

**WILLINGBORO TOWNSHIP COUNCIL**

**AGENDA**

**May 17, 2016**

6:00 PM  
Call to order  
Flag Salute  
Statement  
Roll Call

**Presentation EXECUTIVE MANAGER'S SEARCH—BURGESS GROUP**

**Youth In Government Day**

**Manager's Report**

**Ordinance ORDINANCE 2016—7**

**OUTDOOR EATING FACILITIES—(Public Hearing) FINAL**

Purpose is to permit certain outdoor eating facilities adjacent to existing restaurants and businesses selling prepared food in order to encourage the viability of restaurants and food-service establishments and to enhance the vitality of the Township of Willingboro

**NOTICE**

Notice is hereby given that the foregoing ordinances 2016--7 was introduced and passed on first reading at a regular meeting of the Township Council of the Township of Willingboro, in the County of Burlington, State of New Jersey, held on May 3, 2016 and will be considered for second reading and final passage at the regular meeting of said Township Council to be held on the May 17, 2016 at 7 p.m. or as soon thereafter as this matter can be reached, at the meeting room of the Municipal Building located at One Rev. Dr. M. L. King, Jr. Drive, Willingboro, New Jersey, at which time all persons interested shall be given an opportunity to be heard concerning these ordinances. Copies will be made available at the Township Clerk's office in the Municipal Building to the members of the general public who shall request the same.

Res. 2016—99 RESOLUTION OF THE TOWNSHIP OF WILLINGBORO TO AWARD A CONTRACT FOR SOLID WASTE COLLECTION SERVICE

Res. 2016—100 RESOLUTION IN SUPPORT OF AN UPDATE TO THE RIVER ROUTE CORRIDOR'S REGIONAL STRATEGIC REVITALIZATION PLAN

Res. 2016—101 EXECUTIVE SESSION (IF NEEDED)

**Old Business**

**Res. 2016—95**

**RESOLUTION AUTHORIZING THE AGREEMENT OF THE  
ESTABLISHMENT OF LENGTH OF SERVICE AWARD PROGRAM  
(LOSAP)—HELD FROM THE MAY 3, 2016 MEETING**

**APPROVAL OF APRIL 5, 2016 MINUTES**

**Public comment**

**Council comment**

**Adjournment**

**ALL BUSINESS ITEMS ARE TENTATIVE PENDING THE REVIEW AND APPROVAL OF  
THE LAW DEPARTMENT**

**Willingboro Township Council Meeting of May 17, 2016 was held in Council’s Chambers, One Rev. Dr. M.L. King, Jr. Drive, Willingboro, NJ 08046**

The meeting was called to order at 6 PM –Opening conducted by the Official Township Clerk  
Flag Salute  
Required Statement  
Roll Call

The Required statement was read.

In compliance with the Open Public Meeting Act, this is to announce that adequate notice of this meeting was provided in the following manner.

On January 1, 2016, advance written notice of this meeting was posted on the bulletin board in the Municipal Complex.

On January 1, 2016, advance written notice of this meeting was mailed to the Burlington County times, Willingboro, the Trenton Times, the Philadelphia Inquirer and the Courier Post.

On January 1, 2016, advance written notice of this meeting was filed with the Township Clerk. The Clerk is directed to enter into the minutes of this meeting this public announcement.

<b>Roll Call:</b>	Councilman Holley	Present
	Councilwoman Jennings	Present
	Councilman Nock	Present
	Deputy Mayor Walker	Present
	Mayor Anderson	Present

Also: Richard Brevogel, Acting Township Manager/Dir. of Public Works; Cristal Holmes-Bowie, Esq. Firm of Michael Armstrong, Township Solicitor; Wendell Bibbs, Remington & Vernick Engineer; Eusbias Diggs, CFO Finance; Reva Foster, Director of Community Affairs; Director of Special Services, Vann Jones

**Presentation: Executive Manager’s Search done by Mr. William Burgess of the Burgess Group (see attached PowerPoint presentation).**

Mayor Anderson and Council members thanked Mr. Burgess for his presentation. After the presentation a motion was made to go into an executive session to discuss contract negotiations with Mr. Burgess.

Resolution 2016—101 for Executive Session were voted on and were also to be used for any discussion at the end of the public meeting for other matters.

On motion by Councilwoman Jennings  
Seconded by Councilman Holley

Roll Call:	Councilman Holley	Yes
	Councilwoman Jennings	Yes
	Councilman Nock	Yes
	Deputy Mayor Walker	Yes
	Mayor Anderson	Yes

Executive Session began at 6:30PM  
Executive Session ended at 7:00 PM

Motion to return to public session was made by Councilman Holley and seconded by Deputy Mayor Walker. All in favor and none opposed.

Motion carried. Resolution 2016—101 approved.

**Youth in Government Day (Mock Council Meeting started at 7:00PM)**

Willingboro held their annual Youth in Government Day, where Willingboro High School students spend a half day shadowing Directors of each department in our municipality. Then in the evening the students conducted a mock Council meeting before the official Council members and the public. They made up their own agenda, voted, and held discussions on their agenda items. These are the names of the students that served as Council persons:

Zavian Bell – Mayor  
Naomi Wallerson – Deputy Mayor  
Brielle McBride – Councilperson  
Daniel Nguyen – Councilperson  
Alejandro Romero – Councilperson  
Aniya Falter – Clerk

A total of 14 students participated in the 2016 Youth in Government Day. Each student gave a brief summation of what they learned in shadowing the Director that they were assigned to. Our official Council persons and those in attendance of the public; which included Mrs. Ash, School Principal, Assistance Principals, and Mr. Taylor, District Superintendent, along with parents, friends, and all the School Board members were very proud of all the students that offered to give their time, talent and efforts to learn about government in the town in which they live.

