

**MINUTES OF THE OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF  
UPPER DEERFIELD, IN THE COUNTY OF CUMBERLAND, HELD ON  
THURSDAY, MARCH 3, 2016, AT 7:00 P.M. IN THE MUNICIPAL BUILDING,  
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: Rocco Tedesco, Solicitor; Roy Spoltore, Township Administrator/Clerk; Brian Murphy, Township Engineer, Chad Ott, Chief of EMS, Amy Colaneri, Treasurer, and Teresa Warburton, Recording Secretary. John Daddario was unable to attend the meeting.

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

"This meeting is being held in accordance with the "Open Public Meetings Act." Notice of the meeting has been provided and published as required by law in the Daily Journal 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 Statues the Chairman instructs those present how to exit the room in an emergency."

James Crilley gave an invocation followed by the flag salute led by Scott Smith.

At this time 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 February 18, 2016. On a motion of Bruce Peterson, seconded by Scott Smith, to dispense with the reading of the minutes and accept the minutes as received, unanimously approved 4-0.

James Crilley, Chairman called for a public hearing on an ordinance entitled, Bond Ordinance Providing for the Acquisition of Lands Consisting of 119 Acres, More or Less, Identified on the Upper Deerfield Township Tax Map as Lots 1 and 5 of Block 1601 and Lot 12 of Block 1701 in and by the Township of Upper Deerfield in the County of Cumberland, New Jersey, Appropriating \$180,000 Therefor and Authorizing the Issuance of \$171,000 Bonds or Notes of the Township for Financing the Cost Thereof. The Clerk read the proposed Ordinance by title. On motion of Bruce Peterson, seconded by John T. O'Neill, Sr., to open the meeting for a public hearing on the proposed ordinance, and unanimously carried. The Chairman instructed the Clerk to distribute copies to those present. Nancy Ridgway of Irving Avenue commented that the Sunset Lake property is the most wooded area in the Township, and she thanked the Committee for their efforts in preserving the property. Bruce Peterson added that this has been a long time coming but is worth the wait. There being no further public comments, on motion of John T. O'Neill, Sr., seconded by Scott Smith to close the public hearing and unanimously carried. On motion of Bruce Peterson, seconded by John T. O'Neill, Sr., to approve and adopt proposed ordinance, unanimously carried 4-0 on a roll call vote.

**INSERT ORDINANCE**

Chairman James Crilley called for a discussion and introduction of an ordinance entitled, Authorizing the Expenditure of Capital Improvement Funds for the Purchase of Land. The Clerk read the proposed Ordinance by title. On motion of Bruce Peterson, seconded by John T. O'Neill, Sr., to approve and adopt proposed ordinance on first reading and setting the date for public hearing on March 17, 2016 at 7:00 pm and was carried 4-0 on a roll call vote. The Chairman instructed the Clerk to advertise same in the Daily Journal as required by law and copies to be made available upon request.

INSERT ORDINANCE

James Crilley, Chairman called for a resolution entitled Authorizing the Sale of Public Property On-line through a New Jersey State Contract Auction Service-Govdeals.com. 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 4-0 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 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 Appointing Part Time Emergency Medical Technician – Andrew Halter. 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 4-0 on a roll call vote.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled Supplying and Delivering Toner O.E.M. only 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 4-0 on a roll call vote.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled Supporting the Environmental Commission Application to ANJEC for the Quail Ridge Basin Beautification Project. 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 Appointing Township Construction Code Inspector and Certifying Salary. 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 Appointing Township Official and Certifying Salary. 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 4-0 on a roll call vote.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled Authorizing Awarding of Contract for Spring Activation and Fall Winterization to Certain Underground Irrigation Systems within the Township of Upper Deerfield. 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 \$1,089,108.05. 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 COMMENTS

Scott Smith reported that Public Works is ready for the snow storm tonight.

Bruce Peterson reported that Docuvault has proposed a Shredder Event for documents at a rate of \$175.00 per hour with a 3 hour minimum. Mr. Peterson suggested the date of May 21<sup>st</sup> from 10-2 pm at the Township Municipal Building. The Committee agreed with the proposal and determined that the material must be from residences only, no commercial businesses waste material will be accepted and there will be a limit as to the number of boxes based on a recommendation from Docuvault.

John T. O'Neill, Sr. reported that the Township has received some inquiries from potential developers about various projects but nothing concrete to report. Mr. O'Neill thanked Steve Smith and John Hoogendorn for putting together some information on the Township's public water system for his presentation at the Environmental Commission Safe Drinking Water workshop to be held on April 2.

