



**TOWNSHIP OF DOWNE
CUMBERLAND COUNTY, NEW JERSEY**

	YES	NO	ABSTAIN	ABSENT
Bart, E.				
Byrne, S.				
Jordan, L.				
Rothman, M.				
Campbell, R.				

Resolution Number: R-73-2017
Dated: July 10, 2017
Offered By:
Seconded By:

**AUTHORIZING THE SUBMISSION OF A
SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT
FOR HOME REHABILITATION FY2018**

WHEREAS, the Township of Downe desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$200,000 to carry out a Housing Rehabilitation program to assist low and moderate income homeowners in Downe Township.

BE IT THEREFORE RESOLVED,

1. that the Township of Downe does hereby authorize the application for such a grant, and;
2. recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Township of Downe and the New Jersey Department of Community Affairs.

BE IF FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

ATTEST:

Nadine Lockley, Acting Clerk

Robert Campbell, Mayor

C E R T I F I C A T I O N

I hereby certify the foregoing to be a true copy of a resolution adopted by the Downe Township Committee at its Regular Meeting held July 10, 2017.

Date

Nadine Lockley, Acting Clerk

AFFIX SEAL



**TOWNSHIP OF DOWNE
CUMBERLAND COUNTY, NEW JERSEY**

	YES	NO	ABSTAIN	ABSENT
Bart, E.				
Byrne, S.				
Jordan, L.				
Rothman, M.				
Campbell, R.				

Resolution Number: R-74-2017
Dated: July 10, 2017
Offered By:
Seconded By:

**ADOPTING HOUSING REHABILITATION LOAN PROGRAM
POLICIES AND PROCEDURES MANUAL FOR
SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT**

WHEREAS, the Township of Downe will apply for \$200,000 for a Housing Rehabilitation project to be implemented in 2018 within Downe Township;

WHEREAS, the Housing Rehabilitation Project will be governed by a Policies and Procedures Manual;

WHEREAS, the NJ Department of Community Affairs requires Downe Township to officially adopt its Policies and Procedures Manual;

WHEREAS, the Township has prepared a Policies and Procedures Manual for its Fiscal Year 2018 Housing Rehabilitation Program;

NOW THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Downe adopts the *Housing Rehabilitation Loan Program Policies and Procedures Manual* produced by Blauer Associates for the Fiscal Year 2018 Housing Rehabilitation Program.

THIS RESOLUTION was adopted by the Township Committee of the Township of Downe on July 10, 2017.

ATTEST:

Nadine Lockley, Acting Clerk

Robert G. Campbell, Mayor

C E R T I F I C A T I O N

The undersigned, Clerk of the Township of Downe, does hereby certify that the foregoing is a true copy of a Resolution adopted by the Downe Township Committee at its Regular Meeting held July 10, 2017.

Date

Municipal Clerk



**TOWNSHIP OF DOWNE
CUMBERLAND COUNTY, NEW JERSEY**

	YES	NO	ABSTAIN	ABSENT
Bart, E.				
Byrne, S.				
Jordan, L.				
Rothman, M.				
Campbell, R.				

Resolution Number: R-75-2017
Dated: July 10, 2017
Offered By:
Seconded By:

**DESIGNATING FAIR HOUSING OFFICER FOR SMALL CITIES
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
FOR HOME REHABILITATION FY2018**

WHEREAS, the Township of Downe is applying for a Fiscal Year 2018 Small Cities Community Development Block Grant application for \$200,000 from the NJ DCA Small Cities Program to provide rehabilitation loans to low and moderate income homeowners in Downe Township; and

WHEREAS, the Township of Downe must make efforts to affirmatively further fair housing; and

WHEREAS, the Township of Downe has reviewed various actions that would be acceptable to the New Jersey State Department of Community Affairs and the U.S. Department of Housing and Urban Development; and

WHEREAS, the Township of Downe has made assurances in the grant agreement that;

1. It will comply with the Housing and Community Development Act of 1974, as amended, and regulations issues thereto; and
2. It will comply with the Civil Rights Act of 1964, and the regulations issued thereto it; and
3. It will comply with the Fair Housing Act of 1968 and will affirmatively further fair housing; and
4. It will comply with the Age Discrimination Act of 1975 and with the Rehabilitation Act of 1973.

NOW THEREFORE, BE IT RESOLVED that Nadine Lockley, Acting Municipal Clerk shall be designated as the Small Cities Program Fair Housing Officer for the Township of Downe; and

BE IT FURTHER RESOLVED that the Fair Housing Officer shall contact the USHUD Regional Office of Housing and Equal Opportunity and the NJ Division on Civil Rights, inform those agencies of her appointment as Fair Housing Officer and request Fair Housing Information; and

BE IT FURTHER RESOLVED that the Fair Housing Officer shall provide fair housing advisory services and assistance and referral advice to persons requesting such assistance from the Township of Downe; and

BE IT FURTHER RESOLVED that the Township of Downe will publish in the local newspaper of record and post at the Municipal Complex a Public Notice announcing the appointment of the Fair Housing Officer and the availability of local fair housing advisory services.

THIS RESOLUTION was adopted by the Township Committee of the Township of Downe on July 10, 2017.

ATTEST:

Nadine Lockley, Acting Clerk

Robert G. Campbell, Mayor

C E R T I F I C A T I O N

The undersigned, Clerk of the Township of Downe, does hereby certify that the foregoing is a true copy of a Resolution adopted by the Downe Township Committee at its Regular Meeting held July 10, 2017.

Date

Municipal Clerk



**TOWNSHIP OF DOWNE
CUMBERLAND COUNTY, NEW JERSEY**

	YES	NO	ABSTAIN	ABSENT
Bart, E.				
Byrne, S.				
Jordan, L.				
Rothman, M.				
Campbell, R.				

**Resolution Number: R-76-2017
Dated: July 10, 2017
Offered By:
Seconded By:**

**AUTHORIZING THE ADOPTION OF A STATE MODEL CITIZEN
PARTICIPATION PLAN FOR STATE OF NEW JERSEY, DEPARTMENT
OF COMMUNITY AFFAIRS SMALL CITIES PROGRAM**

WHEREAS, the Township of Downe is an applicant for Department of Community Affairs Fiscal Year 2018 funds for \$200,000 from the NJ DCA Small Cities Program to provide Housing Rehabilitation loans to low and moderate income homeowners in Downe Township; and

WHEREAS, the Township of Downe will enter into Grant Agreement(s) for said grant(s) if approved; and

WHEREAS, that Grant Agreement will require the Township of Downe to comply with all federal regulations with respect to citizen participation; and

WHEREAS, the Township of Downe has reviewed the State Model Citizen Participation Plan prepared for Small Cities CDBG grantees:

NOW, THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Downe, County of Cumberland and State of New Jersey, that;

1. The State Model Citizen Participation Plan developed by the New Jersey Department of Community Affairs, Small Cities CDBG Program is adopted by the Township of Downe; and
2. The Township of Downe will follow all regulations set forth in that document throughout the term of the Grant Agreement cited above.

THIS RESOLUTION was adopted by the Township Committee of the Township of Downe on July 10, 2017.

ATTEST:

Nadine Lockley, Acting Clerk

Robert G. Campbell, Mayor

C E R T I F I C A T I O N

The undersigned, Clerk of the Township of Downe, does hereby certify that the foregoing is a true copy of a Resolution adopted by the Downe Township Committee at its Regular Meeting held July 10, 2017.

Date

Municipal Clerk



**TOWNSHIP OF DOWNE
CUMBERLAND COUNTY, NEW JERSEY**

	YES	NO	ABSTAIN	ABSENT
Bart, E.				
Byrne, S.				
Jordan, L.				
Rothman, M.				
Campbell, R.				

Resolution Number: R-77-2017
Dated: July 10, 2017
Offered By:
Seconded By:

**APPROVING GRANT MANAGEMENT PLAN FOR SMALL CITIES
COMMUNITY DEVELOPMENT BLOCK GRANT HOUSING
REHABILITATION FY 2018**

WHEREAS, the Township of Downe will apply for a Small Cities Community Development Block Grant for a Housing Rehabilitation project to be implemented in 2018 within the Township; and

WHEREAS, the NJ Department of Community Affairs requires Downe Township to prepare a Grant Management Plan to define project staffing and project activities; and

WHEREAS, the NJ Department of Community Affairs requires Downe Township to officially adopt its Grant Management Plan; and

WHEREAS, the Township has prepared a Grant Management Plan for its Fiscal Year 2018 Housing Rehabilitation Program:

NOW THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Downe adopts the Grant Management Plan prepared by Blauer Associates for the Fiscal Year 2018 Housing Rehabilitation Program.

THIS RESOLUTION was adopted by the Township Committee of the Township of Downe on July 10, 2017.

ATTEST:

Nadine Lockley, Acting Clerk

Robert G. Campbell, Mayor

C E R T I F I C A T I O N

The undersigned, Clerk of the Township of Downe, does hereby certify that the foregoing is a true copy of a Resolution adopted by the Downe Township Committee at its Regular Meeting held July 10, 2017.

Date

Municipal Clerk



**TOWNSHIP OF DOWNE
CUMBERLAND COUNTY, NEW JERSEY**

	YES	NO	ABSTAIN	ABSENT
Bart, E.				
Byrne, S.				
Jordan, L.				
Rothman, M.				
Campbell, R.				

Resolution Number: R-78-2017
Dated: July 10, 2017
Offered By:
Seconded By:

**AUTHORIZING THE SUBMISSION AND EXECUTION OF A GRANT
CONTRACT WITH THE NEW JERSEY DEPARTMENT OF
TRANSPORTATION FOR THE RUSSELL LANE PROJECT**

NOW THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Downe formally approves the grant application for the Russell Lane Project; and

BE IT FURTHER RESOLVED, that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2017-RUSSELL LANE-00581 to the New Jersey Department of Transportation on behalf of the Township of Downe.

BE IT FURTHER RESOLVED, that the Mayor and clerk are hereby authorized to sign the Grant Agreement on behalf of the Township of Downe and that their signatures constitute acceptance of the terms and conditions of the Grant Agreement and approves the execution of the Grant Agreement.

THIS RESOLUTION was adopted by the Township Committee of the Township of Downe on July 10, 2017.

ATTEST:

Nadine Lockley, Acting Clerk

Robert G. Campbell, Mayor

C E R T I F I C A T I O N

The undersigned, Acting Clerk of the Township of Downe, does hereby certify that the foregoing is a true copy of a Resolution adopted by the Downe Township Committee at its Regular Meeting held on July 10, 2017.

Date

Nadine Lockley, Acting Clerk



**TOWNSHIP OF DOWNE
CUMBERLAND COUNTY, NEW JERSEY**

	YES	NO	ABSTAIN	ABSENT
Jordan, Sr., L.				
Byrne, S.				
Rothman, M.				
Bart, E.				
Campbell, R.				

