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## HAINESPORT TOWNSHIP COMMITTEE MINUTES

May 9, 2023

6:30 P.M.

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of May 9, 2023 with instructions for internet access was included in a meeting notice sent to the Burlington County Times and Courier Post on January 4, 2023 and advertised in said newspapers on January 6, 2023, and January 10, 2023 respectively posted on the website and the bulletin board in the municipal building on January 4, 2023 and has remained continuously posted as required under the Statute. In addition, a copy of this notice is and has been available to the public and is on file in the Office of the Municipal Clerk.

### 1. **FLAG SALUTE**

2. **ROLL CALL** - present were Committeeman Montgomery, Committeeman Levinson, Committeewoman Gilmore and Committeewoman Evans. Also present were Township Clerk/Administrator Paula Kosko and Attorney John Gillespie. Mayor Clauss was absent.

### 3. **MINUTES**

#### A. **APPROVAL OF REGULAR COMMITTEE MINUTES OF APRIL 11, 2023**

**Motion: Committeeman Levinson. Second: Committeewoman Evans. All yes.**

### 4. **REPORTS**

- A. **Tax Collector** – April 2023
- B. **Code Enforcement** – April 2023
- C. **Fire Official** – April 2023
- D. **Construction** – April 2023
- E. **Emergency Services Reports** – April 2023

**Motion: Committeewoman Gilmore. Second: Committeeman Levinson. All yes.**

#### F. **NJSP In-Person Report** – April 2023

Report given later in the meeting.

### 5. **DISCUSSION/PRESENTATION**

#### A. 100<sup>th</sup> Anniversary Logo Contest

**Ms. Kosko** presented the competition guidelines for the 100<sup>th</sup> Anniversary Logo Contest. The logo will be used on letterhead, emails, etc. We will start the contest May 15 and run it until July 16, 2023. An email address will be set up to receive

submissions. We hope to engage students from the school and many other township residents. **Mr. Montgomery** asked about one of the guidelines stating “Hainesport” should not be part of the logo. Ms. Kosko responded that it did not need to be part of it since it will be used in conjunction with our letterhead or emails already containing “Hainesport”. **Mrs. Evans** suggested we move the start date to after the next 100<sup>th</sup> Anniversary Committee meeting on May 24<sup>th</sup> so they can give final approval to the guidelines. The Committee agreed and voted to accept the guidelines.

**Motion: Committeewoman Gilmore. Second: Committeewoman Evans. All yes.**

- B. Declaring Certain Property Along Route 38 at Block 72.01, Lot 1, an Existing Mobile Home Park, to be an Area in Need of Rehabilitation in Accordance with N.J.S.A. 40A:12A:1

**Mr. Gillespie** explained that this is a slight departure from past practice where it has been referred to the Planning Board to undertake a study. The statute does not require that for Rehabilitation designation. It does require that before the Committee would adopt Resolution 2023-76-5, we would refer it to the Planning Board for determination if they wish to make any comments, suggestions, or modifications. The Committee will not vote on this resolution tonight. They will vote to refer it to the Planning Board. After that, the Committee will review the Planning Board suggestions and vote on the resolution in June. The owners of the Haines Mobile Home Park came to the Economic Development Committee in February to discuss their plan. They have been buying mobile home parks in the area. They invest in them and make improvements. They would like to add 10 more lots to the 24 that are currently there. This may create an opportunity for some Affordable Housing units on some of the lots. The mobile home park should meet the criteria presented for rehabilitation as listed on page two of the resolution. There are not as many requirements as when the property is an Area of Redevelopment. More than half of the units there are over 50 years old and 29% are vacant or abandoned homes and lots. **Mrs. Evans** said she had visited there in 2020 and it was in serious need of attention. **Mr. Montgomery** added that he knows someone who lives there and they take great pride in their property. The Committee voted to refer the case to the Planning Board.

**Motion: Committeeman Levinson. Second: Committeewoman Evans. All yes.**

## **6. COMMENTS FROM THE PUBLIC – Agenda items only (Comments are limited to 5 minutes)**

**Bill Slocum**, 24 Easton Way- thanked the Committee for their time, effort and leadership in our community. He appreciates their support of Resolution 2023-63-4 addressing the decrease in aid to the Hainesport school district. He is retired from public education and has seen what these cuts can do to a district year after year. The resolution sends a strong message to Governor Murphy.

