

**HAINESPORT TOWNSHIP COMMITTEE  
REORGANIZATION MINUTES  
JANUARY 7, 2014  
7:00 P.M.**

**This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of January 7, 2014 was included in a meeting notice sent to the Burlington County Times and Courier Post on January 9, 2013 and advertised in said newspapers on January 9, 2013, posted on the bulletin board in the municipal building on January 9, 2013 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. **CALL TO ORDER** by Municipal Clerk Paul J. Tuliano, Jr. at 7:00 P M.
2. **FLAG SALUTE**
3. **Oath of Office to:**  
  
**Committeeman Elect William Boettcher, III**  
  
**Committeeman Elect Bruce MacLachlan**
4. **ROLL CALL** – present were Committeeman Boettcher, Committeeman MacLachlan, Committeeman Porto, Committeeman Dickinson and Committeeman Fitzpatrick. Also present were Township Solicitor Theodore Costa and Township Administrator/Clerk Paul Tuliano, Jr.
5. **RESOLUTIONS**
  1. 2014-1-1 **Appoint Mayor, Chairman of Township Committee – William Boettcher, III**  
  
**Motion: Committeeman Porto. Second: Committeeman Dickinson. All yes.**  
***Oath of Office***
  2. 2014-2-1 **Appoint Deputy Mayor, Vice Chairman of Township Committee – Anthony Porto II**  
  
**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. All yes.**

*Oath of Office*

3.      2014-3-1      **Appoint Liaison & Deputy Committee Persons**
- Public Safety – Liaison – Committeeman Boettcher**  
**Public Safety – Deputy – Committeeman Dickinson**
- Construction/Code Enforcement – Liaison – Committeeman MacLachlan**  
**Construction/Code Enforcement – Deputy – Committeeman Boettcher**
- Administration – Liaison – Committeeman Dickinson**  
**Administration – Deputy – Committeeman Porto**
- Finance – Liaison – Committeeman Fitzpatrick**  
**Finance – Deputy – Committeeman Dickinson**
- Public Works – Liaison – Committeeman Boettcher**  
**Public Works – Deputy – Committeeman MacLachlan**
- Economic Development – Liaison – Committeeman MacLachlan**  
**Economic Development – Deputy – Committeeman Boettcher**
- Hainesport Education Foundation - Liaison – Committeeman Fitzpatrick**
- Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. All yes.**
4.      2014-4-1      **Appoint Senior Citizens Committee (2) –**
- Liaison – Committeeman Dickinson**  
**Deputy – Committeeman Fitzpatrick**
- Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**
5.      2014-5-1      **Adopting Committee Meeting Dates – To be posted.**
- Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

6.      2014-6-1      **Naming Official Newspapers – Burlington County Times and Courier Post**

**Motion: Committeeman Dickinson. Second: Committeeman MacLachlan. All yes.**
7.      2014-7-1      **Establish Township Holidays**

**Motion: Committeeman Fitzpatrick. Second: Committeeman Porto. All yes.**
8.      2014-8-1      **Establish Temporary Budget**

**Motion: Committeeman Fitzpatrick. Second: Committeeman Dickinson. All yes.**
9.      2014-9-1      **Appointment of Township Planner – Ragan Design/Michael Wisnoski**

**Motion: Committeeman Porto. Second: Committeeman Fitzpatrick. All yes.**
10.     2014-10-1     **Appointment of Township Solicitor –Theodore Costa**

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**
11.     2014-11-1     **Appointment of Township Bond Counsel – Parker McCay**

**Motion: Committeeman Fitzpatrick. Second: Committeeman MacLachlan. All yes.**
12.     2014-12-1     **Appointment of Township Auditor – Bowman and Company**

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**
13.     2014-13-1     **Appointment of Township Engineer – Alaimo Engineering**

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. All yes.**

14. 2014-14-1 **Appointment of Council on Affordable Housing  
Special Counsel – Parker McCay**
- Motion: Committeeman MacLachlan. Second:  
Committeeman Fitzpatrick. All yes.**
15. 2014-15-1 **Appoint Risk Management Consultant – Timothy Irons**
- Motion: Committeeman MacLachlan. Second:  
Committeeman Porto. All yes.**
16. 2014-16-1 **Appoint Employment Practices Liability  
Attorney – Theodore Costa**
- Motion: Committeeman MacLachlan. Second:  
Committeeman Fitzpatrick. All yes.**
17. 2014-17-1 **Appoint Fire Official – Edward Ruggiano**
- Motion: Committeeman MacLachlan. Second:  
Committeeman Porto. All yes.**
18. 2014-18-1 **Appoint Members of Joint Land Use Board  
Class I – Mayor – Boettcher**
- Class II - Official of Municipality – Leo Selb**
- Motion: Committeeman MacLachlan. Second:  
Committeeman Fitzpatrick. All yes.**
19. 2014-19-1 **Joint Land Use Board Governing Body  
Class III – Committee Member – MacLachlan**
- Motion: Committeeman Fitzpatrick. Second:  
Committeeman Porto. All yes.**
20. 2014-20-1 **Joint Land Use Board  
Class IV – 4 year term expiring 12/31/2017 – William  
Lynch**
- Motion: Committeeman MacLachlan. Second:  
Committeeman Dickinson. All yes.**
21. 2014-21-1 **Class IV – Alternates #1 and 2**

**2 year term expiring 12/31/2015 – Gus Bradley and Andy Dodulik**

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. All yes.**

22. 2014-22-1 **Environmental Commission -  
One 3 year terms expiring 12/31/2016 – Paula Uhland**

**Motion: Committeeman Fitzpatrick. Second: Committeeman MacLachlan. All yes.**

23. 2014-23-1 **Authorization of Committee Before  
Encumbering Expenses**

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. All yes.**

24. 2014-24-1 **CFO Notification of all Appointments Which  
Obligate Township to Expend Funds**

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

25. 2014-25-1 **Cash Management Plan**

**Motion: Committeeman Fitzpatrick. Second: Committeeman MacLachlan. All yes.**

26. 2014-26-1 **Fixing Rate of Interest Charged on Delinquent  
Taxes and Miscellaneous Charges**

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

27. 2014-27-1 **Authorizing Assessor to File Appeals with the  
Burlington County Board of Taxation**

**Motion: Committeeman Dickinson. Second: Committeeman MacLachlan. All yes.**

28. 2014-28-1 **Authorizing Tax Assessor to Handle Rollback  
Assessment Matters on behalf of the Township**

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

29. 2014-29-1 **Depository of Funds – Various  
New Jersey Cash Management Plan, TD Bank,  
Beneficial Bank and ABCO**
- Motion: Committeeman Fitzpatrick. Second:  
Committeeman MacLachlan. All yes.**
30. 2014-30-1 **CFO \$250 Petty Cash Fund**
- Motion: Committeeman MacLachlan. Second:  
Committeeman Dickinson. All yes.**
31. 2014-31-1 **Authorized Check Signers – Leo Selb/Dawn  
Emmons/Michael Fitzpatrick/William  
Boettcher/Anthony Porto/Bruce MacLachlan/Michael  
Dickinson**
- Motion: Committeeman MacLachlan. Second:  
Committeeman Fitzpatrick. All yes.**
32. 2014-32-1 **Authorizing State Contract and County  
Contract for Purchases**
- Motion: Committeeman Fitzpatrick. Second:  
Committeeman MacLachlan. All yes.**
33. 2014-33-1 **Designate Primary Care Physicians for Employees -  
Virtua**
- Motion: Committeeman MacLachlan. Second:  
Committeeman Fitzpatrick. All yes.**
34. 2014-34-1 **Appoint Joint Insurance Fund Commissioner – Leo Selb**
- Alternate Fund Commissioner, Claims Coordinator, Safety  
Coordinator – Edward Ruggiano**
- Motion: Committeeman MacLachlan. Second:  
Committeeman Dickinson. All yes.**
35. 2014-35-1 **Authorizing Tax Sale in Delinquent Installment  
Payments for Special Sewerage Assessments**

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

36. 2014-36-1 **Authorizing Tax Collector to Refund or Apply Credits for Taxes**

**Motion: Committeeman Porto. Second: Committeeman Fitzpatrick. All yes.**

37. 2014-37-1 **Authorizing Tax Collector to Mail Notices for Tax Sales**

**Motion: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**

38. 2014-38-1 **Closing Municipal Complex Fields on Certain Dates**

**Motion: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**

6. **COMMENTS FROM THE PUBLIC**

**Catherine McNelis, 407 Bischoff Avenue** – said she always reads in the paper when other towns have re-organization and have all these committees and all these different groups; they always have private citizens on them. She wanted to know why this township doesn't have that. There's never any real committee; it's just two people up front. She thinks it would be nice if private citizens could be on these committees.

7. **COMMENTS FROM THE COMMITTEE**

**Committeeman Porto** congratulated Committeemen MacLachlan and Boettcher on their re-election and swearing in to full terms of office; he looks forward to working with all of the committee members. We have a good record going and will strive to move forward and celebrate our ninetieth year as a municipality and he looks forward to all the great accomplishments to come.

**Committeeman Dickinson** also congratulated Committeemen MacLachlan and Boettcher for their nice clean campaign. He also welcomed Leo Selb to the township and said they would miss Mr. Tuliano but look forward to working with Mr. Selb; he will have an excellent staff.

**Committeeman MacLachlan** congratulated Committeeman Boettcher for his re-election. He also congratulated Committeemen Boettcher and Porto for the

support they have earned with the other committee members to attain Mayor and Deputy Mayor. He went on to say that Committeeman Fitzpatrick did an excellent job last year as Mayor; he put a good face on for the township in a professional manner that he handled himself.

**Committeeman Fitzpatrick** echoed everyone's sentiments in congratulating our winners Committeemen Boettcher and MacLachlan and also having Committeeman Boettcher step in as mayor for this year and Committeeman Porto as deputy mayor. He welcomed Mr. Selb as the new township administrator. He told Mr. Tuliano he will be missed by everyone. On a personal note he thanked the township for allowing him to be mayor last year and he hopes he sat in the seat well and presented himself well. He thanked the committee and Mr. Tuliano for mentoring him and helping him take on the responsibilities of mayor. It was a great privilege and he did not take it lightly.

**Mayor Boettcher** thanked the committee for putting their faith in him this year and said it is going to be an interesting year. There are going to be some hurdles to jump and he knows we will do so. He said Mr. Tuliano will be missed and welcomed Mr. Selb.

8. **ADJOURNMENT @ 7:35 P.M.**

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. Voice vote: all yes.**



# **HAINESPORT TOWNSHIP COMMITTEE MINUTES**

**JANUARY 7, 2014  
7:30 P.M.**

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**CALL TO ORDER** by Mayor Boettcher at 7:55 P M.

## **FLAG SALUTE**

**ROLL CALL** present were Committeeman Dickinson, Committeeman Fitzpatrick, Committeeman MacLachlan, Deputy Mayor Porto and Mayor Boettcher. Also present were Township Solicitor Theodore Costa and Township Administrator/Clerk Paul J. Tuliano, Jr.

## **MINUTES**

**A. APPROVAL OF REGULAR COMMITTEE MINUTES OF** December 3, 2013

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. All yes.**

## **REPORTS -**

- A. Tax Collector** – November, 2013; December, 2013, 4<sup>th</sup> Quarter December, 2013, Year End December, 2013
- B. Code Enforcement** – November, 2013; December, 2013
- C. Fire Official** – November, 2013; December, 2013
- D. Construction** – November, 2013; December, 2013

**Motion to approve the reports and spread the Tax Collector's report across the minutes: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**

## **RESOLUTIONS**

- A. RESOLUTION 2014-39-1 Professional Services Contract – Hold for February Meeting**
- B. RESOLUTION 2014-40-1 Professional Services Contract – Hold for February Meeting**
- C. RESOLUTION 2014-41-1 – Resolution Appointing Recreation Commissioners – Paula Tiver and Anthony Porto**

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

- D. RESOLUTION 2014-42-1 – Resolution Appointing Registrar – Paula Tiver**

**Motion: Committeeman Fitzpatrick. Second: Committeeman Dickinson. All yes.**

- E. RESOLUTION 2014-43-1 – Resolution Appointing Deputy Registrar – Sharon A. Deviney**

**Motion: Committeeman Dickinson. Second: Committeeman Fitzpatrick. All yes.**

## **BUSINESS**

- A. Approval of Solicitation License**

2014-001 – Applicant Connor R. Kinnevy – Allied Construction, LLC

2014-002 – Applicant Tim Kinnevy – Allied Construction, LLC

2014-003 – Applicant Perry Mathew Sutton – Edward Jones Investments

**All three applications were pulled from the agenda.**

- B. Letter from Winzinger, Inc. – Reference Proposal for Various Pavement Repairs**

**Mr. Tuliano** explained that there are problems with two roads and there is one quote from Winzinger, Inc. He recommends that the committee go out for two more quotes. Fortunately, the new administrator is a qualified purchasing agent so the bid threshold rises to \$36,000.00. Therefore, the committee will defer it for additional bids.

## **CORRESPONDENCE**

- A. Memo from Burlington County Municipal Joint Insurance Fund – Loss Control Report**

## COMMENTS FROM THE PUBLIC

**Rick Ragan from Ragan Design** said he was here tonight to thank the committee for the re-appointment and congratulate the committee in their positions on the committee. He wanted to speak tonight to let the committee know what a pleasure it has been to work with Mr. Tuliano over the last many years and how a man with such a reserved manner can get so much done with so little fanfare. He went on to say that he brags about the committee to other towns as to how they get so much done without a lot of bickering among them. It is more of an exception than the rule that a council can work together so well for the benefit of the residents. Mr. Ragan wished Mr. Tuliano a great and happy life.

**Catherine McNelis, 407 Bischoff Avenue** – said she is glad that the committee has the solicitor where he belongs and now would like the committee members to stop whispering among themselves. It is an open meeting and if they have something to say they should say it in the open and not be whispering to each other when other people are talking. Also, she welcomed Mr. Selb to the township and hopes he does a good job. Ms. McNelis told Mr. Tuliano he did some wonderful things in the township; she is just sorry that he has had such a bad attitude and he truly holds a grudge or she would have a bike path where she lives.

**Marco Agostini, 112 Spruce Lane** – said he had heard that the township is planning an all-inclusive playground in the future and asked how soon it would be completed. Since Mr. Wisnoski, from Ragan Design, was in the audience he got up and spoke to Mr. Agostini and the rest of the audience. He said they are still determining where the playground will be. They have evaluated the areas and will finalize the placement as soon as the committee makes a decision. He also said he believes the playground will be completed in the spring or summer of this year. Mr. Agostini thanked him for his time.

**Michael Wisnoski, Ragan Design** said since he was talking, he would like to take this opportunity to thank Mr. Tuliano for his help over the last twelve to fifteen years. He thinks they have really accomplished some special things for Hainesport. He has been doing this for some thirty years and Mr. Tuliano is such a facilitator and a problem solver, in his opinion, the best administrator that he has ever had the privilege to work with.

## COMMENTS FROM THE ADMINISTRATOR

### A. Administrator Tuliano's Last Report to the Township Committee

**Mr. Tuliano** said this would be his last meeting and has enjoyed every one of them. Contrary to what some people believe they have tried to do what is best for Hainesport Township. He and the committee have done what is best for the residents of Hainesport and what is legal. He said he can't think of one instance where the committee sat up there and did anything that the state had to come back and tell us that we had to undo it because we didn't do it right. With that said he wanted to thank the people he has worked with in Hainesport Township since 1995. It was a

tough decision to make to retire, and he does not regret it. What he will regret is not coming into the building and working with the people that he has had the pleasure and honor to work with. From the staff; Paula, Edie, Kathy, Dawn and Sharon. He said to Mr. Selb, the new administrator, that the fact of the matter is, he has a staff in the building that is second to none. He has worked in public employment for over forty years; most in a supervisory role. Mr. Tuliano has supervised a lot of people and he said you can't find a staff any better than what is here. The professionals that we have had in this building are just that; professionals. One of the reasons that this township is what it is today and is recognized by other towns and even by the Philadelphia Enquirer and other newspapers as one of the best municipalities in South Jersey. The one thing that pleases him is when someone like Mr. Agostini comes in and recognizes the accomplishments of this committee and the staff of Hainesport Township for what has happened over quite a few years that makes it all right. Mr. Tuliano said we have some people that challenge him, the township committee and even the staff, but that's alright, that's all part of it; he's not saying it keeps them on their toes, they would be on their toes whether or not they are being challenged. It gives the people the opportunity to stand before a governing body and tell the governing body what they think is wrong; not everyone likes the answers, but the fact of the matter is, this committee, this staff is going to do what is right for the residents and what is legal. He said he knows that the committee and staff will continue to do that and as they do so, the township will only continue to get better. Lastly, Mr. Tuliano thanked the township committee and the solicitor for everything they have worked together on over the years. He went on to say that the accomplishments that occur in Hainesport Township are the result of the township committee believing in the administrator, the staff, and the professionals; believing that we are providing the best possible advice there is out there. As a result of that, a tremendous complex has been built here. Hainesport Township is a town that everyone can be proud of, as he is. With that he thanked the township committee for supporting him over the years and for believing in him as the conductor while he orchestrated the show; it was the employees that made it happen. He thanked everyone from the bottom of his heart.

The township committee then presented a proclamation to Mr. Tuliano for his service to the township over the past years.

**Committeeman MacLachlan** said he replaced Mr. Tuliano when he became the township administrator and he has watched Mr. Tuliano help to bring Hainesport Township into the modern world.

**Committeeman Porto** thanked Mr. Tuliano for his past years of service to Hainesport Township. He's always done what is best for the town. His hard work and determination is the best and he will be missed by the township.

**Committeeman Dickinson** commented that Mr. Tuliano's team work has been great and all that he has done for the township is greatly appreciated; even all the hard work done when the soccer fields were in such bad shape; Mr. Tuliano probably knows

more about grass than he wants to know. He thanked Mr. Tuliano from the bottom of his heart for all the knowledge he has gained.

**Mayor Boettcher** said Mr. Tuliano created a great family of the staff and did a great job with them. He has been around and the township is the best of the best and again he thanked Mr. Tuliano.

**Committeeman Fitzpatrick** said he leaned upon Mr. Tuliano heavily during the past year as mayor and he appreciates all the guidance he received from him. He said the municipal government works a lot different from the public sector and it was a learning experience. He thanked Mr. Tuliano for being there for all of the committee members and the staff; for having their backs, for being there through thick and thin and for informing them when needed. He then read the proclamation to the audience.

#### B. Newly Appointed Administrator Leo Selb's Welcome Report

**Mr. Selb** said he has some big shoes to fill and he echoes the comments he has heard tonight about Hainesport Township being a great town. He too, has been in municipal government for over forty years and has been through most of the 565 municipalities and if there is a diamond that shines very bright it is Hainesport. He echoes what Mr. Ragan said about working together and seeing it in action; if there were a tape to be made for people to learn this would be the town to have that tape made to share amongst the state and even in other governments in other states. In the short time Mr. Selb has been here he has learned there is a great foundation Mr. Tuliano has built with the staff and he looks forward to working with them. In just the short time he has been with them he has enjoyed it. He said we could work together as a team and Hainesport will continue into the future and he thinks the star will shine even brighter for Hainesport. He looks forward to echoing those comments throughout the state at meetings he will attend with fellow peers that he has associated with and say this is the town and if they want an example of how things should be then come to this municipality and see it in action. Again, he thanked the committee for showing a vote of confidence in him and he looks forward to working with them.

**Committeeman Fitzpatrick** said the committee looks forward to working with Mr. Selb can't wait to get to know him as an individual and build a good friendship.

#### COMMENTS FROM THE SOLICITOR

**Mr. Costa** said Mr. Tuliano helped to change his life forever. He wanted to work for Pemberton Township where Mr. Tuliano was at the time and was told by the mayor at the time that he had to be Republican to get in as prosecutor. He willingly changed and hasn't looked back. Mr. Tuliano got him involved in Hainesport Township and eventually he moved here. He was fortunate enough to be appointed as solicitor after a few years and he thanked Mr. Tuliano for that as well. Mr. Costa said that Mr. Tuliano has been a mentor for

all of the committee members and himself also. He has motivated and elevated them to be a little more confident than they would be otherwise. He said he has learned from Mr. Tuliano and thanked him for his friendship.

## **COMMENTS FROM THE COMMITTEE**

**Committeeman Fitzpatrick** said he wanted to acknowledge Jay Jones and the Public Works crew on the recent snow storm; they did a fantastic job on removing the snow from the roads. When he got up the next morning and drove around he was amazed to see even some of the roads completely bare; no snow on them. To Jay and the crew a big thank you for cleaning the streets and keeping everyone safe.

**Mr. Tuliano** said the recent snow storm clean-up is fairly typical of the Public Works crew. They mobilized at two o'clock in the morning and worked continuously until four-thirty that afternoon. They worked fourteen and a half hours throughout the day and it wasn't easy to be in those trucks for so long under those conditions, so it is nice to hear the comments made and thank you.

**Mr. Dickinson** said he received a lot of phone calls on what a great job Public Works did during the snow storm and that was a lot of snow.

**Mayor Boettcher** echoed the comments about the Public Works men and said it is a shame they weren't here to hear the comments about them. He also said that the staff of the township do a fantastic job and thanked them.

## **BILL LIST**

**Motion: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**

## **EXECUTIVE SESSION**

**A. RESOLUTION 2014-44-1** – Resolution to Enter into Executive Session, if necessary

## **ADJOURNMENT @ 8:35 P. M.**

**Motion: Committeeman Fitzpatrick. Second: Committeeman MacLachlan. All yes.**

# **HAINESPORT TOWNSHIP COMMITTEE MINUTES**

**FEBRUARY 11, 2014  
7:30 P.M.**

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1. **CALL TO ORDER** by Mayor Boettcher at 7:30 P. M.
2. **FLAG SALUTE**
3. **ROLL CALL** present were Committeeman Dickinson, Committeeman Fitzpatrick, Committeeman MacLachlan, Deputy Mayor Porto and Mayor Boettcher. Also present were Township Solicitor Theodore Costa and Township Administrator/Clerk Leo F. Selb, Jr.
4. **MINUTES**

**A. APPROVAL OF REORGANIZATION COMMITTEE MINUTES OF January 7, 2014**

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

**B. APPROVAL OF REGULAR COMMITTEE MINUTES OF January 7, 2014**

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

**State Trooper Ruczynski** gave a report of the various stats for the month of January. He asked if there were any questions for him and some residents did.

**Catherine McNelis, 407 Bischoff Avenue** – said that there had been an accident on Marne Highway last week where a woman had been injured badly and she wondered how the woman was doing. Mr. Porto said he had spoken to a member of the family and she is still in a coma. Mrs. McNelis also asked the trooper if they had taken a body out of the state park recently; she had heard from someone that they had. Trooper Ruczynski said there had not been anything like that.

**Peter Ruble, 2525 Creek Road** – asked if there could be some troopers policing Creek Road for speeders; there has been an increase in the speeding lately. Trooper Ruczynski told him he himself had been on Creek Road clocking the cars and out of five cars that

were stopped three of them were local residents. He will mention it to the other troopers to keep an eye out along Creek Road.

## 5. **REPORTS**

- A. **Tax Collector** – January, 2014
- B. **Code Enforcement** – January, 2014
- C. **Fire Official** – January, 2014
- D. **Construction** – January 2014

**Motion to approve the reports and spread the Tax Collector's report across the minutes: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. All yes.**

## 6. **DISCUSSION/PRESENTATIONS**

- A. **Burlington County Municipal Joint Insurance Fund Proclamation** – Honoring Paul Tuliano

**Mr. Selb** read a proclamation honoring Paul Tuliano by the Joint Insurance Fund for his service and congratulated him on his retirement.

- B. **Phase V-Location and Design of Playground** – Ragan Design and Planning

**Michael Wisnoski, of Ragan Design and Michael Wiley, of General Recreation** gave a presentation on the placement of the all-inclusive playground that is going to be built. They wanted to keep everyone up to date on the Phase V Park Program. Mr. Wisnoski showed three panels displaying the placement of the playground and asked the committee members for their approval of such. Mr. Wiley said the placement of the playground will allow the various children to play together. Marco Agostini asked if the base of the playground is compiled of pieces of rubber or if it is a solid mass. Mayor Boettcher asked if it is glued to the ground and was told that it is. Catherine McNelis asked if this playground is being paid for with a grant and Mr. Selb told her it is. He said it is not totally paid for by the county because we have to match the grant and that is why we are presenting the ordinance for project expenses. Mr. Wisnoski said we are also using some of that money for a well. Mr. Selb said we have to put up money to start the process. He is hoping we will be able to break ground in May, but because of all the steps we have to take we have to start tonight before we can get to that point. He said we go ahead and put it out and then when we submit the bill to the county they give us the reimbursement for the \$120,000.00. Ms. McNelis asked what happens to the money then and asked if it goes to the Hainesport Chase Park Project. Mr. Selb told her it goes back to Hainesport. Mr. Wisnoski said this is Phase V and all four projects have been processed the same way this one is being done because that's the way the county has it done.



**Mr. MacLachlan** asked why the ordinance was asking for \$210,000.00. He said the grant is for \$120,000.00 and he doesn't understand why we need so much. Mr. Wisnoski said initially in Phase V there was going to be the inclusive playground, the well, additional solar lights, a couple additional exercise pieces and we had some landscaping which came to about \$254,000.00 and we asked for \$250,000.00; the county said they would give us \$120,000.00. Based on that we reduced the scope of the project to the playground which will come to about \$100,000.00 based on Mr. Wiley's experience, the irrigation well budget is about \$20,000.00; landscaping, there are some grading issues we have to account for; possibly a pipe or something like that. When you add all that up it seems like it would be less than \$200,000.00 but we wanted to make sure that enough in funding was being encumbered and that is why the number is what it is. Mr. Selb interjected that if we don't spend it all it will go back. Mr. MacLachlan said it has been his understanding that all the work that's been done out there has been done with grants. Mr. Selb said there are certain costs we have to pay for and they are called "soft costs"; engineering fees, attorney fees. Mr. MacLachlan asked if we had ever borrowed money for any of these projects. He said he has a problem borrowing for a playground. He suggested that the Open Space Program money could be used for some of these projects. Mr. Selb said he is correct that there is an amount of money that is being captured and he spoke with the CFO about it; much of that money is obligated and it has to do with the interpretation of the word development. He did speak to the solicitor about a further definition on development and what it encompasses. Right now we are using that money for maintenance. Mr. MacLachlan said he would like to look into using that money instead of borrowing; it's about \$80,000.00 a year. Mr. Selb said that we have used bans in the past and as we are relieved from the obligation that releases some money so we can continue to go forward. His understanding is that in some cases we have surpluses as well that we can use. Mr. Porto said he would like to see how much money is available left over from previous capital improvement projects. He is in favor of the project, we've done bans before, we've completed the rest of the park but he would like to know the balance of what was left over from the previous four phases. Mr. Selb interjected that would be a question to ask during the budget meetings. Mr. MacLachlan asked what the amortization period would be for this ban and Mr. Selb said that would be something he should talk to the CFO about. Mayor Boettcher said right now they were supposed to be talking about where to place the playground. Mr. Wisnoski said if they have to stay within the \$120,000.00 budget they would have to come back to them with another drawing because it wouldn't look like it does now. There is the irrigation well which will come to \$20,000.00 so that leaves \$100,000.00. They will still have the grading issue and the base plane material will have to be reduced to meet the cap. Mr. Dickinson said he thought the placement of the playground was good. Mr. MacLachlan asked Mr. Wisnoski if there was any money left over from the last projects. Are we going to spend \$210,000.00 for this? Mr. Wisnoski said that the \$210,000.00 is a cap; the project will not cost more than that. There are contingencies and the estimates are just that. If we put this thing out to bid and it comes in really high then we will throw out all the bids and re-bid like any project. Mr. Wisnoski said that Mr. Tuliano was the one that worked on the finances for the other projects and he didn't get involved with that. His recollection though is that every phase of the project that we have done here we have always gone slightly over the grant amount. And also he thinks that we did use some of the open

space funding to fill that gap. Mr. MacLachlan said that isn't his understanding. He then asked Mr. Costa what his opinion is on whether or not that money could be used for the development of recreation. Mr. Costa said he didn't have a formal opinion but he and Mr. Tuliano had talked about it and they found that there were limitations and we couldn't use all the money we wanted to. That's why Mr. Tuliano made a ban to finance this. He said it sounds like we need a summary of where we've allocated the existing open space funds because he is not sure himself. They need to know where the open space funds are going now and how much is left over for the year. And if the committee wants, he will press the county for a more specific definition on development and maintenance and see if we can deviate from the general opinion so far. Mr. MacLachlan said he has been around here for a long time and he doesn't remember ever bonding for anything with this playground. As far as he is concerned it all came from grant money and he has a problem borrowing money to do it. If we got \$120,000.00 that is how much we should spend on it.

