

**October 14, 2021**

The Township Committee met on the above date with Mayor Jeremy Liedtka calling the meeting to order at 7:00 PM. The meeting opened with the flag salute and a moment of silence. Roll call was taken showing present: Mayor Jeremy Liedtka, Deputy Mayor Lido Panfili, Committeeman Michael Russo, Committeeman Shreekant Dhopte and Committeewoman Denise Koetas-Dale. Also present Administrator, Thomas Sahol; Township Clerk, Caryn Hoyer and Township Attorney, John Gillespie.

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

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

**APPROVAL OF MINUTES** – Mr. Panfili made a motion seconded by Mr. Dhopte to approve the September 23<sup>rd</sup> minutes. All were in favor.

**PUBLIC COMMENTS PERTAINING TO MATTERS ON THE AGENDA** – None

**ORDINANCE FOR INTRODUCTION**

Mr. Panfili made a motion seconded by Mr. Dhopte to introduce Ordinance 2021-17. Roll Call: Mr. Dhopte – yes; Ms. Koetas-Dale – no; Mr. Russo – yes; Mr. Panfili – yes; Mr. Liedtka – yes. The public hearing for this ordinance will be at the Township Committee meeting of October 28<sup>th</sup>.

**TOWNSHIP OF CHESTERFIELD  
ORDINANCE NO. 2021-17**

**AN ORDINANCE OF THE TOWNSHIP OF CHESTERFIELD, COUNTY OF  
BURLINGTON, STATE OF NEW JERSEY TO AMEND CHAPTER 13,  
“CLAIMS”, ARTICLE I “PAYMENT OF CLAIMS”**

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

**ARTICLE I. AMENDED SECTIONS.** The following Sections of Article I, “Payment of Claims”, within Chapter 13 of the Code of the Township of Chesterfield are hereby amended:

- A. Section 13-3, “Approval of Claims”, is hereby amended to change the title and text of said Section to now read as follows:  
“13-3. Presentation of Claims in the form of a Bill List.  
“It shall be noted on the claim by either the Township Clerk, or Township Administrator, and counter-signed by the Chief Financial Officer, indicating the claim is in order, at which time it shall be the duty of the Chief Financial Officer to prepare such a list of all claims in the form of a Bill List. The Bill List shall then be presented to the Township Committee for approval.”

B. Section 13-4, "Disapproval of Claims", is hereby amended to now read as follows:

"13-4. Approval/Disapproval of Claims.

"Claims shall be considered by the Township Committee, which may deny a particular claim by vote of the majority of the Committee Members present, stating reason for rejection. Any disapproved claim shall be referred back to the Chief Financial Officer of the township with such instructions as the Township Committee may give at the time of disapproval. Remaining claims shall be considered by the Township Committee, and approved by majority vote of the Committee Members present."

C. Section 13-5, "Record of Committee's action to be kept", is hereby amended by revising the text of said Section to now read as follows:

"13-5. Record of Committee's Action To Be Kept.

"It shall be the responsibility of the Clerk of the township to record the decision of the Township Committee regarding the bill list. The Clerk of the township shall ensure in the official minutes that said Township Committee has by formal action approved or disapproved said Bill List."

D. Section 13-6, "Notations to be made on Approved Claims", is hereby amended as to the text of said Section to now read as follows:

"13-6. Notations To Be Made On Approved Claims.

"It shall be the duty of the Chief Financial Officer of the Township to indicate on said claims that they have been approved for payment with the date of approval and the check number noted on the claim."

E. Section 13-7, "Preparation of Distribution of Checks", is hereby amended as to the text of said Section to now read as follows:

"13-7. Preparation and Distribution of Checks.

"After the Clerk of the Township has certified that the Bill List has been approved, the Chief Financial Officer shall forthwith prepare the necessary checks for the payment thereof, which checks shall be signed by either of the Township Clerk, or Township Administrator, and countersigned by the Chief Financial Officer, and thereafter distribute the checks to the claimants."

## **ARTICLE II. REPEALER, SEVERABILITY AND EFFECTIVE DATE.**

A. Repealer. Any and all Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of any such inconsistencies.

- B. Severability. In the event that any clause, section, paragraph or sentence of this Ordinance is deemed to be invalid or unenforceable for any reason, then the Township Committee hereby declares its intent that the balance of the Ordinance not affected by said invalidity shall remain in full force and effect to the extent that it allows the Township to meet the goals of the Ordinance.
- C. Effective Date. This Ordinance shall take effect upon proper passage in accordance with the law.