Mayor Crilley reported that a letter was received from the Senior Center thanking the Township Committee for the new TV earlier this week. The Mayor added that he, Terry O'Neill and Roy Spoltore attended the CDC Mayors and Freeholders Roundtable meeting which had Lt. Governor as the featured speaker. Issues consisted of the maintenance of Verizon landlines, hardship presented by the large percentage of preserved lands in some municipalities, pilot payments for municipalities hosting prisons and improvement of communications between State and municipality when land is being purchased. The Bostwick Lake Commission Reorganization meeting was held last night and they requested \$4,500 be budgeted by Hopewell and Upper Deerfield for the maintenance of their annual operating expenses with the bulk of the funds devoted to mandated inspections of the dam. When officials visit local businesses, we try to get them involved in the community and we just received notice that one of the businesses will be advertising in the newsletter.

#### ADMINISTRATOR'S REPORT

Roy Spoltore, Administrator reported that Brian Murphy sent out RFP's for grading, milling some of the roadway and moving the dirt pile at the Convenience Center. Proposals were received by C & H Disposal, Service, Inc. in the amount of \$15,295, David B. Gates in the amount of \$13,300, and Tony Brago Excavating, Inc. was a no bid. On motion of Bruce Peterson, seconded by Scott Smith, to award to David B. Gates the proposal which was unanimously approved on a roll call vote of 4-0. A letter was received from Evelyn Johnson, whom is 97 years old, requesting a convenience center sticker for a contractor to clean up branches in her yard. The Committee unanimously agreed to issue a temporary sticker for one weekend. The CCIA has presented an amendment to the recycling shared service agreement pertaining to E waste. The Committee will review the proposed amendment. The Committee agreed to support the request of the CCIA and ANJEC to support legislation identified as S981/A2375 pertaining to E waste. A resolution entitled supporting S981/A2375 was unanimously approved 4-0 on a roll call vote, on motion of Bruce Peterson, seconded by Scott Smith. On April 13<sup>th</sup> there is the JIF

Safety Breakfast, please let me know if anyone would like to attend. The weekly round up from the NJLM is contained in this evening's packet for your review. The Board of Education requested the waiver of the rental registration fee for the old administration building and on motion of Bruce Peterson, seconded by John T. O'Neill, Sr., the Committee unanimously approved the waiver on a 4-0 roll call vote.

#### ENGINEER'S REPORT

Brian Murphy reported that the revised convenience center plans are being finalized and should be ready to go out for bids soon. USDA was down and did an ADA compliance inspection of the building. Reviewing the street light locations on Highway 77 and Landis Avenue to see what lights can be addressed.

#### SOLICITOR'S REPORT

There was no report this evening

#### BUDGET REVIEW

Roy Spoltore gave an overview of the proposed budget & utility budgets. He reported that the Township O/E and S/W portion of the budget is \$25,800 higher than 2015. Because the CPI index is 0, the Township will need to pass a COLA ordinance in order to increase the budget by \$25,800, this ordinance will be introduced at the next meeting. Mr. Spoltore reviewed the capital improvement plan and the proposed 2016 capital expenses. The shared service agreements have been a huge help during the budget process. Additional cuts or new revenues need to be implemented in order to reduce the need for using surplus funds. The proposed budget would increase the local tax from 8.7 cents to 9.5 cents. The Utility budget is approximately \$18,000 more than last year's budget. This year's utility budget should enable the revenues to cover the expenses with a minor cost adjustment in the base monthly water bill. There are capital funds to purchase a portable generator that can be used at all lift stations and the water plants in the event of a storm or an existing generator malfunction. The budget will be scheduled for introduction at the next meeting.

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

Nancy Ridgway of Irving Avenue commented that someone outside of our county is looking to do a shared service. She asked if anything has been done with the property off of Cornwell Drive regarding designation as an area in need of redevelopment? She was informed that a plan has not been presented by the developer. CCUA sent a letter to the Freeholders stating that Upper Deerfield is only 9% of the flow and Bridgeton has the highest volume of flow. Bridgeton now has 4 seats on the Authority with 1 seat for each of the other three municipalities. She added that the Freeholders passed a resolution looking for funding to extend the CCUA sewer lines to the Bayshore Area.

With no public comments and 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.

Respectfully submitted,

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Teresa L. Warburton, Recording Secretary

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Roy J. Spoltore, Township Clerk