

Monday, April 13, 2020, 6:30 P.M.
Bill Review & Agenda Meeting

PRESENT: J. Roy Oliver Mayor
Ken Whildin, Deputy Mayor
Bill Ashton, Committeeman
Frank DiDomenico, Solicitor
Allen Foster, Chief Financial Officer
Denise L. Peterson, Municipal Clerk

This meeting has been advertised in accordance with the statutes of the State of New Jersey.

NOTE; Due to guidelines for COVID-19 this meeting was conducted as a teleconference. Notice was posted on the township website to allow for the Public Comment.

Due to telephone and internet outages from a severe storm during the day which carried over to the beginning of the meeting. This meeting did not start until 6:53 pm. Additionally, intermittent telephone and internet outages occurred during the meeting with immediate action taken to recess and reconvene upon reconnection.

Mayor Oliver called the meeting to order; the Pledge of Allegiance followed.

ROLL CALL: Mr. Oliver, present
Mr. Whildin, present
Mr. Ashton, present

Mr. Oliver explained that Mr. Hal Noon, Surveyor and Ms. Michelle Behm were in attendance to address Discussion Item #1 & #2 on the agenda.

Municipal Finance Officer Report

Allen Foster, CMFO

Mr. Foster explained that the 2020 Municipal Budget will be adopted as introduced. The Garden State Preservation funding was increased by 54% this will allow for a decrease in the use of surplus and will level the local purpose tax so there will be no change there.

1.. Review of 2020 Municipal Budget

Public Hearing of the 2020 Municipal Budget Resolution #60-2020

Mr. Whildin made a motion to open the Public Hearing on the 2020 Municipal Budget resolution; seconded by Mr. Ashton.

Roll Call: Ayes – Whildin, Ashton, Oliver Nays – None

There being no public comment, Mr. Whildin made a motion to close the public hearing; seconded by Mr. Ashton.

Roll Call: Ayes – Whildin, Ashton, Oliver Nays – None

Mr. Whildin made a motion to adopt the 2020 Municipal Budget (Resolution #60-2020) by title; seconded by Mr. Ashton.

Roll Call: Ayes – Whildin, Ashton, Oliver Nays – None

(See Resolution 77-2020 below for adoption by title and Resolution 76-2020 as well as at the end of the minutes)

Resolution

1. Resolution No. 71-2020: A RESOLUTION TO AMEND THE 2020 BUDGET

2. Resolution No. 75-2020: A Resolution For Self-Examination Of Budget As Required DCA

Added

3. Resolution No. 76-2020: A Resolution Adopting The 2020 Municipal Budget

4. Resolution No. 77-2020: A Resolution Authorizing To Read Budget By Title Only

Mr. Whildin made a motion to adopt all resolutions by title; seconded by Mr. Ashton.

Roll Call: Ayes – Whildin, Ashton, Oliver Nays - None

Public Comment Session

Mr. Whildin made a motion to open the public comment session noting the time at 7:00 pm; seconded by Mr. Ashton.

Roll Call: Ayes – Whildin, Ashton, Oliver Nays - None

There being no public comment Mr. Whildin made a motion to close the public comment session noting the time at 7:00 pm; seconded by Mr. Ashton.

Roll Call: Ayes – Whildin, Ashton, Oliver Nays - None

Discussion Items

1. Discuss option to designate tax lots at Matts Landing versus survey.

Mr. Oliver invited Mr. Noon, Surveyor to provide a synopsis of the survey work to be done on the properties being negotiated for at Matts Landing.

Mr. Noon explained that a quote was prepared and submitted to the Township Committee. Mr. Noon explained this quote is for a survey with minimum standards. Mr. Noon explained that riparian rights/grants will be important during this negotiation. Additional items of importance are the dike area, the roadways and the right-of-way. Mr. Noon suggested a drone survey be done initially with a physical survey to follow; a map will be created from this process. Mr. Noon stated that acquiring the property by tax map designation will not be ‘solid’ for deed information. The quote range was done to allow for all variables. Mr. Noon stated that the ‘water line’ will also need to be established.

Mr. Oliver provided that the land perimeters would be established by mites and bounds so that the total land area could get under Township ownership. Mr. Noon stated that he addressed ‘what’ is important to consider in this acquisition (riparian, roadways and rights-of-way). Mr. Noon explained he will be looking to the township for any documentation that may be on file, the state for riparian rights/grants documentation and possibly a title search will be needed.

