

**ELK TOWNSHIP  
COMMITTEE MEETING MINUTES  
MAY 2, 2024**

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, Mayor Sammons, Mr. Considine, CFO, Mrs. Pine, Township Clerk, Mr. Duffield, Solicitor, Mr. Bach, Engineer and Sgt. Franklin. Mr. Rambo and Lt. Hitzelberger were absent.

**APPROVAL OF MINUTES** of April 16, 2024 Work Session

Motion by Mr. Lucas, seconded by Mrs. Nicholson to approve the minutes of the April 16, 2024 Work Session, all were in favor, motion carried.

**COMMITTEE REPORTS**

Mrs. Nicholson reported Environmental Commission held their annual Arbor Day Celebration. Thank you to MarJac Nursery for the donation of a Red Maple tree that was planted in Ina B. Hull Park located on Stanger Avenue. Saplings were handed out to residents.

The next meeting of the Environmental Commission is Wednesday, May 8<sup>th</sup> at 7PM.

Mayor Sammons announced the movie in the park will be held on Friday, May 17<sup>th</sup> with a rain date of the 18<sup>th</sup>. The movie is The Super Mario Bros. and will begin at dusk. Bring your chairs and blankets.

**POLICE CHIEF REPORT**

Sgt. Franklin gave the report for the month of April for the Police Department. They received 1811 calls for service, made 33 arrests, conducted 490 motor vehicle stops, issued 315 motor vehicle summons, responded to 15 crashes with 3 injuries and received 6 applications for firearms.

**FIRE DEPARTMENT REPORT**

Mr. Rambo was not present to read the fire company reports.

**ENGINEER'S REPORT**

Mr. Bach reported the bid opening for Christian Street was held on April 25<sup>th</sup>. They are recommending awarding bid to Paving Plus, LLC. The bids for the Local Recreation Improvement Grant for the courts at the Recreation Park were also opened on April 25<sup>th</sup>. The low bidder was Think Pavers Hardscaping. The NJ DOT has awarded Elk Twp \$219,285.00 for the reconstruction of Laux Road and Pine Tavern Road. They are proceeding with design and surveying on the project.

Silvergate Phases 5 & 6 work on environmental area -wetland transition area is substantially complete. Easements are being secured for Moods Road Phase 3. The project is ready to go out for bid.

**PUBLIC PORTION** on Agenda Items only.

Motion by Mrs. Nicholson to open the meeting to the public, seconded by Mrs. Cowan, all were in favor, motion carried.

Mayor asked if anyone had any questions on agenda items to come forward at this time.

No one came forward.

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

**ORDINANCE:**

**ORDINANCE O – 3 – 2024  
AUTHORIZING THE ACCEPTANCE OF A DEED OF EASEMENT AND RIGHT-OF-WAY  
AGREEMENT (BLOCK 10, P/O LOT 11.01) FROM MARY SORBELLO  
TITLE ONLY**

Motion by Mrs. Cowan to approve Ordinance O-3-2024, seconded by Mr. Lucas, upon roll call motion carried.

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

**ORDINANCE O – 4 – 2024  
AUTHORIZING THE ACCEPTANCE OF A DEED OF EASEMENT AND RIGHT-OF-WAY  
AGREEMENT (BLOCK 6, P/O LOT 36) FROM DAVID MANNO AND ROCHELE MANNO  
TITLE ONLY**

Motion by Mrs. Nicholson to approve Ordinance O-4-2024, seconded by Mr. Lucas, upon roll call motion carried.

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

**RESOLUTIONS:**

The following 11 Resolutions will be voted in one motion.

**RESOLUTION R-64-2024  
RESOLUTION AUTHORIZING COMPENSATION PAYMENT FOR EASEMENT AND RIGHT-OF-WAY  
FOR BLOCK 10, P/O LOT 11.01 (100 MOODS ROAD)**

**RESOLUTION R-65-2024  
RESOLUTION AUTHORIZING COMPENSATION PAYMENT FOR EASEMENT AND RIGHT-OF-WAY  
FOR BLOCK 6, P/O LOT 36 (111 MOODS ROAD)**

**RESOLUTION R-66-2024  
RESOLUTION ELEVATING CLASS RANK OF POLICE OFFICER UPON ANNIVERSARY DATE OF  
HIRE – DYLAN WARBURTON**

**RESOLUTION R-67-2024  
RESOLUTION ELEVATING CLASS RANK OF POLICE OFFICER UPON ANNIVERSARY DATE OF  
HIRE – STEPHANE SCHANNE**

**RESOLUTION R-68-2024  
RESOLUTION REAPPOINTING PASTORS JOHN MARK TURNER, ANDREW MERKLE AND  
SHIRLEY SWANSON AS POLICE CHAPLAINS**

**RESOLUTION R-69-2024  
RESOLUTION ESTABLISHING A POLICE K-9 UNIT FOR THE ELK TOWNSHIP POLICE  
DEPARTMENT**

**RESOLUTION R-70-2024**  
**RESOLUTION AUTHORIZING THE MAYOR AND CLERK TO EXECUTE A SHARED SERVICES AGREEMENT WITH THE COUNTY OF GLOUCESTER TO PROVIDE FAMILY MOVIE ENTERTAINMENT**

**RESOLUTION R-71-2024**  
**RESOLUTION AWARDING CONTRACT TO PAVING PLUS LLC FOR THE FY 2022 NJDOT LOCAL AID INFRASTRUCTURE FUND IMPROVEMENTS TO CHRISTIAN STREET**

**RESOLUTION R-72-2024**  
**RESOLUTION ACCEPTING FORM OF SURETY BOND RIDER FOR RUSSO LAND HOLDINGS LLC (ELMWOOD ESTATES) AFFECTING THE PARCEL KNOWN AS BLOCK 214.01, LOT 29 ON THE OFFICIAL TAX MAP OF THE TOWNSHIP OF ELK**

**RESOLUTION R-73-2024**  
**RESOLUTION AWARDING CONTRACT TO THINK PAVERS HARDSCAPING FOR THE FY 2023 NJDCA LOCAL RECREATIONAL INFRASTRUCTURE GRANT FOR RECONSTRUCTION OF THE SPORTS COURTS AT ELK TOWNSHIP RECREATIONAL PARK**

**RESOLUTION R-74-2024**  
**RESOLUTION AWARDING CONTRACT TO FAST SURFACES FOR THE FY 2023 NJDCA LOCAL RECREATIONAL INFRASTRUCTURE GRANT FOR THE STRIPING PROJECT AT THE SPORTS COURTS AT ELK TOWNSHIP RECREATIONAL PARK**

Motion by Mr. Lucas, seconded by Mrs. Cowan to adopt and approve Resolutions R-64 through R-74, upon roll call motion carried.

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

**GLOUCESTER COUNTY REPRESENTATIVE** was not present.

**PURSUANT TO RESOLUTION R-26-2024**  
**THERE IS A TIME LIMIT OF 3 MINUTES PER PERSON DURING THE PUBLIC PORTION**

**PUBLIC PORTION:**

Motion by Mrs. Nicholson 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 to come forward at this time.

Rick Kale, 429 Ewan Road, is very worried and concerned about a neighbor who fires an AR-15 at a neighbors bank for hours at a time. He walked over to talk to the about is concern. He was told he is putting his life in jeopardy by standing near the bank. There are times it sounds like a war zone. His granddaughter will not go outside because of the noise. Something needs to be done, this is a very serious situation. They have now placed a target in a tree, and are now shooting upward. They are shooting high powered rifles.

Mrs. Nicholson asked if there is a certain distance to be away from houses. Mr. Duffield stated that is for hunting not target practice.

Jay Como, 431 Ewan Road, is new to the area and lives 4 houses down from Bob Pearson. He moved to the area in August. The shooting goes on for hours and is disturbing. Jay is in the law enforcement field and is pro second amendment, but the excessive shooting for long periods of time is very concerning. He

does not feel comfortable being out in his backyard with his daughter. Shooting for 6 hours on end is not fair to the neighbors. He feels they should be going to the range.

Mr. Duffield stated they can file a complaint about the noise. They do not need to have the police come out.

Mr. Lucas feels people should be able to shoot on their own property.

Robert Pearson, 427 Ewan Road, personally owns guns and always shoots at a range. Mr. Pearson disagrees with the comment that people should be able to shoot on their own property. When the shooting goes on it sounds like a war zone. This needs to be taken care of, it is a serious problem. This problem is much worse than a noise ordinance. Are they drinking while they are shooting? He is not willing to put up with it any longer.

This is a major issue, that has been going on for a few years and needs to be addressed.

Ron Smerdza, 465 Ewan Road, lives 5 houses downstream from Ewan Lake, would like to know what can be done to save the lake.

Mayor Sammons stated it will cost around \$2 million to repair the dam. There is a petition that has over 1,000 signatures. The NJ DEP will hold a public hearing on the decommissioning of the dam. They will say either fix and maintain the dam or it will be decommissioned. Mayor Sammons stated the dam is owned by the County. Mayor Sammons suggested going to the county to let them know how the residents feel about the decommissioning of the dam. She sent a letter to the County Commissioners and did not receive a response from any of the Commissioners. Township Committee does not want to see the lake go away.

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

**PAY BILLS:**

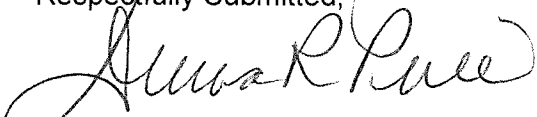
Motion by Mr. Lucas to Pay the Bills, seconded by Mrs. Cowan, upon roll call motion was carried.

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

**ADJOURNMENT:**

Motion by Mrs. Nicholson to adjourn, seconded by Mr. Lucas, all were in favor, the meeting was adjourned at 7:45PM.

