

# Tabernacle Township Committee Town Hall Meeting Minutes of March 26, 2018

---

Mayor Joseph Barton 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 meeting of March 26, 2018 was sent to the Central Record, Burlington County Times and Courier Post. 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**

**Kimberly A. Brown, Township Committee (Absent)**

Richard J. Franzen, Township Committee

Stephen V. Lee, IV, Deputy Mayor

**Joseph Yates, IV, Township Committee (Absent)**

Joseph W. Barton, Mayor

**Administrative Team**

Douglas A. Cramer, CPWM, Administrator

Terry W. Henry, Chief Finance Officer

Dante Guzzi, Township Engineer

La Shawn R. Barber, RMC, Municipal Clerk

Mayor spoke of going out of order for matters listed on this agenda.

**Public Comments**

Stuart Brooks, Moores Meadow Road, commented that he wanted to hear about the surplus amounts in the municipal budget.

Mayor Barton spoke of the Municipal Budget public hearing will be held on April 23, 2018.

Fran Brooks, Moores Meadow Road, commented on the municipal budget allocation for the Rescue Squad contribution in amount of \$35,000 indicating it is unnecessary and could be written off by the squad; spoke about wanting to know if a decision was made regarding the received resumes for the positions of public safety director and emergency management.



**Approval of Bills**

Motion to approve the bills as submitted was made by Mr. Lee, seconded by Mr. Franzen. Motion carried.

**Roll Call: Franzen, Lee, Barton                      Ayes: 3              Nays: 0              Absent: 2**

**Approval of Minutes**

Meeting of January 22, 2018 (Executive):                      Motion made by Mr. Franzen, seconded by Mr. Barton

**Roll Call: Ayes: Franzen, Barton              Nays: 0              Abstain: Lee              Absent: Brown              Motion carried.**

Meeting of February 12, 2018 (Regular):                      Motion made by Mr. Franzen, seconded by Mr. Barton

**Roll Call: Ayes: Franzen, Barton              Nays: 0              Abstain: Lee              Absent: Brown              Motion carried.**

Meeting of February 26, 2018 (Regular & Executive)                      Motion made by Mr. Franzen, seconded by Mr. Lee

**Roll Call: Franzen, Lee, Barton                      Ayes: 3              Nays: 0              Absent: 2              Motion carried.**

**Sub-Committee - Municipal Court** (Deputy Mayor Lee and Committeeman Franzen) spoke briefly about the selection process for the replacement of a judicial position and introduced Lois Downey as the Municipal Court Judge for Tabernacle Township.

**RESOLUTION 2018 - 48  
APPOINTMENT OF MUNICIPAL JUDGE**

**WHEREAS**, the Township of Tabernacle, pursuant to Ordinance, established the Tabernacle Township Municipal Court pursuant to Chapter 264, Laws of 1948, as amended by Chapter 394, Laws of 1948, of the State of New Jersey; and

**WHEREAS**, the Township Code provides the Township Committee shall appoint a Municipal Court Judge for the term prescribed by law; and

**WHEREAS**, N.J.S.B 2B:12-4 provides that the Judge of the Municipal Court shall serve for a term of three (3) years from the date of appointment, unless selected to fill an unexpired term; and

**WHEREAS**, after providing many years of superior service for the Township of Tabernacle, the Honorable Judge Richard Andronici, JMC has retired from the Tabernacle Township Municipal Court effective April 1, 2018 thereby creating an unexpired term; and

**WHEREAS**, the Township Committee is desirous of appointing Lois F. Downey, JMC as the Municipal Court Judge to complete the current term ending December 31, 2018.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Tabernacle that **Lois F. Downey, JMC be and is hereby appointed as the Judge of the Tabernacle Township Municipal Court, to fill an unexpired term to expire on December 31, 2018.**

- On a motion made by Mr. Lee, seconded by Mr. Franzen, Resolution 2018-48 was offered for adoption.

**Roll Call: Franzen, Lee, Barton    Ayes: 3                          Nays: 0                          Absent: 2**

**Municipal Budget**

**RESOLUTION 2018-46  
INTRODUCTION OF 2018 TABERNACLE TOWNSHIP MUNICIPAL BUDGET**

**WHEREAS**, the Municipal Budget of the Township of Tabernacle, County of Burlington for the fiscal year 2018; and

**WHEREAS**, the following statements of revenues and appropriations shall constitute the Municipal Budget for the year 2018; and

**NOW, THEREFORE, BE IT RESOLVED**, that said budget be published in Tabernacle Township's official newspapers.

**BE IT FURTHER RESOLVED**, by the Governing Body of the Township of Tabernacle does hereby approve the following Budget for the year 2018.

