

Minutes of the Agenda meeting of the Township Committee of the Township of Commercial, held on May 18, 2015 at 6:00 P.M., at the Township Hall, 1768 Main Street, Port Norris, NJ

Those present:

Judson Moore	Mayor
Fletcher Jamison	Committeeman
Ronald L. Sutton, Sr.	Committeeman
Thomas Seeley	Solicitor
Hannah E. Nichols	Township Clerk
Edward Dennis	Engineer
Heather Sparks	Deputy Clerk

Mayor Moore presided and called the meeting to order with the announcement that the meeting had been advertised, that it was being electronically recorded and being held in full compliance of the Open Public Meeting Act.

Mayor Moore said this is our agenda meeting, this is the meeting where we do all the work to decide what will be on the regular meeting agenda.

Mayor Moore said we have some officials present this evening, first one being, Kathleen Valic, Newfield Bank. Mayor said we have discussed the issue of changing banking facilities for the past several months and our chief financial officer has requested RFP's from various banks and Newfield Bank has proven to be the lowest and Pam Humphries recommends we change from Susquahanna, who is now charging the township about \$8,000 a year in banking fees and paying us about \$3,000 only in interest, to Newfield Bank. Mayor said Newfield has a proposal before us and he had stated he would not pursue changing banks unless the CFO recommended it and at this time she is recommending that we change to Newfield Bank and we will have substantial savings to the township in banking fees. Mayor said with Pam's recommendation I am making a motion that we award a contract to Newfield Bank as our banking facility for banking services. Mayor said Pam had asked Kathleen Valic to be present this evening to answer any questions that the committee might have in changing from Susquahanna to Newfield Bank.

Mayor Moore asked Committeeman Sutton if he was okay with the change.

Committeeman Sutton responded, yes.

Mayor Moore asked Committeeman Jamison if he was okay with the change

Committeeman Jamison responded, no.

Mayor Moore asked Committeeman Jamison if there was anything that Ms. Valic could answer tonight to help you

Committeeman Jamison responded, no. He said I'm not in favor of changing banks at this time, we have changed several times and each time that we change for these same reasons, it always ends up being the same. This is just my opinion and the two of you can decide, I want no hard feelings, it's just my opinion.

Committeeman Sutton said I voted because of Pam's recommendation.

Mayor Moore said then we'll put this on the agenda regular meeting, 21st in the form of a resolution awarding contract to Newfield Bank as the Municipal Banking Facility for Commercial Township.

Mayor Moore asked Ms. Valic if she had any comments.

Mrs. Valic said she understands committee's concerns but she wants to reassure them that there are no fees involved in banking with Newfield Bank. She understands the difficulty municipalities are having at this time because the bigger banks do not want to take on all of the responsibilities that municipalities have. She said we have several municipalities that have come onboard with us and there are no fees involved, we are a full service facility, we have curriers, we are fully insured so your deposits are not at risk, and also as a government unit we have to put securities to back your deposits.

Committeeman Sutton said we have a facility you could open up on Main Street.

Ms. Valic said brick and mortar is not where it is at anymore, everybody does everything on line anymore, twenty years from now there won't be any bank buildings. She thanked the committee and said they would not be disappointed in the services of Newfield Bank.

Mayor Moore said our next speaker is Leah Tonge from the Family Success Center. He said I asked Leah to come tonight because she has several program in the township to enlighten us about and several of the resolutions include funding for this building in Laurel Lake, so we have different concepts on this building so we'll have open discussion.

Ms. Tonge said Jud had asked her to attend this meeting to discuss some issues regarding the purchase of the charge and we are all agreed of the need. She said she has written a proposal to the State Department of Children and Families and they are supporting my proposal keeping my staff, additional funding and more hours for my nurse practitioner. Cumberland County is one of the very highest in drug, alcohol and substance abuse, STD's, domestic violence.

Mayor Moore asked how does Commercial Township rate.

Ms. Tonge said she has asked for those stats but does not have the results as of now but we have five individuals graduating college in June that we are very proud off. We are offering financial courses at the library and the Port Norris School. She said the Family Success Center serves 134 families which adds up to 1738 individuals and we have done surveys and asked these members what do you need, how can we help you.

Mayor Moore and Committee asked what type of services would the Family Success Center offer to the Laurel Lake residents.

Ms. Tonge said everything we do here we will do there but it might have to be run differently, we will have to see.

