

January 4, 2010

The 2010 Reorganization meeting of the Chesterfield Township Committee was called to order by Township Clerk Bonnie J. Haines on the above date at 10:00 AM. The meeting opened with the flag salute and a moment of silence. Roll call was taken showing present: Mr. Durr, Mr. Hlubik and Mr. Kelly. The Open Public Meetings Act statement was read and compliance noted.

Mrs. Haines opened the meeting to the public for comments on matters not appearing on the agenda. Hearing none, the Committee continued with agenda items.

The Oath of Office was administered to Michael Hlubik as Township Committeeman by Mr. Gillespie.

The Clerk opened the floor for nominations for the office of Mayor. Mr. Kelly was nominated on a motion by Mr. Durr and second by Mr. Hlubik. All agreed with the exception of Mr. Kelly who abstained. The Oath of Office as Mayor was administered to Brian J. Kelly by Mr. Gillespie.

Mayor Kelly opened the floor for nominations for the office of Deputy Mayor. Mr. Durr was nominated on a motion by Mr. Hlubik and second by Mayor Kelly. All agreed with the exception of Mr. Durr who abstained. The Oath of Office as Deputy Mayor was administered to Lawrence H. Durr by Mr. Gillespie.

Resolutions 2010-1-1 through 2010-1-12 and 2010-1-14 through 2010-1-26 were approved on a motion by Mr. Durr and second by Mr. Hlubik with the amendment to Resolution 2010-1-23 replacing Gregory Lebak on the Land Use Board with Glenn McMahon. All agreed. Resolution 2010-1-13 was tabled on a motion by Mr. Hlubik and second by Mr. Durr at the request of the Township Clerk. The Clean Communities Coordinator has an outstanding report from 2008 and the Clerk request he not be re-appointed until this matter has been brought up to date.

### ***RESOLUTION 2010-1-1***

### ***RESOLUTION ESTABLISHING MEETING DATES OF THE TOWNSHIP COMMITTEE FOR THE YEAR 2009***

***BE IT RESOLVED*** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that during the year 2009, the regular monthly meetings of the Chesterfield Township Committee will be held the second Wednesday and fourth Thursday of each month at the hour of 7:30 P.M., unless otherwise noted, at the Municipal Building, 300 Bordentown-Chesterfield Road in Chesterfield Township. Formal action may be taken on any matters within the purview of the Committee and any meeting may be cancelled if found to be unnecessary, with the proper notification.

### **MEETING DATES**

January 28	May 12	August 26
February 10	May 27	September 8
February 25	June 9	September 23

March 10  
March 25  
April 14  
April 22

June 24  
July 14  
July 22  
August 11

October 13  
October 28  
November 10  
December 8

CLOSING MEETING: Wednesday, December 30 @ 10:00 AM  
2011 REORGANIZATION: Monday, January 3, 2011 @ 10:00 AM

**BE IT FURTHER RESOLVED** that two members of the Township Committee are also members of the Township's Land Use Board. Therefore, since a quorum exists, the Township Committee will also meet and may take formal action at any meeting of the Chesterfield Township Land Use Board.

### ***RESOLUTION 2010-1-2***

#### ***RESOLUTION ESTABLISHING 2010 MEETING DATES FOR THE BOARD OF HEALTH***

**BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that during the year 2010, the Chesterfield Township Board of Health will meet on the second Wednesday of each month, with the exception of January, as business necessitates, during the regular meeting of the Chesterfield Township Committee at the Municipal Building, 300 Bordentown-Chesterfield Road in Chesterfield Township.

#### **MEETING DATES**

February 10  
March 10  
April 14  
May 12  
June 9

July 14  
August 11  
September 8  
October 13  
November 10

December 8

### ***RESOLUTION 2010-1-3***

#### ***RESOLUTION AUTHORIZING HOLIDAY SCHEDULE FOR NON-UNION EMPLOYEES OF CHESTERFIELD TOWNSHIP***

**BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that the following holiday schedule be observed by non-union employees of Chesterfield Township and the Municipal Building will be closed to the public on these days:

Monday	January 18	Martin Luther King, Jr. Day
Monday	February 15	Presidents Day
Friday	April 2	Good Friday
Monday	May 31	Memorial Day

Monday	July 5	Independence Day (July 4 <sup>th</sup> Sunday)
Monday	September 6	Labor Day
Monday	October 11	Columbus Day
Thursday	November 11	Veteran's Day
Thursday	November 25	Thanksgiving Day
Friday	November 26	Day after Thanksgiving
Friday	December 24	Christmas Day (Dec. 25 Saturday)
Monday	December 27	Day after Christmas (Dec.26 Sunday)
Friday	December 31	New Year's Day (January 1 Saturday)

**BE IT FURTHER RESOLVED** that each full-time employee is entitled to his or her birthday as an additional holiday.

**RESOLUTION 2010-1-4**

**RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS OF THE TOWNSHIP OF CHESTERFIELD FOR THE YEAR 2010**

**BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that the Burlington County Times be designated as the official newspaper of the Township of Chesterfield for the year 2010.

