

ELK TOWNSHIP COMMITTEE
Work Session Minutes
November 17, 2014

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 Spring at 7:30PM.

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

Present were: Mr. Marchei, Mr. Poisker, Ms. Yenner, Mayor Spring, Mr. Considine, CFO, Mrs. Pine, Township Clerk, and Mr. Alice, Solicitor. Mr. Barbaro was absent.

PUBLIC PORTION on Resolutions only:

Motion by Mr. Marchei to open the meeting to the public, seconded by Ms. Yenner, all were in favor, motion carried.

Mayor Spring asked if anyone had any question concerning the resolutions on tonight's agenda to come forward at this time.

No one came forward.

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

RESOLUTIONS:

R-97 through 100 2014 – Resolutions to Close Bank Accounts

Fire Company Reimbursement, Fire Prevention, Fire Safety, Recreation Trust Fund

Motion by Mr. Poisker, seconded by Ms. Yenner to adopt and approve said Resolutions, upon roll call motion carried.

Roll Call:	Mr. Marchei	Yes
	Mr. Poisker	Yes
	Ms. Yenner	Yes
	Mayor Spring	Yes

List of Respondents for 2015 Request for Qualifications for Professionals – Township Clerk

Please see attached listing.

Ms. Yenner asked if there are applicants that have not met the qualifications, can the request for qualifications be reopened.

Mr. Alice explained, if no one applied the current person would be a hold over.

Mr. Marchei asked if someone does not meet all the qualifications can they be disqualified.

Mr. Alice stated this process is similar to a bid process. If there is a deviation from the requirements that could be considered a technical violation, but if they neglected to include something that is substantive they could be disqualified.

TOPICS:

The current Alarm Systems Ordinance was adopted in 1983. Lt. Hughes brought this to the clerk's attention. He has reviewed several similar ordinances on alarm systems and has made a recommendation. The clerk will incorporate the suggested changes and get to committee for review before the next meeting.

Mr. Poisker and Mr. Barbaro have reviewed the Vacant and Abandoned Properties Ordinances from other municipalities. They have decided to mirror the ordinance from East Greenwich, with some changes. They liked the application from Westville, it had the fee schedule attached.

Mr. Poisker mentioned they liked the idea of having a notice posted as to who is responsible for the property and who is to be contacted in case of an emergency.

Mr. Alice stated having a larger notice posted could possibly invite vandalism to the property.

It was decided to have the notice provided to the township, police and fire departments.

The fees were also discussed. It was decided to set the registration fees as \$500 for the initial year, \$1500 for the second year, \$3000 for the third year and \$5000 each subsequent year.

Mayor Spring brought up the overnight parking ordinance. This is in reference to the complaint from Mr. Ed Pearson, and the refrigerator truck that runs continuously near his home.

The current ordinance 96-54 D(8) states "No more than one vehicle not to exceed one ton with commercial plates or with any permanent business markings shall be parked out of doors overnight in a residential zone."

Mr. Marchei does not feel the issue Mr. Pearson has is a parking issue, it is a noise ordinance.

He is also stated that the ordinance that should be sited in the Lawn's section is the "no truck over 4 ton on a roadway" should be enforced.

Mr. Marchei stated the ordinances are in place, they just need to be enforced.

Mr. Alice has received notification from Paparone requesting a 60 day extension to obtain a building permit. He just discovered that the well and septic permits have expired and he needs to renew them. Committee will allow him a 30 day extension to obtain the permits for the well and septic. That will give him until December 30th to apply for a building permit.

Ms. Yenner announced the Recreation committee is hosting senior lunch on December 13th at Ferrell Fire House from 11am to 1pm. Reservations are required.

The Christmas tree lighting will be held on December 5th starting at 7pm in the Recreation Park, near the pavilion.

Mayor Spring brought up the holiday office hours.

Committee approved closing the municipal building at 4:30pm on Wednesday, November 26th.

They also approved closing the municipal building at 12pm on December 24th and closing the building on December 26th. The offices will also close at 4:30pm on December 31st.

The date for 2015 Reorganization was discussed. It was decided to hold Reorganization on Monday, January 5th at 7:30pm.

