MAURICE RIVER TOWNSHIP
BILL & AGENDA REVIEW MEETING
Monday, August 15, 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. Executive Session
Resolution 106-2016: A Resolution Providing For A Closed Session Not Open To The Public In Accordance With The Provisions Of The New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12.

B. Gordon Gross, OEM & HO/ZO Report

C. Allen Foster, CMFO Report

D. Public Comment Session

E. Discussion Items
1. Ordinance 651 – Tabled from July 2016 meeting.
2. Roger Forss letter dated July 27, 2016 requesting the redemption of Lien on Block 266 Lot 1.
3. Review of Sapello Foundry Bid proposals.
4. OEM Burglary and Fire Monitoring
5. No Litter/Dumping Sign on Ellen Lane at the request of Joe Haney
6. LVFC Siren status is requested.
7. Alternatives uses for the Port Elizabeth Library.
8. Air Conditioner replacement Municipal Building – Quote for 6 units
9. Municipal Building Telephone System quotes.

F. Misc. Report of Operations

G. Township Committee Concerns

H. Review of Agenda for August 18, 2016

I. Review of Bills for approval at August 18, 2016

J. Adjournment

Monday, August 15, 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.

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

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

Mr. Sarclette asked for a change in the agenda to move the Public Comment Session.
Mrs. Gross made a motion to open the meeting to the public; seconded by Mr. Oliver
Roll Call: Ayes – Gross, Oliver, Sarclette Nays – None

Public Comment Session

Dennis Bailey, President of the Maurice River Township Heritage Society which is non-profit 501(c)3 charitable organization. He explained that it has come to the organizations attention that the Port Elizabeth Library Association is resolving and they are interested in utilizing/managing the library building to display historical items and have a small library for historical items. Minutes from the Port Elizabeth Library Association meeting of June 4, 2001 and the minutes state that the four PEL present at the meeting and had attended the May 24, 2001 of the Township Committee to let the committee know that they support their efforts to take charge of the library and make it into a museum/library of things historical related to Port Elizabeth. Mr. Bailey asked what would be required of his organization if the Township Committee were inclined to such an agreement.

Ms. Earleen Kellett, Port Elizabeth Library Association, stated that she is moving to Florida and the right hand person who helped with the library has passed away. Additionally none of the other members have been heard from for years. Mr. Sarclette wanted to clarify that the Port Elizabeth Library Association wanted to relinquish its lease agreement with the township regarding the library; which was confirmed.

Mr. Sarclette asked what is needed from a legal standpoint to initiate the process. Mr. DiDomenico stated that a lease agreement which can be for a nominal payment or none because the MR Heritage Society is a non-profit. Additionally must set forth the responsibilities of maintenance of the building. Mr. Sarclette asked whether to move forward now or wait until the current repairs are complete. Mr. DiDomenico stated that the legal aspects can be done but moving in cannot take place until the repairs are complete. Mr. Bailey asked when the repairs would be complete. Mr. Oliver stated that award of the contracts for the chimney demolition and the HVAC installation is this month; hopefully the work will be complete by the end of the year.

Mr. DiDomenico asked Mr. Bailey to forward to the clerk all relevant information regarding the organization including the names of the trustees of the non-profit, the proper name and a copy of the IRS letter giving the non-profit status and all officers. A resolution from the MR Heritage Society is also needed approving acceptance of the building from the township and authorizing the signing of the lease agreement on behalf of the non-profit.

Mr. Sarclette asked if any Township Committee members had comments or questions. Mr. Oliver stated that he has a concern which was brought to his attention a few days ago which is that the floor toward Millville is not in the best condition. He suggested that the engineer check out the floor for integrity problems while the township is in the process of taking the chimney out and repair the floor.

Mrs. Gross stated that she feels this is a good idea as the concept of a "library" is obsolete and she is not familiar with how much the library was being utilized. She also asked if this is an engineer inspection or construction official inspection. Mr. Gross stated that he cannot inspect it because it is structural, the inspection must come from the engineer. Mr. Oliver added that with the improvements that are currently taking place (i.e. HVAC) the Heritage Society can meet year round in the building. Mr. Sarclette stated that the township is making an investment in the building so to have it sit there unutilized is not a good idea and he is very pleased with the work that the Heritage Society has been doing so far.

Mr. Sarclette thanked the Heritage Society and also thanked the Port Elizabeth Library Association for their many years of service.

There were no further public comments.

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

Mr. Sarclette stated that since the employee pertaining to the Executive Session was not in attendance and requested to adjust the agenda to accommodate the rest of the agenda prior to having the Executive Session. Mr. DiDomenico agreed.

Gordon Gross, OEM & HO/ZO Report

Mr. Gross stated that the property maintenance efforts are continuing and several summons have been issued. Additionally he has referred several properties to the township committee for action.

