he disagreed with the inspector's findings and did not appreciate the way he was spoken to by the inspector.

Mr. Fisher further explained that he requested to speak to someone from the town, although the Township Administrator did correspond with him he was unhappy that someone from the Township Committee did not reach out to him.

The Township Attorney asked Mr. Fisher what resolution is he asking of the township administration. His claim was that there was work done by the landlord without a permit and some serious safety issues.

The building sub code official did inspect the property as well as the Electrical Sub code official, and their findings.

As far as the behavior of the sub code official, the administration brought it to the attention of the construction supervisor and has been duly noted.

The Township Attorney suggested Mr. Fisher review his lease and refer his landlord.

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

ORDINANCES: ADOPTION

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

Mayor Blackburn opened to the public for discussion. Seeing no hands, she closed public comment. She then opened the discussion to the committee. Mr. Walsh commented that the township had saved money on refitting the brine truck and was able to purchase this truck with that money. The Mayor called for a motion. Mr. Walsh moved to adopt **Ordinance 2016-18** referenced above on final reading, Mr. Bensley seconded, the motion carried with a unanimous roll call vote. Mr. Burke, absent.

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"

Mayor Blackburn opened to the public for discussion. Seeing no hands, she closed public comment. She then opened the discussion to the committee.

Attorney Semrau advised the committee that this ordinance has been clarified to allow Veterans to come in with a completed application and to get tax exempt status and a refund, retro-active to the date of the completed application submittal. Ms. Mc Govern moved to adopt **Ordinance 2016-17** referenced above with that clarification on final reading, Mr. Walsh seconded, the motion carried with a unanimous roll call vote. Mr. Burke, absent.

NEW BUSINESS:

1. Limecrest Property- Pace Recycling: 78 acre site

Cory Stoner, Township Engineer, was present to inform the committee what he saw at the Jersey City location of the Pace Glass Recycling Facilities. He explained the process of the Class A Glass Recycling and described the process of separation and of making the cutlets of glass. The glass is sorted and separated by computer by color and size. There did not appear to be any dust outside the building and was clean. Inside the building there was dust however there was a vacuum and filter cleaning the air. They are proposing a preprocessing plant here in Andover Township. All of the materials will be housed inside of a large football sized building. Overall his main concern initially was air quality outside of the building. They provided him with information regarding Silica, which during this particular process does not pose a health hazard. The noise from the process is maintained inside the building. They need approval from the Sussex County Freeholder's Board and SWAC Sussex County Solid Waste Advisory Committee who oversees the recycling center. Pace Recycling is looking for a letter of support for their application from the township committee. They will also need to go to the Land Use Board for site plan review.

Mr. Stoner was asked by the committee to submit his findings in a final report.

UNFINISHED BUSINESS

- 1. Domestic Animals: From the information gathered by the committee, most towns in Sussex County have zoning which allows chickens in a residential area on property ranging from 2-5 acres. The committee will continue discussion in New Year.**

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OTHER BUSINESS

1. **Drainage Matter:** Mr. Stoner had reported on the property located at 319 Spring Drive as requested by the township committee at a previous meeting. A written report is on file in the Clerk's Office.

COMMITTEE REPORTS:

Ms. McGovern:

Reported she did not have any new meetings to report on since the committee met last.

Mr. Bensley

Reported that the LUB adopted the resolution for the revised Fair Share Plan.

Mr. Walsh

Reported that the DPW is busy getting the old brine truck fitted. The small storms are proving to be just as taxing as the large ones. The Finance Committee is meeting Thursday to work on the budget.

Mayor Blackburn

Reported on the Environmental Commission. Dr. Galeos has come to the Land Use Board regarding the paving of the parking lot at 135 Newton Sparta Rd.

There is a small lot at Lake Lenape which is up for sale. The owner has approval from the Sussex County Health Department to install an echo charcoal filtering system on the property.

The Joint Municipal Court received the review from the AOC, and had a glowing report.

REPORT FROM THE CLERK/ADMINISTRATOR

The Health Department, needs to have the Winter Market food vendor applications in by February 1, 2017.

She further reported that Toni-Lu Martin has registered for the Intro to Municipal Clerk which is on Saturday beginning in January 2017.

REPORT FROM THE MUNICIPAL ATTORNEY

He is reviewing the information he received from Mr. Burke regarding abandoned properties, and will be ready to discuss in the New Year.

NEXT SCHEDULED MEETINGS:

**REORGANIZATION MEETING- 01-06-17 @6:30 p.m.
January 23, 2017
6:30PM Executive Session
7:30PM Regular Meeting**

ADJOURN

There being no further business discussed, Mr. Walsh moved to adjourn the meeting at 8:55pm, Mr. Bensley seconded the motion carried with all in favor.

Submitted by

Diana Francisco, RMC/CMR



TOWNSHIP OF ANDOVER
MOTION FOR EXECUTIVE SESSION

BE IT RESOLVED by the Township Committee of the Township of Andover on the 12th day of December, 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.
 - (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:

- 3. *Assistant Supervisor Position, Department Public Works*
- 4. *Road Laborer Jake Straway*

Contract Negotiations:

- 2. *ACO Services*

Attorney-Client Privilege:

- 3. *Lackawanna Cutoff*
- 4. *Lake Lenape Water Company*

Pending Litigation:

- 3. *Cottrell Matter*
- 4. *Tax Appeals*
- 5. *Lake Lenape Water Company*
- 6. *Limecrest Property*

