

January 2, 2020

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

The Township Clerk administered the Oath of Office to Committeeman Lido Panfili and Committeeman Michael Russo.

Roll call was taken showing present: Committeemen Shreekant Dhopte, Jeremy Liedtka, Lido Panfili and Michael Russo and Committeewoman Denise Koetas-Dale.

Ms. Hoyer asked for nomination for the office of Mayor.

Mr. Panfili nominated Jeremy Liedtka seconded by Mr. Russo. Mr. Dhopte nominated Denise Koetas-Dale, seconded by Ms. Koetas-Dale.

Voice vote was taken on the nomination of Mr. Liedtka for Mayor: Mr. Liedtka, Mr. Panfili and Mr. Russo were all in favor. Mr. Dhopte and Ms. Koetas-Dale were opposed.

Voice vote was taken on the nomination of Ms. Koetas-Dale for Mayor: Mr. Dhopte and Ms. Koetas-Dale were in favor. Mr. Liedtka, Mr. Panfili and Mr. Russo were opposed.

John Gillespie administered the Oath of Office to Jeremy Liedtka as Mayor.

Mayor Liedtka asked for nominations for Deputy Mayor. Mr. Russo nominated Mr. Panfili seconded by Mr. Liedtka. Mr. Dhopte nominated Denise Koetas-Dale, seconded by Ms. Koetas-Dale.

Voice vote was taken on the nomination of Mr. Panfili for Deputy Mayor: Mr. Liedtka, Mr. Panfili and Mr. Russo were all in favor. Mr. Dhopte and Ms. Koetas-Dale were opposed.

Voice vote was taken on the nomination of Ms. Koetas-Dale for Deputy Mayor: Mr. Dhopte and Ms. Koetas-Dale were in favor. Mr. Liedtka, Mr. Panfili and Mr. Russo were opposed.

John Gillespie administered the Oath of Office to Lido Panfili as Deputy Mayor.

REORGANIZATION RESOLUTIONS

Mayor Liedtka asked if everyone was okay with a motion for all of the resolutions. Ms. Koetas-Dale would like some pulled. The professional appointments will be done individually.

Mr. Panfili made a motion seconded by Mr. Dhopte to approve Resolutions 2020-1-1 through 2020-1-12. All were in favor.

**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2020-1-1**

**RESOLUTION ESTABLISHING MEETING DATES OF THE
TOWNSHIP COMMITTEE FOR THE YEAR 2020**

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 2020 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, 295 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 2020 are:

January 23	May 14	September 24
February 13	May 28	October 8
February 27	June 11	October 22
March 12	June 25	November 12
March 26	July 23	December 10
April 9	August 27	December 30
April 23		

2021 REORGANIZATION JANUARY 4, 2021

CHESTERFIELD TOWNSHIP COMMITTEE

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**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2020-1-2**

**RESOLUTION ESTABLISHING 2020 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 2020, the Chesterfield Township Board of Health will meet on the second Thursday of each month, with the exception of July, August and September which is the fourth Thursday,

as business necessitates, during the regular meeting of the Chesterfield Township Committee at the Municipal Building, 295 Bordentown-Chesterfield Road in Chesterfield Township. The 2020 scheduled meeting dates are:

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

**CHESTERFIELD TOWNSHIP COMMITTEE**

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**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2020-1-3**

**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:

Wednesday	January 1	New Year's Day
Monday	January 20	Martin Luther King Jr. Day
Monday	February 17	President's Day
Friday	April 10	Good Friday
Monday	May 25	Memorial Day
Friday	July 3	Independence Day
Monday	September 7	Labor Day
Monday	October 12	Columbus Day
Wednesday	November 11	Veterans Day
Thursday	November 26	Thanksgiving
Friday	November 27	Day after Thanksgiving
Thursday	December 24	Christmas Eve
Friday	December 25	Christmas Day

CHESTERFIELD TOWNSHIP COMMITTEE

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**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2020-1-4**

**RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS  
OF THE TOWNSHIP OF CHESTERFIELD FOR THE YEAR 2020**

**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 2020.

**BE IT FURTHER RESOLVED** that the Trenton Times is hereby designated as the alternate newspaper of the Township of Chesterfield for the year 2020.

