

Tabernacle Township Committee Minutes of January 23, 2017

Mayor Stephen V. Lee, IV called the regular meeting to order at 7:30 p.m. followed by the Flag Salute.

Sunshine Notice: This meeting was called pursuant to the Open Public Meetings Act. This special meeting of January 23, 2017 was sent to the Central Record and Burlington County Times. Posted on the bulletin board in Town Hall and has remained continuously posted as the required notices under the statute. In addition, a copy of this notice is and has been available to the public, and is on file in the office of the Municipal Clerk.

ROLL CALL:

GOVERNING BODY

Joseph W. Barton, Township Committee
Kimberly A. Brown, Township Committee
Richard J. Franzen, Township Committee
Joseph Yates, IV, Deputy Mayor (Absent)
Stephen V. Lee, IV, Mayor

ADMINISTRATIVE TEAM

Douglas Cramer, CPWM, Administrator
Terry Henry, Chief Finance Officer
Dan Guzzi, Township Engineer
La Shawn R. Barber, RMC, Municipal Clerk

Public Comment.

Mayor Lee opened the meeting up to the public regarding agenda items.

- ✓ Stuart Brooks, Moores Meadow Road, questioned the process of public comments during meetings; asked if Township presently has someone who handles the duties of fire protection and the necessity of creating a new position; Resolution 2017-5 asked if Tabernacle Township is the provider or receiver of the Recycling Coordinator Services.
- ✓ Fran Brooks, Moores Meadow Road, thanked the Committee for the agenda postings on the website, questioned an item on the bill list and spoke about the process of public comments on the agenda. Questioned the amount paid to Stephen Cramer from the wellness program; the invoice from My Managed Tech and the invoice from Revise Software Systems; Reimbursement for Fire Company Penalties.

It was explained that Stephen Cramer participated in a Weight Loss Program from the Wellness Program and the winning money was provided by JIF; My Manage Tech is Township's current IT provider. Revise Software Systems manages the Township's website; The Fire Company reimbursement reflects a commercial business was fined that is earmarked by the State of New Jersey.

Closed to the public.

APPROVAL OF BILLS

On a motion made by Ms. Brown, seconded by Mr. Franzen, the bills were ordered paid.

Roll Call: Barton, Brown, Franzen, Lee Ayes: 4 Nays: 0 Absent: 1 Motion carried.

APPROVAL OF MINUTES

December 12, 2016 (Workshop). Motion made by Ms. Brown, seconded by Mr. Barton.

Roll Call: Barton, Brown, Franzen, Lee Ayes: 4 Nays: 0 Absent: 1 Motion carried.

December 29, 2016 (Close-out). Motion made by Ms. Brown, seconded by Mr. Barton.

Roll Call: Barton, Brown, Franzen, Lee Ayes: 2 Nays: 0 Absent: 1 Abstained 2 Motion carried.

January 3, 2017 (Reorganization) Motion made by Ms. Brown, seconded by Mr. Barton.

Roll Call: Barton, Brown, Franzen, Lee Ayes: 3 Nays: 0 Absent: 1 Abstained 1 Motion carried.

ORDINANCES ON FIRST READING

ORDINANCE 2017-1: REPEALING AND READOPTING CHAPTER II ADMINISTRATION, ARTICLE 27 "FIRE PROTECTION INSPECTOR" OF THE TABERNACLE GENERAL ORDINANCES AND ELIMINATING THE POSITION OF FIRE PROTECTION INSPECTOR AND CREATING A NEW POSITION OF FIRE INSPECTOR

- Public hearing date: February 13, 2017 at 7:30 P.M.
- Motion made by Mr. Franzen, seconded by Mrs. Brown, Ordinance 2017-1 on FIRST READING was adopted.

Roll Call: Barton, Brown, Franzen, Lee Ayes: 4 Nays: 0 Absent: 1 Motion carried.

ORDINANCE 2017-2: GRANTING RENEWED CONSENT AND PERMISSION TO SOUTH JERSEY GAS COMPANY TO USE THE PUBLIC STREETS TO FURNISH GAS FOR LIGHT, HEAT AND POWER IN TABERNACLE TOWNSHIP

- Public hearing date: February 13, 2017 at 7:30 P.M.
- Motion made by Ms. Brown, seconded by Mr. Lee, Ordinance 2017-2 on FIRST READING was adopted.

Roll Call: Barton, Brown, Franzen, Lee Ayes: 4 Nays: 0 Absent: 1 Motion carried.

