

**Minutes of the Regular Commercial Township Committee meeting held on July 16, 2020 at the Township Hall, 1768 Main Street, Port Norris, NJ**

**Those present:**

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

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 Act.

Mayor asked for everyone to stand for the Flag Salute and Lord's Prayer.

Mayor called upon Barney Hollinger, Riverfront Consultant, his report unaudible Not picked up by recording system. (Mr. Hollinger was sitting on last row)

Mayor Vizzard said state police are not present and Linda Gilette of Shore Animal Control Services LLC said they would rather attend the September meeting when the Dog Census was complete. He said they did submit the following report.

**Shore Animal Control Services, LLC  
Dog Census Report**

<b>Properties Visited:</b>	<b>339</b>
<b>Addresses With Confirmed Dogs Found</b>	<b>104</b>
<b>Warnings Issued By ACO</b>	<b>104</b>
<b>Summons Issued For Non Compliance</b>	<b>36</b>
<b>Summons To Be Issued With Court Openings</b>	<b>62</b>
<b>Dogs Licensed</b>	<b>66</b>
<b>Licenses Sold To Date: Jan. 1, 2020-July 1, 2020</b>	<b>364</b>

With the COVID shutdown, the licensing process has been difficult for residents. Most patrol during the beginning of this period has been drive by so as to remain socially distant from residents. We expect at least another 100 dogs to be licensed from our summons and patrols.

Mayor Vizzard said Brenda Sharp, Pilesgrove, New Jersey wants to speak to the committee about a Bayshore Housing Grant her mother, Ruth Jones, 209 Dandelion Road, Laurel Lake had applied for in the amount of \$5,800, back on October 11, 2001, and the fact that since her mother passed away there is a payback of 50% of the grant total that has to be paid back.

Mrs. Sharp said that her mother received the grant nineteen years ago and it was called a grant and it should have died when her mother died. Mrs. Sharp said this was a grant that the township got you didn't have to pay for it, the funds were given to you. She said we do not feel that we should have to pay the \$2,900.

Mayor Vizzard said first off these funds were not a gift, where do you think this money came from, it came from taxpayers, so it wasn't free. The purpose of this grant was to help those individuals that were in need and the contracts were made so that this grant would continue to help people in need in Commercial Township by the people who paid the 50% payback. He said we waived what, \$4,100 of interest the payback figure is actually \$7,237.71. We will waive the interest we will not waive the 50% payback of the grant.

Mrs. Sharp asked her family members what they wanted to do. She said I guess we're going to have to pay the 50%, \$2,900. She said she was having closing on Monday, would the discharge of mortgage be ready.

Mr. Seeley said the discharge will be prepared when the money is received.

Clerk asked committee to vote on the discharge and \$2,900.

Mayor Vizzard said he makes a motion to accept the \$2,900 payback.

Committeeman Broughton seconded the motion. Roll call vote unanimous.

Mayor said we have consideration of previous minutes:

Minutes of Agenda Meeting, June 15, 2020

Minutes of Regular Meeting, June 18, 2020

Committeeman Jamison made motion to approve, Mayor Vizzard seconded

Roll call vote:           Agenda Meeting June 15<sup>th</sup>2020 - Unanimous  
                                  Regular Meeting June 18<sup>th</sup>. Adopted – Mr. Broughton Abstained  
                                  Mr. Broughton was quarantined because family member had  
                                  virus.

Mayor said we have Bill List for the month of July 2020 as prepared by Pam Humphries, CFO.

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

Mayor Vizzard called upon Ed Dennis, Engineer, for his report.

