

TOWNSHIP OF SPRINGFIELD
COUNCIL MEETING AGENDA
7:30 PM
December 11, 2013

1. Meeting called to order by the Mayor
2. Reading of the Sunshine Notice
3. Salute to the Flag
4. Roll Call: Mr. Frank, Mr. Hlubik, Mr. Marinello, Mr. McDaniel, Mr. Sobotka
5. Minutes submitted for approval:
 - October 3, 2013 – Work Session Meeting
 - October 9, 2013 - Regular and Executive Council Meeting
 - November 7, 2013- Work and Executive Session
 - November 13, 2013- Regular Meeting
6. Public Comment on Agenda Items*
7. Ordinances for Public Hearing:
 - No. 2013-07 – Ordinance Prescribing and Providing for the Employment and Compensation of the Officials and Employees of the Township of Springfield
8. Resolutions
 - No. 2013-11-05 – Resolution of the Township of Springfield, County of Burlington, and State of New Jersey Authorizing the Township to Go Out to Bid for the Purchase of One (1) Conventional Chassis Tanker Truck
 - No. 2013-12-04 – Resolution Requesting Approval of an Item of Revenue and Appropriation Under NJSA 40A:4-87 (Recycling Tonnage Grant)
 - No. 2013-12-05 – Resolution Authorizing Transfers Between Budget Appropriations
 - No. 2013-12-06 – Resolution Authorizing Change Order for the Construction of Juliustown Park
 - No. 2013-12-07 – Resolution Certifying Completion of Work Associated with the 2011 Burlington County Park Development Program Grant for the Development of Juliustown Park
 - No. 2013-12-08 – Resolution Requesting Approval of An Item of Revenue and Appropriation Under NJSA:4-87 (Body Armor Grant)
9. Monthly Reports Submitted for Approval
10. Bills Submitted for Approval
11. Correspondence
12. Engineer's Report
13. Solicitor's Report
14. Manager's Report
15. Township Officials' Business
16. Public Comment*
17. Adjournment

**TOWNSHIP COUNCIL MEETING
DECEMBER 11, 2013**

The meeting of the Springfield Township Council was called to order by Mayor McDaniel with Council Members David Frank, John Hlubik and Anthony Marinello present. Council Member Peter Sobotka was absent. Also present were Township Manager Paul Keller and Solicitor Brian Guest.

The Sunshine Notice was read:

"Public notice of this meeting pursuant to the Open Public Meetings Act has been given by the Springfield Township Council in the following manner on January 3, 2013:

- a. Posting written notice on the official bulletin board at the Municipal Building, Jobstown, NJ
- b. Transmitting written notice to the Register News and the Burlington County Times
- c. Filing written notice with the Clerk of Springfield Township
- d. Mailing written notice to each person who has requested copies of the regular meeting schedule and who has prepaid any charges fixed for such services."

Mayor McDaniel led the salute to the Flag.

Mr. Frank made a motion seconded by Mr. Hlubik to approve the minutes of the October 3, 2013 work session. All were in favor. Motion carried.

Mr. Frank made a motion seconded by Mr. Hlubik to approve the minutes of the October 9, 2013 regular and executive sessions. All were in favor. Motion carried.

Mr. Hlubik made a motion seconded by Mr. McDaniel to approve the minutes of the November 7, 2013 work and executive sessions. All were in favor, except Mr. Frank who abstained. Motion carried.

Mr. Frank made a motion seconded by Mr. Hlubik to approve the minutes of the November 13, 2013 Regular session. All were in favor. Motion carried.

PUBLIC COMMENT ON AGENDA ITEMS

Hearing no comments, Mr. Hlubik made a motion seconded by Mr. Frank to close public comment on agenda items. All were in favor. Motion carried.

ORDINANCES FOR PUBLIC HEARING

Motion made by Mr. Frank and seconded by Mr. Hlubik to open the public hearing on Ordinance 2013-07. All were in favor. Motion carried.

Hearing no one for public comment Mr. Frank made a motion seconded by Mr. Hlubik to close the public hearing. All were in favor. Motion carried.

