

The Shamong Township Committee held a Committee Meeting on the above date at the Municipal Building.

Mayor Di Croce called the meeting to order at approximately 7:30 p.m. and acknowledged our active Military around the world and specifically those from Shamong.

Pledge of Allegiance was recited.

The Clerk stated to please be advised that proper notice of this meeting has been given in compliance with the Open Public Meeting Act in the following manner; written notice has been sent to and published in the Burlington County Times and sent to the Central Record and posted as required by the Open Public Meeting Act.

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

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

**PROCLAMATIONS:**

- Boy Scouts Day of Service (Christmas Tree Collection) – the Mayor invited those in attendance to please stand and state their names, at which time Scout Robert King and Assistant Scoutmaster Paul Dukek stood up while Mayor Di Croce read the proclamation into the minutes.
- Hugh Connelly – Grand Marshall Burlington County St. Patrick’s Day Parade – the Mayor invited Mr. Connelly to stand and then proceeded to read the proclamation into the minutes.

Mayor Di Croce opened the meeting to the public for comments, at which time Cheryl Stollsteimer of 94 Three Bridge Road expressed her concern regarding the condition of Three Bridge Road and Laurel Vista Road.

Additionally, Laura King of Atsion Road advised the Committee that the Boy Scouts are having a Fund Raiser at LaCampagnola from 5-9:00 PM on Wednesday, March 14, 2018 where they will get a percentage of monies spent that will help benefit their upcoming High Adventure trip.

There being no further comments, the Mayor then closed the meeting to the public.

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

**On motion of Committeeman Cooney, seconded by Committeeman Gimbel, approval of the January 23, 2018 Regular and Executive Session minutes were approved as submitted. A roll call vote showed all members present voting yes.**

**On motion of Committeeman Gimbel, seconded by Committeeman Cooney, approval of the February 6, 2018 Regular and Executive Session minutes were approved as submitted. A roll call vote showed all members present voting yes except for Committeeman Mozitis who abstained.**

Mrs. Onorato, the Clerk, reported that she and Joanne Robertson, the Deputy Clerk, attended a required Safety and Claims Coordinator training class for the Burlington County JIF (Joint Insurance Fund) on February 2, 2018. The Clerk reported that by attending this seminar and other required training courses during the year, the Township is provided \$1,650 in Safety Incentive funds from JIF. The Clerk also reported the Township Supervisors attended a Municipal Managerial Training class today (3/6/18) and additionally, there is another JIF Safety class scheduled for April 10, 2018, as well as in May and in the Fall.

The Clerk reported that JIF has set-up a new safety fund (anywhere from \$250 to \$1,000 in funds) and we hope to meet all goals to attain the highest amount available.

The Clerk reported having a meeting (2/23/18) with the State of NJ Department of Transportation to review a report received regarding work to be completed on US Route 206. The Clerk reported that Norman Welsh, Public Works Foreman, and herself met with three (3) representatives from the NJ Department of Transportation (DOT) and two (2) representatives from the DOT engineering company. The Clerk reported the DOT is in the preliminary planning process to repair/replace the bridge over Springer's brook and discussed the proposed detour route. The Clerk advised she requested they keep the detour route on Rt. 206. The DOT advised the proposed timeline for the Springer's brook bridge project is approximately 2022.

The DOT also advised on a repaving project on Rt. 206 that is scheduled to be done later this year and the Clerk requested to be advised on more specific dates that could be passed on to the residents, schools (for busing) and emergency services.

The Clerk reported an update on the Fire and EMS 2017 LOSAP (Length of Service Awards Program) that was submitted by Charlie Burgin, President Indian Mills Volunteer Fire Company. Per Mr. Burgin's report, thirty-one volunteers qualified for a total of \$23,166.00 to be deposited in LOSAP for 2017 volunteerism; this report had been posted at the firehouse for the required thirty days (30) (for member review/appeal if needed) and no changes were required the report if ready for the Committees authorization for payment. **On motion of Committeeman Gimbel, seconded by Committeeman Gray, it was moved to approve to proceed with the payment of \$23,166.00 in LOSAP funds for 2017. A roll call vote showed all members present voting yes.**

The Clerk handed out a proposed press release and budget for the Pinelands Memorial Park to the Committee members requesting their review and any questions or comments in the next few days. The Clerk then read the proposed press release into the minutes and briefly commented on the proposed budget. The Clerk also advised that a special meeting will be held on March 13, 2018 for the cemetery ordinance to approve the funding and award of bid. The Clerk reported the next focus that will be working on is the software options and layout. Upon question by the Mayor, the Clerk reported that a portion of the budgeted salary is being relocated from the Administrative and Clerk's portion and being off-set in savings by other line items. Additionally, a budgeted salary portion is projected for Sales/Marketing and a grounds keeper.

