

**ELK TOWNSHIP  
COMMITTEE WORK SESSION MINUTES  
February 18, 2025**

The Work Session 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.2  
The Open Public Meeting Notice was read. The Salute to the Flag was recited in unison.

Present were: Mr. Cammarata, Mr. Lucas, Mr. Rambo, Mayor Sammons, Mr. Considine, CFO, Mrs. Pine, Township Clerk and Mr. Nicholson, EIT.

**Approval of minutes** of February 6, 2025 Regular and Closed Session Meetings

Motion by Mr. Lucas, seconded by Mr. Cammarata to approve the minutes of the February 6, 2025 Regular and Closed Session Meetings, motion carried with Mrs. Cowan and Mr. Rambo abstaining.

**PUBLIC PORTION** on Agenda Items only.

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

**ORDINANCES:**

**O-4-2025** — Amending Chapter 95A Entitled "Tree Removal" **Title Only**

Motion by Mr. Lucas to approve Ordinance O-4-2025, seconded by Mr. Rambo, upon roll call, motion carried.

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

**O-5-2025** —Bond Ordinance Providing for the Acquisition of Vehicles and Related Equipment for the Police Department; Appropriating \$110,000 Therefor and Authorizing the Issuance of \$104,500 Bonds or Notes of the Township to Finance Part of the Costs Thereof **Title Only**

Motion by Mr. Rambo to approve Ordinance O-5-2025, seconded by Mr. Lucas, upon roll call, motion carried.

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

**O-6-2025** — Capital Ordinance Providing for the Acquisition of a Livescan Fingerprint Reader for the Police Department; Appropriating \$25,000 Therefor from the Capital Improvement Fund to Pay for the Cost Thereof **Title Only**

Motion by Mr. Rambo to approve Ordinance O-6-2025, seconded by Mr. Cammarata, upon roll call, motion carried.

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

**RESOLUTIONS:**

**R-41-2025** – To Support Publishing Legal Notices on Official Government Websites

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

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

**R-42-2025** – Awarding Contract to Earle Asphalt Company for the FY 2024 NJDOT Municipal Aid Reconstruction of Laux Road and Pine Tavern Road

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

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

**R-43-2025** – 2024 Chevrolet Malibu LS Sedan Pursuant to State Contract: 19-Fleet-00953 (T0099)

Mr. Rambo stated this vehicle will be for Police Administration. He asked what the cost difference is between this vehicle and the Durango. Mr. Considine stated the cost difference is around \$20,000. Motion by Mr. Lucas, seconded by Mr. Rambo to adopt and approve said Resolution, upon roll call, motion carried.

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

**R-44-2025** – To Award Contract for 2025 Dodge Durango Police AWD Pursuant to Cranford Police Cooperative Pricing System Contract: #47CPCPS

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

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

**R-45-2025** – To Award Contract for Idemia Livescan System Pursuant to State Contract: T3083

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

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

**GLOUCESTER COUNTY REPRESENTATIVE**, Dennis McNulty was present to assist with any questions for the County. There were no questions or concerns.

**PURSUANT TO RESOLUTION R-28-2025**  
**THERE IS A TIME LIMIT OF 3 MINUTES PER PERSON DURING THE PUBLIC PORTION**

**PUBLIC PORTION:**

Motion by Mrs. Cowan to open the meeting to the public, seconded by Mr. Lucas, 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.

No one came forward.

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

**PAY BILLS:**

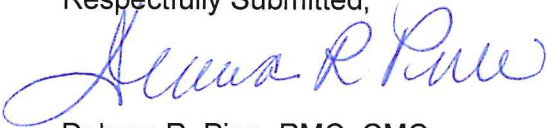
Motion by Mr. Lucas to Pay the Bills, seconded by Mrs. Cowan, upon roll call, motion was carried.

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

**ADJOURNMENT**

Motion by Mr. Lucas to adjourn, seconded by Mr. Rambo, all were in favor, the meeting was adjourned at 7:10PM.

