

SPRINGFIELD TOWNSHIP  
REORGANIZATION MEETING AGENDA  
MONDAY, JANUARY 4, 2016  
7:30 PM

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. Resolutions:
  - No. 2016-01-01 – A Resolution of the Springfield Township Council Providing For the Designation of Authorized Depositories, Official Newspapers, Meeting Times, and Other Procedural Requirements
  - No. 2016-01-02 – A Resolution of the Springfield Township Council Making Certain Appointments of Township Officials and Boards
  - No. 2016-01-03 – A Resolution of the Springfield Township Council Providing for the Appointment of Professional Staff
  - No. 2016-01-04 – A Resolution of the Springfield Township Council For a Temporary Budget
  - No. 2016-01-05 – A Resolution of the Springfield Township Council Listing Legal Holidays
  - No. 2016-01-06 – A Resolution of the Springfield Township Council Providing For the Cancellation of Small Balances by the Tax Collector’s Office
  - No. 2016-01-07 – A Resolution of the Springfield Township Council Appointing Fund Commissioners to Burlington County Municipal Joint Insurance Fund
  - No. 2016-01-08 – A Resolution of the Springfield Township Council Appointing A Risk Management consultant to the Burlington County Joint Insurance Fund
  - No. 2016-01-09 – A Resolution for the Springfield Township Council Providing For a Cash Management Plan
  - No. 2016-01-10 – A Resolution Authorizing the Tax Assessor of the Township of Springfield to file Appeals, Omitted and Added Assessment Appeals and Rollback Complaints with the Burlington County Board of Taxation
  - No. 2016-01-11 – A Resolution Authorizing Renewal of the Term of An Interlocal Services Agreement with Bordentown, Chesterfield, North Hanover and Mansfield Townships Concerning Extra Duty Assignment of Police Officers
  - No. 2016-01-12 – A Resolution of the Springfield Township Council Appointing a Deputy Emergency Management Coordinator
  - No. 2016-01-13 – Resolution Appointing an Animal Control Officer for the Township of Springfield
6. Public Comment
7. Council members Comments
8. Adjournment

SPRINGFIELD TOWNSHIP COUNCIL  
REORGANIZATION MEETING  
JANUARY 4, 2016

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

The Mayor read the Sunshine Notice:

“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 10, 2016:

- a. Posting written notice on the official bulletin board at the Municipal Building, Jobstown NJ
- b. Transmitting written notice to the Register News and to 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.”

The Mayor led the Salute to the Flag.

### **RESOLUTIONS**

Mr. Frank made a motion seconded by Mr. Sobotka to approve a consent agenda including Resolution No. 2016-01-02 through 2016-01-13 which was amended to remove 2016-01-01 and 2016-01-04 as well. Mr. Sobotka stated that in the Cash Management Plan it says the Treasurer will report what the investments are and he would like to see that done going forward. Mr. Keller responded that he will ask the Treasurer to provide this information along with the interest on investments. All were in favor. Motion carried.

### **RESOLUTION 2016-01-03**

#### **A RESOLUTION OF THE SPRINGFIELD TOWNSHIP COUNCIL PROVIDING FOR THE APPOINTMENT OF PROFESSIONAL STAFF**

WHEREAS, it is necessary that the Township of Springfield make certain professional staff appointments in order to provide for the effective operation of Township government; and

WHEREAS, the services to be performed are regulated by law and the persons to be appointed are practicing recognized professionals;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Springfield, assembled in Public Session the 5th day of January 2015, that the following are hereby appointed to the positions designated and for terms effective January 1, 2016 and ending December 31, 2016, unless otherwise specified, or when their successors have been duly appointed:

Township Planner

Brian Slaugh, PP, AICP, ASLA  
Clarke, Caton, Hintz

Bond Counsel

Ronald J. Ianoale, Esq.  
McManimon & Scotland, L.L.C.

