



Assisted Listening
Available

HAINESPORT TOWNSHIP COMMITTEE MINUTES

September 14, 2021

7:00 P.M.

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of September 14, 2021 with instructions for internet access was included in a meeting notice sent to the Burlington County Times and Courier Post On January 6, 2021 and advertised in said newspapers on January 8, 2021, and January 9, 2021 respectively posted on the website and the bulletin board in the municipal building on January 9, 2021 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. It is posted on main doors the Friday before the meeting and is on file in the Office of the Municipal Clerk.

1. FLAG SALUTE

2. **ROLL CALL** - present were Mayor Gilmore, Committeeman MacLachlan, Committeeman Levinson (by phone), Committeeman Clauss and Committeeman Montgomery. Also present were Township Clerk/Administrator Paula Kosko and Attorney John Gillespie.

3. MINUTES

A. APPROVAL OF REGULAR COMMITTEE MINUTES OF AUGUST 10, 2021

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

4. REPORTS

- A. **Tax Collector** – August 2021
- B. **Code Enforcement** – August 2021
- C. **Fire Official** – August 2021
- D. **Construction** – August 2021
- E. **Emergency Services Reports** – August 2021

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

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

Anna Evans, 63 Parry Drive – asked about Ordinance 2021-11, as to who would be responsible to pay for the sidewalk repairs. Would it be the property owners and would there be notice to the residents about this Ordinance so they could have their voices heard on the matter. **Attorney Gillespie** responded that as with all Ordinances, the public hearing will be advertised in the newspaper and it will be posted. This Ordinance relieves tax payers and puts the burden on the property owners to repair their sidewalks. This is how it is handled in most municipalities. It establishes a process with notices and timelines to do the repairs. The Township will give timeline extensions, but eventually the repair must be done. If the Township does the repair, there will be a lien on the property for the cost. **Mr. MacLachlan** said in the spirit of the issue, as presented last month, he hoped the town can develop some means to offset some of the costs.

Administrator Kosko said there are many sides to this issue. She asked if it is equitable for all taxpayers to be responsible to pay for sidewalks that are not in their neighborhoods -which they will never use. Many things need to be taken into consideration. We are hoping to secure Grant funding to pay for the top 6 sidewalks needing repair through the Safe Routes to School Grant. Ms. Evans asked if the homeowners would be required to fix their sidewalks before we would have the answer about the Grant money. Ms. Kosko said no. **Mr. Montgomery** agreed that securing Grant money is the plan, but we will have to see what happens. Some communities have no sidewalks at all, so it would not really be fair to have their taxes go up for other peoples' sidewalks. **Mr. Clauss** added that some community HOAs may do the repairs. We are just trying to make it equitable for everyone. Mr. MacLachlan said the some of the problems are due to bad planning, like putting Oak trees near curbs. We have a shared legal responsibility as well.

6. **ORDINANCES**

A. **ORDINANCE 2021-11**– Providing for the Construction, Repair and/or Replacement of Sidewalks and Curbing Abutting Property Owners and Authorizing the Placement of Liens on Non-Compliant Properties (**First Reading and Introduction**) (**Public Hearing and Final Adoption October 12, 2021**)

Mr. Levinson asked for an explanation of Section Two. **Mr. Gillespie** explained that the property owner would receive notice of what repair needs to be done. They will have 30 days to respond. Some of the Committee members think 30 days is not enough notice, but the Township will offer chances to extend the deadline. If no effort or communication comes from the property owner, the Township will do the repair and put a lien against the property. Mr. Levinson said as long as the homeowners were given leniency for extra time, he was okay with the 30 day deadline. **Mr. MacLachlan** said we should look at the budget and grants to help make it fair and equitable. **Mr. Clauss** added that this should have been done a long time ago. The responsibility is the homeowners. However, we resolve this situation, it sets forth a program where the homeowner is responsible for their sidewalks. Hopefully we can do it with Grant funds. **Ms. Kosko** said once we notify the residents, they will know it is their responsibility just like they have to take care of shoveling snow off their sidewalks.

