

CALL TO ORDER

Deputy Mayor Earlen called the meeting to order at 7:30 PM and noticed that this meeting is being held in compliance with the Open Public Meeting Act with the publication of the Annual Meeting Notice on January 15, 2015, filing of the Agenda in the Office of the Township Clerk, posting the Agenda on the Bulletin Board and the Township Web site, forwarding copies to the Burlington County Times and to those who requested same. All of the above posting, filing and forwarding was completed on November 20th, 2015.

FLAG SALUTE

The Deputy Mayor led everyone in the flag salute.

Present for this meeting were Deputy Mayor Earlen, Committeemen Mansdoerfer, Conway and Dinneen. Mayor Jackson was absent. Also present for the meeting were Brandon Umba, Township Administrator, Robin Sarlo, Chief Financial Officer and Township Solicitor George Morris.

APPROVAL OF MINUTES

Regular and Executive Session November 10, 2015

On motion by Committeeman Conway, seconded by Committeeman Dinneen and carried by unanimous favorable voice roll call vote, the Township Committee adopted the minutes for November 10, 2015.

RESOLUTIONS

- **2015-11-210 Resolution Authorizing a Tax Refund for Block 20.03 Lot 10 due to an overpayment**

- **2015-11-211 Resolution Authorizing a Tax Refund for Block 19.35 Lot 26 due to an duplicate payment**

On motion by Committeeman Conway, seconded by Committeeman Dinneen and carried by unanimous favorable voice roll call vote, the Township Committee adopted the above Resolutions.

- **2015-11-212 Resolution Authorizing a Tax Refund for Block 19.08, Lot 3 due to 100% Totally Disabled Veteran Exemption**

On motion by Committeeman Mansdoerfer, seconded by Committeeman Conway and carried by unanimous favorable voice roll call vote, the Township Committee adopted the above Resolution.

- **2015-11-213 Resolution Requesting Approval of Items of Revenue and Appropriation NJSA 40A:4-87 – Emergency Management**

On motion by Committeeman Mansdoerfer, seconded by Committeeman Dinneen and carried by unanimous favorable voice roll call vote, the Township Committee adopted the above Resolution.

- **2015-11-213A Resolution Authorizing a Tax Credit of \$103.66 to Block 20.18 Lot 14 due to a Posting Error**

Deputy Mayor Earlen stated that he was informed prior to the meeting that two additional resolutions needed to be added to this evening's agenda and the first was Resolution 2015-11-213A. On motion by Committeeman Mansdoerfer, seconded by Committeeman Conway and carried by unanimous favorable voice roll call vote, the Township Committee adopted the above Resolution.

- **2015-11-213B Resolution Authorizing the Execution of an Agreement Between the Township of Lumberton and Brandon E. Umba, Township Administrator**

Deputy Mayor Earlen stated that the second resolution was to execute a contract with the Township Administrator, Mr. Umba since he has currently been working for the Township without one and he asked Mr. Umba to explain. Mr. Umba stated that he provided the Committee the prior contract that was issued to him for review and those corrections were needed to his home address and his available allotment for paid time off which was different then what was explained to him when he accepted his position. Mr. Mansdoerfer asked Mr. Umba how his contract differed from the handbook. Mr. Umba explained what the handbook gives new employees versus his contract. Mr. Umba further explained his originally conversation with Mayor Jackson when he was hired allotted him PTO time instead of the normal vacation, sick and personal time. On motion by Committeeman Conway, seconded by Committeeman Dinneen and carried by unanimous favorable voice roll call vote, the Township Committee adopted the above Resolution.

CORRESPONDENCE

Mr. Umba made mention to the one item of correspondence from Ms. Borstad, our Zoning Officer regarding Legacy that was issued earlier in the day. Mr. Umba brought to the attention of the Township Committee a request from the Morales Family requesting to acquire property adjacent to theirs which is owned by the Township. Mr. Umba inquired on how the Township Committee would like him to proceed with this correspondence. The Township Committee requested Mr. Umba investigate further the need for the Township to keep the land or if they can grant the Morales request.

