

Florence, New Jersey
June 18, 2014

The Florence Township Council held a regular meeting on the above date in the Municipal Complex, 711 Broad Street, Florence, New Jersey.

The meeting was called to order by Council President Lovenduski at 8:00 PM. President Lovenduski led the Salute to the Flag.

The Opening Statement was read by the Township Clerk: Notice was sent to the Register News for information; posted on the municipal bulletin board; placed on the web-site on January 9, 2014; and advertised in the Burlington Co. Times on January 12, 2014.

Upon roll call the following were found to be present:

Paul Ostrander (By conference call since recuperating from surgery.)
Jerry Sandusky
David Woolston
Ted Lovenduski

(Frank Baldorossi absent due to family illness)

Also present:

Mayor Craig H. Wilkie; Richard A. Brook, Township Administrator; Thomas A. Sahol, Assistant Municipal Administrator; Kelly Grant, Esq., Township Solicitor; Joy M. Weiler, Township Clerk

EXECUTIVE SESSION ITEMS

At this time Council President Lovenduski open the meeting to the public. Seeing no one wishing to be heard, it was the MOTION of Woolston, seconded by Sandusky to close the public comments. Roll call - All ayes.

TOWNSHIP WATER & SEWER ENGINEER

- **Current Estimate #2 – Final: Lance Electric, Inc. – Cedar Lane Pump Station**
- **Current Estimate #2 – Corrosion Control Corp. – Cedar Lane Water Tank Painting & Change Order #1**

Clerk Weiler explained that the information for all of the items was included in Mayor and Council's packets. She noted the Township Water & Sewer Engineer recommended approval of both and the paperwork is in order.

It was the MOTION of Sandusky, seconded by Woolston to approve the items; a Resolution will be formally approved later in the meeting. Roll call - All ayes.

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MINUTES

Woolston made a MOTION; seconded by Sandusky to approve the following minutes. Roll call vote – all ayes. Motion carried.

- Township Council Executive Session – May 14, 2014
- Township Council Closed Session – June 4, 2014

FINANCIAL CORRESPONDENCE

It was on the MOTION of Sandusky, seconded by Woolston, to receive and file the Acting Chief of Police, Court Administrator, Township Clerk and Tax Collector’s Report for Tax and Water & Sewer for May. Roll call vote – all ayes. Motion carried.

It was on the MOTION of Woolston; seconded by Sandusky to approve the **Treasurer’s Bill List**.

Upon roll call Council voted as follows:

YEAS: Ostrander, Sandusky, Woolston, Lovenduski
NOES: None
ABSENT: Baldorossi

Motion carried.

REGULAR CORRESPONDENCE

None at this time.

APPLICATIONS

- A. On Premise 50/50 – Roebling Museum
July 26, 2014

It was the MOTION of Sandusky, seconded by Woolston to approve the application.

Upon roll call, Council voted as follows:

YEAS: Ostrander, Sandusky, Woolston, Lovenduski
NOES: None
ABSENT: Baldorossi

Motion carried.

PUBLIC COMMENTS

The meeting was opened to the public for comments. Seeing no one wishing to be heard, it was the MOTION of Woolston, seconded by Sandusky to close the public comments. Roll call vote - All ayes.

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RESOLUTIONS

RESOLUTION NO. 2014-132

**A Resolution Fixing the Compensation of
Certain Township Officials and Employees of the
Township of Florence
(*Non Union*)**

RESOLUTION NO. 2014-133

Cancel Certain Capital Improvement Appropriation Balances

RESOLUTION NO. 2014-134

**Authorizing Approval of 2014-2015
Renewals of Club Licenses
(*Francis W. Robbins Post #194 & Opre Larsons Post #8838 VFW*)**

RESOLUTION NO. 2014-135

**Resolution Authorizing the Issuance of Not to Exceed
\$2,500,000 Tax Anticipation Notes of 2014 of the Township of
Florence, in the County of Burlington,
State of New Jersey**

RESOLUTION NO. 2014-136

**Authorizing Approval of 2014-2015 Renewal of
Plenary Retail Consumption License
(*NPH FLORENCE LLC*)**

RESOLUTION NO. 2014-137

**Approve Current Estimate No. 2 – Final
Cedar Lane Pump Station Electrical Improvements
Lance Electric, Inc.
18 Sohn Way, Tabernacle, NJ 08088**

