

Thursday, December 17, 2015 - 7:30 pm

PRESENT: Patricia Gross, Deputy Mayor  
J. Roy Oliver, Committeeman  
Frank DiDomenico, Solicitor  
Cormac Morrissey, Engineer  
Denise L. Peterson, Municipal Clerk

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

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

ROLL CALL: Mr. Sarclette, Absent  
Mrs. Gross, present  
Mr. Oliver, present

### Approval of Minutes

Mr. Oliver made a motion to approve the minutes of prior meetings, seconded by Mrs. Gross  
Roll Call: Ayes –Gross, Oliver Nays – None

### Proclamation Presentation

Mrs. Gross presented a proclamation to Judge John A. Casarow who is retiring effective January 1, 2016. Mrs. Gross explained that Judge Casarow had served as the Municipal Judge for Maurice River Township for the last nine and a half years. Mrs. Gross stated that Judge Casarow was a very kind man and who had touched many lives. Mrs. Gross read the proclamation in full and thanked Judge Casarow. Judge Casarow thanked the township committee for the cooperation received over the years. Judge Casarow acknowledged that incoming Judge Edward Duffy is an excellent and ethical person and that the township will be in good hands. Mrs. Gross stated that Mayor Sarclette sends his best to you and was sorry he was unable to attend the meeting.

### Presentations

1. N.J.S.P. – No representative. Gordon Gross explained the absence of a representative from the NJSP was due to the death of a local state trooper Officer Eli McC Carson, 30 years old, who died in the line of duty in a motor vehicle accident while responding to a domestic dispute call near Woodstown. Officer McC Carson had been on the force since February 2015 and served in the Port Norris Barracks for the first 8 months.
2. Cumberland County Sheriff's Department – no representative was present.

### First Public Comments Session (Limit 30 Minutes Total)

Mrs. Gross made a motion to open the first public comment session at 7:38 pm; seconded by Mr. Oliver.

Roll Call: Ayes – Gross, Oliver Nays – None

Mr. Edward Duffy thanked the township committee for the vote of confidence in appointing him of him to the Municipal Court Judge position for Maurice River Township and also he is looking

forward to the beginning of the year. Mrs. Gross stated that the township committee is also looking forward to seeing him in his new role and wished him a happy and healthy New Year.

Mrs. Gross made a motion to close the public comment; seconded by Mr. Oliver

Roll Call: Ayes – Gross, Oliver Nays – None

## Ordinances

### Ordinance 645

The clerk gave the second reading by title Ordinance 645 - An Ordinance Fixing Salaries And Compensation of Certain Officers And Employees Of Maurice River Township, Cumberland County, New Jersey.

Mrs. Gross made a motion to open the public hearing for Ordinance 645; seconded by Mr. Oliver.

Roll Call: Ayes – Gross, Oliver Nays- None

There being no public comment Mrs. Gross made a motion to close the public hearing for Ordinance 645; seconded by Mr. Oliver.

Roll Call: Ayes – Gross, Oliver Nays - None

Mrs. Gross made a motion to adopt Ordinance 645; seconded by Mr. Oliver.

Roll Call: Ayes – Gross, Oliver Nays - None

## Consent Agenda Resolutions

**CONSENT AGENDA:** All matters listed with an asterisk (\*) are considered to be routine and non-controversial by the Township Committee and will be approved by one motion. There will be no separate discussion of these items unless a committee member so requests, in which case the item will be removed from the consent agenda and considered in its normal sequence on the agenda.

- |     |                |          |   |
|-----|----------------|----------|---|
| * 1 | Resolution No. | 142-2015 | A Resolution Cancelling Tax Account<br>Small Balances For Tax Year 2015 Accounts                                    |
| * 2 | Resolution No. | 143-2015 | Refund Overpayment Of Property Taxes Block 286 Lot 40   |
| * 3 | Resolution No. | 144-2015 | A Resolution Authorizing 2015 Budget Transfers  |
| * 4 | Resolution No. | 145-2015 | A Resolution Authorizing A Professional Service Contract<br>For Prosecutor Services For 2016                        |
| * 5 | Resolution No. | 146-2015 | A Resolution Authorizing Cancellation Of Appropriated Reserve<br>And Grant Receivable Balances For Completed Grants |

Mrs. Gross made a motion to adopt Resolution 142-2015 through 146-2015; seconded by Mr. Oliver

Roll Call: Ayes – Gross, Oliver Nays – None

## Township Committee Reports

Mr. Oliver stated that there was a discussion that took place on Monday, December 14, 2015 regarding the Wall of Honor. Mr. Oliver explained that 968 veterans will be listed on these plaques which will honor veterans, past and present. Mr. Oliver explained that Mr. Dorie Peterson who represented 60 residents/veterans requested that the plaque should be placed in the Municipal Building; Mr. Oliver stated his belief was to have the plaque in the Leechester Hall.

