

MAURICE RIVER TOWNSHIP
BILL & AGENDA REVIEW MEETING
Monday, September 15, 2014– 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. Veterans Vending Park on Block 250 Lot 16.
2. Security Camera Expansion
3. 2014 Halloween Hours
4. Conferences
 - a. New Jersey Shade Tree Federation 89th Annual Conference
October 24 to the 25, 2014 at the Crowne Plaza in Philadelphia, PA. CORE training is offered at this event.
 - b. NJ League of Municipalities – Early Registration advise by 09/15/14
- 5.

D. Misc. Report of Operations

E. Township Committee Concerns

F. Review of Agenda for September 18, 2014

G. Public Comment

H. Review of Bills

I. Adjournment

Monday, September 15, 2014, 7:30 P.M.
Bill & Agenda Review Meeting

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

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

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

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

Report of OEM Coordinator and Housing/Zoning Officer

Gordon Gross provided an updated list of property maintenance violations. He reported on the following properties:

Chatten, 2 Hands Mill Road – Township road crew has started cleanup. He noted the owners have left messages.

Murphy, 49 High Street – Township road crew has cleaned up. Concrete foundation remains and needs to be contracted out.

Salloway, 55 East Point Road - Also needs concrete foundation removed. Mr. DiDomenico confirmed the concrete removal is a continuation of the demolition and it is okay to proceed. Mr. Gross will get quotes for removal of the concrete foundations at both properties.

5 Station Road – Mr. DiDomenico will check on the status of the property.

Mr. DiDomenico advised a title search was completed for 53 Hands Mill Road which revealed multiple heirs in the Lee family and all will have to be served with notice of any pending action. Mr. DiDomenico spoke with one of the daughters who said the property was sold but no deed has been recorded. He advised an heir search may be needed which will postpone the unsafe structure hearing date. Mr. DiDomenico advised the Township may take measures to secure the property if it is an unsafe condition. Mr. Gross stated he will check the construction code for permitted action through emergency measures and forward to Mr. DiDomenico. It was noted the property is included in the most recent batch of In Rem foreclosure proceedings.

Mrs. Ireland asked if Mr. Gross has been in contact with a neighboring property owner regarding 2 Hands Mill Road. Mr. Gross advised he is aware the neighbor is dealing with an issue through a personal attorney.

Mr. DiDomenico advised he has not received a response to his phone calls or letters from the lien holder of the Port Of Call property. Mr. Sarclette advised he has received complaints that the property is used for drug deals. Mr. Gross advised he has not received any complaints since the property has been boarded and secured.

Mr. Gross advised the second Hazard Mitigation meeting was held. All items requested have been submitted. He anticipates receiving a preliminary report in mid-October followed by a review and comment period.

Mr. Gross reported the EOC received a low band radio valued at \$2,300.00 from the County at no cost to the Township.

Mr. Gross advised the Table Top Exercise scheduled for October 20th is in the planning stages and he requests at least one Township Committee Member attend, noting all are welcome. He has asked all municipal employees to participate and most have committed.

Mr. Sarclette advised he will be attending a follow-up meeting regarding location of a tower in the Cumberland area. The County is considering a different location due to the type of tower and approvals from Pinelands and the Land Use Board.

Mrs. Gross advised Gordon Gross looked at the Veteran's vending area and spoke with the Road Department regarding installation of split rail fence to designate the area.

Mr. Sarclette thanked Mr. Gross for his assistance at the School on Friday evenings. Mr. Gross advised he will continue to assist every Friday that he is available.

Report of CMFO

Allen Foster provided a budget status report to the Township Committee. Mr. Foster advised the Township budget is in good shape for this time of year. He also advised the annual Best Practices Report is due the end of the October meeting week.

It was noted the bid specs prepared by Mr. Foster for a loader were reviewed by Mr. DiDomenico and they are thorough and it is okay to proceed with advertising.

Discussion Items

1. Veteran's Vending Park – Mrs. Gross advised she got approval for a one-year lease between NJDEP and the Township to allow Veteran's to vend at the site north of Ocean Food & Fuels. It was noted the area is adequate for seven tables. Mrs. Gross advised there will be rules regarding trash and days and times permitted to vend. She advised the area is for Veteran's only and by permit. Mr. Sarclette suggested the spaces be designated. Mr. DiDomenico suggested contacting a sign company to donate signage for the designated area which Mrs. Gross will look into.
2. Security Camera Expansion – Mr. Sarclette reported there was an incident at the Municipal Garage and he suggested expanding the surveillance cameras to include the garage, fuel tanks, basketball courts and Oak Leaf Academy. Quotes are being sought.