**BE IT FURTHER RESOLVED** that the Trenton Times is hereby designated as the alternate newspaper of the Township of Chesterfield for the year 2010.

**BE IT FURTHER RESOLVED** that the bulletin board in the Chesterfield Township Municipal Building at 300 Bordentown-Chesterfield Road in Chesterfield Township is hereby designated as the place where all official notices are to be posted.

**RESOLUTION 2010-1-5**

**RESOLUTION ESTABLISHING RATE OF INTEREST FOR DELINQUENT TAXES AND FEE FOR DUPLICATE TAX BILLS**

**WHEREAS**, N.J.S.A. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for nonpayment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law; and

**WHEREAS**, N.J.S.A. 54:4-67 has been amended to permit the fixing of a said rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 and allows an additional penalty of 6% to be collected against a delinquency in excess of \$10,000.00 on properties that fail to pay the delinquency prior to the end of the calendar year;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey as follows:

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of taxes becoming delinquent after the due date and 18% per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after the due date and if a delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31, an additional penalty of 6% shall be charged against the delinquency.

2. Effective January 1, 2010, there will be a ten (10) day grace period on quarterly tax payments made by cash, check or money order.

3. Any payments not made in accordance with paragraph two (2) of this Resolution shall be charged interest from the due date as set forth in paragraph one (1) of this Resolution.

4. This Resolution shall be published in its entirety one (1) time in the official newspaper of the Township

5. A certified copy of this Resolution shall be provided by the Township Clerk to the Tax Collector, Attorney and Auditor for the Township of Chesterfield.

**BE IT FURTHER RESOLVED** that there will be a charge of \$5.00 for each duplicate tax bill that must be prepared for the year 2010.

**RESOLUTION 2010-1-6**

**RESOLUTION DESIGNATING OFFICIAL DEPOSITORIES FOR THE TOWNSHIP OF CHESTERFIELD**

**BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that Beneficial Savings Bank be and the same is hereby designated as depository for all general monies of the Township of Chesterfield during the 2010 calendar year, and TD Bank, First Washington State Bank, Bank of America and PNC Bank for any other deposits or savings; and

**BE IT FURTHER RESOLVED** that said banks be and are hereby authorized to make payments from the funds on deposit with them upon and according to signed checks, drafts, notes and / or acceptances of the Township of Chesterfield pursuant to the list of accounts and authorized signatures.

**RESOLUTION 2010-1-7**

**RESOLUTION APPOINTING TOWNSHIP SOLICITOR FOR THE TOWNSHIP OF CHESTERFIELD FOR THE YEAR 2010**

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et. seq., requires that the Resolution authorizing the award of contracts for “Professional Services”, without competitive bidding must be publicly advertised;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey assembled in Reorganization session this 4<sup>th</sup> day of January 2010 at the Chesterfield Township Municipal Building, 300 Bordentown-Chesterfield Road in Chesterfield Township that John C. Gillespie of Parker McCay be and the same is hereby appointed as Township Solicitor for the Township of Chesterfield for the year 2010;

**BE IT FURTHER RESOLVED** that this contract has been awarded to Parker McCay based on the merits and abilities of Parker McCay to provide the goods or services as described herein. This contract was awarded through a “fair and open process” pursuant to N.J.S.A. 19:44A-20.4 et. seq. As such, Parker McCay does hereby attest that their subsidiaries, assigns or principals controlling in excess of 10% of the company has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16, in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c. 19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to any political party committee in Chesterfield Township if a member of that political party is serving in an elective public office of Chesterfield Township when the contract is awarded, or to any candidate committee of any person serving in an elective public office of Chesterfield Township when the contract is awarded.

**BE IT FURTHER RESOLVED** that the required “Notice of Contract Award” shall be published in the Burlington County Times, designated as the official newspaper of the Township of Chesterfield, as required by law.

