MINUTES OF THE REGULAR MONTHLY MEETING OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF LOWER ALLOWAYS CREEK HELD FEBRUARY 15, 2022

A Regular Meeting of the Lower Alloways Creek Township Committee was held on February 15, 2022 with Mayor Timothy W. Bradway calling the meeting to order at 7:30 p.m.

STATEMENT OF NOTICE GIVEN

The Township Clerk read the following statement.

This is a Regular 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 Bradway led in the Flag Salute.

ROLL CALL OF COMMITTEE

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

Absent: Mr. Palombo

OTHERS IN ATTENDANCE

Also in attendance were 10-(ten) members of the public including from LAC School, Superintendent Susan Schaffer & Business Administrator, Melanie Allen, Superintendent of Public Works, Lewis Fogg; Police Chief Richard Venable; Fire Chief, Steve Fisher; Solicitor, Linwood Donelson III and Township Clerk, Ronald L Campbell Sr.

PAYMENT OF AUDITED VOUCHERS

Motion (Venable, Collier) that all properly audited vouchers be paid.

The motion to pay properly audited vouchers passed a vote of the Township Committee as follows: 5-0

Ayes: Venable, Collier, Crane and Bradway
Nays: none Abstain: none Absent: Palombo

REPORTS TO THE COMMITTEE

The Mayor requested that the minutes reflect that the January 2022 Monthly reports to the Township Committee have been received from the following Departments and are on file with the Clerk: Construction Office, Engineer, Finance, Municipal Court, Police Department, Public Works, Sewer and Tax Collector.

MINUTES

Motion (Venable, Collier) to approve the Regular Meeting Minutes of the Township Committee Meeting held on January 18, 2022.

The motion to approve the Regular Meeting and Closed Session Minutes of the Township Committee Meeting held on January 18, 2022 passed a vote of the Township Committee as follows: 4-0

Ayes: Venable, Collier, Crane and Bradway Nays: none Abstain: none Absent: Palombo Motion (Venable, Collier) to approve the Special Meeting Minutes of the Township Committee Budget Meeting held on February 8, 2022.

The motion to approve the Special Meeting Minutes of the Township Committee Budget Meeting held on February 8, 2022 passed a vote of the Township Committee as follows: 4-0

Ayes: Venable, Collier, Crane and Bradway

Nays: none Abstain: none Absent: Palombo

RESOLUTIONS

Motion (Venable, Crane) for Resolution 2022-36, a resolution authorizing the auction sale of items no longer needed for public use, using the Online Auction Site GovDeals.com.

RESOLUTION 2022-36

A RESOLUTION TO AUTHORIZE THE SALE OF SURPLUS PUBLIC PROPERTY ITEMS AT GOVDEALS.COM ONLINE AUCTION.

WHEREAS, The Township of Lower Alloways Creek has surplus public property items, which it no longer has need of for public service; and,

WHEREAS, N.J.S.A. 40A 11-36 authorizes municipalities to offer for sale, public property which is no longer needed for public service; and,

WHEREAS, the Township Committee does authorize the following items:

- 1. 7 split rims tube type with 11x20 tires Goodyears
- 2. 1 tractor tire turf type never mounted 16.9x24 Firestone
- 3. 3 tires and rims 215,225,235/85/ R- 16 8 lug rims
- 4. 4 rims 16" 8 lug
- 5. 4 tires and rims RSA 225/60 R-16 Eagle
- 6. 3 tires and rims P 225/70 R- 15 Eagle
- 7. 1 front tractor tire 7.50 -16 6 lug 8 ply Firestone

be offered for auction online through Govdeals.com whose headquarters are located in Montgomery Alabama, pursuant to New Jersey Public Property Laws and Local Finance Notice 2008-09.

NOW, THEREFORE BE IT RESOLVED THAT the Township Committee of the Township of Lower Alloways Creek does authorize the sale of this surplus public property by online auction at Govdeals.com and does authorize the Purchasing Agent to negotiate with Govdeals.com as to the terms and conditions of their commission and any other particulars pertaining to the auction.

BE IT FURTHER RESOLVED that the terms and conditions of the online auction be available at the Municipal Clerk's Office and available through the auction website pursuant to Local Finance Notice 2008-09.