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Ms. Koetas-Dale made a motion seconded by Mr. Russo to introduce Ordinance 2021-18. Roll Call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Russo – yes; Mr. Panfili – yes; Mr. Liedtka – yes. The public hearing for this ordinance will be at the Township Committee meeting of October 28<sup>th</sup>.

**TOWNSHIP OF CHESTERFIELD  
ORDINANCE NO. 2021-18**

**AN ORDINANCE TO AMEND CHAPTER 42 OF THE CODE OF THE TOWNSHIP OF CHESTERFIELD, ENTITLED “CREATION AND ORGANIZATION”, AND ESTABLISHING WITHIN THE TOWNSHIP OF CHESTERFIELD A POLICE DEPARTMENT; AND SPECIFICALLY AMENDING SECTION 42-10 “PROMOTIONS”**

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

**ARTICLE I. AMENDED SECTIONS.**

- A. Section 42-10, “Promotions”, is hereby amended at the following subsections to now read as follows:
  - 1. Section 42-10C is hereby amended to read as follows:

“The Chief of Police shall announce a Promotional Test to Members of the Department at least fifteen (15) days before the examination is to be given. Candidates who qualify shall notify the Chief of Police of their interest in taking the examination by submitting a Letter of Interest no later than seven (7) days after the announcement of the Promotion Test. In the case of a Promotional Test for Chief of Police, the Mayor, as the Police Commissioner and “the Appropriate Authority”, shall announce the Promotional Test to the Members of the Department and interested qualified candidates shall submit a Letter of Interest to the Mayor. All time frames above shall also apply to Promotional Tests for Chief of Police.”

2. Section 42-10E is hereby amended to read as follows:

“The Mayor, the Chief of Police, and the Administrator, or their designees, shall comprise the Reviewing Committee for departmental promotions. At least three (3) persons shall sit on the Reviewing Committee. In the case of a promotion to Chief of Police, the Mayor and the Administrator, or their designees, shall comprise the Reviewing Committee. At least two (2) persons shall sit on the Promotional Reviewing Committee for the position of Chief of Police.”

3. Section 42-10F(4)(b) is hereby amended to read as follows:

“Points shall be distributed for Associates’, Bachelors’, Masters’, and Professional Degrees, secured from an accredited institution, as well as for actual job related formal training/certifications.”

- [1] Master’s Degree: 15 Points.
- [2] Job-related experience, including formal training/certifications: 15 Points.
- [3] Bachelor’s Degree: 10 Points.
- [4] Associate’s Degree: 5 Points.

**ARTICLE II. REPEALER, SEVERABILITY AND EFFECTIVE DATE.**

- D. Repealer. Any and all Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of any such inconsistencies.
- E. Severability. In the event that any clause, section, paragraph or sentence of this Ordinance is deemed to be invalid or unenforceable for any reason, then the Township Committee hereby declares its intent that the balance of the Ordinance not affected by said invalidity shall remain in full force and effect to the extent that it allows the Township to meet the goals of the Ordinance.
- F. Effective Date. This Ordinance shall take effect upon proper passage in accordance with the law.

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Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to introduce Ordinance 2021-19. Roll Call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Russo – yes; Mr. Panfili – yes; Mr. Liedtka – yes. The public hearing for this ordinance will be at the Township Committee meeting of October 28<sup>th</sup>.

**TOWNSHIP OF CHESTERFIELD  
ORDINANCE NO. 2021-19**

**AN ORDINANCE TO AMEND CHAPTER 130 OF THE CODE OF THE TOWNSHIP OF CHESTERFIELD, AND SPECIFICALLY SECTION 130-20, “AREA, YARD AND BULK REQUIREMENTS”, FOR THE VILLAGE DISTRICT**

**WHEREAS**, the Township Committee of the Township of Chesterfield recently commissioned a Study to be prepared by the Township’s Planning Consultant, CME Associates, entitled “Crosswicks Village Zoning Study”, which Report is dated August 6, 2021, and submitted for consideration to the Township Committee which reviewed same at its September 23, 2021 meeting, and based upon the recommendations made by the Township Planner, determined to increase the Lot sizes within the Village District from 4,000 square foot minimum Lots, to 8,000 square foot minimum Lots, and to increase the associated bulk standards accordingly on a pro-rated basis;

