

MINUTES OF A REGULAR MEETING OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF UPPER DEERFIELD, IN THE COUNTY OF CUMBERLAND, HELD ON WEDNESDAY, JULY 16, 2015 AT 7:00 P.M. IN THE MUNICIPAL BUILDING, 1325 HIGHWAY 77, SEABROOK, NEW JERSEY, PURSUANT TO NOTICE.

Present were: James Crilley, Chairman, Bruce Peterson, John T. O'Neill, Sr. and Scott Smith all being members of the Township Committee. Also present were: Roy Spoltore, Township Clerk/Administrator, Dante Romanini, Assistant Township Solicitor, and Amy Colaneri, Treasurer. Committeemen John Daddario was unable to attend.

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

“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 Mayor instructed those present how to exit the room in an emergency.

James Crilley gave the invocation and led the flag salute followed by a moment of silence for former Mayor Jud Turner who recently past away.

James Crilley, Chairman opened the meeting for public comment. Nancy Ridgway of Irving Avenue stated she was opposed to the resolutions awarding contracts for coffee and bottled water. Lynn Maun of the Environmental Commission reported that someone has agreed to donate plants and provide the seed driller for the beautification project for the Quail Ridge Drainage Basin. Volunteer groups will do the preparation and planting of the plants. The Committee unanimously supported the Environmental Commissions efforts to move forward with the project. Dean Hawk of Merritt Avenue asked who was being awarded the various contracts in the first consent agenda and he asked what the shared service with the CClA entailed. Mr. Hawk was provided a set of resolutions regarding the contract awards and was informed the shared service was for a purchasing agent service. Donna Lloyd, Senior Center Director, invited the Committee to attend the Centers Summer Party on Friday August 4th. She added there will be Minute To Win It contest, food and the Gloucester City String Band. Ms. Lloyd thanked the Committee for their support and the public works employees who have been maintaining the outside of the building.

With no additional public comments, James Crilley, Chairman called for the approval of minutes for the meeting of June 18, 2015 and July 1, 2015. On a motion of Bruce Peterson, seconded by John T. O'Neill, Sr., to dispense with the reading of the minutes, and to accept the minutes as received, was unanimously approved 4-0.

Chairman Crilley called for Resolutions 15-142 through 15-159 to be combined as a consent agenda and voted upon as one item. Motion by Mr. Peterson seconded by Mr. Smith, to adopt as a Consent Agenda Resolutions 15-142 to 15-159, and unanimously carried. Roy Spoltore, Clerk then read each resolution by title. On a motion by Mr. O'Neill, Sr., seconded by Mr. Peterson, Resolutions 15-142 through 15-159 were unanimously approved by a roll call vote of 4-0.

Resolution 15-142 – Awarding Contract for Providing Coffee Supplies to the Township.

INSERT RESOLUTION

Resolution 15-143 - Awarding Contract for Providing Heating Oil #2.

INSERT RESOLUTION

Resolution 15-144 - Awarding Contract for Providing Repairs to Various Fencing.

INSERT RESOLUTION

Resolution 15-145 - Awarding Contract for Providing Bottled Water to Township.

INSERT RESOLUTION

Resolution 15-146 - Awarding Contract for Providing IT Support.

INSERT RESOLUTION

Resolution 15-147 – Awarding Contract for Providing Electrical Services.

INSERT RESOLUTION

Resolution 15-148 – Awarding Contract for Providing Yearly Fire Extinguisher Maintenance.

INSERT RESOLUTION

Resolution 15-149 - Awarding Contract for Providing Heating & Air Conditioning General Maintenance and Service Repairs.

INSERT RESOLUTION

Resolution 15-150 - Awarding Contract for Providing Jetting/Vacuuming Pipes in Township.

INSERT RESOLUTION

Resolution 15-151 - Awarding Contract for Providing Off Road Ultra Low Sulfur in Township.

INSERT RESOLUTION

Resolution 15-152 - Awarding Contract for Providing General Plumbing Repairs & General Maintenance in Township.

INSERT RESOLUTION

Resolution 15-153 – Awarding Contract for Supplying Chemicals to the Water Plants

INSERT RESOLUTION

Resolution 15-154 - Awarding Contract for Providing Lift Station Pump Outs.

INSERT RESOLUTION

Resolution 15-155 - Awarding Contract for Providing Repairs of Control & Alarm Systems at Lift Stations.

INSERT RESOLUTION

Resolution 15-156 - Awarding Contract for Providing Repairs of Flow Meters.

INSERT RESOLUTION

Resolution 15-157 - Awarding Contract for Providing Repairs or Replacement of Lift Station Pumps.

INSERT RESOLUTION

Resolution 15-158 - Awarding Contract for Supplying Stationary Services.

INSERT RESOLUTION

Resolution 15-159 - Awarding Contract for Providing Overhead Door Repairs & Maintenance.

