

**ELK TOWNSHIP  
COMMITTEE MEETING MINUTES  
July 1, 2021**

The Regular Meeting of the Elk Township Committee was held on the above date in the Municipal Building and via Teleconference. The meeting was called to order by Mayor Sammons at 7:01PM.

The Open Public Meeting Notice was read. The Salute to the Flag and the Lord's Prayer were recited in unison.

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

**APPROVAL OF MINUTES** of June 15, 2021 Work Session

Motion by Mr. Poisker, seconded by Mrs. Nicholson to approve the minutes of the June 15, 2021, Work Session, all were in favor, motion carried.

**COMMITTEE REPORTS** – There were no committee reports at this time

**FIRE DEPARTMENT REPORT** – There were no Fire Company reports at this time.

**ENGINEER'S REPORT** – Mr. Bitgood stated SAGE applications for NJ DOT have been submitted for Moods Road, Iredell Lane and the Municipal Parking Lot. Phase 1 of Ewan Road should begin after the holiday. Also, Jacob Harris Lane reconstruction has begun and paving should begin sometime after the holiday.

**POLICE CHIEF REPORT** – Lt. Gonnelli gave the report for the month of June for the police department. They received 1312 calls for service, issued 154 motor vehicle summons, responded to 12 crashes with 3 injuries and made 12 arrests. They received 10 new applications for fire arms.

Mr. Rambo recognized Chief Steven Hughes for his years of service to the residents of Elk Township. He thanked him for the direction he led the department in, they are now on a good path. Mr. Rambo also thanked Debbie Trifiletti for her service to the Township.

**PUBLIC PORTION** on Agenda Items only.

Motion by Mrs. Nicholson to open the meeting to the public, seconded by Mr. Rambo, 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 or came forward.

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

**ORDINANCE:**

**ORDINANCE O – 10 – 2021**

**ORDINANCE CREATING A NEW CHAPTER OF THE CODE OF THE TOWNSHIP OF ELK ENTITLED  
“CHANGE OF OCCUPANCY OR USE CERTIFICATE”  
TITLE ONLY**

Motion by Mr. Poisker to approve Ordinance O-10-2021, seconded by Mr. Rambo, upon roll call motion carried.

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

**RESOLUTIONS:**

**RESOLUTION R-82-2021**

**RESOLUTION APPOINTING HUNTER MOORE AS POLICE RECORDS CLERK**

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

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

**RESOLUTION R-83-2021**

**RESOLUTION APPOINTING EDWARD GONNELLI AS CHIEF OF POLICE OF THE ELK TOWNSHIP POLICE DEPARTMENT**

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

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

Chief Gonnelli was sworn in by Committeeman Rambo, with his wife Heather and daughters Jillian and Adelynn holding the Bible.

Chief Gonnelli, thanked Committee for this opportunity. Growing up in the township, it means a lot to have this opportunity and he looks forward to working with them for years to come. Chief Hughes, thank you, you have done a lot for us and brought us a long way. We could not have done it without you. He wished him all the best in his future endeavors. Debbie Trifiletti, thank you, thank you, thank you. He thanked his department, he knows their job is not easy and the sacrifices and dedication that is involved. He will be here for them day in and day out. We are all in this together. He further thanked this wife, Heather and daughters Jillian and Adelynn, "I love all to the moon and back." He thanked his family and friends for coming out, their support means a lot.

**RESOLUTION R-84-2021**

**RESOLUTION AUTHORIZING APPLICATION SUBMISSION TO THE NJ DEP DIVISION OF WATER QUALITY FOR NJPDES-1 PERMIT DIVISION**

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

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

**GLOUCESTER COUNTY REPRESENTATIVE** –James Schmidt was present to assist with any questions for the County. There were no questions.

**PURSUANT TO RESOLUTION R-26-2021**

**THERE IS A TIME LIMIT OF 3 MINUTES PER PERSON DURING THE PUBLIC PORTION**



**PUBLIC PORTION:**

Motion by Mrs. Nicholson 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 come forward or speak at this time.

Randy Swanson, 561 Fifth Avenue, Congratulated Ed Gonnelli. He is here tonight regarding the suspension of the Lawn's Fire Company. There is a lack of collaboration and communication between the township and 3 companies. He asked what is the length of the suspension and the requirements to lift the suspension. He would like to see more communication between the 3 companies and OEM.

Darlema Bey, 507 Arch Street, asked related to the training of the fire company, were there any new trainings or standards presented during 2020 that would affect the fire company members certifications or their ability to fight fires? Were there any complaints that the members of the Lawn's Fire company did not perform according to their training or qualifications when they responded to calls last year?

Wayne Swanson, 517 Spruce Street, stated committee discussed the situation at their meeting, passed a resolution and the next day were at the fire house taking equipment. Who authorized the equipment to be removed? Was it a collaboration with the county?

Mr. Rambo stated the committee talked to the county and asked them to go in and take inventory as an independent organization. There has not been an inventory from the Lawn's Fire company in a long time. There was a meeting with the 3 Fire Chiefs, the Mayor and himself. He reported that there have not been any reports for over 18 months. The truck was taken to be inspected and to make sure it was safe to operate.

Mr. Swanson asked if the truck can be taken back? How long is the suspension for?

Mr. Poisker stated this was a decision that was made quickly. Things have been going on for a while. Lawn's FC had opportunities over several years to increase their membership. It came to committee's attention that membership was so low, when they responded to fires they did not have enough people. Then it was discovered they did not have the proper training. Can you imagine if a member of the Fire Company got hurt without the proper training what the legal ramifications would be to the town?

