

**ELK TOWNSHIP  
COMMITTEE WORK SESSION MINUTES  
February 15, 2022**

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.

**ROLL CALL:** Present were: Mrs. Cowan, Mr. Hollywood, Mrs. Nicholson, Mr. Rambo, Mayor Sammons, Mr. Considine, CFO, Mrs. Pine, Township Clerk, Mr. Bitgood, Engineer and Chief Gonnelli.

**Approval of minutes** of February 3, 2022 Regular Meeting and Closed Session

Motion by Mr. Rambo, seconded by Mrs. Nicholson to approve the minutes of the February 3, 2022 Regular Meeting and Closed Session, motion carried with Mr. Hollywood abstaining.

**PUBLIC PORTION** on Agenda Items only.

Motion by Mrs. Nicholson 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 speak at this time.

No one came forward.

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

**RESOLUTIONS:**

**R-39-2022** – Appointing Pastor Richard Archut as Police Chaplain

Motion by Mr. Rambo, seconded by Mrs. Nicholson to adopt and approve said Resolution, all were in favor motion carried.

Pastor Archut was sworn in by Mr. Rambo with his wife Donna holding the bible.

Chief Gonnelli thanked Committee for the support with getting this program started. This Chaplain Program is one of the programs he wants to implement as a new chief. This appointment is very special since the first Police Chaplain is a resident of the township. The chief gave a special thank you to Patrolman Calabrese for taking this program and making it happen.

Pastor Archut stated he was approached by Patrolman Franklin and asked if he would be interested. He is very happy to be appointed to this position in Elk Township.

**GLOUCESTER COUNTY REPRESENTATIVE**, Dennis McNulty was present to assist with any questions for the County. Mayor Sammons welcomed Mr. McNulty and looks forward to having him attend the meetings of the Township Committee. Mr. McNulty explained he is the Director of the Department of Emergency Response. He thanked Mayor Sammons for the warm welcome.

**PURSUANT TO RESOLUTION R-26-2022**

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

**PUBLIC PORTION:**

Motion by Mrs. Cowan 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 or comments or an issue they would like to bring to the township committees attention to speak at this time.

No one came forward.

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

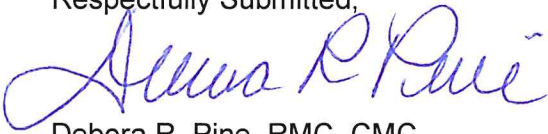
**PAY BILLS:**

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

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

Motion by Mr. Rambo to adjourn, seconded by Mr. Hollywood, all were in favor, the meeting was adjourned at 7:08PM.

Respectfully Submitted,



Debora R. Pine, RMC, CMC  
Township Clerk

**R-39-2022**

**RESOLUTION APPOINTING PASTOR RICHARD ARCHUT AS POLICE CHAPLAIN**

**WHEREAS**, pursuant to N.J.S.A. 40A:14-141, the position of Police Chaplain was created in Chapter 28, Article IX of the Code of the Township of Elk; and

**WHEREAS**, the Chief of Police has made a recommendation to the Governing Body regarding the appointment of Police Chaplain; and

**WHEREAS**, Pastor Richard Archut has the necessary training and qualifications to serve as Police Chaplain; and

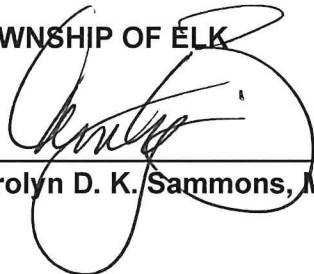
**WHEREAS**, Pastor Richard Archut shall serve for a period of 1 year of this appointment, with his term to expire on February 15, 2023.

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Township of Elk that Pastor Richard Archut be and is hereby appointed to serve as Police Chaplain for the Township of Elk.

**THIS RESOLUTION IS DULY ADOPTED** at a Meeting of the Township Committee of the Township of Elk held on February 15, 2022, at the Municipal Building, 680 Whig Lane, Aura, New Jersey.

