

**MINUTES OF THE HARDYSTON TOWNSHIP COUNCIL MEETING HELD ON JULY 26, 2023**

The meeting was called to order by Mayor Kaminski at approximately 8:20 P.M. with the opening statement that the meeting had been duly advertised and met all the requirements of the Sunshine Law. Also present were: Deputy Mayor Verrilli, Councilman Kula, Councilman Miller, Councilman Cicerale, Manager Carrine Piccolo-Kaufer, Clerk Jane Bakalarczyk, Township Attorney Fred Semrau and Township Attorney Robert Rossmeyssl of Dorsey & Semrau.

**SALUTE THE FLAG**

**CONSENT AGENDA: ALL MATTERS LISTED BELOW ARE CONSIDERED TO BE ROUTINE IN NATURE AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THE ITEMS. IF ANY DISCUSSION IS DESIRED, THAT PARTICULAR ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND WILL BE CONSIDERED SEPARATELY.**

**Monthly Reports:**

1. Municipal Clerk Report – June 2023
2. Tax Collector Report – June 2023
3. Construction Certificate Activity Report – June 2023
4. Construction Permit Activity Report – Hardyston – June 2023
5. Construction Permit Activity Report – Hamburg – June 2023
6. Construction Permit Activity Report – Franklin – June 2023
7. Construction Permit Activity Report – Newton – June 2023
8. Construction Permit Activity Report – Sussex – June 2023
9. Construction Permit Activity Report – Wantage – June 2023
10. Municipal Court Report – June 2023
11. Police Department Report – June 2023
12. Land Use Report – June 2023
13. Department of Public Works Report - June 2023

**Agreements/Applications/Licenses:**

1. Raffle License – Jefferson Township Softball Booster Club
2. Raffle License – St. Jude the Apostle Church
3. IDEMIA Identity & Security USA, LLC – Maintenance and Support Agreement – Police Dept.

A motion was made by Verrilli to approve the consent agenda as presented, seconded by Kula. All in favor. Motion carried.

**MANAGERS REPORT: None**

**ORDINANCES  
1<sup>ST</sup> READING: None**

**ORDINANCES  
2<sup>ND</sup> READING: None**

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**OLD BUSINESS:** Township Manager stated that the Township is moving forward with a solution to the drainage issue at 3 Beach View Court.

**NEW BUSINESS:**

A. Tax Collector Resolutions

1. Resolution #61-23 – Electronic Tax Sale

**RESOLUTION #61-23**

**WHEREAS, NJSA 54:5-19.1** authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Government Services, and

**WHEREAS,** the Director of the Division of Local Government Service has approved NJ Tax Lien Investors/RealAuction.com to conduct electronic tax sales, and

**WHEREAS,** an electronic tax sale is innovative and provides a greater pool or potential lien buyers, thus creating the environment for a more complete tax sale process, and

**WHEREAS,** the municipality of Hardyston Township wishes to participate in an electronic tax sale

**NOW THEREFORE BE IT RESOLVED,** by the governing body of the municipality of Hardyston Township, New Jersey, that the Tax Collector is hereby authorized to participate in an electronic tax sale and submit the same to the Director of the Division of Local Government Services if necessary.

A motion was made by Kula to approve the resolution as presented, seconded by Cicerale. All in favor. Motion carried.

B. Resolution #62-23 - Resolution awarding contract for Old Quarry Road & Campbell Drive to Morris County Cooperative Pricing Council Vendors

**RESOLUTION #62-23**

**NEW JERSEY DEPARTMENT OF TRANSPORTATION  
DIVISION OF LOCAL AID  
AND ECONOMIC DEVELOPMENT  
RECOMMENDATION OF AWARD  
STATE AID PROJECT**

**BE IT RESOLVED**

that the **Hardyston Township Council**

hereby recommends to the New Jersey Department of Transportation that the contract for

**Old Quarry Road & Campbell Drive Improvements**

(Name of Project)

in the **Township of Hardyston** County of **Sussex**

(Name of Municipality)

be awarded to **the following Morris County Cooperative Pricing Council Vendors:**

**Schifano Construction Corporation (MCCPC Contract #6) whose bid amounted to \$ 112,319.50**

**Cifelli & Son General Contracting, Inc. (MCCPC Contract #6) whose bid amounted to \$ 4,125.00**

**Campbell Foundry Company (MCCPC Contract #14) whose bid amounted to \$ 2,590.00**

**Denville Line Painting, Inc. (MCCPC Contract #36) whose bid amounted to \$ 745.60**

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whose bids amounted to **\$ 119,780.10** subject to the approval of the Department.