**BE IT FURTHER RESOLVED** that the bulletin board in the Chesterfield Township Municipal Building at 295 Bordentown-Chesterfield Road in Chesterfield Township and the Township official website at [www.chesterfieldtpnj.gov](http://www.chesterfieldtpnj.gov) are hereby designated as the place where all official notices are to be posted.

**CHESTERFIELD TOWNSHIP COMMITTEE**

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**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2020-1-5**

**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 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, 2020, there will be a ten (10) day grace period on quarterly tax payments made by cash, check or money order. When the 10th falls on a weekend or holiday, the grace period will be extended to the next business day.
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 2020.

CHESTERFIELD TOWNSHIP COMMITTEE

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**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2020-1-6**

**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, The Bank of Princeton, Bank of America and the NJ Cash Management Fund are hereby designated as depository for all general monies of the Township of Chesterfield during the 2020 calendar year; and

**BE IT FURTHER RESOLVED** that all warrants or checks for the disbursement of money shall be made by any two (2) of the Township Committee members and by either the Treasurer, Tax Collector or Municipal Clerk, with the exception of the Municipal Court Accounts. All wire transfers shall be initiated by the Treasurer and approved by the Municipal Clerk; 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.

**CHESTERFIELD TOWNSHIP COMMITTEE**

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**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2020-1-7**

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, 2020 be approved.

CHESTERFIELD TOWNSHIP COMMITTEE

**CASH MANAGEMENT PLAN
TOWNSHIP OF CHESTERFIELD
COUNTY OF BURLINGTON, NEW JERSEY**

I. STATEMENT OF PURPOSE

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of *N.J.S.A. 40A:5-14* in order to set forth the basis for the deposits ("Deposits") and investments ("Permitted Investments") of certain public funds of the Township of Chesterfield pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN

The Plan is intended to cover the deposit and / or investment of the following funds and accounts of the Township of Chesterfield:

- Current Fund
- Trust Funds
- Capital Funds
- Dog Funds
- Sewer Fund
- Unemployment

Payroll
Municipal Court Account
Bail Account

**III. DESIGNATION OF OFFICIALS OF THE TOWNSHIP OF CHESTERFIELD
AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN**

The Treasurer of the Township of Chesterfield is hereby authorized and directed to deposit and / or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the Township of Chesterfield are directed to supply all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of the Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgement kept on file with such officials.

IV. DESIGNATION OF DEPOSITORIES

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any Certificates of Deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

First Bank
The Bank of Princeton
Bank of America
New Jersey Cash Management Fund

All such depositories shall acknowledge in writing receipts of this Plan by sending copy of such acknowledgements to the Designated Official(s) referred to in Section III above.

V. AUTHORIZED INVESTMENTS

- a. Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:
- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
 - (2) Government money market mutual funds
 - (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an Act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
 - (4) Bonds or other obligations of the local unit or bonds or other obligations of school districts of which the local unit is a part of within which the school district is located;
 - (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase,

approved by the Division of Investment of the Department of the Treasury for investment by local units;

- (6) Local government investment pools
 - (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C.52:18A-90.4)
- b. Any investment instruments in which the security is not physically held by the local unit shall be covered by a third party custodial agreement which shall provide for the designation of such investments in the name of the local unit and prevent unauthorized use of such investments.
 - c. Purchase of investment securities shall be executed by the "delivery versus payment" method to ensure that securities are either received by the local unit or a third party custodian prior to or upon the release of the local unit's fund.
 - d. Any investment not purchased and redeemed directly from the issuer, government money market mutual fund, local government investment pool, of the State of New Jersey Cash Management Fund, shall be purchased and redeemed through the use of a National or State Bank located within this State or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967, c93(C49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who make primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

VI. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGEMENT OF RECEIPT OF PLAN

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Township of Chesterfield, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Township of Chesterfield to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to insure that such Permitted Investments are either received by the Township of Chesterfield or by a third party custodian prior to or upon the release of the Township of Chesterfield's funds.

To assure that all parties with whom the Township of Chesterfield deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this plan in writing, and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official(s).

VII. REPORTING REQUIREMENTS

On the first day of each month during which this Plan is in effect, the Designated Official(s) referred to in Section III hereof shall supply to the governing body of the Township of Chesterfield a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- a. The name of any institution holding funds of the Township of Chesterfield as a Deposit or a Permitted Investment.
- b. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- c. The class or type of securities purchased or Deposits made.
- d. The book value of such Deposits or Permitted Investments.
- e. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- f. The fees incurred to undertake such Deposits or Permitted Investments.
- g. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- h. All other information which may be deemed reasonable from time to time by the Township Committee of the Township of Chesterfield.

