

**MINUTES OF THE OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF  
UPPER DEERFIELD, IN THE COUNTY OF CUMBERLAND, HELD ON  
THURSDAY, JANUARY 7, 2016, 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, Public Works Supervisor, Amy Colaneri, Treasurer, and Teresa Warburton, Recording Secretary

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

“This meeting is being held in accordance with the “Open Pubic Meetings Act”. Notice of meeting has been provided and published as required by law in the South Jersey Times and the Press, Cumberland County Edition. Notice has also been posted in the Municipal Building. The Clerk shall enter this statement in the minutes of this meeting.” In compliance with State Fire Safety Statutes the Committeeman Crilley instructed those present how to exit the room in an emergency.

Invocation was given by James Crilley, and the flag salute was led by John T. O'Neill, Sr.

Roy J. Spoltore, Township Clerk presented John T. O'Neill, Sr. to be sworn in as a member of the Township Committee for a term of three years to expire December 31, 2018. Mr. O'Neill, Sr. 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 Scott Smith to be sworn in as a member of the Township Committee for a term of three years to expire December 31, 2018. Mr. Smith 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, Sr. and unanimously carried that the Clerk assume the position as Temporary Chairman for the purpose of selecting a Chairman of the Township Committee for 2016.

Roy J. Spoltore, Township Clerk assumed the position as Temporary Chairman and requested nominations for permanent Chairman for 2016. 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 2016, 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 Acting Chairman for the year 2016 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 45 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 45, and unanimously carried. Roy Spoltore, Clerk then read each resolution

by title. On a motion by Mr. Peterson, seconded by Mr. O'Neill, Sr., Resolutions 1-45 were unanimously approved by a roll call vote of 5-0, with Bruce Peterson abstaining on resolution 45.

Resolution # 16-1 Appointing Township Solicitor – Rocco Tedesco, Esq

Resolution # 16-2 Adopting a Temporary Budget - Township

Resolution # 16-3 Adopting a Temporary Dedicated Sewer & Water Budget

Resolution # 16-4 Appointing Township Officials

Resolution # 16-5 Appointing Township Engineer & Utilities Engineer – Brian J. Murphy, PE

Resolution # 16-6 Appointing Township Auditor - Nick L. Petroni, CPA

Resolution # 16-7 Appointing Township Treasurer – Amy Colaneri

Resolution # 16-8 Appointing Assistant Solicitors – Michael Gruccio, Francis Reuss III, & Dante Romanini, Esq

Resolution # 16-9 Appointing Assistant Solicitor & Conflict Solicitor - Rebecca Bertram, Esq

Resolution # 16-10 Authorizing Professional Service Agreement with Jeffrey R. Surenian and Associates, LLC for Services as Special Counsel

Resolution # 16-11 Appointing a Commissioner and Deputy Commissioner to the Atlantic County Municipal Joint Insurance Fund – Roy Spoltore, & Vicki Vagnarelli

Resolution # 16-12 Appointing Emergency Management Coordinator – Chad Ott

Resolution # 16-13 Appointing Public Agency Compliance Officer – Roy J. Spoltore

Resolution # 16-14 Cash Management Plan

Resolution # 16-15 Designating Depository for Municipal Funds – Cape Bank

Resolution # 16-16 Authorizing the Signing of Checks for General Account and Sewer & Water Utility Account

Resolution # 16-17 Authorizing Clerk's Office to Maintain a Petty Cash Fund in the Amount of \$50.00

Resolution # 16-18 Authorizing Change Funds

Resolution # 16-19 Newspapers to Receive Notice of Meetings

Resolution # 16-20 Designating Official Newspaper – Daily Journal

Resolution # 16-21 Setting Interest and Penalty on Property Taxes

Resolution # 16-22 Setting Interest and Penalty on Sewer & Water Utility Charges and Rents

Resolution # 16-23 Authorizing Mayor and Engineer to Sign NJDEP Forms

Resolution # 16-24 Designating Meeting Dates

Resolution # 16-25 Authorizing Cancellation of Property Tax Refund or Delinquency Less Than \$10.00

Resolution # 16-26 Authorizing Animal Shelter Contract – Cumberland SPCA & South Jersey Regional Animal Shelter

Resolution # 16-27 Authorizing Contract for Animal Control Services with Society to Protect Animals

Resolution # 16-28 Authorizing Tax Assessor the Authority to File Tax Appeals and Tax Complaints

Resolution # 16-29 Authorizing Professional Service Agreement with DM Medical Billings

Resolution # 16-30 Authorizing Contract With Cumberland Development Corporation

Resolution # 16-31 Setting Forth Regulations Regarding Convenience Center Stickers

