## 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.

- e) **Township Clerk** Routine day to day operations of the Township Clerk's Office and submitted monthly reports required; the Website will be launched soon; applied for a grant to the County for the Master Plan and they will come down to work with us. Have asked the County about repaving the road within the Township.
- f) **OEM-BOH** As submitted by Barbara Somes
- g) Township Committee –
- h) Committeeman Cavileer No trash complaints; 1 complaint on Recycling, which was taken care of; a few complaints from residents with regards to the County roads; Attended the School Board Meeting and they went into Executive Session. I suggested that we go to Sen. Connor because our time is running short. There is a Planning Board Meeting 8/2/2017 at 7:30PM.

**Committeeman James** – I have nothing tonight.

Mayor Lewis – Met with the School Board & DEP and we are still in negotiations.

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

Barbara Cavileer – There is a large pothole on Route 652. When coming off and on the Lower Bank Bridge, you can't see the cars; the brush needs to be trimmed.

Township Committee Cavileer – I've asked Larry to do this and have the permission from the owner.

Mayor Lewis – We will need to go into Executive Session.

#### **Resolution # 2017-60 – Executive Session**

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

Roll Call: Cavileer, James, Lewis

Ayes: 3 Nays: 0

Mayor and Committee went into Executive Session at 7:56 PM.

Let the record reflect the Mayor and Committee has returned to the regularly scheduled meeting at 8:11 PM.

On motion of James, seconded by Cavileer and carried the following Ordinance was added to the agenda: Roll Call: Cavileer, James, Lewis Ayes: 3 Nays: 0

### **ORDINANCES**

## **First Reading**

2017-07 – Authorizing Acquisition of Property at Block 52.01, Lot 6.01 (2434 Route 563) from the Washington Township Board of Education within the Township of Washington for General Municipal Purposes

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

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

Mayor Lewis – This may need a special meeting.

Solicitor Coleman – I would suggest August 29, 2017 at 7:00 PM.

Mayor and Committee agreed.

# **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