- Public Hearing: 4/23/2018 \* 7:30 P.M.
- Mr. Cramer spoke of the Township Auditor will be in attendance for the public hearing and there will be a minor change from line item for gypsy moth spraying town share of \$5,000; it was transferred from Capital Fund.
- On a motion made by Mr. Lee, seconded by Mr. Franzen, Resolution 2018-46 was offered for adoption. Motion carried.

**Roll Call: Franzen, Lee, Barton    Ayes: 3                          Nays: 0                          Absent: 2**

**First Reading:** ORDINANCE 2018-1: AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)

- Public Hearing: 4/23/2018 \* 7:30 P.M.
- On a motion made by Mr. Lee, seconded by Mr. Franzen, Ordinance 2018-1, **on first reading**, was offered for adoption. Motion carried.

**Roll Call: Franzen, Lee, Barton    Ayes: 3                          Nays: 0                          Absent: 2**

**First Reading:** ORDINANCE 2018-2: AN ORDINANCE OF THE TOWNSHIP OF TABERNAACLE AMENDING CHAPTER IV GENERAL LICENSING OF THE REVISED TOWNSHIP CODE OF ORDINANCES WITH RESPECT TO BINGO AND RAFFLE LICENSES

- Public Hearing: 4/23/2018 \* 7:30 P.M.
- On a motion made by Mr. Lee, seconded by Mr. Franzen, Ordinance 2018-2, **on first reading**, was offered for adoption. Motion carried.

**Roll Call: Franzen, Lee, Barton**                      **Ayes: 3      Nays: 0      Absent: 2**

**RESOLUTION 2018-47  
AUTHORIZING FINANCE DEPARTMENT TO  
REFUND VACANT / ABANDONED PROPERTY REGISTRATION**

**WHEREAS**, the Township of Tabernacle accepted initial registration fee for Vacant / Abandoned Property for Block 203, Lot 6.01 (366 Medford Lakes Road); and

**WHEREAS**, this registration is for an overpayment in the amount of \$500.00 on Block 203, Lot 6.01.

**THEREFORE BE IT RESOLVED**, that the Finance Dept. be directed to refund the initial registration fee paid to:

Safeguard Properties Management, LLC  
7887 Safeguard Circle  
Valley View, OH 44125

**BE IT FURTHER RESOLVED**, by the Township Committee, Burlington County, State of New Jersey that the Treasurer be directed to draft a check totaling the amount of **\$500.00** to the person named above.

- On a motion made by Mr. Franzen, seconded by Mr. Lee, Resolution 2018-47 was offered for adoption.

**Roll Call: Franzen, Lee, Barton**                      **Ayes: 3      Nays: 0      Absent: 2**

- Mayor Barton spoke that Col. Lowe agreed to tenure his retirement until the new OEM Coordinator is in place.
- **Sub-Committee - PSD and OEM Positions** (Deputy Mayor Lee and Committeeman Yates(absent) Mr. Lee spoke of a conference all he had with Mr. Yates about the received resumes and felt it would be good to do another advertisement. Request was made to re-advertise the Emergency Management position.
- On a motion made by Mr. Lee seconded by Mr. Franzen, to re-advertise for the position of Emergency Management.
- Mr. Lee spoke of the need to schedule interviews for the PSD positon; Township received a lot of great candidates.

**Roll Call: Franzen, Lee, Barton**                      **Ayes: 3      Nays: 0      Absent: 2**

**Report of the Township Engineer**

Mr. Guzzi reported on the communication Tower ESB Building bid will be April 19, 2018.

**Report of the Chief Finance Officer**

Mr. Henry spoke of receive a resolution from the Township Auditor and realize the Township is under self-review for the Municipal Budget.

**RESOLUTION 2018-49  
SELF-EXAMINATION OF BUDGET RESOLUTION [as required by DCA]**

**WHEREAS**, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

**WHEREAS**, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

**WHEREAS**, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the [insert name of municipality] has been declared eligible to participate in the program by the Division of Local government Services, and the Chief Financial officer has determined that the local government meets the necessary conditions to participate in the program for the 2018 budget year.

