

**ELK TOWNSHIP  
COMMITTEE WORK SESSION MINUTES  
April 16, 2019**

The work session of the Elk Township Committee was held on the above date in the Municipal Building. The meeting was called to order by Mayor Sammons at 7:00PM.

The Open Public Meeting Notice was read.  
The Salute to the Flag was recited.

Present were: Mr. Hollywood, Mrs. Nicholson, Mr. Poisker, Mr. Rambo, Mayor Sammons, Mr. Considine, CFO, Mrs. Pine, Township Clerk, Mr. Bitgood, Engineer and Mr. Petroni, Township Auditor.

Approval of minutes of April 4, 2019 Regular Meeting  
Motion by Mrs. Nicholson, seconded by Mr. Rambo to approve the minutes of the April 4, 2019 Regular meeting, motion carried with Mr. Hollywood and Mr. Poisker abstaining.

**PUBLIC PORTION** on Agenda Items only.

Motion by Mr. Poisker to open the meeting to the public, seconded by Mr. Hollywood, all were in favor, motion carried.

Mayor Sammons asked if anyone had any questions on agenda items to come forward at this time. No one came forward.

Motion by Mrs. Nicholson to close the public portion, seconded by Mr. Hollywood, all were in favor, motion carried.

**ORDINANCE:**

**O – 3 – 2019** – Calendar Year 2019 – Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank (N.J.S.A. 40A:4-45.14) **PUBLIC HEARING**

Motion by Mr. Poisker, seconded by Mrs. Nicholson to open the public portion, all were in favor, motion carried.

Mayor Sammons invited the public to come forward if they have any questions concerning the Ordinance. No one came forward.

Motion by Mrs. Nicholson, seconded by Mr. Hollywood to close the public portion, all were in favor, motion carried.

Motion by Mrs. Nicholson, seconded by Mr. Rambo to adopt Ordinance O-3-2019, upon roll call motion carried.

Roll Call:	Mr. Hollywood	Yes
	Mrs. Nicholson	Yes
	Mr. Poisker	Yes
	Mr. Rambo	Yes
	Mayor Sammons	Yes

**RESOLUTIONS:**

**R-61-2019** – Confirming Compliance with NJAC 5:30-7; Conducting Local Examination of 2019 Annual Municipal Budget of the Township of Elk, County of Gloucester

Motion by Mrs. Nicholson, seconded by Mr. Poisker to adopt and approve said Resolution, upon roll call motion carried.

Roll Call:	Mr. Hollywood	Yes
	Mrs. Nicholson	Yes
	Mr. Poisker	Yes
	Mr. Rambo	Yes
	Mayor Sammons	Yes

**R-62-2019** – Authorizing the Reading of the 2019 Municipal Budget of Elk Township by Title Only  
Motion by Mr. Poisker, seconded by Mrs. Nicholson to adopt and approve said Resolution, upon roll call motion carried.

Roll Call:	Mr. Hollywood	Yes
	Mrs. Nicholson	Yes
	Mr. Poisker	Yes
	Mr. Rambo	Yes
	Mayor Sammons	Yes

**R-63-2019** – To Refund Money to Dovenmuehle Mortgage Inc. for Catauga Caldwell Total Disabled Veteran  
Motion by Mr. Hollywood, seconded by Mr. Rambo to adopt and approve said Resolution, upon roll call motion carried.

Roll Call:	Mr. Hollywood	Yes
	Mrs. Nicholson	Yes
	Mr. Poisker	Yes
	Mr. Rambo	Yes
	Mayor Sammons	Yes

**R-64-2019** – Amending Resolution R-94-2018-Governor's Council on Alcoholism and Drug Abuse  
Motion by Mr. Rambo, seconded by Mr. Poisker to adopt and approve said Resolution, upon roll call motion carried.

Roll Call:	Mr. Hollywood	Yes
	Mrs. Nicholson	Yes
	Mr. Poisker	Yes
	Mr. Rambo	Yes
	Mayor Sammons	Yes

**R-65-2019** – Resolution of Adoption of the 2019 Elk Township Municipal Budget  
**PUBLIC HEARING**

Motion by Mrs. Nicholson, seconded by Mr. Hollywood to open the public portion, all were in favor, motion carried.