Motion made by Mr. Frank and seconded by Mr. Hlubik to adopt Ordinance 2013-07. Roll Call: Mr. Frank – yes, Mr. Hlubik – yes and Mr. McDaniel - yes. Motion carried.

TOWNSHIP OF SPRINGFIELD

ORDINANCE 2013-07

AN ORDINANCE PRESCRIBING AND PROVIDING FOR THE EMPLOYMENT AND COMPENSATION OF THE OFFICIALS AND EMPLOYEES OF THE TOWNSHIP OF SPRINGFIELD

BE IT ORDAINED by the Township Council of the Township of Springfield, County of Burlington, State of New Jersey that the following salary ranges are hereby established for the hereinafter named officials and employees of the Township of Springfield:

OFFICE	MINIMUM	MAXIMUM	HOURLY
Member of Council	2,500.00	3,500.00	
Township Manager	5,000.00	40,000.00	
Township Clerk	12,000.00	50,000.00	
Deputy Township Clerk	1,000.00	20,000.00	
Treasurer	12,000.00	32,000.00	
Chief Financial Officer	4,000.00	12,000.00	
Tax Assessor	12,000.00	26,000.00	
Tax Collector	10,000.00	32,000.00	
Deputy Tax Collector, per hour	10.00	16.00	
Custodian, per hour	8.00	14.00	
Land Use Administrator	8,000.00	32,000.00	
Planning Board Secretary	150.00	per meeting	
Zoning Board Secretary	150.00	per meeting	
Zoning Officer	4,000.00	10,000.00	
Construction Official	9,000.00	40,000.00	\$35.00-37.00
Building Sub-Code Official	5,000.00	13,000.00	\$35.00-37.00
Building Inspector	500.00	3,000.00	\$35.00-37.00
Electric Sub-Code Official	3,000.00	5,000.00	\$35.00-37.00
Electric Inspector	500.00	5,000.00	\$35.00-37.00
Plumbing Sub-Code Official	3,000.00	5,000.00	\$35.00-37.00
Plumbing Inspector	500.00	3,000.00	\$35.00-37.00
Fire Sub-Code Official	3,000.00	5,000.00	\$35.00-37.00
Fire Inspector	500.00	3,000.00	\$35.00-37.00
Construction Technical Assistant	5,000.00	35,000.00	
Emergency Management Coordinator	1,000.00	4,000.00	
Deputy Emergency Management Coordinator	1,000.00	3,000.00	
Police Chief	60,000.00	95,000.00	
Police Lieutenant	59,125.00	80,625.00	
Police Sergeant	55,000.00	75,000.00	
Police Officer	27,000.00	70,000.00	
Part-Time Fully Certified Police Officer, per hour	15.00	20.00	
Class II Police Officer, per hour	10.00	12.00	
Police Officer Trainee, per hour	8.00	10.00	
Police Secretary	16,000.00	35,000.00	
Clerical Assistant			\$8.00-20.00
Animal Control Officer	\$75.00 per call Mon.-Fri.	\$100 per call Weekends/Holidays	

Full-time employees eligible for health benefits who elect to waive this coverage will be entitled to an annual bonus of either \$5,000 (for family or husband/wife coverage) or \$2,500 (for single coverage) to be paid the first pay period in December. If employment terminates prior to the end of the year, this payment shall be prorated.

Upon retirement or removal from employment, an employee shall be eligible for payment of all unused vacation time. In addition, upon retirement, an employee shall be eligible for payment of accrued sick leave up to a maximum of \$12,000. All new hires as of the effective date of this Ordinance shall not be eligible for payment of accrued sick time.

This Ordinance shall take effect in its final adoption and publication of notice thereof according to law.

RESOLUTIONS

Motion made by Mr. Frank and seconded by Mr. Hlubik to approve Resolution No. 2013-11-05.