Resolution Number: R-79-2017
Dated: July 10, 2017
Offered By:
Seconded By:

RESOLUTION AUTHORIZING THE REFUND OF PROPERTY TAXES

WHEREAS, the Tax Collector of the Township of Downe has collected from the below listed, excess payment on the property taxes; and

WHEREAS, an overpayment has been created by an excess payment of taxes made on the below listed properties; and

WHEREAS, the Tax Collector of the Township of Downe has determined that said amount should be refunded to the below listed for the amount listed:

Block 2 Lot 49 DeCamp, Russell & Patricia
\$247.19-Refund Homestead Credit received from the State of NJ on behalf of a Tax Exempt property owner

BE IT FURTHER RESOLVED, that the Tax Collector of the Township of Downe is hereby authorized and directed to mark her records accordingly to reflect said refund and that the Chief Financial Officer of the Township of Downe is hereby authorized and directed to prepare said refund for the above named.

THIS RESOLUTION was adopted by the Township Committee of the Township of Downe on July 10, 2017.

ATTEST:

Nadine Lockley, Acting Clerk Robert G. Campbell, Mayor



**TOWNSHIP OF DOWNE
CUMBERLAND COUNTY, NEW JERSEY**

	YES	NO	ABSTAIN	ABSENT
Bart, E.				
Bryne, S.				
Jordan, L.				
Rothman, M.				
Campbell, R.				

Resolution Number: R-80-2017
Dated: July 10, 2017
Offered By:
Seconded By:

**RESOLUTION AUTHORIZING EXECUTIVE SESSION IN
ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY
OPEN PUBLIC MEETINGS ACT - N.J.S.A. 10:4-12**

WHEREAS, the Township Committee of the Township of Downe, is subject to certain requirements of the New Jersey Open Public Meetings Act (N.J.S.A. 10:4-6, et seq.); and

WHEREAS, the New Jersey Open Public Meetings Act (N.J.S.A. 10:4-12) provides that an executive session not opened to the public may be held for certain specified purposes when authorized by resolution; and

WHEREAS, it is necessary for the Township Committee of the Township of Downe to discuss in a session not opened to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below as follows:

1. *Matters relating to anticipated litigation and contract negotiations in which the public body may become a party pursuant to N.J.S.A. 10:4-12b(7)*

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Downe assembled in public session on July 10, 2017, that an executive session closed to the public shall be held on July 10, 2017, in the Downe Township Municipal Complex located at 288 Main Street, Newport, New Jersey, for the discussions of matters related to the specific items designated above.

BE IT FURTHER RESOLVED, that the minutes of the Executive Session may be disclosed to the public upon the determination that the public interest will no longer be served by such confidentiality and that the matter which is the subject of the Executive Session is resolved and deemed complete.

THIS RESOLUTION was adopted by the Township Committee of the Township of Downe on July 10, 2017.

ATTEST:

TOWNSHIP OF DOWNE

Nadine Lockley, Acting Clerk

Robert G. Campbell, Mayor

Established 1772



Nature lover's paradise

DOWNE TOWNSHIP COMMITTEE MEETING AGENDA
MONDAY, AUGUST 14, 2017
MUNICIPAL COMPLEX – MEETING ROOM

CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL

STATEMENT BY PRESIDING OFFICER REGARDING COMPLIANCE WITH THE “OPEN PUBLIC MEETINGS ACT”

APPROVAL OF MEETING MINUTES

July 10, 2017	Regular Meeting
September 12, 2016	Regular Meeting
October 3, 2016	Regular Meeting

DEPARTMENTAL REPORTS

• Chief Finance Officer	July 2017
• Tax Collector	July 2017
• Zoning Officer	July 2017

MUNICIPAL SOLICITOR'S REPORT

RESOLUTIONS

- R-82-2017 *Authorizing the Payment of Bills*
- R-83-2017 *Authorizing Disposal of Surplus Property*
- R-84-2017 *Approval to Submit a Grant Application and Execute a Grant Agreement with the US Department of Homeland Security for the FY 2017 FEMA Pre-Disaster Mitigation Program*
- R-85-2017 *Resolution of Support From Local Governing Body Authorizing an Application for the Flood Mitigation Assistance Program Administered by the Federal Emergency Management Agency*
- R-86-2017 *Resolution of Approval for the Submittal of a Grant Application and Execution of a Grant Agreement with the New Jersey Department of Transportation for the FY 2018 Bikeway Grant Program*
- R-87-2017 *Resolution of Approval to Submit a Grant Application and Execute a Grant Agreement with the New Jersey Department of Transportation for the Municipal*
- R-88-2017 *Resolution Approving the TWA-1 Form for the State of New Jersey Department of Environmental Protection, Division of Water Quality Relative to 222 Cove Road, Gandy Beach, Downe Township*
- R-89-2017 *Authorizing Executive Session*
- R-90-2017 *Approval of Proposal from Attorney Seeley Regarding In Rem Foreclosures*

HOLD

- **R-91-2017** *Authorizing the Acceptance for the Memorandum of Agreement Between Cumberland County Freeholders, NJDEP and Township of Downe Related to the Fortescue Wastewater Treatment Facility*

HOW

COMMITTEE REPORTS

- **Campbell** Administration, Public Relations, Economic Development, Tax Offices, Grants, Construction Department and Engineering
- **Bart** Public Works, Waste Management and Road Department
- **Jordan** Township History, Public Safety, Township Owned Properties and Municipal Court
- **Byrne** Finance, Vital Statistics, Environment, Health Dept., Animal Control and Recreation
- **Rothman** Education, Seniors, Environment, Recreation and Bayfront Coordinator

CORRESPONDENCE

PUBLIC COMMENT - AUDIENCE PARTICIPATION

NOTE TO THE PUBLIC: Please stand, approach the microphone, state your name and address, and in five (5) minutes or less briefly state your comments to the Township Committee

NEXT MEETING – Monday, September 11, 2017

ADJOURNMENT

**DOWNE TOWNSHIP COMMITTEE
REGULAR MEETING
July 10, 2017 at 7:00 P.M.**

The Downe Township Committee met in the Meeting Room of the Municipal Complex on Monday, July 10, 2017 at 7:00p.m. Mayor Robert G. Campbell presided. Committee members present were Deputy Mayor Larry Jordan, Michael Rothman, Edward Bart and Stephen Byrne. Municipal Solicitor, John Carr was also present.

CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE / STATEMENT REGARDING COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT

Mayor Campbell called the meeting to order; led the Pledge of Allegiance and read the Open Public Meetings Act Statement.

ROLL CALL

Present – Bart, Byrne, Jordan, Rothman and Campbell

PERFORMANCE HEARING – 2017 Small Cities Home Rehabilitation Grant Program

Mark Blauer of Blauer Associates conducted the Performance Hearing. He stated he has been working for the Township since 1999. The 2016 Grant is for a Home Rehabilitation loan program. We are required to conduct a Hearing at the beginning of the process and then again part way through. We offer zero interest loans to home owners who qualify as low and moderate income families. We can spend up to \$25,000 per household. We received a \$175,000 Small Cities Grant. We have qualified six homeowners. Three are under contract and one is being inspected. There are two properties that we have hired an engineer to design the septic systems for their homes. We can do all kinds of things on homes including septic system. The purpose of this hearing is to ask the public what they think about these efforts and if you think we should continue these efforts. In the long haul it has made a big difference in housing stock. We have a lot of home that have been fixed up in the last 17 years. My guess would be about 80 homes. Does anybody have any questions or comments about the process, please address them to the Township Committee and myself. If there is anyone interested in this program, applications are available by contacting the Municipal Office.

There was no one from the public with questions or comments on the Performance Hearing for the 2016 Small Cities Home Rehabilitation Grant Program.

PUBLIC HEARING – 2018 Small Cities Home Rehabilitation Grant Program

Mayor Campbell asked for a motion to open the Public Hearing for the 2018 Small Cities Home Rehabilitation Grant Program. Motion made by Jordan and seconded by Byrne. Vote: All in favor.

Mark Blauer of Blauer Associates conducted the Public Hearing for the 2018 Small Cities Grant Program. Mr. Blauer stated the Township has an opportunity to apply again for a Home Rehabilitation Grant for 2018. It can be for Home Rehabilitation or it could be for a variety of

other public improvements. (i.e. ADA compliance on public buildings, storm drains, water and sewer). My purpose here is to ask the public what you would like the Township Committee to consider as future projects. My recommendation is to apply for \$200,000 for a Home Rehabilitation Program. Not everything is eligible under the program. The ceiling for Home Rehab Programs is \$200,000 the ceiling is \$400,000 for public improvement programs. The match requirement for the grant is 10%. Fortunately we have recaptured monies from former loans that we can use as the match. This hearing is for the public to tell us what you would like us to consider as potential project ideals. The due date to apply for the grant is September 15, 2017. Mr. Blauer asked for comments from the public.

Bernie Sayers of Newport asked how many septic systems are for Fortescue homeowners. Mr. Blauer answered the two septic system that have been approved are both in Dividing Creek.

Kathryn Weisenburg of Fortescue asked what the definition of low income is. Mr. Blauer answered the HUD calls it 80% of the median household income for the area. It is a sliding scale between 1 person and 8 persons. We look at the 2016 gross household income for a single person household. Typically our income ceiling for a family of one is about \$30,000. Most senior citizens on social security will qualify.

Kathy Ryan of Fortescue asked if water in fire hydrants would qualify. Mr. Blauer stated if a neighborhood does not have a public water system, a public water system could be an eligible activity. If you have fire hydrants that do not work well or water mains that are leaking these projects could be eligible. Mrs. Ryan continued the fire hydrants in Fortescue do not work. Mr. Blauer asked if this is a private water system. Mrs. Ryan answered yes. Mr. Blauer commented it is not eligible for grant funding.

Tom Jordan of Fortescue asked if the Township could apply for both grants. Mr. Blauer answered yes. Mr. Blauer stated another Township applied for both grants and won both. Last year Downe Township applied for \$200,000 and received \$175,000. Sometimes you win both and sometime you win none.

There being no further comments, a motion was made by Jordan and seconded by Byrne to close the Public Hearing. Vote: All in favor.

The Township Committee thanked Mr. Blauer for all of his assistance over the years.

APPROVAL OF MINUTES

June 12, 2017 – Regular Meeting

A motion was made by Bart and seconded by Byrne for approval of the minutes of June 12, 2017.

Roll Call: Aye – Bart, Byrne, Rothman and Campbell
Nay – 0 Abstain – Jordan

Vote: The minutes were approved.

DEPARTMENTAL REPORTS

Mayor Campbell read the Zoning Office and Tax Collector Reports. The Township Committee acknowledged the receipt of the following reports:

- Tax Collector June 2017
- Zoning Officer June 2017

MUNICIPAL SOLICITOR'S REPORT

Solicitor Carr presented his report which consisted of information and updates on the following matters: Abandoned Property Workshop attended, 2 issues related to litigation, Comcast Agreement, and a Personnel Issue along with copies of correspondence received throughout the month.