Respectfully Submitted,



Debora R. Pine, RMC, CMC  
Township Clerk

ORDINANCE O – 4 – 2025

AN ORDINANCE OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK,  
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY AMENDING CHAPTER 95A ENTITLED  
“TREE REMOVAL” OF THE CODE OF THE TOWNSHIP OF ELK

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**WHEREAS**, the Mayor and Committee, Township of Elk, have determined that amendments to Chapter 95A entitled “Tree Removal” are necessary; and

**WHEREAS**, in all other respects 95A entitled “Tree Removal” shall remain in full force and effect.

**NOW, THEREFORE, BE IT ORDAINED**, by the Mayor and Committee of the Township of Elk, in the County of Gloucester and State of New Jersey, and it is hereby enacted and ordained by the authority of same as follows:

**Section 1.**

Chapter 95A entitled “Tree Removal” at §95A-3 “Regulated activities” shall be amended as follows:

§95A-3. Regulated activities.

A. Application process.

- (1) Any person planning to remove a street tree, as defined as tree removal, with DBH of ~~four~~ 2.5 inches or more or any non-street tree with DBH of six inches (that exceeds the amount exempted in § 95A-4A of this chapter) shall submit a tree removal application. Applications shall be submitted to the Zoning Official.
- (2) All development applications, including grading plans, filed with the Township shall comply with the requirements of this chapter as part of its application.

**Section 2.**

**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 3.**

**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 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
Cammarata			✓			
Cowan			✓			
Lucas	✓		✓			
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
Cammarata						
Cowan						
Lucas						
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 February 18, 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 March 6, 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, CLERK

**TOWNSHIP OF ELK  
ORDINANCE O – 5 – 2025**

**BOND ORDINANCE PROVIDING FOR THE ACQUISITION OF VEHICLES AND RELATED EQUIPMENT FOR THE POLICE DEPARTMENT, BY AND IN THE TOWNSHIP OF ELK, IN THE COUNTY OF GLOUCESTER, STATE OF NEW JERSEY (THE “TOWNSHIP”); APPROPRIATING \$110,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$104,500 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COSTS THEREOF**

**BE IT ORDAINED AND ENACTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ELK, IN THE COUNTY OF GLOUCESTER, STATE OF NEW JERSEY (not less than two-thirds of all the members thereof affirmatively concurring), AS FOLLOWS:**

**SECTION 1.** The improvements or purposes described in Section 3 of this bond ordinance are hereby authorized as general improvements or purposes to be undertaken by the Township of Elk, in the County of Gloucester, State of New Jersey (the “Township”). For the said improvements or purposes stated in Section 3, there is hereby appropriated the aggregate sum of \$110,000, said sum being inclusive of a down payment in the aggregate amount of \$5,500 for said improvements or purposes as required by the Local Bond Law, N.J.S.A. 40A:2-1 et seq. (the “Local Bond Law”). The down payment is now available by virtue of a provision or provisions in a previously adopted budget or budgets of the Township for down payment or for capital improvement purposes.

**SECTION 2.** For the financing of said improvements or purposes described in Section 3 hereof and to meet the part of said \$110,000 appropriation not provided for by application hereunder of said down payment, negotiable bonds of the Township are hereby authorized to be issued in the aggregate principal amount not exceeding \$104,500 pursuant to the Local Bond Law. In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable notes of the Township in an aggregate principal amount not exceeding \$104,500 are hereby authorized to be issued pursuant to and within the limitations

prescribed by said Local Bond Law.

**SECTION 3. (a)** The improvements hereby authorized and purposes for the financing of which said obligations are to be issued, include, but are not limited to, the acquisition of vehicles and related equipment for the Police Department.

(b) The aggregate estimated maximum amount of bonds or notes to be issued for said improvements or purposes is \$104,500.

(c) The aggregate estimated cost of said improvements or purposes is \$110,000, the excess amount thereof over the said estimated maximum amount of bonds or notes to be issued therefor is the aggregate down payment available for said purposes.

(d) All such improvements or purposes set forth in Section 3(a) shall include, but are not limited to, as applicable, all engineering, architectural and design work, surveying, construction planning, preparation of plans and specifications, permits, bid documents, construction inspection and contract administration, and also shall include all work, materials, equipment, accessories, labor and appurtenances necessary therefor or incidental thereto.

