

**MINUTES OF THE OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF  
UPPER DEERFIELD, IN THE COUNTY OF CUMBERLAND, HELD ON  
THURSDAY, JANUARY 2, 2014, AT 7:00 P.M. IN THE MUNICIPAL BUILDING,  
HIGHWAY 77, SEABROOK, NEW JERSEY, PURSUANT TO NOTICE**

Present were: James Crilley, Bruce Peterson, John Daddario, John T. O'Neill, Sr. and Scott Smith all being members of the Township Committee. Also present were: Rocco Tedesco, Solicitor; Roy Spoltore, Township Administrator/Clerk; Brian Murphy, Township Engineer, Chad Ott, Chief of EMS, Amy Colaneri, Treasurer, David J. Rogers, Streets and Recreation Supervisor and Teresa Warburton, Recording Secretary

The meeting was called to order by Committeeman James Crilley and he read the following public meeting announcement.

"In compliance with the "Open Public Meetings Act", written advance notice of the time, date and place of the meeting, has been given at least forty-eight (48) hours before the meeting by mailing same to the News of Cumberland County and The Press, Cumberland County Edition, by posting the notice in the Municipal Building at Seabrook, New Jersey, and by filing such notice with the Township Clerk, in compliance with said Act." In compliance with State Fire Safety Statutes, Mr. Crilley instructed those present how to exit the room in an emergency.

Invocation was given by Reverend Linwood Sharp, and the flag salute was led by Bruce Peterson.

Roy J. Spoltore, Township Clerk presented Bruce Peterson to be sworn in as a member of the Township Committee for a term of three years to expire December 31, 2016. Mr. Peterson was sworn in to his three year term of office as Committeemen by Solicitor Rocco Tedesco and assumed his position as a member of the Township Committee.

Roy J. Spoltore, Township Clerk presented John Daddario to be sworn in as a member of the Township Committee for a term of three years to expire December 31, 2016. Mr. Daddario was sworn in to his three year term of office as Committeemen by Solicitor Rocco Tedesco and assumed his position as a member of the Township Committee.

A motion was made by Mr. Smith, seconded by Mr. O'Neill and unanimously carried that the Clerk assume the position as Temporary Chairman for the purpose of selecting a Chairman of the Township Committee for 2014.

Roy J. Spoltore, Township Clerk assumed the position as Temporary Chairman and requested nominations for permanent Chairman for 2014. On a motion of Mr. Daddario and seconded by Mr. Smith, James P. Crilley was selected as Chairman of the Township Committee of Upper Deerfield for the year 2014, unanimously carried 4-0 with Mr. Crilley abstaining.

Chairman Crilley assumed the chair, and called for nominations for Vice Chairman.

On a motion of Mr. Peterson, seconded by Mr. Daddario, that John O'Neill, Sr. serve as Vice-Chairman of the Township Committee and serve as Vice Chairman for the year 2014 during the absence or disability of the Chairman unanimously carried 4-0 with Mr. O'Neill, Sr. abstaining.

Chairman Crilley called for Resolutions 1 through 51 to be combined as a consent agenda and voted upon as one item. Motion by Mr. Daddario seconded by Mr. Peterson, to adopt as a Consent Agenda Resolutions 1 to 51, and unanimously carried. Roy Spoltore, Clerk then read each resolution by title. On a motion by Mr. O'Neill, Sr., seconded by Mr. Peterson, Resolutions 1-51 were unanimously approved by a roll call vote of 5-0.

## **RESOLUTION 14-01**

### **APPOINTING TOWNSHIP SOLICITOR – ROCCO TEDESCO**

**WHEREAS**, there exists the need for the “Professional Services” of a TOWNSHIP SOLICITOR, to be retained by the Township for the performance of legal services and related duties associated therewith as directed by the authorized representatives of the Township of Upper Deerfield, as more specifically set forth in the Professional Services Agreement; and

**WHEREAS**, the Township of Upper Deerfield has advertised a Request for Qualifications for the position of Township Solicitor of the Township of Upper Deerfield; and

**WHEREAS**, Rocco Tedesco, Esquire of the firm of Tedesco, Gruccio & Reuss, LLC has submitted a response to the Request for Qualifications; and

**WHEREAS**, the Township Committee of the Township of Upper Deerfield is desirous of awarding the Request for Qualification to Rocco Tedesco, Esquire and appointing him as Township Solicitor of the Township of Upper Deerfield pursuant to a Professional Service Contract for the year 2014.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Upper Deerfield, County of Cumberland and State of New Jersey, as follows:

1. That the allegations of the preamble hereto are incorporated herein as if fully set forth.
2. That Rocco Tedesco of Vineland, New Jersey, an attorney authorized to practice law by the Supreme Court of the State of New Jersey, be appointed Township Solicitor for Upper Deerfield Township for the year 2014 to perform professional services ordinarily provided by an attorney, and shall receive compensation in accordance with terms of the contract on file in the clerks office.
3. That the aforesaid contract is awarded pursuant to competitive bidding as a “Professional Service” under the provisions of the Local Public Contracts Law because N.J.S.A.40A:11-5 states that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law, or to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids, all of which classification the aforesaid contract falls within.

4. Upon adoption of the 2014 temporary budget, a purchase order in the amount of the annual cost of the retainer will be encumbered and serve as a certification of availability of funds. The prorated amount of potential additional professional fees contained within the aforementioned contract are included within the temporary budget and the continuation of any potential additional fees for the year will be included within the adopted 2014 budget to be certified by the Chief Financial Officer upon adoption of the 2014 budget.
5. That a copy of the specific items pertaining to the award of this contract shall be published in a Notice of Award in the South Jersey Times as required by law within ten (10) days of the Resolution authorizing same; and

**BE IT FURTHER RESOLVED** that the Mayor and Clerk be and are hereby authorized to enter into a contract with Rocco Tedesco in a form satisfactory to the Township Solicitor of the Township of Upper Deerfield; and

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Upper Deerfield that this professional service agreement is awarded pursuant to and in compliance with the provisions of Pay to Play legislation, N.J.S.A. 19:44A-20.4, et seq.

#### **RESOLUTION 14-02**

#### **ADOPTING A TEMPORARY BUDGET - TOWNSHIP**

**WHEREAS**, pursuant to the provisions of N.J.S.A. 40:4-19, it is necessary to make appropriations for the period between the beginning of the budget year and the adoption of the budget, if any contracts, commitments or payments are to be made prior to the adoption of the budget for the new fiscal year; and

**WHEREAS**, a resolution making such temporary appropriations must be adopted not later than the thirtieth, but not prior to the first day of each year; and

**WHEREAS**, the total of the appropriations so made, exclusive of the amount so appropriated for interest and debt redemption charges, and for relief of the poor, shall not exceed 26.25% of the total of the appropriations made for all purposes other than interest and debt redemption charges and for relief of the poor in the budget for the proceeding fiscal year; and

**WHEREAS**, the amounts of all such temporary appropriations shall be included under the correct headings in the amount appropriated in the budget as finally adopted;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Upper Deerfield, in the County of Cumberland, that the following statement of appropriations shall constitute the temporary budget of the Township of Upper Deerfield, effective to the date of the fiscal adoption of the local budget for the fiscal year 2014.

#### 2014 Temporary Budget

(Budget attached and made a part of this Resolution)

**RESOLUTION 14-03**

**ADOPTING A TEMPORARY DEDICATED SEWER & WATER UTILITY BUDGET**

**WHEREAS**, pursuant to the provisions of N.J.S.A. 40:4-19, it is necessary to make appropriations for the period between the beginning of the budget year and the adoption of the budget, if any contracts, commitments or payments are to be made prior to the adoption of the budget for the new fiscal year; and

**WHEREAS**, a resolution making such temporary appropriations must be adopted not later than the thirtieth, but not prior to the first day of each year; and

**WHEREAS**, the total of the appropriations so made, exclusive of the amount so appropriated for interest and debt redemption charges, and for relief of the poor, shall not exceed 26.25% of the total of the appropriations made for all purposes other than interest and debt redemption charges and for relief of the poor in the budget for the proceeding fiscal year; and

**WHEREAS**, the amounts of all such temporary appropriations shall be included under the correct headings in the amount appropriated in the budget as finally adopted;

**NOW, THEREFORE, BE IT RESOLVED** By The Township Committee Of The Township Of Upper Deerfield, In The County Of Cumberland, that the following statement of appropriations shall constitute the temporary budget of the Township of Upper Deerfield, effective to the date of the fiscal adoption of the local budget for the fiscal year 2014.

2014 Dedicated Water & Sewer Utility Temporary Budget

(Budget attached and made part of this Resolution)

**RESOLUTION 14-04**

**APPOINTING TOWNSHIP OFFICIALS AND CERTIFYING SALARIES**

**BE IT RESOLVED** that the following officials and employees are hereby appointed to serve the Township during 2014, at the pleasure of the Township Committee of such term as is fixed by law, and not exceeding one year each and the Township Committee wishes to certify for payroll purposes the specific salary or hourly rate amount within the ranges specified by Ordinance No. 685 and 702 for the persons holding said job positions:

Assessment Search Clerk	Roy J. Spoltore	
Deputy Administrator	Vicky Vagnarelli	\$45,092.00/yr
Construction Office Manager	Teresa Warburton	\$41,720.00/yr
Administrative Clerk/Typist I	Linda Martin	\$29,077.00/yr
Administrative Clerk/Typist I	Margo Plummer	\$25,588.00/yr
Administrative Clerk/Typist I	Amy Colaneri	\$31,179.00/yr
Township Treasurer	Amy Colaneri	\$ 5,628.00/yr
Supervisor Buildings	John Karkocha	\$46,830.00/yr
Custodian of Disposal & Recycling Center	Emmett L. Hall	\$16.63/hr
General Maintenance	Claudio Bizarro	\$24,500.00/yr

Superintendent Sewer & Water	John Hoogendorn	\$78,917.00/yr
Supervisor Streets & Recreation	David J. Rogers	\$46,830.00/yr
General Maintenance	Nathan Mixner	\$25,936.00/yr
General Maintenance	Brian Miller	\$27,814.00/yr
General Maintenance	Jose Soler	\$30,649.00/yr
General Maintenance-PT	Chad Ott	\$12.47/hr
Custodian-Temporary	Chris Shrader	\$ 9.36/hr
Utilities and Facilities Foreman	Steve Smith	\$42,682.00/yr
Fire Safety Official	Don Sims	\$ 9,850.00/yr
Recording Secretary	Teresa Warburton	\$ 4,060.00/yr
Court Administrator	Patricia Adams	\$62,424.00/yr
Deputy Court Administrator	Marion Higbee	\$32,640.00/yr
Administrative Clerk Court-PT	Jean DuBois-Chard	\$12.75/hr.
Administrative Clerk Court-PT	Cindy Kelly	\$12.48/hr.
Custodian of Disposal & Recycling Center	Sam Cozzubbo	\$ 9.56/hr.
Building Security	Jim Meyers	\$ 9.56/hr
Custodian/Building Security	Wayne Post	\$ 9.56/hr
Tax Search Officer	Andrea Penny	\$ 1,317.00/yr
Secretary Recreation Committee	Amy Colaneri	\$70.00/meeting
Secretary Environmental Commission	Teresa Warburton	\$70.00/meeting
Secretary Historic Commission	Cindy Kakoda	\$70.00/meeting
Secretary Economic Development	Terry Stiles	\$70.00/meeting
Secretary Pride Committee	Kathy King	\$70.00/meeting
Senior Center Nurse		
Senior Center Coordinator	Donna Lloyd	\$ 15.61/hr
EMS Chief	Chad Ott	\$42,242/yr
Emergency Medical Technician	Alyce Serlick	\$13.00/hr
Emergency Medical Technician	Kieran McCarthy	\$16.00/hr
Emergency Medical Technician	Kimberley Frisbee-Carter	\$13.00/hr
Emergency Medical Technician	Brian Marks	\$13.50/hr
Emergency Medical Technician	Mark Couch	\$13.00/hr
Emergency Medical Technician	Wayne Paollili	\$13.00/hr
Emergency Medical Technician	Kerri Sias	\$12.50/hr
Emergency Medical Technician	Eric Hawk	\$13.00/hr
Emergency Medical Technician	Evan Briggs	\$13.50/hr