**Manager's Report (See attached)**

**Ordinances**

**ORDINANCE 2016—7**

**OUTDOOR EATING FACILITIES—(Public Hearing) FINAL**

Purpose is to permit certain outdoor eating facilities adjacent to existing restaurants and businesses selling prepared food in order to encourage the viability of restaurants and food-service establishments and to enhance the vitality of the Township of Willingboro

**NOTICE**

Notice is hereby given that the foregoing ordinances 2016--7 was introduced and passed on first reading at a regular meeting of the Township Council of the Township of Willingboro, in the County of Burlington, State of New Jersey, held on May 3, 2016 and will be considered for second reading and final passage at the regular meeting of said Township Council to be held on the May 17, 2016 at 7 p.m. or as soon thereafter as this matter can be reached, at the meeting room of the Municipal Building located at One Rev. Dr. M. L. King, Jr. Drive, Willingboro, New Jersey, at which time all persons interested shall be given an opportunity to be heard concerning these ordinances. Copies will be made available at the Township Clerk's office in the Municipal Building to the members of the general public who shall request the same.

ORDINANCE 2016--7

## Chapter 237. Outdoor Eating Facilities

### 237-1. Purpose.

The purpose of this chapter is to permit certain outdoor eating facilities adjacent to existing restaurants and businesses selling prepared food in order to encourage the viability of restaurants and food-service establishments and to enhance the vitality of the Township of Willingboro.

### 237-2. Applicability.

- A. The provisions of this chapter apply only to outdoor eating facilities on public property and/or within the public right-of-way. Outdoor eating facilities proposed for private property must be approved under the site plan and other applicable zoning regulations pursuant to Chapter 370 of the Code of the Township of Willingboro.
- B. Outdoor eating facilities regulated by this chapter shall only be operated by, and adjacent to, existing, approved, indoor restaurants and/or retail stores which sell food or drink that is ready to consume.

### 237-3. Operation, furniture, and littering regulations.

All outdoor eating facilities permitted by this chapter must comply with the following:

- A. A safe, continuous, and level path on the public right-of-way (sidewalk) shall be maintained for pedestrian traffic to pass in front of the property operating the outdoor eating facility. Such path must be not less than four feet in width between the most forward edge of any furniture or other items and any existing and proposed features, such as trees, tree wells, planters, benches, trash cans, signs, hydrants, utility poles, curb lines, and similar publicly installed fixtures or other items in the right-of-way.
- B. No outside furniture or other items may be located within three feet of the curb line.
- C. All outside furniture or other items shall be removed from the public right-of-way (sidewalk) at the end of business each day and stored inside the business.
- D. Logos, words, signs or symbols may not be visible on any furniture or other outdoor items.
- E. All trash and litter must be contained, cleaned up and/or removed for appropriate storage so that there is no blowing paper or other trash on or coming from the site.
- F. Disposable items including, but not limited to dishes, cutlery, cups, table covers, and napkins:
  - (1) Shall not be used as part of any outdoor eating facilities where employees' of the business serve patrons.
  - (2) May be used by patrons using outdoor furniture where food and drinks are obtained inside the business premises and there is a satisfactory plan to insure that these disposable items do not become litter. Businesses meeting this requirement must include appropriately located trash receptacles in their plan along with regular monitoring and cleanup by employees of the business,

- G. Pedestrian traffic shall not be impaired due to the operations of serving food and drinks or during set up or removal of the outdoor furniture and items.
- H. There must be a satisfactory operating plan that covers the following:
  - (1) Serving of food and drinks;
  - (2) Cleaning any accumulation of trash, garbage and/or litter;
  - (3) Ensuring that pedestrian traffic will not be impaired; and
  - (4) Removing all tables, chairs, storage items, and other items from the right-of-way when the operations cease each day.

#### **237-4. Permit required.**

It shall be unlawful to place furniture and other items on the outside of any property to be used in connection with a proposed, or existing outdoor eating facility in the Township of Willingboro without first making application for and obtaining an outdoor eating facility permit.

#### **237-5. Application process; fee.**

- A. All businesses desiring to operate an outdoor eating facility shall obtain permission therefor annually on a calendar-year basis from the Township of Willingboro by submitting a written application to the Zoning Officer. All applications for outdoor eating facility permits shall be submitted on such forms and in such quantity and with such attachments as may be required by the Township of Willingboro. The application will contain a hold-harmless provision, as determined by the Township Solicitor that the applicant must agree to as part of the application.
- B. The fee for an initial outdoor eating facility permit application shall be \$50. The fee for a renewal application for substantially the same arrangement shall be \$25 each year thereafter. For an application to be considered a renewal application, it must include substantially the same information as was on the initial application.
- C. Once an application for an outdoor eating facility permit is submitted, the Zoning Officer shall review it within 10 days in order to determine whether it is complete. A complete application for an outdoor eating facility permit shall consist of the following terms:
  - (1) A scale drawing of
    - (a) The entire right-of-way from the building façade to the curb line in front of the building (or other proposed outdoor location) where approval for an outdoor eating facility is desired.
    - (b) The location of all existing and proposed features such as trees, tree wells, planters, sidewalk materials and conditions, sidewalk width, benches, trash cans, signs, hydrants, Utility poles and similar publicly installed fixtures.
    - (c) The location, size, layout, etc., of proposed tables, chairs, umbrellas, storage items, etc.

- (2) Drawings, photographs, or catalog cuts of the proposed tables, chairs, umbrellas, storage items, including colors, fabrics, materials, etc.
- (3) Details of the operational plan for serving of food and drinks, for cleaning any accumulation trash, garbage and/or litter; for ensuring that pedestrian traffic will not be impaired; and for removing all tables, chairs, storage items, and other items which must be removed when the operations cease each day.
- (4) A certificate of insurance or written commitment from the applicant's insurer that a certificate of insurance will be issued upon approval of the permit, providing for a minimum \$1,000,000 of general liability coverage applicable to the outdoor eating facility and including written provision including the Township of Willingboro as an additional named insured to cover any claims related to the outdoor eating facility, in order to safeguard and protect the public.
- (5) Signature of the applicant or the owner of the proposed outdoor eating facility (who is presumed to be the applicant).
- (6) Signature if the owner, or designated representative, of the tax lot for which the application is made.