Mayor Sammons invited the public to come forward if they have any questions concerning the 2019 Elk Township Municipal Budget.

No one came forward.

Motion by Mr. Hollywood, seconded by Mr. Poisker to close the public portion, all were in favor, motion carried.

Motion by Mrs. Nicholson, seconded by Mr. Poisker to adopt and approve said Resolution, upon roll call motion carried.

Roll Call:	Mr. Hollywood	Yes
	Mrs. Nicholson	Yes
	Mr. Poisker	Yes
	Mr. Rambo	Yes
	Mayor Sammons	Yes

**R-66-2019** – Authorizing the Township of Elk to Enter Into a Cooperative Pricing Agreement  
Motion by Mr. Hollywood, seconded by Mrs. Nicholson to adopt and approve said Resolution, upon roll call motion carried.

Roll Call:	Mr. Hollywood	Yes
	Mrs. Nicholson	Yes
	Mr. Poisker	Yes
	Mr. Rambo	Yes
	Mayor Sammons	Yes

**R-67-2019** – To Award Contract for One 2019 Police Interceptor SUV for the Township of Elk to Day Ford, 1600 Golden Mile Highway, Monroeville, PA 15146 - Pursuant to the Gloucester Co Op 18-03749

Motion by Mr. Rambo, seconded by Mr. Hollywood to adopt and approve said Resolution, upon roll call motion carried.

Roll Call:	Mr. Hollywood	Yes
	Mrs. Nicholson	Yes
	Mr. Poisker	Yes
	Mr. Rambo	Yes
	Mayor Sammons	Yes

**R-68-2019** – Authorizing the Purchase of Electricity Supply Services for Public Use on an Online Auction Website

Motion by Mrs. Nicholson, seconded by Mr. Rambo to adopt and approve said Resolution, upon roll call motion carried.

Roll Call:	Mr. Hollywood	Yes
	Mrs. Nicholson	Yes
	Mr. Poisker	Yes
	Mr. Rambo	Yes
	Mayor Sammons	Yes

**TOPICS:**

A street light request for Second and Dunbar was requested by a resident to the police department. They looked into the need and agree, there should be a street light at Second and Dunbar. Mr. Bitgood has requested a price for the installation of a solar powered light. Atlantic City Electric does not install solar powered lights and they cannot be placed on one of their poles, a new pole would need to be installed. Mr. Poisker stated the street light is for safety, a solar powered light is not as bright. Mrs. Pine will reach out to the electric company for pricing on regular installed street lights.

There is a need for a certified mechanic to work on equipment and vehicles from time to time. Mr. Hollywood feels it would save the township money if we hire a part/time mechanic to repair vehicles. There would be a savings on the cost of parts also. The position of mechanic per diem was advertised. Two applications/resumes were received. Mr. Hollywood and Mr. Rambo will review the 2 applicants and make a recommendation to committee.

CDBG Application is due on May 8<sup>th</sup>. There is a public hearing meeting on April 30<sup>th</sup>. There are certain areas that are more desirable than others, Low Mod areas are preferred. The maximum award amount is \$50,000. Mr. Bitgood will send the map to committee for their review and consideration. The project needs to be easily accessible to their environmental inspection team. It was mentioned to fix culverts in need and resurfacing Covey Place.

In 2016 an ordinance was adopted to sell property on Jacob Harris Lane. The ordinance was not followed up on. The tax assessor has been contacted, there were 2 pieces of land, one in Glassboro and one in Elk. The property in Glassboro is no longer showing as being owned by Elk Twp. The process will need to be started again. A private land sale can be held with the land being offered to adjacent land owners.

A realtor has been in contact with the township concerning a landlocked piece of township property off of Hughes Lane. The people interested in the purchase would like to make an equestrian farm for their daughter. Mr. Poisker stated there was interest in making that area an overflow parking lot for Rowan sports complex. He is concerned about the land being repurposed as a parking lot and recommends that the township look into a deed restriction if the property is sold. Committee would like to have the person interested in the property to make a presentation on the plan for the use of the property. They will be asked to attend an upcoming meeting.

