

The Regular Meeting of the Alloway Township Committee of the Township of Alloway, County of Salem was held at 7:00 p.m. via teleconference call by noticing the South Jersey Times and the Elmer Times and posting on the Township Website, Post Office and Municipal Building Doors in compliance with Public Law 1975, Chapter 231.

The meeting was called to order by Mayor P. Ed McKelvey.

Reverend Jim Whitt opened the meeting in prayer.

Roll Call - Present: Morgan, Patrick, McKelvey
Municipal Clerk, Charlet Cheeseman, was also in attendance

MINUTES

Minutes of the following meetings were reviewed by the Committee. Motion was made by Patrick, seconded by Morgan, to dispense with the reading of and approve the minutes.

September 14, 2020- Finance

September 17, 2020- Regular

Roll call vote: Morgan-yes, Patrick-yes, McKelvey-yes Motion carried

BILLS

On motion by Patrick, seconded by Morgan, the attached bill list was approved by the Finance Committee on October 13, 2020 and was ordered paid.

Roll call vote: Morgan-yes, Patrick-yes, McKelvey-yes Motion carried

PUBLIC SESSION

Mayor McKelvey asked for a motion to open public session and anyone wishing to speak, state their name and where they reside, and briefly in three (3) minutes or less state your comments to the Township Committee.

On motion by Morgan, seconded by Patrick, public session was opened.

Vote: All in favor

Evelyn Eduardo, 218 Waterworks Road inquired if she would be able to hook into the sewer system. Mayor McKelvey responded that it is on tonight's agenda for discussion.

Mayor McKelvey asked if there was anyone else from the public that would like to speak. No one responded, therefore, Mayor McKelvey asked for a motion to close the public session.

On motion by Patrick, seconded by Morgan, public session was closed.

Vote: All in favor

RESOLUTION NO. 20-83 AMENDING RESOLUTION 20-81 TO CORRECT APPOINTMENT TERM FOR THE CERTIFIED MUNICIPAL FINANCE OFFICER

Resolution No. 20-83, amending resolution 20-81 to correct appointment term for the Certified Municipal Finance Officer was adopted on motion by Patrick, seconded by Morgan.

Roll call vote: Morgan-yes, Patrick-yes, McKelvey-yes Motion carried

RESOLUTION NO. 20-84 THROUGH RESOLUTION NO. 20-98
FULTON BANK N.A. CORPORATE RESOLUTIONS
(CHANGE OF AUTHORIZED SIGNERS)

Resolution No. 20-84 through Resolution No. 20-98 authorizing change of signers on the Townships Fulton Bank N.A. accounts. Corporate Resolutions were adopted on motion by Patrick, seconded by Morgan.

Roll call vote: Morgan- yes, Patrick-yes, McKelvey-yes Motion carried

RESOLUTION NO. 20-99 ESTABLISHING A FAIR AND OPEN PROCESS
FOR THE AWARDING OF PROFESSIONAL SERVICES CONTRACTS
FOR THE TOWNSHIP OF ALLOWAY

Resolution No. 20-99 establishing a fair and open process for the awarding of professional services contracts for the Township of Alloway was adopted on motion by Patrick, seconded by Morgan.

Roll call vote: Morgan-yes, Patrick-yes, McKelvey-yes Motion carried

RESOLUTION NO. 20-100 CERTIFICATION OF CLAIMANT ON PURCHASE ORDERS

Resolution No. 20-100 requiring claimant certifications on certain types of transactions was adopted on motion by Patrick, seconded by Morgan.

Roll call vote: Morgan-yes, Patrick-yes, McKelvey-yes Motion carried

RESOLUTION NO. 20-101 RELEASE OF REMAINING FUNDS POSTED BY HERITAGE
BUILDERS HELD IN ESCROW FOR COMPLETION OF COBBS MILL ESTATES

Resolution No 20-101 release of remaining funds posted by Heritage Builders held in escrow for completion of Cobbs Mill Estates (per letter of recommendation from the Township Engineer) was adopted on motion by Patrick, seconded by Morgan.

Roll call vote: Morgan-yes, Patrick-yes, McKelvey-yes Motion carried

MOTION AUTHORIZING KRIS ALEXANDER, PLANNING INCENTIVE GRANT
COORDINATOR, TO ACCEPT APPRAISAL QUOTES RECEIVED FROM MOLINARI &
ASSOC. (\$2,200.00 EACH) AND T.W. SHEEHAN & ASSOC. (\$2,100.00 EACH)
FOR THE BELL AND RIECK FARMS

Motion authorizing Kris Alexander, Planning Incentive Grant Coordinator, to accept appraisal quotes received from Molinari & Assoc. (\$2,200.00 each) and T.W. Sheehan & Assoc. (\$2,100.00) for the Bell and Rieck Farms was accepted on motion by Morgan, seconded by Patrick.

