

# LUMBERTON TOWNSHIP COMMITTEE

APRIL 25, 2017

REGULAR MEETING MINUTES

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## 1) **CALL TO ORDER:**

THE APRIL 25, 2017 REGULAR TOWNSHIP COMMITTEE MEETING OF THE TOWNSHIP OF LUMBERTON, CALLED TO ORDER AT 7:30 PM BY THE MAYOR, SEAN EARLEN.

## **SALUTE TO THE FLAG:**

## **MAYOR'S STATEMENT:**

NOTICE OF TIME AND DATE FOR THIS MEETING APPEARED IN RESOLUTION #2017-003 DATED JANUARY 9, 2017. THIS NOTICE WAS SENT TO THE BURLINGTON COUNTY TIMES AND COURIER POST NEWSPAPERS AS A LEGAL NOTICE AND SUNSHINE NOTICE IN COMPLIANCE WITH THE "OPEN PUBLIC MEETINGS LAW". IT IS POSTED ON THE BULLETIN BOARD IN THE MUNICIPAL BUILDING AND WRITTEN NOTICE MAILED TO ALL WHO REQUESTED COPIES OF THE REGULAR MEETING SCHEDULE. ALL OF THE ABOVE MENTIONED POSTINGS, FILINGS AND MAILINGS BEING FULFILLED ON THE 24<sup>TH</sup> DAY OF MARCH, 2017.

PLEASE SILENCE ALL CELL PHONES TO ALLEVIATE ANY DISRUPTION OF THE MEETING.

## **ROLL CALL:**

Committeeman Mansdoerfer - Present  
Committeeman Jackson - Present  
Committeewoman Januseski - Present  
Deputy Mayor Conway - Present  
Mayor Earlen - Present

## **PROFESSIONALS PRESENT:**

Brandon E. Umba, Township Administrator  
George Morris, Esquire, Township Solicitor  
Debra L. Shaw-Blemings, Township Clerk  
Robin Sarlo, Township CFO & Tax Collector

## 2) **APPROVAL OF MINUTES:**

- Regular Meeting April 11, 2017 (All Present)
- Executive Closed Session April 11, 2017 (All Present)

Moved by Januseski, 2<sup>nd</sup> by Mansdoerfer, to approve the April 11, 2017 Township Committee Regular and Executive Session Meeting Minutes

**POLL VOTE:** Committeeman Mansdoerfer - Yes  
Committeeman Jackson - Yes  
Committeewoman Januseski - Yes  
Deputy Mayor Conway - Yes  
Mayor Earlen - Yes

**MOTION CARRIED: 5 Yes**

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## 3) **BUDGET RESOLUTIONS:**

### ***Resolution #2017-088***

RESOLUTION TO READ BUDGET BY TITLE ONLY

Moved by Conway, 2<sup>nd</sup> by Mansdoerfer, to adopt Resolution #2017-088

**POLL VOTE:** Committeeman Mansdoerfer - Yes  
Committeeman Jackson - Yes  
Committeewoman Januseski - Yes  
Deputy Mayor Conway - Yes  
Mayor Earlen - Yes

**MOTION CARRIED: 5 Yes**

### ***Resolution #2017-089***

RESOLUTION TO ADOPT THE MUNICIPAL BUDGET OF THE TOWNSHIP OF LUMBERTON, COUNTY OF BURLINGTON FOR THE FISCAL YEAR 2017 - **BUDGET HEARING**

Administrator Umba gave a visual presentation explaining the budget to the residents and Committee

MAYOR OPENS THE MEETING TO THE PUBLIC FOR COMMENTS

Beverly Marinelli, Flemish Way, inquired about the deferment of school taxes and the prospect of decreasing the deferment total each year.

Committeeman Mansdoerfer explained the tax deferment allows residents to hold on to their dollars as long as possible and increase surplus.

Beverly Marinelli, Flemish Way, voiced her concerns regarding the high roof permit fees and the cost for full time Construction/Zoning Officer and Planning Board Secretary.

Committeeman Mansdoerfer congratulated the municipal staff for the reduction in insurance premiums due to a low claim ratio.

Mayor Earlen thanked the staff and finance liaisons for all of their efforts preparing the 2017 budget and noted the last time he remembered taxes municipal taxes being reduced was in 2008.

