

TOWNSHIP OF SPRINGFIELD
COUNCIL MEETING AGENDA
7:30 PM
APRIL 11, 2018

1. Meeting called to order by the Mayor McDaniel
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:
 - February 28, 2018 Work Session
 - March 14, 2018 Regular Session
6. Public Comment on Agenda Items
7. Resolution No. 2018-04-01 – Resolution Conducting Annual Budget Examination
8. Resolution No. 2018-04-02 – Resolution Authorizing 2018 Municipal Budget to be Read by Title Only
9. Public Hearing on 2018 Municipal Budget
10. Resolution No. 2018-04-03 – Resolution to Adopt 2018 Municipal Budget
11. Monthly Reports Submitted for Approval
12. Bills Submitted for Approval
13. Unfinished Business
14. Correspondence
15. Solicitor’s Report
16. Manager’s Report
17. Township Officials’ Business
 - Road Projects review 2017-18
18. Public Comment*
19. Adjournment

TOWNSHIP COUNCIL MEETING
APRIL 11, 2018

The meeting of the Springfield Township Council was called to order by Mayor McDaniel with Council Members David Frank, John Hlubik and Peter Sobotka present. Absent was Anthony Marinello. Also present were Township Manager Paul Keller and 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 4, 2018:

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

Mayor McDaniel led the salute to the Flag.

Mr. Frank made a motion seconded by Mr. Sobotka to approve the February 28, 2018 work session minutes as corrected. All were in favor. Motion carried.

Mr. Frank made a motion seconded by Mr. Hlubik to approve the February 28, 2018 executive session minutes. All were in favor. Motion carried.

Mr. Frank made a motion seconded by Hlubik to approve the March 14, 2018 regular session minutes. All were in favor, except Mr. McDaniel who abstained. Motion carried.

PUBLIC COMMENT ON AGENDA ITEMS

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

RESOLUTIONS

Motion made by Mr. Frank and seconded by Mr. Sobotka to approve Resolution No. 2018-04-01. Roll Call: Mr. Frank – yes; Mr. Hlubik - yes; Mr. Sobotka – yes and Mr. McDaniel - yes. Motion carried.

RESOLUTION 2018-04-01

RESOLUTION CONDUCTING ANNUAL BUDGET EXAMINATION

WHEREAS, N.J.S.A.40A.4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination, and

WHEREAS, N.J.A.C.5:30-7 was adopted by the Local Finance Board on February 11, 1997, and

WHEREAS, pursuant to N.J.A.C.5:30-7.2 through 7.5 the Township of Springfield has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial Officer has determined that the local government meets the necessary conditions to participate in the program for the 2018 budget year;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Township of Springfield that in accordance with N.J.A.C.5:30-7.6a & b and based upon the Chief Financial Officer's certification the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
 - a. Payment of interest and debt redemption charges
 - b. Deferred charges and statutory expenditures
 - c. Cash deficit of preceding year
 - d. Reserve for uncollected taxes
 - e. Other reserves and non-disbursement items
 - f. Any inclusions of amounts required for school purposes
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A.40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A.40A:4-45.3 et seq. are fully met (Complies with the "CAP" law.)
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C.5:30-4 and 5:30-5.
4. That pursuant to the Local Budget Law:
 - a. All estimates of revenue are reasonable, accurate and correctly stated.

- b. Items of appropriation are properly set forth.
 - c. In itemization, form, arrangement, and content the budget will permit the exercise of the comptroller function within the municipality.
5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A.40A:4-5 shall not prevent such certification.
6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Director of the Division of Local Government Services upon adoption.

Motion made by Mr. Sobotka and seconded by Mr. Frank to approve Resolution No. 2018-04-02. Roll Call: Mr. Frank – yes; Mr. Hlubik - yes, Mr. Sobotka – yes and Mr. McDaniel - yes. Motion carried.

RESOLUTION NO. 2018-04-02

**RESOLUTION AUTHORIZING 2018 MUNICIPAL BUDGET
TO BE READ BY TITLE ONLY**

WHEREAS, N.J.S. 40A:4-8 provides that the budget be read by title only at the time of the public hearing if a resolution is passed by not less than a majority of the full governing body, providing that at least one week prior to the date of hearing a complete copy of the approved budget as advertised has been posted in the municipal building and copies have been made available by the Clerk to persons requiring them; and

WHEREAS, these two conditions have been met;

NOW, THEREFORE, BE IT RESOLVED, that the budget shall be read by title only.

