

**TOWNSHIP OF WATERFORD
TOWNSHIP COMMITTEE
MINUTES**

August 28, 2019

REGULAR/WORKSHOP MEETING

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The August 28, 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:

Ralph Condo, Township Administrator	-Present
Allan Nickerson, Esquire Township Solicitor	-Present
Dawn Liedtka, Township Clerk	-Present

V. CLOSED SESSION:

VI. PRESENTATIONS:

VII. EMERGENCY ITEMS TO BE ADDED TO THE AGENDA:

Township Clerk Liedtka requested two Resolutions be added to the agenda as follows:

Resolution #2019-241

Resolution Appointing Township Insurance Alternate Fund Commissioner, Claims Coordinator, and Alternate Claims Coordinator.

Resolution #2019-242

Resolution of the Township of Waterford to Cancel Uncollectable Taxes Block 1303 Lot 3.

VIII. APPROVAL OF MINUTES:

On a motion by Committeeman Wade, second by Committeewoman Hanna to approve the Regular Township Committee Meeting Minutes of June 12, 2019 as presented.

- | | |
|-----------------------------|--|
| 1. Regular Township Meeting | June 12, 2019 (Committeewoman Sura Absent) |
| 2. Closed Session | June 12, 2019 (Committeewoman Sura Absent) |

Poll Vote:	Hanna	-Yes
	Sura	-Abstain
	Wade	-Yes

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Yeatman -Yes
Richardson -Yes

4-0-1 Motion Carried

IX. ADOPTION OF ORDINANCES: (None)

X. MONTHLY FINANCIAL STATEMENTS

On a motion by Committeewoman Sura, second by Committeeman Wade to approve the July 2019 Monthly Financial Statements as presented.

Clerk Report:	\$ 1,989.00
Clerk Dog Report	\$ 361.60
Construction Official Report:	\$ 7,772.00
Court Report:	\$ 14,315.41
Tax Collector – Tax Report:	\$ 188,517.14
Tax Collector – Utility Report:	\$ 209,213.63
Tax Collector – Outside Redemption Report:	\$ 10,800.86

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.

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

XII. APPLICATIONS:

Moved by Committeeman Yeatman, 2nd by Committeewoman Hanna to ratify approval of application Items #1 through #5 as submitted:

1. **FACILITY USE REQUEST**
Cosmos Soccer
Football Practice Field at Waterford Recreation Complex
Thursdays 8/22/2019 through 11/06/2019 (Fee of \$200 per Facility Usage Agreement)
5:30 P.M. through 7:00 P.M.
2. **FACILITY USE REQUEST**
Waterford Township Recreation Committee
Community Skate Night
Ritter Dek Hockey Rink
Saturday 9/14/19 6:00 P.M. through 11:00 P.M.
3. **FACILITY USE REQUEST**
United Presbyterian Church of Atco
Community Candle Light Prayer Service
Lions Park
Wednesday 9/11/2019 6:30 P.M. through 8:30 P.M.
4. **RAFFLE APPLICATION: RA-622**
Christ the Redeemer Parish
On Premise Draw Raffle (Basket Raffle)

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318 Carl Hasselhan Drive, Atco, NJ 08004
October 19, 2019 from 6:00 PM to 11:30 PM

5. RAFFLE APPLICATION: RA-623
Christ the Redeemer Parish
On Premise 50/50 Raffle
318 Carl Hasselhan Drive, Atco, NJ 08004
October 19 from 6:00 PM to 11:30 PM

VOICE VOTE: All in Favor. No objections. Motion Carried.

XIII. COMMUNICATIONS:

1. South Jersey Enduro Riders, Inc. is seeking confirmation of written notification and statement of no objections regarding the planned route of their annual Curly Fern Enduro event on October 13, 2019 in order to comply with Pinelands Commission requirements.

Moved by Committeeman Yeatman, 2nd by Committeewoman Sura to confirm receipt of written notification and statement of no objections for the use of municipal roads as connectors between trails during the event as recommended by Police Chief Cormaney.

VOICE VOTE: All in Favor. No objections. Motion Carried.

XIV. DISCUSSIONS:

Update from Administrator Condo on Various Projects/Concerns
Township Administrator Condo noted that the speed limits Ordinance will be discussed at a Freeholder meeting in September. Mr. Condo also noted that he expecting a bonding update from the Township auditors. Mr. Condo then explained to Committee that the drainage issues at the on Maple Avenue have been resolved. Discussion regarding lighting and the placement of benches and tables at the Ritter Complex ensued.

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 Committeeman Yeatman to adopt Resolutions #2019-232 to #2019-240 as follows:

Committeeman Wade questioned Resolutions #2019-234 and # 2019-235.

