

ELK TOWNSHIP COMMITTEE
Close Out Meeting Minutes
December 30, 2015

The 2015 Close Out Meeting of the Elk Township Committee was held on the above date in the Municipal Building. The meeting was called to order by Mayor Marchei at 5:05PM.

The Open Public Meeting Notice was read.
The Salute to the Flag was recited.

Present were: Mr. Poisker, Mrs. Sammons, Mayor Marchei, Mr. Considine, CFO and Mrs. Pine, Township Clerk. Mr. Rambo and Ms. Yenner were absent.

Approval of Minutes – December 15, 2015 Work Session

Motion by Mr. Poisker to approve the minutes of December 15, 2015 Work Session, seconded by Mrs. Sammons, motion carried with Mayor Marchei abstaining.

RESOLUTION:

R-126-2015 – Resolution Appointing Brian Hacking as the Electric Subcode Official of the Township of Elk

Motion by Mr. Poisker, seconded by Mrs. Sammons to adopt and approve said Resolution, upon roll call motion carried.

Roll Call:	Mr. Poisker	Yes
	Mrs. Sammons	Yes
	Mayor Marchei	Yes

PUBLIC PORTION:

There was no public present.

PAY BILLS:

Motion by Mrs. Sammons to Pay the Bills, seconded by Mr. Poisker, upon roll call motion was carried.

Roll Call:	Mr. Poisker	Yes
	Mrs. Sammons	Yes
	Mayor Marchei	Yes

Motion by Mrs. Sammons to adjourn, seconded by Mr. Poisker, all were in favor, the meeting was adjourned at 5:07PM.

Respectfully Submitted,



Debora R. Pine, RMC, CMC
Township Clerk

R-126-2015

**RESOLUTION APPOINTING BRIAN HACKING AS THE
ELECTRIC SUBCODE OFFICIAL OF THE TOWNSHIP OF ELK**

WHEREAS, Robert Kunkle, has submitted his resignation from his position of Electric Subcode Official effective December 30, 2015; and

WHEREAS, as N.J.S.A. 52:27D-126 provides a four (4) year term for Electric Subcode Official; and

WHEREAS, Brian Hacking has all the necessary qualifications to serve as Electric Subcode Official for the Township of Elk.

NOW, THEREFORE, BE IT RESOLVED by The Township Committee of Elk Township that the resignation of Robert Kunkle is hereby accepted effective December 30, 2015; and

BE IT FURTHER RESOLVED that Brian Hacking is appointed Electric Subcode Official for a term pursuant to State Statute effective January 1, 2016 and expiring December 31, 2019.

BE IT FURTHER RESOLVED that the salary of the Electric Subcode Official shall be determined by the Township Committee annually and as promulgated in the salary ordinance of the Township of Elk.

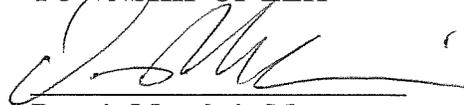
ADOPTED at a regular meeting of the Township Committee of the Township of Elk held on December 30, 2015.

ATTEST:



DEBORA R. PINE, TOWNSHIP CLERK

TOWNSHIP OF ELK



Dennis Marchei, Mayor

ROLL CALL VOTE				
COMMITTEE	AYES	NAYS	ABSTAIN	ABSENT
Marchei	✓			
Poisker	✓			
Rambo				✓
Sammons	✓			
Yenner				✓

CERTIFICATION

I hereby certify that the above resolution is a true copy of a resolution adopted by the Township Committee of the Township of Elk, County of Gloucester, State of New Jersey, at a meeting held by the same on December 30, 2015 in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

DEBORA R. PINE
Township Clerk

BILL APPROVAL
December 30, 2015
Bank Wires, Manual and Interim Checks

GENERAL ACCOUNT:

1) Elk Township	15-00997	\$60,006.10
2) Elk Township	15-00998	\$8,596.06

ELMER ESCROW:

1) Federici & Akin	15-01032	\$1,707.00
2) Weir & Partners, LLP	15-01019	\$135.00

Batch Id: SC Batch Type: C Batch Date: 12/30/15 Checking Account: CURRENT G/L Credit: Budget G/L Credit
Generate Direct Deposit: N

Check No.	Check Date	Vendor # Name	Payment Amt	Street 1 of Address to be printed on Check	Charge Account	Account Type	Status	Seq	Acct
PO #	Enc Date	Item Description			Description				
	12/30/15	A0140 JOHN A. ALICE		28 COOPER STREET					
15-01036	12/29/15	1 11/2-DOCS VALLE DEL SOL,ETC	568.75	5-01- -017-222	Budget	Aprv	56	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	2 11/3-REVIEW DOCS/RESOLUTION	72.92	5-01- -017-222	Budget	Aprv	57	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	3 11/4 MEETING,PREP FOR COAH	612.50	5-01- -017-222	Budget	Aprv	58	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	4 11/5 MEET-COAH/STAN/LEAH	481.25	5-01- -017-222	Budget	Aprv	59	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	5 11/10-REVIEW DOCS TRASH BID	700.00	5-01- -017-222	Budget	Aprv	60	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	6 11/11-DRAFT DOC RE-MALEY MOTIO	656.25	5-01- -017-222	Budget	Aprv	61	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	7 11/12-DRAFT DOCS-COAH,CRETA,ET	393.75	5-01- -017-222	Budget	Aprv	62	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	8 11/14-DOCS-SURENIAN APPEAL ON	43.75	5-01- -017-222	Budget	Aprv	63	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	9 11/16-TRASH RES,MALEY MOTION,	262.50	5-01- -017-222	Budget	Aprv	64	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	10 11/174-MEETING	437.50	5-01- -017-222	Budget	Aprv	65	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	11 11/18-SEWER EMAIL,STAN REVIEW	350.00	5-01- -017-222	Budget	Aprv	66	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	12 11/20-WARRINGTON RE ZONING	218.75	5-01- -017-222	Budget	Aprv	67	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	13 11/24-JIF REVIEW,MOU EMERGENCY	437.50	5-01- -017-222	Budget	Aprv	68	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	14 11/25-WARRINGTON DOCS,SUMMARY	393.75	5-01- -017-222	Budget	Aprv	69	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	15 12/1-DRAFT DOCS,RADIOS,MALEY	831.25	5-01- -017-222	Budget	Aprv	70	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	16 12/3-MEETING	743.75	5-01- -017-222	Budget	Aprv	71	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	17 12/4-COURT APPEAR MALEY	379.17	5-01- -017-222	Budget	Aprv	72	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	18 12/7-COURT APPEAR MALEY	306.25	5-01- -017-222	Budget	Aprv	73	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	19 12/10-MEETING STAN/NICK CASEY	393.75	5-01- -017-222	Budget	Aprv	74	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	20 12/15-MEETING ELK WORK,ETC	437.50	5-01- -017-222	Budget	Aprv	75	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	21 12/16-RURENIAN EMAILS, MOTION,	320.83	5-01- -017-222	Budget	Aprv	76	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	22 12/23-NJ AFFORDABLE HOUSING	568.75	5-01- -017-222	Budget	Aprv	77	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	23 12/28-DRAFT DOCS, PACILLI, ETC	175.00	5-01- -017-222	Budget	Aprv	78	1	
				LEGAL OPERATING EXPENSES					
15-01036	12/29/15	24 POSTAGE,CERTS, ETC	83.02	5-01- -017-222	Budget	Aprv	79	1	
				LEGAL OPERATING EXPENSES					