Respectfully Submitted,



Debora R. Pine, RMC, CMC  
Township Clerk

**ORDINANCE O – 3 – 2024**

**AN ORDINANCE OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK,  
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY AUTHORIZING THE ACCEPTANCE  
OF A DEED OF EASEMENT AND RIGHT-OF-WAY AGREEMENT  
(BLOCK 10, P/O LOT 11.01) FROM MARY SORBELLO**

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**WHEREAS**, pursuant to N.J.S.A. 40:67-1(a), the governing body of every municipality may, make, amend, repeal and enforce ordinances ascertaining and establishing the boundaries of all streets; and

**WHEREAS**, pursuant to N.J.S.A. 40:67-2, in pertinent part, a copy of any ordinance accepting the dedication of any street...or portion thereof, with a map showing the location, bounds and dimensions thereof, shall, be filed in the office where the conveyance of lands are recorded in the county in which the municipality is situated; and

**WHEREAS**, pursuant to N.J.S.A. 40A:12-5(a), (1) in pertinent part, any municipality, by ordinance, may provide for the acquisition of any real property by purchase, gift, devise, lease, exchange, condemnation or installment purchase agreement; and

**WHEREAS**, the Elk Township Committee authorized easement and right-of-way along Moods Road; and

**WHEREAS**, as a condition of such improvements, the property owner of Block 10, Lot 11.01 has agreed to dedicate an easement and right-of-way along Moods Road; and

**WHEREAS**, the easement and right-of-way dedication area is specifically described and shown on a map entitled "Easement Plan Moods Road" Elk Township, Gloucester County, prepared by Bach Associates P.C., Job Number ET2023-3, dated 8/28/2023; and

**WHEREAS**, the owner/grantor, Mary Sorbello, has offered for the Township's acceptance the Deed of Easement and Right-of-Way Agreement attached hereto.

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Elk, County of Gloucester and State of New Jersey that is hereby accepts the conveyance of Deed of Easement and Right-of-Way Agreement with Mary Sorbello, Grantor, to the Township of Elk, Grantee, in the form attached hereto and made a part hereof for the purposes set forth therein.

**BE IT FURTHER ORDAINED**, that the Township Solicitor is authorized to record said Deed of Easement and Right-of-Way Agreement in the Gloucester County Clerk's Office and return the recorded Deed of Easement and Right-of-Way Agreement to the custody and safekeeping of the Township Clerk.

**Section 2.**

**Repealer.**

All prior Ordinances or parts of Ordinances inconsistent with this Ordinance be and the same are hereby repealed to the extent of such inconsistencies.

**Section 3.**

**Severability.**

Should any section, clause, sentence, phrase or provision of this Ordinance be declared unconstitutional or invalid by a Court of competent jurisdiction, such decision shall not affect the remaining portions of this Ordinance.

**Section 4.**

**When effective.**

This Ordinance shall take effect immediately upon final passage and publication in accordance with law.

INTRODUCTION ROLL CALL VOTE						
COMMITTEE MEMBER	Motion	Second	AYE	NAY	ABSTAIN	ABSENT
Cowan	✓		✓			
Lucas		✓	✓			
Nicholson			✓			
Rambo						✓
Sammons			✓			

**TOWNSHIP OF ELK**

**ATTEST:**

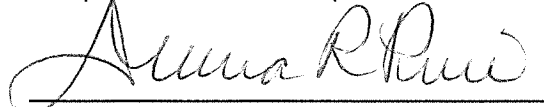
Carolyn D. K. Sammons, Mayor

DEBORA R. PINE, Township Clerk

FINAL ADOPTION ROLL CALL VOTE						
COMMITTEE MEMBER	Motion to Adopt	Second	AYE	NAY	ABSTAIN	ABSENT
Cowan						
Lucas						
Nicholson						
Rambo						
Sammons						

**NOTICE**

The Ordinance published herein was introduced and passed upon first reading at a meeting of the Mayor and Committee of the Township of Elk, in the County of Gloucester and State of New Jersey, held on May 2, 2024. It will be further considered for final passage, after public hearing hereon, at a meeting of said Mayor and Committee to be held in the Township Municipal Building on May 21, 2024, at 7:00 P.M. During the week prior and up to and including the date of such meeting, copies of said Ordinance will be made available at the Clerk's office at the said Municipal Building, 680 Whig Lane, Monroeville, New Jersey, to the members of the general public who shall request the same.

  
DEBORA R. PINE, TOWNSHIP CLERK

**ORDINANCE O – 4 – 2024**

**AN ORDINANCE OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK,  
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY AUTHORIZING THE ACCEPTANCE  
OF A DEED OF EASEMENT AND RIGHT-OF-WAY AGREEMENT  
(BLOCK 6, P/O LOT 36) FROM DAVID MANNO AND ROCHELE MANNO**

---

**WHEREAS**, pursuant to N.J.S.A. 40:67-1(a), the governing body of every municipality may, make, amend, repeal and enforce ordinances ascertaining and establishing the boundaries of all streets; and

**WHEREAS**, pursuant to N.J.S.A. 40:67-2, in pertinent part, a copy of any ordinance accepting the dedication of any street or portion thereof, with a map showing the location, bounds and dimensions thereof, shall, be filed in the office where the conveyance of lands are recorded in the county in which the municipality is situated; and

**WHEREAS**, pursuant to N.J.S.A. 40A:12-5(a), provides in pertinent part, any municipality, by ordinance, may provide for the acquisition of any real property by purchase, gift, devise, lease, exchange, condemnation or installment purchase agreement; and

**WHEREAS**, the Elk Township Committee authorized reconstruction of Moods Road; and

**WHEREAS**, as a condition of such improvements, the property owners of Block 6, Lot 36 have agreed to dedicate an easement and right-of-way along Moods Road; and

**WHEREAS**, the easement and right-of-way dedication area is specifically described and shown on a map entitled "Easement Plan Moods Road" Elk Township, Gloucester County, prepared by Bach Associates P.C., Job Number ET2023-3, dated 8/28/2023; and

**WHEREAS**, the owners/grantors, David Manno and Rochele Manno, have offered for the Township's acceptance the Deed of Easement and Right-of-Way Agreement attached hereto.

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Elk, County of Gloucester and State of New Jersey that is hereby accepts the conveyance of Deed of Easement and Right-of-Way Agreement with David Manno and Rochele Manno, Grantors, to the Township of Elk, Grantee, in the form attached hereto and made a part hereof for the purposes set forth therein.

**BE IT FURTHER ORDAINED**, that the Township Solicitor is authorized to record said Deed of Easement and Right-of-Way Agreement in the Gloucester County Clerk's Office and return the recorded Deed of Easement and Right-of-Way Agreement to the custody and safekeeping of the Township Clerk.

**Section 2.**

**Repealer.**

All prior Ordinances or parts of Ordinances inconsistent with this Ordinance be and the same are hereby repealed to the extent of such inconsistencies.

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**Section 4.**

**When effective.**

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INTRODUCTION ROLL CALL VOTE						
COMMITTEE MEMBER	Motion	Second	AYE	NAY	ABSTAIN	ABSENT
Cowan			✓			
Lucas		✓	✓			
Nicholson	✓		✓			
Rambo						✓
Sammons			✓			

**TOWNSHIP OF ELK**

**ATTEST:**

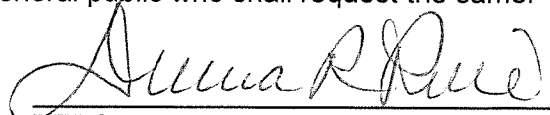
\_\_\_\_\_  
**Carolyn D. K. Sammons, Mayor**

\_\_\_\_\_  
**DEBORA R. PINE, Township Clerk**

FINAL ADOPTION ROLL CALL VOTE						
COMMITTEE MEMBER	Motion to Adopt	Second	AYE	NAY	ABSTAIN	ABSENT
Cowan						
Lucas						
Nicholson						
Rambo						
Sammons						

**NOTICE**

The Ordinance published herein was introduced and passed upon first reading at a meeting of the Mayor and Committee of the Township of Elk, in the County of Gloucester and State of New Jersey, held on May 2, 2024. It will be further considered for final passage, after public hearing hereon, at a meeting of said Mayor and Committee to be held in the Township Municipal Building on May 21, 2024, at 7:00 P.M. During the week prior and up to and including the date of such meeting, copies of said Ordinance will be made available at the Clerk's office at the said Municipal Building, 680 Whig Lane, Monroeville, New Jersey, to the members of the general public who shall request the same.

  
 \_\_\_\_\_  
**DEBORA R. PINE, TOWNSHIP CLERK**



**RESOLUTION R-64-2024**

**RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK  
AUTHORIZING COMPENSATION PAYMENT FOR EASEMENT AND  
RIGHT-OF-WAY FOR BLOCK 10, P/O LOT 11.01 (100 MOODS ROAD)**

**WHEREAS**, the Elk Township Committee authorized an easement and certain drainage improvements along Moods Road; and

**WHEREAS**, as a condition of such improvements, the property owner of Block 10, Lot 11.01 has agreed to dedicate an easement and right-of-way along Moods Road; and

**WHEREAS**, the easement and right-of-way dedication area is specifically described and shown on a map entitled "Easement Plan Moods Road" Elk Township, Gloucester County, prepared by Bach Associates P.C., Job Number ET2023-3, dated 8/28/2023; and

**WHEREAS**, Block 10, Lot 11.01 is owned by Mary Sorbello; and

**WHEREAS**, the owner/grantor, Mary Sorbello, has offered for the Township's acceptance the Deed of Easement and Right-of-Way Agreement attached hereto.

**WHEREAS**, Mary Sorbello was provided with a copy of the Fair Market Value Appraisal dated March 22, 2024, prepared by Molinari & Associates P.C., which valued the easement and right-of-way in the sum of \$1,640.00; and

**WHEREAS**, Mary Sorbello has agreed to accept the Fair Market Value compensation in exchange for providing Elk Township with a Deed of Easement and Right-of-Way Agreement.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Committee of the Township of Elk, County of Gloucester, State of New Jersey, that:

1. Payment in the sum of \$1,640.00 for fair market value compensation to property owner, Mary Sorbello, is hereby authorized and approved for the acquisition of an easement for 100 Moods Road, Block 10, Lot 11.01; and
2. The Mayor and Clerk of the Township of Elk are hereby authorized to execute the Deed of Easement and Right-of-Way Agreement.

**ADOPTED** at a Regular Meeting of the Elk Township Committee held May 2, 2024.

**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 May 2, 2024, in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

\_\_\_\_\_  
DEBORA R. PINE, Township Clerk

**RESOLUTION R-65-2024**

**RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK  
AUTHORIZING COMPENSATION PAYMENT FOR EASEMENT AND  
RIGHT-OF-WAY FOR BLOCK 6, P/O LOT 36 (111 MOODS ROAD)**

**WHEREAS**, the Elk Township Committee authorized an easement and certain drainage improvements along Moods Road; and

**WHEREAS**, as a condition of such improvements, the property owners of Block 6, Lot 36 have agreed to dedicate an easement and right-of-way along Moods Road; and

**WHEREAS**, the easement and right-of-way dedication area is specifically described and shown on a map entitled "Easement Plan Moods Road" Elk Township, Gloucester County, prepared by Bach Associates P.C., Job Number ET2023-3, dated 8/28/2023; and

**WHEREAS**, Block 6, Lot 36 is owned by David Manno and Rochele Manno; and

**WHEREAS**, the owners/grantors, David Manno and Rochele Manno, have offered for the Township's acceptance the Deed of Easement and Right-of-Way Agreement attached hereto.

