

**TOWNSHIP OF WATERFORD
TOWNSHIP COMMITTEE
MINUTES**

November 19, 2018

REGULAR MEETING

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The November 19, 2018 Regular Township Committee Meeting of the Township of Waterford, called to order at 7:00p.m. by the Mayor, William A. Richardson, Jr.

I. STATEMENT OF CONFORMANCE WITH THE OPEN PUBLIC MEETINGS ACT:

Notice of time and date for this meeting appeared in Resolution #2018-7 dated January 3, 2018. This notice was sent to the Courier-Post, Central Record and Hammonton Gazette newspapers as a legal notice and sunshine notice in compliance with the "Open Public Meetings Act". It is also posted on the bulletin board in the Municipal Building.

Please silence all cell phones to alleviate disruption of the meeting.

II. SALUTE TO THE FLAG:

III. OPENING PRAYER:

The Opening Prayer was led by Committeeman Giangiulio.

IV. ROLL CALL:

| | |
|-------------------------|----------|
| Committeeman Giangiulio | -Present |
| Committeewoman Hanna | -Present |
| Committeewoman Sura | -Present |
| Committeeman Yeatman | -Present |
| Mayor Richardson | -Present |

Professionals:

| | |
|--|----------|
| Susan E. Danson, Township Administrator | -Present |
| David C. Patterson, Esquire Township Solicitor | -Present |
| Dawn Liedtka, Township Clerk | -Present |
| Chris Rehmann, PE, PP, Township Engineer, ARH Associates | -Present |

V. PRESENTATIONS:

- Waterford Township Environmental Association – ANJEC and Sustainable Jersey Awards and progress on Silver Certification from Sustainable Jersey

VI. CLOSED SESSION:

Mayor Richardson noted that they were awaiting a representative from ERI and that the Committee would enter Closed Session upon his arrival.

VII. EMERGENCY ITEMS TO BE ADDED TO THE AGENDA:

Administrator Danson requested an additional topic, Personnel, be added to the Closed Session Resolution.

Moved by Committeeman Yeatman, 2nd by Committeeman Giangiulio to add the topic of Personnel to Closed Session Resolution #2018-277.

Voice Vote: All in Favor. No objections. Motion Carried.

VIII. APPROVAL OF MINUTES:

- | | |
|-----------------------------|--------------------|
| 1. Regular/Workshop Meeting | September 26, 2018 |
| 2. Closed Session | September 26, 2018 |

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Moved by Committeewoman Sura, 2nd by Committeewoman Hanna to approve the Regular/Workshop and Closed Session Minutes of September 26, 2018 as presented.

POLL VOTE: Giangiulio - Yes
 Hanna - Yes
 Sura - Yes
 Yeatman - Yes
 Richardson - Yes

5-0 Motion Carried

IX. ADOPTION OF ORDINANCES:

ORDINANCE #2018-31

ORDINANCE AMENDING ORDINANCE 2016-16 CAPTIONED "AN ORDINANCE ADOPTING RULES, REGULATIONS AND RATES GOVERNING APPLICATION FOR SANITARY SEWER AND WATER SERVICE IN THE TOWNSHIP OF WATERFORD"

Public Hearing

The Mayor Opened the Public Hearing for Comments.

There being no Public Comment, the Mayor Closed the Public Hearing for Comments.

Moved by Committeeman Yeatman, 2nd by Committeewoman Hanna to adopt Ordinance #2018-31

Roll Call Vote: Giangiulio - Yes
 Hanna - Yes
 Sura - Yes
 Yeatman - Yes
 Richardson - Yes

5-0 Motion Carried

X. COMMITTEE REPORTS:

TOWNSHIP ENGINEER

Chris Rehmann, PE, PP, Township Engineer, ARH Associates

ADMINISTRATOR REPORT

Susan Danson

RICHARD T. YEATMAN, SR.