Township Solicitor

George Morris, Esq.  
Parker McCay

Township Engineer

Dante Guzzi, P.E.  
Dante Guzzi Engineering Associates

BE IT FURTHER RESOLVED, that each of said appointees shall be compensated in accordance with Professional Service Agreements to be approved by Township Council.

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**RESOLUTION 2016-01-05**

**A RESOLUTION OF THE SPRINGFIELD TOWNSHIP COUNCIL  
LISTING LEGAL HOLIDAY**

WHEREAS, it is the intent of the Township Council of the Township of Springfield to observe certain holidays for the year 2016; and

WHEREAS, Springfield Township Council wishes to make the municipal services more accessible to the public; and

WHEREAS, in order to make municipal services more accessible to the public Springfield Township Council will honor the following eleven holidays in which the Municipal Building will be closed:

- |                   |                            |
|-------------------|----------------------------|
| January 1, 2016   | New Year's Day             |
| January 18, 2016  | Martin Luther King         |
| February 15, 2016 | Presidents' Day            |
| March 25, 2016    | Good Friday                |
| May 30, 2016      | Memorial Day               |
| July 4, 2016      | Independence Day           |
| September 5, 2016 | Labor Day                  |
| October 10, 2016  | Columbus Day               |
| November 11, 2016 | Veterans' Day (celebrated) |
| November 24, 2016 | Thanksgiving Day           |
| November 25, 2016 | Day after Thanksgiving     |
| December 23, 2016 | Christmas Eve              |
| December 26, 2016 | Day after Christmas        |
| December 30, 2016 | New Year's Eve             |

NOW THEREFORE BE IT RESOLVED, that the aforesaid list of holidays be legal holidays for Springfield Township in the year 2016; and

BE IT FURTHER RESOLVED that a copy of the holidays be posted on the Official Bulletin Board in the Municipal Building.

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**RESOLUTION 2016-01-06**

**A RESOLUTION OF THE SPRINGFIELD TOWNSHIP COUNCIL  
AUTHORIZING THE TAX COLLECTOR TO CANCEL SMALL BALANCES**

WHEREAS, N.J.S.A. 40A:5-17 allows for the cancellation of property tax overpayments or delinquent amounts in the amounts of less than Ten (\$10.00) Dollars.

WHEREAS, the governing body may authorize the Tax Collector to process, without further action on their part, any cancellation of property tax overpayments or delinquencies of less than \$10.00

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of Springfield Township, County of Burlington, State of New Jersey, hereby authorize the Tax Collector to cancel said tax amounts as deemed necessary.

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Tax Collector, the Chief Financial Officer and the Municipal Auditor.

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**RESOLUTION 2016-01-07**

**A RESOLUTION OF SPRINGFIELD TOWNSHIP COUNCIL  
APPOINTING FUND COMMISSIONERS TO BURLINGTON COUNTY  
MUNICIPAL JOINT INSURANCE FUND**

WHEREAS, the Township of Springfield is a current member of the Burlington County Municipal Joint Insurance Fund, also known as BURLCO JIF; and

WHEREAS, according to the by-laws of said fund the Township must appoint a Fund Commissioner and Alternate Commissioner to the fund.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Township of Springfield, County of Burlington and State of New Jersey, that the Township of Springfield does hereby appoint the following individuals as Commissioners to the Burlington County Joint Insurance Fund:

1. Fund Commissioner  
J. Paul Keller, Manager
2. Alternate Fund Commissioner  
Peter Sobotka, Councilmember

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**RESOLUTION 2016-01-08**

**A RESOLUTION OF THE SPRINGFIELD TOWNSHIP COUNCIL  
APPOINTING A RISK MANAGEMENT CONSULTANT TO  
BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND**

WHEREAS, the Governing Body of Springfield Township is a member of the **Burlington County Municipal Joint Insurance Fund**, a self insurance pooling fund, and;

WHEREAS, the Bylaws of said Fund allow each municipality to appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the Bylaws and;

