

MINUTES OF THE TOWNSHIP COMMITTEE
Tabernacle Town Hall Meeting
May 27, 2014

The meeting was called to order by Mayor Joseph W. Barton, IV followed by the flag salute.

Sunshine Notice: This meeting is called pursuant to the Open Public Meetings Law. This meeting of **May 27, 2014** 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.

Roll Call:

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

Present

Also In attendance:

Douglas A. Cramer, Township Administrator
 Terry W. Henry, Chief Finance Officer
 La Shawn R. Barber, RMC,CMR Township Clerk

Sgt. Michael Ditmeyer, Red Lion State Police attended the meeting to answer questions regarding a recent situation on a drug overdose tragedy on Summit Drive which was in the newspapers. It was clear that there are not enough resources available for the State Police, however they will continue to monitor the situation

Residents of Summit and Woodside Drive attended the meeting to voice their concerns about the drug use.

Public Comment on agenda items only



Approval of Bills

- On a motion made by Mr. Yates, seconded by Mr. Lee, the bills were ordered paid. *Motion carried.*

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



Approval of Minutes

- On a motion made by Ms. Brown, seconded by Mr. Lee, minutes of March 10, 2014 (workshop & executive) was offered for adoption. *Carried.*

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

- On a motion made by Mr. Franzen, seconded by Mr. Lee, minutes of March 24, 2014 (regular) was offered for adoption. *Carried.*

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

Ordinance

ORDINANCE 2014-2

AN ORDINANCE AMENDING AN ORDINANCE OF THE TOWNSHIP OF TABERNACLE ENTITLED "AN ORDINANCE FIXING SALARIES FOR CERTAIN OFFICIALS AND CREATING A PAYROLL ACCOUNT."

BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF TABERNACLE, IN THE COUNTY OF BURLINGTON, STATE OF NEW JERSEY AS FOLLOWS:

Section 1. The following annual salary ranges are set for the respective offices and positions listed below:

TITLE	Salary Range Minimum	Salary Range Maximum
Mayor	3,600.00	7,000.00
Township Committee	3,500.00	7,000.00
Township Administrator	15,000.00	95,000.00
Municipal Clerk	19,000.00	75,000.00
Deputy Municipal Clerk	4,000.00	8,500.00
Director of Public Works	50,000.00	90,000.00
Chief Finance Officer	10,000.00	45,000.00

Deputy Treasurer	3,000.00	8,500.00
Tax Collector	15,000.00	55,000.00
Deputy Tax Collector	3,000.00	40,000.00
Tax Search Officer	800.00	2,500.00
Municipal Improvement Search Officer	800.00	2,500.00
Registrar of Vital Statistics	1,500.00	12,000.00
Deputy Registrar	500.00	4,500.00
Tax Assessor	17,300.00	45,000.00
Tax Assessor Secretary	5,700.00	10,500.00
Land Development Board Secretary	5,700.00	12,000.00
Construction Official	10,000.00	46,000.00
Zoning Officer	5,000.00	22,000.00
Technical Assistant to Construction	8,000.00	43,000.00
Code Enforcement Officer	4,000.00	22,000.00
Plumbing Sub Code Official	4,000.00	13,000.00
Electrical Sub Code Official	4,000.00	13,000.00
Fire Sub Code Official	3,000.00	6,000.00
Fire Protection Inspector	1,500.00	3,000.00
Office Clerk	17,000.00	40,000.00
Clerk Typist	7,500.00	30,000.00
Municipal Court Judge	7,900.00	19,000.00
Municipal Court Administrator	10,000.00	45,000.00
Deputy Court Administrator	1,300.00	7,000.00
Municipal Court Sound Recorder	1,000.00	2,700.00
Municipal Court Public Defender	1,000.00	6,000.00
Municipal Court Prosecutor	6,000.00	13,000.00
Municipal Court Attendant	1,000.00	4,000.00
Emergency Management/Safety Coordinator	1,800.00	10,000.00
Dog Census Warden	100.00	2,500.00

Section 2. Eight steps will be determined by resolution each year.

PUBLIC WORKS EMPLOYEES		
CLASSIFICATION	MINIMUM	MAXIMUM
Utility I Supervisor	\$20.00 hour	\$32.00 hour
Utility I	\$18.00 hour	\$31.00 hour
Utility II Parks & Recreation Forman	\$18.00 hour	\$27.00 hour
Utility II	\$14.00 hour	\$25.00 hour
Laborer	\$12.00 hour	\$21.00 hour
Probationary Laborer	\$11.00 hour	\$15.00 hour

Section 3. On Call Sub Code Official employees shall be compensated in accordance with the following rate:

ON CALL SUB CODE OFFICIAL EMPLOYEES	MINIMUM	MAXIMUM
Building	\$20.00 hour	\$28.00 hour
Electrical	\$20.00 hour	\$28.00 hour
Fire	\$20.00 hour	\$28.00 hour
Plumbing	\$20.00 hour	\$28.00 hour

Section 4. Part-Time / Temporary employees shall be compensated in accordance with the following rate:

TEMPORARY / PART TIME EMPLOYEES	MINIMUM	MAXIMUM
Office Clerk	11.00	20.00
Seasonal Snowplow Driver	18.00	28.00
DPW Laborer	11.00	21.00
Equipment Operator	16.00	30.00
Violations Clerk	11.00	15.00

Section 5. Compensation:

All officers, positions and employees will be paid biweekly. All increases shall be retroactive and/or effective to January 1st, 2014 for those employed as of January 1st, 2014. All others will be retroactively compensated to date of hire.

