The Township Committee met on the above date via Gotomeeting.com with Mayor Liedtka calling the meeting to order at 7:00 PM. 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 Administrator, Thomas Sahol; Township Clerk, Caryn Hoyer and Township Attorney, John Gillespie.

The Open Public Meetings Act statement was read and compliance noted. The statement on public comment during remote meetings was read.

# AGENDA MATTER(S) REQUIRING RECUSAL(S) - None

<u>APPROVAL OF MINUTES</u> – Mr. Russo made a motion seconded by Mr. Dhopte to approve the May 27<sup>th</sup> minutes. Roll Call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Russo – yes; Mr. Panfili – no; Mr. Liedtka – yes.

Mr. Panfili made a motion seconded by Mr. Russo to approve the June 10<sup>th</sup> minutes. Roll Call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Russo – yes; Mr. Panfili – yes; Mr. Liedtka – abstain.

# PUBLIC COMMENTS PERTAINING TO MATTERS ON THE AGENDA - None

#### ORDINANCE FOR INTRODUCTION

Mr. Dhopte asked if this ordinance was reviewed by our labor attorney. Mr. Sahol replied the labor attorney does not need to review the ordinance. This ordinance is the Governing Body's policy decision to make sure the proper salary ranges have been put into place. Ms. Koetas-Dale asked if we will be doing another salary resolution soon. Mr. Sahol responded there will be a recommendation with at least one in the near future this ordinance will make sure it is covered. This ordinance is done every year for the staff based on the cost of living adjustments.

Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to introduce Ordinance 2021-9. 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 July 22<sup>nd</sup>.

# TOWNSHIP OF CHESTERFIELD ORDINANCE 2021-9

# AN ORDINANCE TO ESTABLISH SALARIES, WAGES AND COMPENSATION FOR VARIOUS OFFICIALS AND EMPLOYEES OF THE TOWNSHIP OF CHESTERFIELD

**BE IT ORDAINED** that the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey hereby determines and establishes the salary ranges (unless otherwise specified) of compensation, salary, wages of the officials, appointees and employees of the Township of Chesterfield as follows:

TITLE	PER ANNUM				
Administrative Assistant	\$	25,000		\$	45,000
Board of Health Members	\$	500		\$	750
Chief Financial Officer	\$	10,000		\$	50,000
Chief of Police	\$	109,000		\$	152,000
Clean Communities Coordinator	\$	500		\$	1,000
Construction Clerk (TACO)/Zoning Officer	\$	30,000		\$	60,000
Construction Official	\$	5,000		\$	20,000
Deputy Township Clerk	\$	30,000		\$	55,000
Dog Registrar	\$	1,500		\$	5,000
Environmental Commission Secretary	\$	1,200		\$	2,000
Mentoring Program Director	\$	1,000		\$	2,000
Municipal Alliance Grant Coordinator	\$	1,000		\$	3,000
Housing Inspector	\$	3,000		\$	5,000
Land Use Secretary	\$	5,000		\$	9,000
Police Department Secretary	\$	30,000		\$	45,000
Principal Public Works Director	\$	65,000		\$	90,000
Public Works Foreman	\$	40,000		\$	60,000
Public Works Laborer	\$	31,000		\$	70,000
Qualified Purchasing Agent	\$	5,000		\$	10,000
Recycling Coordinator	\$	500		\$	1,000
Recreation Director	\$	3,000		\$	7,500
Registrar of Vital Statistics	\$	1,500		\$	3,000
Sewer Maintenance Director	\$	5,000		\$	15,000
Tax Assessor	\$	20,000		\$	50,000
Tax Collector	\$	20,000		\$	50,000
TDR Coordinator	\$	1,000		\$	4,000
Township Administrator	\$	70,000		\$	150,000
Township Clerk	\$	45,000		\$	65,000
Township Committee	\$	5,000		\$	7,000
Treasurer	\$	45,000		\$	70,000

TITLE	PER HOUR		
Part-Time Employees Not limited to the			
following:			
DPW, Police, Admin, Seasonal	\$ 15.00	\$	35.00
Construction Official/Fire, Subcode &	\$ 36.00	\$	60.00
Inspectors			
Adult Mentoring Program Counselor	\$ 18.00	\$	25.00
Jr. Mentoring Program Counselor	\$ 5.00	\$	7.00

**BE IT FURTHER ORDAINED** that a resolution will further define compensation within the salary range and may be retroactive to January 1, 2021 for all persons employed by the Township as of January 1, 2021.