Motion made by Mr. Frank and seconded by Mr. Sobotka to open the public hearing on the 2018 budget. All were in favor. Motion carried.

Hearing no one for public comment on the 2018 budget 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 approve Resolution No. 2018-04-03.

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

TOWNSHIP OF SPRINGFIELD
COUNTY OF BURLINGTON
RESOLUTION 2018-04-03

RESOLUTION TO ADOPT 2018 MUNICIPAL BUDGET

BE IT RESOLVED by the Township Council of the Township of Springfield, County of Burlington, that the budget herein before set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of \$2,334,514.13 for municipal purposes and \$73,350.00 for Open Space, Recreation, Farmland and Historic Preservation Trust Fund Levy.

TOWNSHIP OF SPRINGFIELD
BUDGET MEETING--INFORMATION SHEET

Group # 1	Eligible for Local Examination: 2018, 2019		
	Ineligible for Local Examination: 2020		
			Increase or (Decrease)
Value of Township:	2018	2017	
One Penny	\$ 38,606	\$ 38,529	\$ 77
Net Valuation Taxable	<u>\$ 386,057,875</u>	<u>\$ 385,287,961</u>	\$ 769,914

Estimated Tax Rate	CURRENT YEAR ESTIMATE		PRIOR YEAR ACTUAL		Increase or (Decrease)
	Tax Levy	Tax Rate	Tax Levy	Tax Rate	
Local Purpose	\$ 2,334,514.13	0.605	\$ 2,206,020.61	0.572	0.0330
Municipal Open Space	73,350.00	0.019	73,204.72	0.019	0.000
Local School	3,700,000.00	0.958	3,542,964.00	0.920	0.038
Regional School	4,000,000.00	1.036	3,899,437.00	1.012	0.024
County	1,500,000.00	0.389	1,412,686.23	0.367	0.022
County Library	150,000.00	0.039	130,551.89	0.034	0.005
County Open Space	175,000.00	0.045	168,350.30	0.044	0.001
Totals	<u>\$ 11,932,864.13</u>	3.091	<u>\$ 11,433,214.75</u>	2.968	0.123

2010 Tax Levy Cap			
Current Levy Estimate	\$ 2,334,514.13	\$	0.605
Mandated Tax Levy Cap:	<u>\$ 2,334,514.13</u>	\$	0.605
Over/(Under)	<u>\$ -</u>	\$	-
Prior Levy Bank	<u>\$ 93,119.00</u>		
Unused Levy Bank	<u>\$ 84,774.00</u>		

Fund Balance Utilized					
	2014	2015	2016	2017	2018
Balance Available	\$ 617,134.00	\$ 769,961.00	\$ 918,218.00	\$ 953,479.19	\$ 1,028,250.75
Less: Utilized	430,970.00	560,040.00	560,040.00	620,000.00	675,000.00
Balance Remaining	<u>\$ 186,164.00</u>	<u>\$ 209,921.00</u>	<u>\$ 358,178.00</u>	<u>\$ 333,479.19</u>	<u>\$ 353,250.75</u>
Percent Used	69.83%	72.74%	60.99%	65.03%	65.65%

Rate of Current Tax Collections					
	2014	2015	2016	2017	2018
Actual Rate of Collection Preceding Year	97.80	96.86	97.72	98.52	98.41
Less: Anticipated	97.31	96.86	97.30	97.50	97.49
Remainder	<u>0.49</u>	<u>0.00</u>	<u>0.42</u>	<u>1.02</u>	<u>0.92</u>

5 year Average 97.9

MONTHLY DEPARTMENTAL REPORT

CLERK REPORT OF LICENSES

March 2018

Dog Licenses Issued 11
Licenses assessed late fee 7
Total Licenses Issued Year to Date -303
Kennel licenses sold this month 0
Replacement dog licenses sold this month - 0
Service Dog 0
Police Dog

Total amount collected \$199.00

TREASURER'S REPORT – CURRENT ACCOUNT

March 2018

Year to Date Revenue	\$ 2,830,276.97
Year to Date Expended	\$ 311,583.85

POLICE REPORT

MARCH, 2018

The Springfield Township Police Department responded to a total of 567 complaints. They are sorted in the following manner:

- 488 General Police Complaints
- 1 Domestic Incidents
 - 5 Criminal Investigations
- 22 MVAs
 - 27 Medical Emergencies
- 16 Activated Alarms
- 3 Abandoned 911 Calls
- 5 Assists to Outside Departments
- 4 Assists to Our Department
- 128 Motor Vehicle Stops
 - 8 Arrests
 - 3 Warrants
 - 2 DWI
 - 3 Criminal