WHEREAS, the Bylaws indicate a fee not to exceed six percent (6%) of the municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the governing body and;

WHEREAS, NJSA 40A:11-5 (1) (m), specifically exempts the hiring of insurance consultants from competitive bidding as an extraordinary unspecifiable service; and

WHEREAS, the experience, knowledge of public insurance and risk management issues and judgmental nature required of a Risk Management Consultant's are clearly an extraordinary unspecifiable service which therefore render competitive bidding impractical;

NOW THEREFORE, be it resolved that the governing body of Springfield Township does hereby appoint EJA/Capacity Insurance as its Risk Management Consultant in accordance with 40A:11-5 and;

BE IT FURTHER RESOLVED that the governing body is hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:11-5 (1), (a), (i).

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#### RESOLUTION 2016-01-09

#### A RESOLUTION OF THE SPRINGFIELD TOWNSHIP COUNCIL AUTHORIZING A CASH MANAGEMENT PLAN

WHEREAS, it is in the best interest of the Township of Springfield to earn additional revenue through the investment and prudent management of its cash receipts; and

WHEREAS, P. O. 1983, Chapter 8, approved January 18, 1983 is an act concerning the Local Fiscal Affairs Law and amends N.J.S.A. 40A:5-2 and N.J.S.A. 40A:5-2 and N.J.S.A. 40A: 5-14; and

WHEREAS, this law requires that each local unit shall adopt a cash management plan.

NOW, THEREFORE BE IT RESOLVED that the following shall constitute the Cash Management Plan for Springfield Township and the Treasurer shall deposit and manage its funds pursuant to this plan:

#### Definitions

1. Treasurer shall mean the Treasurer of Springfield Township.
2. Fiscal Year shall mean the twelve month period ending December 31<sup>st</sup>.
3. Cash Management Plan shall mean that plan as approved by resolution.

#### Designation of Depositories

At least once each fiscal year the governing body shall by resolution designate the depositories for Springfield Township in accordance with N.J.S.A. 40A:5-14.

Audit Requirement

The Cash Management Plan shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A:5-4.

Authority to Invest

The governing body shall pass a resolution at its first meeting of the fiscal year designating the Springfield Township official who shall make and be responsible for municipal deposits and investments.

Investment Instruments

The Treasurer shall invest at her discretion in any investment instrument as approved by the State of New Jersey in accordance with N.J.S.A. 40A:5-15.1.

Records and Reports

1. The Treasurer shall report all investments in accordance with N.J.S.A. 40A:5-15.2.
2. At a minimum the Treasurer shall:
  - a. Keep a record of all investments.
  - b. Keep a cash position record which reveals, on a daily basis, the status of the cash in its bank accounts.
  - c. Confirm investments with the governing body at the next regularly scheduled meetings.
  - d. Report monthly to the governing body as to the status of cash balances in bank accounts, revenue collection, interest rates and interest earned.

Cash Flow

1. The Treasurer shall ensure that the accounting system provides regular information concerning the cash position and investment performance.
2. All moneys shall be turned over to the Treasurer and deposited in accordance with N.J.S.A. 40A:5-15.
3. The Treasurer is authorized and directed to invest surplus funds of Springfield Township as the availability of funds permit. In addition, it shall be the responsibility of the Treasurer to minimize the possibility of idle cash by depositing the monies in interest bearing accounts wherever practical and in the best interest of Springfield Township.
4. The Treasurer shall ensure that funds are borrowed for Capital Projects in a timely fashion.

