

**REGULAR MEETING  
MARCH 13, 2012  
7:00 P.M.**

Mayor Brown called the meeting to order at 7:00 p.m. read the following statement and led the flag salute.

IN COMPLIANCE WITH CHAPTER 231 OF THE PUBLIC LAWS OF 1975, NOTICE OF THIS MEETING WAS GIVEN BY WAY OF ANNUAL NOTICE PUBLISHED IN THE ATLANTIC CITY PRESS, ON JANUARY 5, 2012, THE EGG HARBOR AND HAMMONTON NEWS ON JANUARY 11, 2012 AND POSTED AT TOWNHALL.

**Roll Call:**

**Committee Present:** Anthony Gabris, Susan Polk, Larry Riffle, Mayor Brown

**Committee Absent:** Edward Hagaman

**Municipal Clerk:** Kimberly Johnson

**Solicitor:** Elias Manos

**CFO:** Dawn Stollenwerk

**Approval of Committee Minutes:** Mayor entertained a motion to approve the minutes of the Budget Workshop of February 14, 2012; so moved by Ms. Polk seconded by Mr. Gabris. RCV: Yeas: Mr. Gabris, Ms. Polk, Mr. Riffle, Mayor Brown. Mayor entertained a motion to approve the minutes of the Budget Workshop of February 28, 2012; so moved by Ms. Polk seconded by Mr. Gabris. RCV: Yeas: Mr. Gabris, Ms. Polk, Mr. Riffle, Mayor Brown. Mayor entertained a motion to approve the minutes of the February 28, 2012 meeting; so moved by Ms. Polk seconded by Mr. Gabris. RCV: Yeas: Mr. Gabris, Ms. Polk, Mr. Riffle, Mayor Brown.

**Public Discussion Relating to Agenda Items:** None.

**First Reading: Ordinance #3-2012 / Amending Chapter 34 / Personnel Policies Manual:** Mayor entertained a motion to read by title; so moved by Ms. Polk seconded by Mr. Gabris. RCV: Yeas: Mr. Gabris, Ms. Polk, Mr. Riffle, Mayor Brown.

*An Ordinance Amending Chapter 34, Personnel Policies, Adopting Amendments to the Personnel Policy and Procedures Manual of the Township of Mullica, County of Atlantic, State of New Jersey*

Mayor entertained a motion to approve and set hearing date for March 27<sup>th</sup> at 7pm; so moved by Ms. Polk seconded by Mr. Gabris. RCV: Yeas: Mr. Gabris, Ms. Polk, Mr. Riffle, Mayor Brown.

**First Reading: Ordinance #4-2012 / Cap Waiver:** Mayor entertained a motion to read by title; so moved by Ms. Polk seconded by Mr. Gabris. RCV: Yeas: Mr. Gabris, Ms. Polk, Mr. Riffle, Mayor Brown.

*Calendar Year 2012, Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank*

Mayor entertained a motion to approve and set hearing date for March 27<sup>th</sup>, 7pm; so moved by Ms. Polk seconded by Mr. Gabris. RCV: Yeas: Mr. Gabris, Ms. Polk, Mr. Riffle, Mayor Brown.

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**First Reading: Ordinance #5-2012/ Accept Unimproved Lands / Block 10807, Lot 11:** Mayor entertained a motion to read by title; so moved by Ms. Polk seconded by Mr. Gabris. RCV: Yeas: Mr. Gabris, Ms. Polk, Mr. Riffle, Mayor Brown.

*An Ordinance Authorizing the Acceptance of Unimproved Land Designated Block 10807, Lot 11; on the Tax Map of the Township of Mullica, By the Township of Mullica, County of Atlantic and State of New Jersey*

Mayor entertained a motion to approve and set hearing date for March 27<sup>th</sup>, 7pm; so moved by Ms. Polk seconded by Mr. Gabris. RCV: Yeas: Mr. Gabris, Ms. Polk, Mr. Riffle, Mayor Brown.

**Hearing: Ordinance 2-2012 / Salary Ordinance** Mayor entertained a motion to read by title; so moved by Ms. Polk seconded by Mr. Gabris. RCV: Yeas: Mr. Gabris, Ms. Polk, Mr. Riffle, Mayor Brown.

*An Ordinance Fixing the Salaries and Wages of Certain Officers and Employees of the Township of Mullica, County of Atlantic, State of New Jersey for the Year 2012*

Mayor opened to the public. No public comment; Mayor entertained a motion to adopt; so moved by Ms. Polk seconded by Mr. Gabris. RCV: Yeas: Mr. Gabris, Ms. Polk, Mr. Riffle, Mayor Brown.

**Budget Introduction:** Mayor entertained a motion to read by title; so moved by Ms. Polk seconded by Mr. Gabris. RCV: Yeas: Mr. Gabris, Ms. Polk, Mr. Riffle, Mayor Brown.