MAYOR CLOSSES THE MEETING TO THE PUBLIC FOR COMMENTS

Moved by Jackson, 2<sup>nd</sup> by Mansdoerfer, to adopt Resolution #2017-089

**POLL VOTE:** Committeeman Mansdoerfer - Yes  
Committeeman Jackson - Yes  
Committeewoman Januseski - Yes  
Deputy Mayor Conway - Yes  
Mayor Earlen - Yes

**MOTION CARRIED: 5 Yes**

## 4) **RESOLUTIONS:**

### ***Resolution #2017-090***

RESOLUTION AUTHORIZING THE TAX COLLECTOR TO ADJUST AN ACCOUNT PURSUANT TOTALLY DISABLED VETERAN EXEMPTION (5 Westbury Drive – Refund Amount \$427.50)

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Moved by Jackson, 2<sup>nd</sup> by Januseski, to adopt Resolution #2017-090

**POLL VOTE:** Committeeman Mansdoerfer - Yes  
Committeeman Jackson - Yes  
Committeewoman Januseski - Yes  
Deputy Mayor Conway - Yes  
Mayor Earlen - Yes

**MOTION CARRIED: 5 Yes**

## **Resolution #2017-091**

RESOLUTION AUTHORIZING THE CANCELLATION OF UNCASHED CHECKS (Amount \$3.00)

Moved by Conway, 2<sup>nd</sup> by Jackson, to adopt Resolution #2017-091

**POLL VOTE:** Committeeman Mansdoerfer - Yes  
Committeeman Jackson - Yes  
Committeewoman Januseski - Yes  
Deputy Mayor Conway - Yes  
Mayor Earlen - Yes

**MOTION CARRIED: 5 Yes**

## **Resolution #2017-092**

RESOLUTION AUTHORIZING THE HIRING OF A LUMBERTON TOWNSHIP CLERK'S ADMINISTRATIVE ASSISTANT AND DEPUTY REGISTRAR

Moved by Jackson, 2<sup>nd</sup> by Januseski, to adopt Resolution #2017-092

**POLL VOTE:** Committeeman Mansdoerfer - Yes  
Committeeman Jackson - Yes  
Committeewoman Januseski - Yes  
Deputy Mayor Conway - Yes  
Mayor Earlen - Yes

**MOTION CARRIED: 5 Yes**

## **Resolution #2017-093**

RESOLUTION FIXING WAGES PURSUANT TO ORDINANCE 2016-13 FOR THE YEAR 2017

Moved by Mansdoerfer, 2<sup>nd</sup> by Jackson, to adopt Resolution #2017-093

**POLL VOTE:** Committeeman Mansdoerfer - Yes  
Committeeman Jackson - Yes  
Committeewoman Januseski - Yes  
Deputy Mayor Conway - Yes  
Mayor Earlen - Yes

**MOTION CARRIED: 5 Yes**

## **Resolution #2017-094**

RESOLUTION AUTHORIZING EXECUTION OF A MUNICIPAL SERVICES REIMBURSEMENT AGREEMENT BETWEEN THE TOWNSHIP OF LUMBERTON AND THE COUNTRY ESTATES TOWNHOUSE ASSOCIATION, FOR THE YEAR 2016

## **Resolution #2017-095**

RESOLUTION AUTHORIZING EXECUTION OF A MUNICIPAL SERVICES REIMBURSEMENT AGREEMENT BETWEEN THE TOWNSHIP OF LUMBERTON AND THE EVERGREENS CONDOMINIUM ASSOCIATION, FOR THE YEAR 2016

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## **Resolution #2017-096**

RESOLUTION AUTHORIZING EXECUTION OF A MUNICIPAL SERVICES REIMBURSEMENT AGREEMENT BETWEEN THE TOWNSHIP OF LUMBERTON AND THE DEER RUN HOMEOWNERS ASSOCIATION, FOR THE YEAR 2016

## **Resolution #2017-097**

RESOLUTION AUTHORIZING EXECUTION OF A MUNICIPAL SERVICES REIMBURSEMENT AGREEMENT BETWEEN THE TOWNSHIP OF LUMBERTON AND THE SUNNYBROOK HOMEOWNERS ASSOCIATION, INC. FOR THE YEAR 2016

