

ELK TOWNSHIP
Work Session Minutes
May 21, 2013

The work session of the Elk Township Committee was held on the above date in the Municipal Building. The meeting was called to order by Mayor Barbaro at 7:33PM.

The Open Public Meeting Notice was read.

The Salute to the Flag was recited and a moment of silence was observed for the victims of the Oklahoma tornado.

ROLL CALL: Present were: Mr. Marchei, Mr. Poisker, Mr. Spring, Mayor Barbaro, Mr. Considine, CFO, and Mrs. Pine, Township Clerk. Mrs. Sammons was absent.

TOPICS:

Discussion ensued regarding a letter from Gloucester County Freeholders concerning a Shared Service position for the Fire Marshal. Elk Township Fire Marshal Dennis Conley was noticed of the meeting and was present. A letter from the Fire Chiefs of all three companies was received and they are in favor of the shared service if that is the direction the township committee wishes to take.

Mr. Poisker is not familiar with the duties of the fire marshal.

Mr. Conley explained his duties are to complete fire inspections of all business in the township, for state and local registrations, issues burning permits. Fire investigations can be conducted by the local or county fire marshal. Currently Mr. Conley reviews plans of developments, where the county will not review the plans; it will be up to the fire chief of the company whose jurisdiction it falls into.

Mr. Marchei stated some of the concerns in reviewing plans is making sure the roads, cul-de-sac, etc. are wide enough for their trucks to maneuver the roads and be able to turn around.

Mr. Spring explained that once a commercial building is COed, the Fire Marshal is responsible for the fire inspections for the life of the building.

Mr. Marchei asked Mr. Conley what he provides for Fire Prevention Week.

Mr. Conley provides them with awards and other items of special interest.

Mayor Barbaro asked if all inspections have been completed for 2011 and 2012.

Mr. Conley stated all inspections have been completed for 2011 and 2012. He is currently working on 2013. He inspected 27 life hazard buildings and 28 non life hazard.

Committee would like to have a list of all the 2012 businesses that have been inspected.

If we go with the shared service all money collected for inspections will go to the county. The township will not receive any funds.

Mr. Spring asked if residents are obtaining burning permits. Permits are to be issued for ceremonial purposes only. They would need to apply for a permit for each occasion.

The clerk will contact the County to have a representative attend the June 6, 2013 meeting to answer questions.

A letter from Mr. & Mrs. Sharpless requesting to purchase Block 199 Lot 2 from the township has been received. This piece of property is completely surrounded by property owned by Mr. & Mrs. Sharpless. Committee would like to know the fair market value on the property.

Mr. Considine updated committee on COAH. We were under obligation to provide certification and payment by May 22nd. A lawsuit was filed with the appellate division and a stay was issued. The hearing date is June 5th. Nothing has to be sent prior to this hearing. Mr. Duffield will keep the township informed. We are still collecting the money and there is no way for Elk to spend the money since our 3rd round plan has not been approved.

The township did not receive funding from the 2013 DOT Road Grant. The engineer would like to know if the township would like to apply for discretionary aid for the reconstruction of Railroad Avenue and Willow Grove Road. Committee was in favor of applying for discretionary aid for 2013.

Mr. Poisker met with Girl Scout Troop #64031. They would like to do a service project as part of their bridging ceremony. They have proposed putting in a handicap swing in the park. Mr. Poisker offered as an additional option of putting in some benches at Ina B. Hull Park. The Troop liked that idea also. They have enough money to purchase the swing but not enough to install the swing. Mr. Poisker will get additional information on the swing.

GLOUCESTER COUNTY REPRESENTATIVE – David Lubelski was present to respond to concerns about county issues.

PUBLIC PORTION:

Motion by Mr. Spring to open the meeting to the public, seconded by Mr. Marchei, all were in favor, motion carried.

Mayor Barbaro asked if anyone had any concerns they would like to bring to the township committees attention to come forward at this time.

