

DOWNE TOWNSHIP COMMITTEE  
REGULAR MEETING HELD ON  
JULY 13, 2020 AT 7:00 P.M. VIA TELECONFERENCE

The Downe Township Committee met in the Meeting Room and via Teleconference at the Municipal Complex on Monday, July 13, 2020 at 7:00p.m. Mayor Robert G. Campbell presided. Committee members present at Township Complex were Michael Rothman (Deputy Mayor), and Steve Burt. Committeemen participating via teleconference include Stephen Byrne, and Edward Bart. Municipal Solicitor, John Carr, was also present.

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 – Bart, Burt, Byrne, Rothman and Campbell

Absent - 0

Mayor Campbell introduced and welcomed the new Township Solicitor Mrs. Rebecca Bertram. She is replacing John Carr who we are going to miss. He did a great job for Downe Township for a number of years. We have interviewed for the position and choose Rebecca who we believe will be a great asset to our town.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

A motion was made by Rothman and seconded by Burt to approve the following meeting minutes.

March 9, 2020 – Regular Meeting

June 8, 2020 – Regular Meeting

June 8, 2020 – Executive Session

June 30, 2020 – Special Meeting

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

Vote: All in favor

DEPARTMENTAL REPORTS

Mayor Campbell read the Zoning Office, Chief Finance Officer and Tax Collector Reports. The Township Committee acknowledged the receipt of the following report:

- |                         |           |
|-------------------------|-----------|
| • Zoning Officer        | June 2020 |
| • Chief Finance Officer | June 2020 |
| • Tax Collector         | June 2020 |

MUNICIPAL SOLICITOR'S REPORT

Solicitor Bertram stated she will have a report for the August meeting.

## ORDINANCE INTRODUCTION

Ordinance 2020-11 *An Ordinance Declaring a Certain Parcel of Real Property Owned by the Township of Downe Situate in the County of Cumberland No Longer Needed for Public Use and Authorizing the Public Sale of Same Pursuant to N.J.S.A. 40A:12-13 Et. Seq.*

Motion was made by Bart and seconded by Byrne to introduce Ordinance 2020-11.

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

## PUBLIC HEARING

Ordinance 2020-10 *Amending Ordinance No. 2015-6 Authorizing Downe Township to Join CS Regional Municipal Court and Authorizing an Amendment to the Agreement for the Operation of a Joint Municipal Court Between the Township of Deerfield, Township of Downe, Township of Greenwich, Township of Hopewell, Township of Lawrence, Township of Pittsgrove, Borough of Shiloh, Township of Stow Creek, and Township of Upper Deerfield*

Motion was made by Rothman and seconded by Bart to open the Public Hearing for Ordinance 2020-10.

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

There being no comments from the public, a motion was made by Burt and seconded by Bart to close the Public Hearing for Ordinance 2020-10.

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

## FINAL ADOPTION

Ordinance 2020-10 *Amending Ordinance No. 2015-6 Authorizing Downe Township to Join CS Regional Municipal Court and Authorizing an Amendment to the Agreement for the Operation of a Joint Municipal Court Between the Township of Deerfield, Township of Downe, Township of Greenwich, Township of Hopewell, Township of Lawrence, Township of Pittsgrove, Borough of Shiloh, Township of Stow Creek, and Township of Upper Deerfield*

Motion was made by Rothman and seconded by Burt to adopt Ordinance 2020-10.

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

## RESOLUTIONS

R-73-2020 *Authorizing the Payment of Bills*

R-74-2020 *Resolution of Support from Local Governing Body authorizing the Sustainable Jersey Grant Application*

- R-75-2020     *Approval to submit a Grant Application and Execute a Grant Agreement with the U.S. Department of Homeland Security for the FY 2021 FEMA Building Resilient Infrastructure and Communities (BRIC) Program*
- R-76-2020     *Authorizing Execution of Memorandum of Agreement with Inspira Health Network for EMS Services*
- R-77-2020     *Authorizing Executive Session*

A motion was made by Burt and seconded by Byrne to adopt Resolution No. R-73-2020 *Authorizing the Payment of Bills* in the total amount of \$235,987.59.

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

Vote: All in favor

A motion was made by Rothman and seconded by Burt to adopt Resolution Nos. R-74-2020 and R-75-2020.

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

Vote: All in favor

Mayor Campbell asked Mr. Burt to give some details about this resolution. Mr. Burt stated an agreement has been made with Inspira for their continued EMS services. The fee associated with the agreement is \$8,000 per year for five years for a grand total of \$40,000. Mayor Campbell stated this is a great achievement for those involved. This is a great deal for the township.

A motion was made by Bart and seconded by Rothman to adopt Resolution No. R-76-2020.

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

Vote: All in favor

A motion was made by Burt and seconded by Rothman to adopt Resolution No. R-77-2020.

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

Vote: All in favor

#### PUBLIC COMMENT

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

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

Vote: All in favor

Liz Cowley of Fortescue stated she would like to thank anyone who was involved in the flags that were hung in Fortescue for the holiday. That was a very welcomed and beautiful site on what has been a very hard summer for Fortescue. She asked when will we see some type of speed impediment on New Jersey Avenue. She is aware the Township has been looking into a way to slow down the speeding situation. Is there an action plan with a date?