Section 6. All ordinances and parts of ordinances inconsistent herewith are repealed to the extent of such inconsistency.

- Public Comment. None.

- On a motion made by Mr. Franzen, seconded by Mr. Lee, Ordinance 2014-2 on second reading was offered for adoption. *Carried.*

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

ORDINANCE 2014-3

AN ORDINANCE OF THE TOWNSHIP OF TABERNACLE, ESTABLISHING THE POSITION OF A TEMPORARY / PART-TIME OFFICE CLERK FOR THE ADMINISTRATIVE OFFICE. BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF TABERANCLE, IN THE COUNTY OF BURLINGTON AND STATE OF NEW JERSEY, AS FOLLOWS:

SECTION 1. Creation of Office and Title.

There is hereby created the position of a Temporary / Part-Time Office Clerk.

SECTION 2. Appointment.

- a. The Temporary / Part-Time Office Clerk shall be appointed by the Township Committee upon the recommendation of the Township Administrator without term or any tenure acts of the State of New Jersey, shall be removable at the pleasure of the Administrator with or without notice or hearing.

SECTION 3. Duties and Responsibilities.

- a. Handles the daily operations of the office.
- b. Handles all incoming telephone calls and various complaints.
- c. Responsible for incoming and outgoing mail delivery.
- d. Assist the Township Clerk/Deputy Clerk, Township Administrator and Tax Collector with various projects as needs require.
- e. Assist Chief Financial Officer and Deputy Treasurer with vouchers and bills.
- f. Photo coping/scanning and general office duties.
- g. Scheduling use of Township facilities.

SECTION 4. Compensation.

- a. The Temporary / Part-Time Office Clerk shall be paid a salary fixed and adopted by the Township Committee in the Salary Resolution.

SECTION 5. Qualifications and Residence.

- High School graduate or equivalent and at least two years' experience in municipal government or related field.
- Knowledge of various office equipment and various computer software applications.
- Ability to type at least 40 wpm.
- Must have ability to work well with the public, taxpayers and other employees.

SECTION 6. This ordinance shall become effective after final passage and publication according to law.

- Public Comment. Fran Brooks, 78 Moores Meadow Road, questions if the Land Development Board Secretary can perform these duties.
- On a motion made by Mr. Franzen, seconded by Ms. Brown, Ordinance 2014-3 on second reading was offered for adoption. *Carried.*

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



**RESOLUTION 2014-83
SETTING OF SPECIFIC SALARIES FOR SPECIFIC EMPLOYEES**

WHEREAS, the Tabernacle Township Committee has adopted the 2014 Salary Ordinance; and

WHEREAS, the Township Chief Financial Officer has recommended increases in consultation with other supervisory personnel and members of the Township Committee.

NOW THEREFORE BE IT RESOLVED that the Township Committee hereby sets the following salaries within the guidelines of the 2014 Salary Ordinance.

TITLE	2014 BI-WEEKLY SALARY
Mayor	192.31
Township Committee	192.31
Township Administrator	838.22
Municipal Clerk	1976.00
Deputy Municipal Clerk	235.59
Director of Public Works	2905.85
Chief Finance Officer	838.22
Deputy Treasurer	230.97
Tax Collector	1689.24
Tax Search Officer	53.73
Municipal Improvement Search Officer	53.73
Registrar of Vital Statistics	314.13

Deputy Registrar	114.82
Tax Assessor Secretary	348.74
Land Development Board Secretary	406.87
Construction Official	1512.19
Zoning Officer	693.11
Technical Assistant to Construction	1362.92
Code Enforcement Officer	665.32
Plumbing Subcode Official	300.12
Electrical Subcode Official	300.12
Fire Subcode Official	198.75
Fire Protection Inspector	81.89
Office Clerk	1192.41
Municipal Court Judge	608.94
Municipal Court Administrator	1458.65
Deputy Court Administrator	110.26
Municipal Court Sound Recorder	49.71
Municipal Court Public Defender	81.62
Municipal Court Prosecutor	367.21
Municipal Court Attendant	93.03
Emergency Management/Safety Coordinator	260.10

PUBLIC WORKS EMPLOYEES	SPECIFIED SALARIES
CLASSIFICATION	MINIMUM
Utility I Supervisor	\$27.05
Utility I (39 years)	\$28.58
Utility I (22 years)	\$23.59
Utility II Parks & Recreation Forman	\$19.77
Utility II	\$18.21

