

Minutes of the Agenda Meeting of the Township Committee of the Township of Commercial held on September 17, 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

Mayor Sutton called the agenda meeting to order with the announcement that meeting has been advertised, it was being electronically recorded and being held in full compliance of the Open Public Meeting Act.

Committeeman Jamison said before we get started I was given some information today which involves individuals that have been appointed to the Democratic Executive County Committee and these four people are representing Commercial Township. These papers were given to me and you can look at them Mr. Seeley, check them out how did they get there?

Mr. Seeley asked are you talking the names of the individuals that are serving on the Cumberland County Democratic Executive Committee from Commercial Township and how did they get on there, they didn't run for office? A very lengthy discussion was held by the committee as to who appointed these people, are they representing the residents of Commercial Township, that none of them filed a petition to run for office to represent Commercial Township residents at the county level and was there a violation in the appointment of one of the four because of a court order denying him to serve or run for any office in the township. The Committee has asked Solicitor Seeley to investigate the appointments to the Cumberland County Democratic Executive Committee, how they got on the committee and who appointed them because the representative for the township was never asked who he wanted for the four districts, nor was he informed when these four individuals were appointed.

Committeeman Vizzard said he was the committeeman appointed to serve on the democratic executive committee of Cumberland County and he reiterated to Mr. Seeley that he was not asked who should be appointed, nor was he informed when the individuals were appointed. He said his concern is, are the individuals serving as representatives for Commercial Township, If that is the case one of the members is in violation of a court order and needs to be removed and according to the court order that persons will pay for all costs pertaining to this matter.

Mayor Sutton said the decision of the committee is first, find out if the appointees are on the Cumberland County Democratic Executive Committee as representatives to the residents of Commercial Township and if they are file a complaint against the individual that has violated the court order. The Committee authorized solicitor to investigate the matter to its fullest.

Mayor Sutton asked Barney Hollinger, Riverfront Consultant, if he had any report for the committee.

Mr. Hollinger said that they had the Commissioner of the Department of Environmental Protection down and we started down in Cape May County and then we came up here and she was very impressed with the area, she said that she would do anything that

she could to help. Mr. Hollinger said that there are a lot of renovations taking place down at Jenny's, King's Oyster Farm.

Mayor said I'll call on Ed Dennis, Engineer, for his report.

Mr. Dennis said he will need two resolutions for the regular meeting to file for municipal road grants for 2019. He said he would submit two applications, one for Whittier Drive and one for Magnolia Drive.

Mayor Sutton said that Clint had mentioned to him that Market Street needed some repaving and Red Fern Drive. Mayor asked if these roads could be added to the applications for grant funding.

Mr. Dennis said that two applications can be submitted and he could try to put two roads on each application. Mr. Dennis stated that Raymond Drive III has been completed and being totally closed out. He stated that Laurel Lake Drainage Phase III is near completion, punch list items are being attended too. He said on the Bivalve Marine Police station we have gone past the time line and that project will be cancelled. He said he believes he can get the money reimbursed from FEMA that had been used. He said on the Port Norris Drainage Project that design will be completed and that they will go out to bid end of October or in November.

Mayor thanked Mr. Dennis and said we have several correspondence items for consideration.

Mayor said we have a letter from Diane Hanby who would like to purchase an acre or an acre and half of Block 183, Lot 14. The property referred to is property adjoining the state police barracks.

Mayor Sutton asked the committee their thoughts on the request.

Committeeman Vizzard stated that since Block 183, Lot 14 adjoins the state police barracks I feel that we should keep the property in case it is needed sometime in the future.

Committeeman Jamison agreed and said we shouldn't sell.

Mayor Sutton asked for roll call vote on not to sell Block 183, Lot 14. Roll call vote unanimous. He asked clerk to forward letter to Mrs. Hanby.

Mayor Sutton said we received notice from TransparentEnergy that our contract with Great Eastern Energy will expire in November and did the township want to renew.

Committee expressed concerns that possibly this was something that we might RFP. Committee said to talk with CFO, that she must have gotten Great Eastern.

Mr. Edward Dennis, Engineer, said that he had brought Transparent Energy to Pam's attention about year and half ago. He said they go out and get quotes from third party companies which have a lower rate than Atlantic City Electric.

Committee said to discuss the issue with Pam as to whether or not we saved.

Mayor Sutton said we have a request from Cindy Tawes, Senior Center Coordinator that the Port Norris Historical Society would like to partner with the seniors and make the scarecrows again for the fall and Halloween season to be displayed on Main Street and would the committee approve.

Mayor said he didn't have a problem and Committeemen Jamison and Vizzard agreed.

Mayor said we have a memo from Maryann Sheppard, Court Administrator, that she was informed by Edward Thomas that he was resigning as Court Attendee after court on September 13th. Miss Sheppard recommended Wayne Gressman, 7218 Keron Drive, Laurel Lake, he works for the City of Millville as Supervisor.

Mayor Sutton said that he would like to propose that the position be offered back to Kevin Brown, he's proven himself.

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

Mayor Sutton asked for roll call vote on the appointment of Kevin Brown as Court Attendee. Roll call vote unanimous.