**Mr. Selb** said he did speak to the CFO and we do have some money tied up with the open development that this committee decided on making long term commitments in spending that money. He's not sure but he thinks we get about \$130,000.00 a year and there is obligated already \$85,000.00. There is not a whole lot of play in there to begin with because decisions were made in the past to commit some of that open development money already. Mr. MacLachlan said he doesn't know what we are spending \$85,000.00 on maintaining fields. Mr. Selb said there is a sizable amount that goes to maintaining the turf out back; that's probably \$30,000.00 itself. Mr. MacLachlan said he needs more information. Mr. Selb explained that he will be more than glad to get him that information from the CFO and share it with them; the goal tonight was to get it moving forward. The bond would only be an introduction for public hearing and a second reading for adoption at the next meeting. Between now and then he is hoping he can satisfy Mr. MacLachlan's concerns. If it is turned down then they would have to go back to the drawing board. Mr. MacLachlan said he is only one vote. Mr. Selb said the grants are not 100%; you have to pay something and they have done that in the past. Maybe not to this size. Mr. MacLachlan reiterated that he does not remember borrowing money to build playgrounds back there. If we had something left in the capital budget or we had some other way of doing it; he just doesn't see it as a good move. Mr. Selb said he would get the full dissertation and provide it to Mr. MacLachlan. Mr. Costa said he would have his input as well. Mr. Porto said he is happy with the placement of the playground and so is Mr. Dickinson. Mr. Fitzpatrick said he agrees with Mr. MacLachlan to some extent; he would like to find out how the dollars were prepared for the past park projects. Not that it will change his mind either way; not that he will say no to this project if they have to go out and band, but he is curious to see how previous projects were paid for. We are going down a different road now with new individuals in place and he would like to see how things were done compared to how they are going to be done. He wants to make sure he makes the best decision for the township based upon that. Mr. Fitzpatrick said the placement of the playground is fine but he would still like to see how the dollars were brought forth for the other projects. If someone could answer it now that would be great. Mr. Porto said he would try to answer it from memory; sometime around 2006 or 2007 the budget of the town was in good condition so the committee allocated approximately one million dollars for park development. We only had the one soccer field and we

began with the planning. As we moved forward the county came up with the \$250,000.00 grant; something that would save our taxpayers money. When we did apply for each one the county would cover that fee, we would pick up all the soft costs and the capital improvement fund would pay the soft costs or any additional money. That has gone on until this period of time. That is why he was curious what is left in the capital improvement fund. Mr. Fitzpatrick asked Mr. Porto if this project is no different than any project we have done in the past. Mr. Porto said that is how he sees it. There was still more discussion and Mr. Selb said he would contact the CFO and have the answers for the committee members at the March meeting. Everybody acknowledged that the placement for the playground is approved. Mr. Wisnoski said he would keep the project on track.

## **7. ORDINANCE**

- A. **ORDINANCE 2014-1-1** – Bond Ordinance Providing an Appropriation of \$210,000. For Recreation Project Expenses for and by the Township of Hainesport in the County of Burlington, New Jersey and, Authorizing the Issuance of \$199,500. Bonds or Notes (Introduction and First Reading)

**Motion: Committeeman Porto. Second: Committeeman Dickinson. No: Committeeman MacLachlan. All others yes.**

## **8. RESOLUTIONS**

- A. **RESOLUTION 2014-45-2** – A Resolution Raising the Bid Threshold

**Motion: Committeeman Dickinson. Second: Committeeman Fitzpatrick. All yes.**

- B. **RESOLUTION 2014-46-2** – A Resolution Appointing a Purchasing Agent – **Leo F. Selb, Jr.**

**Motion: Committeeman Dickinson. Second: Committeeman Porto. All yes.**

- C. **RESOLUTION 2014-47-2** – Resolution to Award a Professional Services Contract for Bond Counsel – **Parker McCay P.A.**

**Motion: Committeeman Dickinson. Second: Committeeman Porto. All yes.**

- D. **RESOLUTION 2014-48-2** – Resolution to Award a Professional Services Contract for Township Auditor – **Robert P. Nehila, Jr. with Bowman and Company**

**Motion: Committeeman Porto. Second: Committeeman Dickinson. All yes.**

- E. **RESOLUTION 2014-49-2** – Resolution Authorizing Aerial Larvicide Application

**Motion: Committeeman Dickinson. Second: Committeeman Porto. All yes.**

- F. **RESOLUTION 2014-50-2** – Governor’s Council on Alcoholism and Drug Abuse Fiscal Grant Cycle July 2014 – June 2019

**Motion: Committeeman Fitzpatrick. Second: Committeeman Dickinson. All yes.**

- G. **RESOLUTION 2014-51-2** – A Resolution Authorizing and Appointing and Employee Practice Liaison (EPL) for Burlco JIF – **Leo F. Selb, Jr.**

**Motion: Committeeman Dickinson. Second: Committeeman Fitzpatrick. All yes.**

**Committeeman Fitzpatrick made a motion to add three resolutions to the agenda. Second: Committeeman Porto. All yes.**

- H. **RESOLUTION 2014-52-2** – A Resolution Authorizing Issuance of Raffle License to Hainesport Volunteer Fire Company #1 Ladies Aux

**Motion: Committeeman Fitzpatrick. Second: Committeeman MacLachlan. Abstention: Mayor Boettcher. All others yes.**

- I. **RESOLUTION 2014-53-2** – A Resolution Authorizing Issuance of Raffle License to Hainesport Volunteer Fire Company #1 Ladies Aux

**Motion: Committeeman Porto. Second: Committeeman Dickinson. Abstention: Mayor Boettcher. All others yes.**

- J. **RESOLUTION 2014-54-2** - A Resolution Authorizing Issuance of Raffle License to Hainesport Volunteer Fire Company #1 Ladies Aux

**Motion: Committeeman Dickinson. Second: Committeeman Fitzpatrick. Abstention: Mayor Boettcher. All others yes.**

## **9. BUSINESS**

### **A. Approval Video/Pinball Amusement Machine License**

- **2014-001** - Dunleavy’s Restaurant
- **2014-002** – Tricorp Amusements, Inc.
- **2014-003** – Carollo Bar & Restaurant, Inc.

**Motion: Committeeman Fitzpatrick. Second: Committeeman Dickinson. All yes.**

### **B. Approval of Mobile Home Park License**

- **2014-001** – Russlyn Mobile Home Park
- **2014-002** – Goss Mobile Home Park

**Motion: Committeeman Dickinson. Second: Committeeman Porto. All yes.**

**C. Approval of Charitable Clothing Bin License**

- **2014-001** – Garden State Wipers, Inc./AMVETS located at Crossroads Plaza
- **2014-002** – Terry Kaplan (Planet Aid) located at 2805 Marne Highway
- **2014-003** – Better World Books (Book Drop Box) located at Crossroads Plaza

**Motion: Committeeman Fitzpatrick. Second: Committeeman MacLachlan.**  
**All yes.**

**Mr. MacLachlan** said he and Mr. Selb had discussed increasing the fees for the next time around. Mr. Selb said he is putting together a comparison involving all our fees; they are way below many of the surrounding towns.

**D. Approval of Junk Yard License**

- **2014-001** – AmeriCycle, Inc.

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson.**  
**All yes.**

**10. COMMENTS FROM THE PUBLIC**

**Marco Agostini, 112 Spruce Lane** – addressed Mr. MacLachlan about the number of children with disabilities; it comprises approximately seventeen to eighteen percent of the total number of children at the local school. They all have various disabilities so you have a wide range of them and some of them are not too disabled. He said there is a large number of children that would benefit from the all-inclusive playground. Mr. Agostini said considering all the children that would use it he suggested to Mr. MacLachlan that he navigate very carefully before giving any classifications. He thanked the committee for considering building this playground for the families of these children. Mr. MacLachlan said you can't spend money you don't have and borrow for things that can maybe wait and be done a little less expense. He said he was voted in to worry about the town's finances not Mr. Agostini. He also said he is in complete agreement with Mr. Agostini.

**Pat Macken, 116 Masons Woods Lane** – wanted to thank Mr. Selb for helping the Hainesport Fire Company #1 Ladies Auxiliary for getting the resolutions passed for the casino night.

**Catherine McNelis, 407 Bischoff Avenue** – asked if there was any way they could combine the two playgrounds by enlarging the one that is there and put a section for the disabled children. You would want to be able to have a parent with a disabled child and one that isn't to be able to keep an eye on both of them. Mayor Boettcher said they would be together. Mrs. McNelis this way they could just add a few pieces and it would be less money. That way we wouldn't have to borrow this money. She said she doesn't remember having to bond any money for playgrounds; she does remember them saying they have this much and next year we will get another grant and we will continue with what we are doing right now. Mrs.

McNelis said her next problem is with the township calendar; she saw the articles about the dog shelter, the food banks and the shoes. There is not one word about the veterans that need items. She said the containers for the other things are all filled up because everyone knows about them; her container gets a bag once a month from someone very dedicated to the veterans. It would really benefit the veterans if something was mentioned in the calendar.

**Letitia Kelley, 525 Lumberton Road** – said the number of the resolution for the executive session is the same as one that was submitted for one of the resolutions for the Ladies Auxiliary for the Fire Company. March 3-7 is Read Across America Week and it's Dr. Seuss's birthday. The computer teacher at the school is getting people from the community to come in and read to the students. You can read from your favorite book or the school will provide you with one; you can read to any age group. She has spoken to some people individually and wondered if anyone on the committee would care to do that. If so they should contact the school or herself and she will pass their name along.

**Mr. Fitzpatrick** said he would like to address Mrs. McNelis. He said he is in complete agreement with her about the calendar and is not speaking for whoever puts the calendar together but being that we are now in the month of February he will forget about the issue. He will put a note in his calendar and try to remember to see that it is in the next calendar.

**Mr. Dickinson** also mentioned that we are trying get communication out to everyone in Hainesport and one of the things that we are pushing on our website is trying to get people to sign up for the email notification which includes the newsletter and keeping residents informed of things happening in Hainesport. Maybe that's another way to let the people know about things like the veteran's box. Right now there are about 250 people signed up for it. Mr. Fitzpatrick said we have reached out to residents that we have a newsletter and you can sign up for it at [newsletter@hainesporttownship.com](mailto:newsletter@hainesporttownship.com) and what happens is whenever the recycling gets messed up because of the weather or the trash doesn't get picked up an email blast goes out to everyone signed up for it. We don't know if they are signed up unless they send us but once they do this email blast does go out and it's something we could put up in that as well.

## 11. COMMENTS FROM THE ADMINISTRATOR

**Mr. Selb** said that at the JIF breakfast he had attended the township was awarded an award because of the committee's vision in purchasing the grapple truck as well as the leaf machine because they cut down on manpower. This is due to Mr. Tuliano's efforts as well as the committee's. Also at the breakfast we were notified that we received a \$1,300.00 safety incentive program because of our employees' efforts to remain safe and cut our costs back. Several meetings ago there was a request for a letter to be drafted and sent out to the residents who haven't hooked up to the sewer. In the committee members' packets is a copy of the letter that was drafted for them to review. Mr. Selb asked them to look the draft over and let him know if it is ok and maybe next meeting they could approve it to be sent out. We do a lot of shared services and he has discovered that most of it is done by word of mouth and a hand shake. What he would like to do is memorialize some of it in a letter format so we can demonstrate that we do a lot of shared services. We have another grant pending and what he would like the committee to do is start thinking about what they will want in that

grant; it is for \$88,000.00 for a Hainesport Chase Park. It is something that they should start discussing. As part of that Mr. Selb will be talking to the CFO because of their concerns for the present grant. He has also spoken to an electrician because of some maintenance that needs to be done on the solar lights. Mr. Selb thanked the Public Works for their efforts during the snow storms we have had; it takes about fourteen hours to plow all the roads. He knows some people are upset because their driveways are plowed in but we will come back to address it. If you were plowed first one time you may be last the next time. We can only do so much. He has been engaged with JIF in discussing a program that is a tenant use liability insurance program that is utilized when someone rents a facility. The facility that is being rented right now is the firehouse. He has been working with them to try and resolve that issue. Mr. Selb said we have a newsletter that is coming out; it is due out April 1. He is looking for articles; if someone wants to give him an article about the veterans he will be more than glad to put it in there. If not he will put something in there himself. We will have articles that public gives us; it will be on the internet. He has also spoken to the seniors that have said many of them don't have computers but they have community centers that they can go to. We will supply a limited amount of printed copies here that will be in black and white. The only other thing he had to discuss is whether or not we continue to rent lights for the soccer fields or buy more. He would like to have a discussion with the committee at a later date about the lights. Mr. Selb also said we have changes on the website; we have a mission statement that went out to the committee and the employees and they liked it. We don't have one on the website at the present time and would like to put this up. He then read it to the committee and the audience. Mr. Selb also mentioned that we have added a page to the website listing the names of our professionals in case someone wants to contact them. We also have a scrolling message there and anytime we have something like a trash truck breaks down and the trash will not be collected we put it there and we also put it on the marquee out in front of the municipal building. If you joined our flash email we send out notices through that.

## **12. COMMENTS FROM THE SOLICITOR**

**Mr. Costa** brought the committee up to date on four foreclosures that he is working on for the township. He said he got a quote from Foundation Title for title searches and there will be other costs involved for this process. Mr. Selb said he asked another title company to give him a quote for the title searches but he hasn't heard back from them yet. Mr. Costa he believes the quote is fair. There will be a few other costs such as newspaper costs and recording costs with the county clerk and postage costs. It is proceeding and he will give the committee a further update as it goes along.

## **13. COMMENTS FROM THE COMMITTEE**

**Mr. Dickinson** said what a great job Public Works has done with snow removal.

**Mr. Porto** echoed Mr. Dickinson's comments about Public Works.

**Mr. Fitzpatrick** also commented on what a good job Public Works did removing the snow from the streets. He said he is pushing and will continue to push to get the newsletter information out there so if anyone here has friends that want to be kept abreast of the

information that is going on in the town once again the email address is [newsletter@hainesporttownship.com](mailto:newsletter@hainesporttownship.com). If people sign up for that maybe we won't have recycling buckets sitting outside for two weeks waiting for the next run and the trash hanging out until the next time they come. Mr. Selb interjected that if people have their trash or recycling missed they should call the next day and let someone know because if they wait several days they are no longer in the area to come back and pick it up.

**Mr. MacLachlan** talked about some bonds that had come up in the past and were denied by the committee. He said this new grant for \$88,000.00 should be just for that amount and we shouldn't borrow more money for the project. If it doesn't get us everything we want so be it. At least we are not encumbering the town for years to come on items that aren't dire necessities. Mr. MacLachlan told Mr. Selb that he thinks he is already doing a great job. The communication coming out is refreshing; there are a lot of emails letting the committee know what is happening. He also wanted to give his thanks to Public Works for doing such a great job.

**Mayor Boettcher** said again that Public Works has done a fantastic job and like it was said; somebody is first and somebody is last. They do rotate on a regular basis. The building has been fantastic here with the help that people get. As far as recycling goes, at the bottom of the recycling calendar there is a number to call if you have been missed; that is their problem. Always call if you have a problem.

#### **14. BILL LIST**

**Motion: Committeeman MacLachlan. Second: Committeeman Porto. Voice vote: all yes.**

#### **15. EXECUTIVE SESSION**

**Mr. MacLachlan offered a motion to amend the agenda to correct the number of the resolution 2014-52-2 to 2014-55-2. Second: Committeeman Porto. Voice vote: all yes.**

##### **A. RESOLUTION 2014-55-2 – Resolution to Enter into Executive Session**

- Personnel Issues

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. All yes.**

**10 minute recess**

**In Executive Session. 9:25P. M.**

- Discussion ensued regarding personnel.

**Motion back in Normal Session 9:50pm Motion by Committeeman MacLachlan. Second by Committeeman Porto. All Yes.**



**ADJOURNMENT @ 9:55 P. M. Motion: Committeeman Porto. Second:  
Committeeman Dickinson. All yes.**

# **HAINESPORT TOWNSHIP COMMITTEE MINUTES MARCH 11, 2014**

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of March 11, 2014 was included in a meeting notice sent to the Burlington County Times and Courier Post On January 8, 2014, 2014 and advertised in said newspapers on January 10, 2014, posted on the bulletin board in the municipal building on January 13, 2014 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. **CALL TO ORDER** - by Mayor Boettcher at 7:30 P. M.
2. **FLAG SALUTE**
3. **ROLL CALL** - present were Committeeman Dickinson, Committeeman Fitzpatrick, Deputy Mayor Porto and Mayor Boettcher. Also present were Township Solicitor Theodore Costa and Township Administrator/Clerk Leo F. Selb, Jr. Committeeman MacLachlan was absent.
4. **MINUTES**
  - A. **APPROVAL OF REGULAR COMMITTEE MINUTES OF** February 11, 2014  
  
**Motion: Committeeman Dickinson. Second: Committeeman Fitzpatrick. All yes.**
5. **REPORTS**
  - A. **Tax Collector - February, 2014**
  - B. **Code Enforcement – February, 2014**
  - C. **Fire Official – February, 2014**
  - D. **Construction – February, 2014**  
  
**Motion to approve the reports and spread the Tax Collector’s report across the minutes: Committeeman Porto. Second: Committeeman Dickinson. All yes.**

**State Trooper Ruczynski** of the Bordentown Barracks read the monthly report of the various incidences that occurred during the month of February. There were no questions for him from the audience.

## **6. DISCUSSION/PRESENTATIONS**

### **A. Ragan Design Group – All Inclusive Playground**

Michael Wisnoski of Ragan Design showed the committee and the audience a board of where the all-inclusive playground will be located in the complex. He said it was to show that all the elements for the playground could fit in the location. He said Mr. Selb asked him what components would be in the playground and that is why he brought a packet to show which components could fit in the area. The first sketch shows one layout of what the playground would look like with a swing set and the second sketch shows what it would look like without the swing set. Mr. Wisnoski also had several sheets with the various components that could be chosen to be in the playground. He asked that the committee members look over the sheets and decide which components they wanted to be selected. They are all designed to be used by handicapped children and other children. The late winter snow has hampered the efforts to have the area surveyed and once the weather clears Alaimo Associates will be able to get out and give us some grade elevations. The short answer is that they are moving forward as quickly as they can, hopefully to have the project ready to go to bid in April. Mr. Porto asked about the “Cool Topper”; he wondered if it would be safe in the wind or whether or not it would blow away. Mr. Wisnoski told him it was definitely meet all construction specifications for wind tolerance. The issue is that many of these children are sun sensitive and there is no shade out there and the topper would definitely be helpful to them. Mr. Porto asked if some shade trees could be planted somewhere so they would help with the problem. Mr. Selb said they would have to take a look at it because there may be a drainage problem with trees. They will look into it to see what can be done. Mr. Wisnoski said an item that is very popular is the “Sway Fun Glider”. He mentioned having a swing set in the playground or not and Mr. Dickinson said he has some friends with children with autism and one of the things those children enjoy is motion. Every one of his friends has a swing at their homes. Mr. Wisnoski thanked him for his input. Mr. Porto also said he would go with the swings. Mr. Fitzpatrick asked if both proposals cost approximately the same and Mr. Wisnoski said the second proposal would be about \$10,000.00 less than the first, which isn’t much. He said the thought was to sharpen our pencils and choose some elements from both to make sure we can hit our budget number. He will keep Mr. Selb informed and Mr. Selb said he would keep the committee updated.

## **7. ORDINANCE**

**Mr. Fitzpatrick made a motion to withdraw Ordinance 2014-1-1. Mr. Porto seconded the motion. All yes.**

Mr. Selb said on further examination with the CFO they were able to find alternate funding so this would not impact the tax rate and the budget or on our taxpayers. So we are financing it with the grant and alternate funds. He said this indicates that we are going forward and funding the project. Mayor Boettcher said the project is not stopped, it is still going forward.

- A. **ORDINANCE 2014-1-1** – Bond Ordinance Providing an Appropriation of \$210,000. For Recreation Project Expenses for and by the Township of Hainesport in the County of Burlington, New Jersey and, Authorizing the Issuance of \$199,500. Bonds and Notes (**Public Hearing and Final Adoption**)

## **8. RESOLUTIONS**

Mr. Selb asked for a motion to amend the agenda to add two more resolutions. One is appointing a housing liaison for the COAH and the other is to authorize to spend some funds as a result of a discount for the fire truck.

**Motion to amend the agenda: Committeeman Fitzpatrick. Second to include Resolutions 2014-64-3 and 64-4: Committeeman Porto. All yes.**

- A. **RESOLUTION 2014-39-1** – Resolution to Award a Professional Services Contract to **Ragan Design Group** for Hainesport Chase Park Expansion

**Motion: Committeeman Dickinson. Second: Committeeman Porto. All yes.**

Mayor Boettcher asked Mrs. McNelis if she could hear what was being said; the hearing devices are not here tonight because they are being repaired. Mrs. McNelis said to say what they say slowly and she and she will hear them. The units are not available tonight.

- B. **RESOLUTION 2014-40-1** – Resolution to Award a Professional Services Contract to **Ragan Design Group** for Municipal Park Phase V

**Motion: Committeeman Porto. Second: Committeeman Dickinson. All yes.**

- C. **RESOLUTION 2014-56-3** – Resolution Authorizing the Treasurer/CFO to Refund Business License Application Fee – **Roberts Fine Cars**

**Motion: Committeeman Dickinson. Second: Committeeman Fitzpatrick. All yes.**

- D. **RESOLUTION 2014-57-3** – Resolution Authorizing Issuance of Raffle License to **Our Lady Queen of Peace** – **50/50**

**Motion: Committeeman Fitzpatrick. Second: Committeeman Porto. All yes.**

- E. **RESOLUTION 2014-58-3** – Resolution to Award a Professional Services Contract for General Engineering – **Richard A. Alaimo & Associates**

**Motion: Committeeman Fitzpatrick. Second: Committeeman Dickinson. All yes.**

- F. **RESOLUTION 2014-59-3** – Resolution to Award a Professional Services Contract for Special Counsel for Affordable Housing Legal Services – **Parker McCay**

**Motion: Committeeman Fitzpatrick. Second: Committeeman Dickinson. All yes.**

- G. **RESOLUTION 2014-60-3** – Resolution to Award a Professional Services Contract for General Planner – **Ragan Design Group**

**Motion: Committeeman Porto. Second: Committeeman Fitzpatrick. All yes.**

- H. **RESOLUTION 2014-61-3** – Resolution Authorizing the Transfer of Funds Raised by Shoebox Recycling to **Burlington County Animal Alliance**

**Motion: Committeeman Porto. Second: Committeeman Dickinson. All yes.**

- I. **RESOLUTION 2014-62-3** – Resolution to Award a Professional Service Contract for Continued Lawncare and Field Maintenance for the Township of Hainesport Recreation Fields Maintenance and Development – **South Jersey Turf Consultants, LLC**

**Motion: Committeeman Dickinson. Second: Committeeman Fitzpatrick. All yes.**

- J. **RESOLUTION 2014-64-3** – Resolution appointing a municipal housing liaison as required by COAH's third round substantive rules – **Leo Selb, Jr.**

**Motion: Committeeman Dickinson. Second: Committeeman Fitzpatrick. All yes.**

- K. **RESOLUTION 2014-65-3** – Resolution authorizing change order for fire truck ancillary items

Mr. Fitzpatrick asked a question about the amount of money that is being turned back to accessories for the fire truck; \$7,518 is being turned back in but the total comes to \$9,295 and wondered who is paying the difference. Mr. Selb said the fire department is going to make up the difference.

**Motion: Committeeman Fitzpatrick. Second: Committeeman Dickinson. Mr. Porto: yes. Mayor Boettcher abstained.**

## 9. COMMENTS FROM THE PUBLIC

**Pat Macken, 116 Masons Woods Lane** – reminded everyone that Casino Night is being held at the Fire House this Saturday.

**Kent Pipes, 35 Mount Laurel Road** – said he had sent a letter out in late December and also just a few weeks ago inviting the mayor to the event that will be held at the Christian Faith Assembly and he hasn't heard from anyone in Hainesport. He was wondering if the mayor or any committee members would like to attend. This is an event that will have a large number of the Rancocas Valley Clergy and the parishioners of the various churches. The name of it is "Stand Up and Speak Out" and it will give the people a chance to address the elected officials at the local level, the county level and the state level and the federal level. We want the elected officials to listen to common people who are concerned about what is going on in our country and communities and not to have to give a speech or defend or advocate for anything. They just want the officials to listen. Mr. Pipe expects that there will be over 400 people there. He is encouraging the committee to on behalf of those of us who live in this community to come. He thinks it would be good for them to come because they are the host community for this event. He gave out the invitations to the committee and said he looked forward to seeing them there. This a night where he thinks the folks that really care about people will come to share their many experiences, observations, and some of their beliefs to say how we can make this a better world for all of us. Mr. Pipe said he is looking forward to it; he will be moderating the first thirty minutes and various clergy will take care of each thirty minutes. Mr. Fitzpatrick asked where they would be seated and was told they would be up front but they would not be chastised. Mr. Pipe said he has an opening statement and it will be that it is not calling out any individual, not about promoting a party, not about advocating anyone's ideology; share your story, and share your concern. Mr. Dickinson asked if the other churches were invited and Mr. Pipe told him yes they were. Mr. Dickinson asked if the other churches would be up there to moderate. This is sponsored by the Rancocas Valley Clergy and it is a first time experience; everyone will be as surprised as he will about what happens. Mr. Dickinson said he thinks the clergy should be up front to engage these conversations. Mr. Pipe said he would take that as a suggestion for maybe another event. He also asked if the township could ask the State Troopers to possibly provide entrance and exit assistance. It was said that they should speak to the State Troopers themselves.

**Catherine McNelis, 407 Bischoff Avenue** – asked where the township got the money for the all-inclusive playground and Mr. Selb told her it was found in the Open Space program. We have open space money set aside and by ordinance we can use it for the development and maintenance and also any rules and laws that follow under the regulations of the Green Acres and they fall within the rules as far as the development of the playground. Mrs. McNelis asked if it is just for Phase V and Mayor Boettcher said it is. She also talked about the past issues that have been had with the hearing devices. Mr. Selb said he is going to get them fixed.

**Marco Agostini, 112 Spruce Lane** – gave a letter from his wife to the committee members and said he wanted to thank them for proceeding with the all-inclusive playground. The fact that it is not costing the taxpayers any money is even better. He said that in March of 2012 the ADA enacted regulations that all new playgrounds and all playgrounds that are being renovated must comply with the accessibility standards for handicapped children. Mr. Selb gave Mr. Agostini the same sheets that Mr. Wisnoski had shown to the committee and suggested he look over the packet and let the committee or Mr. Wisnoski know what he might think would be good to put in the playground. Mr. Agostini said he would be glad to do so and also said this new playground would be a landmark for the township park.

**Laurie Valvardy, 911 Deacon Road** – asked if they couldn't get a screen that types the words on it so hearing impaired people could read what is being said at the meetings. Mayor Boettcher said there are a lot of things that we could do if we had the money. Mr. Fitzpatrick said now that we have addressed and found the problem we should be able to fix it. Since we are so far into this that hopefully we are near the finish line. Mr. Selb will see it to the end; he has taken the time to research it we are right there. Mr. Selb assured everyone that he will make sure that the hearing devices will be in good working order when they come back.

#### **10. COMMENTS FROM THE ADMINISTRATOR**

**Mr. Selb** thanked the township solicitor for helping him to research the wording to allow the township to use the open space money as alternate funding. Mrs. Macken stole his thunder about the Casino Night at the Fire House. It's not only a casino night; they are going to have a 50/50 raffle and bingo. It's a good cause. They will be introducing the budget in April and adopting it in May with the committee's consent. Mr. Selb will be meeting with Mr. Wisnoski about COAH; he has been told that COAH funds may be coming back. This will necessitate a little more work for the person that was just appointed the housing liaison; himself. The committee was given a letter for the sewer hookup a month or so ago and he would like them to go over it. This is in regards to the ninety hookups that still haven't done so. Mr. Selb is asking for comments on the letter so he can get it out with the committee's approval. It explains exactly what will happen if they don't hookup to the Mt. Holly Sewer. He received correspondence from the Burlington County Freeholders stating that they had cold patch for the township as long as the township cold patches their roads also. Mr. Selb talked to the foreman of Public Works and they decided the township does not have the staff to do that; it wouldn't be practical for us. The other piece of correspondence was from Richard Alaimo Associates thanking the township for re-appointing him as the engineer. Finally and most importantly, one of our staff who is the construction tech, Kathy Newcomb, was nominated and has been selected as the construction tech of the year for the state of New Jersey. It is quite an honor and she is going to be honored at a luncheon on May 8<sup>th</sup> at Bally's. When he gets more details he will send them out to the committee members if they would like to attend. The luncheon is usually from 12:00 to 2:00. He said he would absolutely go. Kathy

is very active and does a great job for the township and it is a great honor and a star in our cap to have someone like that.

## 11. COMMENTS FROM THE SOLICITOR

No comments from the solicitor.

## 12. COMMENTS FROM THE COMMITTEE

**Committeeman Dickinson** apologized to Mrs. Macken for not being able to attend the Casino Night on Saturday; he has another commitment. He said he is sure if anyone wants to make a donation the ladies auxiliary would be glad to accept them. Hopefully this is the first of many successes over there. Congratulations to Kathy; he is sure that solidifies how we feel about what we have here in the township. In the amount of work that our crew puts in; from snow removal to any of the basics. Just the communication of the town alone. And speaking of communication, he got a few calls about snow removal. What he tells the people is to call Mr. Selb and let him know what is going on. Last thing is that he would like to thank the different sports programs for their patience with the fields. He was on the phone several times with Mr. Selb about the condition of them; the amount of time we have put into the fields to get them to be some of the nicest turf fields in South Jersey, he thinks they did the right thing by waiting for this week to open them up.

**Committeeman Porto** wished Mr. Dickinson a happy birthday and also wished Hainesport a ninetieth birthday. Hainesport is ninety years old this month. He is proud of our accomplishments of the committee and the town's history. He is very glad that the township is able to move forward with the playground; that we were able to find the funding for it without bonding. That will help many more people enjoy this town even more. Mr. Porto gave a shout out for Casino Night; if you can't make it tell a neighbor, maybe they will be able to go. Help support our local emergency squad and fire department. He is also glad we are moving forward with the refurbishment of our fire truck.

