

CHESTERFIELD TOWNSHIP REGULAR SESSION JULY 27, 2023

The Township Committee met on the above date in the Municipal Complex, 295 Bordentown-Chesterfield Road, Chesterfield, New Jersey. The meeting was called to order by Mayor Koetas-Dale at 7:00 p.m. followed by a flag salute and moment of silence.

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

ROLL CALL OF MEMBERS

Present: Belinda Blazic, Shreekant Dhopte, Jeremy Liedtka, Matthew Litt and Denise Koetas-Dale

Also present: Thomas A. Sahol, Administrator, Caryn M. Hoyer, Township Clerk; Troy Ulshafer, Public Works Director; Carmela Roberts, Township Engineer; Dominic P. DiYanni, Township Attorney, Rachel Fryc, Deputy Clerk and Michael Davison, Police Chief

AGENDA MATTER(S) REQUIRING RECUSAL(S) - NONE

APPROVAL OF MINUTES

Ms. Blazic made a motion seconded by Mr. Liedtka to approve the June 13th Special & Executive, June 22nd Regular & Executive and July 11th Special & Executive minutes. All were in favor which the exception of Mr. Dhopte abstaining from June 22nd and Mr. Litt abstaining from July 11th.

PUBLIC COMMENTS PERTAINING TO MATTERS ON THE AGENDA

Mr. Dhopte made a motion seconded by Ms. Blazic to open the meeting to public comment. Hearing none, Mr. Liedtka made a motion seconded by Mr. Dhopte to close public comment. All were in favor.

BOARD OF HEALTH

Roll call was taken: Present was Belinda Blazic, Jeremy Liedtka, Denise Koetas-Dale, Shreekant Dhopte, Matthew Litt and Caryn Hoyer. Absent was Glenn McMahon. Ms. Koetas-Dale asked Ms. Roberts about her letter to the BOH. Ms. Roberts stated the plans were revised and now in conformance. Mr. Dhopte made a motion seconded by Ms. Blazic to approve the waiver as per the Roberts Engineering Group letter dated July 26, 2023. Roll Call indicated all were in favor.

ORDINANCE FOR INTRODUCTION

NONE.

ORDINANCE FOR PUBLIC HEARING AND ADOPTION

Ms. Blazic made a motion seconded by Mr. Dhopte to open the meeting to public comment on Ordinance 2023-10. All were in favor. Hearing no public comment, Ms. Blazic made a motion seconded by Mr. Dhopte to close the public hearing. All were in favor. Ms. Blazic made a motion seconded by Mr. Litt to adopt Ordinance 2023-10. All were in favor.

ORDINANCE 2023-10 **AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 110 OF THE TOWNSHIP CODE ENTITLED "FEES" MOST NOTABLY SECTION 110-105 ENTITLED "CATS" AND 110-106 ENTITLED "DOGS"**

The Clerk advised the Township Committee that Ordinance 2023-11 was revised. Mr. Sahol stated it was revised to separate out the grants for Clean Communities Coordinator and Municipal Alliance Coordinator. Mr. DiYanni stated the ordinance will need to be introduced again with the changes.

Mr. Liedtka made a motion seconded by Mr. Dhopte to introduce Ordinance 2023-11. All were in favor. Public Hearing will be September 14, 2023.

ORDINANCE 2023-11 **AN ORDINANCE TO ESTABLISH SALARIES, WAGES AND COMPENSATION FOR VARIOUS OFFICIALS AND EMPLOYEES OF THE TOWNSHIP OF CHESTERFIELD**

RESOLUTIONS

Mr. Liedtka made a motion seconded by Mr. Dhopte to approve Resolution 2023-7-4. Voice vote - All were in favor.

RESOLUTION 2023-7-4 **RESOLUTION AUTHORIZING PUBLIC AUCTION OF MUNICIPAL PERSONAL PROPERTY NO LONGER NEEDED FOR PUBLIC USE**

Mr. Dhopte made a motion seconded by Mr. Liedtka to approve Resolution 2023-7-5. Voice vote - All were in favor.