**NOW THEREFORE BE IT RESOLVED** by the governing body of the *[insert name of municipality]* that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
  - a. Payment of interest and debt redemption charges
  - b. Deferred charges and statutory expenditures
  - c. Cash deficit of preceding year
  - d. Reserve for uncollected taxes
  - e. Other reserves and non-disbursement items
  - f. Any inclusions of amounts required for school purposes.
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.
4. That pursuant to the Local Budget Law:
  - a. All estimates of revenue are reasonable, accurate and correctly stated,
  - b. Items of appropriation are properly set forth
  - c. In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.
5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.
6. That all other applicable statutory requirements have been fulfilled.

**BE IT FURTHER RESOLVED** that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

- On a motion made by Mr. Franzen, seconded by Mr. Lee, Resolution 2018-49 was offered for adoption.

**Roll Call: Franzen, Lee, Barton**

**Ayes: 3**

**Nays: 0**

**Absent: 2**

### **Report of the Township Administrator**

Administrator Cramer gave a reminder to the Township Committee of the Elected Officials Training for EPL and Ethics on March 28<sup>th</sup> at O'Connor's in Eastampton Township. There will be a \$250 credit off Township MEL assessment for each attendee.

Mr. Cramer asked the public for their patience during brush collection; it will be larger than normal because of the storm clean up. B & B Landscaping did a very good job for the Township.

### **Report of the Township Solicitor**

Solicitor Lange spoke about the rental property ordinance issue; annual rental inspection and employee time associated with inspection of rentals to make sure landlords are keeping up with code for safety issue to protect the tenant. Mr. Lange asked permission to talk to the Code Enforcement Official about his ability and value in making those inspections. There were no objections from the Township Committee.

### **Report of the Township Committee**

Committeeman Franzen thanked Public Works Department, Fire, Rescue and everyone involved for their assistance during the storm.

Deputy Mayor Lee thanked Mr. Franzen for his assistance with the process selecting our new Judge; requested the Township Committee to go into executive session to discussion neighboring communities for shared services.

Mr. Barton thanked the subcommittee members for their assistance with the selection process choosing a municipal court judge; spoke about visiting the OEM office and fire company during storms as they are always fully deployed, engaged and actively making our community safe with wires and trees down.

Mr. Barton spoke of attending a school robotic competition activity.

Bob Sunbury, Sleepy Hollow Drive, spoke about his high school students who built a robotic from scratch; there were 37 teams throughout New Jersey, Pennsylvania, and Delaware had six weeks to design and build a robot from scratch.

### **Public Comment**

Fran Brooks, Moores Meadow Road, questions if Deputy Mayor have spoken with Shamong Township regarding Carranza Road; questioned road markings on the road.

Mayor Barton spoke of Mr. Cramer is scheduling a meeting with Shamong Township. We are hoping that if we use our grant to pave both sides of the road for portions this year, we are hoping they will be able to use a grant next year. Next meeting it is our hopes to provide a better report.

Mr. Guzzi spoke of the marking are for survey and measurements.

Bob Sunbury, Sleepy Hollow Drive, spoke about the New Jersey Emergency Preparedness Conference will be held at the Tropicana in April for the new OEM individual; sign up is in April.

Closed comments.

### **Executive Session Resolution**

**Whereas**, the Governing Body wishes to discuss the following executive session matters pursuant to N.J.S.A. 10:4-12(B) (7) and (8) in a closed session from which the public shall be excluded:

- Shared service with neighboring communities

**Be It Resolved**, the public shall be excluded. **Closed to the public at \_\_\_\_\_ pm.**

- On a motion made by Mr. Lee, seconded by Mr. Franzen, members of the Township Committee went into executive session at 8:21 p.m.

**Roll Call: Franzen, Lee, Barton**

**Ayes: 3      Nays: 0      Absent: 2**

**Reopen regular meeting.**

### **Adjournment**

On a motion to adjourn the workshop meeting of March 26, 2018 was made by Mr. Lee, seconded by Mr. Franzen. The meeting was adjourned at 9:01 PM.

Respectfully submitted,

La Shawn R. Barber, RMC/CMR  
Municipal Clerk

Approved: 04/23/2018