

ANDOVER TOWNSHIP COMMITTEE MEETING MINUTES

JANIS MC GOVERN, MAYOR
DOLORES BLACKBURN, DEPUTY MAYOR
ELLSWORTH E. BENSLEY, JR
JOHN CARAFELLO
TOM WALSH, JR

APRIL 9, 2018

The regular meeting of the Andover Township Committee was called to order at 6:34 p.m. at 134 Newton Sparta Road, Andover Township, by Mayor Mc Govern, followed by a salute to the flag.

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

OPEN PUBLIC MEETING STATEMENT The statement of compliance with Chapter 231, P. L. 1975 was read by Mayor Mc Govern.

Mr. Walsh moved to go into executive session to discuss items below at 6:34pm, there was a second, the motion carried with a unanimous roll call vote.

EXECUTIVE SESSION

CONTRACT NEGOTIATION

1. **Everest Infrastructure Partners, Inc.** ("Everest") offer letter ("Offer") to acquire easements to the land the Township owns under the cell tower sites ("Properties")
2. **Old Creamery Property**
3. **Rolling Hills Condo Association Agreement**

ATTORNEY CLIENT

1. **Lackawanna Cutoff**
2. **Code Violations**
3. **Land Use Board Memberships**
4. **Dispatcher Contract**

The committee returned to regular session at 7:30 pm. on motion of Mr. Walsh, there was a second, the motion carried.

APPROVAL OF THE GENERAL AGENDA

Mr. Walsh moved to add **ORDINANCE 2018-06 AN ORDINANCE OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, AND STATE OF NEW JERSEY TO AMEND THE TOWNSHIP CODE BY AMENDING CHAPTER 103 ENTITLED "PARKS AND RECREATION AREAS" AND CHAPTER 107 ENTITLED "PEACE AND GOOD ORDER"**, there was a second, the motion carried with all in favor.

APPROVAL OF CONSENT AGENDA

Mayor Mc Govern opened to the public regarding the consent agenda, no one came forward, she then asked the committee if there was anything on the consent agenda for discussion, there was none. Mr. Walsh moved to approve the consent agenda, there was a second. The motion carried with all in favor.

***CONSENT AGENDA:**

***OTHER BUSINESS:**

1. APPROVAL OF VOUCHERS FOR PAYMENT
2. ACCEPTANCE OF THE CFO'S REPORT FOR THE MONTH OF MARCH 2018
3. ACCEPTANCE OF THE TAX COLLECTOR'S REPORT FOR THE MONTH OF MARCH \$226,644.44 and YEAR TO DATE \$5,193,361.33

***RESOLUTIONS:**

1. **RESOLUTION #R2018-56** RESOLUTION OF THE ANDOVER TOWNSHIP COMMITTEE TO ISSUE A TAX REFUND TO STUART LASHER IN REGARDS TO THE REDEMPTION OF TAX SALE CERTIFICATE # 15-00005 SOLD FOR DELINQUENT TAXES FOR BLOCK 69, LOT 4.13 IN THE AMOUNT OF \$16,319.68
2. **RESOLUTION #R2018-57** RESOLUTION OF THE ANDOVER TOWNSHIP COMMITTEE TO ISSUE A TAX REFUND TO STUART LASHER IN REGARDS TO THE REDEMPTION OF TAX SALE CERTIFICATE # 15-00006 SOLD FOR DELINQUENT TAXES FOR BLOCK 69, LOT 4.15 IN THE AMOUNT OF \$15,825.21
3. **RESOLUTION #R2018-58** RESOLUTION OF THE ANDOVER TOWNSHIP COMMITTEE TO ISSUE A TAX REFUND TO STUART LASHER IN REGARDS TO THE REDEMPTION OF TAX SALE CERTIFICATE # 15-00010 SOLD FOR DELINQUENT TAXES FOR BLOCK 69, LOT 4.24 IN THE AMOUNT OF \$16,394.46
4. **RESOLUTION #R2018-59** RESOLUTION OF THE ANDOVER TOWNSHIP COMMITTEE AWARDING THE CONTRACT FOR 2018 TURF CARE PROGRAM FOR MUNICIPAL PROPERTIES AND BALL FIELDS TO FARMSIDE LANDSCAPE AND DESIGN
5. **RESOLUTION #R2018-61** A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY THE FEES CHARGED FOR RENTAL AND SECURITY DEPOSIT FOR USE OF THE HILLSIDE PARK HALL AND HILLSIDE HOUSE
6. **RESOLUTION #R2018-62** A RESOLUTION FOR ACCEPTANCE OF 2017 REPORT OF AUDIT AND GROUP AFFIDAVIT

***MINUTES:** MARCH 12, 2018, Regular and Executive Session,

***PROCLAMATIONS**

-Proclamation/Resolution Supporting the 2018 UDrive. UText. UPay. Distracted Driving Crackdown April 1 - 21, 2018

-Month of APRIL: CHILD ABUSE PREVENTION

PUBLIC PORTION

Mayor Mc Govern opened the public portion of the meeting.
Seeing no hands, Mayor Mc Govern closed the public segment of the meeting.

RESOLUTIONS

R#2018-60 RESOLUTION TO AMEND INTRODUCED BUDGET

Mr. Walsh moved to approve the above referenced resolution, Mr. Bensley seconded, the motion carried with a unanimous roll call vote. Mr. Carafello, absent.

2018 MUNICIPAL BUDGET ADOPTION: PUBLIC HEARING

Mayor Mc Govern read aloud the resolution to approve the Budget on final hearing. Mr. Bensley Moved to approve the budget, there was a second. She then opened the budget hearing to the public. Mr. Semrau added there is a copy of the budget available to public on the table. No one came forward, she opened to the discussion committee, there was no comment. The motion then carried with a unanimous roll call vote. Mr. Carafello, absent.

ORDINANCES: INTRODUCTION (added)

ORDINANCES 2018-06 AN ORDINANCE OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, AND STATE OF NEW JERSEY TO AMEND THE TOWNSHIP CODE BY AMENDING CHAPTER 103 ENTITLED "PARKS AND RECREATION AREAS" AND CHAPTER 107 ENTITLED "PEACE AND GOOD ORDER"

Mr. Bensley moved to approve on first reading **Ordinance 2018-06**, Mr. Walsh seconded, the motion carried with a unanimous roll call vote. Mr. Carafello absent

UNFINISHED BUSINESS

1. **Lackawanna Cutoff:** Mr. Semrau updated the committee on the current status of the NJ Transit project. The Township committee has taken many steps to see what could be done, after many calls the committee has reached an accord to have NJ Transit reimburse the towns efforts. The committee then negotiated with the property owner and has reached an accord with the property owner at this time. An appraisal was done with regard to the culvert and they have reached an agreement. There tentatively is agreement to have access to culvert for repairs. The compensation to be paid to the owner by NJ Transit. One of the last hurdles, they need a formal resolution and agreement of terms, regarding the responsibility and such which is subject to NJ Transit approval. This has saved years on the project; an alternate route is now not necessary. Mr. Walsh added Kudos to Mr. Ursin, he recognized the savings and for going about the project in this manner.

