

**ELK TOWNSHIP COMMITTEE**  
**Work Session Minutes**  
**March 18, 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.

**ROLL CALL:** Present were: Mr. Barbaro, Mr. Marchei, Mr. Poisker, Ms. Yenner, Mayor Spring, Mr. Considine, CFO, and Mrs. Pine, Township Clerk.

**Approval of minutes** of March 6, 2014 Regular Meeting

Motion by Mr. Poisker to approve the minutes of March 6, 2014 Regular Meeting, seconded by Mr. Barbaro, motion carried with Mr. Marchei abstaining.

**PUBLIC PORTION** on agenda items only:

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

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

No one came forward.

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

**RESOLUTION:**

**R-37-2014** – Resolution Appointing Frank Goss to the Elk Township Environmental Commission

Motion by Mr. Poisker, seconded by Mr. Barbaro to adopt and approve said Resolution, motion carried with Mr. Marchei and Ms. Yenner opposing.

**TOPICS:**

Committee discussed the possibility of changing office hours for the summer. Some employees would like to work 4 - 10 hour days and have Fridays off. Mr. Marchei asked if this has been done in the past. It has not been done in the township before. Mr. Marchei also asked if this will include the court office. It will include the court. Mr. Barbaro asked what the hours would be. The hours being considered 8 am to 5:30 pm Monday through Thursday. Mr. Poisker stated there will not be a cost saving since the building is being cooled for the police department. Committee will discuss further at the April work session.

There have been lights and irrigation pipe donated to Little League that have been in Public Works area for several years. Mayor Spring talked with Matt Afflerbach from Little League and they are okay with the township scrapping the materials. Mr. Poisker will check with soccer if they have a use for the irrigation pipe.

South Jersey Gas is moving forward with study of running natural gas down Whig Lane. They have begun the process of obtaining load calculations. They will be sending out a market survey next week to all the residents and businesses along the route. It is moving forward quickly. As soon as they have the number of commitments needed they will begin the installation process.

Mayor Spring asked about putting the mowing of the fields out for bid. Mr. Considine is in the process of preparing a bid.

Mayor Spring would like to have the May Work Session meeting dedicated to the topic of a 5 year plan for Elk Township. He would like the committee members to speak with their departments and see what they might need in the next 5 years and beyond. The town is going to see some growth and we need to be proactive and not reactive.

Ms. Yenner would like the liaisons to review the new lists of committee members for their respective committees and make sure all the information is correct and make sure the new members are notified of the meetings.

Mr. Poisker reminded everyone of the MEL meeting that is being held next Tuesday, March 25<sup>th</sup> at Nicolosi's. All committee members need to attend.

**GLOUCESTER COUNTY REPRESENTATIVE** – David Lubelski was present to answer residents questions concerning county issues.

**PUBLIC PORTION:**

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

Mayor Spring 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. Marchei to close the public portion, seconded by Mr. Barbaro, all were in favor, motion carried.

**PAY BILLS:**

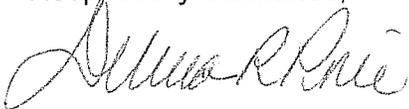
Mr. Considine had one correction for the bill list, Document Concept should be DocuVault, the amount is the same.

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

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

Motion by Ms. Yenner to adjourn, seconded by Mr. Barbaro, all were in favor, the meeting was adjourned at 7:54 PM.

Respectfully Submitted,



Debora R. Pine, RMC, CMC  
Township Clerk

RESOLUTION R-37-2014

RESOLUTION APPOINTING FRANK GOSS TO THE ELK TOWNSHIP  
ENVIRONMENTAL COMMISSION

WHEREAS, there is a vacancy on the Elk Township Environmental Commission due to the resignation of Eileen Tercha; and

WHEREAS, Frank Goss has previously served on the Environmental Commission and has expressed an interest in serving on the committee; and

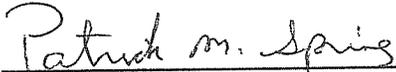
WHEREAS, the following appointment is hereby made to Environmental Commission to fill the unexpired term of Eileen Tercha:

Appointee	Term Expires
Frank Goss	12/31/2015

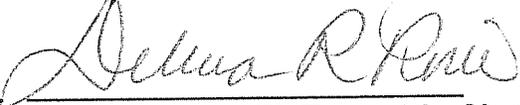
NOW, THEREFORE, BE IT RESOLVED that the appointment set forth above, is hereby made, accepted and confirmed upon the adoption of this Resolution,

THIS RESOLUTION IS DULY ADOPTED by the Township Committee of the Township of Elk at its regular meeting held on the 18<sup>th</sup> day of March 2014.

