

DOWNE TOWNSHIP COMMITTEE  
REGULAR MEETING  
MARCH 9, 2020  
AT 7:00 P.M.

The Downe Township Committee met in the Meeting Room of the Municipal Complex on Monday, March 9, 2020 at 7:00p.m. Mayor Robert G. Campbell presided. Committee members present were Michael Rothman (Deputy Mayor), Steve Burt, Stephen Byrne. Committeeman Edward Bart absent. Municipal Solicitor, John Carr, was also present. Nicole Marlette in attendance due to absence of Municipal Clerk Nadine Lockley

CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE / STATEMENT  
REGARDING COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT

Mayor Campbell called the meeting to order; led the Pledge of Allegiance and read the Open Public Meetings Act Statement.

ROLL CALL

Present – Burt, Byrne, Rothman and Campbell

Absent - Bart

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

The January 6, 2020 Reorganization Meeting minutes were approved with one correction made by Deputy Mayor Rothman. Minutes stated Solicitor John Carr was absent. Mr. Carr was present at the meeting. The minutes of the January 13, 2020 and February 18, 2020 – Special Meeting were approved as submitted.

Motion was made by Byrne and seconded by Burt to approve the minutes with one correction.

Roll Call:     Aye – Burt, Byrne, Rothman and Campbell  
                  Nay – 0  
                  Absent - Bart  
                  Vote: All in favor

DEPARTMENTAL REPORTS

Mayor Campbell read the Zoning Office Reports. The Township Committee acknowledged the receipt of the following report:

- Zoning Officer                   February 2020

ACKNOWLEDGE RECEIPT OF TAX COLLECTORS 2019 ANNUAL REPORT

The Township Committee acknowledged receipt of the 2019 Annual Tax Collectors Report.

Motion was made by Byrne and seconded by Rothman to acknowledge receipt and acceptance of 2019 Annual Tax Collectors Report.

Roll Call:     Aye – Burt, Byrne, Rothman and Campbell  
                  Nay – 0  
                  Absent - Bart  
                  Vote: All in favor

## MUNICIPAL SOLICITOR'S REPORT

Solicitor Carr presented his report which consisted of information and updates on the following matters: Policy manual change recommended by JIF as to safe treatment of minors, Comcast of South Jersey upcoming franchise agreement renewal period, shared services agreement related to an ambulance service, received anonymous complaint against a landowner within the township which has been referred to enforcement, a street vacation ordinance necessary for the sewer project, working on the purchase of property from Lake Acres which is the location of the sewer plant, a signed deed for donated property that will be recorded, spoke with a homeowner interested in donating property to the township and I was contacted by Nadine about another property to be donated that did not make the report.

## ORDINANCE INTRODUCTION

BOND ORDINANCE – 2020-7 Bond Ordinance Appropriating Fifteen Million One Hundred Forty-One Thousand Dollars (\$15,141,000) and Authorizing the Issuance of Up to Fifteen Million One Hundred Forty-One Thousand Dollars (\$15,141,000) Aggregate Principal Amount General Obligation Bonds and Notes of the Township of Downe, County of Cumberland, New Jersey for the Construction of a New Wastewater Treatment Facility to Serve the Fortescue and Gandy's Beach Stations of the Township.

Motion was made by Rothman and seconded by Byrne to introduce Ordinance 2020-7.

Roll Call: Aye – Burt, Byrne, Rothman and Campbell  
Nay – 0  
Absent - Bart  
Vote: All in favor

ORDINANCE – 2020-8 An Ordinance Providing for the Vacation of a Portion of a Certain Street Known as Bridgeton Avenue Being a Right-of-Way Situate in Fortescue in Downe Township, Cumberland County, New Jersey

Motion was made by Rothman and seconded by Byrne to introduce Ordinance 2020-8.

Roll Call: Aye – Burt, Byrne, Rothman and Campbell  
Nay – 0  
Absent - Bart  
Vote: All in favor

ORDINANCE – 2020-9 Calendar Year 2020 Model Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A:4-45.14).

Motion was made by Burt and seconded by Rothman to introduce Ordinance 2020-9.

Roll Call: Aye – Burt, Byrne, Rothman and Campbell  
Nay – 0  
Absent - Bart  
Vote: All in favor

## INTRODUCTION OF 2020 ANNUAL MUNICIPAL BUDGET

Resolution R-46-2020 – 2020 Annual Municipal Budget

Motion was made by Rothman and seconded by Byrne to introduce 2020 Annual Municipal Budget.

