

**MAURICE RIVER TOWNSHIP
BILL & AGENDA REVIEW MEETING
Monday, January 18, 2016 – 6:30 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. Public Comment Session
- D. Discussion Items
 - 1. Little Dump Truck
 - 2. Wall of Honor quotes
 - 3. Ambulance contract status.
 - 4. Sign at Spring Garden Road.
 - 5. Children in the work place.
 - 6. Trail Camera donation request from Gordon Gross.
- E. Misc. Report of Operations
- F. Township Committee Concerns
- G. Review of Agenda for January 21, 2016
- H. Review of Bills
- I. Adjournment

Monday, January 18, 2016 6:30 P.M.
Bill Review & Agenda Meeting

PRESENT: Andrew Sarclette, Mayor
Patricia Gross, Deputy Mayor
J. Roy Oliver, 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.

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

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

Office of Emergency Management and Housing/Zoning Reports

Gordon Gross provided the report of the office of Emergency Management and Housing/Zoning. There are two property maintenance/unsafe structures that were issued last month. A memo will be forwarded to the Township Committee; the first unsafe structure is located on MacDonald Lane in Heislerville and the green card was received back but was not signed by the recipient. No contact has been received. This matter is being forwarded to the Township Committee for further action.

The second property is the Perez property located on Route 47; Mr. Perez passed away. His son, Henry Perez, Jr., and they have made some clean up there and got rid of some vehicle and will continue to do clean up even though the property is in the father's name. Mr. Sarclette asked if this was formerly known as the Pirate's Cove. This was confirmed by Mr. Gross who further stated that vehicles have been removed as well as trash from the front of the house. A letter is being sent that states that it is appreciated the cleanup but it must continue and that the unsafe structure building must be addressed.

Regarding Happy Street, Cormac called Mr. Gross on Wednesday because the property owner contacted him regarding the fence. The property owner requested a 30 day extension to hire a surveyor, which Mr. Morrissey did not see a problem with this but Township Committee approval of the extension is needed. Mr. Sarclette stated that a timeline was provided to the property owner to remove this fence. Mr. Gross confirmed that this was 30 days which was up on January 14th. Mr. Sarclette questioned whether the township had Dixon & Associates perform a survey. Mr. Sarclette further stated that Cormac Morrissey had reviewed both of the surveys presented by the property owners but an actual survey was not performed. Mr. Gross stated the most recent survey was from the Robinsons. Mr. Gross further explained that Mr. Morrissey had reviewed both properties and did some research. Mr. Sarclette questioned that if Mr. O'Doherty receives the survey results and they are contradictory to the Robinson's survey, then the township is going to have to survey to resolve. Mr. DiDomenico confirmed but the township did not want to spend the money for the surveyor upfront to resolve by having Mr. Battistini confirm. Mr. Sarclette questioned if the 30 day extension is granted and he has the survey completed then the township will need to resolve the conflict; would we have to give another 30 days to ask that the fence be removed if the original findings are confirmed. Mr. DiDomenico said that Mr. Gross can then site him for encroachment on township property and if

this goes to court then the judge may give more time. Mr. Sarclette stated to extend for 30 days but unless a sealed survey is received then ask to remove within 1 week unless he can present evidence to dispute.

Generator Status for the Municipal Building. Mr. Gross stated that a meeting took place with the contractor for the county and the municipal building and blue prints were reviewed. The county is moving forward with this and the project should be complete within this year. Mr. Gross will forward paperwork that he received from the county to the CMFO.

LEPC meeting. Mr. Gross highlighted some points from the LEPC meeting which took place on January 13, 2016. The funding letter was received from Atlantic City Electric for coordinators dinner; all block captains have been assigned their duties for this year, sent the prison the updated block captains list, the ice and water plan, municipal building evacuation plan and emergency fuel delivery were completed and distributed. The OEM appointments and contact information was sent to the county. The tower status was reviewed regarding the fiber connect ability and at that point they can start testing and shortly thereafter it will be up and running. The municipal plan was scanned and put on discs and these were distributed to the New Jersey State Police and Cumberland County Sheriff's Department. The MRT School is being scanned and put on a disc and when complete it will be distributed.

Dike report. Mr. Gross reported that there was a small dike breach at Matts Landing and there is flooding until repairs can be done. Also NJDEP was notified and warned them of the erosion of the dike. Mr. Gross requested the Township officials to reach out the NJDEP with concerns. There is continued monitoring of the situation. The access road and first large dike is eroding on both sides. Both ponds were across the paved roadway, even when the river was at low tide. The road department did some grading because there was an 8 to 10 inch drop off the Matts Landing Road which potentially the roadway could have broken off. Fish & Game out of Port Norris lowered the pond levels and will continue to keep them low. Between the township and the NJDEP representative from Port Norris there is no orders to maintain and no idea on repairs. The road was blocked off and barrels are still there.

Mr. Gross reported that for the radio services that low band is out of service.

Cumberland Tower Project. The routers were installed and testing has started but the system will not be on line until April. Additionally, there continues to be problems with the South Tower.

