

Minutes of the Regular Meeting of the Township Committee of the Township of Commercial, held on Thursday, May 20, 2021 at 6:00 P.M. at the Township Hall, 1768 Main Street, Port Norris, NJ

Those Present:

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|--------------------------|-----------------------|
| 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, it was being electronically recorded and held in full compliance of the Open Public Meeting Act.

Mayor Vizzard asked everyone to stand and join the committee in the Flag Salute and Lord's Prayer.

Mayor Vizzard said first item on the agenda is the minutes of previous meetings:

Minutes Agenda Meeting, April 12, 2021
Minutes Regular Meeting, April 15, 2021
Minutes Open Meeting, April 29, 2021
(Adoption of Municipal Budget 2021)

Mayor asked for motion and Committeeman Jamison made motion to adopt minutes and Committeeman Broughton seconded, with unanimous roll call vote

Mayor said we have the Bill List for the month of May 2021 as prepared by Pam Humphries, Chief Financial Officer.

Mayor asked for a motion and Committeeman Broughton made motion to approve payment of bills for month of May 2021. Committeeman Jamison seconded, with a unanimous roll call vote.

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

Mr. Dennis said on the punch list for Red Fern Drive and Riverfront Project, Red Fern is completed, there are still some items to address on the riverfront project with repairs and we will wait and see what it looks like later in the summer.

Mr. Clint Miller, Public Works Supervisor said that the repairs are starting to blend in and he doesn't think it will look that bad.

Mr. Dennis said looking ahead 2021 DOT grants, Keron Drive and Parsons Lane. We will do Keron and see if we can do all of Parsons, we'll have to work up the design. He said State Aid for 2022 is open and we'll need a June action on this. Tonight we have resolution for recreation grant funding for an application for repairs to Mauricetown Waterfront Park which will be submitted on Monday. Last item is to move forward on plan endorsement with state and we will need to submit our self assessment report.

Mayor Vizzard asked Mr. Dennis if he had contacted Megan Wren.

Mr. Dennis said he will do that. He said he would get a proposal together to get the process completed. The deadline for the self assessment may be in August but they are working with the municipalities. He believes we are safe from exceeding a deadline in the next step. Resolution 64 for grant funding, Nick is working on estimate and it looks like \$110,000 looks like what will be applied for. Nick will explain what will be needed.

Mayor Vizzard said we have correspondence from Governor Murphy's office that applications are being accepted for NJDOT Fiscal Year 2022 State Aid Grants. Applications must be submitted by July 1st, 2021 and awards will be made in November. Mayor said decision will be made at the June meeting.

Mayor said we have received a response from Bob Conners, Risk Management Consultant on the insurance provided for the Laurel Lake Triathlon scheduled for July 31, 2021, that everything is in order.

Mayor said the committee has received a notification that there will be an outside 8th Grade Graduation this year at the Haleyville Mauricetown School and that the committee has approved two donations of \$100 each Visa Cards to be awarded to Gavin Shaud and Anuya McNeil. Mayor Vizzard, Committeeman Jamison and Committeeman Broughton will attend and present awards.

Mayor Vizzard said we have several resolution for consideration this evening.

RESOLUTION 2021-56
Resolution For Self- Examination

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, N.J.S.A. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 thru 7.5 the Township of Commercial has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial Officer has determined that the Township of commercial meets the necessary conditions to participate in the program for the 2021 budget year, so now therefore

BE II RESOLVED, by the of the Township Committee of the Township of Commercial that in accordance with N.J.A.C. 5:30-7.6a & b and based upon the Chief Financial Officers certification, the governing body has found the budget has met the following requirements.

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
 - a. Payment of interest and debt redemption charges
 - b. Deferred charges and statutory expenditures
 - c. Cash deficit of preceding year
 - d. Reserve of uncollected taxes
 - e. Other reserves and non-disbursement items
 - f. Any inclusions of amounts required for school purposes
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriation found at 40A:4-45.3et seq. are fully met (Complies with the "CAP" law.)
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.
4. That pursuant to the Local Budget Law:
 - a. All estimates of revenue are reasonable, accurate, and correctly stated,
 - b. Items of appropriation are properly set forth,
 - c. In itemization, form, arrangement and content the budget will permit the exercise of the comptroller function within the municipality.
5. The budget and associated amendments have been introduced, publicly advertised, and in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.
6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Director of the Division of Local Government Services.

