

**REGULAR MEETING APRIL 25, 2017**

**REGULAR MEETING  
APRIL 25, 2017  
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.

NOTICE OF THIS MEETING WAS GIVEN BY ANNUAL NOTICE PUBLISHED IN THE ATLANTIC CITY PRESS, HAMMONTON GAZETTE, EGG HARBOR AND HAMMONTON NEWS ON JANUARY 4, 2017, AND POSTED AT TOWN HALL.

**Roll Call:**

**Committee Present:** Edward Hagaman, Christopher Silva, John Walther, James Brown

**Committee Absent:** Larry Riffle

**Municipal Clerk:** Kimberly Johnson

**Solicitor:** Tracy Siebold

**CFO:** Dawn Stollenwerk

**Tax Collector:** Bertha Cappuccio

**Approval of Committee Minutes:** Mayor Brown entertained a motion to approve the minutes of the April 11<sup>th</sup> meeting; so moved by Mr. Silva seconded by Mr. Walther. RCV: Yeas: All voted yes.

**Public Discussion Relating to Agenda Items:** Ms. Cappuccio, Tax Collector, expressed her concern regarding the budget efficiencies and the possibility that we are going to stop using the Elwood Post Office and will have mail delivered by the Hammonton Post Office. Ms. Cappuccio stated the mail will not be delivered until 3-4pm in the afternoon creating a hardship in her office and also expressed her concern of the possible closure of the Post Office, as we are their largest recipient of mail, which would be a detriment to the municipality.

**2017 BUDGET ADOPTION:** Mayor Brown entertained a motion to read by title; so moved by Mr. Silva seconded by Mr. Walther. RCV: Yeas: All voted yes.

*“Municipal Budget of the Township of Mullica, County of Atlantic, For the Fiscal Year 2017”*

Mayor Brown opened to the public. No public comment. Mayor Brown entertained a motion to adopt; so moved by Mr. Silva seconded by Mr. Walther. RCV: Yeas: All voted yes.

**First Reading: Ordinance #4-2017 / Amend Chapter 156 / Temporary Trailers:** Mayor Brown entertained a motion to read by title; so moved by Mr. Silva seconded by Mr. Walther. RCV: Yeas: All voted yes.

*An Ordinance to Amend Chapter 156 of the Code of the Township of Mullica, Entitled “Mobile Homes and House Trailers” Atlantic County, State of New Jersey*

Mayor Brown entertained a motion to approve and set hearing date for May 9<sup>th</sup> at 7pm; so moved by Mr. Silva seconded by Mr. Walther. RCV: Yeas: All voted yes.

**Committee Reports:**

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**Department of Public Safety:** Mr. Hagaman reported everything is going well. Mayor asked if an analysis had been completed regarding repeat offenders of the alarm ordinance. Mr. Hagaman to check.

**Department of Administration:** Mr. Walther reported the following: Mullica Seniors are sponsoring a Ceramics Class on April 26<sup>th</sup>, Hilda Frame School at 11:00 a.m. Mullica Recreation Spring Fundraiser Crossroads Bar and Grill, May 21st from 5 pm – 8 pm, \$20.00 in advance or \$30.00 at door. Mullica Township Recreation Association is seeking sponsorships, donations, labor and/or materials for the construction of a new concession stand and bath house! For more information contact [mullicarectreasurer@gmail.com](mailto:mullicarectreasurer@gmail.com).

**Department of Public Works:** Mayor Brown reported the following: Public Works has been busy with the following: addressed several water washouts on the Indian Cabin Road Between 7<sup>th</sup> Ave and 5<sup>th</sup> Avenue; cut 4 additional dead trees out of the Recreation center; cleaned the storm water ditch on 7<sup>th</sup> and also New Hampshire Avenues; patched Totem Village, Reading Avenue and all side streets off Reading; mowed and maintenance to Recreation Complex; chipping; relocated old telephone poles from drainage ditch to allow drainage; welded gate latch at on the senior field, installed speed limit sign on Cypress and installed fuel pump on the Diesel Kubota 72”.