**Committeeman Fitzpatrick** wanted to recognize Kathy Newcomb for what she has done for the town and let her know that we greatly appreciate all she has done. He also thanked the ladies auxiliary for dressing up for St. Patrick's Day for the Casino Night; it should be a fun experience.

**Mayor Boettcher** congratulated Kathy and all the staff. We know we have a wonderful staff and road department; they keep up off the hook. There again he said if anyone has a problem they should reach out and contact the administrator. He does pick the phone up.

**Committeeman Dickinson** made another comment about Kathy; she does a lot of work for collecting for the shelters and another person who does a lot of work for the



veterans. A lot of people don't get to the meetings but if they can remember that the boxes are in the foyer of the building they could help by filling them.

**Mayor Boettcher** said if you have a question, you want to do something around the house, just come in and ask; if you are unsure, come in and ask. It's easier to ask and the staff will walk you along and help you. We don't want fines just compliance.

### **13. BILL LIST**

Mr. Selb had to add some items to the bill list. Mr. Fitzpatrick had a question about the bill list and Mr. Selb answered him.

**Motion: Committeeman Porto. Second: Committeeman Dickinson. All yes.**

### **14. EXECUTIVE SESSION**

A. **RESOLUTION 2014-63-3** – Resolution to Enter into Executive Session, if necessary.

### **15. ADJOURNMENT @ 8:31 P. M.**

**Motion: Committeeman Porto. Second: Committeeman Fitzpatrick. Voice vote: all yes.**

# **HAINESPORT TOWNSHIP COMMITTEE MINUTES**

**APRIL 8, 2014  
7:30 P.M.**

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of April 8, 2014 was included in a meeting notice sent to the Burlington County Times and Courier Post On January 8, 2014 and advertised in said Newspapers on January 10, 2014, posted on the bulletin board in the municipal building on January 13, 2014 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.

**CALL TO ORDER** by Mayor Boettcher at 7:30 P. M.

## **FLAG SALUTE**

**ROLL CALL** present were Committeeman Dickinson, Committeeman Fitzpatrick, Committeeman MacLachlan, Deputy Mayor Porto and Mayor Boettcher. Also present were Township Solicitor Theodore Costa and Township Administrator/Clerk Leo F. Selb, Jr.

## **MINUTES**

### **A. APPROVAL OF REGULAR COMMITTEE MINUTES OF March 11, 2014**

**Motion: Committeeman Dickinson. Second: Committeeman Porto. All yes.**

## **REPORTS**

**A. Tax Collector - March, 2014, Quarter Ending March 2014**

**B. Code Enforcement – March, 2014**

**C. Fire Official – March, 2014**

**D. Construction – March, 2014**

**Motion to approve the reports and spread the Tax Collector's report across the minutes: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**

**State Trooper Zyskowski** came in and reported about an armed robbery at the Fulton Bank on Friday April 4, 2014. Luckily the robber was apprehended within two hours of the robbery. There was only one person involved in the robbery.

## **DISCUSSION/PRESENTATIONS**

- A. **Letter from Pamela K. Agovino** – Request for Block Party – May 24, 2014 (rain date May 25, 2014) between 1 Hastings Lane and 15 Hastings Lane – Hours: 11:am – 12:00pm

**Motion: Committeeman Porto. Second: Committeeman MacLachlan. All yes.**

## **ORDINANCE**

- A. **ORDINANCE 2014-2-4** – Calendar Year 2014 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank (N.J.S.A. 40A:4-45.14) **(First Reading and Introduction)**

There was a problem with the sound system that was corrected by Mr. Selb.

May 13, 2014 will be the public hearing for the ordinance.

**Motion: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**

## **RESOLUTIONS**

- A. **RESOLUTION 2014-66-4** – Resolution Appointing a Public Agency Compliance Officer – **Leo F. Selb, Jr.**

**Motion: Committeeman Dickinson. Second: Committeeman MacLachlan. All yes.**

- B. **RESOLUTION 2014-67-4** – Resolution Authorizing the Township of Hainesport to Execute an Agreement with Burlington County for Cooperative Participation in the Community Development Block Grant Program Years (Federal FY) 2015-2017

**Motion: Committeeman Fitzpatrick. Second: Committeeman MacLachlan. All yes.**

- C. **RESOLUTION 2014-68-4** – Governor's Council on Alcoholism and Drug Abuse Fiscal Grant Extension January 1, 2014 to June 30, 2014

**Motion: Committeeman Dickinson. Second: Committeeman Porto. All yes.**

- D. **RESOLUTION 2014-69-4** – Resolution Updating Personnel Policies and Procedures

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

- E. **RESOLUTION 2014-70-4** – Resolution Authorizing Foreclosure of Tax Sale Certificates - **Various**

**Motion: Committeeman Dickinson. Second: Committeeman MacLachlan. All yes.**

- F. **RESOLUTION 2014-71-4** – Resolution Authorizing the Filing of a Recycling Tonnage Grant Application for the Year 2013

**Motion: Committeeman Fitzpatrick. Second: Committeeman Dickinson. All yes.**

- G. **RESOLUTION 2014-72-4** – Resolution to Award Contracts for Pavement Repairs on Maine Avenue and Edinburgh Drive – **Winzinger, Inc.**

**Motion: Committeeman Fitzpatrick. Second: Committeeman Porto. All yes.**

- H. **RESOLUTION 2014-73-4** – Introduction of 2014 Budget

Mr. Selb amended the newspaper publishing date from April 11<sup>th</sup> to April 18<sup>th</sup>. That will give the paper adequate time to publish it and still give us time to have the public hearing which is slated for May 13, 2014.

**Motion: Committeeman Porto. Second: Committeeman Dickinson. All yes.**

- I. **RESOLUTION 2014-74-4** – Resolution Authorizing the Solicitation of Bids for the Recreation Complex Phase V Construction All-Inclusive Playground

**Michael Wisnoski of Ragan Design** was here to show everyone where the all-inclusive playground would be placed and to tell them that a swing set has been added to the elements and that they are ready to go to bid. Adding the swing set added to the cost of the playground but by purchasing some other products by state contract it reduced the cost of the project. Therefore we are still within our budget. The program is to go out to bid on April 11<sup>th</sup>. They have already crafted the notice for the newspaper; they are having a pre bid meeting on April 23<sup>rd</sup> and the bid opening on May 8<sup>th</sup>. Hopefully, if the bids come in within the budget the township committee will authorize that contract on May 13<sup>th</sup>. Most importantly, in speaking with the recreation consultant, they have two dates for the volunteer build day. Those dates are Saturday June 7<sup>th</sup> or Saturday June 14<sup>th</sup>. Mr. Wisnoski asked Mr. Dickinson which day he thought he could get the volunteers ready to do the building of the playground. Mr. Dickinson said he thought June 7<sup>th</sup> would be better and Mr. Wisnoski stressed to everyone that the building of the playground would be rain or shine. Mr. Dickinson stated that Mr. Agostini would be supplying coffee and donuts in the morning. Mr. Selb said he needed to craft the time and Mr. Wisnoski stated that he thinks they start at 8 in the morning. The only caveat is if the bids come in over budget and we will know on May 13<sup>th</sup>. Barring that they should be ready to go on June 7<sup>th</sup>. Mayor Boettcher said Mr. Wisnoski is addressing Mr. Dickinson so he asked if Mr. Dickinson is heading the volunteer group and was answered in the affirmative. Mayor Boettcher asked how he was going to organize that and Mr. Dickinson said it is already organized. He did mention that if anyone wanted to volunteer they were welcome. It was noted that the information will be put on the internet to let everyone know what will be happening and when and where.

**Motion: Committeeman Porto. Second: Committeeman MacLachlan. All yes.**

## **BUSINESS**

- A. **Proclamation** – Proclaiming the Month of May, 2014 as Building Safety Month

**Mr. Selb** stated that our Construction Tech Kathy Newcomb was selected as Construction Tech of the Year for 2014 and that was another jewel in our crown or star for Hainesport. She asked that we step forward and bring to the attention of the public this is the time to look at your house from a building stand point and see if there are improvements needed to be made. If so, and you have questions, come and see Kathy and she will guide you through the steps needed and provide you with the answers; she is great staff and the Construction Office will work with you. Don't be shy; she will find the answer for you if she doesn't already know.

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. Voice vote: all yes.**

**B. Proclamation – Honoring and Recognizing the Armed Forces Heritage House Museum**

**Mr. Selb** said Mr. Paul Tuliano, Sr. came in and spoke with him regarding the museum; he said when Fort Dix is on lock down you can't get to the museum. They are asking for a facility outside the gate so it stays open to the public and this is just a general support of our town to support that concept. He has asked us to approve it.

**Motion: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**

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

**Catherine McNelis, 407 Bischoff Avenue** – asked if the letters to the residents that haven't hooked up yet to the sewer have gone out. Mayor Boettcher said they have not; they are ironing out some issues with the Mount Holly MUA. She asked the mayor if he had hooked in to the sewer yet and he told her he was not part of the sewer project. Ms. McNelis said it is amazing that everyone else has to hook up to the sewer and Mayor Boettcher doesn't have to. Mayor Boettcher told her that not everyone was supposed to hook up to the sewer. The sewer project did not include every house in Hainesport. Ms. McNelis said she read an ordinance to Mayor Boettcher that said every house on Mt. Laurel Road had to hook up to the sewer during the sewer project for Creekview. He lives on Mt. Laurel Road and she thinks it should require him to hook up to the sewer also. Mr. Selb said they had met with Mr. Rizzuto of the Mount Holly MUA and he provided them with a list of people that are supposed to be connected to the sewer. There was a property adjacent to Mayor Boettcher's property and it was determined that he was not required to be connected to the sewer. Mr. Rizzuto said it was not cost efficient for Mount Holly when they installed the mains; they were across the street and for them to put them under the road nine feet down wasn't cost efficient for them. So that is why they weren't requiring houses on that side of the road to connect. Ms. McNelis asked if that is why there are two sewer hook ups on that side. Mr. Selb said down further there are hook ups that have to do with a different main that comes in. All he can say is that is what Mr. Rizzuto told him; if they are not on the list they do not have to connect to the sewer. Ms. McNelis said she knows someone that only had one hook up but was charged for two. Mr. Selb told her to tell them to come in and talk to him. She said she can't believe that everyone wasn't included in that. Ms. McNelis went on to ask that the committee change the meeting back to the way it was years ago where the public comment was at the end of the meeting rather than now because it seems that as soon as you sit down

you're not allowed to get back up again. As soon as the committee members say something about a project or something and the public is not allowed to come back up and comment on it. By the time a month goes by the committee members wouldn't know what the public was talking about when they start bringing it up. Ms. McNelis said it would be very nice to have the public comment back where it was before; at the end of the meeting.

**Nancy Ciccotello, 215 Devon Lane** – said the people that are here from The Glen at Masons Creek wanted to talk to the committee about the turkeys that have invaded The Glen. Mayor Boettcher said that if they talk to the administrator he is sure Mr. Selb would handle it. Mr. Selb said that the township introduced an ordinance to not get people to feed the turkeys because it encourages them. At this particular time we have a population of over 20,000 turkeys in the State of New Jersey. He has called the New Jersey Fish and Game of Wildlife and is waiting for them to get back to him. They will come down and trap the turkeys and re-locate them. This will be done humanely. They are limited in man power because there is no fee involved in that. As soon as they come down Mr. Selb said we would direct them to The Glen. Ms. Ciccotello asked if the EPA would have anything to do with the situation because the turkey's droppings are very dirty and one of the residents' dog has contracted worms because of this. Mr. Selb repeated that he has contacted the Fish and Game of Wildlife and as soon as they get here he will send them over. He is at their mercy. Ms. Ciccotello asked how they would know that they are here. Mr. Selb said he would notify the residents by the internet. If they go online to our website they will see a banner letting people know what is going on. It won't happen tomorrow so be patient. Mayor Boettcher suggested that the residents don't put the bird feeders out to feed them.

**Mary Francescone, 110 Paisley Place** – asked how the ordinance could be enforced with a fine. Is there any way the township could just give a warning to someone who feeds the turkeys. She doesn't want any of her neighbors to be fined \$500 or \$600 but maybe they could just get a warning. Mr. Dickinson said they have a newsletter in The Glen and Ms. Francescone said that hasn't worked. Mayor Boettcher said so far the township hasn't had to fine anyone. Mr. Selb said if he is contacted he would pass that on to the Code Enforcement Officer. He will leave it up to him whether or not he wants to issue a warning or a fine. Just so they know, Mr. Selb said, if there is a fine it could be to your next door neighbor. That would be unfortunate but they have an issue with the turkeys.

**Jason Heim, 2410 Craig Drive** – said his issue is the Fulton Bank that was just robbed. There is no fence around the bank and if someone robs it they just jump the neighbor fences and come into the area. Mr. Dickinson said he and Mr. Fitzpatrick had talked to a neighbor Sunday night and they plan on contacting the CEO of the bank to find out what they can do to protect the surrounding neighborhood. The committee members said they would be moving forward to see what can be done. Mr. Heim said they also have to deal with the traffic from the bank. He would like to see a six foot fence or a wall up on the bank's property. Mr. Selb would also like to meet with the State Police to resolve the issue.

**Pat Macken, 116 Masons Woods Lane** – asked if there is a salary with the appointment of Mr. Selb as Compliance Officer and was told there is none. It's just another job for him to handle.

**Leila Gilmore, 101 Devon Lane** – thanked the committee for remembering Edinburgh Lane for its pot holes. She also mentioned that Devon Lane has a sink hole and would like to know if it could be repaired. Ms. Gilmore asked if anything could be done with the residences that are empty with the bushes that are not being maintained. Mr. Selb said he would look into it and would get back to her. She went on to ask if there is anything that can be done about the people that pull up to the Kidney Center. They park there and their headlights shine into her house. Mayor Boettcher said they would look into whether or not some bushes could be planted to help control the lights.

**Brenda Dennis, 12 Colfax Lane and Scott Miller, 7 Longfellow Lane** – said they were there representing Hainesport Soccer Club and wanted to take an opportunity to follow up from a meeting that we came to previously. They wanted to give thanks to the committee and Mr. Selb specifically for their help and support. They have been able to procure some lights for the soccer club. As they have been looking for lights to purchase going away from renting them. Since they have purchased four tower lights they would like to donate them to the township tonight. They will be assets of the township and the soccer club will be able to use them. Mr. Selb said the township purchased four lights and the soccer club agreed to purchase four more to donate to the township so we can complete the lighting needs on the fields. We will add them to our assets list for the township. Mr. Miller thanked Mr. Selb and welcomed him to the township.

**Peter Ruble, 2525 Creek Road** – said with the hearing device the worst of it was Mayor Boettcher coming through. The only one that came in clear was Mrs. Deviney. Mr. Ruble asked why Mayor Boettcher did not have to hook up to the sewer system and Mr. Selb explained it again.

**Dennis Dones, 67 Easton Way** – said he and his son usually go to the basketball court at Hainesport Chase Park and it has a huge crack there and his son sprained his ankle there. He was wondering if there was any way that temporary courts could be put in in this area. Mr. Dickinson said the next phase of the next grant we will be working on the tennis courts and the basketball courts. Mr. Dones asked what they could do in the interim. Mayor Boettcher said they would have to send someone from Public Works go out and check out the crack and they possibly may have to close the court until it is repaired. Mr. Selb said he would check into possibly doing something on a temporary basis. They don't want to sink a whole lot of money into it because they have the \$88,000 grant coming to use on the courts. As soon as this is completed and we get our bids in we can focus on that park. He was just informed this evening that the next round of grants are coming forward for the county for parks and we will be looking at other parks within the community as well. Mr. Dones said he comes from a military background and what they do when they want basketball courts is convert the tennis courts to basketball courts and when they want tennis courts they convert them to tennis courts. He said driving by this area the tennis courts aren't used that much. Mayor Boettcher asked Mr. Selb to make a note of that dual purpose use.

## **COMMENTS FROM THE ADMINISTRATOR**

**Mr. Selb** said the DEP has been out at Paul's Tank Farm cleaning up the mess there. To date they have removed about 5,800 tons of soil that they have taken offsite and have disposed of

properly. They have replaced it with clean soil and have taken about a three week break while they get some more tests done on some other areas on that site. They are going to get back to the township with some information on where it goes from there. Mr. Selb said as everyone knows the township has replaced the hearing assist system; it has been upgraded to what they call the top of the line. It was an additional cost but we had funds to absorb that cost. We are still tweaking the system; he apologized if there is a sound imbalance but until we started tonight we didn't know how it would play out. He has to have them come back and do a little more tweaking; but our concern was to get the hearing assist system fixed as quickly as possible. As you know he was appointed as the public agency compliance officer. That has to do with compliance on contracts. The state came down and we got a good passing mark about a week ago. They said we were in compliance with all the requirements with the contracts. We also had a PEOSHA inspection and there were some very minor issues and we've corrected them. We also had a right to know inspection and we passed that. It seems like everybody from the state has descended on us at once but it's not us for any reason; they are going all over the county and doing it.

#### **COMMENTS FROM THE SOLICITOR**

**Mr. Costa** said we have gotten some complaints about the COAH property maintenance on vacant properties and he thought he would mention that we have had this issue come up before and in the event that we don't get any cooperation from the foreclosing entity we are entitled to send them notices and take our own action to cut the grass or perform necessary maintenance and back charge the property owner. In effect it would have to be paid at some point when the property is sold.

#### **COMMENTS FROM THE COMMITTEE**

**Committeeman Dickinson** said they were invited to the Fire House Dinner and Ceremony and he wanted to say that they are such a great group of people there. They had a great time and wanted to remind everyone that they are always looking for volunteers; from the Ladies Auxiliary to the Emergency Management Team. Anything you can do for them would be appreciated. He also wanted to remind everyone that they are renting out the hall there so if someone wants to rent it they should contact one of the ladies there. Pat Macken is someone you could contact.

**Committeeman Porto** thanked Pat Macken and Kitty McNelis for their efforts at the Blue and Gold Dinner and also the Fire House Dinner the other night. It was an excellent opportunity that he enjoyed quite a bit. He also thanked them for volunteering for our town and giving their services to make our town better. We introduced the municipal budget and some of the highlights of the budget are that we are under the state's budgetary cap, we allocated the funds for the fire truck refurbishment; the fire truck which has been completely refurbished will be coming in approximately April 14<sup>th</sup>. We are replacing one of our outdated and worn out vehicles for Public Works to better serve our community, we have cut the Mayor and committee's other expenses by 31% this year and have reduced our surplus as a revenue source by \$100,000 putting us on a better financial standing next year as well. He thinks the committee has done a fantastic job in keeping the property taxes under control and delivering efficient services for our residents.



**Committeeman MacLachlan** had no comment.

**Committeeman Fitzpatrick** said he was also able to attend the Fire House Dinner the other night and it really was nice. He said they are a group of people that don't get the thanks that they deserve; they really do a great job in our town in assisting with the EMT services and the fires. So really it is important to give them a big thank you because they really do work very hard for us. On another note, Committeeman Fitzpatrick said he has been here for several years and he has to laugh because it takes a bunch of turkeys to get so many people to come to our meeting.

**Mayor Boettcher** said he was a member of the fire department so he is at the fires; he is the one that directs the traffic and tells you that you can't go where you want to go. He went on to say if you have a problem or question reach out to the administrator or Edie and they will answer your questions. If they can't help contact the mayor, he is listed in the phone book. We will get back to you.

## **BILL LIST**

**Motion: Committeeman MacLachlan. Second: Committeeman Porto. Voice vote: all yes.**

## **EXECUTIVE SESSION**

**A. RESOLUTION 2014-75-4 – Resolution to Enter into Executive Session**

- Personnel and Litigation

**Motion: Committeeman MacLachlan. Second: Committeeman Porto. Voice vote: all yes.**

## **RETURN TO PUBLIC SESSION @9:45 P.M.**

**Motion made to have Township Clerk send letter to residents regarding Sewer Connection fees for MHMUA.**

**Motion: Committeeman Porto. Second: Committeeman MacLachlan. Voice vote: All Yes**

## **ADJOURNMENT @ 9:50 P. M.**

**Motion: Committeeman MacLachlin. Second: Committeeman Porto. Voice vote: All yes.**

# **HAINESPORT TOWNSHIP COMMITTEE MINUTES**

**MAY 13, 2014  
7:30 P.M.**

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of May 13, 2014 was included in a meeting notice sent to the Burlington County Times and Courier Post On January 8, 2014 and advertised in said newspapers on January 10, 2014, posted on the bulletin board in the municipal building on January 13, 2014 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.

**CALL TO ORDER** by Mayor Boettcher at 7:30 P. M. Mayor Boettcher announced that because of Student Government Day, Sabrina and Frankie Paz were going to be Honorary Mayors for this evening. He read proclamations honoring them for the positions.

**FLAG SALUTE** led by Honorary Mayor Sabrina Paz.

**ROLL CALL** was requested by Honorary Mayor Sabrina Paz. Present were Committeeman Dickinson, Committeeman Fitzpatrick, Committeeman MacLachlan, Deputy Mayor Porto and Mayor Boettcher. Also present were Township Solicitor Theodore Costa and Township Administrator/Clerk Leo F. Selb, Jr.

## **MINUTES**

- A. APPROVAL OF REGULAR COMMITTEE MINUTES OF** April 8, 2014 was requested by Honorary Mayor Frankie Paz.

**Motion: Committeeman Porto. Second: Committeeman Dickinson. All yes.**

## **REPORTS**

- A. Tax Collector -** April, 2014
- B. Code Enforcement -** April, 2014
- C. Fire Official -** April, 2014
- D. Construction -** April, 2014

**Motion to approve the reports and spread the Tax Collector's report across the minutes was requested by Honorary Mayor Sabrina Paz: Committeeman Porto. Second: Committeeman Fitzpatrick. All yes.**

## **DISCUSSION/PRESENTATIONS** was requested by Honorary Mayor Frankie Paz

### **A. Leo Selb/Mike Wisnosky – Phase V All Inclusive Playground**

**Michael Wisnosky** of Ragan Design explained that we had a public open bid for the all-inclusive playground. Unfortunately, we only received one bid for the site work and it was way over what we had budgeted for the project. So we rejected that bid and we will be unable to have the volunteer build day on June 7<sup>th</sup>. Mr. Wisnosky said that Ragan Design will be reaching out to a couple contractors in the industry and asked them to give us their thoughts on the cost to do the site work. With only having one bid there is no way of knowing how in line or out of line that price is. So without the benefit of having a second bid it is impossible to know exactly where we are. So they are in the process of fine tuning that number. Secondly, he is going to meet with Michael Wiley, our recreation consultant, and hopefully do some re-designing to bring the cost down if it is necessary. At this point they are not sure if the bid is reliable or not. Because we can't have the construction of the site work ready for the June 7<sup>th</sup> build, our thought is to re-group over early summer, come back to the committee next month (himself and Mr. Wiley), and present to you their findings based on the cost and any re-designs they may be considering. Hopefully they will get a consensus from the committee, re-advertise the project in late June or July, and have our community build in September. They will be back to the committee next month with more details on what they believe has to happen in order to bring the project into budget.

### **B. Leo Selb – Chase Park Project**

**Mr. Selb** stated that the township has received the grant money of \$88,000 for the Chase Park Project and there are two areas that will be focused on; the basketball court and the tennis court. At the last meeting a gentleman came in and complained about the cracks in the court and since then the cracks have been repaired but they are only temporary fixes. We need to address that as well as the concern over an area that is being used as a skate board park. It is not set up as a design for that so he asks that the committee give some thought on it and get back to him and Mr. Wisnosky on what direction they want to go with that. Mr. Wisnosky said the program for Chase Park is to recondition the existing tennis court, construct a new tennis court next to it, resurface the basketball court and put up new back stops and nets. That's the base program and they are trying to stay within the grant amount of \$88,000. The only additional item to the program is the elimination of the black top area that is being used informally as a skate board park. That may be outside of our scoped budget. Until last Thursday he was very confident that we could meet our budget on the program as outlined. After receiving that one bid he is not so sure, and the removal of that black top may push us above the budget. His thought is to bid that as an add alternate item, meaning give us a price for that and then the committee can decide whether or not to have it included. The status is that Mr. Wisnosky is working on the bid specifications and is about half way through that, he is working on the site plan for that for bid documents. Again, that can be something that can go out to bid in late June or July and have that construction project in the fall. What he needs from the committee is whether or not they want him to include the removal of that paved area as an "add alternate" or just ignore it at this point. He said they can give it some thought

because he will be back here next month since we are not going out to bid before next month's meeting and he will firm up the construction specs and we can get that out to bid as well.

### C. **Leo Selb** – New Park Grant Application

**Mr. Selb** told the committee that we have received the new Park Grant Application and it needs to be sent in by the middle of June and Mr. Wisnosky said by the next month's meeting we will need a resolution endorsing the new park grant application. They need to know what area of town the committee wants to focus on for additional grant funding. Mr. Selb ran up a list of suggestions; we have some things that can be done at the Chase Park, with our playground we are pretty much complete at the complex, we have two parks over in the Heights section of town, and the one he was looking at right off the bat was the one by the old Flo's Tavern. There is no pavilion or shelter of any kind, there was a volley ball court that is no longer being used, the fence is done by telephone poles. He thinks we could dress the park up, maybe add some type of shelter area, a small pavilion of some sort with some picnic tables and take a look at the basketball court to see if it needs to be refinished. The other park over there is known as the tot lot and is a very wooded and treed area. There may be some areas there that we could do something; the gazebo there is actually falling apart and needs to be replaced, the roof is falling apart. It would be his suggestion and guidance that that might be an area we want to focus on with our park grant. We will be working on the Chase Park and will hopefully be completing our all-inclusive playground. Every two years the grant comes up and that is an area we can focus on. Mr. Wisnosky said the way the grant is formulated is that we need to give the county an idea of where we want to focus our funding not specifically that we are going to build a tennis court, but we need to focus in on what part of the community we would like to improve. The committee doesn't have to decide now what exactly needs to be done we just need direction on which area of the town needs to be focused on so they can write the grant application. Mr. Dickinson said going back to the Chase Park project, can't they re-purpose the black top instead of ripping it up? He thinks it can be used for various different things. Mr. Wisnosky said it could be done but his only concern is JIF. He looks at Mr. Selb because they have some pretty stringent standards. Mr. Selb said whatever they do they have insurance liability concerns, unfortunately we are a society of litigation. That is why we immediately addressed the cracks on the basketball court. Whatever we decide we should run it by JIF because they have certain parameters that we have to meet for their insurance coverage to make sure we don't end up being liable for something. He isn't saying we couldn't re-purpose it but we would have to look at what we are re-purposing it for and will they give us the coverage. That is the reason most towns don't have skate board parks. Mr. Wisnosky said we could also have a phase II for the Chase Park. We did an analysis that came out to over \$200,000 in improvements and because the grant only came out to \$88,000 we whittled it down to meet the budget. There is that opportunity and there is the opportunities that Mr. Selb talked about in the Heights. Mr. Porto said if we have a gazebo that is in poor condition he thinks we should take a look at that and include it as part of the park project. If the structure is in poor condition we don't want it coming down or getting insurance issues with it. Mayor Boettcher also said the tot lot has a lot of trees limbs that need to be addressed. Mr. Selb said he had spoken to Jay Jones, our

Public Works foreman, who advised that there are several trees that should come out of there. Even though we have a good working relationship with neighboring towns, it is expensive to remove trees. Mr. Wisnosky said they would focus their grant writing on the parks in the Heights. They can change it at the next meeting if they want to. Mr. MacLachlan asked if there was any way they could tie in the tot lot with the county run boat ramp. Mr. Wisnosky said they would work on that.

**State Trooper Benavidez** came up and asked if there were any questions for him and Mr. Selb asked about the school evacuation drill and the trooper said he wasn't there at the time it was held. Mr. Dickinson suggested that the troopers keep an eye on the Hainesport Chase Park off Easton Way. Also there is a park near Bancroft Lane. Trooper Benavidez said he would take that information back to the headquarters. Peter Ruble also suggested that they patrol Creek Road because the speeding along the road is picking up again.

**D. Mayor Boettcher – Presentation to Honorary Mayor(s)**

**Mayor Boettcher** presented gavels to Sabrina and Frankie Paz as a memento for serving as honorary mayors this evening.

**E. Mayor Boettcher – Presentation to Kathy Newcomb**

**Mayor Boettcher** presented an award to Kathy Newcomb for being elected as Technical Assistant of the Year by her peers. Mrs. Newcomb thanked the committee for the support she and all of her co-workers have been given.

**ORDINANCE**

**A. ORDINANCE 2014-2-4 – Calendar Year 2014 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank (N.J.S.A. 40A:4-45.14) (Public Hearing and Final Adoption)**

**Motion: Committeeman Fitzpatrick. Second: Committeeman Dickinson. All yes.**

**B. ORDINANCE 2014-3-5 – Ordinance Authorizing the Private Sale of Undersized Land Not for Public Use (First Reading and Introduction)**

**Mr. Selb** explained that this is a piece of land that is not being utilized and is on the books. It is actually an alley way. One of the land owners expressed an interest in acquiring it and has spoken to the adjoining home owners and they have not shown an interest in the land. We have to go through these formal procedures to make it available. That is what this ordinance does. He will put a bid in for it and if he is successful he will acquire it. Mr. Costa said it is off the tax rolls now and if someone buys the property it will be on the tax rolls. Mayor Boettcher said the final adoption will be next month on the 10<sup>th</sup>.

