

**ELK TOWNSHIP
COMMITTEE MEETING MINUTES
April 6, 2023**

The Regular 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 7:00PM.

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

Present were: Mrs. Cowan, Mr. Lucas, Mrs. Nicholson, Mr. Rambo, Mayor Sammons, Mr. Considine, CFO, Mrs. Pine, Township Clerk, Mr. Duffield, Solicitor, Mr. Reilly, Engineer and Police Chief Gonnelli.

APPROVAL OF MINUTES of March 21, 2023 Work Session

Motion by Mrs. Nicholson, seconded by Mr. Lucas to approve the minutes of the March 21, 2023 Work Session all were in favor motion carried.

COMMITTEE REPORTS

Mrs. Nicholson reported Environmental Commission will be holding the Arbor Day Celebration on Saturday, April 22 at 9:30AM in the recreation park. A tree will be planted that was donated by Marjac and tree saplings will be handed out to Elk Township residents.

The Salem Oak is growing well and waiting to be planted in a permanent spot in the park.

POLICE CHIEF REPORT

Chief Gonnelli reported the department received 1889 calls for service, make 24 arrests, issued 417 motor vehicle summonses, responded to 14 motor vehicle crashes with 5 injuries and received 11 new firearm applications.

FIRE DEPARTMENT REPORT

Mr. Rambo read the fire company reports. Aura responded to 19 calls for service, they noted the 1976 Dodge power wagon needs to be replaced with an up-to-date reliable truck and the brush truck also needs to be replaced, replacement parts are no longer available, and it is difficult to keep the truck in service.

Ferrell Fire Company responded to 15 calls for service.

ENGINEER'S REPORT

Craig Reilly was present for Mr. Bach. He reported a preconstruction meeting was held for Elmwood Estates. They inspected 100 Daylight Drive open excavation and contacted the county. The county Department of Health and County Conservation are trying to decide who is responsible for securing the issue. Mrs. Nicholson stated there is no silt fence to stop the soil. Mr. Rambo stated there is a lot of dirt running into the road. Someone needs to be sited.

Mr. Rambo asked the status of the soil samples from the pond behind Covey Estates. Mr. Reilly said the results are due back sometime next week.

PUBLIC PORTION on Agenda Items only.

Motion by Mr. Rambo to open the meeting to the public, seconded by Mrs. Cowan, 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 Mrs. Nicholson to close the public portion, seconded by Mr. Lucas, all were in favor, motion carried.

RESOLUTIONS:

RESOLUTION R-50-2023

RESOLUTION AUTHORIZING SETTLEMENT IN THE AMOUNT OF \$1,500.00 RELATING TO GRC COMPLAINT NO. 2021-188

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

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

RESOLUTION R-51-2023

RESOLUTION AUTHORIZING RELEASE OF THE MAINTENANCE BOND SUBMITTED BY LUCAS GREENHOUSES FOR SITE IMPROVEMENTS AFFECTING A PARCEL KNOWN AS BLOCK 18, LOT 28 ON THE TAX MAP OF ELK TOWNSHIP

Motion by Mrs. Nicholson, seconded by Mrs. Cowan to adopt and approve said Resolution, upon roll call motion carried.

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

RESOLUTION R-52-2023

RESOLUTION APPROVING FORM OF PERFORMANCE GUARANTEE FOR SITE IMPROVEMENTS SUBMITTED BY RUSSO LAND HOLDINGS, LLC AFFECTING BLOCK 214.01, LOT 29 ON THE OFFICIAL TAX MAP OF THE TOWNSHIP OF ELK, GLOUCESTER COUNTY, NEW JERSEY

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

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

RESOLUTION R-53-2023

RESOLUTION APPROVING FORM OF MAINTENANCE GUARANTEE SUBMITTED FOR APPROVAL FOR A PROJECT BY RUSSO LAND HOLDINGS LLC FOR STORMWATER MAINTENANCE AFFECTING BLOCK 214.01, LOT 29 ON THE OFFICIAL TAX MAP OF THE TOWNSHIP OF ELK, GLOUCESTER COUNTY, NEW JERSEY

Motion by Mrs. Nicholson, seconded by Mrs. Cowan to adopt and approve said Resolution, upon roll call motion carried.

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

RESOLUTION R-54-2023

RESOLUTION AUTHORIZING RELEASE OF THE PERFORMANCE GUARANTEE AND REQUIRING A MAINTENANCE GUARANTEE BY ARAWAK PAVING CO., INC. FOR THE RESURFACING AND SAFETY IMPROVEMENTS TO MOODS ROAD (PHASE 2) IN THE

TOWNSHIP OF ELK, GLOUCESTER COUNTY, NEW JERSEY

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

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

RESOLUTION R-55-2023

RESOLUTION APPROVING FORM OF MAINTENANCE GUARANTEE SUBMITTED BY ARAWAK PAVING CO., INC. FOR THE MOODS ROAD (PHASE 2) RESURFACING AND SAFETY IMPROVEMENTS

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

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

RESOLUTION R-56-2023

RESOLUTION AUTHORIZING AMENDED CHANGE ORDER NO. 1-FINAL AND APPROVING FINAL PAYMENT TO THINK PAVERS HARDSCAPING, LLC FOR THE RESURFACING AND SAFETY IMPROVEMENTS TO THE MUNICIPAL PARKING LOT

Motion by Mr. Lucas, seconded by Mrs. Nicholson to TABLE said Resolution, all were in favor, motion carried.