The motion for Resolution 2022-36 authorizing the auction sale of items no longer needed for public use, using the Online Auction Site GovDeals.com passed a vote of the Township Committee as follows: 4-0

Ayes: Venable, Crane, Collier and Bradway
Nays: none Abstain: none Absent: Palombo

Motion (Venable, Collier) for Resolution 2022-37, a Resolution adopting technology risk management standards in compliance with the New Jersey Municipal Excess Liability Joint Insurance Fund's Cyber Risk Management Plan's Tier One requirements.

RESOLUTION 2022-37

A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S TIER ONE REQUIREMENTS

Whereas, the Lower Alloways Creek Township is a member of the Cumberland, Salem, Gloucester County Joint Insurance Fund which secures insurance protection through the New Jersey Municipal Excess Liability Joint Insurance Fund (NJ MEL); and

Whereas, through its membership in the Cumberland, Salem, Gloucester County Joint Insurance Fund, the Lower Alloways Creek Township enjoys cyber liability insurance coverage to protect the Lower Alloways Creek Township from the potential devastating costs associated with a cyber related claim; and

Whereas, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

Whereas, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1, Tier 2, and Tier 3 standards that if adopted and followed will reduce many of the risks associated with the use of technology by the Lower Alloways Creek Township; and

Whereas, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the Lower Alloways Creek Township to claim a reimbursement of a paid insurance deductible in the event the member files a claim against Lower Alloways Creek Township's cyber insurance policy, administered through the Cumberland, Salem, Gloucester County Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund;

Now Therefore Be It Resolved that the Lower Alloways Creek Township does hereby adopt the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with Tier 1 of the NJ MEL Cyber Risk Management Plan;

Information Backup Security Patches and Updates Defensive Software Security Awareness Training Password Management
Email Warning
Incident Response Plan
Technology Practice Policy
Government Cyber Membership

And, Be It Further Resolved, that a copy of this resolution along with all required checklists and correspondence be provided to the NJ MEL Underwriter for their consideration and approval.

The motion for Resolution 2022-37 adopting technology risk management standards in compliance with the New Jersey Municipal Excess Liability Joint Insurance Fund's Cyber Risk Management Plan's Tier One requirements passed a vote of the Township Committee as follows: 4-0

Ayes: Venable, Collier, Crane and Bradway Nays: none Abstain: none Absent: Palombo

Motion (Venable, Collier) for Resolution 2022- 38, a Resolution adopting technology risk management standards in compliance with the New Jersey Municipal Excess Liability Joint Insurance Fund's Cyber Risk Management Plan's Tier Two requirements.

RESOLUTION 2022-38

A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S TIER ONE REQUIREMENTS

Whereas, the Lower Alloways Creek Township is a member of the Gloucester, Salem and Cumberland Joint Insurance Fund which secures insurance protection through the New Jersey Municipal Excess Liability Joint Insurance Fund (NJ MEL); and

Whereas, through its membership in the Gloucester, Salem and Cumberland Joint Insurance Fund, the Lower Alloways Creek Township enjoys cyber liability insurance coverage to protect the Lower Alloways Creek Township from the potential devastating costs associated with a cyber related claim; and

Whereas, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

Whereas, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1, Tier 2, and Tier 3 standards that if adopted and followed will reduce many of the risks associated with the use of technology by the Lower Alloways Creek Township; and

Whereas, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the Lower Alloways Creek Township to claim a reimbursement of a paid insurance deductible in the event the member files a claim against Lower Alloways Creek Township's cyber insurance policy, administered through the Gloucester, Salem and Cumberland Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund;

Now Therefore Be It Resolved that the Lower Alloways Creek Township does hereby adopt the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with Tier 2 of the NJ MEL Cyber Risk Management Plan;

Server Security Access Privilege Controls

Remote Access - VPN Leadership Expertise

Technology Support System and Event Logging Protected Information

IT Business Continuity Planning Banking Controls

Be It Further Resolved, that a copy of this resolution along with all required checklists and correspondence be provided to the NJ MEL Underwriter for their consideration and approval.