Roll Call: Aye – Burt, Byrne, Rothman and Campbell

Nay – 0  
Absent - Bart  
Vote: All in favor

#### PUBLIC HEARING

Ordinance 2020-1 An Ordinance Establishing Salaries and Wages for the Officers and Employees of the Township of Downe for the Year 2020.

Motion was made by Rothman and seconded by Byrne to open the Public Hearing for Ordinance 2020-1.

Roll Call: Aye – Burt, Byrne, Rothman and Campbell  
Nay – 0  
Absent - Bart  
Vote: All in favor

There being no comments from the public, a motion was made by Burt and seconded by Byrne to close Public Hearing for Ordinance 2020-1.

Roll Call: Aye – Burt, Byrne, Rothman and Campbell  
Nay – 0  
Absent - Bart  
Vote: All in favor

#### FINAL ADOPTION

Ordinance 2020-1 An Ordinance Establishing Salaries and Wages for the Officers and Employees of the Township of Downe for the Year 2020.

Motion was made by Byrne and seconded by Burt to adopt Ordinance 2020-1.

Roll Call: Aye – Burt, Byrne, Rothman and Campbell  
Nay – 0  
Absent - Bart  
Vote: All in favor

#### PUBLIC HEARING

Ordinance 2020-2 An Ordinance Authorizing Installation, Operation and Maintenance Related Access for Purposes of the Downe Township Sewer Project

Motion was made by Rothman and seconded by Byrne to open the Public Hearing for Ordinance 2020-2.

Roll Call: Aye – Burt, Byrne, Rothman, and Campbell  
Nay – 0  
Absent - Bart  
Vote: All in favor

There being no comments from the public, a motion was made by Rothman and seconded by Byrne to close Public Hearing for Ordinance 2020-2.

Roll Call: Aye – Burt, Byrne, Rothman, and Campbell  
Nay – 0  
Absent - Bart  
Vote: All in favor

#### FINAL ADOPTION

Ordinance 2020-2 An Ordinance Authorizing Installation, Operation and Maintenance Related Access for Purposes of the Downe Township Sewer Project.

Motion was made by Byrne and seconded by Burt to adopt Ordinance 2020-2.

Roll Call: Aye – Burt, Byrne, Rothman, and Campbell  
Nay – 0  
Absent - Bart  
Vote: All in favor

#### PUBLIC HEARING

Ordinance 2020-3 An Ordinance for Purposes of Downe Township Sewer Related CAFRA, NJDEP Access, Freshwater Wetlands Transition Ares (FWTA) Delineation and Related Access and NJDEP DLUR Permit and Approval and FWW General Permit as to Certain Properties Situate in the Village of Fortescue.

Motion was made by Rothman and seconded by Byrne to open the Public Hearing for Ordinance 2020-3.

Roll Call: Aye – Burt, Byrne, Rothman, and Campbell  
Nay – 0  
Absent - Bart  
Vote: All in favor

There being no comments from the public, a motion was made by Byrne and seconded by Rothman to close Public Hearing for Ordinance 2020-3.

Roll Call: Aye – Burt, Byrne, Rothman, and Campbell  
Nay – 0  
Absent - Bart  
Vote: All in favor

#### FINAL ADOPTION

Ordinance 2020-3 An Ordinance for Purposes of Downe Township Sewer Related CAFRA, NJDEP Access, Freshwater Wetlands Transition Area (FWTA) Delineation and Related Access and NJDEP DLUR Permit and Approval and FWW General Permit as to Certain Properties Situate in the Village of Fortescue..

Motion was made by Byrne and seconded by Rothman to adopt Ordinance 2020-3.

Roll Call: Aye – Burt, Byrne, Rothman, and Campbell  
Nay – 0  
Absent - Bart  
Vote: All in favor

#### PUBLIC HEARING

Ordinance 2020-4 An Ordinance Authorizing and Directing that Block 13 Lot 10, Owned by Larry Jordan Located Within the Township of Downe, County of Cumberland and State of New Jersey Be Acquired By Eminent Domain or Purchase or Gift.

Motion was made by Rothman and seconded by Byrne to open the Public Hearing for Ordinance 2020-4.

Roll Call: Aye – Burt, Byrne, Rothman, and Campbell  
Nay – 0

Absent - Bart  
Vote: All in favor

There being no comments from the public, a motion was made by Byrne and seconded by Rothman to close Public Hearing for Ordinance 2020-4.

Roll Call: Aye – Burt, Byrne, Rothman, and Campbell  
Nay – 0  
Absent - Bart  
Vote: All in favor

#### FINAL ADOPTION

Ordinance 2020-4 An Ordinance Authorizing and Directing That Block 13 Lot 10, Owned by Larry Jordan Located Within the Township of Downe, County of Cumberland and State of New Jersey Be Acquired by Eminent Domain or Purchase or Gift.