**BE IT FURTHER RESOLVED THAT,** Ordinance No. 685 sets a salary range for various officials of the Township and certain municipal job positions and the Township Committee wishes to certify for payroll purposes the specific salary or hourly rate amount within the ranges specified for the persons holding said job positions as set forth herein are hereby certified as the 2014 salary or hourly wage rate:

Construction Code Official	Jeryl M. Goff	\$40,326.00/yr
Plumbing Sub Code Official	James Grasso	\$11,906.00/yr.
Electrical Sub Code Official	Gary Wallen	\$ 1,500.00/yr.
Fire Sub Code Official	Gary Wallen	\$ 500.00/yr
Emergency Management Director	Chad Ott	\$ 3,500.00/yr
Housing & Zoning Officer	Edward Fleetwood	\$65,677.00/yr
Chief Financial Officer	Ruth Moynihan	\$13,510.00/yr
Tax Collector	Andrea Penny	\$53,679.00/yr
Planning Board Secretary	Vicki Vagnarelli	\$ 7,903.00/yr
Municipal Court Judge	Martin Whitcraft	\$40,000.00/yr
Municipal Court Prosecutor	Nancy Brent	\$26,000.00/yr
Township Administrator	Roy Spoltore	\$72,360.00/yr
Township Clerk	Roy Spoltore	\$15,804.00/yr
Township Committee Mayor	James Crilley	\$13,498.00/yr

Township Committee Deputy Mayor	John T. O'Neill, Sr.	\$12,374.00/yr
Township Committee	John Daddario	\$11,249.00/yr
Township Committee	Bruce Peterson	\$11,249.00/yr
Township Committee	Scott Smith	\$11,249.00/yr
Vital Statistics Registrar	Amy Colaneri	\$ 3,044.00/yr
Vital Statistics Deputy Registrar	Teresa Warburton	\$ 1,779.00/yr
Vital Statistics Deputy Registrar	Andrea Penny	\$ 1,779.00/yr

## **RESOLUTION 14-05**

### **APPOINTING MUNICIPAL ENGINEER & UTILITIES ENGINEER BRIAN J. MURPHY**

**WHEREAS**, there exists the need for the "Professional Services" of a TOWNSHIP ENGINEER AND UTILITIES ENGINEER, to be retained by the Township for the performance of engineering services and related duties associated therewith as directed by the authorized representatives of the Township of Upper Deerfield, as more specifically set forth in the Professional Services Agreement; and

**WHEREAS**, the Township of Upper Deerfield has advertised Requests for Qualifications for the position of Township Engineer and Utilities Engineer of the Township of Upper Deerfield; and

**WHEREAS**, Brian J. Murphy, PE of the firm of MV Engineering has submitted a response to the Request for Qualifications; and

**WHEREAS**, the Township Committee of the Township of Upper Deerfield is desirous of awarding the Request for Qualifications to Brian J. Murphy, PE and appointing him as Township Engineer and Utilities Engineer of the Township of Upper Deerfield pursuant to a Professional Service Contract for the year 2014;

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Upper Deerfield, County of Cumberland and State of New Jersey, as follows:

1. That the allegations of the preamble hereto are incorporated herein as if fully set forth.
2. That Brian J. Murphy of Cape May Court House, New Jersey, a professional engineer authorized to practice engineering in the State of New Jersey, be appointed Township Engineer and Utilities Engineer for Upper Deerfield Township for the year 2014 to perform professional services ordinarily provided by an engineer, and shall receive compensation in accordance with terms of the contract on file in the clerks office.
3. That the aforesaid contract is awarded pursuant to competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because N.J.S.A.40A:11-5 states that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law, or to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids, all of which classification the aforesaid contract falls within.

4. Upon adoption of the 2014 temporary budget, a purchase order in the amount of the annual cost of the retainer will be encumbered and serve as a certification of availability of funds. The prorated amount of potential additional fees contained within the aforementioned contract are included within the temporary budget and the continuation of any potential additional fees for the year will be included within the adopted 2014 budget to be certified by the Chief Financial Officer upon adoption of the 2014 budget.
5. That a copy of the specific items pertaining to the award of this contract shall be published in a Notice of Award in the South Jersey Times South as required by law within ten (10) days of the Resolution authorizing same; and

**BE IT FURTHER RESOLVED** that the Mayor and Clerk be and are hereby authorized to enter into a contract with Brian J. Murphy in a form satisfactory to the Township Solicitor of the Township of Upper Deerfield; and

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Upper Deerfield that this professional service agreement is awarded pursuant to and in compliance with the provisions of Pay to Play legislation, N.J.S.A. 19:44A-20.4, et seq.

#### **RESOLUTION 14--06**

#### **APPOINTING TOWNSHIP AUDITOR – NICK L. PETRONI**

**WHEREAS**, there exists the need for the “Professional Services” of a TOWNSHIP AUDITOR, to be retained by the Township for the performance of auditing services and related duties associated therewith as directed by the authorized representatives of the Township of Upper Deerfield, as more specifically set forth in the Professional Services Agreement; and

**WHEREAS**, the Township of Upper Deerfield has advertised Requests for Proposals for the position of Township Auditor of the Township of Upper Deerfield; and

**WHEREAS**, Nick L. Petroni, CPA, RMA of the firm of Petroni & Associates, has submitted a response to the Request for Proposal; and

**WHEREAS**, the Township Committee of the Township of Upper Deerfield is desirous of awarding the Request for Proposal to Nick L. Petroni, CPA, RMA and appointing him as Township Auditor of the Township of Upper Deerfield pursuant to a Professional Service Contract for the year 2014.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Upper Deerfield, County of Cumberland and State of New Jersey, as follows:

That the allegations of the preamble hereto are incorporated herein as if fully set forth.

1. That Nick L. Petroni of Glassboro, New Jersey, a registered municipal accountant authorized to practice accounting in the State of New Jersey, be appointed Township Auditor for Upper Deerfield Township for the year 2014, to perform professional services ordinarily provided by an auditor, and shall receive compensation in accordance with terms of the contract on file in the clerks office.
2. That the aforesaid contract is awarded pursuant to competitive bidding as a “Professional Service” under the provisions of the Local Public Contracts Law because N.J.S.A.40A:11-5 states that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law, or to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids, all of which classification the aforesaid contract falls within.
3. The fees contained within the aforementioned contract are included within the temporary budget and the continuation of any potential additional fees for the year will be included within the adopted 2014 budget to be certified by the Chief Financial Officer upon adoption of the 2014 budget
4. That a copy of the specific items pertaining to the award of this contract shall be published in a Notice of Award in the South Jersey Times South as required by law within ten (10) days of the Resolution authorizing same; and

**BE IT FURTHER RESOLVED** that the Mayor and Clerk be and are hereby authorized to enter into a contract with Nick L. Petroni in a form satisfactory to the Township Solicitor of the Township of Upper Deerfield; and

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Upper Deerfield that this professional service agreement is awarded pursuant to and in compliance with the provisions of Pay to Play legislation, N.J.S.A. 19:44A-20.4, et seq.

#### **RESOLUTION 14-07**

#### **APPOINTING TOWNSHIP TREASURER – AMY COLANERI**

**BE IT RESOLVED** that Amy Colaneri is hereby appointed Township Treasurer for a term to expire December 31, 2014; and

**BE IT FURTHER RESOLVED** that an agreement of such purpose is hereby approved in the form submitted and the Mayor and Township Clerk are authorized to execute the same on behalf of the Township and a copy thereof shall be filed with the Township Clerk and available for public inspection.

#### **RESOLUTION 14-08**

#### **APPOINTING ASSISTANT TOWNSHIP SOLICITORS MICHAEL GRUCCIO, FRANCIS REUSS III AND DANTE ROMANINI**

**WHEREAS**, there exists the need for the “Professional Services” of a TOWNSHIP SOLICITOR, to be retained by the Township for the performance of legal services and related duties

associated therewith as directed by the authorized representatives of the Township of Upper Deerfield, as more specifically set forth in the Professional Services Agreement; and

**WHEREAS**, the Township of Upper Deerfield advertised a Request for Qualifications for the position of Township Solicitor of the Township of Upper Deerfield; and

**WHEREAS**, Rocco Tedesco, Esquire of the firm of Tedesco, Gruccio and Reuss, L.L.C. submitted a response to the Request for Qualifications and Rocco Tedesco was appointed Upper Deerfield Township Solicitor for the 2014 year; and

**WHEREAS**, there is a need to appoint Michael Gruccio, Francis Reuss, III and Dante Romanini who are attorneys with the firm of Tedesco, Gruccio & Reuss of Vineland, New Jersey as Assistant Township Solicitors to assist Solicitor Tedesco when necessary and as directed by him.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Upper Deerfield, County of Cumberland and State of New Jersey, as follows:

- 1 That the allegations of the preamble hereto are incorporated herein as if fully set forth.
- 2 That Michael Gruccio, Francis Reuss, III and Dante Romanini of Vineland, New Jersey, attorneys authorized to practice law by the Supreme Court of the State of New Jersey, be appointed assistant Township Solicitors for Upper Deerfield Township for the year 2014, to perform professional services ordinarily provided by an attorney to assist Solicitor Tedesco when necessary and as directed by him or in his absence or due to his unavailability. Service by the foregoing Assistant Solicitors shall be in accordance with the contract entered into between the Township and Solicitor Tedesco and shall receive compensation in accordance with terms of that contract on file in the Clerk's office.
- 3 That the aforesaid contract is awarded pursuant to competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because N.J.S.A.40A:11-5 states that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law, or to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids, all of which classification the aforesaid contract falls within.
- 4 The professional fees contained within the aforementioned contract are included within the temporary budget and the continuation of any potential additional fees for the year will be included within the adopted 2014 budget to be certified by the Chief Financial Officer upon adoption of the 2014 budget.
- 5 That a copy of the specific items pertaining to the services to be provided by the Assistant Solicitors shall be included in the Notice of Award of the contract to Solicitor Tedesco to be published in the South Jersey Times South as required by law within ten (10) days of the Resolution authorizing same; and

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Upper Deerfield that this professional service agreement is awarded pursuant to and in compliance with the provisions of Pay to Play legislation, N.J.S.A. 19:44A-20.4, et seq.

**RESOLUTION 14-09**

**APPOINTING ASSISTANT TOWNSHIP SOLICITORS AND CONFLICT SOLICITORS  
MARIAN HAAG AND REBECCA BERTRAM**

**WHEREAS**, there exists the need for the “Professional Services” of a TOWNSHIP SOLICITOR, to be retained by the Township for the performance of legal services and related duties associated therewith as directed by the authorized representatives of the Township of Upper Deerfield, as more specifically set forth in the Professional Services Agreement; and

**WHEREAS**, the Township of Upper Deerfield advertised a Request for Qualifications for the position of Township Solicitor of the Township of Upper Deerfield; and

**WHEREAS**, Rocco Tedesco, Esquire of the firm of Tedesco, Gruccio & Reuss, L.L.C submitted a response to the Request for Qualification and was appointed Upper Deerfield Township Solicitor for the 2014 year; and

**WHEREAS**, there is a need to appoint Marian Haag and Rebecca Bertram who are attorneys with the firm of Bertram & Haag, L.L.C of 56 Fayette Street, Bridgeton, New Jersey as Assistant Township Solicitors to serve as directed or assigned by the Township Solicitor Rocco Tedesco or to serve when a conflict solicitor is required; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Upper Deerfield, County of Cumberland and State of New Jersey, as follows:

- 1 That the allegations of the preamble hereto are incorporated herein as if fully set forth.
- 2 That Marian Haag and Rebecca Bertram of Bridgeton, New Jersey, attorneys authorized to practice law by the Supreme Court of the State of New Jersey, be appointed assistant Township Solicitors and Conflict Solicitors for Upper Deerfield Township for the year 2014, to perform professional services ordinarily provided by an attorney as directed and assigned by the Township Solicitor Rocco Tedesco and to serve in his place when assigned by him in the event of a conflict with him and/or his law firm, and shall receive compensation in the amount of \$125 per hour in accordance with terms of the contract on file in the Clerk’s office..
- 3 That the aforesaid contract is awarded pursuant to competitive bidding as a “Professional Service” under the provisions of the Local Public Contracts Law because N.J.S.A.40A:11-5 states that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law, or to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids, all of which classification the aforesaid contract falls within.
- 4 The professional fees contained within the aforementioned contract are included within the temporary budget and the continuation of any potential additional fees for the year will be included within the adopted 2014 budget to be certified by the Chief Financial Officer upon adoption of the 2014 budget.
- 5 That a copy of the specific items pertaining to the award of this contract shall be published in a Notice of Award in the South Jersey Times South as required by law within ten (10) days of the Resolution authorizing same; and

**BE IT FURTHER RESOLVED** that the Mayor and Clerk be and are hereby authorized

to enter into a contract with Marian Haag and Rebecca Bertram in a form satisfactory to the Township Solicitor of the Township of Upper Deerfield.

