

TABERNACLE TOWNSHIP COMMITTEE MEETING MINUTES

MAY 9, 2016

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

OPEN PUBLIC MEETING STATEMENT: This meeting was called pursuant to the Open Public Meetings Act. This special meeting of May 9, 2016 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 OF GOVERNING BODY: Joseph W. Barton, Township Committee; Kimberly A. Brown, Township Committee; Richard J. Franzen, Township Committee; Joseph Yates, IV, Deputy Mayor and Stephen V. Lee, IV, Mayor

ADMINISTRATIVE TEAM: Douglas Cramer (Administrator); Rodney Haines (Auditor); Terry Henry (Chief Finance Officer); Peter C. Lange, Jr. (Solicitor) and La Shawn R. Barber (Registered Municipal Clerk).

PUBLIC COMMENT

Fran Brooks, Moores Meadow Road, questioned if public comment would be given for budget discussion and questioned items on the bill list; specifically for payments made for an application fee to the Pinelands Commission and payment made for the service maintenance contract for our phone system.

Stuart Brooks, Moores Meadow Road, question the charge on the bill list to replenish first aid supplies.

Being no further comments from the general public, the Mayor closed public comments.

MAYORAL PROCLAMATION

Recognition of Retired Tax Collector - Susan Costales



Whereas, Susan Costales, also known as “Suzy” has been employed with Tabernacle Township since 1998 as she started her career working as the Office Clerk and Deputy Registrar of Vital Statistics before accepting her appointment as Tax Collector and Deputy Treasurer; and

Whereas, during Suzy’s tenure serving as our Certified Tax Collector she has fulfilled this responsibility with the highest level of professionalism in maintaining Tabernacle’s tax record management process, and served in an important support role to her fellow staff members, especially La Shawn Barber, Lisa Love, Eileen Baitzel, Natalie Lewis Terry Henry and Margaret Guerina; and

Whereas, throughout her tenure in the multiple areas of resident services in which she served, Suzy helped create an environment that made residents, visitors, and fellow Tabernacle Township staff feel welcome, appreciated, and well-nourished with an endless supply of Mary Janes, Tootsie Rolls, and Jolly Ranchers; and

Whereas, we wish to extend our gratitude for Suzy’s loyalty to the residents of Tabernacle, and also express sincere appreciation to the Costales family for their support of Suzy throughout her career who is now being honored by friends and co-workers, that are deeply appreciative of her many contributions to the community; and

Whereas, on the occasion of her retirement from service, the Township Committee proudly recognizes Suzy for her outstanding public service; and wishes to memorialize her service to the residents of Tabernacle Township as highly valued and sincerely appreciated.

Now, Therefore, Be It Resolved, on behalf of the Governing Body of Tabernacle Township, **I, Stephen V. Lee, IV, Mayor** of Tabernacle Township, County of Burlington, State of New Jersey recognize Susan Costales for her years of service to the residents of Tabernacle New Jersey and extend our best wishes for many years of happiness in the future. *Presented: May 9, 2016*

Suzy Costales spoke that she was blessed on March 28, 1998 when she was hired by Tabernacle Township. The eighteen years of her employment, she has learned of this wonderful town, especially the employees who became a wonderful family. After going through a few Administrators; we finally got the best, Douglas A Cramer puts in more hours than anyone, and La Shawn Barber would do anything for anyone. All the employees are very dedicated even when raises are not given, and yet no one went to another town that paid more. Costales spoke of when Tabernacle had ten public works employees; now down to five full time employees who still keep the town neat and clean. Tabernacle employees and residents were thanked for their appreciation. It has given her a lifetime of memories.

Members of the Township Committee expressed their appreciation for the service that Susan Costales provided to their residents.

APPROVAL OF BILLS:

Motion to pay the bills was made by Committeewoman Brown, seconded by Committeeman Franzen.

Roll Call: Barton, Brown, Franzen, Yates , Lee Ayes: 5 Nays: 0 Motion carried.

