

TOWNSHIP OF HAMILTON
6101 THIRTEENTH STREET
MAYS LANDING, NJ

AGENDA

Monday October 17, 2016

Regular Meeting, 6:30pm

- Flag salute
 - Certification of compliance with Open Meetings Law
 - Roll call: GUSHARD KURTZ LAWS SCHENKER SILVA
 - Moment of silence for private reflection
1. Addition/deletion of late agenda items to be considered for action tonight
 2. Early Public Comment on agenda items **excluding items listed for public hearings**
 3. Discussions: **FORMAL ACTIONS MAY BE TAKEN**
 - A. Best Practices Discussion Items
 1. Proposed Amendment to Employee Handbook Regarding Use of Municipal Vehicles
 2. Proposed Policy: Tax Appeals
 3. Proposed Amendment to Township Purchasing Policy to Include the Prompt Payment Statute
 4. Best Practices Inventory
 - B. Ordinance to Abolish the Municipal Court of the Township of Hamilton and to create and replace it with the Township of Hamilton Regional Municipal Court. (will be Ordinance 1834-2016 if introduced with a public hearing to be held November 14,2016.)
 4. Introduction of Ordinances – **PUBLIC HEARING TO BE HELD NOVEMBER 14, 2016**
 - A. Ordinance #1832-2016- An Ordinance Authorizing the Sale of Lot 15 in Block 606 and Granting the Owners of Said Real Property Contiguous to Same the Right of Prior Refusal
 - B. Ordinance #1833-2016- An Ordinance Amending Ordinances 1758-2013, 1792-2015, 1811-2016, 1820-2016 and 1821-2016.
 5. Award of Bids/Contracts/Change Orders:
 - A. Award of Contract for HVAC Service and Maintenance to Marlee Contractors, LLC in the amount of \$20,410.00 for twelve consecutive months beginning on 1/1/17 through 12/31/17, hourly labor rate for additional work \$80.70 per hour, extra material charges, percentage plus or minus from wholesale price +20%.
 6. Consent agenda:
 - A. Approve Business Registration Licenses
 1. Platinum Fireplaces
 - B. Chapter 159 Resolution to Insert Item of Revenue with Off-Setting Appropriation for Body Armor Replacement Fund in the amount of \$4,509.93.
 - C. Chapter 159 Resolution to Insert Item of Revenue with Off-Setting Appropriation for Bulletproof Vest Partnership in the amount of \$4,400.00.
 - D. Resolution requesting permission from the DLGS for the Dedication by Rider for Refund Payments from a Joint Insurance Fund.
 - E. Resolution accepting 4 year Maintenance Guarantee for Dunkin Donuts (Block 1134 Lot 17.02) in the amount of \$622.80 cash escrow (4-year stormwater management); and 2 year Maintenance Bond #76129190 in the amount of \$20,178.00 (2 year site improvements); and release performance guarantee for same.
 - F. Resolution authorizing the release of Travelers Casualty and Surety Company of America Bond #106034615 in the amount of \$79,157.70, a 2 year maintenance guarantee for DDR Hamilton Commons Phase III- Site Improvements upon its expiration date of October 20, 2016 as recommended by Township Engineer Steven Filippone, in his letter dated 10/11/16.
 - G. Resolution to renew Inactive Liquor License # 0112-33-026-006, Koi Fish Café, LLC with conditions- Special Ruling to permit renewal with conditions received 10/11/16 from Division of ABC.
 - H. Resolution accepting a 2016 COPS Hiring Program (CHP) Grant for the hiring of new officers. (Estimated amount of federal funds over 3 year period is \$375,000 with a local cash match of \$475,907).
 - I. Resolution accepting a Performance Guarantee in the amount of \$244,996.80 for Auto Zone Northeast LLC, Block 1317, Lots 14.01 & 14.02 (10% cash escrow in the amount of \$24,499.68 and The Travelers Casualty and Surety Co. of America Performance Surety Bond #106572570 in the amount of \$220,497.12).

- J. Resolution approving the subordination of \$3,125.00 Small Cities Mortgage for Laverne Hubbard to Bank of America N.A.

7. Personnel:

- A. Resolution appointing Jessica Mendez as Administrative Assistant assigned to the Township Clerk's Office at a salary of \$42,108.24 effective October 24, 2016 with an increase to \$43,000.00 upon receipt of Registrar of Vital Statistics certification.
- B. Resolution appointing LuAnne McCardell as a Temporary Part-time Clerk assigned to Public Works at \$14.63 per hour effective October 19, 2016. Appointment not to exceed 24 hours per week for 11 months.
- C. Promote Mary Teresa Dreager to Administrative Assistant assigned to the Construction Code Office at present salary effective October 24, 2016.
- D. Authorization to advertise for two (2) Violations Clerks.
- E. Authorization to advertise for a Technical Assistant to the Construction Official (TACO).

8. Approvals:

- A. Minutes of October 3, 2016 regular meeting.
- B. Payrolls and Bills – bill list total \$ 5,429,857.61.

9. Reports:

- A. Administrator
- B. Solicitor
- C. Engineer
- D. Township Committee Members

10. Public comment

11. Adjourn to Executive Session

12. Reconvene (**if applicable**) for executive session confirmations
-Adjourn