Mr. Rambo read "In accordance to NJ Division of Fire Safety a fire department must have the proper structure and training certifications to operate within the states requirements. They also must have a certain number of fire fighters to safely operate a structure fire." A minimum number of fire fighters is 2 in and 2 out. Lawn's has only reported 3 active firefighters. This all came to light when it was discovered there has not been any training for 18 months. The Chief also does not possess the I-400 certification or credentials to be a Chief, or his credentials are not registered with the state. The reason given for not conducting training since January 2020 was COVID. COVID was not an issue until March 2020. There have also been falsified reports from the Lawn's Fire Company.

Mr. Swanson asked if the other departments conducted training in 2020 and where did they hear about it?

Mr. Rambo stated the other companies did have training sessions during COVID. They did on-line training. The fire chiefs know where to look for training and a fire company cannot operate without a Chief.

Mr. Swanson asked if they can correct these deficiencies and how long do they have?

Mrs. Nicholson stated the company cannot be reinstated until they have the proper training and certifications and the proper number of fire fighters to respond to a fire.

Mayor Sammons stated committee understands they are a volunteer fire company and they are all greatly appreciated, however committee cannot say how long they have to complete their training, as they do not know how long it takes to obtain the necessary certifications.

Mr. Schmidt from the Gloucester County Fire Marshal office, stated Fire Fighter 1 and 2 is over 100 hours.

Mrs. Nicholson said the suspension will be lifted when they have the appropriate number of members and the proper certifications.

Jeanne White, 520 Christian Street agreed leadership is the issue and leadership starts with the governing body. She asked if when the issue came to committees attention, did they sit down with the fire company and ask them about the issues and tell them that it needs to be fixed?

Mr. Rambo stated they had a meeting with all the chiefs where they requested all reports.

Mrs. White asked why the agenda of June 3, 2021 did not list resolution R-80-2021?

Mrs. Pine read the message that is on each agenda, stating items can be added or deleted to the agenda prior to the meeting.

Mrs. White stated that due process was not followed, the Lawn's fire company did not have an opportunity to respond. They had every right to be notified prior to their suspension.

Mr. Poisker stated this suspension came about from reports from the other companies where they attended the mandatory live burn training and Lawn's was not present for the training.

Mr. Duffield stated that there was no lack of due process, the governing body decided to suspend the fire company immediately when they found out that the company was operating with insufficient credentials. The governing body needs to be concerned about the insurance and liability issues. The fire company has known since June about the suspension, have they done anything to obtain the necessary training and certifications.

Mrs. White stated the fire company wants to know what they need to do to have the suspension lifted.

Mrs. Nicholson stated the township committee does not tell them what training to get, they as a fire company should know what training is needed and when. They need to come into compliance with the state and county fire requirements to have a proper fire company.

Angelique Siplin, 502 Spruce Street, the residents want facts as to why the fire company was shut down. They want the list of mandatory and necessary training.

Mr. Rambo stated Glassboro Fire Department is on call to respond to all calls that would be directed to Lawn's Fire Company.

Catherine Myklich, 215 Union Street, apologized to the member of Lawn's FC for not supporting them enough and would like to challenge to rise up and help as much as they can. The company was suspended for safety reasons, what about the safety of the homes they would cover, is the township afraid of getting sued?

Mr. Poisker has confidence committee made a decision to not put a fireman in harms way or to get sued. Also, it was put into play to have Glassboro cover the calls. They are a paid company

Ms. Myklich, stated there are no hydrants or water in the area and Glassboro does not have a tanker. She will honor the committees decision to suspend, but where is the communication.



Brianna Keegan, 215 Union Street, would like to have fire hydrants put in.

Mrs. Nicholson explained that we do not have the ability to put in fire hydrants.

Nathan Figlio, 536 Seventh Avenue, read a statement about leadership.

William Wiberg, 347 Moods Road, realizes this an emotionally charged issue, but as a resident of Elk Township there needs to be fiscal responsibility. This is not a numbers game with their certifications, it is a numbers game on how they are responding. Lawn's FC received 18 calls for service, Aura FC received 170 calls for service and Ferrell FC received 174 calls for service. What is the disbursement of funds for the companies.

Mr. Rambo stated all 3 receive the same amount of money.

Mr. Wiberg stated Aura and Ferrell FC are providing a service above and beyond and they have membership and training. Lawn's has been struggling with membership, training and number of calls they respond to for years. This is not an 18 month thing. Mr. Wiberg is a member of Ferrell FC. The suspension decision was made on facts. All 3 fire companies are struggling for new members. Now, that they have been suspended, they are getting support and want to try and fix it. But how long is that fix going to take and what is the longevity of those members. He devotes himself to this town for public safety. From what he has seen over the last 18 to 20 years, the Lawn's FC continues to dwindle. As a firefighter he wants to know if the firefighter he is going into a building has the proper training. When was the last time any of their members attended a live burn? Mr. Wiberg supports the committees decision to suspend. If they do not get support and members then they should be closed.

Alfredo Gonzalez, 510 Second Avenue, did not understand why the fire company was suspended. The fire company is a good thing.

Trudy Swanson, 517 Spruce Street, was born and raised in Elk Township. As she looks at the police department, they do not reflect her and she need someone in the community to reflect her. The township needs to hire people of color. They will fight to keep their fire house.

Wayne Swanson, asked why the fire company did not receive due process?

Mr. Duffield explained the committee needed to make decision on the spot, based on a safety issue.

There were questions that needed to be answered and what they need to do to be reinstated. That is due process.

Danielle Bland, 520 Jackson Avenue, received the 2 page information on the new trash process, when will she receive notification that the Lawn's Fire Company is no longer in operation and they are now serviced by Glassboro.

