

**MINUTES OF THE OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
UPPER DEERFIELD, IN THE COUNTY OF CUMBERLAND, HELD ON
THURSDAY, JANUARY 5, 2017, 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: Rocco Tedesco, Solicitor; Roy Spoltore, Township Administrator/Clerk, Brian Murphy, Township Engineer; and Teresa Warburton, Recording Secretary

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

"In compliance with the "Open Public Meetings Act", written advance notice of the time, date and place of the meeting, has been given at least forty-eight (48) hours before the meeting by mailing same to the News of Cumberland County and The Press, Cumberland County Edition, by posting the notice in the Municipal Building at Seabrook, New Jersey, and by filing such notice with the Township Clerk, in compliance with said Act." In compliance with State Fire Safety Statutes, Mr. Crilley instructed those present how to exit the room in an emergency.

Invocation was given by James Crilley, and the flag salute was led by John T. O'Neill, Sr.

Roy J. Spoltore, Township Clerk presented John Daddario to be sworn in as a member of the Township Committee for a term of three years to expire December 31, 2019. Mr. Daddario was sworn in to his three year term of office as Committeemen by Solicitor, Rocco Tedesco and assumed his position as a member of the Township Committee.

Roy J. Spoltore, Township Clerk presented Bruce Peterson to be sworn in as a member of the Township Committee for a term of three years to expire December 31, 2019. Mr. Peterson was sworn in to his three year term of office as Committeemen by Solicitor, Rocco Tedesco and assumed his position as a member of the Township Committee.

A motion was made by Mr. Smith, seconded by Mr. O'Neill, Sr. and unanimously carried that the Clerk assume the position as Temporary Chairman for the purpose of selecting a Chairman of the Township Committee for 2017.

Roy J. Spoltore, Township Clerk assumed the position as Temporary Chairman and requested nominations for permanent Chairman for 2017. On a motion of Mr. Daddario and seconded by Mr. Smith, James P. Crilley was selected as Chairman of the Township Committee of Upper Deerfield for the year 2017, unanimously carried 4-0 with Mr. Crilley abstaining on a roll call vote.

Chairman Crilley assumed the chair, and called for nominations for Vice Chairman.

On a motion of Mr. Peterson, seconded by Mr. Daddario, that John O'Neill, Sr. serve as Vice-Chairman of the Township Committee and serve as Acting Chairman for the year 2017 during the absence or disability of the Chairman unanimously carried 4-0 with Mr. O'Neill, Sr. abstaining on a roll call vote.

Assemblyman Adam Taliaferro congratulated the Committeemen on their reappointment to the Township Committee. The Assemblyman stated that 2017 will be an exciting year for the State of New Jersey. Assemblyman Taliaferro offered the services of the third legislative district office to the Township and all of its residents.

Freeholder Carmen Daddario commented that it is such an honor to be here to see my brother and Mr. Peterson taking the oath of office. Freeholder Daddario added that Upper Deerfield Township exemplifies to all the other municipalities in the County what can be accomplished when politics is left at the door.

Chairman Crilley called for Resolutions 1 through 49 to be combined as a consent agenda and voted upon as one item. Motion by Mr. Peterson, seconded by Mr. O'Neill, Sr., to adopt as a Consent Agenda Resolutions 1 to 49, and unanimously carried. Roy Spoltore, Clerk then read each resolution by title. On a motion by Mr. Peterson, seconded by Mr. O'Neill, Sr., Resolutions 1-49 were unanimously approved by a roll call vote of 5-0.

Resolution 17-1 – Appointing Township Solicitor – Rocco Tedesco, Esq.

INSERT RESOLUTION

Resolution 17-2 - Adopting a Temporary Budget – Township.

INSERT RESOLUTION

Resolution 17-3 - Adopting a Temporary Dedicated Sewer & Water Utility Budget.

INSERT RESOLUTION

Resolution 17-4 - Appointing Township Officials.

INSERT RESOLUTION

Resolution 17-5 - Appointing Municipal Engineer & Utilities Engineer – Brian J. Murphy.

INSERT RESOLUTION

Resolution 17-6 - Appointing Township Auditor – Nick L. Petroni, CPA.

INSERT RESOLUTION

Resolution 17-7 - Appointing Treasurer– Amy Colaneri.

INSERT RESOLUTION

Resolution 17-8 - Appointing Assistant Solicitors – Michael Gruccio, Francis Reuss III, and Dante Romanini.

INSERT RESOLUTION

Resolution 17-9 - Appointing Assistant Solicitors –Rebecca Bertram.

INSERT RESOLUTION

Resolution 17-10 – Authorizing Professional Service Agreement with Jeffery R. Surenian and Associates, LLC for the Services of Special Counsel.

INSERT RESOLUTION

Resolution 17-11 - Appointing a Commissioner and Deputy Commissioner to the Atlantic County Municipal Joint Insurance Fund. – Roy Spoltore and Vicky Vagnarelli.