**Department of Revenue & Finance:** Mayor Brown reported the following: The Township is selling \$320,250 in Bond Anticipation Notes. Bids are being accepted until 11:00 am on April 26<sup>th</sup>. Bid form is available on the township website, or by contacting Dawn Stollenwerk, Chief Financial Officer. The March Treasurer’s report was e-mailed to all members of committee and will be included in the minutes of tonight’s meeting.

### Correspondence:

Resolution from Absecon and Ventnor in support of Atlantic County pledging non-acceptance of less than its fair percentage of pilot program revenues. Mayor reported the Mayor’s Association is holding a special meeting on Friday and have invited state representatives from Atlantic County to address this issue. Mayor stated he is also meeting with the overseer of Atlantic City tomorrow to discuss this issue as well.

### Old Business:

**Budget Discussion / Efficiencies:** Mayor Brown reported the CFO has contacted the Hammonton Post Office and we can begin mail delivery effective May 1<sup>st</sup> with pickup and delivery time after 3pm, noting the address will be Elwood with 08037 zip code. Mr. Silva suggested that we petition to the Post Office to schedule our delivery earlier in the day. Ms. Cappuccio expressed her concern with her office being less efficient due to the change in mail delivery. Mr. Hagaman stated he spoke with Chief Thompson and he indicated the mail was not an issue with his Department. Mayor stated this discussion ensued due to short staff in the Police Department and this savings to personnel is about \$60.00 a week. Mayor entertained a motion to move forward with delivery of mail to the Municipal Building, so moved by Mayor Brown. Mr. Silva seconded the motion on the proviso that Committee request the Post Master to reconsider the timing as it puts an undue hardship on certain offices, adding the postal service has saved monies over the years by not delivering. Mrs. Cappuccio expressed her concern again with not utilizing a post office two block down the street, noting Police Officers are already on patrol Mayor Brown amended his motion to include Mr. Silva’s proviso. RCV: Yeas: Yeas: All voted yes. A motion was made by Mayor Brown seconded by Mr. Walther to adopt Resolution #84-2017 pursuant to the comments by Mr. Silva seconded by Mr. Walther. RCV: Yeas: All voted yes.

Mayor Brown stated we are awaiting quotes on the bank courier service. Mayor Brown asked the process of the catch all ordinance for the Police Department. Ms. Siebold reported this is being reviewed by herself, the Clerk and the Chief. Ms. Siebold reported in regards to off road vehicles for sale, we do need either a registration and/or a bill

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of sale and there is a transfer process that needs to occur. CFO stated the vehicles in question were confiscated and the Chief is awaiting releases from the Prosecutors Office. Mr. Silva suggested the hiring of special officers and addressing the issue of chipping.

**Public Safety Hazard / Elwood Road:** Mayor reported the school has removed the parking from the inside and outside of the bus loop.

**Resolution #78-2017 / Confirm Land Sale / Block 6001, Lot 13-Rabush; Block 6001, Lot 14-Hacker:** Mayor Brown entertained a motion to confirm sales; so moved by Mr. Silva seconded by Mr. Walther. RCV: Yeas: All voted yes.

### **New Business:**

**Resolution #79-2017 / Approve Volunteer Fire Application / John Kline:** Mayor Brown entertained a motion to approve membership; so moved by Mr. Silva seconded by Mr. Walther. RCV: Yeas: All voted yes.

**Resolution #80-2017 / Refund Taxes / Block 8905, Lot 4:** Mayor Brown entertained a motion to refund; so moved by Mr. Silva seconded by Mr. Walther. RCV: Yeas: All voted yes.

**Resolution #81-2017 / Approve Land Sale Request / Block 11208, Lot 1:** Mayor Brown entertained a motion to approve; so moved by Mr. Silva seconded by Mr. Walther. RCV: Yeas: All voted yes.

