

ELK TOWNSHIP COMMITTEE
Work Session Minutes
June 18, 2013

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 Barbaro at 7:33PM.

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

ROLL CALL: Present were: Mr. Poisker, Mrs. Sammons, Mr. Spring, Mayor Barbaro, Mr. Considine, CFO, and Mrs. Pine, Township Clerk. Mr. Marchei was absent.

Approval of minutes:

Motion by Mrs. Sammons, seconded by Mr. Poisker to approve the minutes of the June 6, 2013 regular meeting and closed session, all were in favor motion carried..

PUBLIC PORTION on Agenda items only:

Motion by Mr. Spring to open the meeting to the public, seconded by Mrs. Sammons, all were in favor, motion carried.

Mayor Barbaro 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 Mrs. Sammons, all were in favor, motion carried.

Resolutions:

R-41-2013- Accepting the Resignation of Elk Township Fire Marshal- Dennis Conley

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

Roll Call:	Mr. Poisker	Yes
	Mrs. Sammons	Yes
	Mr. Spring	Yes
	Mayor Barbaro	Yes

R-52-2013- Authorizing Chief Financial Officer to Secure Bond Anticipation Notes

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

Roll Call:	Mr. Poisker	Yes
	Mrs. Sammons	Yes
	Mr. Spring	Yes
	Mayor Barbaro	Yes

TOPICS:

There was discussion about a letter from the Gloucester County Freeholders concerning Fire Marshal Shared Service. Mr. Conley has submitted his resignation effective June 30, 2013, so the township has to make a decision on whether to hire a new fire marshal or go with the county service. The county made a presentation last meeting and they will be able to take over effective July 1, 2013.

Mr. Spring is familiar with the county service and is satisfied with their proposal.

Mrs. Sammons is also satisfied with the presentation of the county and supports going with the county.

Mr. Poisker asked about the enforcement of the open burning.

The county will be able to enforce this issue with an amendment to Chapter 64 of The Code of the Township of Elk.

Mayor Barbaro stated he is inclined to go with the county shared service and see how this works for a year.

Motion by Mrs. Sammons to move forward with a shared service with Gloucester County Fire Marshal for the period of 1 year, beginning July 1, 2013 to June 30, 2014, seconded by Mr. Poisker, upon roll call motion carried.

Roll Call:	Mr. Poisker	Yes
	Mrs. Sammons	Yes
	Mr. Spring	Yes
	Mayor Barbaro	Yes

Ordinance O-6-2013 – Amending Chapter 64 Entitled “Fire Prevention” of the Code of the Township of Elk – Title Only

Motion by Mr. Spring, seconded by Mrs. Sammons to approve Ordinance O-6-2013, upon roll call motion carried.

Roll Call:	Mr. Poisker	Yes
	Mrs. Sammons	Yes
	Mr. Spring	Yes
	Mayor Barbaro	Yes

Request to purchase Block 199 Lot 2 from Jayne and Robert Sharpless paying the township \$500 for the land and all costs involved. The fair market value is \$5900. Committee would like to know if this can be deed restricted so it can not be built upon. The clerk will contact Mr. Duffield to see if the property can be deed restricted. The topic will be discussed at the next meeting.

Girl Scout Troop needs to complete a service project to obtain a bonze award. There were some safety concerns about the handicap swing. The troop has asked about a handicap picnic table. Committee thought a table was a great idea. Mr. Poisker will notify the troop of committees approval.

July Work Session meeting is on July 23, 2013 with the August meeting being 8 days later, there is not a need to have the work session this year.

Motion by Mr. Spring to cancel the July 23, 2013 Work Session, seconded by Mayor Barbaro, all were in favor motion carried.

There is a need for an additional full time police office since one officer has retired and another has left the department. The Chief has recommended elevating PT Special Police Officer Ryan Wells to FT Police Officer. Committee was in favor of appointing Ryan Wells to full time since there is a need.

Mayor Barbaro would like to set up a sub committee consisting of himself and Mr. Spring to begin contract negotiations with the police department and report back to committee. Committee was agreeable to the sub committee.

R-53-2013- Appointing Part-Time Police Officer to Full-Time Probationary Officer for the Elk Township Police Department – Ryan Wells

Motion by Mr. Spring, seconded by Mayor Barbaro to adopt and approve said Resolution, upon roll call motion carried.

Roll Call:	Mr. Poisker	Yes
	Mrs. Sammons	Yes
	Mr. Spring	Yes
	Mayor Barbaro	Yes

Officer Wells was sworn in by Mayor Barbaro with his family looking on.