TOWNSHIP OF ELK

  
Patrick M. Spring, Mayor

ATTEST:

  
DEBORA R. PINE, Township Clerk

# BILL APPROVAL

## March 18, 2014

### Bank Wires, Manual and Interim Checks

#### GENERAL ACCOUNT

1) Elk Township	14-00236	\$53,836.18
2) State of NJ Division of Pensions	14-00267	\$262,247.00
3) Trump Taj Mahal	14-00221	\$304.00

#### GENERAL CAPITAL:

1) Vineland Auto Electric	13-01069	\$10,291.33
2) Parallel Edge	14-00113	\$2,649.90

Batch Id: SC      Batch Type: C      Batch Date: 03/18/14      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
14-00234	03/09/14	03/18/14 A0055 ADAMS & ADAMS 1 GENERAL LEGAL	195.00	JOAN ADAMS ESQ. 4-01- -023-232 LEGAL COSTS	Budget	Aprv	26
			<u>195.00</u>				
14-00262	03/16/14	03/18/14 A0260 ATLANTIC CITY ELECTRIC 1 MONTHLY-MARCH	31.34	5 COLLINS DRIVE 4-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	34
14-00262	03/16/14	2 MONTHLY-MARCH	8.33	4-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	35
14-00262	03/16/14	3 MONTHLY-MARCH	7.88	4-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	36
14-00262	03/16/14	4 MONTHLY-MARCH	13.37	4-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	37
14-00262	03/16/14	5 MONTHLY-MARCH	18.93	4-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	38
14-00262	03/16/14	6 MONTHLY-MARCH	5.87	4-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	39
14-00262	03/16/14	7 MONTHLY-MARCH	18.29	4-01- -037-223 STREET LIGHTING EXPENSE	Budget	Aprv	40
14-00262	03/16/14	8 MONTHLY-MARCH	389.83	4-01- -037-223 ELECTRICITY	Budget	Aprv	41
14-00262	03/16/14	9 MONTHLY-MARCH	5.21	4-01- -037-223 ELECTRICITY	Budget	Aprv	42
14-00262	03/16/14	10 MONTHLY-MARCH	698.02	4-01- -037-223 ELECTRICITY	Budget	Aprv	43
			<u>1,197.07</u>				
14-00191	03/03/14	03/18/14 B0263 BROWNELLS, INC. 1 HEADSET, RECEIVER PLATE	75.02	200 SOUTH FRONT STREET 4-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	9
14-00191	03/03/14	2 BOLT GAS RING,WEAPON LIGHT	143.60	4-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	10
14-00191	03/03/14	3 MAG FOLLIAGE GREEN	108.60	4-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	11
			<u>327.22</u>				
14-00252	03/16/14	03/18/14 C0167 COMCAST 1 09508-444918-01-2 MONTHLY	134.85	4-01- -037-224 TELEPHONE	Budget	Aprv	32
			<u>134.85</u>				
14-00263	03/17/14	03/18/14 D0155 DELTA DENTAL PLAN OF NJ 1 APRIL DENTAL	2,675.04	PO BOX 36483 4-01- -026-222 GROUP INSURANCE PLAN	Budget	Aprv	44
			<u>2,675.04</u>				
14-00230	03/09/14	03/18/14 D0160 H.A. DEHART & SON 1 SPINNER HUB	20.16	311 CROWN POINT ROAD 4-01- -034-239	Budget	Aprv	21

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
				20.16	REPAIRS TO EQUIPMENT			
14-00264	03/17/14	D0360 1 STORAGE	DOCUMENT CONCEPTS, INC.	572.03	335 GLASSBORO ROAD G-01- -120-101 CLEAN COMMUNITIES	Budget	Aprv	45
				572.03				
14-00115	02/04/14	D0905 1 SIMULATOR SOLUTION	DRAEGER SAFETY DIAGNOSTICS, INC	240.00	PO BOX 200337 4-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	1
14-00116	02/04/14	1 CALIBRATION/CERTIFICATION		155.00	4-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	2
				395.00				
14-00235	03/09/14	E0245 1 COMMITTEEMAN SALARY TO REC	ELK TOWNSHIP RECREATION	200.00	COMMITTEE 4-01- -025-227 COMMITTEE SALARY DONATED	Budget	Aprv	27
				200.00				
14-00249	03/16/14	E0256 1 CLEANING-FEBRUARY	ELK TOWNSHIP SCHOOL DISTRICT	314.65	900 CLEMS RUN 4-01- -020-242 CLEANING SERVICES	Budget	Aprv	31
				314.65				
14-00228	03/09/14	G0040 1 3/2 SNOW PLOWING	G & R LANDSCAPING, LLC	2,546.60	410 WHIG LANE 4-01- -036-222 SNOW REMOVAL EXPENSE	Budget	Aprv	19
				2,546.60				
14-00200	03/03/14	G0150 1 JUMBO EDC	GALL'S INC.	68.00	24296 NETWORK PLACE 4-01- -029-225 MISCELLANEOUS	Budget	Aprv	13
14-00227	03/09/14	1 PANTS		93.97	4-01- -029-233 UNIFORM ALLOWANCE	Budget	Aprv	18
				161.97				
14-00226	03/09/14	H0148 1 INFORCE WML/HSP 200 LUMEN	HALEY STRATEGIC PARTNERS, LLC	128.95	15651 N. 83RD WAY 4-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	17
				128.95				
14-00255	03/16/14	H0176 1 COPIER CHARGE	HERITAGE BUSINESS SYSTEMS, INC.	57.12	1263 GLEN AVENUE 4-01- -011-333 GENERAL ADMIN - EQUIP. MAINT.	Budget	Aprv	33
				57.12				
14-00216	03/04/14	H0275 1 LOCK, ANGLE, LUMBER	HOME DEPOT	18.52	2735 ROUTE 42 4-01- -020-243 REPAIRS & SUPPLIES FOR BLDG	Budget	Aprv	15
				18.52				

