

**MINUTES OF THE REGULAR MONTHLY MEETING OF THE TOWNSHIP COMMITTEE
OF THE TOWNSHIP OF LOWER ALLOWAYS CREEK HELD SEPTEMBER 15, 2020**

A Regular Meeting of the Lower Alloways Creek Township Committee was held on September 15, 2020 with Mayor Ellen B. Pompper 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 Pompper led in the Flag Salute.

ROLL CALL OF COMMITTEE

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

Absent: none

OTHERS IN ATTENDANCE

Also in attendance were three- (3) members of the public including, Lewis Fogg; Superintendent of Public Works; 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, Bradway) 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, Bradway, Collier, Palombo and Pompper

Nays: none Abstain: none Absent: none

REPORTS TO THE COMMITTEE

The Mayor requested that the minutes reflect that the August 2020 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, Bradway) to approve the Regular Meeting and Closed Session Minutes of the Township Committee Meeting held on August 18, 2020.

The motion to approve the Regular Meeting and Closed Session Minutes of the Township Committee Meeting held on August 18, 2020 passed a vote of the Township Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Pompper

Nays: none Abstain: none Absent: none

RESOLUTIONS

Motion (Venable, Bradway) for Resolution 2020-51, a Resolution to Certify the 2019 Audit.

RESOLUTION 2020-51
A RESOLUTION CERTIFYING THE 2019 AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year ending December 31, 2019 has been filed by a Registered Municipal Accountant with the Township Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Findings and Questioned Costs" or "Findings and Recommendations"; and

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Findings and Questioned Costs" or "Findings and Recommendations", as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the governing body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the governing body to the penalty provisions of 52:27BB- 52 -to wit:

R.S. 52:27BB-52 -A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his/her office. "

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Lower Alloways Creek, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

The motion for Resolution 2020-51 to certify the 2019 Audit passed a vote of the Township Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Pompper

Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020-52, a Resolution to accept the Corrective Action Plan for the “Findings and Recommendations” of the 2019 Audit submitted by the Chief Financial Officer.

RESOLUTION 2020-52

A RESOLUTION TO ACCEPT THE CORRECTIVE ACTION PLAN FOR THE “FINDINGS AND RECOMMENDATIONS” OF THE 2019 AUDIT.

WHEREAS, the annual report of Audit for the year 2019 has been filed by a Registered Municipal Accountant with the Township of Lower Alloways Creek; and,

WHEREAS, the Audit report by statute contains “Findings and Recommendations” made by the Registered Municipal Accountant to which a Corrective Action Plan must be formulated; and,

WHEREAS, the Chief Financial Officer has made a Corrective Action Plan to the “Findings and Recommendations” of the 2019 Audit; and,

WHEREAS, the Township Committee has reviewed the Corrective Action Plan as made by the Chief Financial Officer.

NOW, THEREFORE BE IT RESOLVED THAT the Township Committee of the Township of Lower Alloways Creek does accept the Corrective Action Plan made by the Chief Financial Officer.

BE IT FURTHER RESOLVED that a copy of this resolution be distributed to the Chief Financial Officer and other agencies as required by law.

The motion for Resolution 2020-52 to accept the Corrective Action Plan for the “Findings and Recommendations” of the 2019 Audit submitted by the Chief Financial Officer passed a vote of the Township Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Pompper

Nays: none Abstain: none Absent: none

Motion (Venable, Bradway) for Resolution 2020- 53, a Resolution to approve the auction sale of Township property no longer needed for public use.

RESOLUTION 2020-53

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 – 1982 2600 Ford tractor - Vin C-655605

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 2020-53 to approve the auction sale of Township property no longer needed for public use passed a vote of the Township Committee as follows: 5-0

Ayes: Venable, Bradway, Collier, Palombo and Pompper

Nays: none Abstain: none Absent: none

OLD BUSINESS

The Committee discussed the criteria for adding names to the War Memorial in front of the Municipal Building.

Motion (Bradway, Palombo) to have White Valley inscribe the current list of resident applicant names who served in the armed forces on the War Memorial at a cost estimated to be \$ 1,100.00.

