

December 30, 2019

The Township Committee met on the above date with Mayor Rita Romeu calling the meeting to order at 7:00 PM. The meeting opened with the flag salute and a moment of silence. Roll call was taken showing present: Mayor Rita Romeu, Deputy Mayor Denise Koetas-Dale, Committeemen Jeremy Liedtka and Shreekant Dhopte. Also present Township Administrator/Police Chief Kyle Wilson; Township Attorney John Gillespie and Township Clerk Caryn Hoyer. Absent was Committee Woman Andrea Katz.

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

AGENDA MATTER(S) REQUIRING RECUSAL(S) –none

COMMENTS FROM THE PUBLIC MATTERS ON THE AGENDA ONLY - NONE

CONSENT AGENDA

Ms. Koetas-Dale made a motion seconded by Mr. Liedtka to approve the December 12th minutes. All were in favor except Mr. Dhopte who abstained.

ORDINANCE FOR PUBLIC HEARING

Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to open the public hearing for Ordinance 2019-27. All were in favor. Hearing no public comments Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to close public hearing. All were in favor. Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to adopt Ordinance 2019-27. All were in favor.

**TOWNSHIP OF CHESTERFIELD
ORDINANCE NO. 2019-27**

**AN ORDINANCE TO REPEAL ORDINANCE 2018-11, WHICH ESTABLISHED A
REFUNDABLE DEPOSIT FEE FOR MUNICIPAL PARKS AND RECREATION
PROPERTIES**

WHEREAS, by Ordinance 2018-11, the Township Committee of the Township of Chesterfield amended Section 110-146 of the Code of the Township of Chesterfield, entitled "Parks and Recreation", to add subparagraph A(4), establishing a "Refundable Key Deposit \$20.00"; and

WHEREAS, the Township has determined that said fee has proven to be unnecessary, and wishes to eliminate same; and

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Township Committee of the Township of Chesterfield, County of Burlington and State of New Jersey, that Ordinance 2018-11, and Section 110-146 A(4), be and the same are hereby repealed, and the refundable key deposit of \$20.00 is hereby eliminated.

Introduced: December 12, 2019

Adopted: December 30, 2019

RECORD OF VOTE													
INTRODUCTION							ADOPTION						
TWP COMMITTEE	AYE	NAY	NV	AB	ORD	SEC	TWP COMMITTEE	AYE	NAY	NV	AB	ORD	SEC
S Dhopte				X			S Dhopte	X				X	
A Katz	X					X	A Katz				X		
D Koetas-Dale	X				X		D Koetas-Dale	X					X
J. Liedtka	X						J. Liedtka	X					
R Romeu	X						R Romeu	X					
X – Indicates Vote NV – Not Voting AB – Absent ORD – Motion SEC - Seconded													

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Mr. Dhopte made a motion seconded by Mr. Liedtka to open the public hearing for Ordinance 2019-28. All were in favor. Hearing no public comments, Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to close public hearing. All were in favor. Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to adopt Ordinance 2019-28. All were in favor.

**TOWNSHIP OF CHESTERFIELD  
ORDINANCE 2019-28**

**AN ORDINANCE AMENDING ORDINANCE 2019-2 TO FIX AND ADJUST  
THE COMPENSATION FOR CERTAIN POSITIONS**

**WHEREAS**, Ordinance 2019-2 fixes the salary and wages for all employees; and

**WHEREAS**, the position of Building/Fire Inspector, Building/Subcode Official and Construction Official will become a part-time position beginning January 1, 2020 compensated at an hourly rate;

**BE IT ORDAINED** that the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey hereby amends the ordinance to remove Building/Fire Inspector, Building/Subcode Official and Construction Official from annual salary and adjust hourly rate as follows:

| TITLE                                   | PER HOUR |          |
|-----------------------------------------|----------|----------|
| Inspector/Subcode/Construction Official | \$ 36.00 | \$ 60.00 |