Mayor McGovern read the following statement:

We are pleased to announce that Andover Township with the cooperative efforts of Hudson Farm, have reached a tentative agreement for NJ Transit ultimately to obtain access and upgrade the culvert which is a critical component to the final permitting approvals for the Lackawanna Cut-Off project.

(continued...)

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The Township is grateful for the efforts of Hudson Farm and their representatives and we look forward to obtaining formal approval from NJ Transit with respect to this matter. By achieving this agreement, Andover Township and Hudson Farm will have saved NJ Transit hundreds of thousands of dollars and perhaps years of rerouting this aspect of the Lackawanna Cut-Off project. We are excited for the residents of Andover Township and Sussex County at this significant step and the progress that has been achieved.

Mr. Walsh motioned to move forward with the agreement, Mr. Bensley seconded, the motion carried with unanimous roll call vote. Mr. Carafello absent.

NEW BUSINESS:

Mr. Ray Sarinelli, the Township's Auditor, was present. He introduced Louisa Rodrigues, she is the lead person on the township's audit this year. He commented the budget moved through well, and the audit has been accepted, the municipal fund balance is up at a responsible level. The tax collection percentages are up, the town has collected prior year grants that helped boost your fund balance. The town is doing all the planning things that you should be doing, when you have a good economy. There are minimal recommendations and overall a good job.

COMMITTEE REPORTS:

Mr. Walsh No report

Mr. Bensley The Land Use Board reviewed the Steep Slope Ordinance at the last meeting. Recreation met, they had the Easter Egg Hunt. The Fire Department renovations are underway. Lakeland Squad meeting coming up tomorrow.

Ms. Blackburn Reported the LUB spent the evening on the Steep Slope Ordinance, Mr. Golden assigned to draft the ordinance for the committee's consideration. The changes being looked at are to help the homeowner's not necessarily major developments. The LUB members are now required to take a 1-hour course. The Environmental Commission has reviewed two new applications, A&G Restaurant and Dr. Galeos' property. The trail maps were also discussed, they will be meeting with Barbara Davis, and they will be applying for ANJEC grant with township's permission. Mr. Walsh asked if there are matching funds required.

Mr. Walsh moved to approve the grant application, there was a second, the motion carried with a unanimous roll call vote.

She announced Earth Day this year is April 21, they are having an event at Kittatinny State Park with a cleanup of Goodale Rd. They have partnered with Clean Communities and are scheduled 10-12pm on Saturday if anyone would like to participate.

Mayor Mc Govern Reported the Seniors are planning a trip to the 911 Memorial. Sustainable Andover is working on a home composting brochure. They are completing the list of businesses and a map to go with it. The next BOE meeting is April 24th, the Seniors meet next Monday.

She attended a presentation at the Community College led by Freeholder Sylvia Petillo. The purpose of the meeting was to discuss all the various resources and human services which the county offices offer. There are brochures available.

REPORT FROM THE CLERK/ADMINISTRATOR

Commented that she attended the ladies retreat at the Community College. It was a fund raiser to provide scholarships to female students to attend the Community College. The town of Newton sponsors several employees each year to attend.

REPORT FROM THE MUNICIPAL ATTORNEY No report

NEXT SCHEDULED MEETINGS:

APRIL 23, 2018 6:30 PM Executive Session 7:30 PM Regular Session
MAY 14, 2018 6:30 PM Executive Session 7:30 PM Regular Session

ADJOURN

There being no further business, Mr. Bensley moved to adjourn at 8:00 pm., there was a second, the motion carried.

Submitted by,

Diana Francisco, RMC/CMR

Clerk/ Administrator

RESOLUTION
MOTION FOR EXECUTIVE SESSION

BE IT RESOLVED by the Township Committee of the Township of Andover on the 9th day of APRIL 2018, that:

1. **Prior to 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):**
 - () 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.
 - () 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).

CONTRACT NEGOTIATION

1. **Everest Infrastructure Partners, Inc.** ("Everest") offer letter ("Offer") to acquire easements to the land the Township owns under the cell tower sites ("Properties")
2. **Old Creamery Property** - proposed property donation
3. **Rolling Hills Condo Association Agreement** (added)

ATTORNEY CLIENT

1. **Lackawanna Cutoff**
2. **Land Use Board Membership** (added)
3. **Dispatcher Contract**

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

Meeting Date: 04/09/2018 For bills from 03/27/2018 to 04/05/2018

Check#	Vendor	Description	Account	PO Payment	Check Total
22509	729 - ALLIED OIL COMPANY OIL LLC	PO 8430 03/19/20 & 03/20/18 FUEL DELIVERY	1,287.25	1,287.25	
	01-201-31-460-020 UTILITY OTHER EXPENSE	PO 8446 03/26/18 - FUEL DELIVERY - 500.40 G	1,000.95	1,000.95	
	01-201-31-460-020 UTILITY OTHER EXPENSE		1,000.95		2,288.20
22510	2262 - SYNCB/AMAZON	PO 8421 replacement part	20.51	20.51	
	01-201-25-240-020 POLICE OTHER EXPENSE	PO 8425 CALCULATOR RIBBON - CFO	20.51	13.01	
	01-201-20-130-020 FINANCE OTHER EXPENSE		13.01		33.52
22511	2399 - ASSOCIATED APPRAISAL GROUP	PO 8411 PROFESSIONAL FEES FOR BLOCK 116.02	312.50	312.50	
	01-301-60-000-010 RES PENDING TAX APPEALS				312.50
22512	1617 - BLUE DIAMOND DISPOSAL, INC.	PO 8119 2018 BLANKET - ROLLING HILLS SERVIC	198.10	198.10	
	01-201-26-305-020 GARBAGE REMOVAL OTHER EXPENSE				198.10
22513	1443 - CAMPBELL SUPPLY COMPANY	PO 8137 2018 BLANKET FOR DPW VEHICLE PARTS	1,606.30	1,606.30	
	01-201-26-290-020 PUBLIC WORKS OTHER EXPENSE				1,606.30
22514	1054 - CENTRE CLEANERS, INC.	PO 8272 2018 BLANKET - ATPD UNIFORM CLEANIN	121.10	121.10	
	01-201-25-240-020 POLICE OTHER EXPENSE		106.10		
	01-201-28-370-020 RECREATION OTHER EXPENSE		15.00		121.10
22515	1498 - CENTURY LINK (1) COMMUNICATIONS	PO 8432 FEB 2018 LONG DISTANCE SERVICE	164.41	164.41	
	01-201-31-460-020 UTILITY OTHER EXPENSE	PO 8454 MARCH 2018 PHONE SERVICE	1,990.69	2,033.41	
	01-201-31-460-020 UTILITY OTHER EXPENSE		42.72		
	01-201-42-490-020 SHARED SERVICE - JOINT COURT O/E				2,197.82
22516	2174 - CINTAS CORPORATION	PO 8104 2018 BLANKET - MEDICAL SUPPLY CABIN	132.47	132.47	