**Resolution #82-2017 / Approve Junkyard Renewal / SJ Truck Auto Salvage LLC:** Mayor Brown entertained a motion to renew; so moved by Mr. Silva seconded by Mr. Walther. RCV: Yeas: All voted yes.

**Resolution #83-2017 / Appoint Part-time Laborer / Joel Conner:** Mayor Brown entertained a motion to appoint; so moved by Mr. Silva seconded by Mr. Walther. RCV: Yeas: All voted yes.

**Approve Tax Sale Certificate Assignment / Block 6001, Lot 7:** Mayor Brown entertained a motion to approve; so moved by Mr. Silva seconded by Mr. Hagaman. RCV: Yeas: All voted yes.

**Payment of Bills:** Mayor Brown entertained a motion to approve the bill list; so moved by Mr. Silva seconded by Mr. Hagaman. RCV: Yeas: All voted yes.

### **Public Discussion:**

Mr. Wayne Junna asked if there has been any movement regarding his request for a cross walk and speed bump on Cypress Lane; expressed his concern with a 25mph speed limit sign; stated the culvert on New Hampshire Avenue across from Cedar Lane is not draining and asked about the ramp at the end of New Hampshire Avenue. Mr. Hagaman stated the road is very narrow and it is not possible. Mayor expressed his concern of a speed hump creating a water issue. Mayor stated it is almost impossible to drive over 25 mph. Mr. Silva suggested reviewing the regulations to review the speed limit requirements. As to the culvert, Mayor Brown indicated Public Works cleans it out and when the tide is high it doesn't drain well. Mayor stated the ramp is about six feet wide.

Mayor Brown stated at the last meeting there was a complaint about chickens and he spoke to the owner and they have been removed. Mr. Ernest Aponte thanked Mayor Brown for the removal of the chickens. Mr. Aponte stated he submitted four OPRA Requests and requested an attendance listing and was advised there was no such document and if not answered properly he will file a suit. Clerk responded that Mr. Aponte requested a

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document that does not exist and a response was given to his second letter that attendance is documented in the Township Meeting minutes. Mr. Aponte stated his request regarding towing contracts was also not answered properly. Clerk explained we do not have towing contracts, it is a Towing License issued by the Governing Body. Mayor expressed the rules of three minutes per question.

Mr. Francis Paulsgraf asked if we are a member of the Atlantic County Economic Alliance and if there is any positive improvements. Mayor stated he attends those meetings, as well as, Atlantic County Improvement Authority and he provides our Economic Development with the information. Mayor stated there is new construction throughout the County. Mr. Silva stated hopefully the FAA will bring more as airports are thriving. Mr. Hagman stated in the next three to five years the construction trade is going to be busy. Mayor stated in Mullica Viking Yacht is adding more employees.

Ms. Kristi Hanselmann, Treasurer Mullica Recreation Association, stated the association has hit a speed bump as the lower soccer field, Watson Field, has drainage issues and needs to be replaced. She reported she has received estimates up to \$50,000 in order to address it properly and that the members of the recreation are suggesting the fundraising money be utilized for that. She asked Committee's consensus of addressing the field, or scaling back on the bathrooms/concession stand. Ms. Hanselmann also stated the existing concession stand has minor repairs that are needed. CFO reported the municipality received a quote to aerate and re-seed the field for approximately \$2,000.00. Ms. Stollenwerk also stated we have safety inspections and certified playground/field experts who stated it is perfectly fine for playing. Ms. Hanselmann reported the Soccer Directors are refusing to utilize the field. Mayor suggested supplying Mr. Walther, the recreation liaison with all the information. Mayor stated he is still committed to raising money for the new bathrooms, but is concerned that the finances will be utilized for another project. Ms. Hanselmann indicated prior to her becoming treasurer there was a lapse in recordkeeping. Committee and Ms. Hanselmann continued to discuss soccer use on the baseball fields and financing. Mr. Silva suggested the Township Engineer meet with the soccer coaches as to safety and inadequacies. Mayor and Mr. Walther agreed to aerate and re-seed the field to address the concerns.

