

January 3, 2019  
Annual Reorganization

The Annual Re-organization meeting of the Township Committee called to order at 6:30 PM as advertised and held in accordance with the Open Public Meetings Act.

First order of business, following the flag salute, oath of office was administered to Joseph A. Miletta, Jr., by Solicitor Thomas Seeley.

Clerk opened the floor to receive nominations for the position of mayor. Mr. Sheppard nominated Mr. Bowman, seconded by Miletta, unanimous vote that Mr. Bowman serve as Mayor. Mr. Sheppard will serve as Deputy Mayor, nominated /motioned Miletta, seconded Bowman, unanimous vote.

Resolutions 2019-1 through 2019-7 were presented on consent agenda and approved in one action, motioned Miletta, seconded Sheppard, unanimous vote.

2019- 1 Establish Meeting Dates and Times

2019- 2 Establish Interest Rate on Delinquent Taxes/Establish Grace Period

2019- 3 Designate Official Newspapers

2019- 4 Designate Official Depositories

2019- 5 Establish Purchasing Procedures

2019- 6 Authorization for the Tax Collector to Conduct a Tax Lien Sale

2019- 7 Authorization for the Tax Collector to Process Delinquencies/Overpayment of Less than \$10.00

Temporary budget in the amount of \$361,516.31 adopted motioned Miletta, seconded Sheppard, unanimous vote, Resolution No. 2019-8.

Resolution 2019-9, Authorizing the award of professional services contract to Bowman & Co., for municipal auditing services without public bidding approved, motioned Sheppard, seconded Miletta, unanimous vote.

Contract awarded to Thomas Seeley, Seeley Law Office LLC for legal services without public bidding, motioned Miletta, seconded Sheppard, unanimous vote, Resolution 2019-10.

Resolution 2019-11, Authorizing award of professional services contract for insurance carrier services to Colson & Gosweiler without public bidding approved, motioned Sheppard, seconded Miletta, unanimous vote.

Resolution 2019-12- Award of Extraordinary Unspecifiable Services regarding contracts without public bidding, Resolutions 2019-9 through 2019-11 approved, motioned Miletta, seconded Sheppard, unanimous vote.

Resolution 2019-13, Approving Statutory appointments approved, motioned Sheppard, seconded Miletta, unanimous vote.

Annual contract for Cumberland Development Corp. for Economic Development and Business Retention Consulting Services for a one year period, annual sum of \$6,100.00 approved motioned Miletta, seconded Sheppard, unanimous vote.

Mayor Bowman and Mr. Sheppard congratulated Mr. Miletta on his re-election. Mayor Bowman thanked members for their confidence in him to serve as mayor. Lawrence Had a good year with construction of New Public Works Garage and purchase of fire truck. All agreed that with the rotation for the position of mayor that has been done for years works well. As Mayor Bowman stated the Mayor has no more power than committee members, he chairs meetings. Mr. Sheppard joked that the mayor puts out fires. Solicitor Seeley stated that the rotation of mayor eliminates power struggles that he has witnessed in other towns. Solicitor Seeley thanked committee for his reappointment and stated that he has been with the Township for 20 years.

With no further business to discuss, meeting adjourned at 7:50 pm, motioned Sheppard, seconded Miletta.

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Ruth Dawson, Clerk

Thursday January 10, 2019  
Workshop Meeting

Meeting called to order as advertised and held in accordance with the Open Public meetings Act. Members present, Bowman, Sheppard, Miletta.

