

The Shamong Township Committee held a **Committee Meeting and Board of Health Meeting** on the above date at the Municipal Building.

Mayor Di Croce called the meeting to order at approximately 7:30 PM

The Clerk, Susan Onorato, stated the Sunshine Statement advising that proper notice of this meeting has been given in compliance with the Open Public Meeting Act.

Pledge of Allegiance was recited.

Roll Call (absentees noted)	Mr. Michael Cooney	P
	Mr. Michael Di Croce	P
	Mr. Timothy Gimbel	P
	Mr. Sean Gray	P
	Mr. Martin Mozitis	A

Also, in attendance: D. Heinold, Solicitor and D. Guzzi, Engineer

**PROCLAMATION:** Mayor DiCroce read into the minutes a Proclamation recognizing the Boy Scouts for their 2020 Day of Service Tree Collection

**PUBLIC COMMENT** – Agenda Items Only

Mayor Di Croce opened the meeting to the public for comments, at which time there were none, so he closed this portion of the meeting to the public.

**ITEMS FOR DISCUSSION AND POSSIBLE OFFICIAL ACTION:**

**On motion of Committeeman Gray, seconded by Committeeman Cooney, approval of the February 4, 2020 Regular and Executive Session minutes were approved as submitted. A roll call vote showed all members present voting yes except Committeeman Gimbel who abstained.**

The Clerk reported the annual report the Length of Service Awards Program (LOSAP) is posted in the Fire House for thirty days as required. This payment is within budget and has been certified by Mr. Burgin, Indian Mills Volunteer Fire Company (IMVFC) President. **On motion of Committeeman Cooney, seconded by Committeeman Gimbel, it was moved to approve the 2019 LOSAP annual report submitted for \$21,766.00. A roll call vote showed all members present voting yes.**

The Clerk reported the recommendation to close out non-tenured LOSAP accounts came from the IMVFC for two personnel who are no longer active. **On motion of Committeeman Gimbel, seconded by Committeeman Gray, it was moved to approve to close out non-tenured and**

**inactive LOSAP accounts (Values as of December 31, 2019 - \$12,920.81). A roll call vote showed all members present voting yes.**

The Clerk reported the intersection at Oakshade and Indian Mills Roads is approved by Township ordinance for this action; confirmed that high visibility clothing will be worn and that volunteers will be on shifts. **On motion of Committeeman Gimbel, seconded by Committeeman Cooney, it was moved to approve Knights of Columbus Council 8733 of Tabernacle request to hold fund raiser April 25<sup>th</sup>, 2020. A roll call vote showed all members present voting yes.**

The Clerk reviewed the quotes for well tasting and stated the lowest quote came from NJ Analytical Lab in Ewing, NJ at \$1,095.00 for the season; Eurofins QC, LLC in Horsham, PA at \$1,301.35 and EMSL Analytical in Cinnaminson, NJ at \$1,683.50. **On motion of Committeeman Cooney, seconded by Committeeman Gimbel, it was moved to approve NJ Analytical Lab for seasonal State required well water testing at Dingtletown complex. A roll call vote showed all members present voting yes.**

The Clerk reported that A&T Sprinklers has been approved and servicing the Township for the last few years and confirmed A&T is holding their 2019 pricing. There were no quotes received from either Quality Irrigation in Medford, NJ or American Lawn Irrigation in Atco, NJ. **On motion of Committeeman Gimbel, seconded by Committeeman Cooney, it was moved to approve A&T Sprinklers for the 2020 Season for Irrigation Parts/Service as needed. A roll call vote showed all members present voting yes.**

The Clerk reported on the annual JIF (Joint Insurance Fund) inspection Loss Control Report noting there were only two issues that needed to be addressed: IMVFC had an outdated eyewash bottle – the issue was resolved within days; IMAA (Indian Mills Athletic Association) had a fryer at the Dingtletown concession stand that needed updated operational policies- this has been resolved as well. JIF has been notified and will reform these open items.

The Clerk advised the JIF Annual Managerial & Supervisory Training Class, June 24, 2020, is a mandatory class and staff attendance will be staggered during the two available sessions that day. Some of the JIF reimbursement funding to the Township is tied into class attendance.