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Current Fund**

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Check#	Vendor	Description	Account	PO Payment	Check Total
01-201-26-310-020	BUILD & GRNDS OTHER EXPENSE		132.47		132.47
22517	1684 - CONSTELLATION NEW ENERGY INC.	PO 8447 MAR 2018 NJSEM CHARGES		105.45	105.45
01-201-31-460-020	UTILITY OTHER EXPENSE		105.45		105.45
22518	966 - DANFORTH'S TRAILER & AUTO, INC.	PO 8375 PLOW PARTS FOR TRUCK#2		115.34	115.34
01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE	PO 8419 PLOW PARTS TRK#14		628.11	628.11
01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE		628.11		743.45
22519	189 - DEMPSEY, INC.	PO 8204 DPW UNIFORM CLEANING		831.29	831.29
01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE		831.29		831.29
22520	990 - DORSEY & SEMRAU	PO 8449 MARCH 2018 LEGAL SERVICES		5,824.00	5,824.00
01-201-20-155-020	LEGAL OTHER EXPENSE		5,824.00		5,824.00
22521	202 - DOVER BRAKE & CLUTCH CO., INC.	PO 8132 2018 BLANKET FOR DPW VEHICLE PARTS		240.22	240.22
01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE		196.18		196.18
01-201-25-240-020	POLICE OTHER EXPENSE		44.04		240.22
22522	1130 - FAMILY FORD, INC.	PO 8134 2018 BLANKET FOR DPW VEHICLE PARTS		14.70	14.70
01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE		14.70		14.70
22523	1388 - FASTENAL COMPANY CORP.	PO 8135 2018 BLANKET FOR DPW SUPPLIES (DPW		43.55	43.55
01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE		43.55		43.55
22524	232 - GALLS, LLC	PO 8287 replacement oxygen bottles		148.95	148.95
01-201-25-240-020	POLICE OTHER EXPENSE		148.95		148.95

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

Meeting Date: 04/09/2018 For bills from 03/27/2018 to 04/05/2018

Check#	Vendor	Description	Account	PO Payment	Check Total
22525	1627 - GARDEN STATE LABORATORIES, INC.	PO 8390 02/14/18 - WATER TESTING - ATFD/ATP		300.00	300.00
	01-201-26-310-020	BUILD & GRNDS OTHER EXPENSE			
22526	236 - GARY KOLAKOWSKI	PO 8429 DISMOUNT / MOUNT AND BALANCE 4 TIRE		61.20	61.20
	01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE			
22527	2400 - GENERAL DYNAMICS ORDINANCE & TACTIC	PO 8394 04/10/18 - 04/12/18 - SIMUNITION TR		620.00	620.00
	01-201-25-240-020	POLICE OTHER EXPENSE			
22528	245 - HAROLD E. PELLOW & ASSOC. INC.	PO 8422 FEB 2018 ENGINEERING SERVICES		642.68	642.68
	01-201-20-165-020	ENGINEERING OTHER EXPENSE		609.68	
	01-201-44-908-000	CIF - ROAD OVERLAYS & IMPR' S		33.00	
22529	262 - HENRY O. BAKER, INC.	PO 8440 2018 - 2019 - VOLUNTEER FIRE DEPT I		8,044.00	8,044.00
	01-201-23-210-020	LIABILITY INS OTHER EXPENSE			
22530	693 - HOME DEPOT CREDIT SERVICES	PO 8152 2018 BLANKET FOR SUPPLIES BUILDING		16.21	16.21
	01-201-26-310-020	BUILD & GRNDS OTHER EXPENSE			
22531	279 - J.D. SALES & SERVICE, LLC	PO 8402 PRESSURE WASHING HOSE		390.00	390.00
	01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE			
22532	288 - JCP&L	PO 8431 FEB 2018 ELECTRIC - 145 LAKE ILLIFF		991.96	991.96
	01-201-31-460-020	UTILITY OTHER EXPENSE			
22533	13 - JOHNNY ON THE SPOT, LLC				

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

Meeting Date: 04/09/2018 For bills from 03/27/2018 to 04/05/2018

Check#	Vendor	Description	Account	PO Payment	Check Total
	01-201-28-375-020	PARK MAINT OTHER EXPENSE	260.00	260.00	260.00
	PO 8122	2018 BLANKET - GOODALE SOCCER FIELD			
22534	1188 - KOCH AUTO PARTS, INC.			13.40	13.40
	01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE	13.40		13.40
	PO 8133	2018 BLANKET FOR DPW VEHICLE PARTS			
22535	348 - MORRIS CO.PUBLIC SAFETY			20.00	20.00
	01-201-25-240-020	POLICE OTHER EXPENSE	20.00		20.00
	PO 8371	training class			
22536	381 - NISIVOCCLA & COMPANY, LLP			9,796.00	9,796.00
	01-201-20-135-299	ANNUAL AUDIT MISCELLANEOUS	9,796.00		9,796.00
	PO 8448	2017 AUDIT SERVICES			
22537	2046 - NJ CLEAN COMMUNITIES COUNCIL			310.00	310.00
	01-213-40-000-000	FED & STATE GRANT - APPROP RESERVES	310.00		310.00
	PO 8372	CONVENTION MAY 23-25			
22538	386 - NJ HERALD, INC.			88.28	88.28
	01-201-20-120-020	CLERK OTHER EXPENSE	88.28		88.28
	PO 8435	03/20/18 - ADVERTISING - 2018 BUDGE			
22539	2389 - OCA BENEFIT SERVICES			50.00	50.00
	01-201-23-220-020	GROUP INSURANCE OTHER EXPENSE	50.00		50.00
	PO 8278	2018 FLEXIBLE SPENDING ACCOUNT PART			
22540	1622 - OPDYKE'S SALES & SERVICE CORP.			154.13	154.13
	01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE	154.13		154.13
	PO 8401	TRANS SPEED SENSOR TRK#8			
22541	2090 - PerTeleData			214.85	214.85
	01-201-31-460-020	UTILITY OTHER EXPENSE	214.85		214.85
	PO 8112	2018 BLANKET - INTERNET SERVICE			