Resolution # 16-32 Appointing Staff for CS Regional Municipal Court

Resolution # 16-33 Authorizing Contractual Services for CS Regional Municipal Court  
 Resolution # 16-34 Appointing Public Defender for CS Regional Municipal Court– Stephen Kernan, Esq  
 Resolution # 16-35 Appointing Prosecutor for CS Regional Municipal Court – Thomas Corrigan, Esq  
 Resolution # 16-36 Appointing Acting Deputy Court Administrator – Maryann Sheppard  
 Resolution # 16-37 Appointing Planning Board Solicitor – Theodore Ritter, Esq & Matthew Ritter, Esq  
 Resolution # 16-38 Appointing Planning Board Planner – Randall Scheule, PP  
 Resolution # 16-39 Appointing Planning Board Engineer – Fralinger Engineering, PA  
 Resolution # 16-40 Appointing Township Construction Code Officials and Certifying Salaries  
 Resolution # 16-41 Appointing Township Tax Collector – Andrea Penny  
 Resolution # 16-42 Appointing Fire Safety Code Official – Chris Williams  
 Resolution # 16-43 Authorizing Purchase of Materials, Supplies or Equipment Under State Contract  
 Resolution # 16-44 Authorizing Contracts for Senior Center Instructors  
 Resolution # 16-45 Authorizing the Execution of the Contract with Seabrook Educational and Cultural Center to Pr  
 for the Support and Maintenance of the Seabrook Educational and Cultural Center Exhibit and Museum

James Crilley, Chairman called for a resolution entitled Payment of Bills in the amount of \$456,342.03. motion of Scott Smith, seconded by Bruce Peterson to approve and adopt said resolution, unanimously carried 5-0 roll call vote.

#### INSERT RESOLUTION

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 2016.

#### **ASSIGNMENT**

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

#### **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 and Scott Smith  
 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 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.

Recreation Commission  
Planning Board  
Industrial Commission/Economic Development Committee  
Historical Commission  
Environmental Commission  
Agricultural Advisory Committee  
Community Pride Relations Committee  
Senior Center Advisory Committee

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

**RECREATION COMMISSION**

|                          |          |
|--------------------------|----------|
| John Rogers              | 12/31/18 |
| William Ziefle           | 12/31/18 |
| Alternate #1 Lee Brazile | 12/31/17 |
| Secretary Amy Colaneri   | 12/31/16 |

**PLANNING BOARD**

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

|              |                      |          |
|--------------|----------------------|----------|
| Class I      | John T. O'Neill, Sr. | 12/31/16 |
| Class II     | Edward Fleetwood     | 12/31/16 |
| Class III    | Scott Smith          | 12/31/16 |
| Class IV     | Edward Overdevest    | 12/31/19 |
| Class IV     | Robert Comer         | 12/31/17 |
| Alternate #2 | Michele Mooney       | 12/31/17 |
| Alternate #3 | Ken Jackson          | 12/31/17 |
| Secretary    | Vicki Vagnarelli     | 12/31/16 |

**INDUSTRIAL COMMISSION/ECONOMIC DEVELOPMENT COMMITTEE**

|                        |          |
|------------------------|----------|
| John McGlynn           | 12/31/20 |
| Dave Trout             | 12/31/20 |
| Secretary Terry Stiles | 12/31/16 |

**HISTORICAL COMMISSION**

|                          |          |
|--------------------------|----------|
| Ronald Moore             | 12/31/20 |
| Deborah Glessner         | 12/31/20 |
| Secretary Cynthia Kakoda | 12/31/16 |

**ENVIRONMENTAL COMMISSION**

|                            |          |
|----------------------------|----------|
| William Ziefle             | 12/31/18 |
| Sandy Morrissey            | 12/31/18 |
| Secretary Teresa Warburton | 12/31/16 |

**AGRICULTURAL ADVISORY COMMITTEE**

|               |          |
|---------------|----------|
| Don McCracken | 12/31/16 |
|---------------|----------|

|                   |          |
|-------------------|----------|
| James Johnson     | 12/31/16 |
| Steve Smith       | 12/31/16 |
| Jim P. Crilley    | 12/31/16 |
| Bruce T. Peterson | 12/31/16 |

#### **COMMUNITY PRIDE & RELATIONS COMMITTEE**

|                      |          |
|----------------------|----------|
| Ted Oneschuh         | 12/31/16 |
| Belford Miller, Jr.  | 12/31/16 |
| Frank Tyler          | 12/31/16 |
| Herman Evans, Jr.    | 12/31/16 |
| Secretary Kathy King | 12/31/16 |

#### **SENIOR CENTER ADVISORY COMMITTEE**

|                    |          |
|--------------------|----------|
| Mary Ann Kenelia   | 12/31/16 |
| Anthony Lamanteer  | 12/31/16 |
| Virginia Lamanteer | 12/31/16 |
| Mildred Rodriguez  | 12/31/16 |

#### **COMMITTEE COMMENTS**

John Daddario reflected that as he was driving to tonight's meeting he wondered why he is a politician. Then he came to the meeting and has the opportunity and enjoys working with this great group of Committeemen and volunteers.

Scott Smith stated that it is a pleasure to work with this Committee and thanked all of the Township volunteers who help to make all this happen so smoothly. Everyone does it for the right reasons.