List of Bills - (0110101000002) CASH CHECKING FIRST HOPE

Current Fund

Meeting Date: 12/12/2016 For bills from 11/29/2016 to 12/08/2016

| Check# | Vendor | Description | Payment | Check Total |
|--------|--|---|-----------|-------------|
| 20804 | 1003 - ACCURATE PEST CONTROL, INC. | PO 5429 2016 PEST CONTROL BLANKET | 60.00 | 60.00 |
| 20805 | 1347 - ADVANCE AUTO PARTS | PO 5515 2016 PARTS BLANKET | 441.86 | 441.86 |
| 20806 | 667 - ADVANTAGE SIGNS, INC. | PO 6513 FLAGS FOR TOWN HALL | 91.00 | 91.00 |
| 20807 | 1486 - AG CHOICE. LLC | PO 6481 2016 LEAF COLLECTION BLANKET | 1,560.00 | 1,560.00 |
| 20808 | 67 - AIRGAS USA, LLC | PO 5350 2016 SUPPLY BLANKET | 18.35 | 18.35 |
| 20809 | 729 - ALLIED OIL COMPANY OIL LLC | PO 6574 11/18/16 - FUEL DELIVERY - 394.50 G | 601.57 | |
| | | PO 6589 11/30/16 - FUEL DELIVERY - 400.7 GA | 644.73 | |
| 20810 | 2262 - SYNCE/AMAZON | PO 6593 11/28/16 - FUEL DELIVERY - 566.30 G | 895.95 | 2,142.25 |
| 20811 | 857 - AMERIGAS PROPANE LP | PO 6515 CLEAN COMMUNITIES MATERIALS | 207.60 | 207.60 |
| 20812 | 127 - AURORA ELECTRICAL SUPPLY, LLC | PO 6575 11/18/16 - PROPANE DELIVERY 568.6 G | 578.10 | 578.10 |
| 20813 | 1617 - BLUE DIAMOND DISPOSAL, INC. | PO 6514 LIGHT FOR OUTSIDE AT BARN (ROOFTOP) | 42.75 | 42.75 |
| 20814 | 1054 - CENTRE CLEANERS, INC. | PO 6531 DEC 2016 TOWNSHIP REFUSE REMOVAL | 49,250.00 | 49,250.00 |
| 20815 | 1498 - CENTURY LINK (1) COMMUNICATIONS | PO 5331 2016 BLANKET - POLICE UNIFORM CLEAN | 81.25 | 81.25 |
| 20816 | 1485 - CENTURY LINK (40) | PO 6553 NOV 2016 TOWN HALL LONG DISTANCE SE | 59.55 | 59.55 |
| 20817 | 1513 - CENTURY LINK (50) | PO 6587 NOV 2016 - TOWN HALL LOCAL PHONE CH | 1,034.74 | 1,034.74 |
| 20818 | 2174 - CINTAS CORPORATION | PO 6580 NOV 2016 ATPD LOCAL PHONE CHARGES | 909.92 | 909.92 |
| 20819 | 2172 - COSTA CONSTRUCTION & SON, LLC | PO 5663 2016 SUPPLY BLANKET | 434.19 | 434.19 |
| 20820 | 2040 - DANA AUGELLO | PO 6397 Installation of Window in Court off | 1,603.80 | 1,603.80 |
| 20821 | 189 - DEMPSEY, INC. | PO 6554 MILEAGE & EXAM FEE REIMBURSEMENT | 172.52 | 172.52 |
| 20822 | 202 - DOVER BRAKE & CLUTCH CO., INC. | PO 6592 NOV 2016 DPW UNIFORM CLEANING SERVI | 766.24 | 766.24 |
| 20823 | 151 - ESTELLE CAMPBELL | PO 5194 2016 SUPPLY BLANKET | 1,923.95 | 1,923.95 |

List of Bills - (0110101000002) CASH CHECKING FIRST HOPE

Current Fund

Meeting Date: 12/12/2016 For bills from 11/29/2016 to 12/08/2016

| Check# | Vendor | Description | Payment | Check Total |
|--------|---------------------------------------|---|----------|-------------|
| 20824 | 1388 - FASTENAL COMPANY CORP. | PO 6511 4TH QUARTER 2016 RETIREE MEDICARE R | 314.70 | 314.70 |
| 20825 | 1109 - FIREFIGHTER ONE, LLC | PO 5260 2016 SUPPLY BLANKET | 40.25 | 40.25 |
| 20826 | 2116 - FRANCES CATON | PO 6445 6"X6" ROCKER LUG MALE X LONG HANDLE | 935.00 | 935.00 |
| 20827 | 1722 - FRED F. SULJIC & ASSOCIATES | PO 6510 4TH QUARTER 2016 RETIREE MEDICARE R | 314.70 | 314.70 |
| 20828 | 230 - G & G DIESEL SERVICE, INC. | PO 6577 2016 ZONING OFFICER - NOVEMBER 2016 | 1,392.00 | 1,392.00 |
| 20829 | 236 - GARY KOLAKOWSKI | PO 5661 2016 SUPPLY BLANKET | 460.24 | 460.24 |
| 20830 | 500 - GEORGE R. SMITH | PO 6523 snow tire mounting and balancing | 363.83 | 425.03 |
| | | PO 6534 snow tires install | 61.20 | |
| 20831 | 791 - GOLDEN & MORAN ENGINEERING, LLC | PO 6509 4TH QUARTER 2016 RETIREE MEDICARE R | 629.40 | 629.40 |
| 20832 | 245 - HAROLD E. PELLOW & ASSOC. INC. | PO 6535 09/24/16 - LAND USE BOARD MEETING A | 180.00 | 540.00 |
| | | PO 6607 03/20/16 - ENGINEERING SERVICES - M | 360.00 | |
| 20833 | 693 - HOME DEPOT CREDIT SERVICES | PO 6598 OCT 2016 ENGINEERING SERVICES - 201 | 250.00 | 2,491.20 |
| | | PO 6603 OCT 2016 ENGINEERING SERVICES - MUN | 2,116.20 | |
| | | PO 6604 OCT 2016 ENGINEERING SERVICES - GUID | 125.00 | |
| 20834 | 1817 - J. CALDWELL & ASSOCIATES, LLC | PO 5201 2016 SUPPLY BLANKET | 107.48 | 144.77 |
| | | PO 5235 2016 SUPPLY BLANKET | 37.29 | |
| 20835 | 1055 - JAMES SULLIVAN | PO 6551 11/03/16 - PLANNER SERVICES - AFFOR | 760.50 | 760.50 |
| 20836 | 312 - JANET M. LEALE | PO 6610 2016 VISION REIMBURSEMENT | 150.00 | 150.00 |
| 20837 | 287 - JASON S. MILLS | PO 6504 DEC 2016 - RETIREE HEALTH INSURANCE | 621.13 | 621.13 |
| 20838 | 288 - JCP&L | PO 6595 11/25/16 - PRESCRIPTION REIMBURSEMENT | 32.00 | 32.00 |
| 20839 | 1813 - JEAN PERLEE | PO 6588 NOV 2016 - ELECTRIC CHARGES - MESSA | 6.60 | 6.60 |
| 20840 | 1639 - JESCO, INC. | PO 6548 2016 WEB MAINTENANCE | 1,340.00 | 1,340.00 |
| | | PO 6480 LOADER PARTS | 90.49 | 90.49 |