Tickets Issued: 69

Mileage 10532

**TAX COLLECTOR
MARCH**

MARCH

2018

TAXES

2018	TAX PAYMENTS	\$ 95,121.22
PRIOR	TAX PAYMENTS	\$ -
FUTURE	TAX PAYMENTS	\$ -
	INTEREST ON TAXES	\$ 1,049.62
	TOTAL TAXES	<u>\$ 96,170.84</u>

LIENS

MUNICIPAL LIEN	REDEMPTIONS	\$ 13,398.70
MUNICIPAL LIEN	RECORDING FEES COLL	\$ 16.00
MUNICIPAL LIEN	LIEN SEARCH FEES COLL	\$ 24.00
	TOTAL LIENS	<u>\$ 13,438.70</u>

MISC.

200' LIST FEES		
DUPLICATE TAX BILL FEES		
TAX SEARCH		
MISC		
TAX SALE COSTS - PRIOR TO SALE		
RETURN (NSF) CHECK FEES	\$ 50.00	
TOTAL MISC. PAYMENTS	<u>\$ 50.00</u>	

RETURN ITEMS

RETURNED CHECKS	
TOTAL	<u>\$ -</u>

TOTAL RECEIPTS FOR THE MONTH:

\$ 109,659.54

**ENDEAVOR EMERGENCY SQUAD, INC.
February 2018**

Total Calls Dispatched	4
Average Response time	12.25

Total Transports

3

ENDEAVOR EMERGENCY SQUAD, Inc.
March 2018

Total Calls Dispatched	12
Average Response Time	9.45
Total Transports	7

MUNICIPAL COURT
March 2018

Monthly fines, Title 39 Split, Contempt of Court, Court Costs, Criminal Fines	\$9,130.70

Mr. Frank commented that the tax collection rate is up from last year at this time.

Mr. Frank commented that the Chief should update the personnel list.

Motion made by Mr. Sobotka and seconded by Mr. Frank to file the reports that Council have on hand that does not include the construction and zoning report

Mr. Frank commented that he was glad to see that the Endeavor Squad has improved their response since last month. All were in favor. Motion carried.

BILL LIST

VENDOR	CHECK NO.	AMOUNT PAID
CURRENT		
EJA Capacity Inc.	12290	\$5,423.00
Auto Shine Car Wash	12291	\$220.50
Ruth Ann Bice	12292	\$402.00
Bowman & Company LLP	12293	\$7,006.10
Burlington County Treasurer	12294	\$9,538.16
Casa Payroll Service	12295	\$315.00
Certified kSpeedometer Service	12296	\$150.00
Comcast	12297	\$144.85
Constellation Newenergy Inc.	12298	\$259.46
Courier Times, Inc.	12299	\$341.06
Dante Guzzi Engineering	12300	\$361.10
Denis C. Germano, Esq.	12301	\$660.00
H. Eggleston & Son, Inc	12302	\$40,393.46

EJA Capacity Inc.	12303	\$3,529.00
Endeavor Emergency Squad	12304	\$7,825.00
Expel Exterminating Experts Inc.	12305	\$50.00
Galls/Quartermaster	12306	\$697.41
Gann Law Books	12307	\$135.00
Garden State Removal Company	12308	\$7,149.91
Heritage Business Systems Inc	12309	\$75.00
Hughes Tree Service	12310	\$350.00
Hurley's Auto Repair	12311	\$2,559.36
JCP&L	12312	\$1,459.29
J. Paul Keller	12313	\$566.05
Lawmen's Supply Co. of NJ. Inc.	12314	\$2,174.96
Mansfield Township	12315	\$28,749.99
MCAGC	12316	\$50.00
National Time Systems, Inc.	12317	\$55.25
Networks Plus	12318	\$513.33
New Jersey American Water Co.	12319	\$258.94
New Jersey Planning Officials	12320	\$236.00
NJSHBP	12321	\$32,201.38
NJ League of Muniipalities	12322	\$25.00
Northern Burl Cnty Reg School	12323	\$366,643.00
Parker McCay, P.A.	12324	\$759.44
Springfield Twp. Payroll Acct.	12325	\$187,284.00
Pedroni Fuel Company	12326	\$2,485.34
Martin Poinsett	12327	\$100.00
PSE&G	12328	\$4,190.27
R & R Radar, Inc.	12329	\$150.00
Safariland LLC	12330	\$209.45
Judith M Schetler	12331	\$402.00
Servicemaster Building Service	12332	\$295.00
Sirak Auto Supply Inc.	12333	\$71.92
Southampton Township	12334	\$2,250.00
Springfield Twp Board of Ed	12335	\$283,736.00
State of New Jersey Treasurer	12336	\$50.00
Staples Advantage	12337	\$74.98
Springfield Twp Fire Company	12338	\$6,250.00
Verizon Wireless	12339	\$574.16
Virtua at Work	12340	\$735.45
Warshauer Generator LLC	12341	\$2,325.00
XTEL Communications, Inc.	12342	\$449.71