VIII. TERM OF PLAN

This plan shall be in effect from January 1, 2020 to December 31, 2020. Attached to the Plan is a resolution of the Township Committee of the Township of Chesterfield approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Township Committee, the Designated Officials are directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

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**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2020-1-8**

**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.

**CHESTERFIELD TOWNSHIP COMMITTEE**

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**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2020-1-9**

**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.

CHESTERFIELD TOWNSHIP COMMITTEE

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**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2020-1-10**

**RESOLUTION AUTHORIZING TEMPORARY BUDGET APPROPRIATIONS**

**WHEREAS**, N.J.S.A. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2020 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

**WHEREAS**, the date of this resolution is within the first thirty days of the fiscal year; and

**WHEREAS**, appropriations in the 2019 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance, is the sum of \$4,729,000.00 for the Current and \$314,600.00 for the Sewer; and

**WHEREAS**, 26.25% of the total appropriations in the 2019 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance, is the sum of \$1,241,362.50 for Current and \$82,582.50 for Sewer in addition to \$20,000 for Sewer Debt Service.

**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:

| <b>Department</b> | <b>Type</b> |  | <b>TEMP BUDGET</b> |
|-------------------|-------------|--|--------------------|
|                   |             |  |                    |
| Administration    | S&W         |  | \$ 30,000.00       |
|                   | OE          |  | \$ 10,000.00       |

|                              |     |  |               |
|------------------------------|-----|--|---------------|
| Mayor & Council              | OE  |  | \$ 2,000.00   |
| Clerk                        | S&W |  | \$ 25,000.00  |
|                              | OE  |  | \$ 5,000.00   |
| Finance                      | S&W |  | \$ 18,000.00  |
|                              | OE  |  | \$ 5,000.00   |
| Audit                        | OE  |  | \$ 10,000.00  |
| Tax Assessor                 | S&W |  | \$ 7,000.00   |
|                              | OE  |  | \$ 5,000.00   |
| Maint of Tax Maps            | OE  |  | \$ 1,000.00   |
| Collection of Taxes          | S&W |  | \$ 8,000.00   |
|                              | OE  |  | \$ 4,000.00   |
| Legal                        | OE  |  | \$ 70,000.00  |
| Engineering                  | OE  |  | \$ 30,000.00  |
| Buildings & Grounds          | S&W |  | \$ 1,000.00   |
|                              | OE  |  | \$ 10,000.00  |
| Historic Preservation Comm.  | S&W |  | \$ 100.00     |
|                              | O&E |  | \$ 300.00     |
| Planning Board               | S&W |  | \$ 3,000.00   |
|                              | OE  |  | \$ 10,000.00  |
| Environmental Commission     | S&W |  | \$ 500.00     |
|                              | OE  |  | \$ 3,000.00   |
| Liability Insurance          | OE  |  | \$ 20,000.00  |
| Workers Compensation         | OE  |  | \$ 45,000.00  |
| Group Health                 | OE  |  | \$ 90,000.00  |
| Police Department            | S&W |  | \$ 310,000.00 |
|                              | OE  |  | \$ 15,000.00  |
| New Vehicle                  | OE  |  | \$ 15,000.00  |
| First Aid                    | OE  |  | \$ 1,000.00   |
| Animal Control               | S&W |  | \$ 1,000.00   |
|                              | OE  |  | \$ 1,000.00   |
| Emergency Management         | OE  |  | \$ 500.00     |
| Streets & Roads              | S&W |  | \$ 110,000.00 |
|                              | OE  |  | \$ 25,000.00  |
| Maintenance of Vehicles      | OE  |  | \$ 15,000.00  |
| Board of Health              | S&W |  | \$ 2,000.00   |
|                              | OE  |  | \$ 200.00     |
| Parks & Playgrounds          | SW  |  | \$ 1,500.00   |
|                              | OE  |  | \$ 30,000.00  |
| Celebration of Public Events | OE  |  | \$ 4,000.00   |
| Electricity                  | OE  |  | \$ 25,000.00  |
| Street Lighting              | OE  |  | \$ 32,000.00  |
| Telephone                    | OE  |  | \$ 5,000.00   |



**WHEREAS**, said bills are hereby authorized to be paid upon presentation and are to include but not limited to the following:

- Payroll
- Insurance
- State, County, School Payments
- Public Utilities
- Approved Grant Application Fees
- Contractual Payments
- Debt Service

**NOW THEREFORE, BE IT RESOLVED** by the Township committee of the Township of Chesterfield, County of Burlington, State of New Jersey that authorization is hereby given that the Chief Financial Officer/Treasurer is hereby authorized to pay bills on the foregoing list prior to approval of the bill list.