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

Meeting Date: 04/09/2018 For bills from 03/27/2018 to 04/05/2018

Check#	Vendor	Description	Account	PO Payment	Check Total
22542	1666 - PEZZO PIZZA, INC.	PO 8142 2018 BLANKET FOR DPW STORM MEALS		123.00	123.00
	01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE	123.00		123.00
22543	424 - READYREFRESH BY NESTLE	PO 8450 DEC 2017 & JAN 2018 BOTTLED WATER S		388.66	388.66
	01-203-43-490-020	(2017) MUNICIPAL CRT OTHER EXPENSE	44.95		
	01-203-26-310-020	(2017) BUILD & GRNDS OTHER EXPENSE	303.76		
	01-201-26-310-020	BUILD & GRNDS OTHER EXPENSE	39.95		388.66
22544	2390 - R & R RADAR, INC.	PO 8243 ATPD - REMOVAL OF IN CAR VIDEO SYST		750.00	750.00
	01-203-25-240-020	(2017) POLICE OTHER EXPENSE	750.00		750.00
22545	2157 - RAGNASOFT INCORPORATED	PO 8453 2018 ONLINE SCHEDULING MODULE - MUN		1,102.50	1,102.50
	01-201-20-100-020	ADMIN OTHER EXPENSE	367.50		
	01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE	367.50		
	01-201-42-490-020	SHARED SERVICE - JOINT COURT O/E	367.50		1,102.50
22546	2207 - RICOH USA, INC.	PO 8116 218 BLANKET - COPIER CONTRACT		410.00	410.00
	01-201-26-310-020	BUILD & GRNDS OTHER EXPENSE	410.00		410.00
22547	316 - ROGER TERWILLIGER dba	PO 8392 PUBLIC SAFETY TRAINING ACADEMY KEYS		16.35	16.35
	01-201-26-310-020	BUILD & GRNDS OTHER EXPENSE	16.35		16.35
22548	1291 - THE STANDARD INSURANCE CO.	PO 8149 2018 BLANKET - LONG TERM DISABILITY		1,242.99	1,242.99
	01-201-23-220-020	GROUP INSURANCE OTHER EXPENSE	1,242.99		1,242.99
22549	2402 - STUART LASHER	PO 8441 03/28/18 - LIEN REDEMPTION - LIEN #		15,825.21	15,825.21
	01-300-60-000-000	RESERVE FOR RECEIVABLES	15,825.21		15,825.21

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

Meeting Date: 04/09/2018 For bills from 03/27/2018 to 04/05/2018

Check#	Vendor	Description	Account	PO Payment	Check Total
22550	2402 - STUART LASHER	PO 8442 03/28/18 - LIEN REDEMPTION - LIEN #	16,319.68	16,319.68	16,319.68
	01-300-60-000-000	RESERVE FOR RECEIVABLES	16,319.68		
22551	2402 - STUART LASHER	PO 8443 03/28/18 - LIEN REDEMPTION - LIEN #	16,394.46	16,394.46	16,394.46
	01-300-60-000-000	RESERVE FOR RECEIVABLES	16,394.46		
22552	87 - TCTASW	PO 8416 04/20/18 - CONTINUING EDUCATION MIN	50.00	50.00	50.00
	01-201-20-130-020	FINANCE OTHER EXPENSE	50.00		
22553	2024 - TONI GRISAFFI	PO 8439 03/28/18 - PRESCRIPTION REIMBURSEME	54.00	54.00	54.00
	01-201-23-220-020	GROUP INSURANCE OTHER EXPENSE	54.00		
22554	1959 - TRANSUNION RISK & ALTERNATIVE DATA	PO 8263 2018 BLANKET - ATPD - SEARCH SERVIC	25.00	25.00	25.00
	01-201-25-240-020	POLICE OTHER EXPENSE	25.00		
22555	2091 - U.S. POSTAL SERVICE	PO 8436 2 BOXES PRESTAMPED ENVELOPES - FINA	601.75	601.75	601.75
	01-201-20-130-020	FINANCE OTHER EXPENSE	601.75		
22556	586 - VERIZON WIRELESS	PO 8433 MAR 2018 MOBILE PHONE SERVICE	793.77	793.77	793.77
	01-201-31-460-020	UTILITY OTHER EXPENSE	165.89		
	01-201-25-240-020	POLICE OTHER EXPENSE	471.48		
	01-201-25-252-020	EMERGENCY MGMT OTHER EXPENSE	52.63		
	01-201-42-490-020	SHARED SERVICE - JOINT COURT O/E	65.76		
	01-201-25-255-020	FIRE DEPARTMENT - MISC EQUIPMENT	38.01		
22557	607 - WASTE MGMT OF NWNJ	PO 8234 2018 BLANKET - SERVICE AT ROLLING H	815.20	815.20	815.20
	01-201-26-305-020	GARBAGE REMOVAL OTHER EXPENSE	815.20		

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Current Fund**

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Check#	Vendor	Description	Account	PO Payment	Check Total
22558	1511 - WEINER LESNIAK LLP	PO 8444 FEB 2018 LUB LEGAL SERVICES	310.00	310.00	310.00
	01-201-20-155-020	LEGAL OTHER EXPENSE			
22559	608 - WEIS MARKETS, INC.	PO 8365 STORM STOCK	94.14	94.14	94.14
	01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE			
22560	609 - WELDON QUARRY CO., INC.	PO 8377 WINTER MIX POTHOLES	644.00	644.00	644.00
	01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE			
22561	1926 - WEST CHESTER MACHINERY & SUPPLY CO.	PO 8400 TRUCK # 2 PLOW PARTS	621.41	621.41	621.41
	01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE			
TOTAL					93,396.45

Total to be paid from Fund 01 Current Fund

93,396.45
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Checks Previously Disbursed

22508	RODERICK MOSNER	PO# 8456	REIMBURSE SAFETY SEAT CERTIFICATIO	50.00	4/04/2018
3302018	NET PAYROLL ACCOUNT		payroll for period ending 3/30/18	147,917.01	3/30/2018
22060	RODERICK MOSNER		CHECK WILL BE REISSUED IN 2018	-50.00	4/02/2018
402180450	PFRS		Annual employers pension payment	295,430.00	4/02/2018
402180450	PERS		Annual Employers Pension contribut	187,866.80	4/02/2018
-----					631,263.81
-----					-50.00 *VOIDED

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

Meeting Date: 04/09/2018 For bills from 03/27/2018 to 04/05/2018

Check#	Vendor	Description	Account	PO Payment	Check Total
--------	--------	-------------	---------	------------	-------------

