

Florence, New Jersey
July 13, 2016

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. Council President Lovenduski led the Salute to the Flag.

The Opening Statement was read by the Township Clerk: Notice was sent to the Trenton Times for information; posted on the municipal bulletin board; placed on the web-site on January 7th, 2016; and advertised in the Burlington Co. Times on January 3rd, 2016 and January 10th 2016.

Present: Frank Baldorossi, Paul Ostrander, Jerry Sandusky, David Woolston, Ted Lovenduski

Also present: Mayor Craig H. Wilkie; Richard A. Brook, Township Administrator; Thomas A. Sahol, Assistant Administrator; Kelly Grant, Esq., Township Attorney; Joy M. Weiler, Township Clerk

MINUTES

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

- Township Council Regular Session – May 18, 2016
- Township Council Executive Session – May 11, 2016
- Township Council Closed Session – June 15, 2016

FINANCIAL CORRESPONDENCE

It was the MOTION of Ostrander; seconded by Sandusky to receive and file the Tax Collector's Tax and Water & Sewer Reports and Court Administrator's report for May and the Township Clerk and Court Administrator's for June. Roll call vote - all ayes. Unanimous approval.

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

Upon roll call, Council voted as follows:

YEAS: Baldorossi, Ostrander, Sandusky, Woolston, Lovenduski

NOES: None

ABSENT: None

Motion carried. Unanimous approval.

REGULAR CORRESPONDENCE None at this time.

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APPLICATIONS:

- A. Social Affair Permit – Florence Twp. Football Association
Bocce Ball Tournament, American Legion Post 194, Broad St.
August 6, 2016, 9am-9pm. Rain Date August 7, 2016

- B. On-Premise 50/50 Raffle – Florence Twp. Football Association
Bocce Ball Tournament, American Legion Post 194, Broad St.
August 6, 2016, 9am-9pm. Rain Date August 7, 2016

- C. Off-Premise Merchandise Raffle – Florence Twp. Football Association
Riverfront School, December 4, 2016, 4pm.

- D. Car Show: Francis W. Robbins American Legion Post 194, CHANGED due to weather:
August 13 & 14 (rain date)

- E. Sts. Stephen & Barnabas Episcopal Church’s Sixth Annual Car & Truck Show
September 17, 2016. 8:00 a.m. to 2:00 p.m. (Sept. 18 rain date)

It was the Motion of Baldorossi; seconded by Ostrander to approve applications A through E.

Upon roll call, Council voted as follows:

YEAS: Baldorossi, Sandusky, Ostrander, Woolston, Lovenduski

NOES: None

ABSENT: None

Motion carried. Unanimous approval.

PUBLIC COMMENTS

Michael Bunnick, 12 Seventh Avenue, said he received a call today from Administrator Brook concerning the parking issues at St. Mary’s Church. Hopefully that would be moving forward and there would be some parking relief for the church members. Administrator Brook said it is scheduled to be on the agenda for next week. Police Chief John Bunce and Captain Brian Boldizar will be visiting the site Monday to do a laser analysis and will electronically strike out the locations. The information of the distance will be put into the ordinance and then it will be complete. The ordinance was received from the township attorney a couple days ago.

Mr. Bunnick said he appreciated the work that was done and the consideration for the church in this matter. Mayor Wilkie said it probably won’t be enforced until September. Administrator Brook explained the ordinance would be adopted August 3, then it would be advertised the following Sunday. It would take effect twenty days after publication. During that time the Chief will reach out to work with Mr. Bunnick and Public Works will prepare the signs and place them in the appropriate places.

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Council Member Sandusky said the church needs to decide how the cars will be identified. Mr. Bunnick said there would be decals for the vehicles that were eligible for the parking. Administrator Brook said the township would be providing the decals and verifying applicants with the church. There would be no charge for the decals. They would be placed inside the windshield above the inspection sticker.

Seeing no one else wishing to be heard, it was the Motion of Ostrander and seconded by Sandusky to close the public comments. Roll call vote - all ayes.

RESOLUTIONS

Township Auditor Review of Annual Audit:

Jack Maley & Kevin Frenia from Holman Frenia Allison, P.C.

Council President Lovenduski said at this time the Township Auditor would review the Annual Audit.

Jack Maley, Township Auditor, referred to page 9 of the provided Audit Report. He explained it was a balance sheet of the Current Fund, which is the Operating Fund. In December the fund showed \$6,000,796. That was up from the prior year. The next section shows receivables in the Current Fund. This totaled \$791,846. Most of the receivables are the result of unpaid taxes. There were also grant receivables.