GLOUCESTER COUNTY REPRESENTATIVE - No one was present from the county.

PUBLIC PORTION:

Motion by Mr. Marchei to open the meeting to the public, seconded by Ms. Yenner, all were in favor, motion carried.

Mayor Spring asked if anyone had any questions, comments or concerns to come forward, state your name and address and question or concern.

No one came forward.

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

Mayor Spring wished everyone a Safe and Happy Thanksgiving.

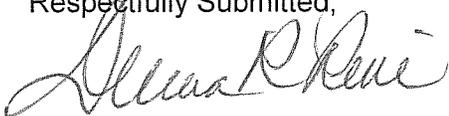
PAY BILLS:

Motion by Mr. Marchei to Pay the Bills, seconded by Ms. Yenner, upon roll call motion was carried.

Roll Call:	Mr. Marchei	Yes
	Mr. Poisker	Yes
	Ms. Yenner	Yes
	Mayor Spring	Yes

Motion by Ms. Yenner to adjourn, seconded by Mr. Marchei, all were in favor, the meeting was adjourned at 8:28PM.

Respectfully Submitted,



Debora R. Pine, RMC, CMC
Township Clerk

2015 Professional Qualifications Received

Township Solicitor

John Alice

Brian Duffield

Matthew Weng under the direction of Kevin McCann

Township Auditor

Bowman & Co.

Petroni Assoc.

Holman & Frenia

Township Engineer

Fralinger Engineering

Federici & Akin

Bond Counsel

Parker McCay

Draft & Capizzi

Prosecutor

John Moustakas

Scott Burns

Matthew Weng / Kevin McCann

Public Defender

Colleen Archer

Matthew Weng/Kevin McCann

Planning/Zoning Board

Solicitor

Joan Adams

Timothy Scaffidi

Conflict Solicitor

Timothy Scaffidi

Planner

Bach & Assoc

Scangarello LLC

CME Assoc

Conflict Planner

CME Assoc

Scangarello LLC

Engineer

Fralinger Engineering

Federici & Akin

Conflict Engineer

Bach & Assoc

CME Assoc

**RESOLUTION TO CLOSE BANK ACCOUNT
FIRE COMPANY REIMBURSEMENT**

WHEREAS, the Township of Elk maintains a bank account titled "Fire Company Reimbursement Account" at the First National Bank of Elmer; and

WHEREAS, the Township of Elk no longer receives revenue collected on behalf of the Elk Township Fire Department that would need to be paid out; and

WHEREAS, the Township Committee has determined that the account is no longer needed for municipal purposes; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Elk, County of Gloucester, and State of New Jersey, that the account titled "Fire Company Reimbursement Account" at the First National Bank of Elmer be closed.

ADOPTED at a meeting of the Mayor and Committee of the Township of Elk, held on November 17, 2014.

By: Patrick M. Spring
Patrick M. Spring, Mayor

Attest:

Debora R. Pine

Debora R. Pine, Township Clerk

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro				✓
Marchei	✓			
Poisker	✓			
Spring	✓			
Yenner	✓			

I, Debora Pine, Registered Municipal Clerk of the Township of Elk, County of Gloucester, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Elk Township Committee at a meeting of said Township Committee held on November 17, 2014.

Debora Pine – Registered Municipal Clerk

Seal

R- 98-2014

**RESOLUTION TO CLOSE BANK ACCOUNT
FIRE PREVENTION**

WHEREAS, the Township of Elk maintains a bank account titled "Fire Prevention Account" at the First National Bank of Elmer; and

WHEREAS, the Township of Elk has turned over fire prevention and inspection services to the County of Gloucester; and

WHEREAS, the Township Committee has determined that the account is no longer needed for municipal purposes; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Elk, County of Gloucester, and State of New Jersey, that the account titled "Fire Prevention Account" at the First National Bank of Elmer be closed.

ADOPTED at a meeting of the Mayor and Committee of the Township of Elk, held on November 17, 2014.