RESOLUTIONS

- R-71-2017 *Authorizing the Payment of Bills*
- R-72-2017 *Authorizing the Township of Downe to Submit an Eligibility Determination and Funding Application to the USDA for the Fortescue and Gandy Beach Sewer Service System*
- R-73-2017 *Authorizing the Submission of a Small Cities Community Development Block Grant for Home Rehabilitation for FY 2018*
- R-74-2017 *Adopting Housing Rehabilitation Loan Program Policies and Procedures Manual for Small Cities Community Development Block Grant*
- R-75-2017 *Designating Fair Housing Officer for Small Cities Community Development Block Grant Program for Home Rehabilitation for FY 2018 in the Amount of \$200,000*
- R-76-2017 *Authorizing the Adoption of a State Model Citizen Participation Plan for State of New Jersey, Department of Community Affairs Small Cities Program*
- R-77-2017 *Approving Grant Management Plan for Small Cities Community Development Block Grant Housing Rehabilitation for FY 2018*
- R-78-2017 *Authorizing the Submission and Execution of a Grant Contract with the New Jersey Department of Transportation for the Russell Lane Project*
- R-79-2017 *Authorizing the Refund of Property Taxes*
- R-80-2017 *Authorizing Executive Session*
- R-81-2017 *Recommending Proposal by Mott MacDonald for Engineering Services Related to the Fortescue and Gandy Beach Wastewater Collection, Conveyance and Treatment System Project*

A motion was made by Bart and seconded by Rothman to adopt Resolution No. R-71-2017 *Authorizing the Payment of Bills* in the total amount of \$264,827.19.

Roll Call: Aye – Bart, Byrne, Jordan, Rothman and Campbell
Nay – 0

Vote: All in favor

A motion made by Jordan and seconded by Rothman to adopt Resolution No. R-72-2017.

Roll Call: Aye – Bart, Byrne, Jordan, Rothman and Campbell
Nay – 0

Vote: All in favor

A motion made by Byrne and seconded by Rothman to adopt Resolution Nos. R-73-2017 through R-77-2017.

Roll Call: Aye – Bart, Byrne, Jordan, Rothman and Campbell
Nay – 0

Vote: All in favor

A motion made by Jordan and seconded by Rothman to adopt Resolution No. R-78-2017.

Roll Call: Aye – Bart, Byrne, Jordan, Rothman and Campbell
Nay – 0

Vote: All in favor

A motion made by Jordan and seconded by Byrne to adopt Resolution No. R-79-2017.

Roll Call: Aye – Bart, Byrne, Jordan, Rothman and Campbell
Nay – 0

Vote: All in favor

A motion made by Bart and seconded by Byrne to adopt Resolution No. R-80-2017.

Roll Call: Aye – Bart, Byrne, Jordan, Rothman and Campbell
Nay – 0

Vote: All in favor

A motion made by Jordan and seconded by Rothman to adopt Resolution No. R-81-2017.

Roll Call: Aye – Bart, Byrne, Jordan, Rothman and Campbell
Nay – 0

Vote: All in favor

COMMITTEE REPORTS

Mayor Campbell reported the Township Committee regretfully received a letter of resignation from Stefany Figueroa as the Planning Board Secretary. We received a letter of interest from Nicole Marlette to fill the vacancy. We received two quotes for the repair of the broken window panes of the front entryway. Mayor Campbell report he received a list of the historic properties in Downe Township that is available if anyone if interested.

Mr. Bart has nothing to report at this time.

Deputy Mayor Jordan had nothing to report at this time

Committeeman Byrne reported Nadine is working on replacing the missing turtle signs. He stated he attended the Freeholder meeting last week for a presentation about a countywide program for the feral cat situation. Mayor Campbell stated there was standing room only at that Freeholder meeting.

Committeeman Rothman had nothing to report at this time.

PUBLIC COMMENT

On a motion by Byrne and seconded by Rothman, the meeting was opened to the public for comment.

Roll Call: Aye – Bart, Byrne, Jordan, Rothman, Campbell
Nay – 0

Vote: All in favor

Tom Jordan of Fortescue complimented the Township Public Works Department for putting a dumpster on the Fortescue Beach for the holiday festivities. Hopefully this will be done for each holiday. Mr. Jordan continued a dog showed up on his step and no one knew who the dog belonged to. It has no tags. We later found the owners on Garrison Ave. He also noticed the speed bumps on Garrison Avenue. We have a terrible problem with people racing on New Jersey Avenue. Would the Township Committee consider putting speed bumps on New Jersey Avenue? Mayor Campbell stated we have a grant to repave New Jersey Avenue and will consider the speed bumps.

Bernie Sayers of Newport asked how many pages are contained in Resolution R-81-2017. Mr. Jordan stated this is the public portion where we take your comments. We are not going to answer a bunch of questions. Mr. Sayers replied he is offended. Mr. Jordan stated we would like to know what is on your mind and we can answer your questions at a later time. Mr. Jordan answered Resolution R-81-2017 is one page in length. Mr. Sayers stated he is offended by the position that is currently being taken. He has attended the Township Meetings for 30 years and he understands some of his questions are difficult but to preclude comments or questions from people is absurd.

Dave Raudenbush of Fortescue asked if there will be a public hearing for the Fortescue Sewer project. Mayor Campbell answered yes. The plan is to hold a town hall meeting as soon as possible.

Bill Miller of Fortescue stated all of the gutters on this building are plugged up. Mr. Jordan stated that project is on the to do list. Mr. Miller stated there are some pot holes on Bay Avenue, Pennsylvania Avenue and New Jersey Avenue.

Kathryn Weisenburg of Fortescue stated she sent certified correspondence last month to the Zoning Officer that was not mentioned at the meeting and she has not received a response. At the last meeting the Mayor mentioned he spoke with Zoning Officer and he had responded to Ms. Weisenburg letter. Ms. Weisenburg stated she has been involved in litigation with the Township over the last 6 years defending a decision made by our Planning and Zoning Board. A decision came from the Appellate Court in December 2016. The Zoning Officer over the course of the 6 months since the decision has never returned my phone calls or a response to my correspondence to him. Is there a reason why a decision made by a NJ Court in December has not been addressed in the past 8 months? In April I submitted an OPRA request and there is zero correspondence in the file addressing this situation. Is there a reason why we are not upholding our Ordinances? Ms. Weisenburg continued stressing the point that she is being ignored by the Zoning Office. Ms. Weisenburg asked the Mayor if he, the planning board, the zoning office or anyone on the committee had any private conversations with the property owner off the record.

Mr. Jordan stated we are not going to have banter back and forth with anyone at this meeting. Ms. Weisenburg continued to stress her point. Mr. Carr stated this issue is on the list for executive session tonight. When there is litigation issues the matters are discussed in private.

Beth Morrissey from Fortescue stated she has been here for 17 years and she has new neighbors that do not have a CO and were issued a cease and desist order that they are not honoring. Mayor Campbell stated the residents are trying to do the right thing. Discussion continued on the property line and the installation of a fence.

Bernie Sayers of Newport asked what items will be discussed during executive session. Mr. Carr answered two pieces of litigation (Downe vs Johnson and the Comcast Franchise Agreement) and a personnel issue.

Kary Wilson of Newport stated the Red Cross Blood Drive will be August 9th from 2pm-7pm. What work is being proposed for Russell Lane? Mr. Jordan stated we received a NJDOT grant to repave Russell Lane. What about Campbell Street. Mr. Jordan stated Campbell Street was denied by the NJDOT. Mrs. Wilson asked if the Johnson Litigation is over. Mr. Carr stated it is not over. There is an order that spells out the conditions but the case is not done. Mrs. Wilson stated she was on the Planning Board when the Johnson application came in and it was a very serious matter and we had to deal with it based on our ordinances. She is very disappointed that the Township Committee is not supporting the Planning Board and that particular decision. The Township Ordinances are not being upheld by the Township Committee and there doesn't seem to be an interest in follow up. I have brought up the fact a number of times that the town is being overrun with popup junk yards, yards full of trash and junk cars. This issue needs to be important to the Committee.

There being no further comments, the public comment segment was closed on a motion by Bart and seconded by Rothman.

Roll Call: Aye – Bart, Byrne, Jordan, Rothman, Campbell
Nay – 0

Vote: All in favor

NEXT MEETING

The next meeting of the Downe Township Committee will be held on Monday, August 14, 2017 at 7:00 p.m. in the Meeting Room of the Municipal Complex.

ADJOURNMENT

There being no further business, the meeting was adjourned on a motion by Byrne and seconded by Jordan.

Vote: All in favor

Nadine Lockley
Acting Municipal Clerk

DOWNE TOWNSHIP COMMITTEE
REGULAR MEETING
September 12, 2016

The Downe Township Committee met in the Meeting Room of the Municipal Complex on Monday, September 12, 2016 at 7:00p.m. Mayor Robert G. Campbell presided. Committee members present were Larry Jordan, Sr. (Deputy Mayor), Stephen Byrne, Dennis Cook and Edward Bart. Municipal Solicitor, John Carr, was also present.

CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE / STATEMENT
REGARDING COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT

Mayor Campbell called the meeting to order; led the Pledge of Allegiance and read the Open Public Meetings Act Statement.

ROLL CALL

Present – Jordan, Bart, Byrne, Campbell, Cook

Absent – 0

APPROVAL OF MINUTES –

May 2, 2016 - Executive Session

June 6, 2016 - Regular Meeting

June 6, 2016 - Executive Session

July 11, 2016 - Executive Session

A motion was made by Jordan and seconded by Byrne to approve the minutes as listed above

Roll Call: Aye – Jordan, Bart, Byrne, Campbell
 Nay – 0 Abstain - Cook

Vote: The minutes were approved

DEPARTMENTAL REPORTS

Mayor Campbell read the CFO and Tax Collector Reports. The Township Committee acknowledged the receipt of the following reports:

- Chief Finance Officer June 2016 & July 2016
- Tax Collector July 2016
- Housing/Zoning Report August 2016

PRESENTATION – BOB CONNORS – MINTS INSURANCE AGENCY

Deputy Mayor Jordan introduced Mr. Connors who is in attendance to give a quick overview of the Township's current insurance program and offer a recommendation to moving forward in 2017. Mr. Connors compared our current policy to options available. He commented that the current policy contains good coverage and pointed out some issues with changing. One issue being the Township would not be able to obtain insurance coverage for a three year period like we currently have with the JIF. Other policies will be for one year only and there is a

possibility that each year the coverage premium could increase. From the estimates he received there is no dramatic increase or decrease in pricing. The Committee thanked Mr. Conner for his presentation.

Mr. Cook asked if a traditional insurance company can drop our coverage after one year. Mr. Connors answered yes it can be done. If you have an atrocious year of losses and an attitude of uncaring to correct the issues these insurance company will issue a notice of non-renewal or penalize you.

Mayor Campbell stated even with the massive loss we experienced with Hurricane Sandy there was no fluctuation in the premiums for the JIF.

Bernie Sayers commented he does not understand why Mr. Connors is making this presentation. Mayor Campbell stated the Committee is trying to learn about insurance options besides the JIF.

Mr. Jordan stated the Township is looking at a deadline for the renewal of the current insurance carrier and the Committee was interested to see what was out there to help us make our decision to stay with the JIF or find a new carrier.

MUNICIPAL SOLICITOR'S REPORT

Solicitor Carr presented his report which consisted of information and updates on the Township's recent land sale, possible executive session topics of discussion being potential contract negotiations.

PUBLIC COMMENTS ON RESOLUTIONS

A motion was made by Cook and seconded by Jordan to open the meeting for public comment on the following resolutions.

