

January 2, 2017

The Township Committee met on the above date with the Township Clerk Caryn M. Hoyer calling the meeting to order at 7:00 PM. The meeting opened with the flag salute and a moment of silence.

The Open Public Meetings Act statement was read and compliance noted.

Oath of Office

Judge Amy Belgard administered the Oath of office to Committeewoman Andrea Katz.

Ms. Hoyer asks for nomination for Mayor, Mr. LoCascio nominates Jeremy Liedtka seconded by Mr. Davis. All were in favor.

Nominations were closed.

John Gillespie administered oath of office to Jeremy Liedtka as Mayor.

Mayor Liedtka asks for nominations for Deputy Mayor, Mayor Jeremy Liedtka nominated Mr. LoCascio seconded by Mr. Davis. All were in favor.

Nominations were closed.

Mr. Gillespie administered Oath of Office to Rich LoCascio as Deputy Mayor.

Roll call was taken showing present: Mayor Jeremy Liedtka, Deputy Mayor Rich LoCascio, Committeeman Sam Davis and Committeewoman Andrea Katz. Also present Chief Kyle Wilson and Municipal Clerk Caryn M. Hoyer.

Proclamations

Mayor Liedtka and Chief Wilson presented Patrolman Daniel Brodowski with the following Proclamation. Chief Wilson also introduced "Zena" the newest member to the Chesterfield Police Department Canine Unit. Chief said she will be a dual purpose dog. Zena will assist the police in narcotics and tracking of suspects and missing persons.

A PROCLAMATION RECOGNIZING PATROLMAN DANIEL BRODOWSKI FOR ACTIONS TAKEN SAVING THE LIFE OF ANOTHER

WHEREAS, on December 21, 2016, a medical emergency call was dispatched; and

WHEREAS, Patrolman Daniel Brodowski was dispatched to the residence for a 23 year old unresponsive gasping for air;

WHEREAS, Patrolman Daniel Brodowski **arrived on location within minutes of dispatch to provide care for the patient; and**

WHEREAS, Patrolman Daniel Brodowski **immediately identified the male as labored breathing unresponsive, he provided oxygen to the patient via a bag valve mask for rescue breathing. Meanwhile, he identified the patient as a possible overdose. He then administered Narcan to combat the effects of the overdose. Within seconds of administering the Narcan the patient gained consciousness.**

WHEREAS, Patrolman Daniel Brodowski **continued care of the patient until he was transported to the hospital and is expected to make a full recovery.**

NOW, THEREFORE, BE IS PROCLAIMED **by the Township Committee of the Township of Chesterfield hereby expresses their warm appreciation and gratitude to Patrolman Daniel Brodowski for his actions on December 21, 2016 that undoubtedly saved this young man's life.**

IN WITNESS WHEREOF, **I have hereunto set my hand and cause the Seal of the Township of Chesterfield to be affixed on this 2nd day of January 2017.**

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Mayor Liedtka and Chief Wilson presented Sergeant John Stefani and Patrolman Jonathan Abraham with the following Proclamation. Chief Wilson also presented the officers with Life Saving Bars to attach to their uniforms.

A PROCLAMATION RECOGNIZING SERGEANT JOHN STEFANI,  
PATROLMAN JONATHAN ABRAHAM FOR ACTIONS TAKEN  
SAVING THE LIFE OF ANOTHER

WHEREAS, **on December 19, 2016, a medical emergency call was dispatched; and**

WHEREAS, **Sergeant John Stefani and Patrolman Jonathan Abraham were dispatched to the residence for a 19 year old having seizures;**

WHEREAS, **Sergeant John Stefani and Patrolman Jonathan Abraham arrived on location within 2 minutes of dispatch to provide care for the patient; and**

WHEREAS, **Sergeant John Stefani and Patrolman Jonathan Abraham immediately identified the male as not breathing and without a pulse. They began CPR and attaching the AED, automatic external defiberator, to the patient to which ultimately three shocks were delivered to the patient by these officers and then two more once paramedics arrived on location.**

WHEREAS, Sergeant John Stefani and Patrolman Jonathan Abraham **continued care of the patient until he was transported to the hospital.**

NOW, THEREFORE, IT IS PROCLAIMED by the Township Committee of the Township of Chesterfield hereby express their warm appreciation and gratitude to Sergeant John Stefani and Patrolman Jonathan Abraham for their actions on December 19, 2016 that undoubtedly saved this young man's life.