A compromise was reached that for the purpose of the dedication ceremony the plaques will be placed in the Leechester Hall and then moved to the Municipal Building for permanent placement. However, during this discussion Mr. George Kumor accused Mr. Oliver of violating his Oath of Office. Mr. Oliver was not able to refute the accusation because Mr. Kumor left the microphone. Mr. Oliver read the Oath of Office which states “ I, J. Roy Oliver, do solemnly swear that I will faithfully, impartially and justly perform all the duties of the office of township committeeman according to the best of my ability. So help me God.” Mr. Oliver further explained that when two people have a difference of opinion it does not give rise to an infraction of the Oath of Office nor does it rise to dereliction of duty. Mrs. Gross commended Mr. Oliver regarding the compromise that was made because he has worked on this project for a very long time and had a vision for the Wall of Honor. Mrs. Gross stated that it is very easy for people to come in after something has been worked on for over a year and not agree with it; this is case in point that if you want to be involved you should be present for meetings to be informed.

Mrs. Gross provided that tomorrow morning there is a meeting of several departments including NJDEP, NFWF, NJ Futures and 2-3 other entities about the dredging of the river. This meeting could be a step forward toward the dredging of the river.

#### 1. Removal of trees at 12 Front Street and 105 Church Street

Mr. Oliver explained that there are three trees in the township right of way, pose a threat and the property owners have asked that the trees be removed. The cost is \$1,600 per tree with additional cost of \$300 for grinding of the stump and fill. The total cost would be \$5,700. Mr. Oliver stated he agrees that the trees should be removed based on resident request and potential liability on the township as the trees are in the township right-of-way.

Mr. Oliver made a motion to remove the trees based on resident request and liability on the township; seconded by Mrs. Gross.

Roll Call:       Ayes – Gross, Oliver       Nays – None

#### 2. Carpeting for the meeting/courtroom and court office

Mr. Oliver stated that he believes the existing carpeting is satisfactory in the court/meeting room and does not require replacement at this time. It was suggested to have a professional remove the stains and possibly have the carpet dyed.

Mr. Oliver motioned to not have the carpeting replaced; seconded by Mrs. Gross.

Roll Call:       Ayes – Gross, Oliver       Nays – None.

### **Professional Reports**

#### **Engineer**

Mr. Morrissey supplied the Township Committee with the annual Stormwater Management Compliance Requirements. This presentation is required part of the program. Maurice River Township is a Tier B municipality (small municipality) and the requirements are a lot lighter. Most of the measures are implemented through the Land Use Board; this ensures that any new developments will meet the Stormwater design requirements. There are four items that must be addressed: post-construction stormwater management for new development and redevelopment, local public education, solids and floatable controls and maintenance yard operations.

Post-Construction Stormwater Management – The Township adopted their Stormwater Management plan in accordance with the new regulations of 2004 and 2005. The ordinance was adopted in June of 2005. Long-Term BMP operations are maintained through Public Works and Engineering with any new inlets along municipal streets must be compliant with the new storm-

water grates which keep the floatable bottles out of the drainage system. The Township does not have very many stormwater inlets on municipal streets so this is not seen very often.

Public Education – Information must be disseminated to the public to educate them on storm-water management techniques, procedures and requirements. An example would be you cannot dump oil down the stormwater drain. Points are obtained through several different applications such as notice on website, display in hallway; utilize DEP materials and points for this particular presentation. Also stormwater requirements are announced in the tax bill insert sent out yearly and at the 4-H fair. A Stormwater report must be submitted annually; between March and May.

Solids and Floatable Controls – When roads are repaved, repaired or reconstructed the inlet is replaced.

Maintenance Yard Operations – Maurice River Township has secondary containment on the tank that is used; single pump. De-icing is not applicable for Maurice River Township and there is no vehicle maintenance and washing.

Goals of the Stormwater Management Plan are to reduce flooding damage, minimize stormwater runoff from new development, reduce soil erosion; the East Point culvert was examined for replacement by a pipe with similar capacity. Additionally make sure that there is no point source pollution from industrial sites which Maurice River Township does not own any. Also must make sure that new and existing developments do not have stormwater pollutants which are handled through the land use code. Also must protect public safety through proper design and operation of stormwater management facilities which is overseen by the Land Use Board.

Mr. Morrissey provided the following update on engineering projects in the township:

MRT School Drive Ponding – Mr. Morrissey stated that the stormwater controls have been installed and is functioning properly. Project is complete and will be closed out in the next week or so.

SEARCH Grant – A presentation was done for the Township Committee and Land Use Board. Feedback was received from this meeting and it will be incorporated into the final document which will be complete in the near future.

Fuel Tank Canopy – Waiting for architectural documents for the fuel canopy which is not complete yet.

Roadway Improvements – A preconstruction meeting with South State was done this week and they will start the storm pipe installation at Middle Street and residents should be receiving notice shortly. This street has access from two points. Paving should start between Christmas and New Year. There are three streets in Port Elizabeth, Middle and Thompson Beach (beginning) in Heislerville that will be completed with this portion of the project. Maybe able to expand the scope of this portion of the project and stay within the budget.

