

Special Session The special meeting of the Harmony Township Committee was called to order by the Mayor and held on the Zoom virtual platform due to COVID 19 restrictions. The Mayor made the following announcement, “Adequate notice of this meeting was given in accordance with the Open Public Meetings Act by providing a notice of the meeting to the Express-Times, posting a copy thereof on the Township bulletin board and filing a copy thereof in the office of the Municipal Clerk.” The Pledge of Allegiance to the American Flag was led by the Mayor.

Roll Call Tipton (via zoom), Cornely

Also in attendance were CFO Kathleen Reinalda, Engineer Mike Finelli and Auditor John Mooney (via zoom)

Consent Agenda Motion by Cornely, seconded by Tipton to approve the consent agenda that included the following items:

**R:22-12
RESOLUTION OF THE TOWNSHIP OF HARMONY,
COUNTY OF WARREN, STATE OF NEW JERSEY
TO AUTHORIZE THE REFUND OF REDEMPTION MONIES TO
OUTSIDE LIENHOLDER OF TAX SALE
CERTIFICATE #17-00008 ON BLOCK 37 LOT 10.03.**

WHEREAS, at the Harmony Township Municipal Tax Sale held October 11, 2017, a lien was sold on Block 37 Lot 10.03, also known as 1039 Harmony Station for delinquent 2016 taxes; and

WHEREAS, this lien known as Tax Sale Certificate No 17-00008 was sold to CHRISTINA T C/F CE1/FIRSTTRUST for a premium of \$39,000.00; and

WHEREAS, the property owner, made the full payment on Certificate No 17-00008 in the amount of \$80,333.57 and,

NOW THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Harmony hereby authorizes the Chief Financial Officer to issue a check in the amount of \$119,333.57 for the redemption of Tax Sale Certificate #17-00008 and the Premium to:

CHRISTINA T C/F CE1/FIRSTTRUST
PO BOX 5021
PHILADELPHIA, PA 19111-5021

DATED: February 28, 2022

I, Kelley Smith, Clerk of the Township of Harmony, County of Warren, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a Resolution adopted by the Harmony Township Committee at a meeting held on February 28, 2022.

HARMONY TOWNSHIP
WARREN COUNTY/STATE OF NEW JERSEY
R:22-13
A RESOLUTION OF AWARD, RESURFACING OF FOX FARM ROAD SECTION
2

Be it resolved, that on February 28, 2022 the Township Committee of the Township of Harmony adopted this resolution to award unit bid prices for individual construction items to perform the necessary construction to complete the Resurfacing of Fox Farm Road Section 2, a New Jersey Department of Transportation Local Aid funded project with a total project grant award in the amount of \$136,700.

Be it further resolved, that the Township Committee of the Township of Harmony does hereby award unit prices for individual construction items based unit prices as awarded under the individual contracts awarded by the Morris County Cooperative Pricing Council bidding process with a total cost of \$121,004.00. The award is made to the Morris County Cooperative Pricing Council vendor, Road Safety System, LLC, which included the following items and unit prices:

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL EXTENSION
1	Beam Guiderail		2041 LF	\$36.00	\$73,476.00
2	Tangent Guiderail Terminal		8 EA	\$3,500.00	\$28,000.00
3	Removal of Beam Guiderail		2441 LF	\$8.00	\$19,528.00
TOTAL					\$121,004.00

Be it further resolved, that the Township Committee of the Township of Harmony does hereby award unit prices for individual construction items based unit prices as awarded under the individual contracts awarded by the Morris County Cooperative Pricing Council bidding process with a total cost of \$178,942.50. The award is made to the Morris County Cooperative Pricing Council vendor, South State Inc., which included the following items and unit prices:

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL EXTENSION
4	2" Hot Mix Asphalt (HMA) 12.5M64		2651 TN	\$67.50	\$178,942.50
TOTAL					\$178,942.50

Be it further resolved, that the Township Committee of the Township of Harmony does hereby award unit prices for individual construction items based unit prices as awarded under the individual contracts awarded by the Morris County Cooperative Pricing Council bidding process with a total cost of \$4,940.88. The award is made to the Morris County Cooperative Pricing Council vendor, Denville Line Painting, Inc, which included the following items and unit prices:

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL EXTENSION
5	Traffic Stripes, 4" EPOXY method		14,532 LF	\$0.34	\$4,940.88
TOTAL					\$4,940.88

ATTEST:

Kelley Smith
Municipal Clerk

Brian Tipton
Mayor

I, Kelley Smith, Municipal Clerk of the Township of Harmony, do hereby certify that the foregoing resolution is a true and exact copy adopted by the Township Committee of the Township of Harmony on February 28, 2022.