IN WITNESS WHEREOF, I have hereunto set my hand and cause the Seal of the Township of Chesterfield to be affixed on this 2<sup>nd</sup> day of January 2017.

**Reorganization Resolutions**

Mr. LoCascio made a motion seconded by Mr. Davis to approve Resolutions 2017-1-1, 1-2, 1-3, 1-4, 1-5, 1-6, 1-7, 1-9, 1-10, 1-11, 1-12, 1-13, 1-14, 1-15, 1-16, 1-17, 1-18, 1-19, 1-20, 1-21, 1-22 and 1-23. All were in favor.

**RESOLUTION 2017-1-1**

**RESOLUTION ESTABLISHING MEETING DATES OF THE TOWNSHIP COMMITTEE FOR THE YEAR 2017**

**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 2017, the regular monthly meetings of the Chesterfield Township Committee will be held the second and fourth Thursdays of each month, unless otherwise indicated, at the hour of 7:00 PM 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. The scheduled meeting dates for 2017 are:

|             |              |              |
|-------------|--------------|--------------|
| January 26  | May 25       | September 28 |
| February 9  | June 8       | October 12   |
| February 23 | June 22      | October 26   |
| March 9     | July 13      | November 9   |
| March 23    | July 27      | December 14  |
| April 13    | August 10    | December 28  |
| April 27    | August 24    |              |
| May 11      | September 14 |              |

2018 REORGANIZATION JANUARY 2, 2018

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RESOLUTION 2017-1-2

**RESOLUTION ESTABLISHING 2017 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 2017, the Chesterfield Township Board of Health will meet on the second Thursday of each month, as business necessitates, during the regular meeting of the Chesterfield Township Committee at the Municipal Building, 300 Bordentown-Chesterfield Road in Chesterfield Township. The 2017 scheduled meeting dates are:

February 9		July 13
March 9		August 10
April 13		September 14
May 11		October 12
June 8		November 9
	December 14	
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**RESOLUTION 2017-1-3**

**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 will be observed by non-union employees of Chesterfield Township and the Municipal Building will be closed to the public on these days:

Monday	January 2	New Year's Day
Monday	January 16	Martin Luther King Jr. Day
Monday	February 20	President's Day
Friday	April 14	Good Friday
Monday	May 29	Memorial Day
Tuesday	July 4	Independence Day
Friday	September 1	Labor Day Weekend (Veteran's Day)
Monday	September 4	Labor Day

Monday	October 9	Columbus Day
Thursday	November 23	Thanksgiving
Friday	November 24	Day after Thanksgiving
Monday	December 25	Christmas Day
Tuesday	December 26	Day after Christmas

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

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RESOLUTION 2017-1-4

RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS OF THE TOWNSHIP OF CHESTERFIELD FOR THE YEAR 2017

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 2017.

BE IT FURTHER RESOLVED that the Trenton Times is hereby designated as the alternate newspaper of the Township of Chesterfield for the year 2017.

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

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**RESOLUTION 2017-1-5**

**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, 2017, 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 2 of this Resolution shall be charged interest from the due date as set forth in paragraph 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 \$5.00 charge for each duplicate tax bill that must be prepared for the year 2017.

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RESOLUTION 2017-1-6

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

BE IT HEREBY RESOLVED by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that First Bank, Beneficial Bank and the NJ Cash Management Fund is hereby designated as depository for all general monies of the Township of Chesterfield during the 2017 calendar year; 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.

