

**MINUTES OF THE OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF  
UPPER DEERFIELD, IN THE COUNTY OF CUMBERLAND, HELD ON  
THURSDAY, AUGUST 17, 2017, AT 7:00 P.M. IN THE MUNICIPAL BUILDING,  
HIGHWAY 77, SEABROOK, NEW JERSEY, PURSUANT TO NOTICE**

Present were: James Crilley, Bruce Peterson, Scott Smith and John Daddario all being members of the Township Committee. Also present were: Rocco Tedesco, Solicitor; Roy Spoltore, Township Administrator/Clerk; and Teresa Warburton, Recording Secretary. John O'Neill Sr. 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 Bruce Peterson.

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 August 3, 2017. On a motion of Bruce Peterson, seconded by John Daddario, to dispense with the reading of the minutes and to accept the minutes as received, unanimously approved 3-0 with Bruce Peterson abstaining.

Chairman James Crilley called for a discussion and introduction of an ordinance entitled, authorizing the Expenditure of Capital Reserve Funds for Purchase of Public Works Vehicles. The Clerk read the proposed Ordinance by title. John Daddario stated that this vehicle will serve various functions as the components can be changed to make it a dump truck, a leaf collection system or plow snow and spread salt. Scott Smith added that this has been a long time coming. On motion of John Daddario, seconded Scott Smith to approve and adopt proposed ordinance on first reading and setting the date for public hearing on September 7, 2017 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**

Chairman James Crilley called for a discussion and introduction of an ordinance entitled, authorizing the Expenditure of Capital Reserve Funds for Improvements to the Water System. The Clerk read the proposed Ordinance by title. On motion of Bruce Peterson, seconded Scott Smith to approve and adopt proposed ordinance on first reading and setting the date for public hearing on September 7, 2017 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**

Chairman James Crilley called for a discussion and introduction of an ordinance entitled, Bond Ordinance for the Purchase of a Public Works Vehicle in and by Township of Upper Deerfield, in the County of Cumberland, New Jersey, Appropriating \$241,500 Therefor and Authorizing the Issuance of

\$154,000 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 Scott Smith to approve and adopt proposed ordinance on first reading and setting the date for public hearing on September 7, 2017 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

Chairman Crilley called for Resolutions 17-218 through 17-225 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 17-218 to 17-225, and unanimously carried. Roy Spoltore, Clerk then read each resolution by title. On a motion by Mr. Peterson, seconded by Mr. Smith, Resolutions 17-218-17-225 were unanimously approved by a roll call vote of 4-0.

**Resolution 17-218**– Approving Housing Rehabilitation Grant Management Plan.

INSERT RESOLUTION

**Resolution 17-219** – Approving of Housing Rehabilitation Policies and Procedures Manual.

INSERT RESOLUTION

**Resolution 17-220** – Small Cities Grant to Provide Rehabilitation Loans to Low and Moderate Income Homeowners to Repair their home Throughout Upper Deerfield Township.

INSERT RESOLUTION

**Resolution 17-221** – Approving Public Facilities Grant Management Plan.

INSERT RESOLUTION

**Resolution 17-222** – Small Cities Facilities Grant to Slip Line Sewer Mains Serving Seabrook.

INSERT RESOLUTION

**Resolution 17-223** – Identifying Small Cities Fair Housing and Equal Opportunity Officer.

INSERT RESOLUTION

**Resolution 17-224** – Adoption of State Model Citizen Participation Plan for DCA Small Cities Program.

INSERT RESOLUTION

**Resolution 17-225** – Awarding Professional Service Contract to Mark Blauer – DBA/Blauer Associates.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution Tax Payments to be refunded. On motion of Scott Smith, seconded by John Daddario 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 Tax Collector to cancel taxes for a Property Owned by the Township. 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 Reduction of performance Guarantee – Thoroughbred Court. On motion of Bruce Peterson, seconded by John Daddario 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 Temporary Building Sub code Official and Inspector – Rich Saunders. On motion of John Daddario, 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 – Kenneth Clay. On motion of John Daddario, 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 Coin Drop for Upper Deerfield Fire Company #3. 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 Payment of Bills, in the amount of \$942,290.98. On motion of Bruce Peterson, seconded by Scott Smith, to approve and adopt said resolution, unanimously carried 4-0 on a roll call vote, and with John Daddario abstaining on the JEM Print payment.

#### INSERT RESOLUTION

#### COMMITTEE COMMENTS

John Daddario did not have a report this evening.

Scott Smith did not have a report this evening.

Bruce Peterson commented that lawn cutting and clippings are being left in the streets and will clog up the storm drains. Mr. Peterson suggested putting something into the newsletter to remind residents not to discharge their grass clippings into the streets. Mr. Peterson suggested setting up a meeting with Fulton Bank officials about the maintenance of the individual lots at the Jack's Crossing development.

Mayor reported that the Senior Center will hold their summer party on Friday August 25 at noon.

## ADMINISTRATOR'S REPORT

Roy Spoltore, Township Administrator reported that Public Works has been stripping and waterproofing the walls in the storage areas of the museum and the breakroom. Love Lane Road bids are due back on Wednesday, September 6, 2017. Newsletter will be completed over the weekend, running into print scheduling problems; should be printed by the first part of September. Tashanna Parker resigned August 4, 2017, interviews are scheduled for the following week, Mr. Spoltore asked if the Committee would authorize the personnel committee to select a new hire and have the individual start at their earliest opportunity. The Committee unanimously agreed to have the personnel committee hire an individual and memorialize the action at the next meeting. The committee reviewed the minimum bid for the nine properties the Township intends to sell and determined that the sale should occur at the 1<sup>st</sup> or 2<sup>nd</sup> meeting in October. There will be a four page pullout on the properties in the newsletter. The departmental reports for August were included in the packet.

## SOLICITOR'S REPORT

Rocco Tedesco, Solicitor stated that mete and bounds information for a right-of-way drainage easement for the property at the corner of Pleasant Drive and Charles Avenue will be needed to prepare a twenty foot drainage easement.

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

Nancy Ridgway of Irving Avenue stated that TD Bank and Ocean First Bank debit cards have been compromised, so check your statements. Ms. Ridgway felt that removing grass clippings from the street was a DEP requirement. Dean Hawk of Merritt Avenue, asked if it was possible to have quiet Sunday afternoons and not permit the mowing of the lawns. The Committee felt it would be impossible, because Sunday may be the only day a resident has to mow their lawn.

With no other public comments and 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.

Respectfully submitted,

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Teresa L. Warburton, Recording Secretary

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Roy J. Spoltore, Township Clerk