

TOWNSHIP OF SPRINGFIELD
COUNCIL MEETING AGENDA
7:30 PM
NOVEMBER 23, 2015

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 14, 2015 Regular and Executive Sessions
November 5, 2015 Work Session

6. EMS Report
7. Public Comment on Agenda Items*
8. Ordinances for Public Hearing:

No. 2015-07 – Bond Ordinance Amending the Project Description and Reallocating the Appropriation and Authorization Amounts Set Forth in Bond Ordinance #2013-02 of the Township of Springfield, in the County of Burlington, New Jersey Finally Adopted April 10, 2013, as Amended by Bond Ordinance #2015-06 of the Township Finally Adopted October 14, 2015

9. Resolutions

No. 2015-11-04 – Resolution of the Springfield Township Council Authorizing the Release of a Performance Bond and Acceptance of a Maintenance Bond for Asphalt Paving Systems, Inc. Concerning the 2014 Road Program

No. 2015-11-05 – Resolution of the Township Council of Springfield to Refund Escrow Monies (Block 804, Lot 3.01, 92 Columbus-Jobstown Rd.)

No. 2015-11-06 – Resolution of the Springfield Township Council Authorizing Acceptance of a Performance Bond for Moose Run Development, LLC for Site Improvements of Property Located at Block 2016, Lot 2.01 in Springfield Township (2805 Monmouth Rd.)

No. 2015-11-07 – Resolution of the Township Council of Springfield to Refund Escrow Monies (Block 2302 Lot 4, 179 Highland Rd)

No. 2015-11-08 – Resolution of the Springfield Township Council Authorizing an Interlocal Agreement for the Use of School Facilities between Northern Burlington County Regional Board of Education and Springfield Township

No. 2015-11-09 – Resolution Certifying Completion of Work Associated with the 2012 Burlington County Park Development Program Grant for the Construction of the Columbus-Jobstown Bike Path

10. Monthly Reports Submitted for Approval
11. Correspondence
12. Solicitor's Report

13. Manager's Report
14. Township Officials' Business
15. Public Comment*
16. Adjournment

**TOWNSHIP COUNCIL MEETING
NOVEMBER 23, 2015**

The meeting of the Springfield Township Council was called to order by Mayor McDaniel with Council Members Mr. Frank, Mr. Hlubik and Peter Sobotka present. Absent was Anthony Marinello. Also present were Township Manager Paul Keller and Township Solicitor George Morris.

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 7, 2015:

- 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. Sobotka made a motion seconded by Mr. Hlubik to approve the minutes of the October 14, 2015 regular and executive sessions. All were in favor except Mr. Frank who abstained. Motion carried.

Mr. Sobotka made a motion seconded by Mr. Hlubik to approve the minutes of the November 5, 2015 work session. All were in favor except Mr. Frank who abstained. Motion carried.

EMS REPORT

Ms. VanHise reported that the Squad has some young members involved now. Ms. VanHise stated that there are issues with how the bills are being paid and they have lost their cable and internet due to unpaid bills. Ms. VanHise stated that if the Squad does not have anything to offer the members at the building like cable TV it is hard to keep the members involved. Mr. Keller stated that the problem is that when we pay the bills a voucher is sent out and then the bill is not paid until that is returned with a signature from the vendor and this causes a delay in payment. Mr. Keller stated that if the bills are sent directly to the Township that could speed the process up.

Ms. Jarvis, Treasurer of EMS stated that now that the people who were responsible for the problems are gone the remainder of the Squad is still being punished. Ms. Jarvis stated that the Squad must approve the bills first then they go to the Township. Mr. Frank stated that if there are bills that are monthly bills the Squad could maybe approve them with an authorization to pay the recurring bills. Mr. Keller stated that if the bills are put in the Townships name they could be paid more timely with the other Township bills.

Ms. VanHise stated that training is an issue because the Squad does not have that money to pay out of pocket. Mr. Keller stated that if the voucher is not submitted in time for monthly bill

paying it could be a 4-6 week delay. Mr. Keller stated that the Township could do a purchase order guaranteeing payment. Mr. Keller asked the EMS to verify that for training they will accept a purchase order for payment. Ms. VanHise stated that the only thing the State Fund would pay for is the initial training and the Squad must pay for any books. Ms. VanHise stated that EMT's must have a certain number of training hours every three years.

Ms. Jarvis stated that there is an outstanding bill with Comcast that needs to be paid before they will turn on the internet and cable. Ms. Jarvis stated that the Township agreed to update the building and it has not been done and she gave the example of sleeping quarter. Mr. McDaniel responded that this is the first time in the 15 years he has been on Council that anyone from the Squad has ever asked for sleeping quarters. Mr. Frank added that in the eleven years that he has been on Council he never remembers saying no when the Squad has asked for improvements to the building within the Township's financial ability.