**Motion: Committeeman Porto. Second: Committeeman Dickinson. All yes.**

- C. **ORDINANCE 2014-4-5** – An Ordinance to Provide for and Determine the Rate of Compensation of Officials and Employees of the Township of Hainesport (**First Reading and Introduction**)

**Mr. Porto** said he would like to have the agenda amended to have this placed after executive session so we can conduct contractual negotiation. **Mr. Selb** said we could do that if the committee so desires. **Mr. MacLachlan** said it has always been our practice to do this in open session.

**Motion: Committeeman Porto. Second: Committeeman Fitzpatrick. No: Committeeman MacLachlan. All others: yes.**

**Mr. Selb** said after executive session they would come back and vote in open session.

- D. **ORDINANCE 2014-5-5** – Ordinance of the Township of Hainesport, County of Burlington, State of New Jersey, Amending the Township's Handicapped Parking (**First Reading and Introduction**)

**Mr. Selb** said this is because someone approached him for a handicapped parking space. They provided the information accordingly and that prompted him to confirm with others that they still needed their handicapped parking spaces. In the end he deleted one and added one.

**Motion: Committeeman Porto. Second: Committeeman Dickinson. All yes.**

## **RESOLUTIONS**

- A. **RESOLUTION 2014-76-5** – Resolution to Read Budget by Title Only

**Motion: Committeeman Dickinson. Second: Committeeman Porto. All yes.**

- B. **RESOLUTION 2014-73-4** – Introduction of 2014 Budget (**Public Hearing and Final Adoption**)

**Motion: Committeeman Porto. Second: Committeeman Dickinson. No: Committeeman MacLachlan. All others: yes.**

- C. **RESOLUTION 2014-77-5** – Governing Body Certification of the Annual Audit

**Motion: Committeeman Fitzpatrick. Second: Committeeman Porto. All yes.**

- D. **RESOLUTION 2014-78-5** – Resolution to Adopt a Purchasing Manual

**Mr. Porto** said he thinks we should have committee's approval for purchases over \$2,000 instead of \$2,500. He doesn't want to be put in a position where something has been purchased and a majority of the committee won't approve it. This is the first time we have adopted a purchasing policy.

**Motion: Committeeman Porto for amendment. Second: Committeeman Fitzpatrick. All yes.**

**Mr. MacLachlan** asked what kind of purchases this pertains to. Mr. Selb couldn't identify anything at the moment. Anything in the budget would still have to be voted on.

**Motion: Committeeman Porto. Second: Committeeman Fitzpatrick. No: Committeeman MacLachlan. All others: yes.**

- E. **RESOLUTION 2014-79-5** – Resolution Approving a Performance Bond for KRE, Inc. T/A Shoprite of Hainesport  
This is for a 10,000 square foot expansion for the Shoprite.

**Motion: Committeeman Porto. Second: Committeeman Dickinson. All yes.**

- F. **RESOLUTION 2014-80-5** – Resolution of the Township of Hainesport Authorizing Entering into a Contract with an Administrative Agent, Triad Associates, for the Administration of Affordable Units in the Township  
**Mr. Selb** noticed that professional consultant contracts only go for twelve months. The contract with Triad Associates was signed in 2012 so the contract should have been renewed in 2013 although we honored it and carried forward even though there was some activity and expenses that were paid. When he took over the COAH this is one of the first things he looked at. We need to have them to meet our COAH responsibilities. They have a lot of records and supervise the re-sale and deeds etcetera. Mr. Porto asked if the township owns any properties in the Glen. Triad is the administrative agent that gets involved in the re-sales to make sure everything is done appropriately and complies with COAH so we get credit for the unit.

**Motion: Committeeman Dickinson. Second: Committeeman Fitzpatrick. All yes.**

- G. **RESOLUTION 2014-81-5** – Resolution to Award Professional Services Contract for Conflict Counsel for Township of Hainesport  
The counsel for Hainesport Township will be Kevin Sheehan.

**Motion: Committeeman Fitzpatrick. Second: Committeeman Dickinson. All yes.**

- H. **RESOLUTION 2014-82-5** – A Resolution Awarding a Contract for Bus Transportation for the Summer Recreation Program  
This is for GST Transport.

**Motion: Committeeman Fitzpatrick. Second: Committeeman Porto. All yes.**

- I. **RESOLUTION 2014-83-5** – Resolution to Hire Summer Recreation Help

**Motion: Committeeman Dickinson. Second: Committeeman Porto. All yes.**

## CORRESPONDENCE

- A. **Letter from Mr. and Mrs. Vance Brown** – Thank you letter for contacting Burlington County Engineers Regarding Handicap ramp at corner of their property.

**Mr. Selb** said there was a complaint that the county had done some work on the road and now the road was flooding. Mr. Porto got involved and asked him to join in to help resolve the issue. This letter is thanking us because after our involvement we convinced the county to go out there because it was definitely washing out between the sidewalk and the curb where a telephone pole was. She was very concerned and was thankful to the township for their involvement. Mr. Porto said before even the slightest rain would flood the area but now the neighbors are delighted with the work.

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

**Nancy Ciccotello, 215 Devon Lane** – asked what happened to some of the turkeys that were around the Glen. She heard someone had come out and trapped them and wondered how it was done. Mr. Selb said it is done with nets and the turkeys are taken a distance away so they don't come back. Ms. Ciccotello asked what Shoprite is going to do with 10,000 more square feet of space. H Krollfeiffer got up and explained that they are going to do a food pick up service so people can call or email in their grocery list and can pick it up later. She also asked if Aaron Levine is sold but no one can give her an answer.

**Pat Macken, 116 Masons Woods Lane** – asked if all the parks are under JIF because the basketball court at the park over by Flo's Tavern has large cracks in it and should be repaired. Mr. Selb said any public park is covered by JIF. That is one of the parks he had suggested they take a look at and work on. He hasn't had any complaints but he will go over and take a look at it. Mrs. Macken then asked if we could ask the State Police to come in and give a detailed report of the things that have happened in the township. They come in and it sounds like we don't have anything going on. She said there was an article in the newspaper about the COAH program and one paragraph stated that all available land, whether it can be developed or un-developed, is going to be considered in the COAH plans. Her question is: now we have the state park and other land on Washington Street that is vacant, after that statement we could be in for putting a lot more COAH properties in. Mayor Boettcher said they take into consideration developable land and it looks like it will increase. Mr. Selb said there are equations in the regulations and he is going to meet with Kevin Sheehan to discuss the situation. There is going to be a public comment period starting June 3<sup>rd</sup> when the regulations are officially published. At that point the public is invited to make comments, we will certainly look at it to see if we need to make any comments. There is a formula that they have computed to figure out the number of units each municipality needs to add to their list. It's between now and the year 2020. This is the third round, the original third round was thrown out by the courts, and they were under the gun to come up with a decision and the COAH board made it by one day. He doesn't have a lot of faith in what they brought out. They may not have put a lot of thought into it. We are not the only town, all the towns are being impacted. Mrs. Macken said it looks like we have so much land



because we have state parks. Mayor Boettcher said it is going to be challenged again in the courts.

**Leila Gilmore, 101 Devon Lane** – said even though the township doesn't own any COAH properties, there are some for sale in the Glen and they have to go through the whole process to be Okayed by the township. Mr. Selb said that is what the administrative agent does. She said in the last meeting it was approved to spend money on street repairs. Mr. Selb said those contracts were given to Winzinger last week and he is waiting for them to find out when they are putting it on their schedule. They have been authorized and we are just waiting for them to start.

**Rick Madelaine, 411 Sandra Lane** – said he had received the letter from Mr. Selb instructing him to connect to the sewer system. He looked into it and discovered that there is one price to connect for Mt. Holly residents and a higher price if you live outside of Mt. Holly. It is his understanding that not everyone who has the ability to connect is actually connecting. He questions the fairness of why the residents of Hainesport have to pay a higher price to connect. Mayor Boettcher said the way it was explained to him is that when it was originally set up, it was set up as an authority and the authority and the town of Mt. Holly floated the loan. Mr. Madelaine said the question he has since they are more or less demanding that we connect and some folks are being forced and others have the ability to choose whether or not they connect, would it be possible for the township leadership to re-open discussion with the Mt. Holly MUA to see if it would be possible to have a discounted rate for the connection. Mayor Boettcher said the sewer authority has monthly meetings and that is where people should go to voice their frustrations, Hainesport has tried it. Mr. Fitzpatrick asked if we could go back as a board and make a request to Mt. Holly. He asked Mr. Costa if there was some way there could be a letter written to request that they reduce the connection fee for these people. There was discussion about how the sewer authority can raise the prices for connection fees and it was decided that Mr. Costa would devise a letter addressed to the executive director for consideration by its governing body and ask for relief; that people who want to connect now be grand-fathered in to a prior period when the seven year period was up. Mr. Selb talked about the many calls he has taken since the letter went out. He has also talked to Mr. Rizzuto at the Mt. Holly MUA and was told that after the 60 day deadline is up, that will be the time to address the issues of the people who haven't hooked up yet. The people who are asking for waivers have been referred to the MUA and they in turn have sent them back to Mr. Selb. He has numerous people that live within the community that have expressed their concern about the increased rates. There are a lot of issues that will have to go before the Mt. Holly MUA board. They are the ones that will have to make some decisions because it is their system even though it passes through our town. Mr. MacLachlan asked if there could be a payment plan for these people and Mr. Selb said the MUA said they do not offer a payment plan, go see Hainesport. Mr. Porto asked Mr. Costa to request from the MUA to grand-father in the payment for 2007 and Mr. Costa said he would include that in the letter.

**Conley Brooks, 1609 Cottage Street** – also wanted to talk about the sewer connection. He has a septic system that has no problems and the cost to hook up in the end will be about \$30,000. He said the Mt. Holly MUA came in to the township like pirates and they

were when they came down Mt. Laurel Road and demanded that forty people hook up to the system. He talked about the way the MUA handled the present situation. Mr. Brooks also mentioned other people that were involved in the sewer hookup. They were told they had seven years and the connection fee was \$2,500. That was the price then and at the end of August they raised the fee to connect. He said the newspaper said the township is on the hook for the sixty or so people that haven't connected. He thinks it's unrealistic to expect anybody to hookup that quick. The MUA tricked a lot of people when they only charged \$2,500 to connect at first. That got a lot of people in and houses have sold that had to connect after the sale. Mr. Brooks said the only person still on the committee when this took place is Mayor Boettcher. The others are all gone.

Before the next person came up Mr. Fitzpatrick verified that Mr. Costa would draft a letter to the Mt. Holly MUA and ask for some type of grand-fathering back to 2007 which was the expiration of the contract term to get the people hooked up. The letter that the homeowners received stated that there was a sixty day time line to hookup. It did not say what would happen if they didn't. Mr. Costa said one of the things we don't want to do is sue our own citizens. Mr. Fitzpatrick said going down the road people are going to ask him questions about what will happen if they don't connect and he wants to know what to say. Mayor Boettcher told him to kick them back to the administrator. Mr. Selb said people have asked him and his response has been to wait until the end of sixty days and see where they are. They will be talking to the MUA and the committee and find out at what point they will be taking some action; it may not be till the fall before we can discuss all our actions with the solicitor and the MUA. It could be a while but at some point as long as the MUA keeps pressing us we will have to be making some kind of decision. Mr. Costa then asked Mr. Brooks if they could set up a payment plan would he find that satisfactory. Mr. Brooks had more to say about the situation and then answered he would.

**Virginia Cliver, 118 Mt. Laurel Road** – said a lot of them had working systems and they still had to hookup to the sewer system. It cost her a lot of money to connect and she was almost a senior citizen. She thinks anyone that lives in Hainesport should be made to hookup to the sewer system; there should be no exceptions.

**Mr. MacLachlan** said it seems like there is a vacuum of representation on the part of these homeowners. There also seems to be a lot of special circumstances. Who is representing these people? Is it our responsibility as a committee to represent these people? Of the remaining people that haven't hooked up there seems to be a different story for each one. Mr. Selb said there are many stories and he has expressed to them that once we pass the sixty days and we start to talk about how we will resolve these issues at some point those that are remaining that haven't hooked up it would be his suggestion to the committee that we offer them a letter and an opportunity so the committee can hear first rate from them, even if we hold a special meeting so they could come and have an opportunity to explain and listen to the discussion. Mr. Costa said another alternative would be for the township to do the same thing we did at the beginning of the project; that is to go out to a bond and each homeowner would pay their share of the piece of the bond for the amount of the hookup charge plus a small amount of interest.

**Peter Ruble, 2525 Creek Road** – said the hearing systems are not working at all tonight. He then asked Mayor Boettcher if he was on the list to be connected to the sewer system. Mayor Boettcher answered that he is not. He was not in the current sewer system connection. Mr. Ruble wanted to know why Mayor Boettcher was exempt from hooking up. He then asked how many hours the CFO works a week. Mayor Boettcher told him to fill out an OPRA request and he should get some answers.

**Catherine McNelis, 407 Bischoff Avenue** – said she went to the MUA and asked them why Mayor Boettcher was not connected and was told that there was no reason that anyone on Mt. Laurel Road should not be connected. She said the sad part of it is, in her opinion, is that something happened back then, beings as how they were all friends, and Mayor Boettcher didn't hook up so his neighbors didn't have to either. At that time, the fee was \$2,364 and now it's over \$6,000. So if those people have to hook up now they will have to pay the higher amount because of little games played back when. Ms. McNelis said she knows for a fact that she saw an ordinance that said anybody on Mt. Laurel-Hainesport Road had to hook in if they were within two hundred feet of the sewer line and she knows Mayor Boettcher is and so are the other people that aren't hooked up. She thinks it is very sad that he can sit up there and tell people that they have to hook up when he doesn't. Mayor Boettcher told her he was not part of the sewer authority and he did not have to connect. Ms. McNelis said he wasn't part of the most recent project but he was in the Mt. Laurel project and she is sure he should be hooked up. She said the last time Mr. Wisnosky was here she had suggested that there not be two separate playgrounds but they should combine them. Any parent that had a child that was disabled and also one that was not could watch them both at the same time. Mr. Selb told her the design of the all-inclusive playground does include it being near the existing playground. Ms. McNelis asked who the finance person for the COAH houses and Mr. Selb told her it was our CFO. She then asked if she was making \$43,884 a year for a part time and she is getting medical benefits. Ms. McNelis remembers when they had an ordinance here changing her to part time and they were going to save so much money because we didn't have to pay medical benefits for part time workers. She thinks someone should look at that before they adopt anything.

## **COMMENTS FROM THE ADMINISTRATOR**

**Mr. Selb** said it had been a busy month; he has been fielding calls from the residents concerning the sewer connections. Wildlife has been very active. It appears that some of the turkeys have been removed from the Glen. The Geese Chasers has been winding down; there have been geese on the township facilities. There have been raccoons seen during the day and the residents should not be alarmed. Business licenses have been coming in. September 1, 2014 starts our streaming for our recycling. You will be able to place all of your recycling in one container. A letter went out to the CEO at Fulton Bank; Mr. Selb is waiting to hear back from them concerning the recent bank robbery there. He has been out on Tartan Lane regarding home maintenance. We recently had about six inches of rain and residents have been concerned because their back yards have flooded. There is a ditch that goes along Broad Street and goes under Washington Street was like the rapids. There is a parking lot that has to be repaired; they got some quotes and they were extremely high. The financial disclosure forms have been computerized and if you

have not received the information yet you will shortly. There is a June 13<sup>th</sup> deadline. Repairs have been made at the concession stand; the water heater there went out and he was advised that the water heater at the bathrooms was defective. We found out it was just elements that had to be replaced. We separated our electric out there. The concession stand was not originally set up to have what it is designed to do now. We picked up a piece of equipment to clean out our detention basins. This piece of equipment will save time and man power. We met with the people at the dialysis center and Mr. Ragan about the lights and came up with a plan to post notices and to advise the ambulance drivers that are dropping off patients off there to shut off their lights. We are going to see if that handles the situation. We looked at trying to put up some blocking screens which may not be practical. But we will handle it if we continue to get complaints. There was a question about dual purpose tennis courts; a gentleman was here last month and asked about dual purpose for tennis and basketball. The grant that was accepted was for tennis courts not for dual purpose so we would not be able to do that; that would be changing the purpose that we asked for the grant. PEOSHA came down and the issues that were found at the Public Works garage were addressed and everything was cleaned up. We have a storm drain that is causing a sinking hole on a property on Spinnaker Court; we believe it is a deterioration when they put the grate on the top they cement the grate and we believe it is the mortar that is deteriorating and is allowing the soil to fill in and that is causing the sink hole. We have repaired two thirds of it and it's the other third that needs to be repaired. On the 21<sup>st</sup> we will be having a little service at 7:30; we will be putting wreaths outside at our monument to honor the firemen and also Officer Wurst. Also on the 30<sup>th</sup> which is the traditional Memorial Day, we will be putting a wreath out there. We will be lowering the flags to half-mast on both days and at noon they will be raised. Mr. Dickinson asked Mr. Selb to get Paula to blast the information on the website and the newsletter.

## **COMMENTS FROM THE SOLICITOR**

**Mr. Costa** had no comments.

## **COMMENTS FROM THE COMMITTEE**

**Mr. Dickinson** said he was a little disappointed about the special needs playground. When it does happen it will be a very touching thing for the community.

**Mr. Porto** asked Mr. Selb if he had heard anything from Conrail about removing the graffiti on the railroad tressell at Creek Road and Marne Highway. Mr. Selb said he has not received a response back from Conrail. He would like to see it removed but he has to wait to receive a response saying we can paint over it or remove it. If we paint it the wrong color it could be a problem. Mr. Porto said he is concerned.

**Mr. MacLachlan** had no comments tonight.

**Mr. Fitzpatrick** said as far as Fulton Bank; he is still getting comments from some constituents. He asked Mr. Selb if he recalls when the letter went out and Mr. Selb could not remember the date right off hand. Mr. Fitzpatrick asked if it has been long enough to

think that they are not going to answer. Mr. Selb said if he doesn't hear by the end of the week he will give them a call and maybe be able to talk to someone. Mr. Fitzpatrick apologized that he will not be able to make the 21<sup>st</sup>; he will be traveling. He brought up the truck on Creek Road and said this is something they have talked about numerous times and he said he has heard that it is back. Mr. Selb said he needs the tag number and he will get a name from the State Police and Kathy will handle the situation. Mr. Fitzpatrick mentioned that ever since he has been on the committee the CFO has been here when the budget was passed; he wanted to know if there was a reason that she wasn't here tonight. Mr. Selb said she asked him if it was necessary for her to be here and he told her he would have the auditor here anyway so he would answer any questions on the budget. No one had come to him with any questions from the committee on the budget so he didn't feel it was required for her to be here. The auditor could answer those questions. She asked him and he said he didn't see any reason for her to be here. Nor had he been indicated that it was past practice for her to be here.

**Mayor Boettcher** said as everyone saw the ceremony with Kathy Newcomb it was a very good presentation and to think that someone from little old Hainesport beat everybody in the state of New Jersey to become the Technical Assistant of the Year. It was a nice event to see.

## **BILL LIST**

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

## **EXECUTIVE SESSION at 9:32pm**

- A. RESOLUTION 2014-84-5** – Resolution to Enter into Executive Session  
- Personnel and Litigation

**Motion: Committeeman Porto. Second: Committeeman Dickinson. Voice vote: all yes.**

**Motion to return to Regular Session at 10:15 pm - Motion: Committeeman Porto.  
Second: Committeeman Dickinson Voice Vote : all yes**

**ORDINANCE 2014-4-5** – An Ordinance to Provide for and Determine the Rate of Compensation of Officials and Employees of the Township of Hainesport (**First Reading and Introduction**)

**Motion to amend to read Municipal Housing Liaison \$8000 and to Introduce by  
Committeeman Porto. Second by Committeeman MacLachlan. Roll call vote: All Yes**

## **ADJOURNMENT @10:17P. M.**

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

# **HAINESPORT TOWNSHIP COMMITTEE MINUTES**

**JUNE 10, 2014  
7:30 P.M.**

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of June 10, 2014 was included in a meeting notice sent to the Burlington County Times and Courier Post On January 8, 2014 and advertised in said newspapers on January 10, 2014, posted on the bulletin board in the municipal building on January 13, 2014 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.

**CALL TO ORDER** by Mayor Boettcher at 7:30 P. M.

## **FLAG SALUTE**

**ROLL CALL** present were Committeeman Dickinson, Committeeman Fitzpatrick, Deputy Mayor Porto and Mayor Boettcher. Also present were Township Solicitor Theodore Costa and Township Administrator/Clerk Leo F. Selb, Jr. Committeeman MacLachlan was absent.

## **MINUTES**

### **A. APPROVAL OF REGULAR COMMITTEE MINUTES OF May 13, 2014**

**Motion: Committeeman Porto. Second: Committeeman Fitzpatrick. All yes.**

## **REPORTS**

- A. **Tax Collector** – May, 2014
- B. **Code Enforcement** – May, 2014
- C. **Fire Official** – May, 2014
- D. **Construction** – May, 2014

**Motion to approve the reports and spread the Tax Collector's report across the minutes: Committeeman Dickinson. Second: Committeeman Porto. All yes.**

## **DISCUSSION/PRESENTATIONS**

- A. **Swearing In of Hainesport Township Fire Police by the Clerk –**

**Leo Selb, the Township Clerk**, swore in the following Fire Police members:

**Patricia Macken, Maryann Pondish, Linda Hendrickson, Paige Davis, Roger Abbott, Ty Budden, Thomas Steib, Steven Patras, Jr. and William Boettcher**

Mr. Selb said the Fire Police is a five year appointment. They come out and do a marvelous job in any weather and it is all volunteer. Mayor Boettcher thanked Mr. Selb for swearing in the ladies and gentleman. Under state statute they have the authority to put people under arrest.

- B. **Phase V Bid** – Recommendation Motion to Reject – Over Cost Estimate and Amount Appropriated

**Motion: Committeeman Dickinson. Second: Committeeman Fitzpatrick. All yes.**

- C. **Chase Park** – Exact Scope for Bid

**Michael Wisnosky of Ragan Design** spoke first about the Phase V Project. He said that the bid for the all-inclusive playground came in way over budget and he told the committee that he would come back and they would evaluate that. He and Mr. Selb, along with Michael Wiley from General Recreation, met. Before that Mr. Wisnosky went out and got some prices from contractors and the prices they received were actually right in our budget so they felt confident to keep the program exactly as it is except for two very small things; included in the program were the removal and re-location of one existing bench and one existing picnic table. They felt that our Public Works could do that for us. What they would like to do is get the committee's permission to send that out to bid and hopefully get those bids back and opened for our July meeting. So that's the program for Phase V. Mr. Wisnosky then talked about the Chase Park project. He said the township received a grant from the county for \$88,000 to do improvements to the Chase Park. The initial program was to re-condition the existing tennis court and build a new tennis court immediately adjacent to the one there now, remove the paved area and re-condition the basketball court. That is shown in their budget as option 2. That budget estimate came in over \$100,000. So what they thought was instead of removing the existing bituminous area which is almost the size of a tennis court, so one of the thoughts was to re-condition the existing pavement which is in pretty good shape; it already has an existing chain link fence which is twelve feet high. The down side to this area is that it is a little short as far as putting a tennis court there. What they thought about doing is re-conditioning the surface, adding some pavement on either end of the paved area and turning that into another tennis court. By doing that and still doing the resurfacing of the basketball court and still doing the resurfacing of the tennis court they would still fall within our budget. It is economically feasible to utilize what we have as opposed to building a brand new paved area. Mr. Wisnosky said he just wanted to provide the committee with both of those options. Mr. Selb said he believes we were supposed to remove that pavement because of insurance purposes because of how it was being utilized. Mr. Fitzpatrick asked if the paved area was torn out would it have just been grass and Mr. Wisnosky said yes. He had some blowups showing what it looks like and it also shows that the area is large enough to have a tennis court there with very little

extra cost. Mr. Selb said one of his concerns since he has been here is trying to restrict our tennis courts from cracking. His concern was providing a solid foundation beneath it and by utilizing that already established area. That will assist us in giving a good surface for the tennis court. Mr. Wisnosky said where we are in the process is that they have already started to formulate the bid package for this to go out to bid. We just need direction from the committee as to how they would like them to finish out the bid package. Mr. Fitzpatrick said it is obvious to him that they go ahead and change that area into a tennis court. Since we already have the foundation and it falls within the budget. Mr. Dickinson said it may have been a little too congested to have both tennis courts right next to each other. Mr. Wisnosky said it is the most economical choice to make.

**Motion: Committeeman Fitzpatrick. Second: Committeeman Porto. All yes.**

**Mr. Dickinson** brought up the fact to Mr. Wisnosky that a resident was asking about a multi-purpose court; could there be a court put up on the back of the new tennis court if there was an over flow of basketball. Mr. Selb said it could be done but again there is the issue of space and money. Mr. Wisnosky said they could certainly put it in the package as an “add/alternate” base bid. Mr. Selb reminded the committee that they are on a strict budget. Mr. Porto said the county is making grants available every year and maybe we can address this in the future. Mr. Fitzpatrick also mentioned that there are several people that have asked for a “wall”. These kids like to go out and practice tennis and la crosse. Mr. Dickinson said they had looked at a wall before and the cost to have one built was very expensive; about \$30,000. That is another idea the committee said they should keep in mind for the future.

#### **D. New Park Grant – Rancocas Heights and Robbins Park**

**Mr. Wisnosky** said that there is a new park grant from the county and he and Mr. Selb have been collaborating over the last few weeks. The grant is due this Friday and the committee has a resolution in front of them to approve the grant; he knows it is soon but there wasn't much time to get everything together. It was a very quick turnaround. He and Mr. Selb took a look at the parks over in Rancocas Heights and they put together a grant proposal to improve the two parks there; the Rancocas Heights Park and the Samuel L. Robbins Park. They evaluated them and came up with a program to present to the committee. Certainly they can change, remove or add some elements to the program. The county is not looking for an exact scope, there is some flexibility; at this time they want to know what we want to do. If we are fortunate enough as we have been in the past, they will give us a grant, not necessarily the full amount that we will project. Based on the money that they give us we adjust the scope to fit the needs of the community with the money that we have just like we are doing at the Chase Park. The program they came up with is as follows. At the Rancocas Heights Park they are going to repair and overlay the existing basketball court, put in new basketball poles and backboards and nets, remove the telephone pole fence and in its place put in a two rail split rail fence. They had projected to remove the sand area; apparently there was a volley ball area there, add some benches and picnic tables, put in a new vinyl gazebo, do some re-grading and seeding and create a pedestrian brick pedestrian walk from the Rancocas Park right across the road to the county park. As Mr. Wisnosky mentioned last month they get



points for connect ability to county or other parks. They thought it would be a nice connection and a nice link for pedestrians. They are also proposing some shade trees. They projected that budget would come to \$97,635. The Samuel L. Robbins Park projections are to remove the old gazebo and replace it with a vinyl gazebo, putting in some new tot lot play structures; apparently that park is used a lot by tots, the existing equipment is oriented to that younger age, probably first to fifth grade. They are looking to add some more elements to that, program some tree removal re-grading and seeding and lastly a bituminous path pedestrian link between the Robbins Park and the Rancocas Heights Park. It would be a wonderful opportunity to walk from one park to the next on a pathway as opposed to the street. There are no sidewalks in Rancocas Heights. If they are successful in this grant one would be able to walk or bike from the Robbins Park to the Heights Park to the county boat ramp park. The Samuel L. Robbins Park came in at \$86,500 which gives us a total with the 10% contingency which is the safe harbor fund of \$202,616. That is our budget proposal under the grant. As we know, the county will give up to \$250,000 but in no way are we guaranteed that amount. Mr. Wisnosky said he thinks the improvements are very specific in the sense that they will make a real difference in those parks and it's been a long time those parks have been looked at and it's a really good program and a good use of the funding. He hopes we will be successful. Mr. Selb said since they had put this together some citizens had come in and talked about the volleyball area. There was some discussion with them that maybe they should re-condition that area and put up some poles that would be permanent. They did explore some options with the fence and came up with the fact that the split rail fence is the most feasible option. Mr. Selb suggested that they put the poles up for the volleyball area and let the residents bring their own nets. Mr. Porto asked if there was any way there could be some trees put in at the existing playground at the municipal complex because the sun is so hot during the hours of eleven and three. There is no shade and it would make the playground a little more enjoyable. Mr. Wisnosky said he could do that. Mr. Selb asked for a motion to approve the concept that they suggested with the volleyball court being left there with the permanent poles. The budget comes in at \$206,466. If he could get something that will commit the township to apply for that grant that would be good.

**Motion: Committeeman Fitzpatrick. Second: Committeeman Dickinson. All yes.**

## **ORDINANCE**

- A. **ORDINANCE 2014-3-5** – Ordinance Authorizing the Private Sale of Undersized Land not Needed for Public Use (**Public Hearing and Final Adoption**)

**Catherine McNelis, 407 Bischoff Avenue** – asked what the sizes are of the land to be auctioned off. Mr. Costa told her it is a ten foot wide drainage ditch that has been presenting some problems to the surrounding residents with water and even some trash problems. This is non-buildable land. Ms. McNelis asked if this is the only piece of property for sale and was answered yes.

