

**MINUTES OF THE OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF  
UPPER DEERFIELD, IN THE COUNTY OF CUMBERLAND, HELD ON  
THURSDAY, JANUARY 3, 2019, 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; Amy Colaneri, CFO, Chad Ott, Public Works Supervisor 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 Reverend Douglas Heckman, and the flag salute was led by John T. O'Neill, Sr.

Roy J. Spoltore, Township Clerk presented John T. O'Neill, Sr. to be sworn in as a member of the Township Committee for a term of three years to expire December 31, 2021. Mr. O'Neill, Sr. was sworn in to his three year term of office as Committeemen by Rocco Tedesco, Solicitor and assumed his position as a member of the Township Committee.

Roy J. Spoltore, Township Clerk presented Scott Smith to be sworn in as a member of the Township Committee for a term of three years to expire December 31, 2021. Mr. Smith. was sworn in to his three year term of office as Committeemen by Rocco Tedesco, Solicitor 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 2019.

Roy J. Spoltore, Township Clerk assumed the position as Temporary Chairman and requested nominations for permanent Chairman for 2019. 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 2019, 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 T. O'Neill, Sr. serve as Vice-Chairman of the Township Committee and serve as Acting Chairman for the year 2019 during the absence or disability of the Chairman unanimously carried 4-0-1 with Mr. O'Neill, Sr. abstaining on a roll call vote.

Chairman Crilley called for Resolutions 1 through 44 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 44, and unanimously carried. Roy Spoltore, Clerk then read each resolution by title. On a

motion by Mr. Peterson, seconded by Mr. Smith, Resolutions 1-44 were unanimously approved by a roll call vote of 5-0.

**Resolution 19-1** – Appointing Township Solicitor – Rocco Tedesco, Esq.

INSERT RESOLUTION

**Resolution 19-2** - Adopting a Temporary Budget – Township.

INSERT RESOLUTION

**Resolution 19-3** - Adopting a Temporary Dedicated Sewer & Water Utility Budget.

INSERT RESOLUTION

**Resolution 19-4** - Appointing Township Officials.

INSERT RESOLUTION

**Resolution 19-5** - Appointing Municipal Engineer & Utilities Engineer – Brian J. Murphy, PE.

INSERT RESOLUTION

**Resolution 19-6** - Appointing Township Auditor – Nick L. Petroni, CPA.

INSERT RESOLUTION

**Resolution 19-7** - Appointing Assistant Solicitor – Michael Guccio.

INSERT RESOLUTION

**Resolution 19-8** - Appointing Assistant Solicitor & Conflict Solicitor –Rebecca Bertram.

INSERT RESOLUTION

**Resolution 19-9** - Appointing a Commissioner and Deputy Commissioner to the Atlantic County Municipal Joint Insurance Fund. – Roy Spoltore and Vicky Vagnarelli.