Vote: All in favor

- R-95-2016 *Accepting Sale Contract Entered Into Between the Buyer and Township Regarding Public Sale of Land Known as Block 23, Lot 93*
- R-97-2016 *Accepting Sale Contract Entered Into Between the Buyer and Township Regarding Public Sale of Land Known as Block 9, Lot 11*
- R-99-2016 *Appointing Brian Rosenberger as Tax Assessor - **CORRECTED***
- R-100-2016 *Authorizing the Payment of Bills*
- R-101-2016 *Authorizing the Cancellation of Property Taxes for Property Acquired by the State of New Jersey*
- R-102-2016 *Authorizing the Refund of Property Taxes*
- R-103-2016 *Authorizing the Execution of a Contract Renewing Membership in the Atlantic County Municipal Joint Insurance Fund - **TABLED***
- R-104-2016 *Accepting a Grant for Property Known as Block 53 Lot 22*
- R-105-2016 *Authorizing Executive Session*

Karen Smith of Raybins Beach asked where the property is located that is referenced in R-104-2016. Mayor Campbell answered this is a piece of property he owns and it is located on Turkey Point Road. He stopped paying taxes on the property because it is underwater and the

assessment was very high for a piece such as this. He communicated with Mr. Carr to find a way to give the lot back to the town to be sold and put back on the tax roles.

Joe Cerone of Dividing Creek asked if the back taxes will be paid to the Township or does the Township lose that money. Mayor Campbell answered yes.

Bernie Sayers of Sharp Lane asked for a list of topics to be discussed during executive session. Mr. Carr answered township insurance options and a couple of litigation issues (Comcast and Blue Acres), and discussion about potential litigation in regard to PILOT funding, property tax foreclosures. Discussion continued among the committee and Mr. Sayers on the insurance presentation held earlier in the meeting.

There being no further comments from the public, a motion was made by Jordan and seconded by Bart to close the segment.

Roll Call: Aye – Jordan, Bart, Byrne, Campbell
Nay – Cook

RESOLUTIONS

A motion was made by Jordan and seconded by Bart to adopt Resolution No. R-95-2016.

Roll Call: Aye – Jordan, Bart, Byrne, Campbell, Cook
Nay – 0

Vote: The resolution was approved.

A motion was made by Jordan and seconded by Bart to adopt Resolution No. R-97-2016.

Roll Call: Aye – Jordan, Bart, Byrne, Campbell, Cook
Nay – 0

Vote: The resolution was approved.

A motion was made by Jordan and seconded by Byrne to adopt Resolution No. R-99-2016.

Roll Call: Aye – Jordan, Byrne, Bart, Campbell
Nay – 0
Abstain - Cook

Vote: The resolution was approved.

A motion was made by Jordan and seconded by Byrne to adopt Resolution No. R-100-2016
Authorizing the Payment of Bills in the amount of \$185,713.27.

Roll Call: Aye – Jordan, Byrne, Bart, Campbell
Nay – Cook

Vote: The resolution was approved.

A motion was made by Jordan and seconded by Byrne to adopt Resolution No. R-101-2016.

Roll Call: Aye – Jordan, Bart, Byrne, Campbell
Nay – Cook

Vote: The resolution was approved

A motion was made by Jordan and seconded by Byrne to adopt Resolution No. R-102-2016.

Roll Call: Aye – Jordan, Bart, Byrne, Campbell
Nay – Cook

Vote: The resolution was approved

Resolution R-103-2016 was tabled

A motion was made by Jordan and seconded by Byrne to adopt Resolution No. R-104-2016.

Mr. Cook asked how much in back taxes is the Township owed. Mayor Campbell answered approximately \$20,000.

Roll Call: Aye – Jordan, Bart, Byrne
Nay – Cook
Abstain - Campbell

Vote: The resolution was approved

A motion was made by Jordan and seconded by Byrne to adopt Resolution No. R-105-2016.

Roll Call: Aye – Jordan, Bart, Byrne, Campbell
Nay – Cook

Vote: The resolution was approved

COMMITTEE REPORTS

Mayor Campbell reported we receive correspondence weekly about property being purchased in Money Island by the Blue Acres Buyout. It looks like everyone in Money Island has given up and is selling out. We received notice today that Mr. Cook has put in an application to sell also. There have been some repairs done on the Money Island Road where it was caving in. We worked with the County on the repair. The USDA has approved another \$30,000 Planning Grant for the Fortescue Wastewater Treatment System. In theory, the County has agreed to do the batch plants and not to go with their \$35M sewer main extension. We are waiting for the conceptual design plans from Mott MacDonald. The county has agreed to sign on as a co-sponsor on this project. The more grant money we receive the less cost to the end user. We are looking at funding from US Army Corp, the EDA, the DEP and the NJEIT. We received correspondence from NJDEP referencing a meeting of all of the agencies involved with the Wastewater Treatment System.

Committeeman Cook stated he doesn't believe the residents of this Township believe the residents of Money Island have abandoned it. This will be the legacy of this committee and it will impact on sustainability issues going forward. Mr. Cook thanked Mr. Doug Cook for

making an excellent presentation in front of the NJ Public Board of Utilities Committee Meeting on the Verizon issues. The input of all residents is still needed and gives support to the issues we are meeting about. Mr. Cook thanked the residents involved in the police investigation and arrest involving a theft ring in Downe Township.

Committeeman Bart had nothing to report.

Committeeman Jordan had nothing to report.

Committeeman Byrne had nothing to report

PUBLIC COMMENT

On a motion by Cook and seconded by Byrne, the meeting was opened to the public for comments.

Vote: All in favor

Joe Cerone asked Mr. Carr if there is a conflict of interest due to the property being owned by the Mayor that is back in taxes. Why doesn't the Mayor satisfy the tax debt on the property then turn it over to the Township. Mayor Campbell stated the Township should have foreclosed on this property 20 years ago. Mr. Cerone continued this is a very unprofessional group of elected officials who clearly doesn't know how to treat the taxpayers in this community.

Bernie Sayers of Sharp Lane asked for the amount of tax lost in the Money Island buyout that is currently happening. Mayor Campbell answered if Blue Acres takes all 58 properties they have listed it will probably be between \$8M-\$10M. Despite what Mr. Cook has said, the Township does not want to lose Money Island. Between 2010 and 2016 the Township has lost \$13M in ratables which amounts to 14% of our tax base. Mayor Campbell stated there is a newly organized tax exempt group called the Bayshore Council and one of their first missions is to go after the PILOT Funding issue. Van Drew has authored a bill to stop tax exemption at 30% after the 30% has been reached the sale of property will have to be approved by the Township Committee for tax exemption.

Mary Pflueger of Money Island stated to Mayor Campbell his statement that the Township should have foreclosed on that property some 25 year ago, we have the same situation on Money Island where there is a property that owes in excess of \$70,000. What keeps this current administration from doing what you just stated? Mr. Cook asked if we have foreclosed on any properties in the Township because we have been talking about it for about 7 months.

Karen Smith of Raybins Beach stated she has asked that the signage that is missing be replaced at the turnaround. The No fishing and crabbing sign also needs to be replaced. The turnaround area has become a parking lot. We have been talking a long time about someone being available as a Code Enforcement Officer. The signs are no good if we have no one to enforce them. We have no one in this community to enforce our ordinances. Mayor Campbell stated he has been down on the bridge and there were people crabbing there. We will work on correcting this issue.

Doug Cook of Fortescue asked what would be the consequences if the Township Committee voted no on Resolution R-101-2016. Mr. Carr answered you cannot tax the State of New Jersey. We have no choice in the matter.

On a motion by Cook and seconded by Bart, the meeting was closed to the public for comment.

Vote: All in favor

NEXT MEETING

The next meeting of the Downe Township Committee will be held on Monday, October 3, 2016 at 7:00 p.m. in the Meeting Room of the Municipal Complex.

ADJOURNMENT

There being no further business, the meeting was adjourned on a motion by Jordan and seconded by Cook.

Vote: All in favor

Nadine Lockley
Acting Municipal Clerk

DOWNE TOWNSHIP COMMITTEE
REGULAR MEETING
October 3, 2016

The Downe Township Committee met in the Meeting Room of the Municipal Complex on Monday, October 3, 2016 at 7:00p.m. Mayor Robert G. Campbell presided. Committee members present were Larry Jordan, Sr. (Deputy Mayor), Stephen Byrne, Dennis Cook and Edward Bart. Municipal Solicitor, John Carr, was also present.

CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE / STATEMENT
REGARDING COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT

Mayor Campbell called the meeting to order; led the Pledge of Allegiance and read the Open Public Meetings Act Statement.

ROLL CALL

Present – Jordan, Bart, Byrne, Campbell, Cook

Absent – 0

APPROVAL OF MINUTES – July 11, 2016 Regular Meeting

A motion was made by Cook and seconded by Byrne to approve the minutes as listed above.

Roll Call: Aye – Jordan, Bart, Byrne, Cook and Campbell

Nay – 0

Vote: The minutes were approved

DEPARTMENTAL REPORTS

Mayor Campbell read the Zoning Officer and Tax Collector Reports. The Township Committee acknowledged the receipt of the following reports:

Zoning Office
Tax Collector

September 2016
August 2016

MUNICIPAL SOLICITOR'S REPORT

Solicitor Carr presented his report which consisted of information and updates on the following matters: Municipal Land Sale process and correspondence for the month.

INTRODUCTION OF ORDINANCE 2016-11 - Declaring Certain Parcels of Real Property Owned by the Township of Downe No Longer Needed for Public Use and Authorizing Public Sale of Same

A motion was made by Bart and seconded by Jordan to introduce Ordinance 2016-11.

Roll Call: Aye – Jordan, Bart, Byrne, Campbell, Cook

Nay – 0

PUBLIC COMMENTS ON RESOLUTIONS

A motion was made by Cook and seconded by Byrne to open the meeting for public comment on the following resolutions.

Vote: All in favor

- R-103-2016 *Authorizing the Execution of a Contract Renewing Membership in the Atlantic County Municipal Joint Insurance Fund*
- R-106-2016 *Authorizing Payment of Bills*
- R-107-2016 *Authorizing the Adoption of the Mitigation Plan for Four New Jersey Counties*
- R-108-2016 *Resolution Relating to Enforcement of Ordinance 2.02 Concerning Regulations of Weeds and Trash Clean up*
- R-109-2016 *Resolution Relating to Enforcement of Ordinance 2.02 Concerning Regulations of Weeds and Trash Clean up*
- R-110-2016 *Resolution Relating to Enforcement of Ordinance 2.02 Concerning Regulations of Weeds and Trash Clean up*
- R-111-2016 *Authorizing the Refund of Property Taxes*
- R-112-2016 *Authorizing the Sale of Tax Sale Certificates 11-00002, 11-00003, 11-00004, 11-00005, 11-00009, 11-00010, 11-00011, 11-00012, 11-00013, 11-00014, 11-0018, 11-00019, 11-00021, and 11-00022*
- R-113-2016 *Resolution Adopting the Township of Downe Personnel Policies and Procedures Manual*
- R-114-2106 *Authorizing Executive Session*

Kary Wilson of Newport asked about Resolutions 108, 109 & 110 is there a change in Ordinance 2.02. Mr. Carr stated the ordinance is about property maintenance and the ability to enforce. We send out a letter regular and certified mail informing the property owner of the violation. If the property owner does not comply the township has the authority to remediate the situation and attach a bill for the work done on the property owner in the form of a lien.

