

**MINUTES OF THE OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF  
UPPER DEERFIELD, IN THE COUNTY OF CUMBERLAND, HELD ON  
THURSDAY, MARCH 17, 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, and David J. Rogers, Supervisor Streets & Recreation.

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

“This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of March 17, 2011 was included in a list of meetings notice sent to The News of Cumberland County, on January 11, 2011 and the Press, Cumberland County Edition on January 12, 2011 and advertised in said newspapers on January 13, and January 15, 2011, posted on the bulletin board in the Municipal Building on January 7, 2011 and has remained continuously posted as the required notices under the Statue. In addition, a copy of this notice is and has been available to the public and is on file in the office of the Municipal Clerk.

James Crilley gave the invocation followed by the flag salute led by John Daddario.

James Crilley introduced Sgt. David Gilcrest of the New Jersey State Police. Sgt. Gilcrest serving as the liaison with the Bridgeton barracks asked if anyone had any questions that he might answer. There being none, the meeting continued with a presentation on Farmland Preservation by Matthew Pisarski of the Cumberland County Planning Board.

Blake Maloney gave an overview of the Township Farmland Preservation Plan that was adopted last month. The Township Agricultural Advisory Committee recently met to discuss preservation of farmland in the Township. The Ag Committee found out that there is \$750,000.00 allocated to Upper Deerfield Township through the 2011 State Planning Incentive Grant which is a use it or lose it program. Matthew Pisarski gave an overview of how the county utilizes its preservation funding and how the allocation works between Federal, State and County programs. Mr. Pisarski noted that there are five farms in Upper Deerfield Township that have submitted an application for preservation, however the County does not have any allocation left to include them in this years County funding formula. The Township does have allocation available through their PIG grant formula that was approved through the State's acceptance of the Township Farmland Preservation Plan. Mr. Pisarski recommended that the Township consider utilizing its \$750,000 of allocation towards the five farms who have applied. If any of the five farms qualify for Federal funding they could be removed from the Township's allocation, since the five farms total over one million dollars. Mr. Pisarski added that Hopewell Township has utilized their PIG allocation in the past and they have contributed a local match to help move the process along. The State has not released any of the open space bond funding that was approved through a statewide referendum and the state funding is virtually on hold. If the Township wishes to participate and approve using its allocation the Township can determine at a later date if they wish to contribute local funds on a case by case basis from its capital reserve for open space and farmland preservation line item. Chairman Crilley thanked Mr. Maloney and Mr. Pisarski for their presentation.

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

Doug Zirkle- assistant chief of Seabrook Fire & Rescue gave a presentation on their annual report of activities at Seabrook Fire and Rescue for 2010. Mr. Zirkle noted that John Daddario is very hard working and a good advocate for the Fire Companies. He informed the Committee of the many aspects of fire service that is offered the residents from their company including ice and water rescue. The company currently has 37 members, 26 are certified fire fighters and 11 are in training. The Committee was presented a booklet showing their volume of calls over a number of years. Chairman Crilley thanked Assistant Chief Zirkle and the members of the Company who came out for their presentation and the tremendous job that they do for the citizens. Mr. Daddario also thanked the group for their presentation and service to the community. Adding that he enjoys working with the fire companies and EMS, they are all special and good people.

Dean Hawk of Merritt Avenue purchased a home on Button Mill Road that was part of the Lennar development. Creation of a homeowner's association was a requirement for the developer at the time of the Planning Board approval for maintenance of the retention basin and nature walk. The homeowner's association currently requires each property owner to pay \$562.00 each a year. He noted that the property taxes paid in 2004 were \$5,000 and the taxes paid in 2009 were \$322,000. Mr. Hawk suggested that the Township by resolution or ordinance disband the homeowner's association and develop a land assessment fee for the 43 property owners rather have an association. Mr. Baker will review the legalities of the request.

There being no public comments James Crilley, Chairman called for the approval of minutes for the Meeting of March 3, 2011. On motion of Bruce Peterson, seconded by John Daddario, to dispense with the reading of the minutes, unanimously carried. On motion of John O'Neill, Sr., seconded by Scott Smith, to accept the minutes as received and unanimously approved 5-0.

James Crilley, Chairman called for a discussion and introduction of an ordinance entitled, Calendar Year 2011 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40a:4-45.14) The Clerk read the proposed Ordinance by title and explained that the ordinance would allow the Township to create a tax bank for an extra 1.5% of the previous years appropriation. On motion of Bruce Peterson, seconded by Scott Smith to approve and adopt the proposed ordinance on first reading and setting the date for public hearing on April 7, 2011 at 7:00 pm and was unanimously carried 5-0. The Chairman instructed the Clerk to advertise same in the News of Cumberland County as required by law.