RESOLUTION 2023-7-5 **RESOLUTION OF THE TOWNSHIP OF CHESTERFIELD CONCURRING AS TO THE APPOINTMENT OF THE SHARED COURT PROSECUTOR AND PUBLIC DEFENDER FOR CALENDAR YEAR 2023**

Ms. Blazic made a motion seconded by Mr. Litt to approve Resolution 2023-7-6. Voice vote - All were in favor.

RESOLUTION 2023-7-6

**RESOLUTION OF GOVERNING BODY
CERTIFICATION OF COMPLIANCE WITH THE
UNITED STATES EQUAL EMPLOYMENT
OPPORTUNITY COMMISSION'S
"ENFORCEMENT GUIDANCE ON THE
CONSIDERATION OF ARREST AND
CONVICTION RECORDS IN EMPLOYMENT
DECISIONS UNDER TITLE VII OF THE CIVIL
RIGHTS ACT OF 1964"**

Ms. Blazic made a motion seconded by Mr. Dhopte to approve Resolution 2023-7-7. Voice vote - All were in favor.

RESOLUTION 2023-7-7

**RESOLUTION RELEASING CASH
MAINTENANCE BOND FOR TRADITIONS AT
CHESTERFIELD PHASE 7A**

Mr. Liedtka made a motion seconded by Mr. Dhopte to approve Resolutions 2023-7-8. All were in favor.

RESOLUTION 2023-7-8

**RESOLUTION OF THE TOWNSHIP OF
CHESTERFIELD REJECTING THE ONE (1) BID
RECEIVED FOR THE PUBLIC SALE OF ONE (1)
PLENARY RETAIL CONSUMPTION LICENCE**

Mr. Liedtka made a motion seconded by Mr. Dhopte to approve Resolution 2023-7-9. All were in favor.

RESOLUTION 2023-7-9

**RESOLUTION AUTHORIZING PUBLIC SALE OF
ONE PLENARY RETAIL CONSUMPTION
LICENSE**

Mayor Koetas-Dale stated Resolution 2023-7-10 for the NJ Urban & Community Forestry Program is being withdrawn since there is not enough time to complete the work by the grant submission deadline.

Mayor Koetas-Dale would like to remove section 311 Transitional Duty policy because it does not break out the police department and the police department is under the police commissioner and this body. She stated this refers to workman's comp and should include other reason for leave.

Ms. Blazic made a motion seconded by Mr. Dhopte to approve Resolution 2023-7-11 with the exception of section 311. All were in favor.

RESOLUTION 2023-7-11

**RESOLUTION OF THE TOWNSHIP OF
CHESTERFIELD ADMENDING AND ADOPTING
THE PERSONNEL POLICIES AND
PROCEDURES MANUAL**

Mr. Liedtka made a motion seconded by Mr. Dhopte to approve Resolution 2023-7-12. All were in favor.

RESOLUTION 2023-7-12 RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION UNDER N.J.S.A. 40A:4-87 FOR NJ DOT MUNICIPAL AID GRANT SYKESVILLE ROAD PHASE V IN THE AMOUNT OF \$226,340.00 IN THE 2023 MUNICIPAL BUDGET

Mr. Liedtka made a motion seconded by Mr. Dhopte to add Resolution 2023-7-13 to the agenda to amend the annual meeting notice to include September 14th as a regular meeting. Mr. Liedtka made a motion seconded by Mr. Dhopte to approve Resolution 2023-7-13.

RESOLUTION 2023-7-13 RESOLUTION AMENDING THE ANNUAL MEETING NOTICE FOR THE TOWNSHIP COMMITTEE FOR THE YEAR 2023

BILL LIST

Ms. Blazic made a motion seconded by Mr. Dhopte to approve the bill list. Voice vote – All in favor.