Mr. Frank mentioned that last week we discussed using a co-op or State Contract but this resolution would allow for a parallel process so as not to lose any more time. Mr. Keller advised that he has already been in touch with the co-op and once we execute a contract and send it back to the company they will assign a contract number and assign someone immediately to work on the purchase. Mr. Keller stated that we are still waiting for the dimensions of the door and bay size for the specs and Mr. Guest said he had not received that information. Mr. McDaniel asked about the State Contract and Mr. Keller responded that the co-op should allow for a better price and Mr. McDaniel added that the co-op provides training whereas the State Contracting does not.

All were in favor. Motion carried.

RESOLUTION 2013-11-05

RESOLUTION OF THE TOWNSHIP OF SPRINGFIELD, COUNTY OF BURLINGTON, AND STATE OF NEW JERSEY AUTHORIZING THE TOWNSHIP TO GO OUT TO BID FOR THE PURCHASE OF ONE (1) CONVENTIONAL CHASSIS TANKER TRUCK

WHEREAS, Jacksonville Volunteer Fire Company has indicated the need for a new tanker truck to provide adequate fire service to the residents of Springfield Township; and

WHEREAS, the Township Council of the Township of Springfield has reviewed and approved bid specs prepared by the Township Solicitor for the purchase of one (1) Conventional Chassis Tanker Truck ; and

BE IT RESOLVED by the Township Council of the Township of Springfield that:

Section 1. That the Township Clerk hereby authorized to advertise for bids for the purchase of one (1) Conventional Chassis Tanker Truck.

Section 2. That the funds for the purposes of this Resolution are being utilized from Multipurpose Bond Ordinance 2013-02.

Section 3. That this Resolution shall take effect and be in force immediately upon its passage.

Motion made by Mr. Frank and seconded by Mr. Hlubik to approve Resolution No. 2013-12-04. All were in favor. Motion carried.

RESOLUTION 2013-12-04

RESOLUTION REQUESTING APPROVAL OF AN ITEM OF REVENUE AND APPROPRIATION UNDER NJSA 40A:4-87

WHEREAS, NJSA 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of budget, and

WHEREAS, said Director may also approve the insertion of any item of appropriation for equal amount,

NOW THEREFORE BE IT RESOLVED that the Council of the Township of Springfield, County of Burlington, New Jersey hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2013 in the sum of \$4,164.69 which item is now available as a revenue from the State of New Jersey State Recycling Fund pursuant to the provisions of statute, and

BE IT FURTHER RESOLVED that a like sum of \$4,164.69 is hereby appropriated under the caption of "Recycling Tonnage Grant,"

BE IT FURTHER RESOLVED that the above is the result of funds derived from the "State of New Jersey Recycling Tonnage Grant State Recycling Fund" in the amount of \$4,164.69.

Motion made by Mr. Frank and seconded by Mr. Hlubik to approve Resolution No. 2013-12-05. All were in favor. Motion carried.

RESOLUTION 2013-12-05
A RESOLUTION AUTHORIZING TRANSFERS
BETWEEN BUDGET APPROPRIATIONS

WHEREAS, transfers are permitted between budget appropriations during the last two months of the fiscal year;

BE IT RESOLVED by the Township Council of the Township of Springfield, County of Burlington, State of New Jersey, that transfers between 2013 budget appropriations be made as follows:

Title	From	To
Health Benefit Waivers	\$ 2,500.00	
Other Premiums	\$ 4,000.00	
Police-Salaries and Wages	\$ 10,650.00	
Group Insurance		\$ 16,000.00
Telecommunications		\$ 50.00
Clerk-Salaries & Wages		\$ 500.00
Planning Board-Salaries & Wages		\$ 600.00
TOTAL	\$ 17,150.00	\$ 17,150.00

Motion made by Mr. Frank and seconded by Mr. Hlubik to approve Resolution No. 2013-12-06. All were in favor. Motion carried.

RESOLUTION NO. 2013-12-03

RESOLUTION AUTHORIZING CHANGE ORDER FOR THE CONSTRUCTION OF THE JULIUSTOWN PARK

WHEREAS, the Township by Resolution No. 2012-09-02 awarded a contract for the construction of the Juliustown Park located within the Township; and

WHEREAS, a change order has been submitted.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Springfield, County of Burlington and State of New Jersey that the contract with Command Co., Inc. 810 S. Egg Harbor Rd., Hammonton, NJ 08037, whereby the amount of the original contract, \$147,750.00, is hereby decreased in the amount of \$1,960.00 by Change Order Number 1 for a new contract total of \$145,790.00.