#### INSERT ORDINANCE

James Crilley, Chairman called for a discussion and introduction of an ordinance entitled, Ordinance Adopting Rules and Regulations for the Fire Companies of the Township of Upper Deerfield. The Clerk read the proposed Ordinance by title. John Daddario thanked Teresa Warburton, Don Sims and the fire chiefs for their help and input in creating this Standard Operating Procedure for the three volunteer fire companies. Bruce Peterson thanked John Daddario for his impetus to move the process and create the standardization which was long overdue. On motion of

John Daddario, seconded by John T. O'Neill, Sr., to approve and adopt the proposed ordinance on first reading and setting the date for public hearing on April 7, 2011 at 7:00 pm and was unanimously carried 5-0. The Chairman instructed the Clerk to advertise same in the News of Cumberland County as required by law.

INSERT ORDINANCE

James Crilley, Chairman called for a discussion of the 2011 Township and Utility budget. Chairman Crilley stated that the Committee is pleased to report that the local purpose tax will be zero again this year. Mr. Crilley added that the budget has required a number of people to step forward as part time positions were eliminated, full time positions were made part time, shared services continues to be analyzed with our neighbors. John T. O'Neill, Sr. noted that the budget will be constantly and consistently reviewed as there may be more reductions. Bruce Peterson added that the Committee has been reviewing the budget process since last year and that all departments and groups are sharing the pain of budgetary reductions. Mr. Peterson also thanked the staff for their participation and understanding. Chairman Crilley reported that there will be an increase in the water rates due to the mandated capital improvements to the water system mandated by the State and State Courts. John Daddario and Scott Smith thanked the Finance Committee and everyone involved for the job they did in creating the 2011 budget.

James Crilley, Chairman called for a resolution entitled Introduction of 2011 Municipal Budget and 2011 Utility Budget. 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 on a roll call vote.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution Approval of Change Order #1 Small Cities - Macera. The Clerk read the resolution by title. On motion of John Daddario, seconded by John T. O'Neill, Sr. to approve and adopt said resolution, unanimously carried 5-0 on a roll call vote.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled Resolution Authorizing Release of Performance and Maintenance Guarantees Regarding Block 1207, Lot 1.02 on the Tax Map of the Township Of Upper Deerfield, Bank of Elmer. 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.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled Authorizing and providing for the Incurrence of Indebtedness for the Purpose of Providing a Portion of the Cost of Acquiring,

Constructing, Enlarging, Improving, and/or Extending its Seabrook Water Facility to Serve an Lawfully within its Jurisdiction to Serve. The Clerk read the resolution by title. On motion of Bruce Peterson, seconded by John T. O'Neill, Sr. to approve and adopt said resolution, unanimously carried 5-0 on a roll call vote.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled A Resolution Assigning Municipal Planning Incentive Grant Funds for the Purchase of Development Easements. 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 on a roll call vote.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled Payment of Bills in the amount of 1,437,341.21. On motion of Bruce Peterson, seconded by Scott Smith to approve and adopt said resolution, unanimously carried 5-0 on a roll call vote.

INSERT RESOLUTION

COMMITTEE COMMENTS

John Daddario reported that the Cumberland Midget Football has been selected to receive a \$500.00 grant from South Jersey Gas. Public Works will be getting prices for a tractor with a bush hog for roadside mowing. Recently had the opportunity to go through Thoroughbred Estates and they have removed some water from the north basin but not much else has happened.

Scott Smith stated that preparing the utility budget and reviewing water rates has been interesting to work on and is looking forward to moving the process to completion.

John T. O'Neill, Sr. reported that proposal requests were sent to Dutch Neck Landscaping, Rainbow Sprinklers, TBI Unlimited and Wet lawn Automatic Sprinkler System for spring activation and fall winterization of the sprinkler systems. The only company to submit a proposal was from TBI Unlimited for \$1,240.13. On a motion of John T. O'Neill, Sr., seconded by John Daddario to award contract to TBI Unlimited in the amount of \$1,240.13 unanimously approved 5-0 on a roll call vote. A proposal request to install insulated overhead garage doors at the public works building were sent to Eastern Door Company, Elmer Door Co., Inc. and Overhead Door of South Jersey. Proposals were received from Eastern Door Company \$9,850.00 and Elmer Door Co., Inc. \$12,350.00. On motion of Scott Smith, seconded by John Daddario to award contract to Eastern Door Co. unanimously approved on a roll call vote using funding from Ordinance #663. Proposals for purchasing 85 replacement chairs in the Court Room were received from Authorized Business Machines in the amount of \$9,286.25, Delaware Valley Office Equipment in the amount of \$8,893.55, and W.B. Mason in the amount of \$8,325.75. On motion of John T. O'Neill, Sr.,