The Mayor proposed reaching out to the Seneca Art Department about developing a piece of artwork/sculpture that could be used in relationship to the cemetery. The Mayor suggested reaching out to the Principal for the Art Teachers contact info and the Clerk confirmed she would follow up.

The Clerk reported that NJ DOT funds work on our roadways and periodically the Township receives a grant like the 2018 grant (\$235,000) - Oakshade Road. The Clerk also reported beginning to prepare for application for a 2019 DOT grant (potential projects review). The Engineer reported on items a grant can and cannot cover; applying for a specific road or multiple roads and the bid process/requirements.

There was brief Committee/Engineer discussion regarding inspection/design work on Oakshade Road; a possible joint project with Tabernacle Township on Carranza Road; preliminary thoughts on how the next possible funding could be used and recommended process; reviewal of a list of roads, identified by Public Works, needing attention; Laurel Vista Road (mentioned by a member of the public); Grassy Lake Road (from Atsion to Stokes); Atsion Road and a possible bike path along Atsion Road.

The Clerk reported on seven computers (6+ years old) that need Committee approval to destroy the hard drive (security purposes) and recycle the remaining terminals and accessories such as keyboards in the Good Will electronic recycling drop off (105 Willow Grove Road complex). **On motion of Committeeman Gimbel, seconded by Committeeman Cooney, it was moved to approve the destruction of hard drives and recycle remaining parts on seven computers. A roll call vote showed all members present voting yes.**

The Clerk reported on her request to attend a class sponsored by the Municipal Clerk's Association on March 16<sup>th</sup> at a cost of \$50.00. **On motion of Committeeman Gray, seconded by Committeeman Mozitis, it was moved to approve the Clerk's request to attend a class on March 16<sup>th</sup> at a cost of \$50.00. A roll call vote showed all members present voting yes.**

The Clerk reported on the request for the Recycling Coordinator's request to attend a class on March 13<sup>th</sup> at a cost of \$20.00 to review the annual tonnage grant application and year-end report updates. **On motion of Committeeman Cooney, seconded by Committeeman Gimbel, it was moved to approve the Recycling Coordinator's request to attend a class on March 13<sup>th</sup> at a cost of \$20.00. A roll call vote showed all members present voting yes.**

The Clerk reported since the final State funding award has not been released, the Township Auditor recommends tabling discussions on the 2018 budget until completed.

The Clerk reported getting quotes to purchase a gasoline holding tank (with pump and cement slab) for Public Works – estimated not to exceed \$3,250.00. After a brief Committee discussion, it was decided to table this item for until verification of containment limits and be determined by the Township Engineer.

The Clerk reported getting quotes to hire a company to repair and maintain the sprinkler systems on the recreation complexes and based on her study of past usage/repairs, determined the best savings would be with A&T Sprinklers. **On motion of Committeeman Cooney, seconded by Committeeman Gray, it was moved to approve to hire A&T Sprinklers, Inc. to repair and maintain sprinkler systems on the recreation complexes for 2018. A roll call vote showed all members present voting yes.**

The Clerk reported on approval to hire a company for inlet repair per quotes provided by Guzzi Engineering. The Clerk advised the inlets were at Shadow Lake Lane/Castle Road and Oakshade Road/McKendimen Road. The Clerk reported reaching out to Guzzi Engineering (Bill Buechele) to see if the Oakshade/McKendimen inlet repair could be held off as part of the DOT grant and was advised “yes”. The Clerk advised that Norman Welsh, the Public Works Foreman, would be submitting a list of any additional inlet repairs after snow removal conditions have ceased. After a brief discussion, the inlet repair was tabled until a more complete list was received for review from Mr. Welsh.

