

**REGULAR MINUTES  
OF THE TOWNSHIP COMMITTEE  
December 4, 2018 \* 7:00 P.M.**

Mayor Lewis called the meeting to Order followed by the Pledge Allegiance to the Flag.  
The Township Clerk read the Sunshine Notice Statement.

**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 4, 2018. 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 December 4, 2018.

**Call of the Roll:** Committeeman Seybold, Deputy Mayor Cavileer and Mayor Lewis.  
**Professionals:** Tom Coleman, Esq.; Engineer Kevin Dixon; CFO Kristen Manning, Absent;  
Township Clerk, Kathleen D. Hoffman and Deputy Township Clerk Karen Bacon.

**APPROVAL OF MINUTES**

**November 5, 2018 (Regular)**  
**November 5, 2018 (Executive)**

Motion made by Deputy Mayor Cavileer, seconded by Committeeman Seybold above Minutes were approved.

**Roll Call: Cavileer, Seybold, Lewis**

**Ayes: 3**

**Nays: 0**

**ORDINANCES**

Second Reading

Public Hearing

**2018-03 – An Ordinance Authorizing the Sale of Township Property, Block 40.01, Lot 2.02**

Mayor Lewis opened the meeting for Public Hearing.

Ron Hill – Where will this be advertised?

Township Clerk Kathleen Hoffman – Atlantic City Press and Burlington County Times.

Ron Hill – Can it be on the website?

Township Clerk Kathleen Hoffman – Yes and I can send you a notice.

Mayor Lewis closed the public hearing.

Motion made by Committeeman Seybold, seconded by Deputy Mayor Cavileer the above Ordinance was adopted after public hearing.

**Roll Call: Cavileer, Seybold, Lewis**

**Ayes: 3**

**Nays: 0**

**2018-06 – An Ordinance Vacating a Portion of South Bend Road**

Solicitor Coleman – I would recommend that we table this adoption until December 27, 2018 at the Closeout Meeting.

Motion made by Deputy Mayor Cavileer, seconded by Committeeman Seybold the above Ordinance was tabled until 12/27/2018.

**Roll Call: Cavileer, Seybold, Lewis**

**Ayes: 3**

**Nays: 0**

**FIRST READING**

**2018-08 – An Ordinance Regulating The Property Maintenance**

Motion made by Committeeman Seybold, seconded by Deputy Mayor Cavileer the above Ordinance was introduced and passed first reading.

**Roll Call: Cavileer, Seybold, Lewis**

**Ayes: 3**

**Nays: 0**

**2018-09 – An Ordinance Regulating the Maintenance of Vacant & Abandoned Property to Require Registration Entitled 205**

Motion made by Deputy Mayor Cavileer, seconded by Committeeman Seybold the above Ordinance was introduced and passed first reading.

**Roll Call: Cavileer, Seybold, Lewis**

**Ayes: 3**

**Nays: 0**

**2018-10 – An Ordinance Amending & Supplementing Chapter 275-66**

Solicitor Coleman stated that this Ordinance needs to go to the Planning Board and they have cancelled their meeting for 12/5/2018. This ordinance will have to be acted on in 2019.

Motion made by Deputy Mayor Cavileer, seconded by Committeeman Seybold the above Ordinance was taken off the agenda and will be put on in 2019.

**Roll Call: Cavileer, Seybold, Lewis**

**Ayes: 3**

**Nays: 0**

**2018-11 – An Ordinance Amending & Supplementing Chapter 62 – Construction Permits**

Motion made by Committeeman Seybold, seconded by Deputy Mayor Cavileer the above Ordinance was introduced and passed first reading.

**Roll Call: Cavileer, Seybold, Lewis**

**Ayes: 3**

**Nays: 0**

**RESOLUTIONS**

**2018-62 – Resolution Cancellation of Outstanding Checks**

Motion made by Deputy Mayor Cavileer, seconded by Committeeman Seybold to adopt the above Resolution.

**Roll Call: Cavileer, Seybold, Lewis**

**Ayes: 3**

**Nays: 0**

## **APPROVAL OF BILLS**

Motion made by Deputy Mayor Cavileer, seconded by Committeeman Seybold and carried to pay the Bills.

**Roll Call: Cavileer, Seybold, Lewis**

**Ayes: 3**

**Nays: 0**

## **REPORTS**

**Engineer** – Working on grant applications for the parking lot and road; also working on the Charles Avenue Study.

Deputy Mayor Cavileer – Will that be ready for the Closeout Meeting?

Engineer Dixon – Yes.

**Solicitor** – Nothing to add.

**CFO** – Not Present

**Township Clerk** – Day to Day operations of the Clerk Office, Best Practices was submitted and we scored an 89%. The Reorganization Meeting will be held on January 1, 2019 at 10 AM and the Closeout Meeting will be held on December 27, 2018 at 7:00 PM.

Deputy Mayor Cavileer – What about the County Roads?

Township Clerk Hoffman – I've talked with the County and our concerns are being addressed.

**Code Enforcement** – Working on various issues within the Township. A cedar tree at the end of Henderson Avenue, if we can get that taken down in our next budget.