Game Cameras. Mr. Gross requested a couple game cameras which would cost about \$150. There cameras will be strategically placed to catch people illegally dumping trash. Mr. Sarclette made a motion to approve this request; seconded by Mr. Oliver.
Roll Call: Ayes – Gross, Oliver, Sarclette Nays – None

Mitigation Plan. At the meeting it was discussed was current and future mitigation projects also discussed was the status of the current plan. There are revisions to the current plan needed and the state is still reviewing the plan; has been signed off by FEMA. We are still covered by the current plan which expired at the end of 2015. Projects that are being worked on are the generator for the municipal building, the elevation of Route 616 in Dorchester and Cumberland Fire Station. Additionally, all repetitive loss properties were removed. There were a few clerical corrections needed. The mitigation plan must be reviewed at the LEPC meetings and here to be in compliance and to get credits throughout the year.

Mr. Sarclette asked about the violations at MacDonald Lane, the green card was received but no commitment to take action has been received. Mr. Gross will be sending a memo to the Township Committee with all the paperwork saying that we sent the certified and regular mail

with no reply and ask the Township Committee to proceed with property maintenance and then a demolition hearing for the collapsing garage. Mr. Sarcellette stated that we will include cleaning up whatever debris is around the outside; will this include boarding the house. Mr. Gross stated that this can be included. It has been witnessed that the back door sometimes is opened which may be caused by the wind.

Municipal Finance Officer Report

Mr. Foster stated that the budget status report is actually a reserve status report. Mr. Foster reported that he is midway on the Annual Financial Statement and is hopeful that it will be complete by the weekend. Additionally, Mr. Colavita is looking to start the audit early. Mr. Foster will be working on the budget after that and an introduction date of March 14th, 2016 should be fine.

Mr. Oliver asked Mr. Foster about the Garden State Preservation Funding and what those figures are. Mr. Foster believes they are around \$200,000. Mr. Sarcellette believes this figure falls close to \$218,000.

Mr. Sarcellette asked about the dump truck situation and clarified that the request for dump trucks was for one small dump truck not two. Mr. Foster stated that the original request from Steve was for three dump trucks. Last week the small dump truck that blew up and is no longer working, the cost to replace this dump truck is about \$60,000 to replace. Mr. Foster stated this \$60,000 can come from the temporary budget but the other two would need to be in the adopted budget. Mr. Sarcellette stated currently there is only one small dump truck and the others are large dump trucks. Additionally, it was discussed to replace at least one large dump truck this year and one next year which is all dependent on the budget but the small one needs replacing sooner.

Mr. Foster announced that the township should not have any debt service this year because no notes were issued; therefore this money is still available. Now would be the time to add a little extra into the capital expenditure whether through the capital improvement fund or just appropriate a dump truck. Mr. Sarcellette asked if the road program was continuing; Mr. Foster replied positively. Mr. Foster stated that if he issues notes this year they will not renew until next year; therefore they do not have to be in the budget until next year. Mr. Foster provided the clerk with a resolution to amend the temporary budget for the \$60,000 to purchase the small dump truck right away as this is a state contract purchase.

Public Comment Session

Mrs. Gross made a motion to open the public comment session, seconded by Mr. Oliver.
Roll Call: Ayes – Gross, Oliver, Sarcellette Nays – None

Mr. Sarcellette announced that sadly Mr. Jim Veasey who regularly attended the township meetings passed away. Mrs. Gross noted that Mr. Veasey was a welcome attendee who contributed to the meetings and that she had attended the memorial service which was held at the causeway bridge which was very nice and he will be missed.

Mrs. Gross made a motion to close the public comment session, seconded by Mr. Oliver.
Roll Call: Ayes – Gross, Oliver, Sarcellette Nays – None

Discussion Items:

1. Little Dump Truck

Discussed previously.

2. Wall of Honor quotes

Mr. Oliver stated that three quotes were received for the Wall of Honor plaques. The quotes were C & S Signs at \$4,825, Sign Graphics at \$5,200 and Walter Signs at \$4,600. C & S signs had submitted a design concept from the onset and a request for a design concept has been requested from Walter Signs. Mr. Oliver asked that quote award be postponed until Thursday's meeting pending receipt of Walter Signs design concept. Mr. Oliver questioned Mr. Foster and Mr. DiDomenico regarding the award of the contract based on "known" work versus lowest bid. It was clarified that the award can be made based on "known" work versus lowest bid. The award of this contract will be done on Thursday.

3. Ambulance contract status.

Mrs. Gross stated that a meeting with Belleplaine Ambulance had taken place on January 8th. Mr. Bill King from Belleplaine Ambulance attended along with Jud Moore from Commercial Township and Denise Peterson, Clerk. Mrs. Gross stated that Belleplaine Ambulance is undergoing financial difficulties which are due to Medicare and Medicaid regulations and cuts as well as not having the prison transport jobs which were income of approximately \$100,000 annually. Mrs. Gross is going to meet with Senator Van Drew pm January 25th at 7:30 pm to obtain his guidance and input regarding the prison transport jobs and why Belleplaine is not being used. Mrs. Gross further stated that there is an option to have more than one year contract because Ambulance services are an "exemption" by state regulations; this could potentially include percentage increases for each contract year. Mr. Sarclette stated that Millville provided a quote of \$34,000 for the south portion of the township but response time must be evaluated.