Total paid from Fund 01 Current Fund 631,213.81

 631,213.81

Total for this Bills List: 724,660.26

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

Meeting Date: 04/09/2018 For bills from 03/27/2018 to 04/05/2018

Check#	Vendor	Description	Account	PO Payment	Check Total
3833	2168 - CATHERINE GRUSOVNIK	PO 8437 02/26/18 - 03/29/18 - EXERCISE CLAS		380.00	380.00
	13-260-58-200-000	RECREATION TRUST	380.00		
3834	990 - DORSEY & SEMRAU	PO 8449 MARCH 2018 LEGAL SERVICES		128.00	128.00
	13-286-56-700-000	VARIOUS ESCROWS	128.00		
3835	245 - HAROLD E. FELLOW & ASSOC.INC.	PO 8422 FEB 2018 ENGINEERING SERVICES		749.90	749.90
	13-260-56-900-000	SOIL EROSION - SEDIMENT CONTROL	292.50		
	13-260-56-400-000	STREET OPENING PERMITS	260.00		
	13-260-58-100-000	MUNICIPAL TRUST ACCOUNTS	197.40		
3836	1817 - J. CALDWELL & ASSOCIATES, LLC	PO 8445 FEB 2018 LUB PLANNING SERVICES		1,072.50	1,072.50
	13-286-56-700-000	VARIOUS ESCROWS	1,072.50		
3837	1511 - WEINER LESNIAK LLP	PO 8444 FEB 2018 LUB LEGAL SERVICES		2,154.50	2,154.50
	13-286-56-700-000	VARIOUS ESCROWS	2,154.50		
TOTAL					4,484.90

Total to be paid from Fund 13 OTHER TRUST
 =====
 4,484.90
 =====

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

Meeting Date: 04/09/2018 For bills from 03/27/2018 to 04/05/2018

Check#	Vendor	Description	Account	PO Payment	Check Total
197	494 - SHERWIN WILLIAMS, CORP.	PO 8415 SUPPLIES FOR PARK RESTROOM		146.47	146.47
	18-260-05-900-000	OPEN SPACE - RESERVE FOR EXPENSES		146.47	146.47
	TOTAL				----- 146.47

Total to be paid from Fund 18 Open Space Trust

146.47
=====
146.47

List of Bills - (1210101000000) DOG CASH
DOG TRUST

Meeting Date: 04/09/2018 For bills from 03/27/2018 to 04/05/2018

Check#	Vendor	Description	Account	PO Payment	Check Total
484	392 - NJ STATE DEPT OF HEALTH/SR SVS	PO 8452 MAR 2018 DOG LICENSE FEES		98.40	98.40
	12-290-56-000-000	DUE TO THE STATE - DOG LICENSE FEES		98.40	98.40
	TOTAL			-----	98.40

Total to be paid from Fund 12 DOG TRUST

98.40
=====

98.40

ANDOVER TOWNSHIP

TAX DEPARTMENT

INTER-OFFICE MEMORANDUM

DATE: March 29, 2018
TO: Mayor, Committee & Administrator
FROM: Daryn Cashin, Tax Collector
SUBJECT: Monthly Report for March, 2018

March collections tax collections: \$226,644.44 (see attached)

Below is a comparative chart of collections in the tax office, from 2017 to 2018.

	<u>2017</u>	<u>2018</u>
January	\$1,178,601.13	\$ 794,683.58
February	4,145,219.32	4,172,033.31
March	177,329.86	226,644.44
<i>Year to date</i>	<i>\$5,501,150.31</i>	<i>\$ 5,193,361.33</i>
Delinquent 2017	\$ 155,455.23	
Delinquent 2018	146,940.94	
<i>Total Delinquent</i>	<i>\$ 302,396.17</i>	

Special Assessment (Forest Lakes Dam)

Collected February \$ 2,792.00 (see attached)
Collected Year to Date \$ 2,792.00



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: N
 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

Code Description	Count	Arrears/Other	Principal			Interest	Total
			2017	2018	2019		
001 TAX PAYMENT	166	0.00	34,463.30	139,901.62	0.00	3,665.88	178,030.80
Tax Payments	166	0.00	34,463.30	139,901.62	0.00	3,665.88	178,030.80
028 SPECIAL CHARGES TAX	1	0.00	44.54	0.00	0.00	29.75	74.29
Sp Charges Payments	1	0.00	44.54	0.00	0.00	29.75	74.29
004 REDEEM LIEN	39	34,918.48	0.00	0.00	0.00	10,862.92	45,781.40
024 LIEN RECORDING FEE	3	2,757.95	0.00	0.00	0.00	0.00	2,757.95
Lien Payments	42	37,676.43	0.00	0.00	0.00	10,862.92	48,539.35
Payments Total:	209	37,676.43	34,507.84	139,901.62	0.00	14,558.55	226,644.44
Cash O/S Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
NSF Reversals Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
Total:	209	37,676.43	34,507.84	139,901.62	0.00	14,558.55	226,644.44

Total Cash: 190.00
 Total Check: 226,454.44
 Total Credit: 0.00

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

RESOLUTION #R2018-56

**RESOLUTION OF THE ANDOVER TOWNSHIP COMMITTEE TO
ISSUE A TAX REFUND TO STUART LASHER
IN REGARDS TO THE REDEMPTION OF TAX SALE
CERTIFICATE # 15-00005 SOLD FOR DELINQUENT TAXES FOR
BLOCK 69, LOT 4.13 IN THE AMOUNT OF \$16,319.68**

WHEREAS, On October 6, 2015, Tax Sale Certificate # 15-00005 was sold for delinquent 2014 taxes on Block 69, Lot 4.13, owner of record Morel Builders, LLC, to Stuart Lasher in the amount of \$3,444.78, *and*,

WHEREAS, the lien holder, Stuart Lasher, paid subsequent taxes from the 1st quarter 2015 thru the 3rd quarter 2017 in the amount of \$8,366.00, *and*,

WHEREAS, on March 28, 2018, Morel Builders, LLC paid the lien and subsequent principal of \$11,810.78, search & recording fees in the amount of \$52.00, penalties in the amount \$68.90, foreclosure fees in the amount of \$868.67, and interest in the amount of \$3,519.33 through April 10, 2018 for the redemption of Tax Sale Certificate #15-00005.

NOW, THEREFORE, BE IT RESOLVED by of the Township Committee of Andover, County of Sussex, State of New Jersey, that upon certification of Daryn L. Cashin, Tax Collector, a refund be issued to Stuart Lasher in the amount of \$16,319.68.

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Tax Collector, the Chief Financial Officer, and Township Auditor 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 the meeting of April 9, 2018.