Page 10 shows the total liability of \$4,286,000. That is payable against the liabilities. Most of it is a Tax Anticipation Note. That is money that was borrowed to facilitate the operating cash flow. It shows as a liability because it must be paid back. Another large part was a reserve for sale of land. There was \$775,000 in the reserve for sale of land. Most of that was used in the 2016 budget.

Another item he wanted to discuss was the Appropriation Reserves, \$412,849. That is pretty consistent from year to year. That represents the amount of the unexpended 2015 budget. At the end of 2016 it will become part of the surplus.

The Fund Balance is \$2,510,000. This was also consistent with the previous year. The Current Fund is in a fairly strong position. About \$1 million could be used in the 2016 Budget. Mr. Maley said the surplus was \$1,416,000. That is common for Florence Township.

The Total Revenues were \$36,947,000. Most of that was from taxes. The expenditures were \$35,460,000, leaving an excess of \$1,047,000. The Current Fund did well.

The other area he wanted to discuss was the Water & Sewer Utility. The cap at the end of the year in the utility was \$2,586,000. That was lower than the prior year. The Rents Receivable were up somewhat to \$313,000. The Assessment Trust Fund had \$628,000. The Capital Fund had assets of \$3,000,058. The Operating Fund is at \$596,000 payable against the assets. The Reserve for Receivable is \$313,000. That leaves a surplus of \$2,000,011. That is down from the prior year.

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The utility is holding its own. He noted that connection fees were going to be evaluated this year. Administrator Brook said an analysis would be done this year and the findings would be brought before Council.

The other aspect of a governmental audit is compliance testing. Besides looking at numbers, the auditor also looks to see that the Township is complying with the law. If he finds there is any non-compliance, it would be noted in the Findings & Responses area of the audit report. There were no negative findings in the Township's audit. The office is running well and is complying with laws and regulations. The Township should be happy to know there were no negative findings in the audit.

He said at this point Council would need to approve the audit through a resolution and at a minimum noted that they are at least familiar with the findings and recommendations. Administrator Brook said the Mayor and Council are extremely familiar with the budgeting process and looking ahead over the next ten to fifteen years, even including Debt Service. He wanted to acknowledge and thank **Sandra Blacker, the Township Chief Financial Officer**, and that department along with all of the department heads. It is a collective effort. Mr. Maley said he concurred with that and said it starts at the top.

**RESOLUTION NO. 2016-153
Approve Annual Audit**

**RESOLUTION NO. 2016-154
Approve Renewal Application 2016-2017
ABC Plenary Retail Consumption License
PIPA Holdings, LLC**

Note: #2016-155 Voided

**RESOLUTION NO. 2016-156
Resolution Providing for the Insertion of a Special Item
of Revenue in the Budget of the Township of Florence,
County of Burlington, Pursuant to N.J.S. 40A:4-87
Chapter 159, P.L. 1948
*(Recreation Contribution – National Gypsum)***

**RESOLUTION NO. 2016-157
Amend Designated Depositories**

**RESOLUTION NO. 2016-158
Accounts Deposited at BB&T Bank
(Formerly National Penn Bank)**

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Council President Lovenduski noted that Resolution No. 2016-155 was void. It was the Motion of Ostrander and seconded by Woolston to approve Resolution Nos. 2016-153 through 2016-154 and Resolution Nos. 2016-156 through 2015-158

Upon roll call, Council voted as follows:

YEAS: Baldorossi, Ostrander, Sandusky, Woolston, Lovenduski

NOES: None

ABSENT: None Motion carried. Unanimous approval.

ORDINANCES

**ORDINANCE NO. 2016-19
AN ORDINANCE AMENDING CHAPTER 22 OF THE TOWNSHIP CODE
OF THE TOWNSHIP OF FLORENCE ENTITLED “POLICE DEPARTMENT”
TO SUPPLEMENT THE QUALIFICATION FOR THE POSITION OF
POLICE CHAPLAIN WITHIN THE TOWNSHIP OF
FLORENCE POLICE DEPARTMENT
(2nd Reading) (Public Hearing & Adoption)**

Mayor Wilkie said the original ordinance that was put in place did not allow for a minister who lived in the community but whose church may not be in the community to serve. There are at least two that he is aware of and that was the reason for the change.

Council President Lovenduski opened the meeting to the public regarding Ordinance No. 2016-19. Seeing no one wishing to be heard, it was the MOTION of Sandusky and seconded by Ostrander to close the public hearing. Roll call vote – all ayes.

It was the Motion of Woolston and seconded by Sandusky to adopt Ordinance 2016-19.