Director of Grounds

Liaison to Civic and Events

THOMAS GIANGIULIO

Director of Public Safety

Director of Office of Emergency Management

Liaison to Historical Society

RITA HANNA

Director of Finance

Director of Communications

Liaison to School Board

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MARY SURA

Director of Buildings
Director of Construction and Zoning
Liaison to Environmental Commission

WILLIAM A. RICHARDSON

Director of Public Works
Director of Recreation
Director of Personnel
Liaison to Board of Chosen Freeholders

XI. CLOSED SESSION:

RESOLUTION #2018-277

Resolution of the Township of Waterford Authorizing the Township Committee to go into Closed Session Pursuant to N.J.S.A. 10:4-12 **Related to:**

1. Contract Negotiations – ERI Payment
2. Personnel

Moved by Committeeman Giangiulio, 2nd by Committeewoman Hanna to adopt Resolution #2018-277.
Voice Vote: All in Favor. No Objections. Motion Carried.

Mayor Recess Meeting for Closed Session at 7:20 PM

Moved by Committeeman Giangiulio, 2nd by Committeeman Yeatman to reconvene meeting in open session.

Voice Vote: All in Favor. No Objections. Motion Carried.

Mayor Reconvened the Meeting at 7:53

ROLL CALL:

| | |
|-------------------------|----------|
| Committeeman Giangiulio | -Present |
| Committeewoman Hanna | -Present |
| Committeewoman Sura | -Present |
| Committeeman Yeatman | -Present |
| Mayor Richardson | -Present |

Statement on return from Closed Session:

Mayor Richardson stated that Mr. Edward Toussaint chose to address the Committee outside of Closed Session.

Director of Community Development, Ed Toussaint, informed the Committee of his intentions to resign from all of his non-tenured positions in Waterford Township as of November 30, 2018. The positions he would no longer be fulfilling are: Code Enforcement Officer, Zoning Officer, Planning Board Administrator, Housing Inspector and ADA Coordinator. Mr. Toussaint's positions will be limited to Construction and Building Official. Mr. Toussaint expressed his disappointment with the events that have occurred during election campaigns and voiced his opinion that he did not feel supported by members of Township Committee. He noted that he was leaving these positions for his health and for his family's well-being

Mayor Richardson responded to Mr. Toussaint and voiced his concern that the Local Pinelands

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Review credential that Mr. Toussaint holds is an integral part of the success of this community. Mayor Richardson also requested that Mr. Toussaint stay on as Zoning Officer.

Committeeman Giangiulio noted that he and Mr. Toussaint have been working together for a long time and that he is a valuable asset to the community. Mr. Giangiulio apologized for what Mr. Toussaint has been put through during the election season.

Moved by Committeeman Giangiulio, 2nd by Committeeman Yeatman to accept the resignation of Edward Toussaint effective November 30, 2018.

Roll Call Vote: Giangiulio - Yes
Hanna - Yes
Sura - Yes
Yeatman - Yes
Richardson - No

4-1 Motion Carried

Solicitor Patterson noted that a decision was made in Closed Session to negotiate with Environmental Resolutions, Inc. in regards to a billing/payment schedule.

Moved by Committeeman Giangiulio, 2nd by Committeewoman Hanna to negotiate with ERI.

Roll Call Vote: Giangiulio - Yes
Hanna - Abstain
Sura - Yes
Yeatman - Yes
Richardson - Yes

4-0-1 Motion Carried

XII. OPEN MEETING TO THE PUBLIC: (FOR AGENDA ITEMS ONLY)

The Mayor opened the meeting to the public for comments.

There being no public comment, the Mayor closed the meeting to the public for comments.

XIII. APPLICATIONS:

1. FACILITY USE APPLICATION:

Waterford Township Athletic Association
Dek Hockey Rink Use as per application

Ritter Complex (Hockey Rink)

November 2018 – March 2019 Monday – Friday 5:00p.m. to 10:00p.m.

November 2018 – March 2019 Saturdays 8:00a.m. to 4:00p.m.

Waterford Complex (Hockey Rink)

November 2018 – March 2019 Monday – Friday 5:00p.m. to 9:00p.m.

November 2018 – March 2019 Saturdays 8:00a.m. to 4:00p.m

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2. RAFFLE APPLICATION: RA-610
Waterford Township Home & School Association
On Premise 50/50
Drawing held at: 1106 Old White Horse Pike, Waterford NJ 08089
Drawing held on Friday, 12/7/18 6p.m.- 9p.m.

3. RAFFLE APPLICATION: RA-609
Waterford Township Home & School Association
On Premise Draw Raffle
Drawing held at: 1106 Old White Horse Pike, Waterford NJ 08089
Drawing held on Friday, 12/7/18 6p.m.- 9p.m.

