

**TOWNSHIP OF WATERFORD
TOWNSHIP COMMITTEE
MINUTES**

March 27, 2019

REGULAR/WORKSHOP MEETING

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The March 27, 2019 Regular/Workshop 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 #2019-7 dated January 3, 2019. 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 Wade.

IV. ROLL CALL:

Committeewoman Hanna	-Present
Committeewoman Sura	-Present
Committeeman Wade	-Present
Committeeman Yeatman	-Present
Mayor Richardson	-Present

Professionals:

Susan E. Danson, Township Administrator	-Present
David C. Patterson, Esquire Township Solicitor	-Present
Adriane McKendry, Chief Financial Officer	-Present
Dawn Liedtka, Township Clerk	-Present

V. PRESENTATIONS: None

VI. CLOSED SESSION: None

VII. EMERGENCY ITEMS TO BE ADDED TO THE AGENDA:

Administrator Danson requested the addition of one item (Personnel) to the Discussion portion of the agenda.

VIII. APPROVAL OF MINUTES: None

IX. ADOPTION OF ORDINANCES: None

X. MONTHLY FINANCIAL STATEMENTS

On a motion by Committeewoman Sura second by Committeeman Yeatman to approve the February 2019 Monthly Financial Statements as presented.

Clerk Report:	\$	1,649.05
Clerk Dog Report	\$	3,162.00
Construction Official Report:	\$	7,808.00
Court Report:	\$	20,626.80
Tax Collector – Tax Report:	\$	4,604,307.28
Tax Collector – Utility Report:	\$	53,984.54

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

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

The Mayor opened the meeting to the public for comments.

Karen Strauss of Cooper Road, questioned Resolution #2019-119, shared services between Cherry Hill Fire District with the Township of Waterford Fire Department. Mayor Richardson explained the use of Cherry Hill Fire Department full-service mechanics who assist to maintain Waterford Township Fire Trucks.

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

XII. APPLICATIONS:

Moved by Committeeman Yeatman, 2nd by Committeewoman Hanna, to approve applications Item #1 through #5 as submitted:

1. **FACILITY USE REQUEST**
Pinelands Preservation Alliance – “South Jersey Scrub Campaign”
Burnt Mill Parking Lot
Sunday, April 7th, 2019
12noon - 5:00pm
Dumpster to be provided by PPA and set in place on 4/5/19 and removed 4/6/19
2. **FACILITY USE REQUEST**
Atco Senior Center
Waterford Township Woman’s Club
Bingo Event – Sunday, May 19, 2019 – 10:00a.m. – 5:00p.m.
3. **RAFFLE APPLICATION: RA 617**
Waterford Township Woman’s Club
On-Premise Draw Raffle (Basket Auction) – Sunday, May 19, 2019 1:00p.m. – 4:00p.m.
Atco Senior Center
474 E. Atlantic Avenue, Atco NJ 08004
4. **RAFFLE APPLICATION: RA 618**
Waterford Township Woman’s Club
On-Premise 50/50 – Sunday, May 19, 2019 1:00p.m. – 4:00p.m.
Atco Senior Center
474 E. Atlantic Avenue, Atco NJ 08004
5. **BINGO APPLICATION: BA 351**
Waterford Township Woman’s Club
Bingo – Sunday, May 19, 2019 1:00p.m. – 4:00p.m.
Atco Senior Center
474 E. Atlantic Avenue, Atco NJ 08004

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

XIII. COMMUNICATIONS:

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XIV. DISCUSSIONS:

1. Donation of Safety Capping for Waterford Recreational Complex
Administrator Danson referenced a letter previously given to Committee regarding the desire of All Vinyl Fencing to donate "capping" to the fences at the Ritter Complex. Committee voiced their appreciation of the donation.

Motion by Committeeman Wade, second by Committeeman Yeatman to accept the donation of fence capping from All Vinyl Fencing.