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Upper Deerfield that this professional service agreement is awarded pursuant to and in compliance with the provisions of Pay to Play legislation, N.J.S.A. 19:44A-20.4, et seq.

**RESOLUTION 14-10**

**APPOINTING FIRE SAFETY OFFICIAL – DONALD SIMS, JR.**

**WHEREAS**, the New Jersey Fire Safety Code went into effect in Upper Deerfield Township on January 1, 1986 and Ordinance No. 274 which authorized the establishment of the Bureau of Fire Prevention and the appointment of a Fire Safety Official.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Upper Deerfield that Donald Sims, Jr. is hereby appointed Fire Safety Official for a term of one year with said term to expire on December 31, 2014; and

**BE IT FURTHER RESOLVED** that an agreement of such purpose is hereby approved in the form submitted and the Mayor and Township Clerk are authorized to execute the same on behalf of the Township and a copy thereof shall be filed with the Township Clerk and available for public inspection; and

**BE IT FURTHER RESOLVED** that the fees contained within the aforementioned agreement are included within the temporary budget and the continuation of any potential additional fees for the year will be included within the adopted 2014 budget to be certified by the Chief Financial Officer upon adoption of the 2014 budget.

**RESOLUTION 14-11**

**APPOINTING A COMMISSIONER AND DEPUTY COMMISSIONER TO THE ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND**

**BE IT RESOLVED** that Roy J. Spoltore is hereby appointed as Upper Deerfield Township's Fund Commissioner to the Atlantic County Municipal Joint Insurance Fund for a term to expire December 31, 2014.

**BE IT FURTHER RESOLVED** that Vicki Vagnarelli is hereby appointed as Deputy Fund Commissioner for Upper Deerfield Township to the Atlantic County Municipal Joint Insurance Fund for a term to expire December 31, 2014, and said Deputy Commissioner shall represent Upper Deerfield Township in the absence or disability of the Fund Commissioner.

**RESOLUTION 14-12**

**APPOINTING ELECTRICAL SUBCODE OFFICIAL - GARY WALLEN**

**WHEREAS**, pursuant to the Uniform Construction Code, it is necessary to designate and appoint a Electrical Subcode Official, and;

**WHEREAS**, Gary Wallen has submitted proof of State Certification for said office

**NOW, THEREFORE, BE IT RESOLVED** that Gary Wallen is hereby designated and appointed as Electrical Subcode Official to serve a four year term due to expire December 31, 2017 or until his successor is appointed and certified; and

**BE IT FURTHER RESOLVED**, that the compensation will be set as per the annual salary resolution by the Township Committee and that the Electrical Subcode Official shall work under the direction and in cooperation with the Township Construction Official.

### **RESOLUTION 14-13**

#### **APPOINTING PLUMBING SUBCODE OFFICIAL - JAMES GRASSO**

**WHEREAS**, pursuant to the Uniform Construction Code, it is necessary to designate and appoint a Plumbing Subcode Official, and;

**WHEREAS**, James Grasso has submitted proof of State Certification for said office

**NOW, THEREFORE, BE IT RESOLVED** that is hereby designated and appointed James Grasso as Plumbing Subcode Official to serve a four year term due to expire December 31, 2017 or until his successor is appointed and certified; and

**BE IT FURTHER RESOLVED**, that the compensation will be set as per the annual salary resolution by the Township Committee and that the Plumbing Subcode Official shall work under the direction and in cooperation with the Township Construction Official.

### **RESOLUTION 14-14**

#### **APPOINTMENT OF PUBLIC AGENCY COMPLIANCE OFFICER ROY J. SPOLTORE**

**WHEREAS**, a Public Agency Compliance Officer must be appointed annually in accordance with N.J.A.C. 17:27-3.5;

**NOW, THEREFORE, BE IT RESOLVED** that Roy J. Spoltore, Township Clerk, be appointed Public Agency Compliance Officer for the year 2014.

### **RESOLUTION 14-15**

#### **CASH MANAGEMENT PLAN**

**BE IT RESOLVED** by the Township Committee of the Township of Upper Deerfield, County of Cumberland, that for the year 2014, the following shall serve as the cash management plan of the Township of Upper Deerfield.

The Chief Financial Officer is directed to use this cash management plan as the guide in depositing and investing the Township of Upper Deerfield's funds.

The following are suitable and authorized investments

- Interest-bearing bank accounts and certificates of deposit in authorized banks, listed below, for deposit of local unit funds.
- Government money market mutual funds as comply with N.J.S.A. 40A:5-15.1(e).
- Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors.
- Bonds or other obligations of the local unit or school district of which the local unit is a part.
- Any other obligations with maturities not exceeding 397 days, as permitted by the Division of Investments.
- Local government investment pools which comply with N.J.S.A 40A:15.1(e) and conditions set by the Division of Local Government Services.
- New Jersey State Cash Management Fund.

Repurchase agreements (repos) of fully collateralized securities which comply with N.J.S.A 40A-15.1(e).

The following Government Unit Depository Protection Act approved banks are authorized depositories for deposit of funds.

Newfield National Bank  
720 Shiloh Pike  
Bridgeton, NJ 08302

TD BankNorth  
41 Cornwell Drive  
Bridgeton, NJ 08302

Colonial Bank  
State Hwy 77 & Big Oak Rd  
Bridgeton, NJ 08302

Sun National Bank  
15 South Laurel Street  
Bridgeton, NJ 08302

Susquehanna Patriot Bank  
950 North Pearl Street  
Bridgeton, NJ 08302

Fulton Bank  
871 Landis Ave  
Bridgeton, NJ 08302

Bank of America  
60 Cornwell Drive  
Bridgeton, NJ 08302

First National Bank of Elmer  
P.O. Box 980  
Elmer, NJ 08318

Capital Bank  
175 S. Main Road  
Vineland NJ 08360

Sovereign Bank  
302 Haddon Ave  
Westmont, NJ 08108

Harvest Bank  
389 Harding Highway  
Elmer, NJ 08318

Century Savings Bank  
53 Cornwell Drive  
Bridgeton, NJ 08302

The registered principal of any brokerage firm approved above shall be provided with and sign an acknowledgment that they have seen and reviewed the cash management plan.

Each month, the Chief Financial Officer shall prepare a report for the governing body that consists of the following:

A summary of all investments made or redeemed

Any and all financial institutions holding local unit funds

The approved cash management policy is an integral part of this document.

Any official involved with the selection of depositories, investments, broker/dealers shall disclose any material business or personal relationship to the governing body and to the Local Finance Board (or local ethics board if applicable).

Any official who in the course of his or her duties deposits or invests in accordance with the plan shall be relieved of any liability for loss of investment.

The following funds shall not be required to be maintained in interest bearing accounts:

1. Change Funds
2. Petty Cash Funds

No Township Funds shall be disbursed by the Treasurer prior to approval by the Township Committee except for:

1. Payroll Turnover to Agencies
2. Internal Transfers
3. Investments
4. Payroll

## **RESOLUTION 14-16**

### **DESIGNATING DEPOSITORY FOR MUNICIPAL FUNDS**

**BE IT RESOLVED**, that Colonial Bank of Bridgeton, New Jersey, a banking institution of the United States of America, be and it is hereby designated a depository for all Municipal Funds, of the Township of Upper Deerfield, in the County of Cumberland, during the year 2014.

**BE IT FURTHER RESOLVED** that the deposit of funds with Colonial Bank shall be in accordance with and pursuant to the terms and rates as set forth in Colonial Bank response to the Township's request for proposals dated November 14, 2011 regarding deposits of Township funds, and

**BE IT FURTHER RESOLVED** that additional depositories are Newfield National Bank, TD Bank, Sun Bank, Susquehanna Patriot Bank, The Bank, Bank of America, Century Savings Bank, Harvest Bank, Capital Bank, Sovereign Bank and First National Bank of Elmer are designated for the year 2014, and

**BE IT FURTHER RESOLVED** that the following Township Bank accounts will be maintained in the designated financial institution as listed:

### **Colonial Bank**

Current Fund  
General Capital  
Water & Sewer Utility  
Public Utility Capital  
Developers Escrow  
Payroll  
Municipal Alliance  
Public Defender

Tax Title Line Account  
CS Regional Municipal Court Bail  
CS Regional Municipal Court  
Accumulated Absence  
Recreation Trust  
Dog License Account  
Snow Removal Trust  
Small Cities Revolving Trust  
Supplemental Insurance  
Flexible Spending  
Seabrook Water Tower Account  
Affordable Housing  
Sanitary Landfill  
Uniform Fire Safety Act Penalty  
Donations, Bequests-Senior Center Trust

**BE IT FURTHER RESOLVED** that individual escrow accounts will be maintained in the bank depository in which they were initially opened until such time that the developer and the Township are in agreement that the account can be closed.

#### **RESOLUTION 14-17**

#### **AUTHORIZING SIGNATORS OF CHECKS FOR GENERAL AND SEWER & WATER UTILITY ACCOUNTS**

**BE IT RESOLVED**, that all checks in payment of approved claims for current and utility accounts shall be signed by the Mayor and Township Clerk and countersigned by the Treasurer or CFO, pursuant to N.J.S.A. 40A:5-17 and Ordinance No. 107; and

**BE IT FURTHER RESOLVED**, that in case of the absence or disability of the Mayor, such checks may be signed in his place by the Vice-Chairman and Acting Mayor; and

**BE IT FURTHER RESOLVED**, that the payroll, developers escrow, supplemental insurance, flexible spending and the municipal alliance for substance abuse accounts shall have signatures by the Mayor, Township Clerk and the Treasurer or CFO; and

**BE IT FURTHER RESOLVED**, that the recreation trust, accumulated absences, dog license, public defender, Seabrook tower, donations & bequests - senior center, small cities revolving trust and snow removal accounts shall have signatures of two of three officials consisting of the Mayor, Township Clerk and the Treasurer or CFO; and

**BE IT FURTHER RESOLVED**, that the tax title lien account shall have signatures of two of three officials consisting of the Tax Collector and either the Township Clerk or the Treasurer or CFO; and

**BE IT FURTHER RESOLVED**, that the municipal court and court bail accounts shall have signatures of two court officials.

#### **RESOLUTION 14-18**

**RESOLUTION AUTHORIZING THE CLERK'S OFFICE TO MAINTAIN A  
PETTY CASH FUND IN THE AMOUNT OF \$50.00**

**WHEREAS**, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund for the Treasurer's Office of the Township of Upper Deerfield; and

**WHEREAS**, said Petty Cash Fund was established by resolution dated January 6, 2005, by the Township of Upper Deerfield; and

**WHEREAS**, said Petty Cash Fund received approval from the Director of Local Government Services on February 4, 2005; and

**WHEREAS**, it is the desire of the Township Committee that said fund be continued under the direction of the Clerk funded for the year 2014.

**NOW, THEREFORE, BE IT RESOLVED**, on this 2nd day of January, 2014, by the Township Committee of the Township of Upper Deerfield, that:

1. During the year 2014, Roy J. Spoltore, Clerk, be and is hereby authorized and permitted to establish a Petty Cash Fund in the amount not to exceed \$50.00 pursuant to the provisions of N.J.S.A. 40A:5-21. Said Petty Cash Fund will be used by such office or department to pay claims for small miscellaneous expenses.
2. Roy J. Spoltore, Clerk, having custody of the Fund be bonded in an amount not less than \$1,000.00 and will maintain said Fund in accordance with the Laws and regulations governing its operation.
3. The Treasurer and CFO is hereby directed and authorized to fund said petty cash fund account in the amount of \$50.00.

**RESOLUTION 14-19**

**DESIGNATING MEETING DATES**

**BE IT RESOLVED** that the Township Committee of the Township of Upper Deerfield in the County of Cumberland will meet in the Court Room of the Municipal Building located at 1325 State Highway 77 in Seabrook New Jersey at 7:00 pm on the dates designated below for the year 2014.