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
14-00218	03/18/14 03/04/14	K0181 KEVIN KEEN 2 EMERGENCY MGT - TELEPHONE 1ST	45.00	806 NORTHBROOK PLACE 4-01- -037-224 TELEPHONE	Budget	Aprv	16
			<u>45.00</u>				
14-00231	03/18/14 03/09/14	M0018 MAJESTIC OIL COMPANY, INC. 1 3/5 DIESEL	564.21	2104 FAIRFAX AVENUE 4-01- -037-226 GASOLINE/DIESEL	Budget	Aprv	22
14-00231	03/09/14	2 3/6 UNLEADED	712.40	4-01- -037-226 GASOLINE/DIESEL	Budget	Aprv	23
			<u>1,276.61</u>				
14-00185	03/18/14 02/26/14	P0075 PARALLEL EDGE, INC. 1 COMPUTER UCC-NOT TO EXCEED	710.48	126 E. BEECHTREE LANE 4-01- -046-225 MISCELLANEOUS	Budget	Aprv	6
14-00185	03/09/14	2 MICROSOFT OFFICE	223.15	4-01- -046-225 MISCELLANEOUS	Budget	Aprv	7
			<u>933.63</u>				
14-00195	03/18/14 03/03/14	S0505 STREICHERS POLICE EQUIPMENT 1 STRIKE FIRE, TALL MOUNT	189.98	LB#7873 4-01- -029-225 MISCELLANEOUS	Budget	Aprv	12
			<u>189.98</u>				
14-00155	03/18/14 02/17/14	S0670 SUBURBAN PROPANE 1 2/11 DELIVERIES	1,738.70	PO BOX J 4-01- -037-225 PROPANE/NATURAL GAS	Budget	Aprv	3
14-00155	02/17/14	2 2/11 DELIVERIES	731.82	4-01- -037-225 PROPANE/NATURAL GAS	Budget	Aprv	4
14-00213	03/04/14	1 3/1 PROPANE	1,177.90	4-01- -037-225 PROPANE/NATURAL GAS	Budget	Aprv	14
			<u>3,648.42</u>				
14-00229	03/18/14 03/09/14	T0150 TANGY'S AUTO SERVICE 1 F350-BRAKES,SEALS,LABOR	807.13	206 STANGER AVE 4-01- -061-238 PUB WORKS VEHICLE MAINT-MAJOR	Budget	Aprv	20
			<u>807.13</u>				
14-00169	03/18/14 02/20/14	T0390 THIS & THAT UNIFORMS 1 LETTERING	16.00	1500 S. NEW ROAD 4-01- -029-233 UNIFORM ALLOWANCE	Budget	Aprv	5
14-00190	03/03/14	1 PANTS	324.00	4-01- -029-233 UNIFORM ALLOWANCE	Budget	Aprv	8
			<u>340.00</u>				
14-00248	03/18/14 03/16/14	U0300 US POSTAL SERVICE 1 214425-#10'S REGULAR	276.30	STAMP FULFILLMENT SERVICE 4-01- -015-227 POSTAGE	Budget	Aprv	28
14-00248	03/16/14	2 214525 #10'S WINDOW	1,393.25	4-01- -015-227 POSTAGE	Budget	Aprv	29
14-00248	03/16/14	3 SHIPPING	16.15	4-01- -015-227 POSTAGE	Budget	Aprv	30

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
			1,685.70				
14-00232	03/09/14	03/18/14 w0025 WASTE MANAGEMENT OF NJ, INC. 1 CONTRACTUAL FEBRUARY	18,290.34	107 SILVA STREET 4-01- -038-222 CONTRACTUAL	Budget	Aprv	24
			18,290.34				
14-00233	03/09/14	03/18/14 w0300 WHEELABRATOR GLOUCESTER CO. 1 TIPPING FEBRUARY	8,299.29	PO BOX 7247-6556 4-01- -038-221 TIPPING FEES	Budget	Aprv	25
			8,299.29				

Checks:	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
	25	45	44,460.28

There are NO errors or warnings in this listing.

March 18, 2014  
04:16 PM

TOWNSHIP OF ELK  
Check Payment Batch Verification Listing

Page No: 1

Batch Id: SC      Batch Type: C      Batch Date: 03/18/14      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
PO #	Enc Date	Item	Description		Description				
14-00264	03/17/14	1	STORAGE	572.03	PO BOX 176	G-01- -120-101	Budget	Aprv	1
				572.03	CLEAN COMMUNITIES				

	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
Checks:	1	1	572.03

There are NO errors or warnings in this listing.