

The Shamong Township Committee held a virtual (via Zoom audio conferencing) **Committee Meeting** on the above date at the Municipal Building.

Mayor Di Croce called the meeting to order at approximately 7:30 PM welcoming everyone to Shamong Township’s first electronic meeting.

The Clerk, Susan Onorato, advised a few items regarding the electronic meeting format and how it would be implemented by both the Committee and the public during this meeting.

The Mayor gave an update on the Corona Virus with regards to the Shamong community and with protecting our first responders. The Mayor also acknowledged the outreach endeavors of the local churches. The Mayor advised how to reach Township staff while the office is currently closed to the public during this time.

For advice of the public, the Clerk stated for clarification that the Joint Land Use Board (JLUB) application for 1 Steamboat Court will not be an item of discussion on the Committee agenda. This is a JLUB application and will be heard at the upcoming JLUB meeting on April 21, 2020 at 7:00 PM.

The Clerk 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 waived.

Roll Call	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

PUBLIC COMMENT – Agenda Items Only

Mayor Di Croce opened the meeting to the public for comments on agenda items, 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 March 3, 2020 Regular, Board of Health and Executive Session minutes were approved as submitted. A roll call vote showed all members present voting yes except Committeeman Mozitis who abstained.

The Mayor introduced Mr. Inverso, Township Auditor, to report on items related to the 2020 Municipal Budget. Mr. Inverso gave a brief summary on where the Township currently stands regarding the fund balance and overall budget; the current tax levy; and he advised no significant increases/decreases in overall revenue.

The Mayor opened this portion of the meeting up to the public for comment on the Auditor's report; at which time *Crystal Nurse* (Lakeside Drive, Atco) inquired about the average assessed value and tax rate on a home in Shamong. The Clerk advised the average assessed home value was just over \$308,000 and the local purpose tax rate was flat, no increase from last year.

The Clerk reported the CFO has confirmed that all requirements have been met for the annual budget and the CFO recommends we move forward with the self-exam on the 2020 budget. **On motion of Committeeman Mozitis, seconded by Committeeman Gimbel, it was moved to approve Resolution 2020R-41 Self-exam of the annual 2020 budget. A roll call vote showed all members present voting yes.**

The Clerk advised there had been an amendment to the 2020 budget and requested the Auditor to advise details. The Auditor reported that from the time the budget originally had to be introduced, there was a 54% State Aid Certification increase of the Garden State Trust Money that equaled \$60, 956.00. **On motion of Committeeman Gimbel, seconded by Committeeman Mozitis, it was moved to approve Resolution 2020R-42 Approval of the 2020 Annual Budget. A roll call vote showed all members present voting yes.**

John Lyons, Office of Emergency Management (OEM), reported that Shamong Township members of the Community Emergency Response Team (CERT) are called out to the Committee for appointment to ensure they are included in the Joint Insurance Fund (JIF) coverage. Mr. Lyons confirmed that both Keith & Katie have completed the CERT basic training, attended a number of meetings and have shown to be very active and supportive. **On motion of Committeeman Cooney, seconded by Committeeman Gray, it was moved to approve the appointment of Keith & Katie Egan to the Pinelands Cert Team for the balance of a one-year term expiring December 31, 2020. A roll call vote showed all members present voting yes.**

The Mayor touched on several of the Township updates that have been made as a result of the COVID-19 pandemic - he commented on the change in meeting format; the Township building closure to the public; that Staff is working remotely and suggested that public contact with Township be made via phone messages/emails. The Mayor reported Township adherence to Federal, State & County guidelines and the Mayor suggested checking the Township website and Swift 911 notifications for updates.

John Lyons, OEM Coordinator, gave his report - this included a compilation of the OEM situational report summary of the daily County Health, State Health and NJ State Police reports and the County OEM. Mr. Lyons advised we are under the State of Emergency Declaration both Federally and by the County and that a Stay at Home order has been issued by the Governor for all non-essential personnel. Mr. Lyons touched on several details including municipal services, public gatherings, COVID-19 testing, CDC recommendations, the welfare of residents, Personal Protective Equipment (PPE) and Federal Emergency Management Agency (FEMA) declarations.

John Lyons, OEM Coordinator, reported on the 2020 Emergency Operations Plan which is officially reviewed by the County and State every four (4) years. Mr. Lyons advised the report is due by June 2020 – he is waiting on some additional feedback and updates but anticipates having the 2020 EOP plan submitted for review earlier than the deadline.

On motion of Committeeman Gray, seconded by Committeeman Gimbel, it was moved to approve the Tax Collector to attend educational webinar: Internal Control Webinar – April 23, 2020 at a cost of \$50.00. 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. The Clerk advised the Township received a check for \$3,120.00 for March which brought the yearly total to \$10,440.00 in fees collected. The Clerk reported there are twenty-five (25) homes registered.

The Clerk advised she is working on the yearly Stormwater Management Report along with Dan Guzzi Engineering Associates. This report is due in early May, pending any extensions as a result of the COVID-19 situation.

RESOLUTIONS:

On motion of Committeeman Mozitis, seconded by Committeeman Cooney, it was moved to approve Resolution 2020R-43 Refund of overpayment in taxes due to refinancing on Block 20.05, Lot 15 of \$2,544.80 (95 Flyatt Rd.). Payment to be issued to Hunter Title. A roll call vote showed all members present voting yes.

On motion of Committeeman Gray, seconded by Committeeman Gimbel, it was moved to approve Resolution 2020R-44 Refund of tax lien premium to Stewart Lasher on Block 22, Lot 8 of \$7,500.00. A roll call vote showed all members present voting yes.

