

**October 22, 2020**

The Township Committee met on the above date via Gotomeeting.com with Mayor Liedtka calling the meeting to order at 7:00 PM. Following the flag salute, roll call was taken showing present: Mayor Jeremy Liedtka, Deputy Mayor Lido Panfili, Committeemen Shreekant Dhopte and Michael Russo and Committeewoman Denise Koetas-Dale. Also present John Gillespie, Township Attorney; Joe Hirsh, Township Engineer, Tom Sahol, Township Administrator and Caryn Hoyer, Township Clerk.

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

### **AGENDA MATTER(S) REQUIRING RECUSAL(S)**

Mr. Liedtka stated if action is going to be taken on Ordinance #2020-14 he will need to recuse himself. Mr. Gillespie stated there would be no action just bringing township committee up to date on some changes that need to be made.

### **COMMENTS FROM THE PUBLIC – MATTERS APPEARING ON THE AGENDA ONLY**

None

### **CONSENT AGENDA**

Mr. Panfili made a motion seconded by Mr. Dhopte to approve the October 8, 2020 minutes and the department reports. Roll Call was taken: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Liedtka – yes. Mr. Russo (audio not working)

Mr. Gillespie read the following statement on public comment during remote meetings: The public may electronically submit questions or comments to [caryn@chesterfieldtwp.com](mailto:caryn@chesterfieldtwp.com) or in written letter form to the clerk's office at the municipal building no later than 2:00 p.m. the day of the scheduled committee meeting. Name, address and phone or email must be included. Timely submitted questions or public comment shall be read aloud and addressed during the public meeting. Duplicate written comments may be summarized and noted for the record in a consistent manner.

To eliminate background noise so that all meeting participants may hear, please mute your microphone and remain in listening mode only. The Clerk will place all remote attendees on this platform on mute as well and will manage the order of the remote participant's comments. During public comment period(s), the Clerk will unmute all remote participants. If you do not have a question or comment, please mute your microphone. All remote users must state their name and address at the beginning of his/her public comment.

Should a member of the public using the Gotomeeting platform become disruptive, that individual will be kept on mute and receive a warning that continued disruption may result in their being prevented from speaking or removed from the meeting entirely. If time permits, the disruptive individual shall be allowed to speak after all other members of the public have been given the opportunity to speak.

The Township Committee will facilitate a dialogue with all commenters to the extent permitted by Gotomeeting technology.

## **TOWNSHIP ENGINEER REPORT**

Harker Road Phase II – Mr. Hirsh stated the contractor has completed the last item on the punch list and he is working on DOT reimbursements and closing out the project.

Sykesville Road Phase I & II – Mr. Hirsh reported that he had a pre-construction meeting and the contractor is ready to start next week.

Sykesville Road Phase III – Bids were taken today for the Sykesville Road from Herman Black Road to the pond. We received two bids and the low bidder was Earl Asphalt in the amount of \$89,813.13. Mr. Hirsh is requesting that we add a resolution tonight so that we can award this project so the whole project, Route 528 to Townsend pond can get done at one time. This is the same contractor that is completing Phase I & II.

Additionally, there is a pre-construction meeting for the Fenton Lane Recreation restrooms on Monday.

Mr. Sahol stated the engineer report is very extensive and asked the Committee if they would object if Mr. Hirsh report on things more present going forward. The Committee agreed. Mr. Sahol thanked Mr. Hirsh for his timely work on Sykesville Road.

## **ORDINANCE FOR INTRODUCTION**

Ms. Koetas-Dale made a motion seconded by Mr. Panfili to introduce Ordinance 2020-13. Roll Call was taken: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – not present; Mr. Liedtka – yes. Public Hearing is scheduled for November 12, 2020.