Upon roll call, Council voted as follows:

YEAS: Baldorossi, Ostrander, Sandusky, Woolston, Lovenduski

NOES: None

ABSENT: None Motion carried. Unanimous approval.

**ORDINANCE NO. 2016-20
AN ORDINANCE ESTABLISHING REGULATIONS AND PROCEDURES
FOR THE ALLOCATION AND RECAPTURE OF THE COST OF
OFF-TRACT STREET IMPROVEMENTS PAID FOR OR CONSTRUCTED
BY DEVELOPERS PURSUANT TO N.J.S.A 40:55D-42
(2ND Reading) (Public Hearing & Adoption)**

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Administrator Brook explained there is going to be a round-about constructed at the intersection of Railroad Avenue and Cedar Lane. There was a meeting today between Liberty Property Trust and the County Engineers Office. There may be a change of plans with respect to the actual construction. Regarding the ordinance, Liberty is going to do the physical work and pay for it. They have a separate agreement with Covington, who is the owner of the former Superfresh property. If there were future commercial development in the area, it would allow for what is called a recapture or reimbursement of expenses to the two major parties that incurred the expense of the cost. It is similar to what was done when Toll Brothers installed a trunk line many years ago and did major water work. Without the Toll Brothers work there would be no Subaru, there would be no Wawa. They pay a certain percentage that gets reimbursed to the developer.

At this time the meeting was opened to the public regarding Ordinance No. 2016-20. Seeing no one wishing to be heard, it was the Motion of Ostrander and seconded by Sandusky to close the public hearing. Roll call vote – all ayes.

It was the Motion of Sandusky and seconded by Woolston to adopt Ordinance No. 2016-20.

Upon roll call, Council voted as follows:

YEAS: Baldorossi, Ostrander, Sandusky, Woolston, Lovenduski

NOES: None

ABSENT: None Motion carried. Unanimous approval.

**ORDINANCE NO. 2016-21
AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF A
FIFTEEN (15) FOOT WIDE UTILITY EASEMENT IN FAVOR OF
FLORENCE TOWNSHIP ON A PORTION OF PROPERTY
IDENTIFIED ON THE MUNICIPAL TAX MAP AS
BLOCK 155.47, LOT 12.02
(1st Reading) (Public Hearing & Adoption 8/3/16)**

Mayor Wilkie said these were part of the sewer lines that were previously mentioned. When the lines were put in many years ago, the easement was never filed. Liberty Property Trust was very cooperative in granting this.

It was the Motion of Ostrander and seconded by Sandusky to approve Ordinance No. 2016-21 and set the public hearing and adoption for August 3, 2016.

Upon roll call, Council voted as follows:

YEAS: Baldorossi, Ostrander, Sandusky, Woolston, Lovenduski

NOES: None

ABSENT: None Motion carried. Unanimous approval.

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REPORTS

Committees, Boards and Officers:

Presentation

Council Member Sandusky said on behalf of the Mayor, Council and Administration of Florence Township, he wanted to extend his appreciation for the **Grand Marshal of the Patriotic Day Parade** that took place this past Saturday. Township Clerk Joy Weiler was the honoree. He presented two framed photos of Clerk Weiler with her family during the special day. Mayor Wilkie said there were also framed copies for her family members. Mayor Wilkie told her the banners from the parade were also hers to keep.

Clerk Weiler extended her sincere appreciation for the gifts. She said it was a wonderful experience for her and her family. Mayor Wilkie said twenty-eight years is not just a job, it is a commitment and she has shown that time and again.

Mr. Bunnick said he would like to congratulate Clerk Weiler and everyone who was involved in the event. It was a wonderful affair and it went very smoothly and the weather cooperated. The fireworks were done and then came the rain. It was a great day for Florence Township. He appreciates everything that everyone did to make the day a success.

Administration

Mayor

Mayor Wilkie said he had many things for this evening. He referred to a letter he sent to John Lauricella. John and his wife retired here to Florence. Unfortunately his wife Peg passed away in 2014. Last year **Mr. Lauricella** gave \$2,000 to the township to send a **child to camp** in memory of his wife. The township was not able to make it happen last year. This year, with the help of the school district, a child was selected to be able to attend camp. He is hoping that the Township Calendar that is usually coordinated by the Florence Township Fire Department can be handed over to the Civic Association and any extra funds could be used to continue the camp initiative. Also for the Mayor's Cup donations will accepted through the Civic Association for the camp fund.

