

**MINUTES OF THE OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF  
UPPER DEERFIELD, IN THE COUNTY OF CUMBERLAND, HELD ON  
THURSDAY, JANUARY 6, 2011, 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: Theodore Baker, Solicitor; Roy Spoltore, Township Administrator/Clerk; Teresa Warburton, Recording Secretary, Brian Murphy, Township Engineer; and Members of Boy Scout Troop No. 27.

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 the Mr. Crilley instructed those present how to exit the room in an emergency.

Invocation was given by Deacon Carmen Bisher, and the flag salute was led by Boy Scout Troop No. 27 led by John Chiari. James Crilley then thanked Deacon Carmen Bisher and the scouts for leading the flag salute.

Roy J. Spoltore, Township Clerk presented John L. Daddario to be sworn in as a member of the Township Committee for a term of three years to expire December 31, 2013. Mr. Daddario was sworn in to his term of office as Committeemen by Township Solicitor, Ted Baker, and assumed his position as a member of the Township Committee.

Roy J. Spoltore, Township Clerk presented Bruce T. Peterson to be sworn in as a member of the Township Committee for a term of three years to expire December 31, 2013. Mr. Peterson was sworn in to his term of office as Committeemen by Township Solicitor, Ted Baker, and assumed his position as a member of the Township Committee.

Motion by Mr. Smith, seconded by Mr. Peterson and unanimously carried that the Clerk assumes the position as Temporary Chairman for the purpose of selecting a Chairman of the Township Committee. Township Clerk Roy Spoltore assumed position as Temporary Chairman and requested nominations for permanent Chairman.

On a motion of Mr. Daddario and seconded by Mr. Smith, James Crilley was nominated as Chairman of the Township Committee for 2011, and was unanimously carried on a roll call vote of 4-0, with Mr. Crilley abstaining.

Chairman Crilley assumed the chair of the meeting, and called for nominations for Vice Chairman. On a motion of Mr. O'Neill, seconded by Mr. Daddario, that Bruce Peterson serve as Vice-Chairman of the Township Committee and serve as Acting Chairman for the year 2011 during the absence or disability of the Chairman, unanimously carried on a roll call vote of 4-0, with Mr. Peterson abstaining.

Chairman Crilley called for Resolutions 1 thru 52 to be combined as a consent agenda and voted upon as one item. Motion by Mr. O'Neill, seconded by Mr. Smith, and unanimously carried to adopt a Consent Agenda for Resolutions 1 thru 52. On a motion by Mr. Peterson, seconded by Mr. Smith, and unanimously approved, Clerk Roy Spoltore then read each resolution by title. On a motion by Mr. Peterson seconded by Mr. Daddario and unanimously approved 5-0 on a roll call vote Resolutions 1 thru 52 were adopted.

**Resolution 11-1** entitled Adopting A Temporary Budget - Township.

INSERT RESOLUTION

**Resolution 11-2** entitled Adopting A Temporary Dedicated Sewer & Water Budget.

INSERT RESOLUTION

**Resolution 11-3** entitled Appointing Township Officials.

INSERT RESOLUTION

**Resolution 11-4** entitled Appointing Township Solicitor – Theodore E. Baker.

INSERT RESOLUTION

**Resolution 11-5** entitled Appointing Municipal Engineer & Utilities Engineer – Brian J. Murphy.

INSERT RESOLUTION

**Resolution 11-6** entitled Appointing Township Auditor – Nick L. Petroni.

INSERT RESOLUTION

**Resolution 11-7** entitled Appointing Treasurer – Amy Colaneri.

INSERT RESOLUTION

**Resolution 11-8** entitled Appointing Assistant Solicitors – Marian Haag and Rebecca Bertram.

INSERT RESOLUTION

**Resolution 11-9** entitled Appointing Fire Safety Code Official – Donald Sims, Jr.

INSERT RESOLUTION

**Resolution 11-10** entitled Appointing a Commissioner and Deputy Commissioner to the Atlantic County Municipal Joint Insurance Fund. – Roy Spoltore and Vicki Vagnarelli.