### **TOWNSHIP OF CHESTERFIELD ORDINANCE 2020-13**

#### **AN ORDINANCE OF THE TOWNSHIP OF CHESTERFIELD AMENDING CHAPTER 4 OF THE CODE OF THE TOWNSHIP OF CHESTERFIELD TO ESTABLISH A SHADE TREE ADVISORY BOARD AND ECONOMIC DEVELOPMENT ADVISORY COMMITTEE, AND CONSOLIDATE OTHER ADVISORY BOARDS INTO THE SAME CHAPTER**

**WHEREAS**, the Township Committee has determined that it is appropriate to consolidate various Chapters of the Code of the Township of Chesterfield (“Code”), and to create a Shade Tree Advisory Board and an Economic Development Advisory Committee within the consolidated chapter; and

**WHEREAS**, N.J.S.A. 40A:63-7(d) allows a Township Committee to create such advisory councils to the municipality as the governing body may choose, including councils for the functions absorbed by them of any heretofore existing boards, commissions or districts; and

**WHEREAS**, the Township Committee deems it advantageous to the community to seek the advice of residents on a number of issues affecting the municipality, and

therefore, to establish advisory boards and committees to assist the Township Committee in its various legislative and administrative undertakings.

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

**Article I. Amended Chapters.**

A. Chapter Title. The Code of the Township of Chesterfield is hereby amended by revising Chapter 4, "Agricultural Advisory Board", to be renamed: "Advisory Boards and Committees."

B. Chapter 4 shall be further amended to include "Article I Agricultural Advisory Board", with the existing Code section numbers 4-1 through 4-3 remaining, and to include two new sections, 4-4 and 4-5 to be created and reserved for future use.

C. Chapter 4 shall be further amended to include "Article II. Shade Tree Advisory Board", which is hereby created and upon creation shall exist in sections 4-6 through 4-11 as follows, and as enumerated and outlined herein:

**"Article II. "Shade Tree Advisory Board."**

"4-6 Shade Tree Advisory Board Established; powers and duties; membership.

"4-7 Terms of Office.

"4-8 Powers and Duties.

"4-9 Officers; Rules and Regulations; Journal; Quorum.

"4-10 Reserved.

"4-11 Reserved.

"4-6 Shade Tree Advisory Board established; powers and duties; membership. There is hereby created a Shade Tree Advisory Board (Board) which, pursuant to this chapter, shall exercise the functions, powers and duties prescribed by this chapter. The Board shall consist of five (5) members appointed by the Mayor (except as otherwise provided below), and such members shall be residents of the municipality and shall serve without compensation, except in the case of the municipal staff member of the board who shall be permitted to reside outside the municipality.

"4-7 Terms of office.

"A. First Board Members.

1. The first Board Members shall be appointed annually, and their terms of office shall commence upon the day of their appointment and be for the following periods:
  - a. One (1) member for a one-year term who shall be selected by the Township Committee.
  - b. One (1) member for a two-year term who shall be selected from the Environmental Commission
  - c. One (1) member for a three-year term who shall be selected from the staff of the Township.
  - d. One (1) member for a four-year term.
  - e. One (1) member for a five-year term.

2. The above terms shall be calculated from January 1, 2021. The term of each appointee shall be designated in the appointing resolution at the time of appointment.

“B. All subsequent appointments, except to fill vacancies, shall be for a full term of five (5) years, to take effect on January 1st.

“4-8 Powers and Duties.

“A. The Board shall advise and assist the Township Committee with respect to the selection, planting, care, culture, trimming and where appropriate, removal of shade trees in the township. It shall develop and recommend to the Township Committee a suitable shade tree program for the township.

“B. It shall be the responsibility of the Board to study, investigate, develop, and update as-needed and administer a policy for the care, preservation, pruning, planting, replanting, removal or disposition of trees and shrubs in parks, along streets and in other public areas. Such plan will be presented initially to the Township Committee for consent and approval, and as often as needed when modifications are made to the plan. The Shade Tree Advisory Board, when requested by the Township Committee, shall consider, investigate, make findings, report and recommend upon any special matter or question coming within the scope of its work.

“4-9 Officers; Rules and Regulations; Journal; Quorum.

“A. The Shade Tree Advisory Board shall designate its own officers who shall, at a minimum, be the chairperson, vice-chairperson, and recording secretary, all selected from among its membership. The Board shall make its own rules for conducting meetings of the Board. The Board shall keep a journal or record of its proceedings and actions.

“B. A majority of the members shall constitute a quorum for the conduct of business.

“4-10 Reserved.

“4-11 Reserved.

D. Chapter 4 shall be further amended to include Article III, “Economic Development Advisory Committee”, which is hereby created and upon creation shall exist in sections 4-12 through 4-17 as follows and as enumerated and outlined herein:

“4-12 Economic Development Advisory Committee

“4-13 Terms of Office.

