

Minutes of the Regular Meeting of the Township Committee of the Township of Commercial held on November 21, 2019 at 6:00 P.M., at the Township Hall, 1768 Main Street, Port Norris, NJ

Those present:

Mike Vizzard	Mayor
Fletcher Jamison	Committeeman
Ryan Broughton	Committeeman
Thomas Seeley	Solicitor
Edward Dennis	Engineer
Hannah E. Nichols	Township Clerk
Heather Sparks	Deputy Clerk

Mayor Vizzard 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 Vizzard said we have no officials present so we'll go into the consideration of the minutes.

Minutes of Agenda Meeting, Tuesday, October 15, 2019
Minutes of Regular Meeting, Thursday, October 17, 2019

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

Mayor Vizzard said CFO, Pam Humphries, has provided committee with Bill List for the month of November 2019, is there a motion.

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

Mayor Vizzard requested engineer's report.

Mr. Edward Dennis, Engineer, said he had submitted a Phase II application for Port Norris Riverfront Roadway Improvements in the amount of \$769,752.50, there hasn't been any update as of yet. Mr. Dennis said a NJDOT grant application was filed under Municipal Aid for Red Fern Drive as priority one, and Keron Drive as priority two. No updates. Mr. Dennis said Whittier Drive, Iris Road & Magnolia Drive Project was awarded to Arawak Paving Company and in amount of \$209,600, change order approved to extend work on Whittier.

Mr. Dennis said Remington & Vernick Engineers have submitted a proposal of \$162,000 for the Port Norris Riverfront Roadway Improvements and that they are prepared to start as soon as authorized. Mr. Dennis said approximately \$22,000 will come from municipal budget balance of funding comes from the grant. He asked that a resolution be approved.

Mayor Vizzard said Resolution 2019-108 to be added to the agenda to approve design phase.

Mayor Vizzard said we received three bids for the Animal Control Services. County Wide Animal Control was \$19,200, Animal Control of South Jersey was 12,000, and Shore Animal Control was \$14,400.

Mayor Vizzard proposed awarding the contract to Shore Animal Control because there is more staff and they have a person specifically designated for cruelty. A three-year contract with no increase was proposed.

Committeeman Broughton suggested a one-year contract.

Clerk said you wouldn't be able to lock in the cost.

The committee agreed to the three-year contract.

Committeeman Broughton made a motion and Committeeman Jamison seconded. Roll call.

Mayor Vizzard said next is Correspondence. We have a memo from John Nardone of the Environmental Commission requesting the Committee authorize advertisement additional members. They have five and are allowed seven.

Received 2020 contract from South Jersey Regional Animal Shelter for services provided to the animals that are picked up, trapped by the township's animal control officer. The cost for 2020 is \$24,835.00 paid monthly at \$2,069.59. There is an increase part reason being, last year's contract was for 10 months, this year it is based on 12 months. They say part of increase is due to mandatory wage increase costs.

Mayor Vizzard asked the clerk to send a letter to SJRAS expressing dissatisfaction of the increase.

Heather Whitaker has notified the clerk that she is lacking three alternatives on the Land Use Board. She would like to know if the committee knows anyone that would be interested in serving on the board to let her know.

Letter from Sharon Porter, Commercial Township PTA, requesting donation for their "Saturday with Santa" for the children who attend Commercial Township Public Schools.

The Committee agreed to donate \$500.00 as they have done in the past.

Resolution 2019-107
Budget Line Item 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 2019 Municipal Budget as requested by the Chief Financial Officer.

Line-Item	Amount
From:	
Gas & Diesel	\$3,000
Group Health Insurance	\$5,000
Finance S/W	\$3,000
Electric	\$6,000
Liability Insurance	\$2,000
Workmen's Comp	\$3,000
Total	\$22,000

Line-Item	Amount
To:	
Legal Services OE	\$15,000
Streetlights	\$6,000
Animal Control	\$1,000
Total	\$22,000

I, Hannah E. Nichols, Clerk of the Township of Commercial do hereby certify that the foregoing resolution was duly adopted by the Township Committee at the Regular Meeting at the Municipal Hall, 1768 Main St. Port Norris, NJ 08349 on November 21pm, 2019 at 6:00pm

Resolution 2019-108

Authorizing Remington & Vernick Engineers To Prepare Design, Specifications, Advertise and Solicit Bids for Port Norris Riverfront Improvements in the Amount of \$162,000

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 Riverfront Roadway Improvements; 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 \$40,000 for Preliminary Engineering Services, \$35,000 for Construction Documents, \$12,000 for Bid Documents & Coordination, \$10,000 for Contract Administration, \$65,000 for Construction Observation for a total of \$162,000.

Committeeman Broughton Made a motion to approve resolution 108 and voted NO to resolution 107

Committeeman Jamison seconded motion to approve 108 and made motion to approve 107

Mayor Vizzard seconded motion on Resolution 107

Reports from Officials – Committeeman Broughton reported that the code enforcement office issued 52 violations.

Mayor Vizzard asked for a motion to open to the public and was seconded by committeeman Broughton

Mayor Vizzard asked if there was anything from the public and being none asked for motion to close public portion and adjourn the meeting. Request was moved.