Mayor Moore said in obtaining the church property we were hoping to invest some money into the church, build a tot lot for the kids, get a grill for outside for doing hamburgers, hot dogs and then turn the property over to the Family Success Center. He said I would want a resolution on the agenda to take \$12,000 left in the Unimin money, they donated \$25,000 to the township and half went to the skate park and I made it clear that \$12,000 was going for a tot lot in Laurel Lake and a resolution to spend \$20,000 and get the building ready for July and August but as a committee we need to discuss certain issues.

Committeeman Sutton said Battle Lane is such a busy road, you'll have kids riding to the park on their bicycles, somebody is going to get killed. He said also you don't just build a tot lot and say to the residents here it is. We need to send out registered letters to the immediate area residents and say we are proposing to build a tot lot, if you are in favor do nothing, if you don't like the idea come to and name a specific meeting they can voice their opinions at.

Committeeman Jamison said if you're talking \$20,000 to fix up the building I think you are cutting yourself short. I think we need to have a contractor go in there, inspect and then tell us exactly what we need to do and how much are they estimating that it will cost.

Committeeman Sutton said I did an inspection with Clint and my estimation and I did low ball figures, \$130,000 to bring that up to where it would meet code.

Mr. Edward Dennis, Engineer, said no matter what you decide you will have to have an inspection for hazardous materials in the building, asbestos.

Mayor Moore what was your charge \$3500.

Mr. Dennis said \$3650 but that's not our figure that's the company that will come in there and make the determination of what has to be removed if anything, that is their cost.

Mr. Seeley said I'm sure it will have some type of hazardous materials if it was built before 1975.

Committeeman Jamison said we need an inspection before throwing money into it.

Mayor Moore said I met with Electrician, Mark Vizzard of JM White and tomorrow I'm to meet with Buretta Plumbing, they're two of the biggest issues. I figure heat and air mounted into the wall.

Ms. Tonge asked if the committee had made settlement.

Mayor Moore said we did.

Ms. Tonge and now you don't know if you are going to use it, I have applied for grants to get funding for programs in this building, I've spent a lot of my own time on writing these grants.

Mayor Moore said the building is small, we could tear it down and put up a pavilion and a playground next to it and then go ahead and purchase the Jehovah Witness Building for the Family Success Center.

Committeeman Sutton said I still say Battle Lane is too busy for a tot lot, playground.

Committeeman Jamison said I think it will be alright, we'll just have to fence it off, bigger kids are not going to use it. He said the tot lot comes later, we need to get the Family Success Center it's building first.

Mayor Moore asked should we get quotes.

Committeeman Jamison said see what it will really cost, I really don't care how we go, just as long as we get something up there for the kids.

Mayor Moore asked Committeeman Sutton if he would be willing to approve a bond for the Jehovah Witness Facility because we don't have money in the capital line item for it.

Committeeman Sutton said get the Jehovah Witness building for the Family Success Center, and I'm all for a tot lot for the kids, I'm just concerned for the kids safety when it comes to putting it on Battle Lane. He said put the tot lot on the Jehovah Witness property. He said we need to get someone in construction up there and see what it will cost to bring the building up to code.

Mayor Moore said should I contact Dave Dean to go up there and see what is needed and do a work write up. We could have a special meeting the first week of June if we decide to go forward with it.

Ms. Tonge said I will write letters, we will do whatever is needed to get funding for the Jehovah Witness building, this facility is very much needed.

Mayor Moore said Leah has some other programs she wants to initiate but she wants to use the Charles Shepherd Community Center.

Ms. Tonge said there is a grant out there that I want to apply for there are some chefs that belong to the Atlantic City Chef's Association that will volunteer their time in cooking meals if we can utilize the kitchen in the community center we would invite the families of the Port Norris School, families of Russell Stormes Food Commodities Program. We asked what other activities the kids would want, they want physical activities, sports related, yoga classes, exercise classes, etc.

Mayor Moore said I would like to see the building open 7 days a week. He said are we in agreement to authorize Leah the use of the Community Center. He said I told Leah that she is going to have to coordinate with Cindy Tawes.

Ms. Tonge said I spoke with Cindy and she said now that baseball season is ending there shouldn't be a problem in working a schedule out, I know that she rents it out. She said we are doing a community garden at the school, we have gotten a lot of donations, I have written a grant and got \$3500 and we are doing concrete blocks and they have donated the blocks. We have had a lot of fruits and vegetables donated and we are planting tulips and I was wonder if we could utilize some of the township's tools to build up our community garden, like a wheelbarrow, simple tools, rototiller.

