

February 9, 2017
Workshop Meeting

Monthly workshop meeting of the Township Committee called to order at 7:30 pm as advertised, and held in accordance with the Open Public Meetings Act. Members present: Miletta, Sheppard, Bowman.

Draft resolution granting Verizon municipal consent to operate in the right-of-way reviewed. Further consideration will be given at the regular meeting on February 13th.

Discussion held regarding numerous zoning issues at 3001 Cedarville Road. The County Health Dept. and DEP are dealing with environmental issues, tires and other solid waste. Currently there are two occupied campers on the property. Clerk advised that David Dean, Housing Officer and Tony Lamanteer, Zoning Officer have conducted site inspections and advised residents that they cannot continue to occupy campers and must relocate. Mr. Dean and Mr. Lamanteer along with Clerk met with Health Dept. Officials to discuss various programs to assist in finding housing. Clerk will keep committee apprised of the situation.

Committee reviewed accumulation of paid vacation days for employees. Currently, personnel are entitled to 20 paid vacation days at 11 years of service. Personnel policy amended as follows: Years of service, 1-2 five days, Years of service 3-10 ten days and Years of service 11-plus fifteen days. Current employees that have earned 20 paid vacation days will be grandfathered. Personnel Policy Amendment approved, motioned Bowman, seconded Sheppard, unanimous vote.

Shared Services agreement between the Township and County for the County to construct and maintain an emergency communications tower as amended reviewed. Further consideration will be given at the regular monthly meeting.

Payment of approved vouchers authorized, motioned Bowman, seconded Sheppard, unanimous vote.

Brief discussion held regarding Dollar General's Planning Board application for a variance. Engineer Stephen Nardelli suggested to Clerk that a professional planner, Steve Hawk, be contracted with to review variance application, as it is not his expertise. Cost would be paid from applicant's escrow. Committee agreed, and further consideration will be given following receipt and review of proposal.

Request received from Joe Phillips, President of commodities program, to host a "Friends and Family" CPR course in March at the municipal building considered. Mr. Sheppard questioned if Mr. Phillips is certified to provide instruction. Also, due to liability issues, will participants sign a hold harmless waiver. Further consideration will be given following receipt and review of certification.

Solicitor Seeley provided copies of lease agreement for equipment belonging to Sheppard Farms and Miletta Brothers to be used by Public Works employees for site work for proposed public works garage property. Mr. Sheppard requested changes, that the agreement be for equipment loan as opposed to lease and that the time frame be included in the agreement. Mr. Seeley will amend agreements for further consideration of the committee.

With no further business to discuss the meeting adjourned at 8:50 pm, motioned Bowman, seconded Sheppard.

Ruth Dawson, Clerk

Monday February 13, 2017
Regular Meeting

The regular monthly meeting of the Lawrence Township Committee was called to order at 7:30 pm as advertised, and held in accordance with the Open Public Meetings Act. Members present: Miletta, Sheppard, Bowman.

Following the flag salute, minutes of the January 1st, 5th, 9th and 31st meetings approved, motioned Bowman, seconded Miletta. Reports for the month of January 2017 accepted, motioned Sheppard, seconded Bowman.