RESOLUTION R-57-2023

RESOLUTION TO GO INTO CLOSED EXECUTIVE SESSION TO DISCUSS CONTRACT NEGOTIATIONS IN REGARD TO THE ELK TOWNSHIP POLICE DEPARTMENT

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

GLOUCESTER COUNTY REPRESENTATIVE – James Schmidt was present for the county. Mike Artz, 231 Hollywood Ave., would like to know how the county is supporting the township in shutting down the business at 234 Hollywood Ave.

Mayor Sammons stated Hollywood Avenue is not a county road.

Mr. Schmidt explained this is not a county issue, it is under the jurisdiction of the township.

Mayor Sammons stated there is no information to prove this is a business.

The police gave information to County Prosecutor and after they investigated, they could not find anything.

Mr. Artz said they collect donations for the event.

Mr. Lucas stated he understands the circumstances but there is nothing that the township can site them for.

PURSUANT TO RESOLUTION R-26-2023

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

PUBLIC PORTION:

Motion by Mr. Lucas 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 committee's attention to come forward at this time, state your name and address.

Darlema Bey, 507 Arch Street, asked about the rescinded reinstatement of the Lawn's Fire Co., she understands that this was due to courses that they have not taken. Was committee aware that the courses were not available.

Mayor Sammons stated the Fire Company was originally suspended in June of 2021 and given time to take the courses necessary to come into compliance with State regulations. Committee was told they were taking the courses to come into compliance and later found out this was not true. The township discovered they were not attending the courses; the company was told they have until May 1st to become compliant with the regulations of an operating fire company in the State of New Jersey. There were meetings with the County, State and Lawn's Fire Company. The fire company was provided a list of items/classes on numerous occasions from the County.

Ms. Bey asked what the fire safety plan is in the township. She would like to see it in black and white.

Mr. Rambo stated there is a paid department in Glassboro that is available 24/7/365 and the 2 companies from Elk are on call to respond to calls to cover the Lawn's area.

Mr. Schmidt, from the County Fire Marshal's office explained there is a command plan in place for all fire departments. He further explained there is adequate water that will respond to all fires in Elk Township.

Every county statewide has a fire coordinator, and the state has a regional fire coordinator and this plan is updated annually. The plan is in a CAD format.

Mike Artz, 231 Hollywood Ave., feels the issue at 234 Hollywood Ave. is a zoning issue and asked if there is a report that has been filed with the zoning office. They are running a business; they are collecting fees. Has anything been investigated.

Mrs. Nicholson stated it would be difficult to investigate this as a zoning issue. If the prosecutor's office conducted an investigation and did find anything, our zoning officer is not an investigator.

Mr. Lucas will talk to the planning members to see if they can shed some light on the situation.

Lou Schomber, 457 Ewan Road, mentioned the house at 100 Daylight Drive, every time a truck comes out of the street, they track mud all over the roads. He asked how a CO could be issued without a passing septic system. Mr. Schomber also brought in some material, tire pieces that were in the original septic. Mr. Rambo stated they may have a temporary CO. The homeowner told Mr. Schomber, the septic was supposed to be completed in December.

Kathy Myklich, 215 Union Street, in her opinion, as a resident in the Lawn's area she does not feel the fire protection is adequate. How does she find out how the area is being protected and how long will it take for a tanker truck to get to the area.

Mr. Rambo explained that the fire companies from Glassboro, Aura and Ferrell will all respond.

Ms. Myklich stated Aura and Glassboro do not have adequate water to fight a large fire. She would like to see the written plan.

Mr. Rambo stated qualified fire fighters are needed to run the apparatus.

Mayor Sammons stated it is taken for granted the qualifications that are needed to run a fire company.

It is not a time to be reactive when the Lawn's Fire Company has had 2 years to be proactive and come into compliance.

Mr. Schmidt stated when the fire company was suspended the County dispatch, Glassboro, Aura, and Ferrell Fire companies were all notified. Glassboro is a 24/7 fire department and will be able to get out very quickly. The County has a response plan, when a call is received, the proper companies are dispatched to the location. He further stated there is no need to be concerned about the amount of water, there are tankers that will respond from all over the county. In the past years there have been a lot of missed responses from the Lawn's Fire Company.

Mr. Duffield asked Mr. Schmidt if there is a printout of data of the responses in the area.

Mr. Schmidt stated a fire run statistic sheet can be requested from County dispatch.
Motion by Mr. Lucas to close the public portion, seconded by Mr. Rambo, all were in favor, motion carried.

PAY BILLS:

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

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

RECESS:

Motion to Recess by Mr. Rambo, seconded by Mr. Lucas, all were in favor, the meeting recessed at 8:05PM.

Motion to Re-enter Meeting by Mrs. Nicholson, seconded by Mr. Lucas, all were in favor, the meeting reconvened at 9:20PM.

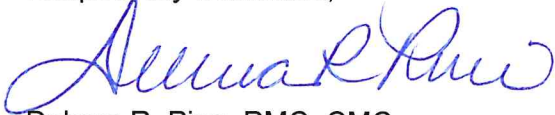
Summary of Closed Session:

Mr. Duffield summarized the Committee discussed current negotiations with the PBA and superior officers' contract. No decisions were made, and no action was taken.

ADJOURNMENT:

Motion by Mr. Rambo to adjourn, seconded by Mr. Lucas, all were in favor, the meeting was adjourned at 9:23PM.

