

TOWNSHIP OF HAMILTON  
6101 THIRTEENTH STREET  
MAYS LANDING, NJ  
September 5, 2017

The regular meeting of the Township Committee of the Township of Hamilton, Atlantic County, New Jersey was called to order September 5, 2017 at 6:30 pm with Mayor John Kurtz presiding.

Flag Salute.

Township Clerk Rita Martino certified adequate notice of this meeting was provided pursuant to the New Jersey Open Public Meetings Law by posting a notice on the bulletin board in the municipal building and by publication in The Press of Atlantic City on 1/9/17, and the Atlantic County Record on 1/11/17.

**Roll Call:**

Present: Rodney Guishard, John Kurtz, Art Schenker, Roger Silva.  
Absent: Judith Link  
Also present: Rita Martino, Township Clerk; Michael Jacobs, Township Administrator;  
Robert Sandman, Township Solicitor; Kevin Dixon, Township Engineer

A moment of silence for private reflection was observed.

**Addition/Deletion of Late Agenda Items**

On motion of Mr. Silva, second of Mr. Guishard, it was moved to approve the addition/deletion of late list items as follows:

**Additions:**

3C. Weymouth Furnace Bridge on Weymouth Road

7A. Additional Business Registration

3. Steve's Grilled Cheese and Quesadilla Co.

**Early Public Comment**

None.

**Discussions**

**Best Practices Inventory – Discussion and Acknowledgement of Completion**

Administrator Jacobs briefly explained the Best Practices Inventory Process, in which the Township answered "Yes" or "N/A" to 21 out of 25 questions and achieved a final score of 84%. Some discussion ensued, and the Committee Members acknowledged completion of the inventory, which is certified by the Chief Administrative Officer and the Chief Financial Officer.

**Resolution #2017-0350 – Best Practices Inventory**

Mr. Silva moved, seconded by Mr. Schenker that Resolution #2017-0350 be adopted.

Recorded Vote: Aye: Guishard, Kurtz, Schenker, Silva

Nay: XXX

Abstain: XXX

Motion Carried 4-0.

**Liepe Complex Hockey Courts Construction Schedule**

Mayor Kurtz explained that the Mays Landing Athletic Association (MLAA) has asked if they may play one more season on the current Hockey Court surface, and delay resurfacing until after the season. Through discussion with the MLAA, it was decided that the MLAA should submit a letter agreeing that they can play on the existing surface. The Public Works Director will check for safety issues. The resurfacing would start in March or April for the same terms as the original bid. Solicitor Sandman recommended that the bid be awarded or rejected at the next meeting. Some discussion ensued, and it was decided that no action would be taken that evening.

**Weymouth Furnace Bridge on Weymouth Road**

Mayor Kurtz stated that earlier that day, the County informed the Township that they would be closing the Weymouth Furnace Bridge and detouring traffic down Gale Avenue with no advance notice to the Police Chief, the residents, or Township Personnel. Mayor Kurtz expressed deep concern, as this is not the first time the Township has been left uninformed of such detours. Mr. Jacobs stated that he signed up for an online access link, which will inform him and the Committee Members of similar situations. Some discussion ensued regarding the rather excessive timelines involved in many of these road closures. Mr. Guishard suggested conducting a study to determine how the process may be expedited. At Mayor Kurtz' request, Mr. Jacobs will look further into this suggestion.

**Public Hearing/Adoption of Ordinances**

**Ordinance #1853-2017 – An Ordinance Amending Article II of Chapter 238, Property Maintenance.**

Director of Community Development Phil Sartorio briefly explained the Ordinance, which will amend the foreclosed property registration process. It has also been checked for statutory compliance.

Hearing nothing from the public, on the motion of Mr. Silva, second of Mr. Schenker, it was moved to close the public hearing of Ordinance #1853-2017.

Recorded Vote: Aye: Guishard, Kurtz, Schenker, Silva  
Nay: XXX  
Abstain: XXX

Motion Carried 4-0.

**Adoption of Ordinance No. 1853-2017**

Mr. Silva moved, seconded by Mr. Guishard, that Ordinance #1852-2017, which was introduced and passed first reading on 8/21/17 and was duly advertised in the 8/24/17 edition of the Press of Atlantic City with public hearing held as advertised and closed be and is hereby adopted.

Recorded Vote: Aye: Guishard, Kurtz, Schenker, Silva  
Nay: XXX  
Abstain: XXX

Motion Carried 4-0.

**Ordinance #1854-2017 – An Ordinance Amending Exhibit A, Section 1, Article II of Chapter 66 of the Code of the Township of Hamilton, Providing for the Maximum Number of Employees.**

Mr. Jacobs stated that this Ordinance adds one Sergeant position and deletes one Communications Supervisor. Mayor Kurtz opened the floor to the public.

Jim Kerrigan of Mays Landing inquired about the maximum number of employees, and stressed the importance of staying within the guidelines.

