

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

The Clerk 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 waived.

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

PUBLIC COMMENT – Agenda Items Only

The meeting was opened to the public for questions/comments, at which time there were none, so this portion of the meeting was then closed to the public.

PROCLAMATION: Mayor Di Croce acknowledged the Proclamation marking June 2nd as Tourette Syndrome Awareness Day

ITEMS FOR DISCUSSION AND POSSIBLE OFFICIAL ACTION:

On motion of Committeeman Gimbel, seconded by Committeeman Cooney, approval of the April 30, 2020 Special Meeting minutes were approved as submitted. A roll call vote showed all members present voting yes.

On motion of Committeeman Cooney, seconded by Committeeman Gimbel, approval of the May 5, 2020 Regular and Executive Session minutes were approved as submitted. A roll call vote showed all members present voting yes.

The Tax Assessor, Jay Renwick, reported on the Burlington County Board of Taxation change in appeals calendar advising that on April 9, 2020, the Burlington County Board of Freeholders adopted the alternative real property assessment calendar. Mr. Renwick commented on two (2) key changes for residents; the first change being the assessment postcard will now be mailed out November 15th and the second change being the appeal deadline is now moved to January 15th. Mr. Renwick stated that an insert regarding these changes will be going out with the estimated tax bill mailing. The Clerk posted a sample of the insert for meeting attendees to view.

The Office of Emergency Management (OEM) Coordinator, John Lyons, gave a COVID-19 update advising the State of Emergency continues to exist at the Federal, State and County levels. Mr. Lyons summarized details from the OEM situational report; current case metrics and testing; Stage 2 State reopening highlights; welfare of residents; agricultural update; PPE (Personal Protective Equipment) update; and the Emergency Management Assistance Grant application.

The Clerk gave an update on the procedures and items being put in place in order to open the building back up to the public in the next few weeks and presented details on the proposed Municipal Building and Garage Access Policy. The Solicitor advised the language of this policy allows for changes or policy implementations, if needed, which can occur without waiting for the next Township meeting. The Clerk took a moment to thank Mr. Lyons, the OEM Coordinator, for the donation of PPE supplies to the Township office to have on hand should they be needed. **On motion of Committeeman Cooney, seconded by Committeeman Mozitis, it was moved to approve the Municipal Building and Garage Access Policy. A roll call vote showed all members present voting yes.**

The Mayor reported the annual Carranza Memorial event has been closed to the public due to current restrictions and health concerns.

The Clerk reported on two (2) requests to participate in educational webinars that will assist in staff getting their required Continuing Education Units:

- CFO webinar at a cost of \$115.00
- Tax Collector webinar at a cost of \$50.00

On motion of Committeeman Gray, seconded by Committeeman Gimbel, it was moved to approve both the CFO and the Tax Collector to participate in these educational webinars. A roll call vote showed all members present voting yes.

The Clerk reported that a Board member vacancy on the Pinelands Memorial Park Cemetery Board occurred when the Planner, Addison Bradley, stepped down. Mr. Christopher Zehnder, an existing Board Member who is also a Planner, stepped up to the position which then created a resident position vacancy. The appointment of resident Neil Wilkinson was suggested - Mr. Wilkinson has accepted and now approval from the Township Committee is needed to finalize. **On motion of Committeeman Gimbel, seconded by Committeeman Cooney, it was moved to approve the appointment of Neil Wilkinson as a Board member to Pinelands Memorial Park Cemetery for the remainder of a three-year term ending December 31, 2022. A roll call vote showed all members present voting yes.**

RESOLUTIONS:

The Clerk reported this is the first time in Shamong's history they've ever done an estimated tax bill. The estimated tax bills are a result of the State's delay on the budget process resulting in the State not being able to certify tax rates. A 1.2% increase has been estimated by the Township which is approximately \$100 on the average assessed home. The Clerk advised that based on the information the Township has today, the Township is very close on the estimate to what the actual bills will be. The unknown factor at this time is if the State decides to cut funding on items the State previously advised the Township they would be getting. The Clerk advised the to-date tax collections show 99.08% of first quarter taxes have been received and 95% of second quarter taxes

received. The Clerk reported \$387,000 in taxes currently not collected and part of that are six properties with a balance due of each over \$10,000. **On motion of Committeeman Cooney, seconded by Committeeman Gimbel, it was moved to approve Resolution 2020R-58 Authorizing the preparation of estimated tax bills for the year 2020. A roll call vote showed all members present voting yes.**