Mr. DiDomenico stated that the title search on 3095, 3097 Route 47 has been received and that the public hearing can be scheduled for next month. There is a lien holder and there was a bankruptcy and foreclosure on this property. Mr. Gross stated that he was not aware of this information. Mr. DiDomenico stated that as of January a lis pendens was filed on the property by US Bank, trustee for Asset Securities Corporation; this is a foreclosure action; so they need notice as well as the Perez' (owner). The chain of title lists Henry Perez as the owner. Mr. Gross stated that Mr. Henry Perez is deceased. Mr. DiDomenico stated that there is no estate listed; the last deed dated 1998 is for Mildred & Henry Perez. Mr. Gross stated that he has talked to the son in the past but now he will not return calls but the certified/regular letters are not being returned from the son. Mr. DiDomenico asked for the son's name and address. Mr. Gross stated the son's name as Hector Perez, West Quince Street, Vineland, NJ. Mr. DiDomenico asked if Henry Perez resided at this property when he died. Mr. Gross stated no he was not. Mr. Gross added that he has had no contact from Mr. Hector Perez since December 3, 2015. Mr. DiDomenico asked where Henry Perez was residing when he passed way. Mr. Gross did not know.

The public hearing for 3095, 3097 Route 47 was scheduled for Monday, September 12, 2016 at 6:30 pm.

Generator Grant

The bid process is complete but the county was unhappy with the way the specifications were written and this is going to rewritten and rebid will take place. Maurice River Township will be one of the first generator installations; all of the small projects will be done first.

Cumberland Tower- Status

The Cumberland Tower is now working and working well. Radio tests have been done in Milmay on the end of Route 49 (where previously there was almost zero coverage) and it worked well. The South Tower however is still having problems; there is nothing known about the osprey or the nest situation.

Vacant Property Ordinance

Mr. Gross asked if was anything that needed to be discussed regarding Ordinance 651. Mr. Sarclette asked if there any been any work or changes done on this ordinance.

Mr. Oliver stated that he had concern regarding adverse effect on the commercial properties. He understands that Commercial Township has an ordinance which only addresses residential properties. Mr. Oliver suggested that Maurice River Township does the same. Mr. DiDomenico stated that he believes Commercial Township does only address residential properties but he included commercial properties in the Maurice River ordinance as he believes that it was discussed that there are a lot of commercial properties in violation. Mr. Sarclette confirmed that some of the worse problems are commercial problems and asked if there was any pending activity on those sites. Mr. Gross sent letters/notices out to those properties regarding violations. Mr. Sarclette questioned whether there was any movements regarding plans to do anything with these sites.

Mr. Gross stated the only activity has been for the Dunkin Donuts which is being held up by Pinelands. Mr. Sarclette stated that he does not understand this hold up because this is a pre-approved site. Mr. Gross stated he has spoken to the township planner and engineer regarding the Pinelands application holdup. Mr. Gross said that cannot do what we want with the property even though Pinelands made the determination a few years ago, in writing, that there are three (3) principal uses on that property which is going to be reduced to one (1) principal use. The question of "how" it is an expansion is in unknown. Mr. DiDomenico asked for clarification on which property this was. Mr. Gross explained that this was the triangle piece on Route 47 (Route 347) across from Citgo and catty-corner from the Wawa. Mr. Gross explained the three principal uses of auto repair garage, boat storage facility and single family dwelling. Mr. DiDomenico explained that Pinelands look at the nitrate levels and the size of the septic system. Mr. Gross explained the problem from Pinelands as he perceives it is that this property requires a system similar to the one at Wawa which is not permitted in Pinelands; also need 5 acres and they only have 4.65 acres. Mr. DiDomenico stated that Pinelands premises everything upon "nitrates" and maintaining clean water but in Buena half the borough is Pinelands and half is not; the north side of Harding Highway is Pinelands and the south side is not. In Buena sewage lines were on the south side and Pinelands would not let the houses on the north side connect into this sewage system which makes no sense because it would contribute nothing to nitrates and could potentially help. Additionally neither businesses nor residences were permitted to hook into the system. Mr. Gross stated that for a least a year there will be nothing happening on that property unless there is a change.

Mr. Gross stated that at the Port-O-Call property the township is permitting the property to stay this way to maintain the footprint rights. Mr. Sarclette appreciates the effort but now it has been a couple years with the property in the condition that it is in. Mr. Gross believes that the current owner does want to do something with the property but there is an expense to that. Mrs. Gross added that they wanted to put an ice cream stand but then someone went to them and told them that they were going to do an ice cream stand, so the owners of Port-O-Call did not want to step on any toes and abandoned the idea; now they are looking for something else to put there.

