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HAINESPORT TOWNSHIP COMMITTEE MINUTES

December 10, 2019
7:00 P.M.

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of December 10, 2019 was included in a meeting notice sent to the Burlington County Times and Courier Post On January 4, 2019 and advertised in said newspapers on January 6, 2019, and January 7, 2019 respectively posted on the bulletin board in the municipal building on January 7, 2019 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 Masciocchi at 7:00 P.M.
2. **FLAG SALUTE**
3. **ROLL CALL** - present were Mayor Masciocchi, Mrs. Gilmore, Mr. Costa, Ms. Schneider and Mr. Clauss. Also present were Township Administrator/Clerk Kosko and Attorney John Gillespie.
4. **PRESENTATION**
 - A. To Mayor Frank Masciocchi of a plaque presented by Deputy Mayor Gilmore. She read the sentiments on the plaque. Mayor Masciocchi thanked everyone for their help during his tenure on the committee and during his time as mayor.
 - B. To Sharon Deviney, Tax Collector of flowers by Committeewoman Schneider. Ms. Kosko thanked Ms. Deviney for her service as recording secretary and Tax Collector.
 - C. Calendar Awards were given to the students of the Hainesport School for their pictures they drew for recycling for the Hainesport calendar. Donna Kilburn is the coordinator for the recycling. Monetary gifts of \$25.00 were given to each student and the overall winner was given \$100.00.

The winners of the contest were:

John Weres, Kindergarten, Emily Carpenter, 1st Grade, Maddie Minero, 2nd Grade, Bella Jones, 3rd Grade, Siarra Chow, 4th Grade, Genavie Torres, 5th Grade, Lily Linzey, 6th Grade, Sylvia Chow, 7th Grade, Cienna Tenn, 8th Grade. The poster winner was Lily Linzey.

Short Recess

5. MINUTES

A. APPROVAL OF REGULAR COMMITTEE MINUTES OF NOVEMBER 12, 2019

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

6. REPORTS

A. **Tax Collector** – November 2019

B. **Code Enforcement** – November 2019

C. **Fire Official** – November 2019

D. **Construction** – November 2019

E. **Emergency Services Reports** - November 2019

Motion: Committeeman Costa. Second: Committeewoman Schneider. All yes.

7. COMMENTS FROM THE PUBLIC – Non-Ordinance Agenda items only (Comments are limited to 5 minutes)

Anna Evans, 63 Parry Drive – Resolution 2019-171-12 which is about affordable housing; when will we be able to see more details about that? Ms. Kosko told her she would provide her with a copy of the resolution after it is adopted. Mrs. Evans thanked her and went on to thank Mayor Masciocchi for his service to the township.

8. ORDINANCES

A. **ORDINANCE 2019-10** – To Provide for and Determine the Rate of Compensation of Officials and Employees of the Township of Hainesport (**Public Hearing and Final Adoption**)

Anna Evans, 63 Parry Drive – said she just noted on the ordinance that there was a minimum and maximum salary given and she doesn't recall that this had been done before. She is curious how the maximum salary will be applied to the elected posts. Ms. Kosko said this is just establishing ranges. The governing body is going to pass an annual resolution for specific salaries of all employees and elected officials each year.

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

B. **ORDINANCE 2019-11** – To Enter into a Financial Agreement with Hainesport Commerce Center Urban Renewal LLC (**Public Hearing and Final Adoption**)

Anna Evans, 63 Parry Drive – had the opportunity to read through this before the meeting started and noted that the developer is going to be doing business under the provisions of the long term tax exemption law and will be subject to a PILOT. She wondered if she could get details of comparative amounts of what they would be charged if they were not exempt through the PILOT. Mr. Gillespie gave a very detailed description of how things would be done with a PILOT and if there were not a PILOT or through regular taxation.

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

- C. **ORDINANCE 2019-12** - Authorizing Execution of Easement Granting and Accepting Rights in Public and Private Property (**Public Hearing and Final Adoption**)

There were no public comments for this ordinance.

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

9. RESOLUTIONS

- A. **RESOLUTION 2019-166-12** – Authorizing Contract for Computer Services with Edmunds & Associates

Motion: Committeeman Costa. Second: Committeewoman Schneider. All yes.

- B. **RESOLUTION 2019-167-12** – Authorizing Issuance of Raffle Licenses to Peak Potential

Motion: Committeewoman Gilmore. Second: Committeewoman Schneider. All yes.

- C. **RESOLUTION 2019-168-12** – Appointing Tax Collector Effective January 1, 2020

Motion: Committeewoman Gilmore. Second: Committeewoman Schneider. All yes.

- D. **RESOLUTION 2019-169-12** – Determining the Rate of Compensation of Certain Positions of the Township of Hainesport

Motion: Committeeman Costa. Second: Committeewoman Schneider. All yes.

- E. **RESOLUTION 2019-170-12** – Approving Affordable Housing Trust Fund Spending Plan

Motion: Committeeman Clauss. Second: Committeewoman Gilmore.
Committeeman Costa: no. All others yes.

- F. **RESOLUTION 2019-171-12** – Authorizing the Execution of an Affordable Housing Agreement and Expenditure of \$275,000.00 from the Affordable Housing Trust Fund For a 100% Affordable Family Housing Development in Hainesport Township

Motion: Committeeman Clauss. Second: Committeewoman Schneider.
Committeeman Costa: no. All others yes.