Diana Francisco, R.M.C.
Municipal Clerk

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

RESOLUTION #R2018-57

**RESOLUTION OF THE ANDOVER TOWNSHIP COMMITTEE TO
ISSUE A TAX REFUND TO STUART LASHER
IN REGARDS TO THE REDEMPTION OF TAX SALE
CERTIFICATE # 15-00006 SOLD FOR DELINQUENT TAXES FOR
BLOCK 69, LOT 4.15 IN THE AMOUNT OF \$15,825.21**

WHEREAS, On October 6, 2015, Tax Sale Certificate # 15-00006 was sold for delinquent 2014 taxes on Block 69, Lot 4.15, owner of record Morel Builders, LLC, to Stuart Lasher in the amount of \$3,465.75, *and*,

WHEREAS, the lien holder, Stuart Lasher, paid subsequent taxes from the 1st quarter 2015 thru the 3rd quarter 2017 in the amount of \$7,908.61, *and*,


WHEREAS, on March 28, 2018, Morel Builders, LLC paid the lien and subsequent principal of \$11,374.36, search & recording fees in the amount of \$52.00, penalties in the amount \$69.32, foreclosure fees in the amount of \$864.03, and interest in the amount of \$3,465.50 through April 10, 2018 for the redemption of Tax Sale Certificate #15-00005.

NOW, THEREFORE, BE IT RESOLVED by of the Township Committee of Andover, County of Sussex, State of New Jersey, that upon certification of Daryn L. Cashin, Tax Collector, a refund be issued to Stuart Lasher in the amount of \$15,825.21

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Tax Collector, the Chief Financial Officer, and Township Auditor 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 the meeting of April 9, 2018.



Diana Francisco, R.M.C.
Municipal Clerk

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

RESOLUTION #R2018-58

**RESOLUTION OF THE ANDOVER TOWNSHIP COMMITTEE TO
ISSUE A TAX REFUND TO STUART LASHER
IN REGARDS TO THE REDEMPTION OF TAX SALE
CERTIFICATE # 15-00010 SOLD FOR DELINQUENT TAXES FOR
BLOCK 69, LOT 4.24 IN THE AMOUNT OF \$16,394.46**

WHEREAS, On October 6, 2015, Tax Sale Certificate # 15-00010 was sold for delinquent 2014 taxes on Block 69, Lot 4.24, owner of record Morel Builders, LLC, to Stuart Lasher in the amount of \$3,427.99, *and*,

WHEREAS, the lien holder, Stuart Lasher, paid subsequent taxes from the 1st quarter 2015 thru the 3rd quarter 2017 in the amount of \$8,305.35, *and*,

WHEREAS, on March 28, 2018, Morel Builders, LLC paid the lien and subsequent principal of \$11,733.34, search & recording fees in the amount of \$52.00, penalties in the amount \$68.56, foreclosure fees in the amount of \$869.25, and interest in the amount of \$3,671.31 through April 10, 2018 for the redemption of Tax Sale Certificate #15-00010.

NOW, THEREFORE, BE IT RESOLVED by of the Township Committee of Andover, County of Sussex, State of New Jersey, that upon certification of Daryn L. Cashin, Tax Collector, a refund be issued to Stuart Lasher in the amount of \$16,394.46

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Tax Collector, the Chief Financial Officer, and Township Auditor 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 the meeting of April 9, 2018.



Diana Francisco, R.M.C.
Municipal Clerk

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

RESOLUTION #R2018 59

RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY AWARDING THE CONTRACT FOR THE 2018 TURF CARE PROGRAM FOR MUNICIPAL PROPERTIES AND BALL FIELDS TO FARMSIDE LANDSCAPE & DESIGN

WHEREAS, the Township solicited proposals for the 2018 Turf Care Program for the municipal building, the police station, Hillside Park, Goodale Soccer Fields; and

WHEREAS, the Township received two (2) proposals for the performance of said work; and

WHEREAS, Farmside Landscape & Design, 12 Kuperus Lane, Wantage, NJ 07461 submitted the lowest proposal to provide the aforesaid services to Andover Township at a total cost of \$7995.00, which proposal is attached hereto as Exhibit A; and

WHEREAS, the Supervisor of Public Works is satisfied with the proposal submitted by Farmside Landscape & Design as the lowest responsible bidder; and

WHEREAS, the contract may be awarded without advertising for sealed public bids according to the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., as the total amount of the contract is less than the bid threshold; and

WHEREAS, the Township Committee wishes to award a contract to Farmside Landscape & Design in accordance with the proposal attached hereto as Exhibit A; and

WHEREAS, the Chief Financial Officer of the Township of Andover has certified that sufficient funds are available for this purpose.

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

1. The contract for the 2018 Turf Care Program for the municipal building, the police station, and Hillside Park Athletic Fields is hereby awarded to Farmside Landscape & Design, 12 Kuperus Lane, Wantage, NJ 07461, and the Mayor and Township Clerk are hereby authorized and directed to execute a contract with Farmside Landscape & Design in accordance with it's bid proposal, for the total contract price of \$7995.
2. This Resolution shall take effect immediately.

Adopted: April 09, 2018

Adopted this 9th day of April, 2018 and certified as a true copy of an original.


Diana Francisco, R.M.C. Municipal Clerk

R-2018-60

RESOLUTION TO AMEND INTRODUCED BUDGET

Whereas, the local municipal budget for the year 2018 was approved on the 12th day of March 2018 and

Whereas, the public hearing on said budget has been held as advertised, and,

Whereas, It is desired to amend said approved budget.

Now, Therefore, Be It Resolved by the Governing Body of the Township of Andover, County of Sussex, that the following amendments to the approved budget of 2018 be made:

Recorded Vote
(Insert last name)

(Bansley
(Blackburn
AYES (Walsh
(McGovern
(_____

(_____
NAYS (_____
(_____

ABSTAINED (_____
(_____

ABSENT (Corafello
(_____
(_____

FROM

TO

GENERAL REVENUE

3. Miscellaneous Revenue Section A: Local Revenue

Interest on Investments and Deposits

\$ 35,000.00 \$ 29,761.00

Total Section A: Local Revenue

247,500.00 242,261.00

3. Miscellaneous Revenue Section B: State Aid

Consolidated Municipal Property Tax Relief Act

16,298.00 6,409.00

Energy Receipts Tax

413,814.00 428,942.00

Total Section B: State Aid

458,507.00 463,746.00

Summary of Revenue

3. Miscellaneous Revenue

Total Section A: Local Revenue

247,500.00 242,261.00

Total Section B: State Aid

458,507.00 463,746.00

Be It Further Resolved, that three certified copies of this resolution be filed forthwith in the Office of the Director of Local Government Services for his certification of the local municipal budget so amended.