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**RESOLUTION 2017-1-7**

**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, 2017 be approved.

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RESOLUTION 2017-1-9

RESOLUTION APPOINTING TOWNSHIP ENGINEER FOR THE YEAR 2017

WHEREAS, there exists in the Township of Chesterfield a need for a Township Engineer to perform necessary, professional services for the Township; and

WHEREAS, funds are available for this purpose; and

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 bids and the contract itself must be available for public inspection; and

WHEREAS, notwithstanding the aforementioned exemption for competitive bidding, the Township Committee requested qualifications and proposals for said position and has awarded this contract under a "fair and open process" pursuant to N.J.S.A. 19:44A-20.4 et. seq. and

WHEREAS, proposals were publicly advertised, requested and received on , 2016 for review and consideration of the 2017 appointment; and

WHEREAS, two (2) proposal was received for the position of Township Engineer;

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 2nd day of February 2017 that Joseph R. Hirsh of Environmental Resolutions Inc. of Mount Laurel, New Jersey be and is hereby appointed as Township Engineer for the Township of Chesterfield for a period of one (1) year, said appointment to expire on December 31, 2017 or the appointment of a qualified replacement, whichever shall occur later; and

BE IT FURTHER RESOLVED that the Mayor and Clerk are authorized to execute any contract or further documentation required to effectuate such appointment; and

BE IT FINALLY 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 within ten (10) days of passage of this Resolution and a copy of the contract shall be maintained in the office of the Township Clerk and available for inspection during regular business hours.

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**RESOLUTION 2017-1-10**

**RESOLUTION APPOINTING TOWNSHIP AUDITOR FOR THE YEAR 2017**

**WHEREAS**, there exists in the Township of Chesterfield a need for a Township Auditor to perform necessary, professional services for the Township; and

**WHEREAS**, funds are available for this purpose; and

**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 bids and the contract itself must be available for public inspection; and

**WHEREAS**, notwithstanding the aforementioned exemption for competitive bidding, the Township Committee requested qualifications and proposals for said position and has awarded this contract under a “fair and open process” pursuant to *N.J.S.A. 19:44A-20.4 et. seq.* and

**WHEREAS**, proposals were publicly advertised, requested and received on , 2016 for review and consideration of the 2017 appointment; and

**WHEREAS**, two (2) proposal was received for the position of Township Auditor;

**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 2nd day of January 2017 that John J. Maley, Jr., CPA, RMA of the firm Homan, Frenia, Allison, PC be and is hereby appointed as Township Auditor for the Township of Chesterfield for a period of one (1) year, said appointment to expire on December 31, 2017 or the appointment of a qualified replacement, whichever shall occur later; and

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are authorized to execute any contract or further documentation required to effectuate such appointment; and

**BE IT FINALLY 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 within ten (10) days of passage of this Resolution and a copy of the contract shall be maintained in the office of the Township Clerk and available for inspection during regular business hours.



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RESOLUTION 2017-1-11

RESOLUTION APPOINTING TOWNSHIP BOND COUNSEL FOR THE YEAR 2017

WHEREAS, there exists in the Township of Chesterfield a need for a Township Bond Counsel to perform necessary, professional services for the Township; and

WHEREAS, funds are available for this purpose; and

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 bids and the contract itself must be available for public inspection; and

WHEREAS, notwithstanding the aforementioned exemption for competitive bidding, the Township Committee requested qualifications and proposals for said position and has awarded this contract under a “fair and open process” pursuant to *N.J.S.A. 19:44A-20.4 et. seq.* and

WHEREAS, proposals were publicly advertised, requested and received on 2016 for review and consideration of the 2015 appointment; and

WHEREAS, two (2) proposal was received for the position of Township Bond Counsel;

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 2nd day of January 2017 that the firm Parker McCay P.A. of Mount Laurel, New Jersey be and is hereby appointed as Township Bond Counsel for the Township of Chesterfield for a period of one (1) year, said appointment to expire on December 31, 2017 or the appointment of a qualified replacement, whichever shall occur later; and

BE IT FURTHER RESOLVED that the Mayor and Clerk are authorized to execute any contract or further documentation required to effectuate such appointment; and

BE IT FINALLY 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 within ten (10) days of passage of this Resolution and a copy of the contract shall be maintained in the office of the Township Clerk and available for inspection during regular business hours.