REPORTS & DISCUSSION

Eagle Scout Project – Mayor Koetas-Dale stated at the last meeting the Township Committee had concerns with the width of the pathway. She stated the Township Committee should consider the original project proposed with the stencils being painted on the sidewalks by the parks. Mr. Litt asked to provide more information regarding the location. The Mayor stated the scout provided that information at a previous meeting and they would be on the sidewalks near a number of playgrounds at various locations. It is no longer on any of the walking trails. Mr. Liedtka stated isn't a sidewalk where people walk and bike. Mr. Litt asked Ms. Roberts if she had any concerns. Mr. Litt made a motion seconded by Mr. Dhopte to take a five minute break to allow the clerk time to copy the plan for committee and engineer to review. All were in favor.

The meeting reconvened. There were six different locations proposed. There was some discussion and disagreement as to whether this would obstruct the sidewalk. Mr. Litt stated he is comfortable with #1 Olivia Way/Applegate Way and #3 Donlonton Circle/Fallsington Place because they are near playgrounds. Ms. Roberts stated that they should not be on walkways or pathway where someone could be on a bike, roller skates. She likes #1 where there is an area outside of the walkway. For #3 you would need to put up signs for no bikes beyond a certain point as you don't want bike traffic conflicting with anyone on the sidewalks. Mr. Ulshafer stated that Olivia Park is the only park that has a static area and good area for the stencils. After much discussion. Mr. Litt made a motion seconded by Mr. Liedtka to have all six (6) stencils at Olivia Park. Roll Call: Blazic – No; Dhopte – Yes; Liedtka – Yes; Mr. Litt – Yes; Koetas-Dale – Yes. Mr. Ulshafer will meet with the scout.

Mr. Ulshafer sent the Township Committee a memo regarding the municipal building parking lot. The engineer previously proposed 2 different designs for the parking lot. The parking lot needs to be sealed to extend the life of the pavement and by reconfiguring the parking spaces, it would provide more convenient parking and flowable traffic. He has received a few quotes from local contractors for the crack filling, seal coating and restriping the parking area at approximately \$15,000. A new handicap ramp will be installed at the center of the walkway closest to the building and two bollards to prevent cars from driving up the ramp. This will also eliminate the handicap signs in the parking lot. He is still waiting for this quote but believes it will be around \$6,000. He stated a fire lane will be added and will eliminate about 16 parking spaces but is required as per code. He spoke with the CFO and there are monies available for this project. He would like to proceed with the project before this winter. Mayor Koetas-Dale asked Mr. Ulshafer if he would be overseeing the project. Mr. Ulshafer stated he will and is going to try to have done over a weekend to have the least impact. Mr. Dhopte made a motion seconded by Mr. Litt to authorize the project not to exceed \$23,000. All were in favor.

REPORTS OF ADMINISTRATION

Mayor Koetas-Dale stated she spoke with Roseann Greenberg regarding the community gardens. Roseann will meet with some of the residents who were interested to see if they are willing to run the community garden program. If they are not, then there is not enough interest to go forward.

Mayor Koetas-Dale stated at the Planning Board there was a discussion regarding the fences in Old York village. The Planning Board agreed on the six foot privacy fences only but not the setback. She hopes we can have an ordinance ready for the August 24th meeting. Mr. Sahol stated there have been five ordinance modifications so he and Glenn McMahon will review the entire ordinance to clean up for inconsistency. He hopes to have ready to introduce August 24th.

Mayor Koetas-Dale stated the Township Committee received a copy of a letter the Environmental Commission sent to DEP regarding Active Acquisitions.