**WHEREAS**, David Manno and Rochele Manno were provided with a copy of the Fair Market Value Appraisal dated March 22, 2024, prepared by Molinari & Associates P.C., which valued the easement and right-of-way in the sum of \$500.00; and

**WHEREAS**, David Manno and Rochele Manno have agreed to accept the Fair Market Value compensation in exchange for providing Elk Township with a Deed of Easement and Right-of-Way Agreement.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Committee of the Township of Elk, County of Gloucester, State of New Jersey, that:


1. Payment in the sum of \$500.00 for fair market value compensation to property owners, David Manno and Rochele Manno, is hereby authorized and approved for the acquisition of an easement for 111 Moods Road, Block 6, Lot 36; and
2. The Mayor and Clerk of the Township of Elk are hereby authorized to execute the Deed of Easement and Right-of-Way Agreement.

**ADOPTED** at a Regular Meeting of the Elk Township Committee held May 2, 2024.

**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 May 2, 2024, in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

\_\_\_\_\_  
DEBORA R. PINE, Township Clerk

**R-66-2024  
RESOLUTION OF THE TOWNSHIP COMMITTEE  
OF THE TOWNSHIP OF ELK**

**RESOLUTION ELEVATING CLASS RANK OF POLICE OFFICER  
UPON ANNIVERSARY DATE OF HIRE- DYLAN WARBURTON**

**WHEREAS** the agreement between the Township of Elk and the Policemen's Benevolent Association of New Jersey Local #122 dated January 1, 2024 through December 31, 2028 recognizes a movement in rank for Police Patrolmen upon completion of one full year of service; and

**WHEREAS** all movement in rank will be by action of the Township Committee after review of the recommendation by the Chief of Elk Township Police; and

**WHEREAS** the Township Committee has received recommendation from Officer In Charge Lt. Lance Hitzelberger, to elevate the rank of Officer **Dylan Warburton**; and

**WHEREAS** Patrolman **Dylan Warburton** was hired as a full time officer to the Elk Township Police Department as a recruit on May 8, 2021 and on May 7, 2024 has completed two years of continuous service thereby elevating him to the rank of Officer #5, earning an annual salary as stated in the Contract.

**NOW, THEREFORE, BE IT RESOLVED**, that patrolman **Dylan Warburton** be elevated in rank and entitled to salaries as stated above.

**ADOPTED** at a regular meeting of Township Committee of the Township of Elk held May 2, 2024.

TOWNSHIP OF ELK

  
Carolyn D. K. Sammons, Mayor

**ATTEST:**

  
**DEBORA R. PINE, TOWNSHIP CLERK**

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Cowan	✓			
Lucas	✓			
Nicholson	✓			
Rambo				✓
Sammons	✓			

Edward Gonnelli  
Chief of Police  
680 Whig Lane  
Monroeville, NJ 08343



R-66-2024  
Phone: (856)881-6688  
Dispatch: (856)589-0911  
Fax: (856)881-5594

May 2, 2024

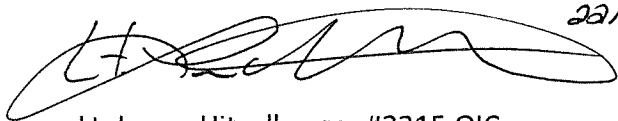
TO: Elk Township Committee  
RE: Patrolman Dylan Warburton; Elevation in Rank  
FROM: Lt. Lance Hitzelberger OIC

Mayor and Committee,

I am writing you this letter to inform you that on 05/06/2024 Ptlm. Dylan Warburton will have completed his 3rd year as a full-time police officer. I am recommending to Committee that Patrolman Dylan Warburton be elevated to the rank of Officer 5 at the salary level of \$68,646.02 as per the current collective bargaining agreement.

Thank you and please let me know if you have any questions.

Respectfully,

 2215 OIC

Lt. Lance Hitzelberger #2215 OIC

Cc: cc

**R-67-2024  
RESOLUTION OF THE TOWNSHIP COMMITTEE  
OF THE TOWNSHIP OF ELK**

**RESOLUTION ELEVATING CLASS RANK OF POLICE OFFICER  
UPON ANNIVERSARY DATE OF HIRE- STEPHEN SCHANNE**

**WHEREAS** the agreement between the Township of Elk and the Policemen's Benevolent Association of New Jersey Local #122 dated January 1, 2024 through December 31, 2028 recognizes a movement in rank for Police Patrolmen upon completion of one full year of service; and

**WHEREAS** all movement in rank will be by action of the Township Committee after review of the recommendation by the Chief of Elk Township Police; and

**WHEREAS** the Township Committee has received recommendation from Officer in Charge, Lt. Lance Hitzelberger, to elevate the rank of Officer **Stephen Schanne**; and

**WHEREAS** Patrolman **Stephen Schanne** was hired as a full time officer to the Elk Township Police Department as a recruit on May 8, 2021 and on May 7, 2024 has completed two years of continuous service thereby elevating him to the rank of Officer #5, earning an annual salary as stated in the Contract.

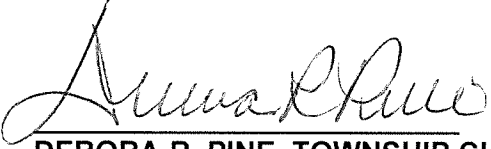
**NOW, THEREFORE, BE IT RESOLVED**, that patrolman **Stephen Schanne** be elevated in rank and entitled to salaries as stated above.

**ADOPTED** at a regular meeting of Township Committee of the Township of Elk held May 2, 2024.

**TOWNSHIP OF ELK**

  
\_\_\_\_\_  
**Carolyn D. K. Sammons, Mayor**

**ATTEST:**

  
\_\_\_\_\_  
**DEBORA R. PINE, TOWNSHIP CLERK**

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Cowan	✓			
Lucas	✓			
Nicholson	✓			
Rambo				✓
Sammons	✓			

Edward Gonnelli  
Chief of Police  
680 Whig Lane  
Monroeville, NJ 08343



R-67-2024  
Phone: (856)881-6688  
Dispatch: (856)589-0911  
Fax: (856)881-5594

May 2, 2024

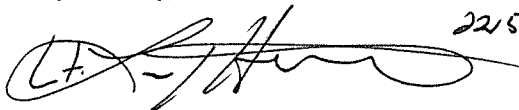
TO: Elk Township Committee  
RE: Patrolman Stephan Schanne; Elevation in Rank  
FROM: Lt. Lance Hitzelberger OIC

Mayor and Committee,

I am writing you this letter to inform you that on 05/06/2024 PtIm. Stephen Schanne will have completed his 3rd year as a full-time police officer. I am recommending to Committee that Patrolman Stephan Schanne be elevated to the rank of Officer 5 at the salary level of \$68,646.02 as per the current collective bargaining agreement.

Thank you and please let me know if you have any questions.

Respectfully,

 2215 OIC

Lt. Lance Hitzelberger #2215 OIC

Cc: cc

R-68-2024

**RESOLUTION REAPPOINTING PASTORS JOHN MARK TURNER, ANDREW MERKLE  
AND SHIRLEY SWANSON AS POLICE CHAPLAINS**

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

**WHEREAS**, Pastors John Mark Turner, Andrew Merkle and Shirley Swanson have been serving as Police Chaplains for Elk Township since April 19, 2022; and

**WHEREAS**, Pastors John Mark Turner, Andrew Merkle and Shirley Swanson shall continue to serve for a period of 1 year of this appointment, with their term to expire on May 2, 2024.

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Township of Elk that Pastors John Mark Turner, Andrew Merkle and Shirley Swanson be and are hereby reappointed to serve as Police Chaplain for the Township of Elk.

**THIS RESOLUTION IS DULY ADOPTED** at a Meeting of the Township Committee of the Township of Elk held on May 2, 2024, at the Municipal Building, 680 Whig Lane, Aura, New Jersey.

**ATTEST:**

  
DEBORA R. PINE, Township Clerk

**TOWNSHIP OF ELK**

  
Carolyn D. K. Sammons, Mayor

RESOLUTION R-69-2024

RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK ESTABLISHING A POLICE K-9 UNIT FOR THE ELK TOWNSHIP POLICE DEPARTMENT

WHEREAS, the Elk Township Committee has determined to establish a Police K-9 Unit for the Elk Township Police Department; and

WHEREAS, the Chief of Police or Officer in Charge ("OIC") of the Elk Township Police Department shall be responsible for establishing standard operating procedures to incorporate standards and policies for the K-9 Officer, as well as appropriate use of Police canine dogs and proper care and handling of the Police canine dog; and

WHEREAS, the Township shall be responsible for the costs associated with feeding, care, medical attention and/or maintenance of the canine; and

WHEREAS, the Police canine shall be trained for obedience, agility, scent work, criminal apprehension and narcotic detection from a certified police canine academy recognized by the State of New Jersey; and

WHEREAS, the OIC, Lt. Lance Hitzelberger, recommends Patrolman Stephen Schanne (#2252) as the K-9 Officer.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Elk, County of Gloucester, State of New Jersey, that the Committee hereby establishes a Police K-9 Unit for the Elk Township Police Department.

BE IT FURTHER RESOLVED that the Elk Township Committee hereby appoints Patrolman Stephen Schanne (#2252) as the K-9 Office for the Elk Township Police Department.

ADOPTED at a Regular Meeting of the Elk Township Committee held May 2, 2024.

TOWNSHIP OF ELK

BY: CAROLYN D. K. SAMMONS, Mayor

ATTEST:

DEBORA R. PINE, Township Clerk

ROLL CALL VOTE table with columns: COMMITTEE, AYE, NAY, ABSTAIN, ABSENT. Rows: 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 May 2, 2024, in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

DEBORA R. PINE Clerk



RESOLUTION R-70-2024

RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK AUTHORIZING THE MAYOR AND CLERK TO EXECUTE A SHARED SERVICES AGREEMENT WITH THE COUNTY OF GLOUCESTER TO PROVIDE FAMILY MOVIE ENTERTAINMENT

WHEREAS, the County of Gloucester has offered outdoor movie events, at no cost to residents in participating municipalities; and

WHEREAS, the County Department of Parks and Recreation has contracted to provide recently released family-oriented movie, The Super Mario Bros. Movie to be shown at dusk on Friday, May 17th, 2024, with a rain date of Saturday, May 18th, 2024, in the Elk Township Recreation Park; and

WHEREAS, Shared Services Agreements are encouraged and consistent with the provisions of N.J.S.A. 40A:65-1, et seq.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Elk, County of Gloucester, and State of New Jersey that the Mayor and Clerk are hereby authorized to execute the Shared Services Agreement with the County of Gloucester in the form and manner attached hereto.