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

7. **CONSENT AGENDA RESOLUTIONS**

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

- A. **RESOLUTION 2021-114-9** – Authorizing Contract for Hardware and Software Support for Liberty Digital Recording System with Business Information Systems, Formerly Gramco Business Communications
- B. **RESOLUTION 2021-115-9** – Authorizing Execution of Proposal of Services for Core Sampling and Testing for Bancroft Lane Roadway Improvement

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

8. **RESOLUTIONS**

- A. **RESOLUTION 2021-116-9** – Supporting Submission of Application for NJDOT Safe Routes to Schools Program

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

Mayor Gilmore explained that we need to vote on Resolution 2021-120-9 before 2021-117-9. Resolution 2021-120-9 authorizes the use of the American Rescue Plan funds for payment of Resolution 2021-117-9.

- B. **RESOLUTION 2021-117-9*** – Authorizing Execution of Agreement with Gruskin Group for MyDowntown Mobile Semi-Custom Application and Monthly Maintenance (**must be acted on AFTER Resolution 2021-120-9**)

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

- C. **RESOLUTION 2021-118-9** – Designating a Master Redeveloper for Certain Property Known as “Marne Highway Redevelopment Area”, Block 24, Lots 4.01, 11, 12.01, 12.02, 12.03, 12.04 and 12.05

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

- D. **RESOLUTION 2021-119-9** – Officially Naming the Public Works Building in Honor of Juan “Jay” Jones, Jr.

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

- E. **RESOLUTION 2021-120-9** – Amend the Adopted Budget for Additional Items of Revenue and Offsetting Appropriation (Chapter 159)

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

9. BUSINESS

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

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

2021-04 – Ameritex Industries Corp.

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

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

Anna Evans, 63 Parry Drive – commended the Committee for naming the Public Works building in honor of Jay Jones. She asked why Davenport Village did not have recycle bins. **Ms. Kosko** responded that the County handles recycling, not the town. Anna asked who they should contact to get recycling bins. Ms. Kosko answered that the coordinator Jamie Reynolds from Davenport, Diocese of Trenton needs to reach out to the County Recycling Coordinator.

SSgt. Antenucci, NJSP – reported there were no major problems in town. We have had a few vehicle break-ins here and throughout the state that they are investigating. He reminded everyone to lock the cars and secure the valuables. If anyone sees suspicious people or cars, please call the State Police.

There have been no new issues at Tavern & Table since we have added patrols.

In June, a suspicious male was reported talking to kids. He was arrested a few weeks ago for exposing himself.

Trooper Morris has been assigned as a School Resource Trooper to Hainesport School to teach safety lessons to the students and make sure the school is safe and secure. He will stop by the Municipal Building and introduce himself. He will also assist with the State Police community policing initiative.

The State Police have been present at the Hainesport concerts and tennis event. They plan to attend the fall events as well.

Mr. Clauss said he heard some people leave their cars unlocked, but do not leave anything valuable in it to avoid having the car damaged. SSgt. Antenucci agreed that could prevent getting a broken window. **Mr. MacLachlan** said he set an alarm off in a Hainesport business by mistake. He was impressed that the State Police came within minutes. They were very nice, but verified with the owner that Mr. MacLachlan was allowed to be in the building.

11. COMMENTS FROM THE ADMINISTRATOR

Ms. Kosko has been working on over 300 pages of the Emergency Operations Plan with our OEM Coordinator, Bill Challenger. It is updated every 4 years and submitted to the Burlington County Office of Emergency Management in accordance with State law. The purpose of the Plan is to protect life and property in emergencies

by coordinating response activities of municipal and volunteer entities to insure their optimal use. It provides for actions to be taken to mitigate, prepare for, respond to and recover from the effect of an emergency.

Third quarter taxes are due tomorrow. Our permanent ballot drop box has been placed in the front of the building for voting. The ballot boxes will be open before mail in ballots are mailed, on September 18th. It will be locked on election night at 8 pm. If anyone has questions about early voting or mail in voting, they can call our office, the Burlington County Clerk's Office, or call the hotline at 609-265-5899.