Mr. Sahol stated he sent an email to the Township Committee regarding a feasibility study to determine what direction to go with the DPW building. The engineers estimate was not to exceed \$8,000. The option is either to remain at the present location or relocate to the rear of this building. Mr. Liedtka does not understand why we would spend money to do the study. You can't keep adding onto the old building. There is nowhere to expand there with the property behind that building is on the ROSI. Ms. Blazic agreed. He thinks it should move over here. Mr. Ulshafer agrees there is no room to expand where they are. Ms. Roberts believes that ultimately the recommendation will be to have DPW over here. She believes the evaluation will give you the whole picture and both sides. What you have presently along with the restricted area and how you could expand along with costs vs what the DPW would like with expanded to what is needed. The Committee would then make the decision as to whether you take steps on improving the current location or go directly to the new facility here. Mr. Dhopte would like to see if we can fix what we have. After further discussion, Mr. Litt

made a motion seconded by Mr. Dhopte to authorize the feasibility study not to exceed \$8,500. Roll Call: Blazic – Yes; Dhopte – Yes; Liedtka – No; Litt – Yes; Koetas-Dale – Yes.

Mr. Sahol stated the Township submitted a recreation grant for a project at Fenton Lane Park the cost of which was \$271,000. It was for three projects. Paving the area near the rec building with ADA access areas, pave the cinder walking paths and exercise stations. The grant amount received is only \$77,000 so we would need \$175,000 to put toward the project to complete. He suggested scaling back the project to paving the area next to the rec building which is used to access the building, pickleball, playground, tennis courts and walking path. The project would be approximately \$125,000. The difference between the grant and project cost would be a capital ordinance from the recreation fund. It would include the section 20 costs for engineering so it does not hit the engineer budget. Mr. Litt is not sure he is in favor of paving the parking lot. He believes the gravel prevents people from speeding. Mr. Ulshafer stated it does not slow the speed in the driveway area. Mr. Sahol explained this would be just for the dead end parking area near the rec building, not the entire gravel area. If the entire area was paved you would definitely put in some speed bumps or some calming method. Mr. Dhopte asked if we have to do the parking. Mr. Sahol stated that if we wanted to use for something else, we would need to do a modification. We have tried for this grant for 2 years with the same project and now that we received it, he does not think a modification would go over well. Mr. Ulshafer stated there is a section of the walking track that ends in the parking lot. He is looking to pulling that out of the driveway. Mr. Sahol stated he will have an ordinance for the August 24th meeting. The ordinance will have a little cushion just to make sure there are enough funds for unforeseen costs.

Mr. Sahol thanked the committee for reviewing the EPL and approving the document. Getting these approved was a big project and he appreciated Mr. DiYanni's assistance as well.

Mr. Dhopte stated that the use of the rec building use has gone up during the day much more than previous years. He stated that the ventilation is not very good and does not help on hot days. He received an email from those who participate in Yoga, Badminton and Volleyball. They would like some ventilation options. Mr. Sahol stated Troy has already begun work on that prior to hearing this concern. He asked Troy for his input. Troy stated there are currently three fans that direct the air outside. When these are on, you cannot open the doors and there is no fresh air turnaround. He spoke with the construction official and an electrician about taking one fan out and putting in a louver system like on a greenhouse on each end. They operate off a thermostat. The cost is approximately \$6,000. Mr. Sahol stated he looked into the cost to condition the space with mini split units. The costs without an electrician would be \$68,000 plus the monthly recurring cost to cool which would be high. All agreed to add the costs for the louver system to the capital ordinance from the recreation fund. The work would not be able to take place until later in September.

Ms. Roberts stated that Sykesville Road phase 4 & 5 were sent to DOT and they had a few comments on phase 4 which was approved last year. They are trying to resolve with DOT.

She is continuing to work on the generators at the pump stations. She is coordinating the project with the County but still waiting on response from PSE&G.

Ms. Roberts stated they received notice of a new grant for safe routes to school but that is not a fit for Chesterfield and only for grammar school students walking to school. She hopes DOT announces an alternative grant that would help with the sidewalks in the Crosswicks area.