ADOPTED at a regular meeting of the Mayor and Committee of the Township of Elk, County of Gloucester, State of New Jersey held on May 2, 2024.

TOWNSHIP OF ELK

BY: Carolyn D. K. Sammons, Mayor

ATTEST:

DEBORA R. PINE, Township Clerk

ROLL CALL VOTE table with columns: COMMITTEE, AYES, NAYS, ABSTAIN, ABSENT. Rows: 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 May 2, 2204 at 7:00 p.m. in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

DEBORA R. PINE Township Clerk

RESOLUTION R-71-2024

RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK  
AWARDING CONTRACT TO PAVING PLUS LLC FOR THE FY 2022 NJDOT LOCAL AID INFRASTRUCTURE  
FUND IMPROVEMENTS TO CHRISTIAN STREET

WHEREAS, the Mayor and Committee of the Township of Elk advertised and solicited bids pursuant to N.J.S.A. 40A:11-4 for the FY 2022 NJDOT Local Aid Infrastructure Fund Improvements to Christian Street; and

WHEREAS, bids were received and opened on April 25, 2024; and

WHEREAS, the project was bid as a Base Bid; and

WHEREAS, six (6) bids were received by the Township Clerk for Base Bid as follows:

<u>Bidder</u>	<u>Base Bid Amount</u>
Paving Plus LLC	\$293,284.90
Arawak Paving Co. Inc.	\$318,900.00
Landberg Construction LLC	\$327,799.10
South State Inc.	\$341,131.40
Earle Asphalt Company	\$350,113.13
Diamond Construction	\$581,449.00

WHEREAS, the Township Committee has reviewed the recommendations made by the Township's Engineer via correspondence dated April 26, 2024, (attached) on said bids; and

WHEREAS, Paving Plus LLC submitted the lowest responsive Base Bid in the total sum of \$293,384.90; and

WHEREAS, the Township's Engineer has determined that the bids are in conformance with the Bid Specifications, and recommends the award of the Contract to Paving Plus LLC; and

WHEREAS, the Township's Chief Financial Officer has certified that sufficient funds are available to award the Contract.

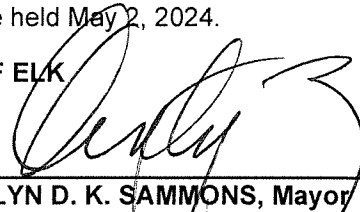
NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Elk that the Contract for the FY 2022 NJDOT Local Aid Infrastructure Fund Improvements to Christian Street be and the same is hereby awarded to Paving Plus LLC on its low Base Bid in the sum of \$293,284.90, subject to NJDOT approval and the provision of Local Aid.

BE IT FURTHER RESOLVED that the certified checks or bid bonds of the successful bidder and next lowest bidder, if any, are to be returned upon the receipt of fully executed Contract and other required documents by the lowest bidder, Paving Plus LLC.

BE IT FURTHER RESOLVED that the Mayor and Clerk of the Township of Elk are hereby authorized and directed to execute the Contract for same.

ADOPTED at a Regular Meeting of the Elk Township Committee held May 2, 2024.

TOWNSHIP OF ELK

BY:   
CAROLYN D. K. SAMMONS, Mayor

ATTEST:

  
DEBORA R. PINE, Township Clerk

ROLL CALL VOTE				
COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
Sammons	✓			
Nicholson	✓			
Cowan	✓			
Lucas	✓			
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 May 2, 2024, in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

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DEBORA R. PINE  
Clerk

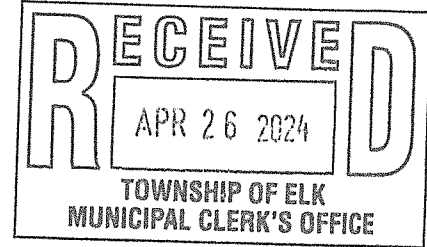


April 26, 2024

Elk Township  
680 Whig Lane  
Monroeville, New Jersey 08343

Attn: Carolyn King-Sammons, Mayor

Re: FY 2022 NJDOT Local Aid Infrastructure Fund  
Improvements to Christian Street  
Elk Township, New Jersey  
Bach Associates No.: ET2023-4



Dear Mayor Sammons:

We have tabulated the bids received on April 25, 2024, for the above-reference project and find the apparent low bidder to be Paving Plus, LLC, PO Box 464, Glassboro, New Jersey, in the amount of \$293,284.<sup>00</sup>, representing Items 1 through 25 of the Base Bid. Enclosed for your reference is the Bid Tabulation and Memorandum regarding the bid results. We have reviewed all of the bid documentation and find it to be in order.

By copy of this letter we are forwarding a copy of the apparent low bidder's bid documents to the Township Solicitor and returning all original bid documents to the Township Clerk.

As you may recall, the Township received \$350,000.<sup>00</sup> from the FY 2022 NJDOT Local Aid Infrastructure Fund with \$299,300.<sup>00</sup> of this funding to be used towards construction costs.

Therefore, in accordance with the Local Public Contracts Law, NJSA 40A:11-1 et. seq., the contract should be awarded to the lowest responsible bidder, which appears to be Paving Plus, LLC for the Base Bid in the amount of \$293,284.<sup>00</sup>. The award should be contingent upon favorable review by the Township Solicitor and certification of availability of funds by the Township CFO.

Should you have any questions, or require any additional information, please contact me.

Very truly yours,  
BACH ASSOCIATES, PC

Steven M. Bach, PE, RA, PP, CME  
President

cc: Mayor and Council c/o Debbie Pine, RMC, CMC, CRVS, Municipal Clerk  
Brian Duffield, Solicitor (w/ low bid docs)  
Stephen Considine, CFO  
Craig A. Reilly, PE, CME  
Caleb Nicholson, EIT  
Lauren Coe, NJDOT Local Aid

s:\et2023 elk township\4 njdot laif fy2022 christian st\docs\l-township recommendation-042624.doc



**MEMORANDUM**

**TO:** Debbie Pine, RMC, CMC, CRVS, Municipal Clerk

**FROM:** Steven M. Bach, PE, RA, PP, CME

**RE:** FY 2022 NJDOT LOCAL AID INFRASTRUCTURE FUND  
IMPROVEMENTS TO CHRISTIAN STREET  
ET2023-4  
TOWNSHIP OF ELK


**DATE:** April 25, 2024

I have reviewed the bids submitted for the above referenced project received on April 25, 2024. A copy of the bid tabulation has been attached for your review.

The list of successful bidders is as follows:

<u>CONTRACTOR</u>	<u>BASE BID AMOUNT</u>
PAVING PLUS, LLC	\$293,284.90
ARAWAK PAVING CO INC.	\$318,900.00
LANDBERG CONSTRUCTION LLC	\$327,799.10
SOUTH STATE, INC.	\$341,131.40
EARLE ASPHALT COMPANY	\$350,113.13
DIAMOND CONSTRUCTION	\$581,449.00
Engineer's Base Bid Estimate for this project:	\$312,740.00

I HEREBY CERTIFY THIS TO BE A TRUE COPY THAT OF WHICH IS ON FILE IN THE OFFICE OF THE TOWNSHIP CLERK, ELK TOWNSHIP, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY.

DATE  4/25/24

STEVE M. BACH, PE, RA, PP, CME  
New Jersey PE Lic. No. 41507

**BID TABULATION – April 25, 2024**

PROJECT NAME:  
FY 2022 NJDOT LOCAL AID INFRASTRUCTURE FUND  
IMPROVEMENTS TO CHRISTIAN STREET  
PROJECT NUMBER:  
ET2023-4  
CLIENT:  
TOWNSHIP OF ELK

#	DESCRIPTION	QUANTITY & UNITS	UNITS PRICE	TOTAL	UNITS PRICE	TOTAL
1	BREAKAWAY BARRICADE	10 UN	\$1.00	\$10.00	\$0.01	\$0.10
2	DRUM	20 UN	\$1.00	\$20.00	\$0.01	\$0.20
3	TRAFFIC CONE	20 UN	\$1.00	\$20.00	\$0.01	\$0.20
4	CONSTRUCTION SIGNS	200 SF	\$1.00	\$200.00	\$0.01	\$2.00
5	CLEARING SITE	1 LS	\$14,900.00	\$14,900.00	\$48,800.00	\$21,000.00
6	ASPHALT PRICE ADJUSTMENT	1 DOL	\$500.00	\$500.00	\$500.00	\$500.00
7	FUEL PRICE ADJUSTMENT	1 DOL	\$500.00	\$500.00	\$500.00	\$500.00
8	1-5 SOIL AGGREGATE BASE REPAIR	70 SY	\$1.00	\$70.00	\$15.00	\$1,050.00
9	EXCAVATION, UNCLASSIFIED	1330 CY	\$43.00	\$57,190.00	\$33.00	\$43,890.00
10	DENSE GRADED AGGREGATE, BASE COURSE, 4" THICK	4770 SY	\$8.00	\$38,160.00	\$6.00	\$28,620.00
11	HOT MIX ASPHALT 19M64 BASE COURSE, 3" THICK	4770 SY	\$16.90	\$80,613.00	\$15.60	\$74,412.00
12	HOT MIX ASPHALT 12.5M64 SURFACE COURSE, 3" THICK	4770 SY	\$13.90	\$66,303.00	\$15.70	\$74,889.00
13	TACK COAT (IF & WHERE DIRECTED)	720 GAL	\$0.01	\$7.20	\$0.01	\$7.20
14	PRIME COAT (IF & WHERE DIRECTED)	1670 GAL	\$0.01	\$16.70	\$0.01	\$16.70
15	SET INLET TYPE E, CASTING WITH BICYCLE SAFE GRATES	6 UN	\$1,400.00	\$8,400.00	\$1,200.00	\$7,200.00
16	HMA DRIVEWAY, 4" THICK	130 SY	\$35.00	\$4,550.00	\$50.00	\$6,500.00
17	CONCRETE DRIVEWAY, REINFORCED, 6" THICK	15 SY	\$300.00	\$4,500.00	\$200.00	\$3,000.00
18	TRAFFIC STRIPES, 4"	150 LF	\$6.00	\$900.00	\$8.00	\$1,200.00
19	TRAFFIC MARKINGS, SYMBOLS	75 SF	\$15.00	\$1,125.00	\$35.00	\$2,625.00
20	TREE REMOVAL, OVER 6" TO 12" DIAMETER	10 UN	\$500.00	\$5,000.00	\$900.00	\$9,000.00
21	TREE REMOVAL, OVER 12" TO 30" DIAMETER	10 UN	\$500.00	\$5,000.00	\$1,250.00	\$12,500.00
22	REGULATORY AND WARNING SIGN	1 UN	\$100.00	\$100.00	\$387.60	\$387.60
23	CLEANING DRAINAGE STRUCTURE	6 UN	\$800.00	\$4,800.00	\$400.00	\$2,400.00
24	TOPSOILING, 4" THICK (IF & WHERE DIRECTED)	200 SY	\$1.00	\$200.00	\$6.00	\$1,200.00
25	FERTILIZING AND SEEDING, TYPE "A-3" (IF & WHERE DIRECTED)	200 SY	\$1.00	\$200.00	\$1.00	\$200.00
<b>TOTAL AMOUNT BASE BID:</b>				<b>\$293,284.90</b>		<b>\$318,900.00</b>