Kelley Smith

R22-14
ATTACHMENT E
PRESERVE NEW JERSEY HISTORICAL FUND
ADMINISTERED BY THE NEW JERSEY HISTORICAL TRUST

GOVERNING BOD / BOARD RESOLUTION

PROJECT NAME: VAN NEST-HOFF-VANNATTA FARM
PROJECT NUMBER: 2021.1057

THE GOVERNING BODY/BOARD OF HARMONY TOWNSHIP DESIRES TO FURTHER HISTORIC PRESERVATION THROUGH A GRANT FROM THE NEW JERSEY HISTORICAL TRUST, STATE OF NEW JERSEY IN THE AMOUNT OF \$25,000.00 FOR THE FOLLOWING PROJECT VAN NESS-HOFF-VANNATTA FARM.

THEREFORE, THE GOVERNING BODY AUTHORIZES KELLEY SMITH, ADMINISTRATOR TO EXECUTE A GRANT AGREEMENT WITH THE STATE IN AN AMOUNT UP TO THAT AWARDED FOR THE PROPOSED PROJECT, AND TO SEAL THE GRANT AGREEMENT.

INTRODUCED AND PASSED ON FEBRUARY 28, 2022
AYES: Tipton, Cornely
NAYS: None
ABSENT: Yamrock

APPROVED:

(Signature of Mayor, County Board of Commissioners Director or Board Chairperson)

ATTESTED: _____
(Signature of Municipal or County Clerk, Board Secretary or Notary Public)

I, KELLEY SMITH, MUNICIPAL CLERK OF THE TOWNSHIP OF HARMONY, DO HEREBY CERTIFY THAT THE FOREGOING RESOLUTION IS A TRUE AND EXACT COPY ADOPTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF HARMONY ON FEBRUARY 28, 2022.

KELLEY SMITH, MUNICIPAL CLERK

Harmony Township
R:22-15
RESERVE Transfer Resolution

BE IT RESOLVED by the Township Committee of the Township of Harmony, County of Warren, State of New Jersey, that there are

insufficient funds to meet the demands necessary for the 2021 Reserve Balances in Road Maintenance O/E, Electricity, Fuel Oil.

WHEREAS, the following accounts have sufficient excess funds to meet such demands: General Administration O/E and Engineering O/E.

BE IT RESOLVED that in accordance with the provisions of R.S.40A:4-59 the Chief Financial Officer is hereby authorized to make the following transfers:

To:	Road Maintenance O/E	19,000.00
	Electricity	2,000.00
	Fuel Oil	<u>1,000.00</u>
		22,000.00
From:	General Administration O/E	11,000.00
	Engineering Services O/E	<u>11,000.00</u>
		22,000.00

I, Kelley D. Smith, Municipal Clerk of the Township of Harmony, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Harmony Township Committee at a meeting held on February 28, 2022.

Kelley D. Smith
Municipal Clerk

NJ Fireman's Association membership application for Dylan Anastasio.

Raffle Application 22-2; Harmony Volunteer Fire Company Calendar
Raffle Application 22-3; Harmony Volunteer Fire Company 50/50
Raffle Application 22-4; Harmony Volunteer Fire Company On-Premise

New
Business

O:22-1; Short Term Rentals
This ordinance was discussed. It was the consensus to carry for consideration at the regular business meeting of the committee in April

O:22-2; CAP Ordinance
Motion by Tipton, seconded by Cornely to introduce by title only the following ordinance:

HARMONY TOWNSHIP
WARREN COUNTY, NEW JERSEY
O:22-02
CALENDAR YEAR 2022
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET
APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Township Committee of the Township of Harmony in the County of Warren finds it advisable and necessary to increase its CY 2022 budget by up to 3.5% over the previous year's final

appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Township Committee hereby determines that a 2.5% increase in the budget for said year, amounting to \$34,605.28 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Township Committee of the Township of Harmony, in the County of Warren a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2022 budget year, the final appropriations of the Township of Harmony shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$ 48,447.39, and that the CY 2022 municipal budget for the Township of Harmony be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

NOTICE IS HEREBY GIVEN that the foregoing Ordinance was introduced and passed on first reading by the Harmony Township Committee as its meeting held on February 28, 2022, which Ordinance shall be given further consideration for final passage following a public hearing to be conducted thereon, at its regular monthly meeting to be held on April 5, 2022, which shall commence at 6:00 p.m. at the Harmony Township Municipal Building, 3003 Belvidere Road, Phillipsburg, New Jersey.

