

Minutes of the Regular meeting of the Township Committee of the Township of Commercial, held on March 15, 2018 at 6:00 P.M., at the Township Hall, 1768 Main Street, Port Norris, NJ

Those present:

Ronald L. Sutton, Sr.	Mayor
Fletcher Jamison	Committeeman
Mike Vizzard	Committeeman
Thomas Seeley	Solicitor
Hannah E. Nichols	Township Clerk
Edward Dennis	Engineer
Heather Sparks	Deputy Clerk

Those absent:

Clint Miller	Public Works Supervisor
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Mayor Sutton presided and called the meeting to order with the announcement that the meeting had been advertised, that it was being electronically recorded and being held in full compliance of the Open Public Meeting Act.

Mayor Sutton asked everyone to stand and join the committee in the Flag Salute and Lord's Prayer.

Mayor Sutton said we have New Jersey State Police present with their monthly report for February 2018.

Officer Horsey stated the month of February 2018 was a very busy month. Officer's responded to 552 calls, 55 criminal investigations, 4 motor vehicle accidents, 3 drunk drivers, 26 burglaries and theft, which 18 burglaries were all committed on February 2nd, these were cars that were broken into, or left open, one car was stolen, a dirt bike, one go-cart, and they did 75 property checks for residents. He said once again residents need to keep their doors locked on their homes, garages, sheds, and put everything that can be salvaged for cash away. Keep their cars, boats, motorcycles locked.

Mayor asked if there were any questions from the public and being none thanked the officer for his report.

Mayor Sutton said we have clerk's minutes of previous meetings.

Agenda Meeting of February 12, 2018
Regular Meeting of February 15, 2018

Committeeman Jamison made motion to approve and Committeeman Vizzard seconded the motion with a unanimous roll call vote.

Mayor Sutton said we have Bill List for the month of March 2018 for consideration as prepared by Chief Financial Officer, Pamela Humphries.

Mayor called upon Edward Dennis, Township Engineer, for his report.

Mr. Dennis said he has little to add to the report he gave on Monday. The Township did receive a sizeable grant from NJDOT, \$425,000 for the Port Norris Drainage Improvement Project. Raymond Drive, Phase III the construction has been completed and close out is in progress. He said on the Bivalve Station Shore Protection Improvement Project, the state has dumped the responsibility of the permits in the township's lap, so permits are pending at this

time. Laurel Lake Drainage Phase III, discussion regarding combining this grant with another and the Berry Avenue and Lakeshore Drive Project is completed, punch list in progress.

Mayor Sutton thanked Mr. Dennis. He stated that township received the following communications which were reviewed and decisions made at the agenda meeting that will be officially approved this evening.

Mayor said committee wants to recognize the employees for receiving award of \$1,650.00 from their participation in the JIF Safety Incentive Program for 2017.

Mayor Sutton stated committee approved a sixty day extension to John Kildea to continue to have work trailer on his property while doing renovations to the dwelling at 122 Mist Road. Committee said send Mr. Kildea a letter stating this is final extension, trailer will have to be removed at end of 60 days.

Mayor said committee has accepted \$2,000 bid on 7022 Charles Place and Land Sale will be scheduled for April 19, 2018.

Mayor Sutton said township received NJDOT grant \$425,000 for Port Norris Drainage Improvement Project. Mayor said this is for Brown Street, Port Norris.

Mayor Sutton said the committee received a letter from Bayshore Center in Bivalve, home of the Meerwald that they are looking for volunteers and if interested call 856-785-2060, Ext. 107.

Mayor said committee received a letter from Remington/Vernick Engineers with proposal to prepare, submit all documentation for review and approval to NJDEP and the Army Corp of Engineers for the Bivalve Station Shore Protection Project in the amount of \$7,900. Committee said they approve the proposal, this project has been lingering for several years.

Mayor said committee received proposal from Remington/Vernick Engineers in the amount of \$58,000 for the engineering services and construction services for the Port Norris Drainage Improvement Project.

Committeeman Jamison said the drainage on Brown Street has needed an upgrade for years. He said he was very glad that we got the grant.

Mayor Sutton said he is sure that everyone is aware of the situation with the SPCA and their announcement of closing December 31st of 17. He said municipalities are required by statute to provide an animal shelters and this committee has decided to renew our contract with South Jersey Regional Animal Shelter/Cumberland County SPCA for ten month period at the cost of \$16,847.00. Resolution is on the agenda.

Mayor Sutton said the committee has approved a one year contract with a Third Party Inspection Agency, Municipal Code Enforcement Agency for Building Inspector, Electrical, Plumbing and Fire Sub Code Officials for on-site inspections and plan review.