**SECTION 4.** In the event the United States of America, the State of New Jersey, and/or the County of Gloucester make a contribution or grant in aid to the Township for the improvements and purposes authorized hereby and the same shall be received by the Township prior to the issuance of the bonds or notes authorized in Section 2 hereof, then the amount of such bonds or notes to be issued shall be reduced by the amount so received from the United States of America, the State of New Jersey, and/or the County of Gloucester. In the event, however, that any amount so contributed or granted by the United States of America, the State of New Jersey, and/or the County of Gloucester shall be received by the Township after the issuance of the bonds or notes authorized in Section 2 hereof, then such funds shall be applied to the payment of the bonds or notes so issued and shall be used for no other purpose.

**SECTION 5.** All bond anticipation notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer of the Township, provided that no note

shall mature later than one (1) year from its date unless such bond anticipation notes are permitted to mature at such later date in accordance with applicable law. The notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer of the Township shall determine all matters in connection with the notes issued pursuant to this bond ordinance, and the signature of the Chief Financial Officer upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time in accordance with the provisions of N.J.S.A. 40A:2-8.1. The Chief Financial Officer is hereby authorized to sell part or all of the notes from time to time at a public or private sale and to deliver them to the purchaser thereof upon receipt of payment of the purchase price and accrued interest thereon from their dates to the date of delivery thereof. The Chief Financial Officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this bond ordinance is made. Such report must include the principal amount, the description, the interest rate, the maturity schedule of the notes so sold, the price obtained and the name of the purchaser.

**SECTION 6.** The capital budget of the Township is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith and a resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital programs as approved by the Director of the Division of Local Government Services, Department of Community Affairs, State of New Jersey, is on file in the Office of the Clerk of the Township and is available for public inspection.

**SECTION 7.** The following additional matters are hereby determined, declared, recited and stated:

- (a) The purposes described in Section 3 of this bond ordinance are not current expenses and are improvements which the Township may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.



(b) The average period of usefulness of said purposes within the limitations of said Local Bond Law, according to the reasonable life thereof computed from the date of the said bonds authorized by this bond ordinance, is 5.00 years.

(c) The supplemental debt statement required by the Local Bond Law has been duly made and filed in the Office of the Clerk of the Township and a complete executed duplicate thereof has been filed in the Office of the Director of the Division of Local Government Services, Department of Community Affairs, State of New Jersey, and such statement shows that the gross debt of the Township as defined in the Local Bond Law is increased by the authorization of the bonds or notes provided for in this bond ordinance by \$104,500 and the said obligations authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

(d) An aggregate amount not exceeding \$22,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purposes or improvements herein before described.

**SECTION 8.** The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy *ad valorem* taxes upon all the taxable property within the Township for the payment of the principal of the obligations and the interest thereon without limitation as to rate or amount.

**SECTION 9.** The Township hereby declares the intent of the Township to issue the bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3 of this bond ordinance. This Section 9 is a declaration of intent within the meaning and for purposes of Treasury Regulations §1.150-2 or any successor provisions of federal income tax law.

**SECTION 10.** The Township Chief Financial Officer is hereby authorized to

prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Township and to execute such disclosure document on behalf of the Township. The Township Chief Financial Officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Township pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Township and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Township fails to comply with its undertaking, the Township shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

**SECTION 11.** The Township covenants to maintain the exclusion from gross income under Section 103(a) of the Code of the interest on all bonds and notes issued under this bond ordinance.

**SECTION 12.** This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by the Local Bond Law.

**ADOPTED ON FIRST READING**  
**DATED: February 18, 2025**

**DEBORA R. PINE,**  
**Clerk of the Township of Elk**

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

**ADOPTED ON SECOND READING**

**DATED: March 18, 2025**

**DEBORA R. PINE,**  
**Clerk of the Township of Elk**

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

**APPROVAL BY THE MAYOR ON THIS 18<sup>th</sup> DAY OF MARCH, 2025.**

**CAROLYN KING-SAMMONS,**  
**Mayor of the Township of Elk**

**TOWNSHIP OF ELK  
ORDINANCE O – 6 – 2025**

**CAPITAL ORDINANCE PROVIDING FOR THE ACQUISITION OF  
A LIVESCAN FINGERPRINT READER FOR THE POLICE  
DEPARTMENT, BY AND IN THE TOWNSHIP OF ELK, IN THE  
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY;  
APPROPRIATING \$25,000 THEREFOR FROM THE CAPITAL  
IMPROVEMENT FUND TO PAY FOR THE COST THEREOF**