## ORDINANCE FOR ADOPTION

Mr. Panfili made a motion seconded by Mr. Russo to open the public hearing on Ordinance 2021-7. Roll Call vote recorded all were in favor. Hearing no comment Mr. Dhopte made a motion seconded by Mr. Panfili to close the public hearing. Roll Call vote recorded all were in favor. Mr. Russo made a motion seconded by Mr. Dhopte to adopt Ordinance 2021-7. Roll call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Russo – yes; Mr. Panfili – yes; Mr. Liedtka.

# TOWNSHIP OF CHESTERFIELD ORDINANCE NO. 2021-7

# AN ORDINANCE AMENDING CHAPTER 156 OF THE CODE OF THE TOWNSHIP OF CHESTERFIELD ENTITLED "RECYCLING"

**WHEREAS**, Chapter 156 of the <u>Code of the Township of Chesterfield</u>, does not fully reflect current recycling practices carried out by the Township of Chesterfield or as set forth in the Burlington County Solid Waste Management Plan; and

**WHEREAS**, the Township Committee of the Township of Chesterfield desires to update and clarify various sections of Chapter 156 of the Code of the Township of Chesterfield.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Township Committee of the Township of Chesterfield, County of Burlington and State of New Jersey, that all ordinances, or portions of ordinances, that presently are codified in Chapter 156 of the Township Code of the Township of Chesterfield, hereby are amended as follows and to the extent set forth below:

#### ARTICLE I. AMENDMENTS AND NEW SECTIONS

**A.** 156-1, entitled "Purpose" is hereby amended to read as follows:

The Township of Chesterfield finds that reducing the amount of solid waste and conservation of recyclable materials is an important public concern and is necessary to implement the requirements of the New Jersey Solid Waste Management Act, N.J.S.A. 13:1E-1, et. seq., and of the County Plan. The recycling of certain materials by the residential, commercial and institutional establishments in the Township of Chesterfield will conserve existing landfill capacity, facilitate the implementation and operation of other forms of resource recovery and conserve natural resources through reduced energy consumption, reduced water and air pollution, as well as reduce the demand on raw material extraction. While the Township recognizes the importance of recycling, the Township does not have the capacity to accept all designated recyclable materials nor will the Township handle, process, collect, or transfer recyclable materials from nonresidents or any commercial, industrial or non-profit entity.

**B.** 156-3, entitled "Definitions" is hereby amended such that the following amended and new definitions shall apply:

All natural material, with the exception of bagged leaves, derived from trees and bushes no greater than six inches in diameter or ten feet in length. For the purposes of the chapter, brush does not include any natural material that still contains soil laden root mass.

#### **CONSUMER ELECTRONICS**

Computer equipment, including desktop and laptop computers and related components, including monitors, circuit boards, terminals, and CPUs, and peripheral equipment including keyboards, printers, copiers, and fax machines. It shall also include televisions that use tube technology, flat screen televisions with displays using LCD, plasma or LED technology, VCRs, CD players, DVD players, and cellular phones.

#### COUNTY

The Burlington County Board Commissioners, and its successors and assigns, acting through the Burlington County Division of Solid Waste Management.

## **MUNICIPAL RECYCLING DEPOT**

A site owned and operated by a municipality for the receipt and temporary storage of certain designated Class A recyclable materials delivered by residents of the Municipality for a period not exceeding two months, prior to their transport to a recycling center or end market.

