

Minutes of the Regular Meeting of the Township Committee of the Township of Commercial, held on November 16, 2017 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
Clint Miller	Road Supervisor
Heather Sparks	Deputy Clerk

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 said we have representative of the New Jersey State Police present.

Station Commander Derick Leman said he has been an officer for over 30 years and he would like to present some statistics regarding Commercial Township and the State Police Officer responses. He said there were 15 alarms, 8 animal complaints, 2 assaults, 5 burglaries, 177 motor vehicle stops, 72 property checks and 12 thefts. He said many of the thefts involved Copper, metal, things in the yards, debit cards, and items that were left in people's cars. He said many of the thefts could have been prevented if the owners had locked things up and taken anything of value out of sight. People need to be responsible and lock their homes, shed's garages etc.

Mayor asked if there were any questions from the public and being none thanked Commander Leman.

Mayor said we have Reverend James Dunkin who would like to present a proposal to the committee.

Reverend Dunkin s said he has been pastor of the Shiloh Baptist Church for 30 years, that he has a following of about 250 members and that the church owns 13 acres across the street from the church and they want to build a community center with computers and electronics for the people to use and they also want to build some single family dwellings or possibly some that are attached and they have inquired of their church members if they would be willing to reside in them in Port Norris. He said he would like to bring businesses to Port Norris, he doesn't know why we don't have laundromat.

Mayor said there was one the water table is too high and the health department closed them down.

Reverend Dunkins said he would like to introduce Sister Agnes who use to be a member of the Shiloh Baptist Church, she is part of the West Group Organization. She stated that they have done some preliminary studies regarding Commercial Township and that there are approximately 4500 homes in the township and that what they are proposing is single family dwellings or attached dwellings that individuals could purchase. That they would do a study to see what services would be needed in Port Norris to accommodate the residents.

Solicitor Seeley said more homes in the township does not necessarily help when we have more children coming into the school system, taxes increasing for seniors, these are things that have to be looked at.

Mayor Sutton told Reverend Dunkins that Commercial Township does not have public sewer and water and that is one of the drawbacks of businesses coming into the area, also we have a water table of about three feet. Mayor said all residents have wells and septic.

Sister Agnes said that there is a possibility that they could look into public sewer and water for Port Norris. She stated there is funding but that they will be doing additional studies and will get back to the committee in the near future.

Reverend Dunkins said we could look into a laundromat for the area.

Clint Miller said we did have one at one time but the county closed it down because the water table is too high and it was draining into Dickey's Ditch.

Clerk stated there isn't employment here, the youth are going elsewhere, Port Norris does not have the population any longer to support many businesses. Why would they want to have to travel to work.

Mayor Sutton said the committee couldn't commit to anything at this time but they will be interested in their findings.

Committeeman Vizzard and Committeeman Jamison said they would be interested in their findings.

Mayor Sutton said we have Alvin Newcomb who wanted to discuss bid on a property.

Mr. Alvin Newcomb said his son is interested in purchasing Block 213, Lot 16, 1701 North Avenue, Port Norris.

Committeeman Jamison asked what did his son intend to do with the property.

Mr. Newcomb stated that he wanted to make repairs to the house and he wanted to live in it.

Mayor Sutton asked was he going to fix it up to rent it.

Mr. Newcomb stated his son wanted to live in the house.

Mayor asked clerk if she could schedule a land sale on Block 213, Lot 16.

Clerk stated that there would be ample time to schedule land sale in December because November's regular meeting was so early in the month. Clerk said adjoining owners will be notified and sale will be advertised two times within 14 days of the sale date. Sale will be in December.

Mayor Sutton said next item is the minutes of previous meetings:

Agenda Meeting, October 16, 2017
Personnel Meeting, October 16, 2017
Regular Meeting, October 19, 2017

A motion was made and seconded to approve the minutes and a unanimous roll call vote taken.

Mayor Sutton said committee had received a bill list for the month of November from chief financial officer and could he have a motion.

Committee made a motion and a second to approve bill list for November 2017 and a unanimous roll call vote taken.