Committeeman Jamison said we don't have a rototiller. It will be up to Clint if we have any additional tools you might use.

Ms. Tonge said if we could get some fencing is there anyway that we could temporary store it here, it would be about 12 feet and we wouldn't leave it here that long.

Committeeman Jamison said how much, we could probably find room for it.

Mayor Moore thanked Ms. Tonge for attending the meeting and offering her insight to the programs of the Family Success Center and how the families of Commercial Township are benefiting from her and her staff, they are doing a great job.

Mayor Moore called on Ed Dennis, Engineer's Report.

Mr. Dennis said township has been awarded a DOT Grant in the amount of \$170,000 for Doris Drive, Maurice Street and Ferry Road.

Mayor said they don't want Ferry Road blacktopped, and I inspected Maurice Street, maybe we can just cut that piece out.

Mr. Dennis said if we're taking out Ferry Road there's no reason to take out Maurice Street. We're doing from Fern Road to Begonia on Doris.

Mayor said I thought we we're going to take it up to Battle Lane.

Mr. Dennis said the piece up near Battle Lane is newer than this section of Doris, this was just an application from Fern to Begonia. Maurice Street is from Main to Brown. So we're going to take out Ferry, we applied for \$190,000 and we got \$170,000 so without Ferry we should be able to do Doris and Maurice and we might be able to do more of Doris.

Mayor Moore said does it meet the new sections that we did.

Mr. Dennis said yes, and there is a part of Doris that is newer up near Bucksbutem, we can go up further on Doris based on what the bids come in at, or we can do an alternate and then we would extend it up a littler further.

Mayor Moore which direction.

Mr. Dennis said up toward Bucksbutem.

Mayor Moore said there's some bad pieces along that road that we need to take a look at and Maurice only has that one piece but I guess we'll just do the whole thing if you want to do it.

Mr. Dennis said our total fee will be \$30,000 and that's down from last year which was \$33,500 and out of that \$30,000, \$12,000 will be covered by the grant, the cost to the township will be \$18,000 and Pam said there was \$25,000 budgeted as a match.

Mayor Moore said we have \$20,000 but your engineer, your design fees are \$18,000 and it's up to \$12,000, I had to get another clarification on another town and I asked about inspection fees and they said it is based on your time.

Mr. Dennis said they will pay up to 15% (fifteen percent) of construction but we don't need that.

Mayor Moore said even though we will pay up to 15% (fifteen percent), they still look at how much time is put in, you don't go by flat fees, you have to justify.

Mr. Dennis said when we submit to the state we have to submit it by the hour, it's not based on flat fees, it's based on how many hours.

Mayor Moore said it could be up to but it may not.

Mr. Dennis said we always try to keep inspection fees down, if they are out there doing mundane work we're not going to have an inspection out there just watching them. We make sure we have the inspector out there when they are doing the important work, paving, curbing, but you're right it could be up to \$12,000 and that is covered by the grant

Mayor Moore said and \$18,000 is approximately ten percent. Mayor said we want to get this on the agenda for Thursday.

Mr. Dennis said once we get this approved Thursday night we'll get this going, get it out to bid and get it done this year so we don't carry it over.

Mayor Moore said have someone take a look at from Begonia to Battle it would be nice to have one big nice smooth road coming in there. Put that in the bid as an alternate.

Mr. Dennis said I'll take a look at it, I have to remember the state approved certain roads and we can always change it, but change it with their approval, I'll take a look at it with Clint and see which is worse. Mr. Dennis said we'll see what we can do an if possible we'll put Maurice on as an alternate bid.

Mr. Dennis said on the drainage project we have one situation with the gas company this time and they will come out and remove it, it's on Gooseberry and as soon as that's done the contractor will get out there and this this drainage job done. He said Raymond Drive is done and it looks pretty good, there are some minor edge work that has to be completed.

Clerk told committee resident was concerned about the new paving on Raymond being torn up by a resident who brings his tractor/trailer home in the evening. They are afraid the new blacktop will be ripped up, they asked if the township could stop the man from bringing the rig home. She said we have no ordinance prohibiting that.

Mr. Dennis said the contractor got out there and paved the basketball court. He said road department did great job getting the ground ready for the contractor. He said the contractor came in and rolled the blacktop at no cost to the township.