Mr. DiDomenico contributed that in Vineland, the old Kmart was purchased by Raymore & Flannigan to keep another furniture store from purchasing the property; Raymore & Flannigan has no intensions of putting a store there. Mr. Sarclette stated that these properties cannot just be left to sit with no upkeep or movement to bring in businesses.

Mr. Sarclette asked if Mr. Gross had a plan to phase in enforcing Ordinance 651. Mr. Gross stated that bank owned properties will be done first and then include privately owned properties. Mr. DiDomenico confirmed that Mr. Gross can prioritize because he is the only person doing the job. Mr. Gross stated that unfortunately now every 3rd house is being foreclosed on. Mr. Sarclette asked if the ordinance included plan progression on the properties that with timeframes and where they can come to the committee and get relief based on a schedule of keeping the property violation-free. Mr. DiDomenico stated that "no" this is not included in the ordinance and stated that the ordinance is a fee that will be imposed each year for vacant/abandoned properties. Mrs. Gross asked for clarification of the 'hardship' being placed on the businesses. Mr. Gross stated that fees for registration are being charged and are $500 for the first year registration, $1,000 for the second year and $1,500 for the third and all subsequent years along with contact information. This fee applies whether the property is maintained or not. Mr. DiDomenico stated that the point of contact is needed for notification of violations and then to be able to recoup money in the event that the township has to clean up the properties. The township has had expenses on both commercial and residential properties for violations. Mr. Oliver stated that township cleanups incur municipal liens on the properties. Mr. Sarclette stated that another issue is that Mr. Gross has to continually chase these property violations. Mr. Sarclette asked Mr. Gross to send letters of violation to the commercial property owners. Mr. Gross added that statement of follow through with the maintenance is a necessity.

Mr. Sarclette asked if the owner of the property for the proposed Dunkin Donuts had actually made submission to the Pinelands or been in contact with them. Mr. Gross confirmed that the property owner has had several meetings with Pinelands and has also attended pre-conference meetings with MRT LUB members and professionals regarding the project.

Mrs. Gross attended a meeting of SJTPO last week to discuss Route 55/47/347 and during the work sessions two representatives from the Pinelands were present. Mrs. Gross broached the topic of the Dunkin Donuts with one of the representatives who indicated nothing could be done regarding the septic delineation because it was cut-and-dry with no gray area. Bill Pikolycky was also present at this meeting and asked for this topic to be added to the Pinelands Municipal Council meeting for discussion; the same Pinelands representative came over and said that they could look into it a little bit but did not think it would change. Mrs. Gross added that Mr. Morrissey is well aware of the situation. Mr. Sarclette added that he would like the name and address of the property owner so that he can make some calls and possibly to Nancy Wittenberg. Mr. Gross added that he believes contact has been made to the township planner about changing some of the rules but it is year out before the special exemption is effective. Mr. DiDomenico asked how many septic systems are on the property. Mr. Gross stated there is only one system on the property. Mr. DiDomenico said that possibly for the Dunkin Donuts the system would have to be enlarged. Mr. Gross stated that the engineering is done for the project.

Class II LUB Member

Mr. Gross stated that he spoke with Mike Benson about the people who are eligible for the Class II LUB because of his position and Mrs. Gross' position. Basically he said that the Township Committee could look at Fire Commissioners, Fire Chiefs for the Class II members. Mr. Gross supplied a list of 24 people that would be eligible. Mr. DiDomenico stated that Class II could be any township employee. Mr. Gross stated that Mr. Benson's interpretation was that if they attend the one day class, these listed people would be eligible. Mr. DiDomenico stated that they do not have to be paid; these people are independent township officials. Mr. Gross stated that Mr. Joe Sterling seem very interested and wants to be involved. Mr. Gross will still attend the Land Use Board meetings as the Zoning Officer. Mr. Gross added that he has been on the board since 1993 and it may be best to prevent conflict because of Deputy Mayor Gross' position.

Mr. Sarclette added that the Class II will expire at the end of December 2016 with new appointments at the reorganization.

NJDEP Floodplain Meeting

Mr. Gross met with the NJDEP floodplain representative and they also brought a representative from FEMA. An inspection of Bay Avenue was done and other areas that are in flood zones. The report was very good with our lookup tool and everything that is maintained in our office as far as the floodplain is concerned. Problems that were encountered during Sandy were also reviewed and none of the structures that have built to FEMA regulations received damage except for decks and steps. It was encouraged to let the Township Committee know that there are grants available through the CRS program which will entail a lot of work; if the township were able to get into the program it would be a possible savings of $60 in flood insurance policies and less as it comes away from the high hazard zone. Mr. Sarclette asked who the "a lot of work" applies to; Mr. Gross stated that all the towns that are NCRS program have a full-time flood administrator but there are none in Cumberland County. Mr. Gross stated that the application is about 1 ½ inches thick. Mr. Gross explained that under the new regulations the state has added another foot of freeboard. Mr. Sarclette confirmed that this would put the township at 12. Bay Avenue is currently 11 and therefore would become 12.

