

**ELK TOWNSHIP
COMMITTEE MEETING MINUTES
NOVEMBER 5, 2020**

The Regular Meeting 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 and the Lord's Prayer were recited in unison.

Present were: Mr. Hollywood, Mrs. Nicholson (via teleconference), Mr. Poisker, Mayor Sammons, Mr. Considine, CFO, Mrs. Pine, Township Clerk, Mr. Duffield, Solicitor, Mr. Bitgood, Engineer (via teleconference) and Lt. Gonnelli. Mr. Rambo and Chief Hughes were absent.

APPROVAL OF MINUTES of October 20, 2020 Work Session

Motion by Mr. Poisker, seconded by Mr. Hollywood to approve the minutes from the October 20, 2020 Work Session, all were in favor motion carried.

COMMITTEE REPORTS

Mayor Sammons thanked the Police Department and Fire Departments for the great job they did with the drive through trunk or treat. It was a successful event.

POLICE CHIEF REPORT

Lt. Gonnelli read the police report for the month of October. The department received 1420 calls for service, responded to 10 accidents with 6 injuries, issued 98 motor vehicle summons and 1 warning and made 5 arrests. There were several training sessions the department attended.

Lt. Gonnelli thanked committee and recreation for their support and donations with the trunk or treat drive through event. All the help was greatly appreciated. It is "No shave November" and donations that are received through Venmo on Facebook will be given to a local family whose child is battling cancer.

FIRE DEPARTMENT REPORT

There were no reports.

ENGINEER'S REPORT

Mr. Bitgood reported DVRPC Trails Improvement Phase VIII grant applications are due November 13, 2020. An application for Elephant Swamp Park trails has been drafted for committee's consideration. If approved, the grant could cover up to 80% of the costs for surveying, design, permitting and right of way acquisition.

The NJDOT Transportation Set Aside grant application is due November 24, 2020. This is federal aid and can be used for alternative or regular transportation improvements. He is preparing an application for construction funding of the Elephant Swamp Trail improvements. A resolution will be needed for submission.

Mrs. Nicholson asked does the DVRPC grant coincide with the conceptual evaluation under the work that was done with NJDOT, is this being used as a basis or concept. Mr. Bitgood stated this is being used as leverage. The work with both applications fit well since the scoping and concept plan that has already been completed. The next step is preliminary and final design.

The new stormwater rules have been adopted by the state. The township has until March 2021 to amend their ordinance.

List of Respondents for 2021 Request for Qualifications for Professionals- Mayor Sammons read the list of professionals that submitted resumes. List is attached.

PUBLIC PORTION on Agenda Items only.

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

Mayor Sammons asked if anyone had any questions on agenda items to speak at this time.

No one spoke.

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

ORDINANCES:

ORDINANCE O – 6 – 2020

BOND ORDINANCE PROVIDING FOR THE ACQUISITION OF HEAVY DUTY TRASH RECEPTACLES FOR THE TOWNSHIP OF ELK, COUNTY OF GLOUCESTER, NEW JERSEY; APPROPRIATING THE SUM OF \$115,000 THEREFOR; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE TOWNSHIP OF ELK, COUNTY OF GLOUCESTER, NEW JERSEY, IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$109,250; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING

TITLE ONLY

Motion by Mr. Poisker to approve Ordinance O-6-2020, seconded by Mr. Hollywood, upon roll call motion carried.

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

ORDINANCE O – 7 – 2020

ORDINANCE TO AMEND THE “CODE OF THE TOWNSHIP OF ELK” CHAPTER 34 FIXING AND ESTABLISHING SALARIES AND COMPENSATIONS OF OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF ELK, IN THE COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

TITLE ONLY

Motion by Mr. Hollywood to approve Ordinance O-7-2020, seconded by Mr. Poisker, upon roll call motion carried.

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

RESOLUTIONS:

RESOLUTION R-92-2020

RESOLUTION ENDORSING 2020 BEST PRACTICES INVENTORY

Motion by Mr. Poisker, 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
	Mayor Sammons	Yes

RESOLUTION R-93-2020

RESOLUTION TO GO INTO CLOSED EXECUTIVE SESSION TO DISCUSS EMPLOYMENT AND POTENTIAL LITIGATION IN REGARDS TO CONTRACT NEGOTIATIONS WITH THE ELK TOWNSHIP POLICE DEPARTMENT

Motion by Mr. Hollywood, seconded by Mr. Poisker to adopt and approve said Resolution, all were in favor motion carried.

RESOLUTION R-94-2020

RESOLUTION AUTHORIZING THE RELEASE OF PHASE 1 AND REDUCTION (#1) OF PHASE 2 PERFORMANCE GUARANTEE SUBMITTED BY KEVIN EASE LANDSCAPING FOR IMPROVEMENTS AFFECTING A PARCEL IDENTIFIED AS BLOCK 175, LOTS 8 AND 9 ON THE OFFICIAL TAX MAP OF THE TOWNSHIP OF ELK, COUNTY OF GLOUCESTER,

Motion by Mr. Poisker, 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
	Mayor Sammons	Yes

RESOLUTION R-95-2020

RESOLUTION AUTHORIZING RELEASE OF PERFORMANCE SURETY BOND NOS. 1040163, 1040166,1040168,1040172 AND 1040171 ISSUED BY LEXON INSURANCE COMPANY RELATING TO THE AURA DEVELOPMENT (PHASE I, SECTIONS I – V)

