

Minutes of the Regular Meeting of the Township Committee of the Township of Commercial, held on Thursday, November 18, 2021 at 6:00 P.M. in the Township Hall, 1768 Main Street, Port Norris, NJ

Those present:

Mike Vizzard	Mayor
Fletcher Jamison	Committeeman
Thomas Seeley	Solicitor
Edward Dennis	Engineer
Hannah E. Nichols	Township Clerk
Heather Sparks	Deputy Clerk
Clint Miller	Road Supervisor

Those absent:

Ryan Broughton	Committeeman
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Mayor Vizzard presided and called the meeting to order. He stated Committeeman Broughton is on vacation. He said the meeting had been advertised, it was being electronically recorded and being held in full compliance of the Open Public Meeting Act.

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

Mayor Vizzard said Commercial Township has had a Death In Our Municipal Family and it is with deep regret that we have to announce that Kevin "Duck" Brown, long time employee of the Public Works Department and Constable of the Municipal Court passed away November 12, 2021. He will be missed and hard to replace, a fellow worker with a great sense of humor and caring attitude. Condolences to Mr. & Mrs. O'Connell Brown and his siblings. It saddened us to lower our Flag to Half Staff but we do so to show our love, respect and to honor Kevin and the entire Brown family for "Duck" to be part of our municipal family for so many years. Mayor asked for a moment of silent prayer.

Mayor Vizzard said we do not have the state police this evening nor Barney Hollinger, Riverfront Consultant.

Mayor said we have the minutes of previous meetings:

Minutes of Agenda Meeting, October 18, 2021

Minutes of Regular Meeting, October 21, 2021

Mayor asked for motion and Committeeman Jamison made motion to approve and Mayor seconded, unanimous roll call vote of members present.

Mayor Vizzard said we have consideration of the Bill List for the month of November 2021 as prepared by Pam Humphries, CFO.

Mayor Vizzard asked for motion and Committeeman Jamison made motion to approve the Bill List for November 2021 and Mayor Vizzard seconded the motion with a unanimous roll call vote of the members present.

Mayor Vizzard said at this time the committee would like to recognize three individuals of many volunteers that we have serving on various municipal boards. He asked if the following individuals would come forward.

Kenneth McGill, long time member of Commercial Township Environmental Commission and Class II Member of Commercial Township Land Use Board.

Doris Tomlinson, long time member of Commercial Township Land Use Board.

Russell Stormes, long time member and Chairman of Commercial Township Land Use Board and Veteran's Memorial Park, Founder of the Laurel Lake Community Day Celebration, Food Pantry and Crime Watch.

Mayor Vizzard and Committeeman Jamison said it gives them great honor to present each volunteer recipient a, well deserved plaque for their services to Commercial Township and residents over the past thirty years.

Mayor Vizzard called on Edward Dennis for his report.

Mr. Dennis said he does not have a lot to add to Nick's report at the agenda meeting. He said Riverfront grant is a wrap up, that edge of road has been reseeded recently and if it doesn't take it will be done again in the spring. He said Keron Drive and Parsons Lane have been completed and reimbursement of funding will be submitted. On Miller, DOT has gotten all documentation, along with county for permitting. On Plan Endorsement, resolution will be on the agenda of Decembers meeting and submitted to state.

Mayor Vizzard said committee has received the following correspondence.

Mayor said received a letter from Sustainable Jersey Grant Program that they have \$150,000 for grants and this information has been forwarded to John Nardelli, Chairman of Environmental Commission.

Mayor said committee received notification that Department of Transportation has awarded \$310,000 for the Reconstruction of Cobb and Brown Streets, Port Norris.

Committee received notification that all municipalities are required to have EVSE- Electric Vehicle Supply/Service Equipment Stations to service electronic vehicles. Mayor said Ordinance is on the agenda for introduction.

Mayor Vizzard said a copy of Best Practices Report is in committee's packet and requirement is that report must be part of committee's meeting minutes. Mayor said this report is a collaboration of municipal employees along with Chief Financial Officer to complete. Committee feels job well done and the municipality is in compliance.

Committee received a letter from Dennis Sharp, Fire Subcode Official that as of November 5, 2021, he rendered his resignation. Mayor Vizzard asked for a motion on the resignation.

Committeeman Jamison made a motion to accept Mr. Sharp's resignation and Mayor Vizzard seconded with a unanimous roll call vote of members present.

Mayor said committee has received a bid of \$2,000 for Block 259, Lot 6, 2721 High Street, Port Norris, NJ. Committee said they will accept the starting bid at \$2,000 and the highest bidder will have to remove the dilapidated structure within 60 days. Land Sale will be held on December 16, 2021, regular meeting.

Committee received a letter from Reverend, Anthony Elliott, he purchased the Catholic Church on Battle Lane. Mr. Elliott said he has learned that the township has foreclosed on the surrounding lots and he wants to know if he could make an offer for the lots.

Committee said they have not set a minimum bid on the lots, but Mr. Elliott could make an offer.