### ***RESOLUTION 2010-1-8***

### ***RESOLUTION APPOINTING TOWNSHIP ENGINEER FOR THE TOWNSHIP OF CHESTERFIELD FOR THE YEAR 2010***

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et. seq., requires that the Resolution authorizing the award of contracts for “Professional Services”, without competitive bidding must be publicly advertised;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey assembled in Reorganization session this 4<sup>th</sup> day of January 2010 at the Chesterfield Township Municipal Building, 300 Bordentown-Chesterfield Road in Chesterfield Township that Nancy W. Jamanow, PE,CME, PP of Environmental Resolutions Incorporated be and the same is hereby appointed as Township Engineer for the Township of Chesterfield for the year 2010;

**BE IT FURTHER RESOLVED** that this contract has been awarded to Environmental Resolutions based on the merits and abilities of Environmental Resolutions to provide the goods or services as described herein. This contract was awarded through a “fair and open process” pursuant to N.J.S.A. 19:44A-20.4 et. seq. As such, Environmental Resolutions does hereby attest that it’s subsidiaries, assigns or principals controlling in excess of 10% of the company has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16, in the one (1) year preceding the award of the contract that would, pursuant to P.L. 2004, c. 19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term

of the contract to any political party committee in Chesterfield Township if a member of that political party is serving in an elective public office of Chesterfield Township when the contract is awarded, or to any candidate committee of any person serving in an elective public office of Chesterfield Township when the contract is awarded.

**BE IT FURTHER RESOLVED** that the required "Notice of Contract Award" shall be published in the Burlington County Times, designated as the official newspaper of the Township of Chesterfield, as required by law.

#### **RESOLUTION 2010-1-9**

#### **RESOLUTION APPOINTING TOWNSHIP AUDITOR FOR THE TOWNSHIP OF CHESTERFIELD FOR THE YEAR 2010**

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et. seq., requires that the Resolution authorizing the award of contracts for "Professional Services", without competitive bidding must be publicly advertised;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey assembled in Reorganization session this 4th day of January 2010 at the Chesterfield Township Municipal Building, 300 Bordentown-Chesterfield Road in Chesterfield Township that John J. Maley, Jr., CPA, RMA be and the same is hereby appointed as Township Auditor for the Township of Chesterfield for the year 2010;

**BE IT FURTHER RESOLVED** that this contract has been awarded to John J. Maley Jr. based on the merits and abilities of John J. Maley, Jr. to provide the goods or services as described herein. This contract was awarded through a "fair and open process" pursuant to N.J.S.A. 19:44A-20.4 et. seq. As such, John J. Maley Jr. does hereby attest that his subsidiaries, assigns or principals controlling in excess of 10% of the company has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16, in the one (1) year preceding the award of the contract that would, pursuant to P.L. 2004, c. 19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to any political party committee in Chesterfield Township if a member of that political party is serving in an elective public office of Chesterfield Township when the contract is awarded, or to any candidate committee of any person serving in an elective public office of Chesterfield Township when the contract is awarded.

**BE IT FURTHER RESOLVED** that the required "Notice of Contract Award" shall be published in the Burlington County Times, designated as the official newspaper of the Township of Chesterfield, as required by law.

#### **RESOLUTION 2010-1-10**

#### **RESOLUTION AUTHORIZING ASSESSOR TO FILE NECESSARY APPEALS TO MAINTAIN ASSESSMENT ACCURACY**

**WHEREAS**, statutory provision is made for review and correction of errors prior to certification of an assessment list; and

**WHEREAS**, provision is also allowed for the discovery and correction of errors after establishment of the tax rate; and

**WHEREAS**, changes in property ownership at times necessitates adjustment in the veterans and / or senior citizens deduction allowed on the assessment list; and

**WHEREAS**, responsibility for the maintenance and correction of assessment lists rests with the local Tax Assessor subject to laws and regulations;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that the assessor fulfilling the duties and requirements of his office, be authorized to file with the Burlington County Board of Taxation such appeals as may be necessary to maintain accuracy and equality in the assessment list of the Township of Chesterfield;

**BE IT FUTHER RESOLVED** that the Assessor is hereby authorized to execute stipulations of Settlement on behalf of the municipality for appeals and rollbacks; and

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution accompany any appeal filed by the Assessor with the Burlington County Board of Taxation.