## **7. ORDINANCES**

- A. **ORDINANCE 2023-3** – Amending Chapter 104 Section 33 of the Code of the Township of Hainesport Entitled General Provisions (**Public Hearing and Final Adoption**)

**Motion to open public comment**

**Motion: Committeewoman Gilmore. Second: Committeeman Levinson. All yes.**

No comments.

**Motion to close public comment**

**Motion: Committeeman Levinson. Second: Committeewoman Gilmore. All yes.**

**Motion: Committeeman Levinson. Second: Committeewoman Gilmore. All yes.**

- B. **ORDINANCE 2023-4** – Authorizing and Approving a Temporary Access Easement Agreement with PMS II LLC for a Portion of Property Currently Known as Block 100, Lots 10 & 11(**Public Hearing and Final Adoption**)

**Motion to open public comment**

**Motion: Committeewoman Gilmore. Second: Committeeman Levinson. All yes.**

No comments.

**Motion to close public comment**

**Motion: Committeewoman Levinson. Second: Committeewoman Gilmore. All yes.**

**Motion: Committeewoman Evans. Second: Committeeman Levinson. All yes.**

- C. **ORDINANCE 2023-5** – To Release, Vacate and Extinguish any and all Public Rights to a Portion of Maryland Avenue (**First Reading and Introduction**) (**Public Hearing and Final Adoption June 13, 2023**)

**Motion: Committeewoman Gilmore. Second: Committeeman Levinson. All yes.**

8. **CONSENT AGENDA RESOLUTIONS**

The items listed below are considered routine by the Township of Hainesport and will be enacted by one motion. There will be no formal discussion of these items. If discussion is desired, this item will be removed from the Consent Agenda and will be considered separately.

- A. **RESOLUTION 2023-64-5**– Approving Block Party from 1 Hastings Lane to 15 Hastings Lane
- B. **RESOLUTION 2023-65-5**– Confirming Employment for Seasonal Public Works Employee
- C. **RESOLUTION 2023-66-5** – Approval to Submit an Award Extension Request for LA-2021 MA Hainesport Township Ark Road Resurfacing Project 03 to NJDOT
- D. **RESOLUTION 2023-67-5** – Authorizing the Mayor to Execute a Certification of Municipal Consent for Longbridge Farms’ Submission of a NJDEP Treatment Works Approval (TWA) Application
- E. **RESOLUTION 2023-68-5** – Authorizing the Administrator/Clerk to Apply for a NJDEP Grant for Tier A MS4 Permit Compliance
- F. **RESOLUTION 2023-69-5** – Authorizing a Donation to Burlington County Cloggers
- G. **RESOLUTION 2023-75-5** – Authorizing a Donation to the Hainesport School 8<sup>th</sup> Grade Award Recipients

**Motion: Committeeman Levinson. Second: Committeewoman Gilmore. All yes.**

## **9. RESOLUTIONS**

### **A. RESOLUTION 2023-70-5 – Authorizing Revised Contract for Professional Services for EPA Brownfields Cleanup Grant Support Services**

**Ms. Kosko** explained that we received the half million dollar EPA grant to conduct a cleanup of the Paul's Tank Farm property. Prior to the cleanup, we need to do a Preliminary Assessment, Phase 1 & 2. The Phase 1 results from 10 years ago were deemed not acceptable by the State. We submitted a grant through the HDSRF NJDEP funding source to help fund the preliminary work. The scope of what was previously done needs to be expanded for the new data to be collected, tested and put in place. It will be an increase from \$22,000 to \$36,860 for the contract. In sense, it is a change order. There is funding available for it in our budget. **Mr. Montgomery** asked if it was the same people from the original study. **Ms. Kosko** answered that we have a new LSRP assigned, BRS Inc.

**Motion: Committeeman Levinson. Second: Committeewoman Gilmore. All yes. Ms. Kosko asked to add Resolution 2023-77-5 to the Agenda**

She explained that this is done annually. It supports the RCASA program (Rancocas Community Alliance against Substance Abuse). The 5 sending districts collaborate to give funding for programs, mostly at the high school. The Committee approved the 5-year plan, but each year we adopt the resolution for our budget. Our contribution is less than \$1,000.

**Motion: Committeewoman Gilmore. Second: Committeewoman Evans. All yes.**

### **B. RESOLUTION 2023-77-5 – Governor's Council on Alcoholism and Drug Abuse Fiscal Grant-Cycle July 2020 – June 2025**

**Motion: Committeewoman Evans. Second: Committeewoman Gilmore. All yes.**

## **10. 2023 BUDGET**

**Ms. Kosko** directed the Committee to vote to remove Resolution 2023-71-5 from the Agenda.

We are not doing the self examination of the budget this year.