Valerie Hall, 111 Stanger Avenue, knows and respects Mrs. Nicholson, and feels Mr. Rambo was rude and disrespectful.

Amanda Lewis, 510 West Boulevard, asked about the paper roads, Fourth Avenue is now over grown and you cannot get through. What is going to happen when another fire company cannot get through and they do not know the area.

Jeanne White, stated we are neighbors, and all live in Elk Township. There has been more discussion tonight then there has been in years. There needs to be more conversations throughout the township. We have to figure out a way to grow all of the fire companies so that they serve every part of the county. She has heard from her husband for years that we are all on each others box in the past, but they are no longer on the box or the tanker task force. Who did that??

Mr. Schmidt, explained that the task force is managed through County Fire Chiefs Association along with other task forces. The task forces are made up of fire chiefs throughout the county. There are established guidelines to be on the task force. The task force would be the ones who removed them from the call list.

Mayor Sammons asked if Chief White called the county to see why they were removed. The fire company needs to take some ownership.

Mrs. Nicholson stated committee is not fire fighters or fire chiefs and they do not know what training is required of a fire fighter.

The fire chief is the one who should know what kind of training and certifications are necessary. The list that they have received from the county and state will be sent to the fire company so they can begin the process to be reinstated.

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

Mr. Rambo will schedule another meeting with the Chiefs of the fire company's.

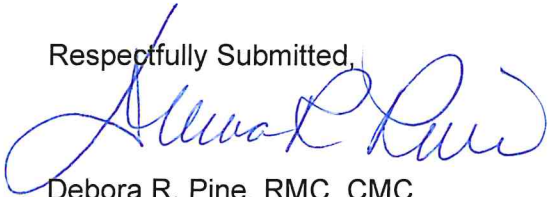
**PAY BILLS:**

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

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

Motion by Mr. Rambo to adjourn, seconded by Mr. Poisker, all were in favor, the meeting was adjourned at 8:45PM

Respectfully Submitted,



Debora R. Pine, RMC, CMC  
Township Clerk



**ORDINANCE O – 10 – 2021**

**AN ORDINANCE OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK,  
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY CREATING A NEW  
CHAPTER OF THE CODE OF THE TOWNSHIP OF ELK ENTITLED  
“CHANGE OF OCCUPANCY OR USE CERTIFICATE”**

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**WHEREAS**, the Mayor and Committee of the Township of Elk deem it in the best interest of the Township to establish a new Chapter of the Code of the Township of Elk entitled “Change of Occupancy or Use Certificate.

**NOW, THEREFORE, BE IT ORDAINED**, by the Mayor and Committee of the Township of Elk, in the County of Gloucester and State of New Jersey, and it is hereby enacted and ordained by the authority of same as follows:

**Section 1.** This Ordinance creates a new Chapter “XX” of the Township of Elk Code as follows:

**CHANGE OF OCCUPANCY OR USE CERTIFICATE**

**§ xx-1. When required.**

Change of Occupancy or Use Certificate (“Certificate”) shall hereinafter be required for human habitation of all existing residential and commercial units in the Township of Elk before a change in occupancy or use of any such unit may commence.

**§ xx-2. Adoption and standards.**

The International Property Maintenance Code, 2021, and as subsequently amended and revised, is hereby accepted, adopted and established as standards to be used as a guide in determining the fitness of a building or structure for human habitation, occupancy or use. Copies of the International Property Maintenance Code, 2021, and as subsequently amended and revised, have been placed on file in the office of the Township Clerk and are available to all persons desiring to use and examine the same.

**§ xx-3. Definitions.**

**EXISTING COMMERCIAL UNIT**

Any building used as a place of business and intended for human occupancy.

**EXISTING RESIDENTIAL UNITS**

Any building or structure presently used or used hereafter for habitation by any human beings, whether the same is occupied or to be occupied by an owner or tenant or occupied on any other basis.

**§ xx-4. Occupancy prohibited.**

No person shall occupy any building or dwelling as owner or occupant, or rent to another person(s) for occupancy which does not conform to the provisions of the International Property Maintenance Code, 2021, and as subsequently amended and revised, and established hereby as the standards to be used in determining whether a building or dwelling is safe, sanitary and fit for human habitation.

**§ xx-5. Other requirements for Certificates unaffected.**

The Change of Occupancy or Use Certificate required herein does not repeal or amend requirements for other certificates heretofore provided for by ordinances of this Township or statutes of the State of New Jersey.

**§ xx-6. Application for Certificate.**

- A. Application for a Change of Occupancy or Use Certificate for change in occupancy or use shall be made to the Construction Code Official of the Township, or his/her designee, on a form provided by said Construction Code Official.
- B. The Construction Code Official, or his/her designee, shall thereupon cause inspection to be made of the subject residential unit to determine if such unit is fit for human habitation and in compliance with the International Property Maintenance Code, 2021.
- C. Construction Code Official, or his/her designee, shall thereupon cause inspection to be made of the subject commercial unit to determine if such unit is fit for human habitation and meets all the requirements of the current International Property Maintenance Code and Uniform Fire Code as enforced by the Township Fire Official or its designee.

**§ xx-7. Certificate of smoke alarm, carbon monoxide alarm and portable fire extinguisher required.**

In addition to the requirement for a Change of Occupancy or Use Certificate hereinabove set forth, it shall also be required that each dwelling unit shall comply with N.J.A.C. 5:70-2.3 to obtain a Certificate of Smoke Alarm, Carbon Monoxide Alarm and Portable Fire Extinguisher compliance.