DEVELOPERS ESCROW

Clarke Caton Hintz, PC	7397	\$288.75
Dante Guzzi Engineering	7398	\$497.30
Denis C. Germano, Esq.	7399	\$840.00
Parker McCayl, P.A.	7400	\$329.00

CAPITAL FUND ACCOUNT

Applied Concepts Inc.	7212	\$2,812.50
Dante Guzzi Engineering	7213	\$24,775.55

COAH ACCOUNT

Clark Caton Hintz, PC	7211	\$92.94
Parker McCay, P.A.	7212	\$1,365.00

DOG ACCOUNT

Burlington Cty Treas-Animal	7210	\$60.00
New Jersey Dept of Health	7211	\$19.20

POLICE EXTRA DUTY ACCOUNT

Mansfield Township	7106	615
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RECREATION ACCOUNT

Shawn Fitzpatrick	7202	279.93
JMB Design	7203	300
N.B.I.A.A.	7204	1642.82

TOTAL \$1,046,829.27

Mr. Frank made a motion seconded by Mr. Sobotka to pay the bills except the Attorneys and the Engineers.

Mr. McDaniel asked if we received the bill for the fence at the baseball field and Mr. Keller responded that we have not and he added that it would be charged to open space. Mr. Sobotka reported that the Recreation Committee got three bids for the work. Mr. McDaniel reminded Council that any approvals to do work on Township property should get approval from Council first and he did not feel this procedure was followed this time. All were in favor. Motion carried.

Mr. Sobotka made a motion seconded by Mr. Hlubik to pay the Attorneys and the Engineers. All were in favor, except Mr. Frank who abstained. Motion carried.

UNFINISHED BUSINESS

Council discussed the redevelopment project and Mr. Frank stated that the process may be delayed slightly due to the new Planner needing additional time to review.

Mr. Frank thought the Township should get the information over to the new Engineer to review regarding the railroad right of way to get a cost estimate for cleanup of any contamination if there is any that exists. Motion made by Mr. Frank and seconded by Mr. Sobotka to get this information to the new engineer. All were in favor. Motion carried.

CORRESPONDENCE

1. Winery – Mr. McDaniel spoke to Mr. Johnson about this and Mr. Johnson stated that it would operate the same way as Velanzano does out of the Columbus Market. Mr. Sobotka feels this is just another way to sell alcohol and how many places that sell alcohol does this township need. Mr. McDaniel commented that if there is no demand then that will shut them down and if there is a demand it will help a local business. Mr.

Hlubik asked the age limit and Mr. Frank responded that there are a lot of regulations they must follow. Mr. Frank also stated that there is a liability issue that will regulate how much and who they serve to. Mr. Frank stated that he agrees that it helps our local businesses prosper. Mr. McDaniel added that we don't have jurisdiction. A resident asked if they have to obtain a local license and Council responded that they do not the State would have jurisdiction.