“4-14 Powers and Duties.

“4-15 Officers; Rules and Regulations; Journal; Quorum.

“4-16 Reserved.

“4-17 Reserved.

“4-12. Economic Development Advisory Committee: Committee established; powers and duties; membership.

There is hereby created an Economic Development Advisory Committee which, pursuant to this chapter, shall exercise the functions, powers and duties prescribed herein. The Committee shall consist of five (5) members who shall be residents of the municipality and shall serve without compensation, and shall be appointed by the Mayor.

“4-13. Terms of Office.

“A. First Committee members.

1. The first committee shall be appointed following adoption of this ordinance, and the terms of office shall commence upon the day of the appointment and be for the following periods:

- a. One (1) member for a one-year term.
- b. Two (2) members for two-year terms.
- c. Two (2) members for three-year terms.

2. The term of each appointee shall be designated in members' appointments.

“B. All subsequent appointments, except to fill vacancies, shall be for the full term of three (3) years.

“4-14. Powers and duties.

“A. The Economic Development Advisory Committee shall advise and assist the Township Committee with respect to commercial and industrial development which, in addition to the customary uses and industries, which shall also include supporting and development of the agri-commerce & agri-industry business.

“B. It shall be the responsibility of the Economic Development Advisory Committee to conduct research into potential economic development, work within the limits and appropriations provided by the Township Committee to periodically print, publish, and/or distribute such marketing materials which may be used to support and promote the township in the field of market research, and to perform such other duties and functions and may be periodically asked of them by the Township Committee.

“4-15. Officers; Rules and Regulations; Journal; Quorum.

“A. The Economic Development Advisory Committee shall designate its officers from its membership, who shall, at a minimum, be a chairperson, vice-chairperson, and recording secretary.

“B. The committee shall make its own rules of forum for conducting meetings of the committee.

“C. The committee shall keep a journal or record of its proceedings and actions.

“D. A majority of the members shall constitute a quorum for the conduct of meetings.

“4-16 Reserved.

“4-17 Reserved.”

“E. Chapter 4 shall be further amended to adopt existing Chapter 46 of the Code, “Recreation and Community Events Committee”, which shall be incorporated as Article IV of Chapter 4, and shall be enumerated as sections 4-18 through 4-21, and shall include two additional sections, 4-22 and 4-23 to be “Reserved.”

Article II. Repealer, Severability, Effective Date.

A. Repealer. If any section, paragraph, subsection, clause or provision of this Ordinance shall be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole or any part thereof.

B. Severability. All ordinances or parts of ordinances of the Township of Chesterfield heretofore adopted that are inconsistent with any of the terms and provisions of this Ordinance are hereby repealed to the extent of such inconsistency.

C. Effective Date. This ordinance shall take effect immediately upon final passage. Notice of adoption shall be published as provided by law.

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Mr. Liedtka asked if there is just an update for Ordinance 2020-14, does he need to leave the room. Mr. Gillespie advised he did not need to leave the room.

Mr. Gillespie spoke to the Township Committee regarding the ordinance to have some shops converted into work/live opportunities. Mr. Gillespie did some research and submitted a draft ordinance to the Township Committee and to Mr. Adinolfi for their review. They came across an allocation of space issue after finding a minimum area required for living portion of the store. In order for this to be an accessory use to the principal use of commercial, the square footage devoted to the “live” part has to be less than the square footage devoted to the “work” part. This might not be possible given the size of the building. Mr. Gillespie said that they are re-working their formula and wording to make it work. Mr. Gillespie should have something out to the Committee by early next week to review before introduction at the November 12<sup>th</sup> Township Committee meeting. Tutoring and art/music would not be permissible under the current draft. Mr. Gillespie will provide a redline version so the committee can see where changes are to be made. Mr. Adinolfi thanked the committee and Mr. Gillespie on considering and for working through this with him. All were good with this.

**RESOLUTIONS**

Mr. Dhopte made a motion seconded by Mr. Russo to add to the agenda resolution 2020-10-4 Resolution Awarding Contract for Sykesville Road Phase III Improvements to Earle Asphalt Company in the Amount of \$89,813.13. Roll Call was taken: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes; Mr. Liedtka – yes.