Motion made by Mr. Frank and seconded by Mr. Hlubik to approve Resolution No. 2013-12-07. All were in favor. Motion Carried.

RESOLUTION NO. 2013-12-06

Resolution Certifying Completion of Work Associated with the 2011 Burlington County Park Development Program Grant for the Development of Juliustown Park

WHEREAS, in 2011, the Township of Springfield received a Municipal Park Development Program Grant from the County of Burlington in the amount of \$140,000 for the development of the Juliustown Park project; and

WHEREAS, a contract(s) was awarded to Command Co. Inc. for performance of the work described above; and

WHEREAS, work under the contract was complete in May, 2013 and the Township's Engineer did inspect and certify that the work was complete in conformance with contract plans and specifications and all other applicable requirements and has authorized final payment to the contractor;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Council of the Township of Springfield, County of Burlington, State of New Jersey that the scope of work

associated with the 2011 Burlington County Park Development Program Grant for the development of Juliustown Park is complete; and,

BE IT FURTHER RESOLVED that the submission to the County of Burlington of the documents necessary to receive final reimbursement of grant funds is hereby authorized.

Motion made by Mr. Frank and seconded by Mr. Hlubik to approve Resolution No. 2013-12-08. All were in favor. Motion carried.

RESOLUTION 2013-12-08

RESOLUTION REQUESTING APPROVAL OF AN ITEM OF REVENUE AND APPROPRIATION UNDER NJSA 40A:4-87

WHEREAS, NJSA 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of budget, and

WHEREAS, said Director may also approve the insertion of any item of appropriation for equal amount,

NOW THEREFORE BE IT RESOLVED that the Council of the Township of Springfield, County of Burlington, New Jersey hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2013 in the sum of \$1,527.49 which item is now available as a revenue from the State of New Jersey Division of Criminal Justice 2013 Body Armor Grant pursuant to the provisions of statute, and

BE IT FURTHER RESOLVED that a like sum of \$1,527.49 is hereby appropriated under the caption of "State of New Jersey Division of Criminal Justice 2013 Body Armor Grant,"

BE IT FURTHER RESOLVED that the above is the result of funds derived from the "State of New Jersey Division of Criminal Justice 2013 Body Armor Grant" in the amount of \$1,527.49.

MONTHLY DEPARTMENTAL REPORT

CLERK REPORT OF LICENSES
November 2013

Dog Licenses Issued - 1
Licenses assessed late fee \$0
Total Licenses Issued Year to Date - 430
Kennel licenses sold this month 0
Replacement dog licenses sold this month - 0

Total amount collected - \$7.00

TREASURER'S REPORT – CURRENT ACCOUNT
November 2013

Year to Date Revenue	\$11,472,531.68
Year to Date Expended	\$ 2,869,057.81
Total Available Revenues	\$8,603,473.87

TAX COLLECTOR'S REPORT
SEPTEMBER 2013

2013 TAX PAYMENTS	\$1,939,009.74
PRIOR YEAR TAX PAYMENTS	\$ 1,329.75
FUTURE 2014 PAYMENTS	\$ 35,236.08
INTEREST ON TAXES	\$ 1,307.49
TOTAL TAX PAYMENTS	\$1,976,883.06

MISC. COLLECTIONS

200' LIST FEES	
DUPLICATE TAX BILL FEES	\$ 40.00
TOTAL MISC. PAYMENTS	\$ 40.00

NSF RETURNED CHECK \$ **2,473.43**

TOTAL RECEIPTS FOR THE MONTH: \$1,974,449.63

TAX COLLECTOR'S REPORT
OCTOBER 2013

2013 TAX PAYMENTS	\$ 1,257,648.27
PRIOR YEAR TAX PAYMENTS	\$ 19,826.43
FUTURE PAYMENTS	\$ 7,466.01
INTEREST ON TAXES	\$ 8,061.43
TOTAL TAX PAYMENTS	\$ 1,293,002.14

