

Florence Township Council Executive Session 4/8/26

Florence, New Jersey
April 8, 2026

The Florence Township Council held an executive meeting on the above date in the Municipal Complex, 711 Broad Street, Florence, New Jersey. The meeting was called to order by Council President Frappolli at 7:00 p.m. Council President Frappolli led the Salute to the Flag.

The Opening Statement was read by the Township Clerk: Notice was posted on the municipal bulletin board, published in the Burlington County Times, and placed on the Township website on January 11, 2026 and given to the Courier Post for information.

ROLL CALL OF MEMBERS

Upon roll call the following were found to be present:

Present: John Fratinardo, Frederick Gabriele, Talaya Loftin, Gina Sullivan, Joseph Frappolli

Also Present: Mayor Kristan I. Marter; Thomas A. Sahol, Township Administrator; Thomas J. Hastie, Jr., Esq., Township Solicitor; Nancy L. Erlston, Township Clerk; Jenise Silinsky, Deputy Township Clerk

Absent: None

FIFTEEN (15) MINUTES OF PUBLIC COMMENT

Motion of Fratinardo, seconded by Gabriele to open public comment. Voice vote – All ayes. Seeing no one wishing to be heard, a Motion was made by Loftin, seconded by Fratinardo to close the Public Comment portion. Voice vote – All ayes.

BUSINESS

A. Code Official Review of Fee Schedule – LaRocca

Construction Code Official Joe LaRocca explained that one of the things he noticed in going through some of the correspondence and looking over the state of the department was the fee schedule. There were a lot of deficiencies in the fee schedule, not just in pricing but the structure of the fee schedule itself. He has been a construction official in other towns since 2015 and spent some time in the Department of Community Affairs of the State of New Jersey and he had adopted this fee schedule previously in other municipalities and it has already been set up and approved by the DCA in its structure. The fee schedule he presented to Council adds a lot of things and makes a lot of corrections to line up with the State regulations. One of the things is the mechanical section, it was completely absent in our fee schedule for the mechanical discipline which is a mandate by the State. That is the section that allows us to send out one inspector at times to cover simple things like furnaces and boilers, instead of having to send multiple inspectors out. That fee section was completely absent. The second thing he mentioned is that a lot of items were missing from the fee schedule like services that we perform that we weren't collecting on or, if we did, we were arbitrarily coming up with a fee to cover that. The third thing he wanted to accomplish with the new fee schedule is the fees themselves. This fee schedule does change some fees, to be fair and equitable to cover the services that we are performing. But the other things he would like to accomplish is to reduce the fees for residential customers within the town. Commercial inspections are a lot more intense and time consuming than residential inspections.

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Council Representative Loftin asked if there is anything else that Mr. LaRocca would like to update or implement going forward. Mr. LaRocca explained that, outside of the fee schedule, he has already added quite a few handouts to the website that are geared toward homeowners to help walk them through the permitting process. He has also been doing some organizational things in the office, things that he has identified that could help with the efficiency within the department. But the next step is looking at the website, getting those handouts and things online, and how we interact with the public through the website. He stated that just a few weeks ago he added the ability to schedule inspections online so you don't have to call in, you are able to log on 24 hours a day, seven days a week and schedule inspections.

B. Watershed Improvement Plan – Ted Lovenduski/Rich Brevogel

Rich Brevogel explained that under the 2023 Stormwater permit regulations all municipalities were required to do a watershed improvement plan. The first phase of that plan was watershed inventory, which was completed in its draft form and sent to the State of New Jersey on December 31, 2025, prior to the deadline. That plan only looked at what you have in the municipality; it looked at the watersheds, all of the assets, inlets, outfalls, any retention basins that are owned by the municipality, where the Public Works yard is and outlined that, and then it did rain calculations and other things basically to look at how water flows and where it goes in the municipality. That report will be posted on the webpage and it will be available for public comment on the stormwater webpage. A follow-up meeting will be held after 60 days where people who have comments can come to that meeting and the answers and responses will be shared as a facts sheet. There is another report that needs to be completed this year, which is an assessment of all of the sub-watersheds in the municipality. This is a more involved plan. The problem is we have not gotten any comments back yet from the State. He submitted an inquiry to the DEP to ask them what is going to happen with the timelines and if there is still going to be an expectation of the second phase of the report due on January 1, 2027 and then the third phase of January 1, 2028. He explained that this is just to introduce that the plan is out there, get it out to the public and put it out on the stormwater page. The second phase is going to be a lot more involved and that can be addressed at a later time.