Committeeman Vizzard said he has spoken with Maria DiSalvatore, owner of Municipal Code Enforcement and she prefers that we award a three year contract with the option of termination upon written 30 day notification and he is in agreement with her.

Committeeman Jamison said he didn't have a problem with it.

Mayor said we have a resolution on the agenda and before adoption we'll change that one year to three year.

Mayor said the township has decided to hire Louis Palena, as Construction Official, to replace David Dean. He said he will be part time, he will be here one day a week, Thursday from 8:00 A.M. to 4:00 P.M., he will be paid \$40.00 per hour, Mayor said resolution is on the agenda.

Mayor Sutton said we have an introduction of a new fee schedule for the construction office since we are falling under a third party inspection agency.

COMMERCIAL TOWNSHIP
ORDINANCE 2018-588

AN ORDINANCE OF THE TOWNSHIP OF COMMERCIAL ADOPTING A PERMIT FEE SCHEDULE
AS A THIRD PARTY CONSTRUCTION OFFICE IN ACCORDANCE TO STATUTE 5:23-4.20
OF THE STATE OF NEW JERSEY, DEPARTMENT OF COMMUNITY AFFAIRS

These fees reflect a twelve (12%) percent Administration fee for the township. The township has contracted with a third party inspection agency who bid one hundred (100%) percent of the state fees.

(a) GENERAL FEES

1. The fee for plan review, computed as a percentage of the fee for a construction permit, shall be paid at the time of application for a permit. The construction or rehabilitation or residential units that are to be legally restricted to occupancy by households of low or moderate income shall be exempted from the fees set forth in (b) and (c) below and otherwise payable to the Department.

No fee shall be collected for work consequential to a natural disaster when the Department is the local enforcing agency.

(b) DEPARTMENT PLAN REVIEW FEE

1. The plan review fee for new construction shall be based upon the volume of the structure.
 - i. For buildings or structures in Use Groups A,F,or S, the plan review fee shall be \$.07 per cubic foot;
 - ii. For health care facilities in Use Groups B or I, the plan review fee shall be \$.037 per cubic foot; and
 - iii. For all other buildings or structures, the plan review fee shall be \$.026 per cubic foot.
2. The plan review fee for renovations, alterations, repairs, site construction associated with pre-engineered systems of commercial farm buildings, premanufactured construction, and external utility connections for pre-manufactured construction shall be based upon the estimated cost of work.
 - i. For health care facilities in Use Groups B or I, the fee shall be \$24.00 per \$1,000 or part thereof for estimated cost not exceeding \$50,000, \$19.00 per \$1,000 or part thereof for estimated cost in excess of the first \$50,000 and not exceeding \$100,000, and \$16.00 per \$1,000 or part thereof for estimated cost in excess of the first \$100,000; and
 - ii. For all other buildings or structures, the fee shall be \$18.00 per \$1,000 or part thereof for estimated cost not exceeding \$50,000, \$13.00 per \$1,000 or part thereof for estimated cost in excess of the first \$50,000 and not exceeding \$100,000 and \$12.00 per \$1,000 or part thereof for estimated cost in excess of the first \$100,000.

3. The elevator device plan review fee shall be as set forth in ©6 and 7 below.
4. There shall be an additional fee of \$71.00 per hour for review of any amendment or change to a plan that has already been released.
5. In any case where the Department conducts plan review for a local enforcing agency, the fee charged by the local enforcing agency for inspection services shall be 80 percent of the fee that would otherwise be determined under the local fee schedule.