RESOLUTIONS

RESOLUTION 2017-25: AUTHORIZING EXECUTION OF A SHARED SERVICES AGREEMENT WITH THE TOWNSHIP OF SHAMONG FOR CERTIFIED RECYCLING COORDINATOR SERVICES

WHEREAS, pursuant to N.J.S.A. 40A: 65-1 et seq., any municipality of the State may enter into a contract with any other municipality or authority for the joint provision of any service that any party to the agreement is empowered to render within its own jurisdiction; and

WHEREAS, representatives from the **Township of Tabernacle** and the **Township of Shamong** desire to continue to sharing services of the Certified Recycling Coordinator which will result in cost savings for both government entities; and

WHEREAS, the Shared Service Agreement attached hereto has been reviewed and approved in content by the Township Solicitor.

NOW, THEREFORE, BE IT RESOLVED by the Committee of the Township of Tabernacle County of Burlington, State of New Jersey that the Mayor and Township Clerk be and are hereby authorized to execute the Shared Services Agreement attached hereto and made part of this resolution.

- Motion made by Mr. Franzen, seconded by Mr. Barton, Resolution 2017-25 was adopted.

Roll Call: Barton, Brown, Franzen, Lee Ayes: 4 Nays: 0 Absent: 1 Motion carried.

RESOLUTION 2017-26: GRANTING RAFFLE LICENSES TO THE CHURCH OF THE HOLY EUCHARIST

WHEREAS, the Church of the Holy Eucharist has filed applications with the Township Committee for raffle licenses to conduct raffles, and the applicant has paid the proper fees for said licenses; and

WHEREAS, the Township Committee of the Township of Tabernacle believes that said applicant is qualified to conduct the raffles are bona fide active members of said organization and that the raffle will be conducted in accordance with the New Jersey administrative Code 13:47; and

WHEREAS, the following raffle licenses are requested on the dates and during the hours listed:

- a) **RA: 2017-01: (On-Premise – Daily 50/50)**
Drawing: April 2, 2017Hours: 1:00 p.m. to 5:00 p.m.
- b) **RA: 2017-02: (On-Premise Draw – Chinese Auction)**
Drawing: April 2, 2017.....Hours: 1:00 p.m. to 5:00 p.m.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Tabernacle, in the County of Burlington and State of New Jersey, as follow:

1. That the Township Committee hereby approves the issuance of the raffle license.
 2. That the Township Clerk is hereby authorized to issue said license on behalf of the Township of Tabernacle.
- Doctrine of Necessity was invoked to allow members of the governing body to vote.
 - Motion made by Mr. Franzen, seconded by Mr. Barton, Resolution 2017-26 was adopted.

Roll Call: Barton, Brown, Franzen, Lee Ayes: 4 Nays: 0 Absent: 1 Motion carried.

RESOLUTION 2017-27: APPOINTING PUBLIC AGENCY COMPLIANCE OFFICER

WHEREAS, in accordance with N.J.A.C. 17:27-3.5 a Public Agency must annually designate an officer to serve as its Public Agency Compliance Officer; and

WHEREAS, the Public Agency Compliance Officer is responsible for assuring that no public contract may be awarded nor any monies paid until the contractor has agreed to contract performance which complies with the approved Affirmative Action Plan; and

WHEREAS, it is deemed necessary that the Public Agency (**the Township of Tabernacle**) shall designate an officer or employee to serve as Public Agency Compliance Officer (P.A.C.O.) whose name title, business address, telephone number and fax number shall be forwarded to the State Affirmative Action Office of every year; and

WHEREAS, the P.A.C.O. if the liaison official for matters concerning P.L. 1975, C. 127 (N.J.A.C. 17:27) and should have the authority to make the appropriate corrections) to the Township of Tabernacle’s contracting procedures if required; and

NOW, THEREFORE, B E IT RESOLVED, that the Township Committee of Tabernacle Township hereby appoints **Douglas Cramer**, as Public Agency Compliance Officer in the Township of Tabernacle for the year 2017, and the Clerk is hereby directed to file a copy of this resolution with the Department of the Treasury, Affirmative Action, CN-209, Trenton, New Jersey 08625-0209.

- Motion made by Mr. Franzen, seconded by Ms. Brown, Resolution 2017-27 was adopted.

Roll Call: Barton, Brown, Franzen, Lee Ayes: 4 Nays: 0 Absent: 1 Motion carried.

RESOLUTION 2017-28: APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE OAK SHADE ROAD REPAVING PROJECT

WHEREAS, there exists a need to repave Oak Shade Road from Medford Lakes Road to the Township line; and,

WHEREAS, this project will improve the condition of the road and promote safe transit through the Township.