#### **237-6. Approval process.**

- (A) Once the Zoning Officer has deemed the application complete, such Officer shall review the application to determine if it conforms to the appropriate sections of this chapter. The Zoning Officer shall then issue a written decision indicating whether the proposed outdoor eating facility is in conformance and what aspects, if any, of the proposed facility are not in conformance.

#### **237-7. Appeals.**

- A. Any applicant whose application for an outdoor eating facility permit has been deemed incomplete by the Zoning Officer; or has been deemed to be nonconforming by the Zoning Officer, may appeal such decision, in writing to the Willingboro Township Zoning Board.
- B. All such appeals shall be made within 30 days of the date of the written decision upon which the appeal is based, and shall be on such forms as may be required by the Planning Board.
- C. The Planning Board may, in its review of a written appeal, consider the Zoning Officer's written denial; and any other information deemed to be relevant to the Board's review.
- D. The decision of the Planning Board shall be transmitted, in writing, to the applicant.

#### **237-8. Maintenance, compliance and enforcement.**

- A. All outdoor eating facilities shall be maintained and operated by the permit holder according to the approved permit. This maintenance shall include keeping the furniture and other items clean and in good repair, as necessary.
- B. If the Zoning Officer determines that any outdoor eating facility is in a state of disrepair, unclean or not in compliance with the operating plan, layout and approved items per the permit, the

Zoning Officer shall give written notice to the permit holder of the unsatisfactory condition of the facility and/or the violation of the terms of the permit.

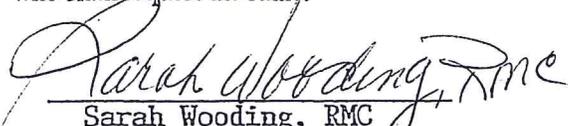
- C. The permit holder shall thereafter have five (5) days to correct the unsatisfactory condition or permit violation. If the unsatisfactory condition or violation is not so corrected within the five (5) day period, the Zoning Officer may thereafter suspend the permit, and the outdoor eating facility must cease operation. No furniture or other items may be placed in the right-of-way until the Zoning Officer agrees that the violation is corrected.
- D. The Zoning Officer shall also report the violation to the Township Council who may, at its discretion, revoke the permit, continue the suspension or lift the suspension, pursuant to the provisions of this chapter.
- E. The Zoning Officer may, in addition to suspending the permit or, as an alternative, file a Municipal Court complaint against the permit holder.
- F. The Zoning Officer may file a complaint in Municipal Court against any individual or entity that places furniture or other items in the right-of-way for the purpose of operating an outdoor eating facility as provided for in this chapter, without obtaining a permit pursuant to this chapter.

### 237-9. Violations and penalties.

Any person who violates any part of this chapter, or does any act or thing prohibited, or refuses to do any act required to be done, or refuses or fails to comply with an order of the Zoning Officer, or an order of the Board with jurisdiction in this chapter, shall, upon conviction thereof before any judicial officer authorized to hear and determine the matter, be subject to the penalties provided in Section 1-15 of the Code of the Township of Willingboro. Whenever such person shall have been officially notified by the Zoning Officer or by service of a summons in a prosecution, or in any other official manner, that such person is committing a violation, each day's continuance of such violation after such notification shall constitute separate offense punishable by a like fine or penalty.

#### NOTICE

Notice is hereby given that the foregoing ordinances 2016--7 was introduced and passed on first reading at a regular meeting of the Township Council of the Township of Willingboro, in the County of Burlington, State of New Jersey, held on May 3, 2016 and will be considered for second reading and final passage at the regular meeting of said Township Council to be held on the May 17, 2016 at 7 p.m. or as soon thereafter as this matter can be reached, at the meeting room of the Municipal Building located at One Rev. Dr. M. L. King, Jr. Drive, Willingboro, New Jersey, at which time all persons interested shall be given an opportunity to be heard concerning these ordinances. Copies will be made available at the Township Clerk's office in the Municipal Building to the members of the general public who shall request the same.

  
Sarah Wooding, RMC  
Township Clerk

  
Nathaniel Anderson.  
Mayor.

**Willingboro Township Council Meeting of May 17, 2016 was held in Council's Chambers, One Rev. Dr. M.L. King, Jr. Drive, Willingboro, NJ 08046**

Mayor Anderson opened the floor for public hearing on Ordinance 2016-7.

Councilman Nock had a question on Ordinance 2016-7. He addressed his question to the Interim Manager, Mr. Brevogel, asking whether the Township has the ability to collect taxes on a commercial entity for nonexempt properties.

Mr. Brevogel replied that was correct. Mr. Brevogel stated that if you were to have a business that is a nonprofit organization that is using, what is considered township space, like the Board of Education, the JFK Center for example. He continued stating that a profit organization can be taxed for the space they use at a commercial rate, but that if it is a nonprofit they can be exempted.

Mayor Anderson as if there were any further comments on Ordinance 2016-7 public hearing. There were none and Mayor Anderson closed public hearing on the ordinance.

On motion by Councilwoman Jennings

Seconded by Councilman Holley

Roll Call:	Councilman Holley	Yes
	Councilwoman Jennings	Yes
	Councilman Nock	Yes
	Deputy Mayor Walker	Yes
	Mayor Anderson	Yes

Motion carried. Ordinance 2016—7 Approved for Final adoption

**RESOLUTION NO. 2016-99**

**A RESOLUTION OF THE TOWNSHIP OF WILLINGBORO TO AWARD A CONTRACT FOR A SOLID WASTE COLLECTION SERVICE**

**WHEREAS**, on February 25, 2016, the Township of Willingboro publicly advertised a Request for Proposals for Solid Waste collection and disposal for the Township of Willingboro;

**WHEREAS**, on March 8, 2016, a non-mandatory pre-bid conference meeting was held by the Township; and

**WHEREAS**, on April 28, 2016, the Bids were opened and publicly read in accordance with the local public contracts law, N.J.S.A. 40A:11-1, et seq.; and