**2014 REGULAR MEETING DATES**

January 2 & 16  
February 6 & 20  
March 6 & 20  
April 3 & 17  
May 1 & 15  
June 5 & 19  
July 3 & 17  
August 7 & 21  
September 4 & 18

October 2 & 16  
November 6 & 20  
December 4 & 18

The year end meeting on December 30 will be at 3:00 P.M.

**REORGANIZATION MEETING JANUARY 5, 2015 AT 7:00 P.M.**

**RESOLUTION 14-20**

**NEWSPAPERS TO RECEIVE NOTICE OF MEETINGS**

**WHEREAS**, the Open Public Meetings Act (P.L. 1975, Chapter 231, Sec. 3d) requires that written notices of meetings be submitted to two newspapers, designated by the public body to receive such notices because they have the greatest likelihood of informing the public within the area of jurisdiction of the area of such meetings, one of which shall be official newspaper; and

**BE IT RESOLVED** by the Township Committee of the Township of Upper Deerfield, in the County of Cumberland, that for the above purpose and until further action of this Committee, the South Jersey Times South and The Press, Cumberland County Edition, are hereby designated to receive all notices of meetings as required under the Open Public Meetings Act.

**RESOLUTION 14-21**

**DESIGNATING OFFICIAL NEWSPAPER  
SOUTH JERSEY TIMES SOUTH**

**BE IT RESOLVED** that the South Jersey Times South, being a newspaper in the County of Cumberland and circulating in Upper Deerfield Township, be and the same is hereby designated as the official newspaper of the Township of Upper Deerfield for the year 2014.

**RESOLUTION 14-22**

**SETTING INTEREST AND PENALTY ON PROPERTY TAXES**

**WHEREAS**, under the provisions of N.J.S.A. 54:4-67 the governing body is authorized to fix the rate of discount for prepayment of property taxes or assessments and to fix the rate of interest for non-payment of property taxes or assessments on or before the date when they would become delinquent; and

**WHEREAS**, the aforesaid statute was amended to provide for the assessing of a penalty to be charged to a taxpayer with a delinquency in excess of Ten Thousand (\$10,000.00) Dollars; and

**WHEREAS**, pursuant to N.J.S.A. 54:4-66, it is provided that property taxes shall be payable in quarterly annual installments with the first installment due on February 1st, the second installment on

May 1st, the third installment due on August 1st and the fourth installment due on November 1st, after which dates, if unpaid, they shall become delinquent, which statute also provides for the manner in which quarterly installments or property taxes shall be determined and received;

**NOW, THEREFORE, BE IT RESOLVED** By the Township Committee of the Township of Upper Deerfield;

A. That no discount be allowed for prepayment of property taxes or assessments.

B. That the rate of interest to be charges for the non-payment of property taxes or assessments on or before the date they would become delinquent, as fixed by statute, shall be Eight (8%) Percent per annum on the first One Thousand Five Hundred (\$1,500.00) Dollars of the delinquency, and Eighteen (18%) Percent per annum on any amount in excess of One Thousand Five Hundred (\$1,500.00) Dollars, to be calculated from the date the tax was payable to the date of actual payment, provided no interest shall be charged if payment of any installments is made on the due date; provided, however, that no interest shall be charged if payment of any installment is made within the tenth calendar day following the date upon which the same become payable; and

C. In the event there is a delinquency in excess of Ten Thousand (\$10,000.00) Dollars at the end of the calendar year, then the Tax Collector is authorized to charge a penalty of Six (6%) percent of the amount of the delinquency. The delinquency shall mean the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or years.

D. That the provision of this resolution shall remain in full force and effect until further action of the Township Committee.

E. That a certified copy of this Resolution be filed with the Collector of Taxes.

### **RESOLUTION 14-23**

#### **SETTING INTEREST AND PENALTY ON SEWER & WATER UTILITY CHARGES AND RENTS**

**WHEREAS**, under the provisions of N.J.S.A. 54:4-67 the governing body is authorized to fix the rate of discount for prepayment of sewer and water utility charges and rents or assessments and to fix the rate of interest for non-payment of sewer and water utility charges and rents or assessments on or before the date when they would become delinquent; and

**WHEREAS**, the aforesaid statute was amended to provide for the assessing of a penalty to be charged to a taxpayer with a delinquency in excess of Ten Thousand (\$10,000.00) Dollars; and

**WHEREAS**, pursuant to N.J.S.A. 54:4-66, it is provided that sewer and water utility charges and rents shall be payable in quarterly annual installments with the first installment due on February 1st, the second installment on May 1st, the third installment due on August 1st and the fourth installment due on November 1st, after which dates, if unpaid, they shall become delinquent, which statute also provides for the manner in which quarterly installments of sewer and water utility taxes shall be determined and received;

**NOW, THEREFORE, BE IT RESOLVED** By the Township Committee of the Township of Upper Deerfield;

A. That no discount be allowed for prepayment of sewer and water utility charges and rents or assessments.

B. That the rate of interest to be charges for the non-payment of sewer and water utility charges and rents or assessments on or before the date they would become delinquent, as fixed by statute, shall be Eight (8%) Percent per annum on the first One Thousand Five Hundred (\$1,500.00) Dollars of the delinquency, and Eighteen (18%) Percent per annum on any amount in excess of One Thousand Five Hundred (\$1,500.00) Dollars, to be calculated from the date the tax was payable to the date of actual payment, provided no interest shall be charged if payment of any installments is made on the due date; provided, however, that no interest shall be charged if payment of any installment is made within the tenth calendar day following the date upon which the same become payable; and

C. In the event there is a delinquency in excess of Ten Thousand (\$10,000.00) Dollars at the end of the calendar year, then the Tax Collector is authorized to charge a penalty of Six (6%) percent of the amount of the delinquency. The delinquency shall mean the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or years.

D. That the provision of this resolution shall remain in full force and effect until further action of the Township Committee.

E. That a certified copy of this Resolution be filed with the Collector of Taxes.

#### **RESOLUTION 14-24**

#### **AUTHORIZING MAYOR AND TOWNSHIP ENGINEER TO SIGN NJDEP FORMS**

**WHEREAS**, there arises the need, from time to time, for the signing of Statements of Consent with regard to NJDEP applications that are submitted for water and/or sewer projects within the Township; and

**WHEREAS**, all water and sewer projects within the Township are reviewed and approved by the Utilities Subcommittee, the Township Engineer and, if necessary, the Township Committee.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor, James P. Crilley, or Township Engineer, Brian J. Murphy, PE, be and are hereby authorized to sign any NJDEP Statements of Consent on behalf of the Township of Upper Deerfield, County of Cumberland, for the calendar year 2014.

#### **RESOLUTION 14-25**

#### **AUTHORIZING PROFESSIONAL SERVICE AGREEMENT WITH DM MEDICAL BILLINGS**

**WHEREAS**, there exists a need for professional services to provide third party emergency medical services billing in conjunction with the emergency medical services provided by the Upper Deerfield Township's paid staff; and

**WHEREAS**, DM Medical Billings in Voorhees, New Jersey will assist and guide the Township in preparing all necessary paperwork to establish transport billing procedures for the emergency medical services to be provided; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.) requires that the resolution authorizing the award of contracts for professional services without competitive bids, and the contract itself, must be available for public inspection;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Upper Deerfield as follows:

1. The Mayor and the Township Clerk are hereby authorized and directed to execute an agreement with DM Medical Billings based on a collection fee of no greater than nine percent of what is collected if manually transmitted and a fee not greater than seven and one half percent if the data is collected via downloads from hand held computers.
2. That the aforesaid contract is awarded pursuant to competitive bidding as a “Professional Service” under the provisions of the Local Public Contracts Law because N.J.S.A.40A:11-5 states that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law, or to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids, all of which classification the aforesaid contract falls within.
3. The contract will begin January 2, 2014 and expire on January 5, 2015.
4. A copy of the agreement has been filed with the Township Clerk and is available for public inspection in the office of the Township Clerk during normal business hours.
5. The prorated amount of the professional fees contained within the aforementioned contract are included within the temporary budget and the continuation of any potential additional fees for the year will be included within the adopted 2014 budget to be certified by the Chief Financial Officer upon adoption of the 2014 budget.
6. That a copy of the specific items pertaining to the award of this contract shall be published in a Notice of Award in the South Jersey Times South as required by law within ten (10) days of the Resolution authorizing same

**BE IT FURTHER RESOLVED** that the Mayor and Clerk be and are hereby authorized to enter into a contract with DM Medical Billings in a form satisfactory to the Township Solicitor of the Township of Upper Deerfield; and

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Upper Deerfield that this professional service agreement is awarded pursuant to and in compliance with the provisions of Pay to Play legislation, N.J.S.A. 19:44A-20.4, et seq.

## **RESOLUTION 14-26**

### **AUTHORIZING CANCELLATION OF PROPERTY TAX REFUND OR DELINQUENCY OF LESS THAN \$5.00**

**BE IT RESOLVED** by the Township Committee of the Township of Upper Deerfield, County of Cumberland and State of New Jersey, that the Tax Collector is hereby authorized and

directed to process without further action of said Township Committee, the cancellation of any property tax refund or delinquency of less than \$5.00, pursuant to N.J.S.A. 40A:5-17.1.

## **RESOLUTION 14-27**

### **AUTHORIZING AGREEMENT WITH CUMBERLAND COUNTY SPCA & SOUTH JERSEY REGIONAL ANIMAL SHELTER**

**WHEREAS**, the Township of Upper Deerfield is desirous of providing services for sheltering of animals; and

**WHEREAS**, the Township of Upper Deerfield has advertised Requests for Proposals for the sheltering of animals; and

**WHEREAS**, the Cumberland County SPCA & South Jersey Regional Animal Shelter has submitted a response to the Request for Proposal; and

**WHEREAS**, the Township Committee of the Township of Upper Deerfield is desirous of awarding the Request for Proposal to the Cumberland County SPCA & South Jersey Regional Animal Shelter and appointing them as animal shelter for the Township of Upper Deerfield pursuant to a Professional Service Contract for the year 2014.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Upper Deerfield, County of Cumberland and State of New Jersey, as follows:

- 1 That the allegations of the preamble hereto are incorporated herein as if fully set forth.
- 2 That the Cumberland County SPCA & South Jersey Regional Animal Shelter of Vineland, New Jersey, a licensed animal shelter in the State of New Jersey, be appointed animal shelter for Upper Deerfield Township for the year 2014 to perform professional services ordinarily provided by an animal shelter, and shall receive compensation in accordance with terms of the contract on file in the Clerk's office.
- 3 That the aforesaid contract is awarded pursuant to competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because N.J.S.A.40A:11-5 states that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law, or to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids, all of which classification the aforesaid contract falls within.
- 4 Upon adoption of the 2014 temporary budget, a purchase order in the amount of the annual cost of the retainer will be encumbered and serve as a certification of availability of funds. The prorated amount of potential additional professional fees contained within the aforementioned contract are included within the temporary budget and the continuation of any potential additional fees for the year will be included within the adopted 2014 budget to be certified by the Chief Financial Officer upon adoption of the 2014 budget.

- 5 That a copy of the specific items pertaining to the award of this contract shall be published in a Notice of Award in the South Jersey Times South as required by law within ten (10) days of the Resolution authorizing same; and

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Upper Deerfield that the Mayor and Clerk be and are hereby authorized to enter into an agreement for the provision of the sheltering of stray animals as per the terms and conditions of the contract rates for 2014 as provided by the Cumberland County SPCA and South Jersey Regional Animal Shelter and the same is hereby accepted; and

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Upper Deerfield that this professional service agreement is awarded pursuant to and in compliance with the provisions of Pay to Play legislation, N.J.S.A. 19:44A-20.4, et seq.

