

Florence Township Council Regular Session 7/10/19

Florence, New Jersey
July 10, 2019

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 Sandusky at 8:00 pm followed by the salute to the flag.

The opening statement was read by the Township Clerk: This meeting is being held in accordance with the provisions of the Open Public Meetings Act. Adequate notice was posted on the municipal bulletin board on January 3, 2019; published in the Burlington County Times on January 6, 2019; placed on the Township website, and given to the Trenton Times for information on January 3, 2019.

ROLL CALL OF MEMBERS

Upon roll call the following were found to be present:

Present: Ted Lovenduski, Paul Ostrander, Jerry Sandusky, Dave Woolston

Absent: Frank Baldorossi

Also Present: Mayor Craig H. Wilkie; Richard A. Brook, Township Administrator; Tom Sahol, Assistant Township Administrator; Kelly Grant, Township Solicitor; Nancy L. Erlston, Township Clerk

REVIEW OF 2018 AUDIT

Township Auditor, Kevin Frenia of Holman, Frenia and Alison advised Mayor and Council that the audit has been completed, but is still in draft form. There are new governmental accounting standards and some additional pension information needs to be recorded. It does not change anything in the financials but we have to wait until the information comes from the state. As of today, it is unknown when it will be released. As soon as it is received, the state is giving 45 days to file the audit and still consider it timely. He does not anticipate it will take anywhere near 45 days.

He discussed the financial statements and explained that when they receive the financials in their office, they create the Independent Auditor's Report on it. He explained in detail about the report and what is included in it. He said that the financial statements are correctly presented and the internal controls are in place and are working properly.

He explained that there are no findings, the finance office is great and everything is in order. He said that they are very happy to work with Township CFO Sandy Blacker and Administrator Brook. He said that Florence Township is a very nice place to work and a very professional operation. He said that things are very stable, debt surplus is down just slightly and financials are in good shape. He said he is welcome to answer any questions tonight and if any questions arise after review of the report, to feel free to reach out and he will get the answers needed.

Administrator Richard Brook clarified that when the state allows it, Kevin will send a final audit and at that point the resolution will be put on the agenda for approval.

Florence Township Council Regular Session 7/10/19

APPROVAL OF MINUTES

Motion of Lovenduski, seconded by Woolston to approve the following minutes. Voice vote – all ayes. Unanimous approval. Motion carried.

- Township Council Regular Session of June 25, 2019

FINANCIAL CORRESPONDENCE

Motion of Ostrander seconded by Woolston to receive and file the following reports. Voice vote – all ayes.

- Tax Collector's Tax and Water & Sewer Monthly Report for June 2019
- Township Clerk's Monthly Report for June 2019
- Court Administrator's Monthly Report for June 2019

Motion of Lovenduski, seconded by Ostrander to approve the **Treasurer's Bill List**.

Upon roll call, Council voted as follows:

YEAS: Lovenduski, Ostrander, Sandusky, Woolston

NOES: None

ABSENT: Baldorossi

Unanimous vote – Motion carried

REGULAR CORRESPONDENCE

- A. Letter from Florence Township Football Association dated June 26, 2019 regarding Youth Football Field Dedication.

Mayor Wilkie asked how the dedication of fields was previously handled. Assistant Administrator Tom Sahol answered that the request should be submitted to the Recreation Committee. The Recreation Committee would review the request and send their comments and recommendation back to Council, who could then formally approve the request by resolution.

The Township Clerk will send a letter to the Recreation Commission asking that they review the request at their August 6, 2019 meeting.

Voice vote – all ayes.

APPLICATIONS

- A. On-Premise 50/50 to benefit the Florence Township Memorial High School Band Booster Club Sept. 6, 20, 27 – 2019 and Nov. 1, 28 – 2019 from 7:00 pm to 9:00 pm located at Florence Township Memorial High School, 1050 Cedar Lane, Florence
- B. Off-Premise 50/50 to benefit the Florence Township Memorial High School Band Booster Club December 6, 2019 at 7:00 pm located at the Florence Township Municipal Complex, 711 Broad Street, Florence, NJ

Motion of Ostrander, seconded by Woolston to approve the applications.

Upon roll call, Council voted as follows:

YEAS: Lovenduski, Ostrander, Sandusky, Woolston

Florence Township Council Regular Session 7/10/19

NOES: None
ABSENT: Baldorossi Unanimous vote – Motion carried

PUBLIC COMMENTS

Council President Sandusky opened the meeting to the public at this time.

Seeing no one wishing to be heard, a motion was made by Ostrander, seconded by Woolston to close Public Comment. Voice vote – all ayes.

RESOLUTIONS

RESOLUTION 2019-133
Approve Amended Memorandum of Understanding between the Township of Florence and the Florence Township School District for a School Resource Officer

RESOLUTION 2019-134
Chapter 159, Fifth Street Rails to Trails Project

RESOLUTION 2019-135
Approve Renewal of ABC License Punam Corporation t/a Gray’s Liquor Store

RESOLUTION 2019-136
Remove Property from Tax Sale

RESOLUTION 2019-137
Chapter 159, Send a Child to Camp

RESOLUTION 2019-138
Appoint Temporary Registrar

Motion of Lovenduski, seconded by Woolston to approve Resolutions 2019-133 through 2019-138.