(c) ENFORCING AGENCY FEES SHALL BE AS FOLLOWS

1. The fee for plan review shall be 20 percent of the amount to be charged for a construction permit.
 - i. The elevator device plan review fee shall be as in (c)6 and 7 below
 - ii. The fee for plan review for Statewide prototype plans released by the Department or for other prototype plans where the prototype did not include the foundation detail shall be five percent of the amount to be charged for a construction permit.
2. The basic construction permit fee shall be the sum of the parts computed on the basis of the volume or cost of construction, the number of plumbing fixtures and pieces of equipment, the number of electrical fixtures and rating of electrical devices, the number of sprinklers, standpipes, and detectors (smoke and heart) at the unit rates, and/or the applicable flat fees as provided in this subchapter plus any special fees.
 - i. Building volume or cost: The fees for new construction or alteration are as follows:
 - (1) Fees for new construction shall be based upon the volume of the structure. Volume shall be computed in accordance with N.J.A.C. 5:23-2.28. The new construction fee shall be in the amount of \$.042 per cubic foot of volume for buildings and structures of all groups and types of construction as classified and defined in Chapters 3 and 6, respectively, of the building subcode.
 - (2) The fee shall be \$0.024 per cubic foot of volume for groups A-1, A-2, A-3, A-4, A-5, F-1, F-2, S-1, and S-2, and the fee shall be \$0.0012 per cubic foot for structures on farms, including commercial farm buildings under N.J.A.C. 5:23-3.2(d), with the maximum fee for such structures on farms not to exceed \$1,621.
 - (A) For purposes of calculating the volume to determine the fee for large, open-volume, single story spaces in buildings, such as barns, silos, greenhouses, warehouses, distribution centers, and other agricultural and storage-use occupancies, the height shall be limited to 20 feet notwithstanding the fact that the actual height of the space may be greater than 20 feet.
 - (3) Fees for renovations, alterations, and repairs or site construction associated with pre-engineered systems of commercial farm buildings, premanufactured construction, and the external utility connection for premanufactured construction shall be based upon the estimated cost of work. The fee shall be in the amount of \$38.00 per \$1,000 for the first \$50,000 prorated from \$50,001 to and including \$100,000, the fee on the amount exceeding \$50,000 shall be in the amount of \$29.00 per \$1,000 of estimated

cost, prorated. Above \$100,000 the fee on the amount exceeding \$100,000 shall be in the amount of \$25.00 per \$1,000 of estimated cost, prorated. For the purpose of determining estimated cost, the applicant shall submit to the Department such cost data as may be available produced by the architect or engineer of record, or by a recognized estimating firm or by the contractor. A bona fide contractor's bid, if available shall be submitted. The Department shall make the final decision regarding estimated cost.

(4) Fees for additions shall be computed on the same basis as for new construction for the added portion.

(5) Fees for combination renovations and additions shall be computed as the sum of fee computed separately in accordance with ©2i(3) and (4) above.

(6) The fee for tents, in excess of 900 square feet or more than 30 feet in any dimension, shall be \$145.00.

(7) The fee for siding work completed on structures of Group R-3 or 4-5 shall be \$78.00 – Poly Propylene only.

(8) The fee for an above-ground swimming pool shall be \$168.00 for a pool with a surface area greater than 550 square feet, the fee in all other cases shall be \$78.00. The fee for an in-ground swimming pool shall be \$252.00 for a pool with a surface area greater than 550 square, the fee in all other cases shall be \$125.00.

(9) Fees for retaining walls shall be as follows:

- (A) The fee for a retaining wall with a surface area greater than 550 square feet that is associated with a Class 3 residential structure shall be \$252.00.
- (B) The fee for a retaining wall with a surface area of 550 square feet or less that is associated with a Class 3 residential structure shall be \$119.00; and
- (C) The fee for a newly constructed retaining wall of any size at other than a Class 3 residential structure shall be based on the cost of the construction.

*ii. PLUMBING FIXTURES AND EQUIPMENT: The fees shall be as follows:

- (1) The fee shall be in the amount of \$18.00 per fixture, piece of equipment, or appliance connected to the plumbing system, and for each appliance connected to the gas piping or oil piping system except as indicated in ©2ii(2) below.
- (2) The fee shall be \$109.00 per special device for the following grease traps, oil separators, refrigeration units, utility service connections, backflow preventers equipped with test ports (double check valve assembly, reduced pressure zone, and pressure vacuum breaker backflow preventers) steam boilers, hot water boilers (excluding those for domestic water heating), active solar systems, sewer pumps, and interceptors. There shall be no inspection fee charged for gas service entrances.

*iii. ELECTRICAL FIXTURES AND DEVICES: The fee shall be as follows:

- (1) For the first block consisting of one to 50 receptacles, fixtures, or devices, the fee shall be \$56.00; for each additional block consisting of up to 25 receptacles, fixtures, or devices, the fee shall be \$10.00 for the purpose of computing this fee, receptacles, fixtures, or devices

shall include lighting fixtures, wall switches, convenience receptacles, sensors, dimmers, alarm devices, smoke and heat detectors, communications outlets, light standards eight feet or less in height including luminaries, emergency lights, electric signs, exit lights or similar electric fixtures, and devices rated 20 amperes or less including motors or equipment rated less than one horsepower (hp) or one kilowatt (kw).