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RESOLUTION 2016-01-10

RESOLUTION AUTHORIZING THE TAX ASSESSOR OF THE

TOWNSHIP OF SPRINGFIELD TO FILE APPEALS, OMITTED AND ADDED ASSESSMENT  
APPEALS AND ROLLBACK COMPLAINTS WITH  
THE BURLINGTON COUNTY BOARD OF TAXATION

WHEREAS, a statutory provision is made for review and correction of errors prior to certification of an assessment list; and

WHEREAS, provision is also allowed for the discovery and correction of errors after establishment of the tax rate; and

WHEREAS, changes in property ownership at times necessitates adjustment in the veteran's and/or senior citizens' deduction allowed on the assessment list; and

WHEREAS, responsibility for maintenance and correction of the assessment list rests with the local Tax Assessor subject to specific laws and regulations.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Springfield, County of Burlington and State of New Jersey that the Tax Assessor is hereby authorized to file with the Burlington County Board of Taxation all such appeals, including Omitted and Added Assessment Appeals, as may be necessary to maintain accuracy and equality in the assessment list of the Township of Springfield; and

BE IT FURTHER RESOLVED that the Tax Assessor is hereby authorized to file with the County of Burlington Board of Taxation Rollback Complaints; and

BE IT FURTHER RESOLVED that the Tax Assessor is hereby authorized to execute Stipulations of Settlement on behalf of the Township of Springfield; and

BE IT FINALLY RESOLVED that a certified copy of this resolution accompany any appeal filed by the Tax Assessor with the Burlington County Board of Taxation.

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RESOLUTION 2016-01-11

RESOLUTION OF THE SPRINGFIELD TOWNSHIP COUNCIL  
AUTHORIZING THE RENEWAL OF THE TERM OF AN  
INTERLOCAL SERVICES AGREEMENT WITH BORDENTOWN,  
CHESTERFIELD AND NORTH HANOVER  
CONCERNING EXTRA DUTY ASSIGNMENT OF POLICE OFFICERS

WHEREAS, the Townships of Springfield, Bordentown, Chesterfield and North Hanover are neighboring Townships in Northern Burlington County; and

WHEREAS, their Police Departments provide traffic control and other off-duty police services to third parties; and

WHEREAS, the Townships often rely upon each other for additional officers to provide such services to third parties; and

WHEREAS, the Township has entered into an Interlocal Services Agreement with the aforementioned Townships which requires annual renewal; and

WHEREAS, the Township wishes to renew the Interlocal Services Agreement in accord with its terms until December 31, 2016.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of Springfield Township, County of Burlington, State of New Jersey, that the Mayor and Clerk be and are hereby authorized and directed to notify the Townships of Bordentown, Chesterfield and North Hanover that the Council has elected to renew the agreement for the ensuing year until December 31, 2016 and provide each Township with a certified copy of this Resolution.

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RESOLUTION 2016-01-12

A RESOLUTION OF THE SPRINGFIELD TOWNSHIP COUNCIL  
APPOINTING A DEPUTY EMERGENCY MANAGEMENT COORDINATOR

WHEREAS, the effective operation of the government of Springfield Township requires that various appointments be made; and

WHEREAS, there is currently a need for a Deputy Emergency Management Coordinator to assist in the planning, activating, coordinating of the Emergency Management operations within the municipality; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of Springfield Township assembled in public session this 4<sup>th</sup> day of January, 2016, as follows:

1. Andrew Eaton is hereby appointed Deputy Emergency Management Coordinator for a term beginning 1/1/2016 and expiring 12/31/2016.

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**RESOLUTION NO. 2016-01-13**

**RESOLUTION APPOINTING AN ANIMAL CONTROL OFFICER  
FOR THE TOWNSHIP OF SPRINGFIELD**

**WHEREAS**, the Township of Springfield has the need for a person or service to perform the duties of Animal Control Officer for the Township of Springfield; and

**WHEREAS**, Michael H. Walker Jr. a Police Officer for Springfield Township is a Certified Animal Control Office effective January 1, 2014.

**NOW, THEREFORE BE IT RESOLVED**, by the Township Council of the Township of Springfield, County of Burlington and State of New Jersey that Michael H. Walker, is hereby appointed as the Animal Control Officer for the Township of Springfield effective January 1, 2016 and ending December 31, 2016 and the rate of compensation shall be \$100.00 for any

call Officer Walker responds to on the days and hours that he is not on duty as a Springfield Township Police Officer.