**§ xx-8. On-site sewage/septic inspection.**

As a condition to the issuance of Change of Occupancy or Use Certificate, the owner, purchaser, lessor, lessee or occupant of each residential or commercial unit shall provide to the Code Official a certificate or report issued by a New Jersey licensed independent inspection company indicating that an inspection of the on-site sewage disposal septic system was conducted and meets the current standards required by the Gloucester County Health Department and/or the New Jersey Department of Environmental Protection. The certificate or report of the inspection and satisfactory results shall be conducted within thirty (30) days of the date of application for a Change of Occupancy or Use Certificate.

**§ xx-9. Responsibility for obtaining Certificate.**

The owner/landlord of each unit subject to this Chapter is hereby charged with the responsibility for making written application to the Construction Code Official for a Change of Occupancy or Use Certificate. In the event that a change of occupancy is also accompanied by a change of ownership or use of a unit, the buyer may waive the seller's responsibility and assume the same; provided, however, that such waiver shall be in writing, which said waiver shall further state that the buyer is fully aware that he, she or it is assuming full responsibility for obtaining the Change of Occupancy or Use Certificate pursuant to this Chapter within ninety (90) days of the date of waiver, and provided further that such written waiver shall be filed with the Construction Code Official, or his/her designee.

**§ xx-10. Fee for certificate; inspection; issuance or denial; reinspection; regulations.**

- A. Application to the Construction Code Office shall be accompanied by a fee of \$100.00. If an inspection is needed to take place within 72 hours (i.e., due to a settlement), then the Application shall be accompanied by a fee of \$125.00.



- B. The Construction Code Official or his representative shall, within 10 business days of the receipt of a fully completed application for a Change of Occupancy or Use Certificate and the accompanying fee pursuant to this Chapter make such inspections as are required hereinabove and, upon determining that the requirements above have been completed, issue a Change of Occupancy or Use Certificate.
- C. If upon the inspection or inspections aforesaid, the Construction Code Official or his representative finds the subject unit is not in compliance or violations exist, said Official or his representative shall thereupon and within the said 10 business days, notify the applicant in writing of such noncompliance, specifically setting forth the violation or violations which require correction.
- D. Upon correction of the violations, the applicant shall notify the Construction Code Official in writing and shall submit a re-inspection fee of \$50 with such notification whereupon the Construction Code Official or his representative shall re-inspect the subject unit upon receipt of such notification and re-inspection fee. This procedure shall be followed until all violations have been corrected, at which time a Change of Occupancy or Use Certificate shall be issued.
- E. The Construction Code Official shall furnish copies of all regulations referred to herein to any person requesting same for a reasonable fee, commensurate with the costs of reproducing such regulations.
- F. Conditional Certificate: A conditional Certificate may be granted based on extraordinary conditions that would prevent the applicant from meeting the requirements of this Chapter within the allotted timeframe. This can only take place after an initial inspection has been conducted which identifies the deficiencies or violations. A notarized letter from the applicant must be submitted stating the nature of the hardship, along with a fee of \$50. The conditional Certificate may be granted by the Code Official or his/her designee, for a period not to exceed 30 days. At the end of this extension period all conditions must be met, or required permits must be issued to address the deficiencies or violations.

**§ xx-11. Violations and penalties.**

Any person who shall violate any of the terms or provisions of this Chapter or shall commit or do any act or thing prohibited by the terms of this article shall, upon conviction thereof, be subject to a fine not exceeding \$1,250, imprisonment for a term not exceeding 90 days or a period of community service not exceeding 90 days. Offenses on separate days shall be deemed to be separate offenses, so that a continued violation from day to day shall be construed to be a new violation for each day such violation occurs.

**Section 2.**

**Severability.**

Should any section, clause, sentence, phrase or provision of this Ordinance be declared unconstitutional or invalid by a Court of competent jurisdiction, such decision shall not affect the remaining portions of this Ordinance.

**Section 3.**

**Repealer.**

All prior Ordinances or parts of Ordinances inconsistent with this Ordinance be and the same are hereby repealed to the extent of such inconsistencies.

**Section 4.**

**When effective.**

This Ordinance shall take effect immediately upon final passage and publication in accordance with law.

INTRODUCTION ROLL CALL VOTE						
COMMITTEE MEMBER	Motion	Second	AYE	NAY	ABSTAIN	ABSENT
Hollywood						✓
Nicholson			✓			
Poisker	✓		✓			
Rambo		✓	✓			
Sammons			✓			

**TOWNSHIP OF ELK**

**ATTEST:**

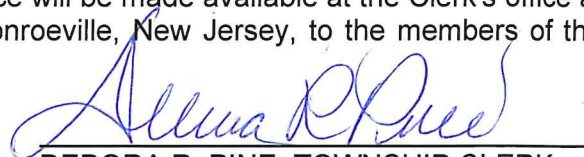
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**Carolyn D. K. Sammons, Mayor**

\_\_\_\_\_  
**DEBORA R. PINE, Township Clerk**

FINAL ADOPTION ROLL CALL VOTE						
COMMITTEE MEMBER	Motion to Adopt	Second	AYE	NAY	ABSTAIN	ABSENT
Hollywood						
Nicholson						
Poisker						
Rambo						
Sammons						

**NOTICE**

The Ordinance published herein was introduced and passed upon first reading at a meeting of the Mayor and Committee of the Township of Elk, in the County of Gloucester and State of New Jersey, held on June 15, 2021. It will be further considered for final passage, after public hearing hereon, at a meeting of said Mayor and Committee to be held in the Township Municipal Building on July 1, 2021 at 7:00 P.M. During the week prior and up to and including the date of such meeting, copies of said Ordinance will be made available at the Clerk's office at the said Municipal Building, 680 Whig Lane, Monroeville, New Jersey, to the members of the general public who shall request the same.