Street Map – The map is complete which was done through the Clean Communities Grant. The map was reviewed with the Clean Communities Coordinator, Louann Karrer who offered suggestions. The first phase is mapping the town and the second phase will be to have ancillary information on the back of the map which is similar to the county map.

East Point Culvert – Mr. Morrissey made recommendations regarding the pipe size. A capacity analysis was done to make sure comparison was fair. The recommendation was forwarded to the Township Committee, Clerk and Supervisor of Public Works.

MRT School Driveway Access – A letter was drafted to the NJDOT requesting review of the school driveway impacts which was forwarded to the clerk for the mayor’s signature.

Port Elizabeth Library – They are waiting for information from the architect in regards to getting information together for quotes to be obtained for the chimney removal and the new heater. This should be moving in the next couple weeks. Mr. Morrissey has requested a letter from the architect regarding the chimney in relationship historically to the original building.

Center Designations – Mr. Morrissey stated that a letter will be received by the township requesting that the CAFRA center designations will potentially be reinstated but the request must come from the township. Andrew Hagen will be forwarding a letter to the township to petition the NJDEP to reinstate the CAFRA center designations. Leesburg and Dorchester designations are no longer valid. This should be coordinated with Tiffany Cuvillo, Township Planner.

Mrs. Gross stated that the school driveway looks very nice. Mrs. Gross asked about the school traffic light and asked that a request be made to the NJDOT for a “Do Not Block Driveway” sign. Mr. Morrissey stated that this is one of the items addressed in the letter to the NJDOT which was drafted and sent to the clerk for Mayor Sarclette’s review and signature. Mr. Morrissey stated that unfortunately the NJDOT is usually not very timely in their response. Mrs. Gross asked should the school also send a letter. Mr. Morrissey stated that the letter from the township should be sufficient as it states that the township has been approached with concerns from the school and the public.

### **Solicitor**

#### 1. Request to carry vacation time.

Mr. DiDomenico stated that a request has been received from Bill Eller, Road Department employee, for permission to carry over vacation leave from 2015 to 2016. Mr. Eller did send a signed memo giving permission to the Township Committee to discuss this topic in public session. Mr. DiDomenico did review the collective bargaining agreement with Council 18 and there is no provision for carry over vacation days in that contract. Mr. Eller is a civil service employee and Civil Service Regulations do have specific regulations on vacation leave and there are no carry over vacation provisions in the Civil Service Regulations with the exception that if an employee is not able to take vacation due to an emergency declared by the Governor then it is up to the township whether to permit the vacation time to carry over. This is the only provision regarding carrying over vacation time. Mr. DiDomenico stated that it is up to the committee to determine if this request should be granted; also the memo stated that this request is due to having a medical procedure in the spring. Mr. DiDomenico cautioned that once it is granted for one employee it can be argued to be a past practice which means that in the future if an employee asks for the same thing and it is denied, the employee can file a grievance based on past practice. It could be ruled that the past practice will become a defacto part of the contract. Mr. Oliver asked if the carrying over of vacation time could be for a “specific” reason such as medical. Mr. DiDomenico stated the argument could be made but ultimately it would be based on the arbitrator. Mrs. Gross asked if this needed to be resolved tonight. Mr. Oliver added that Personnel is Andy’s department and he should weigh-in on the subject. Consensus was to table to the reorganization meeting.

### **OLD BUSINESS**

#### **Announcements**

1. The Municipal Building will be closed on Thursday, December 24th and Friday, December 25<sup>th</sup> in observance of Christmas Holiday and Friday, January 1<sup>st</sup> in observance of the New Year.

2. The Municipal Building will be closed on Monday, January 18<sup>th</sup> in observance of Martin Luther King's birthday.
3. Trash Collection will be changed to Saturday on the following dates due to Holiday Schedules: Saturday December 26<sup>th</sup> and Saturday January 2<sup>nd</sup>.

**Correspondence**

1. A letter dated November 16, 2015 from the Superior Court of NJ advising that the MRT Court 2016 budget was approved.
2. A letter dated November 23, 2015 from NJ Department of Agriculture advising that no major infestation were detected in Maurice River Township from the fall gypsy moth egg mass survey.
3. A letter from NJDEP, Natural & Historic Resources, dated November 23, 2015 advising that the East Point Archaeological District was entered into the NJ Register of Historic Places on September 15, 2015 and the National Register of Historic Places on October 30, 2015.
4. An email from Dorina Frizzera of NJDEP dated December 7, 2015 advising that the NOAA 2015 Coastal Ecosystem Resiliency Grant submission was not approved.
5. Notification was received from the Cumberland County Improvement Authority that a public hearing will be conducted on Tuesday, December 22, 2015 at 6:00 pm regarding Amendment 23 and Amendment 24 to the Cumberland County Solid Waste Management Plan.
6. Notice of Hearing concerning the housing element and fair share plan of the Township of Pittsgrove scheduled for January 12, 2016 at 10:00 am.
7. NJCM is holding a conference on January 28, 2016 from 8:30 am to 12:00 pm on the topic Terrorist Attacks/Events-Impact On Municipalities.
8. A letter from the Cumberland County Clerk, Celeste Riley dated December 9, 2015 advising of the official results of the November 3, 2015 General Election.

