

**TOWNSHIP COMMITTEE MEETING MINUTES**  
**Tuesday, November 14, 2023**  
**Town Hall – 7:00 PM**

Mayor James called the meeting to order, followed by the Pledge Allegiance to the Flag.

The Township Clerk, Lisa H. Hand read the Sunshine Notice Statement as follows:

**Sunshine Notice: This meeting is called pursuant to the Open Public Meetings Law. 1) Posting a copy of the Annual Meeting Schedule on the bulletin board in the Municipal Complex and emailing a copy to the Atlantic City Press and Burlington County Times and all those requesting copies on January 3, 2023. All the above posting, filing & mailing have taken place on November 9, 2023.**

**Roll Call:**

Present: Mayor James, Deputy Mayor Seybold and Committeeman Gadd.  
Professionals: Tom Coleman, Esq.; Engineer, Kevin Dixon; Township Clerk, Lisa H. Hand, Deputy Township Clerk Karen A. Bacon,

**APPROVAL OF MINUTES**

October 3, 2023 – Regular Minutes

Motion made by Deputy Mayor Seybold, seconded by Committeeman Gadd the above Minutes were approved:

Roll Call: Gadd, Seybold, James                      Ayes: 3              Nays: 0

**RESOLUTIONS**

Resolution # 2023-58 – Extension of Grace Period for Quarter 3 and 4 – 2023 Taxes

Motion made by Deputy Mayor Seybold seconded by Committeeman Gadd the above Resolution was approved:

Roll Call: Gadd, Seybold, James                      Ayes: 3              Nays: 0

Resolution # 2023-59 – Shared Service with Burlington County

Motion made by Deputy Mayor Seybold seconded by Committeeman Gadd the above Resolution was approved:

Roll Call: Gadd, Seybold, James                      Ayes: 3              Nays: 0

Resolution # 2023-60 – Best Practices

Motion made by Committeeman Gadd seconded by Deputy Mayor Seybold the above Resolution was approved:

Roll Call: Gadd, Seybold, James                      Ayes: 3              Nays: 0

Resolution # 2023-61 – Budget Transfers

Motion made by Deputy Mayor Seybold seconded by Committeeman Gadd the above Resolution was approved:

Roll Call: Gadd, Seybold, James                      Ayes: 3              Nays: 0

## **PARADE PERMIT**

Pine Barons Enduro Riders – November 26, 2023 - # 2023-07

Motion made by Deputy Mayor Seybold seconded by Committeeman Gadd the above Parade Permit was approved:

Roll Call: Gadd, Seybold, James                      Ayes: 3              Nays: 0

## **PAYMENT OF BILLS**

Motion made by Committeeman Gadd, seconded by Deputy Mayor Seybold to pay the bills:

Roll Call: Gadd, Seybold, James                      Ayes: 3              Nays: 0

## **REPORTS**

- a) **Engineer** – Old Church Road paving is done; we are working on a grant for Godfreys Bridge Road; working on Tier A stormwater and will be needing Committee’s approval. I did an inspection on the Route 542 curve. I will follow up with this if Committee approves; the sign and shrubs on the curve are in the line of site, I’ll work with the property owner.

Mayor James – We may have something on the books and yes we should look into this.

Solicitor Coleman – Just notify the property owner to see if they will take care of it.

Deputy Mayor Seybold – Is it the LB’s Lunch Box sign?

Engineer Dixon – Yes.

Mayor and Committee agrees to have Engineer look into this issue.

Committeeman Gadd – Anything on the parking lot?

Engineer Dixon – Nothing

Mayor James – What about the boiler?

Engineer Dixon – It seems no contractor is qualified; we will have to go out to bid.

- b) **Solicitor** – Nothing to add; but will work with you on the any new proposed ordinances.
- c) **Township Clerk** – Day to Day operations; Mailed out invitation for the Senior Luncheon; Election Day; Burlington County Tech help will be here November 16<sup>th</sup>; Bookmobile will be here on 11/21/2023
- d) **Code Enforcement** – Day to Day operations; the campgrounds should be vacated with only the caretakers.
- e) **OEM** – Nothing

f) **Township Committee** –

**Committeeman Gadd** – Senior Luncheon’s deadline is November 21<sup>st</sup>; met with the DEP virtually and we are working on the language for the Senior Center.

**Deputy Mayor Seybold** – Thank you for your support on Election Day and I serve to the best of my ability.

Public Works- September-October: Gravel Ridge Road, Cedar Lane, Bells Lane, Smith Lane & Lance Run Road; Several Days of a Noreaster, checking on roads; cutting limbs at Ambulance Building and on Bulltown Road; pushed off trees & limbs on shoulder of Bulltown Road & Lovers Lane; picked up roadside trash; went to Hammonton, John Deere for parts & repairs October/November – Cut limbs on Old Church Road; Cleanup at Town Hall parking lot several times; couple high wind & rain events; test run salt spreader & cleaned salt shed; replaced Smith Lane sign; worked on leaf Blower; trimmed bushes in front of Town Hall; Picked up roadside trash; gravel roads in Jenkins.

The signs came in for Bulltown Road and was installed. The double arrow sign at Routes 563, 542 and Lovers Lane was missing. Deputy OEM Ebb Alexander called the County and the sign was replaced. Another stop sign was installed at the end of Route 563. Deputy OEM Ebb Alexander and Chief Mike Alexander went to the double fatal on Route 563; they found nothing wrong at the scene.

Recycling report – over 67,000 pounds were collected and over 13,000 pounds at the Municipal Bin. Last year the County savings were over \$3.7 million.

Committeeman Gadd – I forgot: Cedar Creek Pirates Baseball Booster Club did a cleanup in the Township.

**Mayor James** – I received a complaint from a resident on Old Church with regards to their mailbox; I went down and they were fine. Thank you Karen for the job on Election Day. On 11/20/2023 will be a School Board Meeting at 6 PM.

Engineer Dixon – All mailboxes were replaced.

**PUBLIC COMMENT** (Please state your name & address for the record)

Mayor James opened the meeting for Public Comments.

Barbara Cavileer – River Road, Lower Bank - What is the grace period for the taxes?

Deputy Township Clerk Bacon – 25 days from the mailing of the bills.

Barbara Cavileer – I was told that the County Taxation Division stated that you have until 12/15.

Mayor James – We have never had this happen before and there is no guidelines.

Barbara Cavileer – Are you having a plan?

Mayor James – We have the grace period.

Solicitor Coleman – I think it’s pre-mature; we have to see what the School Board does.

Barbara Cavileer – Thank you Kevin for looking into the signage on Route 542. There are two stop signs now. I’m requesting a solar light on the stop signs, this may help.

Engineer Dixon – We would have to request this from the County.

Mayor James – We should ask for a “Stop Sign 500 feet” sign.

Barbara Cavileer – You should tell everyone at the Senior Luncheon about the Bookmobile and the Computer Class. I’ve asked OEM & State Police for flares. There is a cardboard box outside of the recycling bin.

Deputy Mayor Seybold – I will go down and take care of this.

Barbara Cavileer - The opening/traffic of the Green Bank Bridge needs to be addressed.

Mayor James – We will have to get together with OEM.

Barbara Cavileer – We need to look into the practice of the bridge tender.

Mayor James – We should look into scheduled openings.

Mayor James closed the public portion of the meeting.

**ADJOURNMENT:**

Motion made by Deputy Mayor Seybold, seconded by Committeeman Gadd to adjourn at 7:43 PM.

Roll Call: Gadd, Seybold, James

Ayes: 3

Nays: 0

Respectfully submitted,

Lisa H. Hand, Township Clerk