- * (2) For each motor or electrical device rated from one hp or one kw to 10 hp or 10 kw; for each transformer or generator rated from one kw or one kilovolt-amperes (kva) to 10 kw or 10 kva; for each replacement of wiring involving one branch circuit or part thereof, for each storable pool or hydro massage bath tub; for each underwater lighting fixture; for household electric cooking equipment rated up to 16 kw; for each fire security, or burglar alarm control unit; for each receptacle rated from 30 amperes to 50 amperes; for each light-standard greater than eight feet in height including luminaries; and for each communications closet, the fee shall be \$18.00.
- (3) For each motor or electrical device rated from greater than 10 hp or 10 kw to 50 hp or 50 kw; for each service equipment, panel board, switch board, switch gear, motor-control-center, or disconnecting means rated 225 amperes or less; for each transformer or generator rated from greater than 10 kw or 10 kva to 45 kw to 45 kva; for each electrical sign rated from greater than 20 amperes to 225 amperes including associated disconnecting means; for each receptacle rated greater than 50 amperes and for each utility load management device, the fee shall be \$78.00.
- (4) For each motor or electrical device rated from greater than 50 hp or 50 kw up to 100 hp or 100 kw; for each service equipment, panel board, switch board, switch gear, motor-control-center, or disconnecting means rated from greater than 225 amperes to 1,000 amperes; and for each transformer or generator rated from greater than 45 kw or 45 kva, the fee shall be \$144.00
- (5) For each motor or electrical device rated greater than 100 hp or 100 kw, for each service equipment, panel board, switch board, switch gear, motor-control-center, or disconnecting means rated greater than 2,000 amperes and for each transformer or generator rated greater than 112.5 kw or 112.5 kva the fee shall be \$768.00.
- (6) The fee charged for electrical work for each permanently installed private swimming pool as defined in the building subcode, spa, hot tub, or fountain, shall be a flat fee of \$92.00 which shall include any required bonding, and associated equipment such as filter pumps, motors, disconnecting means, switches, required receptacles, and heaters, etc., excepting panelboards and underwater lighting fixtures. For public swimming pools, the fee shall be charged on

the basis of number of electrical fixtures and rating of electrical devices involved in accordance with ©2iii(1) through (5) above.
- (7) The fee charged for the installation of single and multiple station

smoke or heat detectors and fire, burglar, or security alarm systems in any one or two family dwelling shall be a flat fee of \$40.00 per dwelling unit. For fire, burglar, and security alarm systems and detectors in buildings other than one or two-family dwelling, the fee shall be charged in accordance with ©2iii(1) and (2)above.

- (8) For installation consisting of multimeter stacks, the fee shall be based on the ampere rating of the main bus and not upon the number of meters or rating of disconnects on the meter stack. Individual loadside panel boards shall be charged in accordance with (c)2iii(3), (4) or (5) above. There shall be no additional fee Charged for the concurrent installation of individual feeder conductors.
- (9) For motors or similar devices requiring concurrent installation of individual controls, relays and switches, the fee shall be based only upon the rating of the motor or device. There shall be no additional fee charged for the concurrent installation of individual circuit components, for example, controllers, starters, and disconnecting means.
- (10) For electrical work requiring replacement of service entrance conductors or feeder conductors only the fee shall be based on the designated ampere rating of the overcurrent device of the service or feeder as follows:

- (A) 225 amperes or less, the fee shall be \$78.00
- (B) 226 to 1,000 amperes, the fee shall be \$155.00
- (C) Greater than 1,000 amperes, the fee shall be \$760.00

(11)The fee charged for process equipment shall be based on the ampere rating of the overcurrent device protecting the conductor feeding the process equipment or the cutoff device.

(12)For the purpose of computing these fees, all electrical and communications devices, utilization equipment and motors which are part of premises wiring, except those which are portable plug-in type, shall be counted

(13)For photovoltaic systems, the fee shall be based on the designated kilowatt rating of the solar photovoltaic system as follows:

- (A) One to 50 kilowatts, the fee shall be \$78.00
- (B) Fifty-one to 100 kilowatts, the fe shall be \$155.00
- (C) Greater than 100 kilowatts, the fee shall be \$760.00

*iv. For the protection and hazardous equipment, sprinklers, standpipes, detectors

(smoke and heat) pre-engineered suppression systems, gas and oil fired appliances not connected to the plumbing system, kitchen exhaust systems, incinerators, and crematoriums, the fee shall be as follows:

- (1)The fee for 20 or fewer heads shall be \$109.00
for 21 to and including 100 heads, the fee shall be \$202.00 for
101 to and including 200 heads, the fee shall be \$385.00 for
201 to and including 400 heads the fee shall be \$997.00 for
401 to and including 1000 heads, the fee shall be \$1,380.00 for
over 1,000 heads the fee shall be \$1,762.00.
- (2)The fee for one to 12 detectors shall be \$60.00 for each
detectors in addition to this, the fee shall be in the amount of
\$19.00.
- (3)The fee for each standpipe shall be \$385.00.
- (4)The fee for each independent pre-engineered system shall be
\$155.00
- (5)The fee for each gas or oil fired appliance that is not connected
to the plumbing system shall be \$73.00
- (6)The fee for each kitchen exhaust system shall be \$73.00
- (7)The fee for each incinerator shall be \$613.00
- (8)The fee for each crematorium shall be \$613.00
- (9)For single and multiple station smoke or heat detectors and fire
alarm systems in any one or two-family dwellings, there shall be a
flat fee of \$39.00 per dwelling unit. For detectors and fire alarm
systems in buildings other than one or two-family dwellings, the
fee shall be charged in accordance with 2iv(2) above.
- (10)The fee for replacement of an existing transmission means as
per N.J.A.C. 5:23-2.17A5v shall be \$42.00.

3. FEES FOR CERTIFICATES AND OTHER PERMITS ARE AS FOLLOWS:

i.The fee for demolition or removal permit shall be \$110.00 for a structure of less than 5,000 square feet in area and less than 30 feet in height, for one or two-family dwellings (Group R-2, R-3, R-5 of the building subcode), structures on farms, including commercial farm buildings under N.J.A.C. 5:23-3.2(d), and \$202.00 for all other group.

ii.The fee for a permit to construct a sign shall as follows:

- (1) Fees for pylon signs shall be \$7.00 per square foot for the first 100 square feet, \$5.70 per square foot for the next 400 square feet, and \$4.20 per square foot thereafter.
- (2) Fees for ground signs or wall signs shall be \$360.00 per square foot for the first 100 square feet, \$245.00 per square foot for the next 400 square feet, and \$160.00 per square foot thereafter.

(3) The minimum fee shall be \$73.00.

iii. The fee for a certificate of occupancy shall be \$46.;00.

iv. The fee for a certificate of occupancy granted pursuant to a change of use group shall be \$202.00

v. The fee for a certificate of continued occupancy issued under N.J.A.C. 5:23-2.23© shall be \$202.00

vi. The fee for the first issuance and the renewal of a temporary certificate of occupancy shall be \$46.00

(1)EXCEPTION: There shall be no fee for the first issuance of the temporary certificate of occupancy provided the certificate of occupancy fee is paid at that time.

(2)EXCEPTIONS: Where a written request for a temporary certificate of occupancy is made for reasons other than uncompleted work covered by the permit (such as uncompleted work required by prior approvals from state or municipal agencies), no renewal fee shall be charged.

vii. The fee for plan review of a building for compliance under the alternate system and non-depletable energy source provisions of the energy subcode shall be \$460 for one and two-family dwellings Group R-2, R-3, R-5 of the building subcode), and for light commercial structures having the indoor temperature controlled from a single point, and \$2298.00 for all other structures.

viii. The fee for an application for a variation in accordance with N.J.A.C. 5:23-2.10 shall be \$985.00 for class 1 structures and \$202.00 for class 2 and class 3 structures. The fee for resubmission of an application for a variation shall be \$385.00 for class 1 structures and \$109.00 for class 2 and class 3 structures.

ix. The fee for a permit for lead hazard abatement work shall be \$235.00. The fee for a lead abatement clearance certificate shall be \$42.00.

4. CONNECTIONS AND BACKFLOW

For cross connections and backflow preventers that are subject to annual re-testing, the fee shall be \$15.00 for each device.

5. ANNUAL PERMIT REQUIREMENTS ARE AS FOLLOWS:

i. The fee to be charged for an annual construction permit shall be charged annually. This fee shall be a flat fee based upon the number of maintenance workers who are employed by the facility, and who are primarily engaged in work that is governed by a subcode. Managers, engineers and clericals shall not be considered maintenance workers for the purpose of establishing the annual construction permit fee. Annual permits may be issued for building/fire protection, electrical and plumbing.

ii. FEES FOR ANNUAL PERMITS SHALL BE AS FOLLOWS:

(1) One to 25 workers (including foremen, \$1120.00) worker; each additional worker over 25, \$395.00 worker.

(2) Prior to the issuance of the annual permit, a training registration fee of \$235.00 per subcode and a list of not more than three individuals to be trained per subcode shall be submitted by the applicant to the Department of Community Affairs, Bureau of Code Services, Education Unit along with a copy of the construction permit (Form F170). Checks shall be made payable to "Treasurer, State of New Jersey"

The Department shall register these individuals and notify them of the courses being offered.

