MINUTES

OPENING: Mayor Manzo called the meeting to order at 7:33 p.m., which was held at the Municipal Building.

ROLL CALL: Diane Malloy, Municipal Clerk, called the roll which resulted in the following Present: Committeeman Diggons, Committeeman Shearer, Mayor Manzo. Absent: Deputy Mayor Clowney, Committeeman Heim.

Others present: Administrator Mark Gravinese, Deputy Administrator Dennis Chambers, Police Chief Thomas Mills, WWTP Operator Mike Gonserkevis, Township Solicitor Brian Duffield and John Cantwell, Municipal Engineer

OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT: Ms. Malloy read the following statement: “In compliance with Chapter 231 of the Public Laws of 1975, notice of this meeting was given by way of annual notice filed with the South Jersey Times and the Courier Post newspapers and posted on the bulletin board in the municipal building on January 4TH 2013”.

FLAG SALUTE: Mayor Manzo called for a moment of recognition for our troops, followed by the flag salute.

PRIVILEGE OF THE FLOOR: Committeeman Diggons made a motion to open the floor to the public, seconded by Committeeman Shearer; motion carried. Present: Committeeman Diggons, Committeeman Shearer, Mayor Manzo. Absent: Deputy Mayor Clowney, Committeeman Heim.

Vicky Gaunt, 485 Woodruff Trail – Passed to each Township Committee member a photocopy of an email pertaining to the Roxbury Landfill. She spoke of the highlighted portion of the email and feels these concerns should be addressed with regard to the Henry Harris Landfill. She also asked permission to allow Mr. Duffield to review a copy of a court document left on Ms Gaunt’s doorstep. Mayor Manzo will look into pursuing answers to some of the questions highlighted.

Robert Horvay, 140 Colson Lane – Asked for clarification on the township’s recycling program. He also requested modification to the existing sidewalk on Colson Lane, and complained of lack of maintenance on the South side of Colson Lane. Mr. Horvay asked for no passing signs at North Main and Colson and North Main and Cedar Road. Chief Mills reported that any changes to signage would likely require a study by state officials. Mayor Manzo acknowledged the need for improvements along North Main Street but explained those improvements may not come any time soon. Chief Mills will make his staff aware of the need for enforcement in the area. Mr. Chambers explained that with the extension of the sidewalk along Colson Lane, it may be possible to put in a crosswalk. Discussion was held with regard to extending the sidewalks on Colson Lane out to Walters Road. Finally, Mayor Manzo asked that a request be made to local business encouraging the use of recycling ‘friendly’ materials, through the Environmental Commission.

Vicky Gaunt, 485 Woodruff Trail – Reported leaves being blown into the street by a resident of Harrisonville Road.

Committeeman Shearer made a motion to close the floor to the public, seconded by Committeeman Diggons, motion carried.

PAYMENT OF THE BILLS: Committeeman Shearer made a motion to pay the bills seconded by Committeeman Diggons seconded. Present: Committeeman Diggons, Committeeman Shearer, Mayor Manzo. Absent: Deputy Mayor Clowney, Committeeman Heim.

REPORTS OF SPECIAL COMMITTEES:
COUNTY LIAISON’S REPORT – Mr. Gravinese reported that state officials claim no responsibility for the timing of the light at Main Street and High Street so it is now in the hands of County officials. Lisa Cerini has a list of organizations can help with winter coats and to supply food for those in need, and will provide the information to the Municipal Clerk.

ENVIRONMENTAL COMMISSION – Committee Member Heim absent, Mr. Gonserkevis reported on an upcoming workshop and other tentative activities.

RECREATION COMMISSION – The Vice Chair reported on recent events both present and past.

PARKS & OPEN SPACE ADVISORY COMMITTEE (POSAC) – No report, however Mayor Manzo confirmed that representatives from all sporting events have been invited to Wednesday’s meeting.

ECONOMIC DEVELOPMENT COUNCIL – Mr. Gravinese reported the property tax award program is on permanent hold due to lack of interest. He is guiding the Council on establishing a welcome packet for new residents. Mr. Gravinese reported on a ribbon cutting at 28 North Main Street. The Mayor mentioned a 2:00 award ceremony taking place at Blue Plate in recognition of a recent award.

HISTORIC PRESERVATION – Mr. Knisely has nothing to report.