DEPARTMENT HEAD REPORTS

No comments were made in regards to Department Head Reports on the agenda.

ADMINISTRATORS REPORT

Mr. Umba gave an update on the FEMA home elevation project and where the Township stands with regards to this project. Mr. Umba pointed out that the time clock system had been installed and should be online in 2016; Village Green Phase 2 project is on track to be completed by the end of the year; Chestnut Street traffic pattern ordinance has been adopted, advertised and submitted to the County; a meeting with Mr. Selb is set for next week to discuss an extension to the Hainesport Fire Official Shared Service agreement and 2016 Budget Binders are expected to be issued next week. Mr. Mansdoerfer requested Mr. Umba allow him to take part in the Hainesport Shared Service meeting and Mr. Umba gave an update on current payments being made by Hainesport. Mr. Conway asked for an update on the Zoning Officers Shared Service agreement with Medford and Mr. Umba answered that he expected it to end this year but could extend into next year for a few months. No further comments were made by the Township Committee on the Administrator's Report.

OLD BUSINESS

Committeeman Conway gave an update to the Township Committee on a meeting he had with Pennoni in regards to the two proposals listed in Old Business, which are change orders for 2 capital projects Pennoni is overseeing. Committeeman Conway and Mr. Umba explained the nature of the change orders to the Township Committee. Committeeman Conway stated that he wanted a follow up meeting and requested Mr. Umba to set one up with Pennoni.

Deputy Mayor Earlen made the public aware that the Police Department's Toy Drive was beginning November 30, 2015. Deputy Mayor Earlen made the public aware that the Senior Holiday Dinner which is held every year would take place on December 6th and that the Holiday Tree Lighting would be held on December 12.

NEW BUSINESS

Mr. Umba presented a report on Ash Trees within Lumberton Township that was issued by Rutgers University. Discussion on the report ensued along with a discussion of changing the required trees within the Township that current exist in our Land Development Ordinance. Mr. Umba was requested to investigate the issue further.

APPROVAL OF PURCHASES OVER \$5,000.00

On motion by Committeeman Mansdoerfer, seconded by Committeeman Conway and carried by favorable voice roll call vote, the Township Committee approved the Over \$5,000.00 Bill List.

APPROVAL OF ENTIRE BILL LIST

On motion by Committeeman Mansdoerfer, seconded by Committeeman Dinneen and carried by favorable voice roll call vote, with Committeeman Mansdoerfer abstaining from Smithbridge LLP, and Committeeman Conway abstaining from CME; the Township Committee approved the Entire Bill.

COMMENTS FROM THE PUBLIC

Beverly Marinelli, 28 Flemish Way, requested a copy of Ms. Borstad's letter to Legacy denying their zoning permit. Mr. Umba was requested by the Township Committee to supply a copy of that letter to Ms. Marinelli and Mr. Umba provided his copy from his agenda.

Seeing no other public comment Deputy Mayor Earlen closed the public portion of the meeting.

COMMENTS FROM THE COMMITTEE

No comments were made by the Township Committee.

CAUCUS AGENDA

Next Meeting December 8, 2015

EXECUTIVE SESSION

Resolution 2015-11-214 A Resolution Authorizing Executive Session Pursuant to NJSA 10:4-12 to Discuss Matters Relating to **Litigation**, potential litigation, **Personnel**, discussion of an FOP Grievance, **Negotiations**, EMS Services Contract & AFSCME Contract negotiations, the **Attorney-Client Privilege**.

On motion by Committeeman Conway, seconded by Committeeman Mansdoerfer and carried by unanimous favorable voice roll call vote, the Township Committee adopted Resolution 2015-11-214 to convene in Executive Session at 8:18 pm.

RETURN TO PUBLIC

The Committee returned to Public at 9:55pm

ADJOURNMENT

Being no further business to come before the Township Committee, the Meeting was adjourned at 9:58 pm on motion by Committeeman Conway, seconded by Committeeman Mansdoerfer and carried by unanimous favorable voice vote.

Respectfully submitted,



Brandon E. Umba

Township Administrator/Deputy Municipal Clerk