LANDBERG CONSTRUCTION LLC  
82 TUCKAHOE ROAD  
DOROTHY, NJ 08317  
609-829-2131

ARAWAK PAVING CO INC.  
7503 WEYMOUTH ROAD  
HAMMONTON, NJ 08037  
609-561-4100

PAVING PLUS, LLC  
PO BOX 464  
GLASSBORO, NJ 08028  
856-404-9166

**BID TABULATION – April 25, 2024**

PROJECT NAME:  
FY 2022 NJDOT LOCAL AID INFRASTRUCTURE FUND  
IMPROVEMENTS TO CHRISTIAN STREET  
PROJECT NUMBER:  
ET2023-4  
CLIENT:  
TOWNSHIP OF ELK

#	DESCRIPTION	QUANTITY & UNITS	SOUTH STATE, INC.		TOTAL	EARLE ASPHALT COMPANY		TOTAL	DIAMOND CONSTRUCTION		TOTAL
			202 REEVES ROAD BRIDGETON, NJ 08302 856-451-5300	UNITS PRICE		UNITS PRICE	UNITS PRICE		UNITS PRICE	UNITS PRICE	
1	BREAKAWAY BARRICADE	10 UN	\$0.01	\$0.10	\$0.10	\$0.01	\$0.10	\$0.10	\$1.00	\$1.00	\$10.00
2	DRUM	20 UN	\$0.01	\$0.20	\$0.20	\$0.01	\$0.20	\$0.20	\$1.00	\$1.00	\$20.00
3	TRAFFIC CONE	20 UN	\$0.01	\$0.20	\$0.20	\$0.01	\$0.20	\$0.20	\$1.00	\$1.00	\$20.00
4	CONSTRUCTION SIGNS	200 SF	\$0.01	\$2.00	\$2.00	\$0.01	\$2.00	\$2.00	\$1.00	\$1.00	\$200.00
5	CLEARING SITE	1 LS	\$65,000.00	\$65,000.00	\$65,000.00	\$31,937.73	\$31,937.73	\$31,937.73	\$25,000.00	\$25,000.00	\$25,000.00
6	ASPHALT PRICE ADJUSTMENT	1 DOL	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
7	FUEL PRICE ADJUSTMENT	1 DOL	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
8	I-5 SOIL AGGREGATE BASE REPAIR	70 SY	\$25.00	\$1,750.00	\$1,750.00	\$20.00	\$1,400.00	\$1,400.00	\$18.00	\$1,260.00	\$1,260.00
9	EXCAVATION, UNCLASSIFIED	1330 CY	\$35.00	\$46,550.00	\$46,550.00	\$20.00	\$26,600.00	\$26,600.00	\$65.00	\$86,450.00	\$86,450.00
10	DENSE GRADED AGGREGATE, BASE COURSE, 4" THICK	4770 SY	\$8.50	\$40,545.00	\$40,545.00	\$5.00	\$23,850.00	\$23,850.00	\$27.00	\$128,790.00	\$128,790.00
11	HOT MIX ASPHALT 19M64 BASE COURSE, 3" THICK	4770 SY	\$15.00	\$71,550.00	\$71,550.00	\$23.00	\$109,710.00	\$109,710.00	\$27.00	\$128,790.00	\$128,790.00
12	HOT MIX ASPHALT 12.5M64 SURFACE COURSE, 3" THICK	4770 SY	\$17.00	\$81,090.00	\$81,090.00	\$23.00	\$109,710.00	\$109,710.00	\$1.00	\$720.00	\$720.00
13	TACK COAT (IF & WHERE DIRECTED)	720 GAL	\$0.01	\$7.20	\$7.20	\$0.01	\$7.20	\$7.20	\$1.00	\$720.00	\$720.00
14	PRIME COAT (IF & WHERE DIRECTED)	1670 GAL	\$0.01	\$16.70	\$16.70	\$0.01	\$16.70	\$16.70	\$1.00	\$1,670.00	\$1,670.00
15	SET INLET TYPE E, CASTING WITH BICYCLE SAFE GRATES	6 UN	\$2,100.00	\$12,600.00	\$12,600.00	\$2,000.00	\$12,000.00	\$12,000.00	\$2,000.00	\$12,000.00	\$12,000.00
16	HMA DRIVEWAY, 4" THICK	130 SY	\$75.00	\$9,750.00	\$9,750.00	\$60.00	\$7,800.00	\$7,800.00	\$90.00	\$11,700.00	\$11,700.00
17	CONCRETE DRIVEWAY, REINFORCED, 6" THICK	15 SY	\$275.00	\$4,125.00	\$4,125.00	\$185.00	\$2,775.00	\$2,775.00	\$135.00	\$2,025.00	\$2,025.00
18	TRAFFIC STRIPES, 4"	150 LF	\$4.40	\$660.00	\$660.00	\$10.00	\$1,500.00	\$1,500.00	\$20.00	\$3,000.00	\$3,000.00
19	TRAFFIC MARKINGS, SYMBOLS	75 SF	\$13.20	\$990.00	\$990.00	\$12.00	\$900.00	\$900.00	\$20.00	\$1,500.00	\$1,500.00
20	TREE REMOVAL, OVER 6" TO 12" DIAMETER	10 UN	\$1.00	\$10.00	\$10.00	\$500.00	\$5,000.00	\$5,000.00	\$1,500.00	\$15,000.00	\$15,000.00
21	TREE REMOVAL, OVER 12" TO 30" DIAMETER	10 UN	\$1.00	\$10.00	\$10.00	\$1,500.00	\$15,000.00	\$15,000.00	\$3,000.00	\$30,000.00	\$30,000.00
22	REGULATORY AND WARNING SIGN	1 UN	\$275.00	\$275.00	\$275.00	\$300.00	\$900.00	\$900.00	\$500.00	\$500.00	\$500.00
23	CLEANING DRAINAGE STRUCTURE	6 UN	\$300.00	\$1,800.00	\$1,800.00	\$100.00	\$600.00	\$600.00	\$500.00	\$3,000.00	\$3,000.00
24	TOPSOILING, 4" THICK (IF & WHERE DIRECTED)	200 SY	\$15.00	\$3,000.00	\$3,000.00	\$0.01	\$2.00	\$2.00	\$0.01	\$2.00	\$2.00
25	FERTILIZING AND SEEDING, TYPE "A-3" (IF & WHERE DIRECTED)	200 SY	\$2.00	\$400.00	\$400.00	\$0.01	\$2.00	\$2.00	\$0.01	\$2.00	\$2.00
<b>TOTAL AMOUNT BASE BID:</b>					<b>\$341,131.40</b>			<b>\$350,113.13</b>			<b>\$581,449.00</b>

STEVEN M. BACH, PE, RA, PP, CME  
New Jersey PE Lic. No. 41507

**RESOLUTION R-72-2024**

**RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK ACCEPTING FORM OF SURETY BOND RIDER FOR RUSSO LAND HOLDINGS LLC (ELMWOOD ESTATES) AFFECTING THE PARCEL KNOWN AS BLOCK 214.01, LOT 29 ON THE OFFICIAL TAX MAP OF THE TOWNSHIP OF ELK, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY**

**WHEREAS**, the Elk Township Combined Planning and Zoning Board of Adjustment granted final major subdivision approval to Russo Land Holdings LLC via Resolution No. R-52-2023; and

**WHEREAS**, Russo Land Holdings LLC has caused certain work to be performed relating to site improvements affecting a parcel known as Block 214.01, Lot 29 on the official Tax Map of the Township of Elk; and

**WHEREAS**, Russo Land Holdings LLC posted a Performance Bond No. GM217866 dated March 16, 2023, issued by Great Midwest Insurance Company in the amount of \$1,236,587.04, assuring the satisfactory installation of site improvements; and

**WHEREAS**, on February 1, 2024, via Resolution No. R-35-2024, the Elk Township Committee authorized a reduction of the Performance Guarantee from \$1,236,587.04 to \$412,195.68; and

**WHEREAS**, Russo Land Holdings LLC has submitted a Surety Bond Rider issued by Great Midwest Insurance Company dated April 3, 2024, in the sum of \$412,195.68.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Committee of the Township of Elk, Gloucester County, New Jersey, that the Surety Bond Rider issued by Great Midwest Insurance Company dated April 3, 2024, in the sum of \$412,195.68, which provides for a decreased bond amount from \$1,236,587.04 to \$412,195.68 is hereby accepted and approved.