**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.

**CHESTERFIELD TOWNSHIP COMMITTEE**

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**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2020-1-12**

**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; and

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.

CHESTERFIELD TOWNSHIP COMMITTEE

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Mr. Panfili made a motion seconded by Mr. Russo to approve Resolution 2020-1-13. Mr. Panfili, Mr. Russo and Mayor Liedtka were in favor; Mr. Dhopte and Ms. Koetas-Dale were opposed. Motion carries.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2020-13**

**RESOLUTION APPOINTING TOWNSHIP SOLICITOR FOR THE YEAR 2020**

**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 November 7, 2019 for review and consideration of the 2020 appointment; and

**WHEREAS**, four (4) 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 2<sup>nd</sup> day of January 2020 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, 2020 or the appointment of a qualified replacement, whichever shall occur later; and

**BE IT FURTHER RESOLVED** that the Township Administrator 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.

**CHESTERFIELD TOWNSHIP COMMITTEE**

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Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approve Resolution 2020-1-14. All were in favor.

**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2020-1-14**

RESOLUTION APPOINTING TOWNSHIP ENGINEER FOR THE YEAR 2020

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 November 7, 2019 for review and consideration of the 2020 appointment; and

WHEREAS, four (4) proposals were 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 January 2020 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, 2020 or the appointment of a qualified replacement, whichever shall occur later; and

BE IT FURTHER RESOLVED that the Township Administrator 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.

CHESTERFIELD TOWNSHIP COMMITTEE

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Ms. Koetas-Dale made a motion seconded by Mr. Panfili to approve Resolution 2020-1-15. All were in favor.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2020-1-15**

**RESOLUTION APPOINTING TOWNSHIP AUDITOR FOR THE YEAR 2020**

**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 November 7, 2019 for review and consideration of the 2020 appointment; and

**WHEREAS**, two (2) proposals were 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 2<sup>nd</sup> day of January 2020 that Robert Marrone of the firm Bowman & Company 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, 2020 or the appointment of a qualified replacement, whichever shall occur later; and

**BE IT FURTHER RESOLVED** that the Township Administrator 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.

**CHESTERFIELD TOWNSHIP COMMITTEE**

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Mr. Panfili made a motion seconded by Ms. Koetas-Dale to approve Resolution 2020-1-16. All were in favor.

**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2020-1-16**

RESOLUTION APPOINTING TOWNSHIP BOND COUNSEL FOR THE YEAR 2020

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 November 7, 2019 for review and consideration of the 2020 appointment; and

WHEREAS, three (3) proposal were 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 2020 that the firm Wilentz, Goldman & Spitzer, P.A. of Woodbridge, 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, 2020 or the appointment of a qualified replacement, whichever shall occur later; and

BE IT FURTHER RESOLVED that the Township Administrator 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.

CHESTERFIELD TOWNSHIP COMMITTEE

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Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approve Resolution 2020-1-17. All were in favor.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2020-1-17**

**RESOLUTION APPOINTING TOWNSHIP LABOR ATTORNEY  
FOR THE YEAR 2020**

**WHEREAS**, there exists in the Township of Chesterfield a need for a Labor Attorney to perform necessary, professional services for the Township relating to labor 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 November 7, 2019 for review and consideration of the 2020 appointment; and

**WHEREAS**, four (4) proposals were received for the position of Township Labor Attorney;

**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 2<sup>nd</sup> day of January 2020 that Ronald Cucchiaro, Esquire of the firm Weiner Law Group of Red Bank, New Jersey be and is hereby appointed as Labor Attorney for the Township of Chesterfield for a period of one (1) year, said appointment to expire on December 31, 2020 or the appointment of a qualified replacement, whichever shall occur later; and

**BE IT FURTHER RESOLVED** that the Township Administrator 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.

**CHESTERFIELD TOWNSHIP COMMITTEE**

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Mr. Panfili made a motion seconded by Mr. Russo to approve Resolution 2020-1-18. All were in favor.