Ms. Jarvis asked if turning the funds back over to the Squad is a possibility. Mr. Sobotka responded that he is not comfortable because it was tax payer money that was stolen. Ms. Jarvis stated that they have nothing for funds to even buy flowers when founding members pass away. Mr. McDaniel stated that the Squad came to the Township because their accounts were taken away, not by the Township, and the Squad was ready to close down and asked the Township for help and this was what the Squad and Township came up with to allow the Squad to continue to operate. Ms. Jarvis stated that at this time it is hard to ask for donations because of what happened. Mr. Frank responded that we can all agree that because of the circumstances this is going to have to be done strictly with Township money and because of that the Township really needs to monitor what is going on with those funds. Mr. Keller stated that the bills should come in care of the Township at the municipal building. Council discussed that the police also pull off the oxygen that the Squad has purchased. Mr. Keller stated that as soon as he get the vendor information the sooner the Township can get the accounts set up to be paid more efficiently.

Mr. McDaniel asked how the Squad is doing in responding to calls and Ms. VanHise stated that the past month has been rough for responding to calls but they have participated at various events in the Township. Ms. VanHise added that they are constantly looking for new members. Mr. McDaniel stated that when you have a non-profit it is not a good policy to have all the Board members from the same family and Ms. Jarvis responded that at this time that is all they have so there is not much of a choice.

Mr. Frank asked about the communication for purposes of JIF and Ms. VanHise stated that the person that used to be the EMS representative is no longer with them so nothing has been submitted lately. Council asked if Motor Vehicle and criminal checks are being done and Ms. VanHise responded that they are.

PUBLIC COMMENT ON AGENDA ITEMS

Seeing no one for public comment, Mr. Sobotka made a motion seconded by Mr. Frank to close public comment. All were in favor. Motion carried.

Mr. Morris introduced himself to Council and gave a brief resume. Mr. Sobotka asked if he has any input with the EMS situation discussed. Mr. Morris stated that legally there is not much more the Township could do other than get the bills paid and that should be taken care of with the measures suggested tonight.

ORDINANCES FOR PUBLIC HEARING

Motion made by Mr. Frank and seconded by Mr. Sobotka to open the public hearing on Ordinance 2015-07. All were in favor. Motion carried.

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

Motion made by Mr. Frank and seconded by Mr. Sobotka to adopt Ordinance 2015-07 with the elimination of the word tanker from section (b) on page two. Mr. Hlubik asked if the old truck that belonged to the Township sold where in the budget would the funds go and Mr. Keller responded those funds would go into the general fund as surplus. Mr. Sobotka asked if everyone had time to review the answers to the questions Mr. Sobotka had wanted addressed.

Roll Call: Mr. Frank – yes; Mr. Hlubik - yes; Mr. Sobotka – yes and Mr. McDaniel - yes. Motion carried.

ORDINANCE 2015-07

BOND ORDINANCE AMENDING THE PROJECT DESCRIPTION AND REALLOCATING THE APPROPRIATION AND AUTHORIZATION AMOUNTS SET FORTH IN BOND ORDINANCE #2013-02 OF THE TOWNSHIP OF SPRINGFIELD, IN THE COUNTY OF BURLINGTON, NEW JERSEY FINALLY ADOPTED APRIL 10, 2013, AS AMENDED BY BOND ORDINANCE #2015-06 OF THE TOWNSHIP FINALLY ADOPTED OCTOBER 14, 2015

BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF SPRINGFIELD, IN THE COUNTY OF BURLINGTON, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section One. The appropriation and estimated cost and the estimated maximum amount of bonds or notes set forth in Section 3(a) of bond ordinance #2013-02 of the Township of Springfield, in the County of Burlington, New Jersey (the “Township”) finally adopted April 10, 2013, as amended by bond ordinance #2015-06 of the Township finally adopted October 14, 2015 (the “Prior Ordinance”), are hereby amended to read as follows:

<u>Appropriation and Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds or Notes</u>
\$3,785,000	\$3,765,000

Section Two. The project description, the appropriation and estimated cost and the estimated maximum amount of bonds or notes set forth in Section 3(b) of the Prior Ordinance are hereby amended to read as follows:

<u>Purpose</u>	<u>Appropriation and Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds or Notes</u>
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b) Acquisition of fire trucks (2)	\$455,000	\$450,000
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Section Three. The average period of usefulness set forth in the Prior Ordinance is hereby amended to read 18.24 years.

