

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 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	A
	Mr. Sean Gray	P
	Mr. Martin Mozitis	P

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

**MOMENT OF SILENCE:** The Mayor requested all to stand for a moment of silence for Richard Woodhull who recently passed on August 25<sup>th</sup>, 2019.

**COMMUNITY MOMENT/PROCLAMATION:** Mayor Di Croce welcomed Charlie Burgin, John Smith and Michelle Wells; then read into the minutes a Proclamation Recognizing the Indian Mills Volunteer Fire Company and EMS.

Charlie Burgin, President of the Indian Mills Volunteer Fire Company (IMVFC) and involved for 50+ years, advised the need for manpower and the challenge of getting volunteers. Mr. Burgin commented this is a nationwide issue. Michelle Wells, an EMT (Emergency Medical Technician) for twenty-five years, echoed the need for volunteers as well. John Smith, who has been involved with IMVFC for 40+ years and 19 years as Chief – commented there are 400+ calls each year; 30 members currently in the Fire Brigade and 15 of those members considered active. Chief Smith mentioned that 200+ training hours are required to become Fire Fighter 1 (FF1) Certified. Chief Smith stated volunteers can assist in other areas that do not require FF1 training such as administration, fire police and some jobs on emergency scenes. Chief Smith advised that as a Fire Fighter or Rescue Worker, it is very satisfying knowing you have helped - not for the glory or thanks – but because you responded to someone in need. Chief Smith mentioned a few helpful things residents can do to assist with emergency responses such as - put and maintain legible house/building #'s on both sides of the mailbox and on the house/building that can be read from the street; if possible, maintain a 12' W X 12' H driveway access area with no trees on driveway turns for ease of emergency vehicle access; and keep brush, undergrowth and rubbish away from your house and buildings to help maintain a buffer zone.

Chief Smith advised a Fire Prevention Open House at the IMVFC will be held on Thursday, October 10<sup>th</sup> from 6:30–9 PM. Chief Smith closed with brief comments regarding volunteers, the need for a water source for fire fighting and budget consideration for a new engine truck.

*Ruth Berger* (432 E. Stokes Road) inquired why the emergency response personnel are not paid by the Township. The Mayor asked Mr. Burgin to reply regarding these costs and Mr. Burgin advised four (4) people are needed on a fire truck and with three (3) shifts that would make a total of twelve (12) people plus a Supervisor. Mr. Burgin advised at least two (2) EMT's are needed with three (3) shifts making another six (6) people. Mr. Burgin advised it would be well over \$1 million dollars just in payroll, which for small towns like this is difficult to do. Chief Smith commented that if the Township had to hire, he suggested it be a person who is trained as both a fire person and an EMT – roughly estimating \$168,000 for two (2) people. Chief Smith commented he feels there will be paid Fire/EMS at some point in the future and also at some point the County could put small sub-stations around and subsidize the local volunteers. Chief Smith advised that fourteen (14) people are needed to work a house fire which can sometimes takes 4-5 fire companies to get. Chief Smith stated this is not just a Shamong problem – volunteers. Mayor Di Croce inquired if the scouts might be an option as they are community minded and Chief Smith advised they do sponsor scouts. Chief Smith also mentioned his desire to participate in Career Day at Seneca Highschool, and is hoping for an invitation.

Mr. Burgin commented on an upcoming need in 2021 to replace the seventeen (17) Scott Paks they are required by law to have on hand (Scott Paks are emergency escape breathing respirators) advising they are about \$6,000 each. Mr. Burgin advised all 34 bottles, 2 per pack, will need to be replaced at about \$1,500 per bottle. Mr. Burgin stated they looked into a fire fighters grant, but they cannot be submitted until 1 year prior so he will look into that next year.

There were brief comments on such items as grant funding, training costs and volunteer challenges. Mayor Di Croce encouraged everyone in the community that would be interested to reach out to the IMVFC and EMS staff.

The Mayor then publicly thanked Mr. Burgin, Mr. Smith and Ms. Wells on behalf of the community advising how grateful we are for their service.

Chief Smith commented on the qualified and talented young EMT's currently on the squad.