Mrs. Wilson asked why there is a resolution for the personnel manual. Mayor Campbell answered there is a personnel manual that has been in place for years. There have been changes made to the manual during the Union Contract discussions. As a member of the JIF our personnel manual has to be adopted when changes are made. This also allows discounts on our premiums with the JIF.

Bernie Sayers of Newport asked about the Tax Sale Certificate resolution. Mr. Carr answered this is the process when looking to foreclose some tax sale certificates owned by the Township. A party was identified who is in foreclosure on some properties. They were entitled to buy the tax sale certificates at any time, either before their foreclosure or after. They decided to buy the tax certificates from the township and then they can move forward with their foreclosure. Mr. Sayers asked where the properties are located. Mr. Carr answered they are all related to the Money Island Marina. Mr. Sayers asked what will be discussed in Executive Session. Mr. Carr answered Township In Rem Tax Sale Foreclosures, a litigation issue related to Michael Oates and another litigation issue regarding a letter received from private counsel.

There being no further comments from the public, a motion was made by Jordan and seconded by Byrne to close the segment.

Vote: All in favor

RESOLUTIONS

A motion was made by Jordan and seconded by Byrne to adopt Resolution No. R-103-2016.

Roll Call: Aye – Jordan, Bart, Byrne, Campbell
Nay – 0
Abstain - Cook

Vote: The resolution was approved.

A motion was made by Jordan and seconded by Byrne to adopt Resolution No. R-106-2016 *Authorizing the Payment of Bills* in the total amount of \$144,923.12.

Roll Call: Aye – Jordan, Bart, Byrne, Campbell, Cook
Nay – 0

Vote: The resolution was approved.

A motion was made by Jordan and seconded by Byrne to adopt Resolution No. R-107-2016.

Roll Call: Aye – Jordan, Bart, Byrne, Campbell, Cook
Nay – 0

Vote: The resolution was approved.

A motion was made by Cook and seconded by Jordan to adopt Resolution No. R-108-2016.

Roll Call: Aye – Jordan, Byrne, Bart, Campbell, Cook
Nay – 0

Vote: The resolution was approved.

A motion was made by Cook and seconded by Jordan to adopt Resolution No. R-109-2016.

Roll Call: Aye – Jordan, Bart, Byrne, Campbell, Cook
Nay – 0

Vote: The resolution was approved

A motion was made by Cook and seconded by Jordan to adopt Resolution No. R-110-2016.

Roll Call: Aye – Jordan, Bart, Byrne, Campbell, Cook
Nay – 0

Vote: The resolution was approved

A motion was made by Bart and seconded by Cook to adopt Resolution No. R-111-2016.

Roll Call: Aye – Jordan, Bart, Byrne, Campbell, Cook

Nay – 0

Vote: The resolution was approved

A motion was made by Cook and seconded by Bart to adopt Resolution No. R-112-2016.

Roll Call: Aye – Jordan, Bart, Byrne, Campbell, Cook

Nay – 0

Vote: The resolution was approved

A motion was made by Jordan and seconded by Byrne to adopt Resolution No. R-113-2016.

Roll Call: Aye – Jordan, Bart, Byrne, Campbell, Cook

Nay – 0

Vote: The resolution was approved

A motion was made by Jordan and seconded by Cook to adopt Resolution No. R-114-2016.

Roll Call: Aye – Jordan, Bart, Byrne, Campbell, Cook

Nay – 0

Vote: The resolution was approved

COMMITTEE REPORTS

Mayor Campbell stated we received a second grant award from the USDA for the Fortescue Sewer Project. Mayor Campbell reported the Township did very well on the Best Practices Worksheet from the State in reference to State Funding. The DEP has inspected the Money Island Bulkhead project and the results are we are 100% in compliance. We received correspondence from Mr. Baker who is the lead attorney for the Verizon Landline System. Verizon has put together their final maintenance plan and have submitted it to the BPU. There was a meeting today in reference to all the beach projects that are ongoing. The meeting was attended by 21 people representing all the state agencies involved in the projects in order to coordinate the projects and update the status of each project.

Committeeman Cook reported on the Verizon efforts. Mr. Baker has coordinated and represents the Township in the Verizon efforts. Mr. Baker has put out a call to action to all concerned residents about the landline telephone services. Mr. Cook continued to read the correspondence from Mr. Baker. Verizon is asking that the petition submitted by Mr. Baker be dismissed because they have addressed the existing problems and there is no need for further inquiries. Mr. Baker commented we strongly disagree with the statement from Verizon. In turn, Mr. Baker will be filing a response with the Board of Public Utilities. He also asked that residents continue to document whether problems continue to exist or are improved. Mr. Doug Cook has been a leader in the efforts of the Township. Our seniors have been outstanding in their support. Mr. Cook also asked the Township Committee to consider installing automatic doors on the office building for better access for our senior population.

Committeeman Bart had nothing to report.

Committeeman Jordan had nothing to report.

Committeeman Byrne stated everything is calm, cool and collected.

PUBLIC COMMENT

On a motion by Cook and seconded by Byrne, the meeting was opened to the public for comment.

Vote: All in favor

Mayor Campbell announced the official date for Trick or Treat is October 31st from 4pm-7pm.

Bernie Sayers of Newport asked if the meeting Mr. Cook was speaking about regarding Verizon is the same as the meeting he attended in Estell Manor. Mr. Cook answered the Estell Manor meeting was attended by Verizon representatives and residents were given the opportunity to testify but the next meeting will be attended by the Board of Public Utilities.

Joe Cerone of Dividing Creek stated he has been experiencing these same issues for the last 15 years. He has made numerous calls to Verizon and the issues have not been resolved. He asked Mr. Cook for more information on the upcoming meeting.

Discussion continued about the lack of service in this area and the need for an additional cell tower.

Mary Ann Casper of Newport stated she has not attended a meeting in over a year. In October of last year she asked if there are two registered junk yards in the Township. She was told there are no registered junk yards and the Committee would be addressing the current junk yard issues. In one year, there has been no improvement. Secondly she would like to know why three committeemen did not make a report at this meeting. She would like to know what those three committeemen have done in the past two months to improve or for the betterment of this township. Mayor Campbell stated there may not have been any events during the month that involved the departments they are responsible for. Mrs. Casper continued, as a taxpayer of Downe Township for the last 65 years she is disgusted with the way the Township looks as soon as you enter it. There is a welcome sign by an old dilapidated building with the doors wide open and a dilapidated car under a tarp with four flat tires. This is a disgrace. There are ordinances about junk yards and old cars and the committee has done nothing about these nuisances. Mayor Campbell stated we are working on those issues.

Joe Cerone of Dividing Creek stated at the last meeting three committeemen voted to pass a resolution which essentially screwed the taxpayers out of approximately \$18,000 in taxes owed to this community by the Mayor. You should all sit down and discuss how to repeal that action. The taxpayers deserve that \$18,000.

Bernie Sayers of Newport stated he would like to second Mr. Cerone's comments. He also mentioned the Convenience Center gate is constantly left open.

Kary Wilson of Newport stated she would like to follow what Mr. Cerone stated. She was really surprised when she heard it. She agrees the resolution should be rescinded.

On a motion by Jordan and seconded by Byrne, the meeting was closed to the public for comment.

Vote: All in favor

NEXT MEETING

The next meeting of the Downe Township Committee will be held on Monday, November 14, 2016 at 7:00 p.m. in the Meeting Room of the Municipal Complex.

ADJOURNMENT

There being no further business, the meeting was adjourned on a motion by Bart and seconded by Cook.

Vote: All in favor

Nadine Lockley
Acting Municipal Clerk

CFO MONTHLY REPORT-2017

OCEANFIRST BANK

CHECKING ACCOUNT INTEREST

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUNE</u>
CAPITAL IMPROVEMENT	\$ 56.75	\$ 51.27	\$ 56.77	\$ 57.41	\$ 64.43	\$ 62.36
CLERK ACCOUNT	\$ 0.38	\$ 0.34	\$ 0.38	\$ 0.37	\$ 0.38	\$ 0.30
CURRENT FUND ACCOUNT	\$ 187.00	\$ 231.14	\$ 208.51	\$ 169.10	\$ 183.95	\$ 142.54
SPECIAL DOG FUND	\$ 0.04	\$ 0.05	\$ 0.08	\$ 0.10	\$ 0.10	\$ 0.10
HURRICANE SANDY 2012	\$ 0.08	\$ 0.07	\$ 0.08	\$ 0.08	\$ 0.08	\$ 0.08
PAYROLL ACCOUNT	\$ 2.07	\$ 2.22	\$ 2.56	\$ 2.44	\$ 2.45	\$ 2.44
PLANNING/ZONING BOARD ESCROW	\$ 0.38	\$ 0.34	\$ 0.38	\$ 0.36	\$ 0.64	\$ 0.65
RECREATION ACCOUNT	\$ 0.18	\$ 0.16	\$ 0.18	\$ 0.17	\$ 0.18	\$ 0.17
SMALL CITIES	\$ 13.34	\$ 11.91	\$ 12.71	\$ 12.25	\$ 12.47	\$ 11.93
UNEMPLOYMENT	\$ 1.99	\$ 1.79	\$ 1.95	\$ 2.03	\$ 2.38	\$ 2.26

REPORT OF GRANTS RECEIVABLE

<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUNE</u>

DOWNE TWP. ZONING/HOUSING REPORT July 2017

Activity	Topic of Activity	Action	Date	Location	Name	Fee
Orilia	Temp CO	app'd	7/6/2017	B 81 L 5 205 Pa Ave	Temp for renovations	
zoning permit	ground solar	app'd	07/06/17	B 32 L 18 1145 Dragston	Pollock	\$15.00
CO and Fire	Inspection	app'd	07/13/17	B 19 L 1 - 125 Main	Frank	\$50.00
CO and Fire	Inspection	failed	07/20/17	B 68 L 26 - 18 Laura	Down	\$50.00
CO and Fire	Inspection	passed	07/27/17	B 31 L 14 694 Haleyville	McCafferty	\$50.00
CO and Fire	Inspection	passed	07/27/17	B 68 L 26 - 18 Laura	Down	paid 7/20
Yearly Rental Registration						
rental	single Fam	app'd	07/13/17	B 19 L 1 - 125 Main	Frank to Cain	\$25.00
Letters and Correspondence						
CCDOH	ltr rec'd	ltr	7/13/2017	B 63 L 16 - 102 Del Ave	approval from County	
McFarlane - Anderson	response rec'd	ltr	7/13/2017	B 68 L 31 32 Laura	water will not be pumped	
Fay	ord 2.02 notice	ltr	7/13/2017	B 83 L 4 - 229 NJ	letter sent	
LaTona	ord 2.02 notice	ltr	7/20/2017	B 11 L 38 - 146 Fortescue	letter sent	
Clark	ord 2.02 notice	ltr	7/20/2017	B 68 L 25 - 16 Laura	letter sent	
Trefsgar	ord 2.02 notice	ltr	7/20/2017	B 78 L 13 - 870 Downe	letter sent	
Carter	ord 2.02 notice	ltr	7/20/2017	B 78 L 12 - 868 Downe	letter sent	
Papiano	Occ'pcy Clarification	ltr	7/20/2017	B 1 L 1 - 200 Cove	letter sent	
Weisenburg	ltrs received	responded	7/27/2017	B 76 L 14 130 Newport A	letter sent	
Papiano	Occ'pcy Clarification	follow up	7/27/2017	B 1 L 1 - 200 Cove	call - reviewed CO needs	
LaTona	ord 2.02 notice	ltr	7/27/2017	B 23 L 219 - 501 Church	letter sent	
McParland	ord 2.02 notice	ltr	7/27/2017	B 7 L 26 - 298 Nantuxent	letter sent	
Connolly Agency	No Occ'pcy ltr	ltr rec'd	7/27/2017	B 48 L 12 - 481 Maple	no occ'y ltr for sale	
Yearly Rental Registration						
Zoning Permits						
CCO Fees						
FEES COLLECTED						
			7/27/17			
Zoning Officer	Scott Barnley		Date			



**TOWNSHIP OF DOWNE
CUMBERLAND COUNTY, NEW JERSEY**

	YES	NO	ABSTAIN	ABSENT
Bart, E.				
Byrne, S.				
Jordan, L.				
Rothman, M				
Campbell, R.				