### **RESOLUTION # 14-28**

#### **AUTHORIZING CONTRACT FOR ANIMAL CONTROL SERVICES WITH COUNTYWIDE ANIMAL CARE AND CONTROL, LLC**

**WHEREAS**, there exists the need for the “Professional Services” for ANIMAL CONTROL to be retained by the Township for the performance of animal control services and related duties associated therewith as directed by the authorized representatives of the Township of Upper Deerfield, as more specifically set forth in the Professional Services Agreement; and

**WHEREAS**, the Township of Upper Deerfield has advertised Requests for Proposals for the services of animal control for the Township of Upper Deerfield; and

**WHEREAS**, Countywide Animal Care and Control has submitted a response to the Request for Proposal; and

**WHEREAS**, the Township Committee of the Township of Upper Deerfield is desirous of awarding the Request for Proposal to Countywide Animal Care and Control and appointing them as animal control officials of the Township of Upper Deerfield pursuant to a Professional Service Contract for the year 2014.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Upper Deerfield, County of Cumberland and State of New Jersey, as follows:

- 1 That the allegations of the preamble hereto are incorporated herein as if fully set forth.
- 2 That Countywide Animal Care and Control of Newfield, New Jersey, an animal care and control service licensed to operate in the State of New Jersey, be appointed animal care and control for Upper Deerfield Township for the year 2014 to perform professional services ordinarily provided by an animal care and control service, and shall receive compensation in accordance with terms of the contract on file in the Clerk’s office.
- 3 That the aforesaid contract is awarded pursuant to competitive bidding as a “Professional Service” under the provisions of the Local Public Contracts Law because N.J.S.A.40A:11-5 states that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law to practice a recognized

profession and whose practice is regulated by law, or to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids, all of which classification the aforesaid contract falls within.

- 4 Upon adoption of the 2014 temporary budget, a purchase order in the amount of the annual cost of the retainer will be encumbered and serve as a certification of availability of funds. The prorated amount of potential additional professional fees contained within the aforementioned contract are included within the temporary budget and the continuation of any potential additional fees for the year will be included within the adopted 2014 budget to be certified by the Chief Financial Officer upon adoption of the 2014 budget.
- 5 That a copy of the specific items pertaining to the award of this contract shall be published in a Notice of Award in the South Jersey Times South as required by law within ten (10) days of the Resolution authorizing same; and

**BE IT FURTHER RESOLVED** that the Mayor and Clerk be and are hereby authorized to enter into a contract with Countywide Animal Care and Control, LLC in a form satisfactory to the Township Solicitor of the Township of Upper Deerfield; and

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Upper Deerfield that this professional service agreement is awarded pursuant to and in compliance with the provisions of Pay to Play legislation, N.J.S.A. 19:44A-20.4, et seq.

#### **RESOLUTION 14-29**

#### **A RESOLUTION AUTHORIZING THE TAX ASSESSOR THE AUTHORITY TO FILE TAX APPEALS AND TAX COMPLAINTS**

**WHEREAS**, statutory provision is made for review and correction of errors prior to certification of an assessment list, and

**WHEREAS**, provision is also allowed for the discovery and correction of errors after establishment of the tax rate, and

**WHEREAS**, changes in property ownership at times necessitates adjustments in the veterans and/or senior citizens deductions allowed on the assessment list, and

**WHEREAS**, responsibility for maintenance and correction of the assessment list rests with the local assessor, subject to laws and regulations, and

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Upper Deerfield, that the assessor, fulfilling the duties and requirements of his office, be authorized, subject to the approval of the Township Committee, to file with the Cumberland County Board of Taxation such appeals as may be necessary to maintain accuracy and equality in the assessment list of Upper Deerfield Township.

**BE IT FURTHER RESOLVED**, that the Tax Assessor is hereby authorized, subject to the approval of the Township Committee, to file with the Cumberland County Board of Taxation, rollback complaints; and

**BE IT FURTHER RESOLVED**, that the assessor is hereby authorized, subject to the approval of the Township Committee, to execute stipulations of settlement on behalf of the Township of Upper Deerfield; and

**BE IT FURTHER RESOLVED**, that a certified copy of this resolution accompany any appeal filed by the assessor with the Cumberland County Board of Taxation.

### **RESOLUTION 14-30**

## **AUTHORIZING AGREEMENT BETWEEN COUNTY OF CUMBERLAND AND TOWNSHIP OF UPPER DEERFIELD REGARDING THE ALLIANCE FOR SUBSTANCE ABUSE PREVENTION**

**WHEREAS**, the Township of Upper Deerfield has acted as a financial administrator on behalf of the Township of Upper Deerfield and other participating municipalities in the operation of Alliance to Prevent Alcoholism and Drug Abuse Program; and

**WHEREAS**, the Township of Upper Deerfield is a participating member of the consortium of communities participating in the Alliance for Substance Abuse Prevention Program which was approved to receive a Municipal Alliance grant for the January 1, 2013 through December 31, 2013 grant term; and

**WHEREAS**, the Governor's Council on Alcoholism and Drug Abuse has extended the 2013 grant term until June 30, 2014, in order to transition the grant to a fiscal year rather than a calendar year cycle; and

**WHEREAS**, funding has been made available to the Alliance for Substance Abuse Prevention in the amount of 50% of its approved 2013 grant total for the six month extension period of January 1, 2014 to June 30, 2014, contingent upon meeting the 25% Cash Match and 75% In-Kind Match grant requirement for the extension funding; and

**WHEREAS**, the County of Cumberland has offered grant funds from the Governor's Council on Alcoholism and Drug Abuse to the Township of Upper Deerfield and the participating consortium of other municipalities for their use in connection with the Alliance for Substance Abuse Prevention (ASAP) in the amount of \$19,500 for the six month extension period of January 1, 2014 to June 30, 2014; and

**WHEREAS**, the County of Cumberland and Township of Upper Deerfield have been requested to enter into a letter agreement concerning the administration of funds; and

**WHEREAS**, as agreement between County of Cumberland and Township of Upper Deerfield is exempt from the public bidding requirements of N.J.S.A. 40A:11-1, et seq.;

**NOW THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Upper Deerfield that a Letter of Agreement between the County of Cumberland and the Township of Upper Deerfield, on behalf of the participating consortium of municipalities for the administration of grant funds in the amount of \$19,500.00 for the term of January 1, 2014 to June 30, 2014; may be entered into between the Township of Upper Deerfield and the County of Cumberland; and

**BE IT FURTHER RESOLVED** that the Township Committee on behalf of the consortium of communities participating in the Program does hereby authorize the submission of the grant extension for the Alliance for Substance Abuse Prevention in the amount of:

DEDR - \$19,500.00  
Cash Match - \$ 4,875.00  
In-Kind - \$14,625.00

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Upper Deerfield acknowledges the terms and conditions for administering the that Municipal Alliance Grant and the Mayor and Township Clerk be and are hereby authorized to execute the Letter of Agreement with the County of Cumberland, a copy of which shall remain on file for public inspection in the Clerk's Office of the Township of Upper Deerfield.

## **RESOLUTION 14-31**

### **AUTHORIZING CONTRACT WITH CUMBERLAND DEVELOPMENT CORPORATION**

**WHEREAS**, the Township of Upper Deerfield (Township) is a member of the Cumberland Development Corporation (CDC) having authorized its formation by Resolution # 8951 adopted on August 3, 1995; and

**WHEREAS**, the CDC has proposed to act as a consultant to the Township to provide economic development assistance and economic development services; and

**WHEREAS**, the Township share of annual cost of CDC operations is \$16,440 based upon a formula mutually agreed to and adopted by the CDC Directors; and

**WHEREAS**, the services to be provided are economic development services, which are of a special and qualitative nature, requiring extensive training in the field of economic development and the consultant, CDC, was created and exists for the specific purpose of providing economic development services to the member municipalities and the Township finds that this contract qualifies as extraordinary unspecifiable services as defined by N.J.S.A 40A:11-2(7) and the contract can be entered into without competitive bidding as specified in N.J.S.A 40A:11-5(1)(a)(ii), and the contract, itself, must be available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Upper Deerfield as follows:

1. The Mayor of the Township of Upper Deerfield is authorized to execute a consulting agreement with the Cumberland Development Corporation; and
2. This contract is awarded without competitive bidding as an extraordinary unspecifiable service in accordance with N.J.S.A. 40A:11-2(7) of the Local Public Contracts Law; and
3. A copy of the agreement has been filed with the Township Clerk and is available for public inspection in the office of the Township Clerk during normal business hours; and
4. Upon adoption of the 2014 temporary budget, a purchase order in the amount of the annual cost of the retainer will be encumbered and serve as a certification of availability of funds.
5. That a copy of the specific items pertaining to the award of this contract shall be published in a Notice of Award in the South Jersey Times South as required by law within ten (10) days of the Resolution authorizing same; and

**BE IT FURTHER RESOLVED** that the Mayor and Clerk be and are hereby authorized to enter into a contract with Cumberland Development Corporation in a form satisfactory to the Township Solicitor of the Township of Upper Deerfield.

### **RESOLUTION 14-32**

#### **REGARDING USE OF CONVENIENCE CENTER STICKERS**

**WHEREAS**, Section 55-21 of the Code of the Township of Upper Deerfield establishes, among other things, fees and residency requirements with respect to the issuance of vehicle stickers for use of the Township Convenience and Recycling Center; and

**WHEREAS**, the aforesaid provisions authorize the promulgation of rules and regulations regarding the use of such stickers to the Township Committee by resolution; and

**WHEREAS**, the Township Committee of the Township of Upper Deerfield is desirous of clarifying requirements with respect to the issuance and use of stickers for use by residences of the Township Convenience and Recycling Center; and

**WHEREAS**, the Township Committee of the Township of Upper Deerfield is concerned that the issuance of stickers without having such identification stickers affixed to vehicle registered at a bona fide single family rental or single family owner occupied unit within the Township of Upper Deerfield, would foster and promote unauthorized use of the Township Convenience Center.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Upper Deerfield that no identification stickers shall be issued to any individual owned or renting a single family detached dwelling or unit within the Township of Upper Deerfield unless a valid registration is presented to the Township of Upper Deerfield identifying such vehicle as a vehicle owned or leased by an individual residing within the Township of Upper Deerfield in accordance with Chapter 55-21 of the Code of the Township of Upper Deerfield; and

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Upper Deerfield that no stickers shall be issued to individuals and no identification sticker, pursuant to Chapter 55-21 of the Code of the Township of Upper Deerfield, shall be issued unless it is attached to a vehicle validly registered to an address within the Township of Upper Deerfield in order to prevent misuse by unauthorized persons or persons who are not residents of the Township of Upper Deerfield.

### **RESOLUTION 14-33**

#### **APPOINTING CUMBERLAND SALEM REGIONAL MUNICIPAL COURT EMPLOYEES**

**WHEREAS**, the Cumberland Salem Regional Municipal Court begin operations on January 30, 2012 in the Upper Deerfield Township Municipal Building; and

**WHEREAS**, the Cumberland Salem Regional Municipal Court Committee consisting of eight municipalities have made recommendations for the hiring of staff for the regional municipal court; and

**WHEREAS**, the court staff are employees of the Township of Upper Deerfield as host community of the shared service regional court and thereby are appointed annually by the Township Committee of the Township of Upper Deerfield to those positions.

**NOW, THEREFORE, BE IT RESOLVED;** that Patricia Adams is hereby appointed as Court Administrator for the Cumberland Salem Regional Municipal Court for a one year term to expire December 31, 2014; and

**BE IT FURTHER RESOLVED;** that Marion Higbee is hereby appointed as Deputy Court Administrator for the Cumberland Salem Regional Municipal Court for a one year term to expire December 31, 2014; and

**BE IT FURTHER RESOLVED** that Jean DuBois-Chard and Cindy Kelly are hereby appointed as part time administrative violation clerks for the Cumberland Salem Regional Municipal Court for a one year term to expire December 31, 2014; and

**BE IT FURTHER RESOLVED** that the appointed court employees will be paid in accordance with the most current Upper Deerfield Township resolution certifying salaries for 2014.

#### **RESOLUTION 14-34**

#### **AUTHORIZING CONTRACTUAL SERVICES FOR CUMBERLAND SALEM REGIONAL MUNICIPAL COURT**

**WHEREAS,** the Cumberland Salem Regional Municipal Court begin operations on January 30, 2012 in the Upper Deerfield Township Municipal Building; and

**WHEREAS,** the Cumberland Salem Regional Municipal Court Committee consisting of eight municipalities have made recommendations authorizing contractual services for the regional municipal court; and

**WHEREAS,** the Township of Upper Deerfield as host community of the shared service regional court is desirous of entering into agreements annually for the contractual services of Court Interpreter and Court Security on behalf of the Cumberland Salem Regional Municipal Court Committee; and

**WHEREAS,** the Township has received quotations for the services for Court Interpreter, Court Security and Court Runner; and

**WHEREAS,** the annual amount of each of these services is less than the bid threshold.

**NOW, THEREFORE, BE IT RESOLVED** that S.J. Interpreters.Com, Court Interpreters, be paid at the rate of \$150 per three hour court session plus \$50 for each additional hour; and

**BE IT FURTHER RESOLVED,** that the person serving as the Court Security Guard be contractually paid \$15 per hour per court session for the 2014 court year; and

**BE IT FURTHER RESOLVED** that the person serving as the Court Runner, be contractually paid \$9.50 per hour per court session for the 2014 court year; and

**BE IT FURTHER RESOLVED** that the fees contained within the aforementioned agreement are included within the temporary budget and the continuation of any potential additional fees for the year will be included within the adopted 2014 budget to be certified by the Chief Financial Officer upon adoption of the 2014 budget.