Joe Marchei, 615 Aura Rd., asked questions about the bank accounts that are used for the fees and fines collected by the Fire Marshal. Mr. Considine stated there are 2 accounts a Fire Prevention Account and a Fire Penalty Account. Mr. Marchei spoke with the county fire marshal, Ed Johnson and asked about the funding for fire prevention. Currently they give \$1000 for fire prevention and they are looking to give \$1500 for next year. Currently, Elk Township gives cash award prizes to the poster contest winners for a total of \$324. The county will not be able to give the township the cash for the prizes. Mr. Marchei does not think going with the county is the best way to go. Committee will speak with the county at the next meeting.

Motion by Mr. Marchei to close the public portion, seconded by Mayor Barbaro, all were in favor, motion carried.

Mrs. Pine announced to committee that Mr. Considine and Mr. Ash moved 3860 pounds of paper work out of the house for shredding. Residents brought in 1200 pounds to shred.

PAY BILLS:

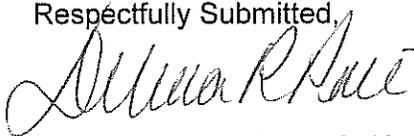
Motion by Mr. Spring to Pay the Bills, seconded by Mr. Marchei, upon roll call motion was carried.

Roll Call:	Mr. Marchei	Yes
	Mr. Poisker	Yes
	Mr. Spring	Yes
	Mayor Barbaro	Yes

ADJOURNMENT:

Motion by Mr. Marchei to adjourn the meeting, seconded by Mayor Barbaro, all were in favor, the meeting was adjourned at 8:33 PM.

Respectfully Submitted,



Debora R. Pine, RMC, CMC
Township Clerk

BILL APPROVAL

May 21, 2013

Bank Wires, Manual and Interim Checks

GENERAL ACCOUNT:

1) Township of Elk	13-00387	\$55,552.13
2) State of NJ Division of Pensions	13-00386	\$34,400.82
3) US Postal Service	13-00390	\$1,500.00

ELMER ESCROW:

1) Kristin Falzarano	13-00411	\$51.38
2) Adams and Adams	13-00420	\$915.00
3) Bach Associates	13-00428	\$1,937.50

UNEMPLOYMENT TRUST

1) State of NJ Department of Labor		\$1,956.00
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Batch Id: SC Batch Type: C Batch Date: 05/21/13 Checking Account: CURRENT G/L Credit: Budget G/L Credit
Generate Direct Deposit: N

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq
13-00419	05/16/13	05/21/13 A0055 ADAMS & ADAMS 1 GENERAL PLANNING	390.00	JOAN ADAMS ESQ. 3-01- -023-232 LEGAL COSTS	Budget	Aprv	42
			<u>390.00</u>				
13-00402	05/12/13	05/21/13 A0221 DONALD ASH 1 SHRED DAY	100.00	721 NEWPORT DRIVE G-01- -120-101 CLEAN COMMUNITIES	Budget	Aprv	30
			<u>100.00</u>				
13-00421	05/16/13	05/21/13 A0260 ATLANTIC CITY ELECTRIC 1 ELECTRIC	513.41	5 COLLINS DRIVE 3-01- -037-223 ELECTRICITY	Budget	Aprv	43
13-00421	05/16/13	2 ELECTRICITY	19.74	3-01- -037-223 ELECTRICITY	Budget	Aprv	44
13-00421	05/16/13	3 ELECTRICITY	5.04	3-01- -037-223 ELECTRICITY	Budget	Aprv	45
13-00421	05/16/13	4 STREET LIGHTS	7.89	3-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	46
13-00421	05/16/13	5 STREET LIGHTS	13.11	3-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	47
13-00421	05/16/13	6 STREET LIGHTS	13.64	3-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	48
13-00421	05/16/13	7 STREET LIGHTS	5.95	3-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	49
13-00421	05/16/13	8 STREET LIGHTS	30.86	3-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	50
13-00421	05/16/13	9 STREET LIGHTS	10.77	3-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	51
13-00421	05/16/13	10 STREET LIGHTS	13.30	3-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	52
13-00421	05/16/13	11 STREET LIGHTS	35.79	3-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	53
13-00421	05/16/13	12 ELECTRICITY	169.54	3-01- -037-223 ELECTRICITY	Budget	Aprv	54
13-00421	05/18/13	13 ELECTRIC	218.47	3-01- -037-223 ELECTRICITY	Budget	Aprv	55
13-00421	05/18/13	14 STREET LIGHTS	9.93	3-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	56
			<u>1,067.44</u>				
13-00378	05/02/13	05/21/13 A0359 AUTO SHINE CAR WASH 1 MARCH SERVICE	25.00	300 NORTH BLACK HORSE PIK 3-01- -029-225 MISCELLANEOUS	Budget	Aprv	19
			<u>25.00</u>				
13-00427	05/19/13	05/21/13 B0095 BACH ASSOCIATES, PC 1 GENERAL PLANNING	135.00	304 WHITE HORSE PIKE 3-01- -023-225 MISCELLANEOUS	Budget	Aprv	62