*Andy Roppoli*, a member of IMVFC commented on challenges with fund raisers advising this is an issue all around the country.

**PUBLIC COMMENT:**

Mayor Di Croce opened the meeting to the public for comments, at which time *Ruth Berger* (432 E. Stokes Road) advised she was a longtime resident and stated she wants Township things such as the soccer fields, marijuana and the roundabout on the ballot. Ms. Berger stated she wanted the roundabout on the ballot and the Clerk advised it is a County funded project suggesting she could reach out to the County Engineers with questions.

The Mayor stated the County proposed a Federally funded roundabout and the County's position is that if the town did not take the recommendation and there was a lawsuit, the Township would bear the potential liability. The Mayor thanked Ms. Berger for sharing her position.

*Aldyth Keith* (83 Springers Brook Road) stated that the County funding is still coming out of her pockets and she felt there is no need for the roundabout. The Mayor agreed stating he would prefer there not be a roundabout; the County had advised their reasoning why the other options would not work and supported their position with statistics. The Mayor suggested that people can contact the County for reconsideration.

*Meghan Mozitis* (Stokes Road) commented that no matter what, as Burlington County residents, this County money to install the rotary would go to the next town with a problem intersection. Ms. Mozitis also commented being at the many meetings this has been discussed, advising the County gave no options – basically rotary or liability.

The Solicitor was asked if that was legal – he commented if he had to defend a record where the County or some higher authority came down and said we want you to do this solution; and the Township declined and that was followed by an accident with a fatality/serious injuries – it's not a good defense position for the Township to be in. The Solicitor stated he understands the frustration of having to deal with the things that roll downhill to us, feeling that was the sum of the conversation at the governing body level.

*Aldyth Keith* commented we may end up with a taxpayer revolt in this Country – can we not start looking at money and saying how can we save some. Why don't we give those who spend their money a little bit back if they save some?

The Mayor commented that was a great suggestion and reported that the Township tries to figure out how to do more with less every day. The Mayor stated that for the first time in about 25 years, taxes went down last year about \$250 for the average household.

*Eileen Carlos* (109 Indian Mills Road) advised she did an OPRA request both at the County level and the Township level. She stated she did not receive the letter, or any backup showing that the County was putting it in writing that the Township had to do anything – was such a letter received?

The Clerk recalled being advised of that information verbally at a County meeting, but not in a letter. The Clerk confirmed the County was verbally clear about it in this meeting that was attended by the Mayor, the Engineer and herself and stated this information had been presented at previous Committee meetings.

Ms. Carlos wondered why a large portion of the information she received from the County would have been redacted. The Mayor advised he would not know why.

The Mayor reconfirmed for Ms. Carlos that the County had verbalized to Township representatives that the County would like a letter from the Township indicating the Township did not accept the roundabout. The Mayor stated there were numerous open discussions regarding the roundabout at many Committee meetings.

Ms. Carlos felt there was not enough concrete evidence to show the roundabout was a necessary component and stated the people would like to see if more things were tried at this intersection before the roundabout. The Clerk reported several things had been put into place at the request of the Township; over the years the County added signage, reflective tape and lighting on the signage – the proposed roundabout was a surprise. The Engineer stated the County has had great success reducing/eliminating accidents with the roundabouts in the County. The Engineer advised the roads of this intersection (Willow Grove Road and Stokes Road) are County roads and the County decides what they will and will not allow; and they want a roundabout. The Engineer commented that the bottom line is its Federal funding coming down to the County and the County is going to spend that money putting rotaries in throughout the County.

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

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

**On motion of Committeeman Mozitis, seconded by Committeeman Cooney, approval of the August 6, 2019 Regular and Executive Session minutes were approved as submitted. A roll call vote showed all members present voting yes.**

The Clerk advised County notification was received regarding the Recycle Cart delivery schedule which should begin taking place around the third week of September; the first Cart Collection is scheduled for October 1, 2019. Residents should begin using their Carts immediately upon receipt.