#### **RESOLUTION 14-35**

#### **APPOINTING PUBLIC DEFENDER FOR THE CUMBERLAND SALEM REGIONAL MUNICIPAL COURT - STEPHEN KERNAN**

**WHEREAS**, there exists the need for the “Professional Services” of a TOWNSHIP PUBLIC DEFENDER, to be retained by the Township for the performance of legal services and related duties associated therewith as directed by the authorized representatives of the Township of Upper Deerfield, as more specifically set forth in the Professional Services Agreement; and

**WHEREAS**, the Cumberland Salem Regional Municipal Court Committee has recommended that the Township Committee of the Township of Upper Deerfield appoint Stephen Kernan, Esquire as Public Defender for the Cumberland Salem Regional Municipal Court, for a one year term to expire December 31, 2014 with compensation pursuant to his proposal and the Professional Service Contract for the year 2014.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Upper Deerfield, County of Cumberland and State of New Jersey, as follows:

- 1 That the allegations of the preamble hereto are incorporated herein as if fully set forth.
- 2 That Stephen Kernan of Bridgeton, New Jersey, an attorney authorized to practice law by the Supreme Court of the State of New Jersey, be appointed Public Defender for Upper Deerfield Township for the year 2014 to perform professional services ordinarily provided by an attorney, and shall receive compensation in accordance with terms of the contract on file in the Clerk’s office.
- 3 That the aforesaid contract is awarded pursuant to competitive bidding as a “Professional Service” under the provisions of the Local Public Contracts Law because N.J.S.A.40A:11-5 states that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law, or to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids, all of which classification the aforesaid contract falls within.
- 4 Upon adoption of the 2014 temporary budget, a purchase order in the amount of the annual cost of the contract will be encumbered and serve as a certification of availability of funds.
- 5 That a copy of the specific items pertaining to the award of this contract shall be published in a Notice of Award in the News of Cumberland County as required by law within ten (10) days of the Resolution authorizing same; and

**BE IT FURTHER RESOLVED** that the Mayor and Clerk be and are hereby authorized to enter into a contract with Stephen Kernan in a form satisfactory to the Township Solicitor of the Township of Upper Deerfield on behalf of the Cumberland Salem Regional Municipal Court Committee; and

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Upper Deerfield that this professional service agreement is awarded pursuant to and in compliance with the provisions of Pay to Play legislation, N.J.S.A. 19:44A-20.4, et seq.

**APPOINTING PROSECUTOR FOR CUMBERLAND SALEM  
REGIONAL MUNICIPAL COURT – NANCY BRENT**

**WHEREAS**, there exists the need for the “Professional Services” of a PROSECUTOR FOR CUMBERLAND SALEM REGIONAL MUNICIPAL COURT, to be retained by the Township for the performance of legal services and related duties associated therewith as directed by the authorized representatives of the Cumberland Salem Regional Municipal Court Committee, as more specifically set forth in the Professional Services Agreement; and

**WHEREAS**, the Cumberland Salem Regional Municipal Court Committee has recommended that the Township Committee of the Township of Upper Deerfield appoint Nancy Brent, Esquire as Prosecutor for Cumberland Salem Regional Municipal Court, for a one year term to expire December 31, 2014 with compensation pursuant to her proposal and the Professional Service Contract for the year 2014.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Upper Deerfield, County of Cumberland and State of New Jersey, as follows:

- 1 That the allegations of the preamble hereto are incorporated herein as if fully set forth.
- 2 That Nancy Brent of Vineland, New Jersey, an attorney authorized to practice law by the Supreme Court of the State of New Jersey, be appointed Cumberland Salem Regional Municipal Court Prosecutor for the year 2014, to perform professional services ordinarily provided by a prosecutor, and shall receive compensation in accordance with terms of the contract on file in the Clerk’s office.
- 3 That the aforesaid contract is awarded pursuant to competitive bidding as a “Professional Service” under the provisions of the Local Public Contracts Law because N.J.S.A.40A:11-5 states that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law, or to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids, all of which classification the aforesaid contract falls within.
- 4 As an employee of the Township, the salary of the prosecutor is contained within the temporary budget and will be included in the adopted budget. The prorated amount of potential additional professional fees contained within the aforementioned contract are included within the temporary budget and the continuation of any potential additional fees for the year will be included within the adopted 2014 budget to be certified by the Chief Financial Officer upon adoption of the 2014 budget.
- 5 That a copy of the specific items pertaining to the award of this contract shall be published in a Notice of Award in the South Jersey Times South as required by law within ten (10) days of the Resolution authorizing same; and

**BE IT FURTHER RESOLVED** that the Mayor and Clerk be and are hereby authorized to enter into a contract with Nancy Brent in a form satisfactory to the Township Solicitor of the Township of Upper Deerfield on behalf of the Cumberland Salem Regional Municipal Court Committee; and

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Upper Deerfield that this professional service agreement is awarded pursuant to and in compliance with the provisions of Pay to Play legislation, N.J.S.A. 19:44A-20.4, et seq.

**RESOLUTION 14-37**

**APPOINTMENT OF ACTING DEPUTY COURT ADMINISTRATOR  
MARYANN SHEPPARD**

**WHEREAS**, the Cumberland Salem Regional Municipal Court begin operations on January 30, 2012 in the Upper Deerfield Township Municipal Building; and

**WHEREAS**, the Cumberland Salem Regional Municipal Court Committee consisting of eight municipalities have made recommendations for the hiring of staff for the regional municipal court; and

**WHEREAS**, the Township of Upper Deerfield as host community of the shared service regional court is authorized to make appointments on behalf of the Cumberland Salem Regional Municipal Court Committee; and

**WHEREAS**, the administration of the Municipal Court required the appointment of an Acting Deputy Court Administrator for a term to expire December 31, 2014 to perform the duties of the Court Administrator during the Court Administrators absence from this position and the absence of the Deputy Court Administrator; and

**WHEREAS**, Martin Whitcraft, Judge of the Cumberland Salem Regional Municipal Court, has recommended the appointment of Maryann Sheppard, Court Administrator of the Commercial Township Municipal Court as Acting Deputy Court Administrator for the Cumberland Salem Regional Municipal Court; and

**WHEREAS**, Maryann Sheppard having satisfactorily completed the required courses to serve in the position of Acting Municipal Deputy Court Administrator;

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Township of Upper Deerfield, County of Cumberland, State of New Jersey to approve the appointment Maryann Sheppard as Acting Deputy Court Administrator for the Cumberland Salem Regional Municipal to act in the capacity of Deputy Court Administrator of the Court during her absence.

**RESOLUTION 14-38**

**APPOINTING PLANNING BOARD SOLICITOR  
MATTHEW RITTER & THEODORE H. RITTER**

**WHEREAS**, there exists the need for the “Professional Services” of a TOWNSHIP PLANNING BOARD SOLICITOR, to be retained by the Township for the performance of legal services and related duties associated therewith as directed by the authorized representatives of the Township of Upper Deerfield, as more specifically set forth in the Professional Services Agreement; and

**WHEREAS**, the Township of Upper Deerfield has advertised a Request for Qualifications for the position of Township Planning Board Solicitor of the Township of Upper Deerfield; and

**WHEREAS**, Matthew Ritter, Esquire & Theodore H. Ritter, Esquire of the Ritter Law Firm have submitted a response to the Request for Qualifications; and

**WHEREAS**, the Township Committee of the Township of Upper Deerfield is desirous of awarding the Request for Qualification to Matthew Ritter, Esquire & Theodore H. Ritter, Esquire and appointing them as Township Planning Board Solicitor of the Township of Upper Deerfield pursuant to a Professional Service Contract for the year 2014.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Upper Deerfield, County of Cumberland and State of New Jersey, as follows:

- 1 That the allegations of the preamble hereto are incorporated herein as if fully set forth.
- 2 That Matthew Ritter, Esquire & Theodore H. Ritter of Bridgeton, New Jersey, are attorneys authorized to practice law by the Supreme Court of the State of New Jersey, be appointed Township Planning Board Solicitor for Upper Deerfield Township for the year 2014 to perform professional services ordinarily provided by an attorney, and shall receive compensation in accordance with terms of the contract on file in the Clerk's office.
- 3 That the aforesaid contract is awarded pursuant to competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because N.J.S.A.40A:11-5 states that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law, or to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids, all of which classification the aforesaid contract falls within.
- 4 Upon adoption of the 2014 temporary budget, a purchase order in the amount of the annual cost of the retainer will be encumbered and serve as a certification of availability of funds. The prorated amount of potential additional professional fees contained within the aforementioned contract are included within the temporary budget and the continuation of any potential additional fees for the year will be included within the adopted 2014 budget to be certified by the Chief Financial Officer upon adoption of the 2014 budget.
- 5 That a copy of the specific items pertaining to the award of this contract shall be published in a Notice of Award in the South Jersey Times South as required by law within ten (10) days of the Resolution authorizing same; and

**BE IT FURTHER RESOLVED** that the Mayor and Clerk be and are hereby authorized to enter into a contract with Matthew Ritter, Esquire & Theodore Ritter, Esquire in a form satisfactory to the Township Solicitor of the Township of Upper Deerfield.

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Upper Deerfield that this professional service agreement is awarded pursuant to and in compliance with the provisions of Pay to Play legislation, N.J.S.A. 19:44A-20.4, et seq.

#### **RESOLUTION 14-39**

#### **APPOINTING PLANNING BOARD PLANNER – RANDALL SCHEULE**

**WHEREAS**, there exists the need for the “Professional Services” of a TOWNSHIP PLANNING BOARD PLANNER, to be retained by the Township for the performance of planning services and related duties associated therewith as directed by the authorized representatives of the Township of Upper Deerfield, as more specifically set forth in the Professional Services Agreement; and

**WHEREAS**, the Township of Upper Deerfield has advertised Requests for Qualifications for the position of Township Planning Board Planner of the Township of Upper Deerfield; and

**WHEREAS**, Randall Scheule, PP of Scheule Planning Solutions, LLC has submitted a response to the Request for Qualification; and

**WHEREAS**, the Township Committee of the Township of Upper Deerfield is desirous of awarding the Request for Qualification to Randall Scheule, PP and appointing him as Township Planning Board Planner of the Township of Upper Deerfield pursuant to a Professional Service Contract for the year 2014.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Upper Deerfield, County of Cumberland and State of New Jersey, as follows:

- 1 That the allegations of the preamble hereto are incorporated herein as if fully set forth.
- 2 That Randall Scheule of Egg Harbor Township, New Jersey, a Professional Planner in the State of New Jersey, be appointed Township Planning Board Planner for Upper Deerfield Township for the year 2014 to perform professional services ordinarily provided by a planner, and shall receive compensation in accordance with terms of the contract on file in the clerk’s office.
- 3 That the aforesaid contract is awarded pursuant to competitive bidding as a “Professional Service” under the provisions of the Local Public Contracts Law because N.J.S.A.40A:11-5 states that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law, or to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids, all of which classification the aforesaid contract falls within.
- 4 Upon adoption of the 2014 temporary budget, a purchase order in the amount of the annual cost of the retainer will be encumbered and serve as a certification of availability of funds. The prorated amount of potential additional professional fees contained within the aforementioned contract are included within the temporary budget and the continuation of any potential additional fees for the year will be included within the adopted 2014 budget to be certified by the Chief Financial Officer upon adoption of the 2014 budget.
- 5 That a copy of the specific items pertaining to the award of this contract shall be published in a Notice of Award in the South Jersey Times South as required by law within ten (10) days of the Resolution authorizing same; and

**BE IT FURTHER RESOLVED** that the Mayor and Clerk be and are hereby authorized to enter into a contract with Randall Scheule in a form satisfactory to the Township Solicitor of the Township of Upper Deerfield.

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Upper Deerfield that this professional service agreement is awarded pursuant to and in compliance with the provisions of Pay to Play legislation, N.J.S.A. 19:44A-20.4, et seq.