**WHEREAS**, the Township of Elk, in the County of Gloucester, State of New Jersey (the "Township"), wishes to undertake the acquisition of a LiveScan Fingerprint Reader for the Police Department in and for the Township (the "Project"); and

**WHEREAS**, the cost of said improvements or purposes is estimated to be \$25,000; and

**WHEREAS**, the Township desires to authorize the appropriation and expenditure of \$25,000 from the Capital Improvement Fund of the Township to undertake the Project.

**BE IT ORDAINED AND ENACTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ELK, IN THE COUNTY OF GLOUCESTER, STATE OF NEW JERSEY** (a majority of the full membership thereof affirmatively concurring), **AS FOLLOWS:**

**SECTION 1.** The capital improvements or purposes described below are hereby authorized as general capital improvements to be undertaken by the Township. For the said improvements or purposes, there is hereby appropriated the amount of \$25,000 from the Capital Improvement Fund of the Township, to undertake the acquisition of a LiveScan Fingerprint Reader for the Police Department, and all work, materials, equipment, labor and appurtenances necessary therefor or incidental thereto.

**SECTION 2.** The expenditure of the \$25,000 consisting of the appropriation of \$25,000 from the capital improvement fund, for the improvements or purposes set forth in Section 1 hereof is hereby authorized and approved. The Mayor, the Clerk, the Chief Financial Officer and any other official/officer of the Township are each hereby authorized and directed to execute, deliver and perform any agreement to undertake the improvement or purpose set forth herein and

to effectuate the transaction contemplated hereby.

**SECTION 3.** The capital budget of the Township is hereby amended to conform with the provisions of this capital ordinance to the extent of any inconsistency herewith and a resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital programs as approved by the Director of the Division of Local Government Services, New Jersey Department of Community Affairs is on file in the Office of the Clerk and is available for public inspection.

**SECTION 4.** This ordinance shall take effect immediately after final adoption and approval by the Mayor as described in N.J.S.A. 40:49-2.

**ADOPTED ON FIRST READING**

**DATED: February 18, 2025**

**DEBORA R. PINE,**  
Township Clerk

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

**ADOPTED ON SECOND READING**

**DATED: March 18, 2025**

**DEBORA R. PINE,**  
Township Clerk

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

**APPROVAL BY THE MAYOR ON THIS 18<sup>th</sup> DAY OF MARCH, 2025.**

\_\_\_\_\_  
**CAROLYN KING-SAMMONS,**  
Mayor of the Township of Elk

**RESOLUTION R-41-2025**

**RESOLUTION TO SUPPORT PUBLISHING LEGAL NOTICES ON OFFICIAL GOVERNMENT WEBSITES**

**WHEREAS**, the sunset provision of March 1, 2025, imposed under P.L. 2024 c.106 is fast approaching in what was a temporary solution that allowed local governments to comply with the public notice requirements under the law in time for annual reorganization meetings in January; and,

**WHEREAS**, local government officials serve as the stewards of property taxpayer dollars and should no longer be required to subsidize the newspaper industry with revenues collected from publishing legal notices in the press; and,

**WHEREAS**, long before NJ Advanced Media’s announcement that it was terminating daily print publications in January of 2025, local government officials found it increasingly difficult to comply with the public notice requirements under the law as the media has become almost exclusively digitized and struggled to retain staff, resources, and publications; and,

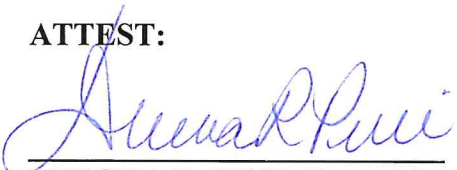
**WHEREAS**, legislation that will authorize local governments to publish legal notices on a local government’s official website will streamline an antiquated and overly burdensome process and save valuable time, resources, and property taxpayer dollars; and,

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Elk does in fact, hereby urge state leaders to pass legislation that will authorize municipalities, counties, school districts, and all local governments to publish legal notices in a clear, transparent, and timely manner on a local government’s official website.