**Motion: Committeeman Porto. Second: Committeeman Dickinson. All yes.**

**B. ORDINANCE 2014-4-5 – An Ordinance to Provide for and Determine the Rate of Compensation of Officials and Employees of the Township of Hainesport (Public Hearing and Final Adoption)**

**Catherine McNelis, 407 Bischoff Avenue** – asked if this was the ordinance to find out what the employees will be making this year. She was answered yes it is. She then asked if the Finance Officer is making \$38,027 and also as the Affordable Housing Officer is she making \$5,857 per year. Ms. McNelis also mentioned that the Finance Officer is receiving medical benefits and is supposedly working twenty-six hours a week. She questioned why that is fair to the residents of the township. When they were informed that she was going part time they were told there would be no medical benefits and they would be saving so much money. Now Ms. Robertson has added a few hours back and is again receiving medical benefits and vacation pay as well. As a taxpayer of the township she feels it is going to get that much money and medical benefits she could be in this township for those twenty-six hours instead of working four other jobs besides Hainesport. It isn't fair to the other people working here full time to get medical benefits and this lady works another six hours and gets medical benefits. If she is going to work like that Ms. McNelis thinks she should be in here working the full twenty-six hours so they know she is working that amount of time. Mr. Fitzpatrick said to here that years ago he would have agreed with her. He said the way jobs are going and people are tele-commuting they could take their jobs anywhere. He personally is in that situation with his profession. He could work from the moon if he could get there. He said she does put the time in and he has called her many times at any hour. Ms. McNelis said she heard that Ms. Robertson quit a lot of jobs because she knew this would be coming up. In Cinnaminson she was making \$25,000 a year and had to guarantee that she would work twenty hours a week. Mr. Fitzpatrick asked her if she had seen Cinnaminson's books and she said she hadn't but asked if they were smaller than Hainesport's books. Mr. Fitzpatrick said he didn't know but she should take a look at their situation compared to ours. She said she would be that if they were asked most of the residents would not be happy to pay \$66,000 to someone that sits at home and nobody knows how many hours she works.

**Motion: Committeeman Porto. Second: Committeeman Dickinson. All yes.**

**C. ORDINANCE 2014-5-5 – Ordinance of the Township of Hainesport, County of Burlington, State of New Jersey, Amending the Township's Handicapped Parking (Public Hearing and Final Adoption)**

**Mr. Selb** said someone had approached him to get a handicapped parking spot in front of her house. He wanted to make sure that everyone who had those spaces still needed theirs. As they found out one person didn't need his so it balanced out that we eliminated one and acquired one.

**Motion: Committeeman Porto. Second: Committeeman Dickinson. All yes.**

## RESOLUTIONS

- A. **RESOLUTION 2014-85-6** – Resolution Authorizing the Transfer of Funds raised by Shoebox Recycling to Hainesport Senior Citizen Club

**Mr. Selb** said that we collect shoes and get money for them and donate the money. This time the money is to be donated to the Hainesport Senior Citizen Club.

**Motion: Committeeman Dickinson. Second: Committeeman Fitzpatrick. All yes.**

- B. **RESOLUTION 2014-86-6** – A Resolution Authorizing Submittal of an Application to the County of Burlington for a Park Development Grant for Rancocas Heights Park and Samuel H. Robbins Park

**Motion: Committeeman Fitzpatrick. Second: Committeeman Dickinson. All yes.**

- C. **RESOLUTION 2014-87-6** – A Resolution Authorizing a Second Solicitation of Bids for the Recreation Complex Phase V Construction All-Inclusive Playground

**Motion: Committeeman Fitzpatrick. Second: Committeeman Dickinson. All yes.**

**Mayor Boettcher** asked if the committee would table the next resolution since he hasn't received the necessary information from FEMA.

- D. **RESOLUTION 2014-88-6** – Resolution to Adopt Burlington County Hazard Mitigation Plan

- E. **RESOLUTION 2014-89-6** – Resolution to Authorize Renewal of Liquor Licenses in Hainesport Township

**Motion: Committeeman Fitzpatrick. Second: Committeeman Porto. All yes.**

- F. **RESOLUTION 2014-90-6** – Resolution to Purchase a Lawn Mower for the Public Works Department

**Mr. Selb** said this mower is to replace the present mower we have that is getting old. The money is in the budget for this.

**Motion: Committeeman Dickinson. Second: Committeeman Porto. All yes.**

## BUSINESS

- A. **Auction of Property to Contiguous Owners** – Block 47.01 Lot 18 Unbuildable Lot

**Mr. Selb** said this is an unbuildable lot that one of the residents has expressed an interest in purchasing. He was unsure if the committee would be interested in pursuing the sale of the lot. Mr. Costa said that Mr. Selb stated it correctly; if the lot is unbuildable we can sell it to contiguous owners of the property. Mr. Selb asked if the committee wants him to go forward with the sale if the person is still interested in purchasing the land. It

would add the property back onto the tax rolls and get it out of our hands. Mr. Porto asked if it would be of any use to the township and was answered no. The committee said they were fine with him moving forward with it. He said he would contact the resident to see if he is interested and can get a commitment. If so he will contact the solicitor and follow through with it.

## **CORRESPONDENCE**

### **A. Letter from Theodore M. Costa, Township Solicitor – Regarding Connection Fees for Remaining Hainesport Residents**

**Mr. Selb** said that was the letter the committee wanted the solicitor to write to the MUA on behalf of the township and they have the letter in front of them. Mr. Costa said he has not received a response from them but did receive acknowledgement that the letter was received. Mr. Dickinson asked when their board meeting is and was told it would be this Thursday night at six o'clock at the Mount Holly MUA building on Washington Street.

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

**Ray Storck, 2217 Spruce Avenue** – said the neighborhood is planning on having a block party on Saturday, June 14<sup>th</sup> from noon until dark. Mr. Fitzpatrick asked if there was a resolution done and Mr. Selb said there was not. He offered **Resolution 2014-92-6** to cover the block party in Rancocas Heights on June 14, 2014

**Motion: Committeeman Dickinson. Second: Committeeman Porto. All yes.**

**Mr. Porto** reminded Mr. Storck that they had to make sure the emergency vehicles would be able to get by in an emergency. He also asked what streets would be involved and Mr. Storck said Spruce Avenue, Maryland Avenue and Walnut Avenue around the parks. Mayor Boettcher said Mr. Storck has pictures of Hainesport and mentioned that he is going to send some to Mr. Selb for the web site. Mr. Storck asked the committee if they would donate the money for the block party to rent a port a potty. Mayor Boettcher said unfortunately they could not donate the money because it would said a precedent that they couldn't follow. Mr. Storck also asked why there is still a liquor license for the old Flo's Tavern. He was told that it is "pocketed" which means they pay their fee to the township and the state to maintain the license and they can hold onto it for a certain number of years. After that they have to move on it.

**Maryann Traten, 2718 Oak Avenue** – said she has been following the things that have been going on with the sewer and she has a different problem. Back when the sewer system was first being brought into the township there were hearings to determine what each homeowner would be charged to bring the sewer lines to their properties. It was determined that Mrs. Traten would be charged \$15,000 to do so. She went to the hearings to appeal that and was told that because she had such a large lot she would have to pay that amount. Mrs. Traten is here tonight to ask if anything could be done to reduce that charge. Mayor Boettcher reminded her that there was an appeal process at the time and she said she went but was told the assessment would remain. There was a great deal

of discussion concerning this and it was decided that she should come into the township and talk to Mr. Selb to see if anything could be done to assist her.

**H Krollfeiffer, Jr., 23 Easton Way** – had a question about the proposal Mr. Wisnosky had for the Chase Park regarding the tennis court aspect of taking the existing facility and expanding it and making it a tennis court. In the beginning, it was stated that the reason the macadam area was going to come up and the fence was going to come down was because of some kind of hazard to the community. Mr. Fitzpatrick said it was because of skate boarders. Mr. Krollfeiffer said if they go with what they approved by adding on to that facility to make it a basketball court with a fence around it how is that going to eliminate or mitigate the skate board park or whatever else it is being used for. Mr. Fitzpatrick said they are going to make it into a tennis court and they will remove all the obstacles the skate boarders are using in the area now. Mr. Krollfeiffer thanked them for the information.

**Jaime Kennedy, 6 S Hunterdon Avenue** – wanted to talk about the situation of the high schoolers in the Clermont area having to walk to Rancocas Valley Regional High School. She asked Mr. Dickinson if he ever talked to John MacArthur, the school board representative for Hainesport. It was back in the fall that he said he would reach out to Mr. MacArthur and the last time she spoke to him he had not heard from Mr. Dickinson. Mrs. Kennedy said she wasn't sure if the committee was aware or not but there was a fatality recently in that area and there are kids in the Clermont section that have to walk the two miles to school. All of those that live in that section pay the taxes for the school that provides the buses for everyone else's children that live in Hainesport. Their children do not get to utilize that service. Her question to Mr. Dickinson is did he talk to Mr. MacArthur. Mr. Dickinson said he did talk to Mr. MacArthur the same week that she was at the township meeting when the committee decided to write a letter to the school board requesting them to change their minds about the bussing issue. He asked Mrs. Kennedy when she had spoken to Mr. MacArthur and was told it was back in November. Mr. Fitzpatrick said he would be more than willing to go to the school board with her to talk to them about the situation. There was some more discussion with the committee concerning the bussing and Mr. Dickinson said he would reach out to Mr. MacArthur to see what could be done. Mr. Selb said he would also try to find out more information and possibly send a letter to him to see if there was any way he could come in and talk to the committee.

**Thomas Kennedy, 6 S Hunterdon** – said he would like to talk to the committee about the infrastructure of the Clermont section of Hainesport. He said he saw an elderly person trip on the sidewalk today and that brought it to his attention that he had been in to the committee to discuss the condition of the sidewalks several years ago. None of the members were on the committee except for Mayor Boettcher and he was out sick then. Mr. Kennedy said he brought the case law to them and Mr. Costa had agreed with him that the township is, in fact, responsible for the upkeep of the sidewalks there. That was about ten years ago and nothing has been done to improve them at all. There has been work done for recreation everywhere in the town but nothing on the sidewalks in Clermont. He went on to say that as far as the sewer, he connected to the sewer system many years before anyone else has and there is a connection pipe in front of his house

that does not need to be there. Someone must have hit it because there is a hole there that needs to be taken care of. Mr. Selb got his address to make sure he would have it to give to the sewer company to repair. He also said he would go out tomorrow to look at the hole to see what could be done. Mr. Selb said he would have to go out also and look at the sidewalks to address them. Mayor Boettcher said there are grants out there for replacement of sidewalks but unfortunately they are limited to “downtown Hainesport” and Rancocas Heights and Clermont are not considered for the grants. Mr. Kennedy said nothing ever goes to the Clermont section, the peasant children get to walk to school.

**Catherine McNelis, 407 Bischoff Avenue** – asked Mayor Boettcher if he was still exempt from connecting to the sewer. Mayor Boettcher said that he has answered the question before and that is the end of it. Ms. McNelis said she understands that if he moves the person that moves into his house has to connect to the sewer and she wants to know why that is fair. If they can hook in after he moves, he should hook in now. Just like the rest of people have to, he is no better than anybody else. Ms. McNelis then said she had purchased an emergency first aid kit and wanted to know if they could have someone from Public Works put it up for the Senior Citizens in the Street Center. Mr. Selb said it wasn't necessary for her to have purchased the kit because the township would have done so. He will have Jay go over tomorrow and put the kit up. Ms. McNelis then said the microphones are not working properly. She pointed out to each committee member how his voice sounded when they spoke. She said Mr. Ruble wanted to speak but he did not because he knew he couldn't hear anything anybody was saying because the microphones are not working properly.

## **COMMENTS FROM THE ADMINISTRATOR**

**Mr. Selb** had several things to report to the committee. Public Works has been out to the Street Center to repair some things in the bathrooms and the drain at the bottom of the stairs has also been repaired to satisfy JIF's concerns. The portable lights and generators have all been stored away in the old garage and are available to use if needed. There were some difficulties with the RADAR sign and they think they have been resolved; they will be putting that out after securing the box. It needs a good hasp on it. The committee was given brochures that explain how people who want to rent one of the facilities and needs to have insurance can go about getting it through this company. He received the brochures from JIF. It is all done through the internet and with a credit card. The fire house has expressed an interest in this. Mr. Selb reminded everyone that there is going to be a sewer rate hearing June 12, 2014 at six p.m. at the Mt. Holly MUA building at 37 Washington Street in Mt. Holly. Notices were sent out. A meeting was set up at Fulton Bank to discuss what can be done to discourage people in the future from robbing the bank. That will be at eight thirty and will be attended by Mr. Selb, Mr. Fitzpatrick and Mr. Dickinson. The township was waiting for a parking lot release to repair some damage done to a parking lot that needed repair from one of the snow storms. Public Works will now go out and take care of it. Streaming recycling begins on September first. You have till the end of the month to contact them to let them know if you need an additional cart and what size you will need. You can call 609-499-1001 or order at the County Earth Fair on June 22 at ten-thirty a.m. to four p.m. at Smithville Park and that will be rain or shine. They will also be doing some shredding at that time. Streaming means that all the recycling can be mixed together starting September

first. Mr. Selb said he will put it on the internet. Mr. Porto said it could be put in the newsletter but Mr. Selb said it would be too late to get that out to the residents. The newsletter will be going out in early July. If anyone has anything they want to share with us let him know because it will be going to print about a week before. There was a storm water drain wash out at 24 Adams Lane and that is being added to the list. There was also one on the roadway at 1605 Deacon Road. There was a call about a drainage ditch at 2104 Fostertown Road but we have no responsibility to maintain it. We are waiting for a date for the road repairs being done by Winzinger at Maine Avenue and Newburgh Avenue. Mr. Selb did notice some mark outs and they are going to notify the township when they will be starting the work. That will have an effect on the senior citizen development because there is only one entrance and one exit. It will require some traffic direction. Mr. Selb said he spoke to Kim from NJ Wildlife about the turkeys and she said they are busy with bears right now but she asked if we would go out and designate an area where we believe the turkeys are coming down to eat and bait the area. Jay has been in touch with Lumberton to see what kind of bait they used because they had the same problem. Once we can establish a time they come down to feed they will come in with nets and scoop them up. Everyone on the committee has received forms concerning the League in November; please get them back to him as soon as possible. He also needs the financial disclosure forms by Friday, June 13<sup>th</sup>. If the committee members haven't filled them out please do so. Again, the newsletter is due out July first. It has already been talked about; there will be a block party in Rancocas Heights on Saturday, June 14<sup>th</sup> from noon to dark. Concerts in the Park will be starting July 6<sup>th</sup> for six weeks. The first week will be the Basement Musicians and the time is seven to eight-thirty. Come out and enjoy the music. Summer Recreation and other summer programs will be starting soon for those who registered under the guidance of Paula Tiver. She has been very vigilant.

## **COMMENTS FROM THE SOLICITOR**

**Mr. Costa** said he had no further comments for the night.

## **COMMENTS FROM THE COMMITTEE**

**Mr. Dickinson** said it was brought up today that if you see something wrong please let Mr. Selb know so it can be taken care of.

**Mr. Porto** asked Mr. Selb if he has heard anything from Conrail about the graffiti on the corner of Creek and Marne. Mr. Selb said he has not heard anything but he will follow up on it. He said they did have an issue of restoring lines on the roadway. There was a concern that people were coming to the bridge and going into the other lane because there were no lines. He has discussed it with Jay; they will be re-storing the double yellow lines. It is not a physical barrier but it is a psychological barrier. Mr. Porto pointed out that there was a Memorial Day Ceremony and he wanted to thank the administrator for that. It's a good thing for Hainesport. He mentioned that there was an eighteen wheeler that just blew past a school bus in his neighborhood. He hoped that it would mentioned to the State Police and they would go out and patrol when the school buses come around. Mr. Porto also asked Mr. Selb if he had contacted PSE&G about the lights that are near Ted's Liquor Store; the lights are so

bright that it is like daylight in his house at night. He thanked everyone for coming out tonight and he appreciates the residents' comments.

**Mr. Fitzpatrick** said he knows everyone has been here a long time tonight so he will keep his comments short. First he congratulated Mr. Dickinson and Mr. Porto on their win in the primary election recently. Then Mr. Fitzpatrick said one thing about the election that bothered him was the information that was sent out that just wasn't true. A primary is fine, he doesn't mind the idea of a primary but when information is sent out that is not true, it really bothers him. One thing he wanted to run by everyone was the whole thing that was put out and the rumors that were disseminated throughout the town that Hainesport was going to be going bankrupt in a few months or years. He is sure some of them have seen the flyers that said that. Nothing could be further from the truth. We are very fiscally sound. There was talk about our surplus and how the township committee is dwindling our surplus. That is not true whatsoever. Our current surplus is 2.6 million dollars. The township is going to use about \$800,000 of that this year to supplement our budget. The projection is that we will replenish or add back to that approximately \$825,000. So there is no reason to believe as this trend continues that there is going to be anything such as us depleting our surplus. As a matter of fact, he is not a CPA but in speaking with our CFO our surplus is on track to increase to 3.2 million dollars by 2020. Now there is not many towns that can say that; if you talk to the majority of the towns around here they have no surplus. So the information that was put out this past primary that we were spending the surplus and we weren't replenishing it is absolutely false. The numbers are here to prove it and he wanted to go on record that it was not true and we are not bankrupting the town.

**Mayor Boettcher** said on that note yes, we are very healthy. He also said he has been here before when we were broke and did their darndest to get back into shape and stay in shape. There is a fire department magazine that is called "New Jersey Fire" and our fire department made it. They applied for a grant and received a grant from the water company. They gave them some money to buy some helmets or something else they may need. Now that the election is over he asks the administrator to make sure all the signs have been removed from the town.

## **BILL LIST**

**Motion: Committeeman Dickinson. Second: Committeeman Porto. Voice vote: all yes.**

## **EXECUTIVE SESSION**

**A. RESOLUTION 2014-91-6** – Resolution to Enter into Executive Session, if necessary

## **ADJOURNMENT @ 9:25 P. M.**

**Motion: Committeeman Fitzpatrick. Second: Committeeman Porto. Voice vote: all yes.**



# **HAINESPORT TOWNSHIP COMMITTEE MINUTES**

**JUNE 24, 2014**

**6:00 P.M.**

This special meeting was called pursuant to the provisions of the Open Public Meetings Law. Notices of the meeting were sent to the Burlington County Times and the Courier Post on June 16, 2014 and published on June 18, 2014. In addition copies of the notices was posted on the bulletin board in the Municipal Building and filed in the office of the Municipal Clerk on the aforementioned date. Notices on the bulletin board have remained continuously posted. Proper notice has been given, and the Municipal Clerk is directed to include this statement in the minutes of the meeting.

1. **CALL TO ORDER** by Mayor Boettcher at 6:00 P.M.
2. **FLAG SALUTE**
3. **ROLL CALL** present were Committeeman Dickinson, Committeeman Fitzpatrick, Committeeman MacLachlan, Deputy Mayor Porto and Mayor Boettcher. Also present was Township Administrator/Clerk Leo F. Selb, Jr. Township Solicitor Theodore Costa was absent.
4. **RESOLUTIONS**
  - A. **RESOLUTION 2014-93-6** – Resolution to Award a Professional Services Contract for Engineering Services for the 2013 Community Development Block Grant – **Richard A. Alaimo Group**

This resolution was tabled so the committee could discuss the contract price further.
  - B. **RESOLUTION 2014-94-6** – Resolution Authorizing the Solicitation of Bids for the 2013 CDBG Project

**Motion: Committeeman Fitzpatrick. Second: Committeeman Porto. All yes.**
  - C. **RESOLUTION 2014-95-6**- Resolution Authorizing Renewal of Liquor License in Hainesport Township – Carollo Bar & Restaurant

**Motion: Committeeman Dickinson. Second: Committeeman Porto. All yes.**

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

There were no public comments.

**6. COMMENTS FROM THE ADMINISTRATOR**

The administrator had no comments.

**7. COMMENTS FROM THE SOLICITOR**

The solicitor was absent.

**8. COMMENTS FROM THE COMMITTEE**

There were no comments from the committee.

**9. ADJOURNMENT @ 6:03 P. M.**

**Motion: Committeeman Dickinson. Second: Committeeman Porto. Voice vote: all yes.**

**HAINESPORT TOWNSHIP COMMITTEE**  
**MINUTES**  
**JULY 8, 2014**  
**7:30 P.M.**

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of July 8, 2014 was included in a meeting notice sent to the Burlington County Times and Courier Post On January 8, 2014 and advertised in said newspapers on January 10, 2014, posted on the bulletin board in the municipal building on January 13, 2014 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. **CALL TO ORDER** by Mayor Boettcher at 7:30 P. M.
2. **FLAG SALUTE**
3. **ROLL CALL** present were Committeeman Dickinson, Committeeman Fitzpatrick, Committeeman MacLachlan, Deputy Mayor Porto and Mayor Boettcher. Also present were Township Clerk/Administrator Leo J. Selb, Jr. and Township Solicitor Theodore Costa.

**Trooper Ruczynski** came in to talk to the residents and asked if they had any questions.

**H Krollfeiffer, 23 Easton Way** - asked for more patrolling on Easton Way because of the drivers running the stop signs. If the troopers have to ticket residents then so be it.

**Mr. Dickinson** suggested that the troopers also come out to the park after hours to patrol because of teenagers being there when the park is supposed to be closed.

**Mr. MacLachlan** asked why the bear that was recently in Hainesport Township wasn't stopped or tranquilized and removed. Trooper Ruczynski said that the Fish and Games Authority monitored the situation and stated that if the bear is not causing any problems he should be left alone to go on his way.

**Pat Macken, 116 Masons Woods Lane** – asked the trooper to have more patrolling at the 4-way stop sign intersection at Creek and Mt. Laurel Roads because people are going through the stop signs regularly. Trooper Ruczynski said he would put it in his report to have the patrols aware of the suggestions.

**Catherine McNelis, 407 Bischoff Avenue** – said that on the agenda they are talking about putting in a 4-way stop sign at the intersection of Washington Street and

Deacon Road. She asked the trooper if he had any suggestions about it. Trooper Ruczynski said he had no opinions on that; the DOT is the authority on that situation.

#### **4. MINUTES**

##### **A. APPROVAL OF REGULAR COMMITTEE MINUTES OF June 10, 2014**

**Motion: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**

##### **B. APPROVAL OF SPECIAL COMMITTEE MINUTES OF June 24, 2014**

**Motion: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**

#### **5. REPORTS**

**A. Tax Collector** – June, 2014; Quarter Ending June, 2014

**B. Code Enforcement** – June, 2014

**C. Fire Official** – June, 2014

**D. Construction** – June, 2014

**Motion to approve the reports and spread the Tax Collector's report across the minutes: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**

#### **6. DISCUSSION/PRESENTATIONS**

##### **A. Four-Way Stop Sign at Intersections of Washington Street and Deacon Road**

**Mr. Selb** showed the committee pictures of the intersection of Washington Street and Deacon Road. He said because of the sight triangle there he is asking for the engineer to go out and see if there is a reason to have DOT come out there and put up a 4-way stop sign intersection. Mr. Selb said there were some various fixes to the situation but he believes that the best and least expensive way to go is the 4-way stop sign. There was some discussion and after that it was decided not to have the engineer go out there.

**Mr. Selb** then brought up 1605 Deacon Road; when the sewer lines were brought in the road was changed by eliminating a crown in the road. This led to a water drainage problem for all the residents along that side of the road. The water flows down from other residents' properties. It seems that each property had to build up berms on their driveways. The person at 1605 Deacon Road does not have a berm and is asking the township to help her with the problem. Mr. Selb said the engineer told him there could be a drain put in under her driveway at a cost of \$4,000 to \$5,000 or a berm could be built. The committee discussed the situation and it was decided they would go out and look at the property with the engineer and come back with an answer.

**B. Authorization to abate a Nuisance – 1203 Washington Street**

**Mr. Selb** said the property at 1203 Washington Street is an abandoned house with very tall grass that needs to be cut. Every effort has been made to contact the property owner and all mail has been returned. He went on to say we have to approve the resolution on the agenda so the matter can be properly handled. Public Works would go out and cut the grass and we would put a lien against the property.

**7. RESOLUTIONS**

**A. RESOLUTION 2014-88-6 – Resolution Authorizing the Adoption of the 2014 Burlington County Multi-Jurisdictional All-Hazards Mitigation Plan Update**

**Mayor Boettcher** said that until he hears from FEMA we would have to table this resolution.

**B. RESOLUTION 2014-93-6 – Resolution to Award a Professional Services Contract for Engineering Services for the 2013 Community Development Block Grant**

**Mr. Selb** said there was one amendment to the resolution; the amount to be awarded is \$30,000. Mr. Porto also mentioned another typo in the resolution.

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

**C. RESOLUTION 2014-96-7 – Resolution to Amend the Adopted Budget for Additional Items of Revenue and Offsetting Appropriation (Chapter 159)**

**Motion: Committeeman Dickinson. Second: Committeeman MacLachlan. All yes.**

- D. **RESOLUTION 2014-97-7** – A Resolution Authorizing the Township of Hainesport to Execute an Agreement with Burlington County for Cooperative Participation in the Community Development Act of 1974

**Motion: Committeeman Dickinson. Second: Committeeman MacLachlan.**  
**All yes.**

- E. **RESOLUTION 2014-98-7** – A Resolution to Award a Contract for the Construction of Phase V of the Hainesport Township Recreation Complex Project

**Mr. Selb** said we did accept bids today and there was one bid that was submitted and he has a recommendation from Ragan Design to accept that bid. The amount to be inserted is \$53,849 and the contractor is Decker's Inc. That added to the projected cost for the actual playground brings us into where we need to be. The cost will be just under \$210,000. Mr. Porto pointed out another typo in the resolution and it was taken care of. Michael Wisnoski of Ragan Design said that the bid was just about \$20,000 less than the bids received a couple months ago.

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson.**  
**All yes.**

- F. **RESOLUTION 2014-99-7** – A Resolution to Award a Contract for the 2013 CDBG Sidewalk Project – **Broad and Washington Streets**

**Mr. Selb** said we have \$65,000 in a grant from the county. We had two bids come in this morning and the lowest bid was \$87,585. He also met with Karen Tommelin who oversees the Community Development projects; she advised us that we have to get this done by September or we will lose the money. He also met with the CFO to see if we had any money anywhere that we could address the additional funds over the \$65,000 and she said that we did. It was in an old ordinance that she found that addresses these kind of improvements and that we would have the necessary funds to make up the difference if the committee chooses. If they choose not to accept the bid we will have to go out to bid again and the time frame would not allow us to complete the project before September. He was pushing it as hard as he could to complete this before school starts. Mr. MacLachlan asked Mr. Wisnoski if the work is worth the bid and was told that it was. The name of the lowest bidder is Curb Con. Mr. Dickinson asked if we are going to connect with Paparone's development. The press said that was what we were going to do. Paparone is hooking to us. Karen Tommelin called Mr. Selb and told him that if that is what we are going to do it will affect the funding of the grant. Mr. Selb made it very clear that we are not hooking up to Paparone's development. Mr. Fitzpatrick said he would like to move forward with the resolution.

**Motion: Committeeman Fitzpatrick. Second: Committeeman MacLachlan.**  
**All yes.**

- G. **RESOLUTION 2014-100-7** – Resolution Authorizing the Expenditure of Funds for Property Maintenance Expenses for Property Located at 1203 Washington Street

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick.**  
**All yes.**

8. **BUSINESS**

A. **Business Licenses**

**Mr. Selb** said there are several businesses that have not renewed their business licenses and he would like the committee's approval to send out letters to them to renew the licenses or they will be issued summonses. In some cases people moved in and didn't even know they needed a business license. The committee agreed that Mr. Selb should send out letters to the businesses that have not renewed their licenses.

**Motion: Committeeman MacLachlan. Voice vote: all yes.**

B. **Dog Licenses**

**Mr. Selb** asked for the committee's permission to do a survey for dogs this summer. He would have to hire some people to do the job at minimum wage. He explained that the licenses have fallen off in the past years and he is sure there are people that are just not registering their dogs. The purpose is for rabies. Burlington County has one of the highest rabies situations in the state. It was stated that some of the residents might have a problem with people coming up to their house asking about dogs. Mr. Porto suggested that we inform them when we send out our tax bills. The committee thought that was a good idea and Mr. Selb is going to prepare something to include in with the tax bills. There was a discussion and it was decided that they would send out notices for the survey and the survey would be done in August by two to four people.

**Voice vote: all yes.**

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

**Pat Macken, 116 Masons Woods Lane** – said she can't help but talk about the 3-way stop sign some people still want on Creek Road and Masons Woods Lane. She asked if the committee has any intention of looking into the situation again. She said that Creek Road is a connecting road from Route 38 to Marne Highway. She is asking that the committee look into the situation again but have the engineer look at it, not as a mid-block intersection, but as a 3-way stop sign. Mrs. Macken said the reason the water problem is on Deacon Road is because when they put the sewer lines in on the road they took out the crown in the road. She wanted to thank Mr. Selb for

working with Mr. Ruble on the sound system. It seems to be working well right now. Mrs. Macken then asked where the CFO got the money to put in for the sidewalks grant. Mr. Selb told her it came from an old ordinance that had to do with roadway and drainage from the Public Works building.

