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## HAINESPORT TOWNSHIP COMMITTEE MINUTES

November 10, 2022

7:00 P.M.

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of November 10, 2022 with instructions for internet access was included in a meeting notice sent to the Burlington County Times and Courier Post On January 6, 2022 and advertised in said newspapers on January 9, 2022, and January 12, 2022 respectively posted on the website and the bulletin board in the municipal building on January 6, 2022 and has remained continuously posted as required under the Statute. In addition, a copy of this notice is and has been available to the public and is on file in the Office of the Municipal Clerk.

### 1. **FLAG SALUTE**

2. **ROLL CALL** - present were Mayor MacLachlan, Committeeman Clauss, Committeeman Levinson and Committeewoman Gilmore. Also present were Township Clerk/Administrator Paula Kosko and Attorney Alexis Batten. Committeeman Montgomery joined by phone during the second public comment.

**Mayor MacLachlan** asked George Myers, Fire Official if he had anything to report. **Mr. Myers** reported that New Jersey American Water was about 70% complete in updating the hydrant threads to National Standard in the Hainesport Chase neighborhood. They should be done by next month. There are 21 hydrants in all. Mayor MacLachlan thanked Mr. Myers for his efforts.

**Mayor MacLachlan** asked SSgt. Antenucci if he had a report for the evening. He did not.

### 3. **MINUTES**

#### A. **APPROVAL OF REGULAR COMMITTEE MINUTES OF OCTOBER 11, 2022**

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

### 4. **REPORTS**

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

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

F. **NJSP In-Person Report** – October 2022

No comments.

5. **DISCUSSION/PRESENTATION**

A. Hainesport Emergency Squad Update

**Rich Litton**, EMS President reported on the state of the Squad. He said they have operated since 1956. It is difficult now to find people willing to volunteer. They currently have a class of 7 or 8 Township residents that they hope will be active members. They need the old members to be available to work with the new ones. They are making it to half of their calls and are outperforming other volunteer squads in the County. They appreciate the support from the Township. **Mayor MacLachlan** asked if they are done working with the consultant that was hired. **Ms. Kosko** answered not yet. Mr. Litton said he talked to them for the first time yesterday. **Mr. Levinson** asked how many volunteers the Squad needed. Mr. Litton said they look good on paper, but the people do not show up. He is excited about the new class training now because a lot of local people are in it. Ms. Kosko thanked Mr. Litton for his reports, transparency and honesty.

B. 2022 Best Practices Inventory

**Ms. Kosko** went on record to review the Best Practices Inventory publicly. All municipalities do one every year for the State. We scored well enough to have no State aid withheld. Areas that are scored are core competencies, finance, Covid, taxation and management of employee matters. There are some other categories that are not scored. We scored 32 points. We had to score 24 to maintain State aid. Great job from all our departments.

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

No comments.

7. **ORDINANCES**

A. **ORDINANCE 2022-8** – Amending Section 104-34 of the Code of the Township of Hainesport Entitled “Schedule of Fees and Escrow Sums” **(First Reading and Introduction) (Public Hearing and Final Adoption December 13, 2022)**

**Ms. Kosko** explained that we had a request from a resident to encumber a paper street next to his property. The Land Use law requires that a certain process be followed for that. Generally, the Committee approves the street vacation, and we ensure through the tax assessor that it will not land lock any other lots. There is nothing in our existing Code that allows us to charge fees for this process. There are a lot of fees associated with this - the public advertising of the ordinance, tax map revisions, professional and we may have to hire someone to survey the property. If this process is requested by a resident or business, those costs should be passed on to them. It should not be a cost to the taxpayers. This Ordinance attaches a fee schedule to the street vacation process. It includes an application

fee, a professional review fee, tax map update fee and a zoning change request fee for administrative changes in zoning.

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

## **8. RESOLUTIONS**

### **A. RESOLUTION 2022-140-11 – Appointing Chief Finance Officer – Dawn Gorman**

**Ms. Kosko** said our new CFO has already started. She is part-time, up to 10 hours a week. She will most likely be coming in after 4 pm when she is done with her full time job, so she will be working nights and weekends. She holds 4 certifications including Tax Collector, Tax Assessor, CFO, and Clerk. She also has experience as an Administrator. We are very fortunate to have her join our team.