Roll call vote: Morgan-yes, Patrick-yes, McKelvey-yes Motion carried

MOTION APPROVING FISCAL YEAR 2021 MUNICIPAL ALLIANCE SERVICES
CONTRACT (TERM 10/1/2020-6/30/2021)

On motion by Patrick, seconded by Morgan, approval was granted to enter the Fiscal Year 2021 Municipal Alliance Services Contract with the Salem County Board of Chosen Freeholders for the term 10/1/2020 through 6/30/2021.

Roll call vote: Morgan-yes, Patrick-yes, McKelvey-yes Motion carried

REVIEW AND DISCUSSION OF CALENDAR YEAR 2020
BEST PRACTICES INVENTORY

The Township Committee reviewed and acknowledged Calendar Year 2020 Best Practices Inventory Questionnaire as certified by the Chief Financial Officer and Chief Administrative Officer/Clerk on motion by Patrick, seconded by Morgan

Clerk Cheeseman explained that the Best Practice Inventory is an annual report in which the State requires Municipalities to establish best practices and be fiscally responsible. There were 60 questions and the Township scored high enough to receive 100% in State Aid, which is normal for Alloway Township.

Roll call vote: Morgan-yes, Patrick-yes, McKelvey-yes Motion carried

PUBLIC HEARING AND FINAL ADOPTION: ORDINANCE NO. 527

Ordinance No. 527 was called up for second reading, an ordinance entitled:

AMENDING CHAPTER 18 OF THE CODE OF
ALLOWAY TOWNSHIP, COUNTY OF SALEM, STATE OF NEW JERSEY,
“ESTABLISHING THE POSITION OF A PURCHASING AGENT”

Publication of summary of Ordinance No. 527, as required had been made. On motion by Patrick, seconded by Morgan, the public hearing on Ordinance No. 527 was opened and the Clerk directed to read the ordinance by title on second reading. The Clerk read the ordinance by title. Mayor McKelvey announced that all interested parties would now be given opportunity to be heard on this ordinance.

There being no further questions or comments from the public, on motion by Patrick, seconded by Morgan, the public hearing was closed.

Patrick moved to adopt Ordinance No. 527 on second and final reading. Morgan seconded the motion.

Roll call vote: Morgan-yes, Patrick-yes, McKelvey-yes Motion carried

PUBLIC HEARING AND FINAL ADOPTION: ORDINANCE NO. 528

Ordinance No. 528 was called up for second reading, an ordinance entitled:

FIXING THE SALARY RANGES FOR CERTAIN OFFICERS AND EMPLOYEES
OF THE TOWNSHIP OF ALLOWAY IN THE COUNTY OF SALEM

Publication of summary of Ordinance No. 528, as required had been made. On motion by Patrick, seconded by Morgan, the public hearing on Ordinance No. 528 was opened and the Clerk directed to read the ordinance by title on second reading. The Clerk read the ordinance by title. Mayor McKelvey announced that all interested parties would now be given opportunity to be heard on this ordinance.

There being no further questions or comments from the public, on motion by Patrick, seconded by Morgan, the public hearing was closed.

Patrick moved to adopt Ordinance No. 528 on second and final reading. Morgan seconded the motion.

Roll call vote: Morgan-yes, Patrick-yes, McKelvey-yes Motion carried

INTRODUCTION: ORDINANCE NO. 529

AN ORDINANCE FIXING THE SALARY RANGES FOR CERTAIN OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF ALLOWAY IN THE COUNTY OF SALEM

On motion by Patrick, seconded by Morgan, Ordinance No. 529 (copy attached) was introduced and given its first reading. On motion by Patrick, seconded by Morgan, the public hearing on the ordinance will be held November 19, 2020 at 7:00 p.m. and the Clerk was directed to publish the ordinance summary with notice of hearing.

Roll call vote: Morgan-yes, Patrick-yes, McKelvey-yes Motion carried

RESOLUTION NO. 20-102 APPOINTING ELIZABETH PIGLIACELLI, QUALIFIED PURCHASING AGENT (QPA) FOR THE TOWNSHIP OF ALLOWAY

Resolution No. 20-102 appointing Elizabeth Pigliacelli, Qualified Purchasing Agent (QPA) for the Township of Alloway was adopted on motion by Patrick, seconded by Morgan.

