

DOWNE TOWNSHIP COMMITTEE  
REGULAR MEETING  
OCTOBER 11, 2021  
at 7:00 P.M.

The Downe Township Committee met in the Meeting Room of the Municipal Office on Monday, October 11, 2021 at 7:00p.m. Mayor Michael L. Rothman, presided. Deputy Mayor Edward Bart, Committeeman Robert G. Campbell, and Steve Byrne were in attendance. Municipal Solicitor Rebecca Bertram was also present.

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

Mayor Rothman 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

COMMITTEE VACANCY

Mayor Rothman read correspondence received from Committeeman Burt. Mr. Burt resigned from his position as committee member due to relocating out of the township. His resignation is effective September 17, 2021.

Mayor Rothman read correspondence received from the Cumberland County Republican Committee containing three nominees to fill the vacancy left with the resignation of Mr. Burt.

R-101-2021 *Resolution Appointing Downe Township Committee Member*

Committeeman Campbell made a motion to nominated Mr. Larry Jordan to fill the vacancy. Mayor Rothman seconded the motion.

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

Mr. Jordan was sworn in by Mayor Rothman and Mr. Jordan took his seat.

APPROVAL OF MEETING MINUTES

July 13, 2020	Executive Session Minutes
August 10, 2020	Executive Session Minutes
September 14, 2020	Executive Session Minutes
October 12, 2020	Executive Session Minutes
November 9, 2020	Executive Session Minutes

A motion was made by Campbell and seconded by Byrne to approve the Executive Session Meeting Minutes for: July 13, 2020, August 10, 2020, September 14, 2020, October 12, 2020, and November 9, 2020.

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

## DEPARTMENTAL REPORTS

Mayor Rothman read the Tax Collector Report for August 2021 and September 2021. The Chief Finance Officer Report for August 2021 and September 2021. The Zoning Office Report for September 2021 was read.

Mayor Rothman noted a correction is needed on the Zoning Report. The property owner for the malfunctioning septic system should be US Coast Guard not Fortescue Captains Association.

## MUNICIPAL SOLICITOR'S REPORT

Solicitor Bertram presented her report which consisted of information and updates on the following matters: Loes Avenue property transfer has been completed and the deed has been recorded. It is recommended that Public Works secure the property.

## PUBLIC HEARING

Ordinance 2021-10 *An Ordinance of the Township of Downe Clarifying Requirements for a Certificate of Occupancy*

A motion was made by Campbell and seconded by Byrne to open the Public Hearing for Ordinance 2021-10.

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

Kary Wilson of Newport asked is it a requirement to have a septic inspection for a Certificate of Occupancy? Is there a publication available that outlines the requirements for a Certificate of Occupancy? Mr. Campbell answered there are septic requirements, and the township uses a checklist that is available upon request.

There being no further comments from the public a motion was made by Campbell and seconded by Byrne to close the Public Hearing for Ordinance 2021-10.

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

## FINAL ADOPTION

Ordinance 2021-10 *An Ordinance of the Township of Downe Clarifying Requirements for a Certificate of Occupancy*

A motion was made by Campbell and seconded by Byrne to adopt Ordinance 2021-10.

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

## RESOLUTIONS

R-100-2021 *Authorizing the Payment of Bills*  
R-102-2021 *Award Contract to Asphalt Paving Corp. for the Paving of Pennsylvania Avenue*  
R-103-2021 *Resolution of the Township of Downe Appointing Steve Burt as OEM Coordinator*  
R-104-2021 *Authorizing Executive Session*  
R-105-2021 *Award Contract to Vargo Associates for Location Survey for Block 17 Lot 14*

A motion was made by Campbell and seconded by Byrne to adopt Resolution No. R-100-2021 *Authorizing the Payment of Bills* in the total amount of \$259,046.39.

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

A motion was made by Campbell and seconded by Byrne to adopt Resolution No. R-102-2021.

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

A motion was made by Campbell and seconded by Byrne to adopt Resolution No. R-103-2021.

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

A motion was made by Campbell and seconded by Byrne to adopt Resolution No. R-104-2021.

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

A motion was made by Campbell and seconded by Byrne to adopt Resolution No. R-105-2021.

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

Doug Cook of Fortescue asked if the paving is being done before the sewer project. Mr. Campbell answered the paving will be done after the sewer project.

Ted Williams of Gandy Beach looking for an update on the repair of the bulkhead cap in Gandy Beach. Mayor Rothman stated there have been some recent conversations about that project. Mr. Williams asked if we have received some FEMA funding.

