

**MINUTES OF THE WORKSHOP MEETING OF THE ALLAMUCHY TOWNSHIP
COUNCIL HELD ON FEBRUARY 18, 2026 AT 6:30 P.M.**

The Township Council convened the workshop meeting in person at 6:32 P.M. on February 18, 2026. The meeting opened with the Pledge of Allegiance.

A moment of silence was held at this time for personal intentions.

The Municipal Clerk announced that adequate notice of the time, place, and manner of this in person Council Meeting has been provided in accordance with the Open Public Meetings Act by:

- (1) posting said notice on the municipal building bulletin board.
- (2) emailing said notice to the press and all others who have requested it.
- (3) posting on the official Town website.

1. **PRESENT:** Mayor Tuohy, Council President Bonanno, Councilwoman Chamberlin, Councilman Fabula and Councilman Quinoa.

Attorney Beilin was also present.

2. **APPROVAL OF MINUTES:**

- a. Regular Meeting – 01/28/2026 as submitted.

Motion by Councilwoman Chamberlin, seconded by Councilman Fabula, and approved on roll call vote: **AYES** – Councilpersons Chamberlin, Quinoa, Fabula, and Mayor Tuohy; **ABSTAIN** – Councilwoman Bonanno.

3. **MAYOR’S REPORT:**

- a. Warren County MCCTF – Award of Grant to Allamuchy Township – Allamuchy Freight House Preservation Project - \$18,750.00 grant award notice and agreement was received. Mayor Tuohy will execute the grant agreement on behalf of the Township.
- b. Musconetcong Watershed Association – Membership Renewal Application

Motion by Councilman Quinoa, seconded by Councilwoman Bonanno, carried to authorize the membership renewal to the Musconetcong Watershed Association in the amount of \$750.00 which includes MWA’s tracking Stormwater points per NJDEP requirements and grant administration assistance. Roll call vote: **AYES** – Councilpersons Chamberlin, Quinoa, Fabula, Bonanno and Mayor Tuohy.

4. **ATTORNEY’S REPORT:**

Attorney Beilin advised there are two ordinances for consideration which will be forwarded to the Land Use Board for their review and approval.

The first ordinance is an ordinance amending Chapter 72 – Affordable Housing to address the requirements of the Fair Housing Act and the Uniform Housing Affordability Controls.

Attorney Beilin reviewed the ordinance and referred to Page 14 of the ordinance addressing § 72-4 Municipality-wide Mandatory Set-Aside requirements. A development, other than single-family detached, providing a minimum of five new housing units created through any municipal rezoning or Land Use Board action, use or density variance, redevelopment plan, or rehabilitation plan that provides for densities at or above six units per acre, is required to include an affordable housing set-aside of 20 percent.

Attorney Beilin stated this section mandates that any new development will require 20% of that new development be designated as affordable housing. This does not apply to single family detached homes.

Attorney Beilin referred to Page 17 of the ordinance addressing two and three-bedroom percentage requirements - at least 30% requirement for low- and moderate-income units shall be rounded up to two-bedroom units and 20% of all low- and moderate-income units rounded down shall be three-bedroom units.

Attorney Beilin referred to Page 26 regarding the Affirmative Marketing process as it will be the developer's responsibility to affirmatively market the affordable units with the exception of resale units. The Township has the ability to take on the marketing costs, but it is not recommended.

Councilman Quinoa questioned who the administrative agent would be.

Attorney Beilin stated that the administrative agent would be hired by the Township and will be the expense of the Township.

Councilwoman Bonanno stated that the administrative agent will need to monitor units, make sure the deed restrictions remain in place, confirm the affordable housing controls are implemented, etc.

Mayor Tuohy inquired if the fees could be passed on to the owner of the units.

Attorney Beilin stated it depends on what the fees are. The fees may not be used on meeting State requirements. The fees could be used on qualifying individuals for affordable units or certain administrative costs.

Attorney Beilin referred to Page 41 - section 2 regarding the process of collecting development fees. He advised that development fees shall be imposed and collected when an existing structure undergoes a change to a more intense use, is demolished and replaced, or is expanded, if the expansion is not otherwise exempt from the development fee requirement.

