

Minutes of the Agenda Meeting of the Township Committee of the Township of Commercial held on August 13, 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
Edward Dennis	Engineer
Hannah E. Nichols	Township Clerk
Clint Miller	Road Supervisor
Heather Sparks	Deputy Clerk

Absent:

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

Mr. Dennis said he didn't bring a written report this evening but stated that the state is accepting applications for municipal state aid for year 2019 and the applications must be filed in October. He said he and Committeeman Vizzard had meeting regarding Bayshore area and Committeeman Vizzard will report on that at the regular meeting. He said the township has received a DOT grant in the amount of \$425,000 for the Port Norris Drainage Improvement Project Phase I. He said plans and design are being prepared. Mr. Dennis said the Laurel Lake Drainage Improvement Project Phase III is just about completed. He said he had been contacted by the developer of the Briarwood Estates in Laurel Lake, requesting part of the shoulder of the road to add to his lots because he's having difficulty allowing for septic and well requirements. Mr. Dennis said he told the developer that he would take it up with the committee but that utility companies would have to be notified for a markup of the street to find out where the lines are.

Committeeman Jamison said Briarwood Road was supposed to be paved a few years back and it was never done and now he's got something else that will hold this up again.

Mayor said didn't we pave a couple of his roads or did he pave the roads.

Mr. Dennis said they paved two of their roads but there was some sort of agreement between the township and the developer back then. He said he would check his minutes and report his findings at the regular meeting.

Mayor said we received a letter from DOT, as engineer said, they are accepting applications for municipal grant money for 2019. He said the road supervisor and engineer will do an onsite inspection to decide which roads to submit to the committee for their consideration in filing applications.

Mayor said we have received a letter from Tri-County Sportsmen Motorcycle club to use trails that exist on Township property for 2018 Tri-County National Sportsmen Dual Sport Hammer Run. Mayor said they have this event every year and I don't have a problem with it. Letter and resolution listed for regular meeting on the 16<sup>th</sup>.

Committee received a letter from Bill Morrison, Port Norris who would like to attend the regular meeting on the 16<sup>th</sup> of August to discuss issues he believes the committee should be aware of and people in the area are concerned about.

Mayor Sutton said some of the issues he mentioned, we as the township committee can do nothing about but we will certainly be glad to hear what he has to say and told clerk to confirm with Mr. Morrison that he will be on the August 16<sup>th</sup> agenda.

Committeeman Jamison said Mr. Morrison has had some problems with his neighbor for some time now.

Mayor said we have written request from engineer for a Resolution for Change Order for Berry Avenue and Lakeshore Drive Project in the amount of \$33,920.25 for installation of guide rails. Also for a resolution to approve inspections of the guide rails by engineer's staff at cost of \$6,600.

Mayor Sutton asked Mr. Dennis if the figures were correct and Mr. Dennis confirmed that they were.

Clerk said she would certify funds with CFO, Pam Humphries before regular meeting.

Mayor said Construction Official, Louis Palena, has prepared Third Party Inspection Fee Schedule Ordinance for introduction. Mayor asked why new ordinance was needed.

Committeeman Vizzard said we need to be in compliance with state fees.

Mayor said schedule introduction for regular meeting on 16<sup>th</sup>.

Mayor said we have the following resolutions for the regular meeting.

- Resolution: Authorizing Transfer of Overpayment or Refund, Tax Collector
- Resolution: Overbill Correction of Block 203, Lot 7, Tax Collector
- Resolution: Overbill correction of Block 214, Lot 4, Tax Collector
- Resolution: Change Order #1, Berry Avenue, Lakeshore Dr., \$33,920.25
- Resolution: Authorizing R&V Inspection Fees Berry & Lakeshore \$6,600
- Resolution: Authorizing Land Sale Surplus Property October 13<sup>th</sup>
- Resolution: Approving Tri-County Sportsmen Motorcycle Event Nov. 3&4
- Resolution: Authorizing Hiring of Andrew Bunn, Court Attendee

Clerk told the committee that they had copies of the landsale properties as prepared by Heather Sparks, Deputy Clerk. She said the new properties on the list need minimum bid prices. The properties that were on prior landsales, Heather has included the same minimum bids that the committee had approved before.

Committee said they would review the properties and set the prices.

Clerk told committee that copies had been made of all the applicants for the Class "B" vacancy on the road department and did the committee want to review them this evening.

Mayor said each one of the committee would take the folders home, review all of them and make their recommendations for interviews. Mayor said road supervisor is on vacation, he'll be back on Monday, let him review applications and see who he might suggest.

Mayor asked for any comments from the committee and being none asked for motion to adjourn the meeting and it was moved by motion and second.

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Hannah E. Nichols, Township Clerk