Respectfully Submitted,



Debora R. Pine, RMC, CMC
Township Clerk

RESOLUTION R-50-2023

**RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK,
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY, AUTHORIZING SETTLEMENT
IN THE AMOUNT OF \$1,500.00 RELATING TO GRC COMPLAINT NO. 2021-188**

WHEREAS, on July 20, 2021, Rotimi Owoh, Esquire, on behalf of African American Data and Research Institute ("AADARI") submitted an OPRA request to the custodian seeking certain police department and court records; and

WHEREAS, the records custodian forwarded the request to the police department pursuant to customary protocol; and

WHEREAS, approximately three (3) weeks prior to the submission of the OPRA request, the New Jersey Supreme Court issued a decision in the case of Simmons v. Mercado, 247 N.J. 24 (2021), rev'd 464 N.J. Super. 77 (App. Div. 2020), which held that the records custodian was required to provide all documents maintained by the local court; and

WHEREAS, although the requested records were subsequently provided by the records custodian on August 10, 2021, the Complainant submitted a Complaint alleging that the Township improperly denied access to the requested documents; and

WHEREAS, on February 28, 2023, the Government Records Council ("GRC") issued a decision that concurred with the Complainant; and

WHEREAS, the parties have agreed to settle the matter for the sum of \$1,500.00.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Elk as follows:

1. The preamble to this Resolution is hereby incorporated as if more fully set forth herein.
2. Township CMFO and Treasurer is hereby authorized to issue the settlement payment in the amount of \$1,500.00 payable to Law Office of Rotimi Owoh, Esquire.
3. The Mayor and Committee hereby agree to the settlement proposal without any admission of liability or culpability, and for the sole purpose of efficiently and economically resolving this matter as any appeal would be time consuming and costly.
4. The Mayor, Township Clerk and Township Solicitor are hereby authorized to take any and all action which may be required or reasonably necessary to carry out the intent and purpose of this resolution.

ADOPTED at a Regular Meeting of the Elk Township Committee held April 6, 2023.

TOWNSHIP OF ELK

BY: _____

CAROLYN D. K. SAMMONS, Mayor

ATTEST:



DEBORA R. PINE, Township Clerk

ROLL CALL VOTE				
COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
Cowan	✓			
Lucas	✓			
Nicholson	✓			
Rambo	✓			
Sammons	✓			

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 April 6, 2023, in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

DEBORA R. PINE
Clerk

R-50-2023

RESOLUTION R-51-2023

**RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK AUTHORIZING
RELEASE OF THE MAINTENANCE BOND SUBMITTED BY LUCAS GREENHOUSES FOR SITE
IMPROVEMENTS AFFECTING A PARCEL KNOWN AS BLOCK 18, LOT 28 ON THE OFFICIAL TAX
MAP OF ELK TOWNSHIP TOWNSHIP, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY**

WHEREAS, the Applicant, Lucas Greenhouses, has caused certain work to be performed relating to improvements affecting a parcel known as Block 18, Lot 28 on the official Tax Map of Elk Township; and

WHEREAS, pursuant to Resolution R-88-2020, the Mayor and Committee of the Township of Elk authorized the release of the Applicant's Performance Guarantee for the satisfactory completion of the improvements, and required posting of a Maintenance Guarantee; and

WHEREAS, after adoption of Resolution R-88-2020, the required cash Maintenance Bond in the sum of \$15,921.15 and Inspection Escrow in the sum of \$5,307.05 were received by the Township Clerk and remains in effect; and

WHEREAS, the aforementioned Maintenance Guarantee expired on October 1, 2022; and

WHEREAS, the Maintenance Guarantee and Inspection Escrow presently held by the Township Clerk in the following sum shall be returned to the Applicant:

Maintenance Guarantee	\$15,921.15
Inspection Escrow	\$ 5,307.05

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee, Township of Elk, County of Gloucester, and State of New Jersey as follows:

1. The cash Maintenance Bond in the sum of \$15,921.15; and any remaining escrow funds shall be released and returned to the Applicant.
2. That no above-mentioned Maintenance Guarantee shall be released until payment by the Applicant of any outstanding fees or costs from inspections or escrows.
3. The Township Clerk is hereby directed to forward Certified Copies of this Resolution to the Applicant, the Elk Township Planning Board Engineer and the Elk Township Treasurer.

ADOPTED at a Regular Meeting of the Elk Township Committee held April 6, 2023.

TOWNSHIP OF ELK

BY: 
CAROLYN D. K. SAMMONS, Mayor

ATTEST:


DEBORA R. PINE, Township Clerk

ROLL CALL VOTE				
COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
Cowan	✓			
Lucas			✓	
Nicholson	✓			
Rambo	✓			
Sammons	✓			

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 April 6, 2023, in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

DEBORA R. PINE
Clerk

RESOLUTION R-52-2023

**RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK
APPROVING FORM OF PERFORMANCE GUARANTEE FOR SITE IMPROVEMENTS SUBMITTED BY
RUSSO LAND HOLDINGS, LLC AFFECTING BLOCK 214.01, LOT 29 ON THE OFFICIAL TAX MAP OF
THE TOWNSHIP OF ELK, GLOUCESTER COUNTY, NEW JERSEY**

WHEREAS, via Resolution No. R-121-2022, the Elk Township Committee approved the Performance Surety Bond, Cash Bond and Inspection Escrow amounts upon the Elk Township Engineer's recommendation for the Applicant, Russo Land Holdings LLC, affecting the parcel known as Block 214.01, Lot 29, on the official Tax Map of the Township of Elk; and

WHEREAS, the Applicant has submitted Performance Surety Bond No. GM217866 dated March 16, 2023, in the amount of \$1,236,587.04 issued by Great Midwest Insurance Company, and Cash Bond in the amount of \$137,398.56; and

WHEREAS, the Elk Township Solicitor has reviewed the form of Performance Surety Bond which has been submitted by Applicant, and has approved the amount and form of said Performance Surety Bond and Cash Bond; and

WHEREAS, the Elk Township Committee has reviewed the aforesaid opinion of the Township Solicitor and, based upon the opinion of the Township Solicitor, has determined that the submitted form of Performance Surety Bond is acceptable.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Elk, Gloucester County, New Jersey, as follows:

1. The form of Performance Surety Bond No. GM217866 dated March 16, 2023, in the amount of \$1,236,587.04 issued by Great Midwest Insurance Company, and Cash Bond in the amount of \$137,398.56 is hereby approved, and the Township Clerk may accept said Performance Surety Bond upon receipt of the original documents.

