

**ELK TOWNSHIP  
CLOSE OUT MEETING MINUTES  
DECEMBER 28, 2021**

The Close Out 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 5:00PM.

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

Present were: Mr. Hollywood, via telephone, Mrs. Nicholson, Mr. Poisker, via telephone, Mr. Rambo, via telephone, Mayor Sammons, Mr. Considine, CFO, and Mrs. Pine, Township Clerk.

**RESOLUTIONS:**

**R-124-2021** –Approving the Sale by Assignment of Certain Tax Sale Certificate Owned by the Township of Elk Pursuant to N.J.S.A. 54:5-113

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-125-2020** –Authorizing an Emergency Appropriation Pursuant to N.J.S. 40A:4-48

Motion by Mrs. Nicholson, 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-126-2020** –Authorizing 2021 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
	Mr. Rambo	Yes
	Mayor Sammons	Yes

**PUBLIC PORTION:**

Motion by Mrs. Nicholson to open the meeting to the public, seconded by Mayor Sammons, 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 committee's attention to come forward at this time.

No one spoke.

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

**PAY BILLS:**

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

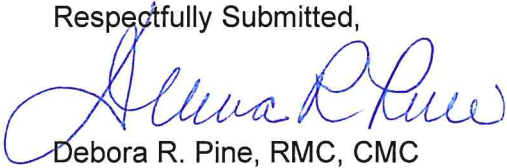
Roll Call:	Mr. Hollywood	Yes
	Mrs. Nicholson	Yes

Mr. Poisker	Yes
Mr. Rambo	Yes
Mayor Sammons	Yes

**ADJOURNMENT:**

Motion by Mrs. Nicholson to adjourn, seconded by Mr. Rambo all were in favor, the meeting was adjourned at 5:04 PM.

Respectfully Submitted,



Debora R. Pine, RMC, CMC  
Township Clerk

**RESOLUTION R-124-2021**

**RESOLUTION OF THE TOWNSHIP OF ELK APPROVING THE SALE BY ASSIGNMENT  
OF CERTAIN TAX SALE CERTIFICATES OWNED BY THE TOWNSHIP OF ELK  
PURSUANT TO N.J.S.A. 54:5-113**

**WHEREAS**, N.J.S.A. 54:5-113 authorizes assignment by a municipality of tax sale certificates for the full amount of the certificate, including all subsequent municipal taxes and other municipal charges; and

**WHEREAS**, Dana Aliano, 516 Arthur Avenue, Glassboro (Elk Township), New Jersey 08028, has presented an offer to purchase, by assignment, Certificate of Sale No. 21-00005, which was issued to the Township of Elk at a tax sale held on October 26, 2021, on Block 110, Lot 1, known as Arthur Avenue, Elk Township, New Jersey, and assessed to Josh Williams and Mary Watts in the amount of \$457.66, being the full amount of the certificate as of December 28, 2021 including all subsequent municipal taxes and other municipal charges; and

**WHEREAS**, after due deliberation and consultation with the Tax Collector and Solicitor, the Township Committee has determined that it is in the best interest of the Township of Elk to approve the aforementioned assignments pursuant to N.J.S.A. 54:5-113;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Committee of the Township of Elk Tax Sale Certificate No. 21-00005 shall be sold to Dana Aliano in accordance with the provisions of N.J.S.A. 54:5-113; and

**BE IT FURTHER RESOLVED** the Mayor, Township Clerk and/or Tax Collector are hereby authorized to execute the Assignment of Tax Sale Certificate.

**BE IT FURTHER RESOLVED** that a copy of this Resolution shall be forwarded to the Township Tax Collector.

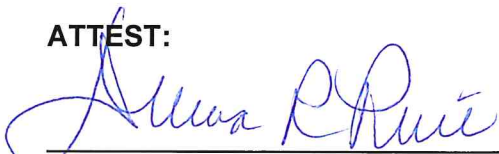
**ADOPTED** at a Regular Meeting of the Elk Township Committee held December 28, 2021.

**TOWNSHIP OF ELK**

BY: 

**CAROLYN D. K. SAMMONS, Mayor**

**ATTEST:**



**DEBORA R. PINE, Township Clerk**

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

**RESOLUTION R-125-2021**

**RESOLUTION AUTHORIZING AN EMERGENCY  
APPROPRIATION PURSUANT TO N.J.S. 40A:4-48  
TOWNSHIP OF ELK, COUNTY OF GLOUCESTER**

WHEREAS, an emergent condition has arisen with the resurfacing project on Ewan Road which was not made in the 2021 Budget for the aforesaid purpose. N.J.S. 40A:4-46 provides for the creation of an emergency appropriation for the purposes mentioned above, and

WHEREAS, the total amount of the emergency appropriations created, including the appropriation to be created by this resolution is \$39,084.19; and three (3) percent of the total operating appropriations in the budget for the prior year (2020) is \$149,370.00.