Mayor Campbell answered we have talked about this a number of times. Mayor Campbell stated he would reach out to Ms. Cowley personally for an update by the end of the week. We are proposing a rubber type heavy duty speed bump attached to the ground and we are gathering more information about installing. Ms. Cowley commented she will be waiting for the update.

Kary Wilson of Newport commented she is having a difficult time hearing. Kary asked for the name of the new solicitor. Mayor Campbell stated her name is Rebecca Bertram.

Secondly Mrs. Wilson asked if there are any details from committee discussion on the reopening of the municipal building. Mayor Campbell answered that the final details have not been decided but there has been discussion with the OEM Coordinator about the Blood Drive and your plan you discussed with me will be acceptable. She asked about an upcoming event at the Fire Hall with a dinner or something and she is wondering if there will be any kind of protocol with whoever is cooking wearing masks and social distancing. Mayor Campbell asked if she was referring to the Green Team event. Mrs. Wilson answered yes. Meghan Wren was online and stated we will be wearing masks and we are requiring masks for the folks who will be picking up their takeout orders. There are masks available for anyone who forgets to bring one. We have protocols and signage for all of the volunteers and we have been training in advance for the event. Mrs. Wren stated there are still some details to work out, but we are trying to make sure we are compliant.

Kary Wilson commented there will be a blood drive on August 12<sup>th</sup> from 2-7pm and we will be doing free Covid testing for all of the donors.

Kary Wilson asked about an Ordinance that was introduced tonight that was not on the agenda she has. Can she have the number of that ordinance. Mayor Campbell stated it is Ordinance 2020-11. It is an ordinance to put 224 Landing Road up for public auction. The sale will be the following month after final adoption of the ordinance. Mayor Campbell stated the agenda was revised this morning and included Ordinance 2020-11 and resolution R-73-2020 and is posted online. Kary Wilson asked what is on the Executive Session tonight. Mayor Campbell stated we have potential litigation, contract discussions and a few other minor items.

Meghan Wren, Green Team Chairwoman of Fortescue stated we have had a great response so far for this community event. We have been working with the Fortescue Fire Company, the Dividing Creek Fire Company, the churches, the seniors and we appreciate everyone. It is a fund raiser to start raising money for the Endowment Fund needed for the Community Heart and Soul grant process. There will be donations made to the organizations who are helping with the event. The event is takeout only. Mrs. Wren stated she is working on an application for a Sustainable Jersey Stewardship Grant that would pay for an improvement of the natural area. She has been talking about making a walkway at the end of Rabins Beach that would give access to the beach area there. The current access is through private grounds. The improvement would include signage and some boards across the wet spots. We are still working on some details. We are hoping this project can coincide with the Horseshoe Crab Festival we are planning for next year. Mayor Campbell commented you have our support and if you need any help just let us know. She asked if it is possible at this moment to approve a resolution by the governing body to submit with the application. She just found out the grant needs a resolution. Can you approve a

resolution without it being written tonight? Nadine mentioned that resolution was already approved tonight. It is Resolution R-74-2020.

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

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

Nay – 0

Vote: All in favor

## COMMITTEE REPORTS AND OLD BUSINESS

Mayor Campbell reported the applications and fees have been submitted to the DEP for the wastewater treatment plant. Once the application has been deemed complete, it will be put on the New Jersey Registry and then there is a comment period at which time the public can review the paperwork including the environmental impact statement and make any comments they want to make about the project to the NJDEP. There is a copy of the submittal here at the township building. Once everything has been signed off by the NJDEP we will be preparing bids packages and specs for the bidding on the construction of the project which will be around November. Hopefully before the end of the year the project will be awarded. Sometime during the comment period we will have Mott MacDonald here to do another town hall meeting to show everything in its proposed complete stages and be able to answer all questions with an opportunity for an open dialogue about the project. We applied for another million dollars from the USDA in this cycle and we are hopeful for another million on the grant side to help reduce the cost to the end user.

Mr. Bart stated he has no report at this time.

Mr. Byrne stated he has no report at this time.

Mr. Burt stated he has no report at this time.

Mr. Rothman stated he has no report at this time.

Mayor Campbell stated plans are in the works for another community yard sale and shred day tentatively scheduled for September 26, 2020 from 9am – 2pm. If you are interested contact the office. Tax bills will be going out in the next week or so. Please complete your 2020 census form. We have the lowest response for the county.

## EXECUTIVE SESSION

On a motion by Burt and seconded by Byrne, the meeting was opened to Executive Session.

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

Nay – 0

Vote: All in favor

On a motion by Burt and seconded by Byrne the Executive Session was closed.

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

Nay – 0  
Vote: All in favor

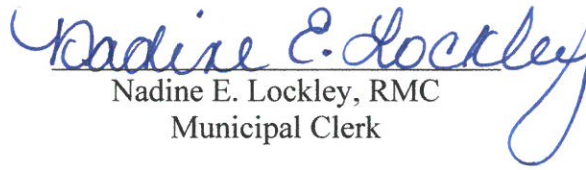
NEXT MEETING

The next meeting of the Downe Township Committee will be held on Monday, August 10, 2020 at 7:00 p.m. in the Meeting Room of the Municipal Complex.

ADJOURNMENT

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

Vote: All in favor

  
Nadine E. Lockley, RMC  
Municipal Clerk