Motion by Mr. Poisker, 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
	Mayor Sammons	Yes

RESOLUTION R-96-2020

RESOLUTION REJECTING ALL BIDS FOR SOLID WASTE REMOVAL AND RECYCLABLE MATERIALS MARKETING

Motion by Mr. Hollywood, 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
	Mayor Sammons	Yes

RESOLUTION R-97-2020

RESOLUTION AUTHORIZING EMERGENCY SERVICES AGREEMENT WITH GOLD MEDAL ENVIRONMENTAL FOR SOLID WASTE AND RECYCLABLE MATERIALS COLLECTION SERVICES

Motion by Mr. Poisker, 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
	Mayor Sammons	Yes

RESOLUTION R-98-2020

RESOLUTION APPOINTING AN ASSISTANT TAX COLLECTOR FOR THE TOWNSHIP OF ELK – Krissy DeFrehn

Motion by Mr. Hollywood, 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
Mayor Sammons Yes

RESOLUTION R-99-2020
RESOLUTION AUTHORIZING 2020 BUDGET TRANSFERS

Motion by Mr. Poisker, 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
Mayor Sammons Yes

RESOLUTION R-100-2020
RESOLUTION GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE
FISCAL GRANT CYCLE JULY 2020 – JUNE 2025

Motion by Mr. Poisker, 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
Mayor Sammons Yes

PURSUANT TO RESOLUTION R-26-2020
THERE IS A TIME LIMIT OF 3 MINUTES PER PERSON DURING THE PUBLIC PORTION

GLOUCESTER COUNTY REPRESENTATIVE –James Schmidt was present via teleconference.

Mr. Considine asked if the county has any paving shared services. Mr. Schmidt will talk to the appropriate county department and get back to the township. The township is looking at parking lots.

Mr. Schmidt went out to Dunbar and Eighth Avenue and the property is in disrepair, and the fire department should be able to get their hoses back to the property if there is a problem.

Lt. Gonnelli asked if there is a chance to get a guard rail on the corner of Clems Run and Hardingville Road. It is the only corner that does not have a guard rail. The property owner is concerned with the number of accidents that have occurred at the intersection. Mr. Schmidt will look into it.

PUBLIC PORTION:

Motion by Mr. Hollywood to open the meeting to the public, seconded by Mr. Poisker, 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 speak at this time.

Wayne Swanson, 517 Spruce St., asked if the street name sign is going to be replaced at the corner of Harrison Ave. and Buck Rd. It has been missing for a while. Public works will be notified.

Mr. Swanson congratulated Mayor Sammons and Mr. Rambo on their re-election.

Mr. Swanson asked if the Committee was aware the polling locations in the Lawn's and Aura Fire House are being moved to the municipal building. Mayor Sammons stated she is aware that the polling places in Districts 1, 2 & 4 will be moved to the municipal building. She feels it is a good move and will make the job a little easier for the municipal clerk on election day. District 3 will remain the same at Ferrell Fire House. Districts 1, 2 and 4 will move to the municipal building. The Board of Elections came out and inspected the municipal building and they suggested moving districts 2 and 4 to the building also. The recommendation was taken to the Board of Elections Commissioners for approval, and they approved the moves.

The last item Mr. Swanson had was, the status of the vacation of Oak Street. Mr. Bitgood stated he needs to see a plan for the cul-de-sac. Mr. Swanson will need to submit a plan for the cul-de-sac to the engineer. He will also need to complete the appropriate paper work and fee.

Bob Clark, Elk Township Zoning Officer, reviewed the township code and in Chapter 64 of the code of Elk Township entitled Enforcement of Fire Safety Act section 4, states: The local enforcing agency within the entire jurisdiction boundaries of the Township of Elk shall be the Gloucester County Fire Marshal's Office, which shall consist of the Gloucester County Fire Marshal and his/her staff. Mr. Clark stated it is not a safe situation to drive a fire truck down Eighth Ave., especially in the dark. There is so much equipment and junk in the right of way it puts the fire fighters, police officers, cars and trucks at risk of being damaged. Mr. Duffield will be filing a complaint in superior court. Mr. Clark will be meeting with Mr. Duffield to get all the information for the complaint.

Mr. Clark would like to have the Fire Marshal file a complaint also, since they have a little more leverage than the township. Mr. Schmidt stated the property appears to be abandoned and the township may want to enforce the vacant and abandoned ordinance. The Fire Marshal office only enforces commercial properties. The Fire Marshal's office will support the township in any way it can.

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

PAY BILLS:

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

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

RECESS:

Motion to Recess by Mr. Poisker, seconded by Mr. Hollywood, all were in favor, the meeting recessed at 7:44PM.

Motion to Re-enter Meeting by Mr. Hollywood, seconded by Mr. Poisker, all were in favor, the meeting reconvened at 8:04PM.

Summary of Closed Session:

Mr. Duffield stated there was discussion on the status on contract negotiations with the PBA and the pending mediation in 2 weeks. There were no decisions made.

Mr. Considine recommends upgrading the call in for meetings. He will contact our IT company to see what they recommend for the Township.

ADJOURNMENT

Motion by Mr. Poisker to adjourn, seconded by Mr. Hollywood, all were in favor, the meeting was adjourned at 8:13PM.

Respectfully Submitted,

Debora R. Pine, RMC, CMC
Township Clerk