- **C.** 156-6, entitled "Sources separation and collection of designated recyclables for the curbside program" is hereby amended to add Section E., which shall read as follows:
  - E. Removal or exchange of recycling carts or containers provided by the Municipality or by the County by any person is prohibited.
- **D.** 156-7, entitled "Municipal drop-off," is deleted and is replaced with a new section 156-7 to be designated as Establishment of Municipal Recycling Depot" which shall read as follows:

A. There is hereby established a Municipal Recycling Depot for the convenience of residents only. All persons wishing to use the Municipal Recycling Depot shall be required by the township to produce identification with proof of residency. Failure to provide proof of residency when using the Municipal Recycling Depot shall serve as prima facie evidence of violation of this chapter.

B. No commercial, industrial or nonprofit users are permitted to use the Municipal Recycling Depot. No commercially registered equipment, vehicles or vehicle drawn devices/trailers are permitted to use the Municipal Recycling Depot. Dump trucks, dumping trailers, and trailers greater than twelve feet in length are prohibited from using the Municipal Recycling Depot. Any resident who does not have benefit of a non-commercially registered vehicle shall first obtain written approval from the Township Clerk, before attempting to use or access the Municipal Recycling Depot. Such written approval shall be issued on a peroccasion basis and shall not be continued beyond the single occasion such approval was issued.

C. Source-separated recyclables listed below may be brought to the Municipal Recycling Depot only during the times and days the facility is open to the public as established by the Municipality.

- (1) Aluminum cans.
- (2) Corrugated cardboard.
- (3) Glass containers.
- (4) Paper.
- (5) Plastic bottles (coded 1 and 2).
- (6) Steel (tin) cans.
- (7) Consumer electronic devices.
- (8) Textiles.
- (9) Non-bagged Leaves.
- (10) Lead acid batteries.
- (11) Brush, wood waste and tree parts not exceeding 6' diameter or 10' in length.
- (12) Plastic bags and plastic film.
- (13) Other recyclable materials as may be designated by the Municipality.

## D. Hours of operation.

The hours of operation of the Municipal Recycling Depot shall be established by Resolution of the Township Committee following the adoption of this Chapter and as often as may be necessary to adequately accommodate the recycling needs of the residents of the Municipality while maintaining a safe, secure, and userfriendly facility which requires servicing and maintenance by the staff of the Township Public Works Department. The days and times of operation for the Municipal Recycling Depot are subject to weather conditions and seasonal influences affecting the types and quantities of materials brought for recycling. Due to the ever-changing demand placed on the facility, the Township of Chesterfield reserves the right to periodically adjust the hours of operation for the facility. Information of such adjustment to hours and days of operation shall be provided to the residents of the Municipality by various means typically used to communicate with citizenry. Notification mechanisms may include, but are not limited or expressly identified as, the official Township Website, notices posted on the official bulletin board of the Municipality located inside the Municipal Building at 295 Bordentown-Chesterfield Road, notices published in an official Township newspaper as designated annually by Township Committee Resolution during the reorganization meeting of the Township Committee, by placing signage or temporary amendments to signs posted at the entrance to the Municipal Recycling Depot, or by using then-available social media platforms that may from time-to-time become widely used by and for residents and the Township of Chesterfield.

**E:** 156-11, entitled "Unlawful activities; nuisance", Section 156-11.A.(3) is amended to read as follows:

Any person to place or to cause to be placed any material at or near the Municipal Recycling Depot, which material is not designated for collection at the Municipal Recycling Depot.

**F:** 156-11, entitled "Unlawful activities; nuisance", Section 156-11.A.(7) is amended to read as follows:

Any nonresident or any commercial, industrial or non-profit entity to place or to cause to be placed any material, whether recyclable or otherwise, at or near the Municipal Recycling Depot.