Bruce Peterson stated that the volunteers and our staff really make things work. He added he has worked in the public service for over 30 years and this is the best committee as a group that he has worked with; there are no hidden agendas, everyone has the best interests of the community. He congratulated Scott Smith and John O'Neill on their re-election to the Committee and James Crilley and John O'Neill on their reappointment as Chairman and Vice-Chairman for the year 2016. Mr. Peterson concluded by thanking the volunteers and staff.

John T. O'Neill, Sr. stated that all of us do this because we enjoy the township and care about this community. He added he has great enjoyment working with these committeeman and all the volunteers and he is looking forward to another year. Mr. O'Neill noted that everyone strives to make the community better.

Mayor Crilley stated that he is very proud to be re-elected as mayor again for 2016. He congratulated Mr. O'Neill on his re-election as Vice Chairman and Deputy Mayor, and expressed his gratitude for his willingness to get things done and be available anytime. He noted that Mr. Peterson is the historian of this township and the impact of his knowledge for the township. He added that Mr. Daddario is the liaison for the first responders, public works and recreation and makes sure they are on top of their game as John would not have it any other way. The Chairman explained that Mr. Smith again this year has accepted some of the most trying assignments and committees.

Mr. Crilley commented that he looks forward to every meeting and trying to make our community a little bit better each meeting. He added that 2015 was a great year. The Township

received over 1 million dollars in grants for the firefighter's air packs, recycling tonnage, small cities facilities, small cities home rehabilitation and transportation trust for the repaving of Button Mill Road. The CS Regional Court now has nine participating municipalities which is saving all the municipalities a lot of money. The Construction Office recently added a shared service agreement with the City of Millville, which now provides services to five participating municipalities. The Chairman added that the financing is almost in place to purchase the 119 acre property known as Sunset Lake, LLC in order to preserve it as open space. The Township had their first resident take advantage of the Township's tax abatement program in 2015 for homes over 20 years old. He added that there is hope that the passing of the alcoholic beverage referendum will bring new commercial development. A new dump truck was purchased for Public Works and the department repaired the drainage inlets on most Township roads this past year. New windows were installed in the municipal building and new landscaping was installed in the front of the building. The Township has the best employees and volunteers. Mayor Crilley stated it is time to recognize two of the Township volunteers.

Mayor Crilley asked Bruno Basile and his wife, Margaret to come forward. Mayor Crilley explained that Bruno Basile was stepping down from the Township Planning Board after serving 26 years, 22 of them as Chairman. He added that serving on the Planning Board sets the direction of the Township into the future and requires a tremendous commitment. The Mayor then read a resolution honoring Bruno for his 26 years of service to the Planning Board. John O'Neill and Scott Smith both members of the Planning Board acknowledged Bruno's dedication and knowledge which enabled the Planning Board meetings to go smoothly through the years. Bruce Peterson remembered when Bruno was nominated to serve on the Planning Board and his commitment to make sure the Township was not overdeveloped. John Daddario added that Bruno handled everything with class and as a gentleman. Vicki Vagnarelli, Secretary of the Planning Board, presented Bruno with a plaque and basket of goodies from the Planning board members. Bruno Basile stated he was overwhelmed and it was an honor to serve on the Planning Board. Mr. Basile added this is a great Township and it was a pleasure to serve with past and current members of the Township Committee and Planning Board.

Mayor Crilley asked Blake Maloney and his wife, Joan to come forward. Mayor Crilley explained that Blake Maloney was stepping down from the Township Environmental Commission after serving 12 years as a member since the inception of the Commission, all of them as Chairman. He added that Blake's knowledge and focus on environmental issues enabled the Commission to move forward with issues before the Township. The Mayor then read a resolution honoring Blake for his 12 years of service to the Environmental Commission. John O'Neill and Bruce Peterson liaisons to the Environmental Commission discussed Blake's knowledge of the workings of the County Utilities Authority and Blake's focus to protect the Township. John Daddario and Scott Smith both commented on Blake's wealth of knowledge concerning environmental issues and will be hard to replace. Blake Maloney explained that the creation of the Commission came about due to the proposed development of the Sunset Lake property and that he was glad to hear that the Township is getting close to purchasing the property and preserving the land as open space. Mr. Maloney stated that the Commission has been working together for the betterment of the community and he was leaving the Commission in capable hands. He thanked the community for their support.

At this time, Mayor Crilley asked if there were any comments from the public.

Nancy Ridgway of Irving Avenue congratulated the Committee and all of the volunteers. Dean Hawk of Merritt Avenue asked why the Daily Journal was selected. Mr. Peterson explained that the South Jersey Times is no longer the local newspaper and it is more cost effective to advertise in the Daily Journal. The Daily Journal intended to hire an additional reporter to cover the western side of the county.

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 Daddario to adjourn, unanimously carried.

Respectfully submitted,

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Teresa L. Warburton  
Recording Secretary

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Roy J. Spoltore  
Township Clerk