

SPRINGFIELD TOWNSHIP
REORGANIZATION MEETING AGENDA
TUESDAY, JANUARY 2, 2018
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. 2018-01-01 – A Resolution of the Springfield Township Council Providing For the Designation of Authorized Depositories, Official Newspapers, Meeting Times, and Other Procedural Requirements
 - No. 2018-01-02 – A Resolution of the Springfield Township Council Making Certain Appointments of Township Officials and Boards
 - No. 2018-01-03 – A Resolution of the Springfield Township Council Providing for the Appointment of Professional Staff
 - No. 2018-01-04 – A Resolution of the Springfield Township Council For a
Temporary Budget
 - No. 2018-01-05 – A Resolution of the Springfield Township Council Listing
Legal Holidays
 - No. 2018-01-06 – A Resolution of the Springfield Township Council Providing For the Cancellation of Small Balances by the Tax Collector’s Office
 - No. 2018-01-07 – A Resolution of the Springfield Township Council Appointing Fund Commissioners to Burlington County Municipal Joint Insurance Fund
 - No. 2018-01-08 – A Resolution of the Springfield Township Council Appointing A Risk Management consultant to the Burlington County Joint Insurance Fund
 - No. 2018-01-09 – A Resolution for the Springfield Township Council Providing For a Cash Management Plan
 - No. 2018-01-10 – 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. 2018-01-11 – 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. 2018-01-12 – 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 2, 2018

The reorganization meeting of the Springfield Township Council was called to order by the Mayor McDaniel with Council Members David Frank, John Hlubik, Mr. Marinello and Peter Sobotka present. 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, 2018:

- 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. Sobotka made a motion seconded by Mr. Frank to approve a consent agenda including Resolution No. 2018-01-01 through 2018-01-12 with the exception of 2018-01-03 and 2018-10. All were in favor. Motion carried.

RESOLUTION 2018-01-01

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 2nd day of January 2018 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 second and fourth 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 2nd 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/CFO Dianne Kelly shall be custodian of such funds, provided that such funds shall be closed out prior to December 31, 2016, 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.

RESOLUTION 2018-01-02

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 2nd day of January 2018, as follows:

1. The following are hereby appointed as members of the Planning Board in the classes and for the terms designated:
 - a. Bernard Dunn as the Class II member of the Planning Board for a term expiring 12-31-2018
 - b. John Hlubik as the Class III member of the Planning Board for a term expiring 12-31-2018
 - c. Jo Jacques as the Class IV member of the Planning Board for a term expiring 12-31-2021
2. The following are hereby appointed as members of the Zoning Board of Adjustment:
 - a. C. Earl Akins member of the Zoning Board of Adjustment for a term expiring 12-31-2021
 - b. Carole Melman as a member of the Zoning Board of Adjustment for a term expiring 12-31-2021
 - c. Alexandra Corwin Johnson as Alternate I of the Zoning Board of Adjustment for a term expiring 12-31-2019
 - d. Stephen Y. Specca as Alternate II of the Zoning Board of Adjustment for an unexpired term expiring 12-31-2018
3. Patricia A. Clayton is hereby appointed Municipal Improvement Search Officer, Land Use Administrator and Dog Registrar for a term expiring 12-31-2018
4. J. Paul Keller is hereby appointed Public Agency Compliance Officer for a term expiring 12-31-2018
5. Pamela Zoltanski is hereby appointed Deputy Clerk and Deputy Registrar of Vital Statistics for a term expiring 12-31-2018
6. Melissa J. Chesla is hereby appointed Tax Search Officer for a term expiring 12-31-2018.
8. Bernard Dunn is hereby appointed as Zoning Officer for a term expiring 12-31-2018.
9. The following individuals are appointed as members of the Recreation Committee for a one (1) year term to expire December 31, 2018: Sandy Verner, Paul Rosenwinkle, Shawn Fitzpatrick, David Kessler, Michael Vasil, Sarah Vasil, Nicholas Russo, Anthony Bifulco, Sean Smith, George Senf (Alternate) 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,

2018: William Bauma, Edward Boise, Paul Shinn, Edward Lovenduski, Dean Bunting, John Hlubik, Steven Walder and George Nicholson.

11. Harry Case is hereby appointed as Electrical Subcode Official for a term expiring 12-31-2018
13. Thomas Casey is hereby appointed as Plumbing Subcode Official for a term expiring 12-31-2018.
14. The following are hereby appointed as members of the Affordable Housing Board:
 - a. Robert Bowen for a term expiring 12-31-20120
 - b. Dennis Schmieder for a term expiring 12-31-2020
15. Andrew Eaton is hereby appointed Deputy Emergency Management Coordinator for a term beginning 1/1/2018 and expiring 12/31/2018.