Mr. Russo made a motion seconded by Mr. Panfili to add to the Agenda Resolution 2020-10-5 Resolution Amending Resolutions 2020-6-10, Which Amended Resolution 2020-1-1, Establishing Meeting Dates for the Township Committee Through January 2021. Roll Call was taken: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes; Mr. Liedtka – yes.

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approve Resolution 2020-10-2. Roll Call was taken: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes; Mr. Liedtka – yes. Resolution approved.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2020-10-2**

**RESOLUTION APPOINTING MICHAEL DEBLASI  
AS A PART-TIME SPECIAL POLICE OFFICER**

**WHEREAS**, the Township Police Department has a vacant part-time position left by Patrolman Eldershaw who was appointed full-time September 1, 2019; and

**WHEREAS**, the Chief of Police has requested the Township Committee appoint a part-time Class II Police Officer to alleviate the scheduling burdens created by loss of manpower; and

**WHEREAS**, the Township Committee believes it is in the best interest of the public to fill the vacant position; and

**WHEREAS**, Michael DeBlasi possesses all of the qualifications required by State Statute and Township Ordinance for a part-time Class II special officer;

**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 Michael DeBlasi is hereby appointed as a part-time Class II Police Officer for the Township of Chesterfield, effective November 16, 2020 conditioned upon successful completion of psychological and physical exams;

**BE IT FURTHER RESOLVED** that Michael DeBlasi will be compensated at an hourly rate of \$15.00 per hour and will receive all benefits as outlined in the Township's Employee Handbook and Personnel Policy for part-time employees.

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Mr. Russo made a motion seconded by Ms. Koetas-Dale to approve Resolution 2020-10-3. Roll Call was taken: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes; Mr. Liedtka – yes. Resolution approved.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2020-10-3  
RESOLUTION ADOPTING REMOTE PUBLIC MEETING PROCEDURES  
DURING A DECLARED STATE OF EMERGENCY**

**WHEREAS**, the Division of Local Government Services recently released emergency regulations establishing standard protocols for remote public meetings held by a local public body during a Governor-declared emergency; and

**WHEREAS**, Local Finance Notice 2020-21 was released on September 24, 2020, to accompany and further explain the new regulations promulgated by the Division of Local Government Services; and

**WHEREAS**, these regulations include provisions concerning notice, public comment, and minimum requirements for remote meeting technologies, to ensure continuity of government operations and transparency in conducting public business when an emergency requires a governing body to meet remotely; and

**WHEREAS**, the regulations further require a local public body to adopt by resolution standard procedures and requirements for public comment period during a remote public meeting; and

**WHEREAS**, the Township Committee desires to establish and adopt said procedures attached hereto as Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield, County of Burlington, State of New Jersey hereby adopts Chesterfield Township Remote Meeting Procedures during a Declared State of Emergency attached hereto as **Exhibit A**.

**RESOLUTION 2020-10-3  
ATTACHMENT "A"**

**Chesterfield Township  
Remote Public Meeting Procedures  
during a Declared State of Emergency**

**Meetings**

In consideration of Executive Order No. 103 issued by Governor Murphy on March 9, 2020 declaring a "State of Emergency and Public Health Emergency in the State of New Jersey," public meetings of Chesterfield Township are currently conducted through electronic means only. In-person public meetings remain the default during a declared emergency. When in-person public meetings resume in Chesterfield, room capacity restrictions pursuant to Federal and/or State guidelines shall be followed for in-person meetings, and a hybrid or all virtual public meeting model will be employed as necessary. GoToMeeting shall be the electronic communication platform used as the public's remote access option for public meetings, to facilitate the public's access and participation in the Township of Chesterfield's local government business during a declared state of emergency requiring physical distancing limitations.

**Notice of Meetings**

Supplemental meeting notices, which include clear and concise instructions for accessing the meetings remotely, means for making public comment and where relevant documents, if any, can be found, are advertised on the township website, [www.chesterfieldtwpnj.gov](http://www.chesterfieldtwpnj.gov), and are posted on the main access door and handicap accessible entrance of the Chesterfield Township Municipal Building– viewable from the outside.