Upon roll call, Council voted as follows:

YEAS: Lovenduski; Ostrander, Sandusky, Woolston
NOES: None
ABSENT: Baldorossi Unanimous approval – Motion carried

REPORTS OF COMMITTEES, BOARDS AND OFFICERS

Nothing at this time.

Florence Township Council Regular Session 7/10/19

REPORTS: ADMINISTRATION

Mayor

Mayor Wilkie said that the next Council Meeting is August 7, 2019. Next week is the Burlington County Farm Fair. Next Thursday, July 18, 2019 is the concert in the park in Roebling at 6:30pm. National Night Out is August 6, 2019, and it will be held at Veteran's Park from 6:00pm to 9:00pm.

The Mayor passed out two reports, one from Police Chief Boldizar explaining that the County Prosecutor will be doing a ride along on July 12, 2019. He also mentioned that Monday, July 29 through Friday, August 2, 2019 there will be a youth police academy at the municipal complex. Also included is information regarding National Night Out on August 6, 2019.

The other report is from Marty Eckert, the Recreation Director, highlighting the Patriotic Celebration to include the concert at the Community Center Friday July 5, 2019. Those in attendance enjoyed it and said it was an excellent presentation. There have been discussions about utilizing the auditorium in the Duffy School Apartments for future concerts as an alternative to the Community Center. This would be open to the public, as well as the residents of the apartments.

Mayor Wilkie stated that in the interest of public safety, the very difficult decision was made to cancel the Patriotic Celebration Day Parade on Saturday, July, 6, 2019 and to postpone the evening events (Concerts, Food Trucks and Fireworks) until Sunday, July 7, 2019. The Sunday evening event was well attended and all seemed to have a good time.

Administrator

Administrator Richard Brook noted that the Township Clerk received an email from Mr. Mark Hollern, dated July 8, 2019, following up on a presentation he had made at the June 25th Council meeting. A copy of the email was included in the last meeting packet. The information was also passed along to Chief Boldizar, who is in communication with the individual at the State Police concerning the points that Mr. Hollern brought up. Chief Boldizar will submit a report to Mayor and Council on the status, the legality, how it could work and the overall detail concerning the items that Mr. Hollern asked Mayor and Council to investigate.

Administrator Brook also wanted to acknowledge Mary Anne Brown, who will be leaving the Township on Friday, July 19, 2019 to take a new position with another municipality. He thanked her for her years of service to Florence Township. Jenise Silinsky, who works in the Clerk's Office, has agreed to take the registrar classes and would ultimately become the registrar for the township.

Assistant Administrator

Assistant Administrator Tom Sahol stated that on Monday, July 15, 2019, the water and sewer utility department is going to start installing a new water main extension on Cedar Lane from Tall Timber Lane towards Route 130 stopping at the bridge. It's going to expand water services for the residents there, as well as the cemetery, and provide fire protection, which is very important. It's estimated to take approximately a week to complete.

Assistant Administrator Sahol also mentioned that he was approached several years ago by an antenna installation company who represented Verizon at the time. They wanted to locate a cellular antenna at the sewer department to capture some of the market on the Pennsylvania side as well as this side of New Jersey on cellular traffic. At the time it did not work out, we were in the midst of changes in the utility and they

Florence Township Council Regular Session 7/10/19

ultimately lost interest because they did bolster some of their other installations that are on some of our current towers. He stated that the antenna installation company contacted him recently to say they were interested in resurrecting this project and he asked Council if they would like him to proceed with this. The township stands to benefit, not only financially, but also with our own infrastructure.

We have telemetry antennas, which allow communication between the water plant and water towers and our other remote facilities by line of sight antenna systems. We currently do not have telemetry to the sewer plant because we don't have a tower that is tall enough to be able to see any of the other facilities we have. By working with this company, it would be a good segue for us to continue our telemetry around the community and get better reliability on the way we communicate with all of our different buildings and the operations of both water and sewer. He is very comfortable recommending that we should pursue this and as long as Council is in agreement then he would like to start the process. He'd like to check into this to find out where they stand and what the potentials are. If it is one carrier maybe were looking at one fee structure. If they can give us two or three carriers, we'd have to do a sliding scale as far as the leases and how it would work. The carving out of a very small parcel is not going to impact the water and sewer plant's utility operation. That is one thing we had to be sure of before it was brought to Council. The next step as we get closer is to start to talk numbers and then do a bid for lease. Council authorized the Assistant Administrator to move forward with this.

OLD BUSINESS

There was no Old Business at this time.

NEW BUSINESS

There was no New Business at this time.

BOARD OF HEALTH

Reports received June 24, 2019.

Motion of Ostrander, seconded by Lovenduski to receive and file the reports. Voice vote – all ayes.

MISCELLANEOUS

There was no Miscellaneous at this time.

PUBLIC COMMENTS

Council President Sandusky opened the meeting to the public at this time.

Seeing no one wishing to be heard, a motion was made by Ostrander, seconded by Lovenduski to close Public Comment. Voice vote – all ayes.

ADJOURNMENT

Motion of Lovenduski seconded by Woolston to adjourn to closed session at 8:26 p.m. Voice vote – all ayes.

Florence Township Council Regular Session 7/10/19

Council returned to the Regular meeting at 9:05 p.m. No action was taken. Motion of Ostrander, seconded by Woolston to adjourn. Voice vote – all ayes. Meeting adjourned at 9:05 p.m.

Respectfully submitted,

Nancy L. Erlston, RMC
Township Clerk
/jns