### **RESOLUTION 2010-1-11**

#### **RESOLUTION ESTABLISHING PENALTY RATE FOR TAX TITLE LIENS**

**WHEREAS**, R.S. 54:5-61 permits the holder of a tax title lien, upon compliance with the provisions of Section 54:5-62, shall be entitled to collect from the owner or other person having an interest in the lands an additional sum equal to two percent (2%) of the amount so paid for the tax title; and

**WHEREAS**, R.S. 54:5-61 has been amended and relates to the amount to be charged on penalties as follows:

“When the taxes, interest and costs shall exceed the sum of \$5,000.00, such additional sum shall be equal to four percent (4%) of such amount paid; and when that sum exceeds \$10,000.00; such additional sum shall be equal to six percent (6%) of such amount paid. This shall also apply to all existing certificates held by municipalities on the effective date of this act.”

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield, County of Burlington and State of New Jersey as follows:

1. The Tax Collector is hereby authorized and directed to charge a two percent (2%) penalty on the amount due over \$200.00 and up to \$500.00; four percent (4%) up to \$10,000.00; and six percent (6%) in excess of \$10,000.00. This charge is applicable to all certificates held by the municipality as well as those which may be subsequently acquired by them as a result of future tax sales.

2. Further, the delinquency now is to be calculated on the sum of the taxes from year to year and not to be calculated on an individual year basis.

3. This Resolution shall be published in its entirety in the Burlington County Times, which has been designated as the official newspaper of the Township.

4. A certified copy of this Resolution shall be provided by the Township Clerk to the Tax Collector, Solicitor and Auditor for the Township of Chesterfield.

### ***RESOLUTION 2010-1-12***

#### ***RESOLUTION DESIGNATING PUBLIC AGENCY COMPLIANCE OFFICER***

***WHEREAS***, N.J.A.C. 17:27-3.5 requires that each public agency designate an individual to serve as its Public Agency Compliance Officer; and

***WHEREAS***, the Compliance Officer serves as the liaison between the New Jersey Division of Contract Compliance and Equal Employment Opportunity; and

***WHEREAS***, the Public Agency Compliance Officer is responsible for administering contracting procedures pertaining to equal employment opportunity and has the authority to recommend changes to effectively support the implementation of the statute and its regulations; and

***WHEREAS***, the Chesterfield Township Committee wishes to comply with the requirements of N.J.A.C. 17:27-3.5;

***NOW, THEREFORE, BE IT RESOLVED*** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that Bonnie J. Haines, RMC is hereby designated as Chesterfield Township's Public Agency Compliance Officer for the calendar year 2010; and

***BE IT FURTHER RESOLVED*** that a certified copy of this Resolution will be forwarded to the New Jersey Division of Contract Compliance and Equal Opportunity as required by Statute.

### ***RESOLUTION 2010-1-14***

#### ***RESOLUTION APPOINTING PRINCIPAL PUBLIC WORKS MANAGER***

***WHEREAS***, by L. 1992, c258, the Legislature established the position of Principal Public Works Manager and L. 1995, c46, effective March 7, 1995 requires that municipalities, commencing January 1, 1997 appoint a Principal Public Works Manager within the municipality, unless otherwise exempted by the State; and

***WHEREAS***, Chesterfield Township is not exempted by the State from this requirement, but instead is mandated to appoint a person to this position; and

***WHEREAS***, Gregory Lebak has been certified by the State of New Jersey, Department of Community Affairs, Division of Local Government Services as a "Certified Public Works Manager" and the Township Committee of the Township of Chesterfield wishes to appoint

him to the position of "Principal Public Works Manager" in accordance with and pursuant to said statute for the year 2010;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that Gregory Lebak be and is hereby appointed to serve as the Township's Principal Public Works Manager for the period January 1, 2010 through December 31, 2010 in accordance with the provisions of N.J.S.A. 40A:9-154.6a, et. seq

**RESOLUTION 2010-1-15**

**RESOLUTION DESIGNATING RECYCLING COORDINATOR AND AUTHORIZING SUBMISSION OF RECYCLING TONNAGE GRANT**

**WHEREAS**, the Mandatory Source Separation and Recycling Act, P.L. 1987, c102, has established a recycling fund from which tonnage grants may be made to municipalities in order to encourage local source separation and recycling programs; and

**WHEREAS**, it is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue to expand existing programs; and

**WHEREAS**, the New Jersey Department of Environmental Protection is promulgating recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

**WHEREAS**, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to: making and keeping accurate, certifiable records of materials collected and claimed by the municipality; and

**WHEREAS**, a resolution authorizing this Municipality to apply for such tonnage grants will memorialize the commitment of this municipality to recycling and to indicate the assent of the Chesterfield Township Committee to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