Council Representative Loftin asked what the things are that Council should know to have an understanding. Mr. Brevogel stated that the important thing would be to look at the fact that they have isolated your municipality and they have asked for all of your assets and where the drainage of those assets goes. In the second phase they are going to be looking for us to analyze the impairments and what we will do from an engineering perspective or an operational perspective to improve water quality of those impairments. It is really just getting an understanding of how many watersheds are in the municipality because that will be a big part of the second phase. We have to do an individual assessment of those watersheds and there is a ton of information that they are going to want to gather. So it is really just understanding how your system is set up and what your interconnections are. It can be complicated and how we figure that out is going to be the difficult part in the next two phases of this plan. He asked that Council read through and digest it and if they have any questions to reach out to him.

ACTION

A. Resolutions

- 2026-81, Emergency Temporary Appropriations
- 2026-82, Authorize Alaimo Associates to perform Construction Services for Main Street Pump Station Upgrade
- 2026-83, Authorize Mayor to Sign a Request for Extension of a NJDEP Treatments Works Permit Application for Main Street Pump Station
- 2026-84, Cancellation of Tax Sale Certificate

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Motion of Fratinaro, seconded by Sullivan to approve Resolution Nos. 2026-81 through 2026-84.

Upon roll call, the Council voted as follows:

- YEAS: Fratinaro, Gabriele, Loftin, Sullivan, Frappolli
- NOES: None
- ABSENT: None Unanimous vote – Motion carried

B. Minutes

- Regular Session of March 18, 2026

Motion of Gabriele, seconded by Loftin to approve the Minutes. Voice vote – All ayes.

C. Ordinances

- 2026-10, Amending Chapter 91 of the Code of the Township of Florence Entitled “Land Use and Development Regulations” and Chapter 108 Entitled “Portable Home Storage Units”
(Introduction & 1st Reading) (2nd Reading & Public Hearing May 6, 2026)

Ted Lovenduski explained that this is amendment to the Land Use ordinance to revise a few issues that they identified in the past. These are frequent things that come up in variances. The engineer cross-checked everything to see if it affects anything else because when you change one thing it could change something else down the line. So the engineer looked at the minutia of the changes that were suggested from the Zoning Board review and implemented them into our ordinance. Brett Harris of Alaimo explained that the ordinance amendments are generally intended to provide additional flexibility for homeowners when it comes to lot coverage and small improvements and it was developed with quite a few eyes on it.

Council Representative Sullivan stated that he came in front of the Zoning Board and discussed increasing the impervious coverage and asked Ted how it layers with this ordinance. Ted explained that this is exactly what that is. The three highlights are impervious, allowing a shed up to fifty square feet and tighter regulations on storage containers and everything else is the minutia of those highlights.

Motion of Loftin, seconded by Sullivan to approve Ordinance No. 2026-10.

Upon roll call, the Council voted as follows:

- YEAS: Fratinaro, Gabriele, Loftin, Sullivan, Frappolli
- NOES: None
- ABSENT: None Unanimous vote – Motion carried

PUBLIC COMMENT

Motion of Gabriele, seconded by Fratinaro to open the meeting to the public at this time. Voice vote – All ayes. Seeing no one wishing to be heard, a Motion was made by Fratinaro, seconded by Loftin to close the public comment portion. Voice vote – All ayes.

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ADJOURNMENT

Motion of Loftin seconded by Gabriele to adjourn. Voice vote – All ayes. Meeting adjourned at 7:39 p.m.

Respectfully submitted,

Nancy L. Erlston, RMC
Township Clerk
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