**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 SECTION.**

A. Section 130-20, within Article V, “Village District”, which establishes the “Area, Yard and Bulk Requirements”, and which are found at Table 130, Attachment 1:3, contained in the Code of the Township of Chesterfield as Supplemental No. 21, last dated December 2019, is hereby amended as follows:

1. The “Minimum Lot Dimensions for all Principal Permitted Uses”, are hereby amended as follows:
  - a. Minimum Lot Area: **8,000 square feet.**
  - b. Minimum Lot Frontage: **80 feet.**
  - c. Minimum Lot Width: **80 feet.**
  - d. Minimum Lot Depth: **100 feet.**

B. The “Minimum Yard Dimensions for the Principal Building” shall be as follows:

1. Minimum Front Yard: **20 feet.**
2. Minimum Side Yard: **15 feet.**
3. Minimum Rear Yard: **30 feet.**

C. The “Minimum Accessory Building Setbacks From” dimensions shall be:

1. Front Lot Line: **20 feet.**
2. Side Lot Line: **5 feet.**
3. Rear Lot Line: **10 feet.**

4. Principal Building: **10 feet.**

D. The "Maximum Requirements" shall be:

1. Principal Building Coverage: **20%.**
2. Accessory Building Coverage: **5%.**
3. Paved surface: **30%.**
4. Building Height: **35 feet.**

**ARTICLE II. REPEALER, SEVERABILITY AND EFFECTIVE DATE.**

G. Repealer. Any and all Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of any such inconsistencies.

H. Severability. In the event that any clause, section, paragraph or sentence of this Ordinance is deemed to be invalid or unenforceable for any reason, then the Township Committee hereby declares its intent that the balance of the Ordinance not affected by said invalidity shall remain in full force and effect to the extent that it allows the Township to meet the goals of the Ordinance.

I. Effective Date. This Ordinance shall take effect upon proper passage in accordance with the law.

**RESOLUTIONS**

Mr. Panfili made a motion seconded by Mr. Russo to approve Resolution 2021-10-1. All were in favor. Resolution approved.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2021-10-1**

**RESOLUTION APPROVING PARTICIPATION WITH THE STATE OF  
NEW JERSEY FEDERAL GRANT PROGRAM ADMINISTERED BY  
DEPARTMENT OF LAW AND PUBLIC SAFETY  
OFFICE OF THE ATTORNEY GENERAL**

**WHEREAS,** the Township of Chesterfield wishes to apply for funding of approximately \$13,500 with a match of \$155,185.28 for an approximate project total cost of \$168,685.28 for a project under the State of New Jersey Safe and Secure Communities Grant Program #22-0307; and

**WHEREAS,** the subaward period is 2/27/22 through 2/26/23; and

**WHEREAS,** the Chesterfield Township Committee has reviewed the accompanying application and has approved said request; and

**WHEREAS,** the project is a joint effort between the Department of Law and Public Safety and the Township of Chesterfield for the purpose described in the application;

**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:

1. As a matter of public policy the Township of Chesterfield wishes to participate to the fullest extent possible with the Department of Law and Public Safety.
2. The Attorney General will receive funds on behalf of the applicant.
3. The Division of Criminal Justice shall be responsible for the receipt and review of the applications for said funds.
4. The Division of Criminal Justice shall initiate allocations to each applicant as authorized.
5. The Township Administrator is authorized to sign the necessary documents for said grant.

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Mr. Panfili made a motion seconded by Mr. Russo to approve Resolution 2021-10-2. All were in favor. Resolution approved.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2021-10-2**

**RESOLUTION GRANTING AUTHORITY FOR APPROVAL OF CERTAIN  
PURCHASES THROUGH NEW JERSEY STATE CONTRACTS AND/OR  
PURCHASING COOPERATIVES FOR 2021**

**WHEREAS**, pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and P.L. 2011, c.139, the governing body may delegate the power to award purchases, contracts and/or agreements through New Jersey State Contracts and/or Purchasing Cooperatives to which the Township of Chesterfield is a member; and

**WHEREAS**, in the interest of streamlining Township operations and improving efficiency, it is the desire of the Township Committee to authorize the Qualified Purchasing Agent (QPA) to approve purchases, contracts and agreements through New Jersey State Contracts and/or Purchasing Cooperatives, subject to provisions and requirements of the Local Public Contracts Law, N.J.S.A. 40A:1—1 et seq. and P.L. 2011, c.139 below the \$44,000.00 threshold in individual purchases and the aggregate as defined by N.J.S.A. 40A:L11-2(19); and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that the Qualified Purchasing Agent (QPA) upon receipt of an identified need and directions from the Township Administrator is hereby authorized to approve purchases, contracts and/or agreements through New Jersey State Contracts and/or Purchasing Cooperatives to which the Township of Chesterfield is a member without further action from the Township Committee, provided that funds are available to cover the expenditure; and