**Technology & Procedural Matters**

***Remote Meeting Platform***

GoToMeeting electronic communication platform shall be available for every public meeting. The access phone number and computer link for the specified meeting will be



available on the Township website the Tuesday before the published scheduled regular Committee meeting, typically held on Thursday evenings.

Members of the public attending the meeting remotely may make public comment via GoToMeeting videoconferencing during the meeting. Any comments sent via the chat function on GoToMeeting will not be accepted and will not be made part of the record/minutes.

**Public Comments Submitted Prior to Meeting**

The public may submit questions or comments via e-mail to [caryn@chesterfieldtwp.com](mailto:caryn@chesterfieldtwp.com) no later than 2:00 p.m. the day of the published scheduled Committee meeting. The public may also submit public comments in written letter form to the Chesterfield Township Municipal Building located at 295 Bordentown-Chesterfield Rd., Chesterfield, New Jersey 08515, which must be received no later than 2:00 p.m. the day of the published scheduled Committee meeting.

Timely submitted public comment shall be read aloud and addressed during the public meeting that will be heard to all remote participants and the public. The Township Committee may pass over duplicate written comments; however, each duplicate comment will be noted for the record with the content summarized.

**Public Comments & Conduct from Remote Participants**

The procedures and requirements for making public comment, along with an explanation of the audio muting function of the GoToMeeting platform being used, will be announced by the Township Clerk at the beginning of the remote public meeting. The Township Committee will facilitate a dialogue with all commenters to the extent permitted by GoToMeeting technology.

All participants must keep their microphones muted until directed otherwise. The Clerk may also engage the GoToMeeting mute function until such time for public comments. When a hybrid meeting model is employed, remote participants will be provided the opportunity to engage in public comment prior to any members attending in-person. All remote participants will be asked to state his/her name and home address before making comment. The Clerk will manage the order of the remote participant's comments.

If a member of the public becomes disruptive during a remote public meeting, including during any period for public comment, the Clerk shall mute or continue muting the disruptive member of the public and warn that continued disruption may result in their being prevented from speaking during the remote public meeting or removed from the remote public meeting. Disruptive conduct includes sustained inappropriate behaviors such as, but not necessarily limited to, shouting, interruption, and use of profanity. Time permitting, the disruptive individual shall be allowed to speak after all other members of the public have been given the opportunity to speak. Should the person remain disruptive, the individual may be muted or kept on mute for the remainder of the remote public meeting, or removed from the remote public meeting.

**Presentations or Documents**

All documents made available to the public in hard copy format will be available prior to the meeting for download. Documents will be available at [www.chesterfieldtwpnj.gov](http://www.chesterfieldtwpnj.gov), in addition to the Meeting Agenda and Remote Meeting Instructions.

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Mr. Panfili made a motion seconded by Mr. Dhopte to approved Resolution 2020-10-4. Roll Call was taken: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes; Mr. Liedtka – yes. Resolution approved.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2020-10-4**

**RESOLUTION AWARDING CONTRACT FOR SYKESVILLE ROAD  
PHASE III IMPROVEMENTS TO EARLE ASPHALT COMPANY  
IN THE AMOUNT OF \$89,813.13**

**WHEREAS**, the Township of Chesterfield solicited bids for the Resurfacing of Sykesville Road Phase III (“Project”); and

**WHEREAS**, two (2) bids were received in the Clerk’s office on October 22, 2020; and

**WHEREAS**, the low bid was submitted by Earle Asphalt Company (“Earle”) as follows in the amount of \$89,813.13;

**WHEREAS**, the Finance Officer has certified that funds are available to award this contract in the amount of \$89,813.13;

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

1. The Township Committee hereby awards a Contract to Earle Asphalt Company, for the Resurfacing of Sykesville Road Phase III, in accordance with the Township’s specifications and their bid in the amount of \$89,813.13; and
2. The Township Administrator and Clerk, as necessary, are hereby authorized to execute a Contract and any related documents necessary to effectuate this award in a form substantially the same as that included in the specifications.