Mrs. Gross stated that an appointment was scheduled with the administrators from both prisons but after it was scheduled it was cancelled by the administrators with the advice to contact the state commissioner with further questions regarding the transports.

Mrs. Gross stated that Belleplaine indicated that the price would stay at \$75,000 if they get the prisons back for the transport jobs. Mr. Oliver asked if it would be useful to Belleplaine if the township were able to offer the Delmont building for their use; this could potentially help with faster response time and provide leverage to get the prison transports back.

Mrs. Gross also stated that a discussion took place regarding the township purchasing an ambulance as part of the contract; the potential cost would be approximately \$75,000 to \$80,000. Mr. Foster will need to check on what is needed for this option. Mr. Sarclette stated that he is also under the impression that part of Belleplaine's financial situation is that the insurance companies are paying the patient's instead of them; then the patient's do not forward the money to them or pay. Additionally, Belleplaine expressed that it costs them \$200,000 annually to run one ambulance. The current Belleplaine contract (2015) has been extended to March 30, 2016. Mrs. Gross stated that Belleplaine wants to work with the township regarding this contract.

4. Sign at Spring Garden Road.

East Point Lighthouse Historical Society is holding its quarterly meeting and will be discussing taking on the management of the Spring Garden Road sign. Mrs. Gross asked Mr. DiDomenico to prepare two contracts: one for the lease agreement and one between East Point Lighthouse and the businesses for the panels. It was further discussed that maintenance and management fees needed to be addressed in the contracts.

5. Children in the work place.

It was discussed that this problem has been resolved.

6. Trail Camera donation request from Gordon Gross
This was discussed previously.

Misc. Report of Operations

Mr. Oliver asked if the Maurice River Heritage Society would be permitted to use the municipal building for their meetings if needed. Mr. Oliver noted that this group is growing and at the last meeting every seat was occupied. Mr. Oliver stated he will be attending these meetings and would be available if an "overflow" situation takes place to open the building. Mrs. Gross offered that this organization is working on setting up its non-profit status but is waiting for its tax identification number.

Mrs. Gross stated that East Point Lighthouse Historical is looking for a place to meet but she is going to ask them to reach out to Leesburg Volunteer Fire Company.

Mr. Sarclette stated that both groups are doing good things and the township will accommodate if needed.

Township Committee Concerns

Mr. Oliver stated that he attended the Fireman's Appreciation dinner which was on January 16th and he offered thanks and appreciation to the fireman on behalf of the Township Committee.

Mrs. Gross stated that Michelle is asking for all last minute changes or additions for the calendar be submitted as she wants to send to the printer as soon as possible. Mrs. Gross added that she updated the opening statement of the calendar from the Township Committee and upcoming or ongoing events taking place in the township. Mr. Sarclette asked the clerk to verify that a sufficient number of calendars are being ordered to accommodate the residents.

Mrs. Gross announced that on February 17, 2016 there will be a Township Wide Town Watch meeting at 7:00 pm in the Municipal Building. Cumberland County Sheriff's Department and the New Jersey State Police will be attending.

Mr. Oliver stated that he will be attending the Pineland's Municipal Council bimonthly meeting and he and Patti will be attending. At the meeting they will present resolution 27-2016 which proposes that we ask legislators to champion legislation regarding future land sales to tax exempt entities. A list of exempt property percentage was prepared by Michelle for all municipalities in New Jersey which will also be presented. Additionally, the Land Use Board is preparing a comparative resolution to Resolution 27-2016 which he will also present.

Mrs. Gross advised that the problem in Milmay continues, however now the one family is attacking a local state trooper dragging him into the situation. Mrs. Gross advised them that this is not a Township Committee problem; it is a neighborhood problem, which is a court issue.

Mrs. Gross asked that if NJDEP denies the Tri-County Motorcycle request for their upcoming events could it be challenged on a township level. Mr. Sarclette acknowledged that yes; he feels that the forestry department is also caught up in this. Mrs. Gross asked if she could reach out to Cindy Randazzo if this request meets resistance. Mr. Sarclette agreed stating that these events have taken place since 1960's in these areas. Mr. DiDomenico stated that this sets the precedence.

Mrs. Gross stated that for Leechester Hall there should no use of the stoves to the Municipal Alliance, Hooked on Fishing, Recreation or PTA. It was agreed that these entities should have no reason to use the stoves for the type of events that they hold. Additionally, it was discussed that now "renters/users" of the Leechester Hall must complete a walk-through checklist upon completion of their event which must be returned to the clerk.

Mr. Sarclette asked that signs be installed on the two doors between kitchen and main hall asking that the doors are left open upon leaving the hall and also for above the thermostats stating what temperatures should be set upon leaving.

Agenda Review

The Clerk next reviewed the agenda for the Thursday, January 21, 2016 meeting.

Review of Bills

The remainder of the meeting was dedicated to the review of bills for approval at the January 21, 2016 meeting.

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

Denise L. Peterson, *Municipal Clerk*