GLOUCESTER COUNTY REPRESENTATIVE – David Lubelski was present to respond to concerns about county issues.

Mr. Lubelski stated there has not been response to date on a date of installation of the all way stop or the traffic light. Mr. Lubelski will continue to question the state.

PUBLIC PORTION:

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

Mayor Barbaro asked if anyone had any concerns they would like to bring to the township committees attention to come forward at this time.

No one came forward.

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

PAY BILLS:

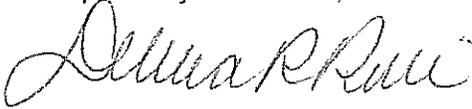
Motion by Mr. Spring to Pay the Bills, seconded by Mrs. Sammons, upon roll call motion was carried.

Roll Call:	Mr. Poisker	Yes
	Mrs. Sammons	Yes
	Mr. Spring	Yes
	Mayor Barbaro	Yes

ADJOURNMENT:

Motion by Mr. Spring to adjourn the meeting, seconded by Mrs. Sammons, all were in favor, the meeting was adjourned at 7:59 PM.

Respectfully Submitted,



Debora R. Pine, RMC, CMC
Township Clerk

RESOLUTION R-41-2013

RESOLUTION ACCEPTING THE RESIGNATION OF
ELK TOWNSHIP FIRE MARSHAL DENNIS CONLEY

WHEREAS Elk Township appointed Dennis Conley on January 3, 2013, to serve as the Elk Township Fire Marshal with a term to expire on December 31, 2013; and

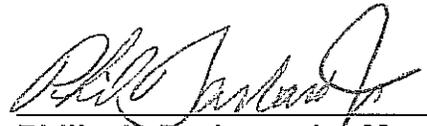
WHEREAS Elk Township Fire Marshal, Dennis Conley has submitted his resignation effective June 30, 2013; and

WHEREAS it is the desire of the Township Committee to accept the resignation of Elk Township Fire Marshal, Dennis Conley, with regrets and wish him the best.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Elk to accept the resignation of Dennis Conley, effective June 30, 2013.

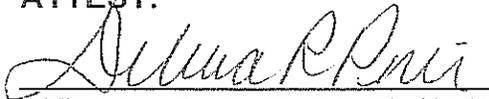
THIS RESOLUTION IS DULY ADOPTED at a Meeting of the Township Committee of the Township of Elk held on Tuesday, June 18, 2013, at the Municipal Building, 667 Whig Lane Road, Aura, New Jersey.

TOWNSHIP OF ELK



Philip A. Barbaro, Jr., Mayor

ATTEST:



DEBORA R. PINE, TOWNSHIP CLERK

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

RESOLUTION R-52-2013

RESOLUTION OF THE TOWNSHIP OF ELK
RE: AUTHORIZING CHIEF FINANCIAL OFFICER TO SECURE
BOND ANTICIPATION NOTES

WHEREAS, the current Bond Anticipation Notes matured on June 12th, 2013; and

WHEREAS, the Township of Elk desired to refinance these notes for a period not to exceed one (1) year; and

WHEREAS, the Township of Elk has properly passed the Bond Ordinances authorizing the Chief Financial Officer to be the proper official to secure temporary financing for said appropriations.

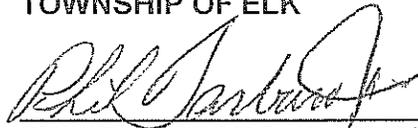
NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Elk, that the Chief Financial Officer was authorized to solicit bids for Bond Anticipation Notes and to award the note to the lowest qualified bidder; and

BE IT FURTHER RESOLVED THAT the Chief Financial Officer was to make proper payment on the maturing Bond Anticipation Notes, as required by said notes; and

BE IT FURTHER RESOLVED THAT the Chief Financial Officer report back to the Township Committee the results of the bids and the award of the note.

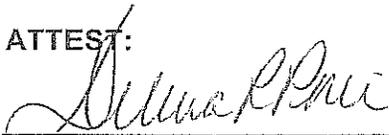
THIS RESOLUTION IS DULY ADOPTED by the Township Committee of the Township of Elk at its regular meeting held on the 18th day of June, 2013 at the Municipal Building, 667 Whig Lane Road, Monroeville, NJ 08343.

TOWNSHIP OF ELK



PHILIP BARBARO JR., MAYOR

ATTEST:



DEBORA R. PINE, MUNICIPAL CLERK

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

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 March 1, 2013 in the Elk Township Municipal Building, 667 Whig Lane Road, Monroeville, New Jersey.

