

**WASHINGTON TOWNSHIP  
BURLINGTON COUNTY**

**TOWNSHIP COMMITTEE MEETING  
MEETING MINUTES  
Tuesday June 13, 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 of the above posting, filing and mailing have taken place on the 2<sup>nd</sup> day of June, 2017**

**Roll Call:**

Present: Mayor Lewis, Deputy Mayor James and Committeeman Cavileer.  
Professionals: Tom Coleman, Esq.; Engineer Scott Brown; CFO Kristen Manning, Absent;  
Township Clerk, Kathleen D. Hoffman and Deputy Township Clerk Karen A. Bacon.

**APPROVAL OF MINUTES**

May 9, 2017 – Regular & Executive

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

**Roll Call: Cavileer, James, Lewis:**

**Ayes: 3**

**Nays: 0**

**COMMUNICATIONS**

School & Township Task Force

Mayor Lewis stated that the School Board set up a Minimum Tax Levy Committee and has requested that we appoint a member of Committee to participate. I think this is very important to join in on this Task Force.

School Board Member Karen Del Nero stated that Nick Del Nero and herself were on the committee.

Committeeman Cavileer stated that he would be willing to serve on this committee, but if someone else was going to serve, he had information that may be important to this issue.

Mayor Lewis thanked Committeeman Cavileer.

On motion of Committeeman Cavileer, seconded by Committeeman James to join the School & Township Task Force;

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

**JUNKYARD – ESTATE OF RUSSELL G. GROFF**

Mrs. Groff gave a report on the Junkyard.

Township Clerk Hoffman – Code Enforcement Officer sent in a report and he approves the issuance of the permit.

Mrs. Groff – I need a letter from the Township for Pinelands, that you are ok with everything.

Township Clerk Hoffman – I will get a letter to Pinelands for you.

Motion made by Committeeman Cavileer, seconded by Committeeman James to approve the above Junkyard and to send a letter to Pinelands:

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

**PROCLAMATION**

**George Washington-Sir John A. Macdonald-Canada Day**

Mayor Lewis read the above Proclamation, proclaiming July 1, 2017 as George Washington-Sir John A. Macdonald-Canada Day.

**ORDINANCES**

**Second Reading**

**2017-02 – Establish a Local Wildfire Safety Council**

Mayor Lewis opened the meeting for a Public Hearing on the above Ordinance.

Deputy Mayor James – De we get any money for this?

Horace Somes – I’m hoping so next year.

Mayor Lewis closed the Public Hearing.

Motion made by Committeeman Cavileer, seconded by Committeeman James

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

**2017-03 – Adopting a Codification & Revision of Ordinances of the Township of Washington**

Mayor Lewis opened the meeting for a Public Hearing on the above Ordinance.

There were no public comments.

Mayor Lewis closed the Public Hearing.

Motion made by Committeeman James, seconded by Committeeman Cavileer

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

**2017-04 – Adopting a Codification & Revisions of the Board of Health of the Township of Washington**

Mayor Lewis opened the meeting for a Public Hearing on the above Ordinance.

There were no public comments.

Mayor Lewis closed the Public Hearing.

Motion made by Committeeman Cavileer, seconded by Committeeman James

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

**First Reading**

**2017-05 – 2017 Salary Ordinance**

Deputy Mayor James – The Deputy Mayor’s salary is not addressed in this ordinance.

Township Clerk Hoffman – It is within the range and will be addressed in the salary resolution at the next meeting.

Motion made by Committeeman Cavileer, seconded by Committeeman James

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

**2017-06 – Authorizing Special Emergency Appropriations/Tax Maps**

Deputy Mayor James – This is open ended for me.

Township Clerk Hoffman – This is to fund the project.

Deputy Mayor James – You have a starting point, but not an ending figure.

Township Clerk Hoffman – If there are any revisions, we would have to address each one, you can say not to exceed the \$30,000.

Solicitor Coleman – Mr. Brown, can you give us a figure now?