Mr. Ernest Aponte expressed his concern with equal protection under the law and that everyone should be held to three minutes. Mr. Silva stated the three minutes is for an individual to orate, not for the Governing Body to engage in conversation.

Ms. Cappuccio requested clarification that if the mail is delivered late in the afternoon the Governing Body is still moving forward with the change. Ms. Siebold concurred. Ms. Cappuccio stated for the record that will make her office less efficient especially when the quarters are due.

Mayor Brown entertained a motion to adjourn; so moved by Mr. Silva seconded by Mr. Walther. RCV: Yeas: All voted yes.

Respectfully submitted,

Kimberly Johnson, Municipal Clerk

**BILL LIST**

|                               |        |                |
|-------------------------------|--------|----------------|
| Alicea, Miriam                | 150.00 | April Services |
| American II, Inc.             | 21.89  | Front Lamp     |
| Animal Capture & Control Svc. | 598.00 | April Services |
| Casa Payroll Services, LLC    | 296.00 | April Services |

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|                                  |            |  |
|----------------------------------|------------|--|
| Craig Testing Laboratories, Inc. | 1,165.00   | Testing Services/5 <sup>th</sup> DOT Proj. |
| Document Concepts, Inc.          | 235.00     | Daily Notices                              |
| Municipal Record Service         | 490.00     | Court Notices                              |
| Verry, Robert A.                 | 100.00     | Training course – PD                       |
| The Hammonton Gazette            | 39.06      | Budget Publication                         |
| Verizon                          | 55.16      | March Services                             |
| Verizon Wireless                 | 240.06     | April Services                             |
| NJ League of Municipalities      | 35.00      | Bail Reform Webinar                        |
| Sprint Spectrum                  | 721.76     | April Service                              |
| Pitney Bowes Global Financial    | 367.50     | Lease Install 3/2017-6/30/2017             |
| ACMJIF                           | 52,387.00  | 2 <sup>nd</sup> Quarter 2017 Assessment    |
| Camden County Police Academy     | 375.00     | Waiver Training Fee                        |
| VE Ralph & Sons, Inc.            | 144.35     | Sani-Wipes – PD                            |
| Unitedhealthcare Insurance Co.   | 761.04     | May Premium                                |
| Staples Business Advantage       | 686.49     | March Purchases                            |
| The Press of Atlantic City       | 33.44      | Postpone Hearings                          |
| Cargill, Inc. Deicing Tech       | 2,828.42   | De-Icing Salt                              |
| ACSG                             | 5,000.00   | Computer Backup Solution                   |
| Amazon                           | 2,392.49   | Court Video Conferencing Equip.            |
| Atlantic Tactical                | 737.50     | Vest – Wuko                                |
| Comcast                          | 11.99      | April Services                             |
| Comcast Business                 | 380.09     | April Services                             |
| Gentilini Ford                   | 12.72      | B32 Parts                                  |
| Treasurer, State of NJ           | 50.00      | UCC Subscription Renewal                   |
| NJ Division of Pensions          | 38.28      | March Employer contribution                |
| Treasurer, State of NJ/ML        | 225.00     | 2017 1 <sup>st</sup> Quarter Fees          |
| NJ State Health Benefits Fund    | 75,002.19  | April Premium                              |
| Treasurer, State of NJ           | 1,593.00   | 1 <sup>st</sup> Quarter 2017 DCA Fees      |
| Greater Egg Harbor Reginal       | 252,076.10 | 2017 Levy – April                          |
| Mullica Twp Board of Ed          | 324,311.97 | 2017 Levy – April                          |