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**RESOLUTION 2017-1-12**

**RESOLUTION APPOINTING TOWNSHIP PLANNER FOR THE YEAR 2017**

**WHEREAS**, there exists in the Township of Chesterfield a need for a Township Planner to perform necessary, professional services for the Township relating to Affordable Housing issues; and

**WHEREAS**, funds are available for this purpose; and

**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 bids and the contract itself must be available for public inspection; and

**WHEREAS**, notwithstanding the aforementioned exemption for competitive bidding, the Township Committee requested qualifications and proposals for said position and has awarded this contract under a “fair and open process” pursuant to *N.J.S.A. 19:44A-20.4 et. seq.* and

**WHEREAS**, proposals were publicly advertised, requested and received on , 2016 for review and consideration of the 2017 appointment; and

**WHEREAS**, three (3) proposals were received for the position of Township Planner;

**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 2nd day of January 2017 that Philip Caton for Affordable Housing Purposes Clarke Caton Hintz of Trenton, New Jersey be and is hereby appointed as Township Planner for the Township of Chesterfield for a period of one (1) year, said appointment to expire on December 31, 2017 or the appointment of a qualified replacement, whichever shall occur later; and

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are authorized to execute any contract or further documentation required to effectuate such appointment; and

**BE IT FINALLY 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 within ten (10) days of passage of this Resolution and a copy of the contract shall be maintained in the office of the Township Clerk and available for inspection during regular business hours.

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RESOLUTION 2017-1-13

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, 2016; 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 | Caryn Hoyer | Police Dept Secretary | Adelaide Napoleon |
| Building Inspector | Glenn Riccardi | Property Maint. Officer | Glenn McMahon |
| Custodian of Records | Caryn Hoyer | Public Agency Comp Off | Caryn Hoyer |
| Dog Registrar | Adelaide Napoleon | Qualified Purchasing Agnt | Wendy Wulstein |
| Deputy Clerk | Rachel Fryc | Road Worker | Walter Idell |
| Deputy Tax Collector | Wendy Wulstein | Road Worker | Nicholas Pica |
| Electrical Inspector | Alan Wilkins | Road Worker | Charles Krichling Jr |
| Env. Commission Sec. | Adelaide Napoleon | Tax Search Officer | Caryn Hoyer |
| Fire Inspector | Glenn Riccardi | TDR Coordinator | Caryn Hoyer |
| Housing Inspector | Glenn McMahon | Tech Asst. Const. Off. | Glenn McMahon |
| Operations Manager | Caryn Hoyer | Treasurer | Wendy Wulstein |
| Planning Bd Secretary | Adelaide Napoleon | Webmaster | Christine Webster |
| Plumbing Inspector | George Willan | Zoning Officer | Glenn McMahon |

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**RESOLUTION 2017-1-15**

**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 2017;

**BE IT FURTHER RESOLVED** that Caryn Hoyer be appointed to serve as Alternate Fund Commissioner for the calendar year 2017.

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RESOLUTION 2017-1-16

**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 purchased Employment Practices Liability Coverage from XL Insurance Company; and

WHEREAS, XL Insurance has arranged for the Fund members to have access to an EPL HELPLINE service; and

WHEREAS, the HELPLINE will provide the following services:

- Attorneys will answer specific HR and Employment Law questions
 - Confidential and timely responses
 - Attorney client privilege
 - Via Website / E-mail
 - By telephone with written follow up response

- On Line Training
 - Managers / Supervisors
 - Slides, Audio, File Downloads
 - Small Chapters
 - Certificates of Completion

- Additional On Line Resources
 - Question of the Month
 - Case of the Month
 - HR alerts via e-mail and posted on website
 - Federal/State news updates
 - HR posters
 - Model policies / handbook

WHEREAS, the FUND requires the Township of Chesterfield to designate specific managerial or supervisory individuals who will have access to the HELPLINE

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 Caryn Hoyer to serve as the alternate contact person for the Employment Practices Liability Consultation Service.

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**RESOLUTION 2017-1-17**

**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 Caryn M. Hoyer, RMC is hereby designated as Chesterfield Township's Public Agency Compliance Officer for the calendar year 2017; 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.