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

Meeting Date: 12/12/2016 For bills from 11/29/2016 to 12/08/2016

| Check# | Vendor | Description | Payment | Check Total |
|--------|---|---|----------|-------------|
| 20841 | 2269 - JOHN BURKE | PO 6573 REIMBURSEMENT FOR 2016 LEAGUE OF MU | 341.36 | 341.36 |
| 20842 | 294 - JOYCE COVALENCE | PO 6505 DEC 2016 - RETIREE MEDICARE REIMBUR | 209.80 | 209.80 |
| 20843 | 1188 - KOCH AUTO PARTS, INC. | PO 5193 2016 SUPPLY BLANKET | 12.25 | 12.25 |
| 20844 | 1260 - LOWE'S | PO 5322 2016 SUPPLY BLANKET | 121.52 | 121.52 |
| 20845 | 134 - MAE BAUERLEIN | PO 6506 DEC 2016 RETIREE HEALTH INSURANCE & | 1,412.07 | 1,412.07 |
| 20846 | 2265 - MICHELE VAN ALLEN ASSEMBLIES | PO 6533 11/28/16 - Kids Going Green Assembl | 2,000.00 | 2,000.00 |
| 20847 | 344 - MONTAGUE TOOL&SUPPLY CO., INC. | PO 6482 EAR PLUGS AND 2 CYCLE GAS MIX | 167.44 | 167.44 |
| 20848 | 2202 - MORRIS ASPHALT SUPPLY | PO 5929 2016 ASPHALT BLANKET | 391.11 | 391.11 |
| 20849 | 1559 - MUNICIPAL RECORD SERVICE | PO 6489 PLEA AGREEMENTS & BUSINESS CARDS FO | 229.00 | 229.00 |
| 20850 | 2071 - NEWTON BRAVES YOUTH FOOTBALL | PO 6582 11-05-16 - CLEAN COMMUNITIES CLEAN | 500.00 | 500.00 |
| 20851 | 379 - NEWTON WATER & SEWER UTILITY | PO 6584 4TH QTR 2016 WATER SERVICE | 295.80 | 295.80 |
| 20852 | 1230 - NORTH JERSEY MUNICIPAL, EMPLOYEE | PO 6564 DEC 2016 DENTAL INSURANCE PREMIUM | 3,803.00 | 3,803.00 |
| 20853 | 2090 - PenTeleData | PO 6562 DEC 2016 - ATPD INTERNET SERVICE | 59.95 | 59.95 |
| 20854 | 1976 - PHOENIX ADVISORS, LLC | PO 6550 2016 ANNUAL CONTRACT FOR CONTINUING | 950.00 | 950.00 |
| 20855 | 1686 - R & L DATA CENTERS, INC. | PO 6594 NOV 2016 PAYROLL PROCESSING - JAN - | 1,447.02 | 1,447.02 |
| 20856 | 437 - REGISTRARS ASSOC OF NJ | PO 6491 Membership renewal for NJ Registrar | 25.00 | 25.00 |
| 20857 | 1116 - SPACE WILD ANIMAL FARM, INC. | PO 5195 2016 DEER REMOVAL BLANKET | 62.00 | 62.00 |
| 20858 | 1291 - THE STANDARD INSURANCE CO. | PO 6555 DEC 2016 INSURANCE PREMIUM | 1,278.65 | 1,278.65 |
| 20859 | 528 - STEPHEN MURRELL | PO 6507 DEC 2016 RETIREE HEALTH INSURANCE R | 1,594.12 | 1,594.12 |
| 20860 | 544 - SUSSEX COUNTY MUNIC AUTHORITY | PO 5320 2016 BRUSH DISPOSAL BLANKET | 10.00 | 10.00 |

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

Meeting Date: 12/12/2016 For bills from 11/29/2016 to 12/08/2016

| Check# | Vendor | Description | Payment | Check Total |
|--------|---|---|----------|-------------|
| 20861 | 2024 - TONI GRISAFFI | PO 6596 11/19/16 - PRESCRIPTION REIMBURSEME | 55.88 | 55.88 |
| 20862 | 1996 - TONI LU MARTIN | PO 6556 2016 VISION REIMBURSEMENT | 192.00 | 192.00 |
| 20863 | 1959 - TRANSUNION RISK & ALTERNATIVE DATA | PO 5469 2016 BLANKET - POLICE DEPT PERSON S | 25.00 | 25.00 |
| 20864 | 520 - TREASURER, STATE OF NJ | PO 6608 2016 ANNUAL ELEVATOR INSPECTION FEE | 409.00 | 409.00 |
| 20865 | 2091 - U.S. POSTAL SERVICE | PO 6563 500 PRESTAMPED ENVELOPES FOR JOINT | 870.75 | 870.75 |
| 20866 | 2179 - VENTURING CREW 276 | PO 6557 11/28/16 - CLEAN COMMUNITIES CLEAN | 500.00 | 500.00 |
| 20867 | 450 - VERIZON BUSINESS | PO 6558 NOV 2016 TOWN HALL LONG DISTANCE SE | 42.08 | 42.08 |
| 20868 | 586 - VERIZON WIRELESS | PO 6559 NOV 2016 MOBILE PHONE SERVICE | 552.64 | 552.64 |
| 20869 | 173 - WALTER CURRENT, SR. | PO 6508 DEC 2016 RETIREE HEALTH INSURANCE & | 1,242.23 | 1,242.23 |
| 20870 | 1511 - WEINER LESNIAK LLP | PO 6536 SEPT 2016 LEGAL SERVICES - HOUSING | 186.00 | |
| | | PO 6537 SEPT 2016 LEGAL SERVICES - ATTENDAN | 697.50 | |
| | | PO 6538 OCT 2016 LEGAL SERVICES - HOUSING E | 108.50 | 992.00 |
| 20871 | 616 - WILLCO, INC. | PO 6512 PARTS FOR COURT ROOM HEATER | 32.64 | 32.64 |
| TOTAL | | | | 91,890.39 |