INSERT RESOLUTION

**Resolution 11-11** entitled Appointing Court Administrator & Violations Clerk – Patricia Adams.

INSERT RESOLUTION

**Resolution 11-12** entitled Appointing Acting Court Administrators – Brenda Frisbee & Patricia Simpson.

INSERT RESOLUTION

**Resolution 11-13** entitled Appointing Bond Counsel – McManimon & Scotland.

INSERT RESOLUTION

**Resolution 11-14** entitled Appointing Public Agency Compliance Officer – Roy J. Spoltore.

INSERT RESOLUTION

**Resolution 11-15** entitled Cash Management Plan.

INSERT RESOLUTION

**Resolution 11-16** entitled Designating Depository for Municipal Funds – Colonial Bank.

INSERT RESOLUTION

**Resolution 11-17** entitled Authorizing the Signing of Checks for General Account and Sewer & Water Utility Account.

INSERT RESOLUTION

**Resolution 11-18** entitled Authorizing the Clerk's Office to Maintain a Petty Cash Fund in the amount of \$50.00.

INSERT RESOLUTION

**Resolution 11-19** entitled Designating Official Newspaper – The News of Cumberland County.

INSERT RESOLUTION

**Resolution 11-20** entitled Designating Meeting Dates.

INSERT RESOLUTION

**Resolution 11-21** entitled Newspapers to receive Notice of Meetings.

INSERT RESOLUTION

**Resolution 11-22** entitled Setting Interest and Penalty on Property Taxes.

INSERT RESOLUTION

**Resolution 11-23** entitled Setting Interest and Penalty on Sewer & Water Utility Charges and Rents.

INSERT RESOLUTION

**Resolution 11-24** entitled Authorizing Mayor and Engineer to Sign NJDEP forms.

INSERT RESOLUTION

**Resolution 11-25** entitled Authorizing Professional Service Agreement with DM Medical Billings.

INSERT RESOLUTION

**Resolution 11-26** entitled Authorizing Cancellation of Property Tax Refund or Delinquency of Less than \$5.00.

INSERT RESOLUTION

**Resolution 11-27** entitled Authorizing Animal Shelter Contract – Cumberland SPCA & Animal Shelter.

INSERT RESOLUTION

**Resolution 11-28** entitled Authorizing Contract for Animal Control Services with Countywide Animal Care and Control, LLC.

INSERT RESOLUTION

**Resolution 11-29** entitled Authorizing Tax Assessor the authority to file tax appeals and tax complaints.

INSERT RESOLUTION

**Resolution 11-30** entitled Authorizing Agreement Between County of Cumberland and Township of Upper Deerfield Regarding the Alliance for Substance Abuse Prevention.

INSERT RESOLUTION

**Resolution 11-31** entitled Authorizing Grant Agreement Between County of Cumberland/Office on Aging & Disabled and Township of Upper Deerfield.