**GLOUCESTER COUNTY REPRESENTATIVE** –James Schmidt was present to assist with any questions or concerns for the county. He took the questions and concerns from the last meeting back to the county engineering department. Mr. Lubelski contacted Mrs. Pine and responded to the questions.

1. Bike Trail – they are in the Right of Way phase. Currently talking with Conrail.
2. Whig Lane & Fairview Road – Fairview is considered a minor road based on the traffic use. The intersection meets all the criteria for allowing a passing lane on Whig Lane. There will not be a change.
3. Aura Road-Whig Lane right hand turn – this will be corrected when the bike trail comes through.
4. Union Street paving – this is NOT on the list for paving next year. They will continue to monitor the condition.
5. Traffic light at Rt. 77 and Fislerville Road – the township needs to write a letter to the NJ DOT with the concerns and the county will support the letter.

**PUBLIC PORTION:**

Motion by Mr. Hollywood to open the meeting to the public, seconded by Mrs. Nicholson, all were in favor, motion carried.

Mayor Sammons asked if anyone had any questions or comments or an issue they would like to bring to the township committees attention to come forward at this time.

Kevin Nesco, 184 Dexter Dr., Clayton, NJ, editor of the Clayton Free Press will be starting NJ Free Press. Would like to talk to committee members about their interests and plans for Elk Township to publish in an upcoming edition of the Free Press.

As a resident of Clayton, Mr. Nesco asked if there was anything committee could share concerning the merging of Elk and Clayton Police Departments. Mr. Poisker stated there have been no decisions made.

Darlema Bey, 507 Arch St., was present to ask about the water situation on Arch Street. She also informed committee she took a class at Rutgers Extension Co-Op on rain gardening. The program is funded by the William Penn Foundation. There are rebates being offered however funding is not available for residents in Gloucester County.

Mrs. Nicholson stated as for the water situation on Arch St., Gloucester County Health Department did go out and test the water. The septic is not failing and the water is not contaminated. The next step is to clean out the storm drains when the water subsides.

Jennifer Johnson, 211 Buck Road, is the resident that has all the water in her yard. Clifton Johnson and Ms. Bey are pumping water and she feels the water is coming into her yard. The problem needs to be corrected. Ms. Bey needs to pump to the back of her house. The road has been pumped out by the township in the past and needs to be pumped again. There is water everywhere in her yard.

Mrs. Nicholson stated there has been record rainfall this past year and the water table is very high.

Mayor Sammons, stated, if all the residents are pumping to the road way they are creating the issue.

Ms. Bey stated according to the NJ DEP, it is the townships responsibility to remove rain water.

Mrs. Nicholson stated everyone that is pumping water out of their home is pumping ground water. The township does have the appropriate drainage for rain water. When the road was put in with the drain, it was built according to the need for rain water at the time.

Ms. Bey stated when the house was built in 2007, the sump pumps discharged to the rear of her property. In 2011, the pumps were re-routed to the front of the yard. Ms. Bey claims the inspector saw where the new discharge area was going to be and approved it.

Mr. Hollywood stated the plumbing or construction inspector does not inspect where the water will be discharged. They are only concerned with the proper hook up not the discharge area.

Mrs. Nicholson asked Ms. Bey why her pumps were re-routed to the front.

Ms. Bey stated they were re-routed because the water was ponding in her back yard.

Mr. Bitgood has observed 3 houses pumping toward the street. The area is not conducive to retention ponds.

Mrs. Nicholson stated the conditions at this time are not conducive to perk testing.

Ms. Bey also said the church parking lot next to her lot is sloped toward her yard and just adds to the water problem when it rains.

Motion by Mrs. Nicholson to close the public portion, seconded by Mr. Hollywood, all were in favor, motion carried.

**PAY BILLS:**

Motion by Mr. Hollywood to Pay the Bills, seconded by Mr. Rambo, upon roll call motion was carried.

Roll Call:	Mr. Hollywood	Yes
	Mrs. Nicholson	Yes
	Mr. Poisker	Yes
	Mr. Rambo	Yes
	Mayor Sammons	Yes

Motion by Mr. Hollywood to adjourn, seconded by Mrs. Nicholson, all were in favor, the meeting was adjourned at 8:30PM.

Respectfully Submitted,

Debora R. Pine, RMC, CMC  
Township Clerk