

November 5, 2020
Regular Workshop Meeting

Meeting called to order at 7:30 PM as advertised and held in accordance with the open public meetings act. Members present: Sheppard, Miletta, Bowman

Discussion held regarding health care benefits. Public works employee Chris Davis appeared before the committee and stated that he is unhappy with current plan. He is spending 350.00-400.00 per month for prescriptions and has had 3 office visits at 148.00 each, and the insurance has paid nothing. Mayor Sheppard stated that the current plan has a \$3,000 deductible and the Township provides \$1,500 annually in a health savings account for each employee to offset high deductible. Mayor Sheppard questioned if expenses have been properly reported to the carrier. Clerk will contact insurance representative to research. Mr. Davis also questioned if dental or vision will be offered in the future. Mr. Sheppard advised that the health savings account monies can be used for those purposes. Mr. Davis thanked the committee for their time.

George Ripper, Supervisor of Public Works was present and questioned if Convenience Center would be closed for Veterans Day, Wed. Nov. 11th. Clerk advised that in the past the center would be open on an alternate day, but there is not enough time to make residents aware. It was decided that Convenience Center Employees would work the holiday and take an alternate day off.

Land sale offer reviewed. William Holbrook made an offer of \$1,000 for purchase of block 45 lot 11 which he would combine with his current lot 12. Mayor Sheppard questioned if Mr. Holbrook owned any other property. Upon review, clerk confirmed that he also owns lot 14. The lot will be offered at public auction to be held at the regular meeting on Dec. 14th, pending Mr. Holbrook's agreeing that all three lots be combined, motioned Miletta, seconded Bowman, unanimous vote.

Discussion held regarding sale of bamboo removed from Township property on Maple Avenue. It was decided that bamboo would be included at the December 14th public auction motioned Bowman, seconded Miletta, unanimous vote. Mr. Miletta questioned if Ricky Brown, Beavers Tree Service would be finishing chipping of the bamboo tops. Mr. Ripper advised that they (Beaver's) had started the job and there was a problem with the chipper. Mr. Miletta replied that Mr. Brown said there was too much rock in the bamboo and it damaged his chipper. Mr. Ripper will contact Beaver, and if he cannot complete the job Mr. Ripper will refer the work Weldy's Landscaping.

Quotes received for demolition of dwelling located at 135 Maple Ave:
Homan Contracting Inc. Lump Sum \$15,500.00
Arbrisco Enterprises, Inc. Asbestos Removal \$6,500.00 Building Demo \$7,800.00 Total \$14,300
Mayor Sheppard questioned clerk if funds were available. Arbrisco acknowledged low quote. Clerk will review for further consideration Mr. Bowman suggested moving forward with asbestos removal at this time if demolition had to be delayed.

Correspondence received from John Carr, County Counsel, regarding DEP restrictions on vehicles with agricultural tags from accessing Municipal Convenience Centers reviewed. Mr. Carr provided a draft resolution to allow agricultural related tags to have access and was looking for township input and/or support. As a farming community, the committee supports the resolution whole heartedly, motioned Miletta, seconded Bowman, unanimous vote. Clerk will correspond.

Draft Ordinance for Anti-Nepotism Policy prepared by Solicitor Seeley reviewed. Mr. Miletta questioned if Volunteer Firemen and EMS members are considered employees as multiple family members are active in the Fire Co. Mr. Seeley will amend the ordinance to exempt all volunteers. The ordinance will be further considered at the regular meeting on November 9th.

Quote received from Bowman & Co. for review of Fire Co. and LTEMs expenditures reviewed. Motioned Bowman, seconded Miletta, unanimous vote, that review of each organization (municipal aid only) be done for the years 2018-2020.

Payment of approved vouchers authorized, motioned Miletta, seconded Bowman, unanimous vote.

Clerk provided copy of recent workers comp audit indication a credit/refund due in the amount of 21,206 mainly due to return of premium in full charged for Fire and EMS. Copy was provided to Gus Gosweiler, Protection Service for review.

Lone quote received for purchase of building materials for Agriculture Museum/ received from QPA Millicent Davis, KMD Consultants. Delmarva Pole Building Supply Inc. of Wyoming DE submitted quote in the amount of \$50,989. Mayor Sheppard stated that Architect review of material list should be conducted prior to action/award. Further consideration will be given at the regular meeting of November 9.

Clerk provided copies of Street Opening permits received for two separate locations. Following discussion it was determined that municipal approval was not required. Mr. Miletta reviewed and replied that it appeared that South Jersey Gas would be boring under the roadway, not cutting from the top. Clerk will provide public works with copy so that they can insure site is left in satisfactory condition following the work.