INSERT RESOLUTION

Resolution 17-12 - Appointing Township Administrator – Roy Spoltore.

INSERT RESOLUTION

Resolution 17-13 - Appointing Public Agency Compliance Officer – Roy J. Spoltore.

INSERT RESOLUTION

Resolution 17-14 - Cash Management Plan.

INSERT RESOLUTION

Resolution 17-15 - Designating Depository for Municipal Funds – Ocean First Bank.

INSERT RESOLUTION

Resolution 17-16 - Authorizing Signing of Checks for General and Sewer & Water Utility Accounts.

INSERT RESOLUTION

Resolution 17-17 - Authorizing the Clerk’s Office to Maintain a Petty Cash Fund in the amount of \$50.00.

INSERT RESOLUTION

Resolution 17-18 – Authorizing Change Funds.

INSERT RESOLUTION

Resolution 17-19 - Newspapers to receive Notice of Meetings.

INSERT RESOLUTION

Resolution 17-20 - Designating Official Newspaper –Daily Journal.

INSERT RESOLUTION

Resolution 17-21 - Setting Interest and Penalty on Property Taxes.

INSERT RESOLUTION

Resolution 17-22 - Setting Interest and Penalty on Sewer & Water Utility Charges and Rents.

INSERT RESOLUTION

Resolution 17-23 - Authorizing Mayor and Engineer to Sign NJDEP forms.

INSERT RESOLUTION

Resolution 17-24 - Designating Meeting Dates.

INSERT RESOLUTION

Resolution 17-25 - Authorizing Cancellation of Property Tax Refund or Delinquency of Less than \$10.00.

INSERT RESOLUTION

Resolution 17-26 - Authorizing Animal Shelter Contract – Cumberland County SPCA & South Jersey Regional Animal Shelter.

INSERT RESOLUTION

Resolution 17-27 - Authorizing Contract for Animal Control Services with Society to Protect Animals.

INSERT RESOLUTION

Resolution 17-28 - Authorizing Tax Assessor the authority to file tax appeals and tax complaints.

INSERT RESOLUTION

Resolution 17-29 - Authorizing Professional Service Agreement with DM Medical Billings.

INSERT RESOLUTION

Resolution 17-30 - Authorizing Contract with Cumberland Development Corporation.

INSERT RESOLUTION

Resolution 17-31 - Setting Forth Regulations Regarding Convenience Center Stickers.

INSERT RESOLUTION

Resolution 17-32 - Appointing Staff for CS Regional Municipal Court.

INSERT RESOLUTION

Resolution 17-33 - Authorizing Contractual Services for CS Regional Municipal Court.

INSERT RESOLUTION

Resolution 17-34 - Appointing Public Defender for CS Regional Municipal Court – Stephen Kernan.

INSERT RESOLUTION

Resolution 17-35 - Appointing Prosecutor for CS Regional Municipal Court – Thomas Corrigan.

INSERT RESOLUTION

Resolution 17-36 - Appointing Township Physician – Dr. Robert Patitucci.

INSERT RESOLUTION

Resolution 17-37 - Appointing Planning Board Solicitor – Theodore Ritter & Matthew Ritter.

INSERT RESOLUTION

Resolution 17-38 - Appointing Planning Board Planner – Randall Scheule.

INSERT RESOLUTION

Resolution 17-39 - Appointing Planning Board Engineer – Fralinger Engineering, PA.

INSERT RESOLUTION

Resolution 17-40 - Appointing Township Construction Code Officials and Certifying Salaries.

INSERT RESOLUTION

Resolution 17-41 - Appointing Township Housing Officer – Ed Fleetwood.

INSERT RESOLUTION

Resolution 17-42 - Appointing Fire Safety Code Official – Chris Williams.

INSERT RESOLUTION

Resolution 17-43 - Authorizing Purchase of Materials, Supplies or Equipment under State Contract.

INSERT RESOLUTION

Resolution 17-44 - Authorizing Contracts for Senior Center Instructors.

INSERT RESOLUTION

Resolution 17-45 - Authorizing the Execution of the Contract with Seabrook Educational and Cultural Center to Provide for the Support and Maintenance of the Seabrook Educational and Cultural Center Exhibit and Museum.

INSERT RESOLUTION

Resolution 17-46 - Appointing Registrar of Vital Statistics.

INSERT RESOLUTION

Resolution 17-47 – Appointing Deputy Registrars of Vital Statistics.

INSERT RESOLUTION

Resolution 17-48 – Appointing Risk Management Consultant for Atlantic County Municipal Joint Insurance Fund BCA Insurance Group.

INSERT RESOLUTION

Resolution 17-49 – Appointing Surveyor for Tax Map Maintenance – Fralinger Engineering, PA.

INSERT RESOLUTION

James Crilley, Chairman called for **Resolution 17-50** entitled Payment of Bills in the amount of \$1,280,361.80. The Clerk read the resolution by title. On motion of Bruce Peterson, seconded by John Daddario to approve and adopt resolution, unanimously carried on a roll call vote, 5-0.