Attorney Beilin stated that no development fee shall be collected for the demolition and replacement of a residential building resulting from a fire or natural disaster.

Councilwoman Chamberlin questioned if Appendix A will be attached to the ordinance.

Attorney Beilin advised it will be part of the Affordable Housing Ordinance.

Councilwoman Bonanno questioned Attorney Beilin as to the collection of housing fees on improvements to a house other than new construction.

Attorney Beilin stated that he will look into the additional collection of fees and what those fees could be assessed on. The affordable housing fees collected could be used on administrative costs. The fee collection would be addressed in the spending plan.

Attorney Beilin briefly reviewed Ordinance # 2026-05 regarding Multifamily Residential District (MFR) and Multifamily Residential District Overlay. This ordinance is an amendment to Chapter 190 of the Land Development Ordinance and creates two zones which will stipulate that at least 20% of all units produced on site are reserved for very low, low and moderate income households. This provision is contingent that sufficient sewer and water is available and capacity is available. The three sites designated are Block 802 Lot 13, Block 901 Lot 24.02 and Block 802 Lot 10 which are the two office buildings (1001 and 1500 Route 517) and Mattar's Bistro (1115 Route 517) located in Allamuchy Township.

At this time the review process was complete and there were no objections to Attorney Beilin's comments and/or recommendations.

5. **COMMITTEE REPORTS:**

- a. Budget/Finance Committee Report – Mayor Tuohy advised that she has been adding items to the 2026 Municipal Budget that she is aware needs to be added. She stated that she along with Councilwoman Bonanno will be preparing a preliminary budget. The departments have been submitting their requests.

Councilwoman Bonanno advised that the 2026 Municipal Budget should be adopted in April.

- b. Personnel Committee – Councilman Quinoa advised that the Personnel Committee will be meeting to discuss a few issues.

Mayor Tuohy advised that the personnel policy needs to be amended but it is governed by an ordinance. If a change to the personnel policy is required it should be made by resolution instead of amending the personnel ordinance every time a change is required.

Mayor Tuohy stated that the issue of personal days came up and the use of personal days. The Mayor advised that under the current policy if an employee who is eligible for overtime takes a personal day that day does not count towards overtime or actual hours worked.

Mayor Tuohy stated for example if the DPW has hours for snow removal and an employee has to take a personal day that same week that day does not count towards actual hours worked.

She stated she would like personal days to count towards their overtime otherwise employees will not be showing up for work. The employees are upset at the current policy.

Councilwoman Bonanno advised that the employees may take vacation days until the policy changes. She questioned if sick days count.

Mayor Tuohy advised that sick days do not count. Holidays count and vacation days count but if the employee takes a personal day, then that employee will get paid straight time and not overtime for those hours worked.

Councilman Quinoa stated that there are restrictions on taking personal days. The employee should not be permitted to come back and change their personal day to a vacation day or a vacation day to a personal day.

Mayor Tuohy stated that the Township has a very small staff and the staff is not happy with the current personal day policy.

Councilman Quinoa advised that he has no objection to the change but until the policy changes employees could take a vacation day. If and when the policy becomes effective then going forward the employee could take a personal day and that day would count towards overtime hours or actual hours worked.

Mayor Tuohy stated that for example an employee receives 6 personal days and 12 vacation days that employee would have 18 days for the year. The 18 days would be converted to PTO (Personal Time Off) days. She added that no overtime pay would change. Since the employees do not know when overtime is coming - for instance the Water/Sewer personnel cannot predict a watermain break – and if that employee took a personal day that overtime would not count as time and a half as the hours are not recognized as actual work hours.

Councilwoman Bonanno added that the Township also need to follow FSLA rules. The One Big Beautiful Bill Act also addresses the “half” time on premium – sick time does not count towards overtime but the “Act” needs to be followed as it pertains to overtime.

Mayor Tuohy reiterated that the employees at the Water/Sewer and DPW are very upset. If a spouse had to be rushed to hospital or a child got sick the employee would call in as a personal day. She questioned why an employee would be motivated to come in and do overtime if personal days do not count towards overtime.