Sheriff's Officer, Craig Johnson appeared before the committee to request use of Cedarville Lake and the Township Recreation Complex to hold the annual "Get Hooked on Fishing, not Drugs" fishing derby. Date, May 20th, 9 am-noon. Actual fishing time 1 ½ hours. Free hot dog and soda supplied to each participant. Mayor Miletta questioned if the event was held last year. Officer Johnson replied that it was not due to lack of donations. Mr. Sheppard inquired about making a donation. Officer Johnson will provide flyers requesting donations. Officer Johnson requested use of concession stand to prepare hot dogs, and 3 volunteers to man the stand. Any food and drinks left over will be donated to Recreation. Mrs. Miletta who is a member of the Recreation Committee stated that there would be no problems getting volunteers. Officer Johnson also stated that the Recreation Committee was welcome to sell other food during the event. Mr. Bowman stated that the 2015 event was not heavily attended. Officer concurred, with 300 anticipated, there were only approximately 90 participants, due to the school not sending home flyers with students. Mrs. Miletta requested copies flyers that will be distributed at Parade and Events Committee Easter Event. Mr. Bowman also stated that there was a lack of publicity by local papers. Mayor Miletta suggested that Officer Johnson contact the Cumberland Guide for publicity. Public Works employees will be notified to provide barriers, trash receptacles, port a pots, etc. Officer Johnson stated that he has plenty of prizes to distribute to participants. Mr. Sheppard made a motion to approve request to conduct the fishing derby, contingent upon Recreation President Jason Ripper's approval. Motion seconded by Mr. Bowman, with a unanimous yes roll call vote.

Regarding patrols by the Sheriff's Department, Officer Johnson stated that they have not been as prevalent as in the past due to a shortage of manpower. They are down a total of 15 men. They will do their best to be out and about this summer, and anticipate new officers graduating from the academy in August. Mrs. Miletta requested Sheriff's Officer's attendance at Little Leagues opening day ceremonies and will contact Officer Johnson with the date for same.

Clerk presented Certificate of Determination and Award for Bond Anticipation Note issued in the amount of \$272,500 to Roosevelt and Cross at 2%. Same was accepted, motioned Bowman, seconded Sheppard, unanimous vote.

Resolution 2017-21, Establish Temporary Capital Budget, for construction of a public works building, estimated cost \$106,000 with no debt to be authorized approved, motioned Sheppard, seconded Bowman, unanimous vote.

Ordinance No, 2017-396, Capital Ordinance Appropriating \$106,000 from the Capital Improvement Fund for Construction of a Public Works Facility approved on first reading, motioned Bowman, seconded Miletta, unanimous vote. Further consideration for final adoption will be given following a public hearing to be held at a special meeting on Monday, February 27th at 5:00 pm.

2017 Salary Ordinance, No. 2017-397 approved on first reading motioned Sheppard, seconded Bowman, unanimous vote. Public hearing to be held at the regular meeting of March 13th, at which time the ordinance will be further considered for final adoption.

Resolution 2017-22, 2016 LOSAP List accepted, motioned Bowman, seconded Sheppard, unanimous vote. A total of 33 Fire & EMS volunteers qualified for benefits totaling 18,425.00.

Resolution 2017-23 Establishing Dog Licensing Fee at \$8.00 (\$10.00 and \$13.00 with State fees) and extending grace period to March 31st approved, motioned Sheppard, seconded Bowman, unanimous vote.

The Lawrence Township Parade and Events Committee authorized to conduct a Memorial Day Parade on Monday, May 29th 2017, motioned Bowman, seconded Sheppard, unanimous vote, Resolution 2017-24.

Resolution 2017-25, Appointing Gordon Gross Acting Construction Code official in the absence of David Dean, Construction Code Official approved, motioned Sheppard, seconded Bowman, unanimous vote.

Inter-Local Services Agreement between the County of Cumberland and Lawrence Township, allowing the County to construct and maintain and emergency communications tower on Lawrence Township property approved, motioned Bowman, seconded Sheppard, unanimous vote.

Resolution 2017-26, Authorizing Emergency Temporary Appropriation: \$18,425.00 LOSAP and \$21,000.00 approved, motioned Sheppard, seconded Bowman.

Resolution 2017-27, Authorizing Inter-Local Services Agreement with Maurice River Township for Certified Recycling Coordinator Services approved, motioned Bowman, seconded Sheppard, unanimous vote.

K. Louann Karrer, Certified Recycling Coordinator, Maurice River Township authorized to prepare and submit a 2016 Recycling Tonnage Grant motioned Sheppard, seconded Bowman, unanimous vote, Resolution 2017-28.