**CHESTERFIELD TOWNSHIP COMMITTEE**

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Mr. Dhopte made a motion seconded by Mr. Russo to approved Resolution 2020-10-5. Roll Call was taken: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes; Mr. Liedtka – yes. Resolution approved.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2020-10-5**

**RESOLUTION AMENDING RESOLUTION 2020-6-10, WHICH AMENDED RESOLUTION  
2020-1-1, ESTABLISHING MEETING DATES FOR THE TOWNSHIP COMMITTEE  
THROUGH JANUARY 2021**

**WHEREAS**, by Resolution 2020-1-1, the Township Committee established its meeting dates for the year 2020, in accordance with the provisions of N.J.S.A. 10:4-18, and subsequently amended said meeting notice by adoption of Resolution 2020-4-4 on

April 23, 2020, to provide notices of “virtual” meetings pursuant to recently enacted amendments to the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., and consistent with Executive Orders issued by the Governor of the State of New Jersey, arising from the COVID-19 pandemic, and the obligations to socially distance and limit public attendance at various forums; and

**WHEREAS**, by Resolution 2020-4-4, the Township Committee established that its meeting would be held electronically, with the municipal building being closed “unless otherwise determined by the Township Committee that it is able to conduct meetings in person”; and

**WHEREAS**, by Resolution 2020-4-4 and Resolution 2020-6-10, the Township Committee listed the various meeting dates between May 28 and October 22, and provided the “GoToMeeting.com ID numbers” to facilitate public participation at Township Committee meetings; and

**WHEREAS**, the Township Committee desires to continue to utilize the electronic platform provided by GoToMeeting.com.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Committee of the Township of Chesterfield, County of Burlington, State of New Jersey, that the meetings listed in Resolution 2020-1-1 from October 22, 2020 through the Reorganization meeting on January 4, 2021, shall be held remotely and electronically, utilizing the GoToMeeting.com virtual platform, with the GoToMeeting.com meeting ID numbers and access phone numbers set forth below:

<b>MEETING DATE</b>	<b>GoToMeeting.com ID Number:</b>	<b>Access Phone Number</b>
November 12, 2020	739-298-757	1+ (571) 317-3122
December 10, 2020	720-974-941	1+(669) 224-3412
December 30, 2020	913-906-565	1+(312) 757-3121
January 4, 2021	217-618-789	1+(571) 317-3122

**BE IT FURTHER RESOLVED** that notice of this amendment to the original schedule of meetings shall be noticed in accordance with the provisions of the N.J.S.A. 10:4-18.

**CHESTERFIELD TOWNSHIP COMMITTEE**

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Mr. Panfili made a motion seconded by Mr. Russo to add Resolution 2020-10-6 to make application for COVID reimbursements. Roll Call was taken: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes; Mr. Liedtka – yes. Mr. Russo made a motion seconded by Ms. Koetas-Dale to approve Resolution 2020-10-6. Roll Call was taken: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes; Mr. Liedtka – yes. Resolution approved.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION NO. 2020-10-6**

**RESOLUTION AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION  
FOR THE LOCAL GOVERNMENT EMERGENCY FUND (CRF) GRANT**

**WHEREAS**, as the public health emergency associated with the COVID-19 pandemic continues, the most significant negative financial impacts faced by county and municipal governments throughout New Jersey result from extreme economic contraction, deficits in tax and fee revenues, and extraordinary increases in public safety and health and human services expenditures; and

**WHEREAS**, severe fiscal stress limits the ability of counties and municipalities to maintain essential services and take the steps necessary to fight COVID-19; and

**WHEREAS**, without substantial federal assistance, residential taxpayers would absorb the primary impact of meeting these extraordinary needs and closing any associated operating deficits; and

**WHEREAS**, the Department of Community Affairs (“DCA”), through the Division of Local Government Services (“DLGS”), has been deemed the lead agency for the distribution of the Local Government Emergency Fund (“the LGEF” or “Program”), provided through an allocation of the State of New Jersey’s CARES Act Coronavirus Relief Fund (CRF Funds); and

**WHEREAS**, counties and municipalities excluded from the Federal Government direct CRF allocation plan, as well as those counties and municipalities that are currently the most impacted by COVID-19 in comparison to their available resources, are eligible for LGEF funds pursuant to a maximum distribution determined by formula; and

**WHEREAS**, a total of \$60 million is currently being made available under the Program, with a potential \$60 million more to be allocated; and

**WHEREAS**, LGEF Grants exist to support costs incurred as part of a local unit’s response to COVID-19.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield, County of Burlington, State of New Jersey that the Township of Chesterfield will apply for the LGEF Grant in the amount not to exceed \$79,641.00 which is the maximum grant award amount authorized by the DCA/DLGS.