Section Four. The Township hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section Five. All other details of the Prior Ordinance shall remain the same.

Section Six. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

RESOLUTIONS

Motion made by Mr. Frank and seconded by Mr. Sobotka to approve Resolution No. 2015-11-04. Mr. McDaniel asked if we should be considering this because where the 2014 and 2015 repavement work meets on Jobstown-Juliustown Rd. there is dip and Mr. Keller responded it would be on the 2015 punch list and there is still a performance guarantee on that project. All were in favor. Motion Carried.

RESOLUTION NO. 2015-11-04

**A RESOLUTION OF THE SPRINGFIELD TOWNSHIP COUNCIL
AUTHORIZING THE RELEASE OF A PERFORMANCE BOND AND ACCEPTANCE OF A
MAINTENANCE BOND FOR ASPHALT PAVING SYSTEMS, INC. CONCERNING THE 2014
ROAD PROGRAM**

WHEREAS, Asphalt Paving System, Inc. posted a Performance Guarantee in the amount of \$978,290.00 for the 2014 Road Program, Contract No. ST2014-1; and

WHEREAS, an inspection of the site improvements by the Township Engineer found the improvements to be in accordance with the contract; and

WHEREAS, prior to the release of the Performance Guarantee, Asphalt Paving Systems, Inc. has posted a Maintenance Guarantee in the amount of \$161,576.58; and

WHEREAS, in a letter dated September 28, 2015, the Township Engineer recommends the release of the Performance Guarantee and acceptance of the Maintenance Guarantee in the amount of \$161,576.58.

NOW THEREFORE, BE IT RESOLVED by the Springfield Township Council to release Asphalt Paving Systems, Inc. from their Performance Bond and accept a Maintenance Guarantee in the amount of \$161,576.58 as recommended by the Township Engineer and approved by the Township Solicitor.

Motion made by Mr. Sobotka and seconded by Mr. Frank to approve Resolution Nos. 2015-11-05. All were in favor. Motion Carried.

RESOLUTION 2015-11-05

**A RESOLUTION OF THE TOWNSHIP COUNCIL
OF SPRINGFIELD TO REFUND ESCROW MONIES**

WHEREAS, HNJ/Huen Electric made payment to escrow account number T-22-12-001-804-999, which was established for the purpose of an engineering inspection for Block 804 Lots 1 & 3.01; and

WHEREAS, the Township Engineer has completed a final inspection of the property and HNJ/Huen Electric has requested the remaining balance in this escrow account in the amount of \$3,028.55 be refunded to him; and

WHEREAS, the Engineer has confirmed there are no outstanding invoices.

NOW, THEREFORE BE IT RESOLVED by the Springfield Township Council that the balance remaining in escrow account T-22-12-001-804-999 in the amount of \$3,028.55 be refunded to HNJ/Huen Electric.

Motion made by Mr. Frank and seconded by Mr. Sobotka to approve Resolution Nos. 2015-11-06. Mr. Sobotka asked what was going to be developed at this site and he was advised it would be homes. All were in favor. Motion Carried.

RESOLUTION NO. 2015-11-06

**A RESOLUTION OF THE SPRINGFIELD TOWNSHIP COUNCIL
AUTHORIZING ACCEPTANCE OF A PERFORMANCE BOND FOR MOOSE RUN
DEVELOPMENT, LLC FOR SITE IMPROVEMENTS OF PROPERTY LOCATED AT BLOCK 2106,
LOT 2.01 IN SPRINGFIELD TOWNSHIP**

WHEREAS, Moose Run Development, LLC was granted Final Subdivision Approval by the Springfield Township Planning Board Resolution No. 2014-4, and

WHEREAS, the Springfield Township Planning Board Engineer has reviewed plans submitted by Moose Run Development, LLC and found them to be in conformance with the approval granted by the Planning Board; and

WHEREAS, pursuant to the Springfield Township Engineer's letter dated August 5, 2015 and in accordance with the Municipal Land Use Law, Moose Run Development, LLC was required to post a Performance Guarantee in the amount of \$207,447.84 for site improvements of property located at Block 2106, Lot 2.01 in Springfield Township; and

WHEREAS, Moose Run Development, LLC has posted a Performance Guarantee in the amount of \$207,447.84; and

WHEREAS, the Township Solicitor has reviewed and recommended acceptance of the Performance Guarantee.

NOW THEREFORE, BE IT RESOLVED by the Springfield Township Council to accept the Performance Guarantee in the amount of \$207,447.84 as recommended by the Planning Board Engineer and Township Solicitor.

Motion made by Mr. Frank and seconded by Mr. Sobotka to approve Resolution Nos. 2015-11-07. All were in favor. Motion Carried.