6. The fee for plan review for elevator devices in structures of Group R-3, R-4, or R-5, and for elevator devices wholly within dwelling units in structures of Group R-2 shall be \$70.00 for each device.
7. The fee for plan review for elevator devices in structures of Groups other than R-3, R-4, or R-5 and devices in structures of Group R-2 exempted by (c)6 above shall be \$365.00 for each device.
8. The fees for elevator device inspections and tests shall be as set forth in N.J.A.C. 5:23-12.
9. The fee for a mechanical inspection in a structure of Group R-3 or R-5 by a mechanical inspector shall be \$72.00 for the first device and \$18.00 for each additional device. No separate fee shall be charged for gas, fuel oil, or water piping connections associated with the mechanical equipment inspected.
10. The fee for the annual electrical inspection of a swimming pool, spa, or hot tub shall be \$60.00. The fee for the annual electric inspection of each additional swimming pool, spa or hot tub on a site shall be \$40.00.

(d)The fee for an application by a manufacturer, distributor, owner or any other person for approval of any fixture, appurtenance, material or method, pursuant to N.J.A.C. 5:23-3.8, shall be an amount equal to the cost incurred, or to be incurred, by the Department for such tests as the Department may require, plus an administrative surcharge in the amount of 10 percent of such cost.

(e)Hourly charges and fees for development-wide inspection of homes after issuance of a certificate of occupancy shall be in such amount as may be reasonable and necessary in order to ascertain whether a violation exists or to verify that any work performed has abated the violation.

5:23-4.19 NEW JERSEY STATE PERMIT SURCHARGE FEES

(a)In order to provide for the training and certification and technical support programs required by the Act, an enforcing agency, including the Department when acting as the local agency, shall collect a surcharge fee to be based upon the volume of new construction within the municipality. Said fee shall be accounted for and forwarded to the Division of Codes and Standards in the manner herein provided.

(b)AMOUNT: This fee shall be in the amount of \$0.00371 per cubic foot volume of new buildings and additions. Volume shall be computed in accordance with N.J.A.C. 5:23-2.28. The fee for all other construction shall be \$1.90 per \$1,000 of value of construction.

1. No fee shall be collected for pre-engineered systems of commercial farm buildings.
2. No fee shall be collected for permits to perform asbestos abatement or lead abatement.
3. No fee shall be collected for permits for the construction or rehabilitation of residential units that are to be legally restricted to occupancy by households of low or moderate income, as defined in N.J.A.C. 5:43-1.5.

4. No fee shall be collected for demolition of buildings or structures.
5. No fee shall be collected for work consequential to a natural disaster when the local code enforcement agency is waiving the fee.
6. The minimum permit surcharge fee shall be \$1.00.

(c) REMITTING AND REPORTING

1. The municipality shall remit fees to the Bureau on a quarterly basis, in conjunction with report number R-840B State Training Fee Report in accordance with N.J.A.C. 5:23-4.5(e). Fees remitted shall be for the quarter. Checks shall be made payable to "Treasurer, State of New Jersey."

Mayor Sutton asked for a motion to adopt ordinance on first reading.

Committeeman Vizzard made motion to adopt and Committeeman Jamison seconded the motion with a unanimous roll call vote. Mayor said second reading and public hearing will be held at regular meeting on April 19th.

Mayor Sutton said each of you have read the enclosed document, Certification Pursuant To P.L. 2017, C 183 Of Compliance With the United States Equal Employment Opportunity Commission's "Enforcement Guidelines on the Consideration Of Arrest and Conviction Records In Employment Decisions Under Title VII of the Civil Rights Act of 1964." Mayor Sutton said this document has to be read prior to the introduction of our 2018 Municipal Budget along with our next item which is Resolution 2018-45

RESOLUTION 2018-45

GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S "Enforcement Guidance on the Consideration of Arrest and Conviction Records in employment Decisions Under Title VII of the Civil Rights Act of 1964."

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017,c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964,; as amended, 42U.S.C.& 2000-c et seq., (April 25, 2012) before submitting this approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the goup affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, That the Township Committee of the Township of Commercial, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017,c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

Mayor Sutton asked for a motion and Committeeman Jamison made motion to adopt and Committeeman Vizzard seconded with following vote:

Committeeman Jamison	Yes
Committeeman Vizzard	Yes
Mayor Sutton	Yes

RESOLUTION 2018-46
Introduction of 2018 Municipal Budget

BE IT RESOLVED that the following statements of revenues and appropriations shall constitute the Municipal Budget for 2018.

BE IT FURTHER RESOLVED, that said Budget be published in the South Jersey Times in the issue of April 5, 2018.