The Clerk reported Township staff has been trained and has passed the JIF Cyber training and follow up cyber phishing testing.

The Clerk advised needing Township approval for Susan Wilson of the IMVFC to become a member of the NJ State Firemen's Association. Paul Miller, the Association Secretary and Company Chief Smith have already signed their approvals on the application. **On motion of Committeeman Gimbel, seconded by Committeeman Gray, it was moved to approve Susan D. Wilson's application to the New Jersey Fireman's Association for membership. A roll call vote showed all members present voting yes.**

The Clerk gave an update on ProChamps, a service company hired by the Township to manage and maintain the Township vacant and foreclosure properties. Eighteen properties have been signed up so far advising the Township has received \$7,320.00 in fees collected since January.

The Clerk summarized the 2020 Municipal Budget as it stands at this time and touched on items such as average assessed home values; local purpose tax rate; local and regional school taxes; surplus fund; Garden State Preservation fund; Burlington County Municipal Park Grant; NJ DOT Grant and the reduction of receipts from delinquent taxes. The Clerk advised to keep in mind that it is assumed that all the tax rates for the County, local schools and regional schools will only go up by 2%. The Clerk summarized the budgeted expenses for 2020. **On motion of Committeeman Gimbel, seconded by Committeeman Cooney, it was moved to introduce the 2020 Municipal Budget. A roll call vote showed all members present voting yes.**

### **RESOLUTIONS:**

The Clerk reported this is an annual resolution the auditors put together with the Tax Department to help close out 2019. **On motion of Committeeman Cooney, seconded by Committeeman Gimbel, it was moved to approve Resolution 2020R-35 Transfer \$32,561.38 of the tax overpayments that remained at the end of 2019 year to the 1st quarter of 2020. A roll call vote showed all members present voting yes.**

The Engineer reported bids were received for the Grassy Lake Road project for which a \$255,000 NJ DOT Grant was awarded to the Township. The base bid received was just over \$215,000 and Alternates Bid #1 came in at \$279,410. The base bid will complete about half and Alternate #1, which would require some Township funding, would complete a bit further down the road. The Clerk confirmed there is sufficient funding in the budget. The Engineer advised the grades in the road and storm system will be adjusted to reduce the water issue. A few brief comments were made regarding the Grassy Lake Road project. **On motion of Committeeman Gimbel, seconded by Committeeman Gray, it was moved to approve Resolution 2020R-36 Award of bid to American Asphalt Company, Inc. for the Grassy Lake Road Repaving Project - Phase I (Base Bid plus Alternate Bid #1). A roll call vote showed all members present voting yes.**

The Clerk reported this was to assure the Township was covered during the time when both the Mayor and Deputy Mayor were unavailable. **On motion of Committeeman Cooney, seconded by Committeeman Gimbel, it was moved to approve Resolution 2020R-37 Appointing Committeeman Sean Gray as Acting Mayor for the date's March 15<sup>th</sup> through March 23<sup>rd</sup>, 2020. A roll call vote showed all members present voting yes except Committeeman Gray who abstained.**

The Clerk reported this SSA with Medford Lakes Municipal Court has worked very well. There was a 2% increase built in several years ago, but the Clerk advised there was a substantial increase in the number of cases that went to court last year. Total revenue collected for Shamong was \$36,591 in 2018 and \$53,539 in 2019. The Clerk advised working out an agreement in which Medford Lakes Court would do flat costs for Shamong for the next three years, however if our revenue were to increase/decrease by 10% we would go back to them and renegotiate. **On motion of Committeeman Gimbel, seconded by Committeeman Gray, it was moved to approve Resolution 2020R-38 Award of three (3) year extension of existing Shared Service Agreement (SSA) with Medford Lakes Municipal Court (review SSA MC Rprt). A roll call vote showed all members present voting yes.**

