

TABERNACLE TOWNSHIP COMMITTEE MEETING MINUTES JULY 22, 2013

Call to Order: Mayor Stephen V. Lee, IV called the meeting to order at 7:30 p.m., followed by the Pledge of Allegiance to the flag.

The Township Clerk read the Sunshine Notice Statement as follows:

Sunshine Notice: This meeting is called pursuant to the Open Public Meetings Law. This meeting of **July 22, 2013** was included in a list of notices 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.

Present

Roll Call:

Joseph Barton, Township Committee
Kimberly A. Brown, Township Committee
Richard Franzen, Township Committee
Joseph Yates, IV, Deputy Mayor
Stephen V. Lee, IV, Mayor

Also In attendance:

Douglas A. Cramer, Township Administrator
Terry W. Henry, Chief Finance Officer
Frank Morris, Township Engineer
La Shawn R. Barber, RMC, Township Clerk
Peter C. Lange, Jr. Township Solicitor

Public Comment on agenda items only.

Fran Brooks, 78 Moores Meadow Road, spoke about the first reading Ordinance for the stretchers as she questioned what happened to the Township Committee's decision to look into (1) one stretcher rather than three.

Mr. Cramer spoke of the capital ordinance for funding; the award of the bid will be discussed at the August 12th meeting.

Mr. Lange spoke of the need to have a funding mechanism to purchase and pay by having funds in place and available for the purchase prior to passage of a Resolution authorizing entering into a contract for sale. There was a bid opening and a qualified bidder. This is being put forth by the Financial Officer of the Township in order to allow it to be paid for through this ordinance should you elect to consider awarding. After the effective date of the ordinance, the funds will be able to be supplied by appropriating \$132,000.00 from the general capital fund.

Mr. Cramer spoke that the funding mechanism will allow making the choice of one, two or three options to purchase.

Ms. Brooks questioned what other townships have electric stretchers and the reason for purchase of three versus one stretcher.

Mr. Barton spoke of a report of towns having stretchers and named a mutual town that responds is Southampton Township having one electronic stretcher. To the best of his knowledge Shamong and Woodland do not have stretchers.

Mayor Lee spoke of having discussion at the next meeting regarding the purchase of a stretcher(s).

No further comments. Closed to the public.



Approval of Bills

- On a motion made by Ms. Brown, seconded by Mr. Franzen, to approve the bills as presented. Upon a roll call, the vote was unanimous and the motion carried.

Roll Call: Barton, Brown, Franzen, Yates, Lee

Ayes: 5

Nays: 0

Approval of Minutes

- On a motion made by Ms. Brown, seconded by Mr. Franzen, to approve the minutes presented for meeting of June 10, 2013. Upon a roll call, the vote was unanimous and the motion carried.

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

- On a motion made by Mr. Franzen, seconded by Mr. Yates, to approve the minutes presented for meeting of June 24, 2013. Upon a roll call, the vote was unanimous and the motion carried.

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

Ordinance

FIRST READING: ORDINANCE 2013-6: AN ORDINANCE OF THE TOWNSHIP OF TABERNACLE, COUNTY OF BURLINGTON, STATE OF NEW JERSEY, AUTHORIZING THE ACQUISITION OF POWER AMBULANCE STRETCHERS, AND RELATED ITEMS FOR THE TOWNSHIP OF TABERNACLE; APPROPRIATING \$132,000.00 FROM GENERAL CAPITAL FUND.

- Public Hearing will be August 12, 2013 at 7:30 P.M.
- On a motion made by Ms. Brown, seconded by Mr. Barton, Ordinance 2013-6, on **first reading** was offered for adoption. Upon a roll call, the vote was unanimous and the motion carried.

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

Resolutions

RESOLUTION 2013-101

RE: 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 location of Tabernacle Township: **231 Carranza Road (Block 1101, Lot 2.01); 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 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.

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 services.

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. Yates, seconded by Mr. Franzen, Resolution 2013-102 was offered for adoption. Upon a roll call, the vote was unanimous and the motion carried.