The Clerk reported the IT Director appointment is a requirement of the new cyber protection program from Burlco JIF. **On motion of Committeeman Cooney, seconded by Committeeman Gray, it was moved to appoint Susan Onorato as IT Director effective July 1, 2019 to December 31, 2019 as required by Burlington County Joint Insurance Fund. A roll call vote showed all members present voting yes.**

The Clerk reported that one of the quote estimates received to repave the municipal parking lot had to be recast and resubmitted in square feet. As it had not been received in time for this meeting, the Clerk requested this item be tabled.

The Clerk reported the Solicitor provided supporting documentation just prior to the meeting and this discussion item would be retitled as Resolution 2019R-91 Authorizing Execution of Memorandum of Understanding (MOU) with American Red Cross. John Lyons with the Office of Emergency Management (OEM) advised there is an existing agreement with the Red Cross and the local school system for sheltering in place in the event of an emergency. Mr. Lyons stated the MOU that Red Cross is asking Townships in Burlington County to enter into is more of a guiding procedural document that covers other services that Red Cross offers and may help to provide Townships better and faster access to these resources. Mr. Lyons stated there is no cost involved with this MOU. The Solicitor advised he reviewed the document making some references to applicable laws, advising otherwise the document is in good shape. **On motion of Committeeman Gray, seconded by Committeeman Mozitis, it was moved to approve Resolution 2019R-91**

**Authorizing Execution of Memorandum of Understanding with American Red Cross. A roll call vote showed all members present voting yes.**

The Clerk advised receiving quotes on 2 loads of Infield Mix and 6 loads of Stone for the repair of fields and parking areas at both recreation complexes. The Clerk advised the low bid for Infield Mix came from Hanson, Newport, NJ at \$27.45 per ton and the low bid for Stone came from Hanson Aggregates, Newport, NJ at \$21.85 per ton - both would be delivered to the ballfields. Total cost is about \$4,700 funded by the Park Grant. **On motion of Committeeman Cooney, seconded by Committeeman Mozitis, it was moved to approve purchase of Infield Mix and Stone for Recreation Complexes – funded by Burlington County Municipal Park Grant. A roll call vote showed all members present voting yes.**

The Clerk confirmed required CEU's (Continued Education Unit) for her licensing will be obtained. **On motion of Committeeman Gray, seconded by Committeeman Cooney, it was moved to approve Township Clerk to attend half day seminar on September 13, 2019 at an estimated cost of \$105.00 including tolls and travel. A roll call vote showed all members present voting yes.**

#### **RESOLUTIONS:**

The Clerk reported a family estate of 6 graves was purchased, but purchaser decided afterwards only 4 graves were needed creating an overpayment of \$1,400.00. **On motion of Committeeman Gray, seconded by Committeeman Cooney, it was moved to approve Resolution 2019R-80 Refund of Over Payment – PMP (Pinelands Memorial Park). A roll call vote showed all members present voting yes.**

The Clerk reported some Tier One requirements are system backups, security and system patching, defensive software, security awareness training and response plan. **On motion of Committeeman Gray, seconded by Committeeman Mozitis, it was moved to approve Resolution 2019R-81 Adopting technology risk management standards in compliance with the New Jersey Municipal Excess Liability Joint Insurance Funds Cyber Risk Management Plan's tier one requirements. A roll call vote showed all members present voting yes.**

The Clerk reported some Tier Two requirements are cyber security, access privileges, use of internet and email, protection data, password policy and level of technology support. **On motion of Committeeman Cooney, seconded by Committeeman Gray, it was moved to approve Resolution 2019R-82 Adopting technology risk management standards in compliance with the New Jersey Municipal Excess Liability Insurance Fund's Cyber Risk Management Plan's tier two requirements. A roll call vote showed all members present voting yes.**

The Clerk reported the affidavit certifies the governing body has personally reviewed and is familiar with at a minimum, the section of the annual report of audit titled comments and recommendations. The Clerk confirmed the audit was circulated and summary audit was published as required – no findings reported in the audit again this year. **On motion of Committeeman Cooney, seconded by Committeeman Gray, it was moved to approve Resolution 2019R-83 Annual audit review and affidavit (2018 audit). A roll call vote showed all members present voting yes.**