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			135.00				
13-00374	05/02/13	05/21/13 C0093 CHEAPER THAN DIRT 1 SPYDERCO BYRD HAWKBILL	30.09	2524 NE LOOP 820 3-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	13
			30.09				
13-00403	05/12/13	05/21/13 C0149 STEPHEN CONSIDINE 1 SHRED DAY	100.00	G-01- -120-101 CLEAN COMMUNITIES	Budget	Aprv	31
			100.00				
13-00422	05/18/13	05/21/13 C0150 STEPHEN CONSIDINE 1 REIMBURSE-3 CASE HD TRASH BAGS	160.47	G-01- -120-101 CLEAN COMMUNITIES	Budget	Aprv	57
			160.47				
13-00405	05/12/13	05/21/13 C0167 COMCAST 1 MONTHLY SERVICE	134.85	3-01- -037-224 TELEPHONE	Budget	Aprv	33
13-00417	05/16/13	1 MONTHLY SERVICE	134.85	3-01- -037-224 TELEPHONE	Budget	Aprv	41
			269.70				
13-00381	05/04/13	05/21/13 D0203 DENNY SEPTIC & PORTABLE TOILET 1 APRIL SERVICE	140.00	598 JACKSON ROAD 3-01- -020-225 MISCELLANEOUS	Budget	Aprv	22
			140.00				
13-00384	05/04/13	05/21/13 D0499 BRIAN J. DUFFIELD 1 PROSECUTOR SVS-APRIL TO JUNE	3,500.00	95 NORTH MAIN STREET 3-01- -018-225 PROSECUTOR OE	Budget	Aprv	25
			3,500.00				
13-00306	04/10/13	05/21/13 D0905 DRAEGER SAFETY DIAGNOSTICS, INC 1 MOUTH PIECES-ALCOTEST	71.50	PO BOX 200337 3-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	6
13-00307	04/10/13	1 ALCOTEST SIMULATOR/TEMP PROBE	155.00	3-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	7
			226.50				
13-00382	05/04/13	05/21/13 G0020 GCIA 1 TIPPING APRIL	3,858.55	254 COUNTY HOUSE ROAD 3-01- -038-221 TIPPING FEES	Budget	Aprv	23
			3,858.55				
13-00334	04/14/13	05/21/13 G0150 GALL'S INC. 1 PANTS	52.35	24296 NETWORK PLACE 3-01- -029-233 UNIFORM ALLOWANCE	Budget	Aprv	8
13-00354	04/20/13	1 PANTS, SOCKS	155.48	3-01- -029-233 UNIFORM ALLOWANCE	Budget	Aprv	9
13-00354	04/20/13	2 SOCKS	10.24	3-01- -029-233	Budget	Aprv	10