Summary By Account

| ACCOUNT | DESCRIPTION | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT |
|-------------------|----------------------------------|------------|--------------|---------------|-----------|
| 01-101-01-000-002 | CASH CHECKING FIRST HOPE | | | | |
| 01-201-20-120-020 | CLERK OTHER EXPENSE | | | 0.00 | 91,890.39 |
| 01-201-20-140-020 | INFORMATION TECH - OTHER EXPENSE | 778.13 | | | |
| 01-201-20-155-020 | LEGAL OTHER EXPENSE | 2,787.02 | | | |
| 01-201-20-165-020 | ENGINEERING OTHER EXPENSE | 1,756.00 | | | |
| 01-201-21-180-020 | PLANNING BRD OTHER EXPENSE | 1,736.50 | | | |
| 01-201-21-186-010 | ZONING OFFICER SALARY & WAGE | 290.25 | | | |
| | | 1,392.00 | | | |

Summary By Account

| ACCOUNT | DESCRIPTION | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT |
|-------------------------|-------------------------------------|------------|--------------|---------------|-----------|
| 01-201-23-220-020 | GROUP INSURANCE OTHER EXPENSE | 11,849.68 | | | |
| 01-201-25-240-020 | POLICE OTHER EXPENSE | 866.20 | | | |
| 01-201-25-252-020 | EMERGENCY MGMT OTHER EXPENSE | 52.43 | | | |
| 01-201-25-255-020 | FIRE DEPARTMENT - MISC EQUIPMENT | 935.00 | | | |
| 01-201-26-290-020 | PUBLIC WORKS OTHER EXPENSE | 6,041.66 | | | |
| 01-201-26-305-020 | GARBAGE REMOVAL OTHER EXPENSE | 49,250.00 | | | |
| 01-201-26-310-020 | BUILD & GRNDS OTHER EXPENSE | 1,106.87 | | | |
| 01-201-31-460-020 | UTILITY OTHER EXPENSE | 5,294.28 | | | |
| 01-201-42-490-020 | SHARED SERVICE - JOINT COURT O/E | 1,603.80 | | | |
| 01-201-43-490-020 | MUNICIPAL CRT OTHER EXPENSE | 691.77 | | | |
| 01-201-44-908-000 | CIF - ROAD OVERLAYS & IMPR'S | 2,241.20 | | | |
| 01-213-40-000-000 | FED & STATE GRANT - APPROP RESERVES | | | 3,217.60 | |
| TOTALS FOR Current Fund | | 88,672.79 | 0.00 | 3,217.60 | 91,890.39 |

Total to be paid from Fund 01 Current Fund

91,890.39

91,890.39

Checks Previously Disbursed

| | | | | | |
|-------|-----------------------------|----------|-----------------------------------|----------|------------|
| 20803 | PURCHASE POWER/PITNEY BOWES | PO# 6552 | POSTAGE FOR COMMUNITY WIDE MAILER | 1,800.00 | 11/30/2016 |
| | | | | ----- | |
| | | | | 1,800.00 | |

Total paid from Fund 01 Current Fund

1,800.00

1,800.00

Total for this Bills List: 93,690.39

List of Bills - (0410101000000) CAPITAL CASH CAPITAL

Meeting Date: 12/12/2016 For bills from 11/29/2016 to 12/08/2016

| Check# | Vendor | Description | Payment | Check Total |
|--------|-------------------------------------|---|----------|-------------|
| 678 | 245 - HAROLD E. PELLOW & ASSOC.INC. | PO 6602 OCT 2016 ENGINEERING SERVICES - HAZ | 2,215.92 | 2,215.92 |
| TOTAL | | | | 2,215.92 |

Summary By Account

| ACCOUNT | DESCRIPTION | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT |
|-------------------|-----------------------------|------------|--------------|---------------|----------|
| 04-101-01-000-000 | CAPITAL CASH | | | 0.00 | 2,215.92 |
| 04-226-55-000-000 | IMP AUTHORIZATIONS - FUNDED | | | 2,215.92 | |
| TOTALS FOR | CAPITAL | 0.00 | 0.00 | 2,215.92 | 2,215.92 |

Total to be paid from Fund 04 CAPITAL

2,215.92
 =====
 2,215.92

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

Meeting Date: 12/12/2016 For bills from 11/29/2016 to 12/08/2016

| Check# | Vendor | Description | Payment | Check Total |
|--------|---------------------------------------|---|---------|-------------|
| 3615 | 791 - GOLDEN & MORAN ENGINEERING, LLC | PO 6539 09/28/16 - ENGINEERING SERVICES - M | 210.00 | |
| 3616 | 245 - HAROLD E. PELLOW & ASSOC. INC. | PO 6540 09/28/16 - ENGINEERING SERVICES - A | 180.00 | 390.00 |
| 3617 | 1260 - LOWE'S | PO 6599 OCT 2016 ENGINEERING SERVICES - L & | 188.80 | 188.80 |
| 3618 | 1511 - WEINER LESNIAK LLP | PO 6440 SUPPLIES FOR HILLSIDE BARN REPAIRS | 174.67 | 174.67 |
| | | PO 6541 SEPT 2016 LEGAL SERVICES - MROZ | 589.00 | |
| | | PO 6542 OCT 2016 LEGAL SERVICES - MROZ | 31.00 | |
| | | PO 6543 OCT 2016 LEGAL SERVICES - ALMA LANE | 31.00 | |
| | | PO 6544 SEPT 2016 LEGAL SERVICES - ALMA LAN | 589.00 | |
| | | PO 6545 SEPT 2016 LEGAL SERVICES - IAT REIN | 961.00 | 2,201.00 |
| | | TOTAL | | 2,954.47 |

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 | 2,954.47 |
| 13-260-58-100-000 | MUNICIPAL TRUST ACCOUNTS | | | 188.80 | |
| 13-260-58-200-000 | RECREATION TRUST | | | 174.67 | |
| 13-286-56-700-000 | VARIOUS ESCROWS | | | 2,591.00 | |
| TOTALS FOR | OTHER TRUST | 0.00 | 0.00 | 2,954.47 | 2,954.47 |

Total to be paid from Fund 13 OTHER TRUST

2,954.47
=====

ANDOVER TOWNSHIP

TAX DEPARTMENT

INTER-OFFICE MEMORANDUM

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

November tax collections: \$4,384,799.72 (see attached)