FEMA – Jan. Storm Funding

Mr. Gross stated that the paperwork has been approved and currently waiting for the check. The township will be receiving 75% of $9,402.41. The three fire companies that submitted volunteer time/equipment will be receiving 75% of $9,584.84; these companies were Leesburg, Port Elizabeth and Heislerville. Basically everything is finalized with Jonas except for receiving the funds reimbursement.

Family Night Out Report

Mr. Gross reported that there were no incidents, injuries or missing children at the event. The event went very well. The only bad thing reported was that the following night the Fire Police Chief passed away; they attended the event with a table set up. Maurice River Township was well represented at his viewing and funeral. There have been 7 fatalities this year on Routes 55, 47 and 347 and two major fires and the Fire Police were on sight. Mr. Sarclette asked if there was someone willing to step up to take over this program. Mr. Gross stated that it appears that they do have someone. Mr. Oliver stated that someone reported to him that during the fireworks debris was falling onto the stands and they may want to look at the trajectory for future fireworks displays. Mr. Sarclette stated that this is correct but he believes they try to prevent debris from falling in the woods; it appears that the wind may have carried the debris further than what was anticipated. Mr. Gross stated he will talk to Dave Smith, Fire Official.

Allen Foster, CMFO Report

Mr. Foster provided budget status reports to the Township Committee. Mr. Foster stated that there are no major concerns with the budget at this time. The only line item which shows a little concern is the Building and Grounds line; there are a lot of quotes being sought under this line item but the items will not hit at the same time. There is an ordinance on the agenda for this week for the dump truck to move the budgeted amount to the capital improvement fund. Once this funding is in place bids can be advertised for the dump truck. Electronic specifications were obtained from H.J. Hart for the dump truck.

Mr. Sarclette asked about the engineering line. Mr. Foster stated that he reallocated things that should have been charged to the capital fund which were incorrectly applied to the general line item.

Mr. Oliver asked about Mr. Morrissey inspecting the library floor and the leeway that was available for the expenses. Mr. Foster stated that building and grounds currently has $31,000 left for the year. Mr. Foster reminded Mr. Oliver that there are quotes floating around which will be applied to this line item. Mr. Oliver stated this amount would over and above the $14,000 being used at the library for chimney demo and HVAC installation. The floor repair is contingent on the inspection report from the engineer which will be additional cost. Mr. Foster questioned whether these three things were one project; chimney demo, HVAC and floor repair. Mr. Sarclette questioned if there was a 20% add on to quotes. It was discussed regarding the two different contractors involved; HVAC installer and demo contractor. Mr. DiDomenico stated typically the chimney is masonry and therefore justification can be made for having a separate contract for the floor repair. Mr. Sarclette stated that there are three separate things going on but one project overall since it is one building. Mr. DiDomenico added that also quotes are being sought for the work.

Mrs. Gross stated that upgrades are needed at the concession stand which include electrical and plumbing, new sinks, fryers need replacing. Recreation will have a lot that needs to be invested in the concession stand next year. It was also discussed to have a portable trailer concession stand because currently the concessions stand in not conveniently located to all the fields. Mr. Foster stated that there is money in the recreation line this year to make some of these improvements. Mr. Sarclette suggested a hotdog cart which is mobile vendor and needs county approval. Mrs. Gross stated that she is currently checking into what can and needs to be done. Mrs. Gross added that at Family Night Out circuit blew and all the food in the refrigerator/freezer was thawed out. Mr. DiDomenico suggested that a food truck on site could be an alternative also. Mr. Sarclette asked how much money is spent on umpires. Things discussed that need attention in concession stand were electric, plumbing, new sinks, new fryers, ventilation, cabinets. It was further discussed that since there is money in the current budget some work could be completed this year and then the remaining budgeted next year.

Discussion Items

1. Ordinance 651 – Tabled from July 2016 meeting.

This was discussed above with no decision. Mr. Sarclette stated that Mr. Gross will be sending out letters to the commercial property owners regarding current violations and continue maintenance of the properties. It was discussed whether to modify the ordinance to eliminate the commercial properties. Mr. Sarclette stated that the Port-O-Call issue has been ongoing for some time but they need to be noticed that maintenance is needed as well as other commercial properties in violation. Mrs. Gross stated she believes the letters should go out and then see if maintenance to the properties is done and maintained; if they maintain then the ordinance can be modified. Mr. Sarclette suggested tabling for one more month until September or introduce and

modify throughout the month. Mr. DiDomenico added that modification will require notification/advertising will need to be done and act on in October.

