

TOWNSHIP COMMITTEE MINUTES
REGULAR MEETING
APRIL 13, 2020

The Regular meeting of the Township Committee of the Township of Bordentown was held virtually using Zoom due to the State of New Jersey's Shelter in Place order due to pandemic conditions.

PRESENT: Mayor Stephen Benowitz
Deputy Mayor Eric Holliday
Committeeman Eugene Fuzy
Committeeman James Kostoplis
Committeeman Ken Mason
Administrator Michael Theokas
Chief Financial Officer Jeffrey Elsasser
Clerk Maria Carrington
Attorney Eileen Fahey

Mayor Benowitz called the meeting to order at approximately 7:30 p.m.

Mayor Benowitz led a salute to the flag and a moment of silence dedicated to those infected and succumbing to COVID-19.

Roll Call was taken by Township Clerk Carrington.

Township Clerk Carrington read the following Open Public Meeting Announcement:

This meeting is called pursuant to the provision of the Open Public Meeting Act. On January 8, 2020, a notice of the 2020 meetings was sent to the *Burlington County Times* and *The Times* and was subsequently published by the *Burlington County Times* on January 10, 2020. The notice was posted on the bulletin boards in the Municipal Building and has remained continuously posted as required under the statute. In addition, a copy of the notice is and has been available to the public and is on file in the office of the Township Clerk.

Proper notice having been given, the Township Clerk is directed to include this statement in the minutes of the meeting. The proceedings of this meeting although virtual are open to the public and are being electronically recorded and will act as the minutes of the meeting in conjunction with the abbreviated form of the minutes. Requisite minutes are kept for all meetings, whether open or closed to the public.

Correspondence: Committee received an excerpt of Minutes from the Bordentown Regional School District Board of Education meeting held on April 1 regarding the Resolution Opposing Delay in Transmission of Quarterly Property Tax Revenue to School Districts. The Mayor noted that even if the State gives municipalities the opportunity to delay school payments, Bordentown Township does not anticipate needing to do so.

Resolution #2020-92 entitled RESOLUTION TO READ BUDGET BY TITLE ONLY

Committeeman Kostoplis made a motion to adopt Resolution #2020-92; seconded by Committeeman Fuzy. Roll Call Vote:

AYE: Committeeman Fuzy; Committeeman Kostoplis, Committeeman Mason, Deputy Mayor Holliday, Mayor Benowitz

NAY: None

2020 Municipal Budget

Administrator Michael Theokas stated that the Township’s budget is under State review this year, and the State has required a few small amendments primarily to deal with a small increase in State aid and some changes in expected grant receipts and expenditures. At the same time, we would also like to make some budget amendments to lower anticipated revenue due to the COVID-19 pandemic. Neither of these changes will change the amount to be raised by taxation or the fact that the 2020 budget will be a 0% increase. In light of the above, the administrator and Chief Financial Officer recommend postponing adoption as the State needs to approve all amendments before being considered by the Township Committee.

Public Hearing on 2020 Municipal Budget: Deputy Mayor Holliday made a motion to open the public hearing on the 2020 Municipal Budget; seconded by Committeeman Kostoplis. Voice Vote: All Aye.

There being no public comment, Deputy Mayor Holliday made a motion to close the public hearing; seconded by Committeeman Kostoplis. Voice Vote: All Aye.

A motion to postpone the adoption of the 2020 Municipal Budget was made by Deputy Mayor Holliday; seconded by Committeeman Fuzy. Roll Call Vote:

AYE: Committeeman Fuzy; Committeeman Kostoplis, Committeeman Mason, Deputy Mayor Holliday, Mayor Benowitz

NAY: None

Administrative Review

Township Clerk Carrington stated there was nothing to add to the Agenda; however, a new bill list was distributed to the Township Committee this afternoon adding an additional \$350 to one invoice for engineering services.

Consent Agenda

Resolution #2020-93 entitled APPROVING ROUTINE BUSINESS: MINUTES OF MEETINGS

Resolution #2020-94 entitled APPOINTING TOWNSHIP APPRAISER FOR THE YEAR 2020

Resolution #2020-95 entitled RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF BORDENTOWN TO AUTHORIZE FINAL COMPENSATION TO SALVATORE GUIDO UPON RETIREMENT

Resolution #2020-96 entitled RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF BORDENTOWN TO MEMORIALIZE ACCEPTANCE OF THE RESIGNATION OF JENNIFER PASSERELLA, PATROL OFFICER IN THE BORDENTOWN TOWNSHIP POLICE DEPARTMENT

