

## **CHESTERFIELD TOWNSHIP REGULAR SESSION MAY 23, 2024**

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 Matt Litt at 7:00 p.m.

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

### **ROLL CALL OF MEMBERS**

Present: Belinda Blazic (remote), Shreekant Dhopte, Rebecca Hughes, Denise Koetas-Dale and Matt Litt

Also present: Caryn M. Hoyer, Township Clerk; Rachel Fryc, Deputy Clerk; Dominic P. DiYanni, Township Attorney; Joe Hirsh, Township Engineer; Michael Davison, Chief of Police and Troy Ulshafer, Public Works Manager

**AGENDA MATTER(S) REQUIRING RECUSAL(S)** – Mayor Litt recused himself from Agenda item 11B1 – Summer Help.

### **APPROVAL OF MINUTES**

Ms. Hughes made a motion seconded by Ms. Koetas-Dale to approve the May 9<sup>th</sup> regular minutes and the April 24<sup>th</sup> and 25<sup>th</sup> executive minutes. All were in favor except Mr. Dhopte who abstained from the May 9<sup>th</sup> and April 24<sup>th</sup> minutes.

### **PUBLIC COMMENTS PERTAINING TO MATTERS ON THE AGENDA**

Ms. Koetas-Dale made a motion seconded by Ms. Hughes to open the meeting to public comment for matters on the agenda. All were in favor. Hearing none, Ms. Hughes made a motion seconded by Ms. Koetas-Dale to close public comment. All were in favor.

### **ORDINANCE FOR INTRODUCTION**

Roger Fort, Construction Official stated that the BOCA Code needed to be updated since the current version was from 1996. Additionally, this ordinance is now including the property maintenance code.

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to introduce Ordinance 2024-11. Voice vote - All were in favor. The public hearing for this ordinance will be June 13<sup>th</sup>.

**ORDINANCE 2024-11**

**AN ORDINANCE AMENDING AND REVISING CHAPTER 90 OF THE TOWNSHIP CODE ENTITLED "CERTIFICATE OF COMPLIANCE" MOST NOTABLY, SECTIONS 90-3 ENTITLED "COMPLIANCE WITH OTHER STANDARDS REQUIRED", CHAPTER 152 ENTITLED "PROPERTY MAINTENANCE" SECTION 152-1 ENTITLED "TITLE" AND REPEALING SECTION 90-3.1, ENTITLED "TECHNICAL AMENDMENTS TO BOCA PROPERTY MAINTENANCE CODE"**

**ORDINANCE FOR PUBLIC HEARING AND ADOPTION**

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to open the meeting to public comment on Ordinance 2024-9. All were in favor. Hearing none, Ms. Hughes made a motion seconded by Ms. Koetas-Dale to close public comment. All were in favor. Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to adopt Ordinance 2024-9. Voice vote – All in favor.

Ms. Hughes asked Mr. Hirsh why the cost is so high. Mr. Hirsh replied that the project was started by the previous engineer and the cost and budget was set by them and already submitted to DOT. Ms. Hughes stated that the Engineer's fee is very high as well. She asked the Committee to keep this on their radar as they approved further projects this year. Mr. Dhopte would like the CFO to give the Committee a quarterly update on all engineer projects. Mr. Hirsh stated he will supply the Township Committee with a copy of his quarterly billing report. The Committee was satisfied agreed that would be beneficial.

**ORDINANCE 2024-9**

**A CAPITAL ORDINANCE OF THE TOWNSHIP OF CHESTERFIELD PROVIDING FOR A FULLY FUNDED CAPITAL IMPROVEMENT PROJECT AND APPROPRIATING \$1,400,000.00 FOR IMPROVEMENTS TO MARGERUM ROAD FUNDED FROM THE CHESTERFIELD TOWNSHIP GRANT FUND – NJ DOT GRANT OF \$282,880.00 AND THE CAPITAL IMPROVEMENT FUND OF \$1,117,120.00**

Ms. Koetas-Dale asked Troy to provide reason for this Ordinance 2024-10 for the bubblers and fountains. Troy replied that this will put them back on track with replacing the diffusers and fountains due to them breaking and past useful life. The diffusers will be more efficient and cost effective. Troy plans to put this project out to bid for no more than \$100,000.00.

Ms. Koetas-Dale made a motion seconded by Ms. Hughes to open the meeting to public comment on Ordinance 2024-10. All were in favor. Hearing none, Ms. Koetas-Dale made a motion seconded by Ms. Hughes to close public comment. All were in favor. Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to adopt Ordinance 2024-10. Voice vote – All in favor.