Motion was made by Rothman and seconded by Byrne to adopt Ordinance 2020-4.

Roll Call: Aye – Burt, Byrne, Rothman, and Campbell  
Nay – 0  
Absent - Bart  
Vote: All in favor

#### PUBLIC HEARING

Ordinance 2020-5 An Ordinance to Amend Ordinance 2019-7 Historic Preservation Ordinance.

Motion was made by Rothman and seconded by Byrne to open the Public Hearing for Ordinance 2020-5.

Roll Call: Aye – Burt, Byrne, Rothman, and Campbell  
Nay – 0  
Absent - Bart  
Vote: All in favor

There being no comments from the public, a motion was made by Rothman and seconded by Byrne to close Public Hearing for Ordinance 2020-5.

Roll Call: Aye – Burt, Byrne, Rothman, and Campbell  
Nay – 0  
Absent - Bart  
Vote: All in favor

#### FINAL ADOPTION

Ordinance 2020-5 An Ordinance to Amend Ordinance 2019-7 Historic Preservation Ordinance.

Motion was made by Byrne and seconded by Burt to adopt Ordinance 2020-5.

Roll Call: Aye – Burt, Byrne, Rothman, and Campbell  
Nay – 0  
Absent - Bart  
Vote: All in favor

## PUBLIC HEARING

Ordinance 2020-6 An Ordinance Authorizing and Directing the Block 54 Lot 22 Owned by Danine Connors and Block 19 Lot 11 Owned by Mary Hamilton Located Within the Township Downe, County of Cumberland and State of New Jersey Be Acquired by Eminent Domain or Purchase or Gift.

Motion was made by Byrne and seconded by Burt to open the Public Hearing for Ordinance 2020-6.

Roll Call: Aye – Burt, Byrne, Rothman and Campbell  
Nay – 0  
Absent - Bart  
Vote: All in favor

Ed Jefferies of Newport asked what is the purpose behind Ordinance 2020-6. Mayor Campbell answered there has been discussion about expanding our Downe Township facilities and expanding the rescue squad building parcel for future projects.

There being no further comments from the public, a motion was made by Byrne and seconded by Rothman to close Public Hearing for Ordinance 2020-6.

Roll Call: Aye – Burt, Byrne, Rothman and Campbell  
Nay – 0  
Absent - Bart  
Vote: All in favor

## FINAL ADOPTION

Ordinance 2020-6 An Ordinance Authorizing and Directing that Block 54 Lot 22 Owned by Danine Connors and Block 19 Lot 11 Owned by Mary Hamilton Located Within the Township of Downe, County of Cumberland and State of New Jersey be Acquired by Eminent Domain or Purchase of Gift.

Motion was made by Byrne and seconded by Rothman to adopt Ordinance 2020-6.

Roll Call: Aye – Burt, Byrne, Rothman, and Campbell  
Nay – 0  
Absent - Bart  
Vote: All in favor

## RESOLUTIONS

R-45-2020 *Authorizing the Payment of Bills*  
R-47-2020 *Resolution Establishing a New Petty Cash Fund – Public Works*  
R-48-2020 *Approving the TWA-1 Form for the State of New Jersey, Department of Environmental Protection, Division of Water quality Relative to 16 Cornell Avenue, Fortescue, Downe Township Known as Block 74 Lot 15*  
R-49-2020 *Resolution Approving the Engineers Proposal for Pennsylvania Avenue Construction Specifications and Inspection Support Services*  
R-50-2020 *Authorizing Executive Session*

A motion was made by Burt and seconded by Byrne to adopt Resolution No. R-45-2020 *Authorizing the Payment of Bills* in the total amount of \$333,916.50.

Roll Call: Aye – Burt, Byrne, Rothman, and Campbell  
Nay – 0  
Absent - Bart

Vote: All in favor

A motion was made by Byrne and seconded by Rothman to adopt Resolution No. R-47-2020.

Roll Call: Aye – Bart, Burt, Byrne, Rothman, and Campbell  
Nay – 0

Vote: All in favor

A motion was made by Rothman and seconded by Byrne to adopt Resolution No. R-48-2020.

Roll Call: Aye – Burt, Byrne, Rothman, and Campbell  
Nay – 0  
Absent - Bart

Vote: All in favor

A motion was made by Byrne and seconded by Rothman to adopt Resolution No. R-49-2020.

Roll Call: Aye – Burt, Byrne, Rothman, and Campbell  
Nay – 0  
Absent - Bart

Vote: All in favor

A motion was made by Byrne and seconded by Burt to adopt Resolution No R-50-2020.