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Mr. Frank made a motion seconded by Mr. Sobotka to approve Resolution No. 2015-01-01 with a change to paragraph 5 o increase the amount for a return check to \$50 or the cost the bank charges whichever amount is greater. All in favor. Motion carried.

**RESOLUTION 2016-01-01**

**A RESOLUTION OF THE SPRINGFIELD TOWNSHIP COUNCIL  
PROVIDING FOR THE DESIGNATION OF AUTHORIZED DEPOSITORIES,  
OFFICIAL NEWSPAPERS, MEETING TIMES  
AND OTHER PROCEDURAL REQUIREMENTS**

BE IT RESOLVED, by Township Council of the Township of Springfield assembled in public session this 4th day of January 2016 as follows:

1. That 1st Constitution Bank, Beneficial Bank, ABCO Federal Credit Union, Magyar Bank, Bank of America, JP Morgan Chase & Co., PNC Bank, Wells Fargo., Fulton Bank of New Jersey, Santander Bank, Grand Bank N.A., TD Bank, Valley National Bank, Sun National Bank, Susquehanna Bank, Ocean First Bank, Citizens Bank, Investors Bank, Provident Bank and First Commerce Bank are hereby designated as the depositories for any and all funds of the Township. The custodian shall be the Township Treasurer. All disbursements shall be made by check and signed by the Mayor or the Deputy Mayor and the Manager or the Treasurer. The voucher will thereafter be presented to Township Council at its next meeting for ratification.
2. The Burlington County Times and the Trenton Times are hereby designated as the Official Newspapers for all public notices required by law.
3. The first Thursday and the second Wednesday of each month at 7:30 PM prevailing time, at the Springfield Township Municipal Building, 2159 Jacksonville-Jobstown Road, are designated as the regular meeting dates for the Township Council. The meeting held on the 2<sup>nd</sup> Wednesday is designated as the formal meeting of Township Council for the receipt of public comments, subject to further changes as may be determined by Council.
4. The rate of interest to be charged for the non-payment of taxes or Added Assessments in the event that any payment or any installment is not made within the tenth (10) calendar date after the date the same shall become payable, shall be eight percent (8%) per annum on the first one thousand five hundred dollars (\$1,500) of the delinquency, and eighteen percent (18%) on any amount in excess of one thousand five hundred dollars (\$1,500) which shall be computed and charged to the principal sum due. Taxpayers with a delinquency in excess of \$10,000 who fail to pay delinquency prior to the end of the calendar year shall be charged a penalty of six percent (6%) of the delinquency.

5. A service charge in the amount of the bank service charge or \$50.00, whichever is greater, will be added on an account which was by check or other written instrument returned for insufficient funds. The Tax Collector may require further payment to be tendered in cash or by certified or cashier's check.
6. A one hundred dollar (\$100) fee will be charged for a duplicate Tax Sale Certificate.
7. The Tax Collector is hereby authorized to discontinue the collection of interest for taxes in sums less than five dollars (\$5).
8. A petty cash fund in the amount of one hundred dollars (\$100) is established pursuant to R.S. 40A:5-21 for utilization by the Township Treasurer's Office. The Treasurer shall be custodian of such funds, provided that such funds shall be closed out prior to December 31, 2015, as provided by law.
9. Mileage reimbursement for Township Employees and Township Council to use their personal vehicles to attend to Township business shall be the amount fixed by the Internal Revenue Service for deductibility of mileage.

BE IT FURTHER RESOLVED, that copies of this Resolution be submitted to the appropriate Township officials for their information, attention and compliance.

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Mr. Sobotka made a motion seconded by Mr. Frank to approve Resolution No. 2016-01-02 with a change to remove Dana Eglinton from the Recreation Committee because he resigned. All were in favor. Motion carried.