RESOLUTION 2015-11-07

A RESOLUTION OF THE TOWNSHIP COUNCIL OF SPRINGFIELD TO REFUND ESCROW MONIES

WHEREAS, Adam and Lisa Caul made payment to escrow account number T-23-15-002-302-004, which was established for the purpose of an engineering inspection for Block 2302 Lots 4 also known as 179 Highland Rd.; and

WHEREAS, the Township Engineer has completed a final inspection of the property and Adam and Lis Caul has requested the remaining balance in this escrow account in the amount of \$284.50 be refunded to him; and

WHEREAS, the Engineer has confirmed there are no outstanding invoices.

NOW, THEREFORE BE IT RESOLVED by the Springfield Township Council that the balance remaining in escrow account T-23-15-002-302-004 in the amount of \$284.50 be refunded to Adam and Lisa Caul.

Motion made by Mr. Frank and seconded by Mr. Sobotka to approve Resolution Nos. 2015-11-08. Mr. McDaniel asked if this is just for youth sports and Mr. Sobotka responded that would be correct. All were in favor. Motion Carried.

RESOLUTION NO. 2015-11-08

A RESOLUTION OF THE SPRINGFIELD TOWNSHIP COUNCIL AUTHORIZING AN INTERLOCAL AGREEMENT FOR THE USE OF SCHOOL FACILITIES BETWEEN NORTHERN BURLINGTON COUNTY REGIONAL BOARD OF EDUCATION AND SPRINGFIELD TOWNSHIP

WHEREAS, the Township Council of the Township of Springfield is interested in promoting recreational sports by the residents of the township; and

WHEREAS, Northern Burlington Regional School Board has agreed to allow Springfield Township to use their facilities for the purposes of recreational youth sports and waive the traditional usage and service fees; and

WHEREAS, Springfield Township and Northern Burlington Regional School District wish to enter into an Interlocal Services Agreement for the use of the School's facilities for the purposes of recreational youth sports.

NOW THEREFOR BE IT RESOLVED, the Township Council of the Township of Springfield authorizes the Mayor and Township Clerk to execute an Interlocal Services Agreement for the Use of School Facilities between the Board of Education of the Northern Burlington County Regional School District and Springfield Township.

Mr. Keller suggested that the last paragraph read "remainder of the grant, \$144,378.50 (\$250,000.00 grant less \$105,621.50 spent for this stage of the project) for additional segment of the bike path construction known as Columbus-Jobstown-Juliustown Bike Path". Motion made by Mr. Frank and seconded by Mr. Sobotka to approve Resolution No. 2015-11-09 with the suggested amendments made by the Manager. All were in favor. Motion Carried.

RESOLUTION NO. 2015-11-09

**Resolution Certifying Completion of Work
Associated with the 2012 Burlington County
Park Development Program Grant for the
Construction of the Columbus-Jobstown Bike Path**

WHEREAS, in 2012, the Township of Springfield, Burlington County received a Municipal Park Development Program Grant from the County of Burlington in the amount of \$250,000.00 for the construction of the Columbus-Jobstown Bike Path; and

WHEREAS, a contract(s) was awarded to All Surface Asphalt Paving Inc. for performance of the work described above; and

WHEREAS, work under the contract was complete in April 2015 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 2012 Burlington County Park Development Program Grant as it relates to the Columbus Jobstown portion of the bike path is complete;

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,

BE IT FURTHER RESOLVED that the Township of Springfield, Burlington County intends to utilize the remainder of the grant, \$144,378.50 (\$250,000.00 grant less \$105,621.50 spent for this stage of the project) for additional segment of the bike path construction known as Columbus-Jobstown-Juliustown Bike Path.

MONTHLY DEPARTMENTAL REPORT

CLERK REPORT OF LICENSES

October 2015

Dog Licenses Issued - 1
Licenses assessed late fee 1
Total Licenses Issued Year to Date -417
Kennel licenses sold this month 0
Replacement dog licenses sold this month - 0
Service Dog 0
Police Dog

Total amount collected \$55.00

**TREASURER'S REPORT – CURRENT ACCOUNT
October 2015**

Year to Date Revenue	\$ 11,919,846.71
Year to Date Expended	\$ 3,065,315.01
Total Available Revenues	\$ 8,854,531.70

**CONSTRUCTION OFFICIAL'S REPORT
October 2015**

Building Permits & Application Fees	\$14,070.00
Development Fees	\$ 00
CCO Fees	\$ 700.00
Plan Review	00
Re-Inspection	\$ 100.00
Total	- \$14,870.00