John Lyons, the OEM Coordinator, reported on the following:

- Nor’easter Riley – Mr. Lyons reported the storm arrived Friday, March 2<sup>nd</sup> causing multiple power outages and downed trees/wires. Mr. Lyons gave recognition to the Indian Mills Fire, EMS and Shamong Public Works staff for their quick response to calls and hazards. Mr. Lyons reported the Swift911 system and social media were used for several updates which were positively received by residents and the Register Ready program was utilized to check on at-risk residents.
- County Hazard Mitigation Plan – Mr. Lyons reported a recent update by the County includes a request for the Township to link residents to participate in a survey (approx. 8 questions about awareness of hazards and preparedness) with the intent to help update the County-wide plan based on resident input.
- Presentation to Pinelands Young at Heart – Mr. Lyons reported the Shamong OEM and Kim Mattson (Burlington County Public Health) gave a presentation on emergency preparedness geared towards senior citizens on February 28, 2018. The Register Ready system was also presented to the fifty+ seniors that attended the meeting.

- Sheltering Workshop – Mr. Lyons reported that a workshop was conducted with Memorial School, Red Cross and OEM staff to enhance plans for possible sheltering operations.
- CERT (Community Emergency Response Team) – Mr. Lyons reported a new training series for volunteers interested in joining beginning March 22, 2018 and there are at least four (4) new possible members joining. Mr. Lyons reported that in 2017, seventy (70) individuals participated in fifty-one (51) separate events for a total of 1,982 total hours of volunteer time; based on FEMA (Federal Emergency Management Agency) rates, the hours equate to approximately \$50,000 in cost of labor donated by volunteers.

### **RESOLUTIONS:**

The Clerk reported on tax cancellation and refund overpayment to a totally disabled veteran for 1<sup>st</sup> and 2<sup>nd</sup> 2018 quarter taxes (\$2,301.64 per quarter). **On motion of Committeeman Gimbel, seconded by Committeeman Gray, it was moved to approve Resolution 2018R-33 McCafferty (Scott) totally disabled veteran's deduction 1<sup>st</sup> and 2<sup>nd</sup> quarter tax cancellation and refund of overpayment of 1<sup>st</sup> quarter taxes on block 15.03, lot 3 (11 Wesickaman Drive). A roll call vote showed all members present voting yes.**

The Clerk reported on the requirements to authorize public bidding of Township property (previously the Cowperthwaite Farm). The Solicitor reported the resident currently renting/farming this property installed irrigation improvements that will be removed; therefore, advising the need for irrigation be noted when property goes out to bid. A brief discussion followed regarding the current agreement terms. **On motion of Committeeman Cooney, seconded by Committeeman Gray, it was moved to approve Resolution 2018R-34 authorizing a public bidding of use and occupancy agreement for farming of Township property at block 26, lot 3.01 (20.25 acres +/-). A roll call vote showed all members present voting yes.**

The Clerk reported this appointment is of no cost to the Township and is for coverage during times of absence or vacation. **On motion of Committeeman Gray, seconded by Committeeman Gimbel, it was moved to approve Resolution 2018R-35 to appoint Edward Toussaint as Interim Electrical and Plumbing inspector. A roll call vote showed all members present voting yes.**

The Clerk reported tax cancellation on land purchased by the Township in August 2017. **On motion of Committeeman Gimbel, seconded by Committeeman Cooney, it was moved to approve Resolution 2018R-36 cancelling 1<sup>st</sup> and 2<sup>nd</sup> quarter 2018 taxes on block 27.01, lot 3. A roll call vote showed all members present voting yes.**

The Clerk reported on a permit refund due to resident (high efficiency heater info not originally notated). **On motion of Committeeman Gray, seconded by Committeeman Mozitis, it was moved to approve Resolution 2018R-37 refund an electrical permit issued in error for 332 Atsion Road for \$85.00. A roll call vote showed all members present voting yes.**

The Clerk reported the purchase was previously approved and this was for finalizing paperwork. The Clerk reported the lease agreement includes no payments in 2018 budget and equal payments over the next four years. **On motion of Committeeman Mozitis, seconded by Committeeman Gimbel, it was moved to approve Resolution 2018R-38 authorizing lease-purchase agreement with Leasing 2, Inc. for purchase of 2018 Western Star Plow Truck. A roll call vote showed all members present voting yes.**