Mr. Dennis said I have attached the final plans for the riverfront roads:

1. The following roads are included in the project:

High Street from Main Street to Miller Avenue

High Street from Miller Avenue to Surfside Foods

Miller Avenue from High Street to Ogden Avenue

Memorial Avenue from Main Street to Miller Avenue

Intersection of Ogden Avenue, Berry Avenue and Miller Avenue

2. The project does not include the following roadways:

Berry Avenue from Ogden Avenue to limit of previous paving

Ogden Avenue from Miller/Berry intersection to Main Street

3. Our current total construction cost estimate is \$1,880,867.00. There is \$1,900,000 in grant funding for construction.
4. We are raising the roadway to a minimum elevation of 2.8' NAVD88 in the center of the road. This is about 2 inches above the "Mean Higher High Water" elevation. As a point of reference, the low side of the Berry Avenue bridge is around elevation 0.8 NAVD88. So this project will raise the roads approximately 2 feet higher than the Berry Avenue bridge. At the lowest point we are raising the center of the road about 18 inches
5. All proposed construction on County bridges has been reviewed and accepted by the Cumberland County Engineer's Office.
6. The lowest bridge is on High Street as you approach Miller Avenue. The paving over that bridge will be raised about 4" to match the minimum elevation of 2.8' NAVD88.
7. The wood bridge on Miller Avenue is already at elevation 3.3' NAVD88. We do not need to raise this bridge to meet our minimum elevation.
8. We are proposing to maintain a minimum road width of 20 feet. Some areas of the road will be widened to better accommodate truck turning. Due to the nature of the project, we are not able to significantly widen the road over the entire length of the project.
9. We are proposing to eliminate all on-street bike lanes. To enhance bicycle safety, we are proposing to add "Share the Road" striping symbols and signs for the entire length

of the roadways. All existing off-street bike lanes will remain. We will connect the roadway to the existing off-street bike bridges.

10. In some locations, the paved road width will be reduced due to the elimination of the bicycle lanes. The road width will not be less than 20 feet.
11. All crosswalk striping is being removed. The crosswalks are not necessary for the "Share the Road" designation.
12. Double-yellow centerline striping will only be provided around curves and at the approaches to stop signs. Pavement reflectors will be installed wherever there is double yellow striping.
13. No speed humps are proposed as part of this project.
14. We are not proposing to reinstall the double yellow centerline stripe on High Street in the residential area.
15. We are only proposing to upgrade the guide rail on the 2 culvert bridges. No other guide rail is required as part of this project.
16. Roadway cross sections are provided on plan sheets 23 through 35. You can see how much we are raising the road every 50 feet, in the center of the road and at the edges. Please feel free to call me if you need assistance understanding these cross sections.
17. In areas where we are raising the road, the shoulder will be sloped. We will use asphalt to stabilize the sloped shoulders similar to what was used on Berry Avenue. Due to the nature of the project we are not able to widen and flatten the shoulders.
18. We are proposing to reconstruct all roadways with a 4" base course and 2" surface course. The only exception is High Street from Main Street to Robbins Avenue, which is a residential area. This portion of High Street is in fair condition and will be milled and paved with a 2" surface course.
19. The proposed pavement section was designed for the appropriate truck traffic. We obtained traffic counts, including percent truck traffic and performed core testing on the existing pavement and subbase to facilitate the proposed pavement design. The basis of design was a fully loaded tri-axle which exceeds the loading of a tractor trailer.
20. We have included test pit exploration during construction to address the bumps on Miller Avenue.

21. We are reviewing the final plans with South Jersey Gas to address any conflicts with their upcoming projects.

Mr. Dennis asked if there were any questions.

Mr. Barney Hollinger said he was glad that High Street was being improved to Surfside.

Mr. Steve Fleetwood thanked Mr. Dennis for no additional guiderails being installed.

Mr. Dennis said look over the plans and if you see something that you question, or have a suggestion, give me a call and we'll look into it.

Mayor Vizzard asked Solicitor Seeley if he had anything to report.

Mr. Seeley said he had sent certified letters to Mr. Raymond White regarding property at 205 Iris Road, Block 48, Lots 6082 140X100 that he had purchased back in 2017 but never recorded the deed until after the township had foreclosed because no one had paid the taxes. Mr. Seeley said Mr. White had contacted him and asked if he could get some tools out of the garage. He said he does not know if he did but, he has not received any response to his second letter.