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

Mr. Dennis stated that applications have been filed for state aid for Port Norris Drainage Project and Laurel Lake Drainage Phase IV. Mr. Dennis said Raymond Drive Phase III is in progress, contract was awarded to Asphalt Paving Systems Inc. He said on the Bivalve Station Project the township is still waiting on approval from NJDEP. Mr. Dennis said on the Laurel Lake Drainage Phase III that township is pending on NJDOT authorization to bid. He stated construction in progress on Berry Avenue and Lakeshore Drive by Jerry & Son Excav. Inc.,

Mayor Sutton said Commercial Township Public Works received Environmental Stewardship from New Jersey Department of Environmental Protection for their upkeep of the convenience center.

Mayor Sutton stated Commercial Township's Best Practice Report has been filed and we're at 84 percent in compliance and therefore no impact on our state aid.

Mayor Sutton said we have received a letter of resignation from Thomas P. Mahoney, Fire Subcode Official effective December 31, 2017.

A motion was made and seconded to accept the resignation and a unanimous roll call vote taken.

Mayor said committee has received notification from the Land Use Board that they have reviewed and incorporated minor changes in the Commercial Township Master Plan Re-examination and recommends that committee approve same by resolution.

Solicitor said he has not reviewed the changes made to the master plan and asked for time to do so.

Committee made motion and second to table approval of master plan until the December meeting to give solicitor time to review changes of Land Use Board. Committee said remove resolution from the agenda.

Mayor Sutton said we have a land sale and turned portion of meeting to solicitor.

Solicitor Seeley said township had received bid of \$3,000 for Block 117, Lots 9807 thru 9812, 120X100. He said all adjoining owners notified certified/return receipt mailings, sale was advertised two times within fourteen days of the sale. Mr. Seeley read the advertisement in its entirety. Mr. Seeley said we have a bid of \$3,000 for block 117, Lots 9807 thru 9812 are there any additional bidders. Being none Mr. Seeley struck the bid three times and asked the pleasure of the committee. A motion was made and seconded to sell property to Robert Watson for \$3,000.

Mayor Sutton said we have an introduction of an Ordinance 2017-584

ORDINANCE 2017-584

AN ORDINANCE OF THE TOWNSHIP OF COMMERCIAL, COUNTY OF CUMBERLAND, NEW JERSEY PROVIDING FOR VARIOUS REPAIRS AND UPGRADES OF THE TOWNSHIP BUILDINGS APPROPRIATING \$14,600 AVAILABLE IN THE CAPITAL FUND RESERVE FOR BUILDINGS AND GROUNDS

BE IT ORDAINED by the Township Committee of the Township of Commercial, County of Cumberland, New Jersey as follows:

Section 1. The funding for various repairs to building and grounds

Section 2. The total amount of \$14,600 is hereby appropriated from the Capital Fund-Reserve for Buildings and Grounds; and

Section 3. BE IT FURTHER RESOLVED, that this Ordinance shall take effect upon publication of notice of final adoption as provided by law.

Mayor asked pleasure of committee and Committeeman Jamison made motion to adopt and Committeeman Vizzard seconded the motion with a unanimous roll call vote.

COMMERCIAL TOWNSHIP
ORDINANCE 2017-585
SALARY ORDINANCE SCALE
2018,2019,2020

AN ORDINANCE FIXING A SCALE OF SALARIES AND WAGES OF CERTAIN OFFICIALS OF THE TOWNSHIP OF COMMERCIAL IN THE COUNTY OF CUMBERLAND, PROVIDING THE TERMS OF PAYMENT THEREOF AND REPEALING ORDINANCES INCONSISTANT HEREWITH

BE IT ORDERED by the Township Committee of the Township of Commercial in the County of Cumberland, State of New Jersey.

Section 1. That the following municipal employees and officials will be paid a salary figure from the lowest figure to the highest figure or within the lowest to highest amount.