**ATTEST:**

  
**DEBORA R. PINE, Township Clerk**

**TOWNSHIP OF ELK**  
  
**Carolyn D. K. Sammons, Mayor**

**BILL APPROVAL**  
**February 15, 2022**  
**Bank Wires, Manual and Interim Checks**

**GENERAL ACCOUNT:**

1) State of NJ Division of Pensions	22-00127	\$31,514.10
2) Ford Motor Credit	21000757	\$18,805.48

**DOG ACCOUNT:**

1) Raccoon Valley Animal Hospital	22-00156	\$315.00
2) Danielle DeFrancesco	22-00153	\$60.00
3) Andrea Sammons	22-00152	\$60.00
4) Clint Nicholson	22-00154	\$150.00
5) Debora Pine	22-00155	\$200.00
6) AnnMarie Weitzel	22-00150	\$60.00
7) David Weitzel	22-00151	\$60.00

Batch Id: SC Batch Type: C Batch Date: 02/15/22 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
22-00143	02/10/22	02/15/22 A0057 ANJEC 1 2022 MEMBERSHIP	375.00	PO BOX 157 2-01- -041-226 DUES	Budget	Aprv	62	1
			<u>375.00</u>					
21001078	11/11/21	02/15/22 A0124 ACTION UNIFORM CO. 1 CARINI-PANTS	55.00	1500 S. NEW ROAD 1-01- -029-233	Budget	Aprv	5	1
21001079	11/11/21	1 WELLS-PANTS,SHIRTS	660.00	UNIFORM ALLOWANCE 1-01- -029-233	Budget	Aprv	6	1
21001220	12/24/21	1 PANTS - CARINI	55.00	UNIFORM ALLOWANCE 1-01- -029-233	Budget	Aprv	7	1
22-00110	02/01/22	1 PIERSON	479.94	UNIFORM ALLOWANCE 2-01- -029-233	Budget	Aprv	17	1
22-00110	02/01/22	2 CALABRESE	28.00	UNIFORM ALLOWANCE 2-01- -029-233	Budget	Aprv	18	1
22-00110	02/01/22	3 GONNELLI	31.00	UNIFORM ALLOWANCE 2-01- -029-233	Budget	Aprv	19	1
22-00110	02/01/22	4 HITZELBERGER	80.00	UNIFORM ALLOWANCE 2-01- -029-233	Budget	Aprv	20	1
22-00110	02/01/22	5 FRANKLIN	837.94	UNIFORM ALLOWANCE 2-01- -029-233	Budget	Aprv	21	1
22-00139	02/09/22	1 CLOTHING - PIERSON	244.00	UNIFORM ALLOWANCE 1-01- -029-233	Budget	Aprv	59	1
			<u>2,470.88</u>					
22-00129	02/06/22	02/15/22 A0260 ATLANTIC CITY ELECTRIC 1 MONTHLY ELECTRIC/STREET LIGHTS	2,217.05	5 COLLINS DRIVE 2-01- -037-223	Budget	Aprv	40	1
22-00129	02/06/22	2 MONTHLY ELECTRIC/STREET LIGHTS	1,095.49	ELECTRICITY 2-01- -037-223	Budget	Aprv	41	1
22-00129	02/09/22	3 MONTHLY ELECTRIC/STREET LIGHTS	40.72	ELECTRICITY 2-01- -037-222	Budget	Aprv	42	1
22-00129	02/09/22	4 MONTHLY ELECTRIC/STREET LIGHTS	15.97	STREET LIGHTING EXPENSE 2-01- -037-222	Budget	Aprv	43	1
22-00129	02/13/22	5 MONTHLY ELECTRIC/STREET LIGHTS	434.20	STREET LIGHTING EXPENSE 2-01- -037-223	Budget	Aprv	44	1
22-00129	02/13/22	6 MONTHLY ELECTRIC/STREET LIGHTS	502.11	ELECTRICITY 2-01- -037-223	Budget	Aprv	45	1
22-00129	02/13/22	7 MONTHLY ELECTRIC/STREET LIGHTS	9.82	ELECTRICITY 2-01- -037-223	Budget	Aprv	46	1
22-00129	02/13/22	8 MONTHLY ELECTRIC/STREET LIGHTS	18.45	ELECTRICITY 2-01- -037-223	Budget	Aprv	47	1
22-00129	02/13/22	9 MONTHLY ELECTRIC/STREET LIGHTS	92.61	ELECTRICITY 2-01- -037-222	Budget	Aprv	48	1
22-00129	02/13/22	10 MONTHLY ELECTRIC/STREET LIGHTS	14.90	STREET LIGHTING EXPENSE 2-01- -037-222	Budget	Aprv	49	1
22-00129	02/13/22	11 MONTHLY ELECTRIC/STREET LIGHTS	46.41	STREET LIGHTING EXPENSE 2-01- -037-222	Budget	Aprv	50	1
				STREET LIGHTING EXPENSE				