RESOLUTION # 2019-232

Resolution Authorizing the Refund of Permit Fees In The Amount Of \$2,456.00 Pursuant To the Recommendation of the Construction Official (1884 Bisbee Avenue) (Cancellation of Work)

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RESOLUTION # 2019-233

Resolution Of The Township Of Waterford Authorizing Change Order #3 To Command Co. For The Ritter Field Improvement Project, the Hockey Rink (Decrease \$18,344.93)

RESOLUTION # 2019-234

Resolution of the Township of Waterford Releasing Performance Bond for the Ritter Field Improvement Project and Accepting Two (2) Year Maintenance Bond for the Project

RESOLUTION # 2019-235

Resolution Authorizing Payment #5 (Final) To Command Company for the Ritter Field Improvement Project (Amount \$ 10,104.04)

RESOLUTION # 2019-236

Resolution Authorizing Cancellation of Taxes for a Totally Disabled Veteran on Block 4106 Lot 24

RESOLUTION # 2019-237

Resolution Authorizing Refund of Homestead Rebate Benefits on Exempt Properties

RESOLUTION # 2019-238

Resolution of the Township of Waterford Appointing Peter A. Hone as a Class III Police Officer (School Resource Officer) for the Township of Waterford Police Department

RESOLUTION # 2019-239

Resolution Approving and Authorizing Liens on Real Property within the Township of Waterford for Maintenance Work Performed by the Township of Waterford (Multiple Properties) (Lawns cut by Public Works)

RESOLUTION # 2019-240

Resolution Accepting the Year 2018 Audit

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

5-0 Motion Carried

INTRODUCTION OF ORDINANCES: None

XVII. PAYMENT OF BILLS:

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

1. Current Fund Bill List	\$ 206,386.42
2. Capital Fund Bill List	\$ 10,504.99
3. Utility Fund Bill List	\$ 17,089.49
4. Trust Fund Bill List	\$ 195.00
5. Utility Capital Fund Bill List	\$ 125.51
6. State Grant Bill List	\$ 9,703.29

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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.

Richard Pistone, of Bellevue Avenue, questioned the payment to Command Company. Discussion ensued regarding the Municipality making repairs to the drainage issues at the park. Clarification was made to explain that the Township Public Works department was responsible for the maintenance. Mr. Pistone also voiced his concerns regarding the need to change the form of government. Administrator Condo explained that there was not enough time to get an Ordinance passed to have this on the ballot in November but that discussion would continue to address the concerns in the future.

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

XIX. ISSUES FROM THE TOWNSHIP COMMITTEE:

Committeeman Wade commented that the Committee is all working together successfully, but noted that the Township still needs accountability and an asset inventory.

Committeewoman Hanna congratulated the staff of the Municipality for a clean and uneventful Audit.

Mayor Richardson summarized that the auditor had no recommendations which deserves acknowledgment of a great job. The Mayor noted that the school busses are back on the roads with school in session and encouraged the residents to drive carefully.

Committeeman Wade commended all township employees for a job well done on the Audit. Committeewoman Sura and Committeeman Yeatman echoed his sentiments.

XX. CLOSED SESSION: None

XXI. ADJOURNMENT:

On a motion by Committeeman Wade second by Committeewoman Hanna to adjourn the meeting at 7:45 PM.

VOICE VOTE: All in Favor. No objections. Motion Carried.

Respectfully Submitted By:

Dawn M. Liedtka

Dawn M. Liedtka
Township Clerk

Approval Date: 11/13/2019

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	22	\$3,706	\$1,772	\$311		\$326	\$587			\$6,702	\$20,794
MAR - 18	52	\$4,839	\$3,161	\$2,259	\$990		\$565	\$228	\$605	\$12,647	\$46,072
APR - 19	37	\$2,991	\$2,683	\$971	\$609	\$780	\$500	\$288		\$8,822	\$29,616
APR - 18	60	\$4,505	\$4,294	\$2,012	\$1,035		\$605	\$120	\$210	\$12,781	\$58,853
MAY - 19	32	\$2,099	\$2,007	\$670	\$364	\$840	\$297	\$60		\$6,277	\$35,893
MAY - 18	58	\$8,009	\$4,179	\$2,715	\$780		\$734	\$348	\$1,026	\$17,791	\$76,644
JUN - 19	38	\$3,650	\$3,446	\$1,202	\$500	\$1,340	\$569	\$60		\$10,767	\$46,660
JUN - 18	50	\$6,386	\$3,855	\$1,996	\$950		\$584	\$348	\$440	\$14,559	\$91,203
JULY - 19	37	\$1,735	\$2,871	\$1,318	\$310	\$925	\$445	\$168		\$7,772	\$54,432
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