**CHESTERFIELD TOWNSHIP COMMITTEE**

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**DISCUSSION**

CTAA – Mayor Liedtka along with Mr. Panfili and Mr. Sahol met with CTAA President, John Kelly and Christina Hoggan regarding their request for funds. Mayor Liedtka said that the CTAA is asking for \$8,000.00 to help cover their loss during COVID. He stated that \$5,500 is just for insurance costs. He is asking for the committee’s support to help

them in this difficult time. Mr. Panfili agreed that CTAA is a vital part of the Township. Ms. Koetas-Dale agreed that under the circumstances it is a reasonable request. Mr. Dhopte and Mr. Russo agreed as well. Mr. Gillespie said that if there is a line item in the budget then they can get paid from that, if not, then will need to transfer funds at the next meeting. Mr. Sahol will let the committee know where that money is coming from. Mr. Dhopte was fine as long as there is a line item. Mayor Liedtka made a motion seconded by Ms. Koetas-Dale to authorize the Administrator and CFO take the necessary steps to fund \$8,000.00 to the CTAA. Roll Call was taken: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes; Mr. Liedtka – yes.

Ms. Koetas-Dale said that the Pipeline Task Force would like to do water testing again on Suckers Run and Blacks Creek. She stated that Ms. Romeu believes there are still funds available for the testing in the amount of \$2,000.00. Mr. Gillespie recommended submitting a purchase order for the vendor and place on for the November 12th bill list. All agreed.

Mr. Panfili has received some complaints about the conditions of Newbold Lane. It is the last dirt road in Chesterfield and is in bad shape. He asked Mr. Hirsh, Mr. Sahol and Troy to take a look at it. Mayor Liedtka will look at it as well.

### **PAYMENT OF THE BILLS**

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approve the bill list. Roll Call was taken: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes; Mr. Liedtka – yes.

### **COMMENTS FROM THE PUBLIC**

Mr. Russo made a motion to open to public comment seconded by Mr. Dhopte. All were in favor.

Tom Orban from 26 Church Street heard there was some ordinance or legislation to give the Historical Commission power or authority to dictate to homeowners in Crosswicks and he is greatly concerned. Mayor Liedtka was not aware of any ordinance other than the one in 2016 which created the advisory committee. Mr. Panfili said the Ordinance adopted in 2016 was for the Historic Preservation Commission. He stated it is for any property in the historic village in Sykesville, Chesterfield or Crosswicks. Ms. Koetas-Dale stated she is the liaison and was at the meeting the other night and that the revisions to the ordinance are basically because they are looking to get grant money to do historical survey so they can set local standards instead of using the national standards. She stated the state recommended some changes. She stated the HPC sent the recommended changes to John Gillespie. Ms. Koetas-Dale stated it isn't anything legal, just wording and it is just to be able to get grants. Mr. Liedtka asked what was changed and concerned the Township Committee has not had a chance to review. She stated some language has changed but nothing legally. Mr. Gillespie stated he didn't know this was going to be discussed tonight. He received an email from Debbie Kelly a week ago and Denise was copied with the revisions. Mr. Gillespie advised that it would not get on the agenda until November for consideration by the Township Committee. He stated that it is all legal. Originally the township committee made it very clear it did not want a statutory Historical Preservation Commission, just advisory. In 2016 the HPC asked for modification because the state was still not happy with it and draft amendments were