The Clerk advised this is to correct an error of title redemption deposited in the current account which should have been deposited in the tax lien redemption account. **On motion of Committeeman Cooney, seconded by Committeeman Mozitis, it was moved to approve Resolution 2019R-84 Amendment to Resolution 2019R-59. A roll call vote showed all members present voting yes.**

The Clerk advised the total amount of the Burlington County Municipal Park Grant, which would fund the purchase of the Infield Mix and Stone, is \$150,000. So far, we have received reimbursements totaling \$62,625.64 and the Township is submitting for further reimbursement of \$81,031.94. The Clerk advised it should be noted the Township made in-kind contributions of over \$19,000 which included Engineering costs, labor and materials for various projects. Indian Mills Athletic Association also donated \$2,600.00 in materials and labor. The Clerk reported as a result of this final reimbursement a balance of \$6,342.42 is left on the grant. **On motion of Committeeman Mozitis, seconded by Committeeman Gray, it was moved to approve Resolution 2019R-85 Final reimbursement from 2015 BCMPG. A roll call vote showed all members present voting yes.**

The Clerk reported the Township will be applying for a grant totaling \$250,000.00 which can assist funding projects at Stony Creek Complex, Dingtletown Complex, installation of lightning detection systems and field light replacement projects at recreation complexes and improvements at Larkspur Park. The Clerk reported working jointly with the Indian Mills School and two resident groups for replacement of playground equipment at Indian Mills School. **On motion of Committeeman Cooney, seconded by Committeeman Gray, it was moved to approve Resolution 2019R-86 Application of 2019 Burlington County Municipal Park Grant. A roll call vote showed all members present voting yes.**

The Clerk reported this Burlington County program assists the farmer who is selling off development rights for farmland preservation. **On motion of Committeeman Gray, seconded by Committeeman Mozitis, it was moved to approve Resolution 2019R-87 Preliminary approval for a property that requires no municipal cost share at block 19.01, lot 6 (102 acres), Abrams Homestead, LLC Farm. A roll call vote showed all members present voting yes.**

The Solicitor advised the Court had subdivided these properties as Lot 24 and 24.01 and the Tax office has it listed as 24.01 and 24.02. The current interest of Big Horn Solar looking into the Murphy's Pit property for a solar project revealed this title issue and lien. The Solicitor advised this resolution will lay it all out for a title company search and will be filed with the County. **On motion of Committeeman Cooney, seconded by Committeeman Gray, it was moved to approve Resolution 2019R-88 Tax sale certificate No. 3-84 dated October 17, 1984 on block 10, lot 24.01, where proper placement of lien is on block 10, lot 24.02. A roll call vote showed all members present voting yes.**

The Clerk reported that a requested amendment came down from the Burlington County Joint Insurance Fund (JIF) and primarily deals with circumstances that could arise from any potential medical marijuana and/or prescription drug issues in relation to township and emergency response employees. The Clerk reported it has been reviewed by the Solicitor who advised it provides

protection to the Township. **On motion of Committeeman Gray, seconded by Committeeman Mozitis, it was moved to approve Resolution 2019R-89 Revising drug testing policy and forms and amending employee manual on same. A roll call vote showed all members present voting yes.**

The Clerk reported the County confirmed a project on school ground could be included in the pending Park Grant application. A twenty-five (25) year lease is needed to do so – Resolution 2019R-90 is the mechanism that allows the Township to add \$50,000 to the grant to benefit the school district. The Clerk stated the school district will be responsible for maintenance, upkeep and insurance. **On motion of Committeeman Cooney, seconded by Committeeman Mozitis, it was moved to approve Resolution 2019R-90 Authorizing execution of agreement with Shamong Township Board of Education for playground project. A roll call vote showed all members present voting yes.**

### **ORDINANCES:**

The Solicitor reported when Stony Creek complex was turned into the soccer complex, one of the conditions of Pinelands approval was to put parameters on the developable area; and that is what Ordinance 2019-9 accomplishes.