**ORDINANCE 2024-10**

**A CAPITAL ORDINANCE OF THE TOWNSHIP OF CHESTERFIELD PROVIDING FOR A FULLY FUNDED CAPITAL IMPROVEMENT PROJECT AND APPROPRIATING \$100,00.00 FOR ACQUISITIONS AND IMPROVEMENTS FOR BASIN FOUNTAINS & BUBBLERS FUNDED FROM THE CHESTERFIELD TOWNSHIP OTHER TRUST FUND – BASIN MAINTENANCE**

**RESOLUTIONS**

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approve Resolution 2024-5-9. Voice vote - All were in favor

**RESOLUTION 2024-5-9**

**RESOLUTION AUTHORIZING SUBMISSION OF GOVERNOR’S COUNCIL ON ALCOHOLISM AND DRUG ABUSE FISCAL GRANT CYCLE JULY 1, 2024 TO JUNE 30, 2025**

Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to approve Resolution 2024-5-10. Voice vote - All were in favor

**RESOLUTION 2024-5-10**

**RESOLUTION AUTHORIZING THE MUNICIPAL TAX COLLECTOR TO PREPARE AND MAIL ESTIMATED TAX BILLS IN ACCORDANCE WITH P.L. 1994, C72**

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approve Resolution 2024-5-11. Voice vote - All were in favor

**RESOLUTION 2024-5-11**

**RESOLUTION AUTHORIZING THE APPOINTMENT OF GEORGE JACKSON AS TOWNSHIP ADMINISTRATOR AND FURTHER AUTHORIZING AN EMPLOYMENT AGREEMENT BETWEEN THE TOWNSHIP OF CHESTERFIELD AND GOERGE JACKSON**

Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to approve Resolution 2024-5-12. Voice vote - All were in favor

**RESOLUTION 2024-5-12**

**RESOLUTION AUTHORIZING THE PURCHASE OF POWER LOAD AND POWER PRO XT UNDER THE BERGEN COUNTY COOPERTIVE PURCHASING SYSTEM #CK04-STRYKER MEDICAL BID #22-14**

**BILL LIST**

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

## **REPORTS & DISCUSSION**

**Tree Ordinance** – This ordinance is required to be compliance with the stormwater regulations. There was a lot of discussion regarding the draft ordinance. Three options are available when a tree subject to the ordinance is removed. The homeowner could replant on their property, plant a replacement tree(s) in a separate area(s) approved by the municipality or pay a fee per tree removed which would go into a fund dedicated for tree planting and continued maintenance of trees. This ordinance allows for the agricultural exclusion. Dominic will look into whether this will be a 1 for 1 and discuss introduction at the next meeting.

### **Engineer Report –**

- Storm water Compliance – Annual Report has been submitted. Items of non-compliance are related to the storm water mapping.
- Margerum Road – Awaiting approval of proposal, field survey work has been completed. Will have bae plans and start of design by mid-June.
- 2025 NJDOT Grant – Joe will meet with Troy to determine a roadway to submit. Resolution and application are due early June.
- Local Recreation Improvement Grant – Project advertised for bidding, bids are due 5/29/24.
- Olivia Way Gazebo/Dugout @ Cricket Pitch – Project advertised for bidding, bids are due 5/29/24.
- Emergency Generators – Gas service application received follow up on 5/29/24 contracts delivered 5/23/24 for signature and awaiting submittals from contractor.
- Public Works Site Evaluation – DEP sent in the limits for Green Acres property and all needed in order for Joe to move forward with evaluating DPW.

### **May 30<sup>th</sup> Agenda**

Mayor Litt suggested having more of a “question & answer” session at the May 30<sup>th</sup> special meeting. Ms. Koetas- Dale agreed and asked for the history on why the HPC was developed. Ms. Hoyer stated she will put something together for the meeting. Ms. Hughes asked to post the letter and agenda on the Township website and Facebook page.

## **REPORTS & DISCUSSION**

### **Mayor –**

Mayor Litt reminded everyone to attend the Memorial Day Remembrance on Monday at 10am and asked Rachel to post on Township social media to remind all of the event.

Mr. DiYanni updated the Township Committee on A3981 and S2527 a current bill that is in the Senate and Assembly and has to do with boarding housing and CLSR

in residential areas. Pending the bill passing, the Township cannot stop the CSLR and boarding housing from moving into Chesterfield. He has seen some ordinance putting restrictions on the location of the CSLR. Mr. DiYanni suggested hold off on an ordinance addressing CSLR and boarding houses until after the bill is passed to help take care of some of the concerns in town. Mayor Litt would like to move forward with an ordinance now to require CSLR to put restriction on locations. He would like to have something in place prior to bill passing in the event additional facilities come into town. Mayor Litt suggested the committee provide input to Dominic on what restrictions you are looking for. Dominic can then review and draft an ordinance.