RESOLUTION 2018-01-04

TEMPORARY BUDGET RESOLUTION

WHEREAS, N.J.S.A.40A:4-19 provides for the adoption of a temporary budget prior to January 30th 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 \$849,373.00;

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 2018 according to the attached Schedule A:

Township of Springfield
Temporary Budget per N.J.S. 40A:4-19
2018

Current Fund

GENERAL APPROPRIATIONS

General Government

Council/Manager

Salaries and Wages	\$	7,560.00
Other Expenses	\$	4,587.50

Administrative & Executive		
Other Expenses	\$	7,587.50
Township Clerk		
Salaries and Wages	\$	14,835.00
Miscellaneous Other Expenses	\$	2,212.50
Financial Administration		
Salaries and Wages	\$	10,051.00
Other Expenses	\$	5,065.00
Audit Services	\$	7,000.00
Collection of Taxes		
Salaries and Wages	\$	-
Other Expenses	\$	3,000.00
Assessment of Taxes		
Salaries and Wages	\$	4,000.00
Other Expenses	\$	1,218.50
Legal Services and Costs		
Other Expenses:		
Miscellaneous Other Expenses	\$	7,000.00
Engineering Services and Costs		
Other Expenses	\$	1,250.00
Tax Collector-Shared Service Agreement		
Other Expenses	\$	3,375.00
Municipal Court-Shared Service Agreement		
Other Expenses	\$	28,750.00
<u>Insurance</u>		
Worker Compensation Insurance	\$	33,155.00
Group Insurance	\$	83,000.00
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	\$	1,000.00
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		
Ambulance Services	\$	15,500.00
<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	\$	6,000.00
Trash Disposal-Burl OWM-	\$	26,250.00
Recycling		
Recycling Carts	\$	1,400.00
Recycling Buckets	\$	150.00

Uniform Construction Code

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>640,889.50</u>

Contribution To:

Social Security System (O.A.S.I.)	19,500.00
Defined Contribution Retirement Program	250.00

Public Employees Retirement System	28,609.00
Police and Firemen's Retirement System of N.J.	131,000.00

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

Debt Service

Payment of Bond Principal	200,000.00
Payment of Bond Anticipation Notes & Capital Notes	-
Interest on Bonds	112,700.00
Interest on Notes	-

Other Appropriations	<u>520,309.00</u>
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Total of All Appropriations	<u><u>\$ 1,161,198.50</u></u>
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Calculation for Maximum Temporary Budget

2017 Total Budget	\$ 3,932,070.00
Less:	
Capital Improvement Fund	
Debt Service	<u>696,363.00</u>
 Total Debt Service	 <u>696,363.00</u>
	3,235,707.00
	<u>26.25%</u>

Maximum Temporary Budget (Excluding Public Assistance [State Aid Agreement], Debt Service and Capital Improvement Fund)	<u><u>\$ 849,373.00</u></u>
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2017 Temporary Budget	\$ 1,161,198.50
Less:	
Capital Improvement Fund	
Debt Service	<u>312,700.00</u>
 Total Debt Service	 <u>312,700.00</u>
	<u><u>\$ 848,498.50</u></u>

Additional Temporary Appropriations Allowed for 2018 (A minus B)

\$ 874.50

RESOLUTION 2018-01-05

**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 2018; 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, 2018	New Year's Day
January 15, 2018	Martin Luther King
February 19, 2018	Presidents' Day
March 30, 2018	Good Friday
May 28, 2018	Memorial Day
July 4, 2018	Independence Day
September 3, 2018	Labor Day
October 8, 2018	Columbus Day
November 12, 2018	Veterans' Day (celebrated)
November 22, 2018	Thanksgiving Day
November 23, 2018	Day after Thanksgiving
December 24, 2018	Christmas Eve
December 25, 2018	Christmas Day
December 31, 2018	New Year's Eve

NOW THEREFORE BE IT RESOLVED, that the aforesaid list of holidays be legal holidays for Springfield Township in the year 2018; and

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

RESOLUTION 2018-01-06

**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.

RESOLUTION 2018-01-07

**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

RESOLUTION 2018-01-08

**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 Consultants 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 Agency LLC 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).

RESOLUTION 2018-01-09

**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 31st.
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.

RESOLUTION 2018-01-11

**RESOLUTION OF THE SPRINGFIELD TOWNSHIP COUNCIL
AUTHORIZING THE RENEWAL OF THE TERM OF AN
INTERLOCAL SERVICES AGREEMENT WITH BORDENTOWN,
MANSFIELD, 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, 2018.

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, 2018 and provide each Township with a certified copy of this Resolution.

RESOLUTION NO. 2018-01-12

**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 Officer 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, 2018 and ending December 31, 2018 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.

Mr. Sobotka made a motion seconded by Mr. Frank to approve Resolution No. 2018-01-03 with the exception of the appointment of Dante Guzzi as Township Engineer. Mr. Marinello expressed concerns of reappointing Mr. Guzzi due to problems the Township has encountered with past projects. Mr. Sobotka and Mr. McDaniel mentioned problems with delays in projects and communication. Mr. McDaniel asked the Manager if they had any recommendations and Mr. Keller recommended Mr. Richter or CME. Mr. Keller indicated CME rates may be too high. Mr. Frank indicated that he has worked with many of the engineering firms and he also is not entirely happy with the service the Township has received from Mr. Guzzi. Mr. Frank added that we had a discussion about this dissatisfaction at a previous meeting and this was not brought up and we authorized the next road project which Mr. Guzzi's office has already started work on. Mr. Frank also expressed concern over who else we could get and feels part of the problem is we are a small town with a sharp pencil. Mr. Frank stated that there was one engineer at ERI that he would recommend but not anyone else in that firm. Mr. McDaniel asked about doing a shared services with Burlington Township's engineer. Council agreed to table the engineer's appointment and Mr. Frank stated that he would reach out to ERI to see who could represent the Township. Mr. Keller stated that if the Township does plan on moving forward from Guzzi then they should start the road project over with the new engineer. All were in favor of professional appointments with the exception of Township Engineer. Motion carried.

