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## **HAINESPORT TOWNSHIP COMMITTEE MINUTES**

**June 14, 2022**

**7:00 P.M.**

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of June 14, 2022 with instructions for internet access was included in a meeting notice sent to the Burlington County Times and Courier Post On January 6, 2022 and advertised in said newspapers on January 9, 2022, and January 12, 2022 respectively posted on the website and the bulletin board in the municipal building on January 6, 2022 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 Mayor MacLachlan, Committeeman Clauss, Committeeman Levinson (by phone), Committeewoman Gilmore and Committeeman Montgomery. Also present were Township Clerk/Administrator Paula Kosko and Attorney Scott Miccio.

### **3. MINUTES**

#### **A. APPROVAL OF REGULAR MEETING MINUTES OF MAY 10, 2022**

**Motion: Committeeman Clauss. Second: Committeeman Montgomery. All yes.**

#### **B. APPROVAL OF EXECUTIVE SESSION MINUTES OF MAY 10, 2022**

**Motion: Committeeman Clauss. Second: Committeeman Levinson. All yes.**

### **4. REPORTS**

- A. **Tax Collector** – May 2022
- B. **Code Enforcement** – May 2022
- C. **Fire Official** – May 2022
- D. **Construction** – May 2022
- E. **Emergency Services Reports** – May 2022

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

#### **F. NJSP In-Person Report – May 2022**

**SSgt. Antenucci**, NJSP – reported that they are seeing vehicle thefts and burglaries. Please continue to lock your cars and secure valuables. Do not leave your car running and park in well-lit areas. Please call the State Police if you see any suspicious activity. For emergencies, call 911. When economic times get difficult, crime goes up. Unfortunately, businesses are still experiencing catalytic

converter thefts. We are trying to catch the people responsible. Be aware in the neighborhoods. A few months ago, burglars stole the copper from a vacant house. We conduct property checks to try and prevent these kinds of thefts. We have attended many Township events, including the Memorial Day celebration and Community Day.

**Tpr. McNair**, NJSP, School Resource Officer – said they are working to strengthen school security. There are more Troopers around the school. They are doing more safety checks, including property checks, emergency exits, doors and windows. They are creating “Safe Zones” for the kids so the staff, police, fire and EMS would know where they are in the building. They also conduct active shooter practice events to prepare for an emergency. They are working to keep the kids safe.

## 5. **DISCUSSION/PRESENTATION**

A. Presentation by State Senator Jean Stanfield, Assemblyman Brandon Umba

**Senator Jean Stanfield** thanked the Committee for having them attend as representatives of the 8<sup>th</sup> Legislative District. She offered her office as a helpful resource for the Township.

**Assemblyman Brandon Umba** provided pamphlets to the Township showing resources they provide for the municipalities and citizens. They are touring the local towns to get the word out. They are working on accountability issues with the American Rescue Fund dollars getting to the municipalities. He also offered to write a letter of recommendation for \$10 million dollar grant available for Volunteer Fire Departments for equipment. He thanked the Committee for the opportunity to speak.

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

No comments.

## 7. **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 2022-81-6** – Authorize Renewal of Liquor Licenses

B. **RESOLUTION 2022-82-6** – Confirming Employment for Seasonal Public Works and Summer Recreation Employees

C. **RESOLUTION 2022-83-6** - Certifying Municipal Park Development Project Completion

D. **RESOLUTION 2022-84-6** – Approving a Block Party for Stonehaven Lane

E. **RESOLUTION 2022-85-6** – Amend the Adopted Budget for Additional Items of Revenue and Offsetting Appropriation (Chapter 159) - NJ Recycle Tonnage Grant

F.

- G. **RESOLUTION 2022-86-6** – Amend the Adopted Budget for Additional Items of Revenue and Offsetting Appropriation (Chapter 159) - NJ Clean Communities Grant
- H. **RESOLUTION 2022-87-6** – Acknowledging Budgetary Commitment for Volunteer Fire Fighting Services
- I. **RESOLUTION 2022-88-6** – Acknowledging Budgetary Commitment for Volunteer Emergency Squad
- J. **RESOLUTION 2022-89-6** – Supporting an Appropriations and Levy Cap Exemption for a Three Year Period for Increases in Liability, Worker's Compensations, Cyber Liability and Property Insurance
- K. **RESOLUTION 2022-90-6** – Accepting the Design and Build of the Phase VII All Inclusive Playground

**Motion: Committeeman Montgomery. Second: Committeeman Levinson. All yes.**

## **8. RESOLUTIONS**

- A. **RESOLUTION 2022-91-6** – Accepting \$71,000 in Additional FY21 CDBG Funds through Burlington County's Substantial Amendments to the 2020 and 2021 Annual Action Plans for the Purpose of Installing PIP ADA Compliant Surfacing at all Municipal Park Fitness Stations

**Mayor MacLachlan** asked Ms. Kosko to explain. **Ms. Kosko** said this new surface will eliminate the old shredded tire surfacing and replace it with the new poured-in-place, ADA compliant surface that is wheelchair and stroller accessible.