seconded by Bruce Peterson to award W.B. Mason the contract to purchase the chairs for the court room in the amount of \$8,325.75, unanimously approved 5-0 on a roll call vote using funding from Ordinance #663. Proposals were requested for a four channel court recording system. Proposals were received for a Liberty 4 channel touch screen recording system from Gramco Business Communications in the amount of \$4,895.00 and proposals were received for a FTR 4 channel recording system. from Arsenal Sound, LLC in the amount of \$5,895.65 Gov Connection, no proposal, Gramco Business Communications, in the amount of \$3,995.00, Office Business Systems, in the amount of \$4,953.00. The Court Administrator and Planning Board Secretary tested and analyzed both systems and Liberty 4 was the preferred system since it was more user friendly and was able to be tied into the Township's network and be backed on the Townships existing server. On motion of John T. O'Neill, Sr., seconded by Bruce Peterson to award Gramco Business Communications for the Liberty 4 system in the amount of \$4,895.00, unanimously approved 5-0 on a roll call vote using funding from Ordinance #663. Jeryl Goff requested to attend the Building Safety Conference on April 28<sup>th</sup> and 29<sup>th</sup> in Atlantic City to continue her CEU's. On motion of John T. O'Neill, Sr., seconded by Bruce Peterson, to allow Jeryl Goff to attend the building safety conference and continue her CEU's, unanimously carried 5-0 on a roll call vote. The Direct Install Energy Block Grant Program completed an energy audit of the Municipal Building with a proposal to replace inefficient lighting fixtures and add motion sensors for the lighting as well as replacing both gas boilers in the basement. Total cost of the project would be approximately \$51,900 with Township only being responsible for approximately \$1900.00. On motion of John T. O'Neill, Sr., seconded by Scott Smith to allow the process to continue and notify the program that the Township will be responsible for the \$1,900 to upgrade the fixtures and boilers in the Municipal Building, on a roll call vote.

Bruce Peterson – No Report.

Mayor Crilley stated that each of the Committee Members have received a copy of the proposed bylaws for the Bostwick Lake Commission for your review. If anyone has any suggestions please contact Ted Baker with suggestions. John Daddario reported that his traveling Little League team will be cleaning up Bostwick this weekend. Mr. Crilley noted that the concerned citizens had a good meeting and was very well attended regarding the County budget. The Chairman read a response from Senator Sweeney with regards to the appointment process of a joint court judge which would require a constitutional amendment to change the law. A meeting with five Pleasant Acres residents and a representative from the Devereux Foundation will take place at the end of the month.

#### ADMINISTRATOR'S REPORT

Roy Spoltore informed the Committee that the monthly departmental reports are included in their packets for review. The monthly meeting with USDA was held on Tuesday and the Seabrook Water Facility appears to be on target thus far. The Township is currently waiting on the water quality testing form the two wells at Seabrook. Ted Baker will probably need to request an extension of time from DEP to have the Seabrook facility operating with the appropriate permits. The Committee authorized the submission of an application to repave Colonial Terrace under the Discretionary funding for the NJ Transportation Trust Fund Grant.

DEPARTMENTAL MONTHLY REPORTS: February 2011

Animal Control and Dog Registrar Monthly Report
Clerks Monthly Report
Construction Office Monthly Report
Housing and Zoning
Municipal Court Monthly Report
Tax Collectors Report
Vital Statistics
Fire Marshall

TREASURERS REPORT

The Treasurer's report as of February 28, 2011 shows the balance of all Township accounts as \$8,361,297.44.

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

Eileen Clark stated that the County just finished their open space plan and going to be sending to the Planning Board for adoption. Ms. Clark also noted that Vineland is looking into charging fees for the use municipal ball fields. This may be a way to get some of the maintenance costs back from outside groups, she will forward a copy once she receives one.

Nancy Ridgeway thanked the Committee for their fiscal management of township funds after learning that the Township has 4 million in the surplus. Ms. Ridgeway suggested that the State should be able to tell municipalities how to do things when they pay for it. At a recent meeting she and Mr. Hawk attended, she stated that the USDA representative spoke highly of the Township. She added that at the Freeholder meeting on Tuesday Evening, Kim Hemple represented the Township well.

Dean Hawk stated that at the County 10 year Plan meeting it was evident that education is a primary need for the County.

With no other public comments, James Crilley, Chairman called for a resolution Authorizing Closed Session for contracts, personnel, and pending litigation. The Clerk read the resolution by title. On motion of Scott Smith, seconded by John Daddario to approve and adopt resolution, unanimously carried 5-0.

INSERT RESOLUTION

Bruce Peterson made a motion, seconded by John O'Neill, Sr. and unanimously approved 5-0 to reopen the Township Committee meeting to the public.

Bruce Peterson left the meeting at this point as the Committee discussed the need to increase the water rates based on the State and Court mandated improvements for the water systems. A conceptual idea was presented by the Utilities Committee. A suggestion was made to include a discount for Senior Citizens on their monthly billing. The draft suggestions were given to the administrator and solicitor to incorporate into the ordinances. The utility Committee will review the

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ordinance modifications which will then be brought back to the full Committee for review. Once the Committee has reviewed the revised ordinances, they will be introduced at one meeting and a public hearing will be held on the rate schedule at another meeting.

There being no further business to come before the Committee, on motion of Scott Smith, seconded by John 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