Roll call vote: Morgan-yes, Patrick-yes, McKelvey-yes Motion carried

DISCUSSION: LETTER RECEIVED FROM RESIDENT REQUESTING TO BE ADDED TO SEWER LINE

Regarding 218 Waterworks Road - After a brief discussion, the Township Committee was in agreement to have the Township Engineer look into the request and see what is possible. The Committee explained the sewer connection fee to the resident and any other cost that would be incurred would also be the responsibility of the resident; the resident was in agreement. Mayor McKelvey told resident the Committee will contact the Twp. Engineer. The Twp. Clerk will contact her as soon as information is received, so she can make a decision.

CORRESPONDENCE

- < County Recycling & Clean Communities Coordinator Notifying Municipalities that the State Budget Restored the Recycling Funds
- < Clean Communities Coordinator is Scheduling Fall Clean Ups
- < Resolution Received from the Borough of Beach Haven, County of Ocean, State of New Jersey Supporting High Speed Internet Accessibility
- < 2020 JIF Member Visitation Program Update
- < 2020 Census Will End Thursday, October 15, 2020--Last Chance to be Counted for 10 years--2020 Self-Response Rate for Alloway is Greater than the 2010 Census Self-Response Rate (69.4% compared to 50.2% with 2010 Overall Response Rate at 68%)

COMMITTEE REPORTS

Committeeman Morgan reported as follows:

- < Agricultural Advisory Board: Actively seeking applications
- < Environmental Committee: Working on the composting workshop
- < JIF Meeting: Meeting next week

Deputy Mayor Patrick reported as follows:

- < Public Works Department: Brush collection will be starting, if you have brush that needs to be picked up, make sure to call; working on equipment; doing one last mowing on the roads; starting to work on the sewer pits in town

- < Board of Recreation: October 17th the Salem Co SWIFT Water Team will be using the lake for training; did some light maintenance including fixing the basketball net and flag
- < Steering Committee: The Christmas Lights Contest will be judged on December 10th and awards will be given on December 17th during the Tree Lighting Ceremony.

MAYOR'S REPORT

Mayor McKelvey congratulated Lt. Quirk, NJSP, on his promotion to Captain. He shared that the election ballot box and camera security system was installed. He said the ballots can be dropped off in the box, you can mail them in or you can take them directly to the Salem County Clerk's Office. He spoke with a few residents who took their ballots directly to the County Office and they had to show ID and sign a log. They were very pleased on how it was handled. Mayor McKelvey also spoke with the Lower Twp. Sewer Official (MUA) and he will have the paperwork for the vacuum pump soon. He said there has been some yard sign damage around town and the residents need to be vigilant to vandalism or theft. Lastly, in response to a few complaints, he met with some farmers regarding a bad smell coming from a stream that runs through Pleasant Hill. He reported the issue has been resolved.

ANNOUNCEMENTS

Mayor McKelvey made the following announcements:

- < Saturday, October 17, 2020: Household Hazardous Waste Day @ S.C.I.A. beginning at 8:00a.m. - 12:00 Noon (last one for 2020)
- < 2020 Alloway Halloween Parade Cancelled Due to the Covid-19 Pandemic
- < Saturday, October 31, 2020: Halloween Day--No Official Time is Set for Trick or Treating; However, for the Safety of the Residents, Lights in Towns will be Illuminated Between 6:00p.m. - 8:00p.m.
- < Wednesday, November 11, 2020: Municipal Building Closed (Veterans Day)

Before adjourning the meeting, Mayor McKelvey asked Committeeman Morgan and Deputy Mayor Patrick if they had anything else to add.

Deputy Mayor Patrick shared that there are a couple of properties that are overgrown and the Township Code Official is in the process of resolving them.

Committeeman Morgan stated he received a couple of complaints about a property on Friesburg Road. He said the Township Code Official is also handling this matter.

Mayor McKelvey announced that the Clerk's Office is moving forward in preparing a Municipal Business Directory.

As a FYI Clerk Cheeseman informed the Committee, she contacted the resident who is interested in purchasing several properties where she resides. I told her that the Committee "Tabled" her inquiry at Octobers Finance meeting, but the Committee will have a discussion at November's Finance meeting.

At this time, Mayor McKelvey asked if Lt. Quirk was on the call. Dan Pasternak announced himself and apologized for joining the meeting late. He informed the Committee that the County hasn't completed the No-Passing Zone lines on Friesburg-Aldine Road. The Mayor stated the County did approve that request and he will contact the County for an update.

