

January 1, 2016  
Annual Reorganization Meeting

The Annual Reorganization meeting of the Lawrence Township Committee was called to order by Clerk, Ruth Dawson at noon as advertised, and held in accordance with the Open Public Meetings Act.

Following the flag salute, Solicitor Thomas Seeley administered oath of office to Committee-man re-elect, Joseph A. Miletta, Jr.

Clerk opened the floor to receive nominations for the position of Mayor. Mr. Miletta was nominated motioned Bowman, seconded Sheppard, unanimous vote. Mr. Bowman was nominated to fill the position of Deputy Mayor motioned Miletta, seconded Sheppard, unanimous votes.

Resolutions 2016-1 through 7 were determined to be routine in nature, regarding non-controversial matters and were presented on a consent agenda, approved in one action:

Resolution 2016-1 Establish Meeting Dates and Times

Resolution 2016-2 Establish Interest Rate on Delinquent Taxes

Resolution 2016-3 Designate Official Newspapers

Resolution 2016-4 Designate Official Depositories

Resolution 2016-5 Establishing Purchasing Procedures

Resolution 2016-6 Authorization for the Tax Collector to Conduct a Tax Lien Sale

Resolution 2016-7 Authorization for the Tax Collector to Process any tax Delinquency or Overpayment Of less Than \$10.00

Resolution 2016-1 through 2016- 7 approved, motioned Sheppard, seconded Bowman, unanimous vote.

Resolution 2016-8, Adopt Temporary Budget, 26.25% of 2015 appropriations, in the amount of \$347,605.44 approved, motioned Bowman, seconded Sheppard, unanimous vote.

Resolution 2016-9, Authorizing award of Professional Services Contract for Auditing Services, without public bidding to Bowman and Co., amount not to exceed \$30,500.00 approved, motioned Sheppard, seconded Bowman, unanimous vote.

Resolution 2016-10, Authorizing the award of Professional Services Contract for Legal Services, without public bidding, to Thomas Seeley, Seeley law Office, hourly rate \$150.00 approved, motioned Bowman, seconded Sheppard, unanimous vote.

Resolution 2016-11, Authorizing the award of Professional Services Contract without public bidding for Insurance Carrier Services to Colson & Gosweiler at a Service Fee of %6,100.00 plus premium approved motioned Sheppard, seconded Bowman, unanimous vote.

Resolution 2016-12, Various Statutory Appointments approved, motioned Bowman, seconded Sheppard, unanimous vote.

Committee comments:

Mr. Bowman thanked Mr. Sheppard for his service as mayor for the previous two years, and for his financial expertise. Mayor Miletta thanked the committee for their faith in him to serve as mayor, and added that he will continue to rely on Mr. Sheppard's expertise. All agreed that they enjoy working together and getting things done in the best interest of the taxpayers and residents of the Township.

Solicitor Seeley thanked the committee for having faith in him, this being his 17<sup>th</sup> year as Solicitor. Mr. Sheppard stated that the Township has experienced excellent professional services with the Seely family, both with Tom and prior to that, his father James.

There being no further business to discuss, the meeting adjourned at 12:15 pm, motioned Bowman, seconded Sheppard.

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Ruth Dawson, Clerk

January 7, 2016  
Workshop Meeting

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

Meeting closed for executive session at 7:33 to discuss matters of personnel with action to follow,  
motioned Bowman, seconded Miletta, unanimous vote.

#### Executive Session

Executive session closed and the regular meeting reopened at 7:55 pm motioned Sheppard, seconded  
Bowman, unanimous vote.

Following executive session, it was determined by the Township Committee that the position of  
Senior Equipment Operator be eliminated. Employee will be laid off, fully compensated for  
accumulated sick time and health benefits provided through the end of March, with cobra being offered  
for the period beginning April 1, 2016, action approved, motioned Sheppard, seconded Bowman,  
unanimous vote.

Public Works employees George Ripper and Bob Morgan were present and provided the Committee  
with a spec sheet for a 2016 Ford F-550 Truck, Dump Body and related equipment. Upon receipt of  
proof of State Contract, further consideration will be given.

Brief discussion held concerning recreation funds. Eugene Miletta, Treasurer of Recreation resigned  
and turned in to the Clerk a cashiers check, which was deposited into a new account and will be  
managed by the Township Committee. Jason and Christy Ripper who are now heading the recreation  
program were present and were advised that a check in the amount of \$2,500 would be provided to  
them as "seed" or start-up funds. Any other purchases would be made by voucher, subject to approval  
by the Township Committee. The Rippers provided a brief update of recreation events being planned.

Correspondence received from the Stewart Trust regarding maintenance or lack of at the lake/park  
area reviewed. It was decided that any projects would be put on hold. Mr. Sheppard will contact Green  
Acres to determine if they have any interest in taking ownership of the lake.

Resolution 2016-15, 2015 Budget transfers: 585.00 from buildings and Grounds OE to Legal OG  
approved, motioned Bowman, seconded Sheppard, unanimous vote.