**NEW BUSINESS**

**K. Correspondence**

1. An application for Certificate of Registration from Harry Franzen to sell items at the Veterans Vending Park.  
Mr. Oliver made a motion to approve the certificate of registration; seconded by Mrs. Gross  
Roll Call: Ayes – Gross, Oliver Nays - None
2. A Facility Use Request form from the Municipal Alliance for Leechester Hall on January 15, 2016 and February 26, 2016 to hold Family Movie Nights.  
Mr. Oliver made a motion to approve the request; seconded by Mrs. Gross  
Roll Call: Ayes – Gross, Oliver Nays - None
3. An Application and Permit for Street Opening request from South Jersey Gas for 17 Olive Street 421' S c/l High Street  
Mr. Oliver made a motion to approve the request; seconded by Mrs. Gross  
Roll Call: Ayes – Gross, Oliver Nays - None
4. A letter from Edward Duffy received on December 4, 2015 advising of his intention to take the bench as the Municipal Judge as of January 1, 2016.

5. An application for license to operate a mobile home park from Jim Sullivan for the trailer park known as the Villages. A drawing of the park is attached. The taxes and monthly fees are current.

Mr. Oliver made a motion to approve the license; seconded by Mrs. Gross

Roll Call: Ayes – Gross, Oliver Nays - None

6. A letter from the American Littoral Society dated November 25, 2015 advising of their Application to the NJ DEP for a general permit for tidal marsh restoration at Thompsons Beach.

7. A Facility Use Request form for Leechester Hall from MRT Recreation on January 14, 2016 from 6:00 pm to 8:00 pm to hold a parents meeting for baseball.

Mr. Oliver made a motion to approve the request; seconded by Mrs. Gross

Roll Call: Ayes – Gross, Oliver Nays – None

Mrs. Gross provided an explanation of the parents meeting for baseball meeting scheduled for January 14, 2016. Mrs. Gross explained to the public that volunteers are needed to assist with the recreational program. Senior citizens are being asked if they would be interested in assisting with the concession stand. Anyone interested should contact her.

## REPORTS

Treasurers Report \$1,267,532.34

Road Dept. Report (November 2015)

Ron's Animal Control Monthly Reports November 2015

Mr. Oliver made a motion to accept the above reports, seconded by Mrs. Gross.

Roll Call: Ayes – Gross, Oliver Nays – None

## PAYMENT OF BILLS

ASA Whilden	1,200.00
Atlantic City Electric	2,316.22
Atlantic City Electric	4,998.94
AFLAC	285.00
B.W. Stetson Co.	44.00
Barry L. Creamer	653.80
Barry L. Creamer	346.20
Buonadonna & Benson, P.C.	704.00
Buonadonna & Benson, P.C.	253.00
Buonadonna & Benson, P.C.	649.00
Buonadonna & Benson, P.C.	275.00
Buonadonna & Benson, P.C.	209.00
Buonadonna & Benson, P.C.	750.00
BMI	250.00
Brittney Adams	54.33
Brittney Adams	54.33
Brittney Adams	54.33
Bob Dubois	200.00
Bottino's Supermarkets	38.67
Board of Fire Commissioners	47,657.00
Board of Fire Commissioners	33,235.00
Board of Fire Commissioners	27,830.00
Board of Fire Commissioners	40,479.00
Board of Fire Commissioners	576.25
Barber Consulting Services	299.99

