

**MINUTES OF THE SPECIAL MEETING OF THE TOWNSHIP COMMITTEE OF THE  
TOWNSHIP OF LOWER ALLOWAYS CREEK HELD TUESDAY JANUARY 30, 2024**

A Special Meeting of the Lower Alloways Creek Township Committee was held on January 30, 2024 with Mayor Paul M Collier calling the meeting to order at 6:30 p.m.

**STATEMENT OF NOTICE GIVEN**

The Township Clerk read the following statement.

This is a Special Meeting of the Township Committee of the Township of Lower Alloways Creek being held in compliance with the "Open Public Meetings Act" N.J.S.A. 10:4-6. To insure the right of citizens to have adequate advance notice of and the right to attend meetings of public bodies at which any business affecting them is discussed or acted upon. Advance written notice of this meeting was given by way of a Special Notice which was filed with the Lower Alloways Creek Township Clerk, forwarded to the South Jersey Times and posted on the Bulletin Board in the lobby of the Lower Alloways Creek Township Municipal Building in compliance with said Act.

**FLAG SALUTE**

Mayor Collier led in the Flag Salute.

**ROLL CALL OF COMMITTEE**

Present: Mr. Bradway, Ms. Crane, Mr. Palombo, Mr. Venable and Mayor Collier

Absent: none

**OTHERS IN ATTENDANCE**

Also in attendance were 8- (eight) members of the public and Township Clerk, Ronald L Campbell Sr.

**NEW BUSINESS:**

Motion (Venable, Crane) for Resolution 2024-41, a resolution to approve a Professional Services Agreement with VCOMM Telecommunications Engineering for Cellular/Broadband Tower services at a cost of eighteen thousand five hundred dollars and no cents (\$ 18,500.00).

**RESOLUTION 2024- 41**

**A RESOLUTION AUTHORIZING THE AWARDING OF A PROFESSIONAL  
ENGINEERING/CONSULTING SERVICES CONTRACT FOR THE WIRELESS  
TELECOMMUNICATIONS TOWER PROJECT TO VCOMM TELECOMMUNICATIONS  
ENGINEERING IN THE AMOUNT OF \$17,500.00.**

WHEREAS, the Township of Lower Alloways Creek requires Professional Engineering/Consulting Services for the Wireless Telecommunications Tower Project; and

WHEREAS, this award of contract will provide professional engineering/consulting services which will include Site Visits, Review of Site Plan, Prepare recommendations of options, preparation of Bid Specifications for a telecommunications tower and review the bids received for the Wireless Telecommunications Tower project; and

WHEREAS, such award of contract shall be made as a non – fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Kevin S Clour, the Township Chief Financial Officer has determined and certified in writing that the value of the acquisition will exceed \$18,500.00; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, VCOMM Telecommunications Engineering has provided a Business Entity Disclosure Certification to the Township, prior to the adoption of this Resolution, which certifies that VCOMM Telecommunications Engineering (including any individual with an ownership “interest” or control of more than 10% of its profits or assets or 10% of its stock, if a corporation, or any of its principals, partners, officers or directors or their spouses) has not made any reportable contributions to a political or candidate committee in the members of the Lower Alloways Creek Township Committee, it being understood that the contract will prohibit VCOMM Telecommunications Engineering from making any reportable contributions, contrary to N.J.S.A. 19:44A-20.5, through the term of their contract with the municipality; and

WHEREAS, VCOMM Telecommunications Engineering has submitted a New Jersey Business Registration Certificate prior to the adoption of this Resolution; and

WHEREAS, VCOMM Telecommunications Engineering has completed and submitted to the Township, the necessary documents in accordance with the New Jersey Local Unit “Pay to Play” Laws (N.J.S.A. 19:44A-20.4 et. seq.): WHEREAS, pursuant to the New Jersey Local Unit “Pay to Play Law, N.J.S.A. 19:44A 20.4 et seq., the Township has sought qualified professionals, namely New Jersey licensed 18 - 05 - 07 – 124 engineers and surveyors, to provide the services through the use of a “non-fair and open process,” as defined in N.J.S.A. 19:44A-20.7; and

WHEREAS, the Township Committee deems it in the best interests of the Township to award a Contract to VCOMM Telecommunications Engineering to provide the services delineated in the proposal and wishes to provide its approval to the award of contract; and

WHEREAS, the availability of funds has been certified by Kevin S Clour the Chief Financial Officer who shall make an appropriate entry into the Township’s encumbrance system pursuant to N.J.A.C. 5:30-5.1 and 5.2 prior to the issuance of a contract; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires that the resolution authorizing the award of contracts for “Professional Services” without competitive bidding must be publicly advertised. NOW, BE IT FURTHER RESOLVED, by the Township Committee of the Township of Lower Alloways Creek that a Professional Services Contract be awarded and executed with VCOMM Telecommunications Engineering to provide the aforementioned engineering/ consulting services reflected in the proposal for the sum of \$17,500.00 which includes Site Visits, Review of Site Plan, Prepare recommendations of options, preparation of Bid Specifications for a telecommunications tower and review the bids received for the Wireless Telecommunications Tower project;