By: Patrick M. Spring
Patrick M. Spring, Mayor

Attest

Debora R. Pine
Debora R. Pine, Township Clerk

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro				✓
Marchei	✓			
Poisker	✓			
Spring	✓			
Yenner	✓			

I, Debora Pine, Registered Municipal Clerk of the Township of Elk, County of Gloucester, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Elk Township Committee at a meeting of said Township Committee held on November 17, 2014.

Debora Pine – Registered Municipal Clerk

Seal

R- 99-2014

**RESOLUTION TO CLOSE BANK ACCOUNT
FIRE SAFETY**

WHEREAS, the Township of Elk maintains a bank account titled "Fire Safety Account" at the First National Bank of Elmer; and

WHEREAS, the Township of Elk has turned over fire prevention and inspection services to the County of Gloucester; and

WHEREAS, the Township Committee has determined that the account is no longer needed for municipal purposes; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Elk, County of Gloucester, and State of New Jersey, that the account titled "Fire Safety Account" at the First National Bank of Elmer be closed.

ADOPTED at a meeting of the Mayor and Committee of the Township of Elk, held on November 17, 2014.

By: Patrick M. Spring
Patrick M. Spring, Mayor

Attest:

Debora R. Pine
Debora R. Pine, Township Clerk

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro				✓
Marchei	✓			
Poisker	✓			
Spring	✓			
Yenner	✓			

I, Debora Pine, Registered Municipal Clerk of the Township of Elk, County of Gloucester, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Elk Township Committee at a meeting of said Township Committee held on November 17, 2014.

Debora Pine – Registered Municipal Clerk

Seal

**RESOLUTION TO CLOSE BANK ACCOUNT
RECREATION TRUST FUND**

WHEREAS, the Township of Elk maintains a bank account titled "Recreation Trust Fund Account" at the First National Bank of Elmer; and

WHEREAS, the Township of Elk can no longer collect payments from development projects to offset the costs of providing recreation services to the residents of the development; and

WHEREAS, the Township Committee has determined that the account is no longer needed for municipal purposes; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Elk, County of Gloucester, and State of New Jersey, that the account titled "Recreation Trust Fund Account" at the First National Bank of Elmer be closed.

ADOPTED at a meeting of the Mayor and Committee of the Township of Elk, held on November 17, 2014.

By: Patrick M. Spring
Patrick M. Spring, Mayor

Attest:

Debora R. Pine
Debora R. Pine, Township Clerk

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Barbaro				✓
Marchei	✓			
Poisker	✓			
Spring	✓			
Yenner	✓			

I, Debora Pine, Registered Municipal Clerk of the Township of Elk, County of Gloucester, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Elk Township Committee at a meeting of said Township Committee held on November 17, 2014.

Debora Pine – Registered Municipal Clerk

Seal

BILL APPROVAL
November 17, 2014
Bank Wires, Manual and Interim Checks

ELMER ESCROW:

1) Federici & Akin

14-00900

\$11,710.75

Batch Id: SC Batch Type: C Batch Date: 11/17/14 Checking Account: CURRENT G/L Credit: Budget G/L Credit
Generate Direct Deposit: N