Current Fund 6-01 5,100.00  
 Current Fund 7-01 715,266.99  
 Capital Fund C-04 1,859.01  
 Grant Fund G-02 737.50  
 Trust Fund T-03 598.00  
**TOTAL OF ALL FUNDS 723,561.50**

**TOWNSHIP OF MULLICA  
 MONTHLY TREASURER'S REPORT  
 FOR THE MONTH OF March 2017**

**Capital Fund**

Beginning Cash Balance 548,517.38

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|                             |                          |
|-----------------------------|--------------------------|
| Cash Receipts               | 0.00                     |
| Cash Disbursements          | <u>(28,177.16)</u>       |
| Ending Cash Balance         | 520,340.22               |
| Due from Current Fund       | <u>0.00</u>              |
| <b>Total Cash Available</b> | <b><u>520,340.22</u></b> |

|       |             |              |
|-------|-------------|--------------|
| Proof | Assets      | 2,237,465.22 |
|       | Liabilities | 2,237,465.22 |
|       | Difference  | 0.00         |

|                              |             |
|------------------------------|-------------|
| Capital Fund Balance         | 132,672.45  |
| Capital Improvement Fund     | 69,195.60   |
| Reserves for Projects        | <u>0.00</u> |
| Total Available for Projects | 201,868.05  |

|                                 |                     |
|---------------------------------|---------------------|
| Def Charges Future Tax Unfunded | 407,125.00          |
| Def Charges Future Tax Funded   | <u>1,310,000.00</u> |
| Total Deferred Charges          | 1,717,125.00        |

|                             |             |
|-----------------------------|-------------|
| Funded Improvement Author   | 318,472.17  |
| Unfunded Improvement Author | 0.00        |
| Due to Current Fund         | <u>0.00</u> |
| Total Improv Author         | 318,472.17  |

|                                |              |
|--------------------------------|--------------|
| Bonds Payable                  | 1,310,000.00 |
| BANS Payable                   | 407,125.00   |
| Green Trust Loan Payable       | 0.00         |
| Debt Authorized but not Issued | <u>0.00</u>  |
| Total Debt                     | 1,717,125.00 |

**TOWNSHIP OF MULLICA  
MONTHLY TREASURER'S REPORT  
FOR THE MONTH OF March 2017**

| <b>Current Fund</b>       |                  | <u>%/budget<br/>expended</u> |
|---------------------------|------------------|------------------------------|
| Beginning Balance         | 358,838.17       |                              |
| <u>Cash Receipts:</u>     |                  |                              |
| Interest                  | 513.19           |                              |
| Current year tax receipts | 177,744.23       |                              |
| Receivables/Interfunds    | 0.00             |                              |
| Anticipated Revenue       | 2,208,735.71     |                              |
| Unanticipated Revenue     | <u>22,698.05</u> |                              |
| Total Cash Receipts       | 2,409,691.18     |                              |
| <u>Expenditures:</u>      |                  |                              |
| 2016 Appropriations       | (10,600.05)      |                              |

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|                          |                     |        |
|--------------------------|---------------------|--------|
| 2017 Appropriations      | (619,506.08)        |        |
| Liabilities              | (581,083.00)        |        |
| Interfunds               | 0.00                |        |
| Grant Fund               | <u>(169,028.07)</u> |        |
| <br>                     |                     |        |
| Total Expenditures       | (1,380,217.20)      |        |
| <br>                     |                     |        |
| Ending Cash Balance      | 1,388,312.15        |        |
| <br>                     |                     |        |
| Cash Increase/(Decrease) | 1,029,473.98        |        |
| <br>                     |                     |        |
| Reserve Budget           | 348,201.87          |        |
| 2017 Temporary Budget    | 1,368,718.00        |        |
| <br>                     |                     |        |
| Reserve Budget Balance   | 284,132.87          | 18.40% |
| 2017 Budget Balance      | 166,106.52          | 87.86% |

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