Mayor Sutton asked for a motion on the introduction of 2018 Municipal Budget and he stated for the record that the township committee has not increased the budget for 2018 and there will not be a tax increase on the municipal level.

RESOLUTION 2018-47
Awarding A Contract To Municipal Code Enforcement Agency For Building, Electric,
Fire And Plumbing Sub Code On-Site Inspection and Plan Review

WHEREAS, THE DATE SET FOR RECEIPT OF QUALIFICATIONS AND PROPOSALS WAS February 21, 2018; and

WHEREAS, the only entity that submitted qualifications and proposal was Municipal Code Enforcement Agency of Sicklerville, NJ; and

WHEREAS, Municipal Code Enforcement Agency complied with the specifications and conditions of contract award; and

WHEREAS, the review committee that was designated, comprised of the Committee members, the Mayor, the Commercial Township Clerk and Administrator have completed their investigation of qualifications of Municipal Code Enforcement Agency and have reported that, in their opinion, Municipal Code Enforcement Agency and have reported that, in their opinion, Municipal Code Enforcement Agency is a qualified, private on-site inspection and plan review agency, approved by the New Jersey Department of Community Affairs and is qualified to provide the required services under the proposed contract to the Township of Commercial.

NOW, THEREFORE, BE IT RESOLVED, by the members of Council of the Township Committee, in the County of Cumberland and the State of New Jersey as follows:

- 1) All of the statements of the preamble are incorporated herein by this reference thereto as though the same were set forth at length.
- 2) A three year contract and a thirty day cancellation provision for an on-site inspection and plan review agency for the building, electric, fire and plumbing sub codes is awarded to Municipal Code Enforcement Agency with fees to be charged for services rendered to be one hundred percent of the fees allowable by the Township of Commercial with administrative to be retained by the Township of Commercial.

RESOLUTION 2018-48

Approving The Hiring Of Louis Palena As Part Time
Construction Official

WHEREAS, Commercial Township's current construction official has retired and Advertisements were placed in two of the local newspapers to fill the vacancy; and

WHEREAS, applications were accepted and interviews were held, therefore

BE IT RESOLVED that Louis Palena of Williamstown, New Jersey has been hired as a part time construction official effective March 6, 2018.

BE IT FURTHER RESOLVED that schedule of service will be eight hours per week at \$40.00 per hour.

RESOLUTION 2018-49

Awarding Contract To South Jersey Regional Animal Shelter/
Cumberland County SPCA for Ten Months At \$16,847.00

WHEREAS, the Township Committee of the Township of Commercial have been concerned with the closing of the Cumberland County SPCA; and

WHEREAS, many letters, e-mails, texts and one on one approaches have been filed with the committee regarding stray animals roaming neighborhoods and endangering children and pets; therefore

BE IT RESOLVED by the Township Committee of the Township of Commercial that in the best interest and alleviating the concerns of the residents of the township that the Committee approved a ten month Animal Sheltering contract with South Jersey Regional Animal Shelter/ Cumberland County SPCA in the pre-determined amount of \$16,847.00.

BE IT FURTHER RESOLVED that payments to South Jersey Regional Animal Shelter/Cumberland County SPCA will be provided on a monthly basis in the amount of \$1,684.70.

RESOLUTION 2018-50

Authorizing Solicitor To Contact Owners Of Block 244, Lot 7
To Purchase Portion Of Property

BE IT RESOLVED by the Township Committee of the Township of Commercial that Township Solicitor is authorized to contact owners of Block 244, Lot 7 to see if willing to sell a portion of their property to Commercial Township.

THE TOWNSHIP OF COMMERCIAL
RESOLUTION 2018-51

EMERGENCY TEMPORARY APPROPRIATION

WHEREAS, an emergent condition has arisen in that the Township is expected to enter into contract, payments prior to the 2018 budget is adopted, and no adequate provision has been made in the 2018 temporary budget fore aforesaid purposes, and

WHEREAS, N.J.S. 40A:4-20 provides for the creation of an emergency temporary appropriation for said purpose, and

WHEREAS, the total emergency temporary resolutions adopted in the 2018 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S. 40A:4-20) including this resolution total \$ 763,930.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Commercial, in the County of Cumberland, State of New Jersey, that in accordance with the provisions of N.J.S. 40A:4-20:

1. An emergency temporary appropriation be and the same is hereby made in the amount of \$34,000.00 as follows:

Reserve for Equipment Replacement	\$25,000.00
Auditing Services	\$8,000.00
S/W Building & Grounds	\$1,000.00

2. That said emergency temporary appropriation for the line items listed above will be or has been provided for in the 2018 budget under the titles as noted.