2. When the balance of the initial escrow amount deposited by the applicant for inspection fees drops to 10% of the total inspection fee amount, the developer shall make additional deposits of 25% of the total inspection fee estimate. The Township Engineer shall not perform any inspection if sufficient funds to pay for those inspections are not on deposit with the Treasurer.

3. The approval granted herein is given in reliance upon all representations made by the Applicant, including drawings, plans and other materials filed in connection with this application, and those items specifically referred to and/or incorporated in all Resolution(s) adopted by the Elk Township Committee relating to the Applicant's project.

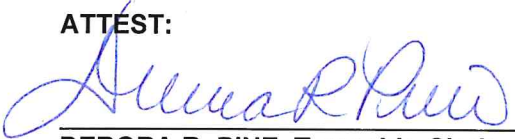
4. The Township Clerk is directed to forward a certified copy of this Resolution to the Applicant, the Elk Township Engineer and the Elk Township Treasurer.

ADOPTED at a Reorganization Meeting of the Elk Township Committee held April 6, 2023.

TOWNSHIP OF ELK

BY: 
CAROLYN D. K. SAMMONS, Mayor

ATTEST:


DEBORA R. PINE, Township Clerk

ROLL CALL VOTE				
COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
Cowan	✓			
Lucas	✓			
Nicholson	✓			
Rambo	✓			
Sammons	✓			

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 April 6, 2023, in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

DEBORA R. PINE
Clerk

RESOLUTION R-53-2023

**RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK
APPROVING FORM OF MAINTENANCE GUARANTEE SUBMITTED FOR APPROVAL
FOR A PROJECT BY RUSSO LAND HOLDINGS LLC FOR STORMWATER MAINTENANCE
AFFECTING BLOCK 214.01, LOT 29 ON THE OFFICIAL TAX MAP OF THE
TOWNSHIP OF ELK, GLOUCESTER COUNTY, NEW JERSEY**

WHEREAS, via Resolution No. R-121-2022, the Elk Township Committee approved the Maintenance Bond amount upon the Elk Township Engineer's recommendation for the Applicant, Russo Land Holdings LLC, affecting the parcel known as Block 214.01, Lot 29, on the official Tax Map of the Township of Elk; and

WHEREAS, the Applicant has submitted Maintenance Surety Bond No. GM217871 dated March 16, 2023, in the amount of \$20,000.00 issued by Great Midwest Insurance Company; and

WHEREAS, the Elk Township Solicitor has reviewed the form of Maintenance Surety Bond which has been submitted by Applicant, and has approved the amount and form of said Maintenance Surety Bond; and

WHEREAS, the Elk Township Committee has reviewed the aforesaid opinion of the Township Solicitor and, based upon the opinion of the Township Solicitor, has determined that the submitted form of Maintenance Surety Bond is acceptable.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Elk, Gloucester County, New Jersey, as follows:

1. The form of Maintenance Surety Bond No. GM217871 dated March 16, 2023, in the amount of \$20,000.00 issued by Great Midwest Insurance Company is hereby approved, and the Township Clerk may accept said Maintenance Surety Bond upon receipt of the original documents.

2. When the balance of the initial escrow amount deposited by the applicant for inspection fees drops to 10% of the total inspection fee amount, the developer shall make additional deposits of 25% of the total inspection fee estimate. The Township Engineer shall not perform any inspection if sufficient funds to pay for those inspections are not on deposit with the Treasurer.

3. The approval granted herein is given in reliance upon all representations made by the Applicant, including drawings, plans and other materials filed in connection with this application, and

those items specifically referred to and/or incorporated in all Resolution(s) adopted by the Elk Township Committee relating to the Applicant's project.


4. The Township Clerk is directed to forward a certified copy of this Resolution to the Applicant, the Elk Township Engineer and the Elk Township Treasurer.

ADOPTED at a Reorganization Meeting of the Elk Township Committee held April 6, 2023.

TOWNSHIP OF ELK

BY: 
CAROLYN D. K. SAMMONS, Mayor

ATTEST:


DEBORA R. PINE, Township Clerk

ROLL CALL VOTE				
COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
Cowan	✓			
Lucas	✓			
Nicholson	✓			
Rambo	✓			
Sammons	✓			

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 April 6, 2023, in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

DEBORA R. PINE
Clerk

RESOLUTION R-54-2023

**RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK
AUTHORIZING RELEASE OF THE PERFORMANCE GUARANTEE AND REQUIRING A
MAINTENANCE GUARANTEE BY ARAWAK PAVING CO., INC. FOR THE RESURFACING
AND SAFETY IMPROVEMENTS TO MOODS ROAD (PHASE 2) IN THE
TOWNSHIP OF ELK, GLOUCESTER COUNTY, NEW JERSEY**

WHEREAS, the Township of Elk previously requested bids for the resurfacing and safety improvements to Moods Road (Phase 2); and

