

**MINUTES OF THE REGULAR MONTHLY MEETING OF THE TOWNSHIP COMMITTEE
OF THE TOWNSHIP OF LOWER ALLOWAYS CREEK HELD JANUARY 17, 2023**

A Regular Meeting of the Lower Alloways Creek Township Committee was held on January 17, 2023 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 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 Collier led in the Flag Salute.

ROLL CALL OF COMMITTEE

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

Absent: none

OTHERS IN ATTENDANCE

Also in attendance were 7-(seven) members of the public including Fire Chief, Justin Fogg; Police Chief, Richard Venable; Solicitor, Linwood Donelson III and Township Clerk, Ronald L Campbell Sr.

PAYMENT OF AUDITED VOUCHERS

Motion (Crane, Bradway) that all properly audited vouchers be paid.

The motion to pay properly audited vouchers passed a vote of the Township Committee as follows: 4-0-1

Ayes: Crane, Bradway, Palombo, Venable and Collier

Nays: none Abstain: Venable 24869 & 24944 Absent: none

REPORTS TO THE COMMITTEE

The Mayor requested that the minutes reflect that the December 2022 Monthly reports to the Township Committee have been received from the following Departments and are on file with the Clerk: Construction Office, Fire Department, Sewer and Tax Collector.

MINUTES

Motion (Venable, Bradway) to approve the Regular Meeting and Closed Session Minutes of the Township Committee Meeting held on December 20, 2022.

The motion to approve the Regular Meeting and Closed Session Minutes of the Township Committee Meeting held on December 20, 2022 passed a vote of the Township Committee as follows: 5-0

Ayes: Venable, Bradway, Crane, Palombo, and Collier

Nays: none Abstain: none Absent: none

Motion (Venable, Crane) to approve the 2023 Reorganization Meeting Minutes of the Township Committee 2023 Reorganization Meeting held on January 1, 2023.

The motion to approve the 2023 Reorganization Meeting Minutes of the Township Committee 2023 Reorganization Meeting held on January 1, 2023 passed a vote of the Township Committee as follows: 5-0

Ayes: Venable, Crane, Bradway, Palombo, and Collier

Nays: none Abstain: none Absent: none

RESOLUTIONS

Motion (Venable, Crane) for Resolution 2023-33, a resolution canceling open balances less than five dollars for property tax and sewer fees owed for 2022.

RESOLUTION 2023-33

A RESOLUTION CANCELING OPEN BALANCES LESS THAN FIVE DOLLARS FOR PROPERTY TAX AND SEWER FEES OWED FOR 2022

WHEREAS, there are a number of taxpayers and sewer fee payers, with list attached, who for various reasons have open balances less than five dollars (\$5.00) on 2022 Property Taxes and Sewer fees; and

WHEREAS, since the time and expense involved to collect these amounts is greater than the amount open; and,

WHEREAS, the cancellation of these small balances would promote the efficiency of the tax office by eliminating the need to track these small amounts;

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Lower Alloways Creek, that the Tax Collector is hereby authorized to cancel these balances for property tax and sewer fees owed for 2022. These amounts are listed individually and shown in the last column on the report as attached totaling \$.

The motion for Resolution 2023-34 to Transfer 2022 Overpayments on Property Tax and Sewer Fee Records to 2023 Open Tax Balances 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 (Palombo, Bradway) for Resolution 2023-34, a resolution to Transfer 2022 Overpayments on Property Tax and Sewer Fee Records to 2023 Open Tax Balances.

RESOLUTION 2023-34

A RESOLUTION TO TRANSFER 2022 OVERPAYMENTS ON PROPERTY TAX AND SEWER FEE RECORDS TO 2023 OPEN TAX BALANCES

BE IT RESOLVED, by the Township Committee of the Township of Lower Alloways Creek, State of New Jersey, as follows:

WHEREAS, the Tax Collector has certified to the Township Committee that certain 2022 Tax and Sewer Overpayments have been made and has requested that a resolution be passed to authorize the transfer of these overpayments to 2023 Open Balances. The Tax Collector has attached a list of these overpayments as part of the end of year process.

NOW THEREFORE BE IT RESOLVED, that the Tax Collector be authorized as part of the year end process to transfer these 2022 Tax and Sewer overpayments to 2023 open tax

balances. These amounts are listed individually and shown in the last column on the report as attached totaling (\$).

