

**ELK TOWNSHIP
COMMITTEE WORK SESSION MINUTES
March 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 7:01PM.

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

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

Approval of minutes of March 6, 2025 Regular Meeting

Motion by Mr. Lucas, seconded by Mr. Cammarata to approve the minutes of the March 6, 2025 Regular Meeting, motion carried with Mrs. Cowan 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 Mr. Lucas to close the public portion, seconded by Mrs. Cowan, all were in favor, motion carried.

ORDINANCES:

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 **PUBLIC HEARING**

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

Mayor Sammons invited the public to speak if they have any questions concerning the Ordinance.

No one came forward.

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

Motion by Mr. Cammarata, seconded by Mrs. Cowan to adopt Ordinance O-5-2024, 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 **PUBLIC HEARING**

Motion by Mr. Lucas, seconded by Mr. Rambo to open the public, all were in favor, motion carried.

Mayor Sammons invited the public to speak if they have any questions concerning the Ordinance.

No one came forward.

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

Motion by Mr. Cammarata, seconded by Mrs. Cowan to adopt Ordinance O-6-2024, upon roll call motion carried.

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

O-8-2025 – Ordinance to Amend the “Code of The Township Of Elk” Chapter 34 Fixing and Establishing Salaries and Compensations of Officers and Employees of the Township Of Elk, in the County of Gloucester, State of New Jersey **TITLE ONLY**

Motion by Mrs. Cowan to approve Ordinance O-8-2025, 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-9-2025 — Capital Ordinance Providing for the Acquisition of a Public Works Truck with Snow Plow Package by and in the Township of Elk; Appropriating \$65,000 Therefor from the Capital Improvement Fund to Pay for the Cost Thereof **TITLE ONLY**

Motion by Mrs. Rambo to approve Ordinance O-9-2025, 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-10-2025 – Ordinance Amending Chapter 52 Entitled “Change of Occupancy or Use Certificate” of the Code of the Township of Elk **TITLE ONLY**

Motion by Mr. Rambo to approve Ordinance O-10-2025, 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-50-2025 – Appointing Timothy J. Pine as Deputy Municipal Clerk and Deputy Registrar of Vital Statistics for the Township of Elk

Motion by Mr. Rambo, 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

Mayor Sammons swore in Timothy Pine, with his son Dylan holding the Bible.

R-51-2025 – Approving Payment No. 4 (Final) to Arawak Paving Co., Inc. for FY2023 NJ DOT Municipal Aid Program Reconstruction of Moods Road – Phase III

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-52-2025 – Approving Form of Maintenance Guarantee Submitted by Arawak Paving Co., Inc. for the Moods Road (Phase 3) Resurfacing and Safety Improvements
Motion by Mrs. Cowan, seconded by Mr. Cammarata 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-53-2025 – Approving Acquisition of Farmland Preservation Development Easements on Block 29, Lots 5 and 15 – James E. Conner, Jr.

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

Mayor Sammons thanked Mr. Conner for preserving his farmland.

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

R-54-2025 – Approving Acquisition of Farmland Preservation Development Easements on Block 54, Lot 6 – Louis Jonasz

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

Mayor Sammons thanked Mr. Jonasz for preserving his farmland.

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

R-55-2025 – Authorizing the Township Engineer to Design and Publicly Bid the FY 2025 NJ DOT Reconstruction of Laux Road- Phase II Project

Motion by Mr. Rambo, seconded by Mr. Cammarata 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-56-2025 – Authorizing Execution of a Hold Harmless Agreement for the Aura 3 Project

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

Mr. Lucas asked if it is normal that they have not posted a bond. Mr. Rambo asked who will be responsible if something happens or they do not perform the work, since there are no bonds posted, will the township be responsible for completing the work.

Mr. Considine stated the hold harmless agreement absolves the township from any incomplete work.

Roll Call:	Mr. Cammarata	Yes
	Mrs. Cowan	Yes
	Mr. Lucas	Yes

**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 18th 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

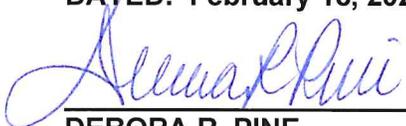
to effectuate the transaction contemplated hereby.

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

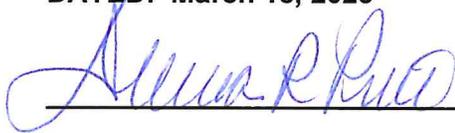


DEBORA R. PINE,
Township Clerk

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

ADOPTED ON SECOND READING

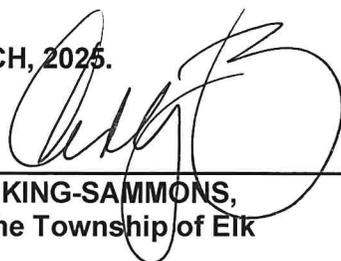
DATED: March 18, 2025



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 18th DAY OF MARCH, 2025.