2016 MUNICIPAL BUDGET:

A report from the budget subcommittee on the proposed budget amendment was provided by Committeewoman Brown, Committeeman Barton, Chief Finance Officer Henry and Administrator Cramer who spoke of the possible budget cuts to be made without having a tax burden on the residents.

Recess: Mayor Lee provided a five minute recess.

RESOLUTION 2016-68 AMENDING 2016 MUNICIPAL BUDGET AS INTRODUCED

WHEREAS, the Local Municipal Budget for the year 2016 was approved on the 21st day of March 2016; and

WHEREAS, the public hearing on said budget has been held as advertised; and

WHEREAS, it is the desire to amend said approved budget.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Tabernacle, County of Burlington that the following amendments to the approved budget of 2016 be made: **See last page.**

- Motion to approve Budget Amendment Resolution 2016-68 and hold public hearing on the Budget Amendment on May 23, 2016 at 7:30 p.m. was made by Mr. Yates, seconded by Mr. Franzen.

Roll Call: Barton, Brown, Franzen, Yates, Lee Ayes: 5 Nays: 0 Motion carried.

RESOLUTIONS

RESOLUTION 2016-69 APPROVING STREET OPENING PERMIT FOR SOUTH JERSEY GAS COMPANY

WHEREAS, South Jersey Gas Company, Rt. 54 Folsom, New Jersey 08034 has applied for a street opening permit for installing gas main at the following locations of Tabernacle Township:

- Medford Lakes Road & Woodside Drive: Emergency Gas Repair; and

WHEREAS, the Township Engineer reviewed said application and schematic for approval of this installation and recommends that a permit be issued with these following stipulations and this permit will be contingent upon all fees and permits paid and bonds posted as required in Tabernacle Township General Code Ordinances.

WHEREAS, this resolution and the street opening authorized herein are specifically conditioned upon the applicant meeting the following requirements.

1. The Township Engineer shall be notified at least 48 hours in advance on any construction.
2. All asphalt paving openings must be restored with the following specification:
 - a. Two inch (2") thick, Hot Mixed Asphalt (HMA) 9.5M64, which replaces the Marshall mix design, top course. All top course paving must be completed 48 hours after installing stabilized base paving.
 - b. Six inch (6") thick, HMA 19M64, stabilized base course.
 - c. 20:1 sand/cement subbase.
 - d. Provide tack coat on all surfaces before paving.
3. All non-asphalt pavement restorations (i.e. lawns, etc.) shall be completed within 30 days. All lawns shall be restored with sod. The Township Engineer shall approve all other restorations.
4. Inspection escrow must be posted with the Township before start of construction.
5. The applicant must provide all outside agency approvals, as required.
6. SJG contractor will notify all residents along proposed pipeline path prior to construction start. Along with this notification, homeowners will be asked to notify the contractor of any items of concern that relate to their property (underground private structures such as sprinklers, property markers, septic and wells, etc.) along with landscaped areas.
7. SJG Contractor will attempt to meet with residents during the construction project to address concerns they might have.
8. SJG contractor will videotape area where pipeline is to be installed prior to construction start for documentation purposes.
9. Proposed pipeline will be installed by a combination of bore, plow and open-cut methods. Bore and plow are the preferred means of construction, but when open cutting of trenches occurs during construction of the project, the contractor will make every effort to keep disturbance to a minimum.
10. SJG contractor will restore all areas disturbed to same conditions and all non-vegetated areas must be reseeded.
11. All Township roads and paved driveways must use bore method of installation.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of Tabernacle Township, in the County of Burlington, State of New Jersey, hereby approves said application of a street opening permit for installation of gas service.

BE IT FURTHER RESOLVED that this resolution and the street opening authorized herein is specifically conditioned upon the applicant installing all pipelines under private paved driveways and public streets by boring under the private paved driveways and public streets. The applicant is not authorized to install pipeline by openly trenching through paved private driveways located in the right of way and/or public utility easement nor through public streets.