ADJOURNMENT

There being no further business to come before the Committee, on motion by Patrick, seconded by Morgan, meeting was adjourned at 7:42 p.m.

Vote: All in favor

Mayor McKelvey thanked the public for attending the meeting.

Respectfully submitted,

Charlet Cheeseman, Municipal Clerk

Range of Checking Accts: First to Last Range of Check Dates: 10/15/20 to 11/12/20
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
CAPITAL TELE 1004	10/15/20	CAPITAL TELECOM HOLDINGS ESC SCH001 SCHEULE PLANNING SOLUTIONS,LLC	360.00	10/31/20	1216

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	1	0	360.00	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	360.00	0.00

CURRENT

21701	10/15/20	A0176	ALLOWAY TOWNSHIP BOE	362,462.00	1213
21702	10/15/20	B0038	BARBER CONSULTING SERVICES	636.87	1213
21703	10/15/20	C0057	CAMFEL PRODUCTIONS	590.00	1213
21704	10/15/20	C0326	COBBS MILL	621.38	1213
21705	10/15/20	C0376	COMCAST CABLE(PUBLIC WORKS)	83.76	1213
21706	10/15/20	C0378	COMCAST CABLE (AMBULANCE)	129.62	1213
21707	10/15/20	C0411	ATLANTIC CITY ELECTRIC	3,695.27	1213
21708	10/15/20	C0412	CONSTELLATION ENERGY, INC.	191.58	1213
21709	10/15/20	C0531	CROUCH & COMPANY	195.00	1213
21710	10/15/20	E0081	EDMUNDS & ASSOCIATES INC	210.00	1213
21711	10/15/20	E0166	ELIZABETH PIGLIACELLI	20.00	1213
21712	10/15/20	E0210	ELMER TIMES	18.13	1213
21713	10/15/20	E0250	ENGLISH SEWAGE DISPOSAL	142.80	1213
21714	10/15/20	F0200	FRALINGER ENGINEERING PA	208.25	1213
21715	10/15/20	G0091	GENERAL CODE PUBLISHERS CORP	1,195.00	1213
21716	10/15/20	L0156	LESLIE FOGG INC	135.50	1213
21717	10/15/20	N0262	NIKI A. TRUNK	46.00	1213
21718	10/15/20	N0277	NJ DEPT OF HEALTH & SENIOR SER	200.00	1213
21719	10/15/20	NJ021005	NJ ADVANCE MEDIA	204.73	1213
21720	10/15/20	P0065	PURCHASE POWER	60.00	1213
21721	10/15/20	R0165	RIGGINS OIL INC	340.81	1213
21722	10/15/20	S0086	SCIA/SWD	6,521.27	1213
21723	10/15/20	S0125	SALEM COUNTY TREASURER	14,843.44	1213
21724	10/15/20	S0126	SALEM COUNTY TREASURER	903,045.29	1213
21725	10/15/20	S0206	SCHWAAB INC	83.00	1213
21726	10/15/20	S0350	SJ GARAGE & FLEET SERVICE	4,047.21	1213
21727	10/15/20	S0370	I S SMICK LUMBER	31.52	1213
21728	10/15/20	S0405	SOUTH JERSEY AGRICULTURAL	210.00	1213
21729	10/15/20	T0185	TOWNSHIP OF PILESGROVE	13,071.00	1213
21730	10/15/20	T0276	TRI COUNTY TERMITE & PEST	75.00	1213
21731	10/15/20	T0415	TW BUZBY WELDING	1,967.19	1213
21732	10/15/20	W0050	WALT'S DIXIE CHOPPER	38.07	1213
21733	10/15/20	W0170	WILLIAMS AUTO PARTS	1,251.07	1213
21734	10/15/20	X0200	XEROGRAPHIC DOCUMENT SOLUTIONS	414.92	1213
21735	10/15/20	X0300	XTe1 COMMUNICATIONS, INC	1,098.28	1213
21736	10/15/20	S0541	STATE OF NEW JERSEY	11.48	1219