CAROLYN KING-SAMMONS,
Mayor of the Township of Elk

ORDINANCE

O - 8 - 2025

**AN ORDINANCE TO AMEND THE "CODE OF THE TOWNSHIP OF ELK" CHAPTER 34
FIXING AND ESTABLISHING SALARIES AND COMPENSATIONS OF OFFICERS AND
EMPLOYEES OF THE TOWNSHIP OF ELK, IN THE COUNTY OF GLOUCESTER,
STATE OF NEW JERSEY**

BE IT ORDAINED by the Township Committee of the Township of Elk as follows:

1. The rate of compensation of each of the following officers and employees are hereinafter set forth, upon the noted basis, as follows:

POSITION	SALARY	BASIS
Municipal Clerk	not to exceed \$71,000.00 per year	Biweekly
Deputy Municipal Clerk	not to exceed \$60,000.00 per year	Biweekly
Acting Municipal Clerk	not to exceed \$25.00 per hour	Biweekly
Chief Financial Officer	not to exceed \$56,000.00 per year	Biweekly
Tax Collector	not to exceed \$30,000.00 per year	Biweekly
Asst. Tax Collector	not to exceed \$20.00 per hour	Biweekly
Secretary, Planning Board	not to exceed \$50,000.00 per year	Biweekly
Chief of Police	not to exceed \$142,000.00 per year	Biweekly
Lieutenant	not to exceed \$113,000.00 per year	Biweekly
Detective	Base plus amount not to exceed \$1,500.00 per year	Biweekly
Corporal	Base plus amount not to exceed \$1,600.00 per year	Biweekly
K-9 Officer	Base plus amount not to exceed \$2,000.00 per year	Biweekly
Sergeant 10	not to exceed \$109,000.00 per year	Biweekly
Sergeant 5	not to exceed \$108,000.00 per year	Biweekly
Sergeant	not to exceed \$104,000.00 per year	Biweekly
Senior Officer	not to exceed \$104,000.00 per year	Biweekly
Officer 1 st Class	not to exceed \$102,000.00 per year	Biweekly
Officer 2 nd Class	not to exceed \$94,000.00 per year	Biweekly
Officer 3 rd Class	not to exceed \$90,000.00 per year	Biweekly
Officer 4 th Class	not to exceed \$85,000.00 per year	Biweekly
Officer 5 th Class	not to exceed \$78,000.00 per year	Biweekly
Officer 6 th Class	not to exceed \$70,000.00 per year	Biweekly
Officer 7 th Class	not to exceed \$63,000.00 per year	Biweekly
Probationary Officer	not to exceed \$51,000.00 per year	Biweekly
Part Time Patrolman	not to exceed \$22.00 per hour	Biweekly
Special Law Enforcement Off. Class 3	not to exceed \$38.00 per hour	Biweekly
Records Clerk	not to exceed \$29.00 per hour	Biweekly
Municipal Judge	not to exceed \$35,000.00 per year	Monthly
Court Administrator	not to exceed \$57,000.00 per year	Biweekly
Deputy Court Administrator	not to exceed \$42,000.00 per year	Biweekly
Court Assistant	not to exceed \$26.00 per hour	Biweekly
Court Recorder	not to exceed \$120.00 per court session	Biweekly
On Call Court Representative	not to exceed \$4,000.00 per year	Biweekly
Construction Code Official	not to exceed \$35,000.00 per year	Monthly
Fire Sub-Code Official	not to exceed \$21,000.00 per year	Monthly
Plumbing Sub-Code Official	not to exceed \$21,000.00 per year	Monthly
Electrical Sub-Code Official	not to exceed \$21,000.00 per year	Monthly
Building Sub-Code Official	not to exceed \$21,000.00 per year	Monthly
Construction Control	not to exceed \$13,000.00 per year	Biweekly
Mayor/Township Committee	not to exceed \$2,000.00 per year	Quarterly
Township Committee	not to exceed \$1,800.00 per year	Quarterly
Zoning Officer	not to exceed \$28.00 per hour	Biweekly
Code Enforcement Officer	not to exceed \$28.00 per hour	Biweekly
Temporary Casual Labor	not to exceed \$30.00 per hour	Biweekly
Public Works Laborer Full Time	not to exceed \$60,000.00 per year	Biweekly
Public Works Laborer Part Time	not to exceed \$28.00 per hour	Biweekly
Mechanic	not to exceed \$43.00 per hour	Biweekly

Snow Removal Laborer	not to exceed \$40.00 per hour	Biweekly
Emergency Management Coordinator	not to exceed \$3,000.00 per year	Quarterly
Deputy Emergency Mgt Coordinator	not to exceed \$1,000.00 per year	Quarterly

2. Longevity payments will no longer be paid by the Township of Elk.

3. If an employee is eligible for health insurance from the Township and has alternative health insurance and prescription coverage, the employee has the option to waive the health insurance benefits provided by the Township. If the employee waives health insurance and prescription benefits, the Township will add \$3,500 to the base salary of the employee. The employee must continuously maintain the alternative health insurance and prescription benefits. If an employee loses their alternative health insurance and prescription benefits, they must give notice to the Chief Financial Officer and enroll on the health insurance and prescription benefit plan offered by the Township of Elk, subject to the conditions of the health insurance plan and the laws of the State of NJ. Upon enrollment or re-enrollment in the Township sponsored health plan, the \$3,500 opt out pay increase will be removed from the employee's pay.

4. The said salaries, wages and compensation shall be paid in a manner decided upon by the Township Committee.

5. All prior Salary Ordinances are hereby repealed.

6. If any part or parts of this ordinance are deemed illegal or unenforceable, those parts shall be considered null and void, but will not affect the validity of any other part or parts of this ordinance.

7. This Ordinance shall take effect upon publication and final passage thereof as provided by law.

INTRODUCED and read at a meeting of the Township Committee of the Township of Elk held on March 18, 2025 and considered for final adoption at a meeting of the Township Committee held on April 15th, 2025.