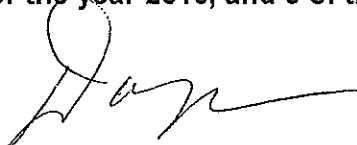
Below is a comparative chart of collections in the tax office, from 2015 to 2016.

| | <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 |
| November | 4,255,888.16 | 4,384,799.72 |
| <i>Year to date</i> | <i>\$21,427,943.23</i> | <i>\$21,982,213.20</i> |
| Delinquent 2015 | \$ 0.00 | |
| Delinquent 2016 | \$ 369,942.13 | (142 accounts) |
| <i>Total Taxes Delinquent</i> | <i>\$ 369,942.13</i> | |

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 collections | 3,596.27 |
| October collections | 0.00 |
| November collections | 0.00 |
| <i>Collected Year to Date</i> | <i>\$22,615.32</i> |

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: 11/01/16 to 11/30/16
 Print Ref Num: N

| Code Description | Count | Arrears/Other | Principal | | | Interest | Total |
|------------------------|-------|---------------|-----------|--------------|-----------|----------|--------------|
| | | | 2015 | 2016 | 2017 | | |
| 001 TAX PAYMENT | 2102 | 0.00 | 0.00 | 4,329,134.19 | 17,516.15 | 2,590.71 | 4,349,241.05 |
| 026 TAX SUB PAYMENTS | 32 | 0.00 | 0.00 | 35,027.50 | 0.00 | 526.17 | 35,553.67 |
| Tax Payments | 2134 | 0.00 | 0.00 | 4,364,161.69 | 17,516.15 | 3,116.88 | 4,384,794.72 |
| 005 DUP/MEMO BILL FEE | 1 | 5.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5.00 |
| Misc Payments | 1 | 5.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5.00 |
| Payments Total: | 2135 | 5.00 | 0.00 | 4,364,161.69 | 17,516.15 | 3,116.88 | 4,384,799.72 |
| NSF Reversals Total: | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total: | 2135 | 5.00 | 0.00 | 4,364,161.69 | 17,516.15 | 3,116.88 | 4,384,799.72 |

Total Cash: 13,522.23

Total Check: 4,371,277.49

Total Credit: 0.00

ANDOVER TOWNSHIP - CFO'S REPORT
for the Month Ending November 30, 2016

| | Beginning Balance | Receipts | Disbursements | Ending Balance |
|----------------------------|-------------------|-----------------|-----------------|-----------------|
| Assessment Trust | \$ 16,432.22 | \$ 6.39 | | \$ 16,438.61 |
| Current Fund | \$ 945,801.92 | \$ 4,527,340.74 | \$ 2,626,409.42 | \$ 2,846,733.24 |
| Current Fund - Investment | \$ 123,184.23 | \$ 46.42 | | \$ 123,230.65 |
| Capital Fund | \$ 425,488.86 | \$ 138.26 | \$ 219,615.03 | \$ 206,012.09 |
| Capital Fund - Investment | \$ 180,828.94 | \$ 65.22 | | \$ 180,894.16 |
| Dog Trust Fund | \$ 54.59 | \$ 8.22 | \$ 61.40 | \$ 1.41 |
| COAH Trust Fund | \$ 18,388.99 | \$ 6.63 | | \$ 18,395.62 |
| Open Space Trust Fund | \$ 209,168.27 | \$ 75.44 | \$ 1,410.61 | \$ 207,833.10 |
| Escrow Trust Fund | \$ 375,494.38 | \$ 7,437.02 | \$ 7,480.22 | \$ 375,451.18 |
| Developers Escrow Accounts | \$ 84,313.05 | \$ 3.44 | | \$ 84,316.49 |
| Net Payroll Account | \$ 28.67 | \$ 244,851.90 | \$ 244,849.12 | \$ 31.45 |
| Agency Payroll Account | \$ 54,976.50 | \$ 178,407.35 | \$ 165,227.68 | \$ 68,156.17 |
| Sustainable Andover | \$ 4,633.16 | | | \$ 4,633.16 |
| SUI Trust Account | \$ 19,455.19 | \$ 7.02 | | \$ 19,462.21 |
| Totals | \$ 2,458,248.97 | \$ 4,958,394.05 | \$ 3,265,053.48 | \$ 4,151,589.54 |

Submitted by *David Magura* Date December 8, 2016

Activity for (1902) Andover Township

Period from 09/01/2016 to 09/30/2016

| Date | Blk/Lot | Facility | Location | Activity |
|----------------------|----------|----------------------|---|---|
| 9/12/2016 | 153/19 | The Greek's Tavern | 468 RT 206 SOUTH S ANDOVER TOWNSHIP, NJ 07860 | FOOD B1/Retail Food Establishments - Facilities Inspected (Zachary Faiola) |
| 9/13/2016 | 151/22 | Willow Glen Academy | 293 ROAD 206 ANDOVER TWP., NJ | FOOD B1/Retail Food Establishments - Facilities Inspected (Jennifer Shortino) |
| 9/13/2016 | 153/33 | Valley View Farms | 290 ROUTE 206 SOUTH S NEWTON, NJ | FOOD B1/Retail Food Establishments - Facilities Inspected (Jennifer Shortino) |
| 9/15/2016 | / | Several restaurants. | | FOOD C1/Retail Food Establishments - Complaint Investigation (Christine Davey) |
| 9/20/2016 | 105/10 | Fresh Farms | 209 NEWTON SPARTA RD ANDOVER TWP., NJ | FOOD B1/Retail Food Establishments - Facilities Inspected (Jennifer Shortino) |
| 9/20/2016 | 105.05/8 | Chocolate Parfait | 227 NEWTON SPARTA ROAD ANDOVER TOWNSHIP, NJ | FOOD B1/Retail Food Establishments - Facilities Inspected (Brittany Roesch) |
| 9/22/2016 | 105.05/3 | The Bagel Bistro | 231 NEWTON SPARTA RD ANDOVER TWP, NJ | FOOD B1/Retail Food Establishments - Facilities Inspected (Brittany Roesch) |
| 9/27/2016 | 109/5.02 | Farmstead Golf & CC | 88 LAWRENCE RD LAFAYETTE, NJ 07848 | FOOD B1/Retail Food Establishments - Facilities Inspected (Brittany Roesch) |
| Total Food: 8 | | | | |
| 9/1/2016 | 147/2.02 | | 207 Stickle's Pond Road | DWR G1/Septic Intake (Trish Springer) |
| 9/6/2016 | 154/29 | | 19 Springdale Gardens Road | DWR G4F/Septic Inspections -- Grading (Jennifer Shortino) |
| 9/6/2016 | 154/29 | | 19 Springdale Gardens road | DWR G1AB/Septic Reviews As Builts (Jennifer Shortino) |
| 9/6/2016 | 154/29 | | 19 Springdale Gardens Road | DWR G1EC/Septic Reviews Engineers Certs (Jennifer Shortino) |