Roll Call: Barton, Brown, Franzen, Yates, Lee

Ayes: 5

Nays: 0

RESOLUTION 2013-103

RE: 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 location of Tabernacle Township:
17 Flagstone Drive (Block 804.01, Lot 11.01); 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 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 method, but open cutting of trench during construction project will occur, but contractor will make effort to keep at 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 services.

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- On a motion made by Mr. Yates, seconded by Mr. Franzen, Resolution 2013-103 was offered for adoption. Upon a roll call, the vote was unanimous and the motion carried.

Roll Call: Barton, Brown, Franzen, Yates, Lee

Ayes: 5

Nays: 0

RESOLUTION 2013-104

RE: 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 location of Tabernacle Township:

25 Foxsparrow Turn (Block 207, Lot 5); 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.
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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.
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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 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.
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- On a motion made by Mr. Yates, seconded by Mr. Franzen, Resolution 2013-104 was offered for adoption. Upon a roll call, the vote was unanimous and the motion carried.

Roll Call: Barton, Brown, Franzen, Yates, Lee

Ayes: 5

Nays: 0

RESOLUTION 2013-105

RE: A RESOLUTION OF THE TOWNSHIP OF TABERNACLE, COUNTY OF BURLINGTON, STATE OF NEW JERSEY REQUESTING THAT THE DIRECTOR OF THE DIVISION OF LOCAL GOVERNMENT SERVICES GRANT PERMISSION TO APPROVE THE INSERTION OF AN ITEM OF SPECIAL REVENUE IN THE 2013 BUDGET ENTITLED "US GRANT APPLICATION – TABERNACLE TOWNSHIP TNR FERAL CAT PROGRAM."

of the utility lines and bi-pass pumping needed. They will have until September 30th to complete the job.

Committeewoman Brown spoke of her concern and displeasure for the need to close the road when school will be in session and buses will need to be rerouted.

Mayor Lee addressed the need to notify the school administration regarding the road closure and spoke that it is imperative to make every effort to get as much done before school starts. At the very least we owe it to the school district to let them know where we are and what is going on with this project.

Report of the Township Administrator

Increase PDC Use - Mr. Cramer reported on attending a Pinelands meeting regarding several ways to increase PDC use. There is a proposal to enhance the option for PDC use to build value and require developers to use them. Mr. Cramer spoke of the PowerPoint presentation and asked for further comments to be received by Larry Liggett at The Pinelands Commission.

Shop Burlington County First - Mr. Cramer spoke of attending the Shop Burlington County first presentation offered by Burlington County Freeholders and Bridge Commission along with the Burlington County Chamber of Commerce regarding a program to promote local businesses to keep spending locally. Mr. Cramer will work with Southampton Township Administrator to bring additional information to the Committee once it is available to see how they would like to promote it.

2013 JIF Report - Mr. Cramer reported on the loss ratio being down 45.7% for six year average and Tabernacle's overall performance being a 2% reduction. We received a dividend of \$4,083.00.

Property Maintenance - Mr. Cramer provided an update on 45 North Drive that the maintenance company and financial institutions are currently obtaining bids to refurbish, repair or tear the property down. Based on the bid results, the zoning official will be advised.

Property Maintenance - Mr. Cramer reported that Hargrove Demolition came in and performed separation of materials for the State Police Criminal Investigation for the property located at 4 Wimbeldon Way. Their services were not picked up by the insurance company for demolition.

2014 NJDOT Trust Fund - Mr. Cramer reported that 2014 NJDOT Trust Fund has come out and he would like to continue to proceed with a commitment with Shamong Township to do Tuckerton Road.

At the same time there is also bike path grant money. On Medford Lakes Road, we are under the current NJDOT providing bike paths along the edge of the road so it will connect with the County. It is the desire to go with the next section on Medford Lakes Road, along bike paths to connect the County's system and Medford system. Mr. Cramer would like to apply for both grants, one having Shamong being the lead agency.

Report of the Township Solicitor

Mr. Lange reminded the Committee that Mr. Perri will attend the next workshop meeting to discuss the merits of the landlord registration ordinance. A draft was distributed to the Committee and a memo from Mr. Perri.

Mr. Cramer spoke on receiving a report from the recreation committee concerning TAA. Checks were also received for 2012 and first half of 2013 from TAA for non-residents.