## **ORDINANCES:**

The Solicitor summarized the existing provisions of the code section on permitted accessory uses and the need to update the code to be more consistent with the original intent. At this time Mayor DiCroce opened this portion of the meeting to public comment, as there were none, the Mayor then closed this portion of the meeting. **On motion of Committeeman Cooney, seconded by Committeeman Gray, it was moved to approve Ordinance 2020-3 (Second reading – public comment) Amending Chapter 110-122 of the Township Code Governing “RURAL DEVELOPMENT AREA”. A roll call vote showed all members present voting yes.**

## **BILL LIST:**

The Clerk advised the total amount of \$1,330,465.29. The Mayor requested any questions or comments; as there were none, **on motion of Committeeman Gimbel, seconded by Committeeman Cooney, it was moved to approve the attached Bill List. A roll call vote showed all members present voting yes.**

## **REPORTS:**

The Engineer Reported:

- A second grant for Oakshade Road has been received and he will proceed with putting together a package for Phase II so it can go out to bid later this year.

The Clerk commented that back when Atsion Road was repaved about twenty years ago, the project was done in thirteen sections with thirteen grants averaging around \$450,000 per grant. Compare this to the \$200-\$250,000 per grant dollar range we see now, along with the current costs also being substantially more.

The Solicitor Reported: no report for the public session

The Administrator Reported:

- Lighting project completed! New lights will use less than 30% of the power the old light fixtures required.
- On behalf of Atlantic City Electric, Asplundh Tree Company, will be performing tree pruning/removal in our municipality to help prevent service outages and line damage.
- Pine Barrens 400 scheduled to take place March 27-29, 2020.
- NJ DEP is celebrating the 50<sup>th</sup> Anniversary of Earth Day, April 2020, by giving the gift of a prized Salem Oak seedling to each NJ municipality for Spring planting.
- Department reports included in the meeting packet.

The OEM Coordinator Reported:

- Curly Fern Enduro Ride, off-road ride in Atsion, is March 14-15, 2020.
- Spring Fling Township event scheduled at Atsion Park April 4, 2020 in the parking lot.
- Beginning process for the qualification stage on the 2020 Emergency Management Assistance program \$10K Grant.

- COVID-19 is being monitored with the Burlington County Health Department, State Department of Health and other agencies.

**PUBLIC COMMENT:**

Mayor Di Croce opened the meeting to the public for comments, at which time the following responded:

*Ernie Lazos* – Kingswood Road – expressed his concern for awareness with the possible continued problem at 539 Oakshade Road. He inquired if dogs were permitted at that location. The Solicitor advised the only restrictions he has been made aware of relate to Donna Roberts. Mr. Lazos advised there were dogs on the property. Mr. Lazos inquired if anything was looked into with regards to taking the kennels down in the back of that property. The Solicitor advised the Zoning Officer inspected the property and a number of violations have been issued. The Clerk advised the issues have to be addressed within a set period of time and the Zoning Office is actively working on them. The Solicitor expanded on the eight violations issued.

*Eileen Carlos* – Indian Mills Road – inquired when the introduced budget will be available to the public. The Clerk advised the budget goes to the Auditor first for review and would be released as soon as possible dependent upon their schedule. Ms. Carlos expressed her appreciation on passing Ordinance 2020-3, amending Chapter 110-122 and recommended further review regarding size of accessory structures. The Clerk advised the JLUB (Joint Land Use Board) has had discussions and it is going through the normal channels. Ms. Carlos inquired if there was room on the Township property for solar panels and the Clerk advised solar panels have been in use on the property in the Public Works area for several years. Ms. Carlos inquired on the status of the solar farm property that was being considered within the Township. The Solicitor advised it was going well – Big Horn Solar at Murphy’s Pit on Atsion Road. The Solicitor commented the Township was contacted by Big Horn Solar advising they were joining up with another solar company and they desire to move forward on the project. Ms. Carlos inquired if this project would benefit the Township. The Solicitor commented there would be some ratable element to the Township. Ms. Carlos inquired about updates on the cell tower issue with the JLUB. The Solicitor advised there was no news. Ms. Carlos inquired about a letter she received dated February 6, 2020 regarding her campaign signs that were still in place since the November election advising she was working on getting them removed. The Mayor advised he’s been getting complaints and comments from people they don’t want any signs along the road. Ms. Carlos commented everyone leaving signs in place should be getting a letter. The Solicitor advised the sign ordinance could be reviewed.