INSERT RESOLUTION

Chairman Crilley called for Resolutions 15-160 through 15-184 to be combined as a consent agenda and voted upon as one item. Motion by Mr. O'Neill, seconded by Mr. Peterson, to adopt as a Consent Agenda Resolutions 15-160 through 15-184, and unanimously carried. Roy Spoltore, Clerk then read each resolution by title. On a motion by Mr. O'Neill, seconded by Mr. Smith, Resolutions 15-160 through 15-184 were unanimously approved by a roll call vote of 4-0.

Resolution 15-160– Imposing Lien on Block 2804, Lot 3 – 179 Carmel Rd. - Miller.

INSERT RESOLUTION

Resolution 15-161– Imposing Lien on Block 402, Lot 21 – 43 W. Deerfield Rd. - Petersen.

INSERT RESOLUTION

Resolution 15-162 - Imposing Lien on Block 502, Lot 4 – 17 Northville Road - Bombara.

INSERT RESOLUTION

Resolution 15-163 - Imposing Lien on Block 604, Lot 9 – 180 Northville Road - Moore.

INSERT RESOLUTION

Resolution 15-164 - Imposing Lien on Block 705, Lot 2.06 –379 Centerton Road – Garron.

INSERT RESOLUTION

Resolution 15-165 - Imposing Lien on Block 807, Lot 3 – 1001 Highway 77 – MBM Properties.

INSERT RESOLUTION

Resolution 15-166 - Imposing Lien on Block 813, Lot 5.02 –18 Northville Road – Sirota.

INSERT RESOLUTION

Resolution 15-167– Imposing Lien on Block 906, Lot 6 – 1115 First Avenue - MBM Properties.

INSERT RESOLUTION

Resolution 15-168 - Imposing Lien on Block 907, Lot 9- 1104 First Ave. - Devlin.

INSERT RESOLUTION

Resolution 15-169 - Imposing Lien on Block 914, Lot 3 – 1818 Fourth Ave. – Athey.

INSERT RESOLUTION

Resolution 15-170 - Imposing Lien on Block 1003, Lot 14 –8 Seeley Road- Spagnolo.

INSERT RESOLUTION

Resolution 15-171 - Imposing Lien on Block 1106, Lot 11 –22 Silver Brook Dr - R&R Way.

INSERT RESOLUTION

Resolution 15-172 - Imposing Lien on Block 1202, Lot 7 –1241 Highway 77- CCTS Tax Liens.

INSERT RESOLUTION

Resolution 15-173 - Imposing Lien on Block 1501, Lot 11 – 88 W. Dawson Drive – Capps.

INSERT RESOLUTION

Resolution 15-174 - Imposing Lien on Block 1501, Lot 14 – 102 W. Dawson Dr. – Hawk & Hance.

INSERT RESOLUTION

Resolution 15-175 - Imposing Lien on Block 1504, Lot 40 – 7 Granada Drive – Merit Construction

INSERT RESOLUTION

Resolution 15-176 - Imposing Lien on Block 1808, Lot 42 – 14 Old Deerfield Pike -Coggins.

INSERT RESOLUTION

Resolution 15-177 - Imposing Lien on Block 2002, Lot 3 – 60 Centerton Road – Millbilly Holdings.

INSERT RESOLUTION

Resolution 15-178 - Imposing Lien on Block 2003, Lot 1 – 27 Hildreth Avenue - Poloff.

INSERT RESOLUTION

Resolution 15-179 - Imposing Lien on Block 2005, Lot 6 – 16 Hildreth Avenue – Titus.

INSERT RESOLUTION

Resolution 15-180 - Imposing Lien on Block 2302, Lot 2 – 11 S. Woodruff Road – Davis.

INSERT RESOLUTION

Resolution 15-181 - Imposing Lien on Block 2401, Lot 21 – 142 Landis Avenue - Reed.

INSERT RESOLUTION

Resolution 15-182 - Imposing Lien on Block 2401, Lot 55 – 161 Centerton Road – Anderson.

INSERT RESOLUTION

Resolution 15-183 - Imposing Lien on Block 2402, Lot 4 – 111 Centerton Road – Lovell.

INSERT RESOLUTION

Resolution 15-184 - Imposing Lien on Block 2501, Lot 90 – 179 Landis Avenue – Haberler.

INSERT RESOLUTION

Chairman Crilley called for Resolutions 15-185 through 15-192 to be combined as a consent agenda and voted upon as one item. Motion by Mr. O’Neill seconded by Mr. Smith, to adopt as a Consent Agenda Resolutions 15-185 through 15-192 and unanimously carried. Roy Spoltore, Clerk then read each resolution by title. On a motion by Mr. Peterson, seconded by, Mr. Smith, Resolutions 15-185 through 15-192 were unanimously approved by a roll call vote of 4-0.

Resolution 15-185 – Adoption of State Model Citizen Participation Plan for Small Cities Program.

INSERT RESOLUTION

Resolution 15-186 – Identifying Small Cities Fair Housing And Equal Opportunity Officer.