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

TOWNSHIP OF ELK

ATTEST:

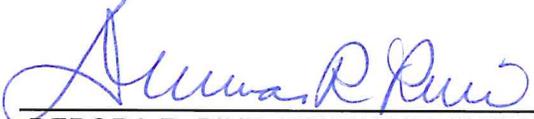
Carolyn D. K. Sammons, Mayor

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 March 18, 2025. 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 April 15, 2025, 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

**TOWNSHIP OF ELK
ORDINANCE O – 9 – 2025**

**CAPITAL ORDINANCE PROVIDING FOR THE ACQUISITION OF
A PUBLIC WORKS TRUCK WITH PLOW PACKAGE, BY AND IN
THE TOWNSHIP OF ELK, IN THE COUNTY OF GLOUCESTER,
STATE OF NEW JERSEY; APPROPRIATING \$65,000
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 Public Works Truck with Plow Package in and for the Township (the "Project"); and

WHEREAS, the cost of said improvements or purposes is estimated to be \$65,000; and

WHEREAS, the Township desires to authorize the appropriation and expenditure of \$65,000 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:**

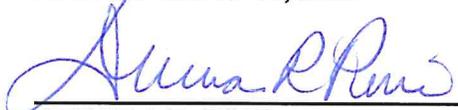
SECTION 1. The capital improvements or purposes described below are hereby authorized as general capital improvements to be undertaken by the Township. For the said improvements or purposes, there is hereby appropriated the amount of \$65,000 from the Capital Improvement Fund of the Township, to undertake the acquisition of a Public Works Truck with Plow Package, and all work, materials, equipment, labor and appurtenances necessary therefor or incidental thereto.

SECTION 2. The expenditure of the \$65,000 consisting of the appropriation of \$65,000 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: March 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: April 15, 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						

ORDINANCE O – 10 – 2025

**AN ORDINANCE OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK,
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY AMENDING CHAPTER 52 ENTITLED
“CHANGE OF OCCUPANCY OR USE CERTIFICATE” OF THE CODE OF THE TOWNSHIP OF ELK**

WHEREAS, the Mayor and Committee, Township of Elk, have determined that amendments to Chapter 52 entitled “Change of Occupancy or Use Certificate” are necessary; and

WHEREAS, in all other respects Chapter 52 entitled “Change of Occupancy or Use Certificate” 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 52 entitled “Change of Occupancy or Use Certificate” shall be amended as follows:

Chapter 52. Change of Occupancy or Use Certificate

Article II. Lead-Based Paint Inspections

§ 52-12. Required initial inspection.

The owner, landlord and/or agent of every single-family, two-family, and/or multiple dwelling unit offered for rental shall be required to obtain an inspection of the unit for lead-based paint hazards no later than July 22, 2024, or upon tenant turnover, whichever is earlier.

§ 52-13. Required recurring inspection.

After the initial inspection required by § 52-12, the owner, landlord and/or agent of such dwelling unit offered for rental shall be required to obtain an inspection of the unit for lead-based paint hazards every three years, or at tenant turnover, whichever is earlier, except that an inspection upon tenant turnover shall not be required if the owner has a valid lead-safe certification.

§ 52-14. Standards.

Inspections for lead-based paint in rental dwelling units shall be governed by the standards set forth in N.J.S.A. 52:27D-4371 et seq., and N.J.S.A. 55:13A-1 et seq., as may be amended from time to time.

§ 52-15. Exceptions.

A dwelling unit in a single-family, two-family, or multiple rental dwelling shall not be subject to inspection and evaluation for the presence of lead-based paint hazards, or for the fees for such inspection or evaluation, if the unit:

- A. Has been certified to be free of lead-based paint;
- B. Was constructed during or after 1978; or

- C. Is in a multiple dwelling that has been registered with the Department of Community Affairs as a multiple dwelling for at least 10 years, either under the current or a previous owner, and has no outstanding lead violations from the most recent cyclical inspection performed on the multiple dwelling under the "Hotel and Multiple Dwelling Law," N.J.S.A. 55:13A-1, et seq.
- D. Is a single-family or two-family seasonal rental dwelling which is rented for less than six months' duration each year by tenants that do not have consecutive lease renewals; or
- E. Has a valid lead-safe certification issued in accordance with N.J.S.A. 52:27D-437.16(d)(2).

§ 52-16. Remediation.

If lead-based paint hazards are identified, then the owner of the dwelling shall remediate the hazards through abatement or lead-based paint hazard control mechanisms in accordance with N.J.S.A. 52:27D-437.16(d). Upon the remediation of the lead-based paint hazard, ~~the Township Code Enforcement Officer or designee, as may be applicable, or~~ the owner's private lead inspector, shall conduct an additional inspection of the unit to certify that the hazard no longer exists.

§ 52-17. Lead-safe certification.

If no lead-based paint hazards are identified, ~~then the Township Code Enforcement Officer or designee or~~ the owner's private lead inspector shall certify the dwelling as lead safe on a form prescribed by the Department of Community Affairs, which shall be valid for two years and shall be filed with the Township's Code Enforcement Officer. The Township Code Enforcement Officer shall maintain up-to-date information on inspection schedules, inspection results, tenant turnover and a record of all lead-free certifications issued pursuant to N.J.A.C. 5:17.

§ 52-18. Property owner responsibility.

In accordance with N.J.S.A. 52:27D-437.16(e) and commencing on the effective date of this article, property owners shall:

- A. Provide evidence of a valid lead-safe certification and the most recent tenant turnover to the Township of Elk at the time of the cyclical inspection.
- B. Provide evidence of a valid lead-safe certification to new tenants of the property at the time of tenant turnover and shall affix a copy of such certification as an exhibit to the tenant's or tenants' lease.
- C. Maintain a record of the lead-safe certification which shall include the name or names of the unit's tenant or tenants if the inspection was conducted during a period of tenancy.