Resolution Number: R-82-2017
Dated: August 14, 2017
Offered By:
Seconded By:

RESOLUTION AUTHORIZING THE PAYMENT OF BILLS

WHEREAS, it is required that the Township Committee of the Township of Downe approve all bills; and

WHEREAS, the attached list of bills has been submitted for approval at the Township meeting on August 14, 2017:

NOW THEREFORE, BE IT RESOLVED that said list of bills be approved for payment in the amount of \$615,698.87.

C E R T I F I C A T I O N

I hereby certify that funds have been appropriated in the 2017 Township of Downe Municipal Budget and other accounts to pay the attached list of bills.

Jennafer Hernandez
Certified Municipal Finance Officer

ATTEST:

Nadine Lockley, Acting Clerk

Robert Campbell, Mayor

August 14, 2017
Date

C E R T I F I C A T I O N

I hereby certify the foregoing to be a true copy of a resolution adopted by the Downe Township Committee at its Regular Meeting held August 14, 2017.

Date

Nadine Lockley, Acting Clerk

August 13, 2017
01:28 PM

TOWNSHIP OF DOWNE
Purchase Order Listing By P.O. Number

Page No: 1

P.O. Type: All									
Range: First to Last		Open: N Paid: N Void: N		Rcvd: N Held: N Aprv: Y		Other: Y Exempt: Y			
Format: Detail without Line Item Notes First Enc Date Range: First to 12/31/17									
Include Non-Budgeted: Y									
PO #	PO Date	Vendor	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/chk	First Rcvd Enc Date Date	Chk/Void Invoice
17-00060	02/01/17	R0018	R.S. ANIMAL SHELTER INC.						
1	ANIMAL SHELTER SRVS	JUL 2017		120.00	7-01-27-340-214	B ANIMAL SHELTER	A	02/01/17 08/13/17	34238/34229
17-00302	06/02/17	A0004	ATLANTIC CITY ELECTRIC						
1	STREETLIGHTING			9,093.43	7-01-31-430-001	B STREET LIGHTING COSTS	A	06/02/17 08/13/17	
2	ELECTRIC SERVICE			278.63	7-01-31-410-001	B ELECTRICITY COSTS	A	06/02/17 08/13/17	
				9,372.06					
17-00311	06/02/17	ATLAN010	ATLANTIC A PROGRAM OF DE LAGE						
1	COPIER LEASE			239.61	7-01-20-110-227	B COPIER LEASE/SUPPLIES-CLERK	A	06/02/17 08/13/17	55330648
17-00312	06/02/17	ATLAN010	ATLANTIC A PROGRAM OF DE LAGE						
1	COPIER LEASE			221.05	7-01-20-110-227	B COPIER LEASE/SUPPLIES-CLERK	A	06/02/17 08/13/17	55644073
17-00319	06/02/17	B0002	BARNETTS						
1	GAS FOR PUBLIC WORKS			433.50	7-01-26-290-213	B GAS-ROAD DEPT	A	06/02/17 08/13/17	
17-00325	06/02/17	WILLI010	WILLIAMS AUTO PART						
1	PUBLIC WORKS VEHICLE PARTS			23.48	7-01-26-290-250	B VEHICLE PARTS-ROAD DEPT	A	06/02/17 08/13/17	591837/591839
17-00332	06/02/17	C0007	CUMB CO IMPROVEMENT AUTHORITY						
1	LANDFILL FEES			193.25	7-01-26-305-222	B LANDFILL FEES	A	06/02/17 08/13/17	
17-00341	06/02/17	C0039	COMCAST						
1	INTERNET AND PHONE SERVICE-OEM			176.98	7-01-31-420-001	B TELEPHONE COSTS	A	06/02/17 08/13/17	
2	INTERNET AND PHONE SERVICE-OFF			384.08	7-01-31-420-001	B TELEPHONE COSTS	A	06/02/17 08/13/17	
				561.06					
17-00348	06/02/17	C0067	CASA PAYROLL SERVICE						
1	PAYROLL SERVICES			178.50	7-01-20-120-225	B PAYROLL SERVICES-CFO	A	06/02/17 08/13/17	0945048
17-00355	06/02/17	C0076	JOHN G. CARR, ESQUIRE						
1	SOLICITOR			2,457.00	7-01-20-155-259	B SOLICITOR PROFESSIONAL SERVICES	A	06/02/17 08/13/17	

Page No: 2

P0 #	P0 Date	Vendor	Item Description	Amount	Charge Account	Contract P0 Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
17-00356	06/02/17	C0076	JOHN G. CARR, ESQUIRE 1 SOLICITOR	1,254.50	7-01-20-155-259	B SOLICITOR PROFESSIONAL SERVICES	A	06/02/17	08/13/17		
17-00364	06/02/17	C0081	COUNTYWIDE ANIMAL CARE/CONTROL 1 ANIMAL CONTROL OFFICER	400.00	7-01-27-340-237	B ANIMAL CONTROL OFFICER	A	06/02/17	08/13/17		
17-00371	06/02/17	D0010	DOWNE TOWNSHIP BD OF EDUCATION 1 SCHOOL TAX LEVY	122,050.50	7-01-55-091-603	B LOCAL SCHOOL TAX	A	06/02/17	08/13/17		
17-00378	06/02/17	D0030	EDWARD F. DUFFY, ESQUIRE 1 PB SOLICITOR	260.00	7-01-21-180-247	B PLANNING BD SOLICITOR	A	06/02/17	08/13/17		
			2 PB SOLICITOR-HANSON	240.00	E-03-00-866-000	B HANSON AGGREGATES MINING PERMIT APP	A	08/07/17	08/13/17		
			3 PB SOLICITOR-US SILICA	260.00	E-03-00-867-000	B US SILICA COMPANY	A	08/07/17	08/13/17		
			4 PB SOLICITOR-JOHNSON	440.00	E-03-00-868-000	B JOHNSON-2017 VARIANCE/CONDITIONAL USE	A	08/07/17	08/13/17		
				<u>1,200.00</u>							
17-00386	06/02/17	D0039	DIMEGLIO SEPTIC, INC. 1 PORT A POTTY	460.00	7-01-26-310-247	B POT A POTTY	A	06/02/17	08/13/17		
17-00394	06/02/17	DAILY005	DAILY JOURNAL #1106 1 NEWSPAPER DELIVERY	34.00	7-01-20-110-299	B MISC-CLERK	A	06/02/17	08/13/17		
17-00401	06/02/17	J0002	J.C. EHRLICH CO. INC 1 PEST CONTROL	104.00	7-01-26-310-246	B PEST CONTROL	A	06/02/17	08/13/17		5439998
17-00408	06/02/17	L0016	LOWE'S 1 PUBLIC WORKS SUPPLIES	790.02	7-01-26-290-255	B ROAD PATCH	A	06/02/17	08/13/17		
17-00414	06/02/17	M0074	MAILFINANCE 1 POSTAGE MACHINE LEASE PAYMENT	224.27	7-01-20-110-217	B POSTAGE MACHINE-CLERK	A	06/02/17	08/13/17		N6646834
17-00417	06/02/17	NJADV005	NJ ADVANCE MEDIA, LLC 1 LEGAL ADS	299.46	7-01-20-110-249	B NEWSPAPER ADS-CLERK	A	06/02/17	08/13/17		
17-00430	06/02/17	R0039	RIGGINS, INC. 1 DIESEL FUEL	520.74	7-01-26-290-254	B DEISEL FUEL-ROAD DEPT	A	06/02/17	08/13/17		74935038
17-00434	06/02/17	S0004	SOUTH JERSEY GAS CO 1 GAS UTILITY-OEM	29.12	7-01-31-405-001	B NATURAL GAS COSTS	A	06/02/17	08/13/17		

August 13, 2017
01:28 PM

TOWNSHIP OF DOWNE
Purchase Order Listing By P.O. Number

Page No: 3

P0 #	P0 Date	Vendor	Item Description	Amount	Charge Account	Contract PO Type	Stat/chk	First Rcvd	Chk/Void	Invoice
						Acct Type Description	Enc Date	Date	Date	
17-00434	06/02/17	S0004	SOUTH JERSEY GAS CO	Continued		B NATURAL GAS COSTS	A	06/02/17	08/13/17	
			2 GAS UTILITY-GARAGE	45.58	7-01-31-405-001					
				74.70						
17-00441	06/02/17	S0074	STAPLES ADVANTAGE							
			1 OFFICE SUPPLIES	20.86	7-01-26-310-234	B JANITORIAL SUPPLIES	A	06/02/17	08/13/17	3346149813
			2 OFFICE SUPPLIES	202.15	7-01-20-110-243	B OFFICE FURNITURE/SUPPLIES-CLERK	A	06/02/17	08/13/17	
				223.01						
17-00487	06/09/17	N0031	NJ STATE HEALTH BENEFITS PLAN			B GROUP INSURANCE FOR EMPLOYEES HEALTH	A	06/09/17	08/13/17	
			1 MONTHLY PAYMENT	3,847.99	7-01-23-220-211					
17-00518	06/30/17	U0014	UNIFIRST CORPORATION			B UNIFORMS & SHOES-ROAD DEPT	A	06/30/17	08/13/17	JULY 2017
			1 PUBLIC WORKS UNIFORMS	183.64	7-01-26-290-276					
17-00525	06/30/17	V0009	VERIZON WIRELESS			B CELL PHONES	A	06/30/17	08/13/17	
			1 CELL PHONE SERVICE	442.69	7-01-31-420-002					
17-00532	06/30/17	W0038	W. B. MASON CO., INC.			B OFFICE FURNITURE/SUPPLIES-CLERK	A	06/30/17	08/13/17	45908235
			1 OFFICE SUPPLIES	169.87	7-01-20-110-243					
17-00538	06/30/17	W0041	WATCHUNG SPRING WATER CO, INC			B WATER COOLER/WATER	A	06/30/17	08/13/17	7918757/7928560
			1 WATER/WATER COOLER	17.96	7-01-26-310-236					
17-00544	06/30/17	W0048	WASTE MANAGEMENT OF NJ, INC.			B HAULING FEES	A	06/30/17	08/13/17	2601792-2407-6
			1 HAULING-CORNELL DRIVE	220.78	7-01-26-305-224					2600704-2407-2
			3 HAULING-JUNE 2017	1,964.44	7-01-26-305-224					2600712-2407-5
			4 HAULING-JUNE 2017	3,990.77	7-01-26-305-224					
				6,175.99						
17-00545	06/30/17	W0048	WASTE MANAGEMENT OF NJ, INC.			B HAULING FEES	A	06/30/17	08/13/17	2603271-2407-9
			1 HAULING	2,512.57	7-01-26-305-224					2603256-2407-0
			2 HAULING	1,127.74	7-01-26-305-224					
				3,640.31						
17-00561	07/11/17	F0003	FARM-RITE INC.			B MAINTENANCE & REPAIR-ROAD DEPT	A	07/11/17	08/13/17	01-58294
			1 VEHICLE PARTS	442.94	7-01-26-290-253					