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RESOLUTION NO. 2014-138

**Authorizing Approval of 2014-2015 Renewal of
Plenary Retail Consumption License
(Florence Wine & Liquor Shop, Inc.)**

RESOLUTION NO. 2014-139

**Approve Change Order No. 1 & Current Estimate No. 2
Cedar Lane Water Tank Painting
Corrosion Control Corporation
177 U.S. Route 130, Pedricktown, NJ 08067**

RESOLUTION NO. 2014-140

**Water & Sewer Payment Plan for
Block 29, Lot 4
408 Boulevard**

RESOLUTION NO. 2014-141

**Water & Sewer Payment Plan for
Block 165.03, Lot 18
4 Fillipponi Court**

RESOLUTION NO. 2014-142

Authorizing Refunds of Certain Tax Overpayments

RESOLUTION NO. 2014-143

**Authorize the Mayor to Sign the Application for
STP NJPDES Permit Renewal
Florence Township
Treatment Works Application Permit Renewal
1500 West Front Street, Florence, NJ**

It was the MOTION of Sandusky, seconded by Woolston to approve Resolution Nos. 2014-132 through 2014-143.

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Upon roll call, Council voted as follows:

YEAS: Ostrander, Sandusky, Woolston, Lovenduski

NOES: None

ABSENT: Baldorossi

Motion carried.

ORDINANCES

ORDINANCE NO. 2014-14

**AN ORDINANCE OF THE TOWNSHIP OF FLORENCE, IN THE COUNTY OF
BURLINGTON, NEW JERSEY, PROVIDING FOR
IMPROVEMENTS TO MUNICIPAL BUILDINGS IN
AND FOR THE TOWNSHIP, APPROPRIATING
\$470,000 THEREFOR, AND AUTHORIZING
THE ISSUANCE OF \$446,500 IN GENERAL
IMPROVEMENT BONDS OR NOTES OF THE TOWNSHIP
TO FINANCE THE SAME
(2nd Reading) (Public Hearing & Adoption)**

Administrator Brook said it is a bond ordinance. Assistant Administrator Sahol and Engineer Biegen, along with the architect for the project, previously presented the proposals. At that point the governing body gave approval to move forward with the work. The project will be going to bid in the very near future to replace the skylights in the municipal building and the roof on the library. This ordinance provides what is needed to fund these projects.

At this point the meeting was opened to the public regarding Ordinance No. 2014-14.

John Lauricella, 3 Applegate Drive asked if there is a flat roof at the library? He was told there is. He noted there is a flat roof at Legacy at Meadowcroft also.

It was the MOTION of Woolston, seconded by Sandusky to close the public hearing.

It was the MOTION of Woolston, seconded by Sandusky to adopt Ordinance No. 2014-14.

Upon roll call, Council voted as follows:

YEAS: Ostrander, Sandusky, Woolston, Lovenduski

NOES: None

ABSENT: Baldorossi

Motion carried.

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REPORTS

Committees, Boards and Officers

Council Member Sandusky said he reviewed the Tax Sale listing and there were about 114 residents that owe under \$600. Times are tough out there, but he wondered if a personal letter could be sent to these residents noting the amount and offering to set up payment plans.

Administrator Brook noted there were two payment plans approved this evening and homeowners are encourage to do payment plans and the township works with residents with great frequency. This is the list that will be advertised at this point. It was held as long as possible to work with the two homeowners who wanted to do payment plans. No one has ever been turned down for a payment plan. The township works with people's ability to pay and discusses comfortable amounts. The township will also defer a payment if it falls within the same month as a current Tax or Water & Sewer payment. Quite often it is hardship cases and the township is very flexible when it comes to working with people.

Council Member Sandusky asked if the residents are contacted to offer them the option of a payment plan? He noted that some of the amounts are very minimal and he asked if those residents are asked to come in and pay?

Administrator Brook explained that the Tax Collector is bound by law to include even the minimal amounts. People are encouraged to come in and make a payment to take care of the 2013 balances.