RESOLUTION 2021-57

Approving Bond Anticipation Note With Cape May County Municipal Utilities Authority, Cape May Court House, NJ At 0.345% Percent Interest

WHEREAS, the Commercial Township Bond Anticipation Note was due April 23, 2021, and

WHEREAS, the Commercial Township Chief Financial Officer obtained quotes for the renewal of the note in the amount of \$924,250.00:

THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Commercial that the bond Anticipation Note be awarded to Cape May County Municipal Utilities Authority with interest rate of 0.345% Percent with the note in the amount of \$924,250.00 and interest in the amount of \$3,188.66 due as of April 22, 2022.

RESOLUTION 2021-58

**Resolution Requesting Change In Title, Text Or Amount Of Appropriation Pursuant To NJS 40A:4-85
\$5,323.80 Recycling Tonnage Grant**

WHEREAS, N.J.S. 40A: 4-87 provides that the Director of the Division Of Government Services may approve the insertion of any special item of revenue in the budget of a municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, Said Director may also approve the insertion of an item of appropriation for an equal amount, and

WHEREAS, the Township of Commercial has received in 2021 the 2018 Recycling Tonnage Grant.

NOW, THEREFORE BE IT RESOLVED that the Township Committee of the Township of Commercial hereby requests the Director of Local Government Services to approve the insertion of the following items of revenue in the budget year 2021 in the sum of \$5,323.80 which item is now available as revenue from:

FY 2013

2021 Recycling Tonnage Grant

BE IT FURTHER RESOLVED that like sum of \$5,323.80 be and the same is hereby appropriated under the captions of

FY 2013 2021 Recycling Tonnage Grant

BE IT FURTHER RESOLVED that the above is a result of monies totaling \$5,323.80 from the 2018 Recycling Tonnage Grant.

RESOLUTION 2021-59

**Resolution Requesting Change In Title, Text Or Amount Of Appropriation Pursuant To
NJS 40A: 4-85
\$1,300,00.00 NJDOT Fiscal Year 2021 Local Freight Impact Program For The Port Norris
Riverfront Roadway Improvement Project**

WHEREAS, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of a municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, Said Director may also approve the insertion of an item of appropriation for an equal amount, and

WHEREAS, the Township of Commercial has received notice of an award of \$1,300,000.00 in New Jersey Department of Transportation (NJDOT) Fiscal Year 2021 Local Freight Impact Program for the Port Norris Riverfront Roadway Improvements Project.

NOW, THEREFORE BE IT RESOLVED that the Township Committee of the Township of Commercial hereby requests the Director of Local Government Services to approve the insertion of the following items of revenue in the budget year 2021 in the sum of \$1,300,000.00 which item is now available as revenue from

**FY 2019 2021 New Jersey Department of Transportation (NJDOT)
Fiscal Year 2021 Local Freight Impact Program.**

BE IT FURTHER RESOLVED that like sum of \$1,300,000.00 be and the same is hereby appropriated under the captions of:

**FY 2019 2021 New Jersey Department of Transportation (NJDOT)
Fiscal Year 2021 Local Freight Impact Program**

BE IT FURTHER RESOLVED that the above is a result of monies totaling \$1,300,000.00 from the New Jersey Department of Transportation (NJDOT) Fiscal Year 2021 Local Freight Impact Program.

RESOLUTION 2021-62

Resolution Authorizing The Refund Of Interest On Lien Amount To Property Due To Erroneous Notification On Tax Sale Certificate

WHEREAS, Certificate #10-00076 reflect against Block 13, Lots 9352,9355 which is assessed to Eleanor Van Note, and

WHEREAS, a deed dated August 19, 2009 granted the sale of block 123, Lots 9376-9378, 9352-9355 to Eleanor Van Note. Said deed consolidated all the lots onto one parcel, and

WHEREAS, though said deed was properly recorded at the County, the title for Lots 9352-9355 was not changed at Commercial Township by the Tax Assessor which created an error in the 2009 through 2020 tax duplicates. These tax duplicates reflected improper lot numbers, ownership, and lot size.