**G:** 156-11, entitled "Unlawful activities; nuisance", is hereby amended to add Section (8) which shall read as follows:

Any person to drop-off or place any material in any location not specifically designated for receipt of such materials whether they be recyclable or otherwise

**H:** 156-16, entitled "Violations and penalties" Section A.(8) is hereby amended to read as follows:

For any nonresident person or commercial entity or industrial entity or non-profit entity convicted of placing or causing to be placed any material, whether recyclable or otherwise, at or near the Municipal Recycling Depot: a fine of not less than \$500 and nor more than \$2,000

**I:** 156-16, entitled "Violations and penalties," is hereby amended to add Section (8) which shall read as follows:

Any person to drop-off or place any material in any location not specifically designated for receipt of such materials whether they be recyclable or otherwise: a fine of not less than \$500 and nor more than \$2000.

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

- A. <u>Repealer.</u> Any and all Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of any such inconsistencies.
- B. <u>Severability</u>. 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. <u>Effective Date.</u> This Ordinance shall take effect upon proper passage and publication in accordance with the law.

\*\*\*\*\*\*\* \*\*\*\*\*\* \*\*\*\*\*

Mr. Dhopte made a motion seconded by Mr. Russo to open the public hearing on Ordinance 2021-8. Roll Call vote recorded all were in favor. Hearing no comment Mr. Panfil made a motion seconded by Mr. Russo to close the public hearing. Roll Call vote recorded all were in favor. Mr. Russo made a motion seconded by Mr. Panfili to adopt Ordinance 2021-8. Roll call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Russo – yes; Mr. Panfili – yes; Mr. Liedtka.

# TOWNSHIP OF CHESTERFIELD ORDINANCE 2021-8

# A CAPITAL ORDINANCE OF THE TOWNSHIP OF CHESTERFIELD AUTHORIZING THE APPROPRIATION OF \$50,000.00 FROM THE CAPITAL IMPROVEMENT FUND FOR POLICE BODY WORN CAMERAS

**BE IT ORDAINED** by the Township Committee of the Township of

Chesterfield as follows:

<u>SECTION 1</u>. There is hereby approved a capital project within the Township of Chesterfield, not to exceed the costs noted below:

Amount

Project / PurposeAuthorizedPolice Body Worn Cameras\$ 50,000.00

SECTION 2. There is hereby appropriated from the Chesterfield Township Capital Improvement Fund the sum of \$50,000.00 to cover the cost of the project described in Section 1.

<u>SECTION 3.</u> This ordinance shall take effect upon final adoption and publication in accordance with the law.

SECTION 4. The capital budget of the Township of Chesterfield is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of Local Government Services is on file with the Clerk of the Township and is available for public inspection.

<u>SECTION 5.</u> Grants or other monies received from any governmental entity, if any, will be applied to the payment of, or repayment of obligations to finance the costs of the purposes described in Section 1 above.

\*\*\*\*\*\*\* \*\*\*\*\*\* \*\*\*\*\*

## **RESOLUTIONS** - None

#### Bill List

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

## **REPORTS & DISCUSSIONS**

**2021 Ganesh Celebration –** Ms. Fryc asked the Township Committee for their consent for the 2021 Indian Ganesh Festival scheduled for September 10<sup>th</sup> to 18<sup>th</sup> in Village Square Park. Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approve the Ganesh Festival. Roll Call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Russo – yes; Mr. Panfili – yes; Mr. Liedtka – yes.

Mr. Sahol stated the Attorney John Gillespie is having some technical difficulties and he is now on speaker on Mr. Sahol's phone and is able to hear and respond to the meeting.

Harvest Festival-Road Closures-Fee Waivers-Donations – Ms. Fryc asked the Township Committee for their consent to move forward with the 2021 Harvest Festival same as it was in 2019 and for any road closures that may be needed that day and for all vendor fees to be waived. All were in agreement.