Councilwoman Bonanno recommended that the Personnel Committee review the personnel policy to see what is in the best interest of both the employee and the Township.

Councilman Fabula stated that he along with Councilman Quinoa will look at the personal days as PTO days along with vacation days. If the change is going to be made he suggested it be retroactive to the beginning of the year.

Mayor Tuohy stated that it would be too confusing to go back to the first of the year. She

just wants to be able to go to the employees and tell them that effective “tomorrow” personal days will count towards overtime.

Councilman Quinoa advised that he wants to review the policy. He suggested no changes be made until a written policy is in place.

The Municipal Clerk also requested that the 48-hour notice and the policy of personal days are not to be taken on a Monday and Friday also be reviewed.

Mayor Tuohy advised that the whole policy will be reviewed and the necessary changes will be made. She is also waiting for Statewide Insurance Company to provide updates to the personnel policy and procedures. Usually, the updates are provided to the Township in April.

Councilman Quinoa advised that the Personnel Committee will meet to review the personnel manual.

Mayor Tuohy questioned what the down fall would be to allow this change to happen immediately.

Attorney Beilin stated that there should be a written policy in place. The governing body needs to agree with the policy so an employee has it in writing and follows it. There should not be any confusion as to what an employee could or could not take as far as days are concerned.

Councilman Quinoa stated that he wants to address it in the manual.

Councilwoman Chamberlin stated that it there appears to be a consensus to approve this change it is just a matter of when it will take effect and how it is done.

Mayor Tuohy recommended the change become effective on 02/18/26 and that personal days are counted towards overtime and employees will not be able to swap between vacation and personal days.

Mayor Tuohy added that Monday and Friday prohibited call outs and the 48-hour notice be eliminated.

Councilwoman Bonanno advised that employees have a lot of time off in general. The Township does not want to get into a situation that if an employee leaves personal days do not get paid out. She is not disputing the process, but the process does needs to be spelled out. The Personnel Committee needs to look at the overall policy.

Motion by Councilwoman Chamberlin, seconded by Councilwoman Bonanno, carried to authorize personal days count towards hours worked and will count towards overtime hours effective 02/18/26. Roll call vote: **AYES** – Councilpersons Chamberlin, Quinoa, Fabula, Bonanno and Mayor Tuohy.

6. **CORRESPONDENCE:**

- a. Highlands Council Update – January 2026

7. **MUNICIPAL CLERK’S REPORT:**

- a. Approval of Raffle Application – Foundation for Hackettstown Medical Center – Event to be held June 8, 2026 – 6:00 p.m. at the PVG&CC – 50/50 Off-Premise Raffle

Motion by Councilman Quinoa, seconded by Mayor Tuohy, carried to approve the raffle application for Foundation for Hackettstown Medical Center as presented. Roll call vote: **AYES** – Councilpersons Chamberlin, Quinoa, Fabula, Bonanno and Mayor Tuohy.

- b. Statewide Insurance Fund – Reorganization Meeting – 02/12/2026 – The Municipal Clerk attended that Statewide Insurance Fund Reorganization meeting on 02/12/2026 and accepted on behalf of the Township of Allamuchy a Safety Award for all general lines which includes implementing risk management, lowering accident frequencies, and maintaining high safety standards.

8. **PUBLIC SESSION:**

- a. John Young, 25 Killdeer Drive, introduced new PVPOA Board Member Alice Lee Giannetta. Ms. Gianetta will be serving as the liaison between PVPOA and the Township.

Ms. Giannetta stated she was very excited to be a new PVPOA Board Member She stated that she moved from the city and likes living in Panther Valley.

9. **ORDINANCES – FIRST READING**

- a. **# 2026-02 - ORDINANCE REPEALING AND REPLACING CHAPTER 46 OF THE ALLAMUCHY TOWNSHIP CODE, CONCERNING PERSONNEL POLICIES.**

Motion by Councilwoman Chamberlin, seconded by Councilman Fabula, carried introduce Ordinance # 2026-02 on first reading. Roll call vote: **AYES** – Councilpersons Chamberlin, Quinoa, Fabula, Bonanno and Mayor Tuohy.

