CALL TO ORDER – The meeting was called to order by Deputy Mayor Joseph W. Barton followed by the Flag Salute at 7:30 p.m. The Open Public Meetings Act Statement was read by Municipal Clerk La Shawn R. Barber.

Sunshine Notice: This meeting was called pursuant to the Open Public Meetings Act. Notice of this meeting of March 9, 2020 was sent to the Central Record, Burlington County Times and Courier Post on January 14, 2020. Posted on the bulletin board in Town Hall and has remained continuously posted as the required notices under the statute. In addition, a copy of this notice is and has been available to the public, and is on file in the office of the Municipal Clerk.

ROLL CALL – Those present upon Roll Call were: Deputy Mayor Joseph W. Barton, Committeewoman Nancy K. McGinnis, Committeeman Samuel R. Moore, and Committeeman Robert C. Sunbury. Mayor Kimberly A. Brown was absent.

PROFESSIONALS IN ATTENDANCE: Township Engineer Dante Guzzi, Solicitor Peter C. Lange, Chief Financial Officer Rodney Haines, Township Administrator Douglas Cramer and Municipal Clerk La Shawn R. Barber.

PUBLIC COMMENT (3-minutes)

Stuart Brooks, Moores Meadow Road. - 1. Spoke that he does not agree with the public comment location listed on the agenda. 2. Commented on a fire truck not being placed in the ESB Township owned building. 3. Spoke about the rehab of the meeting room in the municipal building is a terrific improvement and deserve congratulations; nice job.

Fran Brooks, Moores Meadow Road. – 1. Commented that she echoed what Mr. Brooks that the meeting room is a lovely restoration; hats off to everybody who contributed to making this room as attractive and efficient. 2. Commented that she does not agree with the placement of public comments listed on the agenda. 3. Commented that bills are not approved during the workshop meetings.

Andy Cumard, Chief Fire Company/Pine Cone Court. 1. Advised that there have been no contract negotiations between the sub-committee and the fire company; no one has spoken to this fire company. 2. Commented that putting a fire truck at the EMS building does not make sense other than it to be a political promise and asked to see a logical plan on how it will be manned at the EMS building; show him a long-term plan to have a vehicle over at the ESB.

Being no further comments, Deputy Mayor Barton closed the public comment portion.

MUNICIPAL BUDGET

Mr. Haines provided Township Committee with working documents of draft budget summary form and detail of appropriations. At this point in time, this budget has a tax increase of three cents. The increase in the debt really needed one cent tax increase last year; it was only raised two cents. Two of those three cents are used to pay the debt correctly; the other penny be covered by additional Pinelands aid. At this time, there is no certification received from the state regarding the Pinelands Aid and it is not counted in this budget.

The significant increase include a budget for a) the entire year of municipal court operations (Woodland Township); b) public works equipment (add an aerial hook lift and replace 1998 pickup); e) engineering for two NJDOT grant projects for Oak Shade Road – the engineering part is not covered by the grant and there are potentially two more CDBG upgrades 1. ADA wheelchair lift and bathrooms in compliance 2. preliminary
approval from Burlington County Municipal Park Recreation Grant- 2nd round to be awarded; d) salary up to three percent increase for employees. The line item for Mayor and Committee for salary and wages, it looks like it is an increase but in the prior year there is no money appropriated for Mayor Brown because she elected not take a salary. Being fiscally responsible, if Mayor Brown steps down money must be available to pay the next person. Five members will be appropriated to receive pay; e) fire company expenditures were raised at the request of the fire company.

There is an increase in the capital section of the operating financial budget money was set aside for capital improvement fund down payment on a future ordinance and public works equipment.

A lot of additional surplus is used this year, but do not believe it to be a huge negative impact. We have a current surplus of about over $1.4 million. The 2020-year budget to get it to three cents; $890,000 of surplus. We are looking to replace that with $700,000.

We are waiting on state aid certifications.

Mr. Haines advised Township Committee of the municipal budget process to be submitted to the State and made suggestion at the next meeting to introduce a Cap Bank Ordinance at 3.5 percent and possibly introduce the budget March 23, 2020 and have a hearing at the April 27, 2020 meeting.