Introduced: December 12, 2019  
Adopted: December 30, 2019

| RECORD OF VOTE                                                                         |     |     |    |    |     |     |               |     |     |    |    |     |     |
|----------------------------------------------------------------------------------------|-----|-----|----|----|-----|-----|---------------|-----|-----|----|----|-----|-----|
| INTRODUCTION                                                                           |     |     |    |    |     |     | ADOPTION      |     |     |    |    |     |     |
| TWP COMMITTEE                                                                          | AYE | NAY | NV | AB | ORD | SEC | TWP COMMITTEE | AYE | NAY | NV | AB | ORD | SEC |
| S Dhopte                                                                               |     |     |    | X  |     |     | S Dhopte      | X   |     |    |    |     | X   |
| A Katz                                                                                 | X   |     |    |    |     | X   | A Katz        |     |     |    | X  |     |     |
| D Koetas-Dale                                                                          | X   |     |    |    |     |     | D Koetas-Dale | X   |     |    |    | X   |     |
| J Liedtka                                                                              | X   |     |    |    | X   |     | J Liedtka     | X   |     |    |    |     |     |
| R Romeu                                                                                | X   |     |    |    |     |     | R Romeu       | X   |     |    |    |     |     |
| X – Indicates Vote    NV – Not Voting    AB – Absent    ORD – Motion    SEC - Seconded |     |     |    |    |     |     |               |     |     |    |    |     |     |

Ordinance 2019-29 entitled "Single use plastic bags". Mayor Romeu stated she has discussed this ordinance with a lot of people in the community and received a lot of feedback. She said there are some concerns raised to include a ban on paper bags. Mayor Romeu is looking for feedback from the town on this ordinance to see if there is reason to go back and rewrite the ordinance prior to introducing it.

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to open the public hearing for Ordinance 2019-29. All were in favor.

Mike Hlubik from 114 Chest-Georgetown Rd. – Believes this is unfair and we need to look at it at the State level first. He asked the committee to give it some consideration first. He said this will be hard on the farmers and asked the committee not to adopt the ordinance at this time.

Dawn Sheridan from 79 Bord-Chesterfield Rd. – Agrees that we need to do something but to start at the State level. She does not want to see the businesses in Chesterfield suffer.

Agnus Marsala from 32 Cromwell – Asks that the Township push the issue to get rid of plastic bags. They don't break down, they are bad for the environment and cannot be recycled.

Sanketh Kamath from 12 Alluvial Drive and SEWA – Participates in the town's Clean Communities clean-up twice a year and noticed that most of the trash from the clean-up is plastic bags. He would like for this ordinance to be passed tonight.

Krithi Paidipally from 12 Bullock Way and SEWA – Supports the plastic bag ban since it takes a few decades to dispose of the bags which are also killing wildlife.

Eesha Shrivastava from 47 Recklesstown Way and SEWA – Supports the plastic bag ban. Ms. Shrivastava reported that currently over 24 municipalities in New Jersey are banning plastic bags and plastic containers and would like for Chesterfield to join these municipalities with the ban on plastic.

Akshara Naiahari from 20 Quaker Street and SEWA – Would like to encourage the use of re-usable bags instead of plastic bags since they are much more environmentally safe.

Smera Kalra from 10 Glock Farm Way and SEWA – Is also against the use of plastic bags and fully supports this ordinance. Ms. Kalra said the younger generation is more aware of damage plastic bags have on the environment and eco system.

Ravi Arya from 1 Preservation Blvd and SEWA – Says that a single family takes home over 1,500 plastic shopping bags each year. Only 1% of them are recycled. He is looking for long stability and asks for the committee to adopt the ordinance.

Sandesh Kamath from 12 Alluvial Drive and SEWA – Talks about all of the volunteer initiatives that SEWA has participated in this past year. Mr. Kamath suggested having SEWA go door to door in Chesterfield to educate the residents. Mr. Kamath said that SEWA has the man power to do so.

Mr. Dhopte asked if we have done any analysis to see how this ordinance will affect the farmers in town. Mayor Romeu said she will get stats.

Nancy Hlubik from 92 Chesterfield-Georgetown Rd. – Does not believe that it's the businesses in town that are doing the polluting. She uses both paper and plastic bags at the farm. Ms. Hlubik's daughter is a baker and has to use plastic wrap to keep her baked goods fresh. Ms. Hlubik asked the committee to be reasonable before putting this ordinance into effect. She asked them to use economics and common sense before passing this ordinance.

Sudha Srinivasan from 60 Applegate Way – Believes plastic bags should be eliminated and would like to see single wraps and water bottles eliminated. She believes we need to subsidize the local businesses until they get used to the change.

Larry Durr from 137 Old York Road – Is encouraged by the young people that are here tonight. However, he is troubled by how most of them have plastic water bottles with them which is another problem. Does not believe we should ban plastic bags in Chesterfield. He believes this is another erosion of our rights.