John Percy of Mays Landing requested clarification of the maximum number. Mr. Jacobs stated that it was approximately 117-118. Mr. Percy stated that if further employees are added, a reason should be presented to justify the cost. Mr. Silva stated that the Township receives only 28 cents from each tax dollar, and that the School Board might be a more appropriate place to address such concerns. A lengthy discussion ensued.

Mr. Schenker also expressed concern with spending. Police Chief Tappeiner explained that the Communications Supervisor is retiring, and the slot is being redesigned as an Administrative Sergeant position. The change will actually save money.

Hearing nothing additional from the public, on the motion of Mr. Silva, second of Mr. Schenker, it was moved to close the public hearing of Ordinance #1854-2017.

Recorded Vote: Aye: Guishard, Kurtz, Schenker, Silva  
Nay: XXX  
Abstain: XXX

Motion Carried 4-0.

**Adoption of Ordinance No. 1854-2017**

Mr. Silva moved, seconded by Mr. Guishard, that Ordinance #1854-2017, which was introduced and passed first reading on 8/21/17 and was duly advertised in the 8/24/17 edition of the Press of Atlantic City with public hearing held as advertised and closed be and is hereby adopted.

Recorded Vote: Aye: Guishard, Kurtz, Schenker, Silva  
Nay: XXX  
Abstain: XXX

Motion Carried 4-0.

**Introduction of Ordinances**

**Ordinance #1855-2017 – Street Vacation Odessa Ave.**

Mr. Sartorio clarified that this applies to the portion of unimproved road between Drosera Street and Tilton Road.

Mr. Silva moved, seconded by Mr. Guishard that the following Ordinance #1855-2017 be introduced on first reading with public hearing to be held September 18, 2017:

Ordinance #1855-2017 – Street Vacation Odessa Ave.

Recorded Vote: Aye: Guishard, Kurtz, Schenker, Silva  
Nay: XXX  
Abstain: XXX  
Motion Carried 4-0.

**Award of Bids/Contracts/Change Orders**

**Resolution #2017-0351 – Resolution authorizing the extension of award of Bid #2016-09, HVAC to Marlee Contractors for the period January 1, 2018 through December 31, 2018, not to exceed \$21,025.00.**

Mr. Silva moved, seconded by Mr. Guishard that Resolution #2017-0351 be adopted.

Mr. Schenker abstained due to a conflict of interest.

Recorded Vote: Aye: Guishard, Kurtz, Silva  
Nay: XXX  
Abstain: Schenker  
Motion Carried 3-0-1.

**Resolution #2017-0352 – Resolution authorizing participation in the South Jersey Power Co-op and accepting pricing.**

Mr. Silva moved, seconded by Mr. Guishard that Resolution #2017-0352 be adopted.

Recorded Vote: Aye: Guishard, Kurtz, Schenker, Silva  
Nay: XXX  
Abstain: XXX  
Motion Carried 4-0.

**Resolution #2017-0353 – Resolution awarding contract to Wayne Allan Neville, Township Architect, for Architectural and Structural Engineering Services – Public Works Salt Storage Building, for a fee not to exceed \$17,500.00.**

Mr. Silva moved, seconded by Mr. Guishard that Resolution #2017-0353 be adopted.

Recorded Vote: Aye: Guishard, Kurtz, Schenker, Silva  
Nay: XXX  
Abstain: XXX  
Motion Carried 4-0.

**Resolution #2017-0354 – Resolution awarding contract to Craig Test Boring, Inc., for Test Boring Services – Public Works Salt Storage Building, for a fee not to exceed \$3,325.00.**

Mr. Silva moved, seconded by Mr. Schenker that Resolution #2017-0354 be adopted.

Recorded Vote: Aye: Guishard, Kurtz, Schenker, Silva  
Nay: XXX  
Abstain: XXX  
Motion Carried 4-0.

**Consent Agenda**

**Motion to Approve Business Registration Licenses.**

Upon motion of Mr. Silva, second of Mr. Guishard it was moved to approve the following Business Registration Licenses:

1. Riverita Café – Hamilton Mall
2. Creative Cottage – Sewing and Quilting classes
3. Steve’s Grilled Cheese and Quesadilla Co. – Hamilton Mall

Recorded Vote: Aye: Guishard, Kurtz, Schenker, Silva  
Nay: XXX  
Abstain: XXX  
Motion Carried 4-0.

**Resolution #2017-0355 – Resolution canceling taxes and refunding taxes on various properties due to Totally Disabled Veteran status.**

Mr. Silva moved, seconded by Mr. Guishard that Resolution #2017-0355 be adopted.

Recorded Vote: Aye: Guishard, Kurtz, Schenker, Silva  
Nay: XXX

Abstain: XXX

Motion Carried 4-0.

**Resolution #2017-0356 – Resolution to accept check for \$500.00 from Paul and Jennifer Schairer to be held in escrow for 10 years for administrative/inspection costs related to forestry operation in accordance with Ordinance #1280-2010. (Replaces Resolution 2017-0340.)**

Mr. Silva moved, seconded by Mr. Guishard that Resolution #2017-0356 be adopted.

Recorded Vote: Aye: Guishard, Kurtz, Schenker, Silva

Nay: XXX

Abstain: XXX

Motion Carried 4-0.