The motion for Resolution 2023-34 to Transfer 2022 Overpayments on Property Tax and Sewer Fee Records to 2023 Open Tax Balances passed a vote of the Township Committee as follows: 5-0

Ayes: Palombo, Bradway, Crane, Venable and Collier

Nays: none Abstain: none Absent: none

Motion (Crane, Venable) for Resolution 2023-35, a resolution authorizing municipal consent for the conduct of a raffle.

RESOLUTION 2023 -35
A RESOLUTION AUTHORIZING MUNICIPAL CONSENT
FOR THE CONDUCT OF A RAFFLE

WHEREAS, the PTO Lower Alloways Creek Twsp Elementary School has submitted a properly executed Application for a License to operate an On-Premise Merchandise Raffle at 967 Main St. - Canton, Lower Alloways Creek, New Jersey in Lower Alloways Creek Township, and

WHEREAS, the Committee has reviewed said Application and has determined that the applicant is qualified and that the members designated to conduct these games are qualified, and

WHEREAS, the Committee has determined that the games will be conducted according to the regulations of the Legalized Games of Chance Act.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Lower Alloways Creek, hereby grants municipal consent to the PTO Lower Alloways Creek Twsp Elementary School to conduct an:

On-Premise Merchandise Raffle MARCH 11, 2023 from 4:00 pm – 10:00 pm

At 967 Main St. - Canton, Lower Alloways Creek, New Jersey in Lower Alloways Creek Township and does also hereby waive any municipal fee.

The motion for Resolution 2023-35, a resolution authorizing municipal consent for the conduct of a raffle passed a vote of the Township Committee as follows: 4-0

Ayes: Crane, Venable, Bradway, Palombo and Collier

Nays: none Abstain: none Absent: none

Motion (Crane, Venable) for Resolution 2023- 36, a resolution establishing Sub Committees and the members thereof of the Township Committee of the Township of Lower Alloways Creek.

RESOLUTION 2023-36
RESOLUTION ESTABLISHING SUB COMMITTEES AND THE MEMBERS THEREOF OF
THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF LOWER ALLOWAYS CREEK

BE IT RESOLVED that the following Sub Committees of the Township Committee of Lower Alloways Creek Township, Salem County, State of New Jersey be established for the year 2023, and

BE IT FURTHER RESOLVED by the Township Committee of the Township of Lower Alloways Creek, in the County of Salem and the State of New Jersey, that the following

members of the Township Committee shall be appointed to the Sub Committees of the Township Committee for the year 2023 as follows:

Committee	2023 Chair	2023 Vice Chair / Member
Administration & Police	Mayor Collier	Bradway
Economic Development & Special Projects	Bradway	Palombo
Education	Crane	Bradway
Emergency Services	Palombo	Mayor Collier
Finance	Mayor Collier	Bradway, Crane
Historical	Crane	Mayor Collier
Insurance	Mayor Collier	Bradway, Palombo
Public Works, Buildings & Grounds	Venable	Palombo
Sanitation	Palombo	Venable
Senior Citizens	Venable	Crane

NOW THEREFORE BE IT RESOLVED, that the above Sub Committees of the Township Committee of the Township of Lower Alloways Creek be established and that the herein named Township Committee members be appointed as identified.

The motion for Resolution 2023-36, a resolution establishing Sub Committees and the members thereof of the Township Committee of the Township of Lower Alloways Creek passed a vote of the Township Committee as follows: 5-0

Ayes: Crane, Venable, Bradway, Palombo and Collier

Nays: none Abstain: none Absent: none

Motion (Crane, Bradway) for Resolution 2023-37, a resolution to apply and obtain a grant from the New Jersey Department of Community Affairs for new playground equipment.

RESOLUTION 2023 – 37

A RESOLUTION TO APPLY AND OBTAIN A GRANT FROM THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS FOR NEW PLAY GROUND EQUIPMENT.

Be it further RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

Kevin S Clour, Chief Financial Officer

Ronald L Campbell Sr, Municipal Clerk

The motion for Resolution 2023-37, a resolution to apply and obtain a grant from the New Jersey Department of Community Affairs for new playground equipment passed a vote of the Township Committee as follows: 4-0

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

OLD BUSINESS

From the last Township Committee Meeting held December 20, 2022, two motions were postponed until this meeting.

1. Motion (Collier, Crane) to postpone the vote on Resolution 2022-105 until a later Meeting and direct the Clerk to inquire about answers as to the particulars of this increase.