Engineer Brown – It all depends on where the properties are. This amount would get the maps up to date for the State code. If there is a problem with the a deed, it will be extra.

Motion made by Committeeman James, seconded by Committeeman Cavileer  
**Roll Call: Cavileer, James, Lewis                      Ayes: 3              Nays: 0**

**RESOLUTIONS**

2017 – 42 – Resolution Renewal 2017-2018 Plenary Retail License/Lower Bank Tavern

Motion made by Committeeman James, seconded by Committeeman Cavileer

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

2017 – 43 – Resolution Renewal 2017-2018 Plenary Distribution License/Pine Barren Liquor & Deli

Motion made by Committeeman Cavileer, seconded by Committeeman James

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

2017 – 44 – Resolution Approving Employee Manual – TABLED

Motion made by Committeeman Cavileer, seconded by Committeeman James to TABLE the above Resolution until the next meeting.

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

2017 – 45 – Resolution Agreement/Bass River Court for Signatures

Motion made by Committeeman James, seconded by Committeeman Cavileer

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

2017 – 46 – Resolution for Use of Facsimile Signature/Bass River Court

Motion made by Committeeman Cavileer, seconded by Committeeman James

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

2017 – 47 – Resolution Amending Resolution # 2017-17 – Local Emergency Planning Council/Amend Members

Motion made by Committeeman James, seconded by Committeeman Cavileer

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

2017 – 48 – Insertion of Special Item of Revenue in 2017 Budget

Motion made by Committeeman Cavileer, seconded by Committeeman James

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

**CAMPGROUNDS**

M.P. Campground, Inc. t/a Belhaven Lake RV Resort

Motion made by Committeeman James, seconded by Committeeman Cavileer the above was TABLED:

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

**APPROVAL OF BILLS**

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

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

## **REPORTS**

- a) **Engineer** –Finishing plans for Turtle Creek Road.

Township Clerk Hoffman – When are you going out to bid?

Engineer Brown – As soon as it's all together. I've worked on the bathroom plans, tax maps and storm water program.

- b) **Solicitor** – I'll defer until the executive session.  
c) **CFO** – Not Present  
d) **Code Enforcement** – As submitted by William Ward  
e) **Township Clerk** – Routine day to day operations of the Township Clerk's Office and submitted monthly reports required; website training; trash bids are going out 8/22 and opening on 10/20. We received a quote for the sound system and the tonnage report was submitted.  
f) **OEM-BOH** – As submitted by Barbara Some  
g) **Township Committee** –  
**Committeeman Cavileer** –.No complaints on the trash except for them coming on Saturday instead of Friday for the holiday and no complaints on recycling. Attended the Planning Board meeting as well as the Special School Board Meeting. There will be a School Board Meeting on 6/26/2017 at 6:00 PM.  
**Committeeman James** – I attended the School Board Meeting.  
**Mayor Lewis** – Worked on the Township Calendar and received a letter from the DOT regarding paving.

## **PUBLIC COMMENT**

(Please state your name & address for the record)

Mayor Lewis opened the meeting to the public for comment.

Horace Some questioned Turtle Creek Road and the culverts.

Engineer Brown – They will be replaced.

Horace Some – The tax map issue started in 2008 and it's a problem. Also the roads should be addressed.

Doug Melegri from the Pine Barrens Paper – Do you know anything about the trees being cut down at Harrisville Lake?

Deputy Mayor James – Most of that is in Bass River Township.

Mayor Lewis – We have received nothing regarding this matter.

Fatima Ford – The State is cutting them down.

## **Resolution # 49 – Executive Session – Potential Contracts**

Motion made by Committeeman James, seconded by Committeeman Cavileer to go into Executive Session.

**Roll Call: Cavileer, James, Lewis**

**Ayes: 3**

**Nays: 0**

Mayor and Committee went into Executive Session at 8:15 PM.

Let the record reflect the Mayor and Committee returned to the regularly scheduled meeting at 8:45 PM

**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