Judy Butler, Julia Marsella, Michele Hindermyer- Heller and Mary Ellen Walker, members of the Lawrence Township Historical Society met with committee to discuss issues with their building and options available. A lengthy discussion was held. Both Mayor Bowman and Spokesperson Ms. Butler made reference to numerous rumors that have been circulating through town. The Township Committee has been awaiting a decision from the organization as to if they agree to move into a new facility that would be built onto the Senior Center. Ms. Butler sent out a mailing to the general membership polling them and the responses were pretty much 50-50, move verses keeping and maintaining existing building. Approximately 75 letters were sent with 25-30 responses returned. Mayor Bowman had the Township Construction Code Official do an exterior site inspection of the current facility which indicated many very costly repairs. The Township Committee has agreed that they would prefer to build the addition which would provide a nice environment to preserve the history and artifacts that have been entrusted to the Historical Society as opposed to dumping funds into the current facility which the committee feels is in disrepair and a fire trap. Ms. Hindermyer-Heller questioned who was responsible for the building. The group questioned if the committee would be willing to deed current facility to the organization, as Ms. Butler stated that if the building was owned by the Historical Society they may qualify for grants to rehab the building. Committee would be willing to give them the building in its current condition. Mr. Miletta questioned if they would be financially able to maintain the building. Mr. Sheppard stated that his concerns were that the building is vulnerable to fire. Mayor Bowman stated that the new location with lighting and safer access might increase membership. Mr. Sheppard stated that it would take a year, year and a half to complete the project. Ms. Walker questioned if they could stay at current facility until the new building was complete. Committee agreed to repair, not replace leaking roof, at a cost not to exceed \$2,000. Mayor Bowman will obtain quotes for same. Committee advised that proposed addition would be showroom only and larger than current facility. The Society could conduct meetings in the Senior Center and would have access to restrooms and kitchen. Committee would encourage Society members input in the project. Bottom line- group was given two options. The new building or accept ownership and full maintenance of current facility. Ms. Marsella stated that the new building is a good offer. Mayor Bowman suggested the group meet with their executive committee and get back to the Township Committee with their final decision. All agreed to keep line of communication open.

George Ripper, Supervisor of Public Works was present and provided update of his department's activities. Discussion held regarding approved expenditures of recycling tonnage grant funds. Clerk shared information on 20 gallon recycling cans which Recycling Coordinator, Louann Karrer purchased for Maurice River Twp. from T.M. Fitzgerald & Assoc. at a cost of 10.10 each. Previous quotes were 25.00-32.00 each. Residents have been requesting new containers for years. Also discussed was a community shredding event which will be scheduled later in the spring. Mr. Ripper also questioned if a cement pad could be poured at Convenience Center to place recycling container on. Clerk will reach out to Recycling Coordinator to determine if it's an approved expenditure. Further consideration will be given to each of these matters.

Energy assessment completed on Senior Center by TRC Energy Services in regard to Direct Install grant application provided to committee for review. Application was made for purpose of replacing air

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conditioning units. Two assessments were given, one for lighting only and one for lighting and HVAC. Committee will review in detail for possible further consideration.

Brief discussion held regarding NJ Sick Leave Act, amending of personnel policy and accounting of hours for part time/per diem employees. Clerk advised that it has been difficult getting hours from some per diem employees. Mr. Sheppard suggested front loading based on average hours worked. All agreed best way to handle. Draft of Policy will be prepared for further consideration.

Necessary 2018 Budget transfers approved, motioned Miletta, seconded Sheppard, unanimous vote, Resolution No. 2019-15.

Clerk advised that Kyle Carvo, resident at 52 Maple Ave. expressed an interest in purchasing adjacent property, a very small piece of land on fire house lot. A lot line change would be necessary. Committee had no interest. Mr. Carvo also is looking for assistance in removing bamboo that has spread from a vacant property, across the Township property into his yard. The property in question was foreclosed and a vacant property registration filed. Solicitor Seeley will contact the property manager agent of record to resolve.

Budget meeting set for Thursday January 24<sup>th</sup> at 5:00 pm, motioned Miletta, seconded Sheppard, unanimous vote.

Draft ordinance regarding transfer of properties and requirements to obtain a continued certificate of occupancy provided by Solicitor Seeley for committee review. The ordinance was also forwarded to Construction Code Official Gordon Gross. Further consideration may be given at the regular meeting on January 14<sup>th</sup>.

Meeting closed for executive session to discuss matters of personnel at 10:20 pm with no action to follow, motioned Miletta, seconded Sheppard.