### **RESOLUTION 2016-01-02**

#### **A RESOLUTION OF THE SPRINGFIELD TOWNSHIP COUNCIL MAKING CERTAIN APPOINTMENTS OF TOWNSHIP OFFICIALS AND BOARDS**

WHEREAS, the effective operation of the government of Springfield Township requires that various appointments be made:

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of Springfield Township assembled in public session this 4th day of January 2016, as follows:

1. The following are hereby appointed as members of the Planning Board in the classes and for the terms designated:
  - a. Anthony Marinello, as the Class I member of the Planning Board for a term expiring 12-31-2017
  - b. Bernard Dunn as the Class II member of the Planning Board for a term expiring 12-31-2016
  - c. John Hlubik as the Class III member of the Planning Board for a term expiring 12-31-2016

- d. Theresa Nicholson as the Class IV member of the Planning Board for a term expiring 12-31-19
2. The following are hereby appointed as members of the Zoning Board of Adjustment:
    - a. Ernest Borden is hereby appointed as a member of the Zoning Board of Adjustment for a term expiring 12-31-2019
    - b. Stacey Gordaychik is hereby appointed as a member of the Zoning Board of Adjustment for a term expiring 12-31-2019
  3. Patricia A. Clayton is hereby appointed Municipal Improvement Search Officer, Land Use Administrator and Dog Registrar for a term expiring 12-31-2016
  4. J. Paul Keller is hereby appointed Public Agency Compliance Officer for a term expiring 12-31-2016
  5. Pamela Zoltanski is hereby appointed Deputy Clerk for a term expiring 12-31-2016
  6. Pamela Zoltanski is hereby appointed Deputy Registrar of Vital Statistics for a term expiring 12-31-2016
  7. Melissa J. Chesla is hereby appointed Tax Search Officer for a term expiring 12-31-2016.
  8. Bernard Dunn is hereby appointed as Zoning Officer for a term expiring 12-31-2016.
  9. The following individuals are appointed as members of the Recreation Committee for a one (1) year term to expire December 31, 2016: Gregory Bogle, Sandy Verner, Sherry Preisig, Peter Hughes, Paul Rosenwinkle and Peter Sobotka (Alternate).
  10. The following individuals are appointed as members of the Agricultural Advisory Committee for a one (1) year term to expire December 31, 2016: William Bauma, Edward Boise, Paul Shinn, Edward Lovenduski, Dean Bunting, John Hlubik, Steven Walder, George Nicholson and William Pettit.
  11. Harry Case is hereby appointed as Electrical Subcode Official for a term expiring 12-31-2016
  13. Thomas Casey is hereby appointed as Plumbing Subcode Official for a term expiring 12-31-2016.
  14. The following are hereby appointed as members of the Affordable Housing Board:
    - a. Denis McDaniel for a term expiring 12-31-2018

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Mr. Sobotka made a motion seconded by Mr. Frank to approve Resolution No. 2014- 01-04. All were in favor. Motion carried.

**RESOLUTION 2016-01-04**

**TEMPORARY BUDGET RESOLUTION**

WHEREAS, N.J.S.A.40A:4-19 provides for the adoption of a temporary budget prior to January 30<sup>th</sup> of the current year in an amount not exceeding 26.25 percent of the previous year’s appropriations less those for debt service, capital improvements and public assistance;

WHEREAS, the maximum amount allowed for the Township of Springfield, County of Burlington, for the current year is \$998,026.50;

NOW, THEREFORE, BE IT RESOLVED, that the Township Council of the Township of Springfield, County of Burlington, does hereby adopt the following temporary budget appropriations for the year 2016 according to the attached Schedule A:

**Township of Springfield**  
**Temporary Budget per N.J.S. 40A:4-19**  
**2016**

**Current Fund**

GENERAL APPROPRIATIONS

General Government

Council/Manager

Salaries and Wages	\$	8,000.00
Other Expenses	\$	4,587.50

Administrative & Executive

Other Expenses	\$	7,587.50
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Township Clerk