Kelley D. Smith, RMC
Municipal Clerk

Introduction Roll Call:
Ayes: Tipton, Cornely
Nays: None
Abstentions: None

Budget
Workshop

CFO Kathleen Rinalda went through some questions from the previous budget meeting. She also provided a budget trial balance for reference. She said everything from 2021 has been charged off to that budget. The Municipal Clerk OE was discussed. The codification project costs were included in that last year. The status is on-going. Waiting for Katrina to review things to wrap it up. Final payment will be due this year. Legal and Engineering lines were discussed. There were not any foreseeable charges for the legal line. The walking path was brought up. It is going to be resubmitted for grant funding again after it is scaled back. Will be just normal engineering costs at this time. Increased the Historical Commission to 15,000 from 10,000 to do a grant cash match. Kathleen

needs to meet with Lynn to discuss an old grant. She wants to get it into the budget. Discussed Zoning Board O/E. Kathleen said this can be reduced. It was agreed this can be deleted. COAH sits in a trust. The balance is \$310,000. It was the consensus not to fund this line this year. Road Maintenance O/E was discussed. Kathleen stated there is a reserve for storm recovery fund. There is going to be 50,000 in there based on the AFS. It had been depleted down to 600. Discussion on the salt/grit expenses took place. It is in the storm recovery fund. It is already funded at 50,000. Buildings and grounds didn't have any glaring expenses. Kathleen will look at the telephone. May cut that back. When fuel oil was all inputted it went over expended by a few hundred. This could use a little extra perhaps. Open Space account has 2.7 million dollars in it. Storm recovery will have 50,678 in it. The accumulated absences trust will have 40,000 in it. That is for when employees retire. In Capital Improvement fund there is 556,000. The Ridge Road project could just be done with this fund if they want to. It was the consensus to do that. Mr. Finelli commented that Fox Farm Road 2021 application had a shortfall also. That was because the figures had to be done over with the 2022 co-op prices. All of the design work is done so it's just soft costs now are inspections and close out. There is still about 160,000 costs still necessary for Fox Farm. The co-op cost is 305,000 locked in, take away the grant its at 170,000. Ridge would be in addition to that for road projects. Kathleen said there is 252,000 in reserve. That is the shortfall per Finelli's estimate but the analysis was run again and now at 170,000. There will be 80,000 left from the 252,000. The short fall for Ridge can be fully funded. Finelli has not started anything with Ridge yet. They need authorization. Fox Farm is ready to go as soon as asphalt is started being made.

Motion by Tipton, seconded by Cornely to authorize Finelli Engineering to proceed with the plans, etc. for the entire 2.4 miles Ridge Road DOT project. Roll Call: Ayes: Tipton, Cornely. Nays: none.

The Mason Dump is still being looked at. It will probably run about \$110,000. We are waiting for a price from the US Municipal for the body. The chassis is available at Flemington through a co-op price.

Oil and chip needs to be determined.

American Rescue Funds are available. Discussed how that can be utilized. We have 130,000 now and hopefully another 130,000 will be coming this year. The restrictions have been loosened on how it can be used. Auditor John Mooney said the money can sit until the end of the Biden Administration but cannot be put into our capital account. It has to be earmarked or expended by end of 2024. The don't want you to use it to reduce taxation or pay off debt they want to keep the economy flowing so they want it spent on capital type items. He said if it is brought into the budget he recommends passing a resolution stating what the funds are going to be used for to formalize it before it is brought into the budget so there is a trail on what the intentions are. Wesley Garrison suggested a new furnace for the fire house. Other items Kelley though of were a generator for the municipal building, playground equipment and she highly recommends replacing the sign for the Municipal building. She suggested an LED sign. Mayor Tipton agreed we are in need of a sign, he also liked the furnace and maybe something DPW needs. Mr. Mooney stated not to count on the second payment until it actually comes in. He thinks it will be June or July when that comes through. He said it should be another 130,000. He would also prefer if the budget goes by now and if nothing is added to it, rather than do a chapter 159, any project done with the money do it through a ordinance because it is a federal grant from the US Treasury Department. If you do a chapter 159 then you have to ask the state permission if the project is permissible. If it is done by an ordinance you don't have to ask the State permission since it's not their

call. That is his recommendation. It does not have to be spend all at one time. Mr. Cornely suggested the sign, generator and a new furnace. Mr. Mooney said you can do a bond ordinance any time and the funding source would be the American Rescue Grant Funds.

