

**MINUTES OF THE OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
UPPER DEERFIELD, IN THE COUNTY OF CUMBERLAND, HELD ON
THURSDAY, JANUARY 5, 2018, 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 was: Roy Spoltore, Township Administrator/Clerk.

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 Father Matthew Weber, and the flag salute was led by John T. O'Neill, Sr.

Roy J. Spoltore, Township Clerk presented James Crilley to be sworn in as a member of the Township Committee for a term of three years to expire December 31, 2020. Mr. Crilley was sworn in to his three year term of office as Committeemen by former Cumberland County Freeholder Carmen Daddario and Township Clerk, Roy J. Spoltore 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 2018.

Roy J. Spoltore, Township Clerk assumed the position as Temporary Chairman and requested nominations for permanent Chairman for 2018. 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 2018, unanimously carried 4-0-1 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 2018 during the absence or disability of the Chairman unanimously carried 4-0 with Mr. O'Neill, Sr. abstaining on a 4-0-1 roll call vote.

Chairman Crilley called for Resolutions 1 through 49 to be combined as a consent agenda and voted upon as one item. Motion by Mr. Daddario, 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. Daddario, seconded by Mr. O'Neill, Sr., Resolutions 1-49 were unanimously approved by a roll call vote of 5-0.

Resolution 18-1 – Appointing Township Solicitor – Rocco Tedesco, Esq.

INSERT RESOLUTION

Resolution 18-2 - Adopting a Temporary Budget – Township.

INSERT RESOLUTION

Resolution 18-3 - Adopting a Temporary Dedicated Sewer & Water Utility Budget.

INSERT RESOLUTION

Resolution 18-4 - Appointing Township Officials.

INSERT RESOLUTION

Resolution 18-5 - Appointing Municipal Engineer & Utilities Engineer – Brian J. Murphy.

INSERT RESOLUTION

Resolution 18-6 - Appointing Township Auditor – Nick L. Petroni, CPA.

INSERT RESOLUTION

Resolution 18-7 – Appointing Township CFO– Amy Colaneri.

INSERT RESOLUTION

Resolution 18-8 - Appointing Assistant Solicitors – Michael Gruccio, & Dante Romanini.

INSERT RESOLUTION

Resolution 18-9 - Appointing Assistant Solicitors –Rebecca Bertram.

INSERT RESOLUTION

Resolution 18-10 – Authorizing Professional Service Agreement with Jeffery R. Surenian and Associates, LLC for the Services of Special Counsel.

INSERT RESOLUTION

Resolution 18-11 - Appointing a Commissioner and Deputy Commissioner to the Atlantic County Municipal Joint Insurance Fund. – Roy Spoltore and Vicky Vagnarelli.

INSERT RESOLUTION

Resolution 18-12 - Appointing Township Treasurer – Ruth Moynihan.

INSERT RESOLUTION

Resolution 18-13 - Appointing Public Agency Compliance Officer – Roy J. Spoltore.

INSERT RESOLUTION

Resolution 18-14 - Cash Management Plan.

INSERT RESOLUTION

Resolution 18-15 - Designating Depository for Municipal Funds – Ocean First Bank.

INSERT RESOLUTION

Resolution 18-16 - Authorizing Signing of Checks for General and Sewer & Water Utility Accounts.

INSERT RESOLUTION

Resolution 18-17 - Authorizing the Clerk’s Office to Maintain a Petty Cash Fund in the amount of \$50.00.

INSERT RESOLUTION

Resolution 18-18 – Authorizing Change Funds.

INSERT RESOLUTION

Resolution 18-19 - Newspapers to receive Notice of Meetings.

INSERT RESOLUTION

Resolution 18-20 - Designating Official Newspaper –Daily Journal.

INSERT RESOLUTION

Resolution 18-21 - Setting Interest and Penalty on Property Taxes.

INSERT RESOLUTION

Resolution 18-22 - Setting Interest and Penalty on Sewer & Water Utility Charges and Rents.

INSERT RESOLUTION

Resolution 18-23 - Authorizing Mayor and Engineer to Sign NJDEP forms.

INSERT RESOLUTION

Resolution 18-24 - Designating Meeting Dates.

INSERT RESOLUTION

Resolution 18-25 - Authorizing Cancellation of Property Tax Refund or Delinquency of Less than \$10.00.

INSERT RESOLUTION

Resolution 18-26 - Authorizing Animal Shelter Contract – Cumberland County SPCA & South Jersey Regional Animal Shelter.

INSERT RESOLUTION

Resolution 18-27 - Authorizing Contract for Animal Control Services with Society to Protect Animals.

INSERT RESOLUTION

Resolution 18-28 - Authorizing Tax Assessor the authority to file tax appeals and tax complaints.

INSERT RESOLUTION

Resolution 18-29 - Authorizing Professional Service Agreement with DM Medical Billings.

INSERT RESOLUTION

Resolution 18-30 - Authorizing Contract with Cumberland Development Corporation.

INSERT RESOLUTION

Resolution 18-31 - Setting Forth Regulations Regarding Convenience Center Stickers.

INSERT RESOLUTION

Resolution 18-32 - Appointing Staff for CS Regional Municipal Court.

INSERT RESOLUTION

Resolution 18-33 - Authorizing Contractual Services for CS Regional Municipal Court.

INSERT RESOLUTION

Resolution 18-34 - Appointing Public Defender for CS Regional Municipal Court – Stephen Kernan.

INSERT RESOLUTION

Resolution 18-35 - Appointing Prosecutor for CS Regional Municipal Court – Thomas Corrigan.