Mr. Haines advised the Township Committee to address any highlighted concern of the budget line items to Mr. Cramer or himself so they can have the information available to discuss at the next meeting.

WORKSHOP DISCUSSION

Draft Mobile Home Parks Trailer Ordinance – Mr. Lange reported on the proposed revisions to Chapter 10, Mobile Home / Trailer Parks in which it would address compliance requirements; the Township does not have an age restricted plan in the (CMP) Comprehensive Management Plan. An overview of the current ordinance and a request was made from an owner for relief of age qualifying restrictions pursuant to handicap occupancy and the matter was referred to the Land Development Board. The LDB found suggestions to modify to adhere to requirement to be consistent with federal and state law. The draft ordinance will be modified to address age qualifying residents for adults under age 55; age qualified caregiver modifications and other handicap disabled occupancy. Mr. Lange will provide another draft for consideration prior to the next meeting.

Revised sign ordinance – Mr. Lange addressed an issue raised by Committeewoman McGinnis regarding impact on businesses with limited visibility throughout the town for commercial uses and that Mr. Ron Murphy of “Murphy’s Market” requested signage on Route 206 of his grocery store.

Mr. Lange advised that every commercial or industrial property is entitled to one free-standing sign with size and height restrictions and spoke of a Township ordinance adopted to address regulations that no outdoor off-site advertising signs be permitted; except that which was existing on January 14, 1981 in regional growth in agricultural establishments. The fact that rigged requirements were grandfathered with respect to the placement and use of signage for those of the exceptions, it is believed that it is applicable today.

Mr. Lange advised that Mr. Murphy can seek a variance with respect to a certain piece of property for zoning or consider changing the ordinance to allow such signage on Route 206 with certain restrictions. Suggested to obtain additional information from Mr. Murphy regarding his signage request and also talk to some of the other commercial uses in town to see if they would have any interest before inviting them to seek a variance with the Land Development Board.

Mr. Barton provided insight of spoking with Mr. Murphy over the last two years regarding his desire to have signage; NJDOT does have a signage program where you can get the state to allow signage with very strict criteria.
Mr. Cramer provided a copy of the NJDOT statue, N.J.A.C 16:41D-3.1, which defines that facilities are ineligible for (TODS) Tourist Oriented Directional Sign Program; **supermarkets are listed as one of the ineligibles; but, they do allow restaurants.** Mr. Murphy has a café and may be able to qualify under advertising the café. Suggestion was made for a letter of support be sent on behalf of the Township Committee. Ms. McGinnis will have direct conversation with Mr. Murphy advising him of his options prior to a second application to highlight the café being open breakfast, lunch and dinner with available restrooms and have Jersey fresh produce purchased locally by farmers. The Township Engineer will look at the sign ordinance and refer it to the land use board to make comment regarding allowing sign for consistency on the rights-of-way and personal property. Mr. Barton suggest further review be made by the Township Committee regarding the zoning chapter to be addressed at another workshop meeting. Mr. Sunbury suggest that Mr. Lange not provide further research on the laws at this time.

**Township Meetings Request** – Ms. McGinnis request that Township meetings be changed to the (EMS) Emergency Services Building. Mr. Cramer spoke of limited parking at the EMS building and advised the Township is in the process of obtaining a grant for a new wheelchair lift to extend the capacity of a motorized wheelchair. There would be additional cost for added microphones for the sound system if meetings are to be moved to the EMS building. There were no objections to hold suggested workshop meetings at the EMS building pending no conflict with training schedules at the EMS.

**ABC License Extension** - Mr. Sunbury addressed a concern for lack of revenue being brought into the community and requested the Township look into evaluating the renewal process and ordinance for liquor license establishments that remain vacant for a substantial amount of time. Mr. Lange advised that the Alcoholic Beverage Commission are sensitive to the wishes of the governing body in granting those extensions. Mr. Lange will look into the regulation on how the governing body can get involved in that process and will report at the next regular meeting.