**ADOPTED** at a Regular Meeting of the Elk Township Committee held May 2, 2024.

TOWNSHIP OF ELK

BY:   
CAROLYN D. K. SAMMONS, Mayor

ATTEST:

  
DEBORA R. PINE, Township Clerk

ROLL CALL VOTE				
COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
Sammons	✓			
Nicholson	✓			
Cowan	✓			
Lucas	✓			
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 May 2, 2024, in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

\_\_\_\_\_  
DEBORA R. PINE  
Clerk



RESOLUTION R-73-2024

RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK  
AWARDING CONTRACT TO THINK PAVERS HARDSCAPING FOR THE FY 2023 NJDCA  
LOCAL RECREATIONAL INFRASTRUCTURE GRANT FOR RECONSTRUCTION OF  
THE SPORTS COURTS AT ELK TOWNSHIP RECREATIONAL PARK

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**WHEREAS**, the Mayor and Committee of the Township of Elk advertised and solicited bids pursuant to N.J.S.A. 40A:11-4 for the FY 2023 NJDCA Local Recreational Infrastructure Grant for the reconstruction of the sports courts at Elk Township Recreational Park; and

**WHEREAS**, bids were received and opened on April 25, 2024; and

**WHEREAS**, the project was bid as a Base Bid; and

**WHEREAS**, four (4) bids were received by the Township Clerk for Base Bid as follows:

<u>Bidder</u>	<u>Base Bid Amount</u>
Think Pavers Hardscaping	\$98,000.00
Command Co. Inc.	\$98,110.00
Landberg Construction	\$105,080.00
Shore Top Construction Corp.	\$114,900.00

**WHEREAS**, the Township Committee has reviewed the recommendations made by the Township's Engineer via correspondence dated April 29, 2024, (attached) on said bids; and

**WHEREAS**, Think Pavers Hardscaping submitted the lowest responsive Base Bid in the total sum of \$98,000.000; and

**WHEREAS**, the Township's Engineer has determined that the bids are in conformance with the Bid Specifications, and recommends the award of the Contract to Think Pavers Hardscaping; and

**WHEREAS**, the Township's Chief Financial Officer has certified that sufficient funds are available to award the Contract.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Committee of the Township of Elk that the Contract for the FY 2023 NJDCA Local Recreational Infrastructure Grant for the reconstruction of the sports courts at Elk Township Recreational Park be and the same is hereby awarded to Think Pavers Hardscaping on its low Base Bid in the sum of \$98,000.00, subject to NJDOT approval and the provision of Local Aid.

**BE IT FURTHER RESOLVED** that the certified checks or bid bonds of the successful bidder and next lowest bidder, if any, are to be returned upon the receipt of fully executed Contract and other required documents by the lowest bidder, Think Pavers Hardscaping.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk of the Township of Elk are hereby authorized and directed to execute the Contract for same.

**ADOPTED** at a Regular Meeting of the Elk Township Committee held May 2, 2024.

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 May 2, 2024, in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

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DEBORA R. PINE  
Clerk



April 29, 2024

Elk Township  
680 Whig Lane  
Monroeville, New Jersey 08343

Attn: Carolyn King-Sammons, Mayor

Re: FY 2023 NJDCA Local Recreational Infrastructure Grant  
Reconstruction of the Sports Courts at Elk Township Recreational Park  
Elk Township, New Jersey  
Bach Associates No.: ET2023-5

Dear Mayor Sammons:

As you may recall, the resurfacing of the Sports Courts was bid separately from the striping of the sports courts.

We have tabulated the bids received on April 25, 2024, for the resurfacing project and find the apparent low bidder to be Think Pavers Hardscaping, 125 Kings Highway, Mt. Royal, New Jersey, in the amount of \$98,000.<sup>00</sup>, representing the Base Bid.

We have tabulated the quotes received on April 3, 2024, for the striping project and find the apparent low bidder to be Fast Surfaces, 244 Heilig Road, Mullica Hill, New Jersey, in the amount of \$3,389.<sup>00</sup>, representing the Base Bid only.

Enclosed for your reference is the Bid Tabulation, Memorandum, Quote Tabulation, and Quote Memorandum regarding the above referenced bid and quote results.

The Base Bid of the project involves repairing all cracks, installing geotextile paving fabric across the enter surface, resurfacing the courts with variable HMA 9.5M64 surface course, install one new tennis court system, replace one of the existing tennis courts with two new pickleball court systems, and install a three-foot-wide section of topsoil and seed around the edges of the sports courts. The Base Quote involves providing new sport courts line striping for one tennis court and two pickleball courts. The Add Alternate Quote #1 involves installing a portable pickleball net. The Add Alternate Quote #2 involves covering the sports courts playing surface with one-color epoxy paint system. Finally, the Add Alternate Quote #3 involves covering the areas adjacent to the sports courts playing surface with one-color epoxy paint system.

As you may recall, the Township received \$73,000.<sup>00</sup> from the FY 2023 NJDCA Local Recreational Improvement Grant with \$62,000.<sup>00</sup> of this funding to be used towards construction costs. A breakdown of the possible awards for the project based on a construction budget of \$62,000.<sup>00</sup> is as follows with the low bidders being Think Pavers Hardscaping and Fast Surfaces:

Description	Bid Amount	Township Funds Required
Base Bid Plus Base Quote:	\$101,389.00	\$39,389.00
Base Bid Plus Base Quote Plus Add Alternate Quote #1	\$102,238.00	\$40,238.00
Base Bid Plus Base Quote Plus Add Alternate Quote #1 Plus Add Alternate Quote #2	\$110,067.00	\$48,067.00
Base Bid Plus Base Quote Plus Add Alternate Quote #1 Plus Add Alternate Quote #2 Plus Add Alternate Quote #3	\$128,930.00	\$66,930.00

By copy of this letter we are forwarding a copy of the apparent low bidder's documents to the Township Solicitor and returning all original bid documents to the Township Clerk.

Therefore, in accordance with the Local Public Contracts Law, NJSA 40A:11-1 et. seq., the contract should be awarded to the lowest responsible bidder if the Township has the available funds, which appears to be Think Pavers Hardscaping, for the Base Bid in the amount of \$98,000.<sup>00</sup> and the lowest responsible bidder for the quote, which appears to be Fast Surfaces, for the Base Bid in the amount of \$3,389.<sup>00</sup>. If funds are not available our office will reject the bids and re-advertise the project with revised scope in order to utilize all funds available for the project. The award should be contingent upon favorable review by the Township Solicitor and certification of availability of funds by the Township CFO.

Should you have any questions, or require any additional information, please contact me.

Very truly yours,  
 BACH ASSOCIATES, PC



Steven M. Bach, PE, RA, PP, CME  
 President

cc: Mayor and Council c/o Debbie Pine, RMC, CMC, CRVS, Municipal Clerk  
 Brian Duffield, Solicitor (w/ low bid docs)  
 Stephen Considine, CFO  
 Craig A. Reilly, PE, CME  
 Caleb Nicholson, EIT

S:\ET2023 Elk Township\5 NJDCA Elk Twp. Sports Courts Reconstruction\Docs\L-Township Recommendation-042924.doc

**BID TABULATION – April 25, 2024**

**PROJECT NAME:**  
 RECONSTRUCTION OF THE SPORTS COURTS  
 AT ELK TOWNSHIP RECREATIONAL PARK

**PROJECT NUMBER:**

ET2023-5

**CLIENT:**  
 TOWNSHIP OF ELK

THINK PAVERS HARDSCAPING 125 KINGS HIGHWAY MT. ROYAL, NJ 08061 856-832-4680			COMMAND CO. INC. 1318 ANTWERP AVE. EGG HARBOR CITY, NJ 08215 609-965-0399		
		<b>UNITS</b>			<b>TOTAL</b>
		<b>PRICE</b>			
		\$98,000.00			\$98,110.00
					<b>\$98,110.00</b>

		<b>UNITS</b>			<b>TOTAL</b>
		<b>PRICE</b>			
		\$98,110.00			\$98,000.00
					<b>\$98,000.00</b>

#	DESCRIPTION	QUANTITY & UNITS
1	TOTAL BID AMOUNT	1 LS
<b>TOTAL AMOUNT BASE BID:</b>		

**BID TABULATION – April 25, 2024**

**PROJECT NAME:**  
 RECONSTRUCTION OF THE SPORTS COURTS  
 AT ELK TOWNSHIP RECREATIONAL PARK

**PROJECT NUMBER:**

ET2023-5

**CLIENT:**  
 TOWNSHIP OF ELK

LANDBERG CONSTRUCTION 82 TUCKAHOE ROAD DOROTHY, NJ 08317 609-829-2131		
<b>UNITS PRICE</b>	<b>TOTAL</b>	
\$105,080.00	\$105,080.00	
<b>\$105,080.00</b>		

SHORE TOP CONSTRUCTION CORP. 23 YELLOWBROOK ROAD FREEHOLD, NJ 07728 732-835-2600		
<b>UNITS PRICE</b>	<b>TOTAL</b>	
\$114,900.00	\$114,900.00	
<b>\$114,900.00</b>		

#	DESCRIPTION	QUANTITY & UNITS
1	TOTAL BID AMOUNT	1 LS
<b>TOTAL AMOUNT BASE BID:</b>		

  
 STEVEN M. BACH, PE, RA, PP, CME  
 New Jersey PE Lic. No. 41507



**MEMORANDUM**

**TO:** Debbie Pine, RMC, CMC, CRVS, Municipal Clerk

**FROM:** Steven M. Bach, PE, RA, PP, CME

**RE:** RECONSTRUCTION OF THE SPORTS COURTS  
AT ELK TOWNSHIP RECREATIONAL PARK  
ET2023-5  
TOWNSHIP OF ELK

**DATE:** April 25, 2024


I have reviewed the bids submitted for the above referenced project received on April 25, 2024. A copy of the bid tabulation has been attached for your review.

The list of successful bidders is as follows:

<u>CONTRACTOR</u>	<u>BASE BID AMOUNT</u>
THINK PAVERS HARDSCAPING	\$98,000.00
COMMAND CO. INC.	\$98,110.00
LANDBERG CONSTRUCTION	\$105,080.00
SHORE TOP CONSTRUCTION CORP.	\$114,900.00
Engineer's Base Bid Estimate for this project:	\$62,000.00

I HEREBY CERTIFY THIS TO BE A TRUE COPY THAT OF WHICH IS ON FILE IN THE OFFICE OF THE TOWNSHIP CLERK, ELK TOWNSHIP, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY.

DATE 4/29/24



STEVE M. BACH, PE, RA, PP, CME  
New Jersey PE Lic. No. 41507

RESOLUTION R-74-2024

RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK  
AWARDING CONTRACT TO FAST SURFACES FOR THE FY 2023 NJDCA  
LOCAL RECREATIONAL INFRASTRUCTURE GRANT FOR THE STRIPING PROJECT  
AT THE SPORTS COURTS AT ELK TOWNSHIP RECREATIONAL PARK

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**WHEREAS**, the Mayor and Committee of the Township of Elk advertised and solicited quotes pursuant to N.J.S.A. 40A:11-4 for the FY 2023 NJDCA Local Recreational Infrastructure Grant for the striping project at the sports courts at Elk Township Recreational Park; and

**WHEREAS**, quotes were received and opened on April 3, 2024; and

**WHEREAS**, the project was proposed as a Base Quote, Alternative No. 1, Alternative No. 2 and Alternative No. 3; and

**WHEREAS**, three (3) quotes were received by the Township Clerk for Base Quote as follows:

<u>Contractor</u>	<u>Base Quote Amount</u>
Fast Surfaces	\$3,389.00
Nickolaus Construction Co.	\$8,600.00
Lyons Recreation LLC	\$11,200.00

**WHEREAS**, the Township Committee has reviewed the recommendations made by the Township's Engineer via correspondence dated April 29, 2024, (attached) on said quotes; and

**WHEREAS**, Fast Surfaces submitted the lowest responsive quote for Base Quote in the total sum of \$3,389.00; and

**WHEREAS**, the Township's Engineer has determined that the quotes are in conformance with the specifications, and recommends the award of the Contract to Fast Surfaces; and

**WHEREAS**, the Township's Chief Financial Officer has certified that sufficient funds are available to award the Contract.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Committee of the Township of Elk that the Contract for the FY 2023 NJDCA Local Recreational Infrastructure Grant for the striping project at the sports courts at Elk Township Recreational Park be and the same is hereby awarded to Fast Surfaces on its low Base Quote in the sum of \$3,389.00, subject to NJDOT approval and the provision of Local Aid.