Resolution #2020-97 entitled RESOLUTION AUTHORIZING THE TOWNSHIP OF BORDENTOWN TO ENTER INTO A MEMORIANDUM OF UNDERSTANDING WITH HABITAT FOR HUMANITY OF BURLINGTON COUNTY, INC. REGARDING THE FUTURE DEVELOPMENT OF 179, 181 AND 183 CROSSWICKS ROAD

Resolution #2020-98 entitled RESOLUTION AMENDING RESOLUTION #2020-90 ACCEPTING THE PROPOSAL FROM TUREK CONSULTING, LCC, FOR GROUNDWATER MONITORING ABANDONMENT AND INSTALLATION FOR THE PROPERTY LOCATED AT 262 CROSSWICKS ROAD TO INCLUDE TASK #2

Resolution #2020-99 entitled APPROVING ROUTINE BUSINESS: PAYMENT OF BILLS

Township Committee review and discussion of Consent Agenda Items Resolutions #2020-93 through #2020-99. Deputy Mayor Holliday inquired about the process and decision to appoint a Township Appraiser. CFO Elsasser responded that, similar to other professionals, proposals were solicited through an RFP and as Purchasing Agent, he wrote a recommendation to hire J. McHale & Associates, Inc. Deputy Mayor Holliday also solicited additional information regarding the Memorandum of Understanding with Habitat for Humanity. Administrator Theokas stated that it remains the intent to demolish the properties owned by the Township at 179, 181 and 183 Crosswicks Road. The Memorandum of Understanding is to begin working with Habitat for Humanity regarding what affordable housing will be built on the lots. Discussion was also held regarding the purchase of the Personal Protective Equipment which was listed on the bill list.

Committeeman Fuzy made a motion to open to the public the Consent Agenda items; seconded by Deputy Mayor Holliday. Voice Vote: All Aye.

There being no public comment, Committeeman Mason made a motion to close to the public; seconded by Deputy Mayor Holliday. Voice Vote: All Aye.

Committeeman Fuzy made a motion to adopt the Consent Agenda; seconded by Deputy Mayor Holliday. Roll Call Vote:

AYE: Committeeman Fuzy; Committeeman Kostoplis, Committeeman Mason, Deputy Mayor Holliday, Mayor Benowitz

NAY: None

Resolution #2020-100 entitled SUSPENDING COLLECTION OF BUSINESS LICENSE FEES FOR THE 2020-2021 LICENSING YEAR

Deputy Mayor Holliday made a motion to adopt Resolution #2020-100; seconded by Committeeman Mason. Deputy Mayor Holliday stated this was a good move to help local businesses during this economic recession. Mayor Benowitz agreed that it was the right thing to do to help our businesses. Roll Call Vote:

AYE: Committeeman Fuzy; Committeeman Kostoplis, Committeeman Mason, Deputy Mayor Holliday, Mayor Benowitz

NAY: None

Ordinance #2020-06 entitled ORDINANCE AMENDING THE BORDENTOWN TOWNSHIP MUNICIPAL CODE ADDING CHAPTER 8.31 REGARDING COMMERCIAL TENANCY CHANGE

Public Hearing: Committeeman Kostoplis made a motion to open the public hearing on Ordinance #2020-06; seconded by Deputy Mayor Holliday. Voice Vote: All Aye.

Seeing no public comment, Committeeman Kostoplis made a motion to close the public hearing on Ordinance #2020-06; seconded by Deputy Mayor Holliday. Voice Vote: All Aye.

Adoption: Deputy Mayor Holliday made a motion to adopt Ordinance #2020-06; seconded by Committeeman Fuzy. Roll Call Vote:

AYE: Committeeman Fuzy, Committeeman Kostoplis, Committeeman Mason, Deputy Mayor Holliday, Mayor Benowitz
NAY: None

Ordinance #2020-07 entitled AN ORDINANCE OF THE TOWNSHIP OF BORDENTOWN AMENDING THE AGWAY (GROWMARK)/YATES REDEVELOPMENT PLAN

Adoption of this ordinance was tabled from the March 23, 2020 meeting. Deputy Mayor Holliday made a motion to take Ordinance #2020-07 from the table: seconded by Committeeman Kostopolis. Voice Vote: All Aye.

As the Planning Board has not been able to meet regarding this redevelopment plan, a motion was made by Deputy Mayor Holliday to table Ordinance #2020-07 until the June 22, 2020 Township Committee meeting; seconded by Committeeman Fuzy. Roll Call Vote:

AYE: Committeeman Fuzy, Committeeman Kostoplis, Committeeman Mason, Deputy Mayor Holliday, Mayor Benowitz
NAY: None

Ordinance #2020-09 entitled AN ORDINANCE AMENDING THE BORDENTOWN TOWNSHIP MUNICIPAL CODE AND CREATING A PROJECT LABOR AGREEMENT OPTION FOR CERTAIN PUBLIC WORKS CONTRACTS AND PUBLICLY FUNDED PROJECTS

Adoption of this ordinance was tabled from the March 23, 2020 meeting. Committeeman Fuzy made a motion to take Ordinance #2020-09 from the table: seconded by Committeeman Kostopolis. Voice Vote: All Aye.