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			<u>218.07</u>	UNIFORM ALLOWANCE			
13-00383	05/04/13	05/21/13 G0300 GLOUCESTER COUNTY TIMES 1 PZ DECISIONS	52.56	309 S. BROAD STREET 3-01- -023-228 ADVERTISEMENTS	Budget	Aprv	24
13-00413	05/14/13	1 P/Z DECISIONS	52.56	3-01- -023-228 ADVERTISEMENTS	Budget	Aprv	38
13-00413	05/14/13	2 ORD'S NUMBER 1 AND 2	33.84	3-01- -043-228 ADVERTISEMENTS	Budget	Aprv	39
			<u>138.96</u>				
13-00424	05/18/13	05/21/13 H0176 HERITAGE BUSINESS SYSTEMS, INC. 1 COPIER	77.64	1263 GLEN AVENUE 3-01- -011-333 GENERAL ADMIN - EQUIP. MAINT.	Budget	Aprv	59
			<u>77.64</u>				
13-00391	05/12/13	05/21/13 K0200 KAY PRINTING 1 FORM F120 ELECTRICAL	90.00	220 ENTIN ROAD 3-01- -046-224 PRINTING OF FORMS	Budget	Aprv	28
			<u>90.00</u>				
13-00389	05/12/13	05/21/13 L0440 GARY H. LOMANNO ESQ. 1 PUBIC DEFNDER-APRIL MAY & JUNE	2,000.00	330 A WASHINGTON AVENUE 3-01- -051-221 PUBLIC DEFENDER OE	Budget	Aprv	27
			<u>2,000.00</u>				
13-00407	05/12/13	05/21/13 M0018 MAJESTIC OIL COMPANY, INC. 1 5/6-UNLEADED	1,376.84	2104 FAIRFAX AVENUE 3-01- -037-226 GASOLINE/DIESEL	Budget	Aprv	34
13-00423	05/18/13	1 5/15 DIESEL	494.89	3-01- -037-226 GASOLINE/DIESEL	Budget	Aprv	58
13-00426	05/19/13	1 5/16 UNLEADED	1,382.65	3-01- -037-226 GASOLINE/DIESEL	Budget	Aprv	61
			<u>3,254.38</u>				
13-00303	04/03/13	05/21/13 M0145 MOBILE VISION-L3 COMM MOBILE 1 MICROPHONES	930.00	90 FANNY ROAD 3-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	4
13-00303	04/03/13	2 MICROPHONES	15.00	3-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	5
			<u>945.00</u>				
13-00380	05/04/13	05/21/13 N0025 NEXTEL/SPRINT COMMUNICATION 1 TELEPHONE	277.92	PO BOX 172408 3-01- -037-224 TELEPHONE	Budget	Aprv	21
			<u>277.92</u>				
13-00388	05/09/13	05/21/13 P0250 PEACH COUNTRY FORD 1 RHINO RHD74 SHD 74" FLAIL	5,089.00	ROUTE 322 BOX 10 3-01- -034-236 EQUIPMENT & SUPPLIES	Budget	Aprv	26
			<u>5,089.00</u>				