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

- B. **RESOLUTION 2022-92-6** - Amending the Adopted Budget for Additional Items of Revenue and Offsetting Appropriation (Chapter 159) - CDBG Grant

**Motion: Committeeman Clauss. Second: Committeeman Montgomery. All yes.**

- C. **RESOLUTION 2022-93-6** – Authorizing Purchase and Installation of Playground Safety Surface Material (PIP) for Municipal Park Fitness Stations to Whirl Construction, Inc. Through ESCNJ State Contract

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

- D. **RESOLUTION 2022-94-6** – Support of Ingerman's Request to Burlington County Commissioners for Gap Funding through the County's American Rescue Plan Allocation for Randolph Estates Senior Citizens Affordable Project at Christian Faith Assembly

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

- E. **RESOLUTION 2022-95-6** – Authorizing Advertisement Request for LSRP Professional Service for Paul's Tank Cleaning Service Property

**Motion: Committeeman Montgomery. Second: Committeeman Levinson. All yes.**

- F. **RESOLUTION 2022-96-6** – Authorizing Submission of HDSRF Grant Application for Remedial Investigation Costs for Paul’s Tank Cleaning Service Property

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

- G. **RESOLUTION 2022-97-6** – Authorizing Amendment to Employee Handbook to Add Volunteer Emergency Responder Policy

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

- H. **RESOLUTION 2022-98-6** – Appointing Chief Financial Officer

**Ms. Kosko** added that we had three applicants. CFO positions are difficult to fill. She is happy to recommend, along with Committeewoman Gilmore as the liaison of the Finance Department, Michael DeHoff to fill the PT position. He will start July 1<sup>st</sup> for the remainder of the unexpired CFO term which expires December 31, 2023. Start date is July 1, 2022.

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

- I. **RESOLUTION 2022-99-6** – Appointing Consultant to Assist with the Transition in the Township Finance Office

**Ms. Kosko** said that the Consultant will be our current CFO, Donna Condo.

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

**Mayor MacLachlan** asked how our exit interview for our Audit turned out. **Ms. Kosko** said we did fantastic. **Committeewoman Gilmore** stated the Auditors gave us a stellar report – no problems. Mayor MacLachlan said that Hainesport will be debt free at the end of this year.

## 9. BUSINESS

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

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

## 10. CORRESPONDENCE

- A. Resignation letter of Bianca Cuniglio to the Joint Land Use Board

**Motion: Mayor MacLachlan. Second: Committeeman Clauss. All yes.**

**Mayor appoints JLUB members – Move Alternate #4 Chris Murphy to Alternate #2  
Alternate #3 - Steve Noworyta**

## **Motion to Amend the Agenda to add RESOLUTION 2022-100A-6**

Appoint Class IV Alternate Members to the Joint Land Use Board and Re-Assigning an Existing Alternate Member to Alternate #2 Position

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

**RESOLUTION 2022-100A-6-** Appoint Class IV Alternate Members to the Joint Land Use Board and Re-Assigning an Existing Alternate Member to Alternate #2 Position

**Motion: Mayor MacLachlan. Second: Committeeman Montgomery. All yes.**

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

**Anna Evans**, 63 Parry Drive – complimented the Memorial Day Ceremony and said it was nicely done. She asked what was going on with sinkholes in town. Someone on Hainesport Happenings said there was one on Northampton Avenue and also one on Rt. 38. **Mr. Clauss** said we have had lots of rain and sometimes one opens up. **Mayor MacLachlan** added that our Public Works Department will handle any that pop up on Township roads.

**Jim & Michelle Prescavage**, 51 Easton Way – thanked the Committee for all they do. He is happy about the great budget for the town. He asked about the progress with the evaluation of the fire department. **Ms. Kosko** replied that she had her first meeting with the consultant today. **Mr. Clauss** reported that there is a new driver at the firehouse for Engine #12. Two more drivers are almost approved for Engine #11. The adapters on the Mt. Laurel truck have been changed and there have been some staff changes. Last Wednesday night at our firehouse, when the guys were done with their shift around 10 pm, they got a call for a fire in Westampton. The guys went to the call with no hesitation. They are dedicated to fighting fires. Mr. Prescavage asked how much of a staff increase they have gotten. Mr. Clauss answered three or four and they are pushing to get approved to drive the trucks. **Mayor MacLachlan** said that we have two criteria we want to meet – the national standard of being able to get water on a fire in 12 – 13 minutes and to have a solid roster. We are making changes to meet these goals. Mr. Prescavage said he will come back every month to hear the continued progress. They plan to rebuild their house. He also asked about the hydrant maintenance. Ms. Kosko received the report showing the flushing schedule and the dates of inspection. Mr. Clauss said the flushing makes sure they are working. **Assemblyman Umba** added that the American Rescue Fund \$10 million Grant could be used to upgrade hydrants to quick response connections that would be owned by Hainesport. Mrs. Prescavage said Melissa does not feel it is necessary to be recognized for alerting her, but she will attend the next meeting.