Salaries and Wages	\$	14,000.00
Miscellaneous Other Expenses	\$	2,212.50

Financial Administration

Salaries and Wages	\$	9,700.00
Other Expenses	\$	5,065.00

Audit Services

\$	7,000.00
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Collection of Taxes

Salaries and Wages	\$	-
Other Expenses	\$	3,000.00

Assessment of Taxes

Salaries and Wages	\$	4,000.00
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Other Expenses	\$	1,218.50
Legal Services and Costs		
Other Expenses:		
Miscellaneous Other Expenses	\$	13,125.00
Engineering Services and Costs		
Other Expenses	\$	1,250.00
Tax Collector-Shared Service Agreement		
Other Expenses	\$	3,000.00
Municipal Court-Shared Service Agreement		
Other Expenses	\$	28,750.00
<u>Insurance</u>		
Worker Compensation Insurance	\$	35,000.00
Group Insurance	\$	80,000.00
Health Benefit Waivers	\$	500.00
Unemployment Compensation Insurance	\$	2,000.00
Other Premiums	\$	19,000.00
<u>Land Use Administration</u>		
Planning		
Salaries and Wages	\$	3,200.00
Miscellaneous Other Expenses	\$	4,550.00
Zoning Board of Adjustments		
Salaries and Wages	\$	4,250.00
Miscellaneous Other Expenses	\$	2,637.50
<u>Public Safety</u>		
Police		
Salaries and Wages	\$	175,000.00
Miscellaneous Other Expenses	\$	13,600.00
Vehicle Lease	\$	13,000.00
Office of Emergency Management		
Salaries and Wages	\$	1,400.00
Other Expenses	\$	1,000.00
Aid to Volunteer Fire Companies		
Springfield	\$	6,250.00
Juliustown	\$	6,250.00
Jacksonville	\$	6,250.00
First Aid Organization Contributions		
First Aid Contribution	\$	8,250.00
<u>Public Works</u>		
Streets/Roads		
Other Expenses	\$	40,000.00
Trash Collection		

Other Expenses	\$	22,000.00
Public Buildings and Grounds		
Other Expenses	\$	8,000.00
Vehicle Maintenance		
Other Expenses	\$	6,000.00
<u>Health and Human Services</u>		
Board of Health		
Other Expenses	\$	50.00
Animal Control		
Other Expenses	\$	125.00
<u>Parks and Recreation</u>		
Parks-Sports Program	\$	1,250.00
Parks Maintenance	\$	2,000.00
<u>Utility Expenses and Bulk Purchases</u>		
Electricity	\$	5,000.00
Street Lighting	\$	14,250.00
Telephone	\$	1,750.00
Natural Gas	\$	875.00
Telecommunications	\$	500.00
Gasoline	\$	8,000.00
Trash Disposal-Burl OWM-	\$	26,250.00
Recycling		
Recycling Carts	\$	1,400.00
Recycling Buckets	\$	150.00
<u>Uniform Construction Code</u>		
Appropriations Offset by Dedicated		
Revenues (N.J.A.C. 5:23-4.17)		
Construction		
Salaries and Wages	\$	18,000.00
Other Expenses	\$	717.50
County Share of PILOT	\$	537.50
Total Operations		<u>651,488.50</u>
Contribution To:		
Social Security System (O.A.S.I.)		19,250.00
Defined Contribution Retirement Program		250.00

Public Employees Retirement System	31,000.00
Police and Firemen's Retirement System of N.J.	98,000.00
Federal and State Grants	
Safe & Secure Grant: Township Share	
Salaries and Wages	15,000.00
Other Expenses	7,000.00
Safe & Secure Grant: State Share	6,250.00
<u>Debt Service</u>	
Payment of Bond Principal	80,000.00
Payment of Bond Anticipation Notes & Capital Notes	-
Interest on Bonds	89,788.00
Interest on Notes	-
Other Appropriations	<u>346,538.00</u>
Total of All Appropriations	<u><u>\$ 998,026.50</u></u>