**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2020-1-18**

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

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

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

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

WHEREAS, N.J.S.A. 40A:11-5 (1) (m), specifically exempts the hiring of insurance consultants from competitive bidding as an extraordinary unspecifiable service; and

WHEREAS, the experience, knowledge of public insurance and risk management issues and judgmental nature required of Risk Management Consultants are clearly an extraordinary unspecifiable service which therefore render competitive bidding impractical;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey assembled in Reorganization Session this 2nd day of January 2020 that Stephen E. Walsh of EJA / Capacity Insurance in Bordentown, NJ is hereby appointed to serve as Risk Management Consultant in accordance with 40A:11-5(1)(m) for the Township of Chesterfield for a period of one (1) year, said appointment to expire on December 31, 2020 or the appointment of a qualified replacement, whichever shall occur later; and

BE IT FURTHER RESOLVED that the Township Administrator and Clerk are hereby authorized and directed to execute the Consultant's Agreement annexed hereto to effectuate such appointment; and

BE IT FINALLY RESOLVED that the required Notice of Contract Award shall be published in accordance with N.J.S.A. 40A:11-5(1) (a) (i) 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.

CHESTERFIELD TOWNSHIP COMMITTEE

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Mr. Panfili made a motion seconded by Ms. Koetas-Dale to approve Resolution 2020-1-19. All were in favor.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2020-1-19**

**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 2020;

**BE IT FURTHER RESOLVED** that Caryn Hoyer be appointed to serve as Alternate Fund Commissioner for the calendar year 2020.

**CHESTERFIELD TOWNSHIP COMMITTEE**

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Ms. Koetas-Dale made a motion seconded by Mr. Panfili to approve Resolutions 2020-1-20 through 2020-1-26. All were in favor.

**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2020-1-20**

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.

CHESTERFIELD TOWNSHIP COMMITTEE

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**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2020-1-21**

**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 2020; 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.

**CHESTERFIELD TOWNSHIP COMMITTEE**

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**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2020-1-22**

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, 2019; and

WHEREAS, the Township Committee desires to make appointments to those positions for the year 2020;

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	Property Maint. Officer	Glenn McMahon
Building Inspector	Glenn Riccardi	Public Agency Comp Off	Caryn Hoyer
Clean Communities Coord	Rachel Fryc	Qualified Purchasing Agnt	Wendy Wulstein
Custodian of Records	Caryn Hoyer	Recreation Director	Rachel Fryc
Cust. of Records(Police)	Adelaide Napoleon	Recycling Coordinator	Caryn Hoyer
Dog Registrar	Adelaide Napoleon	Public Works Foreman	Troy Ulshafer
Deputy Clerk	Rachel Fryc	Public Works Laborer	Walter Idell
Deputy Tax Collector	Wendy Wulstein	Public Works Laborer	Stephen Lancaster
Deputy Treasurer	Caryn Hoyer	Public Works Laborer	Vincent Napoleon
Electrical Inspector	Mark A. Butera	Public Works Laborer	Morris Hodson
Env. Commission Sec.	Adelaide Napoleon	Substitute Inspector	Ron Gafgen
Fire Sub Code	Thomas Banyacski	Substitute Inspector	Barry Stewart
Fire Inspector	Glenn Riccardi	Substitute Inspector	Ralph Rossamelia
Housing Inspector	Glenn McMahon	Substitute Inspector	Marcel Renson
Municipal Alliance Coord	Brittney Chenosky	Tax Search Officer	Caryn Hoyer
Admin. Assistant	Brittney Chenosky	TDR Coordinator	Caryn Hoyer
Planning Bd Secretary	Adelaide Napoleon	Tech Asst. Const. Off.	Glenn McMahon
Plumbing Inspector	Christopher Rose	Treasurer	Wendy Wulstein
Police Secretary	Adelaide Napoleon	Zoning Officer	Glenn McMahon

CHESTERFIELD TOWNSHIP COMMITTEE

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**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2020-1-23**

**RESOLUTION APPOINTING MARK A. BUTERA  
AS ELECTRICAL SUBCODE OFFICIAL AND INSPECTOR**

**WHEREAS**, Marcel Renson is resigning from the position of Electrical Subcode Official and Inspector effective January 2, 2020; and

**WHEREAS**, Marcel Renson will be available as a substitute Electrical Subcode Official and Inspector as needed; and

**WHEREAS**, Mark A. Butera has expressed an interest in filling the position vacated by Mr. Renson; and

**WHEREAS**, Glenn Riccardi, Construction Official, has recommended the appointment of Mark A. Butera; and

**WHEREAS**, Mr. Butera possessed the necessary qualification to serve in this position; and

**WHEREAS**, the Township Committee deems it to be in the best interest of the residents of the township to fill this position; and

**WHEREAS**, compensation will be in accordance with the salary ordinance 2019-2 at a rate of \$36 per hour for the first two hours, guaranteed and \$45 per hour thereafter.

