

THE JANUARY 22, 2014 REGULAR/WORKSHOP TOWNSHIP COMMITTEE MEETING OF THE TOWNSHIP OF WATERFORD, CALLED TO ORDER AT 7:30 PM BY THE MAYOR, MARYANN MERLINO.

NOTICE OF TIME AND DATE FOR THIS MEETING APPEARED IN RESOLUTION #2014-6 DATED JANUARY 6, 2014. THIS NOTICE WAS SENT TO THE COURIER-POST AND CENTRAL RECORD NEWSPAPERS AS A LEGAL NOTICE AND SUNSHINE NOTICE IN COMPLIANCE WITH THE "OPEN PUBLIC MEETINGS LAW". IT IS ALSO POSTED ON THE BULLETIN BOARD IN THE MUNICIPAL BUILDING.

**SALUTE TO THE FLAG:**

**ROLL CALL:**

Committeeman Richardson - Present  
Committeeman Critelli - Present  
Committeeman Koons - Present  
Committeeman Yeatman - Present  
Mayor Merlino - Present

**PROFESSIONALS:**

Lawrence C. Ruocco, Township Administrator - Present  
David C. Patterson, Esquire, Township Solicitor - Present  
Debra L. Shaw-Blemings, Acting Township Clerk - Present

**PRESENTATIONS:**

*Resolution #2014-67*

RESOLUTION OF THE TOWNSHIP OF WATERFORD AUTHORIZING THE HIRING OF A POLICE OFFICER FOR THE TOWNSHIP OF WATERFORD – MICHAEL AMATO

Moved by Critelli, 2<sup>nd</sup> by Richardson to adopt Resolution #2014-67

Poll Vote:

Committeeman Richardson – Yes  
Committeeman Critelli – Yes  
Committeeman Koons-Yes  
Committeeman Yeatman – Yes  
Mayor Merlino-Yes

Administer Oath to New Hire Police Officer – Michael Amato

**EMERGENCY ITEMS TO BE ADDED TO THE AGENDA:** (none submitted)

**FINANCIAL REPORTS:** (December 2013)

a. Clerk Report:	\$ 731.49
b. Construction Official Report:	\$ 183,615.00
c. Court Report:	\$ 325,200.74

- d. Tax Collector Report - Tax Report: \$ 328,652.78
- e. Tax Collector Report - Utility Report: \$ 30,112.40
- f. Tax Collector Report – Redemption Report \$ 3,959.30
- g. Treasurer Report: \$ 6,086,591.34

Moved by Richardson, 2<sup>nd</sup> by Critelli to accept the December 2013 Financial Reports as submitted

Voice Vote:

Committeeman Richardson – Yes  
Committeeman Critelli – Yes  
Committeeman Koons-Yes  
Committeeman Yeatman – Yes  
Mayor Merlino-Yes

**PUBLIC COMMENT PORTION OF THE MEETING:** (FOR AGENDA ITEMS ONLY)

MAYOR OPENS THE MEETING TO THE PUBLIC FOR COMMENTS:

John Howarth, Anthony Road, requested clarification on the hiring of a Deputy Clerk.

MAYOR CLOSSES THE MEETING TO THE PUBLIC FOR COMMENTS:

**APPLICATIONS:** (none submitted)

**COMMUNICATIONS:** (none submitted)

**DISCUSSIONS:**

1. Mr. Richardson informed all Committee members that the Year 2014 Budget is in preliminary format and asked they review their schedules for available dates in February to hold Budget meetings.
2. Mr. Richardson stated the School Board requested information from Mr. Toussaint regarding rental units in the Township to obtain the number of school age children residing in the homes. According to Mr. Toussaint other municipalities he works in have Ordinances requiring the annual inspections of rental properties and include the information on Landlord Registration forms. Mr. Richardson is requesting the Solicitor be directed to draft an Ordinance to include requirements for annual inspections, maximum residence allowance, and the reporting of residents' names and ages.
3. Mr. Richardson recommended entering into a Shared Service Agreement for the CFO position with Voorhees Township (lead agent), Berlin Borough and Waterford Township. According to discussions with Mayor Armano, Berlin Borough only received two (2) responses to their advertisement for the position. The Waterford Township officials involved with the CFO position agree a Shared Service Agreement appears to be the best option.  
Mrs. Merlino suggested reaching out to Stratford Borough who is also interested in a Shared Service Agreement for a CFO.
4. Administrator Ruocco reported the JIF Annual Report stated a reduction in Waterford Township's loss claims will cause the Township's EDL deductible to be lowered for Year 2014.

**OLD BUSINESS:** (none submitted)

**NEW BUSINESS:** (INCLUDES RESOLUTIONS AND ORDINANCES)

1. Mr. Yeatman stated the Environmental Commission had two (2) potential positions available being funded through the annual stipend, (a) Clean Communities Coordinator and (b) Administrative Assistant (Secretary).  
Committee members noted paying volunteers may create personnel issues which needed further investigation, historically the Clean Communities Coordinator or Secretary are not paid positions, and the Environmental Commission does not have the authority to appoint or hire.

