

At 5:00 pm the Regular Meeting of the Alloway Township Finance Committee was called to order by P. Ed McKelvey, Mayor. The meeting was advertised in the designated newspapers in accordance with Public Law 1975, Chapter 231. The flag salute was led by Mayor McKelvey.

Roll Call: Present: Deputy Mayor Chuck Angelus, Committeeman Brian Leady and Mayor P. Ed McKelvey

Absent:

Also in attendance: Municipal Clerk Jena Dolbow; CFO/QPA Lois Yarrington

PUBLIC SESSION: Motion to open Public Session was made by Deputy Mayor Angelus, seconded by Committeeman Leady

Vote: All in favor-yes

There being no public present, a motion to close Public Session was made by Committeeman Leady, seconded by Deputy Mayor Angelus.

Vote: All in favor-yes

BILL LIST:

The Township Committee members reviewed the Bill List. With no other questions or comments, the approval sheet for the Bill List was signed.

FINANCE ITEMS:

Lois Yarrington, CFO/QPA informed the Committee that the budget is scheduled to be adopted at the Committee meeting on Thursday and this is a self-examination year.

OLD BUSINESS/UPDATES:

- Tax Assessors Office – Mayor McKelvey stated that Matt from Public Works is having an issue with installing the cove base around the room because it keeps unrolling and not sticking to the wall. Mayor McKelvey suggested using heat to help the cove base adhere to the wall or ordering new material.
- Cleaning Services- Mayor McKelvey stated the cleaning services did not meet the objectives for which they were attempting to invoice. He directed the clerk to send them a letter.

NEW BUSINESS/CORRESPONDENCE:

- Oil and Chip Program- Mayor McKelvey and the committee reviewed the township's oil and chip road program and discussed which roads still need to be completed. The mayor noted that the township should be preparing to go out to bid soon for the upcoming work.
Committeeman Leady stated that he would meet with Dave from Public Works to compile a recommended list of roads for the program.
- Relocating the Records Room- Clerk Dolbow suggested relocating the records room from its current location to the tax assessor's office once the tax assessor moves into her newly remodeled office. This move would also help address mold issues and support the long-term preservation of the records. The committee agreed on the move.
- Amending Ordinance fee Schedule for Road Opening Permits- Clerk Dolbow explained that after speaking to the Townships Engineer it was discovered that our fee schedule is outdated and dates back to 1977 for Road Opening permits. The engineer recommended updating the fee schedule to reflect current costs. Is the

committee okay with placing the amended ordinance on Thursdays agenda for introduction? The committee was all in favor.

- Replenishment of Convenient Center Tarps for Residents- Clerk Dolbow stated in the past tarps were purchased for residents obtaining permits for the Convenience Center. The Township currently has no tarps available for distribution; previous tarp purchases were funded through Clean Communities. Is the Committee ok with ordering tarps from SCIA? The committee agreed to move forward with ordering the tarps.
- Review Ordinance Amending Land Development Application and Escrow Fees- The Planning Board presented Clerk Dolbow with an ordinance recommended by the Board's engineer to amend land development application and escrow fees. The Clerk requested approval from the committee to introduce the ordinance at the Township Committee meeting on Thursday. The committee approved of the ordinance being placed on the agenda.
- Roles and Responsibilities of the Township Committee- A discussion was held regarding the need for clearer communication of expectations, priorities and ongoing work. The committee emphasized the importance of providing regular updates and guidance to improve understanding, organization and overall workflow. Committeeman Leady recommended a seasonal part time employee be hired for the summer months.
- Review Tax Collectors Report

AGENDA REVIEW AND MINUTES:

The Committee members had no revisions to April 16, 2026 Regular Meeting Minutes, or April 13, 2026 Finance Meeting Minutes.

There being no further business to come before the Committee, on motion by Committeeman Leady, seconded by Deputy Mayor Angelus, the meeting was adjourned at 6:11pm.

Jena L Dolbow, RMC
Municipal Clerk