Mayor Di Croce opened the meeting to the public for comments, at which time *Eileen Carlos* (109 Indian Mills Road) asked what exactly are we going to do? The Solicitor replied that when the development was built by the Stony Creek developer, they were required to create a park/set-aside open space area. The Solicitor commented that with the popular growth of soccer, the Indian Mills Athletic Association (IMAA) called for a project that turned the complex into soccer fields. The Solicitor advised in order to get approval by Pinelands, a developer application with plans had to be submitted for Pinelands approval. This ordinance is just the final piece in the Pinelands file to close out the application approval.

As there were no further questions or comments, the Mayor closed this portion of the meeting to the public. **On motion of Committeeman Gray, seconded by Committeeman Cooney, it was moved to approve Ordinance 2019-9 Second reading and public hearing: authorizing filing of deed by Shamong Township to impose restrictions required by Pinelands Commission for prior approvals granted on Stony Creek Soccer Complex (Block 9.02, Lots 1.01, 1.02, 1.03, 14.02 & 28) (Published BCT 8/9/19). A roll call vote showed all members present voting yes.**

### **BILL LIST:**

The Clerk advised the total bill list is \$3,081,603.05 some of which included monthly payments to the school boards, payment on the Pinelands Memorial Park of \$15,000, payment for the installation of power to Stony Creek Complex of \$13,000 which was grant funded and \$714,000 to the County for taxes. The Mayor requested any questions or comments; as there were none, **on motion of Committeeman Cooney, 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:

- Still waiting for Dept. of Transportation (DOT) to approve the Grassy Lake bid package so that it can go out to bid.
- He researched into the local NJDOT Local Freight Impact Grant which showed Shamong does not meet the grant criteria and there are no roads or projects that would apply.

The Mayor then publicly acknowledged the Burlington County Roads Department for the awesome job done on Indian Mills Road, as well as a small portion of Grassy Lake Road. The Mayor also acknowledged the Clerk and Public Works for the speed signage on Grassy Lake Road.

The Mayor also commented the last day to register to vote is twenty-one (21) days before the election.

### The Solicitor Reported:

- Stated with regards to risk management, how Municipalities are particularly vulnerable to the phishing mechanisms being used and commented the law is not very favorable to towns. He advised being glad to see the JIF putting things in place to protect and insure the Township.
- Regarding the two animal cruelty cases pending: Roberts case - the lab reports came back and County will determine if any additional charges will be filed so that the case can move forward. The same thing will be happening on the Corbett case. The Solicitor will keep the Committee updated as he is advised.

### The Administrator Reported:

- Rent Control Board Vacancy – please contact Clerk’s office for additional information.
- Shamong Township road lines were repainted the week of August 19<sup>th</sup>.
- Public Works and Office of Emergency Management doors will be repaired September 2019.
- Salt barn, storage container, shed and PW/OEM buildings are scheduled to be painted in mid-September
- 6 White Pines (5–7 feet) have been ordered to be planted as buffer of Public Works Salt Building, storage shed from Willow Grove Road in mid-late September.
- Bushes will be planted along the walkway to the entrance of the meeting room by mid-late September.
- Federal census is currently scheduled to take place in our community from August – October 2019.
- Preliminary work on the 2020 budget will begin in late September.

## **PUBLIC COMMENT:**

Mayor Di Croce opened the meeting to the public for comments, at which time *Megan Mozitis* (Stokes Road) inquired about the Corbett case asking if Ms. Corbett is facing any repercussions for violating Shamong ordinances.

The Solicitor commented that typically when the charges are filed under State statutes, any local violations are assumed into the higher-level violations. As there were no further questions or comments, the Mayor closed this portion of the meeting to public comments. **On motion of Committeeman Cooney, seconded by Committeeman Gray and a roll call vote showing all members present voting yes, by Resolution 2019R- 92, the Committee went into Executive Session for matters of Attorney Client privilege.**

The Committee reconvened their regular meeting and the Solicitor reported the Committee considered a request on land acquisition issue; because of a number of impediments that land is not in a position to be sold – based upon that, the Township is not taking any action. *A resident* inquired what land is it and the Solicitor replied it was across from the new cemetery.

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

Attest:



Susan D. Onorato  
Municipal Clerk