

**MINUTES OF THE OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
UPPER DEERFIELD, IN THE COUNTY OF CUMBERLAND, HELD ON
THURSDAY, JANUARY 7, 2021, AT 7:00 P.M. IN THE MUNICIPAL BUILDING,
HIGHWAY 77, SEABROOK, NEW JERSEY, PURSUANT TO NOTICE**

Present were: James Crilley, John Daddario, Scott Smith and John T. O'Neill, Sr. all being members of the Township Committee. Also present were: Rocco Tedesco, Solicitor; Roy Spoltore, Township Administrator/Clerk, Amy Colaneri, CFO, Chad Ott, and Public Works Supervisor. Bruce Peterson was unable to attend.

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 James Crilley to be sworn in as a member of the Township Committee for a term of three years to expire December 31, 2123. Mr. Crilley was sworn in for 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. Daddario, 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 2021.

Roy J. Spoltore, Township Clerk assumed the position as Temporary Chairman and requested nominations for permanent Chairman for 2021. 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 2021, unanimously carried 4-0 on a roll call vote.

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

On a motion of Mr. Smith, seconded by Mr. O'Neill, that John Daddario serve as Vice-Chairman of the Township Committee and serve as Acting Chairman for the year 2021 during the absence or disability of the Chairman unanimously carried 4-0 on a roll call vote.

Chairman Crilley called for Resolutions 1 through 48 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 48, and unanimously carried. The resolutions were reviewed by title. On a motion by Mr. Daddario, seconded by Mr. Smith, Resolutions 1-48 were unanimously approved by a roll call vote of 4-0.

Resolution 21-1 – Appointing Township Solicitor – Rocco Tedesco, Esq.

INSERT RESOLUTION

Resolution 21-2 - Adopting a Temporary Budget – Township.

INSERT RESOLUTION

Resolution 21-3 - Adopting a Temporary Dedicated Sewer & Water Utility Budget.

INSERT RESOLUTION

Resolution 21-4 - Appointing Township Officials.

INSERT RESOLUTION

Resolution 21-5 - Appointing Municipal Engineer & Utilities Engineer – Brian J. Murphy, PE.

INSERT RESOLUTION

Resolution 21-6 - Appointing Township Auditor – Nick L. Petroni, CPA.

INSERT RESOLUTION

Resolution 21-7 - Appointing Assistant Solicitor & Conflict Solicitor – Rebecca Bertram, Esq.

INSERT RESOLUTION

Resolution 21-8 - Appointing a Commissioner and Deputy Commissioner to the Atlantic County Municipal Joint Insurance Fund. – Roy Spoltore and Vicky Vagnarelli.

INSERT RESOLUTION

Resolution 21-9 - Appointing Township Treasurer – Amy Colaneri.

INSERT RESOLUTION

Resolution 21-10 - Appointing Public Agency Compliance Officer – Roy J. Spoltore.

INSERT RESOLUTION

Resolution 21-11 - Cash Management Plan.

INSERT RESOLUTION

Resolution 21-12 - Designating Depository for Municipal Funds – Ocean First Bank.

INSERT RESOLUTION

Resolution 21-13 - Authorizing Signing of Checks for General and Sewer & Water Utility Accounts.

INSERT RESOLUTION

Resolution 21-14 - Authorizing the Clerk’s Office to Maintain a Petty Cash Fund in the amount of \$50.00.

INSERT RESOLUTION

Resolution 21-15 – Authorizing Change Funds.

INSERT RESOLUTION

Resolution 21-16 - Newspapers to receive Notice of Meetings.

INSERT RESOLUTION

Resolution 21-17 - Designating Official Newspaper –Daily Journal.

INSERT RESOLUTION

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

INSERT RESOLUTION

Resolution 21-19 - Setting Interest and Penalty on Sewer & Water Utility Charges and Rents.

INSERT RESOLUTION

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

INSERT RESOLUTION

Resolution 21-21 - Designating Meeting Dates.

INSERT RESOLUTION

Resolution 21-22 - Authorizing Cancellation of Property Tax Refund or Delinquency of Less than \$10.00.

INSERT RESOLUTION

Resolution 21-23 - Authorizing Animal Shelter Contract – South Jersey Regional Animal Shelter.

INSERT RESOLUTION

Resolution 21-24 - Authorizing Contract for Animal Control Services with Shore Animal Control.

INSERT RESOLUTION

Resolution 21-25 - Authorizing Tax Assessor the authority to file tax appeals and tax complaints.

INSERT RESOLUTION

Resolution 21-26 - Authorizing Professional Service Agreement with DM Medical Billings.

INSERT RESOLUTION

Resolution 21-27 - Authorizing Contract with Cumberland Development Corporation.

INSERT RESOLUTION

Resolution 21-28 - Setting Forth Regulations Regarding Convenience Center Stickers.

INSERT RESOLUTION

Resolution 21-29 - Appointing Staff for CS Regional Municipal Court.

