

## **CHESTERFIELD TOWNSHIP REGULAR SESSION APRIL 25, 2024**

The Township Committee met on the above date in the Municipal Complex, 295 Bordentown-Chesterfield Road, Chesterfield, New Jersey. The meeting was called to order by Mayor Matt Litt at 7:00 p.m.

The Open Public Meetings Act Statement was read and compliance noted.

### **ROLL CALL OF MEMBERS**

Present: Belinda Blazic (virtual 7:25pm) Shreekant Dhopte, Rebecca Hughes, Denise Koetas-Dale and Matt Litt

Also present: Caryn M. Hoyer, Township Clerk; Rachel Fryc, Deputy Clerk; Dominic P. DiYanni, Township Attorney and Anthony? Township Engineer

Absent: Troy Ulshafer, Public Works Manager and Chief Michael Davison

**AGENDA MATTER(S) REQUIRING RECUSAL(S)** – None.

### **APPROVAL OF MINUTES**

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approve the March 28<sup>th</sup> meeting minutes postponed from the prior meeting. All were in favor.

### **PUBLIC COMMENTS PERTAINING TO MATTERS ON THE AGENDA**

Ms. Koetas-Dale made a motion seconded by Ms. Hughes to open the meeting to public comment for matters on the agenda. All were in favor. Hearing none, Ms. Hughes made a motion seconded by Mr. Dhopte to close public comment. All were in favor.

### **ORDINANCE FOR INTRODUCTION**

The Township Engineer stated this ordinance is required as part of compliance with the national flood insurance program and will update the existing flood damage prevention ordinance. This ordinance will be utilized in areas of special flood hazard and on the FEMA flood map and would impact any new construction in those areas.

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to introduce Ordinance 2024-6. Voice vote - All were in favor. The public hearing for this ordinance will be May 9<sup>th</sup>.

### **ORDINANCE 2024-7**

**AN ORDINANCE BY THE TOWNSHIP COMMITTEE AMENDING THE CHESTERFIELD TOWNSHIP CODE OF ORDINANCES TO REPEAL CHAPTER 118 FLOOD DAMAGE PREVENTION ORDINANCE; TO ADOPT A NEW**

**CHAPTER 118 FLOOD DAMAGE PREVENTION  
ORDINANCE; TO ADOPT FLOOD HAZARD  
MAPS; TO DESIGNATE A FLOODPLAIN  
ADMINISTRATOR; AND PROVIDING FOR  
SEVERABILITY AND AN EFFECTIVE DATE**

Ms. Koetas-Dale made a motion seconded by Ms. Hughes to introduce Ordinance 2024-8. Voice vote - All were in favor. The public hearing for this ordinance will be May 9<sup>th</sup>.

**ORDINANCE 2024-8                      AN                      ORDINANCE                      ESTABLISHING  
COMPENSATION FOR TEMPORARY AND/OR  
SEASONAL EMPLOYEES**

**2024 BUDGET PRESENTATION**

Wendy Wulstein, Township CFO gave a presentation on the 2024 budget. She stated that in 2023, Chesterfield Township received 12.56% of the overall tax bill. She reviewed the breakdown of the taxes and stated there are no new significant surplus revenue generators like in the past. Currently on Bordentown-Crosswicks Road there are 12 homes expected to be started by year end and another area development of 22 homes remains a possibility. Active Acquisitions has received preliminary approval for the major site plan of the warehouse and maybe in for final approval by year end. Oliver Communications is also expected to be completed this year with 4-5 new buildings. There are commercial sites under review which could impact surplus in the future. She stated that the use of surplus continues to be carefully examined and a new multi-year projection analysis is underway. The examination includes build-out potential of the PVD zone and the corresponding reduction of added assessments that had benefitted the yearly surplus balance. She reviewed the process of preparing the budget. She acknowledged the Budget Advisory Committee (BAC) members Brett Anderson, James Codella, Steven Hazen, Daniel Wolverton, William Puglia, Michael Franken and Brian Strope. She acknowledged that the Governing Body takes all BAC suggestions into consideration when making budget decisions. Ms. Wulstein explained the Appropriation and Levy CAPS. She stated that every year since 2005, the Township has requested a waiver of the Appropriation CAP Law. The reasons for the levy CAP is with the growing community, the town needed to increase the police department. The waiver is for police salary & wages and ambulance service. The waiver was approved again this year in the amount of \$960,000.00 by the Local Finance Board at their meeting on April 11<sup>th</sup>. The Township plans to address the Appropriation CAP when a referendum is needed for the Levy Cap. This will happen when there is not enough surplus to cover the appropriation CAP. She stated that if everything continues as is and surplus is regenerated then the CAP referendum may occur in 2025-2026. Ms. Wulstein explained this budget uses \$127,000 more surplus than last year. The Total Budget for Chesterfield Township is \$7,597,833.99 and the amount to be raised by taxation is \$3,591,597.96. She explained the different services and budget areas as well as shared services such as Municipal Court and Animal Control Services with Bordentown Township. Ms. Wulstein noted the outside organizations and encouraged the public to volunteer and support them. She