**Update on the Community Directory –** Ms. Fryc reported that the Community Directory is almost complete with over 42 businesses participating. She hopes to have it completed, printed and mailed out to every home in Chesterfield by the 2<sup>nd</sup> week of July. Ms. Fryc stated the price to create and print the directory went up since the last one in 2017 but we have funds available to cover the additional cost. Ms. Fryc recommends raising the prices of the ads in the future to offset the cost. Ms. Koetas-Dale thanked Ms. Fryc for puling the directory together so quickly. Mr. Dhopte asked how the online version is going. Mr. Sahol said that the Township web designer will work with the document from Rowan and put it on our website in a "flip chart' format.

Mr. Sahol reported that Fenton Lane was set to be paved on June 21<sup>st</sup> or June 28<sup>th</sup> but has been pushed back to June 30<sup>th</sup>. It will take approximately 3 days to pave. The raised crosswalks will be installed at no cost to the Township. The contractor will try to save any leftover millings to put down on Newbold Lane.

Hogback road is scheduled to be paved the 2<sup>nd</sup> or 3<sup>rd</sup> week on July.

Mr. Sahol congratulated Troy Ulshafer on passing the NJ State Exam for Public Works Director.

#### **NEW BUSINESS**

Mr. Panfili said that Dawn Sheridan brought something to his attention regarding pending legislation Assembly Bill 2420 about containment and protection against dogs. After reading the legislation, Mr. Panfili stated that it is poorly written and he does not support it. Mr. Panfili asked the Governing Body to read it. He would like Mr. Gillespie to help them write a letter to their Assemblyman letting him know we are not in support of this bill and discuss it further at the July meeting.

Mayor Liedtka asked the Township Committee if they have any comments before opening to public comment.

Mr. Panfili attended the Juneteenth festival in Crosswicks and said that it was very nice and a good turnout. Ms. Koetas-Dale and Mr. Dhopte agreed and hopes they hold it every year.

Mr. Dhopte said he would like to see all of the resident's letters regarding OYCC. Mr. Dhopte asked if it is our business to point out if something is incorrect in the

letters or emails. Mr. Sahol replied that we do not have any editorial control on what people write. Mr. Sahol plans to have all of the letters that were sent in shared with the Township Committee as well as compile and maintain a list of people who sent in letters that will be shared with the Township Committee tomorrow.

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

Ms. Hoyer said that she is not going to read the letters and who sent them but they will be in the minutes.

Form letters were submitted by the following Chesterfield Township residents & non-residents opposed to the OYCC development:

Deirdre, Hoffman	178 Bord-Georgetown Rd.	Resident
Nancy Byrne	30 Wright Drive	Resident
James Wieszcek	18 Church Street	Resident
Kim Lucas	148 Davenport	Resident
Jane Ryan	203 Matthews Ln	Resident
Amy Emanski	17 Collington St.	Resident
Bill DeSantis	8 Hengeli Drive	Resident
Molly Cannizzaro	214 Recklesstown Way	Resident
Dawne Adams	48 Olivia Way	Resident
Nancy Burns	525 Ward Ave	Resident
Joanne Covivera	40 Foulkes Lane	Resident
Kathi Greene	24 Olivia Way	Resident
Tracy Kuser	142 Bord-Georgetown Rd	Resident
Gina Kozlowski	11 Quaker St.	Resident
Sharon Bunting	412 Ellisdale Rd	Resident
Laura Black	117 Davenport Dr	Resident
Korey Johnson	198 Bord-Georgetown Rd	Resident
Marc Liftland	62 Brookdale Way	Resident
Fredrick Yates	145 Recklesstown Way	Resident
Donna Bellusci	202 Old York Rd	Resident
April Sette	Bordentown	Non-Resident
Megan Wolff	18 Stratton Ave. Bordentown	Non-Resident
Kim Gosselin	7 Bennington Rd. Bordentown	Non-Resident
Ron Burzymowski	4555 Crosswicks Rd, Yardville	Non-Resident
Erich Flesch	45 S. Hockey, Columbus	Non-Resident
Andrea Robinson	26 Waverly Dr. Columbus	Non-Resident
S Omens	426 S. Coles Ave. Maple Shade	Non-Resident
Kelly Grala	10 Hilltop St. Bordentown	Non-Resident