DEBORA R. PINE, Township Clerk

**RESULTS OF BAN REQUEST:
AMOUNT OF BAN \$1,052,000.00**

First National Bank of Elmer	0.99%
TD Bank, NA	did not bid
Susquehanna Bank	did not bid
Colonial Bank	did not bid
PNC Bank	did not bid

R-53-2013
RESOLUTION OF THE TOWNSHIP COMMITTEE
OF THE TOWNSHIP OF ELK

RE: APPOINTING PART-TIME POLICE OFFICER TO FULL-TIME
PROBATIONARY OFFICER FOR THE ELK TOWNSHIP
POLICE DEPARTMENT

WHEREAS the Township of Elk has an opening for the appointment of a Full-Time Police Officer;
and

WHEREAS Ryan Wells has the necessary qualifications to serve in this position; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Elk, that
Ryan Wells be appointed to the position of Full-Time Probationary Officer to the Elk Township
Police, as of June 19, 2013 subject to the existing salary schedule and the completion of any
necessary eligibility requirements.

ADOPTED at a meeting of the Township Committee of the Township of Elk held on **June 18, 2013**.

TOWNSHIP OF ELK


Philip A. Barbaro, Jr., MAYOR

ATTEST:


DEBORA R. PINE, TOWNSHIP CLERK

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

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 June 18, 2013 in the Elk Township Municipal Building, 667 Whig Lane
Road, Monroeville, New Jersey.

DEBORA R. PINE, Township Clerk

BILL APPROVAL

June 18, 2013

Bank Wires, Manual and Interim Checks

GENERAL ACCOUNT:

1) First Elmer Investment Corp	13-00489	\$1,038,175.49
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June 17, 2013
07:37 PM

TOWNSHIP OF ELK
Check Payment Batch Verification Listing

Page No: 1

Batch Id: SC Batch Type: C Batch Date: 06/18/13 Checking Account: CURRENT G/L Credit: Budget G/L Credit
Generate Direct Deposit: N

Check No. PO #	Check Date Enc Date	Vendor # Item	Name Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq
13-00495	06/09/13	06/18/13 A0055 1	ADAMS & ADAMS GENERAL LEGAL	165.00	JOAN ADAMS ESQ. 3-01- -023-232 LEGAL COSTS	Budget	Aprv	18
				<u>165.00</u>				
13-00509	06/15/13	06/18/13 A0260 1	ATLANTIC CITY ELECTRIC ELECTRIC	734.34	5 COLLINS DRIVE 3-01- -037-223 ELECTRICITY	Budget	Aprv	32
13-00509	06/15/13	2	ELECTRIC	17.94	3-01- -037-223 ELECTRICITY	Budget	Aprv	33
13-00509	06/15/13	3	ELECTRIC	21.97	3-01- -037-223 ELECTRICITY	Budget	Aprv	34
13-00509	06/15/13	4	STREET LIGHTS	5.21	3-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	35
13-00509	06/15/13	5	STREET LIGHTS	8.25	3-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	36
13-00509	06/15/13	6	STREET LIGHTS	34.10	3-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	37
13-00509	06/15/13	7	STREET LIGHTS	21.63	3-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	38
13-00509	06/15/13	8	STREET LIGHTS	13.65	3-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	39
13-00509	06/15/13	9	STREET LIGHTS	19.28	3-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	40
13-00509	06/15/13	10	STREET LIGHTS	13.75	3-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	41
13-00509	06/15/13	11	STREET LIGHTS	37.09	3-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	42
13-00509	06/17/13	12	STREET LIGHTS	9.14	3-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	43
				<u>936.35</u>				
13-00512	06/15/13	06/18/13 A0350 1	AURA FIRE COMPANY 2ND QTR ALLOCATION	4,625.00	909 AURA ROAD 3-01- -028-225 AID TO FIRE COMPANY DIRECT AID	Budget	Aprv	46
				<u>4,625.00</u>				
13-00511	06/15/13	06/18/13 A0351 1	AURA RESCUE SQUAD 2ND QTR ALLOCATION	1,041.25	909 AURA ROAD 3-01- -031-222 FIRST AID CONTRIBUTIONS	Budget	Aprv	45
				<u>1,041.25</u>				
13-00506	06/15/13	06/18/13 B0095 1	BACH ASSOCIATES, PC PLANNING	573.75	304 WHITE HORSE PIKE 3-01- -024-225 MISCELLANEOUS	Budget	Aprv	28
				<u>573.75</u>				
13-00496	06/12/13	06/18/13 C0080 1	CERTIFIED SPEEDOMETER CALIBRATION	252.00	9 JAY AVENUE 3-01- -029-239	Budget	Aprv	19