Mayor Collier stated that he as well as the Clerk had inquired about this increase in Dispatcher costs. First the Clerk received a spread sheet of the county police departments and the increases for each. Further questions by Mayor Collier based on that spread sheet, leads him to believe the County is paying for upgrades to their system by charging each municipality with a police department a rate which gets the County the funds they need over many years. Mayor Collier stated that the County still has questions to answer as to why just Police Departments were included and no other emergency service calls for ambulance or fire. Mayor Collier feels there are too many unanswered questions still left.

Motion (Palombo, Bradway) to postpone the vote on Resolution 2022-105 until the February Meeting and questions we have about why only Police are included and why such a large increase are answered.

The motion to postpone the vote on Resolution 2022-105 until the February Meeting and questions we have about why only Police are included and why such a large increase are answered passed a vote of the Township Committee as follows: 5-0.

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

2. Motion (Collier, Palombo) to postpone a vote on a lease with Mr. Wible for Leisure Arms Unit D-25 until further information on his residency is obtained.

Mr. Wible and a Gail Williams spoke to the Committee about his residency on property he owns, but Mayor Collier noted that he is living in a trailer which is not legal under the Land Use Code and his NJ License has his address as being in Bridgeton, therefore no proof of residency has been provided.

Motion (Collier, Palombo) to approve a lease with Mr. Wible for Leisure Arms Unit D-25.

The motion to approve a lease with Mr. Wible for Leisure Arms Unit D-25 was defeated by a vote of the Township Committee as follows: 0-4-1

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

NEW BUSINESS

Motion (Crane, Venable) to approve a Lease with Linda Harris for Leisure Arms Unit D-25 beginning on February 1, 2023.

The motion to approve a Lease with Linda Harris for Leisure Arms Unit D-25 beginning on February 1, 2023 was passed by a vote of the Township Committee as follows: 5-0

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

Motion (Bradway, Crane) to approve the fitting out of the 2022 New Police Vehicle by General sales Administration, T/A Major Police Supply at a cost of three thousand nine hundred ninety dollars and eighty-one cents (\$3,990.81).

The motion to approve the fitting out of the 2022 New Police Vehicle by General sales Administration, T/A Major Police Supply at a cost of three thousand nine hundred ninety dollars and eighty-one cents (\$3,990.81) was passed by a vote of the Township Committee as follows: 4-0-1

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

Mayor Collier stated that he had a web demonstration with the GOGOV company, who makes an app for your phone, either iPhone or android, for local governments to make it possible to send notifications and reminders to residents. The app also would have direct one button links to our current websites pages. Mayor Collier stated that it look good and seems to work well and that the Committee could also have a demonstration, just let the clerk know. The app costs about \$3000.00 a year.

Motion (Bradway, Crane) to approve the request by the Morrissey's B-11 to be reimbursed electric charges in the amount of \$400.00, because of the faulty Heat Pump installation done last fall.

The motion to approve the request by the Morrissey's B-11 to be reimbursed electric charges in the amount of \$400.00, because of the faulty Heat Pump installation done last fall was passed by a vote of the Township Committee as follows: 5-0

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

Motion (Crane, Venable) to grant one additional carry over vacation day to Tracy Hitchner in 2023 due to being unable to take the day in 2022 because of being short on kitchen workers.

The motion to grant one additional carry over vacation day to Tracy Hitchner in 2023 due to being unable to take the day in 2022 because of being short on kitchen workers was passed by a vote of the Township Committee as follows: 5-0

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

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

REPORTS TO THE COMMITTEE & COMMITTEE REPORTS:

Police Department:

Chief Venable stated that Officer Young is still out and is not expected back for at least a Month, which is the cause for high overtime hours.

Chief Venable stated that the Department is waiting for the new car, which is expected to be delivered in the next couple of months.

Chief Venable stated that last week a vehicle was damaged while aiding Salem City, there was cosmetic damage to the rear bumper. No repairs will be made.

Fire Department:

Chief Fogg stated that he had a meeting recently with the Wind Port people and our approval for Fire Hydrants were brought up. Chief Fogg will need to look into this.

Chief Fogg would like the Township to look into getting Error and Omissions (liability)

insurance for the Fire Officers, to protect them when making firefighting related decisions.