The motion for Resolution 2022-38 adopting technology risk management standards in compliance with the New Jersey Municipal Excess Liability Joint Insurance Fund's Cyber Risk Management Plan's Tier Two requirements passed a vote of the Township Committee as follows: 4-0

Ayes: Venable, Collier, Crane and Bradway
Nays: none Abstain: none Absent: Palombo

Motion (Venable, Collier) for Resolution 2022-39, a Resolution adopting technology risk management standards in compliance with the New Jersey Municipal Excess Liability Joint Insurance Fund's Cyber Risk Management Plan's Tier Three requirements.

RESOLUTION 2021-39

A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S TIER THREE REQUIREMENTS

Whereas, the Lower Alloways Creek Township is a member of the Gloucester, Salem and Cumberland Joint Insurance Fund which secures insurance protection through the New Jersey Municipal Excess Liability Joint Insurance Fund (NJ MEL); and

Whereas, through its membership in the Gloucester, Salem and Cumberland Joint Insurance Fund, the Lower Alloways Creek Township enjoys cyber liability insurance coverage to protect the Lower Alloways Creek Township from the potential devastating costs associated with a cyber related claim; and

Whereas, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

Whereas, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1, Tier 2, and Tier 3 standards that if adopted and followed will reduce many of the risks associated with the use of technology by the Lower Alloways Creek Township; and

Whereas, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the Lower Alloways Creek Township to claim a reimbursement of a paid insurance deductible in the event the member files a claim against Lower Alloways Creek Township's cyber insurance policy, administered through the Gloucester, Salem and Cumberland Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund;

Now Therefore Be It Resolved that the Lower Alloways Creek Township does hereby adopt the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with Tier 3 of the NJ MEL Cyber Risk Management Plan;

Network Segmentation Password Integrity Third-Party Risk Management

Remote Access - MFA System and Event Logging Review

And, Be It Further Resolved that a copy of this resolution along with all required checklists and correspondence be provided to the NJ MEL Underwriter for their consideration and approval.

The motion for Resolution 2022-39 adopting technology risk management standards in compliance with the New Jersey Municipal Excess Liability Joint Insurance Fund's Cyber Risk Management Plan's Tier Three requirements passed a vote of the Township Committee as follows: 4-0

Ayes: Venable, Collier, Crane and Bradway
Nays: none Abstain: none Absent: Palombo

Motion (Venable, Collier) for Resolution 2022-40, a Resolution authorizing the issuance of a Duplicate Tax Sale Certificate Pursuant to Chapter 99 of the Public Laws of 1997.

RESOLUTION 2022-40

A RESOLUTION AUTHORIZING THE ISSUANCE OF A DUPLICATE TAX SALE CERTIFICATE PURSUANT TO CHAPTER 99 OF THE PUBLIC LAWS OF 1997

WHEREAS, the Tax Collector of the Township of Lower Alloways Creek had previously issued tax sale certificate # 19-00005 for Block 17, Lot 6, known as 19 Main Street to the Township of Lower Alloways Creek, which was then assigned to Robert Fleckenstein by the Township Committee by resolution 2021-42 on March 16, 2021, and;

WHEREAS, Robert Fleckenstein through his attorney has indicated to the Tax Collector that he has lost or otherwise misplaced the original tax sale certificate # 19-00005 and has duly filed the appropriate affidavit of loss with the Tax Collector, a copy of which is attached hereto, and:

WHEREAS, the Township Committee of the Township of Lower Alloways Creek, in the County of Salem hereby authorizes the Tax Collector to issue an appropriate duplicate tax sale certificate # 19-00005 to the said assignee covering the lost tax sale certificate as previously described, all in accordance with the requirements of Chapter 99 of Public Laws of 1997.

NOW THEREFORE BE IT RESOLVED THAT, a certified copy of this resolution and Loss Affidavit be attached to the duplicate tax sale certificate to be issued to said assignee and that said duplicate tax sale certificate # 19-00005 shall be stamped or otherwise have imprinted upon it the words "Duplicate" as required by law.

NOW THEREFORE, BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the following:

- a. Michelle Allen, CTC
- b. Ronald L Campbell Sr, RMC
- c. Robert Fleckenstein, Tax Sale Certificate Assignee

The motion for Resolution 2022-40 authorizing the issuance of a Duplicate Tax Sale Certificate Pursuant to Chapter 99 of the Public Laws of 1997 passed a vote of the Township Committee as follows: 4-0

Ayes: Venable, Collier, Crane and Bradway
Nays: none Abstain: none Absent: Palombo

ORDINANCE PUBLIC HEARING AND POSSIBLE FINAL ADOPTION

Mayor Bradway opened the Meeting to Public Comment on Ordinance 2022-01, an ordinance to Exceed the Municipal Budget CAP and establish a CAP Bank in accordance with N.J.S.A. 40A:4-45.14.