That the presiding officer of this body be and is hereby directed to sign for and on its behalf the contract in the prescribed form for said construction.

**That the clerk of this body be and Mayor is hereby directed to seal said contract with the corporate seal of this body and to attest to the same.**

**Approved by the Hardyston Township Council on July 26, 2023.**

A motion was made by Verrilli to approve the resolution as presented, seconded by Kula. All in favor. Motion carried.

- C. Resolution #63-23 - Resolution rejecting bids received in response to a request for bids pursuant to N.J.S.A. 40:62-1 et. seq., in connection with the waters supply, treatment, storage and distribution system and the wastewater collection system

**RESOLUTION #63-23**

**RESOLUTION OF THE TOWNSHIP OF HARDYSTON REJECTING BIDS RECEIVED IN RESPONSE TO A REQUEST FOR BIDS PURSUANT TO N.J.S.A. 40:62-1 et. seq., IN CONNECTION WITH THE WATERS SUPPLY, TREATMENT, STORAGE AND DISTRIBUTION SYSTEM AND THE WASTEWATER COLLECTION SYSTEM**

**WHEREAS**, the Township of Hardyston (the “Township”) is served by a water supply, treatment, storage and distribution system as well as a wastewater collection system (collectively the “Systems”); and

**WHEREAS**, the Systems are operated and maintained by the Hardyston Township Municipal Utilities Authority (the “Authority”); and,

**WHEREAS**, the Township and the Authority previously determined that increasing regulatory obligations, combined with the age of the Systems, the ever-increasing costs of treatment and the operation and maintenance associated with the System, require that the Township to explore the potential sale of the Systems to a regulated public utility; and

**WHEREAS**, pursuant to N.J.S.A. 40:62-1 the Township authorized the use of a request for bids process for the solicitation of bids from public utilities for the purchase of the Systems; and

**WHEREAS**, the Authority cooperated with the Township in its efforts to investigate the potential sale of the Systems; and

**WHEREAS**, prior to completing the request for bids, the Township completed a valuation of the Systems; and

**WHEREAS**, on May 12, 2023, the Township issued a request for bids to solicit bids from public utilities for the purchase of the Systems (the “RFB”); and

**WHEREAS**, on June 23, 2023 the Township received bids from two bidders in response to the RFB:

- Veolia Water New Jersey, Inc - \$5.1 Million
- Aqua New Jersey, Inc., - \$4.6 Million

**WHEREAS**, the bids received by the Township are significantly less than the estimated value of the Systems as determined by the Township’s valuation study.

**WHEREAS**, the Mayor and Council desire to reject the bids received; and,

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Hardyston that the appropriate Township Officials are hereby authorized and directed to work with the legal counsel to reject all bids received in response to the RFB.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be filed with the Township Clerk.

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A motion was made by Kula to approve the resolution as presented, seconded by Miller. All in favor. Motion carried.

D. Resolution #64-23 – Resolution to cancel outstanding check balance

**Resolution #64-23**

Whereas, Certain Accounts within the Township of Hardyston, with outstanding check balances from checks not returned or unclaimed; and

Whereas, It is necessary to formally cancel said balances so that the unexpended balances may be returned to each respective account balance or credited to surplus;

Now, Therefore, be it resolved, by the Mayor and Council of the Township of Hardyston, that the following outstanding check balances within the following checking accounts be canceled:

<u>Check #</u>	<u>Fund Name</u>	<u>Amount</u>
38154	Clearing Account	\$ 104.32

A motion was made by Kula to approve the resolution as presented, seconded by Miller. All in favor. Motion carried.