§ 52-19. Fees.

- ~~A. Notwithstanding any other fees due pursuant to this article, a fee in the amount of \$200 shall be paid for each lead-based paint inspection. Said fee shall be dedicated to meeting the costs of implementing and enforcing this subsection and shall not be used for any other purpose. Alternatively, a dwelling owner or landlord may directly hire a private lead evaluation contractor who is certified to provide lead paint inspection services by the Department of Community Affairs to satisfy the requirements of § 52-12 in which case no additional lead-based paint inspection fee shall be paid.~~

A.B.—The fee for the filing of a lead-safe certification or lead-free certification shall be \$50.

B.C.—In a common interest community, any inspection fee charged shall be the responsibility of the unit owner and not the homeowners' association, unless the association is the owner of the unit.

C.D.—In addition to the fees charged above ~~for lead hazard inspection~~, the Township shall assess an additional fee of \$20 per unit inspected by a certified lead evaluation contractor or local officer for the purposes of the "Lead Hazard Control Assistance Act," P.L. 2003, c. 311 (C. 52:27D-437.1 et al.) concerning lead hazard control work, unless the unit owner demonstrates that the Department of Community Affairs has already assessed an additional inspection fee of \$20 pursuant to the provisions of section 10 of P.L. 2003, c. 311 (C. 52:27D-437.10). In a common interest community, any inspection fee charged pursuant to this subsection shall be the responsibility of the unit owner and not the homeowners' association, unless the association is the owner of the unit. The fees collected pursuant to this subsection shall be deposited into the "Lead Hazard Control Assistance Fund" established pursuant to section 4 of P.L. 2003, c. 311 (C. 52:27D-437.4).

§ 52-20. Violations and penalties.

In accordance with N.J.S.A. 52:27D-437.19, the penalties for a violation of article shall be as follows:

- A. If a property owner has failed to conduct the required inspection or initiate any remediation efforts, the owner shall be given 30 days to cure the violation.
- B. If the property owner has not cured the violation after 30 days, the property owner shall be subject to a penalty not to exceed \$1,000 per week until the required inspection has been conducted or remediation efforts have been initiated.

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:

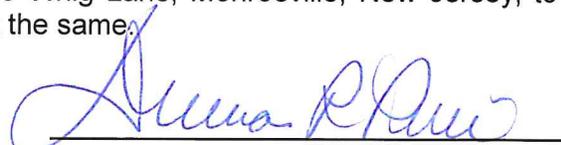
Carolyn D. K. Sammons, Mayor

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 March 18, 2025. 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 April 3, 2025, 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-50-2025

**RESOLUTION OF THE TOWNSHIP OF ELK APPOINTING
TIMOTHY J. PINE AS DEPUTY MUNICIPAL CLERK AND DEPUTY REGISTRAR OF VITAL
STATISTICS FOR THE TOWNSHIP OF ELK**

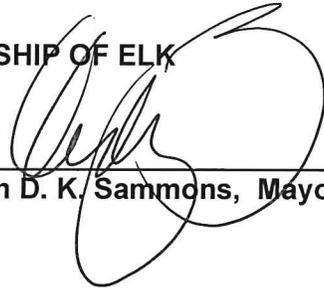
WHEREAS, in anticipation of the retirement of the Municipal Clerk/Registrar of Vital Statistics, the Township of Elk has a need for a Deputy Municipal Clerk and Deputy Registrar of Vital Statistics; and

WHEREAS, Timothy J. Pine has the desire to serve in these positions.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Elk that Timothy J. Pine is hereby appointed as the Elk Township Deputy Municipal Clerk and Deputy Registrar of Vital Statistics for the Township of Elk, effective March 24, 2025.

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

TOWNSHIP OF ELK



Carolyn D. K. Sammons, Mayor

ATTEST:



DEBORA R. PINE, TOWNSHIP CLERK

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	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 March 18, 2025 in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

DEBORA R. PINE, Township Clerk

RESOLUTION R-51-2025

**RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK
APPROVING PAYMENT NO. 4 (FINAL) TO ARAWAK PAVING CO., INC. FOR FY2023 NJDOT
MUNICIPAL AID PROGRAM RECONSTRUCTION OF MOODS ROAD – PHASE III**

WHEREAS, pursuant to Resolution No. R-87-2024, the Mayor and Committee of the Township of Elk approved and awarded the low bid (Base Bid) in the sum of \$177,800.00 submitted by Arawak Paving Co., Inc. regarding the reconstruction of Moods Road – Phase III; and

WHEREAS, Arawak Paving Co., Inc. has submitted its Payment Application No. 4 (Final) in the amount of \$10,856.26; and

WHEREAS, the Township's Engineer via correspondence dated March 10, 2025, attached hereto, has recommended payment in the amount of \$10,856.26; and

WHEREAS, based upon the Engineer's submission and recommendation, it is in the best interest of the residents of the Township of Elk that said payment be approved by Mayor and Committee.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Elk, County of Gloucester, State of New Jersey, that Payment Application No. 4 (Final) in the amount of \$10,856.26 to Arawak Paving Co., Inc. as approved by the Township Engineer via correspondence dated March 10, 2025 (attached hereto) is hereby approved and authorized.