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
				<u>252.00</u>	REPAIRS TO EQUIPMENT			
13-00518	06/17/13	06/18/13 E0044	ELK TOWNSHIP SOCCER CLUB	500.00	G-01- -120-101	Budget	Aprv	56
		1	ROAD CLEAN UP - STANGER		CLEAN COMMUNITIES			
13-00518	06/17/13	2	ROAD CLEAN UP - RAILROAD AVE	500.00	G-01- -120-101	Budget	Aprv	57
					CLEAN COMMUNITIES			
				<u>1,000.00</u>				
13-00503	06/15/13	06/18/13 E0231	EDWARD GONNELLI	59.90	3-01- -029-238	Budget	Aprv	25
		1	DARE GRADUATION		DARE PROGRAM			
13-00503	06/17/13	2	DARE GRADUATION	60.00	3-01- -029-238	Budget	Aprv	26
					DARE PROGRAM			
				<u>119.90</u>				
13-00510	06/15/13	06/18/13 E0256	ELK TOWNSHIP SCHOOL DISTRICT	274.63	3-01- -020-242	Budget	Aprv	44
		1	CLEANING MAY		CLEANING SERVICES			
13-00515	06/15/13	1	COMMITTEEMAN DONATED SALARY	180.00	3-01- -025-227	Budget	Aprv	49
					COMMITTEE SALARY DONATED			
				<u>454.63</u>				
13-00513	06/15/13	06/18/13 F0250	FERRELL VOLUNTEER FIRE COMPANY	4,625.00	3-01- -028-225	Budget	Aprv	47
		1	2ND QTR ALLOCATION		AID TO FIRE COMPANY DIRECT AID			
				<u>4,625.00</u>				
13-00315	04/10/13	06/18/13 G0150	GALL'S INC.	48.44	3-01- -029-233	Budget	Aprv	2
		1	POLO SHIRTS		UNIFORM ALLOWANCE			
13-00315	04/10/13	2	CORDURA NYLON COTTON	69.98	3-01- -029-233	Budget	Aprv	3
					UNIFORM ALLOWANCE			
13-00315	04/10/13	3	PANTS	51.26	3-01- -029-233	Budget	Aprv	4
					UNIFORM ALLOWANCE			
13-00315	04/10/13	4	SOCKS,PANTS,TEES, HEATGEAR	139.61	3-01- -029-233	Budget	Aprv	5
					UNIFORM ALLOWANCE			
13-00315	04/10/13	5	SHIRTS	48.44	3-01- -029-233	Budget	Aprv	6
					UNIFORM ALLOWANCE			
13-00430	05/23/13	1	SHIRTS	29.31	3-01- -029-233	Budget	Aprv	7
					UNIFORM ALLOWANCE			
13-00454	06/01/13	1	WEAPON CASE	57.48	3-01- -029-236	Budget	Aprv	10
					EQUIPMENT & SUPPLIES			
13-00464	06/03/13	1	CORDURA NYLON COTTON	70.03	3-01- -029-233	Budget	Aprv	12
					UNIFORM ALLOWANCE			
13-00468	06/04/13	1	BELTS	45.54	3-01- -029-233	Budget	Aprv	13
					UNIFORM ALLOWANCE			
				<u>560.09</u>				
13-00508	06/15/13	06/18/13 G0300	GLOUCESTER COUNTY TIMES	95.76	3-01- -043-228	Budget	Aprv	30
		1	ORD 3-2013		309 S. BROAD STREET			