*Municipal Budget of the Township of Mullica, County of Atlantic, For the Year 2012*

Mayor stated this budget projects a one cent increase. Mayor entertained a motion to approve and set hearing date public hearing date for April 10<sup>th</sup>, 7pm; so moved by Ms. Polk seconded by Mr. Gabris. RCV: Yeas: Mr. Gabris, Ms. Polk, Mr. Riffle, Mayor Brown.

### Committee Reports:

**Administration:** Ms. Polk reported the following: Rabies Clinic is scheduled for March 24<sup>th</sup> from 10 a.m. – 12 p.m. A late fee of \$5.00 will be assessed for those dogs that do not get their license before March 31<sup>st</sup>. Earth Day will be held Sunday, April 22<sup>nd</sup> from 10 am – 4 pm at the Atlantic County Utilities Authority. Visit their website for more information. The monthly Senior Citizens Meeting will be held March 21<sup>st</sup> at 1:00 p.m. at the Elwood Fire House. Please park in the rear parking lot. We are working on having the Book Mobile there prior to the meeting. Municipal offices will be closed Friday, April 6<sup>th</sup> for Good Friday. Ms. Polk gave the following update regarding the Schoolyard Garden; 20 volunteers assisted in building six 4'X 30 frames and the planting will begin with the help of the students who will also maintain and harvest the garden. Ms. Polk stated she was overwhelmed by the generosity given for this project.

**Public Works:** Mr. Riffle reported the Township Transfer Station will be closed Sunday, April 8<sup>th</sup> in observance of the Easter Holiday.

**Development & Housing:** Mr. Gabris reported the following for the month of February: Construction Department issued 16 new permits and 7 updates to existing permits, which included: one re-construction of a single family dwelling, four permits for additions, one permit for a solar arrays, one pole barn, one shed and the

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remaining new permits were for alterations (roofing, security systems, heating system etc).The Construction Office collected \$6,827.00 in fees of which \$492.00 is remitted to the State. The Zoning Department issued eight (8) Zoning Permits, six (6) Certificates of Occupancy and collected \$1,375.00. Mr. Gabris stated the next Historical Society Meeting will be held March 22, 2012 @ 7:00 p.m. here in the Municipal Court Room. All are welcomed to attend.

**Revenue & Finance:** Mayor reported the following: The February treasurer's report was emailed to all members of Committee and will be included in the minutes of tonight's meeting. The Township received the 2011 Safety Excellence award from the Atlantic County Municipal Joint Insurance Fund. The township met or exceeded all of the requirements of the safety incentive program. The Township of Mullica is soliciting quotations for Recreation Field Maintenance. Deadline for submission is Wednesday, March 14<sup>th</sup>, 2012 by 10:00 am. Further information is available on the Township website. Tax Sale is set for April 18<sup>th</sup> at 10:00 a.m. All uncollected 2011 taxes will be advertised in the newspaper beginning March 21<sup>st</sup>.

**Department of Public Safety:** Ms. Polk reported the following: Municipal Court collected \$29,442.00 for the month of February 2012 and the municipality retained \$13,470.04. The next Town Watch meeting will be held March 22<sup>nd</sup> in the Elwood Fire House at 7:00 p.m. All residents are invited to attend. Be advised we are still experiencing daytime burglaries. If you notice anything unusual, please contact the Police Department. Remember to visit our Facebook page for public notices. MTPD Annual Easter Egg Hunt will be held March 31<sup>st</sup> at 2:00 p.m. at the Township Recreational Fields. (Rain Date is April 7<sup>th</sup>). Ages 1-7 ... Remember to bring your basket to collect your eggs!

### **Old Business:**

**Resolution 45-2012 / Award Reading Avenue Storm Drainage Improvements / Infrastructure, LLC:** Mayor entertained a motion to award to Infrastructure, LLC, in the amount of \$95,059.00; so moved by Ms. Polk seconded by Mr. Gabris. RCV: Yeas: Mr. Gabris, Ms. Polk, Mr. Riffle, Mayor Brown.

### **New Business:**

**Resolution 46-2012 / Approve Shared Services Agreement / ACUA / Certified Recycling Coordinator:** Mayor entertained a motion to approve; so moved by Ms. Polk seconded by Mr. Gabris. RCV: Yeas: Mr. Gabris, Ms Polk, Mr. Riffle, Mayor Brown.

**Resolution 47-2012 / Tonnage Grant Application:** Mayor entertained a motion to approve; so moved by Ms. Polk seconded by Mr. Gabris. RCV: Yeas: Mr. Gabris, Ms. Polk, Mr. Riffle, Mayor Brown.

**Mayor Appoints Economic Advisory/Development Commission Members:** Mayor appointed the following members: 3-year term, Ron Lischak and Roger Muessig; 2-year term, Tom Carl and Tom Sandman; 1-year term, Mike Carrigan and Chris Silva. Mayor entertained a motion to approve the appointments; so moved by Mr. Riffle seconded by Mr. Gabris. RCV: Yeas: Mr. Gabris, Ms. Polk, Mr. Riffle, Mayor Brown.

