

**MINUTES OF THE OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF  
UPPER DEERFIELD, IN THE COUNTY OF CUMBERLAND, HELD ON  
THURSDAY, AUGUST 16, 2012, AT 7:00 P.M. IN THE MUNICIPAL BUILDING,  
HIGHWAY 77, SEABROOK, NEW JERSEY, PURSUANT TO NOTICE**

Present were: James Crilley, John T. O'Neill, Sr., John Daddario, Bruce Peterson 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 Chad Ott, Chief of EMS.

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 August 16, 2012 was included in a list of meetings notice sent to The News of Cumberland County and the Press, Cumberland County Edition and advertised in said newspapers on January 11, 2012, posted on the bulletin board in the Municipal Building on January 6, 2012 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. In compliance with the State Fire Safety Statutes, Chairman Crilley instructed those present how to exit the room in an emergency.

James Crilley gave an invocation followed by the flag salute led by John T. O'Neill, Sr.

James Crilley, Chairman opened the meeting for public comment.

There being no public comments James Crilley, Chairman called for the approval of minutes for the Meeting of August 2, 2012. On motion of Bruce Peterson, seconded by Scott Smith, to dispense with the reading of the minutes, unanimously carried. On motion of Scott Smith, seconded by Bruce Peterson, to accept the minutes as received, and unanimously approved 4-0 with John Daddario abstaining.

James Crilley, Chairman called for a discussion and introduction of an ordinance entitled, Ordinance Readopting Article II of Chapter 360 of the Code of the Township of Upper Deerfield with respect to Tax Exemptions for the Construction of Commercial or Industrial Structures or Improvements. The Clerk read the proposed Ordinance by title. Ted Baker informed the Committee that this ordinance is really a reaffirmation of the existing ordinance as State Statutes require it being re-adopted after 10 years have past. On motion of John Daddario, seconded by Scott Smith to approve and adopt proposed ordinance on first reading and setting the date for public hearing on September 6, 2012 at 7:00 pm and was carried 4-0 on a roll call vote with Bruce Peterson abstaining. The Chairman instructed the Clerk to advertise same in the News of Cumberland County as required by law and copies to be made available upon request.

**INSERT ORDINANCE**

James Crilley, Chairman called for a resolution entitled Approval of Change Order #1 – Repair of Love Lane between Silver brook Drive and Silver Lake Road. The Clerk read the resolution by title. Brian Murphy explained that the change order provides for the repair of 20 feet of 30” stormwater pipe that collapsed during construction and for the removal of an additional stump that was in the repair area but outside of the original scope of the project. 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 Authorizing Professional Service Agreement with Karabashian Eddington Planning Group for Planning Services. The Clerk read the resolution by title and explained that the Planning board was recommended the additional studies be completed as per the recommendations of the Master Plan Re-exam and the Vacant Land Analysis. On motion of John T. O'Neill, Sr., seconded by John Daddario, 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 Awarding Bids for Home Rehabilitation Contracts 2012-1 through 2012-13. The Clerk read the resolution by title and explained that these 13 projects will consume approximately all of the 2012 DCA Small Cities Home Rehabilitation Grant that was awarded. 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 \$2,484,287.88. 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**

**COMMITTEE COMMENTS**

John Daddario reported that Station 33 is requesting approval for new turn out gear, with quotes received from On Fire Corporation - \$4,455.03, Darley - \$4,761.00, and Jersey Fire Safety - \$4,278.00. On motion of John Daddario, seconded by Scott Smith, and unanimously approved on a roll call vote to award the proposal to Jersey Fire Safety in the amount of \$4,278.00 for the new fire turn out gear. Station 32 has investigated using the old 150k generator from the Love Lane water facility which would enable Station 32 to serve as a cooling station or a place to prepare meals in the event there is another long-term power outage in the Township. A new switch box will need to be ordered for the generator, a concrete pad site will need to be poured and the generator will need to be tied into the electrical system at the building. The Committee agreed to obtain pricing to install the generator at Fire Station 32.

Scott Smith had no report this evening.

Bruce Peterson had no report this evening.

John T. O'Neill, Sr. requested approval for CEU credits for Cindy Kelly for Level One Court Training, staff coverage provided with no registration fee for the course. On a motion of John T. O'Neill, Sr., seconded by John Daddario, to approve the CEU request for Cindy Kelly, unanimously approved 5-0 on a roll call vote. Mr. O'Neill added that he attended a County Finance Committee meeting with Jim Crilley regarding a presentation on establishing County tax rate by the Tax Board.