#### Executive Session

Executive session closed and the meeting opened at 10:25 PM. With no further business to discuss, meeting adjourned motioned Miletta, seconded Sheppard.

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Ruth Dawson, Clerk

January 14, 2019  
Regular Meeting

Meeting called to order at 7:30 PM as advertised and held in accordance with the Open Public Meetings Act. Members present: Bowman, Sheppard, Miletta.

Minutes of the December 6<sup>th</sup>, 10<sup>th</sup> and 27<sup>th</sup> meetings approved motioned Miletta, seconded Sheppard. Reports for the month of December accepted motioned Sheppard, seconded Miletta, unanimous vote.

Land sale held as advertised. Lone Bidder, Scott Vanneman bid a price of \$1,000 each for block 138 lots 12-18 for a total of \$7,000. Bids accepted motioned Sheppard, seconded Miletta, unanimous vote.

Cumberland County Cooperative Contract Pricing System bid results for purchase and delivery of gasoline and diesel fuel reviewed. Bid awarded to Major Petroleum Industries for a one year period, December 1 2018-November 30,2019. Committee agreed to continue participation, motioned Miletta, seconded Sheppard, unanimous vote.

Resolution 2019-14, Authorization to submit a Municipal Alliance Strategic Plan for the year 2020 approved, motioned Sheppard, seconded Bowman, unanimous vote.

The First Presbyterian Church request for Township to waive construction permit fees for work necessary due to State fire inspection granted, motioned Miletta, seconded Sheppard, unanimous vote. Resolution 2019-16.

Resolution 2019-17, Opposing NJ Becoming a Sanctuary State and Lawrence Township a Sanctuary City approved unanimous vote as moved by Miletta, seconded Sheppard.

Ordinance No 2019-410, An Ordinance Regulating the Transfer of Residential Properties, requirement to obtain a Continued Certificate of Occupancy approved on first reading. Public hearing for consideration of final adoption will take place at the regular meeting on February 11<sup>th</sup>.

Payment of additional approved vouchers authorized motioned Sheppard, seconded Miletta.

Committee will gather quotes for the purchase and installation of court room interior doors and exterior front entrance steps to be reviewed at February workshop meeting.

Clerk advised that quote for purchase of 500 20 gallon recycling cans was received. Cans are \$10.10 each, shipping \$725.00 for a total of 5,775.00. Clerk authorized to issue purchase order motioned Miletta, seconded Sheppard, unanimous vote.

Clerk advised that correspondence was received from Emergent America who is pursuing a cannabis cultivation license from the state and is seeking a municipality that would welcome such a facility within its boundaries. Mayor Bowman stated that he had no interest, Mr. Miletta agreed. Mr. Sheppard stated that Lawrence is not a pro cannabis municipality.

Clerk questioned if committee members had reviewed the assessments regarding Direct Install Application, NJ Clean Energy Program. The assessment including HVAC would be eligible for approximately 40%, but because lighting is included the cost to the Township would be over \$13,000. All agreed that the HVAC unit alone could be purchased and installed for less.

Meeting opened to the public. Receiving no comments, meeting closed for executive session at 7:55 pm to discuss matters of personnel with no action to follow.

#### Executive session

Executive session closed and the regular meeting reopened at 8:10 pm. With no further business to discuss, meeting adjourned motioned Miletta, seconded Sheppard.

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Ruth Dawson, Clerk

January 24, 2019  
Budget Meeting

Special meeting of the Lawrence Township Committee called to order at 5:00 PM as advertised and held in accordance with the Open Public Meetings Act. Purpose of the meeting was to discuss budgetary requests for the year 2019. Committee met with various Department Heads as scheduled to receive budget requests. Further consideration will be given at a budget meeting scheduled for February 21<sup>st</sup> with CFO and Auditor.

Meeting adjourned at 8:35 PM as motioned Miletta, seconded Sheppard.

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Ruth Dawson, Clerk