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account	Account Type	Status	Seq	Acct
			9,868.44					
15-01009	12/30/15 12/20/15	A0154 AMERICAN ASPHALT COMPANY, INC. 1 COLD PATCH	137.70	116 MAIN STREET 5-01- -034-252 COLD PATCH	Budget	Aprv	25	1
			137.70					
15-01016	12/30/15 12/20/15	A0260 ATLANTIC CITY ELECTRIC 1 STREET LIGHTS	17.32	5 COLLINS DRIVE 5-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	31	1
15-01016	12/20/15	2 STREET LIGHTS	38.80	5-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	32	1
15-01016	12/20/15	3 STREET LIGHTS	12.31	5-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	33	1
15-01016	12/20/15	4 STREET LIGHTS	9.03	5-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	34	1
15-01016	12/20/15	5 STREET LIGHTS	122.15	5-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	35	1
15-01016	12/20/15	6 ELECTRIC	233.45	5-01- -037-223 ELECTRICITY	Budget	Aprv	36	1
15-01016	12/20/15	7 ELECTRIC	783.05	5-01- -037-223 ELECTRICITY	Budget	Aprv	37	1
15-01016	12/20/15	8 ELECTRIC	167.74	5-01- -037-223 ELECTRICITY	Budget	Aprv	38	1
15-01016	12/21/15	9 STREET LIGHTS	7.95	5-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	39	1
15-01016	12/21/15	10 ELECTRIC	9.32	5-01- -037-223 ELECTRICITY	Budget	Aprv	40	1
15-01016	12/21/15	11 ELECTRIC	5.90	5-01- -037-223 ELECTRICITY	Budget	Aprv	41	1
15-01016	12/26/15	12 STREET LIGHTS	15.44	5-01- -037-222 STREET LIGHTING EXPENSE	Budget	Aprv	42	1
			1,422.46					
15-00849	12/30/15 10/29/15	A0262 ATLANTIC ELECTRIC 1 INSTALL STREET LIGHT	1,851.18	REMITTANCE PROCESSING 84CP29 5-01- -910-004 INSURANCE REFUNDS	Budget	Aprv	2	1
			1,851.18					
15-00954	12/30/15 11/25/15	B0200 VERIZON 1 856-881-0342	38.46	P.O. BOX 4833 5-01- -037-224 TELEPHONE	Budget	Aprv	4	1
			38.46					
15-00992	12/30/15 12/12/15	B0202 VERIZON WIRELESS 1 ACCOUNT 222861020-00001	173.88	PO BOX 25505 5-01- -037-224 TELEPHONE	Budget	Aprv	12	1
			173.88					
15-01002	12/30/15 12/16/15	C0033 CAPITOL CLEANERS 1 CLEANING NOVEMBER	651.20	12 N. ACADEMY STREET 5-01- -029-234 UNIFORM CLEANING	Budget	Aprv	16	1