Mayor said committee has received a memorandum from Chief Financial Officer requesting an increase for her assistant from \$18.21 to 20.00 per hour. Other part time secretaries are at \$21.02 and \$20.61

Mayor said committee received a bid of \$100 for various municipal properties that have minimum bids of \$2,000, \$3,000, one property has dwelling on same.

Mayor Vizzard and Committeeman Jamison said they are not interested in \$100 bids for buildable size properties.

Mayor said committee received a letter from Kerry Kirk Phlugh, Department of Environmental Protection that township needs to do an amendment to our Land Use Plan and Master Plan for Climate change Resilience Strategy that would include increased temperatures, drought, flooding, hurricanes, sea levels, etc.

Mayor Vizzard said this was discussed by the Land Use Board sometime back and to forward information to Land Use Board.

Mayor said we have received a letter from Department of Transportation that they were unable to provide Municipal Aid for Reconstruction of Milbourne Drive and Dennis Lane this round. They encourage the township to reapply, they had 625 applications this year.

Mayor Vizzard said we have an introduction of an Ordinance for Electric Vehicle Supply/Service Equipment (EVSE) Mayor said automobile industry is producing more electric vehicles and municipalities must install equipment to supply electric to the cars.

ORDINANCE 2021-608

THE ORDINANCE SETS FORTH PROCEDURE FOR THE INSTALLATION OF ELECTRIC VEHICLES SUPPLY/SERVICE EQUIPMENT (EVSE) AND MAKE READY PARKING SPACES AND ESTABLISHES ASSOCIATED REGULATIONS AND OTHER STANDARDS WITHIN THE TOWNSHIP OF COMMERCIAL AND THE COUNTY OF CUMBERLAND

Mayor Vizzard asked for a motion to adopt the ordinance on introduction and Committeeman Jamison made motion to adopt on first reading and Mayor Vizzard seconded with a unanimous roll call vote of the members present.

Mayor Vizzard said we have several resolutions for consideration:

RESOLUTION 2021-97

Resolution Of The Mayor And Committee Of The Township Of Commercial Reviewing, Approving The Township Fire District No. 3 Commissioner Salary For 2022

WHEREAS, via Resolution No. 10102021, Commercial Township Fire District No.3 authorized and approved 2022 annual compensation for the Board of Fire Commissioner's and

WHEREAS, N.J.S.A. 40A:14-88 requires the salaries of members of Board of Commissioners of Fire Districts to be reviewed and approved annually by the governing body; and

WHEREAS, the Mayor and Committee of the Township of Commercial have reviewed the proposed annual compensation for the following members of the Board of Fire Commissioner for 2022 as follows:

Chairman:	\$3,400.00
Vice Chairman:	\$3,400.00
Treasurer:	\$3,400.00
Secretary:	\$3,400.00
Commissioner:	\$3,400.00

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Commercial, County of Cumberland and State of New Jersey, that the Committee of the Township of Commercial hereby approve the 2022 annual compensation of the Board of Fire

Commissioners of the Township of Commercial Fire District No. 3 to be paid from the Fire District No. 3 2022 annual budget.

RESOLUTION 2021-98

Hiring of Herbert C. Leary as Fire Subcode At \$3,600 Per Year

WHEREAS, vacancy was created with the resignation of Dennis Sharp in the position of Fire Subcode Official; and

WHEREAS, to find someone with these credentials are rare and difficult to find; therefore

BE IT RESOLVED by the Township Committee of the Township of Commercial that Herbert C. Leary, 14 Avenue, Milmay, NJ 08340 is hired as a part time Fire Subcode Inspector commencing November 22, 2021 at the salary of \$3,600 per year for the Commercial Township Construction Office. Mr. Herbert C. Leary's Fire Subcode Inspector's License is 003448.

RESOLUTION 2021-99

Hiring of Gabrielle Horseman as Deputy Township Clerk

WHEREAS, a full time position for Deputy Township Clerk was advertised and applications submitted.

WHEREAS, after interviews with 11 applicants of the 50 applications received, it was determined by the committee to offer the position.

BE IT RESOLVED by the Township Committee of the Township of Commercial that Gabrielle Horseman, 2407 Bacon Street, Port Norris, NJ 08349 be hired for the position of Deputy Township Clerk commencing on December 6, 2021, at the salary of \$45,000 per year with full benefits.

RESOLUTION 2021-100

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 2021 Municipal

Budget as requested by the Chief Financial Officer.