**Calculation for Maximum Temporary Budget**

2015 Total Budget	\$ 3,701,140.00
Less:	
Capital Improvement Fund	
Debt Service	<u>528,315.00</u>
Total Debt Service	<u>528,315.00</u>
	3,172,825.00
	<u>26.25%</u>

Maximum Temporary Budget (Excluding Public Assistance [State Aid Agreement], Debt Service and Capital Improvement Fund)	<u>\$ 832,867.00</u>	(A)
2016 Temporary Budget	\$ 998,026.50	
Less:		
Capital Improvement Fund		
Debt Service	<u>169,788.00</u>	
Total Debt Service	<u>169,788.00</u>	
	<u>\$ 828,238.50</u>	(B)
Additional Temporary Appropriations Allowed for 2016 (A minus B)	<u>\$ 4,628.50</u>	

**Public Comment**

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.

**Council Members Comments**

Mr. Sobotka stated that he was glad to see that Mt. Pleasant Rd. had been paved but he thinks it still needs a few more issues addressed. Mr. Frank also said he thinks some of the driveways on Applegate need to be looked at as well. Mr. McDaniel asked about the dip on Jobstown-Juliustown Rd. and Mr. Keller responded that it might not get repaired until the Spring but he can see if the Engineer can have the contractor do a temporary fix for now.

Mr. Sobotka asked if the EMS matter has been resolved and Mr. Keller responded that he has a meeting with Endeavor and America Squad this week. Mr. McDaniel asked if we have had any other feedback from the Springfield EMS and Mr. Keller responded that they have not been responsive at all even when follow up information is need to pay bills.

Mr. Frank stated that he is delighted at the state of the roadways and the Township has made a lot of progress but still has a lot more roads in need of repair. He stated that Georgetown Rd. between 537 and the bridge is crumbling. Mr. Sobotka mentioned that Gilbert Road is also in bad shape. Mr. Keller stated that he is surprised that we have not had more complaints about the remainder of Smithville Rd. Mr. Frank asked if Georgetown Rd. would be a good grant opportunity because it is between two County roads and goes into two different Townships. Mr. Keller responded that it would be except that it may be a problem getting a DOT grant because of the weight limit on the bridge. Council discussed the trees on Juliustown-Georgetown Rd. and it was discussed that because of the number of trees that would need to be removed it would be cost prohibited. Council discussed trying to get a quote on the tree removal on Georgetown Rd. and then see if we can get a discount price on some other trees around town that need to come down. Mr. Keller stated that we have to be able to relate the tree removal to the road repair. Mr. Keller added that there is no flooding on the road to justify the tree removal unless you are going to do Georgetown Rd. Mr. Frank asked if we did ditch work on Georgetown could we then relate it to the road project and Mr. Keller responded that the Township could possibly do that. Mr. Frank added that we need to spend the money wisely going forward. Mr. Frank stated that Georgetown, Gilbert, parts of Smithville and Oxmead roads are in need of repair. Mr. Frank also added that some money may need to be saved for the project to reconfigure the Jacksonville-Jobstown and Monmouth Road intersection.

Mr. McDaniel asked about the property down the corner and Mr. Morris responded that it would take a few months to get ownership. Mr. Frank stated that we need to follow up on the environmental on the railroad beds because he thinks that was our responsibility pursuant to the contract.

Mr. Sobotka would like to have the Chief report on any plans with the police department this year. Mr. Frank asked about body cameras and it was discussed that at this time it has been determined to be an unfunded mandate. Mr. Frank asked the cost and it was discussed that the cost can be high because it is not just equipment but the cost to store the video. Council agreed that it would be a good thing to have if a grant becomes available

Mr. Frank made a motion seconded by Mr. Sobotka to adjourn the meeting. All were in favor. Motion carried. The meeting adjourned at 8:10 PM.

Respectfully submitted,

Patricia A. Clayton, RMC  
Township Clerk