**WHEREAS**, Bids were received from the following vendors:

Waste Management  
Central Jersey/Sotlerra  
Gold Medal Environmental of NJ Inc.  
Republic Services

**WHEREAS**, the apparent low and responsible bidder is Gold Medal Environmental of NJ Inc. of 1770 Hurffville Road, Sewell, New Jersey 08080; and

**WHEREAS**, in accordance with N.J.S.A. 40A:11-1, et seq., it is in the best interest of the Township of Willingboro to accept the lowest responsible bid of Gold Medal Environmental of NJ Inc. of 1770 Hurffville Road, Sewell, New Jersey 08080; and

**WHEREAS**, the contract shall be for a term of 3 years at the following total cost: Year 1 - \$69,971.49; Year 2 - \$71,302.70; Year 3 - \$73,082.02; and

**WHEREAS**, pursuant to N.J.S. A. 40A:11-15, the contract may be extended for two one year periods, subject to Council approval and a finding that the services are performed in an effective and efficient manner, at the rates submitted for option year 4 at \$74,751.23 and option year 5 at \$76,530.55, respectively.

**WHEREAS**, Council has reviewed and accepts the bid recommendation submitted by Robert L. Willis, of TrashPro, attached hereto; and

**WHEREAS**, funds are available for this purpose, as indicated by the attached Treasurer's Certification.

**NOW THEREFORE BE IT RESOLVED**, by the Township Council of the Township of Willingboro, assembled in open public session on this 17<sup>th</sup> day of May, 2016, that the contract for solid waste collection services shall be awarded to Gold Medal Environmental of NJ Inc. of 1770 Hurffville Road, Sewell, New Jersey 08080, upon the terms set forth herein, in the Bid specifications, accepted bid, and contract.

**BE IT FURTHER RESOLVED THAT** certified copies of the resolution shall be provided to Gold Medal Environmental of NJ Inc. of 770 Hurffville Road, Sewell, New Jersey 08080, the Finance Department, and Public Works Department for their attention and information; and that the bids be spread upon the minutes.

On motion by Councilwoman Jennings

Seconded by Deputy Mayor Walker

Roll Call:	Councilman Holley	Yes
	Councilwoman Jennings	Yes
	Councilman Nock	Yes
	Deputy Mayor Walker	Yes
	Mayor Anderson	Yes

Motion carried. Resolution 2016—99 Approved.

**Willingboro Township Council Meeting of May 17, 2016 was held in Council's Chambers, One Rev. Dr. M.L. King, Jr. Drive, Willingboro, NJ 08046**

**RESOLUTION NO. 2016- 100**

**TOWNSHIP OF WILLINGBORO**

**A RESOLUTION IN SUPPORT OF AN UPDATE TO THE RIVER ROUTE CORRIDOR'S REGIONAL STRATEGIC REVITALIZATION PLAN**

**WHEREAS**, in 1995 the Burlington County Board of Chosen Freeholders (Board) initiated the preparation of a regional strategic revitalization plan for the Route 130/Delaware River Corridor (Corridor); and

**WHEREAS**, the twelve municipalities that make up the Corridor, including Beverly City, Burlington City, Burlington Township, Cinnaminson Township, Delanco Township, Delran Township, Edgewater Park Township, Florence Township, Palmyra Borough, Riverside Township, Riverton Borough and Willingboro Township, participated in the planning process and adopted resolutions endorsing the Corridor plan; and

**WHEREAS**, the Board adopted a resolution endorsing the completed Corridor plan and submitted it to the New Jersey State Planning Commission (SPC) for endorsement in 1998; and

**WHEREAS**, the SPC endorsed the Corridor plan in 1998, recognizing the cooperative planning undertaken by the Corridor municipalities and the Board to prepare the plan and encouraging State resources to be directed to the Corridor for assistance in revitalizing the municipalities; and

**WHEREAS**, over the years, the Board and the twelve Corridor municipalities have made much progress in implementing the Corridor plan and in revitalizing the Corridor; and

**WHEREAS**, there is a need to update the Corridor plan to adapt to the changing dynamics of economic and business trends, socio-demographic trends, legislation, technological innovations, environmental changes and other changes, as well as to re-evaluate priorities and resource commitments and to capitalize on experience and trust earned over the past two decades;

**WHEREAS**, four additional municipalities north of the original twelve, including Bordentown City, Bordentown Township, Fieldsboro Borough, and Mansfield Township, have expressed interest in joining the original twelve in a regional strategic revitalization planning process; and

**NOW, THEREFORE, BE IT RESOLVED**, on this 17<sup>th</sup> day of May, 2016 in open public session the Township Council of the Township of Willingboro endorses and supports the effort to update the River Route Regional Strategic Revitalization Plan for the aforesaid sixteen (16) municipalities and agrees to participate in the effort by appointing four (4) representatives,

- a. who shall be the official liaisons between the Board's River Route Steering Committee (Committee), Township Council and Township Planning Board, and
- b. who shall also serve on the Committee and participate in the Committee's various issue-related task groups, which shall be responsible for:

1. Reviewing the Corridor planning staff's analyses of current conditions and trends;
2. Participating in identifying current and future constraints and opportunities for the Township of Willingboro and the Corridor;
3. Contributing toward the articulation of a future vision and goals for the Corridor's quality of life;
4. Participating in developing recommendations for policy objectives and implementation strategies for the Township of Willingboro and the Corridor; and
5. Reviewing and recommending an update to the River Route Regional Strategic Revitalization Plan for future endorsement by the Township Council of the Township of Willingboro.

Councilman Nock said that he noticed that the resolution says that the official liaison between the Steering Committee and the Planning Board. He wanted to know exactly what that definition meant. He asked, was this saying that a member of the Planning Board should be on this committee or is this just a suggestion. He also noted that he expected that the four mentioned seats were pretty contested, because if it is a member of the Planning Board that leaves three other seats.