4. RAFFLE APPLICATION: RA 608
Knights of Columbus – Shane’s Castle Council #7463
Instant Raffle (Pull Tab) – During Tuesday and Sunday Bingos in 2019
(License is good for 1 year from date of issue)
157 Oak Street, Waterford, NJ

5. BINGO APPLICATION: BA-349
Knights of Columbus Our Lady of Guadalupe 4th Degree #2021
Bingo – 7:00p.m. (Tuesdays 2019)
KOC Meeting Hall – 157 Oak Street, Waterford, NJ 08089

6. BINGO APPLICATION: BA-348
Knights of Columbus Shane’s Castle Council #7463
Bingo – 2:00p.m. to 5:00p.m. (Sundays 2019)
KOC Meeting Hall – 157 Oak Street, Waterford, NJ 08089

Moved by Committeewoman Hanna, 2nd by Committeewoman Sura to approve application Items #1 through #6 as submitted

Voice Vote: All in Favor. No Objections. Motion Carried.

XIV. COMMUNICATIONS: None

XV. DISCUSSIONS:

1. Town Hall Meeting
 - Administrator Danson noted that 2017 was the first year that a “Town Hall” meeting was held and she was interested in setting up another one. Committee consensus was for Ms. Danson to begin the process of setting one up in 2019.
2. 2018 Best Practices Inventory
 - Chief Financial Officer Adriane McKendry reviewed the state’s best practices questionnaire.
3. Relocation of Original Fire Gong
 - Administrator Danson explained that she had received an email from the Historical Society regarding the movement of the original fire gong. It is currently mounted at the former Loudon Fire Hall and they would like to see it moved to the former location of the Carl Hasselhan memorial (on Municipal Building Grounds). Committee consensus was for Ms. Danson to set up a meeting to discuss this project with the Historical Society.

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4. Reorganization Meeting Date

Moved by Committeeman Yeatman, 2nd by Committeewoman Hanna to schedule the Reorganization Meeting for January 3rd at 7:00 PM at the Waterford Township Elementary School.

Voice Vote: All in Favor. No Objections. Motion Carried.

XVI. OLD BUSINESS: (NONE)

XVII. NEW BUSINESS: (INCLUDES RESOLUTIONS AND ORDINANCES)

CONSENT AGENDA - RESOLUTIONS:

(NOTE: Consent agenda items are considered to be routine and will be enacted with a single motion; any items requiring expenditure are supported by a Certificate of Availability of Funds; any item can be removed from the Consent Agenda and discussed separately at the request of any Committee Member)

RESOLUTION # 2018-263

Resolution Confirming the Township Fire Chief's Recommendation for the Certificate of Exemption for Firefighters in the Waterford Township Fire Department through the New Jersey State Fireman's Relief Association

RESOLUTION # 2018-264

Resolution Authorizing the Certified Municipal Finance Officer to Make Transfers within the Municipal Budget Reserves for 2018 Appropriations as Specified herein per N.J.S.A. 40A:4-59

RESOLUTION # 2018-265

Resolution Authorizing the Refund of Permit Fees to Tesla, Inc. in the Amount of \$808.00 Pursuant to the Recommendation of the Director of Community Development (563 White Horse Pike; 2317 Memorial Court; 387 Jackson Road)

RESOLUTION # 2018-266

Resolution Authorizing Refund of Taxes Due to Withdrawal of Township Tax Appeal

RESOLUTION # 2018-267

Resolution of the Township of Waterford Releasing Maintenance Bond Posted by Arawak Paving Company on the Bartram Avenue Road Improvement Project

RESOLUTION # 2018-268

Resolution of the Township of Waterford Approving Side Bar Agreement with Police Benevolent Association Local 362

RESOLUTION # 2018-269

Resolution Authorizing Refund of an Overpayment of Taxes on Block 1606 Lot 8

RESOLUTION # 2018-270

Resolution Authorizing Refund of an Overpayment of Taxes on Block 5701 Lot 35

RESOLUTION # 2018-271

Resolution Directing the Distribution of the Township of Waterford's Net Returned Surplus Funds Held in Trust by the Atlantic County Municipal Joint Insurance Fund