The Master Plan work will need to be put in the Planning budget even though it is a reimbursable Highlands Grant. The line should be move up to \$20,000 for the Master Plan review which will include any incidentals.

Salaries were further discussed. Mr. Cornely asked Mayor Tipton his thoughts on the salaries. Mayor Tipton stated that he thought Diane agreed to the 3% and he thought that made sense unless Mr. Cornely thinks we should go more than that because of the cost of living increase. Mr. Cornely said he did. Mr. Tipton said he wouldn't suggest lower than that. Mr. Cornely stated in the past the cost of living was always looked at for the increase proposed by social security and he can remember a year or more when no increases because of no increase in that. The social security increase now is 6% and he is willing to go along with that. Mr. Tipton stated since that is past practice that is what to go on then it should be considered putting 6% in. Mr. Cornely stated to put that number in and see were it puts things. Mr. Tipton stated just the world in general there is a great need for salary adjustments across the spectrum of industries and in particular in the public sector because what he is seeing the public sector is lacking from lack of talented employees because they are not staying ahead of the times of paying what they deserve so probably the 6% makes sense. Kelley stated that recently in the Clerk world the Mansfield clerk went to Independence at a salary of \$100,000 per year with less experience than many clerks. Mansfield hired a new clerk without certification at \$75,000. She also noted that people look at her salary and think she makes all this money but what is also included in the number is her medical stipend and administrator salary rolled into that it is not just her clerk salary. She is just making it known that she knows these numbers because she did research in her profession and as Mayor Tipton stated the industry needs to get with the times and this is what they will be facing when replacements become necessary. She advised the group that she was just recruited by Franklin Township as their land use board secretary at a salary of \$21,000 and she feels the Harmony Land Use Board salary is low. She wanted to just let them know that these are the standards that are out there locally. Kathleen also provided figures on life time medical benefits that have been requested for each year. This would only be effective for full time employees with 25 plus years of service to the Township if they are interested. The cost to the township for a single person as of now would be \$4,400/year and for a married/family person it would be \$9,200/year. The employee also pays for this benefit in addition to the Township costs at retirement. Kathleen said she only needs to get John Mooney some final numbers to wrap it up and see where we are at. Mr. Mooney said he only needs the budget information from Kathleen he has all his documents ready to go. It was summed up earlier. He doesn't know if there is a need this year for accumulated absences. He said it's nice to have a municipality who listens to their people and Harmony has done an excellent job through the years and keep building up surplus and adding to it and not only just by adding surplus but the permanent bonding funding received a great rate last year and the payments are lower than previously. The surplus is around 2.4 million and it makes things a little easier. He commends the Governing Body for the actions they have taken over the last few years it has put the township in a positive position. Mr. Cornely asked Mr. Mooney if the State or any other entity sees the 2.4 million in surplus, are we in any jeopardy in having them coming in and using that money for other projects and take it away from Harmony. Mr. Mooney said he has not seen it in a municipality and hes' been doing this for 25 years. He has only seen it in a school district, not in a municipality. He does not anticipate anyone reaching in and grabbing that. There is no

formal policy in place like school districts. He said if the committee wants to have a small modest tax increase this year or do you want to keep it flat, he thinks this is the first year that there might be this flexibility depending on where the numbers come in and he thinks the surplus should be able to be maintained moving forward. There has not been any information on what the school is expected to be doing this year. It was agreed that Capital should continue to be funded as in the past. Mr. Mooney agrees and recommends doing what has been done.

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| Budget Meeting | The next budget meeting was scheduled for March 22, 2022 at 5 p.m. |
| Vouchers | Motion by Cornely, seconded by Tipton to pay vouchers as presented by the CFO for approval. Roll Call: Ayes: Tipton, Cornely. Nays: None |
| Public Comment | None |
| Adjourn | Motion by Tipton, seconded by Cornely to adjourn the meeting at this time. The motion was carried unanimously by all in favor. |

Kelley Smith, Municipal Clerk