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification, Determination of Value Certification, Political Contribution Disclosure Form and Stockholder Disclosure Certification referenced above be placed on file with this resolution;

BE IT FURTHER RESOLVED, that Timothy W. Bradway, Mayor and the Township Clerk are hereby authorized to execute the contract and any and all related documents reflected in the proposal with VCOMM Telecommunications Engineering to take any and all actions necessary to complete and realize the intent and purpose of this Resolution;

BE IT FURTHER RESOLVED, that the compensation to be paid to VCOMM Telecommunications Engineering shall be based on the proposal submitted by VCOMM Telecommunications Engineering with the understanding that total compensation for performance under the contract shall be \$18,500.00 for the described tasks and may be exceeded if other work outside of these parameters are agreed to.

BE IT FURTHER RESOLVED that a copy of this resolution shall be publicly advertised pursuant to N.J.S.A. 40A:11-5 et seq.

The motion for Resolution 2024-41, a resolution to approve a Professional Services Agreement with VCOMM Telecommunications Engineering for Cellular/Broadband Tower services at a cost of eighteen thousand five hundred dollars and no cents (\$18,500.00) passed a vote of the Township Committee as follows: 5-0

Ayes: Venable, Crane, Bradway, Palombo and Collier

Nays: none    Abstain: none    Absent: none

Motion (Crane, Venable) to approve the replacement of a kitchen and Bathroom light fixture by Mrs. Burrell in A-3 Leisure Arms Complex under the supervision of the CPWM Trainee and the replacement being done by a Licensed Electrician.

The motion to approve the replacement of a kitchen and Bathroom light fixture by Mrs. Burrell in A-3 Leisure Arms Complex under the supervision of the CPWM Trainee and the replacement being done by a Licensed Electrician passed a vote of the Township Committee as follows: 5-0

Ayes: Crane, Venable, Bradway, Palombo and Collier

Nays: none    Abstain: none    Absent: none

## CLOSED SESSION

Motion (Crane, Bradway) for a resolution to convene into a Closed Session of Business.

### **RESOLUTION 2024 – 42** **A RESOLUTION FOR A CLOSED SESSION**

WHEREAS, in order to protect personal privacy and to avoid situations wherein the public interest might be disserved, the Open Public Meetings Act permits public bodies to exclude the public from that portion of a meeting at which certain matters are discussed.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Lower Alloways Creek that a portion of the meeting of the Township Committee be closed to the public to enable the Township Committee to discuss, and where appropriate, take action concerning the following matter(s) as permitted in accordance with N.J.S.A. 10:4-12:

\_\_\_\_ 3. Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.

\_\_\_\_ 6. Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law.

\_\_\_\_ 7. Any pending or anticipated litigation or contract negotiation other than in (4) above in which the public body is, or may become a party. Any matter falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.

\_\_\_\_ 8. Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.

More specifically, the matter to be discussed involves the following:

1. Personnel

BE IT FURTHER RESOLVED, that the matters discussed will be available for public inspection

1. At such time the matter is concluded

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

BE IT FURTHER RESOLVED that this Closed Session is expected to continue for twenty (20) minutes and there after the special meeting would then reconvene and further business by the Committee will take place at its conclusion.

The motion for a resolution to convene into a Closed Session of Business passed a vote of the Township Committee as follows: 5-0

Ayes: Crane, Bradway, Palombo, Venable and Collier

Nays: none Abstain: none Absent: none

Motion (Crane, Bradway) to come out of Closed Session and return to Open Session business of the Committee.

The motion to come out of Closed Session and return to the Open Session business of the Committee passed a vote of the Township Committee as follows: 5-0

Ayes: Crane, Bradway, Palombo, Venable and Collier

Nays: none Abstain: none Absent: none

Motion (Bradway, Palombo) for Resolution 2024-43, a resolution to offer employment to Corporal Richard G. West as Chief of Police of the Township of Lower Alloways Creek.

#### **RESOLUTION 2024- 43**

**A RESOLUTION TO OFFER EMPLOYMENT TO CORPORAL RICHARD G. WEST AS THE CHIEF OF POLICE FOR LOWER ALLOWAYS CREEK TOWNSHIP**

WHEREAS, the Chief of Police, Richard W. Venable, Jr. of the Lower Alloways Creek Police Department is retiring on February 29, 2024; and,

WHEREAS, the Township of Lower Alloways Creek is in need of a Chief of Police for the Lower Alloways Creek Township Police Department beginning March 1, 2024; and,

WHEREAS the Township Committee has posted the position to all Corporals and higher Ranking Officers in the Lower Alloways Creek Township Police Department and has conducted interviews with those candidates who did submit interest in the Chief's position.