RESOLUTION # 2018-272

Resolution Authorizing Cancellation of Taxes \$5.00 Over and Under

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RESOLUTION # 2018-273

Resolution Approving and Authorizing Liens on Real Property within the Township of Waterford for Maintenance Work Performed by the Township of Waterford

RESOLUTION # 2018-274

Resolution Authorizing Payment #7 to TKT Construction Company, Inc. for the Rehabilitation of Pump Stations 1, 2 & 3 (Amount \$ 110,775.71)

RESOLUTION # 2018-275

Resolution Authorizing Payment #2 to Command Co. for the Ritter Field Improvement Project, the Hockey Rink (Amount \$297,952.41)

RESOLUTION # 2018-276

Resolution Authorizing the Turn Over of a Tax Sale Premium to the Township of Waterford

Moved by Committeeman Giangiulio, 2nd by Committeewoman Sura to adopt Resolutions #2018-263 to #2018- 276

POLL VOTE: Giangiulio - Yes
 Hanna - Yes
 Sura - Yes
 Yeatman - Yes
 Richardson - Yes

5-0 Motion Carried

INTRODUCTION OF ORDINANCES:

ORDINANCE #2018-32

AMENDING ORDINANCE #2018-30 ESTABLISHING SALARIES AND WAGES OF CERTAIN OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF WATERFORD, COUNTY OF CAMDEN, STATE OF NEW JERSEY

Moved by Committeewoman Hanna, 2nd by Committeewoman Sura to introduce Ordinance #2018-32 with Public Hearing and Second Reading on December 12, 2018.

Roll Call Vote: Giangiulio - Yes
 Hanna - Yes
 Sura - Yes
 Yeatman - Yes
 Richardson - Yes

5-0 Motion Carried

XVIII. PAYMENT OF BILLS:

| | |
|------------------------------------|-----------------|
| 1. Current Fund Bill List | \$ 1,911,101.07 |
| 2. Capital Fund Bill List | \$ 429,650.27 |
| 3. Utility Fund Bill List | \$ 67,285.02 |
| 4. Trust Fund Bill List | \$ 8,012.57 |
| 5. Utility Capital Fund Bill List | \$ 126,188.45 |
| 6. State Grant Bill List | \$ 12,491.17 |
| 7. Planning Board Escrow Bill List | \$ 2,613.00 |

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Moved by Committeewoman Hanna, 2nd by Committeewoman Sura to approve the bill list.

POLL VOTE: Giangiulio - Yes
 Hanna - Yes
 Sura - Yes
 Yeatman - Yes
 Richardson - Yes

5-0 Motion Carried

XIX. OPEN MEETING TO THE PUBLIC:

The Mayor opened the meeting to the public for comments.

John Howarth of Anthony Road congratulated the members of the Environmental Commission for a job well done. Mr. Howarth expressed his surprise regarding Mr. Toussaint's resignation and noted that social media can hurt many people.

Ralph Condo, Land Use Board Chairman, noted that the departure of Ed Toussaint will be a great setback to this town. Mr. Condo also noted that he would have voted "No" to accepting the resignation.

There being no further public comment, the Mayor closed the meeting to the public for comments.

XX. ISSUES FROM THE TOWNSHIP COMMITTEE:

Committeewoman Hanna expressed her regrets at the situation surrounding Mr. Toussaint's departure. Ms. Hanna noted that she was disappointed with the entire situation.

Committeeman Yeatman noted it is time for the county to look into doing work on Atco Avenue.

Administrator Danson noted that what has happened with Mr. Toussaint effects every employee of the Township and stated that she hopes the Committee will not allow it to happen again.

Mayor Richardson responded to Committeeman Yeatman that there will be a meeting with the Freeholders in the near future regarding Atco Avenue.

XXI. ADJOURNMENT:

Moved by Committeeman Giangiulio, 2nd by Committeewoman Hanna to adjourn meeting at 8:49 PM
Voice Vote: All in Favor. No Objections. Motion Carried.