Comcast Cable	242.34
Comcast Cable	492.40
Comcast Cable	136.66
Comcast Cable	242.34
CM3 Building Solutions	27.58
CM3 Building Solutions	625.00
CM3 Building Solutions	187.00
CM3 Building Solutions	187.00
CM3 Building Solutions	187.00
Capital Contractors, Inc.	624.00
County of Cumberland	2,000.00
Cumberland Development Corp.	1,712.50
Dixon Assoc. Engineering, LLC	2,237.50
Dixon Assoc. Engineering, LLC	302.50
Dixon Assoc. Engineering, LLC	4,500.00
Dixon Assoc. Engineering, LLC	4,500.00
Daley's Pit	50.00
Denise L. Peterson	360.00
Denise L. Peterson	2,000.00
Denise L. Peterson	530.00
Earthtech Contracting, Inc.	16,457.98
Earthtech Contracting, Inc.	5,714.64
J.C. Ehrlich Co., Inc.	83.50
Eric K. Wood	1,200.00
Eric K. Wood	35.00
Edward F. Duffy, Esquire	992.22
East Coast Flag & Flagpole Inc	350.00
Emil J. Kozak, Jr.	2,160.00
Frank DiDomenico	209.00
Frank DiDomenico	11.00
Frank DiDomenico	154.00
Frank DiDomenico	991.25
Frank DiDomenico	671.00
Grainger	144.94
Gordon L. Gross	130.00
Harper Ewing	1,440.00
Health Mats Co.	90.70
Kathryn L. Karrer	42.99
Linda L. Costello	625.00
Long Marmero & Associates, LLP	315.00
Linda Dedrick	150.00
Lillian Johnson	41.40
Lawyers Diary and Manual	102.00
Lisa R. Fisher	1,920.00
Maurice River Township BOE	234,340.00
Maurice River Township BOE	188.38
Mauricetown Truck Repair	331.66
MGL Printing Solutions	327.00
Michelle L. Behm	960.00
Mary C. Hagemann	2,880.00
Mary C. Hagemann	274.44
New Jersey SHBP	12,127.17
New Jersey SHBP	9,770.15
New Jersey Law Journal	183.00
NJ State Dept. of Health & SR	6.60
New York Life Insurance Co.	124.18
NJ Civil Service	320.00
Oriental Trading Company, Inc.	215.33
Power of Production Studio	500.00
Pine Hill Printing, Inc.	384.00
Patricia Gross	115.95
Prudential	67.07
Quantum Electric	555.00



Riverside Shells, Inc.	2,345.00
Riggins Inc.	983.70
Riggins Inc.	2,040.28
Riggins Inc.	139.85
Ron's Animal Shelter	400.00
Ronald L. Sutton, Sr.	950.00
South Jersey Glass Co. Inc.	201.68
South Jersey Gas Company	1,329.75
Shirley A. Goff	10.00
Sharon E. Lloyd	97.00
Seashore Asphalt Corp.	115.00
Seashore Asphalt Corp.	423.75
South Jersey Media Group	235.24
South Jersey Media Group	485.33
South Jersey Media Group	15.85
Stephen P. Kernan	350.00
Staples Advantage	36.40
Selective Insurance Co.	4,431.00
Selective Insurance Co.	4,431.00
Selective Insurance Co.	3,917.00
Shawn Ronan	48.90
Shawn Ronan	48.90
Shawn Ronan	48.90
Tiffany A. CuvIELLO, PP, AICP	285.00
Thompson Maier	60.95
Tri City Paper Co.	108.75
UCC Officials of So. Jersey	150.00
U.S. Postal Service	1,000.00
Verizon Wireless	367.54
Wheat Road Cold Cuts	214.00
William Eller	1,200.00
William R. Mints Agency	636.00
William R. Mints Agency	5,970.00
West, A Thomson Reuters Bus.	245.50
West, A Thomson Reuters Bus.	843.00

Mr. Oliver made a motion to pay all properly signed bills, seconded by Mrs. Gross.

Roll Call: Ayes – Gross, Oliver Nays - None

### **Second Public Comment Session**

Mrs. Gross made a motion to open the second public comment session; seconded by Mr. Oliver.

Roll Call: Ayes – Gross, Oliver Nays – None

Mr. Tom Imbarrato of Dorchester asked when a determination would be made regarding the carry-over vacation. Mrs. Gross advised that it was tabled to the reorganization meeting. Mr. Imbarrato stated that he strongly opposes this as it would set precedence.

Mr. Veasey of Port Elizabeth asked what would happen if the carry-over is not granted. Mr. DiDomenico stated that if it is not granted the employee would lose those hours.

Mr. Oliver added that on Monday, December 14, 2015 Mark Pietrucha of Woodard & Curran who are the Environmental Consultant engineers for the township provided a presentation regarding the Ackley Garage Cleanup grant which is being applied for year 2016. Mr. Oliver stated that as a side-bar the question was posed regarding the ramifications environmentally for use of the railroad bed owned by Winchester & Western being used as an exit for the school. Mr. DiDomenico elaborated that the ramifications is that there is environmental issue that he raised that can be an issue. Mr. Pietrucha stated that NJDEP considers all railroad beds as environmental issue; that they are considered to be contaminated and that someone must

encapsulate the railroad bed by paving or a very thick layer of gravel which must be monitored and replaced. Mr. Oliver as about the “hold harmless” and would this but the township behind the eight-ball if the township signs a hold harmless agreement even if the township acquires the road. Mr. DiDomenico stated that the township does not want to be on the hook for any environmental issues; at this point the township does not really know what is out there besides that fact there were certain chemicals used in the railroad beds themselves. Mr. Morrissey stated that testing would need to be done to determine the contaminants. Mr. DiDomenico reiterated that according to Mr. Pietrucha NJDEP considers all railroad beds to be contaminated due to the use of ash and other materials used in the railroad beds. An engineering study would need to done and also engineering controls such as paving or gravel with periodic testing. Mr. Morrissey asked would covering include only the portion being used or the whole thing. Mr. DiDomenico said this was not stated. Mr. DiDomenico stated that this could be a very expensive proposition for the township. Mr. Morrissey stated that since this was going to be an access road for the school buses it would need to be a stable material. Mr. DiDomenico stated that the school board policy is that school buses cannot travel on gravel roads so therefore the road would need to be paved. Mr. Morrissey stated that this would be paving a full road, base may not be needed but it would have to be fine graded for drainage and travel ability with a crown but also talking about bus travel which would require at least a 2 inch thick of paving. Mr. DiDomenico also mentioned that gravel would require a lot of maintenance.