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RESOLUTION 2017-1-18

RESOLUTION DESIGNATING CLEAN COMMUNITIES COORDINATOR

WHEREAS, it is the desire of the Township Committee of the Township of Chesterfield to provide a clean, litter-free environment for it's citizens; and

WHEREAS, the municipality of Chesterfield Township is eligible to receive an annual grant under the Clean Communities Act (*N.J.S.A. 13:1E-99.1 et. seq. as amended by P.L. 1989, C.108 and P.L. 1992, C150*) as administered by the New Jersey Department of Environmental Protection, to create or to supplement an existing letter reduction program within the municipality; and

WHEREAS, to be eligible for this funding, the Township Committee of the Township of Chesterfield must adopt a model program for litter control as required by *N.J.S.A. 13:1E-99.2e* and must certify that the model program has been adopted;

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 Mayor and clerk are hereby authorized to apply to the New Jersey Department of Environmental Protection and execute all documents necessary for a Clean Communities grant, and if awarded, such funding will only be used on a program of litter reduction in accordance with the grant requirements and with all other conditions of this application;

BE IT FURTHER RESOLVED that the Office of Administration will be responsible for the Clean Communities Program implementation, and Nancy Scarafile is hereby designated as the Clean Communities Coordinator;

BE IT FURTHER RESOLVED that the Township of Chesterfield will submit to the Department of Environmental Protection an application with an action plan and a spending plan and that the model program with all its requirements is hereby adopted.

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**RESOLUTION 2017-1-19**

**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, 2016; 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> |
|-----------------|-----------------|------------------------|
| Andrea Katz     | three (3) years | 12/31/18               |
| Dr. David Addis | one (1) year    | 12/31/17               |
| Glenn McMahon   | one (1) year    | 12/31/17               |
| Caryn Hoyer     | one (1) year    | 12/31/17               |

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RESOLUTION 2017-1-20

**RESOLUTION APPOINTMENT MEMBERS OF THE HISTORIC
PRESERVATION COMMISSION**

WHEREAS, there is a need to appoint the newly created Historic Preservation Commission; and

WHEREAS, in accordance with the Chesterfield Township Code Chapter 123 Section 8C 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 Historic Preservation Commission are hereby approved with the following terms of appointment:

<u>Member</u>	<u>Class</u>	<u>Term</u>	<u>Expiration Date</u>
Debbie Kelly	Class A	3 year	December 31, 2019
Karl Braun	Class A	3 year	December 31, 2019
Harry Williams	Class A	2 year	December 31, 2017
Matt Weismantel	Class B	2 year	December 31, 2018
Jon Davis	Class C	1 year	December 31, 2017
David Layton	Alternate #1	2 year	December 31, 2018

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**RESOLUTION 2017-1-21**

**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 time 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 FURTHER 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.

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RESOLUTION 2017-1-22

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 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 Resolutions 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, Township Attorney and Auditor for the Township of Chesterfield.

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**RESOLUTION 2017-1-23**

**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.

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Mr. LoCascio made a motion seconded by Mr. Davis to approve Resolution 2017-1-8. All were in favor except Ms. Katz who voted no.

RESOLUTION 2017-1-8

RESOLUTION APPOINTING TOWNSHIP SOLICITOR FOR THE YEAR 2017

WHEREAS, there exists in the Township of Chesterfield a need for a Township Solicitor to perform necessary, professional services for the Township; and

WHEREAS, funds are available for this purpose; and

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 bids and the contract itself must be available for public inspection; and

WHEREAS, notwithstanding the aforementioned exemption for competitive bidding, the Township Committee requested qualifications and proposals for said position and has awarded this contract under a “fair and open process” pursuant to *N.J.S.A. 19:44A-20.4 et. seq.* and

WHEREAS, proposals were publicly advertised, requested and received on , 2016 for review and consideration of the 2017 appointment; and

WHEREAS, one (1) proposal were received for the position of Township Solicitor;

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 2nd day of January 2017 that John C. Gillespie, Esquire of the firm Parker McCay P.A. of Mount Laurel, New Jersey be and is hereby appointed as Township Solicitor for the Township of Chesterfield for a period of one (1) year, said appointment to expire on December 31, 2017 or the appointment of a qualified replacement, whichever shall occur later; and

BE IT FURTHER RESOLVED that the Mayor and Clerk are authorized to execute any contract or further documentation required to effectuate such appointment; and

BE IT FINALLY 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 within ten (10) days of passage of this Resolution and a copy of the contract shall be maintained in the office of the Township Clerk and available for inspection during regular business hours.