Herb Ames from 10 Old York Road – Asked the committee if they plan on acting on this ordinance tonight. He hopes the young people take this information to the State level.

Bob Matthew's from 7 Stelle Road – Asks that Chesterfield follow State lead. This is not going to be favorable for the new businesses going into the Old York Village. He asked if there is any study done on the plastic bags in Chesterfield. Mayor Romeu answered that no there has not been one done. Mr. Matthew's asked if there will be a ban on the Boy Scouts using plastic bags to collect canned goods or a ban on the plastic bags that are used in the dog stations. Ms. Hoyer replied that both of those are exempt. Mr. Matthew's asked the committee to think long and hard before adopting this ordinance.

Ravi Arya from 1 Preservation Blvd. – Says this ordinance is a small step to move forward. He would like to set the right precedent now. He believes we need to focus on long term stability and education.

Laura Durr from 123 Old York Road – Believes this is a behavior change. Says that we have a community that is a mix of older and younger people so the idea of change is hard. Ms. Durr asked that in the re-write of this ordinance there should be an emphasis on education and changing behavior.

Dawn Sheridan from 79 Bord-Chesterfield - says that she is outraged and believes the plastic bag ban should be for everyone including doggy bags and Boy Scout bags.

Ray Hlubik from 92 Chest-Georgetown Rd. - Says they do currently use plastic bags at the farm but are working towards using only paper bags. Mr. Hlubik believes that there are bio-degradable plastic t-shirt bags but they would be banned as well. Mr. Hlubik asks the committee what will happen if the State does not pass the state wide ordinance.

Agnus Marsala from 32 Cromwell – Believes that people want the plastic bag ban in our town and she believes it will send a message.

Jerome Baranosky from 9 Tudor Court – Says that the Township should follow the State guidelines and feels behavior needs to change. He does not believe it will happen with

the passing of this ordinance. Mr. Baranosky said that this ordinance will just hurt the small businesses in town.

Mayor Romeu thanked everyone for coming out with their comments. Hearing no further comments, Ms. Koetas-Dale made a motion to close the public hearing seconded by Mr. Dhopte. All were in favor.

Mr. Gillespie said if the committee takes no action on the ordinance it dies. But if there are specific things that the committee would like to amend then a new ordinance can be introduced in the New Year.

Mayor Romeu agreed to revisit the ordinance in the New Year with the following changes: Education, behavioral change, specific type of reusable bags that can be used in Chesterfield and to extend the 6 month period to a 9 month period upon the date of adoption when the ordinance will go into effect. All were in agreement.

## **RESOLUTIONS**

Mr. Liedtka made a motion to adopt Resolution 2019-12-7 seconded by Mr. Dhopte. All were in favor.

### **TOWNSHIP OF CHESTERFIELD RESOLUTION 2019-12-7**

#### **RESOLUTION ACCEPTING RECOMMENDATION OF TOWNSHIP PLANNING BOARD REGARDING BOUNDARIES OF PROPOSED AREA IN NEED OF REHABILITATION PURSUANT TO THE NEW JERSEY LOCAL REDEVELOPMENT AND HOUSING LAW, N.J.S.A. 40A:12A-1 et seq.**

**WHEREAS**, by Resolution 2019-11-6, the Chesterfield Township Committee authorized and directed the Chesterfield Township Planning Board to conduct a preliminary redevelopment investigation to determine whether a certain property within the municipality qualified under the statutory criteria as an “area in need of rehabilitation”, within the meaning and intendment of the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq., (the “Study Area”); and

**WHEREAS**, the property in question, and comprising the “Study Area”, is known and identified as Block 206.120, Lots 1 & 4, familiarly known as “The Shoppes at Old York Village”; and

**WHEREAS**, the Chesterfield Township Planning Board conducted a public hearing on the matter on December 17, 2019, as a result of which hearing, the Planning Board made recommendations to the Township Committee regarding the Study Area, which recommendations were memorialized in Resolution 2019-17, adopted by the Planning Board on December 17, 2019; and

**WHEREAS**, contemporaneous with said Resolutions, the Planning Board transmitted to the Township Committee the Study Report dated December 13, 2019 prepared by Clarke Caton Hintz; and



**WHEREAS**, the Public Works Director has indicated that, because of the additional roadways and open spaces in Old York Village that are now the responsibility of the Township to maintain, additional employees may be required regardless of the severity of the storm or the amount of snow; and

**WHEREAS**, the Township Committee agrees that, to ensure the health, safety and welfare of its residents, this additional employees will be necessary in the event of snow or other emergency;

**WHEREAS**, the seasonal employee shall be paid a minimum of 2 hours when called into work.

**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 Jeffrey Antonucci, Kyle Asbrand, Jeffrey Joy and Kevin Panacek will be called upon to assist the Public Works Department in the clearing of snow and ice from roadways and open spaces, or other emergency situations at the discretion of the Public Works Director or his designee, at the rate of \$25.00 per hour.