**Catherine McNelis, 407 Bischoff Avenue** – asked who is responsible for clearing the view on the roads and Mr. Selb said it depends on whose road it is; if it is a county road or a township road. She said it would be our roads. Mr. Selb said the township would be responsible. Mrs. McNelis said it is the road that Mrs. Macken was talking about and the previous administrator originally said it was not the township's responsibility but then changed his mind but nothing was ever done about it. Now it is full of leaves and when people try to pull out onto Creek Road they have to pull out much further than they should have to. Mr. Selb said he would have Public Works go out and check out the situation. Mayor Boettcher and Mrs. McNelis had a very heated discussion about addressing the committee instead of Mr. Selb. Mrs. McNelis then said she thinks the township should have an ordinance for cats or at least have the cats vaccinated for rabies.

**Leila Gilmore, 101 Devon Lane** – said it is an excellent idea to let the residents know that there is going to be a dog survey. She also asked when the contractor will be out to pave the road on Edinburgh. Mr. Selb said that he had just talked to the contractor and it should be within the next two weeks. There is going to be a real problem with it because there is only one way in and one way out of The Glen so the contractor is asking if they can start very early in the morning to beat some of the traffic. They know they will have to put traffic control out there and restrict the traffic to one lane at a time. Mrs. Gilmore said if they give her an advance notice she will send out an email blast to notify the residents. She asked Mr. Costa if there is any news on 155 Tartan Lane and he told her there is not. Mrs. Gilmore thanked the township for whatever they have done about the turkeys. Mr. Selb said they had not done anything yet but they will have to address the issue next year. She suggested they use some common ground to lure the turkeys and trap them.

## **10. COMMENTS FROM THE ADMINISTRATOR**

**Mr. Selb** and Committeemen Fitzpatrick and Dickinson met with Fulton Bank officials to give them information about putting up a fence to help deter people from coming through the neighborhood behind the bank. They seemed receptive but they had some concerns. The information they requested was given to them and we are waiting to hear back from them. The first aid kit was installed in the Senior Center. Mr. Selb said he met with Karen Tommelin, Coordinator of Community Development regarding sewer connection fees and hook ups. She indicated that she saw some of the concerns expressed by residents within our town. They feel that they may be able to help some of the people with the sewer hook ups, the actual connection fee, as well as the actual hook up from the house out. It is based on income and the sewer hook ups would be limited and she doesn't know how many they could do; how much money would be available. The amounts would be limited



to \$20,000. It sounds like it would be enough to cover the connection but there is one caveat; when people go out the house must be up to code before they can go forward. So if it's not up to code they have to spend the money to bring it up to code and whatever money is left they can use for the connection. He is waiting for a response from the MUA to see how many people are left that haven't connected. He wants to send letters out these individuals to see if there is any interest to participate in the program. We may be able to give them some assistance through the program. The committee said it sounded like a good plan. The newsletter is up online and the website is current. We have gotten some good reviews. The bear information is on there. If anyone is having problems with mosquitos there is a form on there that you connect to and fill it out; it goes right to the mosquito control commission and they will address the issue. There are some storm drains that are failing and Mr. Selb needs authorization to go out and get quotes to have them repaired. There is one at 6 Easton Way and another at 8 Elsinore Drive and we cannot repair them. There are many more but we are able to correct them. He spoke to the CFPO and there is some money in the budget. He spoke to the committee about a meeting he had with some citizens about concerns of Washington Street and Deacon Road and Paparone Builders. They wanted speed bumps on Washington Street and were told that it is a short block to put them there. The group wanted a split rail fence between the edge of the roadway and sidewalk as a dividing point for a walkway. If we put it up it would cost \$1,000. They also wanted Paparone Builders to connect to our sidewalk before school starts and Mr. Paparone said that was not feasible. They wanted Paparone to preserve the existing tree line at the ends of Melody and Jennie Courts and were told that cannot be guaranteed. The group asked for a street light somewhere on Washington Street in relationship to Taft Court. Lastly, they wanted the starting base price of new homes equitable to current price of houses in the area. Mr. Paparone did not think that would be reachable at this time because of the market. Mr. Selb said that all the lights from soccer have been stored away in the old highway garage. We are working on the sprinkler system for the fields. The home at 123 Tartan Lane was recently sold and it is a COAH home. All financial disclosures have been filed and are available on the state website. Mr. Porto asked about the issue with the graffiti on the railroad tressell and Mr. Selb said they are thinking about power washing it off.

#### **11. COMMENTS FROM THE SOLICITOR**

The solicitor had no comments for the evening.

#### **12. COMMENTS FROM THE COMMITTEE**

**Mr. Dickinson** had no comments for the evening.

**Mr. Porto** said we get the annual best practices from the state and one of the things he would like to see is a bi-annual review on expenditures, perhaps July or August so we know how far along we are budgetarily.

**Mr. MacLachlan** had no comments for the evening.

**Mr. Fitzpatrick** had no comments for the evening.

**Mayor Boettcher** had no comments for the evening.

**Mr. Selb** asked the committee to amend the bill list to include some utilities.

**13. BILL LIST**

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

**14. EXECUTIVE SESSION**

**A. RESOLUTION 2014-101-7 – Resolution to Enter into Executive Session**

**- Potential Litigations**

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

**15. After short Recess entered into Executive Session at 8:45PM**

**16. Return to Public Session at 9:59PM**

**17. Motion: Committeeman Fitzpatrick. Second: Committeeman Dickinson. All yes.**

**No action taken**

**18. ADJOURNMENT @10:00 P. M.**

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

# **HAINESPORT TOWNSHIP COMMITTEE MINUTES**

**AUGUST 5, 2014  
7:30 P.M.**

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of July 8, 2014 was included in a meeting notice sent to the Burlington County Times and Courier Post On January 8, 2014 and advertised in said newspapers on January 10, 2014, posted on the bulletin board in the municipal building on January 13, 2014 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. **CALL TO ORDER** by Mayor Boettcher at 7:30 P. M.
2. **FLAG SALUTE**
3. **ROLL CALL** present were Committeeman Dickinson, Committeeman Fitzpatrick, Committeeman MacLachlan, Deputy Mayor Porto and Mayor Boettcher. Also present were Township Clerk/Administrator Leo J. Selb, Jr. and Township Solicitor Theodore Costa.
4. **MINUTES**
  - A. **APPROVAL OF REGULAR COMMITTEE MINUTES OF July 8, 2014**  
**Motion: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**
  - B. **APPROVAL OF CLOSED SESSION MINUTES OF February 11; April 8; May 13; and July 8, 2014**  
**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**
5. **REPORTS**
  - A. **Tax Collector** – July, 2014
  - B. **Code Enforcement** – July, 2014
  - C. **Fire Official** – July, 2014
  - D. **Construction** – July, 2014

**Motion to approve the reports and spread the Tax Collector's report across the minutes: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**

## **6. DISCUSSION/PRESENTATION**

### **A. Michael Wisnosky – Phase V All Inclusive Playground**

**Michael Wisnosky of Ragan Design** said he was excited to say that Decker Construction was ready to begin the preparation of the all-inclusive playground as soon as the township committee gives approval for them to start. The “community build” for the playground is scheduled for September 6, 2014 which is a Saturday. It will begin about 7:30 or 8:00 in the morning.

**Motion: Committeeman Dickinson. Second: Committeeman MacLachlan. All yes.**

### **B. Michael Wisnosky – Chase Park Project**

**Mr. Wisnosky** also spoke about some plan changes to the Hainesport Chase Park Project. Instead of tearing up the area where kids have been skateboarding, they plan to have a wall built there to practice tennis and on the other side practice lacrosse. There was a discussion about the wall and it was decided that it was a good idea for it. Mr. Wisnosky asked for authorization to go out to bid for the project.

## **7. ORDINANCES**

### **A. ORDINANCE 2014-6-8 – An Ordinance Appropriating Funding from the Capital Improvement Fund for the purchase of Public Works Equipment and Heating/Air conditioning System Expenses (First Reading and Introduction)**

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. All yes.**

## **8. RESOLUTIONS**

### **A. RESOLUTION 2014-88-6 – Authorizing the Adoption of the 2014 Burlington County Multi-Jurisdictional All-Hazards Mitigation Plan Update**

**Motion: Committeeman Fitzpatrick. Second: Committeeman MacLachlan. All yes.**

### **B. RESOLUTION 2014-102-8 – Resolution Authorizing the Execution of a Contract Renewing Membership in the Burlington County Municipal Joint Insurance Fund**

**Motion: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**

### **C. RESOLUTION 2014-103-8 – Resolution Authorizing Lien for Property Maintenance Expenses for Property Located at 1203 Washington Street**

**Motion: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**

- D. **RESOLUTION 2014-104-8** – Resolution Authorizing Change Order No. 1 for the Park Maintenance Contract – **South Jersey Turf Consultants**

**Motion: Committeeman Dickinson. Second: Committeeman MacLachlan. All yes.**

- E. **RESOLUTION 2014-105-8** – Resolution Authorizing the Solicitation of Bids for the Recreation Chase Park

**Motion: Committeeman Dickinson. Second: Committeeman MacLachlan. All yes.**

- F. **RESOLUTION 2014-106-8** – Resolution Authorizing the Transfer of Funds Raised by Shoebox Recycling to **Burlington County Animal Alliance**

**Motion: Committeeman Fitzpatrick. Second: Committeeman MacLachlan. All yes.**

- G. **RESOLUTION 2014-107-8** – Resolution Authorizing the Expenditure of Funds for Property Maintenance Expenses for Property Located at **2315 Fostertown Road**

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

- H. **RESOLUTION 2014-108-8** – Resolution Authorizing the Renewal of an Inactive Liquor License in Hainesport Township – **Rancocas Lakeside, LLC**

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. All yes.**

- I. **RESOLUTION 2014-109-8** – Resolution Approving Sale of Real Estate – **Haines Alley**

**Mr. Costa** asked that a word be corrected in the resolution.

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. All yes.**

## 9. **CORRESPONDENCE**

- A. **Thank You Letter** – Hainesport Volunteer Fire Company No. 1
- B. **Memo From JIF** – Regarding Quarterly EPL/POL Loss Ratio Snapshot
- C. **Memo From JIF** – Regarding Quarterly MEL Loss Ratio Snapshot
- D. **Memo From JIF** – Regarding Quarterly JIF Loss Ratio Snapshot

**Motion to accept and file the correspondence: Committeeman Porto. Second: Committeeman MacLachlan. Voice vote: all yes.**

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

**Catherine McNelis, 407 Bischoff Avenue** – asked if the committee would consider having a cat ordinance; there would be some kind of control for the rabies vaccinations for the cats. There have been reports of rabies being found in areas in Medford and Ms.

McNelis believes the cat ordinance would be beneficial to the township. She mentioned that there was no real control over the dog ordinance and Mayor Boettcher said there will be a survey performed within the next month or so. Ms. McNelis spoke to Mayor Boettcher and said that last month he had yelled at her and was very rude to her. He is rude to a lot of people and she said he has no right to treat anyone the way he does. There are five people on the committee and why they picked him to be the mayor is beyond belief. She went on to say that speaking in public at the meetings is her right under the constitution and he can't stop her from saying what she wants to say. She is given five minutes to speak and it shouldn't include the things he says to her. Ms. McNelis told the mayor not to ever pull that on her again because she will seek some kind of law that will deal with him and the township.

**Peter Ruble, 2525 Creek Road** – said he may ask some things again that he didn't get an answer to because of the problems that have been going on with the PA system and people talking and not using the mikes properly. If he asks the same thing it's because he didn't get an answer. He asked who he should address his question to concerning the sewer. Mayor Boettcher told him to ask him the question and he would direct it to the proper party. Mr. Ruble said he understood that Mayor Boettcher is not connected to the sewer and did not intend to connect. Mayor Boettcher asked for the next question. After doing an OPRA request to the township and the MUA in Mt. Holly, he found that nowhere in any of that does it say that Mayor Boettcher is exempt from hooking up to the sewer. If Mr. Boettcher has something to dispute that he would like to know what it is. Mayor Boettcher said he was never included in the sewer project in the last sewer project. Mr. Ruble said that Mr. Rizzuto of the MUA told him that it is the township that enforces who connects or not. Mayor Boettcher said there is nothing that says that he has to connect to the sewer. Mr. Ruble asked who he should go to in order to find out the answer. Mayor Boettcher said it was not his problem. Mr. Ruble asked about how the employees' times are registered and how is their attendance noted and Mayor Boettcher deferred comments to Mr. Selb. Mr. Selb told him that Public Works clocks in and out and the other employees come and go under his observance. They pretty much police themselves. Mr. Ruble asked what the hours are for the CFO and Mr. Selb told him that previously she had an agreement with the committee about her hours. Mr. Ruble said that the CFO used to keep regular hours and now she is hardly ever here. He went on to say that she should be working here and performing her job. Mr. Selb said she is performing her job quite well. The auditors have not found anything to write the township up for. She is reachable by telephone any time just like himself. Mr. Fitzpatrick said that it is a changing world and the telecommuting is becoming more and more the norm. The majority of the executives and many people of the working world aren't chained to a desk anymore. He said he realizes that it gets Mr. Ruble's gall that the CFO isn't here every day but it just isn't needed anymore. Times have changed and people need to realize that technology has changed which allows the job to get done outside of the office environment. Mayor Boettcher said she was in today for several hours. Mr. Selb said her position is one that she doesn't have to be here to get her job done. The Tax Collector, Administrator, Registrar, Construction Official all have to be here to deal with the public. Mr. Ruble said that the speaker system seems to be working well tonight.

**Leila Gilmore, 101 Devon Lane** – thanked the township for having the work done on Edinburgh Lane and asked for a no U turn sign there. It seems like there are a lot of people who come into the area and see they are in the wrong driveway and do a U turn there. There are a lot of people who walk around and think it is a safety problem. She also said people have reported seeing a lot of foxes in the neighborhood.

**Catherine McNelis, 407 Bischoff Avenue** – asked for a replacement for the mike that the public has been speaking on. It is extremely hard for everyone to hear when they speak. Mr. Selb said he would take care of the problem. She also said that she is sure no one is questioning the CFO's work, they are just questioning her hours.

## **11. COMMENTS FROM THE ADMINISTRATOR**

**Mr. Selb** said it was a busy month for the township. Public Works has been cutting grass along with all their other jobs. We had some complaints about some intersection sites. Public Works went out to Creek Road and the two roads that come out on it and cleared the areas and cut back the growth dramatically so people can see down Creek Road. They were also at Deacon Road and Washington Street and thinned out the brush on the one side to allow people to see down Deacon Road. The sidewalk project is moving along on Washington and Broad Streets. They have had the mark outs occur. Mr. Selb met with one resident that had some concerns and he will be meeting with the engineer tomorrow to see if they can address his concerns. He was notified by the engineer that the county is doing something with a drainage issue out on Fostertown Road in the location of Fostertown and Phillips Roads. A lady had bought a home right there on the corner and approached Mr. Selb because she was concerned about the wetness on her property and that there was a ditch behind her property that was fed off a culvert under Phillips Road, which we are responsible for. We have no easements on the property to maintain the ditch. The county recognizes that they have a water issue on Fostertown Road and they were looking at several proposals; one of them was putting some drain outlets and a row of pipe down the side of Fostertown where it would tie into a creek down below which overflows into a swamp. One proposal was a pipe underground, one was an open ditch in front of the residence and the one that they have come up with which is for them the most efficient and cheapest is to do a short pipe and hook it into the culvert in Phillips Road and dump the water back into this ditch which he would refer to as a retention ditch, it's not actually a ditch that flows down the length of the property. Mr. Miller, the engineer, confirmed that was what they were going to do and Mr. Selb expressed his concern that he didn't believe the committee would want them to dump excess water into an area that if it causes a problem, we are going to be faced with trying to resolve it four or five years down the road if it floods this lady's property out as a result of the water flowing down Phillips Road. Mr. Miller is expressing that to the county and Mr. Selb wants the committee's approval to follow up with the engineer and the county expressing a concern of them putting that extra water. He sees a problem for us down the road and the county saying it's our problem and we have to solve it. There was a discussion and the committee decided to have Mr. Selb work with the county and the engineer. He mentioned a pie chart he had handed out to the committee and said it shows a very visual chart of the taxes. It shows the taxes between last year and this year. It is on the website. Our Tax Collector has been very busy; we are fortunate we have a responsive public coming in and paying their tax bills. Without that we would have issues paying our bills and

providing our services. Mr. Selb thanked the public. Lastly, he has a letter he wants the committee to read. The letter is to go out to the residents that still haven't hooked up to the sewer yet; the program is called the "home loan program" with the county. It is to ask them if they are interested in participating in the program. The letter is pretty straight forward; it asks them to send something back to him if they are interested. The committee read the letter and Mr. MacLachlan asked if it was for the residents to hook up to the sewer. Mr. Selb told him it is basically two programs; one is a grant program that if they qualify income wise it will pay for the actual connection fee to the Mount Holly MUA. The second program is loan program and they have to meet the income qualifications. The county will come out and inspect the house to make sure it is up to code; if it is then they can borrow up to \$20,000 to help with the sewer connection. It is a loan that is actually placed against the residence. If they want to pay it back they can but if they don't it is placed against the residence as a lien. When the house is sold or transfers in ownership that is when the county gets the money back. The reason they do that is to keep the funds going. It is a limited amount and many people may not qualify; the income levels are considerable. It will be a first come first served. The committee said Mr. Selb should send the letter out to the residents.

## 12. COMMENTS FROM THE SOLICITOR

**Mr. Costa** said he had no comments tonight.

## 13. COMMENTS FROM THE COMMITTEE

**Mr. Dickinson** said he would like to commend Paula Tiver for the recreation program this year; she did a great job with the kids. Second he wanted to commend Public Works for the job they did with the shrubs at the various intersections; it makes things a little more visible. He said he is looking forward to the September 6<sup>th</sup> project; he's hoping everyone will get out and help. The soccer club will probably get a letter out to get some more people to come out and volunteer.

**Mr. Porto** had no comments tonight.

**Mr. MacLachlan** commented about the reports in the packets tonight; he appreciates that and he also sees the executive session minutes out there. It looks good and he said he appreciates the job Mr. Selb is doing.

**Mr. Fitzpatrick** had no comments tonight.

**Mayor Boettcher** said to remember that single stream starts September first and everything goes into the big container. Mr. Selb said there is a company that will be going out delivering those containers. They say the residents will have them by September first for use by September second. As far as the containers that they presently have they are permitted to retain them or if they wish to turn them in to the township we are setting something up so the employees will either pick them up at the curb or they will be able to drop them off at the Public Works garage. They are welcome to keep the present containers.



#### **14. BILL LIST**

**There were some additions to the bill list.**

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

#### **15. EXECUTIVE SESSION**

**A. RESOLUTION 2014-110-8 – Resolution to Enter into Executive Session**

- Personnel & Litigation**
- Motion: Committeeman MacLachlan. Second: Committeeman Porto. Voice vote: all yes.**

**After short Recess enter into Executive session at @8:45PM**

**Return to Public Session at @10:19 PM**

**Motion: Committeeman Fitzpatrick. Second: Committeeman Dickinson. Voice Vote: All yes.**

**Motion to Appeal recent Court Decision by Judge Bookbinder regarding release of certain health benefit information.**

**Motion made by Porto. Second: Dickinson Roll Call Vote: All Yes**

#### **16. ADJOURNMENT @\_10:20 P. M.**

**Motion: Committeeman MacLachlan Second: Committeeman Fitzpatrick. All yes.**

# **HAINESPORT TOWNSHIP COMMITTEE SPECIAL MEETING MINUTES**

**AUGUST 19, 2014  
6:00 PM**

This special meeting was called pursuant to the provisions of the Open Public Meetings Law. This meeting of August 19, 2014 was sent to the Burlington County Times on August 8, 2014 and published in said newspaper on August 11, 2014, posted on the board in the Municipal Building on August 11, 2014 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. **CALL TO ORDER** by Deputy Mayor Porto at 6 PM.
2. **FLAG SALUTE**
3. **ROLL CALL** present were Committeeman Fitzpatrick, Committeeman MacLachlan and Deputy Mayor Porto. Also present was Township Clerk/Administrator Leo J. Selb, Jr. Absent were Mayor Boettcher, Committeeman Dickinson and Township Solicitor Theodore Costa.
4. **RESOLUTIONS**
  - A. **RESOLUTION 2014-111-8** – A Resolution Authorizing the Expenditure of funds for the Phase V All Inclusive Playground  
  
**Deputy Mayor Porto** brought to everyone's attention that in the body of the resolution it should say that this is a special meeting not a regular. Mr. Selb said he would have it corrected.  
  
**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. Voice vote: all yes.**
5. **COMMENTS FROM THE PUBLIC (Limited to 5 minutes)**

No comments from the public.
6. **ADJOURNMENT @ 6:03 P. M.**

# **HAINESPORT TOWNSHIP COMMITTEE MINUTES**

**SEPTEMBER 9, 2014**

**7:30 P.M.**

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of September 9, 2014 was included in a meeting notice sent to the Burlington County Times and Courier Post On January 8, 2014 and advertised in said newspapers on January 10, 2014, posted on the bulletin board in the municipal building on January 13, 2014 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. **CALL TO ORDER** by Mayor Boettcher at 7:30 P. M.
2. **FLAG SALUTE**
3. **ROLL CALL** present was Committeeman Dickinson, Committeeman Fitzpatrick, Committeeman MacLachlan, Deputy Mayor Porto and Mayor Boettcher. Also present were Township Clerk/Administrator Leo J. Selb, Jr. and Township Solicitor Theodore Costa.

**Trooper Ruczynski** was here to talk to the residents about how the past month went for the State Police. He said it was a quiet month in Hainesport; the normal things like motor vehicle accidents, medical assists and such. He did look into something that a gentleman brought up at a previous meeting. Mr. Pfeiffer talked about Easton Way and speeding traffic along there. Trooper Ruczynski went out there personally and put a little visibility in the neighborhood and didn't have any issues. He asked if anyone had any questions. Mr. Dickinson mentioned that he has noticed there has been more police activity on Saturday nights watching the parks there. The trooper said yes they have had more troops there because of complaints from the residents about teenagers being in the parks after hours. He said there are more troops on the road; another class graduated and they have eight more at the station right now.

## **4. MINUTES**

### **A. APPROVAL OF REGULAR COMMITTEE MINUTES OF August 5, 2014**

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick.**  
**All yes.**

### **B. APPROVAL OF CLOSED SESSION MINUTES OF August 5, 2014**

**and**

**APPROVAL OF SPECIAL COMMITTEE MINUTES OF August 19, 2014**

**Motion: Committeeman Porto. Second: Committeeman MacLachlan. All yes.**

**5. REPORTS**

- A. **Tax Collector** – August, 2014
- B. **Code Enforcement** – August, 2014
- C. **Fire Official** – August, 2014
- D. **Construction** – August, 2014

**Motion to approve the reports and spread the Tax Collector's report across the minutes: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**

**6. DISCUSSION/PRESENTATION**

**A. Dawn Emmons – Surplus**

Ms. Emmons said she understands there was some discussion among some of the committee members about the surplus and so she updated a surplus projection worksheet that they had seen approximately a year ago. What they had before them was that she had taken what was prepared last year and changed 2013 to actual to what occurred actually. She then projected out through 2020. Ms. Emmons went on to explain how she arrived with those numbers. She stressed to the committee that “the sky is not falling” and the township is not going bankrupt between now and 2020. She said she heard there was a question that we had five million dollars in surplus and wanted to explain why we got to having two point six million dollars now. The year that we had five million dollars is also the year that we transferred one million to the Capital Fund. That is how we paid for the Public Works building without taxing the residents and some of the initial park projects that we did without having to increase taxes above and beyond. The second thing is that we paid for the re-evaluation with part of the surplus. We knew when we had five million dollars in surplus that it was too much and so we brought it down to something that was reasonable by doing what we did. It is Ms. Emmons' professional recommendation that the committee keep the surplus at two point five to three million dollars. Mr. Fitzpatrick said he is sure that she had answered any questions that the committee had. Looking at the projection sheet that Ms. Emmons has shown them it is pretty healthy even at two point three million dollars. Mr. Porto thanked her for always answering his questions year round and said she does an exceptional job for them. Ms. Emmons said she appreciates them asking for the report. She lives for this kind of analysis work so anytime they need something that they need her to shoot off or analyze let her

know. The entire committee members thanked her for the report and for always being there to answer the questions they may have for her.

### **Leo Selb – Storm Water Management**

Mr. Selb said the DEP came down and met with Jay Jones and himself to discuss a compliance evaluation inspection report. There were some issues they need to address; some of the issues are out of date and Mr. Selb will need the assistance of the engineer. He would like the committee's permission to meet with the engineer to update our storm water prevention pollution plan and our storm water management plan. There are quite a few issues that have to be updated. We have already put together a map of all our storm drains in town using our sewer maps. Mr. Fitzpatrick was kind enough to sit in on the meeting, so he knows first-hand what had to be discussed and what has to be addressed. It is just an update and we have to bring things current. Mayor Boettcher asked if there was an amount that would be needed for the engineer and Mr. Selb said he did not yet; he just wanted the authority to approach the engineer. He said he thinks it will be minimal because we have a good strong foundation already; it's just the matter of putting everything together and doing the right wording. He is going to present what he already has now and DEP needs a plan and an expected date when it will be update and current. Mr. Selb said every year we should put a little bit aside to do it on a yearly basis so that it will be a minimal cost instead of every four or five years one large expense. He will be talking about that in the budget, but now he will reach out to the engineer. Mayor Boettcher told him to get a number from the engineer and let the committee know. Of course the CFO needs to make sure the funding is there.

## **7. ORDINANCES**

- A. **ORDINANCE 2014-6-8** – An Ordinance Appropriating Funding from the Capital Improvement Fund for the Purchase of Public Works Equipment and Heating/Air conditioning System Expenses (**Public Hearing and Final Adoption**)

**Motion: Committeeman Porto. Second: Committeeman Dickinson. All yes.**

- B. **ORDINANCE 2014-7-9** – Ordinance of the Township of Hainesport, County of Burlington, State of New Jersey, Amending Chapter 180 of the Township Ordinances Entitled Vehicles and Traffic (**First Reading and Introduction**)

Mayor Boettcher said this is an ordinance to amend and prevent a U-turn on said streets Edinburgh and Devon Lane. Mr. Selb said it does become a safety issue not only for vehicle traffic but also for pedestrians that are crossing over to the club house. By posting it should bring it to people's attention. The public hearing will be October 14, 2014.

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. All yes.**

## 8. RESOLUTIONS

- A. **RESOLUTION 2014-112-9** – Resolution Authorizing Participation Hainesport Township to Enter Into a Cooperative Pricing Agreement

**Motion: Committeeman Dickinson Second: Committeeman MacLachlan.**  
**All yes.**

- B. **RESOLUTION 2014-113-9** – Resolution Authorizing Lien for Property Maintenance expenses for Property Located at **2315 Fostertown Road**

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick.**  
**All yes.**

- C. **RESOLUTION 2014-114-9** – Resolution Authorizing Cancellation of Outstanding Checks

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson.**  
**All yes.**

- D. **RESOLUTION 2014-115-9** – A Resolution Authorizing the Approval of Specifications and Solicitation of Bids for a 2014 or 2015 Stainless Steel Dump Truck, Spreader, and International Chassis

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson.**  
**All yes.**

- E. **RESOLUTION 2014-116-9** – Resolution Approving the Release of Executive Session Minutes from January 1, 2011 through July 31, 2014

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson.**  
**All yes.**

- F. **RESOLUTION 2014-117-9** – A Resolution to Award a Contract for the Construction of the Hainesport Township Recreation Chase Park Project

Mr. Selb said there were four bids and this gentleman was the lowest bid and it was evaluated by Mr. Wisnoski our planner and he meets all the requirements and has satisfied everything. It is their recommendation to award the bid for the project out at Chase Park. We may not be expending all our money in the grant but we will wait till that project is complete in case there is something that comes up and he may be coming back to the committee asking to come up with some concepts of what we can do with the additional funding.

**Motion: Committeeman Fitzpatrick. Second: Committeeman MacLachlan.**  
**All yes.**

**G. RESOLUTION 2014-118-9 – Resolution Authorizing the Expenditure of Funds for Property Maintenance Expenses for Property Located at 1614 Edwin Street**

Mr. Selb showed the committee a picture of how bad the growth is at the property. Every effort has been made to contact anyone responsible to clean up the property to no avail. This is a double house and the neighbors have been very patient.

**Motion: Committeeman Fitzpatrick. Second: Committeeman Dickinson. All yes.**

**9. CORRESPONDENCE**

**A. Thank You Letter from Reverend William A. Kelley –** Thanking Jay, Jr. and his team for a excellent job well done

**B. Letter from New Jersey State League of Municipalities –** Annual Business Meeting

Mr. Selb said the letter is to notify the committee that the annual business meeting is Thursday. As an update, Mr. Selb said the rooms for the league have been selected and the committee will be notified as where we are at and where they will be staying.

Mayor Boettcher asked Mr. Selb to make sure a copy of the letter from Reverend Kelley is put into the files of the employees that he spoke about.

Mr. Selb said he knows he should wait for the Administrator comments but he wanted to take this opportunity to thank all the people who came out Saturday and Sunday for the community build for the all-inclusive playground. It wouldn't have been possible without the help of the groups of people that came out; the fire department, the rescue squad, the ambulance squad, the volunteers, members of the committee, the solicitor, the Public Works foreman. We had people of all ages there to help and without their strength and brute force the project wouldn't have been done as well as it was. We are at about ninety-eight to ninety-nine percent done; we are doing some tickling to finish everything but he expects it all to be done by the Community Day on September 27<sup>th</sup> for a ribbon cutting. He thanked everyone and said the children will have smiles on their faces because of it.