Form letter were submitted by the following Chesterfield Township residents & non-residents in favor of the OYCC development:

Molly Cannizzaro	214 Recklesstown Rd	Resident
Tom Zook	143 Hogback Rd	Resident
John Kelly	40 White Pine Rd	Resident
Samantha Lutchman	40 White Pine Rd	Resident

Sadell Hearn Alanna Reynolds	18 Chest-Crosswicks Rd 13 Thorn Lane	Resident Resident
James DeSocio	40 White Pine Rd	Resident
Joe Muzzillo	7 Recklesstown Way	Resident
Josh Watson	24 Greenview Drive	Resident
Dennis Sheehan	188 Bord-Georgetown Rd	Resident
Amber Lutchman	40 White Pine Rd	Resident
Ryan Mattek	200 Bord-Georgetown Rd	Resident
Bobby Tamasi	40 White Pine Rd	Resident
Timothy DeSantis	23 Harness Way	Resident
Jason Marasco	266 Bord-Chesterfield Rd	Resident
Matthew Lynch	517 Ward Avenue	Resident
Nicholas Santise	10 Church Street	Resident
Gail Sheehan	188 Bord-Georgetown Rd	Resident
Keli Lynch	15 New Street	Resident
Sam Cannizzaro	214 Recklesstown Way	Resident
Thomas Lynch	437 Ellisdale Rd	Resident
Jason Akers	21 Rockhill Ln.	Resident
Steven Lyon	5 Chilton Drive	Resident
Christine Lyon	5 Chilton Drive	Resident
Amanda Kenny	2 Greenview Drive	Resident
Jason Hanley	31 Thorn Lane	Resident
Brian Kenny	2 Greenview Drive	Resident
Melinda Hanley	31 Thorn Lane	Resident
Jaime Cook	8 Stevenson Lane	Resident
Jenn Lynch	34 Harness Way	Resident
Tisha Kelly	40 White Pine Rd	Resident
Joell Nemeth	39 Hogback Rd	Resident
James Rockwell	23659 Columbus Rd. Columbus	Non-Resident
Chris Hines	149 South Main St. Allentown	Non-Resident

Dawn Sheridan – 79 Bordentown-Chesterfield Road – Thanked Tom, Caryn, Rachel, PWD and the Township Committee for all of their hard work. She asked Mr. Sahol when a survey will go out to the residents on Bordentown-Chesterfield Road about getting gas. PSE&G is not responding to the requests and a lot of residents are interested. She wants to inform the Township Committee about the 2420 Bill. Ms. Sheridan is worried about the possible criminal charges on dog owners if this bill passes. She asked the Township Committee to adopt a resolution against the passing of this bill.

Agnus Marsala – 42 Cromwell Drive – asked what the history is of the sign on the turnpike going south and who is paying for it to say Chesterfield Township. Mr. Panfili responded that the sign was approved by the Planning Board. Mayor Liedtka said that we are not paying for the sign to say Chesterfield Township that was a donation.

Brett Anderson – 62 Brookdale Way – Asked if Mr. Sahol and Ms. Hoyer have an update on the letters received. Ms. Hoyer replied that the list will be completed tomorrow.

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

Mayor Liedtka asked if we are going back to in person/hybrid meetings at the next township meeting. He would like to do that. Mr. Sahol replied that he and Ms. Hoyer have been working on that and testing it out the past two meeting. Mr. Sahol said that the two-way dialogue is the issue. Ms. Hoyer has been in touch with the several Burlington County municipalities, most have gone back to in person only with just 3 out of 20 that are attempting the hybrid.

Mr. Dhopte made a motion seconded by Mr. Russo to adjourn the meeting. All were in favor. The meeting adjourned at 8:00pm.

Respectfully submitted,

Caryn M. Hoyer, RMC Municipal Clerk