

DOWNE TOWNSHIP COMMITTEE  
REGULAR MEETING  
AUGUST 9, 2021  
AT 7:00 P.M.

The Downe Township Committee met in the Meeting Room of the Municipal Office on Monday, August 9, 2021 at 7:00p.m. Mayor Michael L. Rothman attended via teleconference. Deputy Mayor Edward Bart, Committeeman Robert G. Campbell, and Steve Byrne were in attendance. Committeeman Burt was absent. Municipal Solicitor Rebecca Bertram presided over the meeting.

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

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

ROLL CALL

Present – Bart, Byrne, Campbell, and Rothman  
Absent - Burt

APPROVAL OF MEETING MINUTES

April 12, 2021	Regular Meeting
May 10, 2021	Regular Meeting
June 14, 2021	Regular Meeting
July 12, 2021	Regular Meeting

A motion was made by Campbell and seconded by Byrne to approve the Regular Meeting Minutes for: April 12, 2021, May 10, 2021, June 14, 2021, and July 12, 2021.

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

DEPARTMENTAL REPORTS

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

- Chief Finance Officer July 2021
- Tax Collector July 2021
- Zoning Officer July 2021

MUNICIPAL SOLICITOR’S REPORT

Solicitor Bertram presented her report which consisted of information and updates on the following matters: Solar Project update regarding contracts for Executive Session, the sewer project is ongoing and the donation of property on Lores Avenue in Fortescue.

ORDINANCE PUBLIC HEARING

Ordinance 2021-8 *An Ordinance Authorizing the Acquisition of Property Known as 14 Lores Avenue (Block 71, Lot 5) on the Tax Map of the Township of Downe*

A motion was made by Campbell and seconded by Bart to open the public hearing for Ordinance 2021-8.

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

There being no comments a motion was made by Campbell and seconded by Bart to close the public hearing for Ordinance 2021-8.

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

#### ORDINANCE FINAL ADOPTION

Ordinance 2021-8 *An Ordinance Authorizing the Acquisition of Property Known as 14 Lores Avenue (Block 71, Lot 5) on the Tax Map of the Township of Downe*

A motion was made by Campbell and seconded by Bart to adopt Ordinance 2021-8.

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

#### ORDINANCE PUBLIC HEARING

Ordinance 2021-9 *Amendment #1 to Ordinance 2021-1 – An Ordinance Establishing Salaries and Wages for the Officers and Employees of the Township of Downe for the Year 2021*

A motion was made by Campbell and seconded by Bart to open the public hearing for Ordinance 2021-9.

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

There being no comments a motion was made by Campbell and seconded by Byrne to close the public hearing for Ordinance 2021-9.

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

#### ORDINANCE FINAL ADOPTION

Ordinance 2021-9 *Amendment #1 to Ordinance 2021-1 - An Ordinance Establishing Salaries and Wages for the Officers and Employees of the Township of Downe for the Year 2021.*

A motion was made by Campbell and seconded by Bart to adopt Ordinance 2021-9.

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

#### RESOLUTIONS

- R-75-2021 *Authorizing the Payment of Bills*
- R-76-2021 *Resolution Re-Appointing Downe Township Tax Assessor*
- R-77-2021 *Resolution Providing for the Insertion of Items of Revenue in the Budget Pursuant to N.J.S.A. 40A:4-87 (Chapter 159, P.L. 1048)-NJ Clean Communities Grant \$8,542.93*
- R-78-2021 *Resolution Providing for the Insertion of Items of Revenue in the Budget Pursuant to N.J.S.A. 40A:4-87 (Chapter 159, P.L. 1048)-NJ Department of Transportation (NJDOT) \$246,000*

- R-79-2021     *Resolution Providing for the Insertion of Items of Revenue in the Budget Pursuant to N.J.S.A. 40A:4-87 (Chapter 159, P.L. 1048)-US Department of Agriculture (USDA) Feasibility Study to Access the Feasibility of the Delaware Bayshore Science Center*
- R-80-2021     *NJDEP Green Acres Program – Enabling Resolution*
- R-81-2021     *Resolution Adopting the Downe Township Floodplain Management Plan*
- R-82-2021     *Governing Body Certification of the 2020 Annual Audit*
- R-83-2021     *Corrective Action Plan*
- R-84-2021     *Appointing a Housing and Zoning Officer for the Township of Downe*
- R-85-2021     *Authorizing Executive Session*
- R-86-2021     *Resolution Approving Execution of Temporary Work Area Easement for Money Island*

A motion was made by Campbell and seconded by Byrne to adopt Resolution No. R-75-2021 *Authorizing the Payment of Bills* in the total amount of \$567,253.55.

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

A motion was made by Bart and seconded by Byrne to adopt Resolution No. R-76-2021.

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

A motion was made by Campbell and seconded by Bart to adopt Resolution No. R-77-2021.

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

A motion was made by Campbell and seconded by Bart to adopt Resolution No. R-78-2021.

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

A motion was made by Campbell and seconded by Bart to adopt Resolution No. R-79-2021.

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

A motion was made by Campbell and seconded by Byrne to adopt Resolution No. R-80-2021.