Mrs. Gross made a motion to close the public comment; seconded by Mr. Oliver.

Roll Call:     Ayes – Gross, Oliver             Nays - None

Mrs. Gross made a motion to adjourn; seconded by Mr. Oliver.

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Denise L. Peterson, Municipal Clerk

**MAURICE RIVER TOWNSHIP**

**ORDINANCE NO. 645**

**AN ORDINANCE FIXING SALARIES AND COMPENSATION OF CERTAIN OFFICERS AND EMPLOYEES OF MAURICE RIVER TOWNSHIP, CUMBERLAND COUNTY, NEW JERSEY.**

**BE IT ORDAINED** by the Township Committee of Maurice River Township that:

1. A. The annual salary of the following designated officers and employees shall be paid every other week at a sum equal to the annual salary divided by the number of pay periods in the calendar year:

OFFICE	SALARY RANGE FOR YEAR 2016	
Township/Municipal Clerk	16,609.00	48,902.00
Deputy Municipal Clerk	5,200.00	16,283.00
Chief Financial Officer	8,332.00	21,747.00
Tax Assessor	14,991.00	19,110.00
Tax Collector	15,300.00	37,880.00
Township Committee Member		10,933.00
Township Committee Member designated Chairman		11,648.00
Judge of Municipal Court	12,695.00	25,144.00
Municipal Court Administrator	18,186.00	38,003.00
Deputy Municipal Court Administrator	1,984.00	2,175.00
Municipal Prosecutor		12,614.00
Construction Official/Zoning Officer	8,495.00	55,516.00
Construction Official	8,305.00	27,170.00
Housing/Zoning Officer	7,421.00	14,666.00
Electrical Subcode Official	6,018.00	8,209.00
Plumbing Subcode Official	1,360.00	5,301.00
Fire Protection Subcode Official	1,468.00	4,023.00
Fire Official	1,401.00	3,208.00
Municipal Emergency Management Coordinator	2,704.00	2,760.00
Deputy Municipal Emergency Management Coordinator #1	1,918.00	1,958.00
Deputy Municipal Emergency Management Coordinator #2	1,918.00	1,958.00
Certified Public Works Manager	1,333.00	1,360.00
Building Maintenance Worker/Groundskeeper	7,955.00	8,115.00
Building Service Worker	3,615.00	6,294.00
Land Use Board Secretary	7,884.00	16,881.00

1. B. The annual salary of the following designated officers and employees shall be paid every other week at a sum equal to the annual salary divided by the number of pay periods in the calendar year:

Title 10 Municipal Court Administrator, Schedule A		44,236.00
Municipal Court Administrator, Schedule B	18,200.00	38,012.00
Supervisor of Senior Citizen Activities	22,412.00	34,138.00

2. A. The wages of the following designated employees, paid on an hourly basis, shall be paid every other week for a total of 26 pay periods in the calendar year:

TITLE	Rate Range	Maximum Hourly Rate
<b>Title per Council 18 Schedule A</b>		
Title 1 Clerk/Clerk Typist/Account Clerk		21.34
Title 1P Senior	21.89	22.96
Title 1P Principal Clerk	23.41	24.31
Title 2 Senior Clerk		23.02
Title 2 P Principal Clerk	23.46	24.36
Title 3 Principal Clerk		24.41
Title 4 Principal Clerk		24.47

<b>TITLE</b>	<b>Rate Range</b>	<b>Maximum Hourly Rate</b>
<b>Title per Council 18 Schedule A</b>		
Title 5 Deputy Municipal Clerk		25.84
Title 6 Supervisor, Road Department or Public Works	28.36 -	31.09
Title 7 Heavy Equipment Operator		26.45
Title 7P Supervisor, Road Department or Public Works	28.28 -	30.99
Title 8 Truck Driver		25.68
Title 8P Heavy Equipment Operator		26.40
Title 8P Supervisor, Road Department or Public Works	28.24 -	30.93
Title 9 Senior Citizens Program Aide		18.42

<b>Titles Per Council 18 Schedule B</b>		
Supervisor, Public Works	19.72 -	30.52
Supervisor, Road Department	18.44 -	28.01
Heavy Equipment Operator	13.36 -	25.98
Truck Driver	11.76 -	25.31
Laborer	10.18 -	19.85
Clerk	11.44 -	20.87
Senior Clerk	13.04 -	22.51
Principal Clerk	14.64 -	23.84
Clerk Typist	11.44 -	20.87
Senior Clerk Typist	13.04 -	22.51
Principal Clerk Typist	14.64 -	23.84
Account Clerk	11.44 -	20.87
Senior Account Clerk	13.04 -	22.51
Principal Account Clerk	14.64 -	23.84
Senior Citizens Program Aide	9.10 -	15.51
Deputy Municipal Clerk	11.44 -	25.25