Mayor		10,000	-	14,000 Per Year
Deputy Mayor		10,000	-	14,000 Per Year
Committeeman		10,000	-	14,000 Per Year
Township Clerk, Administrative Sec.		35,000	-	81,000 Per Year
Alcoholic Beverage Licensing Agent, Amusement Licensing agent, Election Official, Assessment Search Clerk, Registrar of Vital Statistics, Dog Registrar, Licensed Fish & Game Agent		30,000	-	50,000 Per Year
Deputy Township Clerk, Deputy Dog Registrar, Deputy Election Official, Deputy Tax Clerk Search Clerk, Deputy Registrar, Attendance Clerk		15,000	-	30,000 Per Year
Chief Financial Officer		1,000	-	1,700 Pear Year
Election Official		13,000	-	18,000 Per Year
Part Time Secretary	Vacant	40,000	-	60,000 Per Year
Tax Collector		25,000	-	32,000 Per Year
Deputy Tax Collector	Vacant	25,000	-	38,000 Per Year
Secretarial/Receptionist		15,000	-	32,000 Per Year
Tax Assessor		12,000	-	21,000 Per Year
Township Activities Coordinator		2,500	-	3,600 Per Year
OEM Coordinator		40,000	-	72,000 Per Year
Construction Building Sub Code Official/ Housing/Zoning Officer, Rental Inspector		25,000	-	46,000 Per Year
Secretary Construction/Housing/Zoning		12.00	-	16.00 Per Hour
Temporary Full Time Secretary		12.00	-	19.00 Per Hour
Part Time Temporary Secretary		4,000	-	8,000 Per Year
Plumbing Sub Code Inspector		4,000	-	6,000 Per Year
Electrical Sub Code Inspector		3,000	-	4,600 Per Year
Fire Sub Code Inspector		35,000	-	61,000 Per Year
Court Administrator		13.00	-	19.00 Per Year
Deputy Court Administrator		17,000	-	24,000 Per Year
Judge		8,000	-	13,000 Per Year
Prosecutor		350.00	-	470.00 Per Court
Public Defender		50.00	-	90.00 Per Court
Court Recorder Operator		13.00	-	22.00 Per Hour
Court Attendant		40,000	-	77,000 Per Year
Public Works Supervisor, Equipment Operator/Building Maintenance Worker		40,000	-	55,000 Per Year
Forman Public Works	Vacant	40,000	-	60,000 Per Year
Laborer A/Equipment Operator		40,000	-	60,000 Per Year
Laborer A/Equipment Mechanic		40,000	-	60,000 Per Year

Laborer B Truck Driver		14.00	-	20.00 Per Hour
Laborer C Miscellaneous		13.00	-	18.00 Per Hour
Part Time Construction Official	Vacant	8,000	-	20,000 Per Year
Part Time Building Sub Code Official	Vacant	4,000	-	15,000 Per Year
Part time Property Maintenance Official	Vacant	4,000	-	20,000 Per Year
Part Time Zoning Official	Vacant	4,000	-	12,000 Per Year
Part Time Rental Inspection Official	Vacant	6,000	-	25,000 Per Year

Section 2. If a scheduled pay falls on a holiday and that holiday is a week day, employees will be paid the day previous to the holiday.

Section 3. The Township Employees shall be reimbursed mileage at the Internal Revenue Rate determined by the federal government during current year, if approved by the Township Committee for authorized township, state, federal official business if the township vehicle is not available.

Section 4. That the aforesaid annual salaries and hourly wages shall be payable at such time as may be approved by the Township Committee and shall be in lieu of any and all fees which may be otherwise due any aforesaid township official, which fees shall upon collection be forthwith paid over to the Township Financial Officer.

Section 5. All overtime, time and half, double time is to be taken according to the union bargaining agreement for the employee union member, and by the Township Committee for other employees not represented by union representation.

Section 6. This ordinance shall go into effect upon final publication of adoption. All ordinances inconsistent are hereby repealed.

Mayor asked for motion on the salary scale ordinance and Committeeman Vizzard made motion to adopt and Committeeman Jamison seconded the motion with a unanimous roll call vote.

Mayor Sutton said we have several resolutions for consideration and same will be read by title under Resolution 2017-1 Consent Resolution.

RESOLUTION 2017-118

Declaring November 2017 As Veterans Appreciation Month

WHEREAS, we owe a great debt to those who have served in defense of this nation; and

WHEREAS, throughout the generations, the contributions and sacrifices of our Veterans have preserved the freedoms and way of life enjoyed by the people of the United States; and

WHEREAS, for many, that sacrifice has ended in permanent injury or death, yet the advent of the all-volunteer Armed Forces has proven that there are many who continue to answer that call regardless of the price; and

WHEREAS, in honor of these dedicated men and women, we pledge our continued support and educational efforts directed at our county schools and communities as to the nature and importance of the accomplishments of those who have served in the Armed Forces; and

WHEREAS, the Township Committee of the Township of Commercial recognizes the month of November, 2017 as Veterans Appreciation Month and November 11, 2017 as Veterans Day; and

WHEREAS, the Township of Commercial seeks to expand our gratitude through further recognition of the lasting impact that their sacrifices and service have had upon the lives of our township veterans; therefore

BE IT RESOLVED BY the Township Committee of the Township of Commercial that a Veterans Park be built in honor of all of those that have served and lost their lives, and in honor of all those that have served and returned.