Resolution 2017-29, Authorizing refund of duplicate tax installment \$1,282.14, block 39 lot 8 to Corelogic approved, motioned Bowman, seconded Sheppard, unanimous vote.

Verizon received municipal consent to operate within the public right-of-way, motioned Sheppard, seconded Bowman, unanimous vote, Resolution 2017-30.

Draft Resolution Supporting SR-100 (Establishes Senate Select Committee on School Funding Fairness): Equal Education Opportunity & Fair Funding for NJ Schools, proposed by Senate President Steve Sweeney, submitted to committee by Tony Stanzione, CDC, for consideration reviewed. Mr. Sheppard suggested that it be forwarded to the Lawrence Township Board of Education for review. The resolution may be further considered if supported by the Board.

Joe Phillips, President Lawrence Township Food Commodities provided Clerk with information as requested in regard to proposed Family and Friends CPR training class. Mr. Phillips provided his instructor ID number for certification by the American Heart Assoc. to provide CPR instruction. His correspondence also noted that he is affiliated with Cooper University Hospital Life Support Training Center. The Friends and Family Class is a facilitator course and does not require a certified instructor, nor does it provide certification to attendees. The video based course is sponsored by the American Heart Assoc. designed to get more people trained in CPR. It will be opened to 10-15 participants, all attendees will sign a student (hold harmless) waiver. Mr. Phillips requested use of Municipal Building for the class. Resident Linda Miletta suggested that the Senior Center might be a better location. Committee agreed. Clerk will make arrangements with the Senior Center Activities Director.

With no further business to discuss, meeting adjourned at 8:27 pm, motioned Bowman, seconded Sheppard.

Monday February 27, 2017
Special Meeting

A special meeting of the Lawrence Township Committee was called to order at 5:00 pm, as advertised, and held in accordance with the Open Public meetings Act. Purpose of the meeting as advertised, to hold a public hearing on Ordinance No. 2017-396, Capital Ordinance Appropriating \$106,000 From The Capital Improvement Fund For The Construction Of A Public Works Facility, and any other business as deemed necessary.

Following the flag salute, roll call indicated the following members present: Sheppard, Bowman, Miletta.

Public hearing opened as advertised, ordinance No. 2017-396, Capital ordinance Appropriating \$106,000.00 for the Construction Of A Public Works Facility. Receiving no public input or comments, the hearing was closed and finally adopted motioned Sheppard, seconded Bowman, unanimous vote.

The committee met with Kevin and Millicent Davis, KMD Business Consultants to discuss the public works facility project and Qualified Purchasing Agent services they might be able to provide. Mr. Sheppard provided a copy of estimate for the proposed building which is a pre-engineered pole barn. Committee has estimate of \$24,900 for construction materials and \$13,800.00 labor (non-prevailing wage rate) It was explained that the plan is to do site and interior work in house by public works employees. Discussed was the option of hiring carpenters, which Ms. Davis agreed is a possibility. Ms. Davis proposes to prepare technical specifications for formal quote package including all required disclosures and documents. The hourly rate for her services is \$75.00, awarded as motioned by Sheppard, seconded Bowman, unanimous vote, as a non-fair and open competitive contract.

Resume and proposal received from Stephen Hawk, Hawk Planning LLC reviewed. Engineer Stephen Nardelli suggested that due to Mr. Hawk's vast experience, Committee consider using his services to review Planning/Zoning Board Variance application for CGP Acquisitions & Development/Dollar General. Mr. Hawk will do site visits, Township ordinance and master plan review, application review, prepare his report and attend public hearings for an hourly rate of \$158.00. Motioned Bowman, seconded Sheppard, unanimous vote given authorizing Hawk Planning LLC services.

With no further business to discuss, meeting adjourned at 5:40 pm, motioned Bowman, seconded Sheppard.

Ruth Dawson, Clerk