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

2. Feral Cat Colony Ordinance
Administrator Danson discussed different options for an ordinance regarding feral cats, and the possibility of setting up a cat colony. Ms. Danson noted that the idea is to create a management plan for feral cats (not registering). Discussion ensued regarding the need for residents to be responsible for cats that they feed. Ms. Danson gave examples of other municipalities who have been able to find a "happy medium" to manage the feral cat population. Discussion ensued regarding Waterford Township's TNR (Trap, Neuter and Release) program. Committeeman Wade stated that he likes small government and that, although he doesn't mind trying to solve the issue, but wants to cognizant to not go "overboard." but doesn't want to go overboard. Administrator Danson explained she would like some kind of official regulation so that the Code Enforcement Officer is able to issue violations if needed. Consensus of Committee is to review options and bring them together to be discussed at a later meeting.
3. 2019 Municipal Budget
Chief Financial Officer McKendry briefly explained the process that she follows (along with the Finance Committee) to reach the final budget. She explained that there are no large line items in the 2019 budget and that this budget is just to run the normal course of business. She also noted that State Aid is remaining the same. Ms. McKendry noted that through cuts to nonessential items, they were able to reach a budget that would affect the tax payer by approximately \$18 a year (on the average assessed home in the Township). Committeeman Wade requested clarification of the savings in the Public Works Department (including the brush removal, trash/recycling pickup, and Public Works Director). He explained that he is pleased with the savings with the new trash system but wished the convenience center was open year. Mr. Wade then commented on the possibility of the increase in Minimum Wage affecting future budgets. Committeeman Yeatman inquired regarding various line items which were explained by CFO McKendry. Mr. Yeatman pointed out that the snow removal line was reduced by \$23,000.00 and expressed concern that they were being over confident in the probability of poor weather. Ms. Danson responded that through creative scheduling, they were able to eliminate much of the overtime in the Public Works Department, which is why that budget line item has been lowered. Committeewoman Hanna commended Ms. McKendry and Ms. Danson on the budget. Committeewoman Sura noted that she sat with the Finance Committee for many hours and that she feels they have done a phenomenal job. Mayor Richardson noted that the Finance Committee did such a great job on the budget that he didn't have to utilize his red pen to make cuts. Discussion ensued regarding the school and county budget and the need to know where they stand.
4. Personnel
Administrator Danson noted that with the departure of Tax Assessor Theresa Stagliano, the Township needs to advertise for the position. Committeeman Wade requested that any

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prospective employee be willing to offer hours during the day and evening and for residents to just come in to talk to someone (not always by appointment). Consensus of Committee was to allow Ms. Danson to advertise for the position.

XV. OLD BUSINESS: (NONE)

XVI. 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)

On a motion by Committeewoman Hanna second by Committeewoman Sura to adopt Resolutions #2019-119 to #2019-123 as follows.

RESOLUTION # 2019-119

Resolution Authorizing the Renewal of the Shared Services Agreement between Cherry Hill Fire District #13 and The Township of Waterford Fire Department

RESOLUTION #2019-120

Resolution of the Township Committee of the Township of Waterford, County of Camden, New Jersey Authorizing the Submission of an Application to the New Jersey Local Finance Board Pursuant to N.J.S.A. 40a:2-26

RESOLUTION #2019-121

Resolution of the Township of Waterford Approving the Shared Services Agreement between the Township of Waterford and the Borough of Gibbsboro to Provide Municipal Court Services to Gibbsboro

RESOLUTION #2019-122

Resolution Accepting the Resignation of James Barney from Employment with The Waterford Township Police Department (Effective March 14, 2019)

RESOLUTION #2019-123

Resolution of the Township of Waterford Approving Sale of Township Owned Properties at the Public Land Sale Conducted on March 26, 2019.

Poll Vote:	Hanna	-Yes
	Sura	-Yes
	Wade	-Yes to all, except Abstain to #2019-123
	Yeatman	-Yes
	Richardson	-Yes

5-0 Motion Carried on Resolution #2019-119 through #2019-122

4-0-1 Motion Carried on Resolution #2019-123

INTRODUCTION OF ORDINANCES: None

XVII. PAYMENT OF BILLS:

On a motion by Committeewoman Sura second by Committeewoman Hanna to approve the bill list as presented.

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1. Current Fund Bill List	\$ 263,064.38
2. Capital Fund Bill List	\$ 46,592.00
3. Utility Fund Bill List	\$ 23,129.90
4. Trust Fund Bill List	\$ 9,707.54
5. Utility Capital Fund Bill List	\$ 4,605.00
6. State Grant Bill List	\$ 579.78

Poll Vote: Hanna -Yes
 Sura -Yes
 Wade -Yes
 Yeatman -Yes
 Richardson -Yes

5-0 Motion Carried

XVIII. OPEN MEETING TO THE PUBLIC:

The Mayor opened the meeting to the public for comments.

Karen Strauss of Cooper Road, inquired about the Lombardo property and why various structures are still standing. Mayor Richardson noted that they are waiting for the developer to clean up the area.

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

XIX. ISSUES FROM THE TOWNSHIP COMMITTEE: None

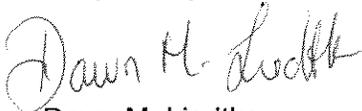
XX. CLOSED SESSION: None

XXI. ADJOURNMENT:

Moved by Committeeman Yeatman, 2nd by Committeewoman Hanna to adjourn meeting at 8:15 PM.