## **Administration –**

### **Public Works – Summer Help & Sykesville Road**

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approve Troy's memo request not to exceed \$143,260.00 to ERI for Margerum Road improvements. All were in favor. Ms. Hughes stated provided quarterly status on bills. Mr. Hirsh stated he will probably supply monthly.

Mayor Litt recused himself and stepped down leaving Ms. Koetas-Dale to run the meeting. Ms. Hughes asked Troy if we hired summer help in the past. Troy replied yes they have, they budget for it every year and this year they are down a man. There are a lot more requirements for stormwater and this would help to get things started earlier. Mr. Dhopte asked how many hours will the summer help work. Troy replied typically 30 hours a week but depends on weather.

Ms. Blazic made a motion seconded by Mr. Dhopte to approve Resolution 2024-5-14. Voice vote - All were in favor

### **RESOLUTION 2024-5-14      RESOLUTION      AUTHORIZING      THE APPOINTMENT OF A SEASONAL LABORER FOR THE DEPARTMENT OF PUBLIC WORKS**

Mayor Litt returned to the meeting. Troy spoke about his concerns with Sykesville Road. He stated he is not satisfied with the paving and work done and concerned with the longevity. He has reached out to the former Engineer but has not heard back. Troy suggested that the road get scratch mill and repaved. There were over 27 repairs. The contractor has indicated they are done.

### **Clerk – Memo from Wendy – Construction Program to include OPRA**

Ms. Hoyer stated that due to new State regulations the Construction Department must purchase a new system for their department to handle the permitting. Ms. Hoyer suggested purchasing GovPilot which also comes with several modules one of which is OPRA. Construction Official, Roger Fort stated that he recommends GovPilot. He reviewed the others and spoke with other construction officials who are using some of the other programs. GovPilot is more user friendly and a better program across the board. It will have five modules. Construction, Code Enforcement, Zoning, Rental and OPRA.

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to add Resolution 2024-5-15 All were in favor. Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approved Resolution 2024-5-15. All were in favor.

### **PUBLIC COMMENT**

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

Kartik Gopal, 39 Brookdale Way stated that he and others in the community are using the Fenton recreation building for youth and adult volleyball and badminton. There are about 150 community members he is representing. They are requesting the Township move some of the wires for the batting cages which are in the way when planning volleyball and make room for in ground telescoping poles to allow for the appropriate net height. They are in there almost every day with volleyball and badminton. Mayor Litt asked Mr. Gopal to reach out to the Public Works Manager. Ms. Koetas-Dale asked Rachel to give the Committee a report on who is using the building.

Hearing no further public comment, Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to close public comment. All were in favor.

### **COMMENTS FROM THE COMMITTEE**

Ms. Hoyer wanted to let everyone know the Township received a letter from Black Rock Enterprises stating they will be doing an overlay project on Route 528 starting around June 3<sup>rd</sup>.

Ms. Koetas-Dale stated the State is allowing farms to have a certain number of activities each year. She suggests having Township Planner Leah Furey Bruder and Brian Wilson attend a Township meeting to do a presentation about it. Ms. Hoyer said that she has Ms. Bruder already scheduled to attend the last meeting in June. Ms. Koetas-Dale and Mr. Dhopte asked that we invite Brian Wilson and Chuck Roohr to attend as well.

Mr. Dhopte suggests we start looking into building a second recreation building due to the amount of use. Ms. Koetas-Dale stated we did purchase the civic lot with the intent to put a senior center but there should be plenty of room to include recreation. Mr. Dhopte stated that pickle ball is very popular as well.

Ms. Blazic suggested painting a mural on the blank tennis wall at the Municipal Park. Troy stated the Muddogs Lacrosse donated money to have the wall built and they may be planning to put their logo on the wall.

Ms. Koetas-Dale stated that SEWA is having a contest for the 9-11 memorial ideas and maybe we could put that up on the Township website.

Mayor Litt asked Troy to look into pricing out new "Welcome to Chesterfield" signs. Troy said we would need 20 signs that will cost \$1,500.00 not including posts and hardware.

Mr. Dhopte stated the Chesterfield Cricket Team is having a fundraiser tournament and lunch on Saturday, June 1<sup>st</sup> and invites the Township Committee to join them. Proceeds will go to local organizations. They will send a formal invite to Rachel to pass on to the Committee.

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approve Resolution 2024-5-16 to go into closed session at 8:54 PM. Action may be taken.

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to return to regular session at 10:14 PM.

Ms. Koetas-Dale made a motion seconded by Ms. Hughes to adjourn the meeting at 10:16 PM. All were in favor.

Respectfully submitted,

Caryn M. Hoyer, RMC  
Township Clerk