WHEREAS, pursuant to Resolution R-95-2022, the Mayor and Committee of the Township of Elk approved and awarded the low bid \$196,700.00 and alternate items 118, 119, 120, 121, 122, 124, 132, 158, 161 and 166 in the sum of \$13,900.00 for a total contract amount of \$210,600.00 submitted by Arawak Paving Co., Inc. regarding the resurfacing and safety improvements to Moods Road (Phase 2); and

WHEREAS, pursuant to the terms of the bid, Arawak Paving Co., Inc. posted Performance Bond No. 0246723 dated September 26, 2022, in the amount of \$210,600.00 issued by Berkley Insurance Company, which was received by the Township Clerk; and remains in effect; and

WHEREAS, the Elk Township Engineer has inspected all improvements secured by said Performance Guarantee, and has filed a written report with the Township Clerk dated March 28, 2023, recommending the release of the Performance Guarantee; and

WHEREAS, the Elk Township Engineer further recommends posting and issuance of a Maintenance Guarantee for a period of two (2) years as follows:

Maintenance Guarantee Amount	\$ 90,278.73
------------------------------	--------------

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee, Township of Elk, County of Gloucester, and State of New Jersey as follows:

1. The resurfacing and safety improvements to Moods Road (Phase 2) performed by Arawak Paving Co., Inc. are hereby accepted, and Arawak Paving Co., Inc. is hereby released from all liability under the existing Performance Bond No. 0246723 dated September 26, 2022, in the amount of \$210,600.00 issued by Berkley Insurance Company, however, subject to the conditions set forth below.

2. Arawak Paving Co., Inc. shall post a Maintenance Guarantee in the sum of \$90,278.73 for a period of two (2) years and in the manner set forth in N.J.A.C. 5:36-4.4 and/or N.J.A.C. 5:36-4.2.

3. Arawak Paving Co., Inc. is hereby directed to forward the above-described Maintenance Guarantee to the Township Clerk to satisfy the contingency set forth herein.

4. That no above-mentioned Performance Guarantee shall be released until receipt by the Township of an approved Maintenance Guarantee in a form and manner satisfactory to the Township's Solicitor (if not previously submitted and approved).

5. The Township Clerk is hereby directed to forward a certified copy of this Resolution to the Contractor, the Elk Township Engineer and the Elk Township CFO.

ADOPTED at a Regular Meeting of the Elk Township Committee held April 6, 2023.

TOWNSHIP OF ELK

BY: 
CAROLYN D. K. SAMMONS, Mayor

ATTEST:


DEBORA R. PINE, Township Clerk

ROLL CALL VOTE				
COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
Sammons	✓			
Cowan	✓			
Lucas	✓			
Nicholson	✓			
Rambo	✓			

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 April 6, 2023, in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

DEBORA R. PINE
Clerk

RESOLUTION R-55-2023

RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK
APPROVING FORM OF MAINTENANCE GUARANTEE SUBMITTED BY ARAWAK PAVING CO., INC.
FOR THE MOODS ROAD (PHASE 2) RESURFACING AND SAFETY IMPROVEMENTS

WHEREAS, via Resolution R-54-2023, the Elk Township Committee authorizing release of the Performance Guarantee provided by Arawak Paving Co., Inc. for the Moods Road (Phase 2) Resurfacing and Safety Improvements upon the Township Engineer's recommendation; and

WHEREAS, the Applicant has submitted Maintenance Bond Surety Bond No. 0246723M dated March 24, 2023, in the amount of \$90,278.73 issued by Berkley Insurance Company, and

WHEREAS, the Elk Township Solicitor has reviewed the form of Maintenance Surety Bond which has been submitted by the Applicant, and has approved the amount and form of said Maintenance Surety Bond; and

WHEREAS, the Elk Township Committee has reviewed the aforesaid opinion of the Township Solicitor and, based upon the opinion of the Township Solicitor, has determined that the submitted form of the Maintenance Surety Bond is acceptable.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Elk, Gloucester County, New Jersey, as follows:

1. The form of Maintenance Bond Surety Bond No. 0246723M dated March 24, 2023, in the amount of \$90,278.73 issued by Berkley Insurance Company is hereby approved, and the Township Clerk may accept said Maintenance Surety Bond upon receipt of the original documents.

2. The Township Clerk is directed to forward a certified copy of this Resolution to the Applicant, the Elk Township Engineer and the Elk Township Treasurer.

ADOPTED at a Regular Meeting of the Elk Township Committee held April 6, 2023.

TOWNSHIP OF ELK

BY:

CAROLYN D. K. SAMMONS, Mayor

ATTEST:

Debra R. Pine
DEBORA R. PINE, Township Clerk

ROLL CALL VOTE				
COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
Cowan	✓			
Lucas	✓			
Nicholson	✓			
Rambo	✓			
Sammons	✓			

RESOLUTION R-57-2023

**RESOLUTION OF THE TOWNSHIP OF ELK
TO GO INTO CLOSED EXECUTIVE SESSION TO DISCUSS
CONTRACT NEGOTIATIONS IN REGARDS TO ELK TOWNSHIP POLICE DEPARTMENT**

WHEREAS N.J.S.A. 10:4-12B. (7) permits the Township Committee to enter into Closed Executive Session and exclude the public from portions of the meeting to discuss personnel, litigation and/or contract negotiations in which the public body is, or may be a party or which involves any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer; and

WHEREAS pursuant to N.J.S.A. 10:4-13, the Township Committee must first adopt a Resolution at a meeting which the public is admitted stating the general nature of the subject to be discussed and as precisely as possible at time when the circumstances under which the discussion conducted in Closed Executive Session can be disclosed to the public; and

NOW, THEREFORE, BE IT RESOLVED, that the time when and circumstances under which the discussion conducted in Closed Executive Session of the public body can be disclosed to the public will be at the conclusion of the beforementioned subjects.