Respectfully Submitted By:

Dawn M. Liedtka

Dawn M. Liedtka
Township Clerk

Approval Date: 2/13/19

**MONTHLY ENGINEER'S REPORT
TOWNSHIP COMMITTEE**



Waterford Township

PROUD PAST, PROMISING FUTURE • NEW JERSEY • EST. 1694

November 19, 2018

Prepared for:

Waterford Township
2131 Auburn Avenue
Atco, NJ 08004

Prepared by:



Adams, Rehmann & Heggan Associates, Inc.
215 Bellevue Avenue
Hammonton, NJ 08037-2019

ARH File #7701000

CAPITAL ITEMS:

1. **USDA Water and Sewer Infrastructure (ARH #7701041)**
The Contractor, TKT Construction Co., Inc. has completed work on Pump Station #2. The force main at Pump Station #3 has been located. Work is now proceed.
2. **Ritter Field Improvements (ARH #7701053)**
Construction is substantially complete. Punch list Items are being addressed on the hockey rink. Survey and grading work for the playground area began Wednesday November 14. The completion is weather dependent. Final court coating and striping will be applied as soon as weather allows.
3. **FY2018 NJDOT – Local Aid Applications Trout Drive & Genessee Ave (ARH #7704011) – No Status Change**
Design work is progressing on the plans for Trout Drive and Genessee Avenue. South Jersey Gas and Verizon officials were onsite this past week to provide test holes for the high pressure gas main and the bank of conduit for the telephone cables. Both utilities are in a conflict position with the proposed cross drain replacement. The replacement of the cross drain is necessary to correct the crushed drain presently under the road and to relieve the flooding on private property.
4. **Township Municipal Building Emergency Generator – (ARH #7701049)**
The concrete foundation, conduits and bollards are complete. Generator delivery is expected the week of January 8, 2019. Installation will occur immediately after.
5. **Township Public Safety Building (ARH #5152211) – No Status Change**
It is my understanding that the CCIA has completed the improvements to the site for the Public Safety Building. I believe that the project is complete in regard to the necessary corrections.
6. **Waterford MUA Rules & Regulations Update (ARH # 7701052) – No Status Change**
The Township Committee authorized our office to perform the required revisions to documents. In addition to revising the Rules and Regulations Document, we are also clarifying the construction details. We have submitted draft copies to the township to begin review.
7. **Water Quality Accountability Act Compliance (ARH # 7703006.01) – No Status Change**
It is necessary under this program for the Township to prepare a Capital Assessment Plan in accordance with the Act. Part of that requirement is to locate all water valves and fire hydrants in the system
We have proposed to complete a pilot study of a small portion of the system where we will locate the valves and hydrants by GPS. We are offering to perform this work at no cost to the Township so that we can better prepare a cost estimate for the balance of the water system.
Deadline for the Capital Assessment Plan is April 2019.

We are seeking your authorization to begin the work.

8. **Carriage Lane and Lancaster Lane Road improvements (ARH # 7704012)**

The preconstruction meeting was held on October 30 2018. The Notice to proceed was issued November 5, 2018. Work is expected to begin in December, weather dependent.

9. **Acorn Drive (ARH #7704012) – No Status Change**

We have met with Thomas Hooker concerning the need for an access easement to construct a drainage pipe to improve the conditions on Acorn Drive. Mr. Hooker has contacted our office and has decided not to provide the easement. We are at an impasse without the easement.

10. **Natural Resource Inventory (ARH# 7701055)**

The Natural Resource Inventory report is complete and submitted to the Environmental Commission.

**Rita M. Hanna, Ed.D.
69 Virginia Drive
Atco, NJ 08004**

Monthly Report for November 19, 2018

Representative to the Atlantic County Joint Insurance Fund

- Unfortunately, I haven't been able to attend many of the monthly JIF meetings that are held late on Wednesday afternoon monthly in Mays Landing. The meetings coincide with other organizational board meetings which I am required to attend. Ms. Danson attends the meetings. She keeps the committee aware of updates regarding the JIF.

School Liaison Representative

- Dr. Harring reports she is focusing on securing transportation routes for PK students for the new program. As of this date, all but ten seats are filled in the program. A notice will be sent to the parent on December 1st to inform them of bus routes, school assignment and teacher information.

Financial Director/Budget

- Andi will be giving a report this evening to Committee. She will be discussing best practices and the necessity regarding budget transfers.

Library Liaison for the Mayor

- The Mayor and I planned to meet with representatives from the Library board earlier this month. Unfortunately, our planning dates were not compatible; therefore, our meeting will have to take place at a future date.


Rita M. Hanna, Councilwoman
Submitted November 19, 2018