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

**Colleen Spector, 1605 Deacon Road –** asked the committee was wondering if the committee could give her a status update on the erosion problem at her property; where are they at fixing the problem and preventing further damage. Mr. Selb said to refresh everyone's memories it is about the grade and pitch of the road and the water coming down the road and under washing her driveway. Ms. Spector said because of the run off the large oak tree on her property is dead. Mayor Boettcher asked her

what she is looking for the township to do. She said she is looking for the township to repair the damage that has been done to her property from the run off and also to prevent any further damage to occur there. Mr. Selb said Public Works went out there and put some stone to build up the edge of the road and that took care of that but it pushed the water a little farther down the road. Now it is actually making the edge of her driveway to crumble. She showed Mr. Selb pictures of how to build a proper stone buffer to correct the problem. He said Public Works has the capabilities to do this. He thinks it is worth a try to get everyone to work together to solve the problem. Mayor Boettcher asked several questions about what Ms. Spector would like the township to do for her and she answered them. After several minutes of discussion it was decided to do what they can to resolve the problem.

**Conley Brooks, 1609 Cottage Street** – asked if anything has changed on the sewer connection fees situation. He said there was something in the newspaper that the sewer authority couldn't do anything about it anymore. Mr. Selb said he has met with the county, they have some grants that can help some people at a certain income level. We are going to pursue with the people that are interested and once that is resolved then his recommendation for the next step would be for the committee to decide where we are going after that. This is going to take a little while and the sewer authority is aware of that. This has been going on for quite some time. We have made a lot of progress in the last six months. Mr. Brooks said the last time he was here it looked like things were on a better course than what he is hearing from people now. Mr. Selb said they had addressed a letter to the sewer authority about doing something and their response to the township was no we are not, it is what it is. We are asking the sewer authority to bear with us and it gives us more time and the residents more time so ultimately if they have to go this route they've had some time to look at some funding so they can make a better decision on this when it comes time to make the connection.

## **11. COMMENTS FROM THE ADMINISTRATOR**

**Mr. Selb** said we are pretty close to completion on our sidewalk grant for Broad Street and Washington. They are going to be paving there on Thursday and he has informed them that school is in session. They are aware of it. The other issue is that he has some drainage issues that he met with the engineer today to resolve on Washington Street. One he believes the township can resolve with fill dirt; they may need the engineer's expertise on the right grading. The other is an issue of a drainage issue that the engineer is going to have to address. Mr. Fitzpatrick asked about the fact that the sidewalk just comes to an end on the street. Mr. Selb said there was only so much that could be done.

## **12. COMMENTS FROM THE SOLICITOR**

**Mr. Costa** commended the entire committee that came out and worked on the playground. They saved the township a lot of money.



### 13. COMMENTS FROM THE COMMITTEE

**Committeeman Dickinson** – gave everyone thanks for all they did for the playground build. Shoprite donated ten cases of water and ten cases of Gatorade and Pizza King donated ten pizzas for the volunteers. Marco Agostini and his wife were there to drop off water and food to the volunteers as they were working. It was a great day for the township. Mr. Dickinson also mentioned that the fields are some of the nicest fields in South Jersey. We have a good crew and are very lucky and the guys keep a good eye on them.

**Committeeman Porto** – said he thinks it would be a good thing if we send thank you letters out to the various people who volunteered. Mr. Selb said the township will be sending out thank you letters and certificates of appreciation. There will be a lot of things going out in appreciation of the work and donations. Mr. Porto thanked all of the people who came out and volunteered and said it was an all-round success. It is good to see that it finally came to fruition. We started back in February and it came through in a major way. He thinks it will be an excellent park children and parents will enjoy. All around it has been a tremendous success.

**Committeeman MacLachlan** – echoed everyone else's statements about the playground. He had to work earlier so he got there later. He was impressed with the amount of equipment that's out there. The designing and the literature that we received in the planning stage is usurped by the reality. He doesn't know of too many towns that have that kind of playground. It is a nice job that was done designing it and putting it together.

**Committeeman Fitzpatrick** – said that after everyone else has spoken they have hit on everything so he doesn't want to reiterate it. Put him down as thanking everyone.

**Mayor Boettcher** – said it was really something to see; a real big erector set. It was a sight to see.

### 14. BILL LIST

**Mr. Selb** asked the committee to amend the bill list to add another bill to be paid. This bill is to pay a partial for the company CurbCon that is doing the sidewalks. It is a partial payment because we have more to come. The reason it is coming before the committee is because we have certain deadlines we have to meet to stay with the county. Mr. Selb said he received a call from Karen Trommelein. That is the amount we have for the grant. It is for \$65,092.50 and the balance will be paid when the job is complete. Mayor Boettcher asked if the job was finished yet and Mr. Selb told him no it wasn't. The engineer has given us a letter to release that amount. Mayor Boettcher said he didn't know we did partials.

**Motion: Committeeman Fitzpatrick. Second: Committeeman MacLachlan. Mayor Boettcher voted no. All others: yes.**

**Roll call for the bill list.**

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. All yes.**

There was going to be a hearing for an employee, Richard Skeenes, during the executive session but the employee and his attorney, Kathleen Kirvan, chose to have the hearing during the open session of the meeting. Mr. Costa agreed that the employee has the right to choose to have the hearing during the open session. The committee members agreed to the employee's decision. Mr. Selb presented documentation in support of his decision to give Mr. Skeenes a one day suspension for an incident that occurred in July. Mr. Skeenes provided testimony regarding the incident. A discussion occurred between the township committee and Ms. Kirvan. The committee decided that the suspension was too harsh for the accident and chose to give Mr. Skeenes a verbal reprimand which he and his attorney agreed to. All agreed a verbal reprimand placed in his personnel file and to be removed in 6 months if there was no further problem.

## **15. EXECUTIVE SESSION**

**A. RESOLUTION 2014-119-9 – Resolution to Enter into Executive Session, if necessary**

**- Litigation and Legal**

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. All yes.**

**After short Recess enter into Executive session at @9:20 PM**

**Return to Public Session at @9:22 PM**

**Motion: Committeeman Fitzpatrick. Second: Committeeman Dickinson. Voice Vote: All yes.**

## **16. ADJOURNMENT @ 9:25 P. M.**

**Motion: Committeeman Porto. Second: Committeeman Fitzpatrick. Voice vote: all yes.**

# **HAINESPORT TOWNSHIP COMMITTEE SPECIAL MEETING MINUTES**

**OCTOBER 6, 2014  
6:08 P.M.**

**Township Clerk/Administrator Leo J. Selb, Jr announced problem with recording device and meeting would be recorded on a mini digital recorder and transferred over.**

This special meeting was called pursuant to the provisions of the Open Public Meetings Law. Notices of the meeting were sent to the Burlington County Times and the Courier Post on October 2, 2014 and posted on the Township website and informational board. In addition copies of the notices was posted on the bulletin board in the Municipal Building and filed in the office of the Municipal Clerk on the aforementioned date. Notices on the bulletin board have remained continuously posted. Proper notice has been given, and the Municipal Clerk is directed to include this statement in the minutes of the meeting.

- 1. CALL TO ORDER BY Mayor Boettcher at 6:08 P.M.**
- 2. FLAG SALUTE was dispensed with due to Special Meeting**
- 3. ROLL CALL** present were Committeeman Dickinson, Committeeman Fitzpatrick, Committeeman MacLachlan, Deputy Mayor Porto and Mayor Boettcher. Also present were Township Clerk/Administrator Leo J. Selb, Jr. and Township Solicitor Theodore Costa.
- 4. EXECUTIVE SESSION**

- A. RESOLUTION 2014-120-10** Resolution to Enter into Executive Session in regards to litigation.

**- Litigation**

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. Voice vote: all yes.**

- B. Enter Executive session at @6:15pm**

- 5. RETURN TO PUBLIC SESSION at 7:00 P.M.**

**Motion to Return to Public Session – Motion: Committeeman MacLachlan. Second: Committeeman Porto. Voice vote: all yes.**

**ACTION/NO ACTION – Mayor Boettcher announced no action to be taken.**

- 6. COMMENTS FROM THE PUBLIC (Comments are limited to 5 minutes) - None**
- 7. COMMENTS FROM THE ADMINISTRATOR - None**
- 8. COMMENTS FROM THE SOLICITOR - None**
- 9. COMMENTS FROM THE COMMITTEE – None**

**Motion to Adjourn. Motion: Committeeman Porto. Second: Committeeman MacLachlan.  
Voice vote: all yes.**

- 10. ADJOURNMENT @7::03 P. M.**

# **HAINESPORT TOWNSHIP COMMITTEE MINUTES**

**OCTOBER 14, 2014  
7:30 P.M.**

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of October 14, 2014 was included in a meeting notice sent to the Burlington County Times and Courier Post On January 8, 2014 and advertised in said newspapers on January 10, 2014, posted on the bulletin board in the municipal building on January 13, 2014 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.

**CALL TO ORDER** by Mayor Boettcher at 7:30 P. M.

## **FLAG SALUTE**

**ROLL CALL** present were Committeeman Dickinson, Committeeman Fitzpatrick, Committeeman MacLachlan, Deputy Mayor Porto and Mayor Boettcher. Also present were Township Clerk/Administrator Leo J. Selb, Jr. and Township Solicitor Theodore Costa.

## **MINUTES**

**A. APPROVAL OF REGULAR COMMITTEE MINUTES of September 9, 2014**

**B. APPROVAL OF SPECIAL COMMITTEE MEETING MINUTES of October 6, 2014**

**Motion: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**

## **REPORTS**

**A. Tax Collector** – September, 2014, Quarter Ending September, 2014

**B. Code Enforcement** – September, 2014

**C. Fire Official** – September, 2014

**D. Construction** – September, 2014

**Motion to approve the reports and spread the Tax Collector's report across the minutes: Committeeman Dickinson. Second: Committeeman Fitzpatrick. All yes.**

**Trooper Ruczynski** was here to report about the last month's activity. He said September was a quiet month and everything was pretty routine. He asked if anyone had any questions.

**Ginny Cliver of 118 Mt. Laurel Road** asked if there could be more trooper coverage on Mt. Laurel road because of the constant speeding along the road. She said there are more young children living there and she feels there should be more coverage. She also mentioned that they should lower the speed limit on the road. Trooper Ruczynski said he didn't know about lowering the speed limit but he would definitely have the troops patrol more along there.

**Peter Ruble, 2525 Creek Road** talked to the trooper about the drivers going through the 4 way stop sign and asked him to have the troopers to patrol there more. Mr. Ruble also asked if there could be more coverage along Creek Road because of the speeding. He said the drivers just fly over the speed bumps like there is nothing there. Trooper Ruczynski said he would report to the barracks and have more details checking out the 2 areas.

**Leila Gilmore, 101 Devon Lane** said on a lighter note she has had 2 emergency calls to her home and the troopers that came there were very helpful and courteous. Trooper Ruczynski said he appreciated the comments and would pass that on to the barracks.

**Mr. Dickinson** said there were also a lot of compliments as to what is being done over at the Chase Park; the people are very appreciative that the troopers have been patrolling the area.

## **DISCUSSION/PRESENTATION**

### **A. CONRAIL Replacement of Bridge – Mason's Creek**

**Mr. Selb** said he has been contacted by Conrail. They have made permit applications with the state to do some replacements at the bridge; they are not totally taking it down, they are replacing some sections. Some that are still there are in good shape. It will affect the rail traffic at the Industrial Park.

### **B. HITCO Property – Tank Removal**

**Mr. Selb** said they have been dealing with the state for the past couple months getting up to speed on some permit fees we fell behind on. One of the key issues the state brought up is that there are still some underground tanks there on that property. There have been some reports that indicated that 2 of the tanks may have been leaking causing some contamination. They didn't indicate that it was excessive but something that needed to be addressed. DEP has now stepped forward and said it needs to be addressed. One of the fees that we have to pay is into a remediation program that helps sustain other municipalities. We are going

to have to go out to bid on this and prepare some bid specs which will be rather expensive and we will probably be able to push it out to January. But the tanks are going to have to be removed according to the DEP; there are 4 of them. Mr. Fitzpatrick asked if there wasn't some money out there for funding and Mr. Selb said he was going to look into it but he needs to get some hard fact numbers to know what kind of money they will need. The one unknown value here is that once the tanks are removed we don't know how much contaminated soil is going to have to be removed. That can be extremely expensive. He needs the hard core number and then he will add some money to that for the removal of the soil. Mayor Boettcher told Mr. Selb to keep the committee informed of what is happening. Mr. Selb said he has established a dialogue with Cindy Randazzo of the DEP and thinks she will be able to help with the situation.

#### C. **LEO SELB** – Rancocas Park Grant

**Mr. Selb** said we are very fortunate to say that the county informed him that we are receiving funding from them on our grant that we put in for. We didn't get all that we asked for; just enough for Rancocas Park. We got exactly what we requested for the park. We got nothing for the Tot Lot. We put in for 2 parks, hoping we would get both, but got only the Rancocas Park. That park is the closest to the boat ramp and Mr. Selb thinks that may be why that was granted. The amount of the grant is \$101,135. He is just waiting for the paperwork to come in so we can move forward to accept the grant and start together bid specs so that in January or February we can get on that and in the spring that work can get done.

**Mr. Selb** brought up another issue that needs to be discussed. He and the solicitor have been in correspondence with the Mt. Holly MUA and they are looking for a response to what is going on with the sewer connection situation. As the committee knows he has been in contact with the county trying to set up a program for people who have responded to his letter that need assistance for the installation of the sewer lines. He has had approximately 10 or 11 people who have responded and is just waiting for the meeting with the county. Mr. Fitzpatrick asked if the balance of the remaining people who haven't connected are just blowing it off. Mr. Selb said they may not be blowing it off, maybe they are trying to get their own finances for the project. There is someone locally who is trying to put something together for the people in the area of \$8,000 - \$9,000. That includes the connection fees, installation of the line along with closing down their septic system. That is something out there that is around. Mr. Selb think we need to draft a response to the MUA to let them know what is going on. At some point in the future we will probably have to sit down and discuss this for what direction we are going to go. Mayor Boettcher asked Mr. Costa to draft a letter to the MUA and see that Mr. Selb gets it along with the committee members to make sure it meets with their approval before it goes out.

## ORDINANCES

- A. **ORDINANCE 2014-7-9** – Ordinance of the Township of Hainesport, County of Burlington, State of New Jersey, Amending Chapter 180 of the Township Ordinances Entitled Vehicles and Traffic (**Public Hearing and Final Adoption**)

This is a sign to state there are no U-turns on Edinburgh and Devon Lanes.

**There was no public comment**

**Motion: Committeeman Porto. Second: Committeeman Fitzpatrick. All yes.**

- B. **ORDINANCE 2014-8-10** – Ordinance of the Township of Hainesport, County of Burlington, State of New Jersey, Amending Ordinance Chapter 53, Animals (**First Reading and Introduction**)

**Mr. Selb** explained that this in regards to enforcement of our dog ordinances. We have a code enforcement officer and since there is nothing in the ordinance that indicates who has to respond and we have had an issue, Mr. Selb wants to address it so we have the proper person to respond. This is in case there is a dog bite or a dog running at large.

**Motion: Committeeman Dickinson. Second: Committeeman MacLachlan. All yes.**

There was a question as to when there would be the final adoption and it was mentioned that the next scheduled meeting will be on a holiday. After some discussion it was decided to have the meeting on the 10<sup>th</sup> of November.

## RESOLUTIONS

- A. **RESOLUTION 2014-121-10** – Resolution Authorizing Change Order No. 1 for the All Inclusive Playground – **Decker's Florist and Nursery, Inc.**

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. All yes.**

- B. **RESOLUTION 2014-122-10** – Resolution Authorizing Change Order No. 1 for Chase Park – **Nickolaus Construction Co., Inc.**

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

- C. **RESOLUTION 2014-123-10** – Resolution to Award Contracts for repairs of Storm drains at 6 Easton Way and 8 Elsinore Drive – **Winzinger, Inc.**

**Motion: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**



**Mr. Porto** asked where the funds would be coming from and Mr. Selb said they would come from an ordinance on the books that has to do with drainage issues.

- D. **RESOLUTION 2014-124-10** – Resolution to Award Contract for Repairs of Storm Drain at 2302 Craig Drive – **Decker's, Inc.**

**Motion: Committeeman Dickinson. Second: Committeeman MacLachlan. All yes.**

- E. **RESOLUTION 2014-125-10** – Resolution Authorizing Issuance of Raffle License to **Hainesport Volunteer Fire Company #1 Ladies Aux.**

**Motion: Committeeman Fitzpatrick. Second: Committeeman Porto. All yes.**

- F. **RESOLUTION 2014-126-10** – Resolution to Award a Contract for the Replacement of Heater and Air Conditioning Units for Municipal Building – **Air Comfort of South Jersey, LLC**

**Motion: Committeeman Fitzpatrick. Second: Committeeman MacLachlan. All yes.**

- G. **RESOLUTION 2014-127-10** – Resolution Authorizing the Appointment of a Part Time Employee for the Dog Census – **Mark Sereduk**

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. All yes.**

- H. **RESOLUTION 2014-128-10** – Resolution Awarding a Performance Bond for **Bruce Paparone, Inc.**

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

- I. **RESOLUTION 2014-129-10** – Resolution Rejecting Bid and Authorizing the Approval of Specifications and Solicitation of Rebids for the Purchase of a 2014 or 2015 Stainless Steel Dump Truck, Spreader and International Chassis

**Motion to reject bid: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. All yes.**

**Motion to Authorize Approval of Specifications and Solicitation of Rebids for the Purchase of a 2014 or 2015 Stainless Steel Dump Truck, Spreader and International Chassis**

**Motion: Committeeman Porto. Second: Committeeman MacLachlan. All yes.**

**J. RESOLUTION 2014-130-10 – Resolution Accepting Phase V Playground Design and Installation**

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

**Mr. Selb** asked if they could amend the agenda to add 2 resolutions; 2014-132-10 and 2014-133-10.

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. Voice vote: all yes.**

The first resolution has to do with the support of a bus stop on Route 38. That came from the DOT stating we are in support of the bus stop. They need this to legally make their regulation saying this is a legal bus stop. It is not a school bus stop it is for public transportation.

**Motion: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**

**RESOLUTION 2014-133-10 – Agreement to Execute an Agreement with Evesham Township for Participation in an Evesham Golf Course Municipal Partner Agreement**

**Mr. Selb** said he and the mayor had been to the Evesham Golf Course today and Evesham had proposed that Hainesport join with them in a shared services agreement. Our obligation is to put something on our website promoting their golf course. They will give a discount to our residents, \$5.00 off their normal fees, they are offering their community center for rental purposes if we want to do that they have somebody that will help facilitate it. There would be no cost to us. The only caveat **Mr. Selb** has is that they want us to make available to them our tables and chairs that we have should they be holding an event. He spoke to the recreation director today and she expressed some concerns about that. If it wasn't for that he would be saying it's not going to cost us anything, there's nothing of ours involved and our residents would benefit and he would recommend that they go forward. But after reviewing the agreement unless they take that part out we are going to be putting wear and tear on stuff that we use and from what he understands the tables and chairs would be coming from the senior center. Unless that is removed **Mr. Selb** wouldn't want to enter into that agreement. Perhaps the committee wants to table the resolution until the next meeting.

**It was agreed to table the resolution until next month.**

**CORRESPONDENCE**

**A. Letter from New Jersey State League of Municipalities – Re: Notice of Proposed Membership Dues**

**Mayor Boettcher** said our dues are going up for the League of Municipalities.

**Motion to receive and file the correspondence: Committeeman Porto.**

**Second: Committeeman Dickinson. Voice vote: all yes.**

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

**Pat Macken, 116 Masons Woods Lane** – asked if the township is going to address the storm drain that has the metal plate in Masons Woods on Weatherhill Court. It is still there and she would like to know if it will be addressed. Mr. Selb told her that there are several storm drains that need to be addressed and the list grows; it is on the list and it will not be forgotten. Mrs. Macken also mentioned that she knows that the radar trailer is in the Public Works garage and would like to know if it can be brought out and put it around town. Mr. Selb said the problem is that they are waiting for the manufacturer to send us the instruction book to see if there is a problem with how we are using it. Back in January we spent over \$1500.00 and had it back 2 days and it started going crazy again. Rather than sending it back down to be repaired and spending another \$1500.00 we would like to see if it's something that can be handled.

**Ginny Cliver, 118 Mt. Laurel Road** – said that she has been a member of the senior citizen club and every time they loan out the tables they come back dirty and in dis-repair. She said a lot of the better tables have disappeared. Mr. Selb said he had not heard anything about it. He suggested that maybe they should use tablecloths. Mrs. Cliver seemed to like the idea and he said he would look into acquiring some for the senior club. She then asked how many people have signed up for the program with the county for the sewer hookup and Mr. Selb told her it is 10 or 11 people. Mrs. Cliver said there have been some articles in the newspaper about the fact that Hainesport has not lived up to their part of the agreement that the residents all have to hookup. Mr. Selb said the most important thing right now is to do their best to get the 50 or so people to hook up to the sewer. For the ones that don't get that done the township is going to have to find some way to resolve it. Mrs. Cliver asked if there is anyone on that list that is exempt from hooking up to the sewer and Mr. Selb say there is not. She went on to say that she doesn't think anyone in the township should be exempt from hooking up.

**Catherine McNelis, 407 Bischoff Avenue** – said she wanted to talk to Mr. Selb about the sign on the stove in the senior citizen's center. The sign says that you must use the exhaust fan in order to light the stove. She would like to see a larger sign there. Mrs. McNelis also asked if anyone knows when Mr. Stevens will be finishing Mary Way from Route 38 to Mt. Laurel Road. Mr. MacLachlan said it wouldn't be anytime soon. Mrs. McNelis said finishing the road would alleviate a lot of traffic on Mt. Laurel Road. It was suggested that she stop in and check with the construction department. Mr. MacLachlan said they had just rented the last of the buildings and it would be a while before anything is done with the road.

**Ginny Cliver, 118 Mt. Laurel Road** – said when the stove was put in the senior citizen's center they were told they did not have to use the exhaust fan. Mayor

Boettcher said they should be using the fan. The fan is not going away and the fire code states that they must use it.

**Peter Ruble, 2525 Creek Road** – asked the committee which was more important, an ordinance, a resolution or a memo. Mayor Boettcher told him an ordinance and a resolution are about the same. An ordinance is permanent and a resolution is for a year. He said he doesn't know where a memo comes into play. Mr. Ruble said there was a memo that changed the employment of an employee in the township from part-time to full time with all kinds of benefits. He can't see why that isn't as important as an ordinance or a resolution. Mayor Boettcher said he didn't know what it was about so he can't comment on the situation. He suggested that Mr. Ruble talk to Mr. Selb about it. Mr. Ruble went on to say that when Mr. MacLachlan was mayor the order of comments was different than it is now. It used to be that the committee would make their comments first and the public could rebut what they had said. Mr. MacLachlan said he doesn't remember anyone ever rebutting the committee's comments in the past. Mr. Ruble said there are times when a committee member says something and the public wants to chime back in and they can't because the public comment portion of the meeting is over. Mayor Boettcher said they always have the opportunity to talk about any comments at the next meeting. Mr. Ruble brought up a situation when he tried to comment about something another resident needed to know and he wasn't even allowed to say anything. He then asked if the ordinances are for everybody or if they only apply to certain people. Mr. Selb said you would have to go ordinance by ordinance. Mr. Ruble said the previous administrator used a township vehicle to go back and forth to work and he wonders why the present one doesn't have the same privileges with the vehicle. Mr. MacLachlan said it was written into Mr. Tuliano's contract and apparently it isn't in Mr. Selb's. Mr. Ruble said he doesn't understand why Mr. Selb can't drive the vehicle back and forth to work like Mr. Tuliano did. It was said that if he needs to use the vehicle to be on call for snow it is up to him to take it home with him. Mr. Selb's situation is not the same as Mr. Tuliano's was. There was more discussion about the situation.

## **COMMENTS FROM THE ADMINISTRATOR**

**Mr. Selb** reminded everyone that on November 11<sup>th</sup> they will be placing a wreath at the monument out front at 8 am for Veterans Day. He said he has a meeting scheduled with the engineer to discuss a speed survey on Mt. Laurel Road. He wants to talk to him about getting the speed reduced from 45 miles per hour to 35 along the area between Route 38 and Marne Highway. Mr. Selb said it is a residential area and he believes if you look at Title 39 it talks about residential areas and speeds being 35 miles per hour. He is sure it has something to do with the width of the roadway and that is why he wants to talk to the engineer. Before you can do anything it will require a traffic study with speeds for a certain period of time to see what the speeds are and that is a free study from the county. The county has the ability to do a traffic service. If the study comes back that we need to lower the speed limit then we will do that. Then we will find out how fast the motorists are going. Mr. Porto said he is against it. If the committee wants to think about it then so be it, but if we start shutting down county roads down to 35 or 25 miles per hour nobody's going to be

able to get from point A to point B. It's incredible, if you have a job to go to for the day then you have to get from point A to point B and the roads have been the same speed limits for several years and he thinks they are sufficient; all it needs is enforcement action and he thinks the stop signs that were put in there have helped the safety. They put in speed humps on Creek Road and that helped with the safety. If we begin to lower the speed limits don't be surprised if business and commerce continues to decline and you have a bad economy hurting values. We have businesses in town, people have to come and go, our residents have to get to places. It's not like the speed limit is 55 to 60 miles per hour. Mr. MacLachlan said we should get the study; we don't have to do anything, maybe they will come back and say they don't want to do it. Mr. Dickinson said with the warehouses in that area there is a lot of foot traffic there. Mr. Selb said out of safety concerns that have been expressed by the public it is worth meeting with the engineers to discuss. After 36 years as a police officer he said when you start to talk about safety and speed he thinks it is something you have to look at and discuss at least. And that is all he is going to be doing. Mr. Porto said somewhere along the line there will be some engineering costs. Mr. Selb said he would answer that with what cost is a human life? He is just telling the committee he is going to have a meeting. Mr. Porto said the impression is left that when a township goes to the county and they want an engineering study they want the speed limit reduced. Mr. Selb said he had a complaint from some citizens and is following through with the meeting. Mr. Selb said he will be introducing a fee ordinance at the next meeting to raise the fees in the township. The fees have not been raised since 2007 and he believes it is time to look into this. This is lost revenue in the township. He will be looking to implement that on January first. The budget prep sheets will be going out to the departments this week and he will start getting together with the departments with their budget requests. This is so we can start having budget numbers before January first. We have 2 drainage issues with the CDBG grant for 2013. We were able to resolve 1 of the issues with some grading. He is waiting for someone to get back to him on the other issue with a solution. Mr. Selb said the Public Works men have been out to 1605 Deacon Road; that is where Mrs. Specter lives and where there was a drainage issue. Public Works did some things there today hopefully that will correct the problem. They are waiting for a tree person to come in from Mt. Holly to take a large tree out. We share services with Mt. Holly for tree removal. Mr. Selb said there was a fence erected behind Fulton Bank. The only problem he sees with it is that there is a gate in the fence; he is hoping it is padlocked. If there is no padlock it is not useful. We have been having some issues with storm water management; we got an all clear from the state. The only thing he is waiting to do is to update our storm prevention pollution program with our engineer; he is waiting to get that price and as long as it is under \$2,000 he can move forward.

## **COMMENTS FROM THE SOLICITOR**

**There were no comments from the solicitor.**

## **COMMENTS FROM THE COMMITTEE**

**Mr. Dickinson** said there were many compliments about the Chase Park and there is a lot of use during the week and week end. He also mentioned that Halloween is on a Friday night this year and hopes the residents are smart and watch for the kids on the roads.

**Mr. Porto** encouraged people to come out and bring their materials to be disposed of at the Fall Clean-Up Day on Saturday at 100 Broad Street. He said he will be reaching out to our state legislators about the Hitco property fees that the DEP is imposing on us. He thinks it is unfair that the township has to bear the burden of paying for the fees when the owner polluted the property. Now the residents of the township are being burdened with the cost of cleaning up the property. If they need to increase the fees on businesses that have polluting products then that is what they should do. He doesn't think it is fair and he will be contacting our local legislators.

**Mr. MacLachlan** said he complained to the mayor about a situation at Route 38 and Hainesport-Mt. Laurel Road; the lights were turned in a way that made it difficult to see which way the red light was facing. Mayor Boettcher called the clerk and DOT was out there before he was able to get to the intersection. They corrected the situation right away. Mr. MacLachlan thanked the mayor for the quick response.

**Mr. Fitzpatrick** urged everyone to come out this coming Saturday to the Ladies Auxiliary Comedy Night Beef N Beer at the firehouse. It's always a good time. He also mentioned the free rabies clinic that the township provides the first Saturday of November at the township garage.

**Mayor Boettcher** complimented Mr. Selb on putting out our newsletter. Mr. Selb said he gets a lot of support and information from a lot of people.

