

REGULAR MEETING
TOWNSHIP COMMITTEE
OCTOBER 19, 2016

Chairperson Danna called to order a regular meeting of the Township Committee of the Township of Deerfield, County of Cumberland and State of New Jersey, at the Municipal Building, 736 Landis Avenue, Rosenhayn, at 7:00 p.m.

Chairperson Danna led the flag salute.

The Clerk took roll call and members present included Mrs. O'Brien, Mr. Spatola, Mr. Laurella, Mr. Sparacio and Mr. Danna.

Mr. Laurella asked for a moment of silence in memory of former Township Committeeman and Mayor Frank Paladino from 1976 to 1984.

Departmental Reports

The Clerk presented the departmental reports of the Zoning/Housing Officer, Tax Collector and Treasurer, Fire Marshall and Emergency Management. Mr. Sparacio made a motion, seconded by Mr. Spatola to accept and file the departmental reports. The Committee approved.

Ordinances

The Clerk presented Ordinance #2016-11- First Reading Of An Ordinance Appropriating The Sum Of \$26,000.00 From The Capital Improvement Fund Of Deerfield Township For The Installation Of A New Roof For The Public Works Garage. The Clerk noted that this Ordinance was amended to reflect a breakdown of the appropriation. Mr. Spatola made a motion, seconded by Mr. Laurella to adopt Ordinance #2016-11 on first reading and to set Wednesday, November 2, 2016 for second reading, public hearing and final adoption. Roll Call Vote:

Mrs. O'Brien	Yes	Mr. Sparacio	Yes
Mr. Spatola	Yes	Mr. Danna	Yes
Mr. Laurella	Yes		

The Clerk presented Ordinance #2016-12 – Second Reading And Public Hearing Of An Ordinance Appropriating The Sum Of \$20,000 From The Capital Improvement Fund Of Deerfield Township For The Purchase And Installation Of A Pole Barn.

Mrs. O'Brien made a motion, seconded by Mr. Spatola to open the public hearing on Ordinance #2016-12. The Committee approved.

There being no comment from the public, Mr. Laurella made a motion, seconded by Mr. Sparacio to close the public hearing on Ordinance #2016-12. The Committee approved.

Mr. Spatola made a motion, seconded by Mr. Laurella to adopt Ordinance #2016-12. Roll Call Vote:

Mrs. O'Brien	Yes	Mr. Sparacio	Yes
Mr. Spatola	Yes	Mr. Danna	Yes
Mr. Laurella	Yes		

Mr. Laurella noted that this is much cheaper for the Township and the people of the community. He further noted that it is unfortunate the way prices came in and the prices received for the other project were way out of line.

Resolutions

The Clerk indicated that the first 3 Resolutions presented this evening are in connection with the 2016 Best Practices Inventory.

The Clerk presented Resolution #16-132- Resolution Establishing A Policy For The Communication Of Tax Appeals From The Tax Assessor To The Chief Financial Officer And Tax Collector. She noted that this Resolution pertains to one of the questions in the Checklist and several municipalities are doing the Resolution to make themselves compliant. Mr. Spatola made a motion, seconded by Mr. Sparacio to adopt Resolution #16-132. Roll Call Vote:

Mrs. O'Brien	Yes	Mr. Sparacio	Yes
Mr. Spatola	Yes	Mr. Danna	Yes
Mr. Laurella	Yes		

The Clerk presented Resolution #16-133- Resolution Confirming Outside Employment By Certain Municipal Officials Of The Township Of Deerfield And Confirming No Conflicts Of Interest. Mrs. O'Brien made a motion, seconded by Mr. Spatola to adopt Resolution #16-133. Roll Call Vote:

Mrs. O'Brien	Yes	Mr. Sparacio	Yes
Mr. Spatola	Yes	Mr. Danna	Yes
Mr. Laurella	Yes		

The Clerk presented Resolution #16-134- Resolution Confirming The Update Of The 2017-2018 Policy And Procedures Manual Of The Township Of Deerfield. The Clerk noted that everyone had received a copy of the updated manual. Mr. Spatola made a motion, seconded by Mrs. O'Brien to adopt Resolution #16-134. Roll Call Vote:

Mrs. O'Brien	Yes	Mr. Sparacio	Yes
Mr. Spatola	Yes	Mr. Danna	Yes
Mr. Laurella	Yes		

The Clerk presented Resolution #16-135- Resolution Refunding The Overpayment Of Taxes For 573 Garton Road (a/k/a Block 58, Lot1). Mr. Laurella made a motion, seconded by Mrs. O'Brien to adopt Resoluton #16-135. Roll Call Vote:

Mrs. O'Brien	Yes	Mr. Sparacio	Yes
Mr. Spatola	Yes	Mr. Danna	Yes
Mr. Laurella	Yes		

Old Business

The Clerk presented reports from Department Chairpersons. Mr. Laurella stated that with regard to Streets and Road he is asking the Administrator to contact the State Road Department again and indicate that there is still puddling at the intersection of Morton Avenue and Landis Avenue. He further stated that when the Winter times comes it will cause a problem.

Mr. Sparacio noted that with regard to Recreation the Harvest Festival was held despite a little bit of bad weather. He further noted that it was a great job by the Recreation Committee, volunteers from the community and all the Township employees.

Mr. Spatola stated that the personnel reviews will take place on Thursday, October 27, 2016 at 8:00 am. He further stated the he and Mayor Danna, as Chairs for

Personnel, will be doing the reviews. Mr. Spatola noted that there is a policy that is more than apt to handle the reviews and states why. He further noted that according to the policy the Township should have been conducting at least one annual review of the employees since it was adopted and could not recall ever doing that in the last 10 years. Mr. Spatola indicated that there is a format that the Clerk located that is quite inclusive.

New Business

The Clerk presented Discussion Regarding 2016 Best Practices Checklist. The Clerk stated that in the packets this evening was a memo she prepared indicating that there were some changes to the Checklist this year. She further stated instead of 50 questions the Checklist was reduced to 30 questions and answers were either “yes” or “no” and a few “not applicables”. The Clerk indicated that the minimum positive answers to receive aid were 22 positive or affirmative answers and the Township had 26 “yes” or “not applicable” answers. She further indicated that the Township should be receiving all of its aid in 2017. She noted that the Checklist needs to be submitted by Friday, October 21, 2016 and as an requirement needed to be on the Agenda for this evening for approval.

Mrs. O’Brien inquired whether the 4 questions the Township was not able to answer “yes” were being addressed for next year. The Clerk noted that those questions might be able to revised for the next year and the Township may not have “fit the bill” for this year.

Mr. Spatola made a motion, seconded by Mrs. O’Brien to approve the 2016 Best Practices Checklist. Roll Call Vote:

Mrs. O’Brien	Yes	Mr. Sparacio	Yes
Mr. Spatola	Yes	Mr. Danna	Yes
Mr. Laurella	Yes		

The Clerk presented Recommendation By Personnel Committee With Regard To Proposals For Professional Services. Mr. Spatola stated that on Tuesday at 10:00 am that he and Mayor Danna met with the Clerk and went over the proposals for professional services for 2017. He further stated that there were no oppositions to the current professionals employed and there were no financial changes to their proposals. Mr. Spatola indicated that it is the Personnel Committee’s recommendation that the current professionals be reappointed for the year 2017.

Mr. Laurella clarified that this was only a recommendation and Mr. Spatola confirmed that to be correct. Mr. Laurella noted that with the election coming there could be a change of 2 or 3 members. He hoped that there wouldn’t be any changes in the professionals. Mr. Laurella reiterated that with the potential of 3 Committee members being changed after the election anyone new coming in could want someone else.