RESOLUTION 2017-119

Township of Commercial Veterans Park Bank Account

A Resolution Establishing A Bank Account For The Veterans Park Fund AT Newfield National Bank

WHEREAS, The Committee of the Township of Commercial has approved the establishment of a Veterans Park Bank Account at Newfield National Bank; and

WHEREAS, to provide for receipt of donations and the payment of costs associated with the construction and maintenance of the Veterans Park; and

NOW, THEREFORE, BE IT REOLVED by the Township Committee of Commercial Township, Cumberland County, New Jersey as follows:

1. The Governing Body does hereby approve the establishment of a bank account for the Township of Commercial Veterans Park at Newfield National Bank.
2. This Veterans Park Fund will provide for receipt of donations and the payment of costs associated with the construction and maintenance of the Township of Commercial Veterans Park; and
3. The Clerk of the Township of Commercial of County of Cumberland, State of New Jersey is hereby directed to forward (2) two certified copies of this Resolution to the Director of Local Government Services

RESOLUTION 2017-120

Approving Bingo And Raffle License Applications Of The Laurel Lake Volunteer Fire And Rescue Company, Inc. For Year 2018

BE IT RESOLVED, by the Township Committee of the Township of Commercial that the application of the Laurel Lake Volunteer Fire and Rescue, Inc., organization to conduct Bingo Games and Raffles during the year 2018 is approved to allow its members to purchase additional fire and rescue equipment from the proceeds while providing the local residents with entertainment.

BE IT FURTHER RESOLVED that all applications shall be forwarded to the State of New Jersey Legalized Games of Chance Control Commission for final approval prior to license being Issued.

RESOLUTION 2017-121

Approving Re-examination of Master Plan-Resolution
Tabled Until Solicitor Can Review Same

RESOLUTION 2017-122

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreement for its administration; and

WHEREAS, the Educational Services Commission of New Jersey, hereinafter referred to as the "Lead Agency" has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on 11/16/2017 the governing body of the TOWNSHIP OF COMMERCIAL, County of Cumberland, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the TOWNSHIP OF COMMERCIAL.

AUTHORITY

Pursuant to the provisions of N.J.S.A. 40A:11-11(5), the Chief Financial Officer is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING

The Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq) and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage.

RESOLUTION 2017-123
Authorizing Purchasing Of Rock Salt From
Chemical Equipment Labs of DE, Inc.

BE IT RESOLVED, by the Township Committee of the Township of Commercial that Public Works is authorized to purchase Rock Salt through the Cumberland County Cooperative Purchasing System Identifier #181 CCCCPS from the following lowest bidder.

Chemical Equipment Labs of DE, Inc.
3920 A Providence Road
Newtown Square, PA 19073

at the following costs:

White, Pinkish or light grayish tint only	0-1,000 tons	\$53.39 per ton
White, Pinkish, light grey or beige	0-1,000 tons	\$51.99 per ton

RESOLUTION 2017-124
Authorizing Application To Cumberland County Empowerment Zone
For Loan To Construct Veterans Memorial Park

WHEREAS, honoring the veterans that have served our country during the past Wars and those that served in non-combat; and

WHEREAS, the Commercial Township Governing Body feels acknowledgement of these individuals should be recognized therefore;

BE IT RESOLVED by the Township Committee that an application be filed with the Cumberland County Empowerment Zone for a low interest loan to build a veterans memorial park in an amount of \$80,000 to \$100,000 at four (4%) percent interest paid over ten year period; and

BE IT FURTHER RESOLVED that if loan is approved by the Cumberland County Empowerment Zone that it will be accepted by committee to build such an overdue recognition of those that have served.

RESOLUTION 2017-125
Budget Transfers

BE IT RESOLVED, by the Township Committee of the Township of Commercial that the following budgetary transfers be made to avoid over-expenditures in the 2017 Municipal Budget as requested by the Chief Financial Officer.