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Ms. Koetas-Dale made a motion to adopt Resolution 2019-12-9 seconded by Mr. Liedtka. All were in favor.

**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2019-12-9**

**RESOLUTION AUTHORIZING EXECUTION OF SHARED SERVICES
AGREEMENT WITH THE TOWNSHIP OF MANSFIELD FOR
INSURANCE COSTS**

WHEREAS, pursuant to N.J.S.A. 40A:65-1 et seq., any municipality of the State may enter into a contract with any other municipality or municipalities for the joint provision within their several jurisdictions of any service which any party to the Agreement is empowered to render within its own jurisdiction; and

WHEREAS, Mansfield currently provides insurance coverage for Mansfield Township Ambulance Corps "MTAC"; and

WHEREAS, through a competitive contracting process pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-4, et seq., Chesterfield has contracted with MTAC for emergency service response; and

WHEREAS, pursuant to that process it was determined that the most economical method to provide insurance is for Chesterfield to provide an annual sum to Mansfield to pay for a portion of insurance premium costs associated with MTAC; and

WHEREAS, the parties have negotiated a Shared Services Agreement, a copy of which is attached hereto; and

WHEREAS, the parties desire to enter into this Shared Services Agreement to

establish all obligations in connection with this insurance reimbursement, which will become effective following adoption of this Resolution, a corresponding Resolution by Mansfield Township, and execution by both entities of the Shared Services Agreement.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chesterfield, County of Burlington, State of New Jersey that the Mayor and Township Clerk be and are hereby authorized to execute a Shared Services Agreement with the Township of Mansfield for the provision of insurance to MTAC for coverage of services performed for Chesterfield pursuant to a separate agreement between Chesterfield and MTAC.

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Mr. Dhopte made a motion to adopt Resolution 2019-12-10 seconded by Ms. Koetas-Dale. All were in favor.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2019-12-10**

**RESOLUTION AUTHORIZING WRITE-OFF OF OLD BANK RECONCILIATION ITEMS**

**WHEREAS**, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

**WHEREAS**, the annual audit report for the period ending December 31, 2018 has been completed and filed with the Division of Local Government Services, and

**WHEREAS**, during the audit fieldwork it was determined that there are related open items being carried on the stated bank reconciliations as they were never delivered, and

**WHEREAS**, the adjustments are indicated below as;

|                            |                    |                  |
|----------------------------|--------------------|------------------|
| Escrow Control Master Acct | Plus Ck#1548       | \$ 255.00        |
|                            | Due from Bene Bank | \$ 105.00        |
|                            | Adjustment         | (\$ 0.16)        |
|                            | Adjustment 1899    | (\$ 0.40)        |
|                            | <b>Net Total</b>   | <b>\$ 359.44</b> |
| <br>                       |                    |                  |
| Sewer Acct                 | Due from Current   | <u>\$ 20.00</u>  |
|                            | <b>Net Total</b>   | <b>\$ 20.00</b>  |
| <br>                       |                    |                  |
| Trust Acct                 | Deposit in Transit | <u>\$ 0.01</u>   |
|                            | <b>Net Total</b>   | <b>\$ 0.01</b>   |

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey hereby authorizes the write-off of these stale dated transactions in conformity with the independent annual audit.