  
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**DEBORA R. PINE, TOWNSHIP CLERK**



**RESOLUTION R-82-2021**

**RESOLUTION OF THE TOWNSHIP OF ELK APPOINTING  
HUNTER MOORE AS POLICE RECORDS CLERK**

**WHEREAS**, due to the retirement of the Police Record Clerk, Debra Trifiletti on June 30, 2021, the position of Elk Township Police Record Clerk became vacant effective July 1, 2021; and

**WHEREAS**, Lt. Edward Gonnelli, has recommended Hunter Moore to serve as the Records Clerk for the Elk Township Police Department; and

**WHEREAS**, Hunter Moore has the necessary qualifications and desires to serve in this position.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Elk that Hunter Moore is hereby appointed as the Elk Township Police Record Clerk with his term beginning on July 1, 2021 and ending on December 31, 2021.

**THIS RESOLUTION IS DULY ADOPTED** by the Township Committee of the Township of Elk at its regular meeting held on the 1<sup>st</sup> day of July, 2021 at the Municipal Building, 680 Whig Lane, Monroeville, NJ 08343.

**TOWNSHIP OF ELK**

  
\_\_\_\_\_  
**Carolyn D. K. Sammons, Mayor**

**ATTEST:**

  
\_\_\_\_\_  
**DEBORA R. PINE, TOWNSHIP CLERK**

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Hollywood				✓
Nicholson	✓			
Poisker	✓			
Rambo	✓			
Sammons	✓			

R-83-2021

**RESOLUTION APPOINTING EDWARD GONNELLI AS  
CHIEF OF POLICE  
OF THE ELK TOWNSHIP POLICE DEPARTMENT**

**WHEREAS**, the Chief of Police of the Elk Township Police Department, Steven J. Hughes will retire on July 6, 2021, leaving the position of Chief of Police vacant; and

**WHEREAS**, it is the intention of the Township Committee of the Township of Elk to fill the position of Chief of Police; and

**WHEREAS**, Edward Gonnelli has the necessary qualifications to fill the position; and

**WHEREAS**, the Township Committee of the Township of Elk desires to appoint Edward Gonnelli as the Chief of Police for the Elk Township Police Department.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Elk that Edward Gonnelli is hereby appointed Chief of the Elk Township Police Department effective July 7, 2021; and

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to execute the Chief of Police contract with Edward Gonnelli after review and approval by the Elk Township Solicitor.

**ADOPTED** by the Township Committee of the Township of Elk at its regular meeting held on July 1, 2021.

TOWNSHIP OF ELK

CAROLYN D. K. SAMMONS, MAYOR

ATTEST:

DEBORA R. PINE, TOWNSHIP CLERK

ROLL CALL VOTE				
COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
Hollywood				✓
Nicholson	✓			
Poisker	✓			
Rambo	✓			
Sammons	✓			

**CERTIFICATION**

I hereby certify that the above resolution is a true copy of a resolution adopted by the Township Committee of the Township of Elk, County of Gloucester, State of New Jersey, at a meeting held by the same on July 1, 2021 in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

DEBORA R. PINE, TOWNSHIP CLERK



**R-84-2021**  
**RESOLUTION OF THE TOWNSHIP OF ELK**  
**AUTHORIZING APPLICATION SUBMISSION TO THE NJDEP DIVISION OF WATER**  
**QUALITY FOR NJPDES-1 PERMIT RENEWAL**

**WHEREAS**, it is the intention of the Township Committee of the Township of Elk to renew its general permits to operate and maintain public sanitary septic systems; and

**WHEREAS**, the Township owns 3 public septic systems at the Municipal Building, Recreational Park, and Public Works Building; and

**WHEREAS**, the Township has, and will continue to, perform routine inspection and maintenance of said sanitary septic systems; and

**WHEREAS**, to renew the permit, the Committee of the Township of Elk must approve submission of this application through the Statements of Consent form;


**NOW THEREFORE BE IT RESOLVED** by the Committee of the Township of Elk, that the Mayor is hereby authorized to apply to the NJDEP Division of Water Quality for renewal of the NJPDES-1 Permit as detailed above;

**AND BE IT RESOLVED** by the Elk Township Committee, that if re-awarded a **NJPDES-1 permit**, the Mayor and Clerk are hereby authorized to sign the permit application on behalf of the Township of Elk, and that their signature constitutes acceptance of the terms and conditions of the permit.

**AND BE IT FURTHER RESOLVED** by the Elk Township Committee, that the Township accepts the financial obligation to complete the project and to maintain the completed work in accordance with an approved agreement, that would be entered into by the Department of Environmental Protection and the Township, as required by the standards issued by the Department of Environmental Protection, Division of Water Quality.

Adopted this 1<sup>st</sup> day of July, 2021

**ATTEST:**

  
**DEBORA R. PINE, Township Clerk**

**TOWNSHIP OF ELK**

  
**Carolyn D. K. Sammons, Mayor**

ROLL CALL VOTE				
COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
Hollywood				✓
Nicholson	✓			
Poisker	✓			
Rambo	✓			
Sammons	✓			

**CERTIFICATION**

The foregoing resolution was duly adopted by the Township Committee of the Township of Elk at a regular meeting held on the 1<sup>st</sup> day of July, 2021.