made that the HPC would make it a commission as created under the land use law which the township committee did not want. No one has ever stated why we cannot get grants. We were awarded a grant for the old municipal building. What is the value of the grants we will be getting? Is it worth allowing the board to become an authority? Ms. Koetas-Dale stated she has not seen the ordinance in detail, but the discussion at the HPC meeting was that HPC makes a recommendation to the Planning Board and the Planning Board makes the decision. Ms. Koetas-Dale said that the HPC plans to continue to go through the Planning Board for approvals and she does not believe that anyone should worry that the HPC is looking to have more authority. They use secretary of interior standards now because we do not have the local standards yet. That is what the grants are that the HPC is looking at. Mr. Gillespie stated what was sent to the state would change our ordinance as an advisory committee to creating the commission. The ordinance he received strikes out the words advisory board and he is not sure how they can believe they are remaining an advisory board. Mr. Gillespie was not aware this would be on tonight and is not prepared to discuss in detail. Since it did come up, he will send the email to all the township committee members. Ms. Koetas-Dale would like to put this topic on for the next Township Committee meeting so that the HPC can speak and explain their intentions in changing the ordinance. Mayor Liedtka said that the HPC was always to remain an advisory board. Mr. Panfili stated that the HPC makes recommendations but the Planning Board has the final say and it should remain that way. As the planning board chair in 2016, he spent many hours on the HPC ordinance and wants to make sure it comes to committee for review. The HPC brings a lot of good to the town. Mr. Panfili would have preferred the Planning Board or the Township Committee had input prior to the ordinance going to the state. Mr. Gillespie stated he just sent the email from Debbie Kelly that was sent to the state with all the attachments to the township committee members. Mr. Orban said that if Mr. Gillespie thinks there is a revision to the HPC ordinance that creates enforcement capabilities, he is deeply concerned and feels the residents of Crosswicks need to be aware. Mayor Liedtka suggests that everyone on the Committee read the revised HPC ordinance and discuss at the next Township Committee meeting. Mr. Liedtka asked Mr. Gillespie to review the HPC recommended changes and report back to the township committee. Mr. Orban was concerned that these issues are being brought up by Debbie Kelly who is moving and still on HPC. Mr. Liedtka stated that the ordinance allows for one member who does not reside in town and he believes she will be continuing as a member of the HPC. Mr. Panfili stated she is an asset to the town and hopes she stays on.

Mike Sikorski from 77 Waln Road thanked the Township Committee for supporting the CTAA. He asked if there are any plans of running gas or sewer down Waln Road. Mayor Liedtka said no to sewer since that area is not covered in the sewer service area. As for gas, that would be a PSE&G question. He thinks if enough people are interested the Township can look into it by getting information to PSE&G.

Herb Ames from 10 Old York Road. He has been in a lot of meeting with the health commissioner and they are predicting 2021 is going to be rough for non-profits and recommends the Township have line items in the 2021 & 2022 budgets for some additional help for various organizations.

Christina Hoggan from 396 Chesterfield-Georgetown Road thanked the Township Committee regarding the CTAA funding and thanked Herb Ames for thinking of the CTAA.

Hearing no further comments, Mr. Panfili made a motion seconded by Mr. Dhopte to close to public comment. All were in favor.

Mr. Sahol stated he sent a memo to the Township Committee concerning shade trees. He would like Public Works to start the process of removing the dead trees in town. The Township Committee agreed.

Mr. Sahol suggests part-time staffing at the Recycling Center in order to extend the hours. He suggests senior citizens would do a great job at this. The Committee agreed. Mr. Panfili asked what we will do in the winter hours. Mr. Sahol stated customarily it will follow the clock and curtail the hours. The hours will need to be adjusted as it gets dark earlier. Mr. Sahol suggested putting in a small guard house for the staff. Mr. Panfili said he would like to start recycling plastic bags at the recycling center. Mr. Sahol agreed and will explore how we can do that.

Mr. Sahol is also looking into the CDBG grant. The application is due on December 10<sup>th</sup>. This would be for removal of architectural barriers to the handicap. A good project would be to fix sidewalks and handicap ramps. Mayor Liedtka would like to also look into ADA upgrades on the playgrounds and recreation building. Mr. Sahol will look into how bad the ramps are and sidewalk corners. He believes we may need all of the grant money for the repair of sidewalks and ramps.

Mr. Sahol is looking into options for Christmas trees as well as leaves.

Mr. Sahol stated that sidewalks have been lifted by trees continue to be an issue and plans to have a sidewalk survey done which will determine sidewalks which are non-compliant and a trip hazard. Mr. Dhopte asked what would be the cost of replacing the sidewalks. He is concerned that we don't have the money in the budget. Mr. Sahol said that by doing the survey we will be able to budget for the repairs.

Mr. Panfili made a motion seconded by Mr. Dhopte to adjourn the meeting. All were in favor. The meeting adjourned at 8:27 PM.

Respectfully submitted,

Caryn M. Hoyer, RMC  
Municipal Clerk