Mayor said they did a great job,

Mr. Dennis said on the Marine Police project hopefully that will go out this summer, the USDA wants more paperwork on the library project, we've responded to that and I believe this is the second time we've resent the same information.

Mayor Moore said I have a notice from USDA that a quarterly report is overdue.

Mr. Dennis said that has nothing to do with us, that is Nick Graviano's it is regards to the Search Grant. He said I'm going to send a note to him. We are closing out the FEMA Project and that is almost done. Solar project is still on going, the study on the search grant is almost done, tax map is ongoing, the official map is almost done, he asked Mayor if he wanted them to remove the environmental mapping from the list and the county lowered Battle Lane speed limit to 35 miles per hour. He said he didn't know if they put signs up yet but that was appreciated. Stormwater report was filed on April 30th. He said on the enter local agreement between the township and the school, he had gotten the list from Pam but has not heard back from Pam Zook as yet.

Mayor Moore said take the environmental map off the list and that he would reach out to Pam Zook. He said he would like to move the solar project up higher on the list, he said Ron had said maybe Mauricetown Fire Company would be interested.

Mr. Dennis said the more involved the better deal the township could get.

Mayor Moore called upon Solicitor Seeley for his report.

Mr. Seeley said he has attempted to contact JP Morgan Chase on their dismissing action against the township for failure to file any subordination agreement. This is in regards to a Bayshore Housing Grant. Mr. Seeley said Wells Fargo will turn 221 Olive Road over to the township and most of the costs for this transaction will be covered by Wells Fargo. He said he had asked David Dean to inspect the property and give a report. Mr. Seeley said the In Rem notice was in the newspapers on May 4, 2015, postings and mailings have been completed, lien holdes and owners have until June 19th to respond. Mr. Seeley said Eric Bowler of Tower Point in California would like to present a proposal to the township regarding the tower owned by American Tower. He said he has prepared all the paperwork for the dissolution of Commercial Joint Court between Commercial and Downe. He said all the paperwork has been filed in the township's efforts to purchase the Parish Church on Battle Lane. He said he contacted Attorney Terry Stomel regarding the tax appeal of Jack Kings Seafood. Mr. Seeley spoke with Amber Heinze regarding \$100,000 decrease in assessment, he feels this will be handled in the courts.

Mayor Moore said we have received some correspondence most of which is informational for public and committee.

Mayor said we received letter from DOT that we received a grant in the amount of \$170,000 for Doris Drive, Maurice Street and Ferry Road. This was discussed earlier in the meeting. This can be removed from the agenda.

Mayor said we were notified that we did not get grant to redo Red Fern Drive. Decision remove from the agenda.

Mayor and Committee received a letter from Maurice River Township that they are supporting Mayor Moore in his efforts to get the county to include land for recreation and historic sites in the Farm Land Acquisition Program. Mayor said everyone is aware of township's efforts, remove from agenda.

Mayor said the following items have been removed from the agenda: Letter reduced speed limit on Battle Lane from 45 to 35 miles per hour. Letter from Bayshore Discovering requesting the use of our parking lots for Bay Day. Notice students from Commercial Township will get free library cards, school was notified on this. Letter from Commercial Township Board of Education that they have approved a Youth Enrichment Program.

Mayor said we have a question from resident regarding paper road known as Wind Mill Road. This road has never been maintained by the township. Committee has asked solicitor the speak with resident regarding matter and inform the committee.

Mayor said we have a termite infestation in the township hall and we are requesting proposals for the initial treatment and maintenance. Two proposals have been received so far.

Browns Pest Control	initial \$3,000	Maintenance \$300 year
Shepherd and Sons	Initial \$2,000	Maintenance \$150 year
Ehlich	Will be here on 16 th .	

Mayor said we will have second reading and public hearing on Amending the 2015 Salary Scale Ordinance for the recreation coordinator. He said we are working on expanding our regulations regarding signs and amending Section 8-11 of Ordinance 2007-487.

Committeeman Sutton and what you going to add.

Mayor Moore said just business signs. no political.

Mayor Moore said we have several items to discuss that can be approved by motion. He said he would like to award contract to Roger Forss for painting interior of township hall, it was proposed in 2014 and he believes money was encumbered. Take paper office and paint.

Committeeman Sutton said there's no way he's going to do all of that for that amount of money.

Mayor said you call him before Thursday's meeting find out if he's going to do what he needs to do and then call Hannah to put on the agenda or not.