Ordinance 651 will be placed on the Thursday, August 18, 2016 agenda for further consideration.

2. Roger Forss letter dated July 27, 2016 requesting the redemption of Lien on Block 266 Lot 1
Mr. Oliver stated that Mr. Forss does not have standing to redeem liens in the name of the township. Mr. Forss has no titled interest in the property therefore he has no standing to redeem the lien. Mr. Oliver stated that an assignment of the lien can be made if requested and the Township Committee is so inclined. It was discussed that it appears that currently no one lives on the property in question. The current redemption amount is around $2,337. Mr. Sarclette asked if any contact from the titled property owner. The clerk stated no contact to the township has been made to her knowledge. Mr. Sarclette asked the clerk to send a letter advising that the township cannot fulfill his request for redemption as he has no ownership interest in the property.

3. Review of Sapello Foundry Bid proposals.
Mr. DiDomenico advised the Township Committee that five bid proposals were received on August 2, 2016 for the Sapello Foundry Interim Remedial Measures. The four lowest bid proposals were not compliant; the only compliant bid was from TTI Environmental which was almost double the lowest bid. Mr. DiDomenico added that these were probably the worse set of bid packets that he has ever seen; documents were notarized but not signed, blank forms that that were not submitted.

TTI was the most responsible bidder but they were at $405,070 and the lowest bid was from Active Environmental at $206,900 but they did not submit Bid Guarantees or Surety Guarantees. Other bidders did not supply business registrations certificates, subcontractor's documents such as business registrations and public works certification. Mr. Pietrucha has stated the budget for this project is $190,000. TTI is above the budgeted amount. Mr. DiDomenico advised that this can be rebid or award a portion to TTI for the base bid. Mr. DiDomenico stated that all five bidders were reasonably close on the base bid amount.

Mr. Sarclette stated that since there were five interested parties for this project he recommends that the bids be rejected and to rebid the project. Possibly the bids will come back in less now because the proposals received are now public knowledge. Mr. DiDomenico provided a letter to the Township Committee regarding his review of these bid packets. It was discussed that the deficiencies were not correctable defects based on statute.

Mr. Sarclette made a motion to reject the bid proposals received on August 2, 2016 for the Sapello Foundry Interim Remedial Measures and to rebid; seconded by Mr. Oliver.
Roll Call: Ayes – Gross, Oliver, Sarclette Nays - None

4. OEM Burglary and Fire Monitoring
It was discussed that AFA was approved for the OEM Burglary and Fire Monitoring last month minus the cell radio communication and cell radio monitoring. The clerk advised that Louann in Finance felt instead of incurring a service call that it would be best to consider all components of this project.

AFA quotes were installation $4,628, cell radio communicator $474 plus cell radio monitoring at $180. The monitoring fees are $420 and annual test and inspection of $240.

Mr. Sarclette made a motion to amend the original motion of July 18, 2016 to award to AFA and include the cell radio communication and cell radio monitor; seconded by Mrs. Gross.
Roll Call: Ayes – Gross, Oliver, Sarclette Nays - None

5. No Litter/Dumping Sign on Ellen Lane at the request of Joe Haney
Mr. Oliver explained that Mr. Joe Haney of Ellen Lane reported an incident of illegal dumping on Ellen Lane. Mr. Oliver explained that the township cannot put a sign on a private lane but there is a stop sign facing down the lane and a sign could be mounted there because it is in the state right-of-way.

Mr. Oliver made a motion to install a sign regarding illegal dumping on Ellen Lane stop sign; seconded by Mrs. Gross.
Roll Call: Ayes – Gross, Oliver, Sarclette Nays – None

6. LVFC Siren status is requested.
Mr. Sarclette stated that he is working on this project with Louann in Finance. On Thursday, Mr. Sarclette called Ronnie Town at Atlantic City Electric regarding the township obtaining a 40-45' telephone pole and she requested that he submit an email request to her attention. Mr. Sarclette stated that he has someone who will build the siren mount but an actual price has not been received. An insurance claim was opened under the township policy. The telephone pole will permit the installation alongside of the building and out of the middle of the driveway. Mr. Sarclette is working to businesses regarding the mount hardware: Allen Steel in Leesburg and Maletta Brothers in Cedarville. No actual price has been received so that this can move forward. Mr. Sarclette will send the email to Ronnie Town at Atlantic City Electric tomorrow regarding acquiring a telephone pole either by donation or reasonable price. It was explained that the Leesburg volunteers fireman do have alert system regarding emergencies; however the siren is not operational. It was discussed that the initial damage to the siren tower was caused by a public works employee hitting the tower with the loader; therefore a claim was open under the township policy. The suggestion to mount the siren on the top of the firehouse is not an option because the structure was not built with this in mind.