The Clerk reported Ed Toussaint has been offered a full-time position with Waterford Township, his primary employer. As a result, he will no longer be available to cover the shared services with Southampton Township. The Clerk reported the Solicitor has prepared this resolution to formally sever the agreement with Southampton with thirty (30) days' notice. **On motion of Committeeman Gimbel, seconded by Committeeman Cooney, it was moved to approve Resolution 2018R-39 cancellation of Shared Service Agreement with Southampton Township for Construction Official/Building Inspector, and Zoning Official services. A roll call vote showed all members present voting yes.**

## **ORDINANCES:**

The Solicitor reported needing a motion to carry Ordinance 2018-5 to the Special Meeting on March 13, 2018 at 7:30 pm. **On motion of Committeeman Mozitis, seconded by Committeeman Cooney, it was moved to table Ordinance 2018-5 Second reading and public hearing - Bond ordinance of the Township of Shamong, in the county of Burlington, New Jersey, authorizing the acquisition of equipment, and the construction of site improvements associated with the Township operation of a municipal cemetery; appropriating the sum, of \$250,000 therefore; authorizing the issuance of \$237,500 bonds or notes of the Township to finance said acquisition; and making certain determinations and covenants and authorizing certain related actions in connection with the foregoing. A roll call vote showed all members present voting yes.**

## **BILL LIST:**

The Mayor requested any questions or comments; upon question by Committeeman Gimbel, the Clerk clarified one-line item regarding system software for the Tax Assessor, **on motion of Committeeman Gimbel, seconded by Committeeman Mozitis, it was moved to approve the attached Bill List. A roll call vote showed all members present voting yes.**

## **REPORTS:**

The Engineer Reported:

- Suggested getting quotes regarding Dingtletown and Colbrick Court drainage improvements; Clerk advised reviewing with the Mayor/Committee first.

The Solicitor Reported:

- There is a new amendment from the State regarding the Municipal Land Use Law limiting what gets covered under the Performance & Maintenance Bond. The Solicitor will draft an amendment to the Township Ordinance to match the update.
- The State amended the UCC (Universal Construction Code) regulations on some items that will no longer require permits affecting fees collected – effective March 5, 2018.

The Administrator Reported:

- Rabies Clinic will be held on Saturday, March 24<sup>th</sup> from 9-11 am.

- PSE&G has notified the Township of their plans to begin work on/after February 26 to May 31, 2018 through their contractor (Lentzcapping, LLC) repairing portions of the access roadway and trimming back vegetation along roadway and towers.
- 2017 Recycling Tonnage report preparation has begun.
- 2017 Stormwater Management report preparation has begun.
- Normal white goods pick up for March is slightly delayed due to the storm.

The Mayor advised the Shamong Foundation for Educational Excellence is looking forward to the annual golf outing that will be held on April 23, 2018 at Medford Lakes Golf Club and advised they are looking for sponsors, donations, etc.

The Mayor commented on reaching out to Superintendent Christine Vespe after the recent Florida shooting incident, offering any assistance she may need from the Committee. Superintendent Vespe advised she was working with the NJ State Police.

The Mayor questioned the room inquiring where the name “Dingletown” (Dingletown Field) was derived and was advised the road was originally named Forked Neck-Dingletown Road. A brief discussion followed regarding possibly renaming the field.

### **PUBLIC COMMENT:**

Mayor Di Croce opened the meeting to the public for comments, at which time a resident Robert King stated he felt the rumble strips and road salt are contributing to the deterioration of the roads. As there were no additional comments, the Mayor then closed the meeting to the public.

**On motion of Committeeman Gimbel, seconded by Committeeman Cooney and a roll call vote showing all members present voting yes, by Resolution 2018R-40 the Committee went into Executive Session for matters of Attorney Client privilege and contract negotiation.**

The Committee reconvened their regular meeting and the Solicitor reported the only action to be taken at this time was the assignment of solar power purchase agreement from SolarSense. **On motion of Committeeman Gimbel, seconded by Committeeman Gray, it was moved to approve Resolution 2018R-41 Acknowledging assignment of solar power purchase agreement from SolarSense I NJ, LLC to SolarSense III NJ, LLC. A roll call vote showed all members present voting yes.**

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

Attest:

Susan D. Onorato  
Municipal Clerk