The Clerk reported that Investor's Bank requires the Township to appoint an employee as an authorized representative to manage the Township Staff roles to access the Township accounts. The Township Administrator/Clerk is noted on this Resolution to fill this role. The Clerk advised that the Administrator/Clerk and CFO are the only individuals with access to these accounts, and this in order to transfer funds between accounts to fund payments. **On motion of Committeeman Gray, seconded by Committeeman Gimbel, it was moved to approve Resolution 2020R-45 Customer Cash Management Resolution for Investor's Bank. A roll call vote showed all members present voting yes.**

The Solicitor, Doug Heinold, reported this Resolution would authorize the Developer, Big Horn, to post money with the Township to cover professional costs associated with matters related to their project. This project is proposed at the formal landfill on Atsion Road and locally referred to as Murphy's Pit. **On motion of Committeeman Cooney, seconded by Committeeman Gimbel, it was moved to approve Resolution 2020R-46 Authorizing execution of Pre-redevelopment escrow agreement with Big Horn Landfill Solar Land, LLC. A roll call vote showed all members present voting yes.**

The Solicitor reported the State Registrar has recommended that Municipalities provide for backup Registrars in the event there are Municipal office closures or illnesses related to the current pandemic issue. **On motion of Committeeman Gimbel, seconded by Committeeman Mozitis, it was moved to approve Resolution 2020R-47 Authorize to deputize Tabernacle & Medford Lakes staff as backup Registrars. A roll call vote showed all members present voting yes.**

The Clerk reported a 2% cost of living adjustment raise is proposed, which is below the 2.5% established by the State of New Jersey. The Clerk advised there is an additional bi-weekly pay in this year's budget due to the calendar. **On motion of Committeeman Mozitis, seconded by Committeeman Gray, it was moved to approve Resolution 2020R-48 Authorize 2020 Salary resolution. A roll call vote showed all members present voting yes.**

ORDINANCES: None

BILL LIST:

The Clerk advised a bill list total of \$2,110,724.77. 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:

- Township received the award and approval from Department of Transportation (DOT) to repave Grassy Lake Road – approval for two (2) phases have been received so far. Phase I is approved by DOT to move forward with contract. Mr. Guzzi is working to finalize the design of Phase II in order to submit to DOT for approval to go out to bid.

The Solicitor Reported:

- Commended the Clerk and Deputy Clerk for a job well done in putting the new meeting system in place.
- Advised that Shamong had a hand in the restoration of the Pilot Funding. He noted that Jay Renwick our Tax Assessor, in his role on the Pinelands Municipal Council, has been instrumental in trying to get the Pilot Funding restored. The Solicitor reported the Pilot Funding had been cut several years ago to two-thirds of what the normal funding would have been. He advised the funding has to do with how many acreage the Township has in State or Conservancy held hands. He commented it's a recognition that we essentially loose out on regular tax payments and yet have a lot of open land we are in some ways responsible for. The Solicitor advised that the Township gets \$10.00 per acre for participation in the program, so the restoration of the Pilot Fund is a significant amount back to the Township.

The Solicitor advised he did need action tonight on an item, that he previously emailed a memo on, that was related to the Big Horn Solar project. Big Horn Solar is seeking approval through a State program relative to their solar project. In order to accomplish this, Big Horn is asking the Township look at designating the Murphy's Pit site and the adjacent sixteen (16) acre landfill site as an area in need of rehabilitation under State law. The Solicitor referred to the memo Resolution along with a Planner's report from Scott Taylor, Taylor Design Group. The Solicitor advised action would not be taken on the memo at this meeting, but recommended a motion be made to send the draft Resolution and the Planner's report to the Joint Land Use Board for their review and to report back to the Committee for their consideration. **On motion of Committeeman Gimbel, seconded by Committeeman Mozitis, it was moved to approve Resolution 2020R-49 Authorization to send draft Resolution and Planner's report regarding designation of Murphy's Pit and adjacent 16-acre landfill to the Joint Land Use Board to review and report back. A roll call vote showed all members present voting yes.**

The Administrator Reported:

- Atlantic City Electric and Comcast have expressed their dedication to maintaining services throughout the COVID-19 epidemic.
- Adopt A Road Clean-Ups usually take in April, will be rescheduled.
- Tax appeals due date likely to be extended to May or June - TDB
- Annual Tonnage Report for recycling is due April 30th – working within limits of COVID-19 with contacts to complete in a timely fashion. Awaiting word on possible extension.
- Building Office report – will follow up with details.
- CFO Office report shows total deposits of \$10,484,932.34.
- Municipal Court report show total revenue through February of \$7,074.67.
- Tax Report previously emailed to Committee.
- OEM Office report – already provided.

The Administrator advised that the Township Office was able to get a jump on the procedural changes relative to the COVID-19 situation by getting the software in place and tested to enable staff to work remotely. This went live on March 23, 2020. Remote access to voice mail was also set up. The Township building had been closed to the public the week before to maintain the safety of the employees and to continue meeting the needs of the residents as best as possible.

PUBLIC COMMENT:

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

Stephen Soppe (Stoney Creek Court) – requested to receive more information on the proposed solar farm project for Murphy’s Pit and will correspond that request via email.

Eileen Carlos (Indian Mills Road) – expressed her thanks and commented on the good job done with this virtual meeting.

As there were no more public comments, the Mayor made brief closing remarks advising that the Committee was pleased taxes would not be raised this year in Shamong; he reinforced the message of social distancing, checking on neighbors and supporting local churches. The Mayor then closed this portion of the meeting to the public.

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