**Renew Mullica Woods Mobile Home Park License 2012:** Mayor entertained a motion to renew; so moved by Ms. Polk seconded by Mr. Gabris. RCV: Yeas: Mr. Gabris, Ms. Polk, Mr. Riffle, Mayor Brown.

**Payment of Bills:** Ms. Polk so moved to approve the Bill List seconded by Mr. Gabris. RCV: Yeas: Mr. Gabris, Ms. Polk, Mr. Riffle, Mayor Brown.

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**Public Discussion:** None.

Mayor closed public portion and entertained a motion to enter Executive Session; so moved by Ms. Polk seconded by Mr. Gabris RCV: Yeas: Mr. Gabris, Ms. Polk, Mr. Riffle, Mayor Brown. Clerk read Resolution ES #4-12 in full to review Executive Session Minutes, and to discuss personnel issue.

Ms. Polk so moved to come back to Regular Session at 7:45 pm seconded by Mr. Gabris. RCV: Yeas: Mr. Gabris, Ms. Polk, Mr. Riffle, Mayor Brown. Clerk reported the Governing Body reviewed Executive Session Minutes, discussed a matter of potential litigation and the Interview Committee for the Public Works Superintendent reported to the Governing Body the outcome of the second round of interviews.

Mayor entertained a motion to authorize the Municipal Clerk to extend a formal employment offer to Mr. Matthew Ayers for the position of Public Works Superintendent and to prepare an employment agreement; so moved by Mr. Riffle seconded by Mr. Gabris. RCV: Yeas: Mr. Gabris, Ms. Polk, Mr. Riffle, Mayor Brown.

**Approve Executive Session Minutes:** Ms. Polk so moved to approve the minutes of February 28, 2012, seconded by Mr. Gabris. RCV: Yeas: Mr. Gabris, Ms. Polk, Mr. Riffle, Mayor Brown.

Ms. Polk made a motion to adjourn the meeting seconded by Mr. Gabris. RCV: Yeas: All voted yes.

Respectfully submitted,

Kimberly Johnson, RMC

### BILL LIST

Alicea, Miriam	75.00	Court Session 2/21
Atl Cnty Assoc Chief of Police	125.00	2012 Dues
Atlantic City Electric	2,718.29	Feb 2012 Services
Horizon Blue Cross Blue Shield	4,004.06	March 2012 Premium
Bruce M. Ballace, Inc.	5,000.00	MTRA 49-2012 Water Heater
Dimeglio Septic, Inc.	65.00	Feb 2012 Services
Dell USA	1,021.99	Desktop-PD / Office Software
Document Concepts, Inc.	199.99	Daily Notices
Garden State Highway Products	252.20	1/23/12
G&P Floor Maintenance	425.00	February 2012 Services
Graphic Designs Internatonal	58.30	PD Decals
Inferrera's Market	139.00	EPL Training Luncheon
IFP Test Services	175.00	Psychological Exam
UPS	38.61	Radio Repair Shipping
Crystal Springs	210.66	2012 Services
Lawmen Supply Company	479.73	Special Officer Gun/Supplies
McDonald Saw Services	31.36	Saw Chains/Links
Metropolitan Telecommunication	805.53	February 2012 Services
MGL Printing Solutions	82.00	Tax Payment Stickers
Municipal Record Services	409.50	Traffic Tickets/Forms
Verizon	193.20	February 2012 Services
Northern Safety & Industrial	184.91	Trash Bags/Gloves
Raso, Frank J. Law Offices	350.00	Conflict Judge 2/21

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Lexisnexis Risk Data Management	50.00	January 2012 Services
Spectera Inc.	644.82	March 2012 Services
Petroleum Traders	3,198.21	February 2012 Purchases
West Customer Services	178.00	Court Subscription Updates
Xerox Capital Services	29.00	Copier Maintenance
Certified Speedometer Services	156.00	Calibrate Vehicles
Marathon Engineering	1,682.50	Feb Escrow Services, Reading Ave project, Cluster Ord Review
Tripician, Carl	250.00	Conflict Prosecutor
FMR Inc.	179.00	Microphone/Radio Repair
Cape May County	650.00	Spencer Waiver
Atlantic County Clerk's Office	8.00	Record Deed 4161/3
Trasurer, State of NJ	273.00	2012 Annual Life Hazard Use
Weights & Measures Fund	180.00	Tuning forks
NJ State Health & Sr. Services	64.20	January State Fees
Corelogic Real Estate Tax Service	2,529.73	Refund Taxes Res 43-2012
Current Fund	1-01	207.00
Current Fund	2-01	75,864.08
Trust Fund	T-03	5,921.70
Total of All Funds		82,992.78