THIS RESOLUTION WAS DULY ADOPTED at the Regular Meeting of the Township Committee of the Township of Elk held on the 6th day of April 2023 and is duly certified by the Clerk to embody the determination made by the Committee at that hearing date.

TOWNSHIP OF ELK



CAROLYN D.K. SAMMONS, Mayor

ATTEST:



DEBORA R. PINE, TOWNSHIP CLERK

BILL APPROVAL

April 6, 2023

Bank Wires, Manual and Interim Checks

GENERAL ACCOUNT:

1) Elk Township	23-00330	\$74,095.38
2) State of NJ Division of Pensions	23-00348	\$44,220.59

ELMER ESCROW:

1) Bryson & Yates Consulting LLC	23-00325	\$1,211.49
2) Brian Duffield Esq.	23-00338	\$701.50
3) Lucas Greenhouses	23-00323	\$789.55
4) Lucas Greenhouses	23-00346	\$15,921.15

DOG ACCOUNT:

1) NJ Department of Health	23-00343	\$65.40
----------------------------	----------	---------

Batch Id: SC Batch Type: C Batch Date: 04/06/23 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	Account Type	Status	Seq	Acct
23-00322	04/06/23 03/24/23	A0201 ARAWAK PAVING CO., INC. 1 MOODS ROAD PHASE 2 FINAL	16,095.36	7503 WEYMOUTH ROAD 2-01- -054-222	Budget	Aprv	32	1
			<u>16,095.36</u>	IMPROVEMENTS TO MUNICIPAL ROAD				
23-00321	04/06/23 03/24/23	A0260 ATLANTIC CITY ELECTRIC 1 MONTHLY ELECTRIC/STREET LIGHTS	579.51	5 COLLINS DRIVE 3-01- -037-223	Budget	Aprv	30	1
23-00321	04/02/23	2 MONTHLY ELECTRIC/STREET LIGHTS	25.73	ELECTRICITY 3-01- -037-222	Budget	Aprv	31	1
			<u>605.24</u>	STREET LIGHTING EXPENSE				
23-00320	04/06/23 03/24/23	A0304 AT&T MOBILITY 1 ACCT 287309487008	635.09	PO BOX 6463 3-01- -037-224	Budget	Aprv	29	1
			<u>635.09</u>	TELEPHONE				
23-00350	04/06/23 04/04/23	B0095 BACH ASSOCIATES, PC 1 SJ GAS	75.00	304 WHITE HORSE PIKE 3-01- -905-010	Budget	Aprv	59	1
23-00350	04/04/23	2 GENERAL ENGINEERING	250.00	ROAD OPENING "ESCROW" TYPE 3-01- -019-222	Budget	Aprv	60	1
			<u>325.00</u>	ENGINEERING OPERATING EXPENSES				
23-00352	04/06/23 04/05/23	B0267 BRUCE'S TOWING AND REPAIR 1 SEAT FRAME	225.00	233 PENNSYLVANIA AVE 3-01- -061-226	Budget	Aprv	62	1
			<u>225.00</u>	POLICE VEHICLE MINOR REPAIR				
23-00324	04/06/23 03/24/23	B0268 BRYSON & YATES CONSULTING LLC 1 PARKING LOT	145.00	307 GREENTREE ROAD 3-01- -019-222	Budget	Aprv	33	1
23-00324	03/24/23	2 MOODS ROAD PHASE 2	262.50	ENGINEERING OPERATING EXPENSES 2-01- -054-222	Budget	Aprv	34	1
23-00324	03/24/23	3 JACOB HARRIS LANE	145.00	IMPROVEMENTS TO MUNICIPAL ROAD 2-01- -054-222	Budget	Aprv	35	1
23-00324	03/24/23	4 PARKING LOT RESURFACE	1,719.84	IMPROVEMENTS TO MUNICIPAL ROAD G-01- -105-114	Budget	Aprv	36	1
			<u>2,272.34</u>	NJ DOT - MUNICIPAL PARKING LOT				
23-00314	04/06/23 03/24/23	B0287 BLUE TO GOLD LLC 1 TRAINING - VARIOUS	495.00	1818 W. FRANCIS AVE 3-01- -029-226	Budget	Aprv	21	1
			<u>495.00</u>	EDUCATIONS & CONFERENCES				
23-00334	04/06/23 03/28/23	C0166 COMCAST 1 MONTHLY SERVICE	486.82	ACCT 8499-05-064-0022477 3-01- -037-224	Budget	Aprv	46	1
			<u>486.82</u>	TELEPHONE				