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	Acct
			651.20					
	12/30/15	C0149 STEPHEN CONSIDINE						
15-01003	12/18/15	1 PETTY CASH	35.00	5-01- -029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	17	1
15-01003	12/20/15	2 PETTY CASH	25.00	5-01- -013-225 MISCELLANEOUS	Budget	Aprv	18	1
15-01003	12/24/15	3 PETTY CASH	4.17	5-01- -024-223 OFFICE SUPPLIES	Budget	Aprv	19	1
			64.17					
	12/30/15	C0167 COMCAST						
15-01006	12/20/15	1 MONTHLY SERVICES	132.40	5-01- -037-224 TELEPHONE	Budget	Aprv	22	1
15-01014	12/20/15	1 MONTHLY SERVICE	143.76	5-01- -037-224 TELEPHONE	Budget	Aprv	30	1
			276.16					
	12/30/15	D0139 READY REFRESH BY NESTLE		PO BOX 856192				
15-01001	12/16/15	1 WATER	52.19	5-01- -020-225 MISCELLANEOUS	Budget	Aprv	15	1
			52.19					
	12/30/15	E0037 ELK TOWNSHIP						
15-01026	12/24/15	1 MOVE BALANCE UE TO TRUST	5,104.84	5-01- -049-225 UNEMPLOYMENT FUND	Budget	Aprv	50	1
			5,104.84					
	12/30/15	E0038 ELK TOWNSHIP						
15-01027	12/24/15	1 MOVE BALANCE SNOW TO TRUST	9,000.00	5-01- -036-222 SNOW REMOVAL EXPENSE	Budget	Aprv	51	1
			9,000.00					
	12/30/15	G0173 GARDEN STATE HIGHWAY PRODUCTS		1740 E. OAK ROAD				
15-01031	12/26/15	1 ROAD WORK-FLAGGER, ONE WAY	732.00	P-07- -990-000 POLICE OFF DUTY ACCOUNT	Budget	Aprv	54	1
15-01031	12/26/15	2 ROAD NAME SIGNS-VARIOUS	270.00	5-01- -035-222 ROAD SIGNS OPERATING EXPENSE	Budget	Aprv	55	1
			1,002.00					
	12/30/15	H0176 HERITAGE BUSINESS SYSTEMS, INC.		PO BOX 684				
15-01011	12/20/15	1 COPIER CHARGE	67.22	5-01- -011-333 GENERAL ADMIN - EQUIP. MAINT.	Budget	Aprv	27	1
			67.22					
	12/30/15	L0060 LAWNS VOLUNTEER FIRE COMPANY		220 STANGER AVENUE				
15-01024	12/24/15	1 PEOSHA REIMBURSEMENT	2,238.20	5-01- -052-222 OSHA FIRE CONTRIBUTIONS	Budget	Aprv	49	1
			2,238.20					
	12/30/15	M0018 MAJESTIC OIL COMPANY, INC.		2104 FAIRFAX AVENUE				
15-01010	12/20/15	1 12/16 UNLEADED	440.58	5-01- -037-226	Budget	Aprv	26	1

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account	Account Type	Status	Seq	Acct
15-01029	12/26/15	1 12/23 UNLEADED	416.34	GASOLINE/DIESEL 5-01- -037-226	Budget	Aprv	53	1
			<u>856.92</u>	GASOLINE/DIESEL				
15-01028	12/26/15	1 12/30/15 N0025 NEXTEL/SPRINT COMMUNICATION TELEPHONE	370.44	PO BOX 4181 5-01- -037-224	Budget	Aprv	52	1
			<u>370.44</u>	TELEPHONE				
15-01005	12/20/15	1 12/30/15 00260 OFFICE PRODUCTS TONER,PAPER,RIBBONS,PENS,ETC	396.45	70 SEWELL STREET 5-01- -029-223	Budget	Aprv	21	1
15-01023	12/24/15	1 NAME PLATE	10.97	OFFICE SUPPLIES 5-01- -025-223	Budget	Aprv	48	1
			<u>407.42</u>	OFFICE SUPPLIES				
15-01007	12/20/15	1 12/30/15 P0075 PARALLEL EDGE, INC. FILE SERVER UPDATE	125.00	126 E. BEECHTREE LANE 5-01- -029-225	Budget	Aprv	23	1
			<u>125.00</u>	MISCELLANEOUS				
15-00991	12/12/15	1 12/30/15 Q0100 EUROFINS QC 12/8 TESTING	215.00	702 ELECTRONIC DRIVE 5-01- -020-225	Budget	Aprv	10	1
15-00991	12/12/15	2 12/9 TESTING	54.00	MISCELLANEOUS 5-01- -020-225	Budget	Aprv	11	1
15-01012	12/20/15	1 TESTING 12/17	215.00	MISCELLANEOUS 5-01- -020-243	Budget	Aprv	28	1
			<u>484.00</u>	REPAIRS & SUPPLIES FOR BLDG				
15-00980	12/07/15	1 12/30/15 Q0401 QUILL CORPORATION RIBBON	4.19	PO BOX 37600 5-01- -015-223	Budget	Aprv	6	1
15-00980	12/07/15	2 FOLDERS	44.25	OFFICE SUPPLIES 5-01- -013-223	Budget	Aprv	7	1
15-00980	12/07/15	3 CLIPS,BANDS,PAPER,ETC	151.46	OFFICE SUPPLIES 5-01- -043-223	Budget	Aprv	8	1
15-00981	12/07/15	1 LABELS	15.56	OFFICE SUPPLIES 5-01- -043-223	Budget	Aprv	9	1
			<u>215.46</u>	OFFICE SUPPLIES				
15-01000	12/16/15	1 12/30/15 R0922 RELIABLE PENGUIN, INC. WEB HOSTING	239.40	244 BROOK GLEN DRIVE 5-01- -043-254	Budget	Aprv	14	1
			<u>239.40</u>	WEBSITE FEES				
15-01017	12/21/15	1 12/30/15 S0010 SAFEGUARD BUSINESS SYSTEMS INC W2S, 1099S	137.92	PO BOX 88043 5-01- -013-224	Budget	Aprv	43	1
			<u>137.92</u>	PRINTING OF FORMS				