RESOLUTION 2018-01-03

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 2nd day of January 2018, that the following are hereby appointed to the positions designated and for terms effective January 1, 2018 and ending December 31, 2018, 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 Auditor	Michael D. Cesaro, CPA, RMA Bowman & Company LLP

BE IT FURTHER RESOLVED, that the Township Auditor is appointed for the 2018 calendar year, which shall include, but is not limited to performing the audit for the 2017 calendar year. The appointment does not included work beyond December 31, 2018, including 2018 audit, unless specifically directed by the Township Council; and

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

Mr. Marinello stated that he had a question about Resolution No. 2018-01-10 but after reviewing thought it may not be the appropriate place for it. He went on to state that his thoughts were that when it comes to the tax sale that the tax collector should personally contract any property owner who owes less than \$100. Ms. Clayton responded that they are notified and Mr. Marinello stated that it has happened to him because he had paid a year ahead and because of the way the billing cycle works he went to tax sale for less than \$100. Mr. Frank mentioned that this resolution really has nothing to do with the tax sale and that is more a policy issue and Mr. Marinello agreed and added he had read the resolution wrong.

Mr. Frank mad a motion seconded by Mr. Hlubik to approve Resolution No. 2018-01-10. All were in favor. Motion carried.

RESOLUTION 2018-01-10

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.

Mr. Sobotka asked if the way the tax collector addresses the tax sale is regulated by Statute. Mr. Frank recommended holding this discussion until the Solicitor is present.

Public Comment

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

Correspondence

1. Council discussed this is a request from Wawa but for a different site then before. Mr. Keller stated that the developer is still negotiating and will need all property owners to be on board to move forward with this project. Mr. Frank stated that the Township may want to consider a redevelopment at this intersection as well. Mr. McDaniel discussed that Mr. Frank has been working with the Bridge Commission to see if they can assist with a redevelopment study including the zoning request being made by Wawa located at Georgetown-Wrightstown Rd. Mr. McDaniel stated that we have a form to fill out for the Bridge Commission if we wish to request help with funding the redevelopment study. Mr. Frank also mentioned that we asked our Solicitor to reach out to Wawa to see if they would be interested in funding part of redevelopment study. Mr. Marinello stated that when Wawa came to the Planning Board for an informal they were talking about moving to the property where the hotel is and Mr. McDaniel stated the developer did approach the owner of the hotel but they wanted an unrealistic amount of money for that property so they are now looking at expanding the current site into Chesterfield. Mr. Frank feels we should pursue the redevelopment study for both Chamber's Corner and the Georgetown-Wrightstown Rd. are as well. Mr. Frank made a motion seconded by Mr. Marinello to authorize the Mayor to sign the questionnaire from the Bridge Commission to assist with the redevelopment study in the event that the developer is not willing to provide funding for the study. It was discussed that the redevelopment study without condemnation. All were in favor. Motion carried.
2. Mr. Keller stated this is just for detention and retention basins. Mr. Frank stated that the Burlington County Soil Conservation District is offering to do this as a fee based non-regulatory service. Mr. Keller stated it is in the regulations that the Township will need to do this but the question will be if this proposal is the cheapest or if the new Township Engineer could do this at a cheaper rate. Mr. Keller stated he thinks these inspections will be required annually and Mr. Frank asked if this would be an unfunded mandate. Mr. Keller responded you could file something with the DCA or have Mr. Morris see what action from the league is being taken with respect to this being an unfunded mandate. Mr. Keller stated he would see what the actual cost may be through the Burlington County Soil Conservation District. Mr. Marinello asked if we currently have this permit and if we need to apply each year and Mr.

Frank responded that we do have the permit and it is not a permit we need to apply for but rather comply with.

3. Mr. Sobotka made a motion seconded by Mr. Marinello to accept Mr. Hermesmann's resignation with regrets. All were in favor. Motion carried.

Council Members Comments

Mr. Marinello stated that we need to speak to the Solicitor about the tax sale and people going to tax sale for under \$100 is ridiculous. Mr. Marinello expressed concern that if you have a balance under \$100 you are making an effort to pay taxes and shouldn't go to tax sale and there was discussion of the fact that numerous notices are sent out prior to the tax sale notice to remind and advise property owners of outstanding balances and there was further discussion regarding personal responsibility.

Mr. Sobotka made a motion seconded by Mr. Hlubik to adjourn the meeting. All were in favor. Motion carried. The meeting adjourned at 8:14 PM.

Respectfully submitted,

Patricia A. Clayton, RMC
Township Clerk