Mr. Whildin stated he spoke to the state representative last Tuesday. The roadway is still in question. Mr. Whildin stated he will try to have an answer by the Thursday meeting which includes the roadway as well as the ‘north end’ property. Mr. Noon stated that the drone ‘CAD’ file will be township property once it is done. Mr. Whildin questioned having the individual lots established. Ms. Behm stated that the entire marina section is part of a larger property owned by NJDEP. Mr. Noon suggested that subdivision be completed once the land is owned by the township.

Mr. DiDomenico explained that the state can and has the right to establish the 5 lots and this can be done by mites and bounds. Ms. Behm stated that there are no deeds or other descriptions in the Tax Assessor’s office. Possibly the riparian lease/grant is available in the Tax Assessor’s office. It was discussed that the riparian grants/leases should be part of this transaction. Mr. DiDomenico emphasized that he must be involved in this process to ensure that everything is included and complete.

Mr. Oliver confirmed that once the entire section is owned by the township the lots can be established. Mr. Noon confirmed and added that the entire section should include everything above the high-water mark plus the riparian rights. The coordinates will be indicated on the map/survey.

Mr. Oliver explained that the township has done maintenance on the roadway in front of the marinas and questioned a dedication by use. Mr. DiDomenico stated ‘not with state property’.

Mr. Ashton added that the township maintaining the roadway could be in the township's favor. Mr. DiDomenico explained that there is value in the roadways and riparian rights and added that conveyance of the riparian is by lease every 5 years. Mr. Noon explained that this survey will answer questions and define roadways, right-of-way and riparian also. Mr. DiDomenico explained that all County Clerk's offices are closed due to COVID-19 and this will delay any title searches needed. Mr. Noon explained that this may need more state documentation rather than county.

Mr. Ashton commented that the state has made indication that this survey would be costly and asked for the Township's input regarding the survey and costs. Mr. DiDomenico stated the township could establish the lots. Mr. Noon explained the survey would be an outbound survey. Mr. DiDomenico agreed with the outbound survey and added that the lots could be established later. Mr. Noon confirmed that the quote provided did include defining the lots, roadways, right-of-way and riparian. Mr. Noon explained that it is best that the acquisition includes the riparian rights. Mr. DiDomenico added that the state does not have to have a survey but can specify the land by point-to-point and the number of feet. Mr. Ashton suggested to take the guidelines as set forth by Mr. Noon and deduct the cost for the services from the land cost proposed. Mr. Ashton added to make presentation to the state regarding Mr. Noon's interpretation on conducting the survey. Mr. Noon added he believes once the survey is complete it will be closer to 10 acres versus 5.9; this will include the right-of-way. Mr. DiDomenico provided that the cost proposed by the state for the property was based on 5.9 acres. Mr. Oliver asked Mr. Noon to send a memo which details what will be established by this survey: right-of-way, roadways, property and riparian. Mr. Ashton added that the dock area was indicated to be included in the price per previous state communication. Mr. DiDomenico stated that with riparian the properties needed to be run as marinas.

2. Discuss estimated tax bills for 3rd quarter 2020

Ms. Behm explained that due to the state's delay in adopting their budget it has been suggested that estimated tax bills be done by the municipalities. Ms. Behm explained that she will work with Allen Foster, CMFO to establish the rate for the estimated billing which must be approved by the Township Committee. A resolution establishing the rate must be adopted around June 15th with the mailings being done by June 30th. Mr. Whildin explained that since these estimated billings are a direct result of the ongoing COVID-19 pandemic any costs associated with this billing would be reimbursed under the emergency COVID-19. Mr. Foster stated that ALL costs associated with the COVID-19 pandemic are being tracked in the finance system. Mr. Oliver asked if two weeks will be enough time to print and mail out these billings. Ms. Behm confirmed this could be done and the expense for these estimated bills would be the forms and the postage. Ms. Behm stated the forms will be green and 'estimated' will be marked on the bill. Ms. Behm further explained that 4th quarter calculations and adjustments will be made.

Mr. Whildin made a motion to start the process for estimated tax bills; seconded by Mr. Ashton.
Roll Call: Ayes – Whildin, Ashton, Oliver Nays – None.