Activity for (1902) Andover Township

Period from 09/01/2016 to 09/30/2016

| Date | Blk/Lot | Facility | Location | Activity |
|-----------|----------|----------|----------------------------|--|
| 9/6/2016 | 154/29 | | 19 Springdale Gardens Road | DWR G5A/Certificate of Compliance - Wastewater (Jennifer Shortino) |
| 9/6/2016 | 154/29 | | 19 Springdale Gardens Road | DWR G4E/Septic Inspections - Final (Jennifer Shortino) |
| 9/7/2016 | 28/9 | | 243 Sussex Avenue | DWR G4A/Septic Inspections - Soil Log (Jennifer Shortino) |
| 9/7/2016 | 28/9 | | 243 Sussex Avenue | DWR G4A/Septic Inspections - Soil Log (Jennifer Shortino) |
| 9/7/2016 | 38/10 | | 24 Hemlock Avenue | DWR G4G/Septic Inspections - Other (Jennifer Shortino) |
| 9/8/2016 | 147/2.02 | | 207 STICKLES POND ROAD | DWR G4G/Septic Inspections - Other (Jennifer Shortino) |
| 9/8/2016 | 39/1 | | 25 HEMLOCK AVENUE | DWR G4A/Septic Inspections - Soil Log (Jennifer Shortino) |
| 9/26/2016 | 156/2 | | 14 huntsville road | DWR G1A/Septic Reviews Alter (Michael Plaza) |
| 9/26/2016 | 105.03/9 | | 16 Terrace Drive | DWR G4A/Septic Inspections - Soil Log (Jennifer Shortino) |
| 9/27/2016 | 28/9 | | 243 sussex avenue | DWR G1A/Septic Reviews Alter (Peter Bilby) |
| 9/27/2016 | 116.02/1 | | 131 Newton Sparta Road | OPRA SDS/Information Request - Septic System-Parcel (Trish Springer) |
| 9/27/2016 | 116.01/1 | | 131 Newton Sparta Road | OPRA SDS/Information Request - Septic System-Parcel (Trish Springer) |
| 9/28/2016 | 31/4.03 | | 218 sussex aven | DWR G1I/Septic Intake (Maureen Slack) |
| 9/28/2016 | 28/9 | | 243 Sussex Avenue | DWR G1I/Septic Intake (Maureen Slack) |
| 9/28/2016 | 5/4 | | 70 Andover Mohawk Road | DWR G4F/Septic Inspections - Grading (Jennifer Shortino) |

Activity for (1902) Andover Township

Period from 09/01/2016 to 09/30/2016

| Date | Blk/Lot | Facility | Location | Activity |
|-------------------------|-------------|-------------------------------------|------------------------|--|
| 9/28/2016 | 133/5.05 | | 144 Goodale road | DWR G1/Septic Intake (Maureen Slack) |
| 9/28/2016 | 56/2 | | 14 Huntsville Road | DWR G4B/Septic Inspections - Excavation (Jennifer Shortino) |
| Total Septic: 21 | | | | |
| 9/11/2016 | 126/4 | The Cellar Tavern | 108 Stickle Pond Road | SDW A3/Safe Water - Facility - Follow/Reinspection (Marcia Chirico) |
| 9/2/2016 | 111.02/28.0 | Manor Plaza | 61-65 Newton Sparta | SDW A3/Safe Water - Facility - Follow/Reinspection (Marcia Chirico) |
| 9/6/2016 | 32/5 | | 32 Old Creamery Road | (Marcia Chirico) |
| | | | | HZM C5/Hazmat - Site Remediation (James McDonald) |
| 9/8/2016 | 106/17.08 | Savour Plaza | 287 Newton Sparta Road | SDW A2/Safe Water - Facility - Transient System (Dan Pelt) |
| 9/8/2016 | 153/22.01 | Bella Italia c/o Somerset Investors | 448 Route 206 South | SDW C2/Safe Water - Complaint Investigation - Citizen Complaint (Marcia Chirico) |
| 9/9/2016 | 111/8.01 | Sussex County Medical | 123 Newton Sparta Road | SDW A3/Safe Water - Facility - Follow/Reinspection (Marcia Chirico) |
| 9/12/2016 | 111/8.01 | Sussex County Medical | 123 Newton Sparta Road | SDW A3/Safe Water - Facility - Follow/Reinspection (Marcia Chirico) |
| 9/20/2016 | 106/17.08 | Savour Plaza | 287 Newton Sparta Road | SDW A2/Safe Water - Facility - Transient System (Dan Pelt) |
| 9/28/2016 | 151/17 | Thor Labs | Stickle Pond Road | SDW A3/Safe Water - Facility - Follow/Reinspection (Marcia Chirico) |
| 9/29/2016 | 106/17.08 | Savour Plaza | 287 Newton Sparta Road | SDW A2/Safe Water - Facility - Transient System (Marcia Chirico) |
| 9/29/2016 | 106/17.08 | Savour Plaza | 287 Newton Sparta Road | SDW D1/Safe Water - Correspondence (Marcia Chirico) |

Activity for (1902) Andover Township

Period from 09/01/2016 to 09/30/2016

| Date | Blk/Lot | Facility | Location | Activity |
|-----------|-------------|-------------------|----------------------------|--|
| 9/29/2016 | 104/1.02 | Green Life Market | 238-240 Newton Sparta Road | SDW A3/Sate Water - Facility - Follow/Reinspection (Marcia Chirico) |
| 9/30/2016 | 111.02/28.0 | Manor Plaza | 61-65 Newton Sparta Road | SDW A3/Sate Water - Facility - Follow/Reinspection (Marcia Chirico) |