Roll Call: Aye – Burt, Byrne, Rothman, and Campbell  
Nay – 0  
Absent - Bart

Vote: All in favor

#### PUBLIC COMMENT

On a motion by Burt and seconded by Byrne, the meeting was opened to the public for comment.

Roll Call: Aye – Burt, Byrne, Rothman, and Campbell  
Nay – 0  
Absent - Bart

Vote: All in favor

Betty Ann Hickman of was pleased to hear so much going on in Downe Township after leaving about five years ago. Look forward to supporting the municipality. Mayor Campbell welcomed Ms. Hickman back to town.

There being no further comments, the public comment portion was closed on a motion by Burt and seconded by Byrne.

Roll Call: Aye – Burt, Byrne, Rothman, and Campbell  
Nay – 0  
Absent - Bart

Vote: All in favor

Deputy Mayor Rothman stated that Assistant Station Commander Jack Blizzard is in attendance tonight. Officer Blizzard stated that there is no recent crime trends or sprees. Everything seems to be nice and quiet. There were 25 stops made in the township in February. There have been no burglaries. There was one theft. There was one domestic dispute and one motor vehicle accident. There were 18 property checks. The committee thanked Officer Blizzard for his report.

## COMMITTEE REPORTS

Mayor Campbell reported the Green Team has received a grant for \$100,000 from the Community Heart and Soul Project. We received payment from FEMA for \$169,000 from Hurricane Irene. Mayor Campbell spoke with a gentleman from the ACOE in charge of the beach restoration project. They plan to build beaches in Gandy's Beach, Fortescue and in Lower Township. Mayor Campbell explained the project is 30% designed. The feasibility portion is in the process of being completed and should be done by the end of April. Mayor Campbell explained the remained of the approval process. The plans include a 150-foot jetty and repairing the jetty at Fortescue Creek. After the horseshoe crab season, they are going to be dredging the Nantuxent Creek.

Mr. Burt reported that the Downe Township Historical Commission is in need of members.

Mr. Byrne reported the Downe Township Senior are holding a Health Fair on March 13<sup>th</sup> at 10am. On April 18<sup>th</sup> there will be music at the Union Hall in Dividing Creek. On April 19<sup>th</sup> there will be a musical gathering by invitation only of accomplished musicians from 1pm-4pm to come sit and play with a free will offering to benefit the Union Hall. On May 16<sup>th</sup>, the Snake Brothers will perform at 7pm. On May 30 – during the Horseshoe Crab Festival - there will be music at the church from noon – 4pm. On June 2<sup>nd</sup> will be Tubertini of the Cumberlads. After that event the Hall will probably close because it will be too hot inside the building. There was a serious leakage problem at the Hall, but it has been taken care of by Mr. Bart and Paul Schischkin.

Mr. Rothman stated summer is coming, the clocks have changed and watch out for the kids.

## OLD BUSINESS - Fortescue Wastewater Treatment Facility Update

Tonight, we introduced the Bond Ordinance for the project. Next month the County will be introducing their Bond Ordinance for the project. The County is our partner in the project. We hope by the time these Ordinances have been adopted we will be close to approvals from the NJDEP. The plan is to go out for bids in June or July, award the contract in August and be ready for construction in the Fall. Once all of the plans have been approved by the State Agencies, we plan to hold another Town Hall meeting for the residents to see the drawings and have their questions answered about the project. This is a huge economic development tool for the bay shore.

## NEXT MEETING

The next meeting of the Downe Township Committee will be held on Monday, April 13, 2020 at 7:00 p.m. in the Meeting Room of the Municipal Complex.

## EXECUTIVE SESSION

On a motion by Burt and seconded by Rothman, the meeting was closed to the public and the Executive Session was opened with no action to be taken after Executive Session.

Roll Call:     Aye – Burt, Byrne, Rothman, and Campbell  
                  Nay – 0  
                  Absent - Bart

Vote: All in favor

On a motion by Burt and seconded by Rothman, the Executive Session portion was closed.



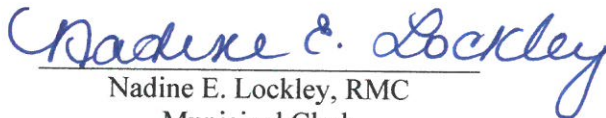
Roll Call:     Aye – Burt, Byrne, Rothman, and Campbell  
                  Nay – 0  
                  Absent - Bart

Vote: All in favor

ADJOURNMENT

There being no further business, the meeting was adjourned on a motion by Rothman and seconded by Burt.

Vote: All in favor

  
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Nadine E. Lockley, RMC  
Municipal Clerk