E. Resolution #65-23 – Resolution designating a redeveloper for the former Hardyston Landfill at Block 75, Lot 55 (Lasinski Road)

**Resolution #65-23**

**A Resolution of the Township of Hardyston Designating a Redeveloper for the Former Hardyston Landfill at Block 75, Lot 55 (Lasinski Road)**

WHEREAS, on December 14, 2022 the Township Council of the Township of Hardyston adopted ordinance number 2022-12 implementing the “2022 Hardyston Vacant Land and Landfill Redevelopment Area Redevelopment Plan” and authorizing the Township Manager to solicit sealed proposals from qualified solar redevelopment companies to install revenue generating solar facilities upon certain Township owned properties including the former Hardyston landfill; and

WHEREAS, the “2022 Hardyston Vacant Land and Landfill Redevelopment Plan” (“Redevelopment Plan”) was adopted pursuant to the Local Redevelopment and Housing law (“LRHL”, N.J.S.A. 40A:12A-1 et seq.); and

WHEREAS, the Township of Hardyston owns the property at Block 75, Lot 55 the former landfill site which is subject to the closure and related environmental regulations of the New Jersey Department of Environmental Protection (“DEP”); and

WHEREAS, on February 27, 2023, the Township Manager issued a Request for Qualifications and Solicitation of Interest (“RFQ/SOI”) entitled “Implementing the 2022 Hardyston Landfill Redevelopment Plan” and “SOLAR PHOTOVOLTAIC PROJECT-GROUND INSTALLATION” with the RFQ/SOI being distributed to the landfill redevelopment community and advertised in local newspapers, with sealed proposals to be received by the Township Clerk , on April 14, 2023; and

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WHEREAS, three companies expressed interest in the redevelopment project based on the submission of sealed proposals on with the potential redevelopers being interviewed by the Township Council June 14, 2023 for the purpose of obtaining the best property lease contract possible in furtherance of the public health, safety and welfare; and

WHEREAS, the on June 16, 2023 the Township requested the potential redevelopers confirm their community solar lease terms (including lease amount/price) proposal and provide the Township with an annual property lease payment and proposed increases; and

WHEREAS, pursuant to the selection process and the written confirmation by the potential redevelopers of the terms and conditions of the redevelopment of the landfill and, further, based on the Township Council's interview of the three redevelopers on June 14, 2023 as well as the background included in the attached letter of July 21, 2023 from Benecke Economics, the Township's Redevelopment Consultant, Advanced Solar Products, Inc. has been determined by the Township Council to have the professional capacity and favorable terms to install the appropriate solar facility in accordance with and pursuant to the RFQ/SOI issued by the Township which was designed to further the health, safety and welfare of the residents and visitors to Hardyston by and through correcting the unproductive and deleterious property conditions found in the redevelopment area.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Hardyston, Sussex County, New Jersey, pursuant to the provisions of N.J.S.A. 40A:12A-1 et seq., and specifically N.J.S.A. 40A:12A-8 g. that Advanced Solar Products, Inc. of Flemington, New Jersey organized for the purposes of carrying out the aforesaid solar redevelopment project, is hereby designated as the redeveloper of the Block 75, Lot 55, subject to compliance with the provisions of the RFQ/SOI, the Redeveloper's submission (including the aforesaid proposal of April 14, 2023 as may have been amended or clarified), the aforesaid 2022 Redevelopment Plan and all pertinent and applicable laws and regulations.

BE IT FURTHER RESOLVED, that the above preamble (WHEREAS paragraphs) is made a part of this Resolution as though it is a material and actionable part of this resolution.

BE IT FURTHER RESOLVED, pursuant to N.J.S.A. 40A:12A-8 g, the Manager is hereby authorized to execute on behalf of the Township of Hardyston a Redevelopment Agreement including a Property Lease Agreement, consistent with the adopted Redevelopment Plan between the Township of Hardyston and the herein designated redeveloper, with the specific terms including that Advanced Solar Products, Inc. shall be solely responsible for the installation of the solar facilities at the former Hardyston landfill site and shall pay an annual lease in the minimum amount of \$157,253 (or more or less depending on the amount of energy generated) and up to annually, and shall pay a \$100,000 non-refundable deposit on or about December 1, 2023 which is intended to be after the conclusion of an initial 90 day, from the adoption date of this resolution, due diligence period, and, further, shall develop a definitive community benefit plan with the Township Manager.

BE IT FURTHER RESOLVED, that the Township Manager is hereby authorized to enforce and carry out the terms and conditions of the Redevelopment Agreement authorized

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herein and shall report the progress of the Redevelopment Agreement within 60 days of the adoption of this Resolution.

A motion was made by Verrilli to approve the resolution as presented, seconded by Kula. All in favor. Motion carried.