**BE IT FURTHER RESOLVED**, purchase approvals made by the QPA by virtue of the adoption of this Resolution shall be subject to the provisions and requirements of the Local Public Contracts Law, N.J.S.A. 409A:11-1 et seq. and that no amount of any contract shall be in excess of the bid threshold in a single purchase or the aggregate without express individual resolutions authorizing such cooperative purchases by contract number.

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Ms. Koetas-Dale made a motion seconded by Mr. Russo to approve Resolution 2021-10-3. All were in favor. Resolution approved.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2021-10-3**

**RESOLUTION TO CANCEL TAXES DUE TO VETERAN EXEMPTION  
FOR 33 SPRAGUE STREET KNOWN AS BLOCK 202.10 LOT 9**

**WHEREAS**, N.J.S.A. 54:4-3.30A allows for the exemption from taxation from real and personal property for any citizen and resident of the State who has a total or 100% permanent disability as defined by this statute; and

**WHEREAS**, David Lee Palmertree and Taeine Palmertree own the property located at 33 Sprague Street known as Block 202.10 Lot 9 and recorded in deed dated September 12, 2008; and

**WHEREAS**, David Lee Palmertree is a 100% disabled Veteran; and

**WHEREAS**, Mr. Palmertree has completed form D.V.S.S.E. and provided the documentary proofs required to the Tax Assessor; and

**WHEREAS**, the Tax Assessor has reviewed and approved the Veteran Exemption effective September 27, 2021; and

**NOW THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Chesterfield, County of Burlington, State of New Jersey, hereby approves the veteran exemption on Block 202.10 Lot 9 effective September 27, 2021 and thereafter.

**BE IT FURTHER RESOLVED**, that the Tax Collector is hereby authorized to cancel 2021 taxes in the amount of \$3,433.66 and 2022 preliminary taxes billed in the amount of \$6,645.65.

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**Bill List**

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



Recreation – Mayor Liedtka stated the Harvest Fest was well received and thanked all for attending.

Mr. Panfili stated he received a letter from the CTAA thanking Troy and the public works crew for the work that was done on the fields. It was a quality job and appreciated. Mr. Dhopte asked Mr. Sahol to schedule meetings with the CTAA every couple of months to discuss upcoming events.

Main Street & Round About – Mr. Panfili stated he, along with Joe and Tom met with the County representatives regarding Main Street. Joe Brickley did not show up. Two traffic engineers showed up and no one was aware of the traffic calming measures previously committed to the Township. They will be doing an overlay of Main Street in 2022 and acknowledge one raised crosswalk. He asked for a second and they will consider. Ms. Koetas-Dale stated she will push this to the Commissioners and get a campaign going to get them to act on our concerns. Mr. Panfili stated that according to the County, the round about discussed at Old York Road and Chesterfield-Crosswicks is no longer eligible under the DVRCP grant the County was going to use to improve the intersection.

Mr. Sahol reported that one of the residents still has not responded regarding the fence on Marlton Lane. Based on the prior direction of the Township Committee, the Public Works Department will deliver letters to the property owners tomorrow and begin removing the fence.

Mr. Dhopte asked about making our meeting records available on YouTube and/or Facebook. Mr. Sahol responded they would be subject to OPRA and retention schedules. We would not have control of those sites. There are also ride-along videos imbedded within our information. Professionals he has spoken with do not recommend putting on social media. We are looking at options to host on our site or a server we have full control of.

Mr. Dhopte stated he requested research on the warehouse sprawl legislation and would like to send a letter of support to the NJ Assembly. This legislation requires the adjoining townships be made aware of a proposed warehouse. Ms. Koetas-Dale agreed as our town is suffering the consequences of Matrix.

Mr. Gillespie asked which bills as there are two pending.

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

Lorrie Thier – 153 Chesterfield-Crosswicks Road – She gave the committee copies of the Senate Bill No. 3688. She stated she was disappointed that this was not on the agenda as she had requested in her letter to each committee person. She read her letter which requested the Township Committee to pass a resolution to support Warehouse Sprawl Legislation Bill S3688. She believes this will minimize negative impacts to the environment and improve the quality of life.