No one from the Public indicated that they had any comments on Ordinance 2022-01, an ordinance to Exceed the Municipal Budget CAP and establish a CAP Bank in accordance with N.J.S.A. 40A:4-45.14.

Mayor Bradway closed the Public Session on Ordinance 2022-01, an ordinance to Exceed the Municipal Budget CAP and establish a CAP Bank in accordance with N.J.S.A. 40A:4-45.14.

Motion (Venable, Crane) to adopt Ordinance 2022-01, an ordinance to Exceed the Municipal Budget CAP and establish a CAP Bank in accordance with N.J.S.A. 40A:4-45.14.

ORDINANCE 2022-01

CALENDAR YEAR 2022

AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK IN ACCORDANCE WITH N.J.S.A. 40A:4-45.14

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

WHEREAS, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

WHEREAS, the Lower Alloways Creek Township Committee of the Township of Lower Alloways Creek in the County of Salem finds it advisable and necessary to increase its CY 2022 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

WHEREAS, the Lower Alloways Creek Township Committee hereby determines that a 1% increase in the budget for said year, amounting to \$59,014.41in excess of the increase in final appropriation otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

WHEREAS, the Lower Alloways Creek Township Committee hereby determines that any amount authorized herein above that is not appropriated, as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW, THEREFORE BE IT ORDAINED, by the Lower Alloways Creek Township Committee of the Township of Lower Alloways Creek, in the County of Salem, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2022 budget year, the final appropriations of the Township of Lower Alloways Creek shall, in accordance with this ordinance and N.J.S.A. 40A:4-45.14, be increased by 3.5%, amounting to \$ 205,564.44, and that the CY 2022 municipal budget for the Township of Lower Alloways Creek be approved and adopted in accordance with this ordinance; and

BE IT FURTHER ORDAINED that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriations in either of the next two succeeding years; and

BE IT FURTHER ORDAINED that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within five (5) days introduction; and

BE IT FURTHER ORDAINED that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director with five (5) days after such adoption.

Public Hearing on this Ordinance shall be on Tuesday, February 15, 2022 at 7:30 p.m., at the Municipal Building, 501 Locust Island Road, Hancock's Bridge, New Jersey.

This Ordinance which was introduced for First Reading on Tuesday January 18, 2022 shall be published by Title in the South Jersey Times and placed on the Township's Bulletin Board giving notice of said Public Hearing as required by Law.

Introduction: January 18, 2022

COMMITTEE MEMBER	MOVE	SECOND	YES	NO	ABSTAIN	ABSENT
MR. COLLIER		S	Y			
MRS. CRANE			Y			
MR. PALOMBO			Y			
MR. VENABLE	M		Y			
MAYOR BRADWAY			Y			

Final: February 15, 2022

COMMITTEE MEMBER	MOVE	SECOND	YES	NO	ABSTAIN	ABSENT
MR. COLLIER			Y			
MRS. CRANE		S	Y			
MR. PALOMBO						A
MR. VENABLE	M		Y			
MAYOR BRADWAY			Y			

OLD BUSINESS

NEW BUSINESS

Motion (Venable, Collier) to change the next Budget meeting to March 1, 2022 at 6:00 pm.

The motion to change the next Budget meeting to March 1, 2022 at 6:00 pm was passed by a vote of the Township Committee as follows: 4-0

Ayes: Venable, Collier, Crane, and Bradway Nays: none Abstain: none Absent: Palombo

Motion (Crane, Collier) to approve the transfer of the ALPR system from the retiring police vehicle to the new police vehicle by General Sales Administration at a cost of \$2,750.00.

The motion to approve the transfer of the ALPR system from the retiring police vehicle to the new police vehicle by General Sales Administration at a cost of \$2,750.00 was passed by a vote of the Township Committee as follows: 3-0-1

Ayes: Crane, Collier and Bradway

Nays: none Abstain: Venable Absent: Palombo

Motion (Venable, Crane) to offer Part-Time as needed employment to Holly Fogg as a Food Service Worker.