- F. Resolution #66-23 – Professional Services – Burgis Associates – Redevelopment Plan – Lasinski Road Redevelopment Area

**RESOLUTION #66-23**

**A RESOLUTION OF THE TOWNSHIP OF HARDYSTON, COUNTY OF SUSSEX AND STATE OF NEW JERSEY, AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO BURGIS ASSOCIATES, INC., JOSEPH H. BURGIS, PP, ACP, TO PREPARE A REDEVELOPMENT PLAN**

**WHEREAS**, the Township is interested in the redevelopment of the properties identified as Block 75, Lots 53, 72.01, and 72.02 on the Township tax map ('Redevelopment Area'); and

**WHEREAS**, the Township on August 24, 2022, approved Resolution #76-22, authorizing a preliminary investigation in order to determine whether the Redevelopment Area is an area in need of Non-Condensation Redevelopment pursuant to the Redevelopment Law, N.J.S.A. 40A:12A-1 et seq., as amended, specifically pursuant to the criteria set forth in N.J.S.A. 40A:12A-5; and

**WHEREAS**, the Township on December 14, 2022, approved Resolution #121-22, authorizing Joseph H. Burgis, of Burgis Associates, Inc., to complete an Initial Assessment, a power point presentation, and an Area in Need of Redevelopment Study in connection with the Redevelopment Area ('Redevelopment Study'); and

**WHEREAS**, having completed the Redevelopment Study, Burgis Associates, Inc. has determined that the Redevelopment Area is an area in need of Non-Condensation Redevelopment; and

**WHEREAS**, the Township now wishes to retain and appoint Burgis Associates, Inc. to prepare a Redevelopment Plan for the Redevelopment Area; and

**WHEREAS**, Burgis Associates, Inc. has submitted a proposal, dated July 14, 2023, to prepare a Redevelopment Plan for the Redevelopment Area; and

**WHEREAS**, funds are available for this purpose; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. §40A:11-1 et seq.) requires that the resolution authorizing the award of a contract for professional service without competitive bidding, and the contract itself, be available for public inspection.

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

1. The Township of Hardyston hereby awards and authorizes the Mayor and Township Clerk to execute an agreement with Joseph H. Burgis, of Burgis Associates, Inc., with offices located at 25 Westwood Avenue, Westwood, NJ, 07675, to complete a Redevelopment Plan, in exchange for a fee which shall not exceed the total amount of \$16,000.00, as per the Proposal dated July 14, 2023 and attached hereto.

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2. This contract is awarded without competitive bidding under the provisions of the Local Public Contracts Law because said services are performed by a person licensed under law to practice a recognized profession.
3. The total fee authorized for this contract shall not exceed \$16,000.00 without the prior written approval of the Township Council.
4. Notice of this action shall be published once in the Township's official newspaper as required by law.
5. A copy of this resolution shall be provided to the Township Treasurer and to Burgis Associates, Inc., at 25 Westwood Avenue, Westwood, NJ, 07675, for their information and guidance.

A motion was made by Verrilli to approve the resolution as presented, seconded by Kula. All in favor. Motion carried.

- G. Resolution #67-23 – Resolution adopting conflict of interest and anti-nepotism policies for the Township of Hardyston.

**RESOLUTION #67-23**

**A RESOLUTION OF THE TOWNSHIP OF HARDYSTON, COUNTY OF SUSSEX AND STATE OF NEW JERSEY, ADOPTING CONFLICT OF INTEREST AND ANTI-NEPOTISM POLICIES FOR THE TOWNSHIP OF HARDYSTON**

**WHEREAS**, the holding of public office and employment is a public trust; and

**WHEREAS**, the Township of Hardyston desires to ensure the public's confidence in the integrity of the officers and employees of the Township of Hardyston; and

**WHEREAS**, the public's confidence in the integrity of its elected and appointed representatives is imperiled whenever the public perceives a conflict between private interests and public duties of government officers or employees; and

**WHEREAS**, the Mayor and Township Council of the Township of Hardyston desire to provide the public with standards by which they may determine whether the public duties of Township officers and employees are being faithfully performed.

**NOW, THEREFORE BE IT RESOLVED** by the Township Council of the Township of Hardyston, County of Sussex, State of New Jersey that the documents attached to this Resolution as 'Schedule A,' and 'Schedule B' shall be adopted as the official 'Conflict of Interest' and 'Anti-Nepotism' policies of the Township of Hardyston.