The Clerk confirmed with Mr. Lyons this is the fourth year of applying for this \$10,000 grant which is directly used for the Office of Emergency Management. The Clerk thanked and acknowledged Mr. Lyons for his hard work for his efforts and support. Mr. Lyons confirmed a questionnaire was submitted to qualify – all qualification were met and approval has been received to formally apply for the grant. **On motion of Committeeman Gray, seconded by Committeeman Gimbel, it was moved to approve Resolution 2020R-59 Approval to submit a grant application and execute a grant contract with the New Jersey Department of Law and Public Safety for FFY 2020 Emergency Management Agency Assistance Subaward Program. A roll call vote showed all members present voting yes.**

The Mayor reported discussions with Tabernacle's Mayor advising Tabernacle will be seeking State funding to complete the repaving of Carranza Road and that this Resolution will give Tabernacle the authority to proceed to repave the portion partially in Shamong Township. There are six homes in this section, one home recently damaged by fire and one being a gun club. The Mayor feels this is a great way to go forward with this repaving as he does not see another way clear to accomplish this project that would not result in raising taxes. **On motion of Committeeman Cooney, seconded by Committeeman Mozitis, it was moved to approve Resolution 2020R-60 Consent to Tabernacle for Carranza Road project. A roll call vote showed all members present voting yes.**

The Clerk reported working on the purchasing policy manual with Christina Chambers, CFO and Donna Condo, the Qualified Purchasing Agent (QPA) along with review by the Solicitor, Doug Heinold. Mr. Heinold pointed out the previous expenditure limit for approval by the Township Committee has been raised to \$6,000 since the QPA designation. **On motion of Committeeman Gimbel, seconded by Committeeman Mozitis, it was moved to approve Resolution 2020R-61 Adopting Purchasing Policy Manual. A roll call vote showed all members present voting yes.**

Resolution 2020R-62 Salary resolution amendment - *Tabled*

The Clerk reported several residents in town still have no internet and this Resolution is a means to try and require Comcast to cover 100% of the Town. **On motion of Committeeman Cooney, seconded by Committeeman Gray, it was moved to approve Resolution 2020R-63 High speed internet accessibility rates – BPU to 100% of our residents. A roll call vote showed all members present voting yes.**

The Engineer reported if approved, the Grassy Lake Road Phase III grant would get the Township closer to completion of Grassy Lake Road – working towards Atsion Road. **On motion of Committeeman Gimbel, seconded by Committeeman Cooney, it was moved to approve Resolution 2020R-64 Approval to submit a grant application and execute a grant contract**

with the New Jersey Department of Transportation for the Grassy Lake Road Phase III Repaving project. A roll call vote showed all members present voting yes.

ORDINANCES:

The Solicitor reported updated language of this ordinance will assist residents who are limited to ground mount solar systems, and that meet the conditions set forth, to be able to go right to Building/Construction permits instead of presenting to the Joint Land Use Board first for approvals. The Mayor opened this portion to the public for questions/comments, as there were none, this portion was closed. **On motion of Committeeman Gimbel, seconded by Committeeman Gray, it was moved to approve Ordinance 2020-4 Second reading & public hearing: Amending Chapter 110.38.5-4 of the Township Code Governing “Accessory Use – Solar Energy” (BCT 5/8/20). A roll call vote showed all members present voting yes.**

The Solicitor reported this piece of property is approximately 6-acres and assessed at about \$1,000/acre. There is no clear access or road frontage to the property. The Solicitor advised a title search will be done to confirm ownership as the Gardner family, who have been paying the taxes, wish to donate their owner interest in the property to the Township. Acquisition of the property will assist the Township in the overall Pilot Funding program (this funding has to do with how many acreage the Township has in State or Conservancy held hands). **On motion of Committeeman Cooney, seconded by Committeeman Gray, it was moved to approve Ordinance 2020-5 Introduction: Authorizing acquisition of property at block 34, lot 24.01(off Springers Brook) within the Township of Shamong. A roll call vote showed all members present voting yes.**

The Solicitor reported there is a 600 square foot limitation currently on accessory structures and the increased change to an 834 square foot area limit as an accessory use is being reviewed – a typical three car garage. The Solicitor advised this info will be sent to the Joint Land Use Board for their input as well. **On motion of Committeeman Cooney, seconded by Committeeman Gray, it was moved to approve Ordinance 2020-6 Introduction: Amending chapter 110 of the Township of Shamong code at various subsections governing “Permitted Accessory Uses” to increase permitted maximum square footage on certain accessory structures and establish other standards and limitations. A roll call vote showed all members present voting yes.**