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**Debora R. Pine, Township Clerk**

# BILL APPROVAL

## July 1, 2021

### Bank Wires, Manual and Interim Checks

**GENERAL ACCOUNT:**

1) Township of Elk	21000611	\$77,997.29
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**ELMER ESCROW:**

1) Dale Taylor Esq.	21000625	\$1,575.00
2) Bach Associates	21000637	\$2,342.00



Batch Id: SC      Batch Type: C      Batch Date: 07/01/21      Checking Account: CURRENT      G/L Credit: Budget G/L Credit  
Generate Direct Deposit: N

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
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	07/01/21	A0124 ACTION UNIFORM CO.		1500 S. NEW ROAD				
21000594	06/17/21	1 BRANCO-SHIRTS,ETC	564.00	1-01- -029-233	Budget	Aprv	23	1
				UNIFORM ALLOWANCE				
21000595	06/17/21	1 MESSINA-SHIRTS, PANTS,ETC	746.00	1-01- -029-233	Budget	Aprv	24	1
				UNIFORM ALLOWANCE				
21000595	06/17/21	2 BOOTS	129.99	1-01- -029-236	Budget	Aprv	25	1
				EQUIPMENT & SUPPLIES				
21000596	06/17/21	1 OPDYKE-SHIRTS,ETC	546.00	1-01- -029-233	Budget	Aprv	26	1
				UNIFORM ALLOWANCE				
21000597	06/17/21	1 WARBURTON-SHIRTS, ETC	432.00	1-01- -029-233	Budget	Aprv	27	1
				UNIFORM ALLOWANCE				
21000598	06/17/21	1 MOORE-SHIRTS,ETC	114.00	1-01- -029-233	Budget	Aprv	28	1
				UNIFORM ALLOWANCE				
21000602	06/19/21	1 SCHANNE-SHIRTS, ETC	167.00	1-01- -029-233	Budget	Aprv	32	1
				UNIFORM ALLOWANCE				
21000603	06/19/21	1 HENNELLY-SHIRTS,ETC	167.00	1-01- -029-233	Budget	Aprv	33	1
				UNIFORM ALLOWANCE				
21000626	06/27/21	1 UNIFORM-SHIRTS, ETC	331.00	1-01- -029-233	Budget	Aprv	55	1
				UNIFORM ALLOWANCE				
			<u>3,196.99</u>					
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	07/01/21	A0137 ALLIED DOCUMENT SOLUTIONS		AND SERVICES				
21000553	06/12/21	1 TONER	99.00	1-01- -043-223	Budget	Aprv	10	1
				OFFICE SUPPLIES				
21000553	06/12/21	2 TONER	609.75	1-01- -015-223	Budget	Aprv	11	1
				OFFICE SUPPLIES				
			<u>708.75</u>					
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	07/01/21	A0260 ATLANTIC CITY ELECTRIC		5 COLLINS DRIVE				
21000634	06/28/21	1 MONTHLY ELECTRIC/STREET LIGHTS	13.38	1-01- -037-222	Budget	Aprv	63	1
				STREET LIGHTING EXPENSE				
21000634	06/28/21	2 MONTHLY ELECTRIC/STREET LIGHTS	21.49	1-01- -037-222	Budget	Aprv	64	1
				STREET LIGHTING EXPENSE				
			<u>34.87</u>					
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	07/01/21	B0245 TRACEY A BLEDA		1526 FOREST GROVE ROAD				
21000613	06/26/21	1 COURT 6/21	90.00	1-01- -050-225	Budget	Aprv	42	1
				MISCELLANEOUS				
			<u>90.00</u>					
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	07/01/21	B0347 BROWN & CONNERY		360 HADDON AVENUE				
21000599	06/17/21	1 LEGAL THRU 6/10	40.38	1-01- -017-222	Budget	Aprv	29	1
				LEGAL OPERATING EXPENSES				
			<u>40.38</u>					
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	07/01/21	C0149 STEPHEN CONSIDINE						
21000600	06/17/21	1 ZOOM	42.65	1-01- -050-225	Budget	Aprv	30	1
				MISCELLANEOUS				
			<u>42.65</u>					

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21000633	06/28/21	07/01/21 1	C0166 MONTHLY	588.92	COMCAST 8499-05-064-0022477	Budget	Aprv	62	1
				<u>588.92</u>	ACCT 8499-05-064-0022477 1-01- -037-224 TELEPHONE				
21000586	06/13/21	07/01/21 2	D0150 7/8/21	437,795.44	DELSEA REGIONAL HIGH SCHOOL ATTN: BOARD OFFICE	Budget	Aprv	17	1
				<u>437,795.44</u>	1-01- -905-002 REGIONAL SCHOOL TAXES				
21000614	06/26/21	07/01/21 1	D0494 COURT 6/15	90.00	MARLO DYE 205 MATISSE WAY	Budget	Aprv	43	1
					1-01- -050-225 MISCELLANEOUS				
21000614	06/26/21	07/01/21 2	D0494 COURT 6/21	150.00	MARLO DYE 205 MATISSE WAY	Budget	Aprv	44	1
				<u>240.00</u>	1-01- -050-225 MISCELLANEOUS				
21000636	06/29/21	07/01/21 1	D0498 LEGAL THRU 6/29/2021	2,236.50	BRIAN J. DUFFIELD 95 N. MAIN STREET	Budget	Aprv	66	1
					1-01- -017-222 LEGAL OPERATING EXPENSES				
21000636	06/29/21	07/01/21 2	D0498 COPIES,MAILING,ETC	2.61	BRIAN J. DUFFIELD 95 N. MAIN STREET	Budget	Aprv	67	1
				<u>2,239.11</u>	1-01- -017-222 LEGAL OPERATING EXPENSES				
21000574	06/12/21	07/01/21 1	E0280 REIMBURSE-2000 1157 4820 5	200.00	EZ-PASS 1-01- -029-225	Budget	Aprv	15	1
				<u>200.00</u>	MISCELLANEOUS				
21000635	06/29/21	07/01/21 1	F0250 REIMBURSE-JIF	7,500.00	FERRELL VOLUNTEER FIRE COMPANY	Budget	Aprv	65	1
				<u>7,500.00</u>	1-01- -910-004 INSURANCE REFUNDS				
21000628	06/27/21	07/01/21 1	F0368 INV 1766385-2020 CHEV TAHOE	21,378.48	FORD CREDIT DEPT. 43401	Budget	Aprv	57	1
				<u>21,378.48</u>	1-01- -029-236 EQUIPMENT & SUPPLIES				
21000583	06/13/21	07/01/21 1	F0505 REPAIR ALARM - PW GARAGE	135.00	FRANKLIN ALARM CO, INC. PO BOX 84	Budget	Aprv	16	1
				<u>135.00</u>	1-01- -020-243 REPAIRS & SUPPLIES FOR BLDG				
21000627	06/27/21	07/01/21 1	F0525 TIRES	179.94	FRED HARZ & SONS US ROUTE 40	Budget	Aprv	56	1
				<u>179.94</u>	1-01- -034-239 REPAIRS TO EQUIPMENT				
21000629	06/27/21	07/01/21 1	G0264 SALT AND BRINE	5,060.00	GLOUCESTER COUNTY DEPT. OF PUBLIC WORKS	Budget	Aprv	58	1
					1-01- -036-222				