**POLICE REPORT
October 2015**

The Springfield Township Police Department responded to a total of 489 complaints. They are sorted in the following manner:

408 General Police Complaints
0 Domestic Incidents
6 Criminal Investigations
21 MVAs

14 Medical Emergencies
36 Activated Alarms
1 Abandoned 911 Calls
3 Assists to Outside Departments
2 Assists to Our Department
133 Motor Vehicle Stops
8 Arrests
4 Warrants
2 DWI
2 Criminal

Tickets Issued: 114

Mileage 10189

**ZONING REPORT
October 2015**

Violations - 10
Site Visits - 2

**TAX COLLECTOR
OCTOBER, 2015**

2015 TAX PAYMENTS	\$	509,029.16
PRIOR YEAR TAX PAYMENTS		
FUTURE PAYMENTS	\$	3,356.91
INTEREST ON TAXES	\$	939.30
TOTAL TAX PAYMENTS	\$	513,325.37

MISC. COLLECTIONS

200' LIST FEES	\$	20.00
DUPLICATE TAX BILL FEES	\$	5.00

NSF RETURNED CHECK

TOTAL RECEIPTS FOR THE MONTH: \$ 513,350.37

Motion made by Mr. Sobotka and seconded by Mr. Hlubik to file the reports.

Mr. Sobotka stated the tax collection rate is down. Mr. Frank asked what affect the roll back taxes have on the tax collection rate ad Mr. Keller responded that he is not sure but will check. Mr. Frank was speaking specifically about the solar project on Gilbert Road because they started in July and should have been on October's roll back taxes.

All were in favor. Motion carried.

CORRESPONDENCE

1. Email from Mike Welsh-Resignation from Planning Board. Mr. Sobotka recommended accepting the resignation seconded by Mr. Hlubik. All were in favor. Motion carried.

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

SOLICITOR REPORT

Mr. Morris did not have anything to report this month.

Mr. Frank made a motion seconded by Mr. Sobotka to accept solicitor's report. All were in favor. Motion carried.

MANAGER'S REPORT

Mr. Keller stated that they are finishing up on the driveway aprons on Smithville and then should be doing the lining. Mr. Frank drove down there and he feels they ignored some of the farms and Mr. Keller responded that that they will be addressing all of that. Mr. Frank is not sure that the materials they used are pursuant the specifications because he remembers in other road projects dirt and seeding being used instead of stone. Mr. Keller stated that the problem is getting the contractor back and they are still waiting on the Applegate intersection to begin the Mt. Pleasant project. Mr. Sobotka stated there is a real bad section on Applegate and Mr. Keller responded that he is getting estimates to patch that area properly.

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

TOWNSHIP OFFICIAL'S BUSINESS

Mr. Sobotka stated that the former Mayor will be celebrating his 90th birthday and a remaindered everyone about the Holiday party on the 6th of December.

Mr. McDaniel stated that we put out an RFP for accounting services and Mr. Keller responded that in the past years the Township has been awarding a contract for the next year's audit. Mr. Sobotka stated that this is why we need to have a different auditor. Mr. McDaniel was unclear about what we awarded and Mr. Keller responded that it was for the 2015 financial work including the 2015 audit which actually gets done in 2016. Mr. McDaniel wondered when we pay for that service. Mr. McDaniel asked if the Solicitor has a general contract for Audit services so they can review another township's contract.

Mr. McDaniel stated that he spoke with Mary Pat Robbie about the Arney's Mt. Bikepath and she would like to meet with the neighboring property owners to discuss the County project.

Mr. McDaniel stated that he attended a seminar on health benefits during the League Conference and it was recommended shopping around every year for health benefits. Mr. Keller responded that the Township did last year and it wasn't beneficial. Mr. Morris stated that one of his other towns came out of SHBP and it had an unforeseen circumstances on the employees. Mr. Keller stated that you must also remember you have a contract that you must supply benefits equal to what the employees receive under SHBP. Mr. McDaniel stated they also mentioned not relying on the Manager because they get health benefits. Mr. McDaniel also mentioned the JIFs and Mr. Keller responded that the JIF had looked into it for years and they can't find anyone willing to provide a policy to the members.

Mr. Sobotka attended a seminar there they talked about the idea of having a mental health professional come out and deal with people with mental health issues instead of having the police respond. He thought this was a strange presentation.

PUBLIC COMMENT

Mr. Sobotka made a motion seconded by Mr. Hlubik to open public comment. All were in favor. Motion carried.

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

Mr. Frank made a motion seconded by Mr. Sobotka adjourn the meeting. The meeting was adjourned at 9:07 PM. All were in favor.

Respectfully submitted,

Patricia A. Clayton
Township Clerk