NOW, THEREFORE, BE IT RESOLVED (by not less than two-thirds of all governing body members affirmatively concurring) that in accordance with the provisions of N.J.S. 40A:4-48:

1. An emergency appropriation is hereby made for the following:  

Ewan Road Repairs	\$39,084.19
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2. That said emergency appropriation shall be provided for in full in the 2021 budget.
3. That two (2) certified copies of this resolution be filed with the Director of the Division of Local Government Services.

**THIS RESOLUTION IS DULY ADOPTED** by the Township Committee of the Township of Elk at the regular meeting held on December 28, 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	AYE	NAY	ABSTAIN	ABSENT
Hollywood	✓			
Nicholson	✓			
Poisker	✓			
Rambo	✓			
Sammons	✓			

**RESOLUTION  
R-126-2021  
RESOLUTION AUTHORIZING 2021 BUDGET TRANSFERS**

**WHEREAS**, the need exists for certain budget transfers within the appropriations of the Municipal Budget for the year 2021; and

**WHEREAS**, the CFO has proposed the following budget transfers;

**NOW, THEREFORE, BE IT RESOLVED BY THE** Township Committee of the Township of Elk that the Chief Financial Officer of the Township of Elk is hereby authorized to transfer the following funds within the 2021 Municipal Budget:

**Transfer From:**

Recycling Tipping Fees \$11,000.00

**Transfer To:**

Engineering OE \$10,000.00

In Lieu of Health \$1,000.00

**THIS RESOLUTION IS DULY ADOPTED** by the Township Committee of the Township of Elk at its regular meeting held on the 28th day of December 2021 at the Municipal Building, 680 Whig Lane, Monroeville, NJ 08343.

**TOWNSHIP OF ELK**

  
\_\_\_\_\_  
**CAROLYN KING-SAMMONS, MAYOR**

**ATTEST:**

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

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

**BILL APPROVAL**  
**December 28, 2021**  
**Bank Wires, Manual and Interim Checks**

**GENERAL ACCOUNT:**

1) Township of Elk

21001217

\$67,954.78

Batch Id: SC      Batch Type: C      Batch Date: 12/28/21      Checking Account: CURRENT      G/L Credit: Budget G/L Credit  
Generate Direct Deposit: N

Check No. PO #	Check Date Enc Date	Vendor # Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
21001231	12/26/21	12/28/21 A0260 ATLANTIC CITY ELECTRIC 1 MONNTHLY SERVICE	21.16	5 COLLINS DRIVE 1-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	24	1
			<u>21.16</u>					
21001226	12/24/21	12/28/21 C0016 C&H DISPOSAL SERVICE INC 1 DUMPSTERS-380 UNION STREET	812.40	47 GRIERS LANE 1-01- -034-260 PUBLIC WORKS-CLEAN AND LIEN	Budget	Aprv	19	1
21001226	12/24/21	2 DUMPSTERS-380 UNION STREET	779.60	1-01- -034-260 PUBLIC WORKS-CLEAN AND LIEN	Budget	Aprv	20	1
			<u>1,592.00</u>					
21001211	12/20/21	12/28/21 D0494 MARLO DYE 1 COURT 12/20 AND 12/21	225.00	205 MATISSE WAY 1-01- -050-225 MISCELLANEOUS	Budget	Aprv	12	1
21001212	12/20/21	1 OFFICE COVERAGE 11/30	60.00	1-01- -050-225 MISCELLANEOUS	Budget	Aprv	13	1
			<u>285.00</u>					
21001221	12/24/21	12/28/21 F0250 FERRELL VOLUNTEER FIRE COMPANY 1 REIMBURSE PEOSHA 2021	5,000.00	1-01- -052-222 OSHA FIRE CONTRIBUTIONS	Budget	Aprv	15	1
			<u>5,000.00</u>					
21001224	12/24/21	12/28/21 F0525 FRED HARZ & SONS 1 TIRE PATCH/TUBE	57.91	US ROUTE 40 1-01- -034-239 REPAIRS TO EQUIPMENT	Budget	Aprv	18	1
			<u>57.91</u>					
21001213	12/20/21	12/28/21 H0158 JORDAN HIGGINS 1 OFFICE COVERAGE 12/7-12/17	350.00	62 MAIN STREET 1-01- -050-225 MISCELLANEOUS	Budget	Aprv	14	1
			<u>350.00</u>					
21001228	12/24/21	12/28/21 M0018 MAJESTIC OIL COMPANY, INC. 1 12/21 UNLEADED	662.19	2104 FAIRFAX AVENUE 1-01- -037-226 GASOLINE/DIESEL	Budget	Aprv	21	1
			<u>662.19</u>					
21001201	12/18/21	12/28/21 M0059 MAX COMMUNICATIONS INC 1 MONTHLY INVOICE	294.10	411 NORTH HIGH STREET 1-01- -037-224 TELEPHONE	Budget	Aprv	4	1
			<u>294.10</u>					
21001202	12/18/21	12/28/21 Q0401 QUILL CORPORATION 1 ACCT 3365032, INV 21360689	45.55	PO BOX 37600 1-01- -050-223 OFFICE SUPPLIES	Budget	Aprv	5	1
21001202	12/18/21	2 ACCT 3365032, INV 21360689	185.58	1-01- -043-223 OFFICE SUPPLIES	Budget	Aprv	6	1