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account	Account Type	Status	Seq	Acct
15-00278	12/30/15 03/24/15	S0100 MILTON SAHMS 4 4TH Q - REIMBURSE MEDICARE B	314.70	955 AURA ROAD 5-01- -026-222 GROUP INSURANCE PLAN	Budget	Aprv	1	1
			<u>314.70</u>					
15-00999	12/30/15 12/16/15	S0455 LUZ S. SMITH 1 COURT DECEMBER	600.00	2835 FRIENDSHIP STREET 5-01- -050-225 MISCELLANEOUS	Budget	Aprv	13	1
			<u>600.00</u>					
15-01008	12/30/15 12/20/15	S0600 SOUTHERN PEST CONTROL 1 MONTHLY SERVICE	48.00	PO BOX 95 5-01- -020-243 REPAIRS & SUPPLIES FOR BLDG	Budget	Aprv	24	1
			<u>48.00</u>					
15-01018	12/30/15 12/21/15	S0670 SUBURBAN PROPANE 1 12/21 PROPANE	187.81	PO BOX J 5-01- -037-225 PROPANE/NATURAL GAS	Budget	Aprv	44	1
15-01022	12/30/15 12/24/15	S0670 SUBURBAN PROPANE 1 12/21 PROPANE	499.01	5-01- -037-225 PROPANE/NATURAL GAS	Budget	Aprv	47	1
			<u>686.82</u>					
15-01020	12/30/15 12/21/15	w0170 WEIR & PARTNERS, LLP 1 MEETING, ETC	405.49	LIBERTY VIEW BLDG-SUITE 420 5-01- -023-232 LEGAL COSTS	Budget	Aprv	45	1
15-01020	12/30/15 12/21/15	w0170 WEIR & PARTNERS, LLP 2 REVIEW COMMITTEE RESOLUTION	210.00	5-01- -023-232 LEGAL COSTS	Budget	Aprv	46	1
			<u>615.49</u>					
15-00936	12/30/15 11/19/15	w0215 KELLY WILLIAMSON 1 COURT 11/16 AND 11/17	180.00	204 NICHOLSON ROAD 5-01- -050-225 MISCELLANEOUS	Budget	Aprv	3	1
15-00972	12/30/15 12/02/15	w0215 KELLY WILLIAMSON 1 COURT 12/1	90.00	5-01- -050-225 MISCELLANEOUS	Budget	Aprv	5	1
15-01004	12/30/15 12/18/15	w0215 KELLY WILLIAMSON 1 12/15 COURT RECORDER	90.00	5-01- -050-225 MISCELLANEOUS	Budget	Aprv	20	1
			<u>360.00</u>					
15-01013	12/30/15 12/20/15	w0300 WHEELABRATOR GLOUCESTER CO. 1 TIPPING NOVEMBER	9,740.51	PO BOX 842226 5-01- -038-221 TIPPING FEES	Budget	Aprv	29	1
			<u>9,740.51</u>					

Checks:	<u>Count</u> 30	<u>Line Items</u> 79	<u>Amount</u> 47,150.18
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There are NO errors or warnings in this listing.