Check No.	Check Date	Vendor # Name	Payment Amt	Street 1 of Address to be printed on Check	Charge Account	Account Type	Status	Seq	Acct
PO #	Enc Date	Item Description		Description					
14-00882	11/17/14	A0260 ATLANTIC CITY ELECTRIC		5 COLLINS DRIVE					
	11/06/14	1 STREET LIGHTS	37.21	4-01- -037-222	Budget	Aprv	7	1	
				STREET LIGHTING EXPENSE					
14-00882	11/08/14	2 STREET LIGHTS	43.12	4-01- -037-222	Budget	Aprv	8	1	
				STREET LIGHTING EXPENSE					
14-00882	11/08/14	3 STREET LIGHTS	38.00	4-01- -037-222	Budget	Aprv	9	1	
				STREET LIGHTING EXPENSE					
14-00882	11/08/14	4 ELECTRIC	18.15	4-01- -037-223	Budget	Aprv	10	1	
				ELECTRICITY					
14-00882	11/10/14	5 STREET LIGHTS	36.77	4-01- -037-222	Budget	Aprv	11	1	
				STREET LIGHTING EXPENSE					
14-00882	11/10/14	6 STREET LIGHTS	8.51	4-01- -037-222	Budget	Aprv	12	1	
				STREET LIGHTING EXPENSE					
14-00882	11/10/14	7 ELECTRIC	188.03	4-01- -037-223	Budget	Aprv	13	1	
				ELECTRICITY					
14-00882	11/16/14	8 STREET LIGHTS	12.85	4-01- -037-222	Budget	Aprv	14	1	
				STREET LIGHTING EXPENSE					
14-00882	11/16/14	9 ELECTRIC	573.78	4-01- -037-223	Budget	Aprv	15	1	
				ELECTRICITY					
			<u>956.42</u>						
14-00895	11/17/14	A0350 AURA FIRE COMPANY		909 AURA ROAD					
	11/08/14	1 4TH QTR ALLOCATION	4,625.00	4-01- -028-225	Budget	Aprv	31	1	
				AID TO FIRE COMPANY DIRECT AID					
			<u>4,625.00</u>						
14-00848	11/17/14	B0263 BROWNELLS, INC.		200 SOUTH FRONT STREET					
	11/04/14	1 GLOCK MAG, POUCH, ETC	358.39	4-01- -029-236	Budget	Aprv	5	1	
				EQUIPMENT & SUPPLIES					
			<u>358.39</u>						
14-00826	11/17/14	C0033 CAPITOL CLEANERS		12 N. ACADEMY STREET					
	10/30/14	1 UNIFORM CLEANING SEPTEMBER	746.85	4-01- -029-234	Budget	Aprv	1	1	
				UNIFORM CLEANING					
			<u>746.85</u>						
14-00891	11/17/14	C0149 STEPHEN CONSIDINE							
	11/08/14	1 REIMBURSE	19.24	4-01- -013-223	Budget	Aprv	22	1	
				OFFICE SUPPLIES					
			<u>19.24</u>						
14-00884	11/17/14	D0365 DOCUVAULT DELAWARE VALLEY, LLC		PO BOX 176					
	11/06/14	1 STORAGE/MOVEMENT HANDLING	200.78	4-01- -043-225	Budget	Aprv	17	1	
				MISCELLANEOUS					
			<u>200.78</u>						
14-00901	11/17/14	E0043 ELK TOWNSHIP							
	11/11/14	1 MOVE CIF TO CAPITAL	57,250.00	4-01- -054-221	Budget	Aprv	41	1	
				CAPITAL IMPROVEMENT FUND					