Be It Further Resolved, that a public hearing on said amendment is to be held at the Municipal Building on April 9, 2018 at 7:30 PM.

It is hereby certified that this is a true copy of a resolution amending the budget, adopted by the governing body on the 9th day of April 2018.

Certified by me:

Quana Franceschi

Municipal Clerk

RESOLUTION #2018-61

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY THE FEES CHARGED FOR RENTAL AND SECURITY DEPOSIT FOR USE OF THE HILLSIDE PARK HALL AND HILLSIDE HOUSE

WHEREAS, in 2016, following an in-depth evaluation of the fee schedule, review of the fees collected for the rentals of the Hillside Park Hall and Hillside House by the Township, and a discussion held at the Sept. 12th, 2016 Township Committee meeting to address the issue of the current Fee Schedule, the Committee adopted Resolution R2016 139 setting said fees; and,

WHEREAS, the fees enumerated in Resolution R2016-139 have been utilized by the Township since its adoption; and

WHEREAS, the Township Committee has learned that certain Township based non-profit youth groups within the Township are unable to utilize Hillside Park Hall and Hillside House due to the cost of rental making use not economically possible; and

WHEREAS, the Township Committee believes that these Township based non-profit youth groups would be benefit from being able to utilize these buildings and that the Township based non-profit youth groups should be permitted to rent Hillside Park Hall and Hillside House, for small durations of time, for no fee.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Andover, County of Sussex, State of New Jersey, that after discussion and review the Township Committee authorizes the following fee schedule for rental of the Hillside Park Hall and Hillside House:

RENTAL/SECURITY DEPOSIT FEE SCHEDULE - HILLSIDE PARK HALL

RENTAL FEES

Andover Twp. Residents - **\$650.00**

Andover Twp. Residents - **\$850.00 for rentals on holiday weekends**

Non-residents - **\$750.00**

Non-residents - **\$950.00 for rentals on holiday weekends**

Township based non-profit youth groups and Greater Andover Senior Group, FOP:Toys For Tots, Sustainable Andover: Winter Market, Andover Township 8th Grade Dance, Andover Regional Education Foundation, Newton High School Booster Club, Newton Braves Midget Football) for up to three (3) hours – **No charge One Free rental Per Calendar Year Per Organization** Township non-profits; members of boards and committees, members of fire department and rescue squad: township employees - **\$400.00 (limited to 1 rental per applicant per calendar year)**

Township non-profits; members of boards and committees, members of fire department and rescue squad: township employees - **\$600.00 for rentals on holiday weekends**

Out of town non-profits - **\$650.00**

Out of town non-profits - **\$850.00 for rentals on holiday weekends**

A **\$100.00**, non-refundable fee to be submitted with completed rental paperwork; said fee to be waived for Township based non-profit youth groups, and Greater Andover Seniors Your completed rental packet must be received along with non-refundable fee check no later than 10 days from date on paperwork. This fee will be deducted from your total rental fee unless you cancel your reservation. In that case, the fee is forfeited.

SECURITY DEPOSIT FEES

Andover Twp. Residents/non-residents - **\$300.00**

Township based non-profit youth groups and Greater Andover Seniors – **No Deposit**

All non-profit service organizations, Township employees, members of boards and committees - **\$300.00**

The balance of rental fee and security deposit fee are due six (6) weeks prior to your rental date. The rental fee and security deposit fee must be paid by separate checks. The security deposit check is deposited into an escrow

account. Upon completion of a satisfactory inspection of the hall by our caretaker, we will return the security in an Andover Township check. The renter or a representative of same may accompany the caretaker for final inspection. Tables and chairs must be placed in the positions they were in on entering the building. Trash and recycling must be deposited in the dumpsters located in the lower parking lot. All decorations must be removed. Windows must be closed. Doors must be locked and keys returned to police dispatch. Thermostats for heat or air must be returned to the original settings if changed. **All of this must take place before leaving the hall that night....not the next day unless other arrangements have been made.**

3 Day Rental Package **Barn:** \$1500

3 Day Rental Package **Barn:** \$1800 **Non Resident**

3 Day Rental Package **House:** \$500.00

RENTAL/SECURITY DEPOSIT FEE SCHEDULE – HILLSIDE HOUSE

RENTAL FEES

Andover Twp. residents - **\$200.00**

Andover Twp. residents - **\$250.00 for rentals on holiday weekends**

Non-residents - **\$250.00**

Non-residents - **\$300.00 for rentals on holiday weekends**

Township based non-profit youth groups (such as little league, girl scouts/boy scouts, Greater Andover Seniors, etc) for up to three (3) hours – **No charge**

Township non-profits; members of boards and committees, members of fire department and rescue squad: township employees - **\$50.00 (limited to 1 rental per applicant/organization per calendar year)**

Township non-profits; members of boards and committees, members of fire department and rescue squad: township employees - **\$150.00 for rentals on holiday weekends**

Out of town non-profits - **\$200.00**

Out of town non-profits - **\$400.00 for rentals on holiday weekends**

A **\$100.00**, non-refundable fee to be submitted with completed rental paperwork; said fee is waived for Township based non-profit youth groups. Your completed rental packet must be received along with non-refundable fee check no later than 10 days from date on paperwork. This fee will be deducted from your total rental fee unless you cancel your reservation. In that case, the fee is forfeited.

SECURITY DEPOSIT FEES

Andover Twp. residents/non-residents - **\$300.00**

Township based non-profit youth groups and Andover Seniors Groups – **No Deposit**

All non-profit service organizations, Township employees, members of boards and committees - **\$100.00 Deposit**

The balance of rental fee and security deposit fee are due six (6) weeks prior to your rental date. The rental fee and security deposit fee must be paid by separate checks. The security deposit check is deposited into an escrow account. Upon completion of a satisfactory inspection of the hall by our caretaker, we will return the security in an Andover Township check.

The renter or a representative of same may accompany the caretaker for final inspection. Tables and chairs must be placed in positions they were in on entering the building. Trash and recycling must be deposited in the dumpsters located in the lower parking lot. All decorations must be removed. Windows must be closed. Doors must be locked and keys returned to police dispatch. Thermostats for heat or air must be returned to the original settings if changed. **All of this must take place before leaving the building that night....not the next day unless other arrangements have been made.**

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

Adopted:

Adopted this 9th day of April , 2018 .
and certified as a true copy of an
original.

