

MINUTES OF A REGULAR MEETING OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF UPPER DEERFIELD, IN THE COUNTY OF CUMBERLAND, HELD ON WEDNESDAY, DECEMBER 3, 2015 AT 7:00 P.M. IN THE MUNICIPAL BUILDING, HIGHWAY 77, SEABROOK, NEW JERSEY, PURSUANT TO NOTICE.

Present were: James Crilley, Chairman, John T. O'Neill, Sr. Bruce Peterson, John Daddario, and Scott Smith all being members of the Township Committee. Also present were: Roy Spoltore, Township Clerk/Administrator, Rocco Tedesco, Township Solicitor, Teresa Warburton, Recording Secretary, Brian Murphy, Engineer, and Chad Ott, EMS Chief.

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

“This meeting is being held in accordance with the “Open Public 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 followed by the flag salute led by John Daddario.

James Crilley, Chairman opened the meeting for public comment. With no public comments, James Crilley, Chairman called for the approval of minutes for the meeting of November 1, 2015. On a motion of John T. O'Neill, Sr., seconded by John Daddario to dispense with the reading of the minutes, and to accept the minutes as received, was unanimously approved 5-0.

James Crilley, Chairman called for a resolution entitled Authorizing Professional Service Agreement with Scheule Planning Solutions, LLC for Planning Services. The Clerk read the resolution by title. Mr. Peterson commented that he was underwhelmed and hopes to see more progress this year. 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 Awarding Services for Providing Snow Removal for the upcoming Season to Various Road within Upper Deerfield Township. The Clerk read the resolution by title. On motion of Scott Smith, 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 To Purchase Rock Salt through a Cooperative Price Contract with The County of Cumberland. The Clerk read the resolution by title. On motion of John T. O'Neill, Sr., seconded by Bruce Peterson 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 providing and Delivering Various Traffic and Sign Materials through a Cooperative Price Contract with The County of Cumberland. The Clerk read the resolution by title. On motion of John T. O'Neill, Sr., 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 Appointing Individuals for Temporary Seasonal Employment. 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 Approval of Change Order #1 Small Cities - Tarquinio. The Clerk read the resolution by title. On motion of Scott Smith, 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 Tax Payments to be refunded. 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 Authorizing Amending of Change Funds. 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 2015 Budget Transfer - 2. 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 Appointing Deputy Construction Code Official. The Clerk read the resolution by title. On motion of John T. O'Neill, Sr., seconded by Bruce Peterson 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 Awarding Contract for Township Employee and Volunteers Physicals to RSP Medical. The Clerk read the resolution by title. On motion of John T. O'Neill, Sr., seconded by Bruce Peterson 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 Designating Depository for Municipal Funds. 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 Payment of Bills, in the amount of \$127,299.01. On motion of Bruce Peterson, seconded by Scott Smith to approve and adopt said resolution, unanimously carried 5-0 on a roll call vote, and with John Daddario abstained on Jem Print.

INSERT RESOLUTION

COMMITTEE REPORTS

John Daddario reported that the Township Committee attended a very informative elected officials meeting for the JIF.

Scott Smith reported that leaf pickup is going well.

Bruce Peterson reported that the windows are in and the project is complete.

John T. O'Neill, Sr. reported that on Dec 7th there will be a 20th anniversary celebration for Stephanie's Salon at 6 pm and a one year anniversary for MaxxFit at 7:30 pm.

Mayor Crilley reported that all committee members, solicitor and administrator attended the JIF elected officials meeting. The regional court committee met this afternoon and approved the 2016 budget and reviewed the past year's court activities. He added it was a very positive meeting. Mr. Crilley regretfully read the resignation letter of Blake Maloney, Environmental Chairperson.

ADMINISTRATOR'S REPORT

Roy Spoltore asked the Committee what hours they would like the Convenience Center open during the holidays as Christmas and New Year's both fall on a Friday. The Committee unanimously agreed to have the Center open on Wednesday the 23rd and Wednesday the 30th in addition to the regular days of operation on Tuesday and Saturday. The Township received a \$150,000.00 home rehab grant from the NJ Department of Community Affairs for 2016. Wells Fargo Bank, the managing partner for the Stewart Estate Fund, requested that the Township make application to the fund for the Sunset Lake Project rather than the National Land Trust. The Committee unanimously authorized the Administrator to make application to the Stewart Estate. Mr. Spoltore asked the Committee if they would approve of Amy Colaneri attending classes to become a Qualified Purchasing Agent. If a municipality has a QPA, the bid threshold increases from \$17,500.00 to \$40,000.00. There are approximately 5-6 courses that will require mileage and course reimbursement. The Committee unanimously felt it would be desirable for the Township to have a QPA on staff. The Township Committee agreed to have the annual holiday luncheon on December 23, 2015 at noon. Mr. Spoltore reported that all of the Scott Air Packs have been sold on Gov Deals and picked up.

ENGINEER'S REPORT

Brian Murphy reported that he is preparing a report along with Mark Blauer for a couple of sewer projects for USDA to review to see if grant and loan funding may be available. Mr. Murphy added that he has been working with Diego Garcia from EPA to request proposals to clean and close water monitoring wells at the old landfill site.

SOLICITOR'S REPORT

Rocco Tedesco, Solicitor reviewed the ordinance pertaining to alcoholic beverage operational procedures and policies, the Committee will introduce the ordinance at the second meeting in January. The Committee also reviewed the ordinance pertaining to use of the township recreational facilities. The Committee intends to introduce the recreation ordinance at the next meeting. The Committee also reviewed the proposed fee schedule for building permits. The ordinance that will amend the building permit fee schedule will be introduced at the next meeting.

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 update the Committee on contracts, personnel and other matters requiring attorney client privileged confidential communications. The Clerk read the resolution by title. On motion of Bruce Peterson, seconded by Scott Smith to approve and adopt resolution, unanimously carried 5-0.

The Committee reopened the public portion of the meeting on a motion of Bruce Peterson, seconded by John Daddario and unanimously carried.

James Crilley, Chairman called for a resolution entitled Authorizing Shared Service Agreement with the City Of Millville. The Clerk read the resolution by title. Mr. Tedesco explained that adopting this resolution will include the revisions to the shared service agreement that was originally agreed to by the Committee on October 1, 2015 as the agreement evolved over time. 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

The Committee discussed the proposed 2 year Memorandum of Agreement with UAW 2327 that would begin on January 1, 2016. On motion of Bruce Peterson, seconded by Scott Smith to approve the 2 year Memorandum of Agreement with UAW 2327, unanimously carried 5-0 on a roll call vote.

With no further business to come before the Committee, on a motion of Bruce Peterson, seconded by John Daddario, to adjourn the meeting, and unanimously carried 5-0.

Respectfully Submitted,

Teresa L. Warburton, Recording Secretary

Roy J. Spoltore, Township Clerk