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Mr. LoCascio made a motion seconded by Mr. Davis to approve Resolution 2017-1-24. All were in favor.

**RESOLUTION 2017-1-24**

**RESOLUTION APPOINTING MATTHEW LEE  
AS A FULL-TIME POLICE OFFICER**

**WHEREAS**, the Township Police Department anticipates a vacant full-time position due to the resignation of Jonathan Abraham; and

**WHEREAS**, the Chief of Police has requested the Township Committee appoint part-time Officer Matthew Lee to a full-time Police Officer; and

**WHEREAS**, the Township Committee believes it is in the best interest of the public to have the vacancy filled; and

**WHEREAS**, Patrolman Lee possesses all of the qualifications required by State Statute and Township Ordinance; and

**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 Matthew Lee is hereby appointed as full-time Police Officer for the Township of Chesterfield, effective January 1, 2017; and

**BE IT FURTHER RESOLVED** that Matthew Lee is hired at Step 1 of the Collective Bargaining Agreement between the Township of Chesterfield and the Chesterfield Police FOP Lodge 114, Fraternal Order of Police/New Jersey Labor Council;

**BE IT FURTHER RESOLVED** that this appointment is subject to the probationary period outlined in Chapter 42 Section 8A(1) of the Code of the Township of Chesterfield.

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Mr. LoCascio made a motion seconded by Mr. Davis to approve Resolution 2017-1-25. All were in favor.

RESOLUTION 2017-1-25

**RESOLUTION AUTHORIZING THE APPROPRIATION OF
TEMPORARY BUDGET AMOUNTS**

WHEREAS, the Township Committee of the Township of Chesterfield will enter into contracts and commitments prior to the adoption of the 2017 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 that the following temporary appropriations be made to provide for the period between the beginning of the fiscal year and the adoption of the budget:

| Department | Type | TEMP 1/2/17 |
|--------------------------|------|---------------|
| Administration | S&W | \$ 5,000.00 |
| | OE | \$ 9,000.00 |
| Mayor & Council | S&W | \$ 8,125.00 |
| | OE | \$ 500.00 |
| Clerk | S&W | \$ 22,000.00 |
| | OE | \$ 10,000.00 |
| Finance | S&W | \$ 15,000.00 |
| | OE | \$ 5,000.00 |
| Audit | OE | \$ 16,425.00 |
| Tax Assessor | S&W | \$ 8,000.00 |
| | OE | \$ 5,000.00 |
| Maint of Tax Maps | OE | \$ 500.00 |
| Collection of Taxes | S&W | \$ 8,000.00 |
| | OE | \$ 4,000.00 |
| Legal | OE | \$ 100,000.00 |
| Engineering | OE | \$ 20,000.00 |
| Buildings & Grounds | S&W | \$ 4,000.00 |
| | OE | \$ 5,000.00 |
| Historical Society | OE | \$ 1,000.00 |
| Planning Board | S&W | \$ 2,000.00 |
| | OE | \$ 8,000.00 |
| Environmental Commission | S&W | \$ 500.00 |
| | OE | \$ 2,000.00 |
| Recycling | S&W | \$ 200.00 |
| | OE | \$ 2,500.00 |
| Liability Insurance | OE | \$ 25,000.00 |
| Workers Compensation | OE | \$ 55,000.00 |
| Group Health | OE | \$ 100,000.00 |
| Police Department | S&W | \$ 235,000.00 |