**Debra Harris**, 7 Elsinore Drive – gave kudos to the Wellness Day event and said the kids had a lot of fun. She said she would like to see the Ordinances on the App and she was getting notifications on the App, but could not find them once on there. **Mrs. Gilmore** suggested she try updating the App. She said she had updated it. Ms. Harris said it was fortuitous to have a Land Use Board member at the meeting. She wanted to make the Committee aware that as of Friday, the State has released specific new

guidelines for warehouses for municipalities addressing zoning, air pollution, traffic and environmental issues.

## 12. COMMENTS FROM THE ADMINISTRATOR

**Ms. Kosko** reported that she met with the Public Safety Institute Group today. They will do a formal evaluation of Fire and EMS services– gathering information, dispatches and a contact list for them.

The new playground opened up on Community Day. It was a 3-year project all together. The next project, poured-in-place surfaces for the exercise stations should be installed in the next several months.

We have submitted grants for EV dual port charging station at the Municipal Building in amounts of \$75,000 and \$200,000. We will leverage those funds with the Construction Office budget since that staff are the primary users of the municipal vehicle.

## 13. COMMENTS FROM THE SOLICITOR

No comments.

## 14. COMMENTS FROM THE COMMITTEE

**Mayor MacLachlan** - started off by mentioning the horrible tree accident that claimed the life of a 71 year old woman. The news media were contacting him, but he gave no comments. We have been reticent in adopting our sidewalk ordinance. The sidewalks have caused a lot of consternation in his neighborhood because of the planting of the trees that caused the problems. We have fixed many and have some more to fix, but we will be passing an ordinance that addresses the responsibility of trees hanging over roadways and sidewalks – anything in the right-of-way adjacent to the property owner. Most municipalities already have ordinances naming the property owner responsible.

**Committeewoman Gilmore** – thanked Jean Stanfield and Brandon Umba for coming to the meeting. She said May had been an amazing month with the celebration of the Jay Jones Public Works building dedication, the 100<sup>th</sup> anniversary of the Fire Company and the Memorial Day celebration with 19 wreaths, bagpipes and performances by Genevieve McMullen & Jonathan Soltesz, Jr. June started off with the new all-inclusive playground opening and Community/Wellness Day. Over 1,200 people attended. We had inflatables, businesses, a DJ, food trucks, our volunteer fire and EMS, the State Police helicopter, canines and much more. A special thank you to Jefferson University for their Teddy bear clinic, food demonstrations, DNA extractions and more. June 23<sup>rd</sup> from 12 pm – 1 pm will be the Chefs for Seniors food demonstration at the Sr. Citizens meeting. The Food Pantry is in need of donations. Please drop off items at the Township building and we will deliver them to the Food Bank. She wished everyone a Happy Father's Day and 4<sup>th</sup> of July. **Mayor MacLachlan** thanked Mrs. Gilmore and Donna Casey for the great job on Community Day.

**Committeeman Montgomery** – said he is happy to see progress with the Fire and EMS departments. He wished everyone a happy Flag Day. He congratulated Hainesport's 8<sup>th</sup> graders graduating today and also the Kindergartners graduating. He wished everyone a Happy Father's Day and 4<sup>th</sup> of July – 4<sup>th</sup> of July is also his anniversary. He thanked Senator Stanfield and Assemblyman Umba for coming to the meeting. He also thanked the Troopers for monitoring our school.

**Committeeman Clauss** – complimented Donna Casey on the great job she did with Memorial Day and Community Day. He also enjoyed the 100<sup>th</sup> Anniversary of the Fire Company celebration. Don Platt will be retiring as President of EMS, but he will still be active. He wished everyone a Happy Father's Day.

**Committeeman Levinson** - wished everyone a Happy Father's Day. He gave kudos to all the wonderful Township events and the volunteers that help out. He wished Ken a happy anniversary and complimented his American flag tie.

#### **15. BILL LIST**

**Motion: Committeeman Clauss. Second: Committeeman Levinson. All yes.**

#### **16. EXECUTIVE SESSION – NOT NEEDED**

**A. RESOLUTION 2022-100-6** – Resolution to Enter into Executive Session

#### **17. ADJOURNMENT @ 7:55 P. M.**

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

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

**Township Committee Meeting**  
**June 14, 2021**  
**7 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**

Tonight's meeting will also be available for live viewing on Hainesport Township's **YouTube Live** channel:

Search on YouTube – Township of Hainesport Live Stream

**\*Public questions or comments *will not* be responded to on YouTube Live. Please use the GoToMeeting platform for all remote communication.**

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.