**RESOLUTION 14-40**

**APPOINTING PLANNING BOARD ENGINEER – ROBERT DUBOIS**

**WHEREAS**, there exists the need for the “Professional Services” of a TOWNSHIP PLANNING BOARD ENGINEER, to be retained by the Township for the performance of planning services and related duties associated therewith as directed by the authorized representatives of the Township of Upper Deerfield, as more specifically set forth in the Professional Services Agreement; and

**WHEREAS**, the Township of Upper Deerfield has advertised Requests for Qualifications for the position of Township Planning Board Engineer of the Township of Upper Deerfield; and

**WHEREAS**, Robert DuBois, P.E. has submitted a response to the Request for Qualification; and

**WHEREAS**, the Township Committee of the Township of Upper Deerfield is desirous of awarding the Request for Qualification to Robert DuBois, PE and appointing him as Township Planning Board Engineer of the Township of Upper Deerfield pursuant to a Professional Service Contract for the year 2014.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Upper Deerfield, County of Cumberland and State of New Jersey, as follows:

- 1 That the allegations of the preamble hereto are incorporated herein as if fully set forth.
- 2 That Robert DuBois of Ocean City, New Jersey, a Professional Engineer in the State of New Jersey, be appointed Township Planning Board Engineer for Upper Deerfield Township for the year 2014 to perform professional services ordinarily provided by a planner, and shall receive compensation in accordance with terms of the contract on file in the Clerk’s office.
- 3 That the aforesaid contract is awarded pursuant to competitive bidding as a “Professional Service” under the provisions of the Local Public Contracts Law because N.J.S.A.40A:11-5 states that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law, or to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids, all of which classification the aforesaid contract falls within.
- 4 Upon adoption of the 2014 temporary budget, a purchase order in the amount of the annual cost of the retainer will be encumbered and serve as a certification of availability of funds. The prorated amount of potential additional professional fees contained within the aforementioned contract are included within the temporary budget and the continuation of any potential additional fees for the year will be included within the adopted 2014 budget to be certified by the Chief Financial Officer upon adoption of the 2014 budget.

5 That a copy of the specific items pertaining to the award of this contract shall be published in a Notice of Award in the South Jersey Times South as required by law within ten (10) days of the Resolution authorizing same; and

**BE IT FURTHER RESOLVED** that the Mayor and Clerk be and are hereby authorized to enter into a contract with Robert DuBois in a form satisfactory to the Township Solicitor of the Township of Upper Deerfield.

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Upper Deerfield that this professional service agreement is awarded pursuant to and in compliance with the provisions of Pay to Play legislation, N.J.S.A. 19:44A-20.4, et seq.

### **RESOLUTION # 14-41**

#### **AUTHORIZING PROFESSIONAL SERVICE AGREEMENT LOUIS C. JOYCE IV**

**WHEREAS**, there exists a need for professional planning services in the Township of Upper Deerfield; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.) requires that the resolution authorizing the award of contracts for professional services without competitive bids, and the contract itself, must be available for public inspection; and

**WHEREAS**, the Township Committee deems it to be in the best interests of the residents of the Township of Upper Deerfield to award a contract for planning services to Louis C. Joyce, IV, PP, AICP for the provision of planning services in connection with special projects as the Township Committee may approve from time to time in connection with planning, zoning, and redevelopment.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Upper Deerfield as follows:

1. That the allegations of the preamble hereto are incorporated herein as if fully set forth.
2. That Louis C, Joyce, IV of Alloway, New Jersey, a Professional Planner in the State of New Jersey, be appointed special project Planner for Upper Deerfield Township for the year 2014 to perform professional services ordinarily provided by a planner, and shall receive compensation , for the provision of planning services at \$95 an hour for the projects outlined.
3. That the aforesaid contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because N.J.S.A.40A:11-5 states that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law, or to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids, all of which classification the aforesaid contract falls within.
4. That the professional fees contained within the aforementioned agreement are included within the temporary budget and the continuation of any potential additional fees for the year will be included within the adopted 2014 budget to be certified by the Chief Financial Officer upon adoption of the 2014 budget.

5. That a copy of the specific items pertaining to the award of this contract shall be published in a Notice of Award in the South Jersey Times South as required by law within ten (10) days of the Resolution authorizing same; and

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Upper Deerfield that this professional service agreement is awarded pursuant to and subject to the provisions of Pay to Play legislation, N.J.S.A. 19:44A-20.4, et seq., in that the contractor has agreed to execute the Pay to Play exemption certification and has or will certify that the contractor has not during the last 12 months preceding the award of this contract nor during the succeeding 12 months contributed or will contribute campaign contributions in excess of reportable limits in accordance with the aforesaid legislation; and

**BE IT FURTHER RESOLVED** that the Mayor and Clerk be and are hereby authorized to enter into a contract with Louis C. Joyce, IV in a form satisfactory to the Township Solicitor of the Township of Upper Deerfield.

### **RESOLUTION # 14-42**

#### **AUTHORIZING THE PURCHASE OF MATERIALS, SUPPLIES OR EQUIPMENT UNDER A CONTRACT OR CONTRACTS ENTERED INTO ON BEHALF OF THE STATE BY THE NEW JERSEY DIVISION OF PURCHASE AND PROPERTY**

**WHEREAS**, , in the past, the Township of Upper Deerfield has availed itself of the right to purchase materials, supplies and equipment entered into on behalf of the State of New Jersey the Treasury pursuant to N.J.S.A. 40A:11-12; and

**WHEREAS**, it is desirable from time-to-time to obtain materials, supplies and equipment under contracts for such materials, supplies and equipment entered into on behalf of the State by the said Division without the necessity of advertising for bids, or in the cases where no bids have been received; and

**WHEREAS**, it is contemplated that it will be necessary or desirable to obtain materials, supplies and equipment from vendors listed on Schedule A which is attached to, and made a part of, this resolution under such contract or contracts entered into on behalf of the State of New Jersey by the NJ Division of Purchase and Property during the fiscal year 2014.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Upper Deerfield, County of Cumberland and State of New Jersey as follows:

1. That the purchases by the Township of Upper Deerfield, through the various municipal departments, shall be purchased under a contract or contracts for such materials, supplies or equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property in the Department of the Treasury in those cases where it is desirable and in the best interest of the Township of Upper Deerfield, and in those cases where bids have been sought by advertisement and, therefore, no bids are received.
2. That a copy of the Resolution and Schedule A be forwarded to the Township Administrator, all Department Heads of the Township of Upper Deerfield, Township Auditor, and any other party in interest.

**RESOLUTION 14-43**

**AUTHORIZING CONTRACTS FOR SENIOR CENTER COURSE INSTRUCTORS**

**WHEREAS**, the Township of Upper Deerfield is desirous of providing instructional courses at the Senior Center throughout the year.

**NOW, THEREFORE, BE IT RESOLVED**, that the following instructors be compensated as a private contractor at a rate of \$10 per hour of instruction in 2014:

Ann Beckett  
Irene Elwell  
Faith Connelly  
Alice Simpkins

**BE IT FURTHER RESOLVED** that the aforementioned fees are included within the temporary budget and the continuation of any potential additional fees for the year will be included within the adopted 2014 budget to be certified by the Chief Financial Officer upon adoption of the 2014 budget.

**RESOLUTION 14-44**

**APPOINTING SURVEYOR FOR TAX MAP MAINTENANCE  
BARRY GLEISSNER**

**WHEREAS**, there exists the need for the “Professional Services” of a SURVEYOR FOR TAX MAP MAINTENANCE, to be retained by the Township for the performance of licensed engineering services and related duties associated therewith as directed by the authorized representatives of the Township of Upper Deerfield, as more specifically set forth in the Professional Services Agreement; and

**WHEREAS**, Barry Gleissner, P.L.S. has submitted a proposal; and

**WHEREAS**, the Township Committee of the Township of Upper Deerfield is desirous of awarding the proposal to Barry Gleissner, P.L.S. and appointing him as the surveyor for tax map maintenance, of the Township of Upper Deerfield pursuant to a Professional Service Contract for the year 2014;

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Upper Deerfield, County of Cumberland and State of New Jersey, as follows:

- 1 That the allegations of the preamble hereto are incorporated herein as if fully set forth.
- 2 That Barry Gleissner, P.L.S. of Bridgeton, New Jersey, a professional land surveyor authorized to practice in the State of New Jersey, be awarded the contract to maintain and update the tax maps for Upper Deerfield Township for the year 2014 and shall receive compensation in accordance with terms of the contract on file in the Clerk’s office.

- 3 That the aforesaid contract is awarded pursuant to competitive bidding as a “Professional Service” under the provisions of the Local Public Contracts Law because N.J.S.A.40A:11-5 states that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law, or to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids, all of which classification the aforesaid contract falls within.
- 4 The amount of potential fees contained within the aforementioned contract are included within the temporary budget and the continuation of any potential additional fees for the year will be included within the adopted 2014 budget to be certified by the Chief Financial Officer upon adoption of the 2014 budget.
- 5 That a copy of the specific items pertaining to the award of this contract shall be published in a Notice of Award in the South Jersey Times South as required by law within ten (10) days of the Resolution authorizing same; and

**BE IT FURTHER RESOLVED** that the Mayor and Clerk be and are hereby authorized to enter into a contract with Barry Gleissner, P.L.S. in a form satisfactory to the Township Solicitor of the Township of Upper Deerfield; and

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Upper Deerfield that this professional service agreement is awarded pursuant to and in compliance with the provisions of Pay to Play legislation, N.J.S.A. 19:44A-20.4, et seq.

#### **RESOLUTION 14-45**

#### **APPOINTING TOWNSHIP ADMINISTRATOR**

**BE IT RESOLVED**, Roy J. Spoltore is hereby appointed Township Administrator for a term of three years with a term due to expire on December 31, 2016 with compensation as per the annual salary resolution, and, and

**BE IT FURTHER RESOLVED** that an agreement of such purpose is hereby approved in the form submitted and the Mayor and Township Clerk are authorized to execute the same on behalf of the Township and a copy thereof shall be filed with the Township Clerk and available for public inspection.

**BE IT FURTHER RESOLVED** that the compensation contained within the aforementioned agreement are or will be included within the temporary budget for each respective year and the continuation of any potential additional fees for the years will be included within the adopted 2014, 2015 and 2016 budget to be certified by the Chief Financial Officer upon adoption of the 2014, 2015 and 2016 budget.

#### **RESOLUTION 14-46**

#### **APPOINTING TOWNSHIP HOUSING OFFICER**

**BE IT RESOLVED**, Edward Fleetwood is hereby appointed Township Housing Officer for a term of three years with a term due to expire on December 31, 2016; with compensation as per annual salary resolution, and

**BE IT FURTHER RESOLVED** that an agreement of such purpose is hereby approved in the form submitted and the Mayor and Township Clerk are authorized to execute the same on behalf of the Township and a copy thereof shall be filed with the Township Clerk and available for public inspection.

**BE IT FURTHER RESOLVED** that the compensation contained within the aforementioned agreement are or will be included within the temporary budget for each respective year and the continuation of any potential additional fees for the years will be included within the adopted 2014, 2015 and 2016 budget to be certified by the Chief Financial Officer upon adoption of the 2014, 2015 and 2016 budget.

#### **RESOLUTION 14-47**

##### **APPOINTING TOWNSHIP PHYSICIAN**

**BE IT RESOLVED**, that Dr. Robert Patitucci is hereby appointed Township Physician for a term of 3 years to expire December 31, 2016, and he shall be paid the reasonable value of services rendered by him without competitive bidding by purchase order per service, since such services will not reasonably permit the drawing of specifications or receipt of competitive bids therefore.

#### **RESOLUTION 14-48**

##### **APPOINTING REGISTRAR OF VITAL STATISTICS**

**BE IT RESOLVED**, Amy Colaneri is hereby appointed Registrar of Vital Statistics for a term of three years with a term due to expire on December 31, 2016 with compensation as per annual salary resolution, and

**BE IT FURTHER RESOLVED** that an agreement of such purpose is hereby approved in the form submitted and the Mayor and Township Clerk are authorized to execute the same on behalf of the Township and a copy thereof shall be filed with the Township Clerk and available for public inspection; and

**BE IT FURTHER RESOLVED** that the fees contained within the aforementioned agreement are or will be included within the temporary budget for each respective year and the continuation of any potential additional fees for the years will be included within the adopted 2014, 2015 and 2016 budget to be certified by the Chief Financial Officer upon adoption of the 2014, 2015 and 2016 budget.