NOW, THEREFORE, BE IT RESOLVED that Committee of the Township of Tabernacle formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as **MA-2017-Oak Shade Road-00097** to the New Jersey Department of Transportation on behalf of the Township of Tabernacle.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Tabernacle and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

- Motion made by Mr. Franzen, seconded by Ms. Brown, Resolution 2017-28 was adopted.

Roll Call: Barton, Brown, Franzen, Lee Ayes: 4 Nays: 0 Absent: 1 Motion carried.

RESOLUTION 2017-29: APPOINTMENT OF CLASS III MEMBER OF THE LAND USE BOARD, PURSUANT TO N.J.S.A. 40:55D.

- Motion made to TABLE was made by Mr. Franzen, seconded by Mr. Barton.

Roll Call: Barton, Brown, Franzen, Lee Ayes: 4 Nays: 0 Absent: 1 Motion carried.

The following Mayor's Appointments were made to the Land Development Board

Douglas A. Cramer	Class 1	Term Ending 12/31/17
Thomas Boyd	Class 2	Term Ending 12/31/17
David Oiler	Class 3	Term Ending 12/31/20
John Sandman	Alt. 1.	Term Ending 12/31/18

PARADE PERMIT: Pine Barons Enduro Riders annual Clock Run – April 9, 2017

- Motion made to TABLE was made by Mr. Franzen, seconded by Mr. Barton.

Roll Call: Barton, Brown, Franzen, Lee Ayes: 4 Nays: 0 Absent: 1 Motion carried.

REPORT OF THE TOWNSHIP ENGINEER

The construction, road and parks projects are at a status quo. We are waiting for the warmer weather to continue.

REPORT OF THE TOWNSHIP ADMINISTRATOR

Township participated in the Burlington County JIF IT Security Review.

REPORT OF THE TOWNSHIP SOLICITOR

Solicitor Lange reported that 14 Moore Road has been presenting a hazard to the residents. The Township held a hearing on January 18, 2017. Mr. Cramer was the hearing officer. The owner was not present, however the attorney for the owner appeared. Mr. Cramer ordered the property be free and clear of any and all debris by February 2017. Plans for construction along with a structural report must be submitted by March 2017. If all are approved by Township, permits must applied for by May 2017 and reconstruction must be completed by September 2017. If deadlines are missed or the structural engineer concludes the property cannot be repaired, the structure will be demolished by the Township. All of the demolition fees would be assessed to the owner.

REPORT OF THE TOWNSHIP COMMITTEE

Committeeman Barton stated that Township received an OPRA request regarding job resumes. He suggested the Township include a release form with any future job postings just in case OPRA requests for Request for Proposals for professional positions are received. Suggestion was made for the Township to look at a more economical way to satisfy OPRA requests due to the required labor because the information requested is overwhelming.

Mayor Lee acknowledged that it may be time to look into hiring part time help for Town Hall's administrative team. Officials are looking into making changes to the Township's buildings and grounds. The contract with Tabernacle Rescue Squad (TRS) will be revisited in the near future. Mayor Lee had the pleasure and expressed his awe of attending the inauguration of President Donald J. Trump.

PUBLIC COMMENT

- ✓ Stuart Brooks, Moores Meadow Road, suggested the Township hold shredding events.

- ✓ Fran Brooks, Moores Meadow Road, feels that the resolution with the pipeline is complex and should not have passed. She asked about the cost to the Township of the salary range for the Fire Safety Officer. Mrs. Brooks stated that she is the one that submitted the OPRA requests for job resumes and RFP's and provided the Clerk with a copy of a letter from another Township to help with the resume request. She stated that she has never declined the Clerk on any request of an extension to fulfill OPRA requests and that she would be happy to provide the Clerk with a 30 day extension if needed. Mrs. Brooks also stated that she has been criticized for submitting too many OPRA requests; so she has been requesting multiple items into a request rather than multiple requests so the number of OPRA requests would be fewer.

- ✓ Stephen Cramer, Old Indian Mills Road, thanked Committee and Fire Company for their support.

Mayor Lee explained that the position is consolidating from two positions to one position and that the salary range would be approximately \$2,000.00 to \$2,500.00. He also stated that the Township will consider holding a paper shredding event in conjunction with household hazardous waste drop-off day.

ADJOURNMENT

- Motion made by Mr. Barton, seconded by Mr. Franzen.

Roll Call: Barton, Brown, Franzen, Lee Ayes: 4 Nays: 0 Absent: 1 Motion carried.

RESPECTFULLY SUBMITTED,

LA SHAWN R. BARBER, RMC/CMR
MUNICIPAL CLERK

- APPROVED: 02/27/2017