**Motion to remove Resolution 2023-71-5**

**Motion: Committeeman Levinson. Second: Committeewoman Gilmore. All yes.**

### **A. PRESENTATION**

**Ms. Kosko** introduced the Auditor, Bob Nehila and CFO Dawn Gorman attending the meeting for any questions. She gave a presentation of the 2023 budget. The presentation is also available online on our website for anyone who would like to see it. She showed charts and graphs highlighting the breakdown of the funds and how the tax money is divided throughout the schools, county and municipality. We have an operating budget of \$4.8 million, less the anticipated revenues we collect from various

sources of \$2.2 million. The 2023 Municipal levy, or the amount to be raised by taxation is \$2,665,241. Highlights include \$985,000 allocated for Capital Improvement projects including Creek Turn Park, repairing the hockey rink, the Hainesport Chase Park basketball court, \$100,000 towards a new rescue fire truck, a bucket truck for Public Works, an EV charge station at the municipal building and additional improvements to the Street Community Center. There is also a \$105,000 allocation for the Hainesport Board of Education should they make a formal request for any funds this year and that is available from the second year of the PILOT program from Hainesport Commerce Center. **Municipal debt is zero.** We are using \$1 million of fund balance. This is a fiscally responsible amount to utilize as it positions the township for continued financial stability. The modest increase from last year is \$57,712 or 2.2%. We must continue to plan for the volatile economy. We must be mindful of increased fuel costs and inflation moving forward. We also have a decrease of \$668,000 in revenues this year. The average home value of \$280,000 will see an increase in taxes of **\$9.49/year.** **Mr. Montgomery** asked about the estimated numbers. **Mr. Nehila** said we always have to start with an estimated tax rate. We anticipate it higher to create a cushion. **Mrs. Gilmore** asked if we would have the correct numbers at tax time. Ms. Kosko answered yes, we do not do estimated billing and added that uncollected taxes are also anticipated in the budget. **Mr. Levinson** clarified that we must pay our bills on time to Burlington County and the school, even if the taxpayers are delinquent. Ms. Kosko agreed. He added that we have to be prepared for that and have money in the budget to pay for that. **Mrs. Evans** asked what the main source of the \$669,000 decrease in revenues was. Ms. Kosko said grants might be part of that and the American Rescue Plan funding was accounted for in last year's budget. **Mr. Montgomery** noted that less than 13% of taxes are being collected for the township itself.

**B. RESOLUTION 2023-71-5 – Authorizes Self Examination of the 2023 Budget**

**REMOVED (SEE ABOVE)**

**C. RESOLUTION 2023-72-5 – Authorizes the 2023 Budget to be Read by Title Only**

**Motion: Committeeman Levinson. Second: Committeewoman Evans. All yes.**

**D. Public Hearing on 2023 Budget**

**Motion to open public comment**

**Motion: Committeewoman Gilmore. Second: Committeeman Levinson. All yes.**

**Debra Harris**, 7 Elsinore Drive – said that she was at the school Board of Education meeting last week and they presented their budget. She recalls it to be a little more than our estimate, it was about \$10.6 million. They are proposing a tax increase of 5%, or approximately \$11. They currently have a shortfall of about \$105,000. She asked the BOE if a request had been made to the township to have the shortfall covered. The Superintendent said discussions had been initiated with the town and she should refer her question formally to the town. She has a child in kindergarten and is concerned about the school budget. She has been hearing about the sacrifices that are already being made at the school, for example, one of the teams are playing all of their games at home. Other towns are accommodating them because they can travel. She sees the money has been allocated, but has there been a request from the school? It was indicated that there was not. If there is a request, will the township

be officially releasing those funds to cover their shortfall? She added that she is running for Hainesport Township Committee with Bob Mode.