3. Discuss replacement of additional lights in the meeting room.

Mr. Whildin made a motion to hold off on replacement of additional meeting room lights due to the pending energy audit; seconded by Mr. Ashton.
Roll Call: Ayes – Whildin, Ashton, Oliver Nays – None

4. Dog Licensing late fee assessment was extended to April 30th; however, the free rabies clinic has not yet been rescheduled. Discuss extending the late fee assessment further.

Mr. Whildin made a motion to extend the assessment of late fees for dog licensing to May 30th; seconded by Mr. Ashton.
Roll Call: Ayes – Whildin, Ashton, Oliver Nays – None

5. Discuss 'No Parking' on Hunters Mill Road.

Mr. Oliver explained that he received correspondence from Mr. Walter Sjogren, Whibo regarding PA licensed vehicles transporting off-road vehicles that are parking along Hunters Mill between Route 347 and Weatherby on Whibco property. These off-road vehicles are trespassing onto Whibco property. Mr. Sjogren asked the Township Committee to post "No Parking" along this roadway to deter trespassing and to make it enforceable by law. After much discussion the Township Committee with advice from Mr. DiDomenico determined it would be very difficult for this "No Parking" to be enforced and additionally there are hunters who use the NJDEP property which is permitted. It was decided that Mr. Oliver will contact Mr. Sjogren to post the Whibco property and to follow up by contacting NJSP about violators.

6. Discuss opening day for youth baseball scheduled for Saturday, April 18th.

Mr. Ashton announced that the Recreation Committee has cancelled the Youth Baseball season due to the COVID-19 pandemic. A get-together may be planned for a later date and refunds are being made.

7. Discuss extending the due date for rental inspections/renewals.

It was discussed that due to guidelines in place due to COVID-19 it will not be possible to complete the rental inspections for the annual renewals by June 30th.

Mr. Whildin made a motion to move the renewal deadline to July 30; seconded by Mr. Ashton.

Roll Call: Ayes – Whildin, Ashton, Oliver Nays - None

8. Discuss request to update two (2) storage closets in the Senior Center.

Mr. Oliver explained that the Senior Center Aide has requested to upgrade two storage closets in the Senior Center. The cost will be \$440 for the TV room closet and \$320 for the kitchen closet for a total of \$760. Mr. Oliver explained that this upgrade is needed for efficiency in the Senior Center.

Mr. Whildin made a motion to approve the purchase of supplies to upgrade the Senior Center closets for the cost of \$760; seconded by Mr. Ashton.

Roll Call: Ayes – Whildin, Ashton, Oliver Nays – None

9. Discuss Eurofins QC quotes for Concession Stand and Leechester Hall.

The Township Committee discussed the quote received from Eurofins QC to do the water sampling, analysis and reporting at the Leechester Hall and the concession stand

Mr. Ashton made a motion to accept the quote provided by Eurofins QC to conduct the water sampling, analysis and reporting at the Leechester Hall and concession stand; seconded by Mr. Whildin.

Roll Call: Ayes – Whildin, Ashton, Oliver Nays - None

Township Committee Discussion

William Ashton

Mr. Ashton stated he has nothing to report.

Ken Whildin

Mr. Whildin reported:

1. The public works and fire departments did a great job responding to the emergencies presented due to the storm today.
2. NJ POA authorized a 180-day extension to the Centers Designation process. The Centers Designation is presently scheduled to expire on June 30th.

J. Roy Oliver

Mr. Oliver thanked all the fire departments and their volunteers who participated in the Easter parade. This was enjoyed by children and adults.

Second Public Comment Session

Mr. Whildin made a motion to open the second public comment session noting the time at 8:09 pm; seconded by Mr. Ashton.

Roll Call: Ayes - Whildin, Ashton, Oliver Nays – None

There being no public comment Mr. Whildin made a motion to close the second public comment session noting the time at 8:09 pm; seconded by Mr. Ashton.

Roll Call: Ayes – Whildin, Ashton, Oliver Nays – None

Review of Agenda for Thursday, April 16, 2020 at 7:30 pm.

The Township Committee reviewed the agenda for the Thursday, April 16, 2020 meeting and changes were made as needed

Review of Bills for approval on Thursday, April 16, 2020 at 7:30 pm.