LIAISON TO CLEARVIEW REGIONAL HIGH SCHOOL BOARD OF EDUCATION - Deputy Mayor Clowney absent, nothing to report. Mayor Manzo spoke of the outstanding success of the Wall of Honor unveiling held at CRHS. He also reported Clearview’s varsity soccer team had a substantial recent win when playing against Washington Township.

LIAISON TO HARRISON TOWNSHIP SCHOOL BOARD OF EDUCATION – Committee Member Diggons reported enrollment is at 1470, up from prior years.

LIAISON TO BOARD OF FIRE COMMISSIONERS – Committee Member Heim absent.

LIAISON TO MULLICA HILL MERCHANTS ASSOCIATION – Administrator Gravinese, nothing to report at this time.

ADHOC – Committee Member Heim absent

VETERANS’ COMMISSION – Deputy Mayor Clowney absent

REPORTS OF STANDING COMMITTEES:

BOARD OF HEALTH – Receipt of the monthly report was confirmed.

COMMUNICATIONS – Administrator Gravinese reported on the progress of the township’s anticipated new website. Discussion was had with regard to the municipal electronic news blasts. Mayor Manzo wants the new website to have a ‘hot topics’ location.

PUBLIC PROPERTY – Deputy Administrator Chambers reported verbally on preparations for the annual tree lighting event, including the brick and cement work around the light poles. Administrator Gravinese distributed to Township Committee members a copy of the hand-outs for the tree lighting event which provides information on street closures and parking.

PUBLIC SAFETY – Chief Mills provided a synopsis of his report and discussed this department’s preparation for the annual tree lighting event. The Mayor mentioned he would like to see the Chief’s report made available to the public via the township website.
WASTEWATER TREATMENT PLANT OPERATIONS REPORT – Mike Gonserkevis’ report was submitted.

WASTE MANAGEMENT – Deputy Administrator Chambers reported on an upcoming amendment to the shared services agreement with Logan Township for solid waste collection.

FINANCE – Mr. Gravinese reported on the township’s credit rating which remains excellent despite higher standards implemented by Standard and Poors. Mr. Gravinese requested permission to hire Peter D. as a part-time finance clerk beginning early December at the rate of $12.50 Committeeman Shearer/Committeeman Diggons. Vote: Motion carried by unanimous roll call vote (summary: Yes = 3). Yes: Committeeman Diggons, Committeeman Shearer, Mayor Manzo.

Mayor Manzo discussed the November 27th Special Meeting being held to adopt an Ordinance allowing the township to regulate the sale of liquor licenses.

TRICO JOINT INSURANCE FUND – Mr. Gravinese recommended that this year’s dividend’s be put toward the township’s 2014 assessment. Committeeman Shearer made a motion in agreement, seconded by Committeeman Diggons. Vote: Motion carried by unanimous roll call vote (summary: Yes = 3). Yes: Committeeman Diggons, Committeeman Shearer, Mayor Manzo.

LPAC – Nothing to report at this time.

ORDINANCES & RESOLUTIONS:

ORDINANCE NO. 37-2013 - ON ORDINANCE OF THE MAYOR AND COMMITTEE OF TOWNSHIP OF HARRISON, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY AUTHORIZING THE VACATION OF A PORTION OF WALTERS ROAD PURSUANT TO N.J.S.A. 40:67-1, ET SEQ. Motion to withdraw from the agenda made by Committeeman Diggons, seconded by Committeeman Shearer. Vote: Motion carried by unanimous roll call vote (summary: Yes = 3). Yes: Committeeman Diggons, Committeeman Shearer, Mayor Manzo.

ORDINANCE NO. 40-2013 - AN ORDINANCE OF THE TOWNSHIP OF HARRISON AMENDING SECTION 214-20 ADDING ADDITIONAL STOP INTERSECTIONS FOR WHICH STOP SIGNS SHALL BE INSTALLED WITHIN THE SUBDIVISION KNOWN AS DEVONSHIRE GREEN IN THE TOWNSHIP OF HARRISON First Reading October 21, 2013, Public Hearing November 18, 201. (Self Explanatory) Committeeman Shearer motioned to open the floor to the public, seconded by Committeeman Diggons. Committeeman Diggons made a motion to close the floor to the public, seconded by Committeeman Shearer. Committeeman Diggons made a motion to adopt, seconded by Committeeman Shearer. Vote: Motion carried by unanimous roll call vote (summary: Yes = 3). Yes: Committeeman Diggons, Committeeman Shearer, Mayor Manzo.