**BE IT FURTHER RESOLVED** that a copy of this Resolution shall be sent to Governor Phil Murphy, Senate President Nicholas Scutari, Speaker of the General Assembly Craig Coughlin, Senator John Burzichelli, Assemblymembers Heather Simmons, and Dave Bailey, and the New Jersey State League of Municipalities.

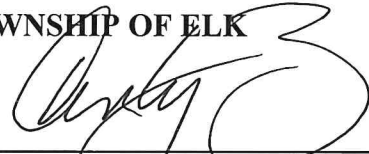
**THIS RESOLUTION IS DULY ADOPTED** at a Meeting of the Township Committee of the Township of Elk held on February 18, 2025, at the Municipal Building, 680 Whig Lane, Aura, New Jersey.

**ATTEST:**



**DEBORA R. PINE, Township Clerk**

**TOWNSHIP OF ELK**



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

ROLL CALL VOTE				
COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
Cammarata	✓			
Cowan	✓			
Lucas	✓			
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 February 18, 2025 in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

DEBORA R. PINE, Township Clerk

RESOLUTION R-42-2025

RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK  
AWARDING CONTRACT TO EARLE ASPHALT COMPANY FOR THE FY 2024 NJDOT  
MUNICIPAL AID RECONSTRUCTION OF LAUX ROAD AND PINE TAVERN ROAD

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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 2024 NJDOT Municipal Aid Reconstruction of Laux Road and Pine Tavern Road; and

**WHEREAS**, bids were received and opened on February 12, 2025; and

**WHEREAS**, the project was bid as a Base Bid (Items 1-22), Alternate Bid #1 (Items 101-109) and Alternate Bid #2 (Items 201); and

**WHEREAS**, five (5) bids were received by the Township Clerk for Base Bid (Items 1-22) as follows:

<u>Bidder</u>	<u>Base Bid Amount</u>
Earle Asphalt Company	\$183,413.13
South State, Inc.	\$192,959.26
Arawak Paving Company	\$193,700.00
Landberg Construction LLC	\$217,989.36
Paving Plus LLC	\$221,761.26

**WHEREAS**, the Township Committee has reviewed the recommendations made by the Township's Engineer via correspondence dated February 12, 2025, (attached) on said bids; and

**WHEREAS**, Earle Asphalt Company submitted the lowest responsive Base Bid in the total sum of \$183,413.13; 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 Earle Asphalt Company; 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 2024 NJDOT Municipal Aid Reconstruction of Laux Road and Pine Tavern Road be and the same is hereby awarded to Earle Asphalt Company on its low Base Bid in the sum of \$183,413.13, 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, Earle Asphalt Company.

**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 February 18, 2025.

TOWNSHIP OF ELK

BY: \_\_\_\_\_

CAROLYN D. K. SAMMONS, Mayor

ATTEST:



DEBORA R. PINE, Township Clerk

ROLL CALL VOTE				
COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
Cammarata	✓			
Cowan	✓			
Lucas	✓			
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 February 18, 2025, in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

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

R-42-2025



**RESOLUTION  
R- 43- 2025**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ELK  
TO AWARD CONTRACT FOR  
2024 CHEVROLET MALIBU LS SEDAN  
FOR THE TOWNSHIP OF ELK  
TO HETRICH FLEET SERVICES, INC.  
1427 BAY ROAD, MILFORD, DE 19963  
PURSUANT TO STATE CONTRACT: 19-FLEET-00953 (T0099)**

**WHEREAS**, the Township of Elk Police Department has the need for an police vehicle to supplement the fleet; and

**WHEREAS**, a State Contract has been awarded to Hetrich Fleet Services, Inc. 1427 Bay Road, Milford, DE 19963, under contract #19-Fleet-00953 (T0099) which identifies and specifies the police vehicles, and

**WHEREAS**, the State Contract bid alleviates the need for competitive price bidding by the Township of Elk and thereby, complies with all bid specifications and bid requirements; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Elk, County of Gloucester and State of New Jersey, that the CFO/Purchasing Agent is authorized to purchase one 2024 Chevrolet Malibu Sedan police vehicle, which contract for purchase shall be made through Hetrich Fleet Services, Inc., at a cost of twenty three thousand, one hundred ninety five dollars and zero cents (\$23,195.00).