MISC. COLLECTIONS

200' LIST FEES	\$ -
DUPLICATE TAX BILL FEES	\$ 10.00

NSF RETURNED CHECK

**TOTAL RECEIPTS FOR THE
MONTH: \$ 1,293,012.14**

TAX COLLECTOR'S REPORT
NOVEMBER 2013

2013 TAX PAYMENTS	\$	1,131,874.09
PRIOR YEAR TAX PAYMENTS	\$	344.87
FUTURE PAYMENTS	\$	5,528.78
INTEREST ON TAXES	\$	2,038.09
TOTAL TAX PAYMENTS	\$	1,139,785.83

MISC. COLLECTIONS	\$	200.00
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200' LIST FEES	\$	-
DUPLICATE TAX BILL FEES	\$	10.00

TOTAL MISC. PAYMENTS	\$	10.00
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NSF RETURNED CHECK	\$	1,146.00
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TOTAL RECEIPTS FOR THE MONTH: \$ 1,138,849.83

CONSTRUCTION OFFICIAL'S REPORT
November 2013

Building Permits & Application Fees	\$22,727.00
Development Fees	-0-
CO/CCO Fees	\$400.00
Re-inspection-CCO	-0-
Plan Review	-0-
Violations	
COAH	
Total	\$23127.00

ZONING OFFICER'S REPORT
November 2013

5 - Violations
0 - Court Appearance
Multiple Sites Visits

MANAGER'S REPORT
November 2013

Township Council Meetings 2
Attended Burlco Jif Mtg. Nov 26, 2013
Held 2014 budget meetings with department heads/supervisors Nov. 25, 2013
Miscellaneous contacts that required action and resolution-8

Mr. Frank commented that the tax rate is up. Mr. McDaniel asked if we have a tax sale scheduled and Mr. Keller stated that the tax collector advised him that if the Township has a tax sale in the beginning of the year and the properties that are in bankruptcy come out of

bankruptcy then we may have to have a second tax sale. Mr. Guest advised that you can proceed with the tax sale and exclude any bankruptcy properties.

Mr. Frank made a motion seconded by Mr. Hlubik to file the reports. All were in favor. Motion carried.

BILL LIST

VENDOR	CHECK NO.	AMOUNT PAID
CURRENT		
All Green Turf Management	9563	\$5,275.00
Auto Shine Car Wash	9564	\$42.00
Burlington County Treasurer	9565	\$7,993.14
Casa Payroll Service	9566	\$271.50
Central Jersey Waste & Rec Inc.	9567	\$6,958.33
Certified Speedometer Service	9568	\$210.00
Patricia A. Clayton	9569	\$61.31
Command Co. Inc.	9570	\$4,376.00
Copi-Rite Inc.	9571	\$18.29
Dante Guzzi Engineering	9572	\$408.53
Denis C. Germano, Esq.	9573	\$119.00
Dunbar Armored, Inc.	9574	\$184.30
East River Energy, Inc.	9575	\$1,785.22
H. Eggleston & Son, LLC	9576	\$946.64
Electronic Police Forms, LLC	9577	\$525.00
Expel Exterminating Experts Inc.	9578	\$70.00
GovConnection, Inc.	9579	\$417.00
Griffith Electric Supply, Inc.	9580	\$28.75
Hess Corporation	9581	\$67.20
Jacksonville Fire Co.	9582	\$6,250.00
JCP&L	9583	\$1,673.76
J. Paul Keller	9584	\$918.16
Dianne Kelly	9585	\$74.04
Mansfield Township	9586	\$19,166.70
New Jersey American Water Co.	9587	\$242.44
NJSHBP	9588	\$27,757.90
Norther Burlington Cnty Reg School	9589	\$307,402.00
Parker McCay, PA	9590	\$4,673.25
Pitney Bowes	9591	\$135.00
Pitney Bowes Postage By Phone	9592	\$300.00
Martin Poinsett	9593	\$100.00
Poster Compliance Center	9594	\$79.00
Premier Technology Solutions	9595	\$960.00
Professional Property App Inc	9596	\$40,792.00
PSE&G	9597	\$4,234.47
QC Laboratories	9598	\$73.00
Registrar's Association of N.J.	9599	\$49.00
Sirak Auto Supply Inc	9600	\$89.15
Peter Sobotka	9601	\$67.80
Springfield Township Board of Ed	9602	\$281,883.04