7. Alternatives uses for the Port Elizabeth Library.
This was discussed above under public comments. Mr. DiDomenico stated that he will prepare the lease draft and questioned if there were any particular items that the Township Committee wanted in the lease. Will this be a $1.00 lease agreement? This was confirmed. Mr. DiDomenico asked who will be responsible for the utility costs. It was discussed that the electric bill is a township expense. Mr. Oliver stated that the stipend amount currently paid to the Library Association will be savings to the township. Mr. Sarclette suggested reviewing the utilities, repairs, custodial, etc. so there are no loose-ends regarding the lease agreement. Repairs to the building will need to be addressed to the Township Committee for a decision. Mr. Sarclette stated that they will be responsible for the cleaning of the building. Mr. Oliver stated that there are a lot of old books in the building; can the lease stipulate that the township has the right get rid of these old books. Mrs. Gross added that there are some resident's items in the building that was donated; can they get these items back instead of throwing them away. Mr. DiDomenico stated that if the Library Association is a recognized non-profit then they must liquidate or donate to another non-profit. Mr. Sarclette asked how it would be determined that an item belongs to someone; can there be an open house for people to reclaim/take items. Mr. DiDomenico advised to leave it between the two non-profit entities. It was discussed further regarding the disposition of the books in the library. Mr. Sarclette asked if the books and items could be conveyed to the township and then the township can convey these items (on loan) to the Heritage Society. Mr. DiDomenico confirmed that this could also be done.

Mr. DiDomenico stated that a resolution is needed from the Library Association advising of their permission to dissolve the current lease agreement in addition to the conveyance of the library contents. Mr. DiDomenico asked the clerk to forward the contact information of the Library Association to his attention.

Mr. Sarclette asked that once the resolution is received from the Library Association can the township have an open house with the Heritage Society available to review before disposal. Mr. Oliver suggested contacting Mr. Ed Griner because he is familiar with the township history and maybe able to determine achievable materials.

8. Air Conditioner replacement Municipal Building – Quote for 6 units

Mr. Sarclette asked Mr. Foster what is preference was for the replacement of the municipal building air conditioning units. Mr. Foster stated that he understands from Louann that not necessarily all 6 units need replacing at the same time but that these units to also affect the heating and therefore some need replacement before winter. It was discussed that the warranty on these units if 15 years. Mr. Foster advised that if done as a capital expense an ordinance is required. Mr. Sarclette stated that the issue is these units are all the same age and all in need of repair/replacement. It was discussed whether structural work was going to be needed for these units which Mr. Foster stated some companies indicated cutting holes through the walls but one company stated that this will not be needed. Mr. Sarclette stated that 'brick work' can become a major ordeal. Mr. Sarclette stated that the quote from CM3 is $19,440 for the six units. There is a possibility that the township will be responsible for patching the old holes that will not be needed with the new units.

It was discussed that this will have to be a bid request as it over the bid threshold. Currently there is only the one quote received. It was discussed that this could not be piece work because of the state statutes. It was discussed that the one unit can be replaced as an emergency and Mr. Foster will check if CM3 is a state contractor or if there is an item in the quote that can be trimmed.

9. Municipal Building Telephone System quotes

Mr. Oliver stated that the third quote was received Atlantic Telcom in the amount of $5,995.00 with trade-in; they are the lowest quote received. Mr. Oliver further stated that they provided prices for options which he is not sure the township needs which he summarized for the Township Committee. He questioned going with the basic package and adding on as needed. The Township Committee reviewed all three quotes provided by Comtec, Max Communications and Atlantic Telcom. Mr. Sarclette questioned the Atlantic Telcom request for a down payment. Mr. Foster stated that this is not a typical practice for the township but it can be arranged. Mrs. Gross asked the clerk for her input regarding the new system and the quote from the lowest bidder. The clerk stated that the options were not needed.

Mr. Sarclette questioned if last month the contract was awarded to Max Communications. The clerk stated that last month clarification on fixing the current problem was requested. Mr. DiDomenico verified that last month no award was made last month.

Mr. Oliver stated that the motion to award was done on Thursday, July 21, 2016 to Max Communications, however then Louann notified the Township Committee that there was a problem with the state contract and that another quote needed to be obtained. No resolution of award was prepared. It was discussed that warranty for the Atlantic Telcom system is for 4 years and the warranty for Max Communications system is for 1 year.

Mrs. Gross made a motion to rescind the award to Max Communications; seconded by Mr. Oliver.

Roll Call: Ayes – Gross, Oliver, Sarclette Nays - None

Mrs. Gross made a motion to award to Atlantic Telcom for the basic package of $5,995 with trade-in; seconded by Mr. Oliver.

Roll Call: Ayes – Gross, Oliver, Sarclette Nays - None

Mr. DiDomenico will prepare the resolution for adoption at the Thursday, August 18, 2016 meeting.