*Laura King* – Atsion Road – commented regarding the Oak Tree donation advising they have a lot of leaves, keep this in consideration when deciding where to plant – did not recommend the cemetery. Ms. King gave a brief history on the roads in her area and how they progressed over the years.

As there were no further comments, the Mayor then closed this portion of the meeting to the public.

## **BOARD OF HEALTH MEETING AGENDA:**

**On motion of Committeeman Gray, seconded by Committeeman Gimbel, the regular meeting was recessed and the Board of Health meeting took place. A roll call vote showed all members present voting yes.**

The Clerk stated the Sunshine Statement.

The Clerk advised that dog license requirements have been met – cost is \$12.00 with proof of spay/neuter and \$15.00 if not spayed/neutered. A rabies certificate valid through November 1, 2020 is required for issue of license. The free Rabies Clinic is scheduled for Saturday, March 28<sup>th</sup>, 2020 from 9:00-11:00 AM and will be held in the Public Works building. Dr. Kenneth Dazen will be administrating the rabies shots again this year. There were 210 dog licenses issued in 2019 and 273 dog licenses issued in 2018.

The Clerk advised the report from the New Jersey Department of Health Rabies Cases by County reported 14 total terrestrial rabies cases in 2019 for Burlington County.

The Clerk gave a summary of the 2019 Burlington County Health Department reports on homes in our area advising the following:

- A home on Manitoba Trail with an uncovered pool which has been monitored for mosquitos since Sept. 2018 – still an open case and being actively worked on with the homeowner.
- A home on Atsion Road with a stagnant pool issue since June 2019 – there have been multiple site visits and calls to the owner. As of January 8<sup>th</sup>, the pool cover still needed replacement and there appears to be a neighbor dispute as well. County is working with them.
- A home on Shadow Lake Drive with a stagnant pool since July 2019 – there have been multiple site visits and the pool cover still needs to be fixed. Health Department is monitoring.
- A resident on Stokes Road with several cats was reported to County Health Department who is actively working with the homeowner to trap and remove these animals.

The Mayor then opened the meeting to the public for comments, at which time the following responded:

*Eileen Carlos* – Indian Mills Road – inquired how the Township works with the County Board of Health. The Solicitor advised the County Health Department is the enforcement agency for the Township, for example, inspecting a house to determine if it is habitable.

*Denise Tollefson* – Oakshade Road – inquired about restrictions on large equipment, bulldozer, that has been seen being used at the Donna Roberts property. The Clerk advised she did not know for certain, but it could possibly be related to the violations and removal of old campers/trailers. The Clerk advised the Zoning Official is monitoring the property on a regular basis.

*Ruth Berger* – Stokes Road – commented that everybody in Indian Mills that has animals should be checked.

As there were no more comments, the Mayor then closed this portion of the meeting to the public.

There being no further Board of Health business, **the Board of Health Meeting was adjourned on motion of Committeeman Cooney, seconded by Committeeman Gimbel and a roll call vote showing all members present voting yes.**

**On motion of Committeeman Gimbel, seconded by Committeeman Cooney and a roll call vote showing all members present voting yes, by Resolution 2020R-39, the Committee went into Executive Session for matters of Attorney Client privilege.**

The Committee reconvened their regular meeting and the Solicitor reported there was only one item, amending a lease, for action. **On motion of Committeeman Gray, seconded by Committeeman Gimbel, it was moved to approve Resolution 2020R-40 Amending the Use and Occupancy Agreement for Farming of the Copperthwaite Farm. A roll call vote showed all members present voting yes.**

The Solicitor reported the Solar Project and a request from Tabernacle Rescue squad to amend and agreement with them was also discussed and advised that no formal action will be taken at this time.

There being no further business, **the meeting was adjourned on motion of Committeeman Gimbel, seconded by Committeeman Cooney and a roll call vote showing all members present voting yes.**

Attest:

  
Susan D. Onorato  
Municipal Clerk