#### **RESOLUTION 14-49**

##### **APPOINTING DEPUTY REGISTRARS OF VITAL STATISTICS**

**BE IT RESOLVED**, Teresa Warburton is hereby appointed Deputy Registrar of Vital Statistics and Andrea Penny is appointed Alternate Deputy Registrar of Vital Statistics for three year terms with terms due to expire on December 31, 2016 with compensation as per annual salary resolution, and

**BE IT FURTHER RESOLVED** that an agreement of such purpose is hereby approved in the form submitted and the Mayor and Township Clerk are authorized to execute the same on behalf of the Township and a copy thereof shall be filed with the Township Clerk and available for public inspection; and

**BE IT FURTHER RESOLVED** that the fees contained within the aforementioned agreement are or will be included within the temporary budget for each respective year and the continuation of any potential additional fees for the years will be included within the adopted 2014, 2015 and 2016 budget to be certified by the Chief Financial Officer upon adoption of the 2014, 2015 and 2016 budget.

### **RESOLUTION 14-50**

#### **APPOINTING RISK MANAGEMENT CONSULTANT FOR ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND BCA INSURANCE GROUP**

**WHEREAS**, the Governing body of the Township of Upper Deerfield has resolved to join the Atlantic County Municipal Joint Insurance Fund, a self insurance pooling fund, following a detailed analysis and;

**WHEREAS**, the Bylaws of said Fund require that each municipality appoint a Risk Management Consultant to perform various professional services as detailed in the Bylaws and;

**WHEREAS**, the Township of Upper Deerfield has advertised Requests for Proposals for the position of Risk Management Consultant of the Township of Upper Deerfield; and

**WHEREAS**, BCA Insurance Group has submitted a response to the Request for Proposal; and

**WHEREAS**, the Township Committee of the Township of Upper Deerfield is desirous of awarding the Request for Proposal to BCA Insurance Group as Risk Management Consultant for the Township of Upper Deerfield pursuant to a Professional Service Contract for the period commencing January 1, 2014, and ending on December 31, 2016.

**WHEREAS**, the BCA Insurance Group proposal submitted a fixed cost of \$6,200 per year which expenditure represents reasonable compensation for the services required and was included in the cost considered by the governing body and;

**WHEREAS**, NJSA 40A:11-5 (1) (m), specifically exempts the hiring of insurance consultants from competitive bidding as an extraordinary unspecifiable service; and

**WHEREAS**, the experience, knowledge of public insurance and risk management issues and judgmental nature required of a Risk Management Consultant's are clearly an extraordinary

unspecifiable service which therefore render competitive bidding impractical; and

**WHEREAS**, the services requested are exempt from the Pay to Play provisions of N.J.S.A. 19:44-20.4 in that the amount provided for the services under this agreement are less than the Pay to Play threshold and the Contract has certified that it has not nor will make reportable campaign contributions in excess of reportable limits for the 12 months preceding this contract and for the 12 months succeeding the execution of this contract.

**NOW THEREFORE**, be it resolved that the governing body of the Township of Upper Deerfield does hereby appoint BCA Insurance Group as its Risk Management Consultant in accordance with 40A:11-5 for period commencing on January 1, 2014, and ending on December 31, 2016, and;

**BE IT FURTHER RESOLVED** that the governing body is hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:11-5 (1), (a), (i).

**BE IT FURTHER RESOLVED** that the Mayor and Clerk be and are hereby authorized to enter into a contract with BCA Insurance Group in a form satisfactory to the Township Solicitor of the Township of Upper Deerfield; and

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Upper Deerfield that this professional service agreement is awarded pursuant to and in compliance with the provisions of Pay to Play legislation, N.J.S.A. 19:44A-20.4, et seq.; and

**BE IT FURTHER RESOLVED** that the fees contained within the aforementioned agreement are or will be included within the temporary budget for each respective year and the continuation of any potential additional fees for the years will be included within the adopted 2014, 2015 and 2016 budget to be certified by the Chief Financial Officer upon adoption of the 2014, 2015 and 2016 budget.

## **RESOLUTION 14-51**

### **APPOINTMENT OF TOWNSHIP**

#### **EMERGENCY MANAGEMENT COORDINATOR – CHAD OTT**

**BE IT RESOLVED** by the Township Committee of the Township of Upper Deerfield, County of Cumberland, that Chad Ott is hereby appointed Emergency Management Coordinator to fill the unexpired three year term that ends on December 31, 2015; and

**BE IT FURTHER RESOLVED** that an agreement of such purpose is hereby approved in the form submitted and the Mayor and Township Clerk are authorized to execute the same on behalf of the Township and a copy thereof shall be filed with the Township Clerk and available for public inspection; and

**BE IT FURTHER RESOLVED** that the fees contained within the aforementioned agreement are included within the temporary budget and the continuation of any potential additional fees for the

year will be included within the adopted 2014 budget to be certified by the Chief Financial Officer upon adoption of the 2014 budget.

James Crilley, Chairman called for Resolution 14-52 entitled Payment of Bills in the amount of \$1,192,620.68. The Clerk read the resolution by title. On motion of Bruce Peterson seconded by John T. O'Neill, Sr. to approve and adopt resolution, unanimously carried on a roll call vote, 5-0.

## **RESOLUTION 14-52**

### **PAYMENT OF BILLS**

**WHEREAS**, vouchers have been received as per the attached bill list, and

**WHEREAS**, all charges listed thereon have been approved for payment, and

**WHEREAS**, the goods/services shown therein have been received by the Township of Upper Deerfield,

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Upper Deerfield, County of Cumberland and State of New Jersey, that the attached bills in the amount of \$1,192,620.68 be paid, and

**BE IT FURTHER RESOLVED** that the Finance Officer is hereby authorized and directed to issue checks in payment of same.

Mayor Crilley called for Appointment of Members of the Township Committee to serve as Committeemen-in-Charge of Various Subcommittees and Divisions of Municipal Government for the Year 2014.

#### **ASSIGNMENT**

CRHS Board Liaison  
Development Regulations  
Economic Development  
Environmental Regulations  
  
Finance  
  
Local School Board Liaison  
Member of S.J. Rail Lines  
Personnel  
  
Public Safety  
Public Works Dept.  
  
Recreation  
Recycling Center  
Sanitary Sewer and Public Water Systems  
  
Senior Center Liaison

#### **COMMITTEEMAN IN CHARGE**

James P. Crilley  
Bruce T. Peterson  
James P. Crilley  
John T. O'Neill, Sr. and  
Bruce T. Peterson  
Bruce T. Peterson and  
James P. Crilley  
John L. Daddario  
Bruce T. Peterson  
John T. O'Neill, Sr. and  
James P. Crilley  
John L. Daddario  
Scott Smith and  
John L. Daddario  
John L. Daddario  
Bruce T. Peterson  
John T. O'Neill, Sr. and  
Scott Smith  
John T. O'Neill, Sr. and

Street Lighting

James P. Crilley  
John L. Daddario & Bruce Peterson

Chairman Crilley called for appointments to the various Boards, Commissions and Committees with consent of the Committee.

**APPOINTMENTS BY THE CHAIRMAN TO COMMISSIONS, BOARDS AND COMMITTEES WITH CONSENT OF THE COMMITTEE**

**ENVIRONMENTAL COMMISSION**

Eileen Clark	12/31/16
Lynn Maun	12/31/16
Caroline Owens	12/31/16
Alternate #2 – Jack Waselik	12/31/15
Secretary, Teresa Warburton	12/31/14

**PLANNING BOARD**

**(Class I, II & III - 1 Year Term)**

Class I John T. O'Neill, Sr.	12/31/14
Class II Edward Fleetwood	12/31/14
Class III Scott Smith	12/31/14
Class IV Bruno Basile	12/31/17
Russell Vanella	12/31/17
Alternate #3 Michael Blandino	12/31/15
Alternate #4 Joseph Spoltore	12/31/15
Secretary, Vicki Vagnarelli	12/31/14

**INDUSTRIAL COMMISSION/ECONOMIC DEVELOPMENT COMMITTEE**

Bruce Riley	12/31/18
Secretary, Terry Stiles	12/31/14

**RECREATION COMMISSION**

Wayne Whipple	12/31/16
Theresa Branch	12/31/16
Alternate #1 – George Taylor, III	12/31/15
Secretary, Amy Colaneri	12/31/14

**HISTORICAL COMMISSION**

Debbie Glessner	12/31/15
Carol Kinkade	12/31/18
Secretary, Cindy Kakoda	12/31/14

## **BOSTWICK LAKE COMMISSION**

George E. Joyce, Jr.	12/31/15
Susan Cline	12/31/15

## **AGRICULTURAL ADVISORY COMMITTEE**

Don McCracken	12/31/14
James Johnson	12/31/14
Steve Smith	12/31/14
Jim P. Crilley	12/31/14
Bruce T. Peterson	12/31/14

## **COMMUNITY PRIDE & RELATIONS COMMITTEE**

Ted Oneschuh	12/31/14
Belford Miller, Jr.	12/31/14
Frank Tyler	12/31/14
Herman Evans, Jr.	12/31/14
Secretary, Kathy King	12/31/14

Chairman Crilley asked for a Motion to approve appointments to Commissions, Boards & Committees, on motion by Mr. O'Neill, Sr., seconded by Mr. Peterson the appointments were unanimously approved 5-0 on a roll call vote.

## **COMMITTEE COMMENTS**

John Daddario stated that it is a pleasure serving with this group of Committeeman, noting it is a good group of individuals to work with who only have the best interests of the community at hand when making decisions. He added he was very happy that James Crilley returned as our Mayor and John T. O'Neill, Sr. as the Deputy Mayor for 2014, and thanked all the volunteers who serve on the various boards and commissions who help make all this happen so smoothly.

Scott Smith stated that it is a pleasure to work with this committee and thanked all of the Township volunteers who are dedicated to the community.

Bruce Peterson stated that it is an honor to be re-elected again. Mr. Peterson added this is the best group of individuals he has worked with throughout his years of service. He thanked his wife for her support, all the volunteers, and our staff.

John T. O'Neill, Sr. stated that each of the Committeemen has been involved in the community in other capacities and we all want to continue serving the community and the Township.

Mayor Crilley stated he is proud to be re-elected as mayor again for 2014. The Mayor congratulated Mr. O'Neill on his selection as Deputy Mayor and thanked Mr. O'Neill for his technical knowledge, willingness to get things done and being available at anytime for the good of the Township. Chairman Crilley thanked Mr. Peterson for his knowledge of the history of this township and understanding the impact of decisions before the Committee. The Mayor recognized Mr. Daddario contagious efforts to maintain and improve the Townships top notch public safety services. The Chairman noted that Mr. Smith has once again accepted committee assignments that require a tremendous amount of time. Mr. Crilley added that politics will not play any role with this Committee. The Committee will continue to look for tax ratable and continue to do the business visits throughout the township as it is cheaper to keep existing businesses than it is to bring in new businesses. Shared services will remain a top priority as evidenced by the number of existing shared services the Township has with neighboring municipalities. The Chairman noted the success of the CS Regional Court where eight municipalities have come together to create a regional court system that has shown a savings of around 60%. The EMS addition is underway, the parking will be expanded, the municipal building will be getting new windows and a new roof, the convenience center is being upgraded, the recreation league areas will have ADA Compliant restrooms and a portion of Love Lane will be reconstructed in 2014. Mayor Crilley recognized Upper Deerfield Township as having some of the finest volunteer Fire and EMS in the area. The Chairman thanked the volunteers to the Boards and Committees and the staff for their service to the community. Mayor Crilley recognized those in attendance and wished everyone a healthy and Happy New Year.

At this time, Mayor Crilley asked if there were any comments from the public. Bruno Basile commended Mayor Crilley for taking the biggest risk to recognize everyone in the crowd.

With no other public comments, Mayor Crilley asked all the newly appointed officials present to come forward and be sworn in be Township Solicitor, Rocco Tedesco. After the officials received their Oath of Office, Chairman Crilley invited all present to join the Committee for refreshments and fellowship at the Senior Center.

There being no further business to come before the Committee, on motion of Bruce Peterson, seconded by John T. O'Neill, Sr. to adjourn, unanimously carried.

Respectfully submitted,

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Teresa L. Warburton  
Recording Secretary

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Roy J. Spoltore  
Township Clerk