Check No. PO #	Check Date Enc Date	Vendor # Item Description	Name	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
22-00129	02/13/22	12	MONTHLY ELECTRIC/STREET LIGHTS	15.44	2-01- -037-222	Budget	Aprv	51	1
					STREET LIGHTING EXPENSE				
22-00129	02/13/22	13	MONTHLY ELECTRIC/STREET LIGHTS	25.52	2-01- -037-222	Budget	Aprv	52	1
					STREET LIGHTING EXPENSE				
				<u>4,528.69</u>					
	02/15/22	B0200	VERIZON						
22-00162	02/14/22	1	MONTHLY SERVICE	314.00	2-01- -037-224	Budget	Aprv	70	1
					TELEPHONE				
				<u>314.00</u>					
	02/15/22	B0200	VERIZON						
22-00163	02/14/22	1	MONTHLY SERVICE	40.07	2-01- -037-224	Budget	Aprv	71	1
					TELEPHONE				
				<u>40.07</u>					
	02/15/22	C0149	STEPHEN CONSIDINE						
22-00159	02/13/22	1	FILING FEE - 1099'S	28.05	2-01- -013-225	Budget	Aprv	67	1
					MISCELLANEOUS				
				<u>28.05</u>					
	02/15/22	D0150	DELSEA REGIONAL HIGH SCHOOL						
21000586	01/01/22	9	02/10/22	317,268.00	ATTN: BOARD OFFICE 2-01- -905-002	Budget	Aprv	1	1
					REGIONAL SCHOOL TAXES				
				<u>317,268.00</u>					
	02/15/22	D0365	VAULT SOLUTIONS LLC						
22-00116	02/05/22	1	RECORDS STORAGE	470.14	PO BOX 176 2-01- -043-224	Budget	Aprv	27	1
					RECORDS STORAGE				
				<u>470.14</u>					
	02/15/22	E0231	EDWARD GONNELLI						
22-00122	02/06/22	1	REIMBURSE-FILE CABINETS	225.00	2-01- -029-236	Budget	Aprv	32	1
					EQUIPMENT & SUPPLIES				
22-00122	02/06/22	2	REIMBURSE FUEL	52.07	2-01- -037-226	Budget	Aprv	33	1
					GASOLINE/DIESEL				
				<u>277.07</u>					
	02/15/22	G0254	GLOUCESTER COUNTY CHIEFS ASSOC						
22-00106	02/01/22	1	CHIEF GONNELLI	400.00	C/O HARRSION TWP POLICE DEPT. 2-01- -029-229	Budget	Aprv	14	1
					ASSOCAITION DUES & FEES				
22-00106	02/01/22	2	LT. HITZELBERGER	100.00	2-01- -029-229	Budget	Aprv	15	1
					ASSOCAITION DUES & FEES				
				<u>500.00</u>					
	02/15/22	H0158	JORDAN HIGGINS						
22-00157	02/13/22	1	COURT ASSISTANCE 2/1	115.00	62 MAIN STREET 2-01- -050-225	Budget	Aprv	64	1
					MISCELLANEOUS				
				<u>115.00</u>					
	02/15/22	H0217	HOLT MCNALLY & ASSOCIATES INC						
22-00126	02/06/22	1	AUDIT	500.00	618 STOKES ROAD 2-01- -060-299	Budget	Aprv	37	1