- G. **RESOLUTION 2019-172-12** – Authorizing Amendment to the Hainesport Township Employee Handbook to Amend and Clarify Portions of Section 4.1 Medical, Prescription, Dental and Eye Glass Benefits

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

- H. **RESOLUTION 2019-173-12** - Canceling Certain Escrow Account Balances

Motion: Committeewoman Gilmore. Second: Committeewoman Schneider.
All yes.

- I. **RESOLUTION 2019-174-12** – Renewing the Shared Service Agreement with Westampton Township for Construction Code Enforcement Services

Motion: Committeeman Clauss. Second: Committeewoman Schneider. All yes.

- J. **RESOLUTION 2019-175-12** – Authorizing Contract to Prepare and Submit a Letter of Interpretation to NJDEP for the Kleiner Property

Motion: Committeeman Costa. Second: Committeewoman Gilmore. All yes.

- K. **RESOLUTION 2019-176-12** – Appointing the Position of Chief Financial Officer Effective January 1, 2020

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

- L. **RESOLUTION 2019-177-12** – Authorizing the CFO to Pay Certain Bills to Avoid Late Fees and Interest Charges

Motion: Committeeman Costa. Second: Committeewoman Gilmore. All yes.

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

There were no public comments.

11. COMMENTS FROM THE ADMINISTRATOR

Ms. Kosko said both the Community Wide Assessment and Clean-up Grants were submitted to EPA last Monday and 50 Economic Development folders were shipped to our EPA Region 2 representative for distribution at the National Brownfields Conference in Los Angeles. Three new test wells were installed on the HITCO property in August/September and are being used to monitor contaminants in the water bearing zones. The ground water flow is shown to be flowing north. There will need to be installed delineation wells in that area now. She is waiting for the results from the test wells. The wetlands delineation was completed for the Kleiner property. The committee has approved the LSRP to proceed with obtaining a Letter of Interpretation from NJDEP which will take about one month. Ms. Kosko said once we get that back our planner will be able to draft the conceptual plan for the property. At that point, we will be able to submit an application for the sub-division for the front commercial piece along Route 38. We will then be able to move forward on the plans for the park. Met with Remington and Vernick, the engineer awarded the CY19 Road Maintenance Program work, to begin program. The roads to be worked on are Devon Lane, sections of Merion Way, Parry Drive from Creek Road to Parry, Wells Court from Parry to one of the cul de sacs. They have cored the selected roads, conducted surveys and also developed base plans. They will be working on the design plans within the next couple of weeks and bids and advertising will go out in January. Ms. Kosko expects the project to be completed by Memorial Day. She congratulated Sharon on her retirement and said the trouble with retirement is that you never get a day off and she hopes she enjoys her planned travels over the next year. She said Sharon will be missed by many including herself. Ms. Kosko again thanked Mayor Masciocchi for all his wisdom and his leadership and support over the past few years.

12. COMMENTS FROM THE SOLICITOR

Mr. Gillespie wished everyone a very Happy Holiday and wished Sharon good luck in her future. He thanked the committee for allowing him to serve them for this past year. It is a privilege to be their attorney and it is an enjoyable privilege. Mr. Gillespie congratulated the mayor for his leadership and thanked him for his guidance and friendship.

13. COMMENTS FROM THE COMMITTEE

Mr. Costa told Sharon he knew she was a great person when she was first hired and he still feels the same. He wished her good luck in her retirement. Mr. Costa also

wished Mayor Masciocchi the best as he retires from the committee. He wished everyone Happy Holidays.

Mrs. Gilmore thanked everyone for coming out tonight and wished Sharon good luck in her retirement. She welcomed Tara to the meetings and also wished Mayor Masciocchi the best in his retirement from the committee. She told him how much she would miss him and his wisdom.

Ms. Schneider said she dreaded this meeting because she did not want to say goodbye to the Mayor or Sharon. She appreciates all the help from Mayor Masciocchi and told him he is a natural leader. Ms. Schneider said she and her family will miss Sharon and wished her well. She thanked all the volunteers that came out and helped Friday night for the Tree Lighting Ceremony and wished everyone Happy Holidays.

Mr. Clauss thanked everyone for coming out and wished them all Happy Holidays. He told Mayor Masciocchi he will not stop calling him for advice and wished him well. Mr. Clauss also wished Sharon well on her retirement. He said the Tree Lighting was a success and wished everyone well.

Mayor Masciocchi thanked everyone for their wonderful comments. He said his intention was to try to bring the town together and he hoped he accomplished that. He wanted everyone to be heard and be able to speak their concerns. Hainesport is a gem in Burlington County and is a special place. Mayor Masciocchi said it was a humbling experience being mayor and is something he will always remember. The friendships will be remembered. He also told Sharon it was a pleasure to work with her. Mayor Masciocchi complimented Ms. Kosko for her leadership and wished her the best. He told Mr. Gillespie he had learned a lot by working with him. His accolades are well deserved. He wished everyone Happy Holidays.

14. BILL LIST – Motion: Committeewoman Gilmore. Second: Committeewoman Schneider. All yes.

15. EXECUTIVE SESSION

Motion: Committeeman Costa. Second: Committeewoman Schneider. All yes.

A. RESOLUTION 2019-178-12 – Resolution to Enter into Executive Session

1. Personnel

2. Professional Service Contracts

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

Motion to Re-enter Open Session: Committeewoman Schneider. Second: Committeeman Costa. All yes.

Motion to Adjourn: Committeewoman Schneider. Second: Committeeman Costa. All yes.

16. **ADJOURNMENT @ 9:52 P. M.**

Respectfully Submitted,

Paula L. Kosko

Administrator/Municipal Clerk

OFFICIAL ACTION MAY BE TAKEN ON ANY ITEM ON THE AGENDA