3. 2014 Halloween Hours – Consensus is to hold Halloween on October 31, 2014 between the hours of 4:00 pm to 7:00 pm. Cumberland Development Corporation will assist with advertising.
4. Conferences
New Jersey Shade Tree Federation 89th Annual Conference - Mrs. Gross and Mrs. Ireland plan to attend. Mrs. Costello advised Barry Creamer is not available to attend this year and suggested another Road Department employee be considered.

Mr. Sarclette asked what the requirements are for removal of trees. Mrs. Ireland advised the trees must be documented. Mr. Sarclette stated he asked Jake Baggaley which trees are priorities. It was noted a lot of trees need to be cut or trimmed on County roads.

NJ Leagues of Municipalities – It was noted for anyone interested to advise Mrs. Karrer a.s.a.p. to be included under early registration rates.

Misc. Report of Operations

Mrs. Costello asked how to handle certificates of registration if the annual Haunted Hayride makes application for the fall. Mr. DiDomenico advised to handle it the same way as in the past and charge a \$35.00 fee.

Township Committee Concerns

Mr. Sarclette advised residents of Bay Avenue are complaining about use of the road by the public and that the crushed concrete placed on the surface is too dusty.

Mrs. Gross advised a resident has asked about the missing sluice gate on River Road and their concern regarding potential flooding. Mr. Sarclette advised it is near Boat World and is a County and NJDEP issue.

Mr. Sarclette advised he is looking into another option regarding a new employee in the position of Clerk 1. He advised Michelle Behm is willing to give up the position as Assessor and move to the clerical role. He stated it would be a cost savings for the municipality. It would require hiring an assessor and collector on a part-time basis or looking into shared services and additional clerical help may not be needed.

Mr. Sarclette noted he is concerned about reducing the number of staff in the hall on a daily basis. The clerical position will be five days a week at 35 hours.

Ms. Behm advised she will be able to provide forms and guidance to tax payers relevant to the tax assessor's office and if appointed by the Land Use Board she can continue to provide 200' property lists. Mr. Sarclette noted Ms. Behm has expressed an interest in the tax collector's position and may possibly start out as deputy under the new tax collector. Mr. Sarclette also advised he has asked Mr. Foster to check on potential assessors and collectors and advise if part-time positions or shared services are of interest and what the cost factors may be. Ms. Behm advised she needs to remain Tax Assessor until January 10th to certify the 2015 tax assessments. She noted she will also be able to continue doing the annual calendar, census liaison, and other clerical duties. Mr. Oliver

commented he plans to be at the Township Hall one-hour per day and is available to impart his knowledge.

Public Comment

Mrs. Ireland made a motion to open the public comment session at 8:41P.M., seconded by Mrs. Gross.

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

Ben Stowman of Delmont advised he attended another meeting with the full planning group and they are arranging another meeting to begin pushing for the mouth of the river project again. He asked Mrs. Gross if the Economic meeting has progressed and she responded nothing has been confirmed but it is anticipated it will be held at the Maurice River Township Municipal Hall. Invitations will be sent to businesses that fall into seven categories.

Mr. Stowman asked if the Township is just doing cleanup at the Chatten property. Mr. Sarclette responded yes just cleanup and that an unsafe structure hearing has not been scheduled.

Mr. Stowman advised the Economic Summit has been rescheduled for November 13th and will include bankers and lending institutions. It is suggested each municipality have a package that bankers can take back with a snapshot of the municipality including strengths and weaknesses. Mr. Stowman offered to help Mrs. Gross gather information and prepare a handout.

Mrs. Ireland made a motion to close the public comment session at 8:54 P.M., seconded by Mrs. Gross.

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

Review of Agenda

The Acting Clerk next reviewed the draft agenda for the upcoming September 18, 2014 meeting.

Mr. DiDomenico advised he prepared Ordinance #634 regarding no parking on Schooner Landing Road. He noted he added to an existing ordinance.

Mr. DiDomenico reported he has been advised that the cleanup charges assessed to the Luis Valencia property will be paid.

Mr. Sarclette asked if Mr. Domenico has received any response regarding the Council #18 contract. Mr. DiDomenico advised he has not received a copy of a signed contract and he will try contacting Mr. Belland again.

Review of Bills

The remainder of the meeting was dedicated to the review of bills for approval at the September 18, 2014 meeting.

Adjournment

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

Linda L. Costello, Acting Municipal Clerk