BILL LIST:

The Clerk advised a bill list total of \$1,422,765.88 – included is \$17,500 which is half the annual funding to the Indian Mills Volunteer Ambulance; \$24,500 which is half the annual funding to the Indian Mills Volunteer Fire Company; a \$10,000 partial payment to the Auditor; \$431,935.49 for Lenape Regional school taxes and \$808,633.87 for Board of Education taxes. The Mayor requested any questions or comments; as there were none, **on motion of Committeeman Gimbel, seconded by Committeeman Gray, it was moved to approve the attached Bill List. A roll call vote showed all members present voting yes.**

REPORTS:

The Engineer Reported:

- Updates on Grassy Lake Road – Phase I that was previously awarded, American Asphalt was scheduled to start this week, but there is a slight delay due to a piping subcontractor. The drainage work will be done first and that should start in the next two weeks; then paving of the first section will begin. Phase II has been submitted to Department of Transportation (DOT) for their review/approval before being able to go out to bid. The review/approval process has been longer since COVID restrictions.

The Clerk advised that residents of Grassy Lake Road will be notified before the process begins and the Engineer advised that any road closures are expected to be during the daytime.

The Solicitor Reported:

- Update on Big Horn Solar project – Township has provided everything completed for them as per recent agendas-to-date and we should be getting a proposed agreement from Big Horn Solar relative to the overall project this month; including the assignment of the tax liens. Studies have also begun on the larger sandpit/gravel part of the property.
- The Solicitor advised the Township will also be looking for any surplus acreage from Big Horn Solar that they will not be able to use for anything solar related.

The Administrator Reported:

- Burlington County JIF has approved our \$16K claim for roof top heaters that caught on fire last fall. A check for \$11,127 (net of \$5K deductible) is scheduled to be approved at their June 3rd meeting
- 2012 Ford F-450 turbo unit replaced cost approximately \$3K.
- Burlington County Joint Insurance Fund:
 - a. \$995 of optional safety budget funds will be used to purchase Coronavirus PPE and any necessary testing of staff if required.
 - b. \$500 wellness incentive program funds will be used to purchase Coronavirus PPE and any necessary testing of staff if required.
 - c. \$500 EPL/Cyber funds used towards antivirus software and IT support
- State of NJ has extended the deadline for the 2019 annual audit to September 30, 2020.
- Algae Treatment on IM Lake on May 14, 2020 by Princeton Hydro.
- 2019 Annual Tonnage Grant due April 30th Due date extended to July 1, 2020.
- Building Code Official, Finance, and Municipal Court reports attached/previously submitted. Building Code and Municipal Court reports show decreased revenue due to COVID restrictions. Tax Office report to follow.

The OEM Coordinator Reported:

- Burlington County is rolling out a new Countywide digital radio program – the current radios/base stations used by emergency services will eventually be retired as they move to 700 MGHZ digital platform.
- June 1st was the official start of hurricane season – a sheltering agreement with the Red Cross and the school systems is in place along with County support. Red Cross is adopting some new policies to accommodate social distancing and mass.

- Approval to submit the Emergency Operations Update received last month.

Mayor Di Croce took a moment to thank the Township Administrative staff and all Township employees, on behalf of the residents and Members of the Board, for a job well done with efforts in getting things back to normal. He expressed his thanks to the Public Works Department and also to Committeeman Mozitis for his participation in the Memorial Day celebration. Recognition was also given to Mrs. King , the Boy Scouts and those who helped prepare the monument area.

PUBLIC COMMENT:

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

Megan Mozitis (Shamong) – inquired about a social media report that police and officials were at the Robert’s/Meyer’s house (539 Oakshade) a week or two ago and left after no one answered the door. Within an hour of the officials leaving, the tinted capped pick up truck came out from the back yard. Ms. Mozitis inquired if anyone knew if this had something to do with the dog situation.

The Clerk advised the Township was not provided any information on this situation as it is an active investigation.

Andy Milone (Pine Barrens Tribune) – inquired about on the June 22, 2020 reopening date of the Municipal building. The Clerk advised decision factors were based on guidance from State agencies, our insurance company and having the building established so it can be used safely by residents and staff.

Mr. Milone also inquired on the number of residents in Shamong who do not have internet. The Clerk advised there are a couple dozen households.

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

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

Attest:



Susan D. Onorato
Municipal Clerk