Mr. Spatola stated that the proposals are for the current Township Committee and it is our responsibility as a sitting board to make this decision. He further stated that whatever vacancies may occur in 2017 the new member will be sitting for a term and will have ample opportunity in a 3 year term to make changes as they see fit. Mr. Spatola indicated that it is the Committee’s responsibility to make a recommendation based on what is presented to them and the history with these professionals. Mr. Spatola agreed with Mr. Laurella’s point, but now is the time we have to appoint these people. Mr. Laurella did not think that this Committee could make a decision for a 2017 Committee, but if it’s only a recommendation then so be it.

Solicitor Testa noted that the Committee is only making a recommendation and the vote is not taken until the Reorganization Meeting.

Mrs. O'Brien noted that the Planning Board did discuss possibly using someone other than the Township Committee used for their professional services. Solicitor Testa noted that someone would have had to submit a proposal, but no one else did. Mrs. O'Brien stated she just wanted to put it on the record.

Communications

The Clerk stated that there are no communications this evening.

The Clerk presented Resolution #16-136 For The Payment Of Bills. Mr. Spatola made a motion, seconded by Mr. Sparacio, to adopt Resolution #16-136. Roll Call Vote:

Mrs. O'Brien	Yes	Mr. Sparacio	Yes
Mr. Spatola	Yes	Mr. Danna	Yes
Mr. Laurella	Yes		

Public Comment

Mr. Spatola made a motion, seconded by Mrs. O'Brien to open the meeting to the public. The Committee approved.

Mr. George Olivio of 718 Morton Avenue came before the Committee. Mr. Olivio stated that he had been wanting to come before the Committee and thanked Mr. Laurella acknowledging former Committee Member, Frank Paladino. Mr. Olivio asked what's the criteria to have a message put on the board out front. He was curious who makes the decision—is it all the Committee or a single person. Mr. Olivio noted that an individual's death was acknowledged, but a few months later another individual passed and nothing was put on the board. He further noted that the individual was Ann Brago. Mr. Olivio stated that just recently former Township Committeeman Frank Paladino passed away and again nothing was put on the board. Mr. Olivio stated that he would like to know what is the criteria.

Mr. Laurella stated that there is no policy by the Township Committee, but it is time to start one. Mr. Spatola indicated that he didn't know what warrants someone's name being placed on the board.

Mrs. O'Brien agreed that it is a fair question to ask what the criteria is for something to go on the sign. Mrs. O'Brien stated that if there isn't a current policy there should be and if there was some oversight as to what is going on the sign out front there should be a policy. She further stated that as property and grounds with Mr. Laurella it is something they could look into and make sure the maintenance staff is addressing certain tasks.

Mr. Laurella asked who the name of the person was that was put on the board. Mr. Olivio stated that it was Reiner Bidic. Mr. Laurella stated that he will try and find out who put that name up on the board.

Discussion was held about acknowledging members of the community.

Mr. Spatola reiterated that there is no organized policy, but it is possible for the Committee to take this opportunity to create one. Mr. Sparacio stated that he was the person who "gave the go" for the Reiner Bidic acknowledgement and also the one for Nicolette Pizzo.

Mrs. O'Brien reiterated that it's unfortunate if you do something nice for one person and it doesn't follow through for another then it looks like it's intentional and that is never the Committee's intention. Mr. Sparacio agreed and members of our community should get that respect.

Mr. John Stanzione acknowledged that the criteria will be a difficult policy to put together. Chairperson Danna agreed and noted where do you draw the line. Mr. Stanzione agreed, but if you do it one you do it for all. He further noted that milestones like someone's passing or a 100th birthday should be acknowledged.

There being no further comment, Mr. Laurella made a motion, seconded by Mr. Spatola to close the meeting to the public. The Committee approved.

There being no further business to come before the Committee, Mr. Sparacio made a motion, seconded by Mr. O'Brien to adjourn the meeting. The Committee approved.

Rudy Danna, Jr., Chairperson
Township of Deerfield

ATTEST:

Karen Seifrit, Clerk
Township of Deerfield