The remainder of the meeting was dedicated to review of the bills to be presented for approval on Thursday, April 16, 2020.

Adjournment

Mr. Whildin called for adjournment; seconded by Mr. Ashton.

Denise L. Peterson, Municipal Clerk

MAURICE RIVER TOWNSHIP

RESOLUTION NO. 60-2020

2020 Municipal Budget Resolution

MAURICE RIVER TOWNSHIP

RESOLUTION NO. 71-2020

A RESOLUTION TO AMEND THE 2020 BUDGET

WHEREAS, the 2020 Municipal Budget was introduced and approved on March 16th, and

WHEREAS, the public hearing has been advertised, and

WHEREAS, the Township Committee wishes to amend the budget,

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF MAURICE RIVER TOWNSHIP that the following amendments be made to the approved 2020 budget:

Anticipated
Revenues:

<u>Title</u>	<u>From</u>	<u>To</u>
	214,621.	182,622.
Consolidated Municipal Property Tax Relief Aid	00	00
Energy Receipts Tax (P.L. 1997, Chapters 162 & 167)	674,819.	706,818.
	00	00
Garden State Trust	225,865.	348,413.
	00	00
Surplus Anticipated	900,000.	765,000.
	00	00
Amount to be Raised by Taxes for Support of Municipal Budget	1,286,57	1,300,03
	1.89	3.51

Appropriations:

<u>Title</u>	<u>From</u>	<u>To</u>
	642,117.	643,127.
Reserve for Uncollected Taxes	89	51

**Total Change To
Budget:**

**1,009.
62**

**MAURICE RIVER TOWNSHIP
CUMBERLAND COUNTY, NEW JERSEY**

RESOLUTION NO. 75-2020

**A RESOLUTION FOR SELF-EXAMINATION OF BUDGET
AS REQUIRED DCA**

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility,

normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the Township of Maurice River has been declared eligible to participate in the program by the Division of Local government Services, and the Chief Financial officer has determined that the local government meets the necessary conditions to participate in the program for the 2020 budget year.

NOW THEREFORE BE IT RESOLVED by the governing body of the Township of Maurice River that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
 - a. Payment of interest and debt redemption charges
 - b. Deferred charges and statutory expenditures
 - c. Cash deficit of preceding year
 - d. Reserve for uncollected taxes
 - e. Other reserves and non-disbursement items
 - f. Any inclusions of amounts required for school purposes.
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.
4. That pursuant to the Local Budget Law:
 - a. All estimates of revenue are reasonable, accurate and correctly stated,
 - b. Items of appropriation are properly set forth
 - c. In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.
5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.
6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

Approved:

Vote recorded as follows:

	AYES	NAYS	ABSENT
J. Roy Oliver	X		
Ken Whilden	X		
Bill Ashton	X		

MAURICE RIVER TOWNSHIP

RESOLUTION NO. 76-2020

A RESOLUTION ADOPTING THE 2020 MUNICIPAL BUDGET

WHEREAS, the Township Committee of Maurice River Township, Cumberland County, State of New Jersey, held a public hearing on April 13, 2020 (as advertised) and have now formally adopted the 2020 Municipal Budget; and

ROLL CALL VOTE:

	AYES	NAYS
J. Roy Oliver, Mayor	X	
Ken Whildin, Deputy Mayor	X	
William Ashton, Committeeman	X	

Unanimous Approval.

NOW, THEREFORE, BE IT RESOLVED by The Township Committee of Maurice River Township, Cumberland County, State of New Jersey, that the 2020 Municipal Budget is hereby adopted.

MAURICE RIVER TOWNSHIP

RESOLUTION NO. 77-2020

A RESOLUTION APPROVING THE 2020 BUDGET TO BE READ BY TITLE ONLY

WHEREAS, N.J.S.A. 40A:4-8 provides that the budget may be read by title only at the time of the public hearing if a resolution is passed by not less than a majority of the full governing body, providing that at least one week prior to the date of hearing a complete copy of the approved budget shall be made available for public inspection and shall be made available to each person upon request; and

WHEREAS, these two conditions have been met;

NOW, THEREFORE, BE IT RESOLVED by The Township Committee of Maurice River Township, Cumberland County, State of New Jersey, that the 2020 budget resolution shall be read by title only