Cristal Holmes-Bowie, Esq. replied that the resolution is a sample format from the County and that from her understanding it was basically the Council to appoint the four representatives, which will be the liaison between the River Route Steering Committee, and there is nothing prohibiting a member being of the Planning Board.

Councilman Nock said that he was thinking the other way. He asked does it have to be one from there (Planning Board).

Cristal Holmes-Bowie, Esq. replied that she did not read it that way.

Mayor Anderson stated that he had the opportunity last night to sit in as co-liaisons of the Economic Development meeting and Mr. Mark Remsa was there also. He noted that that conversation is being held with the members of the Economic Development Committee as well.

Councilman Nock asked Mayor Anderson to tell all what Mr. Remsa regarding what is in this for Willingboro, because the last time they did something similar, and it was questionable what we got out of there, because of our new status in the county as a distress community.

Mayor Anderson said that one of the things that Mr. Remsa did mention was that we would be part of all the municipalities up and down the corridor; I believe it would include sixteen communities.. And, that each community having four members would total around 64 representatives. Mayor Anderson said that the conversation was about each representative coming to the table to discuss how to attract business and how to retain businesses. Mayor Anderson also noted that Mr. Remsa had contacted our Interim Manager, Mr. Brevogel in wanting to hold the first Regional meeting here in Willingboro at the Kennedy Center on June 27<sup>th</sup>. Also, because he (Mr. Remsa) would like Willingboro to be a model for the concept based on what was done with the Towne Center.

Councilman Nock asked how if residents are interested they do the Citizen form.

Mayor Anderson said that at this time there were no details as to how the selection process would be made.

**Willingboro Township Council Meeting of May 17, 2016 was held in Council’s Chambers, One Rev. Dr. M.L. King, Jr. Drive, Willingboro, NJ 08046**

Deputy Mayor Walker said, shouldn’t we stay consistent with the policy we use with the Citizen Forms.

Councilman Nock agreed and said, why not.

Deputy Mayor Walker then asked if the Clerk be authorized to advertise to see who would be interested.

Councilman Nock agreed that would be consistent.

Deputy Mayor Walker asked if that request was done by motion.

Councilman Nock made the motion that the Township Clerk advertises for those interested in being members of the River Route 130 Corridor Committee.

It was noted by Ms. Holmes-Bowie, Esq. that Council was already in the middle of another motion.

Councilman Nock apologized.

Mayor Anderson asked if there were any further discussion on Resolution 2016-100. There were none.

On motion by Councilwoman Jennings

Seconded by Councilman Nock

Roll Call:	Councilman Holley	Yes
	Councilwoman Jennings	Yes
	Councilman Nock	Yes
	Deputy Mayor Walker	Yes
	Mayor Anderson	Yes

Motion carried. Resolution 2016—100 Approved.

**RESOLUTION NO. 2016-101**

**AUTHORIZING**

**AN EXECUTIVE SESSION OF THE TOWNSHIP COUNCIL**

**WHEREAS**, the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., permits a public body to exclude the public from portions of a meeting at which specific matters set forth in N.J.S.A. 10:4-12b are discussed; and

**WHEREAS**, a request has been made of the Township Council assembled in public session on this 17th day of May, 2016 to convene a closed Executive session consistent with the provisions of N.J.S.A. 10:4-12b; and

**NOW, THEREFORE**, upon motion duly made and seconded and passed by a vote of in favor and opposed, **BE IT RESOLVED** by the Township Council of the Township of Willingboro, County of

Burlington, State of New Jersey that an Executive Session of the Township Council meeting shall be convened to discuss one or more of the following categories as noted:

- \_\_\_\_\_ 1. Any matter which, by express provision of federal law, state statute or rule of court is rendered confidential or excluded from the public portion of the meeting.
- \_\_\_\_\_ 2. Any matter in which the release of information would impair the right to receive funds from the United States Government.
- \_\_\_\_\_ 3. Any material the disclosure of which constitutes and unwarranted invasion of privacy as set forth in N.J.S.A. 10:4-12b(3).
- \_\_\_\_\_ 4. Any Collective Bargaining Agreement or the terms and conditions which are proposed for inclusion in any Collective Bargaining Agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees.
- \_\_\_\_\_ 5. Any matter involving the purchase, lease or acquisition of real estate with public funds, the setting of banking rates or investment of public funds where it could adversely affect the public interest if discussions of such matters were disclosed.
- \_\_\_\_\_ 6. Any tactics and techniques utilized in protecting the safety and property of the public and any investigations of violations or possible violations of law.
- \_\_\_\_\_ 7. Any pending or anticipated litigation or contract negotiations in which Township Council is or may become a party.
- \_\_\_\_\_ 8. Any matters falling within the attorney/client privilege to the extent that confidentiality is required for the attorney to exercise his/her ethical duties as a lawyer.
- \_\_\_\_\_ 9. Any matter involving the employment, appointment, termination of employment, terms and conditions of employment and other categories set forth in N.J.S.A. 10:4-12b(8).
- \_\_\_\_\_ 10. Any deliberations occurring after a public hearing that may result in the imposition of specific civil penalty or the suspension or loss of a license or permit as set forth in N.J.S.A. 10:9-12b(9).

**BE IT FURTHER RESOLVED** that the general nature of the subject to be discussed relates to:

**BE IT FURTHER RESOLVED** that the time when and the circumstances under which the discussion conducted in closed session will be disclosed to the public, in accordance with N.J.S.A. 10:4-14, and to the extent that it is not inconsistent with N.J.S.A. 10:4-12.

**Willingboro Township Council Meeting of May 17, 2016 was held in Council's Chambers, One Rev. Dr. M.L. King, Jr. Drive, Willingboro, NJ 08046**

Mayor Anderson reminded everyone that Resolution 2016-101 had already been voted on and adopted, but needed to be amended to include personnel matters

**Old Business**

RESOLUTION AUTHORIZING THE AGREEMENT OF THE ESTABLISHMENT OF LENGTH OF SERVICE AWARD PROGRAM (LOSAP) **HELD FROM THE MAY 3, 2016 MEETING.**

Interim Manager Brevogel explained to Council that this was an annual resolution awarding volunteers for their services. He explained that there was a stipend given to those volunteers that served for at least five years, which included a cap on the amount.