Second reading to take place on 03/11/2026 at 6:30 p.m.

- b. **# 2026-03 - ORDINANCE REVISING SECTION 296-6 OF THE ALLAMUCHY TOWNSHIP CODE, “FEES AND CHARGES” OF THE WATER AND SEWER DEPARTMENT CONCERNING WATER SERVICE CHARGES.**

Mayor Tuohy advised that this ordinance will eliminate the requirement for security deposits and all water/sewer bills will go directly to the owners of the property. There is a lot of paperwork involved with security deposits. The landlord can deal with the tenant directly as to the payment of their water/sewer bill.

Motion by Mayor Tuohy, seconded by Councilwoman Bonanno, carried introduce Ordinance # 2026-03 on first reading. Roll call vote: **AYES** – Councilpersons Chamberlin, Quinoa, Fabula, Bonanno and Mayor Tuohy.

Second reading to take place on 03/11/2026 at 6:30 p.m.

- c. **# 2026-04 - ORDINANCE OF THE ALLAMUCHY TOWNSHIP MAYOR AND COUNCIL AMENDING CHAPTER 72 (AFFORDABLE HOUSING) TO ADDRESS THE REQUIREMENTS OF THE FAIR HOUSING ACT AND THE UNIFORM HOUSING AFFORDABILITY CONTROLS (UHAC) AND TO COMPLY WITH THE TOWNSHIP’S ROUND FOUR OF AFFORDABLE HOUSING OBLIGATIONS.**

Motion by Councilwoman Chamberlin, seconded by Mayor Tuohy, carried introduce Ordinance # 2026-04 on first reading. Roll call vote: **AYES** – Councilpersons Chamberlin, Quinoa, Fabula, Bonanno and Mayor Tuohy.

Second reading to take place on 03/11/2026 at 6:30 p.m.

- d. **# 2026-05 - ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 190, “LAND DEVELOPMENT,” BY CREATING A NEW MFR MULTIFAMILY RESIDENTIAL DISTRICT AND A NEW MFRO MULTIFAMILY RESIDENTIAL OVERLAY DISTRICT.**

Motion by Mayor Tuohy, seconded by Councilwoman Chamberlin, carried introduce Ordinance # 2026-05 on first reading. Roll call vote: **AYES** – Councilpersons Chamberlin, Quinoa, Fabula, Bonanno and Mayor Tuohy.

Second reading to take place on 03/11/2026 at 6:30 p.m.

10. **ORDINANCES – SECOND READING AND PUBLIC HEARING**

No Ordinances for second reading.

11. **RESOLUTIONS:**

- a. **# 2026-47 - RESOLUTION OF THE TOWNSHIP OF ALLAMUCHY, COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING A CONTRACT THROUGH BERGEN COUNTY COOPERATIVE PRICING SYSTEM #206BCPS – BID # 24-48 FOR ATLANTIC SALT.**

Motion by Councilman Quinoa, seconded by Councilman Fabula, carried to approve Resolution # 2026-47 as presented. Roll call vote: **AYES** – Councilpersons Chamberlin, Quinoa, Fabula, Bonanno and Mayor Tuohy.

- b. **# 2026-48 - RESOLUTION OF THE TOWNSHIP OF ALLAMUCHY, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING THE AWARD OF A**

REQUIRED DISCLOSURE CONTRACT FOR FIRE AND SAFETY SERVICES LTD.

Motion by Councilman Fabula, seconded by Councilwoman Bonanno, carried to approve Resolution # 2026-48 as presented. Roll call vote: **AYES** – Councilpersons Chamberlin, Quinoa, Fabula, Bonanno and Mayor Tuohy.