RESOLUTION NO. 189-2013 - RESOLUTION BY THE TOWNSHIP COMMITTEE, IN THE TOWNSHIP OF HARRISON, COUNTY OF GLOUCESTER AND STATE OF NEW JERSEY AUTHORIZING THE PURCHASE OF FOUR (4) DOOSAN PORTABLE LIGHT TOWER, LS-60 FROM PENN JERSEY
MACHINERY (interpretative statement: purchasing four portable light towers with ball hitch for an amount not to exceed $35,200.00) Committeeman Diggons Made a motion to adopt, seconded by Committeeman Shearer. **Vote:** Motion carried by unanimous roll call vote (summary: Yes = 3). **Yes:** Committeeman Diggons, Committeeman Shearer, Mayor Manzo.

**RESOLUTION NO. 190-2013** - RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF HARRISON AUTHORIZING AND REQUESTING THE REASSIGNMENT OF LOT NUMBERS FOR BLOCK 38, LOTS 6 AND 6.02 (interpretative statement: reassign lot numbers within Block 38 as follows; Block 38 – Lot 6 to become Block 38 – Lot 6.02; Block 38 – Lot 6.02 to become Block 38 – Lot 6). Committeeman Diggons Made a motion to adopt, seconded by Committeeman Shearer **Vote:** Motion carried by unanimous roll call vote (summary: Yes = 3). **Yes:** Committeeman Diggons, Committeeman Shearer, Mayor Manzo.

**RESOLUTION NO. 191-2013** - RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF HARRISON AUTHORIZING THE RE-APPOINTMENT OF JOHN A. MOUSTAKAS AS MUNICIPAL PROSECUTOR FOR NOVEMBER AND DECEMBER, 2013 (Self-Explanatory). Committeeman Shearer Made a motion to adopt, seconded by Committeeman Diggons. **Vote:** Motion carried by unanimous roll call vote (summary: Yes = 3). **Yes:** Committeeman Diggons, Committeeman Shearer, Mayor Manzo.

**RESOLUTION NO. 192-2013** - RESOLUTION BY THE TOWNSHIP COMMITTEE, IN THE TOWNSHIP OF HARRISON, COUNTY OF GLOUCESTER AND STATE OF NEW JERSEY AUTHORIZING THE PURCHASE OF ONE (1) 2015 GMC 3500 HD REG CAB 4X4 PICKUP THROUGH THE NATIONAL JOINT POWERS ALLIANCE, A NATIONAL MUNICIPAL CONTRACTING AGENCY (interpretative statement: purchasing of one (1) 2015 GMC 3500 HD Reg Cab 4X4 Pickup Truck for an amount not to exceed $43,715.00) Committeeman Shearer Made a motion to adopt, seconded by Committeeman Diggons. **Vote:** Motion carried by unanimous roll call vote (summary: Yes = 3). **Yes:** Committeeman Diggons, Committeeman Shearer, Mayor Manzo.

**RESOLUTION NO. 194-2013** - RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF HARRISON AUTHORIZING TO ESTABLISH A PRELIMINARY COST APPROPRIATION FUNDED BY THE CAPITAL IMPROVEMENT ACCOUNT OF THE GENERAL CAPITAL FUND (interpretative statement: authorizing the payment to an authorized architect for preliminary expenses relating to the construction of the Police Station not to exceed $35,000). Committeeman Shearer made a motion to adopt, seconded by Committeeman Diggons. **Vote:** Motion carried by unanimous roll call vote (summary: Yes = 3). **Yes:** Committeeman Diggons, Committeeman Shearer, Mayor Manzo.

**RESOLUTION NO. 195-2013** - RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF HARRISON GRANTING AUTHORIZATION TO RETAIN PROFESSIONAL SERVICES FROM ALBERTO & ASSOCIATES (interpretative statement: authorizing the award of contract to Alberto & Associates subject to receipt of an appropriate Business Entity Disclosure Certification) Committeeman Shearer made a motion to adopt, seconded by Committeeman Diggons. **Vote:** Motion carried by unanimous roll call vote (summary: Yes = 3). **Vote:** Motion carried by unanimous roll call vote (summary: Yes = 3). **Yes:** Committeeman Diggons, Committeeman Shearer, Mayor Manzo.