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

Budget meetings set for 5 pm on Tuesday January 19<sup>th</sup> and Thursday January 28<sup>th</sup>, motioned Bowman,  
seconded Sheppard, unanimous vote.

With no further business to discuss, meeting adjourned at 9:05 pm, motioned Bowman, seconded  
Sheppard.

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Ruth Dawson, Clerk

January 11, 2016  
Regular Monthly Meeting

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

January 11, 2016

Continued

Following the flag salute, minutes of the December 10<sup>th</sup> and 14<sup>th</sup> meetings were approved, motioned Bowman, seconded Sheppard, unanimous vote. Reports for the month of December and Annual Building Inspector report were accepted, motioned Sheppard, seconded Bowman, unanimous vote.

Nicole McCann and Cassandra Tomas representing the Cumberland County Positive Youth Development Coalition (CCPYDC) along with Trevor Melton from the State of New Jersey Department of Education were present and provided a presentation about the organization. The Coalition is funded through the State Attorney General's Office and their goal is to prevent youth from entering the juvenile justice system and those already associated with the criminal justice system from entering the adult system. CCPYDC is a joint group of community organizations working together to reduce juvenile delinquency and promote positive youth development in the county. The various participating agencies are municipal, county and state agencies, social and youth service organization's, faith-based institutions and school districts. They provided a draft resolution designating the month of June as gun safety and violence awareness month for the committee's consideration. Alexa Lewis, a member of the Boys and Girls Club of Vineland gave a powerful speech citing tragic incidents due to gun violence and stressed the importance of educating our youth about gun safety. Resolution 2016-13, Designating the month of June as Gun Safety and Violence Awareness month approved, motioned Bowman, seconded Sheppard, unanimous vote.

Resolution 2016-14, Authorizing submission of a strategic plan for the Lawrence/Downe Municipal Alliance grant approved, motioned Sheppard, seconded Bowman, unanimous vote.

Resolution 2016-16, Authorizing refund of duplicate tax installment, block 245 lot 74.01, \$5,470.21 approved, motioned Bowman, seconded Miletta, unanimous vote.

2015 Tax overpayment, block 38 lot 20 authorized to be applied to 2016, motioned Sheppard, seconded Bowman, unanimous vote, Resolution 2016-17.

Resolution 2016-18, 2015 Budget transfer, \$2,850.30 from buildings and grounds other expense to street lights, approved, motioned Bowman, seconded Miletta, unanimous vote.

Resolution 2016-19, Authorization to proceed in rem foreclosure of 10 tax sale certificates approved, motioned Sheppard, seconded Bowman, unanimous vote.

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

Edward Dolbow, temporary public works employee status changed to permanent, motioned Sheppard, seconded Bowman, unanimous vote.

Discussion held regarding start-up money that was to be provided to Recreation Committee. CFO Mary Jane Lake advised that it would have to be issued through a petty cash fund, established by resolution pending approval of the DLGS. Solicitor Seeley suggested that the group file for a non-profit status. Further consideration will be given at a later date.

Floor opened for public comment. Receiving none, meeting adjourned at 8:28 pm, motioned Bowman, seconded Sheppard.

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Ruth Dawson, Clerk

January 19, 2016  
Budget Meeting

Meeting called to order at 5:00 pm as advertised and held in accordance with the open public meetings act. Members present: Miletta, Bowman, Sheppard.

Committee met with various department heads to review/discuss 2016 budget requests. Further consideration will be given at a second budget meeting to be held on Thursday January 28<sup>th</sup>.

Discussion held regarding purchase of dump truck from Route 23 Automall. The vendor originally claimed to have state contract, but produced paperwork indicating that they were approved through the Morris County Cooperative Pricing Council. It was determined that Lawrence could not participate as the Cooperative is limited to only seven counties, excluding Cumberland. Public Works Supervisor, George Ripper will get bid specs to Solicitor to prepare bid packages.

Scope of work for roof repairs for Commodities and EMS buildings reviewed. Additional quotes will be requested based on the scope of work, for further consideration of the Township Committee.

There being no further business to discuss, meeting adjourned at 8:35 pm, motioned Bowman, seconded Sheppard.

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Ruth Dawson, Clerk

January 28, 2016  
Budget Meeting

A special budget meeting was called to order at 5:00 pm as advertised, and held in accordance with the Open Public Meetings Act. Present: Miletta, Sheppard, Bowman . Also in attendance, CFO Mary Jane Lake, and Auditor Fred Caltiabiano.

Public Works employee Robert Morgan appeared with information on a Ford Dump Truck. It was suggested that he contact HGAC and obtain specs/information on various makes, Chevrolet, Dodge and GMC.

It was determined that salaries will be increased by 2.5% except for Public Works employees who will receive \$1.50-\$2.50 increase in hourly rate. The budget worksheet was reviewed line by line with various adjustments being made. A brief discussion was held regarding capital projects. Committee would like to begin saving for future purchase of a fire truck. Also discussed was construction of a new public works facility. Further consideration will be given with salary ordinance and budget introduction.

There being no further business to discuss, meeting adjourned at 7:55 motioned Sheppard, seconded Bowman.

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Ruth Dawson, Clerk

