

**MAURICE RIVER TOWNSHIP  
BILL & AGENDA REVIEW MEETING  
Monday, December 16, 2013 – 7:30 P.M.**

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

**Call to Order**

**Pledge of Allegiance led by Mayor Sarclette**

**Roll Call**

- A. Gordon Gross, OEM & HO/ZO Report
- B. Allen Foster, CMFO Report
- C. Discussion Items
  - 1. AFA Protective Systems Inc. - Renewal
  - 2. New York Life Insurance Proposal
  - 3. Vendor/Solicitation Ordinance
  - 4. Bids: Trash & Recycling
  - 5. RFP's 2014 Professional Services
- D. Misc. Report of Operations
- E. Township Committee Concerns
- F. Review of Agenda for December 19, 2013
- G. Public Comment
- H. Review of Bills
- I. Adjournment

**Monday, December 16, 2013, 7:30 P.M.**  
**Bill Review & Agenda Meeting**

PRESENT: Andrew Sarclette, Mayor  
Kathy Ireland, Deputy Mayor  
Patricia Gross, Committeewoman  
Frank DiDomenico, Solicitor  
Allen Foster, Chief Financial Officer  
Linda L. Costello, Acting Municipal Clerk

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

**ROLL CALL:** Mr. Sarclette, present  
Mrs. Ireland, present  
Mrs. Gross, present

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

**Office of Emergency Management and Housing/Zoning Reports**

Gordon Gross, OEM Coordinator, advised he submitted the 2014 OEM appointments list. He is continuing to work on property maintenance issues and will be attending Municipal Court on December 17<sup>th</sup> regarding two properties. Mr. Gross advised progress on the property maintenance issue at the end of Route 55 is awaiting the appeal period. Mr. Sarclette asked about Evergreen Drive and was advised the demolition and cleanup is complete.

Mr. Gross confirmed an unsafe structure hearing is scheduled for January 13, 2014.

Mr. Sarclette advised the front door of Pine Grove Restaurant has been open and suggested Mr. Gross check the status of the building.

**Municipal Finance Officer Report**

Allen Foster, CMFO, advised budget status reports were provided. He does not anticipate any budget transfers for the December meeting. Mr. Foster stated he issued proposal forms for the Bond Anticipation Note.

Mr. Foster stated he solicited quotes for computer maintenance services from a company in Somerdale; \$2,500.00 for remote service and \$46.00 per hour for desktop service, \$1,500.00 one-time fee to migrate to Microsoft Exchange, \$175.00 per month service fee plus \$15.00 per month per mailbox.

Mr. Sarclette asked about plans for computer upgrades. Mr. Foster advised one has been purchased for the Construction Office. He will look into a new computer for the Township Garage. He suggested budgeting in 2014 for a new computer for the Senior Center.

Mr. Foster advised he will review the quotes received for copiers and provide a recommendation.

### **Discussion Items**

1. AFA Protective Systems Inc.

Mrs. Costello advised a renewal contract was received from AFA Protective Systems Inc. which reflects a 4% increase. The consensus is to continue the service contract with AFA Protective Systems.

2. New York Life Insurance Proposal

Mrs. Costello advised a representative from New York Life Insurance Company offered to make a presentation to Township employees for a life insurance policy through payroll deduction. There would be no cost to the Township. The consensus is to allow Mrs. Costello to arrange a presentation for the Township employees.

3. Vendor/Solicitation Ordinance

Mr. DiDomenico advised the draft ordinance increases fees from \$5.00 to \$50.00 for a 90-day period. It was suggested to make the fee \$35.00 for a 90-day period and require proof of identification.

4. Bids for Trash and Recycling

Mr. DiDomenico advised trash collection contracts can be awarded for a five-year period however we only bid out for one-year and two-year terms. It was noted representatives from CCIA had suggested consideration of awarding a one-year contract.

Mrs. Gross made a motion to accept the bid of EarthTech Trash and Recycling Service in the amount of \$394,992.00 for a two-year period, seconded by Mrs. Ireland.

Roll Call: Ayes – Ireland, Gross, Sarclette      Nays – None

Mr. DiDomenico will prepare a resolution awarding the contract.

5. Request for Proposals – 2014 Professional Services

Mr. DiDomenico reviewed his report dated December 11, 2013. He advised the following proposals did not include all required documentation and recommended rebidding: Animal Control, Animal Shelter, Insurance Broker and Heating & Cooling Specialist. He advised certification of a site inspection can be required for the Heating & Cooling Specialist.

Mr. DiDomenico advised Woodard and Curran could be appointed as Environmental Engineer due to history with the Township and the fact associated costs are typically not out of pocket but covered by grants.

Mr. Sarclette commented that he would like contracts with engineering firms to include verbiage that all documents prepared for and paid for by the Township must be provided to the Township and become Township property.

Mrs. Costello advised two proposals were received for the position of Township Solicitor. Frank DiDomenico, Esquire, of Vineland quoted \$11,895.00 for attendance at two township meetings per month and \$110.00 per hour for legal services. Long, Marmero & Associates of Woodbury quoted \$150.00 per hour.

Mrs. Ireland made a motion to rebid the positions of animal control officer, animal shelter services, insurance broker and heating & cooling specialist, seconded by Mrs. Gross.

Roll Call: Ayes – Ireland, Gross, Sarclette      Nays – None

### **Misc. Report of Operations**

Mrs. Costello advised a public hearing will be scheduled for January 13, 2014 regarding anticipated applications to US EPA for on-going Brownfield projects.

### **Public Comment**

Mrs. Ireland made a motion to open the public comment session at 8:40 P.M., seconded by Mrs. Gross.

Roll Call:      Ayes – Ireland, Gross, Sarclette      Nays – None

George Kumor of Heislerville reported on progress at Thompson's Beach and anticipates work starting again within a week. He noted the crusher is on site.

Mr. Kumor commented on the proposed gas pipeline to the BL England Power Plant and the prospect of funding for education if the Township were to make the appropriate contacts. He provided suggestions for letters addressed to key contacts.

Mr. Kumor provided some history on the Bunker Bill and NJDEP's criteria for on-line reporting and licensing with fast approaching deadlines, which is causing a hardship for local fisherman. He advised he has been in contact with Senator Van Drew and offered suggestions to help resolve some issues and believes he has the Senator's support. Mr. Kumor asked the Township to also support lobbying for changes to the on-line criteria since it affects many fishermen and businesses in Maurice River Township. Mr. Sarclette agreed to send a letter to the Commissioner of NJDEP and copy Senator Van Drew and other bay front municipalities acknowledging the need for revision to the registration and reporting process.

Mrs. Ireland made a motion to close the public comment session at 9:20 P.M., seconded by Mrs. Gross.

Roll Call:      Ayes – Ireland, Gross, Sarclette      Nays – None

### **Agenda Review**

The Clerk next reviewed the agenda for the December 19, 2013 meeting.

Mrs. Gross advised Ken Whildin is working on a street light survey and believes 20% of the street lights are not working. It was suggested a list of street lights no longer needed or useful which may assist with location of new lights when requested.

Mrs. Ireland advised the negotiations meeting has been postponed and will be rescheduled in January.

**Review of Bills**

The remainder of the meeting was dedicated to the review of bills for approval at the December 19, 2013 meeting.

Mrs. Ireland made a motion to adjourn, seconded by Mrs. Gross.

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Linda L. Costello, Acting Municipal Clerk