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

Respectfully Submitted by:



Dawn M. Liedtka
Township Clerk

Approval Date: _____

5/22/19

Waterford Township Monthly Dog Report-2019

Jan-19 Feb-19 Mar-19 Apr-19 May-19 Jun-19 Jul-19 Aug-19 Sep-19 Oct-19 Nov-19 Dec-19

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19
# Altered Dogs Registered	31	196										
# Unaltered dogs Registered	0	19										
# Service dogs Registered/ Duplicates	0	2										
Total Dogs Registered	31	217										248

Total amount collected*	558.00	3,927.00											\$ 4,485.00
Send to State	37.20	315.00											\$ 352.20
Total amount to Twp.	520.80	3,612.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$ 4,132.80
*amount collected from late fees													0.00

Dawn M. Leadka

Deputy Clerk

Waterford Township Clerk's Report

YEAR 2019

RECEIPT TYPE	January	February	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.	Year to Date Total
Searches													
Contractors Registration													
Burial Permit													
Death Certificate (Non EDRS)	294.00	244.00											538.00
Marriage Certificate	112.00	108.00											220.00
Birth Certificate													
Marriage License Application	84.00	84.00											168.00
Street Opening Permit	725.00	500.00											1,225.00
Vendor License - Seasonal Sales													
Peddler License		725.00											725.00
Registration Peddler & Vendor													
Business Registration		50.00											50.00
Bingo License													
Raffle License	160.00												160.00
Land Sale													
ABC License Transfer													
ABC License Annual Renewal													
Photo Copies		13.05											13.05
Towing License													
Kennel License & Pet Shop	25.00												25.00
Coin Operated Machine License													
Tattoo License													
Domestic Partnership Certificate													
Domestic Partnership Application													
Civil Union Certificate													
Civil Union Application													
Total Receipts	1,400.00	1,724.05											3,124.05
Interest for Current Month													
Total Receipts Including Interest	1,400.00	1,724.05											3,124.05
Marriage License Escrow (State Fees)	75.00	75.00											150.00
Domestic Partnership Escrow (State Fees)													
Civil Union Escrow (State Fees)													
Burial Permit Escrow (State Fees)													
Current Fund	1,325.00	1,649.05											2,974.05
Total for the Month	1,325.00	1,649.05											
Total Year to Date	1,325.00	2,974.05											

EDRS Death Certs 1,393.00 894.00
 (Direct Deposited)
 Total Year to date EDRS Certs 1,393.00 2,287.00

Dawn M. Liedtka
 Township Clerk

WATERFORD TOWNSHIP CONSTRUCTION OFFICE YEARLY TOTALS

MONTH	PERMIT ISSUED	BUILD	ELEC	PLUMB	FIRE	MECH	DCA	CERTS	OTHER	TOTAL MONTH	TOTAL YTD
JAN - 19	33	\$1,609	\$1,887	\$1,101	\$160	\$1,186	\$281	\$60		\$6,284	\$6,284
JAN - 18	43	\$6,292	\$3,053	\$2,012	\$1,285		\$592	\$348	\$525	\$14,107	\$20,391
FEB - 19	21	\$3,286	\$1,709	\$1,072	\$505	\$610	\$413	\$288	\$0	\$7,808	\$14,092
FEB - 18	44	\$6,634	\$2,986	\$1,803	\$700		\$623	\$288		\$13,034	\$33,425
MAR - 19											
MAR - 18	52	\$4,839	\$3,161	\$2,259	\$990		\$565	\$228	\$605	\$12,647	\$46,072
APR - 19											
APR - 18	60	\$4,505	\$4,294	\$2,012	\$1,035		\$605	\$120	\$210	\$12,781	\$58,853
MAY - 19											
MAY - 18	58	\$8,009	\$4,179	\$2,715	\$780		\$734	\$348	\$1,026	\$17,791	\$76,644
JUN - 19											
JUN - 18	50	\$6,386	\$3,855	\$1,996	\$950		\$584	\$348	\$440	\$14,559	\$91,203
JULY - 19											
JULY - 18	50	\$4,850	\$4,286	\$1,191	\$425		\$804	\$368		\$11,924	\$103,127
AUG - 19											
AUG - 18	60	\$8,084	\$4,522	\$2,244	\$630		\$1,232	\$288	\$1,695	\$18,695	\$121,822
SEP - 19											
SEP - 18	47	\$3,842	\$3,187	\$1,418	\$1,560		\$690	\$60		\$10,757	\$132,579
OCT - 19											
OCT - 18	49	\$4,429	\$4,096	\$1,185	\$800		\$716			\$11,226	\$143,805