2. Memo from Township Solicitor George Morris– Mr. Morris explained that this memo is regarding a case that came out of the 3rd Circuit. He explained that police officers will now need to recognize when they make a stop whether a person they are stopping has a disability, are intoxicated or has mental issues. Mr. Morris explains that this case basically says a police officer must make an instantaneous judgment of a person's status and that is not always possible. There will be training needed for officers and it is hoped that the County Prosecutors will offer this type of training otherwise the municipalities will have to locate a training source. Mr. Keller added that the JIF will also be creating a mandatory training. Mr. Sobotka asked how soon this would need to be implemented and Mr. Morris responded that there is no official deadline but you would want it before an incident occurs. Mr. Sobotka made a motion seconded by Mr. Frank to authorize the Manager and Solicitor to work with the JIF and Prosecutor to make sure the training gets done. All were in favor. Motion carried.
3. Proposal letter from Township Engineer Chris Noll – Mr. Sobotka explained that this is a proposal from the engineer regarding the reconstruction of Folwell Station Rd. and Mr. Frank added that we have a grant for the project. Mr. McDaniel asked Mr. Eggleston if the raised paving would be damaged during plowing and Mr. Eggleston responded that he is not in favor of this raised paving so Mr. McDaniel discussed it with Engineer and the Engineer indicated he could take that out of the project. Mr. Keller recommended awarding the contract for the engineering and the Township would need to get some other funding sources to do the entire project outside of the grant. Mr. Sobotka asked if this estimate is high and Mr. Keller responded no, it is usually between 10 and 15 percent. Mr. McDaniel asked about the trees and Mr. Keller responded he would get a tree person to remove the trees and not include it in the bid which will save costs. Mr. Keller stated that the new engineer reviewed the design by Guzzi's office for the other road projects and they only had one minor recommendation so Mr. Keller stated we could authorize this project tonight to move forward. Mr. Frank stated that he thinks Eastampton may be moving forward with a road project on their portion of Oxmead Rd so maybe Springfield could do a joint project with them to save money there. Mr. Keller added that Neck Rd. will be done in May. Mr. Frank made a motion seconded by Mr. Sobotka to accept the Engineer's estimate for the Folwell Station project. All were in favor. Motion carried. Mr. Keller stated that he would recommend that we also authorize the construction management of the 2018 road program that Mr. Guzzi prepared the design for. Mr. Frank noted that ERI put a contingency that the price is based on a six week window. Council suggested putting this time constraint in the bid and Mr. Frank stated that two tight a time limit may limit bidders. Mr. Frank suggested making it six weeks actual construction observation. Mr. Sobotka would also like periodic reports to avoid the problems we had with the last project. Mr. Frank thinks that ERI does much more field reports so this should not be an issue. Mr. Frank made a motion seconded by Mr. Sobotka to accept the Engineer's proposal with the addition of tightening up the time frame language and for periodic reports.

SOLICITOR REPORT

Mr. Morris had nothing new to report.

MANAGER'S REPORT

Mr. Keller had nothing more to report.

TOWNSHIP OFFICIAL'S BUSINESS

2017-18 Road Project Review was already discussed.

Mr. Sobotka will phySikh ally check the basketball court in Juliustown Park to make sure the issue with the water has been corrected.

Mr. Sobotka stated that the recreation committee will be having a July 3rd trip to the Trenton Thunder.

PUBLIC COMMENT

Mr. Danley, Hedding-Jacksonville Rd. stated that the speed on Hedding-Jacksonville Rd. is excessive and he would like to see it lowered to 40 mph. Mr. McDaniel stated that it is a County road and they have jurisdiction. He added that Council has approached the County on this same issue for other roads and the County responded that they have to do a study which is based on the typical speed and it may actually increase the speed limit. Mr. Danley would also like cross walks at the traffic light in Jacksonville and Mr. Frank stated he is in support of that idea and Mr. Frank made a motion seconded by Mr. McDaniel to send a letter to the County requesting crosswalks at this intersection. All were in favor. Motion carried. Mr. Danley asked if the Township could have more police on that road.

Mr. Singh a Freeholder in Burlington County. Mr. Singh stated that he hears these kinds of request in other townships regarding speed on County roads. Mr. Singh asked the Township to put in a request to the Engineer's Department. Mr. Sobotka stated that he would not like to see a death to occur to get these safety measures put into place. Mr. Singh asked if these crosswalks were requested before and Mr. Danley responded that he had. Mr. McDaniel added that the Township had requested a speed reduction on Jacksonville-Jobstown Rd. about five years ago. Mr. Frank stated that Council will direct the letter to the Freeholder Board to pass onto the County Engineer. Mr. Singh responded the he County Engineer would then do the study and make a recommendation. Mr. Singh will make the recommendations that he has heard from the Township Council and a resident over safety concerns. Mr. Singh can't give a time frame because he does not have the authority but he can follow up on the process. Mr. McDaniel stated that if there are changes made and then there is a tragedy and procedures weren't followed the County or Municipality could be held accountable. Mr. Singh introduced himself to Council and gave his resume. Mr. Singh stated that he will follow up on any concerns residents or Council may have. Mr. Singh stated on Old York Rd. there is a Sikh and he is a part of that congregation and they are having an event there to spread awareness towards the Sikh because of the violence and prejudice towards Sikh members. Mr. Singh invited Council to come out. He added that this is the only congregation of its type in the County.

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

Mr. Frank made a motion seconded by Mr. Hlubik to adjourn the meeting. The meeting was adjourned at 8:35 PM. All were in favor.

Respectfully submitted,

Patricia A. Clayton
Township Clerk