The Mayor asked if there were no discussion on the resolution, then a motion was needed.

On motion by Deputy Mayor Walker

Seconded by Councilman Nock

Roll Call:	Councilman Holley	Yes
	Councilwoman Jennings	Yes
	Councilman Nock	Yes
	Deputy Mayor Walker	Yes
	Mayor Anderson	Yes

Motion carried. Resolution 2016—95 Approved.

**Approval of April 5, 2016 Minutes**

On motion by Deputy Mayor Walker

Seconded by Councilwoman Jennings

Roll Call:	Councilman Holley	Yes
	Councilwoman Jennings	Yes
	Councilman Nock	Abstain
	Deputy Mayor Walker	Yes
	Mayor Anderson	Yes

Motion carried. April 5, 2016 minutes approved

**NEW BUSINESS**

Mayor Anderson introduced a piece of new business. He said that he would like to know if Council would be interested in introducing a Youth Advisory Committee. He said that a lot of concerns from the community; and even on Facebook that the community would like to know what's going on with our youth. He said he thought it would be fitting to have a committee like this based on what other municipalities are doing. It would be putting together a committee of residents who want to address certain issues and then work on them as a committee. He noted that since a lot of residents are concern about our youth that he would like for Council to consider having that type of a committee.

Councilman Nock asked if he could have a ruling on the motion that he made out of turn earlier.

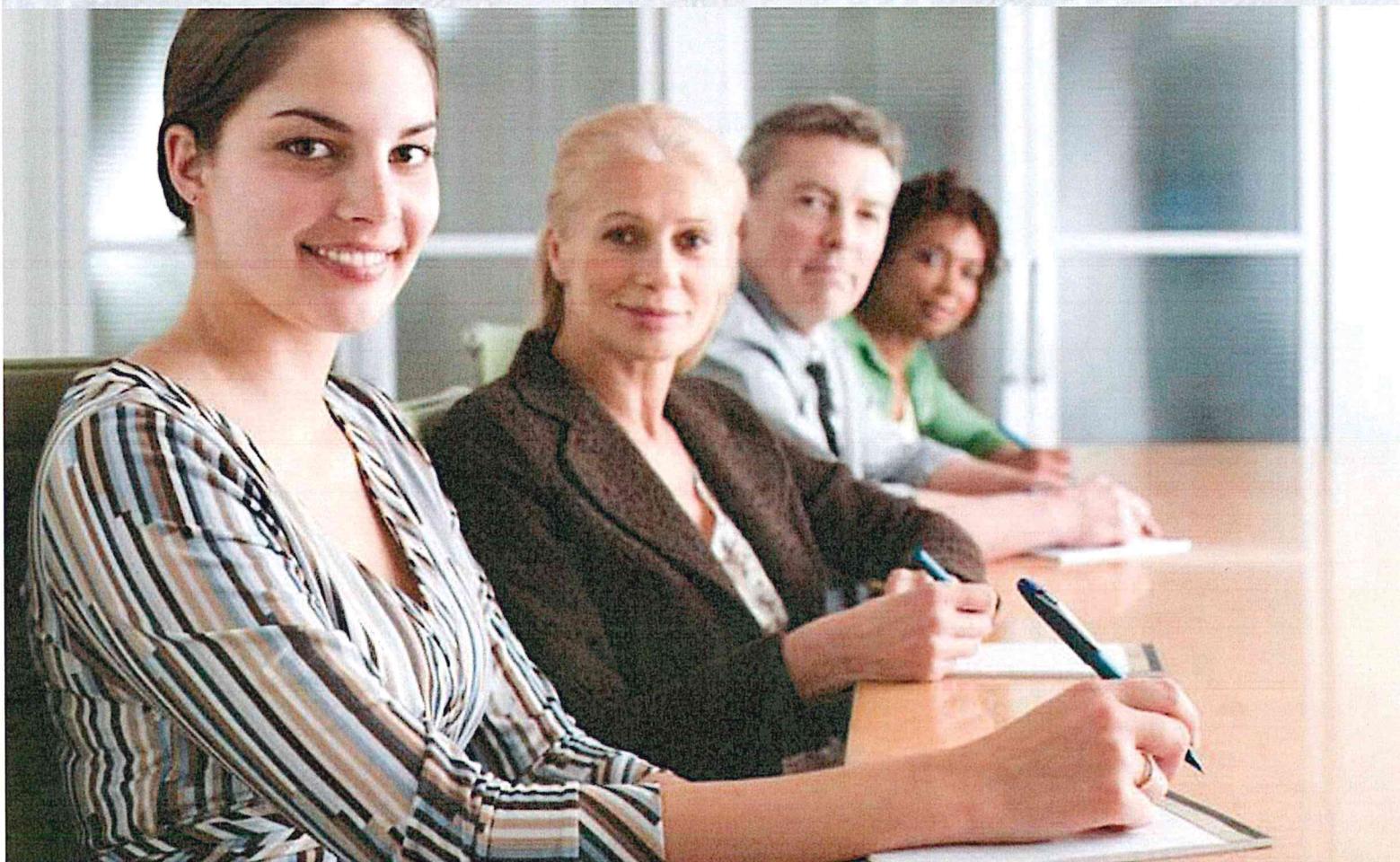
MS. Holmes-Bowie, Esq. replied yes that it would be appropriate for him to make his motion at this time.

Councilman Nock made a motion that the fulfillment of the positions on the Regional Statistical Advisory Plan be done by the Citizen Participation plan. It was seconded by Deputy Mayor Walker.

Roll Call:	Councilman Holley	Yes
	Councilwoman Jennings	Yes
	Councilman Nock	Yes
	Deputy Mayor Walker	Yes
	Mayor Anderson	Yes

Motion carried.