INSERT RESOLUTION

Resolution 18-36 - Appointing Judge for CS Regional Municipal Court – Lauren Van Embden.

INSERT RESOLUTION

Resolution 18-37 - Appointing Planning Board Solicitor – Theodore Ritter & Matthew Ritter.

INSERT RESOLUTION

Resolution 18-38 - Appointing Planning Board Planner – Randall Scheule.

INSERT RESOLUTION

Resolution 18-39 - Appointing Planning Board Engineer – Fralinger Engineering, PA.

INSERT RESOLUTION

Resolution 18-40 - Appointing Township Construction Code Officials and Certifying Salaries.

INSERT RESOLUTION

Resolution 18-41 - Appointing Township Electric Sub Code Official – Gary Wallen.

INSERT RESOLUTION

Resolution 18-42 - Appointing Plumbing Sub Code Official – John Lamanteer.

INSERT RESOLUTION

Resolution 18-43 - Appointing Township Temporary Building Sub Code Official – Richard Saunders.

INSERT RESOLUTION

Resolution 18-44 - Appointing Fire Safety Code Officials – Chris Williams & Dominick Manno.

INSERT RESOLUTION

Resolution 18-45 - Authorizing Purchase of Materials, Supplies or Equipment under State Contract.

INSERT RESOLUTION

Resolution 18-46 - Authorizing Contracts for Senior Center Instructors.

INSERT RESOLUTION

Resolution 18-47 - 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 18-48 - Appointing Surveyor for Tax Map Maintenance – Fralinger Engineering, PA.

INSERT RESOLUTION

Resolution 18-49 – Authorizing a Representative on Behalf of Upper Deerfield Township to Attend and Organizational Meeting with Respect to the Potential Creation of Cooperative or Other Joint Services Entity to Address the Animal Sheltering Needs of Communities Within Cumberland and Salem County, New Jersey.

INSERT RESOLUTION

James Crilley, Chairman called for **Resolution 18-50** 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 O’Neill, Sr. 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 2018.

INSERT COMMITTEE APPOINTMENTS

Chairman Crilley called for appointments to the various Boards, Commissions and Committees with consent of the Committee.

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

Chairman Crilley asked for a Motion to approve appointments 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 APPOINTMENTS

COMMITTEE COMMENTS

John Daddario stated that the Township Committee works together for the betterment of the residents, there are no personal agendas. He added that the Township has great volunteers and 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 added that everyone does what is right for the residents.

Bruce Peterson congratulated James Crilley on his eighth election to the Township Committee. Mr. Peterson stated that he has been in public service for over 30 years and this committee works the best of all the groups he has been associated. He recognized the professionalism of the staff, public works, EMTs, Boards and volunteers and noted that the Township has set the bar for other municipalities to attain.

John T. O'Neill, Sr. stated that the Township has a reputation for doing things right around the county. The committee knows what has to be done and works with groups or individuals to get things done. Mr. O'Neill added that he has been involved in some capacity with the Township for the past 51 years and he has enjoyed every aspect especially working with the members of the Township Committee.

Mayor Crilley stated that he is very proud to be re-elected as a member of the Committee and to be selected as mayor again for 2018. He congratulated Mr. O'Neill on his re-election as Vice Chairman and Deputy Mayor and noted his valuable technical knowledge and willingness to be available anytime and get things done. Mr. Peterson has a vast knowledge of the Township and has the pulse of the Township. Mr. Daddario, much like the coach that he is for various teams, he provides a vision for the Township, and is goal driven and dedicated. Mr. Smith again this year has accepted the trying assignments and commitments for this committee.

Mr. Crilley stated that he looks forward to every meeting for the opportunity to make our community a little bit better each meeting. In 2017, approximately 1.3 million dollars was awarded or spent consisting of Small Cities facilities for slip lining sewer mains, Small Cities home rehab, recycling tonnage, repaving of township roads and replacing the Seabrook Water Tower. The Township will also be taking ownership of an 87 acre parcel for open space in the near future that is being purchased by various entities. The Township is involved in approximately 20 shared service agreements, including the CS Regional Court which has nine participating municipalities saving the municipalities a lot of money; there are eight municipalities utilizing the Township's Construction Code offices; the Township is one of 41 municipalities in a joint insurance fund, plus many individual shared service agreements with a municipality or governmental entity. Businesses that opened, began construction or expanded in 2017 included: Garden State Bulb, Senior Care Adult Day Care, KMT Brrr, Med Express, Ollies Discount, Down South Primitives and Seabrook House.

The Planning Board completed its Master Plan Re-Examination and is currently working on implementing the recommendations. The Environmental Commission maintains a recently installed a Rain Garden with the help of ANJEC and Rutgers. Public Works continues to do storm drain reconstruction, and installed a mile of water main along Love Lane prior to the road being repaved saving around a couple hundred thousand dollars if it were contracted. The Township maintains a Tax Abatement program for homes 20 years or older. Township representatives will continue to do local business visits and the Township newsletter will continue in 2018. Our Township employees continue to recognize that they are here to serve the township residents. The Mayor wished everyone a healthy and Happy New Year.

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

Father Matthew Weber thanked the Mayor for inviting him to be a part of the program. Carmen Daddario, former freeholder, stated that he has seen a lot of interaction with the municipalities as a Freeholder and they are envious of how government works in Upper Deerfield. Mr. Daddario added that he was honored to swear in Jim Crilley. Mayor Crilley stated that Carmen was a tremendous freeholder and to stay active. With no other public comments, Mayor Crilley invited all present to join the Committee for refreshments and fellowship.

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,

Roy J. Spoltore
Township Clerk