INSERT RESOLUTION

Resolution 21-30 - Authorizing Contractual Services for CS Regional Municipal Court.

INSERT RESOLUTION

Resolution 21-31 - Appointing Judge for CS Regional Municipal Court – Lauren Van Embden, Esq.

INSERT RESOLUTION

Resolution 21-32 - Appointing Prosecutor and Conflict Prosecutor for CS Regional Municipal Court.

INSERT RESOLUTION

Resolution 21-33 - Appointing Public Defender and Conflict Public Defenders for CS Regional Municipal Court.

INSERT RESOLUTION

Resolution 21-34 - Appointing Planning Board Solicitor – Theodore Ritter & Matthew Ritter, Esq.

INSERT RESOLUTION

Resolution 21-35 - Appointing Planning Board Planner – Randall Scheule, PP.

INSERT RESOLUTION

Resolution 21-36 - Appointing Planning Board Engineer – Fralinger Engineering, PA.

INSERT RESOLUTION

Resolution 21-37 - Appointing Fire Sub Code Official – Teresa Warburton

INSERT RESOLUTION

Resolution 21-38 - Appointing Elevator Sub Code Official – Al Arcinese

INSERT RESOLUTION

Resolution 21-36 - Appointing Fire Safety Code Official – Chris Williams.

INSERT RESOLUTION

Resolution 21-40 – Appointing Municipal Housing Liaison – Roy J. Spoltore.

INSERT RESOLUTION

Resolution 21-41 – Appointing Zoning & Code Enforcement Official – Anthony Lamanteer

INSERT RESOLUTION

Resolution 21-42 - Authorizing Purchase of Materials, Supplies or Equipment under State Contract.

INSERT RESOLUTION

Resolution 21-43 - 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 21-44 - Appointing Surveyor for Tax Map Maintenance – Fralinger Engineering, PA.

INSERT RESOLUTION

Resolution 21-45 - Appointing Conflict Engineer – Thomas J. Tedesco, Jr.

INSERT RESOLUTION

Resolution 21-46 - Authorizing Shared Service Agreement with Lawrence Township – Zoning/Housing Office

INSERT RESOLUTION

Resolution 21-47 - Certifying Salaries for Shared Service Appointments

INSERT RESOLUTION

Resolution 21-48 - Appointing Part Time Emergency Medical Technician - Snyder

INSERT RESOLUTION

James Crilley, Chairman called for Resolution 21-49 entitled Payment of Bills in the amount of \$1,327,821.01. The Clerk read the resolution by title. On motion of Mr. O’Neill, seconded by Mr. Smith, to approve and adopt resolution, unanimously carried on a roll call vote, 4-0.

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 2021.

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 4-0 on a roll call vote.

INSERT APPOINTMENTS

COMMITTEE COMMENTS

John Daddario stated that he enjoys working with the Township Committee and is good to see people working together for the betterment of the residents. Mr. Daddario added that the Township has great volunteers.

Scott Smith congratulated Mr. Crilley on his appointment to Township Committeemen and added that it is a great group of people to work with in the Township.

Bruce Peterson was unable to attend but extended his congratulations to all.

John T. O'Neill, Sr. stated that it is pleasure to serve and work with everyone. He made a motion to approve Janeen Rossi to take Clerk's election course through Rutgers in the amount of \$653.00. The motion was seconded by Mr. Daddario and unanimously approved on a roll call vote.

Mayor Crilley commented that 2020 was a unique year but much was accomplished. He thanked the public for his re-election and thanked the Committee, professionals, staff and volunteers. He added that the Township has a reputation of conducting business in a professional manner. The Mayor provided everyone with a handout describing the highlights of 2020.

The highlights showed that in 2020, over \$500,000 dollars in grants and \$80,000 in Township funds were spent to repave the Pleasant Acres and Merlin Drive. A small cities facilities grant is providing \$221,585 for Phase II of the ADA constructing walk paths through the 100-acre recreational facility. The installation should begin in early 2021. An additional \$112,700 provided through a Small Cities Grant will be provided for additional homes to be rehabbed. The Township remains involved in various shared service agreements that provide savings for all participants, including the CS Regional Court which now has ten participating municipalities; there are six municipalities utilizing the Township's Construction Code offices; the Township is one of 41 municipalities in a joint insurance fund, sharing our CFO with Pittsgrove, sharing our zoning official with Lawrence and housing official with Shiloh and Lawrence, utilizing Millville's Tax Assessor 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, maintains the grounds of the 100 acre park and anticipates making improvements to the Township's tot lots.

EMS handled over 1,600 calls in 2020 and the three fire companies handled hundreds of calls over the past year. Public Works continues to take on various projects that save the Township money. The Planning Board continues to implement recommendations from the 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. Davita Dialysis and Fresenius opened in 2020. Construction on Mavis Tire and the ATT Wireless store are nearing completion. 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 2021.

The Mayor concluded by stating that 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.

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

Respectfully submitted,

Teresa L. Warburton, Recording Secretary

Roy J. Spoltore, Township Clerk