**BE IT FURTHER RESOLVED** that this Resolution shall take effect immediately.

**SCHEDULE A**

**Conflict of Interest Policy:**

Employees including Township officials must conduct business according to the highest ethical standards of public service. Employees are expected to devote their best efforts to the interests of the Township. Violations of this policy will result in appropriate discipline including termination.

The Township recognizes the right of employees to engage in outside activities that are private nature and unrelated to Township business. However, business dealings that appear to create a conflict between the employee and the Township's interests are unlawful under the New Jersey Local Government Ethics Act. Under the Act, certain employees and officials are required to

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annually file with the Township Clerk a state mandated disclosure form. The Township Clerk will notify employees and Township officials subject to the filing requirements of the Act.

A potential or actual conflict of interest occurs whenever an employee including a Township official is in a position to influence a Township decision that may result in a personal gain for the employee or an immediate relative including a spouse or significant other, child, parent, stepchild, sibling, grandparents, daughter-in-law, son-in-law, grandchildren, niece, nephew, uncle, aunt, or any person related by blood or marriage residing in an employee's household. Employees are required to disclose possible conflicts so that the Township may assess and prevent potential conflicts. If there are any questions whether an action or proposed course of conduct would create a conflict of interest, immediately contact the Manager or the General Counsel to obtain clarification.

Employees are allowed to hold outside employment as long as it does not interfere with their Township responsibilities. Employees are prohibited from engaging in outside employment activities while on the job or using Township time, supplies or equipment in the outside employment activities. The Manager may request employees to restrict outside employment if the quality of Township work diminishes. Any employee who holds an interest in, or is employed by, any business doing business with the Township must submit a written notice of these outside interests to the Manager.

Employees may not accept donations, gratuities, contributions or gifts that could be interpreted to affect their Township duties. Under no circumstances accept donations, gratuities, contributions or gifts from a vendor doing business with or seeking to do business with the Township or any person or firm seeking to influence Township decisions. Meals and other entertainment valued in excess of \$50.00 are also prohibited. Employees are required to report to the Manager any offer of a donation, gratuity, contribution or gift including meals and entertainment that is in violation of this policy.

## **SCHEDULE B**

### **Anti-Nepotism Policy:**

The prohibitions set forth in the following Anti-Nepotism regulations shall apply to all full-time, part-time, temporary and seasonal positions of the Township of Hardyston. This anti-nepotism policy ('Policy') shall not apply to appointments to the various Boards, Commissions, and Committees of the Township, or to persons seeking unpaid, appointed or volunteer positions.

This Policy and the prohibition against certain hiring contained herein shall be applied prospectively only from the effective date of its enactment and shall not in any way be construed to prohibit or make unlawful any current employment relationship or situation and/or any existing contractual obligations with employees currently employed by the Township as of the effective date of this Policy which may technically be in violation of the terms hereof but for its prospective application. For purposes of interpreting this exception, persons appointed to positions of employment with the Township for a set term shall be considered current employees notwithstanding the fact that the then term may have ended. Such persons holding positions of employment with the Township under a set term may be hired to any position in the Township, rehired, reappointed or promoted, as may be the case, without violating this section.

### **Definitions**

As used in this section:

**ELECTED OFFICIAL** shall mean persons holding any elected position with the Township.

**RELATIVE** shall mean a spouse, parent, step-parent, child, step-child, sibling, step-sibling, half-sibling, father-in-law, mother-in-law, sister-in-law, brother-in-law, grandparent, grandchild, aunt, uncle, niece, nephew, first cousins, domestic partner or cohabitants as defined by New Jersey law.



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**SUPERVISOR** shall mean any employee of the Township of Hardyston having supervisory duties and powers over another employee or employees within the respective Department of the Township.

**TEMPORARY EMPLOYMENT** shall mean any employment which is not full-time, regular part-time, or seasonal employment.

**Restrictions on Hiring and Promoting Employees.**

1. The hiring, promoting, transferring, demoting or reassigning of relatives is prohibited if the employment of such an individual would result in the creation of a prohibited employment relationship. A prohibited relationship is created when:

A. One relative would have the authority to supervise either directly or from one level above, appoint, remove, discipline, evaluate or otherwise affect the work or employment of another relative.

B. The relative would be responsible for auditing the work of the other.

C. Other circumstances exist which would place the relatives in a situation of actual or reasonably foreseeable conflict between the Township's interest and their own.