NOW, THEREFORE BE IT RESOLVED that the Township Committee of the Township of Lower Alloways Creek does offer employment to CORPORAL RICHARD G. WEST for the position of Chief of Police for the Lower Alloways Creek Township Police Department beginning March 1, 2024.

BE IT FURTHER RESOLVED that CORPORAL RICHARD G. WEST\_employment as Chief of Police be subject the successful approval by both parties to a negotiated agreement for such services.

BE IT FURTHER RESOLVED that CORPORAL RICHARD G. WEST shall be subject to a twelve month probationary service period as established in the Township Code; Chapter 40 “Personnel Policies” and Chapter 43 “Police Department” and any other provisions or conditions found therein or in the Employee and Personnel Policies Manual.

The motion for Resolution 2024-43, a resolution to offer employment to Corporal Richard G. West as Chief of Police of the Township of Lower Alloways Creek passed a vote of the Township Committee as follows: 4-1

Ayes: Bradway, Palombo, Crane and Collier

Nays: Venable

Abstain: none

Absent: none

PUBLIC COMMENT: No one from the Public indicated that they wished to make any comments.

#### ADJOURNMENT

Motion (Bradway, Crane) to adjourn the meeting. 6:45 pm

The motion to adjourn the meeting passed unanimously.

Minutes of the January 30, 2024 Special Meeting were approved at a Township Committee Meeting held February 20, 2024

ATTEST:

LOWER ALLOWAYS CREEK TOWNSHIP

---

Ronald L Campbell Sr. Clerk

---

Mayor, Paul M. Collier

## **MINUTES OF THE BUDGET MEETING OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF LOWER ALLOWAYS CREEK HELD TUESDAY JANUARY 30, 2024**

A Budget Meeting of the Lower Alloways Creek Township Committee was held on January 30, 2024 with Mayor Paul M Collier calling the meeting to order at 7:30 p.m.

### **STATEMENT OF NOTICE GIVEN**

The Township Clerk read the following statement.

This is a Special Meeting of the Township Committee of the Township of Lower Alloways Creek being held in compliance with the "Open Public Meetings Act" N.J.S.A. 10:4-6. To insure the right of citizens to have adequate advance notice of and the right to attend meetings of public bodies at which any business affecting them is discussed or acted upon. Advance written notice of this meeting was given by way of the Annual Notice which was filed with the Lower Alloways Creek Township Clerk, forwarded to the South Jersey Times and posted on the Bulletin Board in the lobby of the Lower Alloways Creek Township Municipal Building in compliance with said Act.

### **FLAG SALUTE**

Mayor Collier led in the Flag Salute.

### **ROLL CALL OF COMMITTEE**

Present: Mr. Bradway, Ms. Crane, Mr. Palombo, Mr. Venable and Mayor Collier

Absent: none

### **OTHERS IN ATTENDANCE**

Also in attendance were 8- (eight) members of the public including the Fire Chief, Public Works CPWM Trainee, Sgt 1<sup>st</sup> Class DeParre, Chief Financial Officer, OEM Coordinator and Township Clerk, Ronald L Campbell Sr.

### **BUDGET WORK SESSION:**

Kevin Clour, Chief Financial Officer went over various anticipated local revenues (sewer, Senior Lunch, etc.) and know increases in appropriation line items for the regular budget.

**Fire Department:** Requested funds for various grant applications \$11,000.00, matching grant funds if approved could be another \$20,000.00 and increase the regular budget from \$29,000.00 to \$36,000.00 for hose, pump values, floating strainers, new hose cover and 4 sets of turnout gear

**OEM:** Requested new desk & table, logo patches (\$1000.00), laptop computer (\$900.00), an OEM vehicle and \$2,500.00 budget.

**Police Department:** Requested another rifle (\$3,100.00) so one is in each vehicle, five additional Tasers ((\$3,000.00 refurbished or (\$2,300 each new)), new camera system for use in vehicles, plus a new server (\$21,250), new tough laptops for use in vehicles (\$9,000.00), cameras & duress bar system in sally port (\$20,617.00) and an E-ticketing system (8,500.00)

**Public Works:** Requested a list of items totaling \$800,000.00 which included, new pickups, PD Boiler, A/C HB Fire House, Senior Lunch Hot water heater, new trucks and snow plows, windows for PW, new over-head doors, door openers, new gas/diesel pumps, new bulk truck, insulate the wash bay, paint equipment roofs and replace four Leisure Arms HVAC systems

**Administration:** Requested a new server to replace the existing twelve year old obsolete one (\$7,500.00).

PUBLIC COMMENT: No one from the Public indicated that they wished to make any comments.

ADJOURNMENT

Motion (Bradway, Palombo) to adjourn the meeting. 9:05 pm

The motion to adjourn the meeting passed unanimously.

Minutes of the January 30, 2024 Meeting were approved at a Township Committee Meeting held February 20, 2024

ATTEST:

LOWER ALLOWAYS CREEK TOWNSHIP

---

Ronald L Campbell Sr. Clerk

---

Mayor, Paul M. Collier