**WHEREAS**, such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that Chesterfield Township hereby endorses the submission of the 2009 Recycling Tonnage Grant application to the New Jersey Department of Environmental Protection and designates Bonnie J. Haines to ensure that the application is properly filed;

**BE IT FURTHER RESOLVED** that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

**RESOLUTION 2010-1-16  
CASH MANAGEMENT PLAN**

**WHEREAS**, N.J.S.A. 40A:5-14 requires that each local unit annually adopt a cash management plan; and

**WHEREAS**, it is desired by the Township Committee of the Township of Chesterfield to comply with said statute;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that the attached Cash Management Plan for the year ending December 31, 2010 be approved.

**RESOLUTION 2010-1-17**

**RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT FOR THE BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND**

**WHEREAS**, the Township Committee of the Township of Chesterfield has resolved to joint the Burlington County Municipal Joint Insurance Fund, a self-insurance pooling fund, following a detailed analysis; and

**WHEREAS**, the Bylaws of said Fund permit each municipality to appoint a Risk Management Consultant to perform various professional services as detailed in the Bylaws; and

**WHEREAS**, the Bylaws indicate a fee not to exceed six percent (6%) of the Municipal Assessment, which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Township Committee; and

**WHEREAS**, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that EJA & Associates is hereby appointed to serve as Risk Management Consultant for the Township of Chesterfield in accordance with N.J.S.A. 40A:11-5; and

**BE IT FURTHER RESOLVED** that the Township Committee is hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause a notice of this decision to be published in accordance with N.J.S.A. 40A:11-5(1)(a)(i).

**RESOLUTION 2010-1-18**

**RESOLUTION APPOINTING FUND COMMISSIONER FOR THE BURLINGTON COUNTY  
MUNICIPAL JOINT INSURANCE FUND**

**WHEREAS**, the Township of Chesterfield is a member of the Burlington County Municipal Joint Insurance Fund, hereafter referred to as the "Fund"; and

**WHEREAS**, the Bylaws of the "Fund" require that each municipality appoint a member of the governing body or a municipal employee to serve as Fund Commissioner; and

**WHEREAS**, the Township Committee of the Township of Chesterfield recommends the appointment of Glenn McMahon to serve as Fund Commissioner in accordance with the "Fund" Bylaws;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that Glenn McMahon is hereby appointed to serve as Fund Commissioner to the Burlington County Municipal Joint Insurance Fund for the calendar year 2010;

**BE IT FURTHER RESOLVED** that Bonnie J. Haines be appointed to serve as Alternate Fund Commissioner for the calendar year 2010.

**RESOLUTION 2010-1-19**

**RESOLUTION APPOINTING CONTACT PERSON FOR THE EMPLOYMENT PRACTICES  
LIABILITY ATTORNEY CONSULTATION SERVICE OF THE BURLINGTON COUNTY  
MUNICIPAL JOINT INSURANCE FUND**

**WHEREAS**, the Township Committee of the Township of Chesterfield, hereinafter referred to as "Municipality", is a member of the Burlington County Municipal Joint Insurance Fund, hereinafter referred to as "Fund"; and

**WHEREAS**, the "Fund" has adopted a policy authorizing Employment Practices Liability Attorney Consultation Services; and

**WHEREAS**, the "Fund" has budgeted 2.2 hours per member for Employment Practices Liability consulting services in 2010; and

**WHEREAS**, the "Fund" requires the "Municipality" to designate specific managerial or supervisory individuals who will have telephone access to the Employment Practices Liability Hotline;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that Glenn McMahon is hereby appointed to serve as the Township's contact person and Bonnie J. Haines to serve as the alternate contact person for the Employment Practices Liability Consultation Service.

**RESOLUTION 2010-1-20**

**RESOLUTION AUTHORIZING THE TAX COLLECTOR TO CANCEL SMALL BALANCES**

**WHEREAS**, N.J.S.A. 40A:5-17.1 provides that a municipality may authorize the processing of tax refunds of less than ten dollars (\$10.00) and the cancellation of tax delinquencies of less than ten dollars (\$10.00);

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that the Tax Collector is hereby authorized to process, without further action on the part of the Township Committee, any property tax refund of less than ten dollars (\$10.00); and

**BE IT FURTHER RESOLVED** that the Tax Collector is hereby authorized to process without further action on the part of the Township Committee the cancellation of any property tax delinquency of less than ten dollars (\$10.00); and

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution be provided by the Municipal Clerk to the Tax Collector and the Treasurer.