- **On a motion made by Mr. Barton, seconded by Mr. Franzen, Resolution 2016-69 was offered for adoption.**

Roll Call: Barton, Brown, Franzen, Yates, Lee Ayes: 5 Nays: 0 Motion carried.

**RESOLUTION 2016-70
APPROVING STREET OPENING PERMIT FOR SOUTH JERSEY GAS COMPANY**

WHEREAS, South Jersey Gas Company, Rt. 54 Folsom, New Jersey 08034 has applied for a street opening permit for installing gas main at the following locations of Tabernacle Township:

- **40 Mockingbird Way, Block 201, Lot 3.10; and**

WHEREAS, the Township Engineer reviewed said application and schematic for approval of this installation and recommends that a permit be issued with these following stipulations and this permit will be contingent upon all fees and permits paid and bonds posted as required in Tabernacle Township General Code Ordinances.

WHEREAS, this resolution and the street opening authorized herein are specifically conditioned upon the applicant meeting the following requirements.

1. The Township Engineer shall be notified at least 48 hours in advance on any construction.
2. All asphalt paving openings must be restored with the following specification:

- a. Two inch (2") thick, Hot Mixed Asphalt (HMA) 9.5M64, which replaces the Marshall mix design, top course. All top course paving must be completed 48 hours after installing stabilized base paving.
 - b. Six inch (6") thick, HMA 19M64, stabilized base course.
 - c. 20:1 sand/cement subbase.
 - d. Provide tack coat on all surfaces before paving.
3. All non-asphalt pavement restorations (i.e. lawns, etc.) shall be completed within 30 days. All lawns shall be restored with sod. The Township Engineer shall approve all other restorations.
 4. Inspection escrow must be posted with the Township before start of construction.
 5. The applicant must provide all outside agency approvals, as required.
 6. SJG contractor will notify all residents along proposed pipeline path prior to construction start. Along with this notification, homeowners will be asked to notify the contractor of any items of concern that relate to their property (underground private structures such as sprinklers, property markers, septic and wells, etc.) along with landscaped areas.
 7. SJG Contractor will attempt to meet with residents during the construction project to address concerns they might have.
 8. SJG contractor will videotape area where pipeline is to be installed prior to construction start for documentation purposes.
 9. Proposed pipeline will be installed by a combination of bore, plow and open-cut methods. Bore and plow are the preferred means of construction, but when open cutting of trenches occurs during construction of the project, the contractor will make every effort to keep disturbance to a minimum.
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- **On a motion made by Mr. Barton, seconded by Mr. Franzen, Resolution 2016-70 was offered for adoption.**

Roll Call: Barton, Brown, Franzen, Yates, Lee Ayes: 5 Nays: 0 Motion carried.

**RESOLUTION 2016-71
APPOINTMENT OF ELECTRICAL SUB CODE OFFICIAL/INSPECTOR
EDWARD MICELI**

WHEREAS, Edward Miceli has been serving in the capacity of Electrical Subcode Official/Inspector by virtue of Tabernacle Township Resolution 2012-80 adopted on May 14, 2012; and

WHEREAS, the Township Committee is satisfied with his qualifications performing the statutory duties of an Electrical Subcode Official/Inspector and desires to re-appoint Edward Miceli; and

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of Tabernacle Township, in the County of Burlington, State of New Jersey, hereby re-appoints **Edward Miceli** as **Electrical Subcode Official/Inspector**.

- **On a motion made by Mr. Franzen, seconded by Ms. Brown, Resolution 2016-71 was offered for adoption.**

Roll Call: Barton, Brown, Franzen, Yates, Lee Ayes: 5 Nays: 0 Motion carried.



REPORT OF THE TOWNSHIP ADMINISTRATOR:

Memorial Day Parade - Mr. Cramer reported the Township will need approval from Burlington County to have their Memorial Day Parade on Carranza Road. The process was already started by providing insurance and working with the JIF.