Report of the Township Committee

Mr. Barton reported on an available surplus truck from Moorestown Township. The truck is a 1998 Pierce La France 1000 gallon fire pumper that they are looking to sell; it has 28,000 miles on it with a rebuilt engine. In speaking with some of the Moorestown firefighters, it is believed to have at least ten years of service. The price is between the costs of \$50-\$70,000. This would give us another vehicle to go into the EMS building. Suggestion was made to further investigate.

Mayor Lee suggested that Mr. Barton spearhead a subcommittee consisting of Committeewoman Brown and a member of the Board of Fire Commissioners.

Mr. Franzen expressed his appreciation for Committeeman Barton reaching out about the fire truck and believes it to be a good idea and hope to have a good discussion about it.



Mr. Yates reported that he and Mayor Lee attended the Carranza Memorial Celebration to present wreath. The Mayor of Mexico was not in attendance, since he was voted out of office.

Mayor Lee reported on attendance to the Carranza Memorial dedication and spoke of the city that Emilio Carranza came from when it had Tabernacle as a sister city. Mr. Lee spoke of having an opportunity to sit with Emilio's nephew, Mel Carranza, regarding the flight as part of a mission to complete the flight log from New York to Mexico City.

Mayor Lee spoke about the elimination for COAH held by the Supreme Court and is unsure where it leaves municipalities in terms of COAH requirements.

Mr. Lange reported the Supreme Court indicated Governor Christie did not have the power to abolish it by executive order. Tabernacle has always taken the position of being sensitive to obligations to COAH; it is believed that it is far too unsettled still for us to consider spending money in that regard.

Mayor Lee mentioned that he would like residents to pay attention and beware of forest fires because they can really cause a lot of problems.

Linda Jagiela, The Central Record, praised Committeeman Barton for finding information on the fire truck and spoke of her confusion of where the funding would be allocated should the Township be able to obtain a truck. Ms. Jagiela also spoke of attending a fire commission meeting and spoke of their phone system being critical and questioned if the new truck being proposed would have a phone system.

Mr. Barton expressed his desire to have a dialog with the Fire Commissioner regarding its funding, as it believed that the funding could come from the Commissioners or the Township could own the truck and dedicate the truck to the fire department. Mr. Barton also spoke that the truck does not have a phone system.

Nancy Freeman, Washington Way and Fire Commissioner, presented letters advising that at their most recent meeting it was voted to have a Special Election on October 12th to fill the intent to get another truck. At this time, she expressed her disappointment of not being approached about a fire truck that was in the neighborhood that could be purchased.

Stephen Pickholtz, 4 Mark Lane, thanked Mayor Lee personally for being part of the Carranza Memorial ceremony. Mr. Pickholtz also spoke of cell phone tower fires and suggested the Township Committee look into additional fire ordinances for towers to have some sort of fire suppression system put up. Also, Mr. Pickhold expressed concern over his potable well sited by Burlington County as polluted with Nitrates which was doubled than what it was back in 1980s. He wants to bring this matter to their attention because of prior year problems by former dry cleaner business on Route 206; it took years before it was found out that they were the cause of the contamination.

Ms. Brown spoke of her duty of handling the ground contamination within the Township for the past several years. Ms. Brown asked for copies of well testing results from Mr. Pickholtz and his neighbors.

Kevin Zebrowski, spoke about the cell phone tower fire and expressed that it was caused by a welder working on the tower in Bensalem, PA. Suggestion was made that language could be added if welding is going to be done to have a fire truck on site until the welding is done.

Stuart Brooks, 78 Moores Meadow Road, spoke about the rate of use for the truck washing facility at the EMS building and questioned if records are kept for those outside of the Township who use the facility.

Mr. Cramer spoke that man-hours are probably kept in the public works daily logs. He will check with the rescue squad to see if records are being kept.