Council Member Sandusky asked if there is a way to reach out to these delinquent accounts ahead of time, so it does not come before Council on the Tax Sale list.

Administrator Brook said there are some names on the list that wait until the very last day and come in and pay. He explained the interest also. He said letters can be sent but he would be surprised if anyone on the list did not know that payment plans were an option. He suggested drawing a line with a figure. There are a lot of the same names from the previous year. Some people feel they are making out better by waiting until the last minute. He can send letters but the residents need to contact him prior to the Tax Sale to be eligible for a payment plan.

Council Member Sandusky suggested concentrating on those who owe less than \$600.00 for Water & Sewer only. Administrator Brook said if Council would like to send letters to those people, he will. He said he would be remiss if did not tell Council that notices are sent out with great frequency prior to the list being created.

Mayor Wilkie suggested Council review the process next year. Council Member Sandusky agreed with looking at the issue further at a later date.

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Mayor:

Mayor Wilkie said there was a tour this evening of the **Express Scripts** facility. It was amazing to see the technology that was there. They are on schedule to be fully operational by the end of the year. It looked really good. The contractor told him in the near future people will see grass being put down and the exterior of the facility being completed. It was a great opportunity to be able to take the tour.

The **eighth grade** and **high school graduations** are scheduled for tomorrow evening and Friday evening. He advised everyone to avoid Cedar Lane between 6:00pm and 8:00pm. Both ceremonies will be held at the high school and traffic gets bad.

On Saturday the **Police Department** is hosting its annual **Bike Rodeo** from 10:00am to 2:00pm. A medical helicopter will be on site to be toured.

The **Patriotic Celebration** is coming together. It is going to be held on **July 12, 2014** and should be a very nice event.

There are going to be 750 employees at Express Scripts. There are about 500 that may be coming from Willingboro, the other facility. That means there will be 250 positions to fill. There will be pharmacists to review orders, so there will be quite a few, plus there will be a need for pharmacy tech assistants and other positions that will be paying well in addition to those that are laborer positions. It is a high end facility that will be good for Florence and has been very cooperative.

Administrator:

Administrator Brook said a resolution was approved this evening regarding **Tax Anticipation Notes**. This is the most difficult time of the year for tax collection as cash flow. Rather than sending property owners estimated tax bills, the township would instead borrow what are called Tax Anticipation Notes and pay them back when the taxes start to come in. The interest rates are low. This is the most painless way to keep cash flow going during July and August. Tax bills cannot be sent out until the tax rate is struck by the County and the State budget is set. So Florence will use the Tax Anticipation Notes to get thorough the cash flow shortage that is quite common in municipalities during July and August.

Assistant Municipal Administrator

Assistant Administrator Sahol said the parade is coming together. He plans to send a summary e-mail next week. Monday the coordinators are meeting with: the police, fire, staff, public works and some of the volunteers to go over planning the event.

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In the packet there was a leaflet from the contractor that is doing the paving project. This was regarding Knights Court and Kings Court. The milling was done today. The project is on schedule and hopefully the weather holds out for the projects.

There is some concrete work taking place. It is moving along nicely and there has been positive feedback from residents. He will continue to provide updates on the website and there is currently an overview of the scope of the work on the site.

Division of Law: Nothing at this time.

Division of Engineering: Nothing at this time.

Division of W & S Utilities: Nothing at this time.

Unfinished Business: Nothing at this time.

New Business: Nothing at this time.

Board of Health: Nothing at this time.

Miscellaneous: Nothing at this time.

Public Comments: Open to the Public

Mr. Lauricella inquired about CD's and if there is a list of banks that the township uses to shop around for rates? Administrator Brook said the CFO, Sandra Blacker, is diligent in making sure money is not wasted and that the township takes advantage of the best rates out there. He offered to have Mr. Lauricella come in and meet with her to discuss where the township invests. Florence Township is getting great rates.

It was the MOTION of Woolston, seconded by Sandusky, to close the public portion of the meeting. All ayes.

8:29 PM MOTION by Ostrander; seconded by Woolston to adjourn. Roll call vote – all ayes. Motion carried.

ADJOURNMENT:

8:29 PM: Meeting adjourned.

Respectfully submitted,

JOY M. WEILER, RMC/MMC
Township Clerk

/aek