**THIS RESOLUTION IS DULY ADOPTED** by the Township Committee of the Township of Elk at its regular meeting held on the 18th day of February 2025 at the Municipal Building, 680 Whig Lane, Monroeville, NJ 08343.

**TOWNSHIP OF ELK**

  
\_\_\_\_\_  
**Carolyn King Sammons, Mayor**

**ATTEST:**

  
\_\_\_\_\_  
**Debora R. Pine – Municipal Clerk**

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

I, Debora Pine, Municipal Clerk of the Township of Elk, County of Gloucester, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Township Committee at a meeting of said Township held on February 18<sup>th</sup> 2025.

\_\_\_\_\_  
Debora Pine – Municipal Clerk

Seal

**RESOLUTION  
R- 44- 2025**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ELK  
TO AWARD CONTRACT FOR  
2025 DODGE DURANGO POLICE AWD  
FOR THE TOWNSHIP OF ELK  
TO HETRICH FLEET SERVICES, INC.  
1427 BAY ROAD, MILFORD, DE 19963  
PURSUANT TO CRANFORD POLICE COOPERATIVE PRICING SYSTEM  
CONTRACT: #47CPCPS**

**WHEREAS**, the Township of Elk Police Department has the need for an police vehicle to supplement the fleet; and

**WHEREAS**, has been awarded to Hetrich Fleet Services, Inc. 1427 Bay Road, Milford, DE 19963, under the Cranford Police Cooperative Purchasing System (CPCPS) contract #47CPCPS, which identifies and specifies the police vehicles, and

**WHEREAS**, the CPCPS purchase alleviates the need for competitive price bidding by the Township of Elk and thereby, complies with all bid specifications and bid requirements; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Elk, County of Gloucester and State of New Jersey, that the CFO/Purchasing Agent is authorized to purchase one 2025 Dodge Durango Police AWD, which contract for purchase shall be made through Hetrich Fleet Services, Inc., at a cost of forty one thousand, six hundred forty dollars and zero cents (\$41,640.00).

**THIS RESOLUTION IS DULY ADOPTED** by the Township Committee of the Township of Elk at its regular meeting held on the 18th day of February 2025 at the Municipal Building, 680 Whig Lane, Monroeville, NJ 08343.

**TOWNSHIP OF ELK**

  
\_\_\_\_\_  
**Carolyn King Sammons, Mayor**

**ATTEST:**

  
\_\_\_\_\_  
**Debora Pine – Municipal Clerk**

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

I, Debora Pine, Municipal Clerk of the Township of Elk, County of Gloucester, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Township Committee at a meeting of said Township held on February 18<sup>th</sup> 2025.

\_\_\_\_\_  
Debora Pine – Municipal Clerk

Seal

**RESOLUTION  
R- 45- 2025**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ELK  
TO AWARD CONTRACT FOR  
IDEMIA LIVESCAN SYSTEM  
FOR THE TOWNSHIP OF ELK  
TO IDEMIA IDENTITY AND SECURITY USA LLC  
11951 FREEDOM DRIVE, SUITE 1800, RESTON, VA 20190  
PURSUANT TO STATE CONTRACT: T3083**

**WHEREAS**, the Township of Elk Police Department has the need for a replacement fingerprint scan device; and

**WHEREAS**, a State Contract has been awarded to IDEMIA Identity and Security USA LLC, 11951 Freedom Drive, Suite 1800, Reston, VA 20190, under contract #T3083 which identifies and specifies the requirements and specifications of fingerprint scanners, and

**WHEREAS**, the State Contract bid alleviates the need for competitive price bidding by the Township of Elk and thereby, complies with all bid specifications and bid requirements; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Elk, County of Gloucester and State of New Jersey, that the CFO/Purchasing Agent is authorized to purchase one IDEMIA LiveScan System, which contract for purchase shall be made through IDEMIA Identity and Security USA LLC., at a cost of twenty four thousand, one hundred one dollars and zero cents (\$24,101.00).