**RESOLUTION 2010-1-21**

**RESOLUTION APPROPRIATING TEMPORARY BUDGET AMOUNTS**

**WHEREAS**, the Township Committee of the Township of Chesterfield will enter into contracts and commitments prior to the adoption of the 2010 operating budget; and

**WHEREAS**, N.J.S.A. 40A:4-19 allows the governing body to make appropriations in an amount not to exceed 26.25% of the total of the appropriations made for all purposes in the budget of the preceding year;

**NOW, THEREFORE, BE IT RESOLVED** temporary appropriations be made that the following to provide for the period between the beginning of the fiscal year and the adoption of the budget:

	<u>salaries/wages</u>	<u>other expenses</u>
Administrative/Executive	3,600.00	1,500.00
Mayor and Committee	5,500.00	50.00
Municipal Clerk	12,200.00	500.00
Financial Administration	8,750.00	1,000.00

\$



GRAND TOTAL \$744,971.00

BAN \$ 60,000.00  
Interest on BAN 7,300.00

SELF LIQUIDATING SEWER UTILITY \$ 4,800.00 \$ 27,565.00  
DEBT SERVICE: Principal \$ 33,052.53  
Interest \$ 47,245.97  
Admin. Fees \$ 4,275.00

***RESOLUTION 2010-1-22***

***RESOLUTION RECOMMENDING APPROVAL OF THE DUTY MANUAL FOR THE  
CHESTERFIELD TOWNSHIP POLICE DEPARTMENT***

***WHEREAS***, Section 42-6 of the Code of the Township of Chesterfield calls for the promulgation of Rules and Regulations by the Police Commissioner of the Township of Chesterfield; and

***WHEREAS***, Brian J. Kelly, Mayor and Police Commissioner for the Township of Chesterfield has promulgated certain rules and regulations to be known as the “Duty Manual of the Chesterfield Township Police Department”; and

***WHEREAS***, Section 42-6 of the Code of the Township of Chesterfield also requires approval of the “Duty Manual of the Chesterfield Township Police Department” by the Chesterfield Township Committee; and

***WHEREAS***, the Township Committee has considered this matter and wishes to approve rules and regulations in the form of the “Duty Manual of the Chesterfield Township Police Department”;

***NOW, THEREFORE, BE IT RESOLVED*** by the Township Committee of the Township of Chesterfield, County of Burlington and State of New Jersey that the “Duty Manual of the Chesterfield Township Police Department” is hereby approved.

***RESOLUTION 2010-1-23***

***RESOLUTION APPOINTMENT MEMBERS OF THE JOINT LAND USE BOARD***

**WHEREAS**, the terms of certain Land Use Board members expired on December 31, 2009; and

**WHEREAS**, in accordance with *N.J.S.A. 40:55D-23* and the Chesterfield Township Code Chapter 130 Section 90A (2), the Township Committee wishes to fill these vacant positions;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that the following appointments to the Chesterfield Township Joint Land Use Board are hereby approved with the following terms of appointment:

<u>Member</u>	<u>Class</u>	<u>Term</u>	<u>Expiration Date</u>
Brian J. Kelly	Class I	one (1) year	12/31/2010
Glenn McMahon	Class II	one (1) year	12/31/2010
Lawrence H. Durr	Class III	one (1) year	12/31/2010
Donald Coover	Class IV	four (4) years	12/31/2013
Brian Wilson	Class IV	four (4) years	12/31/2013
Lido Panfili	1 <sup>st</sup> Alternate	two (2) years	12/31/2011
John Nunziato	3 <sup>rd</sup> Alternate	two (2) years	12/31/2011

**RESOLUTION 2010-1-24**  
**RESOLUTION APPOINTING MEMBERS OF THE ENVIRONMENTAL COMMISSION.**

**WHEREAS**, the terms of certain Environmental Commission members expired on December 31, 2009; and

**WHEREAS**, in accordance with the Chesterfield Township Code Chapter 21 Section 2 and 3, the Township Committee wishes to fill these vacant positions;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that the following appointments to the Chesterfield Township Environmental Commission are hereby approved with the following terms of appointment:

<u>Member</u>	<u>Term</u>	<u>Expiration Date</u>
Michael J. Hlubik	1 year	12/31/2010
John Benton	3 years	12/31/2012