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

### **B. RESOLUTION 2022-141-11 – Approve a Firefighter into the New Jersey State Firemen’s Association – John Mazur**

**Ms. Kosko** explained that he is a Volunteer Firefighter. They have the opportunity to join the State Firemen’s Association and it has to be vetted by the Governing Body.

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

### **C. RESOLUTION 2022-142-11 – Memorializing the Submission of NJDEP HDSRF Grant Application for Kleiner/Creek Turn Park Site at Block 99, Lot 9 and Block 100, Lots 9-13**

**Ms. Kosko** explained that in 2021 we had a Resolution to apply to NJDEP HDSRF for a Grant for remediation. There is specific language that needs to be in the Resolution for them to authorize the funds. This is memorializing what was already done. We had to add the final “Whereas” clause affirming that the Governing Body is fully committed to the redevelopment and improvement of the site. These final steps are necessary for remediation needed to achieve this goal. This is for the Preliminary Assessment for the Open Space recreation side of the Kleiner property as well as the front, Route 38 part that we are bifurcating for commercial use.

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

## **9. BUSINESS**

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

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

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

**Marco Agostini**, 112 Spruce Lane – expressed his displeasure with the Hainesport Code and State regulations/permit requirements regarding carports and sheds. **Mr. Clauss** replied that Kathy Newcomb was very knowledgeable about the regulations. **Mayor MacLachlan** said we would look into it.

**Jaime Kennedy**, 6 S. Hunterdon Avenue – added that Kathy Newcomb is fabulous and she knows the law.

#### 11. COMMENTS FROM THE ADMINISTRATOR

**Ms. Kosko** said Committeeman Montgomery is now on the phone. There were technical issues with the GoToMeeting platform causing the delay.

#### 12. COMMENTS FROM THE SOLICITOR

No Comments.

#### 13. COMMENTS FROM THE COMMITTEE

**Committeeman Levinson** – No comments.

**Committeewoman Gilmore** – said the exercise areas at the municipal park look good and feels great to walk on. We have signed off on the Jaws of Life for the Fire Department. We helped them obtain the equipment for \$10,000. She reminded everyone about the Tree Lighting and Mr. & Mrs. Clauss coming to town on December 2<sup>nd</sup>. She wished everyone a healthy and Happy Thanksgiving.

**Committeeman Clauss** – enjoyed the Veteran's Luncheon. We had a great turn out and they did an excellent job. We do not have election results yet. He has been walking at 5 am at the municipal park with his wife. It is a beautiful park, but she is a little too fast for him. He wished everyone a Happy Thanksgiving.

**Committeeman Montgomery** – apologized for his technical difficulties causing him to miss part of the meeting. He is anxious to hear the final election results. He gave an update on a statewide cannabis call he was on. There are still no state regulations for the warehouse and distribution licenses, so we cannot move forward. There is no time frame as of yet. **Ms. Kosko** who was also on the call agreed that the biggest takeaway is that the State is not allowing permitting yet for warehouses and distribution licenses.

**Mayor MacLachlan** – wanted to comment about the Veteran's Luncheon. He said that is something he will take with him for the rest of his life. When people came up for their medals you could imagine by looking in their eyes what they had gone through. It was a very well put together event and Donna Casey did a great job. He was in the Reserves and did not see battle, but his brother did. He ended up passing away from exposure to Agent Orange. He saw battle in Vietnam. Mayor MacLachlan had other family who served as well. He wished everyone a Happy Thanksgiving.

**14. BILL LIST**

**Ms. Kosko** said we need a Motion to correct the Bill List, due to an error of Middlesex Welding Supply #MID02. The actual amount of the payment is \$48.70. She thanked Committeewoman Gilmore for catching the error.

**Motion: Mayor MacLachlan. Second: Committeeman Levinson. All yes.**  
Motion to approve List

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

**15. ADJOURNMENT @ 7:44 P. M.**

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

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

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

**Township Committee Meeting**  
**November 10, 2022**  
**7 pm**

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

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

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### **2. YouTube Live**

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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.