**REPORT OF THE TOWNSHIP ENGINEER**

2019 Road Program – Arawak Paving is back in town finishing up paving.

2020 Road Program and Solicitation of Bids – Earle Asphalt was the low bidder; recommendation at the next regular meeting for review and potential award: Repaving of Laurel Road, Pin Oak Court and Forked Neck Road.

**REPORT OF THE TOWNSHIP ADMINISTRATOR**

**Shared Service / Recycling** – The shared service agreements with New Hanover and Springfield Township are up for renewal for a certified recycling professional. Tabernacle receives $200 from each town for handling their reporting. Resolutions will be listed on the agenda for the next meeting.

**Trash Contract** – The trash contract expires December 31, 2020; Municipal Clerk and Administrator will prepare the specifications ready to go out to bid sixty days prior to receiving bids. Resolution for Authorization will be listed for the next meeting.

**Burlington County 911 Central Communication Shared Service Agreement** – **MOTION:** Authorize Township Administrator to send letter for continued emergency dispatch services. Mr. Sunbury made the motion. Mr. Moore seconded the motion. Ayes: McGinnis, Moore, Sunbury, Barton. Nays: None. Absent: Brown. Motion carried.

2020 JIF Safety Contract – The program is up for renewal. A resolution for Township’s commitment will be listed at the next meeting for continued training service in the program.

**Replacement Signs** – Public Works have been doing an inventory on cleaning, replacing and updating street and reflective signs. 25MPH Speed limit signage was added on Plymouth Court to address speeding issues, in addition
to the two on Waltham Drive as it was being used as a cut through between Powell Place Road and New Road. The lit traffic sign was moved to South Park Road because of a complaint received.

**REPORT FROM TOWNSHIP SOLICITOR** - None

**REPORT FROM CONSTRUCTION OFFICIAL** - None

**REPORT OF THE TOWNSHIP COMMITTEE**

Committeeman Sunbury – provided update from the (OEM) Emergency Management Department advising they are working with Burlington County for COVID-19 making sure we have appropriate resources for the fire company and the emergency squad. Phillis Worrell, Deputy OEM, is a key player in the Vritra hospital system and at the County in terms of planning. OEM had a flu clinic (POD) exercise and advise protocols are posted on the OEM Facebook page to be prepared.

Committeewoman McGinnis - None
Committeeman Moore – None.

Deputy Mayor Barton – spoke of it being correct of the Township’s ownership for the fire truck and building; the subcommittee is still formulating their report with respect to the fire company to address concerns and logistics. In response to Ms. Brooks inquiry to approve bills during workshop; Chief Finance Office Haines advised that bills that should only come at a workshop would be special items necessary to be paid. This is a workshop meeting and not a general business meeting. Bills are addressed at a regular business meeting.

Mayor spoke that there will be no discussion with respect to contract negotiation update: Tabernacle Fire Company #1

**EXECUTIVE SESSION RESOLUTION CS 03 092020**

WHEREAS, the Open Public Meetings Act, P. L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; and

WHEREAS, the Governing Body wishes to discuss:

1. The contract of Kevin P. Frenia, Township Auditor of Holman, Frenia & Allison appointed by this public body

WHEREAS, minutes will be kept and once the matter involving the confidentiality of the above no longer requires exist, then the minutes can be made public.

NOW THEREFORE BE IT RESOLVED that the public be excluded from this meeting.

BE IT FURTHER RESOLVED, after executive session we will reopen the meeting in which action may or may not be taken.

- Motion to adopt, moved by Mr. Moore, seconded by Ms. McGinnis. Ayes – All in favor. Nays - None
  Motion carried. The Committee entered executive session at 9:23 p.m.

**Reconvene to workshop**
ADJOURNMENT

MOTION - Mr. Sunbury made a motion to adjourn, seconded by Mr. Moore, and unanimously carried. Motion carried. The meeting was adjourned at 9:28 p.m.

Respectfully submitted,

La Shawn R. Barber, RMC/CMR Municipal Clerk

Approved: April 27, 2020