**RESOLUTION 2010-1-25**

**RESOLUTION APPOINTING MEMBERS OF THE TOWNSHIP BOARD OF HEALTH**

**WHEREAS**, the terms of certain members of the Chesterfield Township Board of Health expired December 31, 2009; and

**WHEREAS**, in accordance with the provisions of the Chesterfield Township Code Chapter 25 Sections 2 and 3, the Chesterfield Township Committee wishes to make appointments to these vacant positions;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that the following appointments are made to the Chesterfield Township Board of Health for the terms indicated:

<u>Member</u>	<u>Term</u>	<u>Expiration Date</u>
Michael J. Hlubik	three (3) years	12/31/12

**RESOLUTION 2010-1-26**

**RESOLUTION APPOINTING CERTAIN TOWNSHIP EMPLOYEES**

**WHEREAS**, in accordance with the provisions of Chapter 39 of the Code of the Township of Chesterfield, certain Township employees serve in their positions for a term of one (1) year; and

**WHEREAS**, those terms expired December 31, 2009; and

**WHEREAS**, the Township Committee desires to make appointments to those positions;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that the following employees are appointed to the following positions to serve at the pleasure of the Township Committee, notwithstanding the provisions for a one (1) year term:

POSITION	EMPLOYEE	POSITION	EMPLOYEE
Assessment Search Off.	Bonnie Haines	Land Use Admin.	Linda Wills

Assessor's Clerk	Glenn McMahon	Land Use Sec.	Linda Wills
Asst. to Const. Off.	Bonnie Haines	Office Manager	Bonnie Haines
Building Inspector	Glenn Riccardi	Plumbing Insp.	George Willan
Construction Clerk	Glenn McMahon	Police Secretary	Adelaide Napoleon
Custodian of Rec.	Bonnie Haines	Recreation Coord.	Linda Wills
Deputy Twp. Clerk	Caryn Hoyer	Road Worker	Walter Idell
Dog Registrar	Linda Wills	Road Worker	Richard Bartell II
Electric Inspector	Anthony Moore	Road Worker	Andrew Hoyer
Environ. Comm. Sec.	Linda Wills	Safety Coord./BCJIF	Glenn McMahon
Fire Inspector	Glenn Riccardi	Tax Search Off.	Caryn Hoyer
Housing Inspector	Glenn McMahon	TDR Coordinator	Bonnie Haines
Info. Tech. Spec.	Christine Webster	Treasurer	Caryn Hoyer
Land Use Admin.	Linda Wills	Zoning Officer	Glenn McMahon

The following Township Committee appointments were approved on a motion by Mr. Hlubik and second by Mr. Durr. All agreed. Buildings & Grounds - Mr. Kelly; Roads - Mr. Durr and Personnel - Mr. Hlubik.

### Ordinances for Introduction

Ordinance 2010-1 was approved for introduction on a motion by Mr. Durr and second by Mr. Hlubik. All agreed. Public hearing will be January 28, 2010.

### **ORDINANCE 2010-1**

#### ***AN ORDINANCE TO AMEND SECTION 39-6 OF THE CODE OF THE TOWNSHIP OF CHESTERFIELD ENTITLED "TAX ASSESSOR", AND SPECIFICALLY TO PROVIDE FOR THE TITLE OF "DEPUTY TAX ASSESSOR"***

***BE IT ORDAINED AND ENACTED*** by the Township Committee of the Township of Chesterfield, County of Burlington and State of New Jersey as follows:

#### **ARTICLE I. AMENDED SECTION**

**Section 39-6** of the Code of the Township of Chesterfield entitled "Tax Assessor" is hereby amended, by replacing its entire text with the following:

"39-6. Municipal Tax Assessor.

A. Pursuant to the provisions of *N.J.S.A. 40A:9-148*, there is hereby created the position of Municipal Tax Assessor, who shall be known as the "Tax Assessor of Chesterfield Township", and who shall hold office for a term of four

(4) years from the first day of July next following his or her appointment. Vacancies other than due to expiration of term shall be filled by appointment for the unexpired term. The Chesterfield Township Tax Assessor shall acquire tenure as provided for by State statute.

B. The Municipal Tax Assessor shall also hold a Tax Assessor's certificate provided for in N.J.S.A. 54:1-35-25 et seq. The Tax Assessor's duties shall include all those set forth by State law, but generally, the Assessor shall have the duty of assessing property for the purpose of general taxation; shall be responsible for maintaining the Township's tax assessment records, updating those records as required to keep same current, and shall do all things necessary to ensure that all Township records regarding tax assessments, property record cards, and the like, are properly maintained in the appropriate Township files, computer records and the like.