# THE BURGESS GROUP



## PREMIER DIVERSITY RECRUITING

*Making a Difference by Inclusion*

CORPORATE RECRUITERS INTERNATIONAL, INC.



**The Burgess Group**

10 Barclay Street, Suite 16C, New York, NY 10007

T (212) 406.2400 | F (212) 406.2402

BillBurgess@TheBurgessGroup.com

www.TheBurgessGroup.com



To Whom It May Concern:

In 1994, The Burgess Group – Corporate Recruiters International, Inc. was established as a retainer based executive search and management consulting firm with offices in New York, Connecticut, Alabama and an affiliate office in the United Kingdom for our international searches. The Burgess Group has a proven record of successfully completed searches. Over the years, we have distinguished ourselves as a generalist mid to senior level traditional management executive recruiter practice.

Nationally, The Burgess Group is considered a full service leader in diversity recruiting, training and retention consulting programs tailored for your company’s needs from entry level to the boardroom. We have and continue to provide our premier services to major corporations in the consumer product goods and services industry as well as to non-profit institutions, foundations and organizations nationally and internationally. Upon request, we can provide to our prospective clients, our confidential, all-inclusive list of clients for your review.

The Burgess Group has distinguished itself from other executive search firms in the following ways:

- For all search assignments, we guarantee our clients the best qualified candidate slate which will be representative of the U.S. and global population.
- We offer Diversity Resource Planning (DRP)<sup>®</sup>. DRP was developed as an external succession planning methodology. DRP is a proactive approach to furthering strategic diversity within the middle to senior levels and Board of Directors of your corporation.
- For every search we will introduce benchmark candidates on or before the third week. In addition, we will follow-up with you and the successful candidate(s) for one year.
- We will conduct targeted searches in the same time frame and costs as traditional searches.
- We will extend the economy of clustering any additional hires below our normal 33 1/3 fees.

We believe these are value added guarantees and if you agree, we would like to partner with you and your company in fulfilling all of your search requirements. We have distinguished ourselves in strategic sales; marketing development; financial services; construction project management, facilities, and purchasing; healthcare; legal; security and human resources; engineering and manufacturing operations; information technology and media, investor, advertising, public and external relations for consumer product goods and services companies, as well as, institutions and organizations. Let us work together to establish a mutually beneficial business partnership. Pass the baton to the search firm that specializes in the Best Qualified Diverse Executive Workforce for the 21st Century!

Sincerely,

William H. Burgess, III  
President & CEO

■ Main Office:  
■ 10 Barclay Street, Suite 16C  
■ New York, NY 10007  
■ T: 212.406.2400 F: 212.406.2402

■ Affiliate Offices:  
■ 5 Almargo Avenue  
■ New Fairfield, CT 06812  
■ Tel & Fax: 203.746.6629

■ 626 Riverside Drive Suite 11M  
■ New York, NY 10031  
■ www.TheBurgessGroup.com

■ London, England - UK  
■ +44.208.969.7939  
■ BillBurgess@TheBurgessGroup.com



## Client List

- Abyssinian Development Corporation
- Adeco
- Advanced Plumbing & Mechanical Corporation
- Aetna Life Insurance & Financial Services
- Altria Corporation
- American Express Company
- Bank of New York Mellon
- Bayer Consumer Care
- Bombardier
- Cardinal Health (Allegiance Healthcare)
- Cartus (Cendant Mobility)
- CB Richard Ellis Real Estate
- CEP Industrie, France
- Child Development Support Corporation
- City University of New York
- Columbia University
- Compass Group (Canteen Food Services)
- Denny's Restaurants
- Diageo (Seagram & Schieffelin-Somerset)
- Dormitory Authority of New York State
- Emblem Health (HIP)
- Empire HealthChoice Assurance
- FannieMae
- Flagstar Companies
- FMC Corporation
- Ford Foundation
- Galderma (Collagenex Pharmaceuticals)
- Hardee's Food Systems
- Home Box Office HBO
- Hope Community
- Jackie Robinson Foundation
- Jewish Board of Family & Children's Services
- JPMorganChase Bank
- Kraft Foods (Nabisco)
- LendLease (Bovis Lend Lease)
- Mastercard International
- McGraw-Hill
- Medgar Evers College
- Merck & Co. (Schering-Plough HealthCare)
- Metropolitan Transportation Authority
- Mitchell & Titus Accounting Services
- Munder Skiles Garden Furniture
- NAACP Legal Defense & Educational Fund
- New Jersey Transit
- New York City Department of Sanitation
- New York City Health & Hospitals Corporation
- New York Life Insurance Company
- New York Power Authority
- New York Savings Bank Life Insurance
- Nielsen
- Northeast Utilities
- Oerlikon Group (Sulzer Metco)
- One Hundred Black Men's Foundation
- Pfizer Consumer Care
- Philadelphia Inquirer & Daily News Newspapers
- Philip Morris International
- Pitney Bowes
- Port Authority of New York & New Jersey
- Potomac Electric Power
- Proftech Office Solutions
- Prudential Insurance & Financial Services
- Queens Public Library
- Royal Mosa, The Netherlands
- Scholastic Education
- Siemens
- Skanska USA Building
- Southern Education Foundation
- Sony Music & Entertainment
- State University of New York at Stony Brook
- Steelcase
- Thermal Spray Solutions
- Toys 'R' Us
- Turner Construction
- Verizon (Bell Atlantic)
- ViaCyte (Neocrin)
- Visa, USA
- Western Union
- Williams Communications
- Wyeth Consumer Healthcare (Whitehall-Robins)
- York College

Main Office:  
 10 Barclay Street, Suite 16C  
 New York, NY 10007  
 T: 212.406.2400 F: 212.406.2402

Affiliate Offices:  
 5 Almargo Avenue  
 New Fairfield, CT 06812  
 Tel & Fax: 203.746.6629