INSERT RESOLUTION

**Resolution 11-32** entitled Appointing Emergency Management Coordinator – John Karkocha.

INSERT RESOLUTION

**Resolution 11-33** entitled Authorizing Contract with Cumberland Development Corporation.

INSERT RESOLUTION

**Resolution 11-34** entitled Setting Forth Regulations Regarding Convenience Center Stickers.

INSERT RESOLUTION

**Resolution 11-35** entitled Appointing Public Defender for Municipal Court – Stephan Kernan.

INSERT RESOLUTION

**Resolution 11-36** entitled Appointing Prosecutor for Municipal Court – Edward Duffy.

INSERT RESOLUTION

**Resolution 11-37** entitled Authorizing Contractual Services for Municipal Court.

INSERT RESOLUTION

**Resolution 11-38** entitled Appointing Electrical Sub Code Official – Gary Wallen.

INSERT RESOLUTION

**Resolution 11-39** entitled Authorizing Purchase of Materials, Supplies or Equipment Under State Contract.

INSERT RESOLUTION

**Resolution 11-40** entitled Appointing Planning Board Solicitor – Matthew Ritter & Theodore Ritter.

INSERT RESOLUTION

**Resolution 11-41** entitled Appointing Planning Board Planner – Randall Scheule.

INSERT RESOLUTION

**Resolution 11-42** entitled Authorizing Contracts for Senior Center Instructors.

INSERT RESOLUTION

**Resolution 11-43** entitled Appointing Planning Board Engineer – Robert DuBois.

INSERT RESOLUTION

**Resolution 11-44** entitled Authorizing Professional Service Agreement – Louis C. Joyce, IV.

INSERT RESOLUTION

**Resolution 11-45** entitled Authorizing Professional Service Agreement – Ralph Brownlee.

INSERT RESOLUTION

**Resolution 11-46** entitled Appointing Risk Management Consultant – Maran Corporate Risk Associates.

INSERT RESOLUTION

**Resolution 11-47** entitled Appointing Township Administrator – Roy J. Spoltore.

INSERT RESOLUTION

**Resolution 11-48** entitled Appointing Township Housing Officer – Edward Fleetwod.

INSERT RESOLUTION

**Resolution 11-49** entitled Appointing Township Physician – Dr. Stanley L. Bagan.

INSERT RESOLUTION

**Resolution 11-50** entitled Appointing Registrar Vital Statistics – Amy Colaneri.

INSERT RESOLUTION

**Resolution 11-51** entitled Appointing Deputy Registrar Vital Statistics – Teresa Warburton & Andrea Penny.

INSERT RESOLUTION

**Resolution 11-52** entitled Appointing Construction Code Official And Building Sub Code Official – Jeryl M. Goff.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled Payment of Bills in the amount of \$1,120,373.47. The Clerk read the resolution by title. On motion of Mr. O’Neill seconded by Mr. Smith to approve and adopt resolution, unanimously carried on a roll call vote, 5-0.

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 2011.

INSERT COMMITTEE APPOINTMENTS

APPOINTMENTS BY THE CHAIRMAN FOR VARIOUS BOARDS, COMMISSIONS AND COMMITTEES WITH CONSENT OF THE COMMITTEE.

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

Chairman Crilley asked for a Motion to approve appointments to Commissions, Boards & Committees, on motion by Mr. Peterson, seconded by Mr. O’Neill, the appointments were unanimously approved.

INSERT APPOINTMENTS

COMMITTEE COMMENTS

John Daddario stated that David Rogers just received a check for February 2010 snow storm clean up from FEMA in the amount of \$30,905.00. Mr. Daddario thanked the residents of Upper Deerfield for their faith in him, the employees and volunteers of all the boards, committees and organizations of Upper Deerfield for their dedication to the community, and his wife, Gail, and children for their support and understanding. Mr. Daddario congratulated Bruce Peterson on his re-election to the Township Committeemen. Mr. Daddario also added that the Committee is bipartisan in its decision

making and politics do not work in Upper Deerfield, everyone does what is best for the Township to make it a better place to live.

Scott Smith thanked the committee and the community for their support and confidence in allowing him to serve this community. Mr. Smith stated that he enjoyed working with this committee over the past year and has learned a lot over the past year. He is looking forward to working with the committee on the upcoming challenges before the Township.

John T. O'Neill, Sr. wished everyone a happy and healthy new year and welcomed Mr. Daddario and Mr. Peterson back on the Committee. At last year's meeting it was stated that there would be a lot of tough decisions and challenges in 2010. The Committee has had to make some difficult decisions that have affected people's lives, noting that nothing is going to be the same as before in the public sector. Mr. O'Neill stated that the Committee will not have to look for challenges as they are in front of us. He closed his remarks by adding that Upper Deerfield is in much better shape than a lot of the other municipalities, which is a testament to past Committees.

Bruce Peterson thanked everyone and especially his wife, Zina for her continued support throughout his public service career. He added that this Committee really does appreciate the volunteers, and staff, without you we could not make this Township work. He also went on to say that the Township Committee is the best group of individuals he has worked with in the public sector. They are dedicated to the Township, they work together, have one common goal of what is best for the Township, there are no politics involved, and everyone is here for the right reasons.

Mayor Crilley expressed his appreciation to the committee members for the honor of serving as Chairman with a group of five we's and not five I's. Mr. Crilley congratulated Mr. Daddario and Mr. Peterson on their re-election. He thanked his wife Mary Lynn for her support. Mr. Crilley noted that the Committee has had to make some difficult decision in these current economic conditions which has affected people's lives because of the reductions in State Aid to all Municipalities. Shared Services will continue to be explored and of great importance to Upper Deerfield as the Township works within these budget restraints. The Chairman noted that the Township is committed to providing safe clean water to the residents as over \$6 million dollars of various grants and loans have been secured to upgrade the water utility. He added that this Committee is up to the challenges, with all Committee members having strong business backgrounds and being committed to doing what is best for the Township. Mayor Crilley went on to recognize the real heroes of the Township as the volunteers who serve as fire members, EMT's, coaches, and those serving on various boards and committees as well as the staff who continue to recognize our main priority is "to serve the Township Residents".

Mayor Crilley called for all the newly appointed officials present to come forward and be sworn in be Township Solicitor, Ted Baker. After the officials received their Oath of Office, Chairman Crilley and the Committee recognized various Township representatives and officials in the audience and invited all present to join the Committee for refreshments and fellowship at the Senior Center.

Benediction was offered by Deacon Carmen Bischer.

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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