Mr. Foster clarified that Comtec had the state contract and Max Communication had the low bid but there were only two quotes so a third quote was needed because we did not go with the state contract.

Misc. Report of Operations/Township Committee Concerns

Mrs. Gross has received a request from the South Jersey Spartans to use the baseball fields for their practices. The group currently uses the Millville field which is being repaired. Mrs. Gross provided a Certificate of Insurance to the clerk which expires on September 11, 2016. Mrs. Gross stated that they will supply a new one to the clerk upon receipt. The use request is only for a couple weeks until the Millville field is repaired.

Mrs. Gross made a motion to approve the request made by the South Jersey Spartans provided that they give an update Certificate of Insurance; seconded by Mr. Oliver.
Roll Call: Ayes – Gross, Oliver, Sarclette Nays – None

Mrs. Gross received a request from the Family Night Out committee to start working on the service plaque which is displayed in the court room. Mr. Sarclette stated that the plaque is designed so that the little plaques can be engraved and added. Mr. Sarclette stated the plaque was made to memorialize the names of the public servants but unfortunately it has not been followed up. Mr. DiDomenico pointed out that the plaque is "In memory of". Mr. Whildin added that the idea arose because of the passing of Bill Ridgeway who served the township for many years.

Mrs. Gross stated that possibly a small plaque to the family may be a better idea. It was further discussed regarding the upkeep of the "in memory" plaque if re-implemented.

Mrs. Gross stated that not only a small plaque for Bill Ridgeway's family but also Jay from the Salvation Army has worked with them for over 50 years and has never been recognized. Jay has attended many functions of the township. Mr. Sarclette stated that he is fine with either a plaque or a proclamation. Mr. Sarclette added that the Red Cross is not easy to work with but the Salvation Army is always available.

Mr. Oliver commended Mrs. Gross and Mr. Whildin on the Family Night Out event which was very nice. Mrs. Gross stated that it appears that this event will take place next year. Mr. Whildin stated that there were approximately 700 in attendance.

Mr. Oliver stated that this past week the NJDOT on two occasions were excavating the culvert across from Union Street in Port Elizabeth which will help somewhat with the drainage problem. It will not solve the entire problem but it is one step among many to alleviate the flooding problem in Bricksboro. Additionally, a copy of the notice regarding the JPPM meeting on September 14th to Mr. Ray Morgan which contained some ancillary information.

Mr. Oliver reported that he talked to Dave Smith at the Family Night Out event and four of the churches have been inspected and the remainder will be inspected once he returns from vacation. Dorchester United Methodist Church is appealing to Cumberland County Board of Appeals – Construction Appeals regarding the inspection and violations report. The church is hoping to get the church councils lawyers involved with the appeal. A copy of the appeal application was sent to Diane Prohowich of Port Elizabeth United Methodist for their consideration. It is unknown what Calvary and Cumberland are going to do. Dave Smith is doing his job. Regarding the appeal some points may be won while others are lost regarding the violations.

Mr. Sarclette asked if the air conditioning was installed in the Fire Officials office in the OEM building. Mrs. Gross confirmed that Louann had said yes.

Mrs. Gross added that she attended the meeting of SJTP in Cape May County in regards to the study of Route 55/47/347 on August 11, 2016. The meeting included representatives of Cumberland and Cape May County; Bob Brewer, Jim Sever were in attendance. The meeting addressed the traffic issues on these routes. There will be another meeting in the future. Several topics were discussed such as safety, congestion, environmental, pedestrian were discussed.

Mrs. Gross also talked to a representative of the Cape May County Chamber of Commerce and they will be sending the information for Maurice River Township businesses to join.

Mrs. Gross attended a meeting with Mr. Morrissey and Jason Hearon, NJ F&W, pertaining to the Rails project and Mr. Hearon said that if Maurice River wants to continue the bike trail they would be willing to work with us.

Mrs. Gross asked the clerk to add to the agenda for Thursday, August 18, 2016 the request for use of the Senior Center to host a meeting of the CDC on September 14, 2016 at 5:00 pm.

Mr. Sarclette stated that Nancy Wittenberg may need to be made aware of the Dunkin Donuts situation because she cannot address if she is not aware of it.

Review of Agenda for August 18, 2016

The Clerk next reviewed the agenda for the August 18, 2016 meeting.

Mr. Sarclette asked the clerk to check if a permit had been submitted to the construction office for the fire code violations (New Business Item # 2).

Mrs. Gross explained that Resolution 99-2016 appointment was determined because Ben Stowman, Ken Whildin and herself attend these meetings. Ben Stowman was selected as the voting member and she would be the alternate for this year.