Total Other: 13

Total for September 2016 42

Activity for (1902) Andover Township

Period from 10/01/2016 to 10/31/2016

| Date | Blk/Lot | Facility | Location | Activity |
|------------|-----------|---------------------------|---------------------------------------|--|
| 10/13/2016 | 111/6 | Newton Country Club | 25 CLUB RD NEWTON, NJ 07860 | FOOD B1/Retail Food Establishments - Facilities Inspected (Brittany Dix) |
| 10/17/2016 | 105.05/8 | Pezzo Pizza | 227 NEWTON SPARTA RD ANDOVER TWP, NJ | FOOD B1/Retail Food Establishments - Facilities Inspected (Jennifer Shortino) |
| 10/17/2016 | 105/11 | Florence Burd School | 219 NEWTON-SPARTA RD NEWTON, NJ 07860 | FOOD B1/Retail Food Establishments - Facilities Inspected (Jennifer Shortino) |
| 10/18/2016 | 124/11.03 | American Legion Post # 86 | 20 YATES AVE NEWTON, NJ 07860 | FOOD B1/Retail Food Establishments - Facilities Inspected (Jennifer Shortino) |
| 10/19/2016 | 77/1 | Sheridan's Lodge | 631 LIMECREST RD ANDOVER TWP., NJ | FOOD B1/Retail Food Establishments - Facilities Inspected (Jennifer Shortino) |
| 10/27/2016 | 73/4.02 | Long Pond School | 707 LIMECREST RD NEWTON, NJ 07860 | FOOD B1/Retail Food Establishments - Facilities Inspected (Jennifer Shortino) |
| 10/3/2016 | 133/5.05 | | 144 goodale road | DWR G1R/Septic Reviews Repair (Joseph Farinella) |
| 10/4/2016 | 5/4 | | 70 Andover Mohawk Road | DWR G1AB/Septic Reviews As Builts (Jennifer Shortino) |
| 10/4/2016 | 5/4 | | 70 Andover Mohawk Road | DWR G1EC/Septic Reviews Engineers Certs (Jennifer Shortino) |
| 10/4/2016 | 5/4 | | 70 Andover Mohawk Road | DWR G5A/Certificate of Compliance - Wastewater (Jennifer Shortino) |
| 10/5/2016 | 133/5.05 | | 144 Goodale Road | DWR G4G/Septic Inspections -- Other (Jennifer Shortino) |
| 10/7/2016 | 6/11.05 | | creamery road | DWR G1I/Septic Intake (Maureen Slack) |
| 10/18/2016 | 124/25 | | 10 Yates Avenue | DWR G4B/Septic Inspections - Excavation (Jennifer Shortino) |

Total Food: 6

Activity for (1902) Andover Township

Period from 10/01/2016 to 10/31/2016

| Date | Blk/Lot | Facility | Location | Activity |
|------------|-----------|----------|---------------------|--|
| 10/18/2016 | 156/2 | | 14 Huntsville Road | DWR G4C/Septic Inspections – Suitable Fill/Disposal (Jennifer Shortino) |
| 10/19/2016 | 124/25 | | 10 Yates Avenue | DWR G4C/Septic Inspections – Suitable Fill/Disposal (Jennifer Shortino) |
| 10/19/2016 | 124/25 | | 10 Yates Avenue | DWR G4G/Septic Inspections – Other (Jennifer Shortino) |
| 10/20/2016 | 124/25 | | 10 Yates Avenue | DWR G4E/Septic Inspections – Final (Jennifer Shortino) |
| 10/20/2016 | 6/11.03 | | andover mohawk | DWR G1N/Septic Reviews Septic New (Peter Bilby) |
| 10/20/2016 | 158/14.06 | | 61 brighton road | DWR G2N/Septic Reviews Well New (Michael Plaza) |
| 10/21/2016 | 94/12 | | 9 ravine drive | DWR G1R/Septic Reviews Repair (Joseph Farinella) |
| 10/21/2016 | 94/12 | | 9 Ravine Drive | DWR G1I/Septic Intake (Trish Springer) |
| 10/24/2016 | 105.03/9 | | 16 Terrace Rd | DWR G1I/Septic Intake (Maureen Slack) |
| 10/24/2016 | 29/6.01 | | 13 Lenape Avenue | DWR G4A/Septic Inspections – Soil Log (Jennifer Shortino) |
| 10/24/2016 | 94/12 | | 9 Ravine Drive | DWR G4G/Septic Inspections – Other (Jennifer Shortino) |
| 10/24/2016 | 78/22 | | 164 Lake Iliff Road | OPRA SDS/Information Request - Septic System-Parcel (Trish Springer) |
| 10/24/2016 | 29/6.01 | | 13 Lenape Avenue | DWR G4A/Septic Inspections – Soil Log (Jennifer Shortino) |
| 10/28/2016 | 31/4.03 | | 218 Sussex Avenue | DWR G1A/Septic Reviews Alter (Peter Bilby) |
| 10/31/2016 | 124/25 | | 10 Yates Avenue | DWR G4F/Septic Inspections – Grading (Jennifer Shortino) |

Activity for (1902) Andover Township

Period from 10/01/2016 to 10/31/2016

| Date | Blk/Lot | Facility | Location | Activity |
|-------------------------|-----------|-------------------------------------|----------------------------|---|
| 10/14/2016 | 158/14.06 | | 61 Brighton | DWR G2/Well Intake (Maureen Slack) |
| Total Septic: 22 | | | | |
| 10/5/2016 | 126/4 | The Cellar Tavern | 108 Stickle Pond Road | SDW A3/Safe Water - Facility - Follow/Reinspection (Marcia Chirico) |
| 10/5/2016 | 126/4 | The Cellar | | SDW A2/Safe Water - Facility - Transient System (Marcia Chirico) |
| 10/6/2016 | 106/17.08 | Savour Plaza | 287 Newton Sparta Road | SDW D1/Safe Water - Correspondence (Marcia Chirico) |
| 10/12/2016 | 104/1.02 | Green Life (formerly Dale's) | 238 Newton Sparta Road | SDW A2/Safe Water - Facility - Transient System (Dan Pet) |
| 10/25/2016 | 111/3.01 | Pavebo | 31 Newton Sparta Road | DWR C5/Water Pollution - Contaminated Well Investigation (Marcia Chirico) |
| 10/26/2016 | 134/17.08 | Bright Ideas Tattoo & Body Piercing | 521 Route 206 | ART D1/Body Art/Tattoo Parlor - Correspondence (Jennifer Shortino) |
| 10/26/2016 | 94/12 | | 9 Ravine Drive | DWR C2/Water Pollution - Complaint Investigation - Citizen Complaint (Jennifer Shortino) |
| 10/26/2016 | 94/12 | | 9 Ravine Drive | DWR C2/Water Pollution - Complaint Investigation - Citizen Complaint (Jennifer Shortino) |
| 10/27/2016 | 104/1.02 | Green Life Market | 238-240 Newton Sparta Road | SDW A3/Safe Water - Facility - Follow/Reinspection (Marcia Chirico) |
| 10/31/2016 | 153/21 | Andover Market - Krauzers | 454 Route 206 S | SDW A2/Safe Water - Facility - Transient System (Marcia Chirico) |
| Total Well: 1 | | | | |
| Total Other: 10 | | | | |