**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 Mark A. Butera is hereby appointed as Electrical Subcode Official and Inspector for the Township of Chesterfield effective January 2, 2020 to fill an unexpired term which expires May 15, 2021.

**CHESTERFIELD TOWNSHIP COMMITTEE**

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**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2020-1-24**

**RESOLUTION DESIGNATING COMPENSATION FOR BUILDING SUBCODE
OFFICIAL/BUILDING AND FIRE INSPECTOR IN ACCORDANCE WITH
ORDINANCE 2019-28 ESTABLISHING SALARY RANGE**

WHEREAS, the Township of Chesterfield has adopted Ordinance 2019-28 establishing the compensation range for part-time employees; and

WHEREAS, beginning January 1, 2020, the Building Subcode Official/Building Inspector/ Fire Inspector will now be a part-time position; and

WHEREAS, the Township Committee desires to set the compensation for this position at \$60 per hour effective January 1, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chesterfield, State of New Jersey that compensation for the Building Subcode Official/Building Inspector/Fire Inspector shall be \$60.00.

CHESTERFIELD TOWNSHIP COMMITTEE

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**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2020-1-25**

**RESOLUTION AMENDING THE TOWNSHIP OF CHESTERFIELD  
PERSONNEL AND EMPLOYEE MANUAL**

**WHEREAS**, the Township Committee for the Township of Chesterfield adopted an Employee Manual by Resolution 2012-5-7 on May 26, 2016, which has been amended from time to time; and

**WHEREAS**, the following changes were made to address inconsistencies, clarification and legal requirements:

- Converting time off days to hours at the same ratio
- Converting part-time vacation accrual to hours at same ratio
- Changing doctor appointment days of 3 at 4hrs to a flat 12 hours
- Additional Employment – require letter to Administrator to include Company name, hours and days of work
- Added Domestic Violence Policy
- Application update to remove previous salary inquiry
- DPW OT minimum callback 2 hours then hour for hour (removed 2-4 hours as 4 hours)
- Evaluations due to Administrator by January 31st

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield, County of Burlington, State of New Jersey that the Personnel and Employee Manual, a copy of which is attached hereto, is hereby adopted as amended effective January 1, 2020.

**BE IT FURTHER RESOLVED** that a copy of the Policy shall be distributed to all Township employees and officials.

**BE IT FURTHER RESOLVED** that this Resolution shall take effect immediately.

**CHESTERFIELD TOWNSHIP COMMITTEE**

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**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2020-1-26**

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

WHEREAS, the first members of the Historic Preservation Commission were appointed to staggering terms January 2017 after which regular members shall be eligible for 4-year appointments and alternates 2-year appointments; and

WHEREAS, the terms of certain Historic Preservation Commission members expired on December 31, 2019; and

WHEREAS, in accordance with the Chesterfield Township Code Chapter 123 Section 8 C 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>
Deborah Kelly	Class A	4 years	December 31, 2023
Karl Braun	Class A	4 years	December 31, 2023
Jim McKeown	Alternate #2	2 years	December 31, 2021

CHESTERFIELD TOWNSHIP COMMITTEE

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Mayor Liedtka would like to hold off on the liaison appointments until the next meeting.

Mayor Liedtka thanked the public for coming out tonight and supporting the new committee members.

Mr. Panfili made a motion seconded by Ms. Koetas-Dale to open public comment. All were in favor. Hearing none, Mr. Panfili made a motion seconded by Ms. Koetas-Dale to close public comment. All were in favor.

A motion to adjourn the meeting was made by Mr. Panfili and seconded by Ms. Koetas-Dale. All were in favor. Meeting Adjourned at 7:20 PM.

Respectfully submitted,

Caryn M. Hoyer, RMC  
Township Clerk