ADOPTED at a Regular Meeting of the Elk Township Committee held March 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 March 18, 2025, in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

DEBORA R. PINE
Clerk

RESOLUTION R-52-2025

RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK
APPROVING FORM OF MAINTENANCE GUARANTEE SUBMITTED BY ARAWAK PAVING CO., INC.
FOR THE MOODS ROAD (PHASE 3) RESURFACING AND SAFETY IMPROVEMENTS

WHEREAS, Arawak Paving Co., Inc. has submitted a Maintenance Bond Surety Bond No. 0260937M dated January 21, 2025, in the amount of \$178,333.41 issued by Berkley Insurance Company for the Moods Road (Phase 3) Resurfacing and Safety Improvements; and

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

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

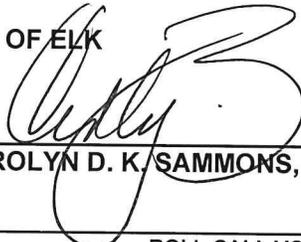
NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Elk, Gloucester County, New Jersey, as follows:

1. The form of Maintenance Bond Surety Bond No. 0260937M dated January 21, 2025, in the amount of \$178,333.41 issued by Berkley Insurance Company is hereby approved, and the Township Clerk may accept said Maintenance Surety Bond upon receipt of the original documents.

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

ADOPTED at a Regular Meeting of the Elk Township Committee held March 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	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cowan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lucas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rambo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sammons	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CERTIFICATION

I hereby certify that the above resolution is a true copy of a resolution adopted by the Township Committee of the Township of Elk, County of Gloucester, State of New Jersey, at a meeting held by the same on March 18, 2025, in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

DEBORA R. PINE
Clerk

R-53-2025

RESOLUTION OF THE TOWNSHIP COMMITTEE
OF THE TOWNSHIP OF ELK

RE: RESOLUTION APPROVING ACQUISITION OF FARMLAND PRESERVATION DEVELOPMENT
EASEMENTS ON BLOCK 29, LOTS 5 AND 15 – JAMES E. CONNER, JR.

WHEREAS, James E. Conner, Jr., has applied to the County of Gloucester under the optional provision that the development easement on their properties be acquired by the County of Gloucester and/or the State Agriculture Development Committee; and

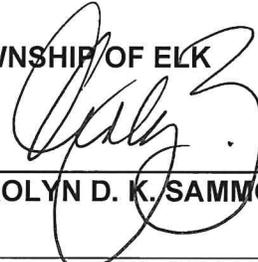
WHEREAS the County of Gloucester has sought the approval of the Elk Township Committee to the acquisition of the lands designated as **Block 29 Lots 5 & 15** on the Tax Map of Elk Township, Gloucester County, New Jersey.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Elk Township Committee endorse the acquisition of the development easements on this property by the Gloucester County Agriculture Development Board and the State Agriculture Development Committee.

BE IT FURTHER RESOLVED that the Mayor and Elk Township Committee acknowledges that the acquisition of the development easements on these properties by the County of Gloucester and/or the State Agriculture Development Committee shall restrict all future uses on the property to agricultural operations, unless otherwise identified in the Deed of Easement.

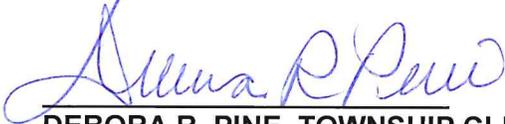
ADOPTED at a Regular Meeting of the Elk Township Committee held on March 18, 2025.

TOWNSHIP OF ELK



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, Debora Pine, Township Clerk of the Township of Elk, County of Gloucester, do hereby certify that the foregoing is a true and complete copy or a resolution adopted by the Township Committee of the Township of Elk in the County of Gloucester, at a meeting held on March 18, 2025.

DEBORA R. PINE, TOWNSHIP CLERK

**RESOLUTION OF THE TOWNSHIP COMMITTEE
OF THE TOWNSHIP OF ELK**

**RE: RESOLUTION APPROVING ACQUISITION OF FARMLAND PRESERVATION DEVELOPMENT
EASEMENTS ON BLOCK 54, LOT 6 – LOUIS JONASZ**

WHEREAS, Louis Jonasz, has applied to the County of Gloucester under the optional provision that the development easement on their properties be acquired by the County of Gloucester and/or the State Agriculture Development Committee; and

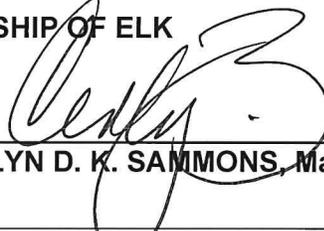
WHEREAS the County of Gloucester has sought the approval of the Elk Township Committee to the acquisition of the lands designated as **Block 54 Lot 6** on the Tax Map of Elk Township, Gloucester County, New Jersey.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Elk Township Committee endorse the acquisition of the development easements on this property by the Gloucester County Agriculture Development Board and the State Agriculture Development Committee.

BE IT FURTHER RESOLVED that the Mayor and Elk Township Committee acknowledges that the acquisition of the development easements on these properties by the County of Gloucester and/or the State Agriculture Development Committee shall restrict all future uses on the property to agricultural operations, unless otherwise identified in the Deed of Easement.

ADOPTED at a Regular Meeting of the Elk Township Committee held on March 18, 2025.

TOWNSHIP OF ELK



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, Debora Pine, Township Clerk of the Township of Elk, County of Gloucester, do hereby certify that the foregoing is a true and complete copy or a resolution adopted by the Township Committee of the Township of Elk in the County of Gloucester, at a meeting held on March 18, 2025.

