

MINUTES OF A REGULAR MEETING OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF UPPER DEERFIELD, IN THE COUNTY OF CUMBERLAND, HELD ON THURSDAY, JULY 15, 2010 AT 7:00 P.M. IN THE MUNICIPAL BUILDING, HIGHWAY 77, SEABROOK, NEW JERSEY, PURSUANT TO NOTICE.

Present were: James Crilley, Chairman, Bruce Peterson, Vice Chairman, John Daddario, John O'Neill, Sr. and Scott Smith all being members of the Township Committee. Also present were: Roy Spoltore, Township Clerk/Administrator, Ted Baker, Township Solicitor Teresa Warburton, Recording Secretary, Brian Murphy, Township Engineer and David J. Rogers, Streets and Recreation Supervisor.

The meeting was called to order with a public announcement statement read by James Crilley, Chairman.

“In compliance with the Open Public Meetings Act a schedule of regular meetings containing the location and the time and date of each meeting was approved at the Annual Organization meeting of the Township Committee, and within seven days following the Annual Organization meeting, a copy of such schedule of regular meetings was posted in the Municipal Building, at Seabrook, NJ., which Notice has remained so posted throughout the year, and copies of the schedule of regular meetings have been mailed to The News and the Press, Cumberland County Edition, and filed with the Township Clerk in compliance with said Act.” In compliance with State Fire Safety Statutes the Mayor instructed those present how to exit the room in an emergency.

Jim Crilley gave invocation followed by the flag salute led by Bruce Peterson .

Jim Crilley made announcement that there will be no Redevelopment Committee Meeting this evening due to lack of business.

Mayor James Crilley, asked for members of the Maxwell family to come forward to receive a Resolution Honoring the Maxwell Family. Mayor Crilley read the resolution for their dedication, time and effort that is put in holding one of the areas premier Memorial Day events. Bud Maxwell commented that the Cemetery was started in 1928 by his father and the family has continued on and enjoy sponsoring a Memorial Day activity as something the family loves to do. Bob Maxwell looks forward to continuing the relationship it has with the community and Township. Joyce Maxwell noted it is a labor of love and thanked the Township Committee for the Honor. The Township Committee thanked the Maxwell family for their efforts and appreciate what the program does for the community.

At this time James Crilley, Chairman opened the meeting for public comment.

Michael Magee – trustee of the Cohansey Soccer Club brought in with two proposals for expansion of soccer fields at the soccer complex. After some discussion the Committee viewed Proposal B as this expansion did not conflict with Little League or create parking concerns. The Soccer Club had previously received approval from the Recreation Committee for their proposed expansion. No township funds will be used for this project, they are only asking for the Committees approval of this project, as they would like to begin preparation of the land around August 1st. On motion of Scott Smith, seconded by John Daddario, the Committee approved of Cohansey Soccer Club’s proposal to construct new fields along property west of Old Burlington Road.

Mayor Crilley recognized Ralph Brownlee who was present to discuss the proposed employee performance review process. Mr. Brownlee stated that he is currently in phase three of the human resources contract; the employee performance review forms. He prepared two performance appraisals:

one for employees and one for supervisory exempt employees. He recommended that supervisors do a mock evaluation so that he can answer any questions they might have, and that each employee be informed that they will be evaluated on a yearly basis and how they will be evaluated. Mr. Brownlee recommended that there be an informal six month review to let the employees know their strengths and weaknesses. Ralph Brownlee added that the process is not disciplinary but rather an evaluation of performance. The Committee stated that they would like to have the format in a bound binder rather than have loose papers laying around. On motion of John Daddario, seconded by Bruce Peterson, the Committee unanimously agreed to approve the process as presented.

There being no public comments James Crilley, Chairman called for the approval of minutes for the Meeting of July 1, 2010. On motion of Bruce Peterson, seconded by John O'Neill, to dispense with the reading of the minutes, unanimously carried. On motion of John Daddario, seconded by Scott Smith to accept minutes as received and unanimously approved 5-0.

Jim Crilley, Chairman called for a discussion and introduction of an ordinance entitled, Ordinance Amending Section 98-23 of the Code of the Township of Upper Deerfield Regarding Temporary or Daily Signs. The Clerk read the proposed Ordinance by title. Ted Baker explained this ordinance is similar to what was reviewed previously but with language added pertaining to enforcement and sign placement to be outside of right-of-ways. On motion of Bruce Peterson, seconded by John Daddario to approve and adopt proposed ordinance on first reading, setting the date for public hearing on August 5, 2010 at 7:00 pm and was unanimously carried. The Chairman instructed the Clerk to advertise same in the News of Cumberland County as required by law.

James Crilley, Chairman called for a resolution entitled Imposing a Lien On Block 1401, Lot 19 – 17 Concord Court. The Clerk read the resolution by title. On motion of Bruce Peterson, seconded by Scott Smith to approve and adopt said resolution, unanimously carried 5-0.

RESOLUTION 10-151

James Crilley, Chairman called for a resolution entitled Approval of Change Order #1 – Construction of New Seabrook Water Treatment Facility. The Clerk read the resolution by title. Brian Murphy stated that this change order is necessary because Atlantic Electric changed how the electric service would be tied into the treatment plant facility after the facility had been publicly bid. On motion of John Daddario., seconded by Scott Smith to approve and adopt said resolution, and unanimously carried 5-0 on a roll call vote.

RESOLUTION 10-152

James Crilley, Chairman called for a resolution entitled Approval of Change Order #1 – Purchase of Water Meters and Water Reading Equipment. The Clerk read the resolution by title. Brian Murphy explained that additional water meters are needed for the commercial customers in the Seabrook area that were not initially accounted for when the project was bid. On motion of Bruce Peterson., seconded by John T. O'Neill, Sr., to approve and adopt said resolution, and unanimously carried 5-0 on a roll call vote.