Jamie Warner of Dividing Creek gave an update on the Heart & Soul Project. Regular meetings of the Green Team are being held every 4th Thursday of the month at 6:30pm at the OEM building. Regular meeting of the Heart and Soul group are being held every 4th Tuesday of the month at 6:30pm at the OEM Building. Volunteers are needed to conduct interviews of the residents and organize the data collected. Downe Home Day is October 16<sup>th</sup> from 10am – 3pm at the Downe Twp School.

Mayor Rothman approached Liz Cowley of Fortescue and presented her with a check from the Township Committee with a donation to the Downe Township Green Team. The Green Team is supporting the 8<sup>th</sup> Grade After Glow event with all proceeds from the Downe Home Day event. Liz Cowley stated she approached the committeemen as individuals for a personal donation to help with the event. Ms. Cowley continued that there are rumors in town that the Green Team is receiving money from the township. This is a fallacy that everyone needs to understand. The Green Team is not a committee that is supported by the township. The Green Team is recognized by the township but is not a committee that has a budget line item that is supported by the township. All the money in our account has come totally from through the efforts of the volunteers in the Green Team and the community at large afforded all the event that have been done. She thanked the committee for their support.

Meghan Wren of Fortescue stated there is a lot going on with the Green Team and the Heart and Soul program. There has been some confusion about what both groups are doing in the township. She further explained the two groups and the events that have been done and future events.

Jamie Warner of Dividing Creek stated that one of the goals is to celebrate all successes large and small. Our fundraising has been notable. We are head and shoulder above other township in New Jersey with our fundraising efforts.

Kary Wilson of Newport asked if the minutes are included in their meeting packets for review before approving. She continued she did not see a notice for bids to be received for the Pennsylvania Avenue project. Ms. Lockley answered the bid opening was held on September 30<sup>th</sup>. Was a public notice put in the newspaper? She asked what is on the agenda for executive session. Mrs. Bertram stated the topics will be announced after committee reports just before we open executive session.

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

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

#### COMMITTEE REPORTS

Mayor Rothman stated the Fortescue cap project is moving forward. A project meeting was held on site to iron out a few issues.

Mr. Campbell reported there are two projects related to the repair of the bulkhead in Gandy. There is the repair of the steel cap of which we just finalized the project worksheet with FEMA for approval and to establish the scope of work. The repair of the bulkhead cap is approximately \$500,000. We should be going out to bid with this soon. The second part of the North Cove Road project is the jetty that is being proposed. This will correct the issues we are having with erosion in that area. This is a project scheduled for 2022.

Mayor Rothman reported Election Day is November 2<sup>nd</sup>. Please go out and vote. We have scheduled a Town Hall Meeting for November 1<sup>st</sup> at the Downe Township School at 6pm. You will see more State Police presence in Fortescue and on Route 553. The Nantuxent dredging has stated.

Mr. Campbell stated everything is into the DEP for permitting. We were informed by the State to hold our Public Hearing/Town Hall Meeting. After that hearing we have 30 days for comments and after the 30 days and all comments have been dealt with, we should have everything finished and complete and be ready to go out for bids. Any questions you have about the project will be addressed at the Public Hearing/Town Hall meeting by our professionals. Mayor Rothman stated at the Public Hearing we would

like to give preference to the homeowners in Fortescue and Gandy Beach who will be affected. There will be limited seating.

Mr. Bart stated Halloween will be observed on October 31<sup>st</sup> from 4pm-7pm. Please be careful of the trick or treaters.

Mr. Byrne reported we have received a grant for \$29,000 to be used for Union Hall. On October 16<sup>th</sup> at 7pm "Swing That Cat" will be performing at the Union Hall. Please come out.

Mr. Campbell stated there is an application before the Planning Board being heard tomorrow night regarding the expansion of the substation on Ackley Road by Atlantic City Electric.

#### NEXT MEETING

The next meeting of the Downe Township Committee will be held on Monday, November 8, 2021, at 7:00 p.m. in the Meeting Room of the Municipal Complex.

#### EXECUTIVE SESSION

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

Topics under discussion during Executive Session: Litigation - Paff vs. Downe Twp & Real Estate transactions for Eminent Domain of three properties on Cove Road and one property on New Jersey Avenue.

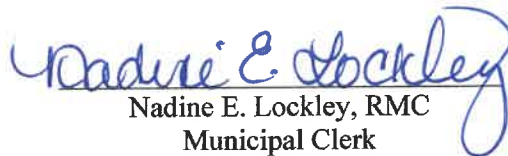
Roll Call: Aye – Bart, Byrne, Rothman, and Campbell  
Nay – 0  
Abstain - Jordan  
Vote: All in favor

On a motion by Campbell and seconded by Byrne, 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 Campbell and seconded by Byrne.  
Vote: All in favor.

  
Nadine E. Lockley, RMC  
Municipal Clerk