**Resolution #2017-0357 – Resolution authorizing the release of Western Surety Company Bond #62512807 in the amount of \$28,000.00 posted as a 2 year Maintenance Guarantee for Liepe Tract Recreation Complex – Football Field Goal Posts (Bid #2015-05, Warriner’s Construction, Inc.) upon its expiration date of 12/2/17, as recommended by Robert J. Smith, Alternate Township Engineer in his correspondence dated 8/28/17.**

Mr. Silva moved, seconded by Mr. Guishard that Resolution #2017-0357 be adopted.

Recorded Vote: Aye: Guishard, Kurtz, Schenker, Silva

Nay: XXX

Abstain: XXX

Motion Carried 4-0.

**Personnel**

**Authorization to advertise for a Deputy Court Administrator.**

Upon motion of Mr. Silva, second of Mr. Schenker it was moved to authorize advertisement for a Deputy Court Administrator.

Recorded Vote: Aye: Guishard, Kurtz, Schenker, Silva

Nay: XXX

Abstain: XXX

Motion Carried 4-0.

**Authorization to advertise for a Violations Clerk.**

Upon motion of Mr. Silva, second of Mr. Schenker it was moved to authorize advertisement for a Violations Clerk.

Recorded Vote: Aye: Guishard, Kurtz, Schenker, Silva

Nay: XXX

Abstain: XXX

Motion Carried 4-0.

**Approvals:**

Mr. Silva moved, seconded by Mr. Guishard that the regular meeting minutes of the August 21, 2017 meeting are approved as presented.

Recorded Vote: Aye: Guishard, Kurtz, Schenker, Silva

Nay: XXX

Abstain: XXX

Motion Carried 4-0.

**Resolution #2017-0358 – A Resolution authorizing payment of approved payrolls and bills-\$4,500,697.38.**

Mr. Silva moved, seconded by Mr. Schenker that Resolution #2017-0358 be adopted.

Recorded Vote: Aye: Guishard, Kurtz, Schenker, Silva

Nay: XXX

Abstain: XXX

Motion Carried 4-0.

**Reports**

Administrator – nothing to report.

Solicitor – Mr. Sandman stated that the formal contract for the Thelma Roadway project was approved by Thelma Heights, LLC and will appear on the next agenda.

Engineer – Mr. Dixon stated that there is a great deal happening, including a bid opening for the 2017 Road Program. His office remains very proactive with the contractors to ensure local projects are running smoothly. Some discussion ensued.

Township Committee:

Mayor Kurtz mentioned that the Historical Society is presenting its Art in the Park event on September 16, 2017 from 10am to 4pm. The Mays Landing Merchants’ Association is also presenting its Wine Festival on 9/22/17 and 9/23/18; 12-13 wineries are expected.

Mr. Schenker encouraged everyone to attend the 9/11 Ceremony the following Monday evening. He stated that there is always a good turnout there.

Mr. Silva agreed that the 9/11 Ceremony is a good one and always well attended. He also encouraged attendance at the Senior Advisory Health Fair at Hamilton Mall on 9/16/17, and reminded everyone that school is opening this Thursday, which will present new traffic challenges.

Mr. Silva also congratulated Weymouth and Mizpah Fire Departments on receiving grants to purchase turnout gear.

He expressed concern for the growing number of Sheriff Sales in the area, which weighs heavily on the municipality.

Mr. Guishard also mentioned the Senior Expo at Hamilton Mall on 9/16/17. They expect to have at least 16 tables with various goods, services, and activities.

The Green Team is planning to conduct a survey to find ways to improve the downtown area. The Green Team was also represented at the most recent SJTPO meeting.

He also expressed concern for the continuing water issues due to heavy rainfall. The situation must be addressed, as it will only get worse in time.

Mayor Kurtz then opened the floor to the public.

**Public Comment**

Josephine Bellina of 4706 Summersweet Drive (Harding Run) stated that she got a letter from Environmental Resolutions, Inc. notifying her that remediation work for lead was being conducted on the property. She asked if the Township had received a report of same, as the letter stated. Engineer Kevin Dixon stated that his office was not notified, but he will contact the developer in the morning. Ms. Bellina expressed great dismay over the “areas of concern” described in the letter. She also stated that there is a great deal of dust in the air from the construction, which further elevates her concern with the remediation process. Mayor Kurtz stated that the Planning Board approved the project, and the developer is required to follow state regulations. Any construction in the “areas of concern” is halted pursuant to DEP regulations. Mr. Jacobs will check into it further, at Mayor Kurtz’ request.

Hearing nothing additional from the public, on the motion of Mr. Silva, second of Mr. Schenker it was moved to close the public portion.

Recorded Vote: Aye: Guishard, Kurtz, Schenker, Silva  
Nay: XXX  
Abstain: XXX

Motion Carried 4-0.

On motion of Mr. Silva, seconded by Mr. Guishard and carried the meeting was adjourned at 7:28 pm.

Respectfully submitted,

Rita Martino, RMC, CMR  
Township Clerk