Check No. PO #	Check Date Enc Date	Vendor # Item Description	Name	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
22-00126	02/06/22	2	PROFESSIONAL SERVICES	800.00	AUDIT FEES 1-01- -013-231	Budget	Aprv	38	1
				<u>1,300.00</u>	AUDITOR EXPENSES use 060-299				
22-00132	02/07/22	1	SEALANT	61.34	833 N. DELSEA DRIVE 2-01- -061-226	Budget	Aprv	54	1
22-00133	02/07/22	1	PUMP ASSY,GASKETS,BELT,ETC	410.14	POLICE VEHICLE MINOR REPAIR 2-01- -061-228	Budget	Aprv	55	1
22-00138	02/09/22	1	COVER ASY,HOSES,ETC	263.06	POLICE VEHICLE MAJOR REPAIR 2-01- -061-226	Budget	Aprv	58	1
22-00142	02/10/22	1	TENSIONER - INV662544	36.12	POLICE VEHICLE MINOR REPAIR 2-01- -061-226	Budget	Aprv	61	1
				<u>770.66</u>	POLICE VEHICLE MINOR REPAIR				
22-00134	02/08/22	1	TRASH/RECYLING JANUARY	17,916.67	125 MAIN STREET 2-01- -038-222	Budget	Aprv	56	1
				<u>17,916.67</u>	SOLID WASTE CONTRACTUAL				
22-00117	02/05/22	1	2/1 DIESEL	1,091.04	2104 FAIRFAX AVENUE 2-01- -037-226	Budget	Aprv	28	1
22-00130	02/07/22	1	2/3 UNLEADED	941.13	GASOLINE/DIESEL 2-01- -037-226	Budget	Aprv	53	1
22-00145	02/13/22	1	2/9 UNLEADED	930.70	GASOLINE/DIESEL 2-01- -037-226	Budget	Aprv	63	1
				<u>2,962.87</u>	GASOLINE/DIESEL				
22-00108	02/01/22	1	REIMBURSE PATROL GEAR	28.78	2-01- -029-225	Budget	Aprv	16	1
				<u>28.78</u>	MISCELLANEOUS				
22-00123	02/06/22	1	ATS MAILERS	468.00	106 WEST ATLANTIC AVENUE 2-01- -050-224	Budget	Aprv	34	1
				<u>468.00</u>	PRINTING OF FORMS				
22-00128	02/06/22	1	PUBLIC HYDRANTS	465.84	2-01- -037-228	Budget	Aprv	39	1
				<u>465.84</u>	PUBLIC FIRE HYDRANT				
22-00140	02/09/22	1	NJ CASE LAW/SEARCH & SEIZURE	350.00	8 STONE TAVERN DRIVE 2-01- -029-226	Budget	Aprv	60	1
				<u>350.00</u>	EDUCATIONS & CONFERENCES				
22-00119	02/06/22	1	REIMBURSE BOOTS	272.31	2-01- -034-236	Budget	Aprv	29	1