A motion was made by Committeeman Fuzy to table Ordinance #2020-09 until the May 26, 2020 Township Committee meeting; seconded by Committeeman Mason. Roll Call Vote:

AYE: Committeeman Fuzy, Committeeman Kostoplis, Committeeman Mason, Deputy Mayor Holliday, Mayor Benowitz
NAY: None

Introduction of Ordinance 2020-10 entitled AN ORDINANCE OF THE TOWNSHIP OF BORDENTOWN, IN THE COUNTY OF BURLINGTON, NEW JERSEY; CANCELLING CERTAIN APPROPRIATIONS NOT NEEDED FOR THEIR ORIGINAL PURPOSES IN THE AGGREGATE AMOUNT OF \$177,396.24 AND RE-APPROPRIATING \$174,144.74 OF SAID APPROPRIATIONS FOR OTHER CAPITAL IMPROVEMENTS OR FOR TRANSFER TO THE CAPITAL SURPLUS FUND

Deputy Mayor Holliday made a motion to introduce Ordinance #2020-10: seconded by Committeeman Mason. Roll Call Vote:

AYE: Committeeman Fuzy, Committeeman Kostoplis, Committeeman Mason, Deputy Mayor Holliday, Mayor Benowitz

NAY: None

PUBLIC HEARING: April 27, 2020

Introduction of Ordinance 2020-11 entitled ORDINANCE OF THE TOWNSHIP OF BORDENTOWN, COUNTY OF BURLINGTON, AMENDING THE BORDENTOWN TOWNSHIP MUNICIPAL CODE AND ADDING SECTION 2.68.080 “POLICE OUTSIDE EMPLOYMENT” (By Title Only)

Deputy Mayor Holliday questioned the need for this ordinance. Administrator Theokas explained that the Police Department would like to enter into a contract with a third party company to manage the invoicing and bill collection from outside agencies who pay officers for police services when needed for traffic control and other security services. This contract would not of not cost to the Township as the purchaser of the services would be charged directly. This will alleviate a substantial administrative burden for the Police and Finance Departments. This ordinance is needed to allow for this contract and to codify existing procedures.

Committeeman Fuzy made a motion to introduce Ordinance #2020-11: seconded by Committeeman Mason.
Roll Call Vote:

AYE: Committeeman Fuzy, Committeeman Kostoplis, Committeeman Mason, Deputy Mayor Holliday, Mayor Benowitz

NAY: None

PUBLIC HEARING: April 27, 2020

New Business

CFO Jeff Elsasser says that although the Governor is considering moving the due dates for some taxes, the proposed legislation does not include property taxes. At this time, taxes for the second quarter of 2020 must be received by May 11, 2020.

Administrator’s Report

Town Hall remains closed to the public; however, members of the staff are still coming into the office and all emails and phone calls are being returned. Administrator Theokas thanked the essential personnel and the Police and EMS departments. The Township has had over 34 positive cases of COVID-19, eight of which have come out of quarantine. No employees have tested positive for the virus or have needed to be quarantined. By the order of the Governor, all parks and paths are closed. He urged the public to stay safe and observe social distancing guidelines.

Public Participation

Deputy Mayor Holliday made a motion to open the meeting for public participation; seconded by Committeeman Fuzy. Voice Vote: All Aye.

Seeing no public comment, Committeeman Fuzy made a motion to close the meeting to the public; seconded by Deputy Mayor Holliday Mason. Voice Vote: All Aye.

Final Comments from Township Committee

Committeeman Fuzy urged all residents to complete the Census. Currently, the completion rate for Bordentown Township residents is over 60%.

Deputy Mayor Holliday commended the Township’s Office of Emergency Management. He feels the Township has done a great job. He is concerned about a spike in the virus after society’s reopening.

Mayor Benowitz thanked the Township staff for all of their work during this virus outbreak. The Mayor has been attending virtual meetings with county and State departments. He was proud to be part of the food drive last Saturday and thanked the school, the fire districts and the Easter Bunny for participating. He urged everyone to stay safe.

There being no further comments from the Township Committee, Deputy Mayor Holliday made a motion to adjourn the Regular Meeting at approximately 8:25 p.m.; seconded by Committeeman Kostoplis. Voice Vote: All Aye.

The next Township Committee Meeting will be held on April 27, 2020.

Respectfully Submitted,

MARIA CARRINGTON, TOWNSHIP CLERK