Line-Item	Amount
From:	
Administration Professional Services	\$4,500
Tax Title Lien Services	\$10,000
Total	<u>\$14,500</u>

Line-Item	Amount
To:	
Clerk S/W	\$4,500
Engineering Services	\$10,000
Total	<u>\$14,500</u>

**RESOLUTION 2021-101
A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR
GRANT FUNDING AND THE EXECUTION OF A GRANT CONTRACT WITH
THE NEW JERSEY DEPARTMENT OF TRANSPORTATION UNDER THE
FISCAL YEAR 2022 LOCAL FREIGHT IMPACT FUND**

WHEREAS, there is a need for road improvements within the Township of Commercial; and

WHEREAS, funds for road improvements are available to the Township of Commercial under the New Jersey Department of Transportation Local Freight Impact Fund; and

WHEREAS, an application must be filed with the New Jersey Department of Transportation in order to be considered for said funding.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Committee of the Township of Commercial formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the firm of Remington & Vernick Engineers is hereby authorized to submit an electronic grant application identified as LFIF-2022-Reconstruction of High Street and -00053 to the New Jersey Department of Transportation 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 2021-102

Increasing Fees For Recycling Of Tires Effective January 1, 2022

WHEREAS, Commercial Township has participated in the Recycling Program to eliminate a lot of expense to residents with Solid Waste and Recycling costs; and

WHEREAS, the expense to the township for the recycling of tires has escalated to the point where it is not feasible to the township to accept tires without increasing the fees to cover the cost; therefore

BE IT RESOLVED by the Township Committee of the Township of Commercial that the following fees will be charged:

Car Tires, without rims	\$6.00
Car Tires, with rims	\$10.00
Regular Pickup Truck Tires, without rims	\$6.00
Regular Pickup Truck Tires, with rims	\$10.00
Tracker Trailer Tires, without rims	\$20.00
Tracker Trailer Tires, with rims, not accepted, must be transported by owner to: Cumberland County Improvement Authority	

BE IT FURTHER RESOLVED that new fee schedule will go into effect, January 1, 2022

RESOLUTION 2021-103

**Approving Bingo and Raffle License Applications Of The Laurel Lake
Volunteer Fire & Rescue Inc., For Year 2022**

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 2022 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 2021-104
Approving Hourly Rate For Stephanie Mclsaac
Accounts Payable Clerk In Finance Office

WHEREAS, Stephanie Mclsaac, Accounts Payable Clerk, in Finance Office since April 2019 and performance of her duties have been more than satisfactory and has made a positive difference in getting the work accomplished in a timely and accurate manner, and

WHEREAS, Stephanie's hourly rate is far below other secretarial positions in the township at \$21.22 and \$21.65 per hour; therefore

BE IT RESOLVED by the Township Committee of the Township of Commercial that an increase in pay is warranted from \$18.21 an hour to \$20.00 per hour effective January 1, 2022.

RESOLUTION 2021-105
Increasing Part Time Hours Of Stefanie Muessig To
Full Time Position In Construction Office Effective November 29, 2021

WHEREAS, Stefanie Muessig, Part Time Secretary in Construction Office has approached the Township Committee that her hours from 8:30 am to 3:00 p.m. is not providing services to the residents of the township who want to apply for permits after work with most officials having part time hours and others entitled to vacations, sick time, and personal days.

WHEREAS, with the office being open from 8:00 a.m. to 4:00 p.m., this puts less of a burden on the staff of the other municipal offices responding to calls; therefore

BE IT RESOLVED by the Township Committee of the Township of Commercial that effective Monday, November 29, 2021 that Stefanie Muessig is hired as a full time employee as Secretary to Licensed Professional of the Construction Office.

Mayor Vizzard asked for a motion on the resolutions.

Committeeman Jamison made motion to approve Resolution 2021-97 thru 2021-105. Mayor Vizzard seconded the motion with a unanimous roll call vote of members present.

Mayor Vizzard asked for reports from the committee and Committeeman Jamison said he was at the Food Pantry held by Russell Stormes and his staff, that they gave out hundreds of turkeys with all the trimmings to residents of Cumberland County.

Mayor Vizzard said the Department of Environmental Protection has made an offer for the marina in Bivalve.

Mayor said he made motion to open the meeting to the public and Committeeman Jamison seconded that motion.

Mr. Kenneth McGill said we have truck traffic coming into Mauricetown to the Sand Plant on Noble Street. Mr. McGill said he is sure that the truckers are following their GPS and ending up in the middle of town. He asked if it is possible to get some additional signs posted.

Mayor said this is something that will be taken up with the county since these are county roads, he said that he would contact the county.

Mrs. LaRae Smith said as Chairman of the Commercial Township Land Use Board that she congratulated Mr. McGill, Mrs. Tomlinson and Mr. Stormes, for all of their services to the residents of Commercial Township over the past many, many years and the plaques are most deserving.

A resident from Main Street, Port Norris asked the committee if there wasn't something that could be done about having the truck traffic coming into Main Street. She said she moved here a year and half ago and there weren't any truck traffic then and she really doesn't want it now. Could the committee direct them to another route.

Mayor Vizzard asked what do you suggest, we have met with the owners of the sand companies, the barging companies and the truckers. This is a business and no matter where the route will be residents are not going to like it. The roads they are using are county roads. The trucks have slowed down considerable as to when it started. It doesn't matter what we do someone is not going to like it. You can contact the county.

Mrs. Patricia Smith, Brown Street, Port Norris said there is a lot of sand on the edge of the roads, the sand companies should have a street sweeper and at least once a week sweep these streets off.

Mayor Vizzard asked for additional comments and being none asked for motion to close the public portion and Committeeman Jamison made motion to close public portion and to adjourn the meeting.

Motion was moved by Mayor Vizzard.

Hannah E. Nichols, Township Clerk