**BE IT FURTHER RESOLVED** that the certified checks or quote bonds of the successful contractor and next lowest contractor, if any, are to be returned upon the receipt of fully executed Contract and other required documents by the lowest contractor, Fast Surfaces.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk of the Township of Elk are hereby authorized and directed to execute the Contract for same.

**ADOPTED** at a Regular Meeting of the Elk Township Committee held May 2, 2024.

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 May 2, 2024, in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

\_\_\_\_\_  
DEBORA R. PINE  
Clerk



**QUOTE MEMORANDUM**

**TO:** DEBBIE PINE, RMC, CMC, CRVS, MUNICIPAL CLERK

**FROM:** STEVEN M. BACH, PE, RA, PP, CME

**RE:** STRIPING FOR THE SPORTS COURTS AT THE ELK TOWNSHIP RECREATIONAL PARK  
ELK TOWNSHIP

**DATE:** April 3, 2024


I have reviewed the quotes submitted for the above referenced project on April 3, 2024, a copy of the quote tabulation has been attached for your review.

The list of successful bidders is as follows:

<u>CONTRACTOR</u>	<u>BASE QUOTE AMOUNT</u>	<u>ALT. No. 1 AMOUNT</u>	<u>ALT. No. 2 AMOUNT</u>	<u>ALT. No. 3 AMOUNT</u>	<u>TOTAL</u>
FAST SURFACES	\$3,389.00	\$849.00	\$7,829.00	\$18,863.00	\$30,930.00
NICKOLAUS CONSTRUCTION CO.	\$8,600.00	\$1,300.00	\$20,000.00	\$28,000.00	\$57,900.00
LYONS RECREATION, LLC	\$11,200.00	\$975.00	\$12,725.00	\$18,500.00	\$43,400.00
The average quote prices:	\$7,729.67	\$1,041.33	\$13,518.00	\$21,787.67	\$44,076.67

I HEREBY CERTIFY THIS TO BE A TRUE COPY THAT OF WHICH IS ON FILE IN THE OFFICE OF THE TOWNSHIP CLERK, ELK TOWNSHIP, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY.

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DATE  4/29/24

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Steven M. Bach, PE, RA, PP, CME  
New Jersey PE License GE41507



# BACH ASSOCIATES, P.C.

ENGINEERS • ARCHITECTS • PLANNERS

## QUOTE TABULATION - Quotes Received April 3, 2024

**PROJECT NAME:** STRIPING FOR THE SPORTS COURTS AT THE ELK TOWNSHIP RECREATIONAL PARK  
**PROJECT NUMBER:** ET2023-5  
**CLIENT:** ELK TOWNSHIP

FAST SURFACES 244 HEILIG ROAD MULLICA HILL, NEW JERSEY 08062 856-417-3566		NICKOLAUS CONSTRUCTION CO. PO BOX 2322 VINCENTOWN, NEW JERSEY 08088 609-820-4667	
UNITS	PRICE	UNITS	TOTAL
	\$3,389.00		\$8,600.00
	\$849.00		\$1,300.00
	\$7,829.00		\$20,000.00
	\$18,863.00		\$28,000.00
<b>TOTAL AMOUNT BASE BID:</b>			<b>\$57,900.00</b>

FAST SURFACES 244 HEILIG ROAD MULLICA HILL, NEW JERSEY 08062 856-417-3566		NICKOLAUS CONSTRUCTION CO. PO BOX 2322 VINCENTOWN, NEW JERSEY 08088 609-820-4667	
UNITS	PRICE	UNITS	TOTAL
	\$3,389.00		\$3,389.00
	\$849.00		\$849.00
	\$7,829.00		\$7,829.00
	\$18,863.00		\$18,863.00
<b>TOTAL AMOUNT BASE BID:</b>			<b>\$30,930.00</b>

#	DESCRIPTION	QUANTITY & UNITS
1	BASE QUOTE	1 LS
A1	ADD/ALT No. 1	1 LS
A2	ADD/ALT No. 2	1 LS
A3	ADD/ALT No. 3	1 LS
<b>TOTAL AMOUNT BASE BID:</b>		

LYONS RECREATION, LLC PO BOX 53 STRATFORD, NEW JERSEY 08084 877-808-7529		NICKOLAUS CONSTRUCTION CO. PO BOX 2322 VINCENTOWN, NEW JERSEY 08088 609-820-4667	
UNITS	PRICE	UNITS	TOTAL
	\$11,200.00		\$11,200.00
	\$975.00		\$975.00
	\$12,725.00		\$12,725.00
	\$18,500.00		\$18,500.00
<b>TOTAL AMOUNT BASE BID:</b>			<b>\$43,400.00</b>

#	DESCRIPTION	QUANTITY & UNITS
1	BASE QUOTE	1 LS
A1	ADD/ALT No. 1	1 LS
A2	ADD/ALT No. 2	1 LS
A3	ADD/ALT No. 3	1 LS
<b>TOTAL AMOUNT BASE BID:</b>		

# BILL APPROVAL

## May 2, 2024

### Bank Wires, Manual and Interim Checks

#### GENERAL ACCOUNT:

1) Elk Township	24-00416	\$92,986.42
2) Treasurer, Gloucester County	24-00408	\$676,225.64
3) Gloucester County Library	24-00409	\$43,586.68

#### ELMER ESCROW:

1) Bach Associates	24-00439	\$7,118.75
2) Dasti & Staiger	24-00440	\$181.50

#### DOG ACCOUNT:

1) NJ Department of Health	24-00446	\$15.00
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Batch Id: SC Batch Type: C Batch Date: 05/02/24 Checking Account: CURRENT G/L Credit: Budget G/L Credit  
Generate Direct Deposit: N

Check No. PO #	Check Date Enc Date	Vendor # Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
24-00412	05/02/24 04/21/24	A0204 1 ARCTIC WOLF SPRINGWATER WATER	60.75	745 CATTELL ROAD 4-01- -020-225 MISCELLANEOUS	Budget	Aprv	21	1
			<u>60.75</u>					
24-00415	05/02/24 04/21/24	A0260 1 MONTHLY ELECTRIC/STREET LIGHTS	16.20	5 COLLINS DRIVE 4-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	24	1
24-00415	04/21/24	2 MONTHLY ELECTRIC/STREET LIGHTS	63.66	4-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	25	1
24-00415	04/21/24	3 MONTHLY ELECTRIC/STREET LIGHTS	16.34	4-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	26	1
24-00415	04/21/24	4 MONTHLY ELECTRIC/STREET LIGHTS	43.64	4-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	27	1
24-00415	04/21/24	5 MONTHLY ELECTRIC/STREET LIGHTS	274.27	4-01- -037-223 ELECTRICITY	Budget	Aprv	28	1
24-00415	04/21/24	6 MONTHLY ELECTRIC/STREET LIGHTS	370.64	4-01- -037-223 ELECTRICITY	Budget	Aprv	29	1
24-00415	04/21/24	7 MONTHLY ELECTRIC/STREET LIGHTS	15.57	4-01- -037-223 ELECTRICITY	Budget	Aprv	30	1
24-00415	04/21/24	8 MONTHLY ELECTRIC/STREET LIGHTS	12.55	4-01- -037-223 ELECTRICITY	Budget	Aprv	31	1
24-00415	04/27/24	9 MONTHLY ELECTRIC/STREET LIGHTS	14.53	4-01- -037-223 ELECTRICITY	Budget	Aprv	32	1
			<u>827.40</u>					
24-00430	05/02/24 04/27/24	A0304 1 AT&T MOBILITY MONTHLY SERVICE	715.69	PO BOX 6463 4-01- -037-224 TELEPHONE	Budget	Aprv	46	1
			<u>715.69</u>					
24-00418	05/02/24 04/27/24	A0350 1 AURA FIRE COMPANY 4/15 HALL RENTAL	300.00	909 AURA ROAD 4-01- -011-225 MISCELLANEOUS	Budget	Aprv	34	1
			<u>300.00</u>					
24-00437	05/02/24 04/28/24	B0095 1 BACH ASSOCIATES, PC GENERAL ENGINEERING-FEB	922.25	304 WHITE HORSE PIKE 4-01- -019-222 ENGINEERING OPERATING EXPENSES	Budget	Aprv	59	1
			<u>922.25</u>					
24-00337	05/02/24 03/30/24	B0425 1 BUD'S ENGINE MACHINING & TRUCK PUMP TESTING	400.00	1725 HURFFVILLE ROAD 4-01- -028-226 AID TO FIRE COMPANY OTHER EXPENSES	Budget	Aprv	5	1
			<u>400.00</u>					
24-00371	05/02/24 04/06/24	C0033 1 CAPITOL CLEANERS UNIFORM CLEANING-MARCH	81.50	12 N. ACADEMY STREET 4-01- -029-234 UNIFORM CLEANING	Budget	Aprv	7	1