12. **NEW BUSINESS/OTHER BUSINESS**

- a. Internet Service for non-serviced area – Planet Networks
- b. Ordinance(s) Review
- c. Sand Filter Replacement - Project in design phase – There is an additional funding request under review.
- d. Striping Freeborn Lane, Municipal Parking Lots. Municipal Parking Lot at Dog Park – Spring 2026.
- e. Affordable Housing Update
- f. SMSD - Advisory Committee
- g. 2025 Local Recreation Improvement Grant Application - Trail Improvements \$82,000.00 Grant Received
- h. 2024 Local Recreation Improvement Grant Status - Playground - \$64,000.00 Grant Received - Reimbursement from the State has not yet been received.
- i. 2026 Recreation Improvement Grant – Phase II of Rails to Trails – Grant was due by 02/13/26. Mayor Tuohy advised that the grant has been filed, and receipt was acknowledged by the State.
- j. 60,000 Water Tank at Plant – Close Out & Reimbursement from I-Bank
- k. 2026 DOT Municipal Aid Grant for Shades of Death Road – Mayor Tuohy advised that the Municipal Engineer will be preparing a scope of work for this project. The sides of the road are breaking apart but the engineer does not think the whole road needs a complete tear out.

Mayor Tuohy advised that she had the municipal engineer look at the hot water heater at the firehouse that serves the firehouse and Hafner Hall. The water is not used enough or on a daily basis and it sits in the pipes which causes the water to turn color and emanates an odor. The water heater needs to be replaced as it is starting to rust out. Furthermore, the temperature setting should be 140 to 160 degrees to kill bacteria. The new system would need to build in a mix of hot and cold-water system to prevent someone from getting burned. She added that the Fire Department or DPW will need to do a drain of the system at least once a month. This project will be included in the 2026 capital budget.

Councilwoman Bonanno questioned if an estimate was received.

Mayor Tuohy stated that the engineer will be sending it to her. There is someone in his office who specializes in this work. It is possible that quotes may be acceptable instead of having to go through the bid process.

Mayor Tuohy stated that the Township is also looking at replacing the alarm panel at the firehouse. The existing system is antiquated, and the software cannot handle upgrades such as FIOS or cellular services. Quotes will be obtained on this project. The cost of the phone lines is close to \$1,000 per month.

Mayor Tuohy advised there were two houses on Canada Goose that had no water. The main waterline – the 6” line is frozen. She stated that bottled water was provided to the residents. The Water/Sewer Supervisor was able to provide water to 53 and 55 Canada Goose by establishing a temporary connection from 51 Canada Goose. The line is not deep enough but it is baffling as to why the line froze now and not when temperatures were in the minus. The water has been flowing right along to these homes but all of a sudden stopped. Currently the repair bill is \$85,000.00 which does not include this date as the contractor was up there all day. There will be an emergency resolution on the agenda as soon as all the bills and emergency certification is received from the plant operator.

Mayor Tuohy advised that Request for Proposals are being received for a Water/Sewer Operator on 03/05/2026. She added that Mark Burton, JES, reviewed the 2025 budget and advised the water and sewer operating budget is a few hundred thousand dollars under budget which is good news.

13. **COMMUNITY EVENTS**

a. Game Night at Hafner Hall Every Thursday - 7:00 p.m. - 9:00 p.m.

14. **PUBLIC SESSION**

There were no comments from the public.

15. **PAYMENT OF BILLS**

Motion by Councilman Quinoa, seconded by Councilwoman Bonanno, carried to approve the bill list as presented subject to review by the Finance Committee.
Roll call vote: **AYES** –Councilpersons Chamberlin, Quinoa, Fabula, Bonanno and Mayor Tuohy.

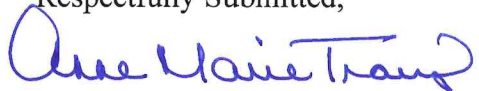
16. **EXECUTIVE SESSION**

None.

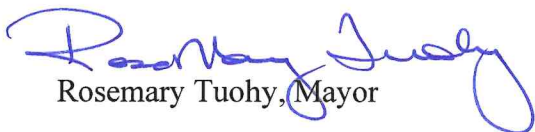
17. **ADJOURNMENT – 7:58 P.M.**

There being no further business, motion by Councilman Fabula, seconded by Councilman Quinoa, carried to adjourn at 7:58 p.m. Roll call vote: **AYES** – Councilpersons Chamberlin, Quinoa, Fabula, Bonanno and Mayor Tuohy.

Respectfully Submitted,



Anne Marie Tracy, Municipal Clerk



Rosemary Tuohy, Mayor