Line Item	
From:	Amount
General Admin OE	\$2,000.00
Worker's Comp. Ins.	3,000.00
Solid Waste Disposal	5,000.00
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Total	\$10,000.00
Line Item	
To:	Amount
Legal Services OE	\$10,000.00
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Total	\$10,000.00

RESOLUTION 2017-126
Resolution Approving Commercial Township Employees Union
Contract For 2018, 2019, 2020

BE IT RESOLVED by the Township Committee of the Township of Commercial after several negotiating meetings and review by the Commercial Township Solicitor, a unified agreement has been reached between the Commercial Township Governing Body and Commercial Township Municipal Employees in the adoption of the Union Contract for years 2018, 2019, 2020.

BE IT FURTHER RESOLVED that the Commercial Township Municipal Employees are members of the American Federation Of State, County and Municipal Employees AFL-CIO District Council 71

Mayor asked for motion on foregoing resolutions.

Committeeman Jamison said he approves 118, 119, 120, table 121 Master Plan until December meeting and approves 122, 123, does not approve 124, approves 125, and wants to go into executive session before approving 126, Union Contract.

Committeeman Vizzard approves 118 thru 120, tabled 121, approves 122 thru 126.

Mayor Sutton said he approves them all except Tabled 121, Master Plan review.

A motion was made and seconded to open meeting to the public.

Mr. Judson Moore asked the committee if they could explain the situation with the library that he had talked with Cindy Tawes and she said the upstairs had to be closed down in accordance to the Fire Marshall.

Committeeman Vizzard said that he has been in touch with an architect to do an onsite inspection of the library and hopefully he will prepare a plan that will please the Fire Marshall.

Mr. Moore said he spoke with the Fire Marshall and there has to be a fire door either at the top of the stairs or at the bottom, he said also an exit sign added in the stairway. He said he realizes that there are some renovations that have to be made but the committee as adopted an ordinance for repairs at the senior center and he would hope they will do the same for the library. He said there are too many activities that take place at the library for the kids of Port Norris and that Cindy Tawes has something going on every week and the space is needed upstairs to accommodate the kids. Mr. Moore also said that the Fire Marshall also said if the committee showed good faith in trying to correct the violations that he would extend their compliance time. He asked Mr. Miller were there other issues involved with the library.

Mr. Miller said we did have an issue with squirrels taking up living quarters, we have taken care of the squirrels and we have fixed the ceiling. This is not going to be an easy fix, Fire Marshall states the door has to swing out, we'll just have to wait and see what the architect has to say.

Mr. Moore asked what is the situation with the senior center.

Mr. Miller explained where the mold was found that it was being corrected and would be tested in order to move back in. Mr. Moore asked about the HVAC system, and asked what is taking place with Animal Control.

Mayor Sutton said that he has been attending meeting with the county freeholders, they are not interested in building a county facility and all of the expenses in running the SPCA will fall on the municipalities and that is based on a two (2%) percent of our assessments, for Commercial Township at this time, somewhere between \$12,000 and \$16,000.

Mr. Moore asked if the township's could take their animals to other counties.

Mayor Sutton said Cape May County will only accept from their county residents, we could take to other shelters but the problem is they are full up and would have no room to accept outside of their counties.

Mr. Moore said he thought \$100,000 was too high for a Veterans Park and he liked Committeeman's Vizzard plan of getting donations and having a budget.

Mayor Sutton said any money that we don't use we will give back.

Mr. Moore asked Committeeman Jamison if he was looking for a dump truck.

Committeeman Jamison said no.

Mayor Sutton asked for additional comments and being none asked for motion to go into executive session.

Committeeman Jamison said he makes a motion to go into executive session to discuss union contract.

Committeeman Vizzard seconded the motion.

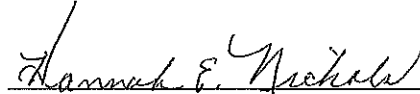
Mayor Sutton asked for a motion to reconvene the meeting.

Committeeman Jamison made motion to reconvene.

Committeeman Vizzard seconded.

Solicitor Seeley said the committee reviewed the minor changes that were agreed on and with all in order a motion was made and seconded to approve Resolution 2017-126, Approving the Union Contract for 2018, 2019, 2020.

Mayor asked for additional comments and being none asked for motion to adjourn. Motion made and seconded.



Hannah E. Nichols, Township Clerk