Mayor Vizzard said township had received a bid for Block 135, Lots 7034, 7035, 7036, 60X100 on Aster Road. Bidder, Kari Hiles withdrew her bid. Road Supervisor did an onsite inspection of the lots and said property gets runoff from adjoining lot that township sold couple years back, but we maintain an easement on the property.

Clerk asked committee if they wanted to remove Block 135, Lots 7034, 7035, 7036 from the land sale list. We need a vote on that.

Mayor Vizzard asked for motion.

Committeeman Broughton made motion to accept bid withdraw and remove lots from land sale list.

Committeeman Jamison seconded the motion with a unanimous roll call vote.

Mayor Vizzard said committee received notification from Cumberland County Board of Health, they are planning a rabies clinic at the fairgrounds in August for the municipalities that had their clinics cancelled in 2020 because of the corona virus. County will notify and publish date in newspapers when decided.

Mayor Vizzard said we have correspondence from Denise Peterson, President of Cumberland County Clerk's Association that Leo Selb, Administrator for Hopewell Township made inquiry/comment at the Covid teleconference meeting regarding Municipal Clerk's

thoughts on the unique Primary Election. Clerks are asked to respond by July 31<sup>st</sup> and comments received will be forwarded to Freeholder Director Derella.

A Public Notice was sent to Municipal Clerks that Board of Elections will meet on Tuesday, 14<sup>th</sup> and Thursday 16<sup>th</sup> to process and count mail in ballots and provisional ballots that were cast on July 7<sup>th</sup> Primary Election. Count will take place at Rowen College of South Jersey and any challenging of vote will have to be filed with Board of Elections.

Letter from Mr. Seeley that deed has been recorded for land swap between Township of Commercial and Whibco for Block 63, Lot 3 with intent that land will be deeded to Laurel Lake Volunteer Fire and Rescue Inc.

Mayor Vizzard said we have an ordinance for introduction.

#### ORDINANCE 2020-501

AN ORDINANCE AMENDING ORDINANCE 97-383 PROVIDING FOR THE CONTROL OF ANIMALS, THE REGULATION AND LICENSING OF DOGS, RESTRICTING THE RUNNING AT LARGE AND PROVIDING FOR PENALTIES FOR THE VIOLATION THEREOF.

WHEREAS, Commercial Township has a shared service agreement with CS Regional Court and to be in compliance the following fines must be amended in Section III Of this ordinance.

Current Fine:

Unlicensed Dogs: \$55.00

Amended Fine:

Unlicensed Dogs. \$56.00

These fines will go into effect on final passage of this ordinance, second reading is August 20, 2020.

Mayor asked for motion to adopt on first reading.

Committeeman Broughton made motion to adopt, Committeeman Jamison seconded the motion with a unanimous roll call vote. Mayor Vizzard said public hearing will be on August 20, 2020.

Mayor said we have the following resolutions on the agenda:

#### RESOLUTION 2020-72

A Resolution Acknowledging Satisfaction In Full By Virginia Hess Of The Bayshore Housing Program Mortgage Held By Commercial Township And Authorizing The Execution Of A Discharge Of Mortgage.

**WHEREAS, Virginia Hess previously qualified for participation in the Small Cities Grant known as the Bayshore Housing Program for the rehabilitation of housing units and received the sum of Fourteen Thousand Five Hundred Two Dollars (\$14,502) on February 2, 2004 and a mortgage lien evidencing said indebtedness was recorded with the Clerk of Cumberland County in Mortgage Book 3387, Page 31 on July 16, 2004, and**

**WHEREAS, said mortgage has been paid in full or otherwise satisfied and is to be discharged of record.**

**NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of Commercial Township that the mortgage held by the Township of Commercial and given by Virginia Hess as set forth above shall be discharged.**

**BE IT FURTHER RESOLVED, that the Township of Commercial hereby authorizes the Mayor and Municipal Clerk to execute and deliver a Discharge of Mortgage.**

#### **RESOLUTION 2020-73**

**A Resolution Acknowledging Satisfaction In Full By Virginia Hess Of The Bayshore Housing Program Mortgage Held By Commercial Township And Authorizing The Execution Of A Discharge Of Mortgage**