Ms. Roberts stated they have been inspecting work by Colonial Pipeline which is in the vicinity of the Sewer force main.

Mr. Dhopte asked about the Stormwater progress. Ms. Roberts stated that DEP has adopted new regulations and another ordinance will need to be adopted with more restrictions. DEP says they are doing this to address climate change. Mr. Sahol stated that DEP gives you the draft ordinance and put it all in one section. Now they decide they are going to change the requirements and we are required to do another ordinance. The new one is very far reaching and addresses what you can do with the trees in your back yard. Ms. Roberts stated the new regulations as of July 17th should be adopted as soon as possible as they affect land development. Technically the town is not in conformance with the state requirements. Ms. Roberts stated that if an applicant has not received an approval yet, that is something that should be discussed with the land use attorney. If they have to go to the state for approvals, they will need to abide by the new guidelines. Ms. Roberts stated she sent a letter to the committee at the beginning of year with a list of things that are coming to the Township. Street sweeping of all streets and mapping of the stormwater systems will be required. There are multiple new procedures. The Township is ultimately responsible for insuring proper maintenance of all privately owned stormwater systems and must have a maintenance manual for each one of them as well as the ones owned by the township. Mr. Dhopte asked what is our plan and timeline. Where do we need to begin and focus? Ms. Roberts stated it will start with the ordinance, administration, public education, planning board and township committee members need to do their online training. Records have to be kept of who has done the training and making sure new members get trained as well. At the DPW the salt and everything stored. There is to be an inspection of all outfalls and inlets and documented. If they are dirty they must be cleaned. All pipes have to be found and mapped by GIS. All this must be done in 3 years. DPW needs to make sure that all grates meet the new requirements. Until she has the information on what we have, she cannot provide a timeline. It was discussed that the pipes are old and we may not know where they all are. Mr. Dhopte is concerned it is going to increase the budget. Mr. Ulshafer stated he asked for \$100,000 in the budget this year and that is not even close to what it is going to cost.

NEW BUSINESS

Mr. Litt stated he is concerned with the area just passed the shops on Saddle Way. Cars are crossing over the island. Chief Davison stated he will have the officers keep their eye out for it. Mr. Litt stated he also sees u-turns at the end of the island. Maybe there can be signs installed stating no u-turn. Mr. Sahol stated

bollards with chains for the area in the island where they are crossing would work. All agreed. Mr. Sahol will reach out to the developer to see if they will consider installing.

OLD BUSINESS

Mr. Litt asked about the bid on the liquor license and if it was a serious bid and if there was a way to expedite the rebid. Mr. Liedtka stated he believes it was a legitimate bid. The clerk advised it was very clear what was needed. Mr. DiYanni stated it was unfortunate but we must follow the bidding procedure.

PUBLIC COMMENT

Mr. Dhopte made a motion seconded by Mr. Liedtka to open the meeting to public comment. Hearing none, Mr. Dhopte made a motion seconded by Mr. Litt to close public comment.

COMMENTS FROM THE TOWNSHIP COMMITTEE

Mr. Liedtka asked that the Township have the flag at half-staff in honor of Officer Sam Irwin until after the services. Officer Irwin just began working for the Mansfield Township Police Department. He passed away suddenly. He was only 23 years old. All agreed.

Mr. Liedtka made a motion seconded by Mr. Dhopte to add Resolution 2023-7-14 for Personnel & Pending Litigation to the agenda. All were in favor.

At 9:00 PM, Mr. Litt made a motion seconded by Mr. Dhopte to approve Resolution 2023-7-14 for executive session to discuss Personnel & Pending Litigation. All were in favor.

Mr. Liedtka made a motion seconded by Mr. Litt to return to regular session at 9:41 PM. All were in favor.

Mr. Liedtka made a motion seconded by Mr. Dhopte to adjourn the meeting. All in favor 9:42PM.

Respectfully submitted,

Caryn M. Hoyer, RMC
Township Clerk