Diana Francisco,
Township Administrator/Clerk



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

RESOLUTION #R2018-62

RESOLUTION FOR ACCEPTANCE OF 2017 REPORT OF AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, The Annual Report of Audit for the year 2017 has been filed by a Registered Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S. 40A:5-6, and a copy has been received by each member of the governing body, and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, The Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled: COMMENTS AND RECOMMENDATIONS and

WHEREAS, The members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled: COMMENTS AND RECOMMENDATIONS as evidenced by the group affidavit form of the Governing Body attached hereto, and

WHEREAS, Such resolution of certification shall be adopted by the Governing Body no later than forty-five days after receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5, and

WHEREAS, All members of the Governing Body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, Failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 - to wit:

R.S. 52:27BB-52 - "A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the Director of Local Government Services, under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

NOW, THEREFORE BE IT RESOLVED that the Governing Body of the Township of Andover, hereby states that it has complied with NJAC 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION ADOPTED BY THE GOVERNING BODY AT THE MEETING HELD ON APRIL 9th 2018.


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

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

Proclamation

CHILD ABUSE PREVENTION AND AWARENESS MONTH

WHEREAS, the maltreatment, abuse and neglect of children is a significant social problem that damages children physically, mentally and emotionally and inflicts immeasurable harm on society as a whole and all children deserve to be nurtured, protected and free from physical or emotional harm; and

WHEREAS, the State of New Jersey and the Department of Children and Families believe that the best place to raise children is among strong, healthy families; and

WHEREAS, the State of New Jersey is committed to building a continuum of community-based child abuse prevention and intervention programs that are culturally competent, strength-based and family-centered and that achieve positive outcomes for parenting and family relationships, as well as empower domestic violence victims and their children; and

WHEREAS, the New Jersey Department of Children and Families embraces the Standards for Prevention Programs developed by the New Jersey Task Force on Child Abuse and Neglect; and

WHEREAS, all sectors of the community, including law enforcement, medical professionals, schools, courts and media outlets, as well as numerous public and private agencies, have joined forces to promote public awareness and community involvement in strengthening families during the month of April and continuing throughout the year.

NOW, THEREFORE, ON BEHALF OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY, do hereby proclaim April 2018 as *Child Abuse Prevention and Awareness Month* and urge our residents to become involved in efforts aimed at strengthening families and communities and preventing our children from being abused and neglected.

Date: April 9, 2018



Diana Francisco, Clerk/Administrator
Township of Andover

Proclamation Supporting
the **2018 UDrive. UText. UPay.**
Distracted Driving Crackdown
April 1 - 21, 2018

Whereas, distracted driving is a serious, life-threatening practice that is preventable; and

Whereas, distracted driving can result in injuries and deaths to all road users (motorists, pedestrians and bicyclists); and

Whereas, distracted driving occurs when drivers divert their attention away from the task of driving to focus on another activity instead; and

Whereas, in 2015 alone distracted driving-related crashes resulted in 3,477 deaths and 391,000 injuries on our nation's roads; and

Whereas, in New Jersey distracted driving was listed as a contributing circumstance in nearly 750,000 crashes between 2011-2015; and

Whereas, the State of New Jersey will participate in the nationwide *Distracted Driving 2018 Crackdown* from April 1 - 21, 2018 in an effort to raise awareness and decrease driver distraction through a combination of enforcement and education; and

Whereas, the national slogan for the campaign is *UDrive. UText. UPay;* and

Whereas, a reduction in distracted driving in New Jersey will save lives on our roadways;

Therefore, be it resolved that Andover Township Committee declares it's support for the *Distracted Driving 2018 Crackdown* both locally and nationally from April 1 - 21, 2018 and pledges to increase awareness of the dangers of distracted driving.

ADOPTED: April 9, 2018



Diana Francisco, RMC

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

ORDINANCE 2018-06

**AN ORDINANCE OF THE TOWNSHIP OF ANDOVER, COUNTY OF
SUSSEX, AND STATE OF NEW JERSEY TO AMEND THE TOWNSHIP
CODE BY AMENDING CHAPTER 103 ENTITLED "PARKS AND
RECREATION AREAS" AND CHAPTER 107 ENTITLED "PEACE AND
GOOD ORDER"**

WHEREAS, the Township Committee has reviewed and assessed fireworks displays in the Township; and

WHEREAS, the Township Committee has determined that the Code should be amended to permit fireworks displays in accordance with state laws.

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 103 "Parks and Recreation Areas" is amended as follows:

Section 103-2. Prohibited Activities

J. Carry or use firearms or explosives, fireworks, air rifles, bows and arrows, sling shots or any weapon. At the discretion of the Mayor and Committee, a permit for a properly supervised fireworks display, in accordance with all applicable state statutes, may be issued as set forth in Section 107-20 and the Township Code.

The remainder of this Chapter remains as is.

SECTION 2. Chapter 107 "Peace and Good Order" shall be amended as follows:

New Section 107-20 shall be added and shall read:

A. Compliance with statutory provisions

No person or entity shall offer or expose for sale, sell, distribute, possess, use or explode any fireworks or pyrotechnics or any devices in which explosives are used for fireworks or pyrotechnics except under the provisions of N.J.S.A. §21:3-1 to §21:3-9, as amended, as relates to public displays.

B. Permit required

In accordance with N.J.S.A. §21:3-3 and §21:3-4, in addition to all State permits and requirements set forth therein, a permit must be obtained from the Township Committee for any fireworks display to be conducted within the Township. The permit shall be issued providing all conditions of NJSA §21:3-3 to §21:3-9 are complied with by the applicant.

C. Fees

- 1) The permit fee for a fireworks display is \$600.
- 2) \$500 of this permit fee shall be specifically dedicated by the Township to an account for maintenance and/or capital improvements of Fire Department vehicles and equipment.

D. Non Compliance with this Section shall result in a violation of NJSA §21:3-8.

E. Waiver:

In the event that the Applicant demonstrates to the Mayor and Township Committee that a donation has been made to the Fire Department which will sufficiently cover the cost for the use of equipment and resources of the Department, then the Township Committee may waive up to \$500 of the application fee.

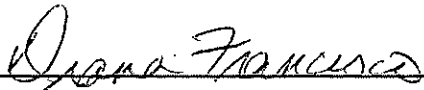
SECTION 3. All ordinances of the Township of Andover, which are inconsistent with the provisions of this Ordinance, are hereby repealed to the extent of such inconsistency.

SECTION 4. If any section, subsection, sentence, clause or 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 5. This Ordinance shall take effect immediately upon final passage, approval, and publication as required by law.

SECTION 6. This Ordinance may be renumbered for codification purposes.

TOWNSHIP OF ANDOVER
COUNTY OF SUSSEX
STATE OF NEW JERSEY



Diana Francisco, Administrator/Clerk

Introduction : 04-09-18

Adoption: 04-23-18

**Vote: Mr. Bensley, yes; Ms. Blackburn, yes; Mr. Walsh, yes;
Mr. Carafello, absent.**