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
22-00840	04/06/23 01/01/23	D0150 DELSEA REGIONAL HIGH SCHOOL 11 04/12/2023	314,204.25	ATTN: BOARD OFFICE 3-01- -905-002 REGIONAL SCHOOL TAXES	Budget	Aprv	2	1
			<u>314,204.25</u>					
22-01167	04/06/23 12/17/22	D0365 VAULT SOLUTIONS LLC 1 04/15/2023 - CLEAN UP DAY	885.00	PO BOX 176 G-01- -120-102 CLEAN COMM USE THIS ACCOUNT	Budget	Aprv	4	1
			<u>885.00</u>					
23-00337	04/06/23 04/02/23	D0498 BRIAN J. DUFFIELD 1 LEGAL THRU 3/30/23	1,859.50	95 N. MAIN STREET 3-01- -017-222 LEGAL OPERATING EXPENSES	Budget	Aprv	48	1
			<u>1,859.50</u>					
23-00154	04/06/23 02/07/23	D0905 DRAEGER SAFETY DIAGNOSTICS, INC 1 SIMULATOR SOLUTION - 12 CASE	120.00	PO BOX 13369 3-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	8	1
23-00154	02/07/23	2 8-BAGS ALCOTEST 7110 MOUTHPIEC	68.00	3-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	9	1
23-00154	02/07/23	3 S/H NOT TO EXCEED \$30.00	0.00	3-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	10	1
			<u>188.00</u>					
23-00331	04/06/23 03/28/23	E0231 EDWARD GONNELLI 1 ERIMBURSE - CAMERA SUPPLIES	82.06	3-01- -029-239 REPAIRS TO EQUIPMENT	Budget	Aprv	44	1
			<u>82.06</u>					
23-00342	04/06/23 04/04/23	G0020 GCIA 1 MARCH TIPPING	2,266.33	FINANCE DEPARTMENT 3-01- -038-221 TRASH TIPPING FEES	Budget	Aprv	54	1
23-00342	04/04/23	2 MARCH TIPPING TAX	83.28	3-01- -038-225 TIPPING-RECYCLING TAX	Budget	Aprv	55	1
			<u>2,349.61</u>					
23-00315	04/06/23 03/24/23	G0159 GENERAL CHEMICAL & SUPPLY INC 1 CAN LINERS,C-FOLD TOWELS,ETC	677.04	858 N. LENOLA ROAD 3-01- -020-243 REPAIRS & SUPPLIES FOR BLDG	Budget	Aprv	22	1
			<u>677.04</u>					
23-00042	04/06/23 01/10/23	G0254 GLOUCESTER COUNTY CHIEFS ASSOC 1 CHIEF GONNELLI	400.00	PO BOX 504 3-01- -029-229 ASSOCAITION DUES & FEES	Budget	Aprv	5	1
23-00042	01/10/23	2 LT. HITZELBERGER	100.00	3-01- -029-229 ASSOCAITION DUES & FEES	Budget	Aprv	6	1
			<u>500.00</u>					
23-00329	04/06/23 03/26/23	G0300 NJ ADVANCE MEDIA 1 ADVERTISING	27.60	DEPT 77571 3-01- -023-228 ADVERTISEMENTS	Budget	Aprv	43	1

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
			27.60					
23-00210	04/06/23 02/24/23	G0900 GAME TIME 1 PARK REPLACEMENT PARTS	495.00	C/O MATURANO RECREATION CO 3-01- -044-222 RECREATION OTHER EXPENSES	Budget	Aprv	12	1
			495.00					
23-00313	04/06/23 03/24/23	H0158 JORDAN HIGGINS 1 COURT 3/21/23	90.00	62 MAIN STREET 3-01- -050-225 MISCELLANEOUS	Budget	Aprv	20	1
			90.00					
23-00178	04/06/23 02/11/23	H0162 HOFFMAN'S EXTERMINATING 1 TERMITE RENEWAL	220.00	532 BRIDGETON PIKE 3-01- -020-243 REPAIRS & SUPPLIES FOR BLDG	Budget	Aprv	11	1
			220.00					
23-00332	04/06/23 03/28/23	H0177 LANCE HITZELBERGER 1 REIMBURSE-FIREARMS REPAIRS	797.89	3-01- -029-239 REPAIRS TO EQUIPMENT	Budget	Aprv	45	1
			797.89					
23-00268	04/06/23 03/12/23	H0275 HOME DEPOT 1 BATTERIES-ORDER WB40015539	56.98	2735 ROUTE 42 3-01- -020-225 MISCELLANEOUS	Budget	Aprv	15	1
			56.98					
23-00344	04/06/23 04/04/23	J0162 JAN PRO CLEANING SYSTEMS 1 APRIL	482.04	410 WHITE HORSE PIKE 3-01- -020-242 CLEANING SERVICES	Budget	Aprv	56	1
			482.04					
23-00318	04/06/23 03/24/23	M0018 MAJESTIC OIL COMPANY, INC. 1 3/16 UNLEADED	784.29	2104 FAIRFAX AVENUE 3-01- -037-226 GASOLINE/DIESEL	Budget	Aprv	25	1
23-00326	03/26/23	1 03/16 - DIESEL	575.59	3-01- -037-226 GASOLINE/DIESEL	Budget	Aprv	37	1
23-00327	03/26/23	1 3/21 UNLEADED	733.00	3-01- -037-226 GASOLINE/DIESEL	Budget	Aprv	38	1
23-00347	04/04/23	1 03/29 - UNLEADED	712.50	3-01- -037-226 GASOLINE/DIESEL	Budget	Aprv	58	1
			2,805.38					
22-00971	04/06/23 10/22/22	M0436 MOTOROLA SOLUTIONS INC. 1 STORAGE-CLOUD	624.00	13104 COLLECTIONS CENTER DRIVE 2-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	3	1
			624.00					
23-00336	04/06/23 03/28/23	P0375 CENTRAL JERSEY EQUIPMENT 1 BAR/CHAIN OIL	24.68	JOHN DEERE 3-01- -034-236 EQUIPMENT & SUPPLIES	Budget	Aprv	47	1
			24.68					