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			5,060.00	SNOW REMOVAL EXPENSE				
21000622	06/27/21	07/01/21 H0177 LANCE HITZELBERGER 1 REIMBURSE-TITLE VEHICLES	120.00	1-01- -029-225 MISCELLANEOUS	Budget	Aprv	52	1
			120.00					
21000605	06/19/21	07/01/21 L0320 LILLISTON FORD 1 GASKETS,MANIFOLD,CONVERTER	1,561.12	833 N. DELSEA DRIVE 1-01- -061-228 POLICE VEHICLE MAJOR REPAIR	Budget	Aprv	35	1
			1,561.12					
21000608	06/20/21	07/01/21 M0018 MAJESTIC OIL COMPANY, INC. 1 6/16 UNLEADED	476.60	2104 FAIRFAX AVENUE 1-01- -037-226 GASOLINE/DIESEL	Budget	Aprv	38	1
21000620	06/27/21	1 6/23 UNLEADED	495.96	1-01- -037-226 GASOLINE/DIESEL	Budget	Aprv	50	1
			972.56					
21000592	06/17/21	07/01/21 M0059 MAX COMMUNICATIONS INC 1 MONTHLY SERVICE	300.69	411 NORTH HIGH STREET 1-01- -037-224 TELEPHONE	Budget	Aprv	19	1
			300.69					
21000616	06/26/21	07/01/21 M0914 MES 1 RESCUE TOOLS SERVICE/REPAIR	3,588.90	75 REMITTANCE DRIVE 1-01- -028-226 AID TO FIRE COMPANY OTHER EXPENSES	Budget	Aprv	46	1
21000617	06/26/21	1 SCBA FLOW TEST	533.48	1-01- -028-226 AID TO FIRE COMPANY OTHER EXPENSES	Budget	Aprv	47	1
			4,122.38					
21000619	06/27/21	07/01/21 N0025 SPRINT SPECTRUM LP 1 944312212 - MONTHLY INVOICE	253.28	PO BOX 4181 1-01- -037-224 TELEPHONE	Budget	Aprv	49	1
			253.28					
21000604	06/19/21	07/01/21 P0100 PAULSBORO PRINTERS LLC 1 PRIMARY ELECTION PRINTING	2,645.00	22 EAST WASHINGTON AVENUE 1-01- -012-224 PRINTING OF FORMS	Budget	Aprv	34	1
			2,645.00					
21000631	06/28/21	07/01/21 P0362 LOUIS POLILLO JR. 1 JUNE 11,14,15,16,17,22,23,24	800.00	117 HARDING HIGHWAY 1-01- -046-235 CONTRACTUAL - SUBCODE OFFICIALS	Budget	Aprv	60	1
			800.00					
21000621	06/27/21	07/01/21 P0410 POWER EQUIPMENT CO 1 GENERATOR PM ON BOTH GENERATOR	530.00	1259 NORTH CHURCH STREET 1-01- -020-243 REPAIRS & SUPPLIES FOR BLDG	Budget	Aprv	51	1
			530.00					