**WHEREAS, Virginia Hess previously qualified for participation in the Small Cities Grant known as the Bayshore Housing Program for the rehabilitation of housing units and received the sum of Twelve Thousand One Hundred Thirty Dollars (\$12,130) on November 20, 2008 and a mortgage lien evidencing said indebtedness was recorded with the Clerk of Cumberland County in Mortgage Book 4069, Page 896 on April 9, 2010, and**

**WHEREAS, said mortgage has been paid in full or otherwise satisfied and is to be discharged of record.**

**NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of Commercial Township that the mortgage held by the Township of Commercial and given by Virginia Hess as set forth above shall be discharged.**

**BE IT FURTHER RESOLVED that the Township of Commercial hereby authorizes the Mayor and Municipal Clerk to execute and deliver a Discharge of Mortgage.**

#### **RESOLUTION 2020-74**

**Rescinding Resolution 2020-69 Authorizing Third Quarter Estimated Tax Bills**

**WHEREAS, on June 18, 2020, Resolution 2020-69 was adopted authorizing the Tax Collector to issue an estimated tax bill for the third quarter of 2020; and**

**WHEREAS, on July 3, 2020, the Division of Local Governmental Services certified the municipal budget and on July 6, 2020 the Cumberland County Tax Administrator certified the tax rate to the Tax Collector which now will allow her to produce a regular 2020 Final/2021 Preliminary Tax Bill; and**

**WHEREAS, it was determined that it will be a financial benefit to Commercial Township and the taxpayer to have a regular tax bill versus an estimated tax bill. It also will allow the tax office to stay on schedule with other statutory requirements such as added/omitted billing and tax sale; and**

**NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Township of Commercial, in the County of Cumberland and State of New Jersey that Resolution 2020-69 be rescinded and authorize the Tax Collector to continue with billing the regular 2020 Final/2021 Preliminary Tax Bill.**

**RESOLUTION 2020-75  
In Rem Foreclosure**

**BE IT RESOLVED, by the Township Committee of the Township of Commercial, County of Cumberland and State of New Jersey, that it is hereby determined that the Township of Commercial, foreclose by summary proceeding In Rem, as provided in the In Rem Tax Foreclosure Act (1948), the Tax Sale certificates held by it, and listed on the attached Tax Foreclosure List.**

**RESOLUTION 2020-76  
Authorizing Solicitor To Prepare Deed Block 63, Lot 3,  
From Township of Commercial to Laurel Lake Volunteer  
Fire and Rescue Inc.**

**BE IT RESOLVED, by the Township Committee of the Township of Commercial that Township Solicitor is authorized to prepare deed for the turning over of property Block 63, Lot 3, to the Laurel Lake Volunteer Fire & Rescue Co. Inc.**

**BE IT FURTHER RESOLVED, that property was obtained through a land swap with Whibco Sand Company and the Township of Commercial, February 21, 2020.**

**Mayor Vizzard asked for motions on resolutions.**

**Committeeman Jamison made motion to approve Resolution 2020-72 thru 202076.**



Committeeman Broughton seconded the motion and a unanimous roll call vote taken. Mayor Vizzard asked reports from officials.

Committeeman Broughton said that Code Enforcement Officer has issued couple of violation notices and Steve discussed properties that need to be demolished.

Committeeman Jamison said he had nothing.

Mayor Vizzard asked about bill for broken window at Post Office and our contract with them.

Clerk stated she was told it was the window in the door that got broken when the wind caught it, and building is hors.

Mayor Vizzard said CFO, Pam Humphries said township does not need to go out to bid on the demolition project, that only quotes will need to be obtained.

Mayor Vizzard said our tax bills will be going out and there is an increase but township did not increase taxes, but the following entities did, the county, the school and Laurel Lake Fire Company went up in sizable amounts this year.

Mayor asked for motion to open meeting to the public and with no comments a motion was made to close the public portion and the township meeting. Roll call vote unanimous.

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Hannah E. Nichols, Township Clerk