A non-mandatory pre-bid meeting was held last week for our playground projects. We had two contractors participate. The bids will be opened on September 30th. We are updating the municipal website. It will be a much more user friendly format and be visually more appealing. Our capital project, will start tomorrow. We will be recarpeting the meeting room. The hallways and entryway will be done in the next couple of weeks.

12. COMMENTS FROM THE SOLICITOR

No comments.

13. COMMENTS FROM THE COMMITTEE

Committeeman Montgomery – reported on the Cannabis Committee Meeting. There were 8 people present, including Paula Kosko, Gerry Clauss, Township Planner Scott Taylor, Land Use Board member Chris Murphy, Zoning Officer Kathy Newcomb, resident Teresa Vernon and other residents, and a member of Parker McCay law firm. The microcultivator designation was discussed. They can be up to 2,500 sq. ft. There was also discussion about wholesale and distribution. They tabled larger cultivators, manufacturers and retailers until the next meeting, October 5th.

Committeeman Clauss – spoke more about the cannabis meeting. For manufacturing, we have a lot of environmental issues to discuss, such as the smell and the noise. Allowing 3 – 5 microcultivators would be a good way to start slowly. As for warehousing, we should control the signage and truck lettering. Keep it plain so as not to advertise what is there. These are 5 year commitments and there has not been much guidance from the State. Application deadlines have not been set. It is a slow process, but we want to get it right for our residents.

Committeeman MacLachlan – complimented Mr. Montgomery and Mr. Clauss on the good work they are doing to help the town with the cannabis policy.

Committeeman Levinson – no comments.

Mayor Gilmore – thanked Jim Dunphy for sprucing up the Municipal Building landscaping at his cost. She enjoyed Shoprite's "Bagging for Hunger" event along with Committeemen Montgomery and Clauss, Paula Tiver and Donna Casey. They bagged groceries and encouraged shoppers to donate. Shoprite donates the money to food banks. She encouraged everyone to keep those in need in mind. For over 10 years at the Township building we have been collecting food items for the needy.

The white bins in the front of the building are available for donations. We also collect at Movies in the Park and concerts.

Mayor Gilmore also listed the following upcoming events:

9/17 Storytime & crafts for preschoolers at the Street Center 10 am – 11 am

9/21 Burlington County Sheriff's Department will bring their Hope 1 Mobile Unit to the Municipal Building to educate people about narcotics and Narcan 10 am – 2 pm

9/24 Movies in the Park – The Incredibles 2

10/1 Movies in the Park – Hotel Transylvania 3

10/2 Food Truck Festival & Car Show with a DJ and dancers 12 pm – 4 pm

10/8 Movies in the Park – Hocus Pocus & Trunk or Treat at the Municipal parking lot

10/16 Clean Up Day from 7 am – 12 pm at the Street Center

10/20 Shot Clinic at the Street Center provided by Acme. Flu, senior flu, shingles, pneumonia, tetanus, hepatitis and COVID booster shots will be available from 1 pm – 5 pm. Sign up on the Township website with the QR code.

14. BILL LIST

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

15. ADJOURNMENT @ 7:50 P. M.

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

Respectfully Submitted,

Paula L. Kosko

Administrator/Municipal Clerk

OFFICIAL ACTION MAY BE TAKEN ON ANY ITEM ON THE AGENDA

Remote Access Instructions

1. GoToMeeting

Please join my meeting from your computer, tablet or smartphone.

<https://www.gotomeet.me/Hainesport/september-14-2021-township-committee-meeting>

You can also dial in using your phone.

United States: [+1 \(872\) 240-3311](tel:+18722403311)

Access Code: 967-508-525

New to GoToMeeting? Get the app now and be ready when your first meeting starts:

<https://global.gotomeeting.com/install/967508525>

2. YouTube Live

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

Search on YouTube – Township of Hainesport Live Stream

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

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

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