INSERT RESOLUTION

Mayor Crilley called for appointment of members of the Township Committee to serve as Committeemen-in-charge of various subcommittees and divisions of municipal government for the year 2017.

Mayor Crilley also called for appointments to the various boards, commissions and committees with consent of the Committee for the year 2017.

Recreation Commission
Planning Board
Industrial Commission/Economic Development Committee
Historical Commission
Environmental Commission
Agricultural Advisory Committee
Community Pride Relations Committee
Senior Center Advisory Committee

Chairman Crilley asked for a Motion to approve appointments of the Committeemen-in-charge of various subcommittees and the appointments of individuals to commissions, boards & committees, on motion by Mr. O’Neill, Sr., seconded by Mr. Daddario the appointments were unanimously approved 5-0 on a roll call vote.

INSERT SUB-COMMITTEE APPOINTMENTS AND
COMMISSIONS, BOARDS AND COMMITTEE APPOINTMENTS

COMMITTEE COMMENTS

John Daddario commented that it is great to be back for another three years and working with Bruce Peterson and the other Committeeman. He added that the Township has great volunteers from fire, EMS, recreation and all the boards and committees. The volunteers make Upper Deerfield the best Township.

Scott Smith stated that it is a pleasure to work with the members of the Committee. Mr. Smith thanked the Township volunteers and employees who help make everything happen.

Bruce Peterson stated that it is an honor to be back on the Committee and that he has worked in the public service for over 30 years and this is the best committee he has worked with. Mr. Peterson

thanked everyone and commented that the volunteers make the community what it is. He congratulated James Crilley and John O'Neill on their reappointment as Chairman and Vice-Chairman.

John T. O'Neill, Sr. stated that the best thing that happened with the election this past year is the continuation of the continuity on the Township Committee. This committee knows what needs to be done. Mr. O'Neill added that the Township has had tremendous cooperation from USDA for sewer and water capital projects.

Mayor Crilley congratulated John Daddario and Bruce Peterson and commented that the five individuals work well together. He added that he is honored to be re-elected as mayor again for 2017 and congratulated Mr. O'Neill on his re-election as Vice Chairman and Deputy Mayor. Chairman Crilley stated that the Committee continues to face economic budgetary challenges forcing the Committee to make difficult and hard decisions. Despite these past and future challenges Mr. Crilley stated that a lot was accomplished in 2016.

In 2016, the Township along with various entities purchased the Sunset Lake development project, Button Mill Road was repaved, a grant to pave Love Lane was received, a \$400,000 Small Cities grant was received to go towards replacing the Seabrook Water Tower along with the preparation of a USDA grant application towards the project, a \$175,000 home rehabilitation grant and an \$87,808 recycling tonnage grant were received, a grant application to USDA was made to replace the sewer lift station at Carlls Corner and a firefighters assistance grant application was made to FEMA to replace extrication rescue equipment.

The Mayor added that the Township continues to utilize shared service agreements with various municipalities and entities. Two primary service agreements are the CS Regional Court which consists of nine participating municipalities and the Township Construction Office provides construction services for six municipalities which saves all the municipalities a lot of money. One hundred acres of parkland are home to three sport leagues which the Township provides funding and services annually. The Ambulance squad responds to over 1,500 calls per year and a new replacement ambulance was ordered. The Convenience Center upgrades included the paving of all of the roadways. The Planning Board currently is finalizing a master plan re-exam. This past year the board approved site plans for the Lidl grocery store, an expansion of KMT Brrr, data storage center, Crestwood offices, Turkey Creek farm and Milkhouse Crafts. New businesses include Garden State Bulb, an addition to the Adult Day Care Center and G Fit. The Environmental Commission does an outstanding job with hosting of workshops and they recently installed a Rain Garden by the Senior Center with the help of Rutgers and ANJEC. Public Works continues to do storm drain reconstruction and leaf collection. The Township purchased a new zero turn mower and a much needed Tree Chipper for the department. The Senior Center is serving 325 meals per month while providing various activities each month. The Fire Marshall & EMS support vehicle was replaced. The Tax Abatement program for homes 20 years or older continues to be available to residents. Township officials continue to visit our local business to see if they need any assistance. The Township newsletter provides residents with news about the Township. Our Township staff and volunteers make Upper Deerfield a great place to call home. The Mayor concluded by wishing everyone a healthy and Happy New Year.

At this time, Mayor Crilley asked if there were any comments from the public.

Nancy Ridgway of Irving Avenue commented that she is pleased to see Mr. Daddario and Mr. Peterson back on the Township Committee. Upper Deerfield Township is being run very effectively.

With no other public comments, Mayor Crilley asked all the newly appointed officials present to come forward and be sworn in be Township Solicitor, Rocco Tedesco. After the officials received their Oath of Office, Chairman Crilley invited everyone to join the Committee for refreshments and fellowship at the Senior Center.

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

Respectfully submitted,

Teresa L. Warburton
Recording Secretary

Roy J. Spoltore
Township Clerk