Moved by Mansdoerfer, 2<sup>nd</sup> by Conway, to adopt Resolution #2017-094 through #2017-0977

**POLL VOTE:** Committeeman Mansdoerfer - Yes  
Committeeman Jackson - Yes  
Committeewoman Januseski - Yes  
Deputy Mayor Conway - Yes  
Mayor Earlen - Yes

**MOTION CARRIED: 5 Yes**

## **Resolution #2017-098**

RESOLUTION OF THE TOWNSHIP OF LUMBERTON ACCEPTING THE RECOMENDATION OF THE LAND DEVELOPMENT BOARD TO INCLUDE THE ENTIRETY OF BLOCK 22, LOT 8.01 AND ADD THE WELLINGTON REDEVELOPMENT PLAN TO THE EXISTING ROUTE 38 CORRIDOR REDEVELOPMENT PLAN

Moved by Jackson, 2<sup>nd</sup> by Conway, to adopt Resolution #2017-098

**POLL VOTE:** Committeeman Mansdoerfer - Yes  
Committeeman Jackson - Yes  
Committeewoman Januseski - Yes  
Deputy Mayor Conway - Yes  
Mayor Earlen - Yes

**MOTION CARRIED: 5 Yes**

## 5) **CORRESPONDENCE:**

Administrator Umba noted letters received from JIF regarding a stipend to fund a Safety Luncheon, AFSCME, BurlCo Freeholders invitation and thank you letter regarding Lt. Peditto presentation to schools

## 6) **DEPARTMENT HEAD REPORTS:**

- Police Department
- Tax Collector – Uncollectible Delinquent Taxes
- Tow Report

There were no comments from Committee members.

## 7) **ADMINISTRATOR'S REPORT:**

Administrator Umba presented his report as written, highlighting the adoption of the 2017 Budget, reported the FEMA elevation project #2 has been delayed slightly due to issues with PSE&G, the Pedestrian Bridge has been removed, the Bryan Freeman Tennis Courts finishing has been delayed until May due to weather conditions, and General Code will be sending their first installment of the review of Township code next week.

Mayor Earlen requested the Village Green Tennis Courts be inspected and receive some repairs.

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Mr. Umba responded that Public Works will be making any needed repairs at Village Green courts.

Committeeman Mansdoerfer questioned the status of the Public Works dump truck body.

Administrator Umba explained that DeHart has been trying to retrofit it which they have not been able to accomplish as yet. If they cannot fulfill their commitment the contract will be cancelled and we will have to rebid.

## 8) **OLD BUSINESS:**

Administrator stated the MUA invoices will be going on the next meeting's bill list.

Mayor Earlen commented he will not vote to pay the MUA bills until the all matters have been addressed.

## 9) **NEW BUSINESS:**

Administrator Umba mentioned that he has been researching an annual HVAC maintenance contract with Peterson Service Company and was instructed by the Committee members to have quarterly inspections, annual contract term with option to renew and tighten the fee schedule then report back findings next meeting for a decision.

## 10) **APPROVAL OF PURCHASES OVER \$5,000:**

Moved by Mansdoerfer, 2<sup>nd</sup> by Januseski, to approve and pay the list of purchases over \$5,000 dated 04/21/2017 as submitted if documentation is present and when funds are available

**POLL VOTE:** Committeeman Mansdoerfer - Yes  
Committeeman Jackson - Yes  
Committeewoman Januseski - Yes  
Deputy Mayor Conway - Yes except Abstain on CME  
Mayor Earlen - Yes

**MOTION CARRIED: 5 Yes**

## 11) **PAYMENT OF BILLS:**

Moved by Mansdoerfer, 2<sup>nd</sup> by Jackson to remove the Mt. Holly MUA items from the bill list dated 04/21/2017

**POLL VOTE:** Committeeman Mansdoerfer - Yes  
Committeeman Jackson - Yes  
Committeewoman Januseski - Yes  
Deputy Mayor Conway - Yes  
Mayor Earlen - Yes

**MOTION CARRIED: 5 Yes**

Moved by Mansdoerfer, 2<sup>nd</sup> by Januseski, to approve and pay the amended list of bills dated 04/21/2017 as submitted if documentation is present and when funds are available

**POLL VOTE:** Committeeman Mansdoerfer - Yes except Abstain on Dansal Distributors  
Committeeman Jackson - Yes  
Committeewoman Januseski - Yes  
Deputy Mayor Conway - Yes except Abstain on CME, Miller Ford, Pennoni, Remington Vernick  
Mayor Earlen - Yes

**MOTION CARRIED: 5 Yes**

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## **COMMENTS FROM THE PUBLIC:**

Beverly Marinelli, Flemish Way, requested clarification of General Foreman and Building Inspector as stated on Resolution 2017-093.