## **BILL LIST**

**Motion: Committeeman Dickinson. Second: Committeeman Porto. All yes.**

## **EXECUTIVE SESSION**

**RESOLUTION 2014-131-10** – Resolution to Enter into Executive Session

**- Personnel and Litigation**

**There was no need to go into Executive Session.**

**ADJOURNMENT @ 8:55 P. M.**

**Motion: Committeeman Fitzpatrick. Second: Committeeman Porto. All yes.**

# **HAINESPORT TOWNSHIP COMMITTEE MEETING MINUTES**

**NOVEMBER 10, 2014**

**7:30 P.M.**

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of November 10, 2014 was included in a meeting notice sent to the Burlington County Times and Courier Post on January 8, 2014 and advertised in said newspapers on January 10, 2014, posted on the bulletin board in the municipal building on January 13, 2014, 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. **CALL TO ORDER** by Mayor Boettcher at 7:30 P. M.
2. **FLAG SALUTE**
3. **ROLL CALL** present were Committeeman Dickinson, Committeeman Fitzpatrick, Committeeman MacLachlan, Deputy Mayor Porto and Mayor Boettcher. Also present were Township Clerk/Administrator Leo J. Selb, Jr. and Township Solicitor Theodore Costa.
4. **MINUTES**
  - A. **APPROVAL OF REGULAR COMMITTEE MINUTES OF** October 14, 2014
  - B. **APPROVAL OF CLOSED SESSION MINUTES OF** September 9, 2014
  - C. **APPROVAL OF CLOSED SESSION MINUTES OF** October 6, 2014

**Motion: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**
5. **REPORTS**
  - A. **Tax Collector** – October, 2014
  - B. **Code Enforcement** – October, 2014
  - C. **Fire Official** – October, 2014
  - D. **Construction** – October, 2014

Mr. Selb made a few corrections to the minutes before the motions were made.

**Motion to approve the reports and spread the Tax Collector's report across the minutes: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**

**State Trooper Ryan Labriola** was here to receive any questions from the public.

**Peter Ruble, 2525 Creek Road** asked the trooper to see if he could get some efforts to slow the speeders down on the lower half of Creek Road by the speed humps. Also at the 4-way stop he has noticed if someone comes up from Mt. Laurel Road and wants to turn right onto Creek Road they are not coming to a complete stop. He would like the trooper to get more patrols out there. Trooper Labriola said he would report back to his sergeant the requests.

## 6. **DISCUSSION/PRESENTATION**

- A. **Shoprite** – Presenting a Plaque to Carl Eichoff, owner of Shoprite. Mr. Eichoff was not present but Mr. Selb said he would make sure the plaque would get to him. This was for providing water to the volunteers the weekend of the project to build the all-inclusive playground.
- B. **Original Pizza King** – Presenting a Plaque to the owner of Pizza King in Hainesport. The owner was not present but Mr. Selb said he would make sure the plaque would get to him. This was for providing pizza to the volunteers the weekend of the project to build the all-inclusive playground.
- C. **New Jersey Best Practices-** Mr. Selb explained that everyone is required to fill out the questionnaire from the state. The township received an 88% on the response and he hopes next year we will receive a “grade” of something in the 90’s. This is something that has to be answered and if it isn’t, the municipality could lose state aid.
- D. **Rancocas Park Grant** – Update – we did get the grant from the county for the Rancocas Park in the amount of \$101,000. Mr. Wisnosky was going to be here to discuss it but, unfortunately, didn’t make it. The grant is for the Rancocas Park and the Robbins Park. Mr. Selb and Mr. Wisnosky will be looking at that and coming back with some recommendations within the next few months. We have 2 years to complete the project. We will start that in December.
- E. **Special Presentation** to the representatives of the fire department and the ambulance squad for their volunteering to help build the project of the all-inclusive playground. Mr. Fitzpatrick presented the plaques to the members.
- F. **Dog Census** – Update – Over half the town is completed and it should take another month to complete. That will give us time to send out letters to notify the residents that they must register their dogs.
- G. **JIF Refund** – The committee members have to decide how to use the money left over in the budget of the JIF funds. We have been using what we get as an offset to the insurance bill. The other options we have are to be refunded the money or to put it in escrow and use it to pay for deductibles if necessary. The committee decided to utilize the refund toward next year’s bill.



**Motion: Committeeman Fitzpatrick. Second: Committeeman MacLachlan. All yes.**

## **7. ORDINANCES**

- A. **ORDINANCE 2014-8-10** – Ordinance of the Township of Hainesport, County of Burlington, State of New Jersey, Amending Ordinance Chapter 53, Animals (**Public Hearing and Final Adoption**)

**Public Comment** – there was no public comment.

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. All yes.**

**Mr. Selb** prefaced the following ordinances by saying that they all have to do with raising the fees of the various departments for next year. He said that this is to adjust the fees to some of the surrounding municipalities. Some of the fees are just to break even.

- B. **ORDINANCE 2014-9-11** – An Ordinance of the Township of Hainesport, County of Burlington, State of New Jersey, Amending Peddling and Soliciting (**First Reading and Introduction**)

**Motion: Committeeman Porto. Second: Committeeman Dickinson. All yes.**

- C. **ORDINANCE 2014-10-11** – An Ordinance of the Township of Hainesport, County of Burlington, State of New Jersey, Amending Animals (**First Reading and Introduction**)

**Motion: Committeeman Dickinson. Second: Committeeman MacLachlan. All yes.**

- D. **ORDINANCE 2014-11-11** – An Ordinance of the Township of Hainesport, County of Burlington, State of New Jersey, Amending Records, Public Access (**First Reading and Introduction**)

**Motion: Committeeman Dickinson. Second: Committeeman MacLachlan. All yes.**

- E. **ORDINANCE 2014-12-11** - An Ordinance of the Township of Hainesport, County of Burlington, State of New Jersey, Amending the Business Licenses (**First Reading and Introduction**)

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

- F. **ORDINANCE 2014-13-11** - An Ordinance of the Township of Hainesport, County of Burlington, State of New Jersey, Amending Fire Prevention (**First Reading and Introduction**)

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

- G. **ORDINANCE 2014-14-11** - An Ordinance of the Township of Hainesport, County of Burlington, State of New Jersey, Amending the Construction Codes, Uniform (**First Reading and Introduction**)

**Motion: Committeeman Dickinson. Second: Committeeman. All yes.**

- A. **ORDINANCE 2014-15-11** – An Ordinance of the Township of Hainesport, County of Burlington, State of New Jersey, Amending General Property Maintenance (**First Reading and Introduction**)

**Mr. Porto** asked what it meant when it states that the administrator or a township committee designate will handle the property maintenance. **Mr. Selb** explained that it is only if he is absent for any length of time. It would be anyone that the committee designated like Ed Ruggiano. Before it was just the administrator, but now it will shorten the time that it takes to have the property maintained and a lien put against the property.

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

## 8. **RESOLUTIONS**

- A. **RESOLUTION 2014-133-10** – Resolution Authorizing the Execution of an Agreement with the Evesham Township for Participation in the Evesham Golf Course Municipal Partners Agreement

**Mr. Selb** said he had talked to Evesham Township and they took off the request to use our tables and chairs as a stipulation to the agreement with them. They are asking now when we have a Community Day that if they choose to have a table here they would not be charged for the table and a link to them. This is a shared service agreement with another community.

**Motion: Committeeman Dickinson. Second: Committeeman MacLachlan. All yes.**

- B. **RESOLUTION 2014-134-11** – Resolution Supporting Potential Brownfield Remediation at the HITCO Property, Hainesport Township, Burlington

**Mr. MacLachlan** said he thinks the township should find some remediation company to buy the property and clean it up and get it back on the tax rolls. He doesn't think there is any upside to use all the grant money and still nothing has been done to clean up the property. He didn't realize there are still tanks underground there. **Mr. Selb** said this resolution is drafted by the state to continue to get any funding available to us. That is the purpose of the resolution. It's not saying we are committing any money. Unfortunately, all of the grants we have received for this property are for investigative purposes. Nothing has been for clean-up. The committee members discussed an outside company coming in and talking about working on the property and cleaning it up. **Mr. Selb** said he has recovered about \$6,000 in escrow from the state.

**Motion: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**

- C. **RESOLUTION 2014-135-11** – Resolution Expressing the Importance to Recognize the Strength of Local Pension Funding in regards to Recommendations from Governor Christie's Pension and Health Benefit Study Commission

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

- D. **RESOLUTION 2014-136-11** – Resolution Authorizing Advertisement Request for Qualifications for Professional Services

**This will be advertised in the Burlington County Times and on our website.**

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

- E. **RESOLUTION 2014-137-11** – Resolution Authorizing Contract Change Order No. 1 for Community Development Block Grant 2013 – **Curb Con, Inc.**

This change order did not come to Mr. Selb before the work was complete. He is going to send a letter to the engineer stating that they should have all change orders brought before the committee prior to having the work completed. He does not want to punish the contractor.

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

- F. **RESOLUTION 2014-138-11** – Resolution to Support Legislation to Improve Government Transparency and Public Awareness in the Matter of Proposed Utility Rate Increases

**Motion: Committeeman MacLachlan. Second: Committeeman Fitzpatrick. All yes.**

- G. **RESOLUTION 2014-139-11** – Resolution to Award a Contract for the Purchase of a New Stainless Steel Dump Truck, Spreader and International Chassis –

**Motion: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**

- H. **RESOLUTION 2014-140-11** – Resolution Authorizing the Partial Payment to Nickolaus Construction, Inc.

Mr. Selb said that this is on the recommendation of our planner. The tennis court is totally complete, the basketball court is complete. They are just waiting for the backboards for that. They are about halfway done on the court where there will be the wall. The wall is up and they have to sand it and seed the ground.

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

- I. **RESOLUTION 2014-141-11** – Resolution Authorizing the Transfer of Funds Raised by Shoebox Recycling to Burlington County Animal Alliance

**Motion: Committeeman MacLachlan. Second: Committeeman Dickinson. All yes.**

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

Catherine McNelis, 407 Bischoff Avenue – said she wanted people to look at the flyer that went out from the incumbent candidates and was almost completely redacted. Mr. Porto said

the amount of information that was redacted was information that could not be shown to the public. Mr. Selb agreed to that. There was a heated discussion between Mr. Porto and Ms. McNelis.

**Peter Ruble, 2525 Creek Road** – asked if all the stuff that was done by ordinance and resolution tonight could have been done by memo. Mayor Boettcher answered that it could not have been done that way. He asked if it was allowed to be discussed because an employee was the one on the memo. Mr. Costa told the committee Mr. Ruble could ask his questions but the committee did not necessarily have to comment on his question. Mr. Ruble then said it used to be that the public comment was after the comments from the committee. He said he would like the public comment to come after the comments from the committee. Mr. Ruble asked if the phones and or computers could be OPRA'ed for information from people working from home. He said he thinks Mr. Costa should check into that. Mr. Ruble then asked Mayor Boettcher if there is anything new on whether or not he has to connect to the sewer system. Mayor Boettcher said nothing has changed; he was and is not part of the program. Mr. Ruble said there is a notation that there is litigation for executive session and it doesn't say what the litigation is for.

## 10. COMMENTS FROM THE ADMINISTRATOR

**Mr. Selb** said Public Works was very busy this past month. He had a meeting with the county to try and establish a sewer assistance program for the 14 residents that responded requesting assistance. There is a private contractor moving about the township and Mr. Selb understands that he is in the process of working something out. So we are getting people moving forward to connect. The no U turn sign has been posted at the Glen at Masons Creek. Community Cleanup Day was a big success. The township will begin work tomorrow on Elsinore Drive and Easton Way. The people on Elsinore are aware of it but the people on Easton could not be contacted. The contractors will be done on Easton Way but the ones on Elsinore will probably not be done till the next day. The township has gotten back about \$500 on our reclaimed plastic recycling tubs. We just received a voucher for reimbursement on Hepatitis B shots given to the fire and EMS people. The drainage issue on Craig Drive is complete as well as the one on Deacon Road. We are waiting to see if the solution on Deacon Road works. We cut a big tree down as part of the issue but we are not removing the roots because we don't want to disturb the soil and cause more of an issue. Mr. Selb said the employees have been very busy with training; the registrar, clerk and municipal record storage; Public Works was busy with work zone training and snow plow training. The recycling coordinator attended training in Ocean County. Mr. Selb got a quote for cleaning the carpet; so far he only has 1 and he is waiting for the second to come in. They haven't been cleaned since the building was built 12 years ago. We are also getting a quote to have the ducts cleaned out. The heating system in this section is going to be replaced this week. When they are done we will have the ducts cleaned and then the carpet cleaned. Mr. Selb and the solicitor drafted a letter to send to the MUA. He asked Mr. Costa if he had sent the draft to the committee members and was told he doesn't think so, but he will. Mr. Costa said the letter says that some people are applying to Burlington County for grant funding. Others have made applications to hook up to the sewer. Unfortunately, there are still some that we

haven't seen much movement on. We are going to wait a reasonable time until we can give the MUA the information of how many are left so we can give them a progress report. Mr. Selb said for everyone's edification there are about 50 residents that still haven't connected to the sewer. He was told today there are 4 that are moving forward which leaves 46. He has 14 that have applied for assistance which could bring us down to 32 so we are getting very close. As Mr. Costa said, once we get to that number then those people will have to take action or the township will have to take some action. At that point we will have to examine the contract to make sure what action we are really truly required to take. He thinks that is still several months off. Mr. Selb has 2 issues, 1 because the amount is over \$2,000 to get the committee's approval on. We have the replacement of 2 computers at the end of the year. We have one for the administrative assistant and another for the construction tech; the amount is \$2,395 which is under our contract. The other issue is for a camera quote for one of our security cameras. We presently have analog cameras and they do record but in analog. If you're familiar with anything about film the analog film makes the guy's head look like a cotton ball. What he is looking to do is to replace the cameras with a digital system that requires us to go with a different type switching system for the cameras feed into the recorder and the quote is \$4,300. The money is in the budget and Mr. Selb would like to do that this year. This is to convert from analog to digital. He said he needs a motion to be able to go ahead with these projects. He is looking for their approval.

**Motion: Committeeman MacLachlan. Second: Committeeman Porto. Voice vote: all yes.**

#### **11. COMMENTS FROM THE SOLICITOR**

**Mr. Costa had no comments tonight.**

#### **12. COMMENTS FROM THE COMMITTEE**

**Committeeman Dickinson** thanked everyone for the opportunity to serve another 3 years on the township committee. One of the nice things about going around is the opportunity to get out and speak to a lot of the people and find out about the issues and questions in the town. He also wanted to mention that he has gotten a great deal of compliments for Public Works. There was a can drive by the soccer with the recreation program. He also thanked Ms. McNelis for the work she does. He also congratulated Mr. Porto on his win.

**Committeeman Porto** congratulated Mr. Dickinson and thanked the voters for returning him to another term to serve the residents of the town. He said he is proud of the efforts of the committee as a whole and looks forward to working to solve future problems and also help lay the tracks for even more improvements to the town. Everything in the campaign they said was positive and they did not make the campaign about their opponents but about their record and where they want to take the town. He is very proud of their effort there. Mr. Porto said he is thankful that the voters took the time to vote on Election Day.

**Committeeman MacLachlan** congratulated Committeemen Porto and Dickinson on their win on Election Day.

**Committeeman Fitzpatrick** echoed the congratulations to Committeemen Porto and Dickinson. He said they did a good job with their campaign.

**Mayor Boettcher** congratulated Committeemen Dickinson and Porto and said most of the signs have been picked up; if anyone sees any stragglers please pick them up. He said he was invited to the Rancocas Valley Ribbon Cutting for the new stadium. The weather was bad and the team lost but it was a great day anyhow.

### **13. BILL LIST**

**Motion: Committeeman Dickinson. Second: Committeeman MacLachlan. Voice vote: all yes.**

### **14. EXECUTIVE SESSION – 8:53PM**

**A. RESOLUTION 2014-142-11 – Resolution to Enter into Executive Session.**

- Litigation regarding sewer system and health benefits. There may be action taken afterward.**

**Motion: Committeeman Porto. Second: Committeeman MacLachlan. Voice vote: all yes.**

**Mr. Selb** reminded everyone that there will be a wreath placed in front of the veteran's monument. This will take place at 8 o'clock in the morning.

**RETURN TO PUBLIC SESSION @9:12 P.M.**

### **15. ADJOURNMENT @9:14 P. M.**

**Motion: Committeeman MacLachlan. Second: Committeeman Porto. All yes.**

**HAINESPORT TOWNSHIP COMMITTEE  
MINUTES  
DECEMBER 9, 2014  
7:30 P.M.**

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of December 9, 2014 was included in a meeting notice sent to the Burlington County Times and Courier Post On January 8, 2014 and advertised in said newspapers on January 10, 2014, posted on the bulletin board in the municipal building on January 13, 2014 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. **CALL TO ORDER** by Mayor Boettcher at 7:30 P. M.
2. **FLAG SALUTE**
3. **ROLL CALL** present were Committeeman Dickinson, Committeeman Fitzpatrick, Deputy Mayor Porto and Mayor Boettcher. Also present were Township Clerk/Administrator Leo J. Selb, Jr. and Township Solicitor Theodore Costa. Committeeman MacLachlan was absent.
4. **MINUTES**
  - A. **APPROVAL OF REGULAR COMMITTEE MINUTES OF** November 10, 2014  
**Motion: Committeeman Dickinson. Second: Committeeman Fitzpatrick. All yes.**
5. **REPORTS**
  - A. **Tax Collector** – November, 2014
  - B. **Code Enforcement** – November, 2014
  - C. **Fire Official** – November, 2014
  - D. **Construction** – November, 2014

**Motion to approve the reports and spread the Tax Collector's report across the minutes: Committeeman Dickinson. Second: Committeeman Fitzpatrick. All yes.**

**Trooper Storm Colleton** was here to report the activities in the last 20 days. He gave his report and asked if there were any questions and there were none. Mr. Porto mentioned to the trooper that there were some complaints to him about speeding along Washington Street between Edwin and Cottage Streets. It seems the drivers are

accelerating when they are on the way to Marne Highway. The trooper said he would make note of that to the department.

## **6. DISCUSSION/PRESENTATION**

### **A. Permanent Records Room – Emergency Office (In Case of Power Failure)**

**Mr. Selb** stated that he submitted a diagram to establish a records room into one spot. Initially, he wants to get the records out of the Busch Center because we are paying insurance on that. Eventually, the goal is to have a fire proof room to store all the records. We will be working on that in the next few months. He located some fire proof lateral files in Wharton, New Jersey. The reason he is bringing it before the committee is because the cost of the files is a little over \$10,000 and he needs the committee's approval for that expense. Normally the cost of the files is over \$3,000 each and he is asking for 5 files. The cost includes the files and their delivery. Money is in the budget; it is part of the transfer resolution that the CFO has asked to be approved tonight. The old court clerk's office will be converted to a records room and an emergency office that can be used if the power fails, the generator will kick in and we could operate from that room. We have an old computer that was recently replaced, an old copy machine that we own and a printer that we will put in there in case of a loss of power. At the present time if the whole wing of offices goes down we can still operate off the generator in that room. After some discussion the committee agreed to the concept of the office.

**Motion to go forth with the room and cost of the fireproof lateral files:  
Committeeman Porto. Second: Committeeman Dickinson. All yes.**

### **B. Michael Wisnosky – Rancocas Park Grant**

**Mr. Wisnosky** of Ragan Design spoke first about the Chase Park Project. The tennis court is complete and the basketball is also done except for the backboards that we are waiting to be delivered and installed the beginning of next week. The last portion is the practice tennis and lacrosse wall. The wall is up and has been partially sanded; it still needs three more coats of surfacing and fine sanded and sealed and painted. The area around there also needs some seeding by the wall. The wall is usable as it is right now and won't be completed until the weather breaks in the spring. Mr. Wisnosky then talked about the Rancocas Park Grant. He said he and Mr. Selb put together a program for several projects for the Rancocas Park and also the Samuel Robbins Park. Unfortunately, the grant that was approved was about half of the amount that was asked for. The amount that was approved was for \$101,135 and Mr. Wisnosky and Mr. Selb will have to address the proposal and get it down to the approved amount. Mr. Porto said we do collect the recreation tax and that could be made available for the project. Mr. Selb said we have the open space funds that we could apply to the project but we are trying to stay within our grant amount. He would rather take a look to see what we can re-address there. We can always go back and take another bite of the apple. The goal is connect the parks to the county park. Mr. Wisnosky said what he would like to do is to come back in January to the committee with a sketch of the project and a revised budget. He could put the 2 up



and the committee could see what was eliminated and then have a discussion as to what they want to add or subtract. We have time to re-evaluate the proposal.

**C. Presentation**

**Mr. Selb** asked Mr. Michael Wisnosky to come up and be presented with an award. Mr. Selb said that Mr. Wisnosky has been involved with the township for many years. Since Mr. Selb has been here he has seen the dedication from him for the projects he has worked on. Mayor Boettcher presented the award of a shooting star to Mr. Wisnosky. Mr. Wisnosky thanked everyone for the award and said he has done this for over 30 years and said he has never been recognized and truly feels privileged for the award.

**7. ORDINANCES**

- A. ORDINANCE 2014-9-11** – Ordinance of the Township of Hainesport, County of Burlington, State of New Jersey, Amending Peddling and Soliciting (**Public Hearing and Final Adoption**)

**No public comments.**

**Motion: Committeeman Porto. Second: Committeeman Dickinson. All yes.**

- B. ORDINANCE 2014-10-11** – Ordinance of the Township of Hainesport, County of Burlington, State of New Jersey, Amending Animals (**Public Hearing and Final Adoption**)

**No public comments.**

**Motion: Committeeman Dickinson. Second: Committeeman Fitzpatrick. All yes.**

- C. ORDINANCE 2014-11-11** – Ordinance of the Township of Hainesport, County of Burlington, State of New Jersey, Amending Records, Public Access (**Public Hearing and Final Adoption**)

**No public comments.**

**Motion: Committeeman Porto. Second: Committeeman Dickinson. All yes.**

- D. ORDINANCE 2014-12-11** - Ordinance of the Township of Hainesport, County of Burlington, State of New Jersey, Amending the Business Licenses (**Public Hearing and Final Adoption**)

**No public comments.**

**Motion: Committeeman Dickinson. Second: Committeeman Porto. All yes.**

- E. **ORDINANCE 2014-13-11** - Ordinance of the Township of Hainesport, County of Burlington, State of New Jersey, Amending Fire Prevention (**Public Hearing and Final Adoption**)

**No public comments.**

**Motion: Committeeman Porto. Second: Committeeman Fitzpatrick. All yes.**

- F. **ORDINANCE 2014-14-11** - Ordinance of the Township of Hainesport, County of Burlington, State of New Jersey, Amending the Construction Codes, Uniform (**Public Hearing and Final Adoption**)

**No public comments.**

**Motion: Committeeman Dickinson. Second: Committeeman Porto. All yes.**

- G. **ORDINANCE 2014-15-11** - Ordinance of the Township of Hainesport, County of Burlington, State of New Jersey, Amending General Property Maintenance (**Public Hearing and Final Adoption**)

**No public comments.**

**Motion: Committeeman Porto. Second: Committeeman Dickinson. All yes.**

## **8. RESOLUTIONS**

- A. **RESOLUTION 2014-143-12** – Resolution of the Township of Hainesport Authorizing Transfer of Funds During the Last Two Months of the Current Fiscal Year and the First Three Months of the Subsequent Year

**Motion: Committeeman Dickinson. Second: Committeeman Porto. All yes.**

- B. **RESOLUTION 2014-144-12** – Resolution Authorizing Release of Performance Bonds for the **Bradford Estates**

**Motion: Committeeman Fitzpatrick. Second: Committeeman Dickinson. All yes.**

- C. **RESOLUTION 2014-145-12** – Resolution Canceling Balances of Certain Contracts

**Motion: Committeeman Fitzpatrick. Second: Committeeman Dickinson. All yes.**

- D. **RESOLUTION 2014-146-12** – Resolution Authorizing Foreclosure of Tax Sale Certificates –

**Mr. Costa** explained that the reason we are bringing this resolution back is because one of the properties was paid off and there was no reason to have their name on the papers.

**Motion: Committeeman Porto. Second: Committeeman Dickinson. All yes.**

## **9. CORRESPONDENCE**

### **A. Letter from the United States Environmental Protection Agency – Re: Paul’s Tank Cleaning Service, Inc.**

**Mr. Selb** said this is a follow up letter telling us that they completed their work in May. Paul’s Tank Farm now has to meet the state guidelines which are more stringent than the federal guidelines and will encompass digging out the area that the federal EPA dug out and filled with clean fill and going another 5 feet. He has already voiced his objection to Cindy Randazzo from the state. He said it was a waste of the taxpayer’s money. Once the state comes in and cleans it up we may be able to market it and do something with that site.

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

**Mr. H Krollfeifer, 23 Easton Way** – asked for some other residents about the Joint Land Use Board; when the board is formed each year the mayor and 1 other committee member is on the board. The question is if the mayor cannot attend a meeting shouldn’t he appoint another person on the committee to replace himself? Shouldn’t there be 2 people from the committee on the board every meeting? Mr. Fitzpatrick said Mr. Krollfeiffer is correct with his assumption. There was a small discussion and Mr. Costa said he will look into the situation and confirm it with Mr. Krollfeiffer. Mr. Krollfeiffer also brought up the portable basketball boards; he said they are definitely a safety hazard and also a problem with the snowplows. Mr. Selb said he has been looking into this and will be presenting something to the committee probably next month. There was a suggestion that it be put into the newsletter to pull them up during the winter to be courteous to the Public Works men. Mr. Krollfeiffer then said the Burlington County Freeholders will be presenting medals to those people with prior military service. The reason he knows is because he will be there. It is this Thursday at 11 am at the Social Services Building. The forms to apply are at the office of the Freeholders.

**Peter Ruble, 2525 Creek Road** – said after hearing what Mr. Krollfeiffer said about the military people maybe there could be a plaque put up with the names of the people who have served honorably in the military. The plaque could be placed inside the building in the atrium.

## **11. COMMENTS FROM THE ADMINISTRATOR**

**Mr. Selb** was notified that the township will be reimbursed more money that we put in escrow for the old Hitco property; we should be receiving a total of \$12,800. He has sent off inquiries to several environmental companies about coming up with ideas to remediate the Hitco tank removal as well as perhaps market the property. Mr. Selb has

received the RFQs and would like the committee to consider when they could go over them together at a meeting. It would have to be a special meeting and they would have to go into executive session and no decision would be made in the executive session. The committee decided to meet on Monday, December 15, 2014 at 6:30 pm. Mr. Selb said he would like to set up the budget workshops. The figures will be in for 2014 and they can work on the budget. It was decided to wait until after the re-organization meeting to set up the workshops. Mr. Selb said the drainage issues on Easton Way and also on Washington Street. We got a loss control report from JIF and the items they discussed were concerning the old playground. We have already taken care of 1 item and are waiting for the part to make the repair. It is still usable but JIF wants us to take care of it before it becomes a problem.

## **12. COMMENTS FROM THE SOLICITOR**

**Mr. Costa** mentioned that we do have a military program where bricks are purchased and the honoree's name is put on the brick and it is placed out on the area out front. The price of the bricks used to be \$25 but Mr. Selb said it is costlier than that now.

## **13. COMMENTS FROM THE COMMITTEE**

**Mr. Dickinson** wished everyone a Happy Holiday and to be safe out there.

**Mr. Porto** had no comments tonight.

**Mr. Fitzpatrick** thanked everyone for coming out this evening and wished them all a Happy Holiday.

**Mayor Boettcher** said he missed the Santa party this year due to sickness but heard that it was a success. He also wished everyone a Happy Holiday and said to be safe out there.

## **14. BILL LIST**

**Motion: Committeeman Dickinson. Second: Committeeman Porto. Voice vote: all yes.**

## **15. EXECUTIVE SESSION**

**A. RESOLUTION 2014-147-12 – Resolution to Enter into Executive Session**

**- Litigation – Sewer and Employees Benefits**

**Motion: Committeeman Fitzpatrick. Second: Committeeman Porto. Voice vote: all yes.**

## **16. ADJOURNMENT @ 9:25 P. M.**

**Motion: Committeeman Porto. Second: Committeeman Dickinson. All yes.**

**HAINESPORT TOWNSHIP COMMITTEE  
SPECIAL MEETING MINUTES**

**December 15, 2014  
6:30 P.M.**

This special meeting was called pursuant to the provisions of the Open Public Meetings Law. Notices of the meeting were sent to the Burlington County Times and the Courier Post on December 11, 2014 and posted on the Township website. In addition copies of the notices was posted on the bulletin board in the Municipal Building and filed in the office of the Municipal Clerk on the aforementioned date. Notices on the bulletin board have remained continuously posted. Proper notice has been given, and the Municipal Clerk is directed to include this statement in the minutes of the meeting.

1. **CALL TO ORDER** by Mayor Boettcher at 6:35 P. M.
2. **FLAG SALUTE**
3. **ROLL CALL** present were Committeeman Dickinson, Committeeman Fitzpatrick, Committeeman MacLachlan, Deputy Mayor Porto and Mayor Boettcher. Also present was Township Clerk/Administrator Leo J. Selb, Jr. The township solicitor was excused from the executive session.
4. **EXECUTIVE SESSION**
  - A. **RESOLUTION 2014-148-12** - Resolution to Enter into Executive Session in regards to RFQ's.  
  
**Motion: Committeeman Fitzpatrick. Second: Committeeman Dickinson. Voice vote: all yes.**
5. **RETURN TO PUBLIC SESSION** at 8:35 P.M.
  - A. **NO ACTION Taken.**
6. **COMMENTS FROM THE PUBLIC (Comments are limited to 5 minutes)**

There was no one present at the meeting.
7. **COMMENTS FROM THE ADMINISTRATOR**

Mr. Selb had no comments.

**8. COMMENTS FROM THE SOLICITOR**

The solicitor was not at the end of the meeting.

**9. COMMENTS FROM THE COMMITTEE**

No one on the committee had any comments.

**10. ADJOURNMENT @ 8:36 P. M.**

**Motion: Committeeman Porto. Second: Committeeman MacLachlan. Voice vote: all yes.**