Mayor Sutton said committee had received notification from Atlantic County Municipal Joint Insurance Fund (JIF) that an amendment to Personnel and Policy Manual needs to take place regarding Open Public Meeting Act Procedures Concerning Personnel Matters.

Mr. Seeley said in order to be in compliance, he recommends that the amendment is incorporated into our policy.

Mayor said that resolution amending the policy will be placed on the regular meeting agenda.

Mayor Sutton said that it has been over two, maybe three years since the last harassment seminar and that since we have new employees that a seminar be held in the very near future. He said most of our seminars have been joint meetings with Lawrence Township and we would share the cost. Mayor asked the clerk to contact Ruth of Lawrence and set up a seminar.

Mayor Sutton said Cumberland County Cooperative Purchasing has bid out several services for the county and have asked the vendors that responded if they would accept contracts from the 14 municipalities of their services. The Commercial Township Road Supervisor, Clint Miller, said he would like to contract with Richard E. Pierson Materials Corp. Bridgeport, NJ for Cold Patch. He said they would deliver the patch to Diamond Materials, 1020 Buckshutem Road, which would be a huge savings in traveling time to get the patch, plus the cost is cheaper than what we are paying now.

Committee felt request feasible, and a money saver. Resolution be prepared for the regular meeting on the 20th.

Mayor Sutton said we have an e-mail from Pam Humphries, Commercial Township's Chief Financial Officer requesting permission to work two additional days per month at \$25.00 per hour due to the retirement of her assistant. Mrs. Humphries said at this time of the year she does not have the time to train someone new.

Committee felt request was reasonable at this time and said to prepare resolution approving the two additional days per month at \$25.00 per hour for the regular meeting on the 20th.

Mayor Sutton said township has received three bids from Kevin Nocon for the following properties. Sale will be held at the regular meeting on the 20th. All adjoining property owners have been notified certified/return receipt mail 30 days prior to the sale.

Block 18, Lots 3852 thru 3856, 100X100 trailer on it, \$6,666.66

Block 47, Lots 6020 thru 6022, 60X100 house on it, \$6,666.66

Block 78, Lots 1537 thru 1540, 80X100 trailer on it, \$6,666.67

Mayor Sutton said we have two ordinances for the regular meeting. One ordinance has second reading and public hearing.

ORDINANCE 2018-592

ADOPTING 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.

Mayor Sutton asked Committeeman Vizzard if you are going to cancel their contract do we still have to adopt the ordinance.

Committeeman Vizzard said that the committee had to adopt the ordinance because we are still a third party construction office but he wanted to give her a 60 days notice that we are not renewing her contract next year only until end of December.

Mayor Sutton said the second ordinance is the introduction, first reading, at regular meeting on the 20th.

ORDINANCE 2018-593

AN ORDINANCE PROVIDING FOR THE USE OF FUNDS FOR LAUREL LAKE DRAINAGE IMPROVEMENTS PHASE iii AVAILABLE IN THE CAPITAL IMPROVEMENT FUNDS IN AMOUNT OF \$19,000.00

Mayor Sutton said we have several resolutions for the regular meeting on Thursday, September 20, 2018, those being:

Resolution: Pro-Rated Billing by Assessor and Collector Block 162, Lot 564

Resolution: Authorizing Tax Collector To Refund Credits Or Cancel Any Taxes Over \$10.00 Pursuant To Area NJSA 40:5-17.1.

Resolution: Awarding Contract To Richard E. Pierson Materials Corp. For Cold Patch Bridgeport, NJ.

Resolution: Authorizing Application For 2019 Municipal Aid Road Reconstruction Priority 1, Whittier, Magnolia

Resolution: Authorizing Application For 2019 Municipal Aid Road Reconstruction Red Fern Drive

Resolution: Amending Commercial Township Personnel and Policy Manual Regarding "Open Public Meetings Act Procedures Concerning Personnel Matters"

Resolution: Authorizing Pamela Humphries, Chief Financial Officer To Increase Work Schedule By Two Days Per Month At \$25.00 Per Hour.

Mayor Sutton said items for discussion. We have a large bill from the SPCA in the amount of 43,263.60 for impoundment of two dogs. Asked Maryann Sheppard, Court Administrator to bring owners back to court to pay restitution. Mayor said he would hope that Judge would have owners to pay the restitution to the Animal Shelter.

Mayor said we received notice from the League of Municipalities regarding Governor's Murphy's intentions to legalize adult usage of marijuana in the State of New Jersey and that Municipalities can be a host agency in issuing permits. Municipalities can also Opt-Out of the program.

Clerk said committee should read the notice in its entirety and to remember the governor has not adopted the bill as yet.

Mayor Sutton said to take this off of the agenda at this time.

Clerk told committee that we just got the bill for the animal shelter's services to these dogs. We didn't have the bill when owners went to court or the judge could have ordered them to pay at that time.

Mayor Sutton said to take this item off of the agenda until the matter goes before Judge Duffy.

Mayor Sutton said township will have a land sale on October 13, 2018 at 9:00 a.m. In Township Hall.

Mayor said the Recreation Committee is putting on a Community Wide Yard Sale on October 13, 2018 9:00 a.m. to 2:00 p.m. Setup will be at the Charles Sheppard Community Center.

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

Hannah E. Nichols, Township Clerk