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
13-00508	06/15/13	2 LESS OVERPAYMENT	52.56-	ADVERTISEMENTS 3-01- -043-228 ADVERTISEMENTS	Budget	Aprv	31
			<u>43.20</u>				
13-00507	06/15/13	06/18/13 H0176 HERITAGE BUSINESS SYSTEMS, INC. 1 COPIER	47.55	1263 GLEN AVENUE 3-01- -011-225 MISCELLANEOUS	Budget	Aprv	29
			<u>47.55</u>				
13-00277	03/28/13	06/18/13 L0050 LAWMAN SUPPLY COMPANY 1 VEST-FRANKLIN-POINT BLANK FLX	909.98	MUNICIPAL EMERGENCY SVS INC. G-01- -155-101 BODY ARMOR	Budget	Aprv	1
			<u>909.98</u>				
13-00514	06/15/13	06/18/13 L0060 LAWNS VOLUNTEER FIRE COMPANY 1 2ND QTR ALLOCATION	4,625.00	3-01- -028-225 AID TO FIRE COMPANY DIRECT AID	Budget	Aprv	48
			<u>4,625.00</u>				
13-00497	06/12/13	06/18/13 M0013 MAGLOCLEN 1 ANNUAL USER FEE	400.00	SUITE 100 3-01- -029-229 ASSOCIATION DUES & FEES	Budget	Aprv	20
			<u>400.00</u>				
13-00492	06/09/13	06/18/13 M0018 MAJESTIC OIL COMPANY, INC. 1 6/3 UNLEADED	1,274.09	2104 FAIRFAX AVENUE 3-01- -037-226 GASOLINE/DIESEL	Budget	Aprv	16
13-00505	06/15/13	1 6/12 UNLEADED	1,212.40	3-01- -037-226 GASOLINE/DIESEL	Budget	Aprv	27
			<u>2,486.49</u>				
13-00490	06/09/13	06/18/13 M0475 MUNICIPAL RECORD SERVICES 1 TRAFFIC TIXS	920.00	106 WEST ATLANTIC AVENUE 3-01- -050-224 PRINTING OF FORMS	Budget	Aprv	14
			<u>920.00</u>				
13-00491	06/09/13	06/18/13 P0100 PAULSBORO PRINTERS LLC 1 2013 PRIMARY ELECTION	2,373.00	22 EAST WASHINGTON AVENUE 3-01- -012-224 PRINTING OF FORMS	Budget	Aprv	15
			<u>2,373.00</u>				
13-00501	06/12/13	06/18/13 P0300 PETRONI & ASSOCIATES, LLC 1 2013 BUDGET PREP	3,865.00	P.O. BOX 279 3-01- -060-299 AUDIT FEES	Budget	Aprv	24
			<u>3,865.00</u>				
13-00446	05/26/13	06/18/13 Q0401 QUILL CORPORATION 1 ENVELOPES, FOLDERS, RECIEPTS	121.40	PO BOX 94080 3-01- -043-223 OFFICE SUPPLIES	Budget	Aprv	8
13-00446	05/26/13	2 ENVELOPES, INK CART, STAPLERS,	349.92	3-01- -043-223 OFFICE SUPPLIES	Budget	Aprv	9

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
			471.32				
13-00456	06/01/13	06/18/13 T0390 THIS & THAT UNIFORMS 1 SHIRTS, PANTS AND BELT	515.00	1500 S. NEW ROAD 3-01- -029-233 UNIFORM ALLOWANCE	Budget	Aprv	11
			515.00				
13-00517	06/17/13	06/18/13 U0100 U.S. POSTAL SERVICE 1 POSTAGE METER 62447381	150.00	(NEOPOST POSTAGE ON CALL) 3-01- -043-227 POSTAGE	Budget	Aprv	50
13-00517	06/17/13	2 POSTAGE METER 62447381	50.00	3-01- -013-227 POSTAGE	Budget	Aprv	51
13-00517	06/17/13	3 POSTAGE METER 62447381	100.00	3-01- -023-227 POSTAGE	Budget	Aprv	52
13-00517	06/17/13	4 POSTAGE METER 62447381	50.00	3-01- -046-227 POSTAGE	Budget	Aprv	53
13-00517	06/17/13	5 POSTAGE METER 62447381	1,000.00	3-01- -050-227 POSTAGE	Budget	Aprv	54
13-00517	06/17/13	6 POSTAGE METER 62447381	150.00	3-01- -029-227 POSTAGE	Budget	Aprv	55
			1,500.00				
13-00498	06/12/13	06/18/13 W0025 WASTE MANAGEMENT OF NJ, INC. 1 MAY TRASH AND RECYCLE	17,565.56	107 SILVA STREET 3-01- -038-222 CONTRACTUAL	Budget	Aprv	21
			17,565.56				
13-00499	06/12/13	06/18/13 W0080 WARREN'S HARDWARE 1 NUTS AND BOLTS	48.50	110 BRIDGETON PIKE 3-01- -034-236 EQUIPMENT & SUPPLIES	Budget	Aprv	22
13-00499	06/12/13	2 NUTS AND BOLTS	4.85	3-01- -034-236 EQUIPMENT & SUPPLIES	Budget	Aprv	23
			43.65				
13-00493	06/09/13	06/18/13 W0300 WHEELABRATOR GLOUCESTER CO. 1 TIPPING MAY	8,411.24	PO BOX 7247-6556 3-01- -038-221 TIPPING FEES	Budget	Aprv	17
			8,411.24				

Checks:	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
	26	57	58,529.96

There are NO errors or warnings in this listing.