INSERT RESOLUTION

Resolution 15-187 – Approving of Housing Rehabilitation Policies and Procedures Manual.

INSERT RESOLUTION

Resolution 15-188 – Approving Housing Rehabilitation Grant Management Plan.

INSERT RESOLUTION

Resolution 15-189 – Small Cities Grant to Provide Rehabilitation Loans to Low and Moderate Income Homeowners to Repair their Homes throughout Upper Deerfield Township.

INSERT RESOLUTION

Resolution 15-190 – Approving Public Facilities Grant Management Plan.

INSERT RESOLUTION

Resolution 15-191 – Small Cities Facilities Grant to Remove Architectural Barriers that Restrict Access of the Elderly & Handicapped Within the Township Recreation Complex to Comply with the Americans with Disabilities Act

INSERT RESOLUTION

Resolution 15-192 – Awarding Professional Service Contract to Mark Blauer – DBA/Blauer Associates.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled Tax Payments to Be Refunded. The Clerk read the resolution by title. On motion of Scott Smith, seconded by Bruce Peterson to approve and adopt said resolution, unanimously carried 4-0 on a roll call vote.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled Authorizing Installment Tax Payments Regarding Block 1401, Lot 13. 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 4-0 on a roll call vote.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled Authorizing Installment Tax Payments Regarding Block 1208, Lot 1. 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 4-0 on a roll call vote.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled Granting Final Approval of the Casper (3) Application to Sell Development Easement. The Clerk read the resolution by title. On motion of Scott Smith, seconded by John T. O'Neill, Sr. to approve and adopt said resolution, unanimously carried 4-0 on a roll call vote.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled Authorizing Shared Service Agreement with the Borough of Shiloh. The Clerk read the resolution by title. On motion of Bruce Peterson, seconded by Scott Smith to approve and adopt said resolution, unanimously carried 4-0 on a roll call vote.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled Authorizing Shared Service Agreement with the Cumberland County Improvement Authority. 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 4-0 on a roll call vote.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled Authorizing Application to the Frank H. Stewart Estate Trust for Acquisition Assistance for the Sunset Lake Open Space Project. The Clerk read the resolution by title. On motion of Bruce Peterson, seconded by Scott Smith to approve and adopt said resolution, unanimously carried 4-0 on a roll call vote.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled Approval of Change Order #1 Small Cities – Garrett 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 4-0 on a roll call vote.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled Payment of Bills, in the amount of \$407,494.48. On motion of Bruce Peterson, seconded by Scott Smith to approve and adopt said resolution, unanimously carried 4-0 on a roll call vote.

INSERT RESOLUTION

COMMITTEE REPORTS

Scott Smith did not have a report this evening.

Bruce Peterson did not have a report this evening.

John T. O'Neill, Sr. reminded everyone that the National Night Out at Countryside Village will be held on August 4th and the State Police will be participating in the activities. Bruce Peterson added the SECC Museum will also be open during the event.

Mayor Crilley reported that with the recent rain storms the Municipal Building, Public Works and Convenience Center all took in water. The staff was able to take steps to remediate the issues and remained functional. The County is in the process of finalizing the tax rate. A sample notice to the taxpayers has been prepared, please review the draft notice and let Roy Spoltore know if you have any comments.

ADMINISTRATOR'S REPORT

Roy Spoltore reported that he has submitted the quarterly report for the Firefighter's Assistance Grant and that representatives from the regional office will be at the building next Tuesday to review how the remaining \$10,000 that was awarded might be spent. The utility subcommittee will be meeting prior to the next meeting to review the slip lining bids that were received. The Township did receive a letter from NJDEP accepting the O & M report for Silver Lake Dam. Insurance inspectors from the JIF have been on

site to review the storm damage at the Municipal Building and the Love Lane Water Facility. Quotes were received at the Improvement Authority for replacement windows and Pella appears to be the lowest responsible bidder. Aries Window and Door appears to be the lowest responsible vendor to install the replacement windows. Landis Avenue is in the process of being re-paved. Downe Township has joined the CS Regional Court effective July 1, 2015 as a participating Municipality. NJLM Advisories and the June Departmental reports are in this evening's packet.

DEPARTMENTAL MONTHLY REPORTS: JUNE 2015

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 Official

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 to for a resolution Authorizing Closed Session to update the Committee on litigation and other matters requiring attorney client privileged confidential communications. The Clerk read the resolution by title. On motion of Bruce Peterson, seconded by John T. O'Neill, Sr. to approve and adopt resolution, unanimously carried 4-0.

INSERT RESOLUTION

The Committee reopened the public portion of the meeting on a motion of Bruce Peterson, seconded by John T. O'Neill, Sr. and unanimously carried.

With no further business to come before the Committee, on a motion of Bruce Peterson, seconded by Scott Smith, to adjourn the meeting, and unanimously carried 4-0.

Respectfully submitted,

Roy J. Spoltore, Township Clerk