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13-00404	05/12/13	05/21/13 P0348 DEBORA PINE 1 SHRED DAY	100.00 <u>100.00</u>	G-01- -120-101 CLEAN COMMUNITIES	Budget	Aprv	32
13-00373	05/02/13	05/21/13 P0610 PUBLIC SAFETY OUTFITTERS 1 BOOTS	139.99 <u>139.99</u>	545 WOODBURY GLASSBORO RD 3-01- -029-233 UNIFORM ALLOWANCE	Budget	Aprv	12
13-00379	05/02/13	05/21/13 Q0115 QUARTZ COMPUTERS 1 SERVER UPDATE	255.00 <u>255.00</u>	3669 DEVONSHIRE PLACE 3-01- -011-333 GENERAL ADMIN - EQUIP. MAINT.	Budget	Aprv	20
13-00377	05/02/13	05/21/13 R0015 R & R RADAR, INC. 1 #096466-CERTIFY/REPAIR	87.50	PO BOX 401 3-01- -029-239 REPAIRS TO EQUIPMENT	Budget	Aprv	15
13-00377	05/02/13	2 #097540 CERTIFY/REPAIR	87.50	3-01- -029-239 REPAIRS TO EQUIPMENT	Budget	Aprv	16
13-00377	05/02/13	3 #030320 CERTIFY/REPAIR	87.50	3-01- -029-239 REPAIRS TO EQUIPMENT	Budget	Aprv	17
13-00377	05/02/13	4 #35798 REPAIR/CERTIFY	75.00 <u>337.50</u>	3-01- -029-239 REPAIRS TO EQUIPMENT	Budget	Aprv	18
13-00008	01/01/13	05/21/13 S0100 MILTON SAHMS 2 2013 MEDICARE 2ND QTR	314.70	955 AURA ROAD 3-01- -026-222 GROUP INSURANCE PLAN	Budget	Aprv	1
13-00011	01/01/13	2 EMER MGT TELEPHONE APRIL-JUNE	45.00 <u>359.70</u>	3-01- -037-224 TELEPHONE	Budget	Aprv	3
13-00376	05/02/13	05/21/13 S0505 STREICHERS POLICE EQUIPMENT 1 WEAPON MOUNTED LIGHT	64.98 <u>64.98</u>	LB#7873 3-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	14
13-00401	05/12/13	05/21/13 S0564 STATE WASTE REMOVAL 1 DUMPSTERS-CLEAN UP DAY	1,319.73 <u>1,319.73</u>	686 ELK ROAD G-01- -120-101 CLEAN COMMUNITIES	Budget	Aprv	29
13-00425	05/18/13	05/21/13 S0600 SOUTHERN PEST CONTROL 1 MONTHLY SERVICE	48.00 <u>48.00</u>	3300 CRESCENT BLVD. 3-01- -020-225 MISCELLANEOUS	Budget	Aprv	60
13-00009	01/01/13	05/21/13 S0911 ROBERT SEIBERT 2 2013 MEDICARE 2ND QTR	314.70	350 POPLAR AVENUE 3-01- -026-222 GROUP INSURANCE PLAN	Budget	Aprv	2

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			314.70				
13-00414	05/21/13 05/14/13	T0706 TREASURER, STATE OF NJ 1 ANNUAL DEP ASSESSMENT	3,279.70	DIVISION OF REVENUE 3-01- -020-225 MISCELLANEOUS	Budget	Aprv	40
			3,279.70				
13-00409	05/21/13 05/12/13	w0025 WASTE MANAGEMENT OF NJ, INC. 1 APRIL CONTRACTUAL	17,565.56	107 SILVA STREET 3-01- -038-222 CONTRACTUAL	Budget	Aprv	36
			17,565.56				
13-00412	05/21/13 05/14/13	w0205 WEST GROUP PAYMENT CENTER 1 COURT UPDATES	573.50	3-01- -050-254 BOOKS & PUBLICATIONS	Budget	Aprv	37
			573.50				
13-00408	05/21/13 05/12/13	w0300 WHEELABRATOR GLOUCESTER CO. 1 TIPPING APRIL 2013	8,394.37	PO BOX 7247-6556 3-01- -038-221 TIPPING FEES	Budget	Aprv	35
			8,394.37				
13-00364	05/21/13 04/29/13	w0302 WOODY'S ASPE, LLC 1 FIRE EXT. YEARLY	267.85	PO BOX 567 3-01- -020-243 REPAIRS & SUPPLIES FOR BLDG	Budget	Aprv	11
			267.85				

	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
Checks:	36	62	55,114.30

There are NO errors or warnings in this listing.