**Part-time/Seasonal/Temporary Titles (Non-Union):**

Deputy Municipal Court Administrator	11.44 -	19.69
Maintenance Worker 1 Grounds	10.18 -	19.85
Clerical	11.44 -	20.87
Municipal Court Attendant	13.38 -	22.72

3. A. Hourly employees will be compensated at the rate of time and one-half for all authorized overtime hours accrued in excess of normal hours of established workweek.
3. B. Hourly employees shall be compensated at the rate of double-time for work on holidays plus the regular rate of pay for the holiday.
3. C. Hourly employees shall be compensated at the rate of double-time for work on Sundays.
3. D. Hourly employees shall be compensated for a minimum two-hour call in time payable at time and one-half. When called in for a snow storm emergency or any other bonafide emergency, said employee shall receive a minimum four (4) hours pay at time and one-half. For purposes of this paragraph "emergencies" shall not include attendance at meetings or returning to work place for routine matters. The Township Committee shall reserve the right to limit the number of employees who are called in for said emergencies.
4. The annual vacation schedule of Township employees designated in paragraphs 1. B. and 2. A. of this Ordinance, whose normal workweek is twenty-five (25) hours or more, and in respect to employee date of hire, shall be in accordance with the provisions of the contract between Cumberland Council #18 and Maurice River Township.  
  
Employee's vacation leave is not cumulative and must be taken within the year earned. Where in any calendar year an employee's vacation or any part thereof is not utilized, upon approval of the Governing Body, the vacation entitlement will accumulate and shall be utilized during the next succeeding calendar year only. Any carry-over vacation time must be used by December 31 of the succeeding year or it shall be considered forfeited.
5. Sick and personal leave apply only to those employees whose normal work week is twenty-five (25) hours or more per week and shall be granted in accordance with the provisions of the contract between Cumberland Council #18 and Maurice River Township.

6. Vacation and sick leave for part-time employees shall be prorated per the Leave Entitlement Schedule delineated in N.J.A.C. 4A:3-3.8.
7. All employees designated in paragraphs 1. B. and 2. A. of this Ordinance shall receive Holiday Leave in accordance with the provisions of the contract between Cumberland Council #18 and Maurice River Township.
8. All employees designated in paragraphs 1. B. and 2. A. of this Ordinance shall be granted a leave of absence with pay not to exceed three (3) consecutive days due to the death of a member of their household or member of their immediate family. Immediate family is defined as mother, father, spouse, mother-in-law, father-in-law, brother, sister, child, grandfather, grandmother, grandchild, son-in-law or daughter-in-law.
9. All employees designated in paragraphs 1.B. and 2.A. of this Ordinance whose normal work week is twenty-five (25) hours or more will be granted three (3) personal leave days, with pay, during a year.
10. Upon full retirement after a minimum of ten (10) years of service and a minimum age of fifty-five (55) years, full time employees will be paid 100% of their unused accumulated sick time up to the maximum of \$9,000.00, or upon death the money will be paid to their estate.
11. An employee shall receive time off without loss of pay when performing jury duty, upon proof of attendance of same.

The aforesaid salaries, rates and policies shall be effective from January 1, 2016 for all employees on the payroll at the time of final adoption of this Ordinance. This Ordinance shall take effect upon its passage and publication and in accordance with the provisions of NJSA 40A:9-165. Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed.

**MAURICE RIVER TOWNSHIP  
RESOLUTION NO. 142-2015**

**A RESOLUTION CANCELLING TAX ACCOUNT  
SMALL BALANCES FOR TAX YEAR 2015 ACCOUNTS.**

**WHEREAS** the Tax Collector's tax accounting ledger reflects 2015 tax account small balances in the amounts of \$1.00 or less.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF MAURICE RIVER TOWNSHIP** that small balances against 2015 taxes in the amount of \$19.00 per adjustment batch listing reference #4233 dated December 17, 2015, be cancelled.

**MAURICE RIVER TOWNSHIP  
Resolution No. 143-2015**

**REFUND OVERPAYMENT OF PROPERTY TAXES  
Block 286 Lot 40**

**WHEREAS**, the Tax Collector of the Township of Maurice River collected from the property owner or it's designee an excess amount on 2015 property taxes; and

**WHEREAS**, an overpayment was created for the reason listed below, and

**WHEREAS**, the Tax Collector of the Township of Maurice River has determined the said overpayment should be refunded accordingly as indicated below.