The motion to offer Part-Time as needed employment to Holly Fogg as a Food Service Worker was passed by a vote of the Township Committee as follows: 4-0

Ayes: Venable, Crane, Collier and Bradway

Nays: none Abstain: none Absent: Palombo

CORRESPONDENCE: All correspondence received has been distributed to the proper parties

REPORTS TO THE COMMITTEE & COMMITTEE REPORTS:

Police Department:

Chief Venable stated that the Prosecutor's Office has given the go ahead for the LAC Police Department to use the Salem Cities Alcohol Testing Unit.

Chief Venable stated that the Department received an award from the National Night Out Organization for its 2021 event last August in the under 5000 population category.

Public Works:

Superintendent Fogg stated that the camera control system for the Alloway Creek Neck and Locust Island Roads intersection is due to be installed this week as part of the phase VI project.

Superintendent Fogg stated that the State has been called to come and fix the traffic light controller system at Harmersville and New Bridge Road.

Superintendent Fogg stated that the new Sewer lateral will be installed on Pecks Corner Road this week.

Superintendent Fogg stated that there are old boots and coats at the Canton Fire House that are no longer useful or wanted and wants to know if the Committee wants to auction the items or dispose of them. Committee consensus was to auction them.

Superintendent Fogg stated that some of the new Electric Poles which will be run to serve the Wind Port are very near some sewer laterals and that Public Works has tried to give Atlantic City accurate locations, but it could be so close to the pipe, that he will have department personnel on hand to make repairs if necessary.

Fire Department:

Chief Fisher stated that he feels the Wind Port meetings have been productive and that he will be sending some members to the Fire Academy course which is about structures, loads and how buildings perform when on fire and subjected to extreme heat.

Mayor and Committee Members

Mrs. Crane stated that the Historic Log Cabin schedule has been completed for this year's events.

Mrs. Crane asked if there was a list of items the Township is asking for from the Wind Port or State.

Mayor Bradway stated he has spoken to them about concerns with increased traffic, the condition of some roadways and bridges, increasing police and emergency services.

Mr. Venable stated that the Committee needs to get going with the cell tower or repeaters and let residents know that we are working on it.

Mayor Bradway stated that he had participated in several meetings with the Wind Port officials, one regarding emergency services and two more with NJEDA officials, one was a zoom call about upcoming projects and specifically the 90 foot pilings that would be brought in by trailers. Mayor Bradway stated that last Friday Mr. Collier, Chief Fisher, the Clerk and himself went down to have tour and a general update on what is happening right now at the facility. They are doing ground work and will be driving test piles both in the water and on the land side. Mayor

Bradway stated the he was told the plan was for them to get a vehicle that would transport any injured personnel back to a specific location where LAC services would then pick them up. There has been concern on our end about driving over the sand or mud that may currently be present.

Mayor Bradway stated that at a meeting with PSEG officials they stated that they still have COVID 19 protocols in place and have several State and FEMA inspections and drills coming up this April and May.

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

School Consolidation

Mayor Bradway asked Superintendent Schaffer to speak about the recent County School Consolidation Study and how it might impact LAC.

Superintendent Schaffer stated that there have been several proposals for school consolidation, one county wide district and splitting the County into two districts, north and south. Superintendent Schaffer stated that the problem she has with the proposals are that there has been no explanation of how there would be savings to residents and no guarantee that the new district would be the same or better education experience.

The Committee asked some questions about State Aid being cut or other penalties if a district did not participate in the consolidation. Superintendent Schaffer stated that the State has indicated that they plan to have incentives to encourage schools districts to participate and penalize those that do not, but at this point it looks like only the larger districts with debt will see any decrease in taxes.

ADJOURNMENT

Motion (Venable, Collier) to adjourn the meeting at 8:20 p.m.

The motion to adjourn the meeting passed unanimously.

Minutes of the February 15, 2022 Meeting were approved at a Township Committee Meeting held March 15, 2022

ATTEST:		LOWER ALLOWAYS CREEK TOWNSHIP			
Ronald L Campbell Sr.	Clerk		Mayor, Timothy W. Bradway		