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
21001203	12/18/21	1 ACCT 3365032, INV 21354315	21.16	1-01- -015-223 OFFICE SUPPLIES	Budget	Aprv	7	1
21001204	12/18/21	1 ACCT 3365032, INV. 21379805	27.51	1-01- -043-223 OFFICE SUPPLIES	Budget	Aprv	8	1
21001205	12/18/21	1 ACCT 3365032, INV. 21465486	16.58	1-01- -043-223 OFFICE SUPPLIES	Budget	Aprv	9	1
			<u>296.38</u>					
	12/28/21	S0455 LUZ S. SMITH		2835 FRIENDSHIP STREET				
21001223	12/24/21	1 COURT -12/20/2021	300.00	1-01- -050-225 MISCELLANEOUS	Budget	Aprv	17	1
			<u>300.00</u>					
	12/28/21	S0482 SOUTH JERSEY GAS		23884200000				
21001229	12/26/21	1 MONTHLY SERVICE	698.89	1-01- -037-225 PROPANE/NATURAL GAS	Budget	Aprv	22	1
			<u>698.89</u>					
	12/28/21	S0483 SOUTH JERSEY GAS		3388420000				
21001230	12/26/21	1 MONTHLY SERVICE	209.96	1-01- -037-225 PROPANE/NATURAL GAS	Budget	Aprv	23	1
			<u>209.96</u>					
	12/28/21	S0504 STEWART BUSINESS SYSTEMS		PO BOX 936763				
21001222	12/24/21	1 COPIER CHARGE	36.00	1-01- -011-333 GENERAL ADMIN - EQUIP. MAINT.	Budget	Aprv	16	1
			<u>36.00</u>					
	12/28/21	S0600 SOUTHERN PEST CONTROL		PO BOX 95				
21001200	12/18/21	1 DECEMBER SERVICE	48.00	1-01- -020-243 REPAIRS & SUPPLIES FOR BLDG	Budget	Aprv	3	1
			<u>48.00</u>					
	12/28/21	T0150 TANGY'S AUTO SERVICE		206 STANGER AVE				
21001104	11/21/21	1 MOUNT TIRES/BALANCE ETC	149.60	1-01- -061-222 POLICE VEHICLE TIRES	Budget	Aprv	1	1
21001105	11/21/21	1 MOUNT/BALANCE TIRES	174.55	1-01- -061-222 POLICE VEHICLE TIRES	Budget	Aprv	2	1
			<u>324.15</u>					
	12/28/21	U0100 U.S. POSTAL SERVICE		CMRS-FP				
21001235	12/27/21	1 POSTAGE-106000918743	250.00	1-01- -011-227 POSTAGE	Budget	Aprv	25	1
21001235	12/27/21	2 POSTAGE-106000918743	500.00	1-01- -013-227 POSTAGE	Budget	Aprv	26	1
21001235	12/27/21	3 POSTAGE-106000918743	750.00	1-01- -023-227 POSTAGE	Budget	Aprv	27	1
21001235	12/27/21	4 POSTAGE-106000918743	250.00	1-01- -029-227 POSTAGE	Budget	Aprv	28	1
21001235	12/27/21	5 POSTAGE-106000918743	1,250.00	1-01- -043-227 POSTAGE	Budget	Aprv	29	1
21001235	12/27/21	6 POSTAGE-106000918743	500.00	1-01- -046-227 POSTAGE	Budget	Aprv	30	1



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
21001235	12/27/21	7 POSTAGE-106000918743	2,000.00	POSTAGE 1-01- -050-227	Budget	Aprv	31	1
			<u>5,500.00</u>	POSTAGE				
	12/28/21	w0162 RYAN WELLS						
21001210	12/20/21	1 CLOTHING 2021	318.98	1-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	10	1
21001210	12/20/21	2 TRAVEL-STATE POLICE TRAINING	69.03	1-01- -029-253 MILEAGE & EXPENSES	Budget	Aprv	11	1
			<u>388.01</u>					

Checks:	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
	17	31	16,063.75

There are NO errors or warnings in this listing.