

**ELK TOWNSHIP
COMMITTEE WORK SESSION MINUTES
October 21, 2025**

The Regular Meeting of the Elk Township Committee was held on the above date in the Municipal Building. The meeting was called to order by Mayor Sammons at 7:00PM.

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

Present were: Mr. Cammarata, Mrs. Cowan, Mr. Lucas, Mr. Rambo, Mayor Sammons, Mr. Considine, CFO, Mr. Pine, Acting Township Clerk, Solicitor, Mr. Bach arrived at 7:05. Mr. Duffield and Mr. Nicholson were absent

APPROVAL OF MINUTES of October 2, 2025 Township Committee Meeting minutes.

Motion by Mr. Lucas, seconded by Mr. Rambo to approve the minutes of the October 2, 2025 Township Committee Meeting, Mrs. Cowan abstained, all were in favor, motion carried.

PUBLIC PORTION on Agenda Items only.

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

Nobody came forward

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

RESOLUTIONS:

R-182-2025 – Authorizing Change Order No. 1 (Final) and Approving Payment No. 3 to Landberg Construction LLC for the FY 2024 NJDCA Local Recreational Improvement Grant for the Sports Court Reconstruction

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-183-2025 – Approving Form of Maintenance Guarantee Submitted By Landberg Construction LLC for the FY 2024 NJDCA Local Recreational Improvement Grant for the Sports Court Reconstruction

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-184-2025 – Accepting the Letter of Retirement as CFO and QPA from Stephen Considine

Motion by Mr. Rambo, seconded by Mr. Lucas 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-185-2025 THROUGH R-190-2025 WILL BE VOTED IN ONE MOTION

R-185-2025 Authorizing Execution of a Hydrant Authorization Form with New Jersey American Water for the Willows at Orchard Glenn (Phase 1) of the Aura 3 Project

R-186-2025 Authorizing Execution of a Hydrant Authorization Form with New Jersey American Water for the Willows at Orchard Glenn (Phase 2) of the Aura 3 Project

R-187-2025 Authorizing Execution of a Hydrant Authorization Form With New Jersey American Water for the Carriages at Orchard Glenn (Phase 2) of the Aura 3 Project

R-188-2025 Authorizing Execution of a Hydrant Authorization Form With New Jersey American Water for the Carriages at Orchard Glenn (Phase 3) of the Aura 3 Project

R-189-2025 Authorizing Execution of a Hydrant Authorization Form With New Jersey American Water for the Carriages at Orchard Glenn (Phase 4) of the Aura 3 Project

R-190-2025 Authorizing Execution of a Hydrant Authorization Form With New Jersey American Water for the Carriages at Orchard Glenn (Phase 5) of the Aura 3 Project

R-185-2025 THROUGH R-190-2025

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

DISCUSSION TOPIC:

Mr. Considine discussed the State Best Practices Survey, and why we must do it every year.

A resident was looking to donate land over to the Township on Elk Road. They wanted to place the restriction of it being used for passive recreation and that the Township would have to maintain the property. Committee decided to not accept the donation given the location of the property and it being land locked.

There was a discussion about delinquent escrow collection. There are a few property owners that are delinquent in payments, and the Committee is giving permission to Mr. Duffield to pursue getting the funds via legal proceedings.

GLOUCESTER COUNTY REPRESENTATIVE – Mr. McNulty was present from the County. Aura Road and the current water pipe repave job is only a temporary overlay. It will be getting a full repave once work is completed. The only question is that will it be full road or half road repave. Mr. McNulty will find out which one it will be.

PURSUANT TO RESOLUTION R-26-2025

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

PUBLIC PORTION:

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

Mayor Sammons asked if anyone had any questions or comments or an issue they would like to bring to the township committee's attention to come forward at this time, state your name and address.

No one came forward.

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

PAY BILLS:

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

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

Motion by Mrs. Cowan to adjourn the meeting, seconded by Mr. Lucas, all were in favor, the meeting adjourned 7:27PM.

Respectfully Submitted,

Tim Pine
Acting Township Clerk