DEBORA R. PINE, TOWNSHIP CLERK

**RESOLUTION R-55-2025
ELK TOWNSHIP**

**RESOLUTION OF ELK TOWNSHIP AUTHORIZING THE TOWNSHIP ENGINEER TO
DESIGN AND PUBLICLY BID THE FY 2025 NEW JERSEY DEPARTMENT OF
TRANSPORTATION RECONSTRUCTION OF LAUX ROAD – PHASE II PROJECT**

WHEREAS, the State of New Jersey has allocated \$204,462 of Fiscal Year 2025 Municipal Aid Funding to Elk Township; and,

WHEREAS, the Committee of Elk Township wishes to utilize said funding; and,

WHEREAS, the Township Engineer has submitted a proposal to Elk Township with two (2) options regarding breakdown of fees; and,

WHEREAS, Option 1 utilizes the option provided by the NJDOT for five percent (5%) design fee reimbursement; and,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of Elk Township, in the County of Gloucester, State of New Jersey, that does hereby authorize the Township Engineer to advertise and receive public bids for the FY 2025 NJDOT Municipal Aid Program Reconstruction of Laux Road – Phase II project.

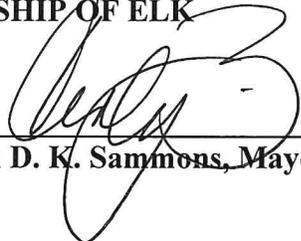
BE IT FURTHER RESOLVED, that the proper officials are hereby authorized to execute all documents for such change order.

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

TOWNSHIP OF ELK

ATTEST:


DEBORA R. PINE, Township Clerk


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 March 18, 2025 in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

DEBORA R. PINE, Township Clerk

RESOLUTION NO. R-56-2025

**RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK
AUTHORIZING EXECUTION OF A HOLD HARMLESS AGREEMENT FOR THE
AURA 3 PROJECT**

WHEREAS, D.R. Horton has obtained preliminary and final site plan approval from the Elk Township Planning Board for a residential community known as “Aura III” containing approximately 962 housing units (the “Development”) pursuant to a Decision and Resolution adopted by the Elk Township Planning Board on January 15, 2025; and

WHEREAS, D.R. Horton is in the process of obtaining other approvals and satisfying the conditions of its Planning Board approvals referenced above; and

WHEREAS, D.R. Horton has requested permission from the Township to commence initial site clearing but has not yet posted its required performance guarantee and engineering inspection escrow deposit; and

WHEREAS, the Township agrees to allow D.R. Horton to commence the above-captioned clearing and work at their own risk and only upon the specific terms and conditions contained in the attached Hold Harmless Agreement;

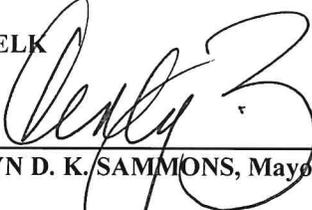
WHEREAS, the D.R. Horton shall indemnify Elk Township pursuant to the specific terms and conditions contained in the attached Hold Harmless Agreement;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Elk, County of Gloucester, State of New Jersey, that the Mayor is hereby authorized to execute the attached Hold Harmless Agreement with DR Horton and the Clerk is hereby authorized to attest to the execution of the said Agreement.

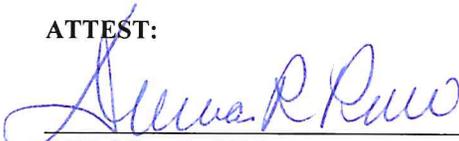
ADOPTED at a Regular Meeting of the Elk Township Committee held March 18, 2025.

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 March 18, 2025, in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

DEBORA R. PINE
Clerk

BILL APPROVAL

March 18, 2025

Bank Wires, Manual and Interim Checks

GENERAL ACCOUNT:

1) Elk Township	25-00271	\$91,044.18
2) Division of Pensions	25-00272	\$428,579.43

ESCROW ACCOUNT:

1) Bach Associates	25-00297	\$10,752.50
2) Dasti & Staiger	25-00298	\$726.00

CAPITAL ACCOUNT:

1) IDEMIA	25-00224	\$24,101.00
2) Hertrich Fleet Services Inc	25-00225	\$23,195.00
3) Motorola Solutions	25-00259	\$6,052.50
4) Dell	25-00261	\$2,629.36

Batch Id: SC Batch Type: C Batch Date: 03/18/25 Checking Account: CURRENT G/L Credit: Budget G/L Credit
Generate Direct Deposit: N