<b><i>Block/Lot:</i></b>	286/40
<b><i>Assessed to:</i></b>	Gregory Klawitter
<b><i>Address:</i></b>	516 Main Street

**2015 Tax Amount:** \$1,004.49

**Payor:** Title Company & Mortgage Company  
both paid 2015 4<sup>th</sup> quarter taxes

**Refund Overpayment to:** Corelogic Real Estate Tax Service  
Attn: Tax Refunds  
1 Corelogic Dr  
Westlake TX 76262

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of Maurice River Township that the above refund be made.

**MAURICE RIVER TOWNSHIP  
COUNTY OF CUMBERLAND  
RESOLUTION NO. 144-2015**

**A RESOLUTION AUTHORIZING 2015 BUDGET TRANSFERS**

**WHEREAS**, it has become necessary to expend for certain purposes specified in the Township of Maurice River 2015 Budget, amounts in excess of the respective sums appropriated therefore; and

**WHEREAS**, there is an excess in one or more appropriations over and above the amount deemed necessary to fulfill the purpose of such appropriations; and

**WHEREAS**, N.J.S.A. 40A:4-58 provides for the transfer of such amounts to those appropriations which are insufficient;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of Maurice River that the following transfers be made in the 2015 budget:

<u>Line Item</u>	<u>From</u>	<u>To</u>
23-210-2 Other Insurance Premiums	\$3,100.00	
23-215-2 Workers Compensation		\$3,100.00

**MAURICE RIVER TOWNSHIP  
COUNTY OF CUMBERLAND  
RESOLUTION NO. 145-2015**

**A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICE CONTRACT FOR PROSECUTOR SERVICES FOR 2016.**

**WHEREAS** there exists a need for professional services for the Township of Maurice River in order to allow the Township to operate in a proper fashion, and

**WHEREAS** the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that a resolution authorizing the award of contracts for professional services be adopted and the contract itself be available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF MAURICE RIVER TOWNSHIP** that the Amanda Mazzoni, Esquire, 1170 East Landis Avenue, Vineland, NJ 08360 is hereby appointed Prosecutor for the Township of Maurice River for 2016.

**BE IT FURTHER RESOLVED** that the contract for services of Prosecutor is awarded to the Amanda Mazzoni, Esquire, 1170 East Landis Avenue, Vineland, NJ 08360 with an

effective date of January 1, 2016 and expiring December 31, 2016 as a professional service contract following a fair and open process and in accordance with Maurice River Township Ordinance #614 and N.J.S.A. 40A:11-05(1) (a) of the Local Public Contracts Law, and

**BE IT FURTHER RESOLVED** the Mayor and Clerk of the Township are hereby authorized and directed to execute contractual agreements with the Amanda Mazzoni, Esquire, 1170 East Landis Avenue, Vineland, NJ 08360, and

**BE IT FURTHER RESOLVED** that a copy of this Resolution shall be published once in the official newspaper of Maurice River Township by the Clerk of the Township.

**MAURICE RIVER TOWNSHIP  
COUNTY OF CUMBERLAND  
RESOLUTION NO. 146-2015**

**A RESOLUTION AUTHORIZING CANCELLATION OF APPROPRIATED RESERVE AND GRANT RECEIVABLE BALANCES FOR COMPLETED GRANTS**

**WHEREAS**, the Township of Maurice River has completed grants with outstanding Appropriated Reserve and Grant Receivable balances; and

**WHEREAS**, it has been determined that final payment has been received from the granting agencies and spending on these projects has been completed; and

**NOW, THEREFORE, BE IT RESOLVED** that the Chief Municipal Finance Officer is hereby authorized to cancel the Grant Appropriated Reserve and Receivable balances as follows:

Grant	Appropriated Reserve Balance	Receivable Balance
Recreational Trails Program	\$1,457.00	\$1,457.00



313 E. JIM LEEDS ROAD (609) 652-7131  
SUITE 200 FAX (609) 652-2613  
GALLOWAY, NJ 08205 WWW.DIXONASSOCIATES.COM

<b>Township of Maurice River Engineer's Report December 17, 2015</b>				
<b>Item</b>	<b>Project Name</b>	<b>Project Number</b>	<b>Status</b>	<b>Budget</b>
1	MRT School Drive Ponding	MR14001	Construction contract to start on 11/24.	
2	Public Works Utility Poles	MR14001	Quotes for utility work pending	
3	Matts Landing Bike Path Grant	MR11037	Project under environmental review.	
4	Search Grant	MR14-047	Public presentation scheduled for 12/2 at MRT LUB meeting.	
5	Fuel Tank Canopy	MR11010	Architectural design underway	
6	Municipal Aid Grant Applications	MR15-001	Grant application filed	
7	Roadway Improvements	MR15-048	South State Paving bid is \$169,498.10. Unit prices consistent with preliminary engineering estimates.	
8	Street Map		Street map completed as through clean communities grant.	
9	East Point Culvert	MR15-001	DA to review replacement of culvert	
10	MRT School Driveway Access	MR15-001	DA to discuss alternatives regarding school driveway	
11	Port Elizabeth Church	MR15-001	Quotes to be solicited for chimney removal and new heater.	