

**WASHINGTON TOWNSHIP
BURLINGTON COUNTY**

**TOWNSHIP COMMITTEE MEETING
MEETING MINUTES
Tuesday August 1, 2017
Town Hall - 7:30 PM**

Mayor Dudley Lewis called the meeting to order, followed by the Pledge Allegiance to the Flag.

The Township Clerk read the Sunshine Notice Statement as follows:

Sunshine Notice: This meeting is called pursuant to the Open Public Meetings Law. 1) Posting a copy of the Annual Meeting Schedule on the bulletin board in the Municipal Complex and emailing a copy to the Atlantic City Press and Burlington County Times and all those requesting copies on January 13, 2017. 2) Posting a copy of the agenda on the bulletin board at the Municipal Complex. 3) Filing a copy of the agenda in the office of the Township Clerk at the Municipal Complex. 4) Forwarding a copy of the agenda to the Atlantic City Press and the Burlington County Times 5) Forwarding a copy of the agenda to each person who requested copies of the regular meeting schedule. All the above posting, filing & mailing have taken place on July 28, 2017

Roll Call:

Present: Mayor Lewis, Deputy Mayor James and Committeeman Cavileer.

Professionals: Thomas Coleman, Esq.; Engineer Scott Brown; CFO Kristen Manning, Absent; Township Clerk, Kathleen D. Hoffman and Deputy Township Clerk Karen A. Bacon.

APPROVAL OF MINUTES

July 11, 2017 – Regular

Motion made by Committeeman Cavileer, seconded by Committeeman James to approve the above Minutes:

Roll Call: Cavileer, James, Lewis: Ayes: 3 Nays: 0

PROCLAMATION – PENN SWAMP FIRE

Mayor Lewis read the above proclamation.

RESOLUTIONS

2017 – 44 – Resolution Approving Employee Manual- Tabled from 7/11/2017

Motion made by Committeeman Cavileer, seconded by Committeeman James to approve the above Resolution:

Roll Call: Cavileer, James, Lewis Ayes: 3 Nays: 0

2017 – 50 – Resolution Authorizing an Amount for Certified Animal Control Services for the Care of Injured Animals by Mt. Laurel Animal Hospital – Tabled from 7/11/2017

Motion made by Committeeman James, seconded by Committeeman Cavileer to approve the above Resolution:

Roll Call: Cavileer, James, Lewis Ayes: 3 Nays: 0

2017 – 56 – Authorizing a Memorandum of Agreement between the Washington Township Wildfire Safety Council and the New Jersey Fire Safety Council

Motion made by Committeeman James, seconded by Committeeman Cavileer

Roll Call: Cavileer, James, Lewis Ayes: 3 Nays: 0

2017 – 57 – Resolution Approving the Corrective Action Plan for the 2016 Audit Report

Motion made by Committeeman Cavileer, seconded by Committeeman James

Roll Call: Cavileer, James, Lewis Ayes: 3 Nays: 0

2017 – 58 – Resolution Refunding Escrow Monies for Various Parade Permits

Motion made by Committeeman Cavileer, seconded by Committeeman James

Roll Call: Cavileer, James, Lewis Ayes: 3 Nays: 0

2017 – 59 – Cancellation of Outside Liens

Motion made by Committeeman James, seconded by Committeeman Cavileer

Roll Call: Cavileer, James, Lewis Ayes: 3 Nays: 0

APPROVAL OF BILLS

Motion to pay the bills by Committeeman Cavileer, seconded by Committeeman James.

Roll Call: Cavileer, James, Lewis Ayes: 3 Nays: 0

REPORTS

- a) **Engineer** – Will be advertising for Turtle Creek Road this week and take bids on 8/30/2017. We are trying to take bids at the same time for the Bathrooms. I have asked for an extension, but haven't heard from them. I would like a letter from Committee with regards to this.

Township Clerk Hoffman – If the bids come in higher, we would have to come up with the money and we would need an ordinance.

Engineer Brown – NJDOT is accepting transportation projects for 2018; let me know if there is anything we need.

- b) **Solicitor** – I'll reserve my comments for the closed session.
c) **CFO** – Absent
d) **Code Enforcement** – Received a complaint with regards to a shipping container. We may need to look into this as we have nothing on the record.

Township Clerk Hoffman – A lot of towns have addressed this issue.

Mayor Lewis – Please ask for samples, so that we can look at them. I think you need to tell DCA about the electric.

ADJOURNMENT:

Motion made by Committeeman James, seconded by Committeeman Cavileer to adjourn.

Roll Call: Cavileer, James, Lewis

Ayes: 3

Nays: 0

Respectfully submitted,
Kathleen D. Hoffman, RMC
Township Clerk