**RESOLUTIONS:**

*Resolution #2014-63*

RESOLUTION ACCEPTING THE 2013 ANNUAL STATEMENT OF RECEIPTS FROM THE WATERFORD TOWNSHIP TAX COLLECTOR

*Resolution #2014-64*

RESOLUTION OF THE TOWNSHIP OF WATERFORD APPOINTING KIJONA THOMPSON AS DEPUTY MUNICIPAL CLERK

*Resolution #2014-65*

RESOLUTION AUTHORIZING PAYMENT #1 TO DIMEGLIO CONSTRUCTION COMPANY FOR THE PUBLIC WORKS GARAGE CONTRACT 1A – SITE WORK

*Resolution #2014-66*

RESOLUTION AUTHORIZING THE REFUND OF PLANNING/ZONING ESCROW FEES PURSUANT TO THE RECOMMENDATION OF THE DIRECTOR OF COMMUNITY DEVELOPMENT

Moved by Yeatman, 2<sup>nd</sup> by Koons to adopt Resolution #2014-63 through Resolution #2014-66  
Poll Vote:

Committeeman Richardson – Yes  
Committeeman Critelli – Yes, exception NO on #2014-64  
Committeeman Koons-Yes  
Committeeman Yeatman – Yes  
Mayor Merlino-Yes

**INTRODUCTION OF ORDINANCES:** (FIRST READING)

*Ordinance #2014-2*

ORDINANCE AMENDING CHAPTER 176 OF THE CODE OF THE TOWNSHIP OF WATERFORD CAPTIONED "LAND USE"

Moved by Merlino, 2<sup>nd</sup> by Critelli, to introduce Ordinance #2014-2 with Public Hearing and Second Reading on February 26, 2014

Poll Vote:

Committeeman Richardson – Yes  
Committeeman Critelli – Yes  
Committeeman Koons-Yes  
Committeeman Yeatman – Yes  
Mayor Merlino-Yes

**PAYMENT OF BILLS:**

a.	Current Fund Bill List.	\$ 1,597,252.99
b.	Capital Fund Bill List.	\$ 70,657.52
c.	Utility Fund Bill List.	\$ 147,467.18
d.	Trust Fund Bill List.	\$ 5,455.00
e.	State Grant Bill List	\$ 8,812.61
f.	Planning Board Escrow Bill List	\$ 11,228.75

Moved by Richardson, 2<sup>nd</sup> by Critelli to approve and pay the above bills as submitted if documentation is present and when funds are available

Poll Vote:

Committeeman Richardson – Yes  
Committeeman Critelli – Yes  
Committeeman Koons-Yes  
Committeeman Yeatman – Yes  
Mayor Merlino-Yes

**PUBLIC COMMENT PORTION OF THE MEETING:**

MAYOR OPENS THE MEETING TO THE PUBLIC FOR COMMENTS:

John Howarth, Anthony Road, requested clarification of the Ordinance #2014-2 introduced this evening and commented on the good job by Public Works to remove snow. He also inquired about subject matter for closed session.

MAYOR CLOSSES THE MEETING TO THE PUBLIC FOR COMMENTS:

**ISSUES FROM THE TOWNSHIP COMMITTEE:** (not needed)

**CLOSED SESSION:**

*Resolution # 2014-68*

RESOLUTION OF THE TOWNSHIP OF WATERFORD AUTHORIZING THE TOWNSHIP COMMITTEE TO GO INTO CLOSED SESSION PURSUANT TO N.J.S.A. 10:4-12. - McNally v. Waterford etal.

Moved by Critelli, 2<sup>nd</sup> by Richardson to adopt Resolution #2014-68

Voice Vote:

Committeeman Richardson – Yes  
Committeeman Critelli – Yes  
Committeeman Koons-Yes  
Committeeman Yeatman – Yes  
Mayor Merlino-Yes

MAYOR RECESS MEETING FOR CLOSED SESSION: (8:00 PM)

MAYOR RECONVENE MEETING: (8:12 PM)

**ROLL CALL:**

Committeeman Richardson – Present  
Committeeman Critelli – Present  
Committeeman Koons-Present  
Committeeman Yeatman – Present  
Mayor Merlino-Present

**RETURN FROM CLOSED SESSION STATEMENT:**

Solicitor Patterson stated no decision was made in closed Session

**ADJOURNMENT:**

Moved by Critelli, 2<sup>nd</sup> by Richardson to adjourn meeting at 8:15 PM

**ALL IN FAVOR:**

Committeeman Richardson – Yes  
Committeeman Critelli – Yes  
Committeeman Koons-Yes  
Committeeman Yeatman – Yes  
Mayor Merlino-Yes

**ATTACHMENTS:**

1. December 2013 Financial Reports

**RESPECTFULLY SUBMITTED BY:**

Debra L. Shaw-Blemings  
Acting Township Clerk