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
	03/18/25	A0124 ACTION UNIFORM CO.		1500 S. NEW ROAD				
25-00278	03/11/25	1 PIERSON-SHOES	130.00	5-01- -029-236	Budget	Aprv	22	1
				EQUIPMENT & SUPPLIES				
25-00278	03/11/25	2 PIERSON-PANTS,WALLET	204.00	5-01- -029-233	Budget	Aprv	23	1
				UNIFORM ALLOWANCE				
			<u>334.00</u>					
	03/18/25	A0201 ARAWAK PAVING CO., INC.		7503 WEYMOUTH ROAD				
24-00692	01/11/25	4 MOODS ROAD 3	10,856.26	G-01- -105-120	Budget	Aprv	1	1
				MOODS ROAD PHASE III				
			<u>10,856.26</u>					
	03/18/25	A0260 ATLANTIC CITY ELECTRIC		5 COLLINS DRIVE				
25-00292	03/16/25	1 MONTHLY ELECTRIC/STREET LIGHTS	96.92	5-01- -037-222	Budget	Aprv	36	1
				STREET LIGHTING EXPENSE				
25-00292	03/16/25	2 MONTHLY ELECTRIC/STREET LIGHTS	15.03	5-01- -037-222	Budget	Aprv	37	1
				STREET LIGHTING EXPENSE				
25-00292	03/16/25	3 MONTHLY ELECTRIC/STREET LIGHTS	42.60	5-01- -037-222	Budget	Aprv	38	1
				STREET LIGHTING EXPENSE				
25-00292	03/16/25	4 MONTHLY ELECTRIC/STREET LIGHTS	18.42	5-01- -037-222	Budget	Aprv	39	1
				STREET LIGHTING EXPENSE				
25-00292	03/16/25	5 MONTHLY ELECTRIC/STREET LIGHTS	537.75	5-01- -037-223	Budget	Aprv	40	1
				ELECTRICITY				
25-00292	03/16/25	6 MONTHLY ELECTRIC/STREET LIGHTS	614.69	5-01- -037-223	Budget	Aprv	41	1
				ELECTRICITY				
25-00292	03/16/25	7 MONTHLY ELECTRIC/STREET LIGHTS	1,289.71	5-01- -037-223	Budget	Aprv	42	1
				ELECTRICITY				
25-00292	03/16/25	8 MONTHLY ELECTRIC/STREET LIGHTS	2,494.76	5-01- -037-223	Budget	Aprv	43	1
				ELECTRICITY				
25-00292	03/16/25	9 MONTHLY ELECTRIC/STREET LIGHTS	15.34	5-01- -037-222	Budget	Aprv	44	1
				STREET LIGHTING EXPENSE				
25-00292	03/17/25	10 MONTHLY ELECTRIC/STREET LIGHTS	15.18	5-01- -037-222	Budget	Aprv	45	1
				STREET LIGHTING EXPENSE				
25-00292	03/17/25	11 MONTHLY ELECTRIC/STREET LIGHTS	98.94	5-01- -037-222	Budget	Aprv	46	1
				STREET LIGHTING EXPENSE				
25-00292	03/17/25	12 MONTHLY ELECTRIC/STREET LIGHTS	193.01	5-01- -037-222	Budget	Aprv	47	1
				STREET LIGHTING EXPENSE				
25-00292	03/17/25	13 MONTHLY ELECTRIC/STREET LIGHTS	14.58	5-01- -037-223	Budget	Aprv	48	1
				ELECTRICITY				
25-00292	03/17/25	14 MONTHLY ELECTRIC/STREET LIGHTS	12.46	5-01- -037-223	Budget	Aprv	49	1
				ELECTRICITY				
25-00292	03/17/25	15 MONTHLY ELECTRIC/STREET LIGHTS	11.71	5-01- -037-223	Budget	Aprv	50	1
				ELECTRICITY				
			<u>5,471.10</u>					
	03/18/25	B0095 BACH ASSOCIATES, PC		304 WHITE HORSE PIKE				
25-00294	03/16/25	1 NJDCA REC GRANT	2,460.00	G-01- -130-104	Budget	Aprv	52	1
				2024 LOCAL RECREATION IMPROVEMENT GRANT				
25-00294	03/16/25	2 ELK AFFORDABLE HOUSING	2,202.50	5-01- -019-222	Budget	Aprv	53	1

March 17, 2025
06:36 PM

TOWNSHIP OF ELK
Check Payment Batch Verification Listing

Page No: 2

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
25-00294	03/16/25	3 SJ GAS ROAD OPENING	180.00	ENGINEERING OPERATING EXPENSES 5-01- -905-010	Budget	Aprv	54	1
25-00294	03/16/25	4 SJ GAS ROAD OPENING	435.00	ROAD OPENING "ESCROW" TYPE 5-01- -905-010	Budget	Aprv	55	1
			<u>5,277.50</u>	ROAD OPENING "ESCROW" TYPE				
25-00288	03/16/25	1 MONTHLY SERVICE	63.02	03/18/25 B0200 VERIZON 5-01- -037-224	Budget	Aprv	32	1
			<u>63.02</u>	TELEPHONE				
25-00289	03/16/25	1 MONTHLY SERVICE	299.00	03/18/25 B0200 VERIZON 5-01- -037-224	Budget	Aprv	33	1
			<u>299.00</u>	TELEPHONE				
25-00124	01/31/25	1 DELOWERY-HLEO 2/25-2/28	399.00	03/18/25 C0029 CAREER DEVELOPMENT INSTITUTE 5-01- -029-226	Budget	Aprv	4	1
			<u>399.00</u>	PO BOX 5024 EDUCATIONS & CONFERENCES				
25-00276	03/11/25	1 REIMBURSE SUPPLIES-TOWER LIGHT	317.74	03/18/25 C0053 CHRISTOPHER CALABRESE 5-01- -029-236	Budget	Aprv	19	1
			<u>317.74</u>	EQUIPMENT & SUPPLIES				
25-00277	03/11/25	1 REIMBURSE US FLAGS 5X8	163.98	03/18/25 C0149 STEPHEN CONSIDINE 5-01- -020-243	Budget	Aprv	20	1
25-00277	03/11/25	2 REIMBURSE-BATTERIES POLICE	73.00	5-01- -029-236	Budget	Aprv	21	1
			<u>236.98</u>	REPAIRS & SUPPLIES FOR BLDG EQUIPMENT & SUPPLIES				
25-00279	03/12/25	1 ICC Books - Property Maint	103.00	03/18/25 C0149 STEPHEN CONSIDINE 5-01- -046-254	Budget	Aprv	24	1
25-00279	03/12/25	2 ICC Books - Property Maint	51.50	5-01- -043-225	Budget	Aprv	25	1
			<u>154.50</u>	BOOKS & PUBLICATIONS MISCELLANEOUS				
25-00295	03/16/25	1 GENERAL PLANNING/ZONING	1,336.50	03/18/25 D0132 DASTI & STAIGER 5-01- -023-232	Budget	Aprv	56	1
			<u>1,336.50</u>	310 LACEY ROAD LEGAL COSTS				
25-00286	03/16/25	1 APRIL DENTAL	1,833.20	03/18/25 D0155 DELTA DENTAL PLAN OF NJ 5-01- -026-222	Budget	Aprv	31	1
			<u>1,833.20</u>	PO BOX 36483 GROUP INSURANCE PLAN				
	03/18/25	G0150 GALL'S INC.		PO BOX 505614				