May 1, 2024  
05:46 PM

TOWNSHIP OF ELK  
Check Payment Batch Verification Listing

Page No: 2

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
			81.50					
24-00428	05/02/24 04/27/24	C0166 COMCAST 1 MONTHLY SERVICE	494.74	ACCT 8499-05-064-0022477 4-01- -037-224 TELEPHONE	Budget	Aprv	44	1
			494.74					
24-00417	05/02/24 04/27/24	D0124 LINDA A. DEDRICK 1 COURT 4/23	300.00	PO BOX 192 4-01- -050-225 MISCELLANEOUS	Budget	Aprv	33	1
			300.00					
24-00438	05/02/24 04/28/24	D0132 DASTI & STAIGER 1 PLAN/ZONE - WORKSHOP/REG MEET	528.00	310 LACEY ROAD 4-01- -023-232 LEGAL COSTS	Budget	Aprv	60	1
			528.00					
23-00836	05/02/24 01/01/24	D0150 DELSEA REGIONAL HIGH SCHOOL 11 05/02/2024	299,518.50	ATTN: BOARD OFFICE 4-01- -905-002 REGIONAL SCHOOL TAXES	Budget	Aprv	1	1
			299,518.50					
24-00441	05/02/24 05/01/24	D0498 BRIAN J. DUFFIELD 1 LEGAL THRU 4/30/2024	3,687.25	95 N. MAIN STREET 4-01- -017-222 LEGAL OPERATING EXPENSES	Budget	Aprv	61	1
24-00441	05/01/24	2 COPIES, MAILING, ETC	46.91	4-01- -017-222 LEGAL OPERATING EXPENSES	Budget	Aprv	62	1
			3,734.16					
24-00388	05/02/24 04/13/24	E0325 EVIDENT, INC 1 EVIDENCE BRUSH	21.00	739 BROOKS MILL ROAD 4-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	10	1
			21.00					
24-00381	05/02/24 04/13/24	F0420 JEFFREY FRANKLIN 1 TRAINING-CALABRESE	95.00	4-01- -029-226 EDUCATIONS & CONFERENCES	Budget	Aprv	8	1
			95.00					
24-00401	05/02/24 04/17/24	F0525 FRED HARZ & SONS 1 TIRES-ZONING CAR	309.94	US ROUTE 40 4-01- -061-242 ZONING CAR	Budget	Aprv	13	1
			309.94					
24-00078	05/02/24 01/18/24	G0254 GLOUCESTER COUNTY CHIEFS ASSOC 1 2024 GONNELL/HITZELBERGER	500.00	PO BOX 504 4-01- -029-229 ASSOCIATION DUES & FEES	Budget	Aprv	3	1
			500.00					
24-00404	05/02/24 04/17/24	G0262 GLOUCESTER CTY POLICE ACADEMY 1 PENDZIK- 4/8-4/12	200.00	ROWAN COLLEGE OF SJ 4-01- -029-226 EDUCATIONS & CONFERENCES	Budget	Aprv	16	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
24-00420	04/27/24	1 WARBURTON-4/15 TO 4/19	200.00	4-01- -029-226	Budget	Aprv	36	1
			<u>400.00</u>	EDUCATIONS & CONFERENCES				
24-00407	04/18/24	1 SALT/BRINE	2,851.75	4-01- -036-222	Budget	Aprv	18	1
			<u>2,851.75</u>	DEPT. OF PUBLIC WORKS SNOW REMOVAL EXPENSE				
24-00445	05/01/24	1 2024 AUDIT	2,500.00	4-01- -060-299	Budget	Aprv	64	1
			<u>2,500.00</u>	618 STOKES ROAD AUDIT FEES				
24-00413	04/21/24	1 STATE V MICHAEL SMITH	100.00	4-01- -051-225	Budget	Aprv	22	1
			<u>100.00</u>	1160 S. BLACK HORSE PIKE CONTRACT PUBLIC DEFENDER				
24-00141	02/05/24	1 POLICE OFFICER EVALUATION	495.00	4-01- -029-225	Budget	Aprv	4	1
			<u>495.00</u>	501 HADDON AVENUE MISCELLANEOUS				
24-00427	04/27/24	1 OIL PLUG	24.40	4-01- -061-226	Budget	Aprv	41	1
24-00427	04/27/24	2 ALTERNATOR	552.27	4-01- -061-226	Budget	Aprv	42	1
24-00427	04/27/24	3 TENSIONER, BELT, CANNISTER	314.87	4-01- -061-226	Budget	Aprv	43	1
			<u>891.54</u>	POLICE VEHICLE MINOR REPAIR				
24-00423	04/27/24	1 4/22 UNLEADED	1,138.95	4-01- -037-226	Budget	Aprv	38	1
24-00431	04/27/24	1 4/15 UNLEADED	986.40	4-01- -037-226	Budget	Aprv	47	1
			<u>2,125.35</u>	2104 FAIRFAX AVENUE GASOLINE/DIESEL GASOLINE/DIESEL				
24-00399	04/17/24	1 MONTHLY TELEPHONE	268.31	4-01- -037-224	Budget	Aprv	11	1
			<u>268.31</u>	411 NORTH HIGH STREET TELEPHONE				
24-00433	04/27/24	1 REIMBURSE LUNCH	9.32	4-01- -029-225	Budget	Aprv	49	1
			<u>9.32</u>	MISCELLANEOUS				
24-00406	04/18/24	1 WEB FINAL, SEAL REDESIGN, ETC	3,410.00	4-01- -043-254	Budget	Aprv	17	1
				3122 FIRE ROAD				

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Check Payment Batch Verification Listing

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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
			3,410.00	WEBSITE FEES				
24-00382	05/02/24 04/13/24	P0330 JOSEPH PIERSON 1 IPHONE CHARGER CORDS	21.30	4-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	9	1
			21.30					
24-00429	05/02/24 04/27/24	Q0401 QUILL CORPORATION 1 ACCT 3365032, INV 38132099	138.73	PO BOX 37600 4-01- -043-223 OFFICE SUPPLIES	Budget	Aprv	45	1
			138.73					
24-00343	05/02/24 03/31/24	R0150 ACE PLUMBING, HEATING AND 1 1-5/8 IDX6 1/2W RUBBER SPLIT	45.41	ELECTRICAL SUPPLIES, INC. 4-01- -034-236 EQUIPMENT & SUPPLIES	Budget	Aprv	6	1
24-00424	04/27/24	1 BATHROOM-TOLIET, BASIN	240.75	4-01- -020-243 REPAIRS & SUPPLIES FOR BLDG	Budget	Aprv	39	1
24-00424	04/27/24	2 BATHROOM-SEAT	45.62	4-01- -020-243 REPAIRS & SUPPLIES FOR BLDG	Budget	Aprv	40	1
			331.78					
24-00444	05/02/24 05/01/24	R0451 FRED RODI 1 2024 RECYCLING TONNAGE REPORT	599.00	16 ASPEN COURT 4-01- -011-225 MISCELLANEOUS	Budget	Aprv	63	1
			599.00					
24-00403	05/02/24 04/17/24	S0025 SAR AUTOMOTIVE EQUIPMENT, INC. 1 LIFT INSPECTION	275.00	7954 CESSNA AVE 4-01- -034-239 REPAIRS TO EQUIPMENT	Budget	Aprv	15	1
			275.00					
24-00411	05/02/24 04/18/24	S0482 SOUTH JERSEY GAS 1 MONTHLY SERVICE	612.37	2388420000 4-01- -037-225 PROPANE/NATURAL GAS	Budget	Aprv	20	1
			612.37					
24-00414	05/02/24 04/21/24	S0483 SOUTH JERSEY GAS 1 MONTHLY SERVICE	185.57	3388420000 4-01- -037-225 PROPANE/NATURAL GAS	Budget	Aprv	23	1
			185.57					
24-00400	05/02/24 04/17/24	S0485 SOUTHERN NJ EMPLOYEE BENEFITS 1 MAY 2024 HEALTH	44,468.00	VERRILL AND VERRILL 4-01- -026-222 GROUP INSURANCE PLAN	Budget	Aprv	12	1
			44,468.00					
24-00402	05/02/24 04/17/24	S0600 SOUTHERN PEST CONTROL 1 MONTHLY SERVICE	53.00	PO BOX 95 4-01- -020-243 REPAIRS & SUPPLIES FOR BLDG	Budget	Aprv	14	1
			53.00					



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
24-00432	05/02/24 04/27/24	S0466 SORBELLO'S LANDSCAPING LLC 1 LANDSCAPE/MULCH PARK	4,000.00 <u>4,000.00</u>	283 UNION STREET 4-01- -020-250 RECREATION OE EXPENSES	Budget	Aprv	48	1
24-00410	05/02/24 04/18/24	T0200 TAG'S AUTO SUPPLY, INC 1 FILTERS, ETC	31.14 <u>31.14</u>	12 W. HIGH STREET 4-01- -061-226 POLICE VEHICLE MINOR REPAIR	Budget	Aprv	19	1
24-00421	05/02/24 04/27/24	T0391 THANKS FOR BEING GREEN, LLC 1 RECYCLING	54.00 <u>54.00</u>	205 PARK PLACE 4-01- -038-226 RECYCLING TIPPING FEES	Budget	Aprv	37	1
23-00837	05/02/24 01/01/24	T0600 TREASURER OF SCHOOL MONEYS 11 05/08/2024	297,082.09 <u>297,082.09</u>	ELK TOWNSHIP BOARD OF ED 4-01- -905-001 LOCAL SCHOOL TAXES	Budget	Aprv	2	1
24-00436	05/02/24 04/27/24	U0100 U.S. POSTAL SERVICE 1 METER 106000918743	100.00	CMRS-FP 4-01- -011-227 POSTAGE	Budget	Aprv	51	1
24-00436	04/27/24	2 METER 106000918743	500.00	4-01- -013-227 POSTAGE	Budget	Aprv	52	1
24-00436	04/27/24	3 METER 106000918743	600.00	4-01- -015-227 POSTAGE	Budget	Aprv	53	1
24-00436	04/27/24	4 METER 106000918743	200.00	4-01- -023-227 POSTAGE	Budget	Aprv	54	1
24-00436	04/27/24	5 METER 106000918743	100.00	4-01- -029-227 POSTAGE	Budget	Aprv	55	1
24-00436	04/27/24	6 METER 106000918743	400.00	4-01- -043-227 POSTAGE	Budget	Aprv	56	1
24-00436	04/27/24	7 METER 106000918743	200.00	4-01- -046-227 POSTAGE	Budget	Aprv	57	1
24-00436	04/27/24	8 METER 106000918743	900.00 <u>3,000.00</u>	4-01- -050-227 POSTAGE	Budget	Aprv	58	1
24-00419	05/02/24 04/27/24	W0080 WARREN'S HARDWARE 1 KEYS, HOOKS, FASTINERS, ETC	33.50 <u>33.50</u>	110 BRIDGETON PIKE 4-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	35	1
24-00435	05/02/24 04/27/24	W0252 DYLAN WARBURTON 1 REIMBURSE MEALS	33.24 <u>33.24</u>	4-01- -029-225 MISCELLANEOUS	Budget	Aprv	50	1

Checks:	Count	Line Items	Amount
	42	64	672,778.92

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Check No.	Check Date	Vendor # Name		Street 1 of Address to be printed on Check
PO #	Enc Date	Item Description	Payment Amt	Charge Account Account Type Status Seq Acct Description

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There are NO errors or warnings in this listing.

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