**Motion to close public comment**

**Motion: Committeeman Levinson. Second: Committeewoman Gilmore. All yes.**

**E. RESOLUTION 2023-73-5 – Adopts 2023 Budget**

**Motion: Committeeman Levinson. Second: Committeewoman Gilmore. All yes.**

**11. BUSINESS**

**A. Approval of Business Licenses (See Attached)**

**Motion: Committeewoman Gilmore. Second: Committeeman Levinson. All yes.**

**12. COMMENTS FROM THE PUBLIC (Comments are limited to 5 minutes)**

**Catherine McNelis**, 407 Bischoff Ave. – reported that Donna Casey cleaned out the closet the seniors needed for their yard sale items. She said she never heard from the township. **Ms. Kosko** reminded her that Mayor Clauss had met with her. Ms. McNelis said that they had not finished their conversation. Donna Casey told her but she does not have authority. Ms. Kosko said Donna Casey does have the authority to make decisions regarding the Street Community Center. Mrs. McNelis said they need the whole closet. She said Ms. Kosko had not called her back. She pays taxes and she is paying her wages. She suggested building a firehouse on the 2 acres of township property by the Creekview development in front of the Diamantis property. Ms. Kosko said that land may be dedicated Open Space and not buildable. She will look into it.

**Karen Tordy**, 4 Easton Way – thanked the Committee for the thriving businesses and homes in town because of our stable tax rate and no debt. It is important to continue welcoming new businesses of all types. Last month, she participated in welcoming Jersey Mike's Subs to town. May is a month to honor the military, nurses and teachers. She wants to thank all the teachers, especially at Hainesport School and RV for providing excellence in education. She would also like to congratulate her 2<sup>nd</sup> grade CCD students who made their First Communion last Saturday. She thanked nurses and brave service members and their families. She is looking forward to Hainesport Wellness Day on June 3<sup>rd</sup>. Donna Casey and the Committee have many fun and educational activities planned. Ms. Tordy will be there to help. Jefferson Health will be there to give mammograms, but you must make an appointment in advance with Vanessa Jackson 609-828-6490.

**13. COMMENTS FROM THE ADMINISTRATOR**

**Ms. Kosko** announced that the Burlington County Bridge Commission has offered 10 free trees to each township. We are working with our Municipal Planner to find the best areas for the trees within the municipal park. We asked for 4 Crepe Myrtles, 2 Eastern Red Cedars, 2 Heritage Birch and 2 River Birch. We received an email from Friant's thanking us for our business for purchasing and installing the new door at the Street Community Center. They enjoyed working with our Public Works Foreman, Joe Crain. She met with Public Management Institute, Don Huber last Friday for a status update on

the Fire/EMS study. The 102-page report is 90% complete. It should be finished by the end of this month. We will meet internally to discuss the confidential document and have time to review it. Then Mr. Huber will participate in a closed session meeting to go over it with us.

Ms. Kosko added some words about Donna Casey. Donna has been a resident and been involved in the Recreation Department for many years. Four years ago, she became the head of our Recreation Department, a very part time position. She works at least 15 hours a week here and that does not include the hours spent running the programs. She runs between 40 – 50 programs for the township and manages the Street Center. She probably works 900 hours a year attending all the events including all the set ups and break downs. She does not deserve some of the comments made against her. She works very hard because she loves Hainesport. She has to weigh everybody's wants and needs and she cannot make everyone happy. She tries to represent the best interest of all of the taxpayers of Hainesport, not just the ones that come to meetings. She is an asset to Hainesport and we are very fortunate to have her.

#### 14. COMMENTS FROM THE SOLICITOR

No comments.

#### 15. COMMENTS FROM THE COMMITTEE

**Committeewoman Evans** – said if you have not been to Jersey Mike's, you have to go. Earth Day was a tremendous success. She was happy to read to the children at storytime and Donna Casey did a great job. She went on a Creek Turn Park site walk which was exciting. She is looking forward to seeing the site plan in a few weeks. She thanked everyone for all the hard work on the budget. It looks really good and she is happy that it has been approved. She is excited to see everyone at the 5K run on June 3<sup>rd</sup> in the morning before Wellness Day. She will be running.

**Committeeman Levinson** – said he also welcomed Jersey Mike's Subs. He thanked the volunteers for working at Earth Day and making it a great event. We could always use more volunteers. He thanked Donna Casey for doing such a great job. He said he was happy with our budget. We are able to maintain our services for the town and still have zero debt. Surrounding towns have debt between \$10 million to \$50 million, so we have done a great job keeping Hainesport affordable for our residents.