**RESOLUTION NO. 196-2013** - RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF HARRISON AUTHORIZING THE EXECUTION OF A DEVELOPER’S AGREEMENT RELATING TO THE DEVONSHIRE GREEN DEVELOPMENT (interpretative statement: authorizing the Mayor Manzo to
Committeeman Diggons made a motion to adopt, seconded by Committeeman Shearer. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 3). **Yes:** Committeeman Diggons, Committeeman Shearer, Mayor Manzo.

**RESOLUTION NO. 198-2013 – RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF HARRISON AUTHORIZING THE MAYOR TO EXECUTE AN ADDENDUM TO THE SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF LOGAN AND THE TOWNSHIP OF HARRISON FOR SOLID WASTE & RECYCLING COLLECTION AND MARKETING SERVICES.**

*Interpretive Statement: To modify the pricing structure within the existing agreement (note: this is not an increase in price but simply an amendment to the language).* Committeeman Shearer/Committeeman Diggons. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 3). **Yes:** Committeeman Diggons, Committeeman Shearer, Mayor Manzo.

**ENGINEER’S REPORT** – Mr. Cantwell’s report was submitted.

**Administrators report:** Mr. Gravinese talked about Friend’s school clean-up. Ms. Andrea Reahm provided an update on the tree lighting event planning. Mr. Gravines spoke of local vandalism reported in Wheatley Meadows and is working with Chief Mills to promote regular patrols in the area. The Administrator and Deputy are recommending employees are given off Christmas Eve and New Years Eve. Improvements at Tesoro II were discussed.

**MUNICIPAL CLERKS REPORT:** Ms. Malloy reported on an upcoming meeting with representatives of Manna Design. She reported the township recently purchased new departmental and voting signs. Discussion was had regarding the photographs on file of Township Committee members. Ms. Malloy reported that her new Deputy Municipal Clerk recently passed the first of five classes toward her certification. She discussed the annual Reorganization meeting reporting that she will have more information during the next meeting. The possibility of touring the WWTF was discussed. Ms. Malloy discussed the intent to once again provide hard copy township calendars to residents in 2014.

**UNFINISHED BUSINESS:**

**NEW BUSINESS:** Tomlin Station Commerce Center – Discussion was postponed to the meeting of December 2nd.

**OTHER MATTERS:** CRHS Project Prom Committee is asking permission to place up to 25 signs throughout town advertising their February 12, 2014 Project Prom Fashion Show. They would like to post the signs January 12th and remove them following the event but no later than February 15th. The signs, of typical size and shape will be placed only with the permission of the property owner. **Ayes:** All

Special Meeting November 27, 2013 – Committeeman Diggons and Mayor Manzo confirmed they will be attending this meeting.

**PRIVILEGE OF THE FLOOR:** Committeeman Shearer made a motion to once again open the floor to the public. The motion was seconded by Committeeman Diggons.

Chris Knisely, 72 North Main Street - extended an invitation to the Friends’ 8:00 a.m. service on Thanksgiving Day.

Committeeman Diggons made a motion to close the public comment section, seconded by Committeeman Shearer, motion carried.
EXECUTIVE SESSION- RESOLUTION NO. 197-2013 -RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF HARRISON AUTHORIZING CLOSED EXECUTIVE SESSION TO DISCUSS CONTRACT NEGOTIATIONS WITH NEW JERSEY AMERICAN WATER COMPANY, INC. (self explanatory). Mr. Duffield reported that contract negotiations with New Jersey American Water Company regarding the installation of a water tank on municipal property would be discussed. Motion to adopt made by Committeeman Diggons, seconded by Committeeman Shearer at 9:42 p.m., motion carried.

Return to open session was made by Committeeman Shearer, seconded by Committeeman Diggons at 9:57 p.m.

RESOLUTION NO. 199-2013 - RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF HARRISON AUTHORIZING EXECUTION OF AN OPTION AGREEMENT FOR GRANT OF EASEMENT AND RIGHT-OF-WAY TO NEW JERSEY-AMERICAN WATER COMPANY, INC. Motion to adopt by Committeeman Diggons, seconded by Committeeman Shearer. Vote: Motion carried by unanimous roll call vote (summary: Yes = 3). Yes: Committeeman Diggons, Committeeman Shearer, Mayor Manzo.

ADJOURNMENT OF MEETING: Committeeman Diggons made a motion to adjourn at 10:00 p.m., seconded by Committeeman Shearer, motion carried.

Respectfully Submitted,

Diane L. Malloy, R.M.C.
Municipal Clerk