INSERT RESOLUTION

**Resolution 19-10** - Appointing Township Treasurer – Ruth Moynihan.

INSERT RESOLUTION

**Resolution 19-11** - Appointing Public Agency Compliance Officer – Roy J. Spoltore.

INSERT RESOLUTION

**Resolution 19-12** - Cash Management Plan.

INSERT RESOLUTION

**Resolution 19-13** - Designating Depository for Municipal Funds – Ocean First Bank.

INSERT RESOLUTION

**Resolution 19-14** - Authorizing Signing of Checks for General and Sewer & Water Utility Accounts.

INSERT RESOLUTION

**Resolution 19-15** - Authorizing the Clerk’s Office to Maintain a Petty Cash Fund in the amount of \$50.00.

INSERT RESOLUTION

**Resolution 19-16** – Authorizing Change Funds.

INSERT RESOLUTION

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

INSERT RESOLUTION

**Resolution 19-18** - Designating Official Newspaper –Daily Journal.

INSERT RESOLUTION

**Resolution 19-19** - Setting Interest and Penalty on Property Taxes.

INSERT RESOLUTION

**Resolution 19-20** - Setting Interest and Penalty on Sewer & Water Utility Charges and Rents.

INSERT RESOLUTION

**Resolution 19-21** - Authorizing Mayor and Engineer to Sign NJDEP forms.

INSERT RESOLUTION

**Resolution 19-22** - Designating Meeting Dates.

INSERT RESOLUTION

**Resolution 19-23** - Authorizing Cancellation of Property Tax Refund or Delinquency of Less than \$10.00.

INSERT RESOLUTION

**Resolution 19-24** - Authorizing Animal Shelter Contract – South Jersey Regional Animal Shelter.

INSERT RESOLUTION

**Resolution 19-25** - Authorizing Contract for Animal Control Services with Shore Animal Control.

INSERT RESOLUTION

**Resolution 19-26** - Authorizing Tax Assessor the authority to file tax appeals and tax complaints.

INSERT RESOLUTION

**Resolution 19-27** - Authorizing Professional Service Agreement with DM Medical Billings.

INSERT RESOLUTION

**Resolution 19-28** - Authorizing Contract with Cumberland Development Corporation.

INSERT RESOLUTION

**Resolution 19-29** - Setting Forth Regulations Regarding Convenience Center Stickers.

INSERT RESOLUTION

**Resolution 19-30** - Appointing Staff for CS Regional Municipal Court.

INSERT RESOLUTION

**Resolution 19-31** - Authorizing Contractual Services for CS Regional Municipal Court.

INSERT RESOLUTION

**Resolution 19-32** - Appointing Public Defender and Conflict Public Defenders for CS Regional Municipal Court.

INSERT RESOLUTION

**Resolution 19-33** - Appointing Prosecutor and Conflict Prosecutor for CS Regional Municipal Court.

INSERT RESOLUTION

**Resolution 19-34** - Appointing Planning Board Solicitor – Theodore Ritter & Matthew Ritter, Esq.

INSERT RESOLUTION

**Resolution 19-35** - Appointing Planning Board Planner – Randall Scheule.

INSERT RESOLUTION

**Resolution 19-36** - Appointing Planning Board Engineer – Fralinger Engineering, PA.

INSERT RESOLUTION

**Resolution 19-37** - Appointing Township Fire Sub Code Official – Gary Wallen.

INSERT RESOLUTION

**Resolution 19-38** - Appointing Building Sub Code Official – Richard Saunders.

INSERT RESOLUTION

**Resolution 19-39** - Appointing Township Construction Code Official – John Lamanteer.

INSERT RESOLUTION

**Resolution 19-40** - Appointing Fire Safety Code Officials – Chris Williams.

INSERT RESOLUTION

**Resolution 19-41** - Authorizing Purchase of Materials, Supplies or Equipment under State Contract.

INSERT RESOLUTION

**Resolution 19-42** - 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 19-43** - Appointing Surveyor for Tax Map Maintenance – Fralinger Engineering, PA.

INSERT RESOLUTION

**Resolution 19-44** - Appointing Conflict Engineer – Thomas J. Tedesco, Jr.

INSERT RESOLUTION

James Crilley, Chairman called for Resolution 19-45 entitled Payment of Bills in the amount of \$1,304,196.81. The Clerk read the resolution by title. On motion of Mr. O'Neill, Sr., seconded by Mr. Peterson 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 2019.

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  
Agricultural Advisory 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 Mr. Smith and Mr. O'Neill, Sr. on their appointments to Township Committeemen. 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 52 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 2019. He congratulated Mr. O'Neill on his re-election as Vice Chairman and Deputy Mayor.

Mr. Crilley stated that in 2019, over \$800,000 dollars in grants was awarded or spent consisting of Small Cities facilities grant for slip lining sewer mains, Small Cities home rehab, recycling tonnage, repaving of Township roads in the Sunset Lake area. The new Roll-off Container truck will save the Township over \$50,000 a year in hauling contracts. The Township is involved in shared service agreements, including the CS Regional Court which has nine participating municipalities saving the municipalities a lot of money; there are six municipalities utilizing the Township's Construction Code offices; the Township is one of 41 municipalities in a joint insurance fund, plus many other shared service agreements with a municipality or governmental entity. The Township continues to provide funds to help offset expenses for recreational leagues and maintains the grounds of the 100 acre park.

EMS handled over 1,800 calls in 2018 and the three fire companies handled hundreds of calls over the past year. The Planning Board continues to implement recommendations from the recently adopted Master Plan Re-Examination. The Environmental Commission holds seminars and maintains the Rain Garden by the Senior Center. The Senior Center continues to provide activities and programs under the direction of Sherrie Bragg, Director and the senior advisory committee. New businesses opened in 2018, included Ollies, Wearback and a barber shop. Davita Dialysis will be opening in early 2019 and Seabrook House's ten year expansion plan was recently approved by the Planning Board. The Township continues to be prudent and operates the local government services with less than 5% of the tax dollars collected. Township representatives will continue to do local business visits and the Township newsletter will continue in 2019. Our Township employees continue to recognize that they are here to serve the township residents. The Township has the best staff and group of dedicated volunteers. 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 wished everyone a Happy New Year and commented that Mayor Crilley failed to mention that Upper Deerfield Township is number 2 in the County for Farmland Preservation.

There being no further business to come before the Committee, on motion of Mr. Peterson, seconded by Mr. O'Neill, Sr., to adjourn, unanimously carried.

Respectfully submitted,

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Teresa L. Warburton, Recording Secretary

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Roy J. Spoltore, Township Clerk