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

A motion was made by Campbell and seconded by Bart to adopt Resolution No. R-81-2021.

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

A motion was made by Campbell and seconded by Bart to adopt Resolution No. R-82-2021.

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

A motion was made by Campbell and seconded by Byrne to adopt Resolution No. R-83-2021.

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

A motion was made by Bart and seconded by Campbell to adopt Resolution No. R-84-2021.

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

A motion was made by Bart and seconded by Campbell to adopt Resolution No. R-85-2021.

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

A motion was made by Campbell and seconded by Byrne to adopt Resolution No. R-86-2021.

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

#### PUBLIC COMMENT

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

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

Kary Wilson of Newport asked for the agenda for Executive Session. Mrs. Bertram answered potential litigation and contracts. Mrs. Wilson asked for the matters and parties involved in the litigation. Mrs. Bertram commented the potential litigation should be removed. There are contracts to be discussed during executive session. Why is the tax assessor being reappointed at this late date? Ms. Lockley answered the tax assessor is Brian Rosenberger whose term expired July 31, 2021. Mrs. Wilson stated all appointments are done at the reorganization meeting in January. Mrs. Wilson asked if resolution R-78-2021 is for the paving of Delaware Avenue. Ms. Lockley answered no, R-78-2021 is for a NJDOT grant to pave Louisiana, Vassar, Adeline, Bay and Budney Avenues after the sewer has been completed. Mrs. Wilson asked if there is a time limit on the grant. The grant was awarded in 2021 and we have two years to complete the project. Mrs. Wilson asked for information in reference to resolution R-79-2021. Ms. Lockley answered the resolution is to insert grant fund in the budget in the amount of \$30,000 for preparation of a feasibility study. The final report has not been received yet and the final costs are not available. Mrs. Wilson asked if the Floodplain Management Plan was completed by the County. Mrs. Wilson asked if the proposed 2021 budget is available, and it is not posted online. Ms. Lockley stated the 2021 adopted budget is available. The resolution tonight is the certification of the 2021 Audit which is also available. Mrs. Wilson commented the documents online will not open, please check that. Who is being appointed as the Housing and Zoning Officer? Mayor Rothman answered Maria DeSalvatore.

What was the last resolution approved? Ms. Lockley answered a temporary work easement for Money Island. The NJDEP is gearing up to start the Nantuxent dredging project and an easement area was needed to put the dredge material.

Meghan Wren of Fortescue gave an update on a few Green Team activities. She thanked the committee for all of the help and support for the Horseshoe Crab Festival. Next year the festival will be held on May 14, 2022. We have hired a project coordinator for the Heart and Soul Project. The person hired was Jamie Warner. There is a waterways cleanup planned for September 18<sup>th</sup>. The Downe Home Day will be held on October 16<sup>th</sup> at the Downe Township School. There will be a car show also on that day. This event is a partnership that will benefit the 8th grade after glow party. This Saturday is our 2<sup>nd</sup> Annual Bounty on the Bay crab dinner at the Fortescue Fire Hall.

Mayor Rothman thanked Meghan and her team for all of the hard work that you guys are doing. The work you have been doing is incredible. Meghan Wren commented that none of this would have happened without Liz Cowley. She deserves a lot of credit for making things happen.

Jamie Warner of Dividing Creek stated she is happy and proud to be the Heart and Soul Project Coord. for Downe Township. We will be working very hard to find out what improvements the members of this community want to see. The next meeting will be next Thursday and we welcome everyone to attend.

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

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

#### COMMITTEE REPORTS

Mr. Bart stated he has nothing to report.

Mr. Byrne reported there are 4 events planned for Union Hall in the coming months. There are flyers posted everywhere.

Mr. Campbell reported the sewer project is in public comment period. Everything has been submitted. We will be holding a Town Hall meeting soon possibly at the October meeting, we will keep you informed. The project is on track. The beach restoration project for Fortescue is moving slowly and is expected to happen in 2022. The Newport Streetscape project is still happening we are currently finalizing the scope of work. The feasibility study for the Money Island education center has been completed.

Mayor Rothman stated South Jersey Gas is currently working on a large expansion of their natural gas service to the Fortescue area. Downe Township hit the 100 mark of positive cases in this month.

#### NEXT MEETING

The next meeting of the Downe Township Committee will be held on Monday, September 13, 2021 at 7:00 p.m. in the Meeting Room of the Municipal Complex.

#### EXECUTIVE SESSION

On a motion by Campbell and seconded by Bart, 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 – Bart, Byrne, Rothman, and Campbell  
Nay – 0  
Absent - Burt  
Vote: All in favor

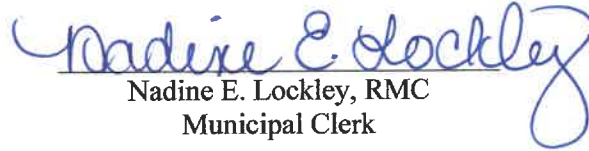
On a motion by Bart and seconded by Campbell, the Executive Session portion was closed.

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

ADJOURNMENT

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

Vote: All in favor.

  
Nadine E. Lockley, RMC  
Municipal Clerk