Activity for (1902) Andover Township

Period from 10/01/2016 to 10/31/2016

Date Blk/Lot Facility

Location

Activity

Total for October 2016

39

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

RESOLUTION #R2016-162

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 \$25,600.00 are to be made in the following manner:

| <u>FROM:</u> | <u>AMOUNT</u> |
|---|---------------------|
| <u>FICA</u> | <u>\$ 4,500.00</u> |
| <u>Environmental</u> | <u>\$ 750.00</u> |
| <u>Police – Salary & Wages</u> | <u>\$ 8,500.00</u> |
| <u>Unemployment</u> | <u>\$ 3,100.00</u> |
| <u>Utilities</u> | <u>\$ 8,750.00</u> |
| <u>TOTAL:</u> | <u>\$ 25,600.00</u> |
| | |
| <u>TO:</u> | |
| <u>Administration – Salary & Wages</u> | <u>\$ 155.00</u> |
| <u>Mayor & Committee – Salary & Wages</u> | <u>\$ 275.00</u> |
| <u>Tax Collector – Salary & Wages</u> | <u>\$ 2,500.00</u> |
| <u>Dispatch – Salary & Wages</u> | <u>\$ 8,495.00</u> |
| <u>Public Works – Salary & Wages</u> | <u>\$ 14,175.00</u> |
| <u>TOTAL:</u> | <u>\$ 25,600.00</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 December 12, 2016.



Diana Francisco, R.M.C.
Municipal Clerk

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

RESOLUTION #R2016-163

RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO ACCEPT THE LETTER OF RESIGNATION FROM ANDREW ALTIERI PART-TIME PUBLIC SAFETY TELECOMMUNICATOR TRAINEE FOR THE ANDOVER TOWNSHIP POLICE DEPARTMENT

WHEREAS, Andrew Altieri was appointed June 13, 2016; and,

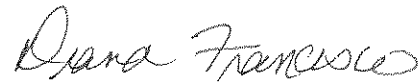
WHEREAS, Andrew Altieri had submitted his letter of resignation to Chief Danielson, a copy attached hereto; and,

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 tendered by Mr. Altieri to be effective December 16, 2016; and,

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

CERTIFICATION

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 December 12, 2016.



Diana Francisco, R.M.C.
Municipal Clerk

RESOLUTION 2016-164

**A RESOLUTION OF THE TOWNSHIP OF ANDOVER,
COUNTY OF SUSSEX AND STATE OF NEW JERSEY
AUTHORIZING THE SETTLEMENT OF CERTAIN TAX APPEALS**

WHEREAS, appeals of the real property tax assessments of the following properties have been filed in the Tax Court of New Jersey:

| PROPERTY OWNER | BLOCK | LOT |
|-----------------------|--------------|------------|
| Reid, John & Joan | 116 | 27 |

; and

WHEREAS, the Tax Assessor and Township Attorney, are of the opinion that it is in the best interest of the Township to settle these appeals.

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 settlement of the following tax appeals filed at the Tax Court of New Jersey is hereby authorized as follows:

| PROPERTY OWNER | YEAR | ORIGINAL ASSESSMENT | PROPOSED SETTLEMENT |
|-----------------------|-------------|----------------------------|----------------------------|
| Reid, John & Joan | 2014 | \$341,100 | Withdrawn |
| Reid, John & Joan | 2015 | \$341,100 | \$315,000. |
| Reid, John & Joan | 2016 | \$359,400 | \$320,000. |

2. All refund checks are to be made payable to the attorneys for the taxpayer and the taxpayer, without any offsets or deductions for unpaid taxes or municipal charges for tax years subsequent to the tax years by this Resolution. Refunds are to be made within 60 days from the date of the entry of Judgment and interest is waived on said refunds on the condition that the refund is paid within 60 days from the date of the entry of Judgment.

3. All municipal officials are hereby authorized to take whatever actions may be necessary to implement the terms of this Resolution.

4. The Tax Collector is hereby authorized to credit and/or refund the appropriate taxes in accordance with the terms of this resolution.

5. This Resolution shall take effect immediately.

Adopted: December 12 2016

and

Adopted this 12th day of December, 2016
certified as a true copy of an original.



Diana Francisco, Township 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 refund of property taxes pursuant to N.J.S.A. 54:4-3.32 shall be granted provided that the applicant submit a complete application to the tax assessor as required by N.J.S.A. 54:4-3.30. The refund of taxes may be granted retroactively only to the date that the complete application was submitted to the tax assessor.

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.


Diana Francisco, RMC Clerk/Administrator

VOTE : AYES: Mr. Bensley, Ms. McGovern, Mr. Walsh, Mayor Blackburn
Absent : Mr. Burke

Notice of Final Adoption

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 14, 2016. The same came up for final adoption on December 12, 2016 at the Municipal Building, 134 Newton-Sparta Road, Andover Township, NJ, at which time all persons were given the opportunity to be heard concerning same, it was finally passed and adopted and will be in full force in the Township according to law

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

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> |
|-------------------------------------|-----------------------|
| PURCHASE OF DPW PICK UPTRUCK | \$28,000.00 |

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

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

Notice of Final Adoption

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. The same came up for final adoption on December 12, 2016 at the Municipal Building, 134 Newton-Sparta Road, Andover Township, NJ, at which time all persons were given the opportunity to be heard concerning same, it was finally passed and adopted and will be in full force in the Township according to law