noted some of the projects that were completed last year. They are as follows: Improvements to Cricket Field, Natural Hedgerow, Pickelball Court, Improvements to Storm Water Infrastructure (ongoing) and Completion Sykesville Road Paving. Future projects include: Fenton Lane Park Improvements, Olivia Way Park Improvements, Natural Resource Inventory, Improvements to Storm Water Infrastructure (ongoing), additional Aerating Bubblers in Basins, DPW Feasibility Study, Community Gardens and Sewer Generators. Ms. Wulstein stated that all future projects are considered in conjunction with grant opportunities. The 2024 proposed tax rate is 42.6 cents which is an increase of 1.21 cents over 2023. The average assessed home of \$393,697 will pay \$1,677.15 of local purpose tax. That equates to a \$47.24 annual increase to the average assessed home.

### **PUBLIC COMMENT FOR 2024 BUDGET**

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to open the meeting to public comment. All were in favor.

Paul Cincotta, 15 Gallop Way asked what the \$1.2 million cover for Margerum Road. Ms. Wulstein replied the \$1.2 million was received from the pipeline expansion coming through town and the money is being used for improvements that are needs for all of Margerum Road prior to the round-a-bout going in at the intersection of Margerum, Bordentown-Crosswicks and Old York Roads. Mr. Cincotta asked if the cost could be more than \$1.2 million. Ms. Wulstein replied no, they are budgeting for that amount but most likely it will be less. Mr. Cincotta asked how much revenue will the warehouse bring in. Ms. Wulstein replied she does not have the figure in front of her but stated if the warehouse comes through the revenue will be substantial. Mr. Cincotta asked if the warehouse will prevent us from going to referendum. Ms. Wulstein replied it will build up our surplus and push the referendum back.

Hearing no further public comment, Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to close public comment. All were in favor.

### **RESOLUTIONS**

Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to approve Resolution 2024-4-1. Voice vote - All were in favor

**RESOLUTION 2024-4-1                      RESOLUTION AUTHORIZING THE PURCHASE  
OF 2024 F550 4X4 DIESEL HORTON  
AMBULANCE**

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approve Resolution 2024-4-7. Voice vote - All were in favor

**RESOLUTION 2024-4-7                      RESOLUTION APPROVING PARTICIPATION  
WITH THE STATE OF NEW JERSEY FEDERAL  
GRANT PROGRAM ADMINISTERED BY THE**

**DEPARTMENT OF LAW AND PUBLIC SAFETY  
OFFICE OF THE ATTORNEY GENERAL**

Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to approve Resolution 2024-4-8. Roll Call: Blazic – yes; Dhopte – yes; Hughes – no; Koetas-Dale - yes and Litt – yes.

**RESOLUTION 2024-4-8                      RESOLUTION TO AMEND 2024 APPROVED  
MUNICIPAL BUDGET**

Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to approve Resolution 2024-4-9. Roll Call: Blazic – yes; Dhopte – yes; Hughes – no; Koetas-Dale - yes and Litt – yes. Ms. Hughes stated she cannot vote to raise taxes when it's one of the main issues she heard from the residents when she was campaigning this past year. She believes there is more we could have done to cut out the extra spending in the budget. Mayor Litt stated we are in a period of incredible inflation both at the State and Federal level. An astronomical amount of goods and services that are in our budget are subject to that inflation. Raising taxes by less than \$4.00 per average house hold per month is a huge success.

**RESOLUTION 2024-4-9                      RESOLUTION AUTHORIZING THE ADOPTION  
OF THE 2024 MUNICIPAL BUDGET**

Ms. Koetas-Dale made a motion seconded by Ms. Hughes to approve Resolution 2024-4-10. Voice vote - All were in favor

**RESOLUTION 2024-4-10                      RESOLUTION REQUESTING PERMISSION  
FOR THE DEDICATION BY RIDER FOR  
DONATIONS – COMMUNITY GARDENS**

Mr. Dhopte made a motion seconded by Ms. Hughes to approve Resolution 2024-4-11. Voice vote - All were in favor

**RESOLUTION 2024-4-11                      RESOLUTION                      AUTHORIZING                      PUBLIC  
AUCTION                      OF                      MUNICIPAL                      PERSONAL  
PROPERTY NO                      LONGER                      NEEDED                      FOR  
PUBLIC USE**

**BILL LIST**

Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to approve the bill list. Voice vote – All in favor.