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
			57,250.00					
14-00887	11/06/14	11/17/14 E0245 ELK TOWNSHIP RECREATION ANNUAL CONTRIBUTION	1,000.00	COMMITTEE 4-01- -044-222	Budget	Aprv	20	1
14-00893	11/08/14	1 3RD QTR SALARY DONATED TO REC	200.00	RECREATION OTHER EXPENSES 4-01- -025-227	Budget	Aprv	29	1
14-00894	11/08/14	1 4TH QTR SALARY DONATED TO REC	200.00	COMMITTEE SALARY DONATED 4-01- -025-227	Budget	Aprv	30	1
			1,400.00					
14-00886	11/06/14	11/17/14 E0247 ELK TOWNSHIP SENIOR CITIZENS ANNUAL CONTRIBUTION	1,000.00	4-01- -045-222 SENIOR CITIZENS CONTRIBUTIONS	Budget	Aprv	19	1
			1,000.00					
14-00885	11/06/14	11/17/14 E0256 ELK TOWNSHIP SCHOOL DISTRICT CLEANING OCTOBER	343.29	900 CLEMS RUN 4-01- -020-242	Budget	Aprv	18	1
			343.29					
14-00896	11/08/14	11/17/14 F0250 FERRELL VOLUNTEER FIRE COMPANY 4TH QTR ALLOCATION	4,625.00	4-01- -028-225 AID TO FIRE COMPANY DIRECT AID	Budget	Aprv	32	1
			4,625.00					
14-00899	11/10/14	11/17/14 F0253 FEDERICI & AKIN, PA STORMWATER MANAGEMENT	375.00	307 GREENTREE ROAD 4-01- -019-222	Budget	Aprv	34	1
14-00899	11/10/14	2 STOP SIGN INVESTIGATION	250.00	ENGINEERING OPERATING EXPENSES 4-01- -019-222	Budget	Aprv	35	1
14-00899	11/10/14	3 MUNICIPAL AID APPLICATION	750.00	ENGINEERING OPERATING EXPENSES 4-01- -019-222	Budget	Aprv	36	1
14-00899	11/10/14	4 MUNICIPAL AID APPLICATION	750.00	ENGINEERING OPERATING EXPENSES 4-01- -019-222	Budget	Aprv	37	1
14-00899	11/10/14	5 ATTEND MEETING, ETC	250.00	ENGINEERING OPERATING EXPENSES 4-01- -019-222	Budget	Aprv	38	1
14-00899	11/10/14	6 RT 77, SIGN POST HAZARD,	312.50	ENGINEERING OPERATING EXPENSES 4-01- -019-222	Budget	Aprv	39	1
14-00899	11/10/14	7 DRAFTSMAN, MILEAGE	181.00	ENGINEERING OPERATING EXPENSES 4-01- -019-222	Budget	Aprv	40	1
			2,868.50					
14-00883	11/06/14	11/17/14 G0173 GARDEN STATE HIGHWAY PRODUCTS BARRICADE, STREET DRUMS	684.60	1740 E. OAK ROAD 4-01- -034-236	Budget	Aprv	16	1
			684.60					
14-00892	11/08/14	11/17/14 G0300 GLOUCESTER COUNTY TIMES PLANNING/ZONING DECISION	34.20	309 S. BROAD STREET 4-01- -023-228	Budget	Aprv	23	1
14-00892	11/08/14	2 TAX SALE	516.06	ADVERTISEMENTS 4-01- -015-228	Budget	Aprv	24	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
14-00892	11/08/14	3 LAND SALE	270.74	NEWSPAPER ADVERTISEMENT 4-01- -043-228	Budget	Aprv	25	1
14-00892	11/08/14	4 PROFESSIONAL SERVICES	97.06	ADVERTISEMENTS 4-01- -043-228	Budget	Aprv	26	1
14-00892	11/08/14	5 FINAL AD ORD 4-2014	43.42	ADVERTISEMENTS 4-01- -043-228	Budget	Aprv	27	1
14-00892	11/08/14	6 INTRO ORD 5-2014	103.75	ADVERTISEMENTS 4-01- -043-228	Budget	Aprv	28	1
			<u>1,065.23</u>					
14-00839	11/01/14	H0275 HOME DEPOT 1 VELCRO AND DISPENSER	19.23	2735 ROUTE 42 4-01- -020-225	Budget	Aprv	4	1
			<u>19.23</u>	MISCELLANEOUS				
14-00897	11/08/14	L0060 LAWNS VOLUNTEER FIRE COMPANY 1 4TH QTR ALLOCATION	4,625.00	220 STANGER AVENUE 4-01- -028-225	Budget	Aprv	33	1
			<u>4,625.00</u>	AID TO FIRE COMPANY DIRECT AID				
14-00852	11/04/14	N0025 NEXTEL/SPRINT COMMUNICATION 1 CELL PHONE/TWO WAY	211.82	PO BOX 4181 4-01- -037-224	Budget	Aprv	6	1
			<u>211.82</u>	TELEPHONE				
14-00831	10/30/14	w0205 WEST GROUP PAYMENT CENTER 1 ELECTION RULES	502.00	4-01- -043-225	Budget	Aprv	2	1
14-00831	10/30/14	2 COURT RULES	225.50	MISCELLANEOUS 4-01- -050-254	Budget	Aprv	3	1
			<u>727.50</u>	BOOKS & PUBLICATIONS				
14-00889	11/08/14	w0300 WHEELABRATOR GLOUCESTER CO. 1 TIPPING OCTOBER	9,794.81	PO BOX 7247-6556 4-01- -038-221	Budget	Aprv	21	1
			<u>9,794.81</u>	TIPPING FEES				

Checks:	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
	19	41	91,521.66

There are NO errors or warnings in this listing.