Anita 155 Preservation Blvd – She stated the recent tragedy has brought her here today to ask the Township to put safety measures in place. She would like

to see fencing and signs around the basins and increase awareness of safety measures.

112 Colemantown Drive - He stated that kids play around the ponds and would like to signs saying no playing area.

112 Atsion Way – He stated he echoed the previous concerns and concerned with the lack of response by the Township. He wants action to be taken.

155 Preservation Blvd – He echoed what everyone has said and wants to stop this from happening again. He also requested additional street light at Preservation Blvd bridge near Colemantown Drive. Mr. Dhopte stated he requested a study be done and the Township Engineer had reported that it did not require additional lighting.

147 Preservation Blvd – He stated the ponds need to be cleaned and signage.

150 Preservation Blvd – He stated he has a pond behind his house and the developer put in a fence. He would like the committee to consider fencing the ponds. He also agrees with the light near the bridge or increase the intensity of the existing lights.

50 Colemantown Drive – He stated the ponds need to be cleaned. Two years ago they were fine. He would also like to see a fence around the ponds.

Herb Ames – 10 Old York Road - He asked about the next step for the round a-bout. Mr. Panfili stated he will continue to go up the chain to the next level. He doesn't believe the County is going to help. Mr. Ames stated he will help anyway he can.

Agnes Marsala – 42 Cromwell Drive - She enjoyed the Harvest Fest. She asked how the Township can take money from Active Acquisitions when they are trying to change the zoning and then promote themselves under the name Chesterfield Improvement Plan. She stated it makes it appear like it is a township initiative.

Susan Mahon – 16 Chesterfield-Crosswicks Road – She stated the Township needs to keep ownership of the grinder pumps and asked the status. Mr. Panfili stated he and Mr. Liedtka were against them being turned over to the resident. Nothing has moved forward.

Laura Czehut – Crosswicks Community Center – She thanked the Township for the help with the playground. She stated Troy and his crew did an outstanding job and all the work was done in one day. It was very much appreciated.

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

Mr. Panfil made a motion seconded by Mr. Russo to approve Resolution 2021-10-4 to enter executive session. All were in favor.

**CHESTERFIELD TOWNSHIP  
RESOLUTION 2021-10-4**

**A RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC  
IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN  
PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12**

**WHEREAS**, the Township Committee of the Township of Chesterfield is subject to certain requirements of the Open Public Meetings Act, NJSA 10:4-6, et. seq.; and

**WHEREAS**, the Open Public Meetings Act, NJSA 10:4-12 provides that an Executive Session not open to the public may be held for certain specified purposes when authorized by Resolution; and

**WHEREAS**, it is necessary for the Township Committee of the Township of Chesterfield to discuss, in a session not open to the public, certain matters relating to the item or items authorized by Resolution; and

**WHEREAS**, it is necessary for the Township Committee of the Township of Chesterfield to discuss, in a session not open to the public, certain matters relating to the item or items authorized by NJSA 10:4-12b and designated below:

- Matters required by law to be confidential.
- Matters where the release of information would impair the right to receive funds.
- Matters involving individual privacy.
- Matters relating to collective bargaining agreements.
- Matters relating to the purchase, lease, or acquisition of real property or the investment of public funds.
- Matters relating to public safety and property.
- Matters relating to litigation, negotiations and the attorney-client privilege.
- Matters relating to the employment relationship.
- Matters relating to the potential imposition of a penalty.
- Matters relating to deliberations on administrative and/or quasi-judicial matters.
- Matters relating to contract negotiations.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield, assembled in public session on October 14, 2021 that an Executive Session closed to the public shall be held at 8:40 PM for the discussion of matters relating to the specific items designated above. It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Township Committee that the public interest will no longer be served by such confidentiality.

Mr. Panfili made a motion seconded by Mr. Dhopte to return to regular session at 9:46 PM. All were in favor.

Ms. Koetas-Dale made a motion seconded by \_\_\_\_\_ to authorize Mr. Gillespie to prepare an agreement as discussed in executive session. All were in favor.

Mr. Dhopte made a motion seconded by Mr. Russo to adjourn the meeting. All were in favor. The meeting adjourned at 9:48 PM.

Respectfully submitted,

Caryn M. Hoyer, RMC  
Municipal Clerk