- On a motion made by Mr. Lee, seconded by Mr. Barton, approval was given by the Township Committee to have the parade on Carranza Road. Motion carried.

Roll Call: Barton, Brown, Franzen, Yates, Lee Ayes: 5 Nays: 0

County Recreation Program – Mr. Cramer spoke of money received from the program since its inception. The Township has received \$577,000. The County Grant and Community Development Block Grant money allowed ADA accessibility for the park pathway and parking areas at both parks. The 2011 recreation grant paid for the snack stand and improvements surrounding it. The 2013 grant provided ADA accessible bleachers at all the baseball and softball fields along with dugout shelters for all softball fields and two baseball fields. The 2015 grant will be used for our repairs to the tennis courts at Prickets Mill field.

REPORT OF THE TOWNSHIP SOLICITOR:

Draft Agreements– Mr. Lange reported that he is working on a draft license agreement for TAA and request Township Committee review.

LOSAP – Mr. Lange spoke that Mr. Cooper mentioned several times of an issue concerning information exchange regarding the LOSAP program; while understanding his concern and upon reviewing the statute concerning the certification process, Mr. Lange will distribute information to the Administrator and Committee to use as a guide making sure that we are doing everything in accordance. Mr. Lange spoke of appreciating Mr. Cooper's enthusiasm which prompted his concern. Mr. Lange also indicated that LOSAP should also be a separate budget item.

REPORT OF THE TOWNSHIP COMMITTEE:

Mr. Barton indicated that he will send Mr. Lange his comments on the TAA Facility Use Agreement. Mr. Barton questioned the service of phone, cable and internet for Township buildings. Mr. Barton reported on attending the NJ Conference of Mayors at the Borgata Hotel in Atlantic City in which he learned of emergency preparedness and an opportunity available for public works to receive training from Atlantic Electric during an emergency outage.

Mayor Lee thanked the public, Emergency Squad and Fire Company for their flexibility on the agenda regarding the emergency services report which to be discussed at a later date.

Mayor Lee reported that he met with Chief Jackson, Terry and Keith Zane of TRS regarding a proposed contract with Tabernacle Township and Tabernacle Rescue Squad for emergency services. Mr. Lange indicated that based on that meeting, he was charged with preparing a draft agreement for the EMS.

PUBLIC COMMENT:

John Cooper, Woodside Drive, spoke of his concerns regarding the lack of LOSAP reporting and his concern over local cost and possible solutions.

Mayor Lee spoke of attending a conference with Congressman McArthur this week with the Mayors of Shamong, Woodland and other Townships to talk about local issues.

Fran Brooks, Moores Meadow Road, questioned the expense line item cuts from the capitol budget. Ms. Brooks spoke of being dumbfounded by Mr. Cramer's prior comment concerning LOSAP and his inability to produce the 2015 Report.

Mr. Cramer spoke of the difficulty certifying LOSAP accurately since the Township took it over in 2014 as presented by Nancy Freeman. Since the points have changed, he is unable to locate the Fire District Resolution

2007-10, as referenced in the Board of Fire Commissioner's minutes in order to make a final change to the LOSAP.

Stuart Brooks, Moores Meadow Road, spoke of his issue having trouble hearing the members during the meetings primarily when using the telephone conference for Committee meetings. He requests a better telephone system.

Jason Litowitz, Horseshoe Court, questioned the meeting to be held with the Chiefs of the volunteer companies and request that the meeting be held soon.

Being no further comments from the general public, the Mayor closed public comments.

ADJOURNMENT:

Motion to adjourn the May 9, 2016 Township Committee meeting was made by Committeewoman Brown, seconded by Committeeman Barton, the meeting was adjourned at 8:50 p.m.

Roll Call: Barton, Brown, Franzen, Yates, Lee Ayes: 5 Nays: 0

Respectfully submitted,

La Shawn R. Barber, RMC
Municipal Clerk

Approved: 07/18/2016