**THIS RESOLUTION IS DULY ADOPTED** by the Township Committee of the Township of Elk at its regular meeting held on the 18th day of February 2025 at the Municipal Building, 680 Whig Lane, Monroeville, NJ 08343.

TOWNSHIP OF ELK

  
\_\_\_\_\_  
Carolyn King Sammons, Mayor

Attest:

  
\_\_\_\_\_  
Debora R. Pine – Municipal Clerk

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

I, Debora Pine, Municipal Clerk of the Township of Elk, County of Gloucester, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Township Committee at a meeting of said Township held on February 18<sup>th</sup> 2025.

\_\_\_\_\_  
Debora R. Pine – Municipal Clerk

Seal

**BILL APPROVAL**  
**February 18, 2025**  
**Bank Wires, Manual and Interim Checks**

**GENERAL ACCOUNT:**

1) Elk Township

25-00191

\$84,166.70

Batch Id: SC      Batch Type: C      Batch Date: 02/18/25      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
25-00126	02/18/25 01/31/25	A0124 ACTION UNIFORM CO. 1 SELB-RAINCOAT	115.00	1500 S. NEW ROAD 5-01- -029-225	Budget	Aprv	5	1
25-00127	01/31/25	1 CALABRESE-PANTS	133.00	MISCELLANEOUS 5-01- -029-233	Budget	Aprv	6	1
			<u>248.00</u>	UNIFORM ALLOWANCE				
25-00190	02/18/25 02/08/25	A0260 ATLANTIC CITY ELECTRIC 1 MONTHLY ELECTRIC/STREET LIGHTS	48.54	5 COLLINS DRIVE 5-01- -037-222	Budget	Aprv	15	1
25-00190	02/08/25	2 MONTHLY ELECTRIC/STREET LIGHTS	1,457.79	STREET LIGHTING EXPENSE 5-01- -037-223	Budget	Aprv	16	1
25-00190	02/08/25	3 MONTHLY ELECTRIC/STREET LIGHTS	2,810.17	ELECTRICITY 5-01- -037-223	Budget	Aprv	17	1
25-00190	02/16/25	4 MONTHLY ELECTRIC/STREET LIGHTS	21.33	ELECTRICITY 5-01- -037-222	Budget	Aprv	18	1
			<u>4,337.83</u>	STREET LIGHTING EXPENSE				
25-00202	02/18/25 02/16/25	B0200 VERIZON 1 MONTHLY SERVICE	299.00	5-01- -037-224	Budget	Aprv	25	1
			<u>299.00</u>	TELEPHONE				
25-00203	02/18/25 02/16/25	B0200 VERIZON 1 MONTHLY SERVICE	63.02	5-01- -037-224	Budget	Aprv	26	1
			<u>63.02</u>	TELEPHONE				
25-00205	02/18/25 02/16/25	C0149 STEPHEN CONSIDINE 1 ZOOM COURT	81.66	5-01- -050-225	Budget	Aprv	28	1
			<u>81.66</u>	MISCELLANEOUS				
25-00193	02/18/25 02/11/25	D0124 LINDA A. DEDRICK 1 COURT 2-11-25	300.00	PO BOX 192 5-01- -050-225	Budget	Aprv	20	1
			<u>300.00</u>	MISCELLANEOUS				
25-00175	02/18/25 02/08/25	E0050 EAGLE POINT GUN 1 AMMO PURCHASE	5,724.06	T.J. MORRIS & SON 5-01- -029-236	Budget	Aprv	9	1
			<u>5,724.06</u>	EQUIPMENT & SUPPLIES				
25-00180	02/18/25 02/08/25	G0154 GENERAL CODE PUBLISHERS 1 CODE ANALYSIS AND UPDATE	3,107.00	PO BOX 772512 5-01- -043-255	Budget	Aprv	13	1
			<u>3,107.00</u>	CODIFICATION				
	02/18/25	I0100 INSTITUTE FOR PROFESSIONAL DEVELOPMENT						