C. Pursuant to the provisions of *N.J.S.A. 40A:9-148*, there is also created the Office of Deputy Tax Assessor, who shall be known as the "Deputy Tax Assessor of Chesterfield Township", and who shall also, in accordance with State law, hold office for a term of four (4) years from the first day of July next following his or her appointment. Vacancies other than due to expiration of term shall be filled by appointment for the unexpired term. The Deputy Tax Assessor shall also hold a Tax Assessor's certificate, and shall act under the direct supervision of, and assist, the Municipal Tax Assessor. The Deputy Tax Assessor shall not be entitled to tenure.

D. The salary and compensation of the Municipal Tax Assessor and the Deputy Tax Assessor shall be established by the Township's annual Salary Ordinance.

E. The Township Committee may, by Resolution, set the total number of weekly hours of operation of the Tax Assessor's Office, and the total number of weekly work hours of the Tax Assessor, and the Deputy Tax Assessor, commensurate with the compensation paid to them.

## **ARTICLE II. REPEALER, SEVERABILITY AND EFFECTIVE DATE**

A. Repealer. Any and all Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of any such inconsistencies.

B. Severability. In the event that any clause, section, paragraph or sentence of this Ordinance is deemed to be invalid or unenforceable for any reason, then the Township Committee hereby declares its intent that the balance of the Ordinance not affected by said invalidity shall remain in full force and effect to the extent that it allows the Township to meet the goals of the Ordinance.

C. Effective Date. This Ordinance shall take effect upon proper passage in accordance with the law.

## Discussion

Mrs. Jamanow explained the area of the adjacent recreation field that is excepted out of the Recreation and Open Space Inventory. There is an area approximately 200' west of the Public Works garage that is not part of the list. If this is the area where they wish to place the tower then it would be allowed. There is approximately nine of the thirteen acres of the recreation field that is restricted. The Municipal Building and a 200' strip from Route 528 to Newbold Lane is excepted out. Mrs. Jamanow will transmit this information to Scott Pilecki. Mayor Kelly will reserve judgment until the design of the tower is presented. Mr. Gillespie stated that if this area does meet their service area, and the Committee is interested in going forward, he would prepare a bid specification which would be awarded conditioned upon site plan approval. It is permissible to put a minimum bid in the specifications and the Township can ask for alternative designs.

Matt Weismantel asked if it is possible for the Township to build the tower and rent out to the carriers. We would have more control over the design that way. Mr. Gillespie responded that he believes the Township would need FCC licenses in order to build which would make the project cost prohibitive. Mr. Kelly asked if the Township could partner with a licensed entity to construct a tower? Mr. Gillespie responded that it would still need to be a competitive bid.

Mayor Kelly opened the meeting to the public and the Committee for comments. Mr. Hlubik thanked everyone for their support and hard work during the past year.

The Committee took a brief recess at 10:25 AM.

The Committee resumed at 10:32 AM and met with Chief Kyle Wilson who informed the Committee that it will be the responsibility of the Township to hire and train Crossing Guards when the new school opens. He has met with the school concerning this but is trying to arrange another meeting to get a decision on the # and location of the guards. At this time, a minimum of four guards will be required, possibly five. The School Board has yet to make a decision on the distance they will require students to walk, and until they make that decision, cannot determine the final # of guards that will be needed or their locations. Kyle has spoken to surrounding towns and the salaries range from \$13.00 per hour to \$30.00 per day. It should only require approximately one hour in the morning and one hour in the afternoon. If the school opens as scheduled, there will be 70 school days in 2010 and he will need approximately \$5,000 in this year's budget for salaries and training.

Marvin Ames has unofficially announced his retirement but would like to continue to work as allowed. Kyle is not sure of his availability at this time but stated that having Marvin available to cover shifts has been a tremendous asset in controlling overtime. He would like the Committee to consider hiring a part time officer to cover when Marvin is not available.

Under Emergency Management, most purchases will come from the Police Department budget as the equipment is used more by that Department. He would like to purchase a command center for the back of his vehicle but knows he can get one built for ½ the price of purchasing one. The mitigation plan has been submitted and if the County okays it the

Township will need to pass a resolution of approval. He targeted two flood areas in the Township. Mr. Kelly suggested adding Kusers Pond area to that list.

The meeting was adjourned at 10:55 AM on a motion by Mr. Durr and second by Mr. Hlubik. All agreed.

Respectfully submitted,

Bonnie J. Haines, RMC  
Township Clerk