## **COMMENTS FROM THE TOWNSHIP COMMITTEE:**

Committeeman Mansdoerfer thanked the Shade Tree Commission for a well-planned Arbor Day event despite the postponement due to rain.

Committeeman Jackson acknowledged he attended the Arbor Day event most of the day and it was a great success and very well managed by the Shade Tree Commission.

Mayor Earlen recognized Committeewoman Januseski for attending the Grand Opening of a new business, Mt. Holly Pharmacy on Thursday, April 27<sup>th</sup>.

Committeewoman Januseski mentioned she attended the Eagle Scout Court event for Robert Finkelston III and presented the Township's Proclamation. She also expressed appreciation for all of EMS efforts on the emergency drill held last week.

## **CAUCUS AGENDA:**

- Next meeting – May 9, 2017 @ 7:30PM

## 12) **EXECUTIVE SESSION:**

### ***Resolution # 2017-099***

RESOLUTION AUTHORIZING EXECUTIVE SESSION PURSUANT TO N.J.S.A. 10:4-12. Matters **Relating to Litigation, Personnel Matters, Negotiation** (*Engineering Contract*) **and the Attorney-Client Privilege** (*Redevelopment; MUA Update, COAH Update; and Emergency Services Building*)

Moved by Januseski , 2<sup>nd</sup> by Jackson, to adopt Resolution #2017-099

**POLL VOTE:** Committeeman Mansdoerfer - Yes  
Committeeman Jackson - Yes  
Committeewoman Januseski - Yes  
Deputy Mayor Conway - Yes  
Mayor Earlen - Yes

**MOTION CARRIED: 5 Yes**

Administrator Umba stated the closed executive session should last for approximately 60 to 90 minutes and action will be taken upon return to open session.

MAYOR RECESS MEETING FOR EXECUTIVE SESSION: (8:35PM)

MAYOR RECONVENE MEETING: (10:25PM)

RETURN FROM EXECUTIVE SESSION STATEMENT:

Solicitor Morris stated one decision had been made in closed executive session and will be evidence by the following Ordinance introduction.

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## **INTRODUCTION OF ORDINANCE:** (FIRST READING BY TITLE ONLY)

### ***Ordinance #2017-006***

AN ORDINANCE ADOPTING THE WELLINGTON REDEVELOPMENT PLAN WHICH AMENDS THE EXISTING ROUTE 38 CORRIDOR REDEVELOPMENT PLAN AND AUTHORIZING AND EMPOWERING THE TOWNSHIP COMMITTEE TO TAKE CERTAIN ACTIONS AND PROMOTE CERTAIN PROJECTS, ALL WITHIN THE MEANING AND INTENDMENT OF THE LOCAL REDEVELOPMENT AND HOUSING LAW, N.J.S.A. 40A:12A-1 ET SEQ.

Moved by Januseski, 2<sup>nd</sup> by Jackson, to introduce Ordinance 2017-006 with Public Hearing to be held on May 23, 2017

**POLL VOTE:** Committeeman Mansdoerfer - Yes  
Committeeman Jackson - Yes  
Committeewoman Januseski - Yes  
Deputy Mayor Conway - Yes  
Mayor Earlen - Yes

**MOTION CARRIED: 5 Yes**

## 13) **ADJOURNMENT:**

Moved by Earlen, 2<sup>nd</sup> by Januseski, to adjourn meeting at 10:29PM

**VOICE VOTE:** All in favor, no objections, **motion carried.**

Respectfully submitted by:

*Debra L. Shaw-Blemings*

Debra L. Shaw-Blemings, RMC  
Lumberton Township Clerk

## **ATTACHMENTS:**

- Bills over \$5,000 dated April 21, 2017
- Bill List dated April 21, 2017