**REPORTS & DISCUSSION**

Ms. Koetas-Dale stated that the Green Fun Fair is this Sunday. She said she is on the Planning Committee and they have been doing a great job planning the Fair and have over 40 vendors. She thanked Rachel, Troy and the DPW for all of the help in planning for the event. She reminded everyone to come out for

Music in the Square and Teen Night which are events sponsored by the Alliance Against Drugs and Alcohol.

Mayor Litt stated that he had a meeting with Fire Chief Lynch and Troy last week. Since Troy is not present he will wait until the next meeting to discuss. Also, he had a call from a resident that had a great idea for the Police Department. Mr. Litt will also wait until the next meeting to discuss since Chief Davison is not present.

**Authorization of bid for Bubblers and Aerators** – Ms. Hoyer stated that the Township Committee’s authorization is needed to go out to bid for the new bubblers. Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to authorize the Township to go out to bid for new bubblers. All were in favor.

**Tree Ordinance** – Ms. Hoyer made everyone aware there will be a Tree Ordinance to be introduced and adopted in the month of May. It is required per our storm water permit requirements. Ms. Koetas-Dale stated that the Tree Advisory Board has a suggested list of trees to plant. Anthony stated that we have until June 1<sup>st</sup> to approve the ordinance.

Ms. Koetas-Dale stated that Friday, June 3<sup>rd</sup> The Alliance is having a Game Night at the Elementary School for teenagers. Ms. Koetas-Dale said the Alliance is always looking for new members to join.

## **ENGINEER REPORT**

Anthony Lopez stated they are currently working on the following:

- The Tree Removal/Replacement Ordinance will need to be introduced soon as it was supposed to be completed by May 1<sup>st</sup>. The Annual Storm Water Report will indicated is in process and will be adopted in June 2024.
- Punch list for Sykesville Road I-III is being worked on and the contractor should be able to take care of most of the items in the month of May.
- They are finalizing specification and construction plans for Fenton Lane parking lot improvement plan and hope to go out to be along with the Cricket Pitch Dugouts and Olivia Way Gazebo.
- Contract has been awarded for Pump Stations #1 & #2

Ms. Koetas-Dale asked if we have heard back from Green Acres yet regarding the boundary of the green acre restrictions. Ms. Hoyer stated she has not heard back yet after sending several emails. Mayor Litt agreed to reach out to Green Acres.

## **PUBLIC COMMENT**

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to open the meeting to public comment. All were in favor.

Susie Mahon - 16 Chesterfield-Crosswicks Road asked if we are still on target for the May 30<sup>th</sup> special meeting for HPC. She asked how residents will find out about

the meeting. Ms. Hoyer replied that a letter will be sent out. Ms. Hughes asked that Ms. Hoyer also post the agenda on the website. Ms. Mahon asked for an agenda item to be put on for the meeting. She would like an explanation of how the 200+ homes were chosen to be in the Historic District. Ms. Hoyer said that is already on the agenda.

Steven Hazen - 447 Main Street stated that the Township Zoning Map has Sykesville as a village but the HPC map does not show it as a village. He asked if Sykesville is in the Historic District.

Hearing no further public comment, Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to close public comment. All were in favor.

Ms. Hoyer replied to Mr. Hazen's concerns stating the HPC ordinance specifically states that Sykesville is not subject to the Historic Preservation Ordinance.

### **COMMENTS FROM THE COMMITTEE**

Ms. Blazic thanked Mr. Hazen and Ms. Mahon for bringing issues up for the HPC meeting. Ms. Hoyer requested that any issue to be discussed at the meeting come through the Clerk's office. Ms. Blazic asked for an update on the civic lot. Ms. Hoyer replied that the Township purchased it last year. Ms. Blazic voiced her concerns about the Community Garden and the location behind the Township Building since that location may be an option for a new DPW building. She asked if the Civic Lot is an option for the garden. Ms. Koetas-Dale believes there is enough space for both the DPW building and Community Garden behind the Township Building.

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approve Resolution 2024-4-13 to go into closed session to discuss administrator candidates at 8:45 PM.

Ms. Koetas-Dale made a motion seconded by Ms. Hughes to return to regular session at 9:06 PM.

Ms. Hughes made a motion seconded by Ms. Koetas-Dale to adjourn the meeting at 9:07 PM. All were in favor.

Respectfully submitted,

Caryn M. Hoyer, RMC  
Township Clerk