The overall reaction to the **carnival** was that it was a great success. There are already conversations taking place to bring it back next year. The carnival company said they would contact the township once the State Fair dates are announced. That is their main event and they make their schedule from there.

The **Patriotic Celebration Day** was a great day. It was a beautiful day and the rain held off. He thought Clerk Weiler was glad the sun wasn't beating down on her like it had so many times before when she was in the viewing stand announcing. The clouds gave her the shade so she could relax and enjoy.

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There are two local students who are heading to the **Junior Olympics**. They qualified and will be competing in two weeks. It is being held in California. One of the families has started a GoFundMe page. Mayor Wilkie said he reached out to the Florence FOP Lodge as well as to the school district to try and do some fundraising to help them. National Gypsum gave Florence Township a donation of \$1500. What he would like to do is offer \$500 to each of the athletes from that account. He would like approval to give another \$500 to each from the Waste Management contribution account. That would be to supplement what is not raised through other donations. It would give the boys a chance to participate in a wonderful opportunity.

Council Member Baldorossi asked who the students were? Mayor Wilkie said **Trey Fisher** and **Hunter Daly**. Even though the boys qualify through the school track program, it is not a school-sanctioned event. The school has no direct relationship other than trying to help the children through the process.

It was the MOTION of Woolston; seconded by Ostrander to approve the donations to help the students get to the Junior Olympics. Roll call vote - all ayes.

Mayor Wilkie said on **July 23rd** there is a **Car Show** at the **Roebling Museum**. He and Council were invited to the event. It will run from 9:00 a.m. to 3:00 p.m. It is always a nice community event.

Last night he was able to attend the **Energy Aggregation** meeting that was held at the Community Center. There is one scheduled for the Municipal Building tomorrow night at 6:00 p.m. There were about twenty-five to thirty people in attendance the previous night. They were looking for information and some were concerned and some were upset. They were looking at their current rate and thinking they weren't saving. At the meeting it was explained the BPU rate is going up. The increase was already approved. Participating residents will be seeing a net savings of five percent. It is not a huge amount of money but it is still a savings. People were upset they were forced to opt-out. It was explained that the law that was put in place in 2013 requires people to opt-out. It is not something the township or county chose, it is law. Electric was deregulated in 1989 and some people are asking why this wasn't done sooner. The laws were not put in place until 2013. There were also horror stories about joining a program and save money initially and then the prices jump. It is because of those experiences that the State of NJ put the laws in place. If someone already has solar, they are already in a third party agreement and should not be receiving the mailings.

He said he has been approached by the **Softball Association** to enclose the batting cage. They have one by the well. He wouldn't encourage them to enclose that facility. There is an old Public Works building that should be available in a couple years and the old squad building should be available. He asked Township Engineer James Biegen to look at the old squad building and he provided a report stating it was too small. There would only be room for one cage and it wouldn't even be to the required size. It would really be a waste.

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Mayor Wilkie said he shared the information with softball. There needs to be money put in the budget next year to clean up the old Public Works garage and try and install batting cages.

This precipitates discussions regarding the **Municipal Complex**. The building is thirty-four years old and it has not been expanded at all in that time. The laws have all changed, especially for court rooms. Many municipalities are moving from having their own courtroom to joining with other municipalities. It is too restrictive and expensive to meet the requirements. The same holds true for the Police Department. There are many restrictions that make it difficult for the officers in the current facility. He is proposing over the next year starting to design a facility for the needs of today and the future. He would like to bring in an architect. He would like someone that has experience with this kind of facility. His experience in the field of education has been that you talk about what you need to do, and then design the space to provide it.

There were plans done eight or ten years ago to build onto the back of this building but the economy took a downturn and it wasn't done. Right now the police have to store vehicles in the old squad building. Those vehicles should probably be here. That leaves a large building that could possibly have a large meeting room and two or three smaller meeting rooms. He wanted to share some of the conversations that are happening and some of the plans he is trying to put into place that will be shared over the next few months.

Council Member Sandusky said he is a big supporter of providing locker rooms for the female officers. For many years they have not argued or complained. They were in a trailer, now they don't even have that. He thinks an accommodation should be made for that. There are two female officers, that number could grow. Mayor Wilkie said he agreed and those accommodations will be taken into consideration.

Mayor Wilkie said he reached out to Mark Remsa with Economic Development because he saw that the DVRPC Grant was not approved. He asked to meet with Mr. Remsa and Engineer Biegen to discuss the designs for **Route 130** to be sure everything is in place.

For the first time in a few years Florence Township will be holding **National Night Out** events on August 2. The Police Department will be sponsoring it at the Community Center.