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
25-00080	01/18/25	1 DUTY HOLSTER	271.74	5-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	2	1
25-00081	01/18/25	1 PATROL BOOTS-DELOWERY	137.99	5-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	3	1
			<u>409.73</u>					
25-00263	03/09/25	1 2025 MEMBERSHIP-PINE,DEBORA	150.00	JESSICA MIGNOGNA,RMC 5-01- -043-229 ASSOCIATION DUES & FEES	Budget	Aprv	10	1
			<u>150.00</u>					
25-00234	02/26/25	1 PUBLIC DEFENDER STATE V SMITH	100.00	1160 S. BLACK HORSE PIKE 5-01- -051-225 CONTRACT PUBLIC DEFENDER	Budget	Aprv	7	1
			<u>100.00</u>					
25-00179	02/08/25	1 POSTAGE METER INK	259.00	625 CLARK AVE 5-01- -043-223 OFFICE SUPPLIES	Budget	Aprv	5	1
			<u>259.00</u>					
25-00266	03/09/25	1 HOSE	72.66	833 N. DELSEA DRIVE 5-01- -061-226 POLICE VEHICLE MINOR REPAIR	Budget	Aprv	14	1
			<u>72.66</u>					
25-00267	03/09/25	1 FEBRUARY CONTRACTUAL	20,750.00	125 MAIN STREET 5-01- -038-222 SOLID WASTE CONTRACTUAL	Budget	Aprv	15	1
			<u>20,750.00</u>					
25-00273	03/11/25	1 3/4 UNLEADED	714.80	2104 FAIRFAX AVENUE 5-01- -037-226 GASOLINE/DIESEL	Budget	Aprv	17	1
25-00284	03/16/25	1 3/10/25 REGULAR	743.80	5-01- -037-226 GASOLINE/DIESEL	Budget	Aprv	30	1
			<u>1,458.60</u>					
25-00293	03/16/25	1 MONTHLY SERVICE	269.75	411 NORTH HIGH STREET 5-01- -037-224 TELEPHONE	Budget	Aprv	51	1
			<u>269.75</u>					
25-00290	03/16/25	1 MONTHLY SERVICE 2/4-3/4	594.99	5-01- -037-228 PUBLIC FIRE HYDRANT	Budget	Aprv	34	1
			<u>594.99</u>					
25-00264	03/09/25	1 FEBRUARY RECYCLING	1,894.07	408 LAMBS ROAD 5-01- -038-226 RECYCLING TIPPING FEES	Budget	Aprv	11	1
25-00264	03/09/25	2 FEBRUARY RECYCLING BAGS	800.00	5-01- -038-226	Budget	Aprv	12	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
			2,694.07	RECYCLING TIPPING FEES				
25-00215	03/18/25 02/22/25	Q0401 QUILL CORPORATION 1 ACCT 3365032 INV 42915013	136.48	PO BOX 37600 5-01- -043-223 OFFICE SUPPLIES	Budget	Aprv	6	1
25-00262	03/04/25	1 ACCT 3365032, INV 43098096	62.38	5-01- -043-223 OFFICE SUPPLIES	Budget	Aprv	9	1
			198.86					
25-00270	03/18/25 03/09/25	S0255 SENTINEL NEWSPAPER 1 ADVERTISE ORDS	51.00	330 OAK AVENUE 5-01- -043-228 ADVERTISEMENTS	Budget	Aprv	16	1
			51.00					
25-00283	03/18/25 03/16/25	S0455 LUZ S. SMITH 1 COURT INTERPRETER	300.00	2835 FRIENDSHIP STREET 5-01- -050-225 MISCELLANEOUS	Budget	Aprv	29	1
			300.00					
25-00291	03/18/25 03/16/25	S0485 SOUTHERN NJ EMPLOYEE BENEFITS 1 HEALTH APRIL 2025	47,740.00	VERRILL AND VERRILL 5-01- -026-225 IN LIEU OF HEALTH	Budget	Aprv	35	1
			47,740.00					
25-00244	03/18/25 03/02/25	T0150 TANGY'S AUTO SERVICE 1 MOUNT/BALANCE TIRES	299.50	206 STANGER AVE 5-01- -061-222 POLICE VEHICLE TIRES	Budget	Aprv	8	1
			299.50					
25-00265	03/18/25 03/09/25	T0200 TAG'S AUTO SUPPLY, INC 1 FILTERS, SPARK PLUGS, ETC	488.75	12 W. HIGH STREET 5-01- -061-226 POLICE VEHICLE MINOR REPAIR	Budget	Aprv	13	1
			488.75					
25-00274	03/18/25 03/11/25	W0080 WARREN'S HARDWARE 1 ICE MELT	131.96	110 BRIDGETON PIKE 5-01- -020-243 REPAIRS & SUPPLIES FOR BLDG	Budget	Aprv	18	1
			131.96					

Checks:	<u>Count</u> 29	<u>Line Items</u> 53	<u>Amount</u> 102,547.67
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There are NO errors or warnings in this listing.