2. The Township retains the discretion to designate the situation in which two relatives work in the same Department within the Township as a prohibited relationship.

3. Employees who marry or become related by marriage may continue in their employment if the marriage does not result in the creation of a prohibited relationship. Where the marriage results in the creation of a prohibited relationship, the Township will explore potential accommodations including the reassignment of one or both employees to available positions for which the employees are qualified.

4. Exceptions

A. Seasonal Employment. Applications for seasonal employment may be considered from applicants who are under 23 years of age and a relative of an existing employee, provided that relative is not employed in a supervisory position with the same department or office.

B. Temporary Employment. A relative of an existing employee may be hired for a period of temporary employment not to exceed 10 consecutive work days.

5. Promotion of Existing Employees. Notwithstanding the prospective application as to the remainder of this section as applied above, no elected official or supervisor in a department may participate in the promotion process or hiring process in that department of any existing employee who is a relative of the elected official or supervisor, as the case may be. The elected official or supervisor shall abstain from participation in such personnel action as it applies to such relative.

A motion was made by Kula to approve the resolution as presented, seconded by Miller. All in favor. Motion carried.

H. Resolution #68-23 – Resolution authorizing an alternate route hiring process for the hiring of Police Officers

**RESOLUTION #68-23**

**A RESOLUTION OF THE TOWNSHIP OF HARDYSTON, COUNTY OF SUSSEX, AND STATE OF NEW JERSEY, AUTHORIZING AN ALTERNATE ROUTE HIRING PROCESS FOR THE HIRING OF POLICE OFFICERS**

**WHEREAS**, pursuant to the Department Rules and Regulations/Policies and Procedures of the Hardyston Township Police Department ('Police Department'),

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applicants for the position of Patrol Officer must meet certain requirements concerning citizenship, age, character, educational and/or experiential credentials, and the satisfactory completion of a written examination, among other requirements; and

**WHEREAS**, in light of certain staffing issues, the Police Department has a need to hire Patrol Officers pursuant to a more expedient process, bypassing its eligibility hiring list and exempting applicants for entry-level law enforcement officer positions ('Applicants') from certain requirements, including the requirement to complete a written examination ('Alternate Route Hiring Process'); and

**WHEREAS**, in order to hire Applicants pursuant to an Alternate Route Hiring Process, a municipality must have previously adopted an ordinance or resolution authorizing such hiring by the police department, as well as a conflict-of-interest policy and a nepotism policy; and

**WHEREAS**, the Mayor and Township Council of the Township of Hardyston recognize and wish to assist with the Police Department's staffing needs; and

**WHEREAS**, the Mayor and Township Council have previously adopted by resolution both a conflict-of-interest policy and a nepotism policy.

**NOW, THEREFORE BE IT RESOLVED** by the Township Council of the Township of Hardyston, County of Sussex, State of New Jersey that the Hardyston Township Police Department is authorized to hire Applicants pursuant to an Alternate Route Hiring Process.

**BE IT FURTHER RESOLVED** that this Resolution shall take effect immediately.

A motion was made by Kula to approve the resolution as presented, seconded by Cicerale. All in favor. Motion carried.

I. Correspondence

1. Montague Township
2. Franklin Borough
3. Hampton Township
4. State of NJ
5. Sussex County Municipal Utilities Authority

A motion was made by Kula to approve the correspondence as presented, seconded by Cicerale. All in favor. Motion carried.

**COUNCIL COMMENTS:** Councilman Cicerale asked the Township Attorney if the Township Construction Department could require permit applications and plans to be submitted as a PDF. Township Manager stated that she would discuss this with the Construction Official.

**BILLS TO BE PAID:** A motion was made by Kula to approve the bill list as presented, seconded by Verrilli. All in favor. Motion carried.

**PUBLIC PORTION:** A motion was made and seconded to open the meeting to the public. All in favor. Motion carried. Residents Jaime Milette and Christine Gill asked for an update regarding the use of the fire siren. Township Manager stated that a subcommittee has been formed and they are working on ways to find a solution to limit the use of the fire siren. A motion was made and seconded to close the meeting to the public. All in favor. Motion carried.

**ADJOURNMENT:** A motion was made by Kula to adjourn at approximately 8:40 p.m., seconded by Verrilli. All in favor. Motion carried.

Jane Bakalarczyk, RMC/CMC  
Municipal Clerk