TEMPORARY/ PART TIME EMPLOYEES	SPECIFIED SALARIES
Seasonal Snowplow Driver	\$22.45 hour
Equipment Operator/Seasonal Snowplow Driver	\$27.50 hour
Office Clerk	\$15.00 hour
DPW Laborer	\$20.40 hour

ON CALL SUB-CODE OFFICIAL	SPECIFIED HOURLY SALARIES
Electrical Subcode	\$22.20
Plumbing Subcode	\$22.20
Fire Subcode	\$22.20
Building Subcode	\$22.20

SHARED SERVICE TITLE	2014 BI-WEEKLY SALARY
Construction Official, Building Subcode Official, Building Inspector, Fire Inspector and Code Enforcement Officer • F.Robert Perri \$9,240	\$ 355.38
Electrical Subcode Official and Electrical Inspector • Edward Miceli \$2,475	\$ 95.19
Plumbing Subcode Official and Plumbing Inspector • William Rebel \$2,475	\$ 95.19
Fire Subcode Official • Thomas L. Thorn, III \$550	\$ 21.50
Dog Census Warden Salaries: These hourly wages reflect the current salary, which includes time and a half.	

- On a motion made by Ms. Brown, seconded by Mr. Yates, Resolution 2014-83 was offered for adoption. *Carried.*

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

RESOLUTION 2013-84

RENEWAL OF PLENARY RETAIL DISTRIBUTION LICENSE FOR MURPHYS IN THE PINES, LLC.

WHEREAS, Tabernacle Township has received an application for renewal of Plenary Retail Distribution License for the 2014-2015 term for the following license premise:

1. 0335-44-004-001 * Murphy's in the Pines/ Murphys In The Pines, LLC, 381 Medford Lakes Road, Tabernacle, NJ 08088

WHEREAS, the law requires that an Alcoholic Beverage Licensee Retail Clearance Certificate must be granted by the Division of Taxation prior to renewal; and

WHEREAS, all fees have been deposited and required paper work filed with the Township Clerk having no written objections filed opposing the renewal application.

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

2. The Township Committee does hereby find that the applicants are qualified to be licensed according to all statutory, regulatory, and local governing ABC laws and regulations.

BE IT FURTHER RESOLVED, as per Title 33, the Township Clerk is authorized to issue said licenses for the year 2014-2015 and files a certified copy of this Resolution with the New Jersey Division of Alcoholic Beverage Control.

- On a motion made by Ms. Brown, seconded by Mr. Franzen, Resolution 2014-84 was offered for adoption. *Carried.*

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

Report of the Township Engineer

Mr. Morris was not in attendance however, Mr. Cramer provided a brief report regarding the street opening problems. Deputy Mayor Lee requested a representative from South Jersey Gas attend the next workshop meeting.

Report of the Township Administrator

Nothing to report.

Report of the Township Solicitor

There was general discussion by the Committee regarding the registration of rental properties and landlord subletting properties. Mr. Lange reported on a draft rental property ordinance for Township Committee consideration to address owner occupied properties verses non owner occupied properties. Another issue that may be related to some of the complaints tonight is a different issue which will be addressed.

Report of the Township Committee

Mayor Barton spoke about not being able to be in attendance of the Memorial Day parade but recognized the hard work of everyone.

Public Comment

Kenneth Hall, 66 Summit Drive, requested the Committee to officially review the current ordinances that pertain to single family usage, rental and roomers. Request is being made because of room rentals off Craig's List. Drug overdose and police activity was reported at 62, 68 and 72 Summit Drive.

There was discussion for the State Police having the authority to file complaints. Residents were encouraged to post their properties for no trespassing.

Ms. Strobl, 45 Summit Drive, spoke about attending the meeting to show support.

Kenneth Hall, Summit Drive, spoke about the Township getting help to the Code Enforcement Officer because of the many properties having issues.

Alan Moyer, Summit Drive, asked for clarification of the Township noise ordinance.

Mark LeMire, 32 Washington Way, thanked the residents from Summit Drive from coming out to the meeting tonight. The Township Committee was thanked for supporting the Recreation Committee and the Public Works do a phenomenal job. Mr. LeMire spoke about the parade growing every year and encouraged those to come next year.

Stuart Brooks, 78 Moores Meadow Road, spoke about the usage for outside sources to use the wash bay facility.

Fran Brooks, 78 Moores Meadow Road, spoke about the status of the application for the dissolution of the fire district to the Local Finance Board.

Jennifer Herpen, 61 Woodside Drive, made a comment of there being a major drug problem on her side of the town and feels like people's time is being greatly wasted so people could be heard.

Resident Michael spoke of the need for the Township having a neighborhood watch.

Mr. Cramer spoke about a prior neighborhood watch group in the community and residents organized directly with the State Police. The Township is willing to provide signage for neighborhood watch community with the State Police number on it.

Adjournment.

Members of the Township Committee adjourned the meeting at 9:30 P.M. The motion was made by Ms. Brown, seconded by Mr. Franzen.

Respectfully submitted:

La Shawn R. Barber, RMC/CMR, Township Clerk
Approved: 7/28/2014