**OEM** - Not Present

**Committee:**

**Committeeman Seybold** – Attended the League. Visited on vendor with regards to bulk mailing and have given the information to the Clerk. I also looked at Safety Vests; I'm going to reach out to OEM; Fire Companies and Ambulance Squad. Bell Lane – the trash truck could get down there and have told the resident that some trees may be to be trimmed. There is a pot hole on River Road and I have asked Larry to look into it. Larry has taken care of the leaves at the Municipal Building and he has worked on the salt spreader. Frank Somes spoke with me with regards to the flooding on the roads. Turtle Creek Road needs to be looked at with regards to the paving.

Solicitor Coleman – I will get in contact with Guzzi.

**Deputy Mayor Cavileer** – I also went to the League. There were no complaints on trash or recycling. Went down Bell Lane and we feel the trash truck should go down and turn around. I also suggested that they trim some trees and she said she would try around Christmas to get them trimmed. There is no Planning Board Meeting for December. The Senior Luncheon was today and everyone was very happy. We don't have anyone from the Pine Barrens Tribune here tonight; the story on the vacation of South Bend Road, he is trying to make everything a scandal and when you read the whole article, we haven't done anything wrong. The only thing I can find that could be scandalous is the Pine Barrens Tribune, itself.

**Mayor Lewis** – I attended the League. I've been approached for a Food Truck and we should be working on an ordinance.

**PUBLIC COMMENT** (Please state your name & address for the record)

Members of the public are invited to submit comments during the public comment portion of this meeting. The Committee, pursuant to the Open Public Meetings Act, will not publicly discuss personnel matters and may choose not to respond to comments made by members of the public during this portion of the meeting; however, the Committee will give all comments appropriate consideration and will refer all individual complaints to the Township Administrator or appropriate Township Representative for resolution. Each citizen will be allotted up to three (3) minutes to speak, in order to allow everyone an opportunity to express their opinions or concerns.

Barbara Cavileer – River Road – When is our lease agreement for the Senior Center up?

Mayor Lewis – I will have to get back to you with the date. (August 21, 2020)

Barbara Cavileer – I think you should have been more firm with the County, we had a golden opportunity with the County. The Best Practices; what were we gigged for?

Township Clerk Hoffman – I'll get you a copy.

Barbara Cavileer – With regards to the Food Truck; the area that it is being proposed, we are overwhelmed with traffic and foot traffic in that area.

Tim Michel – Henderson Avenue – The Food Truck is on the property and not on the landing. I'd be willing to discuss this with Committee.

Amy Howell – Lower Bank Road – It's my daughter who wants the Food Truck. We are looking for guidance and it's for the summer/weekends. We are concerned with traffic also. My daughter works at the Clam House. The Food Truck wouldn't impede the parking at this location.

Solicitor Coleman – We will be working on this next year. You'll have steps to complete and also County approval.

Township Clerk Hoffman – The truck will have to be inspected by the County.

Mrs. Howell – We have done that.

Dan James – River Road – This isn't the International Property Maintenance?

Mayor Lewis – No.

Dan James - It is a zoo in the area around the Clam House. It is a place for jet skis, etc.

Ron Hill – Bulltown Road – I'd like to request the Committee look into the intersection of Route 563/542 and get it corrected. This is Mr. Cavileer's last meeting; I'd like to compliment him for his service. With regards to Mr. Melegari, he doesn't seem to follow the form of editorial.

Horace Somes – Turtle Creek Road – I got a copy of the agenda, but when I got here there were 4 additional ordinances added to it. The public needs to know what is happening.

We need the County to respond and I don't think what we heard tonight was not complete.

Mr. Somes showed pictures to the Committee with regards to the flooding of the road in the Township. There is beaver activity and its State property.

Township Clerk Hoffman – There is a process to get rid of the beavers.

Horace Somes – People have to get out there and correct this problem. The Turtle Creek Road needs to be re-sealed that they didn't do and needs to re-stabilize. I saw someone drilling holes in the road.

Engineer Dixon – They were checking the depth of the road.

Horace Somes – There are lines on the ground that can become a hazard.

Township Clerk Hoffman – The lines are Comcast.

Horace Somes – Barry, thank you for your service.

Jeanette DePiero – River Road – Thank you Barry for your service.

Mayor Lewis – We received three candidates for the position of Tax Collector. Vicky Boras is retiring February 1, 2019 and we have selected Maryalice Brown.

Deputy Mayor Cavileer – We should follow up on the flooding, wires and Turtle Creek Road issues.

We need the County here to discuss our issues, particularly Route 542.

I appreciate the support over the last 9 years. I think Leigh will do a good job. I've enjoyed working with all of the employees and residents of the Township.

### **ADJOURNMENT**

Motion made by Deputy Mayor Cavileer, seconded by Committeeman Seybold to adjourn the meeting.

**Roll Call: Cavileer, Seybold, Lewis**

**Ayes: 3**

**Nays:**

Kathleen D. Hoffman, RMC  
Township Clerk