Mr. Sarclette asked if notification had been sent to the County regarding the graffiti on the Glade Bridge. The clerk stated that the work can be done through the Clean Communities program. Mrs. Gross spoke with Louann regarding having a mural put on the bridge; she will work with Nancy Patterson on this. Mrs. Gross added that it is known that people are less likely to place graffiti on a mural. Mr. Sarclette asked the clerk to forward a request to the county public works to remedy the current graffiti on the bridge.

Mr. Sarclette requested a short recess.

Executive Session

Resolution 106-2016: A Resolution Providing For A Closed Session Not Open To The Public In Accordance With The Provisions Of The New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12.

Mr. DiDomenico stated that the closed session was for discussion of Civil Service Issue appointment of Steven Hagemann as the Supervisor; the length of the closed session will be approximately 30 minutes and upon reconvening the regular meeting the Township Committee may take action.

Mr. Sarclette made a motion to appoint Steve Hagemann to Supervisor of the Road Department with the provisions that he comes out of the Council 18 union as required and that he meet with

the Township Committee to discuss the potential change of command issues and other issues regarding direction assuming he is willing to take the position and there will be a 90-day working test period; seconded by Mrs. Gross.

Roll Call: Ayes – Gross, Oliver, Sarclette Nays - None

Review of Bills for approval at August 18, 2016

The remainder of the meeting was dedicated to the review of the bills set for approval at the August 18, 2016 meeting.

Adjournment

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Denise L. Peterson, Municipal Clerk

MAURICE RIVER TOWNSHIP

RESOLUTION NO. 106-2016

A RESOLUTION PROVIDING FOR A CLOSED SESSION NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12.

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that a closed session may be held for certain specified purposes when authorized by Resolution adopted by the governing body; and

WHEREAS, it is necessary for the Township Committee of Maurice River Township to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated herein below:

_____(1) **Matters Required by Law to be Confidential**: Any matter, which, by express provision of Federal Law or State Statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.

_____(2) **Matters Where the Release of Information Would Impair the Right to Receive Funds**: Any matter in which the release of information would impair, restrict, or otherwise adversely affect a right to receive funds from the Government of the United States and/or the State of New Jersey.

_____(3) **Matters Involving Individual Privacy**: Any material, the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations or other personal material of any educational, training, social service, medical, health, custodian, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.

_____(4) **Matters Relating to Collective Bargaining Agreements**: Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement including the negotiation of the terms and conditions thereof with employees or representatives or employees of the public body.

_____(5) **Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds**: Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed.

_____(6) **Matters Relating to Public Safety and Property**: Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law.

_____(7) **Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege**: Any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.

_X_(8) **Matters Relating to the Employment Relationship**: Any matter involving the employment, appointment, termination or employment, evaluation of the performance or promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.

_____(9) **Matters Relating to the Potential Imposition of a Penalty**: Any deliberations of a public body occurring after a public hearing or public portion of a meeting that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF MAURICE RIVER TOWNSHIP, assembled in public session on the date of the meeting date set forth herein below, that a closed session shall be held for the discussion of matters relating to the specific items designated above involving the Township of Maurice River. The governing body shall convene a closed session discussion immediately upon passage of this resolution and it is anticipated that the deliberations conducted in closed session shall be disclosed to the public upon conclusion of the matter and/or after determination of the Township Committee that the public interest will no longer be serviced by such confidentiality and that the meeting will return to open session at the conclusion of the discussion and formal action may be taken if/as authorized. **The estimated length of the executive session will be thirty minutes.**

Monday, August 15, 2016 - 6:30 P.M.

EXECUTIVE SESSION

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

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

The meeting was opened stating that this was to discuss the permanent appointment of Steve Hagemann to the position of Supervisor of Public Works.

Mr. Sarclette announced that a previous appointment of 'permanent' could not be made because the position requires 5 years of working in the position prior to an appointment and Mr. Hagemann did not have the required number of years. Mr. Sarclette further explained since he is not seeking reappointment the final determination of this appointment should rest with the remaining two members.

The Township Committee discussed the concerns and issues regarding Mr. Hagemann's work performance. It was discussed that a good understanding of the chain of command with regards to the Township Committee should be explained to Mr. Hagemann, so there is no confusion on the subject.

It was discussed that overall Mr. Hagemann has done a pretty good job but there are areas of improvement that he needs to be made aware of. A meeting with each Township Committee member would be requested to discuss.

It was further discussed that as a supervisor with the ability to render opinion on other employee's performance Mr. Hagemann, should he accept this permanent appointment, would no longer be eligible to be a union member under Council 18.

It was pointed out that should Mr. Hagemann decline the position he would be placed back in the position of Truck Driver for the township.

Mr. DiDomenico added that with the appointment there would be a 90 day test period.

Mr. Oliver offered to be the Road Department liaison for the upcoming year.

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Denise L. Peterson, Municipal Clerk