Page No: 4

PO # Item Description	PO Date Vendor	Amount	Charge Account	Contract Acct Type Description	Stat/Chk Enc Date	First Rcvd Date	Chk/Void Date	Invoice
17-00562 07/16/17 N0011 1 ANNUAL ASSESSMENT	STATE OF NEW JERSEY	91.99	U-15-56-850-003	B UNEMPLOYMENT CLAIMS PAYABLE	A	07/16/17 08/13/17		0221993351
17-00563 07/20/17 C0009 1 REPLACEMENT TIRE	CUMBERLAND TIRE CENTER, INC	49.37	7-01-26-290-233	B MAINTENANCE & REPAIR-ROAD DEPT	A	07/20/17 08/13/17		1070487
17-00564 07/20/17 L0001 1 PUBLIC WORKS SUPPLIES	LESLIE FOGG INC.	695.50	7-01-26-290-299	B MISCELLANEOUS-ROAD DEPT	A	07/20/17 08/13/17		1137270
17-00565 07/21/17 M0004 1 TAX PAYMENT STICKERS	MGL PRINTING SOLUTIONS	96.00	7-01-20-145-232	B PRINTING TAX BILLS/NOTICES-TAX COLLECTOR A		07/21/17 08/13/17		147878
17-00566 07/21/17 P0028 1 2017 TAX BILL LETTERS	PERFECTO PRINTING & GRAPHICS	185.00	7-01-20-145-232	B PRINTING TAX BILLS/NOTICES-TAX COLLECTOR A		07/21/17 08/13/17		
17-00567 07/21/17 CEUNION 1 CFO CLASS	CEunion	89.00	7-01-20-120-259	B SCHOOL/TRAINING-CFO	A	07/21/17 08/13/17		
17-00568 07/27/17 HATCH005 1 DOWNE/GANDY BEACHFRONT	MOTT MACDONALD	12,620.00	G-02-41-873-000	B NATIONAL FISH & WILDLIFE-GRANT	A	07/27/17 08/13/17		253121
17-00569 07/28/17 T0006 1 ANNUAL TIDELAND PERMIT FEE	TREASURER STATE OF NJ	160.00	7-01-20-110-299	B MISC-CLERK	A	07/28/17 08/13/17		0640100008.1
17-00570 07/28/17 L0045 1 REIMBURSEMENT 2 REIMBURSEMENT	HARRY LEVENKNIGHT	1.89 21.00 22.89	7-01-26-290-299 7-01-26-290-299	B MISCELLANEOUS-ROAD DEPT B MISCELLANEOUS-ROAD DEPT	A A	07/28/17 08/13/17 07/28/17 08/13/17		ICE PURCHASE OEM TRUCK
17-00571 07/28/17 B0011 1 MEETING REGISTRATION	BRIDGETON AREA CHAMB COMMERCE	45.00	7-01-20-100-299	B MISCELLANEOUS-MAYOR AND COMMITTEE	A	07/28/17 08/13/17		7/20/2017
17-00572 07/28/17 ATLAN005 1 COPIER SUPPLIES APR-JUN	ATLANTIC TOMORROW'S OFFICE	239.85	7-01-20-110-227	B COPIER LEASE/SUPPLIES-CLERK	A	07/28/17 08/13/17		CNIN651349
17-00573 07/28/17 C0079 1 3RD QUARTER COUNTY TAXES	CUMBERLAND COUNTY TREASURER	412,239.75	7-01-55-091-601	B COUNTY TAX	A	07/28/17 08/13/17		17-00114

August 13, 2017
01:28 PM

TOWNSHIP OF DOWNE
Purchase Order Listing By P.O. Number

Page No: 5

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract PO Type	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice
17-00574	07/28/17	C0064	CUMBERLAND FIRE PROTECTION									
			1 ANNUAL INSPECTION	100.85	7-01-26-310-216		B BLDG MAINT & REPAIR	A	07/28/17	08/13/17		10458
17-00575	07/28/17	JERSE005	JERSEY SHORE PARTNERSHIP									
			1 MEMBERSHIP DUES 2017	100.00	7-01-20-100-215		B DUES/MEMBERSHIPS-MAYOR AND COMMITTEE	A	07/28/17	08/13/17		
17-00576	08/02/17	L0016	LOWE'S									
			1 PUBLIC WORKS SUPPLIES	288.10	7-01-26-290-299		B MISCELLANEOUS-ROAD DEPT	A	08/02/17	08/13/17		08012017
17-00577	08/02/17	F0003	FARM-RITE INC.									
			1 PUBLIC WORKS VEHICLE PARTS	290.00	7-01-26-290-299		B MISCELLANEOUS-ROAD DEPT	A	08/02/17	08/13/17		01-59984
			2 PUBLIC WORKS VEHICLE PARTS	230.00	7-01-26-290-299		B MISCELLANEOUS-ROAD DEPT	A	08/02/17	08/13/17		01-59593
			3 CREDIT	25.00	7-01-26-290-299		B MISCELLANEOUS-ROAD DEPT	A	08/03/17	08/13/17		01-58296
			4 CREDIT	25.00	7-01-26-290-299		B MISCELLANEOUS-ROAD DEPT	A	08/03/17	08/13/17		01-58339
				470.00								
17-00578	08/02/17	E0004	EDMUNDS & ASSOCIATES, INC									
			1 2017/2018 TAX BILL PRINTING	542.66	7-01-20-145-232		B PRINTING TAX BILLS/NOTICES-TAX COLLECTOR A		08/02/17	08/13/17		
17-00579	08/03/17	A0070	ARRISCO ENTERPRISES									
			1 GANDY BEACH BULKHEAD REPAIR	1,470.00	7-01-26-310-999		B STORM DAMAGE & REPAIR	A	08/03/17	08/13/17		71669
			2 GANDY BEACH BULKHEAD REPAIR	22,980.00	7-01-26-310-999		B STORM DAMAGE & REPAIR	A	08/03/17	08/13/17		71658
				24,450.00								
17-00580	08/03/17	SYSTE005	SYSTEMS ELECTRIC, LLC									
			1 ELECTRIC BREAKER REPAIR-PW	452.50	7-01-26-310-299		B MISCELLANEOUS-BLDG & GROUNDS	A	08/03/17	08/13/17		2566
17-00581	08/07/17	CINDY005	CINDY LORE									
			1 REIMBURSEMENT-UNION ST REPAIR	155.66	C-04-44-900-404		B ROADWAY IMPROVEMENTS-VARIOUS	A	08/07/17	08/13/17		
17-00583	08/07/17	U0013	UPPER DEERFIELD TOWNSHIP									
			1 JOINT COURT FEES JUL-SEPT	1,954.28	7-01-43-490-299		B MISC-COURT	A	08/07/17	08/13/17		
17-00584	08/07/17	M0004	MGL PRINTING SOLUTIONS									
			1 2018 DOG TAGS	188.00	7-01-27-340-299		B MISCELLANEOUS-DOG REG	A	08/07/17	08/13/17		148336
17-00585	08/07/17	B0008	NAPA AUTO PARTS									
			1 PUBLIC WORKS SUPPLIES	0.99	7-01-26-290-299		B MISCELLANEOUS-ROAD DEPT	A	08/07/17	08/13/17		671209

August 13, 2017
01:28 PM

TOWNSHIP OF DOWNE
Purchase Order Listing By P.O. Number

Page No: 6

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract	PO Type	Stat/Chk	First Rcvd	Chk/Void	Invoice
17-00586	08/07/17	J0032	JAMES M. RUTALA ASSOCIATES, LLC								
1			GRANT CONSULTANT SRVS JULY	700.00	7-01-20-120-260	B	GRANT SERVICES	A	08/07/17	08/13/17	732
17-00587	08/07/17	B0019	BLAUER ASSOCIATES, INC								
1			DCA HOME REHAB SRVS JULY 2017	900.00	G-02-41-810-010	B	FED-SMALL CITIES - LOCAL MATCH	A	08/07/17	08/13/17	7
17-00588	08/08/17	S0030	STATE OF NEW JERSEY								
1			UNEMPLOYMENT QUARTER-03/31/17	5.38	U-15-56-850-003	B	UNEMPLOYMENT CLAIMS PAYABLE	A	08/08/17	08/13/17	
17-00589	08/11/17	T0006	TREASURER STATE OF NJ								
1			NJPDES ANNUAL LANDFILL FEE	2,500.00	7-01-26-305-222	B	LANDFILL FEES	A	08/11/17	08/13/17	
Total Purchase Orders:				58	Total P.O. Line Items:	73	Total List Amount:	615,698.87	Total Void Amount:	0.00	

Totals by Year-Fund				
Fund Description	Fund	Budget Total	Revenue Total	G/L Total
				Total
7-01		600,985.84	0.00	0.00
				600,985.84
C-04		155.66	0.00	0.00
				155.66
E-03		940.00	0.00	0.00
				940.00
G-02		13,520.00	0.00	0.00
				13,520.00
U-15		97.37	0.00	0.00
				97.37
Total of All Funds:		615,698.87	0.00	0.00
				615,698.87



**TOWNSHIP OF DOWNE
CUMBERLAND COUNTY, NEW JERSEY**

	YES	NO	ABSTAIN	ABSENT
Bart, E.				
Byrne, S.				
Jordan, L.				
Rothman, M.				
Campbell, R.				

Resolution Number: R-83-2017 Dated: August 14, 2017 Offered By: Seconded By:

RESOLUTION AUTHORIZING DISPOSAL OF SURPLUS PROPERTY

WHEREAS, the Township Committee of the Township of Downe is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Township Committee is desirous of selling said surplus property in an "as is" condition without express or implied warranties.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Downe as follows:

1. The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available at the office of the Clerk.

2. The sale will be conducted online and the address of the auction site is govedeals.com.
3. The sale is being conducted pursuant to Local Finance Notice 2008-9.
4. A list of the surplus property to be sold is as follows:
 - a. Used Genset Tech Star 50 Generator - 6 cyl Diesel
 - b. Used Tecma FM18 6 ft Finish Mower
 - c. 1966 Used Gabion T500 Grader
5. The surplus property as identified shall be sold in an "as is" condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
6. The Township Committee reserves the right to accept or reject any bid submitted.

THIS RESOLUTION was adopted by the Township Committee of the Township of Downe on August 14, 2017.

ATTEST:

Nadine Lockley, Acting Municipal Clerk

Robert G. Campbell, Mayor

C E R T I F I C A T I O N

The undersigned, Clerk of the Township of Downe, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Downe Township Committee at its Regular Meeting held August 14, 2017.