**Committeewoman Gilmore** – thanked everyone for coming. The Community Yard Sale will be May 27<sup>th</sup> from 8 am – 2 pm throughout the town. We will have our Memorial Day celebration at the township building on May 29<sup>th</sup> at 9 am. Wreaths will be presented from the community and we have a Hainesport veteran for our guest speaker. Community Wellness Day is June 3<sup>rd</sup> from 12 – 4 pm. We will have even more vendors and people in the medical field this year. Please download the app for more information. She thanked Bob Nehila and Dawn Gorman for preparing our straight forward, debt free budget. She remembered Bob Shinn who passed away last week. He was a true public servant and a champion of the environment. He will be missed.

**Committeeman Montgomery** – read a statement from Mayor Clauss honoring Bob Shinn and his 3 decades of public service to Burlington County and New Jersey

including serving as Hainesport Mayor 50 years ago. He added that we will miss him at the 100<sup>th</sup> Anniversary celebration.

He encouraged everyone to attend the Memorial Day event at 9 am. He mentioned the postal workers non-perishable food drive and encouraged everyone to fill up a bag. He invited everyone to come to Community Day June 3<sup>rd</sup>. Unfortunately, he will not be able to do the 5K run due to a previous injury. He thanked Bob, Dawn and Paula for their work on the budget. We have been able to use grants and surplus, we have used fiscal management and prudence to only have a 2.2% tax increase here. He was amazed when he first joined Committee how many programs our Recreation Department runs. Donna Casey is always here. They run 40 – 50 programs a year. This takes a lot of organizing and coordinating of efforts. She does so much for such a small salary. It is so difficult to please everyone and we appreciate your patience. Donna Casey has started a collection for the Veterans for Memorial Day. Please bring your donations to the township building. He is also very excited about Creek Turn Park and our international connection. He asked SSgt. Antenucci if he would like to report.

**SSgt. Antenucci** said they were happy to participate in The Easter event. They will be attending the Memorial Day event and Community Wellness Day.

**16. BILL LIST**

**Motion: Committeewoman Gilmore. Second: Committeeman Levinson. All yes.**

**17. EXECUTIVE SESSION**

**A. RESOLUTION 2023-74-5 – Resolution to Enter into Executive Session**

**1. Litigation**

**Motion: Committeeman Levinson. Second: Committeewoman Gilmore. All yes.**

**Motion to re-enter regular meeting**

**Motion: Committeewoman Evans. Second: Committeeman Levinson. All yes.**

**Motion authorizing Solicitor to proceed as discussed in Closed Session**

**Motion: Committeewoman Evans. Second: Committeeman Levinson. All yes.**

**18. ADJOURNMENT @ 8:50 P. M.**

**Motion: Committeewoman Gilmore. Second: Committeeman Levinson. All yes.**

Respectfully Submitted,  
*Paula L. Kosko*  
Administrator/Municipal Clerk

**OFFICIAL ACTION MAY BE TAKEN ON ANY ITEM ON THE AGENDA**



# **Township Committee Meeting**

**May 9, 2023**

**6:30 pm**

The public may electronically submit questions or comments to [pkosko@hainesporttownship.com](mailto:pkosko@hainesporttownship.com) or in written letter form to the Clerk's Office at the Municipal Building (can drop in Tax Payment Drop Box as well) no later than 4pm the Monday prior to the Committee Meeting. Name, address and phone or email must be included. Previously submitted questions or public comment shall be read aloud and addressed during the public meeting. Duplicated written questions or comments may be summarized and shall be done consistently.

To eliminate background noise so that all meeting participants can hear, please mute your microphone and remain in listening mode only. The Clerk will place all remote attendees on this platform on mute as well. During public comment period(s), the Clerk will unmute all remote participants. If you do not have a question or comment, please manually re-mute your microphone. The Clerk will manage the remote users for public comments. All remote users must state their name and address at the beginning of his/her public comment.

Should a member of the public that is using the GoToMeeting platform become disruptive, that person will be kept on mute and warned that continued disruption may result in being prevented from speaking or removed from the remote meeting. If time permits, the disruptive individual shall be allowed to speak after all other members of the public have been given the opportunity to speak.

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### **2. YouTube Live**

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The governing body requests that **questions or comments on agenda items be directed to the Administrator/Municipal Clerk by 4pm on the Tuesday of the meeting.** All questions and comments will be considered by the Township Committee and entered into the official minutes of the meeting.

Individuals calling into the phone number or accessing from a computer will be able to fully participate in the meeting. However, all persons calling in will be asked to place their phones on mute unless speaking and being recognized to speak during a Public Hearing or Comments from the Public. A non-public dial in number will be used if executive session is required.