The motion to have White Valley inscribe the current list of resident applicant names who served in the armed forces on the War Memorial at a cost estimated to be \$ 1,100.00 was passed by a vote of the Township Committee as follows: 5-0

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

Nays: none Abstain: none Absent: none

NEW BUSINESS

Motion (Bradway, Venable) to authorize the Purchasing Agent to lease or purchase a wide format (36-42") (document/drawing/map) scanner at a cost not to exceed \$ \$7,600 annually

The motion to authorize the Purchasing Agent to lease or purchase a wide format (36-42") (document/drawing/map) scanner at a cost not to exceed \$ \$7,600 annually was passed by a vote of the Township Committee as follows: 5-0

Ayes: Bradway, Venable, Collier, Palombo and Pompper

Nays: none Abstain: none Absent: none

Motion (Bradway, Collier) to approve the purchase of ammunition for the Police Department ammunition from various vendors at a cost not to exceed \$3,820.00

The motion to approve the purchase of ammunition for the Police Department ammunition from various vendors at a cost not to exceed \$3,820.00 was passed by a vote of the Township Committee as follows: 4-0-1

Ayes: Bradway, Collier, Palombo and Pompper

Nays: none Abstain: Venable Absent: none

Motion (Bradway, Collier) to approve the purchase of one Taser X2 Yellow, with warranty, HD camera, replacement cartridges and related accessories at a cost not to exceed \$ 2,850.00

The motion to approve the purchase of one Taser X2 Yellow, with warranty, HD camera, replacement cartridges and related accessories at a cost not to exceed \$ 2,850.00 was passed by a vote of the Township Committee as follows: 4-0-1

Ayes: Bradway, Collier, Palombo and Pompper

Nays: none Abstain: Venable Absent: none

Motion (Bradway, Palombo) to approve the repair of a sewer grinder pump by G. E Mechanical at a cost of \$ 3,975.00

The motion to approve the repair of a sewer grinder pump by G. E Mechanical at a cost of \$ 3,975.00 was passed by a vote of the Township Committee as follows: 5-0

Ayes: Bradway, Palombo, Collier, Venable and Pompper

Nays: none Abstain: none Absent: none

CORRESPONDENCE: Mayor Pompper read an email from Mr. Lawrence thanking the Committee and the Public Works Department for the good work that was done to place curbing along the corner of his property (Main St – Canton & Friendship).

REPORTS TO THE COMMITTEE & COMMITTEE REPORTS:

Police Department:

Chief Venable reported that with a Ballot Box being placed at the Municipal Building, there will also be a camera placed to record the activity in the area. The company placing the cameras is the same company that installed the Departments current camera system. The camera will be placed on the northeast corner of the building and be connected to the police camera server. This will be paid for by the state and we will get a free camera, which was planned to be installed as funds allowed.

Chief Venable stated that there have been some incidents worth noting recently. A car was stolen in Elsinboro and recovered in Gloucester County.

The Department received an alert from the FBI that they had found police and municipal building diagrams in foreign countries and that the CFO's email address was being used in questionable correspondences in foreign communications and to be aware of possible computer breeches. The Police Department's computer IT people came in and scanned the servers & computers for any viruses that they could have received from any faked emails that could have been opened, none where found.

Public Works:

Superintendent Fogg spoke with the Committee about the electric panel that runs the ballfield lights and LED sign. The Township's Electrician came to inspect the panel and replaced a faulty lug. It seem to work well for a while, but it tripped again and more work will be done to fix it. Superintendent Fogg stated that the fuel tank was emptied, inspected and refilled.

Superintendent Fogg stated that they are using a new fogger disinfecting system to spray over surfaces.

Superintendent Fogg stated that he would like to open the Senior Kitchen, seniors would get their bagged lunch and just eat it at the tables, being spaced out six feet apart and following the State's recent guidelines. There would be no serving or any other food available. The Committee informally agreed.

Fire Department:

Chief Fisher stated that there have been two members that have completed the Fire Fighter I & II training and two more people have transferred into the Department recently. The Department had a burn training last Saturday and plans to have Hazmat training, a water rescue exercise and water barrel event this fall.

Chief Fisher stated that the Hancocks Bridge Fire House will be used for a drive thru Flu Clinic on Thursday October 1.

Chief Fisher stated that the new Fire Truck is being readied for the finish mountings.

Chief Fisher stated that the Department would like to purchase a used 2001 Brush Truck from West Berlin Fire District, approximate cost is \$25,000.00.

Mayor and Committee Members

Mr. Bradway stated that the Ambulance Squad had a member pass the EMT course.

Mayor Pompper stated that she had talked to Freeholder Hassler about funding for Locust Island Road and resurfacing Maskells Mill Road, he told her he was on board with securing funding to get the additional paving on Locust Island Road done.

Mayor Pompper stated that the LOG CABIN will be open this coming Sunday 1- 4 pm.

Solicitor Donelson stated that two foreclosure proceedings have been sent into the State for final endorsement, but no time frame is known since that office has been closed and when it is to reopen is unknown.

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

ADJOURNMENT

Motion (Venable, Bradway) to adjourn the meeting at 8:10 p.m.

The motion to adjourn the meeting passed unanimously.

Minutes of the September 15, 2020 Meeting were approved at a Township Committee Meeting held October 20, 2020

ATTEST:

LOWER ALLOWAYS CREEK TOWNSHIP

Ronald L Campbell Sr. Clerk

Mayor, Ellen B. Pompper