Springfield Township E.M.S.	9603	\$7,000.00
Staples Advantage	9604	\$162.24
Verizon Wireless	9605	\$697.96
Vital Communications Inc.	9606	\$102.00
Xtel Communications, Inc.	9607	\$423.86

CAPITAL FUND ACCOUNT

Dante Guzzi Engineering	7119	\$2,462.47
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DEVELOPERS ESCROW

Denis C. Germano, Esq.	7224	\$203.00
Mehmet Pamuk	7225	\$232.50

DOG ACCOUNT

New Jersey Dept of Health	7121	\$1.20
Tomahawk Live Trap LLC	7122	\$482.79

OPEN SPACE

Dante Guzzi Engineering	7119	\$11.80
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RECREATION ACCOUNT

Peter Hughes	7120	\$994.93
Dave Lebak	7121	\$49.72
MSLRA Midlans Youth Soccer Leg	7122	\$968.00
Theresa Ainsworth	7123	\$59.58
Jaqueline Fellenz	7124	\$59.58
Christina Drum	7125	\$48.93
Alignment Check Voided	7126	\$0.00
Cyndi Ralston	7127	\$85.00

COAH ACCOUNT

Parker McCay, P.A.	7123	\$192.50
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TOTAL \$740,915.98

Mr. Frank made a motion seconded by Mr. Hlubik to pay the bills except the attorneys. All were in favor. Motion carried.

Mr. Hlubik made a motion seconded by Mr. McDaniel to pay the attorneys. All were in favor, except Mr. Frank who abstained. Motion carried.

CORRESPONDENCE

Mr. Frank made a motion seconded by Mr. Hlubik to file the correspondence. All were in favor. Motion carried.

ENGINEER REPORT

None

SOLICITOR REPORT

Mr. McDaniel asked if there is anything new in COAH and Mr. Guest stated that it does not appear that COAH is moving to adopt new rules based on their meeting schedule. Mr. Frank mentioned that in order to meet the February deadline they would need to move by next week.

Mr. Frank made a motion seconded by Mr. Hlubik to accept the Solicitor's report. All were in favor. Motion carried.

MANAGER'S REPORT

Mr. Keller advised Council that he did speak to someone from the Turnpike Authority and they are looking for \$282,000 which is based on a 2005 appraisal. Mr. Frank stated that the land is a swamp. Mr. Keller added that he got a comp from the tax assessor on a 53 acre lot that sold for \$210,000. Mr. Keller also stated that the Turnpike said they would not take anything less than \$282,000. Mr. Frank stated that we should suggest that they donate the land to green acres from one entity to another.

Mr. Keller stated that he heard a news report that under the Affordable Health Care Act that Fire and EMS volunteers would be eligible for Health Benefits. Mr. Guest added that this would mean that anyone who volunteered more than 30 hours a week would be considered employees. Mr. Keller stated that they are looking to get an exemption and Mr. Guest added that it could probably be done by executive order.

Motion made by Mr. Frank seconded by Mr. Hlubik to accept the Manager's report. All were in favor. Motion carried.

TOWNSHIP OFFICIAL'S BUSINESS

Mr. McDaniel stated that if anyone has any ideas for the January 2nd meeting they can get them to the clerk.

Mr. McDaniel stated that the Joint Base is bringing back the air show in 2014 on May 10th and 11th and possibly bringing back the fireworks.

PUBLIC COMMENT

Hearing no comments, Mr. Hlubik made a motion seconded Mr. Frank by to close public comment. All were in favor. Motion carried.

Mr. Hlubik made a motion seconded by Mr. Frank to adjourn the meeting. The meeting was adjourned at 8:13 PM. All were in favor.

Respectfully submitted,

Patricia A. Clayton
Township Clerk