3. That one certified copy of this resolution be filed with the Director of Local Government Services.

RESOLUTION 2018-52
Authorizing Engineer To Do A Lot Line Change And
Zoning Designation On Block 63 Lot 1, Whibco
Township Land Swap

BE IT RESOLVED by the Township Committee that Engineer is authorized to prepare document showing Lot Line And Zoning Designation Change on Block 63, Lot 1, 1.01, and 2, regarding Land Swap between Whibco and Commercial Township

RESOLUTION 2018-53

Authorizing Remington & Vernick Engineers To Re-advertise
The Solar Power Purchase Agreement RFP For Township Hall

BE IT RESOLVED by the Township Committee of the Township of Commercial that Remington & Vernick Engineers are hereby authorized to re-advertise The Solar Power Purchase Agreement RFP for Township Hall.

RESOLUTION 2018-54

Authorizing Solicitor to Prepare Amendment To
Development Regulation Ordinance 2006-487
To Rezone Portion Of Block 63, Lot 1

WHEREAS, the Township Committee of the Township of Commercial desires to Exchange Property with Whibco Sand Company being Block 63, Lots 1 & 2, therefore

BE IT RESOLVED that committee authorizes solicitor to prepare amendment to Ordinance 2006-487 Development Regulation Ordinance to rezone a portion of Block,63 from "P" to VR2.

RESOLUTION 2018-55

Authorizing Remington & Vernick Engineers To Obtain All Necessary Permits Regarding Bivalve Station Shore Protection Improvements Phase II Project In The Amount of \$7,900

WHEREAS, in November 2017 the Township received word from the New Jersey Department of Environmental Protection that due to manpower constraints the Division of Coastal Engineering would be unable to obtain the required permits for the Bivalve Station Shore Protection Improvements, Phase II; and

WHEREAS, as a result of this information the permitting process will have to be essentially restarted and must be completed by the township engineer; therefore

BE IT RESOLVED by the Township Committee of the Township of Commercial that Remington & Vernick Engineers are authorized to prepare and submit all required documents for review and approval by the NJDEP and the United States Army Corps of Engineers for the Bivalve Station Shore Protection Improvements Phase II Project in the amount of \$7,900 increasing the engineering budget for this project from \$32,600. to \$40,500.

RESOLUTION 2018-56

Authorizing Remington & Vernick Engineers To Prepare Design, Specifications, Advertise and Solicit Bids for Port Norris Drainage Project Phase I in the Amount of \$58,000

BE IT RESOLVED by the Township Committee of the Township of Commercial that Remington & Vernick Engineers are here by authorized to proceed with the following services for the Port Norris Drainage Improvements Project, Phase I; field survey, drafting, engineering, design, bid coordination, contract administration and part-time inspections during construction; and

BE IT FURTHER RESOLVED that Remington & Vernick Engineers will be compensated for their services in the amount of \$33,000 for Engineering Services, \$25,000 Construction Services for total of \$58,000.

THE TOWNSHIP OF COMMERCIAL
RESOLUTION 2018-57

EMERGENCY TEMPORARY APPROPRIATION

WHEREAS, an emergent condition has arisen in that the Township is expected to enter into contract, payments prior to the 2018 budget is adopted, and no adequate provision has been made in the 2018 temporary budget fore aforesaid purposes, and

WHEREAS, N.J.S. 40A:4-20 provides for the creation of an emergency temporary appropriation for said purpose, and

WHEREAS, the total emergency temporary resolutions adopted in the 2018 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S. 40A:4-20) including this resolution total \$ 738,930.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Commercial, in the County of Cumberland, State of New Jersey, that in accordance with the provisions of N.J.S. 40A:4-20:

1. An emergency temporary appropriation be and the same is hereby made in the amount of \$9,000.00 as follows:

Auditing Services	\$8,000.00
S/W Building & Grounds	\$1,000.00

2. That said emergency temporary appropriation for the line items listed above will be or has been provided for in the 2018 budget under the titles as noted.
3. That one certified copy of this resolution be filed with the Director of Local Government Services.

Mayor Sutton asked for motion on the resolutions.

Committeeman Vizzard made motion to adopt Resolutions 2018-45 thru 2018-57.

Committeeman Jamison seconded the motion and the following roll call vote was taken

ROLL CALL:	Committeeman Jamison,	yes
	Committeeman Vizzard,	yes
	Mayor Sutton,	yes

Mayor Sutton asked if there were any comments from the committee and being none asked for a motion to open the meeting to the public. With no comments from the public, Mayor asked for a motion to close the public portion and to close the meeting.

Hannah E. Nichols, Township Clerk