| | | | |
|------------------------------|-----|-----------|---------------------|
| | OE | \$ | 12,000.00 |
| New Vehicle | OE | \$ | 12,000.00 |
| First Aid Contribution | OE | \$ | 5,000.00 |
| Animal Control | S&W | \$ | 200.00 |
| | OE | \$ | 300.00 |
| Emergency Management | S&W | \$ | - |
| | OE | \$ | 300.00 |
| Streets & Roads | S&W | \$ | 94,000.00 |
| | OE | \$ | 20,000.00 |
| Maintenance of Vehicles | OE | \$ | 10,000.00 |
| Board of Health | S&W | \$ | 2,000.00 |
| | OE | \$ | 100.00 |
| Parks & Playgrounds | OE | \$ | 15,000.00 |
| Senior Citizen Programs | OE | \$ | 500.00 |
| Celebration of Public Events | OE | \$ | 1,000.00 |
| Electricity | OE | \$ | 10,000.00 |
| Street Lighting | OE | \$ | 25,000.00 |
| Telephone | OE | \$ | 3,500.00 |
| Natural Gas | OE | \$ | 2,500.00 |
| Telecommunications | OE | \$ | 700.00 |
| Gasoline | OE | \$ | 30,000.00 |
| Construction Code | S&W | \$ | 45,000.00 |
| | OE | \$ | 2,000.00 |
| Property Maintenance | OE | \$ | 6,000.00 |
| Social Security | OE | \$ | 50,000.00 |
| LOSAP | OE | \$ | 6,000.00 |
| Ambulance - OUT OF CAP | S&W | \$ | 25,000.00 |
| Court - North Hanover | OE | \$ | 50,000.00 |
| Capital Imp Fund | OE | \$ | 50,000.00 |
| Bond Interest | OE | \$ | 60,000.00 |
| TOTAL | | \$ | 1,214,850.00 |

SEWER

| | | |
|---------------------------|----|-----------|
| Salary & Wage | \$ | 20,000.00 |
| Other Expenses | \$ | 88,127.23 |
| Capital Improvement | \$ | - |
| Bond Principal | \$ | 50,000.00 |
| Bond Interest | \$ | 50,000.00 |
| Social Security | \$ | 1,000.00 |
| Prior Year Bill-Treasurer | \$ | - |

TOTAL **\$ 209,127.23**

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**Township Committee Liaisons**

Mayor Liedtka appointed the following Committee people to the following positions:

- Building and Grounds – Sam Davis
- Public Works and Roads – Jeremy Liedtka
- Personnel – Andrea Katz
- Finance – Rich LoCascio
- Recreation/Community Events – OPEN

**Ordinance for Introduction**

Mr. LoCascio made a motion seconded by Mr. Davis to introduce Ordinance 2017-1. All were in favor. Public Hearing will be January 26th.

**TOWNSHIP OF CHESTERFIELD**

**ORDINANCE NO. 2017-1**

**AN ORDINANCE TO AMEND ORDINANCE 2015-16  
TO REZONE BLOCK 204 LOT 1 FROM  
“OP” OFFICE PARK TO “AG” AGRICULTURE**

**WHEREAS**, by Ordinance 2015-16, the Township Committee of the Township of Chesterfield changed the zoning classification of certain properties from “OP - Office Park”, to “AG – Agricultural District”, but, due to a previous agreement with a property owner, was not permitted to revise the zoning classification for one property; and

**WHEREAS**, the prohibition agreed upon between the parties as to that prohibition has now expired, and the Township Committee desires to finalize the re-classification of properties at or near the New Jersey Turnpike, from “OP”, to “AG”; and

**WHEREAS**, the Township Committee has determined that it is appropriate to add the property at 14 Bordentown-Chesterfield Road, also known as Block 204, Lot 1, to those properties for which the

zoning classification has been changed.

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED** by the Township Committee of the Township of Chesterfield, County of Burlington, State of New Jersey, that Block 204, Lot 1, also known as 14 Bordentown-Chesterfield Road, be and the same is hereby re-classified from the “OP – Office Park” zoning district, to the “AG – Agricultural” district, along with all of those other parcels so re-classified under Ordinance 2015-16.

**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.

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Comments from the Public and the Committee

Mr. LoCascio congratulated Andrea Katz on the election and thanked Alex Robotin for his time on the Township Committee. He also congratulated Mayor Liedtka on his roll as Mayor. Mr. LoCascio also thanked the all of the professionals and administrative staff on a job well done. Mr. LoCascio personally thanked Mr. Gillespie. He said the Mr. Gillespie knows municipal law inside and out and has served our town well. Mr. LoCascio said that he feels Ms. Katz will come to see that.

With no further comments, the meeting was adjourned at 7:22 pm on a motion by Mr. LoCascio seconded by Ms. Katz. All were in favor.

Respectfully submitted,

Rachel Fryc
Deputy Township Clerk