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
CURRENT					
Checking Account Totals			<u>Paid</u>	<u>Continued</u>	
			<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks:	36	0	1,318,095.44
		Direct Deposit:	0	0	0.00
		Total:	36	0	1,318,095.44
DOG TRUST FUND					
1607	10/15/20	N0205 NJ DEPT OF HEALTH&SENIOR SERV	12.00		1215
1608	10/15/20	V0201 VOORHEES ANIMAL ORPHANAGE	550.00		1215
Checking Account Totals			<u>Paid</u>	<u>Void</u>	
		Checks:	2	0	562.00
		Direct Deposit:	0	0	0.00
		Total:	2	0	562.00
HER COBBS MILL HERITAGE COBBS MILL ESTATES					
1004	10/15/20	D0299 DIAMOND MATERIAL LLC	116,199.00	10/31/20	1217
1005	10/15/20	H00100 HERITAGE PROPERTY MANAGEMENT	9,897.80	10/15/20 VOID	1217 (Reason: wrong vendor)
1006	10/28/20	H00100 HERITAGE PROPERTY MANAGEMENT	9,897.80		1220
Checking Account Totals			<u>Paid</u>	<u>Void</u>	
		Checks:	2	1	126,096.80
		Direct Deposit:	0	0	0.00
		Total:	2	1	126,096.80
OPEN SPACE MUNICIPAL OPEN SPACE					
1077	10/15/20	SCH001 SCHEULE PLANNING SOLUTIONS,LLC	240.00		1218
Checking Account Totals			<u>Paid</u>	<u>Void</u>	
		Checks:	1	0	240.00
		Direct Deposit:	0	0	0.00
		Total:	1	0	240.00
SEWER SEWER FUND					
2767	10/15/20	00050 ONE CALL CONCEPTS, INC.	82.94		1214
2768	10/15/20	Q0001 QUINTON TOWNSHIP	9,732.10		1214
2769	10/15/20	W0170 WILLIAMS AUTO PARTS	76.02		1214
Checking Account Totals			<u>Paid</u>	<u>Void</u>	
		Checks:	3	0	9,891.06
		Direct Deposit:	0	0	0.00
		Total:	3	0	9,891.06
Report Totals					
Checking Account Totals			<u>Paid</u>	<u>Void</u>	
		Checks:	45	1	1,455,245.30
		Direct Deposit:	0	0	0.00
		Total:	45	1	1,455,245.30

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	0-01	1,317,493.96	0.00	0.00	1,317,493.96
	0-07	9,891.06	0.00	0.00	9,891.06
DOG TRUST FUND	0-14	562.00	0.00	0.00	562.00
FARMLAND PRESERVATION	0-18	240.00	0.00	0.00	240.00
Year Total:		<u>1,328,187.02</u>	<u>0.00</u>	<u>0.00</u>	<u>1,328,187.02</u>
PLANNING BOARD ESCROW	E-13	126,456.80	0.00	0.00	126,456.80
STATE AND FEDERAL GRANT BUDGET	G-02	590.00	0.00	0.00	590.00
PAYROLL	P-12	11.48	0.00	0.00	11.48
Total of All Funds:		<u><u>1,455,245.30</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>1,455,245.30</u></u>

**TOWNSHIP OF ALLOWAY, NJ
ORDINANCE NO. 529**

**AN ORDINANCE FIXING THE SALARY RANGES FOR CERTAIN OFFICERS AND
EMPLOYEES OF THE TOWNSHIP OF ALLOWAY IN THE COUNTY OF SALEM**

BE IT RESOLVED, by the Township Committee of the Township of Alloway that the salaries and compensation of officers and employees of the Township shall be in accordance with the following schedule and regulations:

SECTION 1. As of January 1, 2020, the annual salaries and compensation of the hereinafter named officers and employees shall be as follows, and shall be payable in semimonthly installments:

ASSESSMENT OF TAXES

Tax Assessor Clerk	\$11.00-\$12.00/hr.- Semi-Monthly
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UNIFORM CONSTRUCTION CODE

Construction Code Clerk	\$11.00-\$12.00/hr. -Semi-Monthly
Housing/Zoning Clerk	\$11.00-\$12.00/hr. -Semi-Monthly

SECTION 2 The salaries and compensations of all officers and employees fixed by this ordinance shall be effective as of January 1, 2020 except where otherwise specified.

SECTION 3. Reimbursement at the allowed applicable Federal rate per mile shall be paid to those employees who have authorization to submit a voucher for that expense which is incurred by them when using their private vehicle for township purposes connected with their office.

ATTEST:

ALLOWAY TOWNSHIP

Charlet Cheeseman, Municipal Clerk

P. Ed McKelvey, Mayor

NOTICE

NOTICE is hereby given that the foregoing ordinance was introduced and passed on first reading at the Regular Meeting of the Township Committee of the Township of Alloway, in the County of Salem and State of New Jersey on the 17th day of September, 2020 and will be considered for final passage and adoption at a Regular Meeting to be held on the 15th day of October, 2020 at 7:00 p.m. at which time any person interested therein will be given an opportunity to be heard.

Charlet Cheeseman, RMC, Municipal Clerk