Mayor said he would like to award contract to SJ Door and Glass for front and side doors in the amount of \$3,594.00. He said we will have to get alarm system guy in here to set that up.

Committeeman Sutton what's the cost of that system and where's the money coming from and for right now it will come with the key.

Mayor we don't know right now, we'll cross that bridge when we come to it and yes it will come with a key. Mayor said right now there's no cost for the front door, he said he can come and fix it so that it opens properly. Clerk said Clint has tried to have that door fixed so that it isn't so hard to open for the seniors, but he has been told a new arm will not solve the problem.

Committeeman Jamison said we need to do something with the wall out there.

Mayor said we told him to do that at the last meeting. He's working on that.

Mayor said authorize to put Blue Ford 350 pickup on govdeals. This was removed until new truck is ordered and here.

Committeeman Jamison said I thought we were going to keep it, I'll talk to him.

Mayor said take that off of the agenda for now.

Mayor asked to expend \$20,000 for repairs to the new Laurel Lake Community Building.

Committeeman Sutton said he does not think this would cover the cost and where are we getting the money. This was removed until further investigation.

Mayor said he would like to award contract to American Athletics to paint basketball court in Laurel Lake in the amount of \$2500. This was approved for agenda.

Mayor said we need motion on the agenda to authorize Family Success Center to use the Charles Sheppard Community Center. This was approved for agenda.

Mayor said we have many resolutions for the regular meeting. We have to reintroduce our budget because we had a meeting on a Wednesday which made us one day short of the required 20 day between introduction and public hearing.

- Resolution 2015-66 Hold Public Hearing On Budget, Read by Title
- Resolution 2015-67 Amend 2015 Municipal Budget
- Resolution 2015-68 Adoption of 2015 Municipal Budget
- Resolution 2015-69 Budget Insertion Clean Communities, \$17,483.64
- Resolution 2015-70 Budget Insertion DOT Grant \$170,000
- Resolution 2015-71 Approving Bond Anticipation Note With Newfield National Bank at 0.80% Per Cent
- Resolution 2015-72 Governing Certification Of The Annual Audit of 2014
- Resolution 2015-73 Commercial township Tonnage Grant 2014 Recycling Application
- Resolution 2015-74 Certifying Submission Of Expenditures For Recycling Enhancement Act
- Resolution 2015-75 Vacate Judgement Of Foreclosure As To Block 93, Lots 9129,9130, 9131, 9132
- Resolution 2015-76 Transfer Tax Sale Premium To Current Account In Amount Of \$4,700.00
- Resolution 2015-77 Authorizing Contract To Riggins for Gasoline and Diesel Fuel Under Cumberland County Cooperative Pricing System #64CCCPs
- Resolution 2015-78 To award contract to Winter Ford, for 2015 Ford Utility Truck and Contract to Dajana to prepare utility body and plow, half money From clean communities an other half from line item in budget \$12,000 for lawnmower, for utility body \$5,000 from public works.
- Resolution 2015-79 Awarding Commercial Township Banking Services To Newfield Bank Effective July 1, 2015
- Resolution 2015-80 Authorizing Closing of Memorial Avenue, to Main, Main To High High Street to Bivalve for Strut Parade June 6th
- Resolution 2015-81 Commercial Township Committee requesting the Cumberland County Engineer to Research the Possibility Of No Truck Traffic From By-Pass to North Avenue/Steep Run Road Corners
- Resolution 2015-82 Authorizing Remington/Venick & Walberg Engineers to Prepare Design, Advertise, Accept Bids for Doris Drive and Maurice Street DOT Grant in the Amount of \$30,000.
- Resolution 2015-83 Authorizing the Demolition of Commercial Township Facility On Block 16, Lots 4186,.7501 Battle Lane, Laurel Lake.

Mayor Moore said he wants to look into Sign Ordinance and No Truck Traffic Ordinance, that he has had some complaints from residents.

Committeeman Jamison said people are complaining because trucks are going past the school, you tell me where are these trucks suppose to go.

Committeeman Sutton said I think if you talked with the sandmining companies they would instruct their drivers not to travel on Highland Street from Blinker light to Steep Run road.

Mayor said I did call them up when I spotted a truck on there.

Mayor asked for additional reports and being none asked for motion to open meeting to the public, with no input public portion was closed and a motion to adjourn was made.

Hannah E. Nichols, Township Clerk