Date

Acting Municipal Clerk



**TOWNSHIP OF DOWNE
CUMBERLAND COUNTY, NEW JERSEY**

	YES	NO	ABSTAIN	ABSENT
Bart, E.				
Byrne, S.				
Jordan, L.				
Rothman, M.				
Campbell, R.				

Resolution Number: R-84-2017
Dated: August 14, 2017
Offered By:
Seconded By:

**RESOLUTION OF APPROVAL TO SUBMIT A GRANT APPLICATION
AND EXECUTE A GRANT AGREEMENT WITH THE U.S. DEPARTMENT
OF HOMELAND SECURITY FOR THE FY 2017 FEMA PRE-DIASTER
MITIGATION PROGRAM**

WHEREAS, the U. S. Department of Homeland Security for the
FY 2017 FEMA Pre-Disaster Mitigation Program; and

WHEREAS, this program is available to certain
municipalities in the State of New Jersey; and

WHEREAS, this grant program requires a 25 percent local
match from the municipality; and

WHEREAS, the Township of Downe carefully considers grant
programs that assist the City in achieving projects and programs
that are priorities for the community; and

WHEREAS, the Pre-Disaster Mitigation Program may fund
generators for critical facilities identified in a FEMA approved
Mitigation Plan among other priorities; and

NOW, THEREFORE, BE IT RESOLVED that governing body of the
Township of Downe formally approves that grant application for
the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit a grant application to the U. S. Department of Homeland Security.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Downe and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

THIS RESOLUTION was adopted by the Township Committee of the Township of Downe on August 14, 2017.

ATTEST:

Nadine Lockley, Acting Municipal Clerk

Robert G. Campbell, Mayor

C E R T I F I C A T I O N

The undersigned, Clerk of the Township of Downe, does hereby certify that the foregoing is a true copy of a Resolution adopted by the Downe Township Committee at its Regular Meeting held August 14, 2017.

Date

Nadine Lockley, Acting Municipal Clerk



**TOWNSHIP OF DOWNE
CUMBERLAND COUNTY, NEW JERSEY**

	YES	NO	ABSTAIN	ABSENT
Bart, E.				
Byrne, S.				
Jordan, L.				
Rothman, M.				
Campbell, R.				

Resolution Number: R-85-2017
Dated: August 14, 2017
Offered By:
Seconded By:

**RESOLUTION OF SUPPORT FROM LOCAL GOVERNING BODY AUTHORIZING
AN APPLICATION FOR THE FLOOD MITIGATION ASSISTANCE PROGRAM
ADMINISTERED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY**

WHEREAS, the Township of Downe qualifies for the Flood Mitigation Assistance (FMA) Programs administered by the Federal Emergency Management Agency (FEMA); and

WHEREAS, the Flood Mitigation Assistance (FMA) program provided funding to assist in efforts to reduce or eliminate the risks of repetitive flood damage to buildings and structures insurable under the National Flood Insurance Program (NFIP); and

WHEREAS, eligible activities for the FMA Programs include: property acquisition and structure demolition or relocation and structure elevation; and

WHEREAS, the Township of Downe strives to save tax dollars; assist homeowners to recover from Superstorm Sandy; assure clean land, air and water; and improve working and living environments; and

WHEREAS, the Township of Downe wishes to apply for funding through the FEMA FMA Programs; and

NOW THEREFORE, BE IT RESOLVED, that the governing body of the Township of Downe, State of New Jersey, hereby supports and authorizes the Flood Mitigation Assistance (FMA) Programs application.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit a grant application to the Federal Emergency Management Agency of the U. S. Department of Homeland Security.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Downe and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

THIS RESOLUTION was adopted by the Township Committee of the Township of Downe on August 14, 2017.

ATTEST:

Nadine Lockley, Acting Municipal Clerk

Robert G. Campbell, Mayor

C E R T I F I C A T I O N

The undersigned, Clerk of the Township of Downe, does hereby certify that the foregoing is a true copy of a Resolution adopted by the Downe Township Committee at its Regular Meeting held August 14, 2017.

Date

Nadine Lockley, Acting Municipal Clerk



**TOWNSHIP OF DOWNE
CUMBERLAND COUNTY, NEW JERSEY**

	YES	NO	ABSTAIN	ABSENT
Bart, E.				
Byrne, S.				
Jordan, L.				
Rothman, M.				
Campbell, R.				

Resolution Number: R-86-2017 Dated: August 14, 2017 Offered By: Seconded By:

**RESOLUTION OF APPROVAL FOR THE SUBMITTAL OF A GRANT
APPLICATION AND EXECUTION OF A GRANT AGREEMENT WITH THE
NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE FY 2018
BIKEWAY GRANT PROGRAM
(BIKE-2018-DOWNE TOWNSHIP-00003)**

WHEREAS, the New Jersey Department of Transportation is accepting applications for the Bikeway Grant Program; and

WHEREAS, this program is available to all counties and municipalities in the State of New Jersey and the grant program does not require a local match; and

WHEREAS, the Township of Downe carefully considers grant programs that assist the City in achieving projects and programs that are priorities for the community; and

NOW, THEREFORE, BE IT RESOLVED that City Council of the Township of Downe formally approves a NJDOT grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as Bike-2018-Downe Township-00003 to the New Jersey Department of Transportation on behalf of the Township of Downe.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Downe and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

THIS RESOLUTION was adopted by the Township Committee of the Township of Downe on August 14, 2017.

ATTEST:

Nadine Lockley, Acting Municipal Clerk

Robert G. Campbell, Mayor

C E R T I F I C A T I O N

The undersigned, Clerk of the Township of Downe, does hereby certify that the foregoing is a true copy of a Resolution adopted by the Downe Township Committee at its Regular Meeting held August 14, 2017.

Date

Nadine Lockley, Acting Municipal Clerk



**TOWNSHIP OF DOWNE
CUMBERLAND COUNTY, NEW JERSEY**

	YES	NO	ABSTAIN	ABSENT
Bart, E.				
Byrne, S.				
Jordan, L.				
Rothman, M.				
Campbell, R.				

Resolution Number: R-87-2017
Dated: August 14, 2017
Offered By:
Seconded By:

**RESOLUTION OF APPROVAL TO SUBMIT A GRANT APPLICATION
AND EXECUTE A GRANT AGREEMENT WITH THE NEW JERSEY
DEPARTMENT OF TRANSPORTATION FOR THE MUNICIPAL AID
PROGRAM
(MA-2018-DOWNE TOWNSHIP-00022)**

WHEREAS, the New Jersey Department of Transportation is accepting applications for the Municipal Aid Grant Program; and

WHEREAS, this program is available to all municipalities in the State of New Jersey; and

WHEREAS, this grant program does not require a local match; and

WHEREAS, the Township of Downe carefully considers grant programs that assist the Township in achieving projects and programs that are priorities for the community; and

NOW, THEREFORE, BE IT RESOLVED that Township Council of the Township of Downe formally approves that grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2018-Downe Township-00022 to the New Jersey Department of Transportation on behalf of the Township of Downe.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Downe and that their signature constitutes acceptance of the terms and

conditions of the grant agreement and approves the execution of the grant agreement.

THIS RESOLUTION was adopted by the Township Committee of the Township of Downe on August 14, 2017.

ATTEST:

Nadine Lockley, Acting Municipal Clerk

Robert G. Campbell, Mayor

C E R T I F I C A T I O N

The undersigned, Clerk of the Township of Downe, does hereby certify that the foregoing is a true copy of a Resolution adopted by the Downe Township Committee at its Regular Meeting held August 14, 2017.

Date

Nadine Lockley, Acting Municipal Clerk



**TOWNSHIP OF DOWNE
CUMBERLAND COUNTY, NEW JERSEY**

	YES	NO	ABSTAIN	ABSENT
Bart, E.				
Byrne, S.				
Jordan, L.				
Rothman, M.				
Campbell, R.				

**Resolution Number: R-88-2017
Dated: August 14, 2017
Offered By:
Seconded By:**

**RESOLUTION APPROVING THE TWA-1 FORM FOR THE STATE OF NEW JERSEY,
DEPARTMENT OF ENVIRONMENTAL PROTECTION, DIVISION OF WATER
QUALITY RELATIVE TO 222 COVE ROAD, GANDY BEACH, DOWNE TOWNSHIP**

WHEREAS, the Township, by and through its professionals, have been presented with a copy of a TWA-1 (Treatment Works Application) relative to Rebecca Lieb situate at 222 Cove Road in Gandy Beach, Downe Township; and,

WHEREAS, it is required of government bodies that TWA-1 Applications must be consented to by Resolution; and,

WHEREAS, it is further required that governing bodies must certify that projects as proposed do conform with the requirements of applicable Municipal Ordinances; and

WHEREAS, the professionals of Downe Township having reviewed the application and are in agreement that the application is acceptable and that all requirements of the Municipal Ordinances are adhered to by the application;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Downe, County of Cumberland and State of New Jersey consonant with the advice of the Township professionals do hereby approve of the execution of the TWA-1 Application at Section A-1 (Consent by the Governing Body) in a form as annexed

and the Mayor or Municipal Clerk is hereby authorized to sign same on behalf of the Township pursuant to this Resolution which shall be referred to therein.

THIS RESOLUTION was adopted by the Township Committee of the Township of Downe on August 14, 2017.

ATTEST:

Nadine Lockley, Acting Clerk

Robert G. Campbell, Mayor

C E R T I F I C A T I O N

The undersigned, Clerk of the Township of Downe, does hereby certify that the foregoing is a true copy of a Resolution adopted by the Downe Township Committee at a Regular Meeting held August 14, 2017.

Date

Municipal Clerk

STATE OF NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL PROTECTION
Division of Water Quality

STATEMENTS OF CONSENT

A supplement to the TWA-1 or NJPDES-1 Forms

General Information

Applicant/Owner/Operator	Rebecca Lieb
Location of Work Site	222 Cove Road, Block 1 Lot 12
Name of Project/Facility	Holding Tank Installation for Sanitary Sewage
Type of permit application (TWA, NJPDES/SIU)	TWA
NJPDES Permit Number (if applicable)	N/A

A-1 Consent By Governing Body

(Consent by the municipality in which the project is located.)

As an authorized representative of the governing body, I hereby certify that the

The Township of Downe

(Name of Municipality or Municipal Authority)

consents to the submission of the above listed application to the Department of Environmental Protection for approval. I further certify that the project as proposed conforms with the requirements of all municipal ordinances.

Signed* _____ Date _____

Type Name and Position. _____

* Cite authorization to sign for the governing body

Resolution# Dated
(Submit the resolution with the application. If no such resolution granting authority to sign exists, the Governing Body's full resolution, consenting to the project, must be submitted with the application.)

**** Note**

For most Treatment Works Approval (TWA) applications, this section may be omitted if a sewerage entity (for example, sewerage authority, utilities authority, municipal utilities authority, joint meeting, etc.) has responsibility for regulating the construction and operation of wastewater treatment and conveyance facilities within the municipality. In such cases, the governing body consent requirement may be satisfied by completing Section A-2. Applicants for TWAs for industrial/commercial facilities discharging pursuant to NJPDES/DSW or DGW permits must complete section A-1.