RESOLUTION 10-153

James Crilley, Chairman called for a resolution entitled Approval of Change Order #2 – Sidewalk Replacement West Village Seabrook. The Clerk read the resolution by title. Brian Murphy reported that this change order is the final accounting of the project based on actual amounts used. On motion of Bruce Peterson., seconded by John Daddario, to approve and adopt said resolution, and unanimously carried 5-0 on a roll call vote.

RESOLUTION 10-154

James Crilley, Chairman called for a resolution entitled Abatement For Improvement, Conversion or Construction Of Property – Century Savings Bank. The Clerk read the resolution by title. On motion of Bruce Peterson., seconded by Scott Smith, to approve and adopt said resolution, and unanimously carried 5-0 on a roll call vote.

RESOLUTION 10-155

James Crilley, Chairman called for a resolution entitled Payment of Bills in the amount of \$511,590.13. On motion of Bruce Peterson, seconded by Scott Smith to approve and adopt said resolution, unanimously carried 5-0 on a roll call vote.

RESOLUTION 10-156

COMMITTEE REPORTS

John Daddario – commented that Public Works was finishing cleaning up construction debris at Signature Homes. The Bank has promised to get back to Ted Baker on Monday and is currently getting quotes to clean up the development, maintain the vacant home lawns and remove construction trailers. Mr. Daddario commended David Rogers, Supervisor of Streets and Recreation as the Township received approximately \$18,000 of FEMA Money from the snow storm in 2009. Mr. Daddario recently conducted the quarterly meeting with the Fire Departments and mentioned the possibility that the Fire Companies could be consolidated in the future to help reduce costs.

Scott Smith reported that Soccer is doing well, the football field reconstruction is underway, as the construction machines are at the facility.

John O'Neill, Sr. stated that he recently attended the Environmental Commission meeting which focused on future workshops and goals. Mr. O'Neill also attended the meeting with the Fire Departments and concurred that the possibility of consolidation of the Departments in the future given the current Economic conditions was well received.

Bruce Peterson – No Report this evening.

James Crilley reported he received a letter from the Cumberland County Freeholders advising of the furlough days that departments will start taking on July 22, 2010, the letter was given to Roy Spoltore to post in the Municipal Building. Chairman Crilley asked if anyone planned on attending the Bridgeton Area Chamber of Commerce meeting on July 20th as a representative of the Governor's Economic Team will be the speaker. If anyone plans on attending, please let Roy know so that he can make reservations.

ADMINISTRATOR'S REPORT

Roy Spoltore informed the Committee that the salt shed bids and site preparation are due on August 3rd. Ten home rehab bids are due on July 28th. The proposed ribbon cutting with USDA officials is tentatively scheduled for August 12th or 13th. Darlene Campbell has prepared a Re-evaluation bid proposal which is included in your packets for your review. The State Health Benefits will increase 11.8% in 2011. As host of the Shared Services study, the proposed timeline and initial survey have been discussed with representatives of Triad and CDC. The City of Bridgeton has reached out and would like to be involved in the study. Representatives from the participating municipalities will be asked to attend the kick off meeting on July 27th after the regular meeting of the CDC. Brian Murphy and Theodore Cooper did a review of the Old State Police Building on Highway 77. Mr. Murphy explained that someone spent a significant amount of money to upgrade the interior of the building. Dory Cooper received quotes on getting the building boarded up from Bob Blake Construction \$600.00, Steve Levick Construction \$700.00, Hemmingway Construction \$960.00 and P.J. Leyman Construction \$1,450.00. On motion of John Daddario, seconded by Scott Smith, to have Bob Blake board up 1241 Highway 77, and unanimously approved 5-0 on a roll call vote. The Committee also requested that proposals be received to board up the holes on the roof. The township newsletter will be finalized and prepared for print by the end of the month, the committee recommended that resolutions adopted that honored people throughout the Township be included. The Transportation Trust Grant will need to be filed soon and there are a few roads that should be considered for repaving. The committee requested that Engineer Brian Murphy should inspect the conditions of three areas and make the selection for submittal to the State. Roads to be considered include Martin, Lewis and Davis Drives, Shadow Brooke area and Sentry Drive.

ENGINEERS REPORT

Brian Murphy reported that the cleaning up of Thoroughbred Estates is progressing along well and the developer has taken out a permit to construct a home on the first lot. The contractors will be developing the new well at the Seabrook Water Treatment Facility and water test results from both wells should be received early next week to see if we have any iron issues or other treatment issues that may need to be addressed.

On motion of Bruce Peterson, seconded by John Daddario, and unanimously approved, to accept the Treasurer's Report showing fund balances \$5,971,403.63 as of June 30th as submitted.

At this time James Crilley, Chairman opened the meeting for additional public comments.

With no public comments, James Crilley, Chairman called for a resolution Authorizing Closed Session for litigation and personnel. The Clerk read the resolution by title. On motion of John O'Neill, Sr., seconded by John Daddario to approve and adopt resolution, unanimously carried.

The meeting was reopened to the public on a motion of Bruce Peterson, seconded by John Daddario and unanimously approved. On motion of John O'Neill, Sr., seconded by Bruce Peterson, and unanimously approved, Kiernan McCarthy was moved from a part time EMT to a full time EMT with benefits.

RESOLUTION 10-158

There being no further business to come before the Committee, on motion of Bruce Peterson, seconded by John O'Neill, Sr. to adjourn, unanimously carried.

Respectfully submitted,

Teresa L. Warburton
Recording Secretary

Roy J. Spoltore
Township Clerk