DSITS PROCESSED FROM TAX COLLECTOR'S OFFICE

YEAR TO DATE 2019

MONTH	TAX COLLECTOR		OUTSIDE		DAILY TOTAL	Balance
	GENERAL ACCOUNT	UTILITY ACCOUNT	REDEMPTION ACCOUNT			
JANUARY	\$ 2,090,731.68	\$ 207,629.16	\$ 30,446.41	\$ -	\$ 2,328,807.25	\$ 2,328,807.25
FEBRUARY	\$ 4,604,307.28	\$ 53,984.54	\$ -	\$ -	\$ 4,658,291.82	\$ 2,328,807.25
MARCH	\$ 291,691.70	\$ 35,195.92	\$ 69,504.19	\$ -	\$ 396,391.81	\$ 6,987,099.07
APRIL	\$ 1,941,417.11	\$ 202,721.41	\$ 1,733.15	\$ -	\$ 2,145,871.67	\$ 7,383,490.88
MAY	\$ 4,737,053.48	\$ 57,996.47	\$ 49,632.29	\$ -	\$ 4,844,682.24	\$ 9,529,362.55
JUNE	\$ 345,871.38	\$ 40,182.68	\$ 122,963.87	\$ -	\$ 509,017.93	\$ 14,374,044.79
JULY	\$ 188,517.14	\$ 209,213.63	\$ 10,800.86	\$ -	\$ 408,531.63	\$ 14,883,062.72
AUGUST						\$ 15,291,594.35
SEPT						\$ 15,291,594.35
OCTOBER						\$ 15,291,594.35
NOVEMBER						\$ 15,291,594.35
DECEMBER						\$ 15,291,594.35
						\$ 15,291,594.35

Waterford Township Clerk's Report

YEAR 2019

Year to Date

RECEIPT TYPE	January	February	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.	Total
Searches													
Contractors Registration													
Burial Permit													
Death Certificate (Non EDRS)	284.00	244.00	232.00	491.00	430.00	323.00	489.00						2,503.00
Marriage Certificate	112.00	108.00	56.00		56.00	170.00	116.00						618.00
Birth Certificate						27.00							27.00
Marriage License Application	84.00	84.00	28.00	84.00	28.00	112.00	84.00						504.00
Street Opening Permit	725.00	500.00	1,500.00	125.00		500.00	375.00						3,725.00
Vendor License - Seasonal Sales		725.00											725.00
Peddler License													
Registration Peddler & Vendor													
Business Registration		50.00			50.00								100.00
Bingo License			20.00			20.00							40.00
Raffle License	160.00		40.00		40.00								240.00
Land Sale					70,300.00								70,300.00
ABC License Transfer													
ABC License Annual Renewal						6,550.00	1,000.00						7,550.00
Photo Copies		13.05	0.75										13.80
Towing License													
Kennel License & Pet Shop	25.00												25.00
Coin Operated Machine License			300.00										300.00
Tattoo License				50.00	50.00								100.00
Domestic Partnership Certificate													
Domestic Partnership Application													
Civil Union Certificate													
Civil Union Application													
Total Receipts	1,400.00	1,724.05	2,176.75	750.00	70,954.00	7,702.00	2,064.00						86,770.80
Interest for Current Month													
Total Receipts Including Interest	1,400.00	1,724.05	2,176.75	750.00	70,954.00	7,702.00	2,064.00						86,770.80
Marriage License Escrow (State Fees)	75.00	75.00	25.00	75.00	25.00	100.00	75.00						450.00
Domestic Partnership Escrow (State Fees)													
Civil Union Escrow (State Fees)													
Burial Permit Escrow (State Fees)	1,325.00	1,649.05	2,151.75	675.00	70,929.00	7,602.00	1,989.00						86,320.80
Current Fund													
Total for the Month	1,325.00	1,649.05	2,151.75	675.00	70,929.00	7,602.00	1,989.00						86,320.80
Total Year to Date	1,325.00	2,974.05	5,125.80	5,800.80	76,729.80	84,331.80	86,320.80						86,320.80

EDRS Death Certs 1,393.00 894.00 1,288.00 1,066.00 1,300.00 1,004.00 1,308.00
 (Direct Deposited) 1,393.00 2,287.00 3,575.00 4,641.00 5,941.00 6,945.00 8,253.00
 Total Year to date EDRS Certs
 Dawn M. Liedtka
 Township Clerk

Wate 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	
# Altered Dogs Registered	31	196	223	331	65	11	14						
# Unaltered dogs Registered	0	19	23	39	17	2	3						
# Service dogs Registered/ Duplicates	0	2	7	3	1	1	1						
Total Dogs Registered	31	217	253	374	83	14	18						990

Total amount collected*	558.00	3,927.00	4,499.00	6,795.00	1,927.00	391.00	391.00							\$ 18,488.00
Send to State	37.20	315.00	364.20	562.20	149.40	21.60	29.40							\$ 1,479.00
Total amount to Twp.	520.80	3,612.00	4,134.80	6,232.80	1,777.60	369.40	361.60	0.00	0.00	0.00	0.00	0.00	0.00	\$ 17,009.00
*amount collected from late fees					400.00	150.00	75.00							625.00

Dawn M. Scatena
Deputy Clerk