Mayor Crilley stated that residents from north side of Colonial Terrace met prior to the meeting with Brian Murphy to review proposed modifications to the storm drainage collection system that are being paid for by FEMA due to the previous years' storm damage that caused erosion to the existing collection system and the closing of a gazebo on township property near the cul-de-sac due to unsafe conditions. On Monday, August 27th the Senior Center will host a day at the Ball Park and Dickey Noles from the 1980 World Series Champion Phillies will be in attendance at 10:30 am, with lunch being served at noon, and the Gloucester City String Band will perform at 1:00 pm.

## **ADMINISTRATOR'S REPORT**

Roy Spoltore informed the Committee that Station 32 was asking if they could use their command vehicle to transport members for training outside of Cumberland County. Mr. Daddario suggested that the SOP's needs to be reviewed and updated to make sure it states that no one will drive an emergency vehicle if impaired and that no alcohol is to be consumed while on route to or from the training class. The Committee authorized the use of the vehicle for a training session this coming weekend and they also agreed that the fire companies could utilize the vehicles in the future as long as the chief authorizes the use and the chief in turn will inform the Township Administrator of their approval. The Administrator will then forward the information to the Township Committee via email so they will know that a vehicle will be used for a training session. Bill Chaffins from Station 33 requested that their company be permitted to switch from propane to natural gas at the station. The Administrator suggested that the Township apply for the Direct Energy Grant Program for the fire Company which will do an energy audit of the whole building. The program currently pays for 70% of the cost to upgrade the facility. The Committee unanimously agreed to submit a grant application for all three fire companies while the energy program is still in existence.

The packets contained a spreadsheet showing current budget expenditures, monthly departmental reports, CS Regional Court revenue through July 2012 and NJLM Mayor Advisories for their review. The Third Legislative District Mobile Office will be at the municipal building on Wednesday, August 22 from 9am - 2 pm. Chief Ott has recommended an applicant for a part-time EMT position. On motion of John T. O'Neill, Sr., seconded by John Daddario to hire Jason Capo as a part-time EMT, unanimously approved 5-0 on a roll call vote.

## **INSERT RESOLUTION**

The Woodruff Family will be honored by Bridgeton Main Street as part of their annual Bridgeton Legends Program on Friday September 14th. The Township Committee approved a proclamation honoring the Woodruff Family that the Mayor will present at the event on motion of Bruce Peterson, seconded by John Daddario, unanimously approved 5-0, on a roll call vote.

## **INSERT RESOLUTION**

The regular part time employees at the Convenience Center are still out on medical leave and the two part time summer employees are going back to school. There is a need to hire a temporary part time employee until the regular employees return to work because of the current employee status. On a motion of Bruce Peterson, seconded by John Daddario, to authorize the personnel committee to interview temporary part time help for the Convenience Center and hire the individual they recommend for the interim period. Unanimously approved 5-0 on a roll call vote.

## **ENGINEER'S REPORT**

Brian Murphy reported that South State is finishing the project on time and that there has only been the one change order for the Love Lane roadway repair. Mr. Murphy suggested that additional asphalt could be laid as the road is in poor condition and that additional guiderail and curbing could be added and still stay within the parameters of 20% bid law. On motion of Bruce Peterson, seconded by Scott Smith and unanimously approved on a roll call vote of 5-0, to authorize a change order not to exceed \$21,785.00 for additional asphalt, guiderails and curbing on the Love Lane repair project.

## **INSERT RESOLUTION**

Mr. Murphy stated that he, Chad Ott, Jim Crilley and Roy Spoltore met with the architect to go over the proposed EMS building addition. The Committee discussed the finish of the exterior of the building and it was decided that once the architect comes up with preliminary cost estimates, the Committee will make a decision. Mark Blauer is finalizing a Small Cities Grant to help make the recreational facilities more ADA compliant in regard to bathrooms, parking and pathways. Mr. Murphy will be meeting with Jay Perry from 4 P's development who stated they will be starting the 67 lot subdivision in the near future. Mr. Murphy will be attending a meeting with DOT officials regarding the Big Oak and Centerton intersection on Monday. Mr. Murphy will be preparing a letter that USDA has requested concerning the east loop water line proposal stating that if USDA funding is exceeded the Township would be responsible for the balance of the funding.

## **TREASURERS REPORT**

The Treasurer's report as of July 31, 2012 shows the balance of all Township accounts as \$4,842,475.14.

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

Nancy Ridgway of Irving Avenue stated that if vehicles are going out of the Township the members names should be included as to who was approved to attend the training session. The Committee agreed to require the list of the members who were approved to be going for training in the notice from the emergency response organizations.

There being no further business to come before the Committee, on motion of Bruce Peterson, seconded by Scott Smith, to adjourn the meeting, unanimously carried.

Respectfully submitted,

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Teresa L. Warburton  
Recording Secretary

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Roy J. Spoltore  
Township Clerk