Fran Brooks, Moores 78 Meadow Road, questioned items on the bill list and spoke that the issue about the truck is confounding and agreed with Ms. Jagelea and Commissioner Freeman. After attending meetings it is understood that the intent of the Board of Fire Commissioners is to purchase a new truck if the voters consent; that 4311 would be sent to the new EMS building since there are not as many calls; the new truck approved by the voters would stay at the Hawkin Road building. It is interesting that the Township Committee is considering a truck for the new EMS building. Especially that the Board of Fire Commissioners voted at last week's meeting to hold a special election. It would be helpful to have the community support the replacement of the purchase of a new truck. Last, Ms. Brooks questioned if a petition to dissolve the district had been submitted to the Township.

Mayor Lee responds that nothing has been submitted to the Township.

Closed to the public.

Report of the Township Clerk

The Township Clerk provided a brief report for the second quarter.

Vital Statistics Life, Death and pursuant of Happiness.....

Life: Home births reported: None

Death: Resident deceased record: Total of 5 cases for this quarter.

Happiness: There were 14 marriage licenses issued and 15 certified copies issued. No Civil Union or Domestic Partnerships issued this quarter.

 The Second Quarter State Report revealed that there were 14 licenses issued. As you know the cost of Marriage Licenses are \$28.00. The State receives \$25; municipality receives \$3.00 per license. This quarter the Township received \$42, State received \$350.00.

 **Dog Account**

There are a total of 752 dog licenses issued. As of the end of June the balance was \$8,449.33 in the Dog account. Of that amount the mandatory dog census and payroll will be coming out of that balance. We collected \$562.00 in late charge fees. Thanks to efforts of the Deputy Clerk. Tabernacle has started the dog census in anonymous locations.

Records Management

As you know the Municipal Clerk is charged with preserving the integrity of municipal records that serve the purpose for which they were created **as efficiently and economically as possible** and to provide for their proper disposition after they have served their purpose.

The Deputy Clerk is doing an excellent job with our record series for our archived files. A few hours was put in this past Saturday to review general records retention and its schedule. Township Clerk spoke of being confident in saying that Tabernacle has a really good record management system in place. If you don't believe me take a visit to some of the other NJ municipalities.

Opra Requests

In an effort to give the governing body a better report of time spent completing these request for this quarter, the Municipal Clerk's Office responded to 29 Opra Request. There was a total of 28 hours and 34 minutes for research and completing these requests. There are two (2) remaining open requests on the Clerk's desk.

Committeeman Yates questioned the total amount of hours and cost associated with those hours.

Township Clerk explains that records requested are usually received by email so the cost to the requestor is quite minimum however, there are costs involved for request that are sent out for solicitor review.

Committeeman Franzen spoke about the solicitor's bills regarding Opra request for April - May resulted in \$1,100.50 and it being a lot of money and spoke of the average cost throughout the year, including the hourly rate of the Township Clerk.

Township Clerk spoke that she tries to answer most of the request and seeks counsel only when needed.

Coded Systems

Keeping our ordinances current, the traffic ordinance and vacant abandoned property ordinance was certified to be codified. Coded Systems promised to get right on it, but it still will take a little time to edit, type, format, and proof. They will red flag it and fast track it which will take a few weeks at the most. **As soon as we receive the return of our supplements and updates made to our website**, official copies can be sent to the State Police so they can start their enforcement. During this time, Public Works will be working on making the necessary sign adjustments.

Resolutions

The Township Clerk spoke of the number of 2013 adopted Resolutions being **111** and that we are only in July. The total number of 2012 Resolutions adopted was **156**.

Special Senate Primary Election: 8/13/2013(Primary) 10/16/2013 (General)

The Township Clerk advised the date for the close of voter registration deadline for all new voters is **July 23, 2013 which is tomorrow and forms are available**. Municipal Clerks were advised that reasonable and necessary expenses incurred will be reimbursed by the State.

Education Webinar Course completed - Just completed the following

The Township Clerk spoke that she just completed webinar courses for Recertification Corrections Level IV – All Vitals, a refresher recertification Course – all vitals and recertification course – EDRS Refresher (Electronic Death Registry System).

Seeing nothing further to report, Mayor Lee asked for a motion to adjourn.

Adjourn. The motion was made by Ms. Brown and seconded by Mr. Barton. The meeting was adjourned at 9:119 p.m.

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

Respectfully submitted, La Shawn R. Barber, RMC/CMR Township Clerk

Approved: 08/26/2013