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
25-00196	02/11/25	1 3/5-PROCUREMENT AND PURCHASING	50.00	5-01- -043-226 EDUCATION & CONFERENCES	Budget	Aprv	22	1
			<u>50.00</u>					
25-00178	02/08/25	1 JANUARY CONTRACTUAL	20,750.00	125 MAIN STREET 5-01- -038-222 SOLID WASTE CONTRACTUAL	Budget	Aprv	12	1
			<u>20,750.00</u>					
25-00197	02/11/25	1 2/3 UNLEADED	744.24	2104 FAIRFAX AVENUE 5-01- -037-226 GASOLINE/DIESEL	Budget	Aprv	23	1
25-00204	02/16/25	1 2/10 UNLEADED	750.86	5-01- -037-226 GASOLINE/DIESEL	Budget	Aprv	27	1
			<u>1,495.10</u>					
24-00637	06/21/24	1 TAX BILLS	620.90	154 SOUTH STREET 4-01- -015-224 PRINTING OF FORMS	Budget	Aprv	1	1
			<u>620.90</u>					
25-00206	02/16/25	1 MONTHLY SERVICE	269.75	411 NORTH HIGH STREET 5-01- -037-224 TELEPHONE	Budget	Aprv	29	1
			<u>269.75</u>					
25-00192	02/11/25	1 MONTHLY SERVICE	594.99	5-01- -037-228 PUBLIC FIRE HYDRANT	Budget	Aprv	19	1
			<u>594.99</u>					
25-00199	02/11/25	1 UE BILLING	35.64	DIV OF EMPLOYER ACCOUNTS 5-01- -049-225 UNEMPLOYMENT FUND	Budget	Aprv	24	1
			<u>35.64</u>					
25-00031	01/07/25	1 DECEMBER RECYCLING	2,723.75	408 LAMBS ROAD 4-01- -038-226 RECYCLING TIPPING FEES	Budget	Aprv	2	1
25-00031	01/07/25	2 DECEMBER RECYCLING BAG FEE	900.00	4-01- -038-226 RECYCLING TIPPING FEES	Budget	Aprv	3	1
25-00177	02/08/25	1 JANUARY RECYCLING	2,639.03	5-01- -038-226 RECYCLING TIPPING FEES	Budget	Aprv	10	1
25-00177	02/08/25	2 JANUARY BAG CHARGE	950.00	5-01- -038-226 RECYCLING TIPPING FEES	Budget	Aprv	11	1
			<u>7,212.78</u>					
25-00174	02/08/25	1 COURT 2/4/25	300.00	2835 FRIENDSHIP STREET 5-01- -050-225 MISCELLANEOUS	Budget	Aprv	8	1
			<u>300.00</u>					

Check No.	Check Date	Vendor #	Name	Payment Amt	Street 1 of Address to be printed on Check	Charge Account	Account Type	Status	Seq	Acct
PO #	Enc Date	Item	Description		Description					
25-00154	02/18/25	S0476	SOUTH JERSEY WATER TEST LLC		4077 SOUTH BLACK HORSE PIKE					
	02/03/25	1	2025 WATER TESTING - QUARTERLY	518.00	5-01- -020-225	Budget	Aprv	7	1	
				<u>518.00</u>	MISCELLANEOUS					
25-00181	02/18/25	T0200	TAG'S AUTO SUPPLY, INC		12 W. HIGH STREET					
	02/08/25	2	SERPENTINE BELT, BRAKES, ETC	419.01	5-01- -061-226	Budget	Aprv	14	1	
				<u>419.01</u>	POLICE VEHICLE MINOR REPAIR					
25-00195	02/18/25	w0252	DYLAN WARBURTON							
	02/11/25	1	REIMBURSE MEALS	40.00	5-01- -029-225	Budget	Aprv	21	1	
				<u>40.00</u>	MISCELLANEOUS					
25-00071	02/18/25	w0380	WM CORPORATE SERVICES, INC.		PO BOX 13648					
	01/15/25	2	FEBRUARY	1,452.35	5-01- -038-222	Budget	Aprv	4	1	
				<u>1,452.35</u>	SOLID WASTE CONTRACTUAL					

Checks:	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
	21	29	47,919.09

There are NO errors or warnings in this listing.