Check No. PO #	Check Date Enc Date	Vendor # Item Description	Name	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
				272.31	EQUIPMENT & SUPPLIES				
22-00115	02/05/22	1	00290 OMNI RECYCLING LLC JANUARY RECYCLING	1,328.59	101 ROUTE 130 2-01- -038-226 RECYCLING TIPPING FEES	Budget	Aprv	25	1
22-00115	02/05/22	2	BAG CHARGE	550.00	2-01- -038-226 RECYCLING TIPPING FEES	Budget	Aprv	26	1
				1,878.59					
21001008	10/28/21	4	02/15/22 R0410 THE RODGERS GROUP, LLC JANUARY	4,583.33	PO BOX 831 2-01- -029-237 UPDATE SOP ETC	Budget	Aprv	3	1
21001008	02/13/22	5	FEBRUARY	4,583.33	2-01- -029-237 UPDATE SOP ETC	Budget	Aprv	4	1
				9,166.66					
22-00121	02/06/22	1	02/15/22 S0449 SMITH ORCHARD ELK YARD WASTE -CHRISTMAS TREE	246.30	212 FISH POND ROAD 2-01- -038-221 TRASH TIPPING FEES	Budget	Aprv	31	1
				246.30					
22-00160	02/14/22	1	02/15/22 S0482 SOUTH JERSEY GAS MONTHLY SERVICE	1,163.44	23884200000 2-01- -037-225 PROPANE/NATURAL GAS	Budget	Aprv	68	1
				1,163.44					
22-00161	02/14/22	1	02/15/22 S0483 SOUTH JERSEY GAS MONTHLY SERVICE	418.29	3388420000 2-01- -037-225 PROPANE/NATURAL GAS	Budget	Aprv	69	1
				418.29					
22-00085	01/23/22	1	02/15/22 T0200 TAG'S AUTO SUPPLY, INC SPLASH GUARDS	65.98	12 W. HIGH STREET 2-01- -061-236 PUB WORKS VEHICLE MAINT-MINOR	Budget	Aprv	8	1
22-00085	01/23/22	2	BATTERY, FILTER ASSEMBLY	173.70	2-01- -061-226 POLICE VEHICLE MINOR REPAIR	Budget	Aprv	9	1
22-00085	01/23/22	3	BATTERY BRUSH,BOLTS	10.01	2-01- -061-226 POLICE VEHICLE MINOR REPAIR	Budget	Aprv	10	1
22-00085	01/23/22	4	REMOTE BATTTERY	4.15	2-01- -061-226 POLICE VEHICLE MINOR REPAIR	Budget	Aprv	11	1
22-00085	01/23/22	5	CORE RETURN	300.00	1-01- -061-226 POLICE VEHICLE MINOR REPAIR	Budget	Aprv	12	1
22-00085	02/06/22	6	WIPER BLADES,DIAMOND GRIP	194.14	2-01- -061-226 POLICE VEHICLE MINOR REPAIR	Budget	Aprv	13	1
22-00137	02/09/22	1	MAG TRAY,REMOTE BATTERY,ETC	55.46	2-01- -061-226 POLICE VEHICLE MINOR REPAIR	Budget	Aprv	57	1
22-00158	02/13/22	1	OIL	34.93	2-01- -061-224 POLICE VEHICLE OIL CHANGE	Budget	Aprv	65	1
22-00158	02/13/22	2	AC CHARGE KIT, ETC	135.38	2-01- -061-226 POLICE VEHICLE MINOR REPAIR	Budget	Aprv	66	1
				373.75					



Check No. PO #	Check Date Enc Date	Vendor # Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account	Account Type	Status	Seq	Acct
22-00124	02/15/22 02/06/22	T0526 TILDENTECH, LLC 1 MANAGED SERVICES-TOWNSHIP	677.89	1 N. CUMMINGS AVE 2-01- -011-333	Budget	Aprv	35	1
			<u>677.89</u>	GENERAL ADMIN - EQUIP. MAINT.				
22-00125	02/15/22 02/06/22	T0526 TILDENTECH, LLC 1 MANAGED SERVICES - PD	641.50	1 N. CUMMINGS AVE 2-01- -029-240	Budget	Aprv	36	1
			<u>641.50</u>	COMPUTER SOFTWARE & RELATED				
21000587	02/15/22 01/01/22	T0600 TREASURER OF SCHOOL MONEYS 9 02/10/22	289,508.00	ELK TOWNSHIP BOARD OF ED 2-01- -905-001	Budget	Aprv	2	1
			<u>289,508.00</u>	LOCAL SCHOOL TAXES				
22-00114	02/15/22 02/05/22	W0300 WHEELABRATOR GLOUCESTER CO. 1 JANUARY TIPPING	4,174.90	PNC BANK 2-01- -038-221	Budget	Aprv	23	1
22-00114	02/15/22 02/05/22	W0300 WHEELABRATOR GLOUCESTER CO. 2 JANUARY RECYCLE TAX	162.30	TRASH TIPPING FEES 2-01- -038-225	Budget	Aprv	24	1
			<u>4,337.20</u>	TIPPING-RECYCLING TAX				
22-00120	02/15/22 02/06/22	W0380 WM CORPORATE SERVICES, INC. 1 JANUARY SERVICE	1,362.66	PO BOX 13648 2-01- -038-222	Budget	Aprv	30	1
			<u>1,362.66</u>	SOLID WASTE CONTRACTUAL				
22-00113	02/15/22 02/05/22	X0300 XTEL COMMUNICATIONS, INC. 1 MONTHLY TELEPHONE	68.21	PO BOX 71402 2-01- -037-224	Budget	Aprv	22	1
			<u>68.21</u>	TELEPHONE				

Checks:	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
	32	71	660,764.52

There are NO errors or warnings in this listing.