The **Farmer's Market** has been doing very well. The first time it was held it sold out. There are constantly new vendors being added and the community seems to enjoy it very much. It is nice to see activity at Nyikita Field. As a child he remembered seeing baseball games there. It is good to see the area being used for activities for the community such as the carnival and the farmer's market.

There was a contract awarded for Hornberger Avenue and the work was begun. Because of the State's inability to resolve its **Transportation Trust Fund**, all work on the project had to cease. Florence Township has to wait and see. He hopes the work will start up again shortly.

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The **Road Program** in general has been moving along well. It is work that was not part of the Transportation Trust Fund project. Riverbank Drive was completed very quickly and efficiently with no major issues. Main Street was completed just in time for the carnival.

Township Administrator

Administrator Brook said weather permitting, next week Florence Township will be working with a contractor to have some of the municipal lots sealed and restriped. They include Veteran's Park and the lot on Hornberger Avenue across from Seventh Avenue. The notices will be distributed Friday and the information has been posted to the township website. It is better to maintain the lots, do the repairs and reseal them. It's possible they will be viable for another five or even ten years.

If all goes well next week the sound wall will be completed and **First Industrial** will begin pouring concrete. Luckily, since it is warm, most residents will have their air conditioners running and it won't be as much of an inconvenience to them.

Township Solicitor Kelly Grant is working on two properties that Florence Township has been involved with: 700 and 702 West Front Street. It is a single family home that was converted to a duplex many years ago. They are side by side. The township was contacted by the State for an update. On one side of the home, the foundation is giving way and the person abandoned the home. The property connected to it is owned by a man who had a tenant living there. The renter was moved out about a year and a half ago. The township is now moving forward with the formal notices so that the municipality must now on behalf of the public demolish the structures and place liens on the properties. The structure is unsafe and needs to come down. It will be treated as an **Emergency Appropriation**.

He said 1301 Hornberger Avenue was granted a five year **Tax Abatement**, trying to encourage the owner to get a Certificate of Occupancy and get it occupied. The owner was supposed to obtain the CO by June 1st but that has not occurred. He has been in contact with the owner trying to get a firm date and still hasn't gotten one. That only leaves the options of setting a firm date for the CO or withdrawing the Tax Abatement Agreement. Mayor Wilkie suggested giving the owner the firm date of August 1st to obtain a Certificate of Occupancy (CO) and if it doesn't happen the abatement will be revoked. Administrator Brook will contact the owner and request a formal response and will also tell him there is a meeting on August 3rd. All were in agreement and they noted they have been more than fair.

Administrator Brook said during Closed Session he would like to provide an update regarding **COAH** and also discuss negotiations on a property Florence Township has been involved in.

NEW BUSINESS

John A. Roebling FAAD Park: Review Request for Use

Council President Lovenduski said an individual wants to use the facility past 9:00 p.m. Council Vice President Ostrander asked what the time limit it was currently? Clerk Weiler said 9:00 p.m. has been the latest that has been allowed other than when the scouts have events.

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It is dark there at night and there are safety issues. Council Vice President Ostrander asked what group was making the request? Mayor Wilkie said it was a family that wants to stay later. He said it isn't fair to the residents that live nearby. Nine is a quiet time and there is really no lighting there. He recommended keeping the time at 9:00pm. All were in agreement.

Administrator Brook said when the scouts use; that is a community organization. The park is inspected before people use it. The trees and grounds are inspected to ensure people's safety. There is also the risk that if people are allowed to stay there until 10:00pm or 11:00pm it would be a real inconvenience for the adjoining neighbors.

It was the MOTION of Sandusky and seconded by Woolston to set the time limit of the **John A. Roebing FAAD Park** at 9:00 p.m. Roll call vote - all ayes. Unanimous approval.

Public Comments: Open to the Public

Seeing no one wishing to be heard, it was the Motion of Sandusky and seconded by Woolston to close the public comments. Roll call vote - all ayes.

Clerk Weiler said she wanted to thank everyone. It was a beautiful experience being the **Grand Marshal**. She has enjoyed being the announcer for the parade but being Grand Marshal was special and having her family there made it even more so. Her son summed it up when he said it was like being in a *Norman Rockwell* painting. She thanked Mayor and Council for the beautiful framed pictures and the banners, and said it was a pleasure to be part of the parade.

ADJOURNMENT

8:44 PM MOTION of Sandusky; seconded by Woolston to adjourn to Closed Session. Roll call vote – all ayes. Motion carried. Meeting adjourned.

Respectfully submitted,

Joy M. Weiler, RMC/MMC
Township Clerk
/aek