WHEREAS, said reflection also did not allow the tax bill to be properly sent out to the proper owner or allow proper notification to be sent during tax sale. Mrs. Van Note had redeemed Certificate #10-00079 but has requested that all interest and costs be refunded; and

THEREFORE, BE IT RESOLVED, that Leslie Kraus, Tax Collector for Commercial Township be authorized to submit a voucher for refund in the amount of \$1,266.11 which represents the interest and cost paid by Mrs. Van note. It is further requested that the Certified Financial Officer be authorized to refund as indicated by voucher.

RESOLUTION 2021-63

**Hiring of Stefanie Muessig As Technical Assistant In
Construction Office, 30 Hours Week, \$21.02 Per Hour**

WHEREAS, a vacancy has occurred in the Construction Office of the part time position of Technical Assistant; and

WHEREAS, position was advertised, applications taken and interviews held.

BE IT RESOLVED by the Township Committee of the Township of Commercial that

Stefanie Muessig of Vineland, New Jersey, was hired to fill the part time Technical Assistant Position on March 8th, 2021 at an hourly rate of \$21.02, 30 Hours Per Week, Monday thru Friday, six hours per day.

**RESOLUTION 2021-64
Of the
Township of Commercial**

**Resolution of Support from Local Governing Body Authorizing the
FY 2021 Local Recreation Improvement Grant (LRIG) Application funded by the
New Jersey Department of Community Affairs**

WHEREAS, the New Jersey Department of Community Affairs is offering the Local Recreation Improvement Grant (LRIG); and

WHEREAS, the Local Recreation Improvement Grant is a competitive grant that supports improvement and repair of public recreation facilities including local parks, municipal recreation centers, and local stadiums.; and

WHEREAS, ensuring public access to community facilities is imperative given the current strain on communities confronting the COVID-19 pandemic; and

WHEREAS, access to outdoor recreation and community resources is critical for mental and physical health, particularly for those residents with limited or no other access to quality outdoor space or private recreational opportunities. Assisting local units in achieving unmet recreational obligations addresses these equity considerations, meeting the needs of communities that have been placed under substantial stress due to the lack of quality recreational facilities and spaces; and

WHEREAS, the Local Recreation Improvement Grant funds will be allocated to each grant recipient to help cover costs associated with updating community centers, playgrounds, pools, fields, walking or bicycle trails, rail trails, multi-sport courts, and recreational facilities; one-time personnel costs directly related to improvements; project development professional services costs; equipment costs including playground and recreation facilities equipment; and environmental remediation costs required to prepare recreation sites for use; and

WHEREAS, the Local Recreation Improvement Grant exists to: fund improvements to recreational facilities; provide quality outdoor recreational space to underserved, communities, particularly in this time of heightened need; and assist local units in achieving unmet recreational obligations; and

WHEREAS, the Township of Commercial strives to save tax dollars, assure clean land, air, and water, improve working and living environments; and

WHEREAS, the Township of Commercial wishes to apply for funding through the NJDCA Local Recreation Improvement Grant; and

WHEREAS, the NJDCA Local Recreation Improvement Grant prioritizes unfunded projects and those that include a local match component; and

WHEREAS, the Township of Commercial is qualified to apply for this funding; and

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Township of Commercial formally supports this NJDCA Local Recreation Improvement Grant application.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit a grant application for the NJDCA Local Recreation Improvement Grant on behalf of the Township of Commercial.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Commercial and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

RESOLUTION 2021-65

Municipal Alliance

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Township Council of the Township of Commercial, County of Cumberland, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Township Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Township Council has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Cumberland;

NOW, THEREFORE, BE IT RESOLVED by the Township of Commercial, County of Cumberland, State of New Jersey hereby recognizes the following:

1. The Township Council does hereby authorize submission of a strategic plan for the Commercial Township Municipal Alliance grant for fiscal year 2022 in the amount of:

| | |
|------------|-------------|
| DEDR | \$ 4,658.00 |
| Cash Match | \$ 1,164.50 |
| In-Kind | \$ 3,493.50 |
2. The Township Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administration compliance and audit requirements.

Mayor Vizzard asked for a motion

Committeeman Jamison made motion to adopt Resolutions 2021-56 thru 2021-65.

Committeeman Broughton seconded the motion and a unanimous roll call vote was taken.

CERTIFICATION

I, Hannah Nichols, Municipal Clerk of the Township of Commercial, County of Cumberland, State of New Jersey, do hereby certify the foregoing to be a true and exact copies of resolutions duly authorized by the Township Committee on this 20th day of May 2021.

Hannah E. Nichols, Municipal Clerk