Chief Fogg stated that the Department would like to fund raise this year. Mr. Venable asked what did they needed that was not taken care of by the Township's budget for the Fire Company.

Chief Fogg responded that there were items they did not fit into the budget's expenses.

Motion (Palombo, Crane) to allow the LAC Fire Company to fund raise this year, as long as they provide a complete accounting of the funds to the Township Committee.

The motion to allow the LAC Fire Company to fund raise this year, as long as they provide a complete accounting of the funds to the Township Committee was passed by a vote of the Township Committee as follows: 4-1

Ayes: Palombo, Crane, Bradway and Collier

Nays: none Abstain: Venable Absent: none

Chief Fogg stated that he would like permission to trade some of the old air bottles to the County for training. The County is getting new bottles, but needs some now till theirs come in from back order.

Mayor and Committee Members

Mr. Bradway stated that the wind port will be dredging till March, they have approximately 100 employees currently, utilities should be about to be brought to the site and there are about 800 piles still to be driven.

Ms. Crane stated that there was a Historical Committee Meeting last week and that Ms. Carr will be starting to computer cataloging the Log Cabin items with the grant received.

Mr. Venable stated that there is a Ruritan Country Breakfast coming up in February.

Mr. Palombo stated that he has a County Ambulance Meeting this Thursday the 19th.

Mayor Collier stated that PSEG reported that Salem Unit 2 refuel begins about April 1st and the updated evacuation drill was sent to the State for review and that review can take up to 180 days.

Salem County Local Government has asked that we switch hosting months with Mannington, which would make our month December of this year.

Mayor Collier also stated that he has been asked for the Committee to look into getting internet for the Senior Lunch and improved internet service at the Public Works Department.

PUBLIC COMMENT:

Randy Garrison, 319 Salem Hancocks Bridge Road, Mr. Garrison asked if the Township would be willing to sell or auction the 34 Second St. property, he would like to buy the property and fix it up. Mayor Collier stated that might be a possibility, we would need to find out what the process to do that is.

No one else from the Public indicated that they wished to make any comments.

CLOSED SESSION

Motion (Venable, Palombo) for a resolution to convene into a Closed Session of Business.

RESOLUTION 2023 – 38

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 - 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 ten (10) minutes and there after the regular 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: Venable, Palombo, Bradway, Crane, and Collier

Nays: none Abstain: none Absent: none

Motion (Palombo, Crane) 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 Open Session business of the Committee passed a vote of the Township Committee as follows: 4-0

Ayes: Palombo Crane, Bradway, Venable and Collier

Nays: none Abstain: none Absent: Bradway

Motion (Crane, Venable) to approve the job description for a CPWM Trainee and direct the Clerk to post the position at the Public Works Department.

Duties of a CPWM Trainee [a non-union position]

A. As directed under the leadership of the Superintendent of Public Works:

1. Directly manage the
2. Perform daily inspections of work performed by the employees of the DPW.
3. Schedule maintenance and repairs of all Township equipment.
4. Schedule maintenance and cleaning of Municipal building, Firehouse and Ambulance Hall.
5. Schedule maintenance and repairs to the twenty-nine Leisure Arms Complex Units.
6. Schedule maintenance and repairs to the Hancock's Bridge and Canton Sewer Treatment Plants.
7. Schedule maintenance and repairs to the six Sewer pump stations and sewer force mains and laterals.
8. Maintain Township Municipal Park, Playground and recreational ball fields.
9. In the event of emergencies coordinate work details and needed resources with the Superintendent.
10. Provide the Superintendent with labor and overtime reports, keeping overtime to a minimum.
11. Attend meetings, courses, conferences and training as may be required by the superintendent.
12. Undertake the New Jersey Certified Public Works Manager Courses with the expectation of attainment of this Certification.

The motion to approve the job description for a CPWM Trainee and direct the Clerk to post the position at the Public Works Department passed a vote of the Township Committee as follows: 4-0-1

Ayes: Palombo Crane, Venable and Collier

Nays: none Abstain: Bradway Absent: Bradway

ADJOURNMENT

Motion (Crane, Palombo) to adjourn the meeting at 8:30 p.m.

The motion to adjourn the meeting passed unanimously.

Minutes of the January 17, 2023 Meeting were approved at a Township Committee Meeting held February 21, 2022

ATTEST:

LOWER ALLOWAYS CREEK TOWNSHIP

Ronald L Campbell Sr. Clerk

Mayor, Paul M Collier