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21000609	06/20/21	07/01/21 Q0401	QUILL CORPORATION	129.14	PO BOX 37600	Budget	Aprv	39	1
		1	SUPPLIES - INV. 17334605		1-01- -050-223				
21000609	06/20/21	2	SUPPLIES - INV. 17334605	183.80	OFFICE SUPPLIES	Budget	Aprv	40	1
					1-01- -043-223				
21000630	06/27/21	1	INV 17426453 - SUPPLIES	260.48	OFFICE SUPPLIES	Budget	Aprv	59	1
					1-01- -043-223				
				<u>573.42</u>	OFFICE SUPPLIES				
21000555	06/12/21	07/01/21 R0150	ACE PLUMBING, HEATING AND	38.72	ELECTRICAL SUPPLIES, INC.	Budget	Aprv	13	1
		1	SOLAR SALT		1-01- -020-243				
21000555	06/12/21	2	RACO 203 4"	2.34	REPAIRS & SUPPLIES FOR BLDG	Budget	Aprv	14	1
					1-01- -034-236				
21000606	06/19/21	1	1/2 BRASS 90, 20A/125 FEM CONN	22.84	EQUIPMENT & SUPPLIES	Budget	Aprv	36	1
					1-01- -034-236				
				<u>63.90</u>	EQUIPMENT & SUPPLIES				
21000610	06/20/21	07/01/21 S0255	SENTINEL NEWSPAPER	16.50	1-01- -043-228	Budget	Aprv	41	1
		1	ADVERTISING ORD 8 AND 9		ADVERTISEMENTS				
				<u>16.50</u>					
21000615	06/26/21	07/01/21 S0455	LUZ S. SMITH	300.00	2835 FRIENDSHIP STREET	Budget	Aprv	45	1
		1	COURT 6/21		1-01- -050-225				
				<u>300.00</u>	MISCELLANEOUS				
21000467	05/20/21	07/01/21 S0476	SOUTH JERSEY WATER TEST LLC	4,838.00	4077 SOUTH BLACK HORSE PIKE	Budget	Aprv	2	1
		1	LANDFILL TESTING		1-01- -020-225				
				<u>4,838.00</u>	MISCELLANEOUS				
21000623	06/27/21	07/01/21 S0504	STEWART BUSINESS SYSTEMS	36.00	105 CONNECTICUT DRIVE	Budget	Aprv	53	1
		1	COPIER		1-01- -011-333				
				<u>36.00</u>	GENERAL ADMIN - EQUIP. MAINT.				
21000497	05/22/21	07/01/21 S0600	SOUTHERN PEST CONTROL	48.00	PO BOX 95	Budget	Aprv	4	1
		1	MONTHLY SERVICE		1-01- -020-243				
21000601	06/17/21	1	JUNE SERVICE	48.00	REPAIRS & SUPPLIES FOR BLDG	Budget	Aprv	31	1
					1-01- -020-225				
				<u>96.00</u>	MISCELLANEOUS				
21000624	06/27/21	07/01/21 S0466	SORBELLO'S LANDSCAPING	3,050.00	421 FERRELL ROAD	Budget	Aprv	54	1
		1	REC PARK REPAIR		1-01- -020-250				
				<u>3,050.00</u>	RECREATION OE EXPENSES				
21000491	05/22/21	07/01/21 T0150	TANGY'S AUTO SERVICE	180.45	206 STANGER AVE	Budget	Aprv	3	1
		1	MOUNT TIRES, BALANCE, ETC		1-01- -061-222				

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account	Account Type	Status	Seq	Acct
			180.45	POLICE VEHICLE TIRES				
21000593	06/17/21	07/01/21 T0200 TAG'S AUTO SUPPLY, INC 1 09CV-FUEL PUMP AND HANGER	315.92	12 W. HIGH STREET 1-01- -061-228	Budget	Aprv	20	1
21000593	06/17/21	2 FUEL TANK AND STRAPS	348.90	POLICE VEHICLE MAJOR REPAIR 1-01- -061-228	Budget	Aprv	21	1
21000593	06/17/21	3 LED LIGHTS	59.50	POLICE VEHICLE MAJOR REPAIR 1-01- -061-226	Budget	Aprv	22	1
21000607	06/19/21	1 BLASTER	66.00	POLICE VEHICLE MINOR REPAIR 1-01- -061-226	Budget	Aprv	37	1
21000632	06/28/21	1 PARTS - M8-134	83.88	POLICE VEHICLE MINOR REPAIR 1-01- -061-226	Budget	Aprv	61	1
			874.20	POLICE VEHICLE MINOR REPAIR				
21000618	06/26/21	07/01/21 T0475 TMT AUTO BODY 1 TOWING PD CAR	265.00	387 TYLER MILL ROAD 1-01- -061-226	Budget	Aprv	48	1
			265.00	POLICE VEHICLE MINOR REPAIR				
21000587	06/13/21	07/01/21 T0600 TREASURER OF SCHOOL MONEYS 2 07/08/21	370,161.00	ELK TOWNSHIP BOARD OF ED 1-01- -905-001	Budget	Aprv	18	1
			370,161.00	LOCAL SCHOOL TAXES				
21000550	06/12/21	07/01/21 W0082 WATERLINE GLASSBORO LLC 1 VEHICLE SERVICE MAY	50.00	127 S. DELSEA DRIVE 1-01- -029-225	Budget	Aprv	9	1
			50.00	MISCELLANEOUS				
21000271	03/15/21	07/01/21 W0375 WITMER PUBLIC SAFETY GROUP 1 VEST CARRIERS	820.00	104 INDEPENDENCE WAY 1-01- -026-225	Budget	Aprv	1	1
21000508	05/25/21	1 CARGO PANTS-	28.00	IN LIEU OF HEALTH 0-01- -029-233	Budget	Aprv	5	1
21000508	05/25/21	2 SIG ROME05 RED DOT SIGHT	150.00	UNIFORM ALLOWANCE 0-01- -029-236	Budget	Aprv	6	1
21000508	05/25/21	3 DUTY HOLSTER,BELT,ETC	248.00	EQUIPMENT & SUPPLIES 0-01- -029-236	Budget	Aprv	7	1
21000508	05/25/21	4 HOLSTER,DUTY PACK,	80.00	EQUIPMENT & SUPPLIES 0-01- -029-236	Budget	Aprv	8	1
			1,326.00	EQUIPMENT & SUPPLIES				
21000554	06/12/21	07/01/21 W0380 WM CORPORATE SERVICES, INC. 1 DUMPSTER SERVICE MAY	1,374.04	PO BOX 13648 1-01- -038-222	Budget	Aprv	12	1
			1,374.04	SOLID WASTE CONTRACTUAL				

Checks: Count 40 Line Items 67 Amount 873,940.07



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Check No.	Check Date	Vendor #	Name		Street 1 of Address to be printed on Check				
PO #	Enc Date	Item	Description	Payment Amt	Charge Account	Account Type	Status	Seq	Acct
					Description				

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There are NO errors or warnings in this listing.

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