With no further business to discuss, meeting adjourned at 9:55 pm, motioned Miletta, seconded Bowman.

Ruth Dawson, Clerk

Regular Monthly Meeting
November 9, 2020

Meeting called to order as advertised and held in accordance with the Open Public Meetings Act. Members present: Sheppard, Miletta, Bowman.

Following the pledge of allegiance, minutes of the October 8th meeting approved, motioned Bowman, seconded Miletta, unanimous vote. Collector and Treasurers budget status reports for the month of October accepted, motioned Miletta, seconded Bowman unanimous vote.

Resolution 2020-53, transfer 2020 tax overpayments approved, motioned Bowman, seconded Miletta, unanimous vote.

Resolution 2020-54, Agreement with Oceanfirst Bank to establish new account titled "Lawrence Township Vacant Property Maintenance" approved, motioned Miletta, seconded Bowman, unanimous vote.

Ordinance No 2020-421, an Ordinance Amending Ordinance No. 2020-417, An Ordinance Providing for the Salaries and Wages of the Employees and officers of the Township of Lawrence approved on first reading motioned Bowman, seconded Miletta, unanimous vote. Further consideration for final adoption will take place at the regular meeting of December 10th.

An Ordinance Adopting an Anti-Nepotism Policy for the Township of Lawrence, No. 2020-420 was approved on first reading motioned Miletta, seconded Bowman, unanimous vote, Again, public hearing for further consideration of final adoption will take place on December 10th.

Following Clerk/Treasurer's certification of available funds in the amount \$249,130.00 through a NJDOT grant, contract awarded to South State Inc. low bidder, in the amount of \$216,640.41 for the

reconstruction of Monroe Street as recommended by Township Engineer Stephen Nardelli, motioned Bowman, seconded Miletta, unanimous vote.

Cumberland County Cooperative Purchasing System bid awards reviewed:
Maser- Consulting – Testing Services, no action taken
Mid-Atlantic Salt LLC, Providing and delivering rock salt, 49.90/ton. Township will participate motioned Miletta, seconded Bowman, unanimous vote.

Agriculture Museum/Historical Society project- Mayor Sheppard advised that Ruth Barreiro, architect for the project reviewed and approved material package as quoted by Delmarva Pole Buildings. Clerk/Treasurer provided certificate of available funds for the project in the amount of 250,000 provided by Ordinance No. 2020-416- Contract award made to Delmarva in the amount of \$50,989.00,, motioned Miletta, seconded Bowman, unanimous vote, Resolution 2020-55, contingent upon Solicitor Seeley reviewing and approving the resolution. The award was made through a non-fair and open contract. Quotes were also requested from Graber, AB Martin and APM Buildings but no response received.

Brief discussion held regarding 2020 Best Practices Survey. Copies were provided to Committeemen prior to October 27th submittal. Clerk advised that one area that needs to be addressed is lack of cybersecurity training and response plan, and also the need to have an ordinance codification.

Payment of approved vouchers authorized, motioned Miletta, seconded Bowman, unanimous vote.

Mr. Miletta stated that he spoke with public works supervisor regarding a bad pot hole on Franklin St. Mr. Bowman advised that the issue stems from the house on the corner of Franklin and Maple- diverted water conditioner drain into the roadway. The salt water is eating up the asphalt. Clerk advised that Mr. Ripper did speak with a family member regarding the issue. Mayor Sheppard instructed clerk to refer to Plumbing Inspector. Mr. Miletta also advised that there is a problem with drain pipe Township recently installed on North Ave. Water is eroding farmland creating a 3 foot deep ditch. Mr. Ripper will be notified.

Mayor Sheppard stated that Sorantino Express will turn in quote for purchase and delivery of ¾ stone for Ag Museum/Historical Society project. Verbal under quote threshold. Mayor Sheppard stated that 3 loads or approximately 75 ton needs to be spread on site prior to building materials arriving. Purchase approved motioned Miletta, seconded Bowman, unanimous vote.

Mr. Miletta advised that the Fire Co. wants to conduct a drill in dwelling to be demolished on Maple Ave. No live fire, just smoke. Request granted, motioned Bowman, seconded Miletta, unanimous vote.

Floor opened to the public, motioned Miletta, seconded Bowman. Receiving no public input, floor closed and meeting adjourned at 8:35 pm, motioned Miletta, seconded Bowman.

Ruth Dawson, Clerk