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
23-00247	03/05/23	04/06/23 Q0401 QULL CORPORATION 1 ACCT 3365032 INV 30967203	146.98	PO BOX 37600 3-01- -043-223 OFFICE SUPPLIES	Budget	Aprv	13	1
23-00319	03/24/23	1 ACCT 3365032 INV. 31240354	15.99	3-01- -043-223 OFFICE SUPPLIES	Budget	Aprv	26	1
23-00319	03/24/23	2 COPY PAPER	34.99	3-01- -029-223 OFFICE SUPPLIES	Budget	Aprv	27	1
23-00319	03/24/23	3 POST IT PAGE MARKERS	14.98	3-01- -050-223 OFFICE SUPPLIES	Budget	Aprv	28	1
			<u>212.94</u>					
23-00316	03/24/23	04/06/23 R0150 ACE PLUMBING, HEATING AND 1 SOLAR SALT	55.92	ELECTRICAL SUPPLIES, INC. 3-01- -020-243 REPAIRS & SUPPLIES FOR BLDG	Budget	Aprv	23	1
			<u>55.92</u>					
23-00345	04/04/23	04/06/23 R0335 REGRIND, LLC 1 55 DRUMS	300.00	PO BOX 1413 2-01- -020-243 REPAIRS & SUPPLIES FOR BLDG	Budget	Aprv	57	1
			<u>300.00</u>					
23-00049	01/10/23	04/06/23 R0410 THE RODGERS GROUP, LLC 1 TRG ONLINE TRAINING-INV LH1828	2,799.84	c/o LEXIPOL 3-01- -029-235 POWER DMS SYSTEM/RODGERS GROUP	Budget	Aprv	7	1
			<u>2,799.84</u>					
23-00340	04/02/23	04/06/23 S0671 STARR SEPTIC 1 MARCH SERVICE	120.00	3017 DELSEA DRIVE 3-01- -020-225 MISCELLANEOUS	Budget	Aprv	51	1
			<u>120.00</u>					
23-00253	03/12/23	04/06/23 S580 SJ COURT ADMIN ASSOC 1 2023 DUES-JORDAN, SUTTON	60.00	TRISH SCHNEIDER-DEPTFORD COURT 3-01- -050-229 ASSOCIATION DUES & FEES	Budget	Aprv	14	1
			<u>60.00</u>					
23-00311	03/24/23	04/06/23 T0150 TANGY'S AUTO SERVICE 1 TIRE CHANGE/BALANCE 12-16	229.70	206 STANGER AVE 3-01- -061-222 POLICE VEHICLE TIRES	Budget	Aprv	18	1
23-00312	03/24/23	1 TIRE CHANGE/BALANCE 14-19	197.20	3-01- -061-222 POLICE VEHICLE TIRES	Budget	Aprv	19	1
			<u>426.90</u>					
23-00317	03/24/23	04/06/23 T0200 TAG'S AUTO SUPPLY, INC 1 IGNITION COIL, SPARK PLUGS	208.04	12 W. HIGH STREET 3-01- -061-226 POLICE VEHICLE MINOR REPAIR	Budget	Aprv	24	1
23-00328	03/26/23	1 GASKETS, BLADES, WATER OUTL, ETC	140.14	3-01- -061-226 POLICE VEHICLE MINOR REPAIR	Budget	Aprv	39	1
23-00328	03/26/23	2 INTAKE MANIFOLD, SEAL KIT	355.10	3-01- -061-226 POLICE VEHICLE MINOR REPAIR	Budget	Aprv	40	1
23-00328	03/26/23	3 IDLER PULLY, SERP BELT	79.73	3-01- -061-226 POLICE VEHICLE MINOR REPAIR	Budget	Aprv	41	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
23-00328	03/26/23	4 COIL ASSEMBLY	179.32	POLICE VEHICLE MINOR REPAIR 3-01- -061-226	Budget	Aprv	42	1
23-00339	04/02/23	1 15W40 OIL, FILTERS	524.55	POLICE VEHICLE MINOR REPAIR 3-01- -061-234	Budget	Aprv	49	1
23-00339	04/02/23	2 DIAMOND GRIP	81.72	PUB WORKS VEHICLE MAINT-OIL CH 3-01- -034-236	Budget	Aprv	50	1
			<u>1,568.60</u>	EQUIPMENT & SUPPLIES				
22-00839	01/01/23	11 04/12/2023	291,256.92	ELK TOWNSHIP BOARD OF ED 3-01- -905-001	Budget	Aprv	1	1
			<u>291,256.92</u>	LOCAL SCHOOL TAXES				
23-00351	04/04/23	1 1ST QTR 2023	1,930.00	NJ DCA FISCAL OFFICE 3-01- -910-002	Budget	Aprv	61	1
			<u>1,930.00</u>	UNIFORM CONST. TRAINING FEES				
23-00287	03/15/23	1 FEBRUARY SERVICE	34.00	127 S. DELSEA DRIVE 3-01- -029-225	Budget	Aprv	16	1
			<u>34.00</u>	MISCELLANEOUS				
23-00341	04/04/23	1 MARCH TIPPING	9,443.94	PNC BANK 3-01- -038-221	Budget	Aprv	52	1
23-00341	04/04/23	2 MARCH TIPPING TAX	350.61	TRASH TIPPING FEES 3-01- -038-225	Budget	Aprv	53	1
			<u>9,794.55</u>	TIPPING-RECYCLING TAX				
23-00293	03/15/23	1 JET DRAIN LINE	900.00	1049 KINGS HIGHWAY 3-01- -020-243	Budget	Aprv	17	1
			<u>900.00</u>	REPAIRS & SUPPLIES FOR BLDG				

Checks:	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
	39	62	656,968.55

There are NO errors or warnings in this listing.