Mr. Dhopte made a motion to adopt Resolution 2019-12-11 seconded by Ms. Koetas-Dale. All were in favor.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2019-12-11**

**RESOLUTION AUTHORIZING THE CANCELLATION OF OUTSTANDING CHECKS  
FROM VARIOUS ACCOUNTS**

**WHEREAS**, there exists outstanding checks in various bank accounts that are older than one year, and

**WHEREAS**, those checks need to be cancelled from the books and records of the Township of Chesterfield.

**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 checks are hereby cancelled and the funds from said checks shall be realized in the current fund as miscellaneous revenue.

| <b><u>CURRENT FUND</u></b> |                      |                       |                      |
|----------------------------|----------------------|-----------------------|----------------------|
| <b><u>CHECK #</u></b>      | <b><u>AMOUNT</u></b> | <b><u>CHECK #</u></b> | <b><u>AMOUNT</u></b> |
| 10981                      | \$ 50.00             | 13534                 | \$ 91.39             |
| 11167                      | \$ 94.50             | 15918                 | \$ 500.00            |
| 11222                      | \$ 29.00             | 16209                 | \$ 50.00             |
| 13527                      | \$ 325.00            |                       |                      |
| <b><u>DOG FUND</u></b>     |                      |                       |                      |
| <b><u>CHECK #</u></b>      | <b><u>AMOUNT</u></b> |                       |                      |
| 1576                       | \$ 8.40              |                       |                      |
| <b><u>PAYROLL FUND</u></b> |                      |                       |                      |
| <b><u>CHECK #</u></b>      | <b><u>AMOUNT</u></b> | <b><u>CHECK #</u></b> | <b><u>AMOUNT</u></b> |
| 11181                      | \$ 86.49             | 810025                | \$ 316.80            |
| 11539                      | \$ .01               | 810026                | \$ 377.62            |
| <b><u>TRUST FUND</u></b>   |                      |                       |                      |
| <b><u>CHECK #</u></b>      | <b><u>AMOUNT</u></b> | <b><u>CHECK #</u></b> |                      |
| OLD                        | \$ 250.01            | 1628                  | \$ 12,325.00         |
| 2282                       | \$ 41.41             | 2301                  | \$ 115.78            |

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Ms. Koetas-Dale made a motion to adopt Resolution 2019-12-12 seconded by Mr. Dhopte. All were in favor.

**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2019-12-12**

**RESOLUTION DELETING THE EXISTING FIXED ASSET LISTING AND
REPLACING WITH FIXED ASSET INVENTORY COMPLETED BY
ACCLAIM INVENTORY LLC**

WHEREAS, the New Jersey Administrative Code 5:30-5.6 requires that all local governments establish and maintain a fixed asset accounting and reporting system; and

WHEREAS, there was a finding in the annual audit performed by Bowman & Company LLP that the Township's record of its general fixed assets was not adequately maintained and the identification of assets was not specific; and

WHEREAS, as a result of the finding, the Township had a physical inventory taken by Acclaim Inventory LLC of all property exceeding \$5,000.00; and

WHEREAS, the attached inventory as provided by Acclaim Inventory LLC is attached as Schedule A.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chesterfield that the attached Schedule "A" completed by Acclaim Inventory LLC shall now be the fixed asset inventory for the Township of Chesterfield.

BE IT FURTHER RESOLVED, that any item inconsistent with the attached Schedule "A" shall be removed.

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**PAYMENT OF BILLS**

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approve the bill list. All were in favor.

**DISCUSSION**

Traffic in Crosswicks – Mr. Wilson has preliminary number from Church and Front Street but has not yet done a full analysis of it. The County is still waiting to get the full analysis back from the 3<sup>rd</sup> party engineering firm in order to compile all of the data. He is hopeful to have a full report to the Township Committee by the January 23<sup>rd</sup> meeting or the first meeting in February.

**COMMENTS FROM THE PUBLIC AND COMMITTEE**

Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to open to public comment. All were in favor.

Dawn Sheridan from 79 Bord-Chesterfield Rd. – Asked why we are not going to the Freeholders for the plastic bag ordinance.

Agnus Marsala from 42 Cromwell – Thanked Mayor Romeu for being a great Mayor and wished the Township Committee good luck for the next year.

Ms. Koetas-Dale also thanked Mayor Romeu.

Mayor Romeu thanked everyone for letting her be a part of the Township Committee and for being able to serve the town.

Mr. Liedtka thanked Mayor Romeu for being bi-partisan and working with everyone especially with the pipeline.

Mr. Dhopte also thanked Mayor Romeu for her bi-partisanship and hopes that the committee will continue to follow her lead.

Hearing no further comment, Ms. Koetas-Dale made a motion seconded by Mr. Dhopte adjourn the meeting. All were in favor. The meeting adjourned 8:40 PM

Respectfully submitted,

Rachel Fryc, RMC  
Deputy Municipal Clerk