

Commercial Township  
Special Meeting  
October 22, 2024, 6:00PM

In attendance:

|                    |                         |
|--------------------|-------------------------|
| Ron Sutton         | Mayor                   |
| Joseph Klaudi      | Deputy Mayor            |
| Mike Vizzard       | Committeeman            |
| Clint Miller       | Public Works Supervisor |
| Heather Miller     | Township Clerk          |
| Chris Drummond     | Public Works            |
| Gabrielle Horseman | Deputy Clerk            |

Mayor Sutton calls the meeting to order.

This meeting is called pursuant to the provisions of the Open Public Meeting Law. Notice of this special meeting on October 22, 2024, at 6:00PM was advertised in two newspapers and was posted on the bulletin board of the Municipal Building and has remained continually posted as required notices under statute. This meeting is being electronically recorded.

Mayor Sutton asks everyone to stand and join him in the Flag Salute.

Mayor Sutton moved onto updates from Heather Miller, Township Clerk.

Heather Miller mentions the Environmental Joint Insurance Fund (EJIF).

- On April 25, 2024. EJIF conducted an audit into our facilities. A lot of work needs to go into rectifying some of the concerns found.
  - o The Township scored an 83. Certain environmental concerns were identified during the audit. Items listed may cause violations of NJ and Federal environmental regulations and may affect the townships' ability to file a claim. The audit findings are attached.
  - o Remington & Vernick have been working on the Stormwater Prevention Plan.
  - o The Municipal Stormwater Management Plan/Ordinance was adopted at the October meeting and is now posted to the website. A dedicated stormwater page needs to be created.
  - o Monthly logs of yard inspections required.
  - o We need a Spill Prevention Control & Countermeasures Plan (SPCC).
  - o Annual SPCC Training.
  - o We need to post contact information and emergency information to fueling areas.
  - o Generators that operate EGs of 37 kwh and above must record operation info to include when testing.
  - o Generators over 37 kwh require an air permit from DEP.
  - o The Township Hall is believed to be the only generators that would be impacted.

Heather Miller also stated the ongoing issue for storage for the Clerks Office. She currently has one isle in the storage room that is stacked with boxes, and it's difficult to find anything. She

stated she can write some documents off for destruction but it's difficult to determine what when the access is difficult. There is also additional storage in the kitchen under the table, and many files still remain in the mail room filing cabinets, but they need to be purged and boxed.

Clint Miller steps up to talk to the Committee about the different issues happening and being completed in Public Works.

- We have a fine at the State Police Barracks from Fire Inspection.
  - o I wrote a letter stating they were due to things that weren't under our control, and they reduced the fines.
- We have an inspection in November for Storm Water Prevention.
  - o Streets have to be swept every year.
  - o A minimum of every road of once a year.
  - o Every single collection box, and we have over 800, has to be numbered with documentation.
- Clint touched base on brush/leaf pick up.
  - o Equipment is getting expensive to turn the leaves and brush.
  - o State regulations are getting very difficult on brush and leaf pick up.
- The roof on the Louise E. Moore Senior Center needs to be replaced, and he proposed that we get a quote for a metal roof since they last longer than regular shingles.
  - o Buildings are starting to need huge maintenance work, and we need to start figuring out if we are going to fix them or make a decision to get rid of them.
- In the years to come when the big dump trucks go bad, buy a smaller one. You don't need a CDL to operate those trucks, and they hold just as much as the bigger ones.
  - o We are going to need a roll off truck in the near future. We use it every single day.
  - o It is on our list of things we need to purchase.

The Committeemen discuss the Union Contract for the employees for the 2025 year. Everyone agrees that we are very lucky and blessed to have the employees we do now.

Mayor Sutton asks for any additional comments.

Mayor Sutton asks for a motion to adjourn. Committeeman Vizzard made a motion and Deputy Mayor Klaudi seconded.

Respectfully Submitted,  
Gabrielle Horseman, Deputy Clerk