626 Riverside Drive Suite 11M  
 New York, NY 10031  
 www.TheBurgessGroup.com

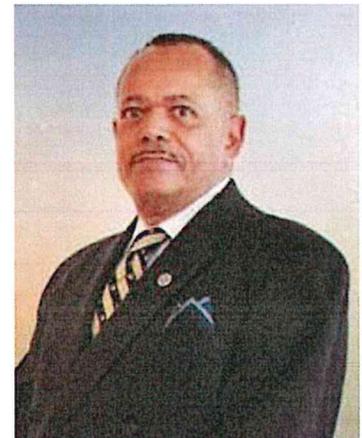
London, England - UK  
 +44.208.969.7939  
 BillBurgess@TheBurgessGroup.com



## William H. Burgess, III

Prior to launching The Burgess Group – Corporate Recruiters International in New York, Connecticut and Alabama, William H. (Bill) Burgess, III was Senior Vice President at Skott/Edwards Consultants and Executive Vice President/Partner with Wesley, Brown & Bartle, both retainer executive search firms in New York City. Bill performed middle to senior level executive search assignments ranging from Fortune 500 corporations, venture-backed emerging companies and major institutions to international organizations, associations and foundations.

Burgess was responsible for securing and conducting traditional executive search engagements, while overseeing the firm's diversity consulting practice, utilizing the Diversity Resources Planning (DRP)<sup>©</sup> program which he developed. As Managing Director of Diversity Resources at Skott/Edwards, Bill directed this specialty practice assisting companies in fulfilling their corporate management goals in diversity hiring, training and retention. Burgess assisted corporate clients with managing the diversity of today's multi-cultural workplace of highly specialized middle to senior level professionals. Bill directed the process of candidate identification, assessment and screening, bi-lateral information interviews, responsibility status updates and consultation through the offer and acceptance process.



He worked on behalf of corporations in sales and marketing; consumer product goods and services; financial services and insurance; management information systems; manufacturing operations; advertising, public and investor relations; media; legal; human resources and training; corporate affairs; non-profit and general management-executing assignments throughout the full range of functional disciplines.

At Wesley, Brown & Bartle and later Wesley, Burgess and Bartle, Bill was responsible for executing middle to senior level traditional executive search assignments. He began his career in the non-profit sector and held executive positions at The Metropolitan Museum of Art, The Brooklyn Children's Museum, and The New York City Board of Education while teaching at Rutgers University. Thereafter, he held senior manufacturing management sales and marketing positions with Xerox, Steelcase, American Seating and Gunlocke Companies. Burgess owned and operated an office furniture, space planning and design dealership with offices in New York City, Long Island and Westchester County. He was a Vice President of commercial brokerage services at CB Richard Ellis. He owns a fine art gallery specializing in 19th, 20th and 21st century international art.

Bill was born and educated in Birmingham, Alabama. After attending Phillips Exeter Academy, he received his Bachelor of Arts degree from Lake Forest College and has studied in Italy and Egypt. He continued his education at the graduate level at Dartmouth's Amos Tuck Business School, Xerox University and The American Management Association. He currently serves on the Metropolitan Museum's Audience Development Committee. He was former Chairman of the Board of Directors of The National Minority Business Council and The Children's Art Carnival, Vice President of 100 Black Men, Inc. and Burgess Nursing Home. Bill served on the Boards of The Bronx Museum of the Arts and The Feminist Press of The City University of New York. Burgess is a member of The National Minority Supplier Development Council, The NAACP, St. Paul United Methodist Church, Lake Forest College and Dartmouth's Tuck Alumni.

■ Main Office:  
 ■ 10 Barclay Street, Suite 16C  
 ■ New York, NY 10007  
 ■ T: 212.406.2400 F: 212.406.2402

■ Affiliate Offices:  
 ■ 5 Almargo Avenue  
 ■ New Fairfield, CT 06812  
 ■ Tel & Fax: 203.746.6629

■ 626 Riverside Drive Suite 11M  
 ■ New York, NY 10031  
 ■ www.TheBurgessGroup.com

■ London, England - UK  
 ■ +44.208.969.7939  
 ■ BillBurgess@TheBurgessGroup.com



## Executive Search Process

1. Initial meeting with client organization to gather data both, qualitative and quantitative.
2. Development of position specifications to include experiential, academic, personal qualifications and characteristics.
3. Development of target company list including competitors and complimentary organizations.
4. Identification of potential candidates.
  - a. The Burgess Group computerized data base search
  - b. Target company and complimentary organization penetration
  - c. Published literature search
  - d. Sourcing/networking
  - e. Direct telephone contact and screening of identified individuals
5. Face-to-face, in-depth interviews and assessments.
6. Coordination of client and candidate meetings.
7. Consultative selection of final candidates.
8. Comprehensive reference and background investigation.
9. Work with client organization in structuring appropriate offer of employment and competitive package while coordinating and facilitating the negotiation process.
10. Post acceptance follow up for one year.



■ Main Office:  
■ 10 Barclay Street, Suite 16C  
■ New York, NY 10007  
■ T: 212.406.2400 F: 212.406.2402

■ Affiliate Offices:  
■ 5 Almargo Avenue  
■ New Fairfield, CT 06812  
■ Tel & Fax: 203.746.6629

■ 626 Riverside Drive Suite 11M  
■ New York, NY 10031  
■ www.TheBurgessGroup.com

■ London, England - UK  
■ +44.208.969.7939  
■ BillBurgess@TheBurgessGroup.com

## Diversity Resources Planning (DRP)©

In response to the advent of a global marketplace and the impact of massive changes for Corporate America in the 1990's with excessive downsizing and rightsizing, early retirements and general uncertainty, The Burgess Group has developed a specialty executive search practice which addresses these issues in relation to mid and senior level diversity recruiting. The Diversity Resources Planning Program (DRP)© assists human resources executives and line management with implementing corporate mission statements which further strategic diversity within their workforce. In recent years, this critical segment has seen a disproportionate erosion of minority, female and physically challenged professionals within its ranks.

First and foremost, a well-managed and successful corporate diversity program begins with the recognition and commitment to the need. The existence of barriers in the corporate environment in many instances thwarts corporate diversity. These preconceived issues (i.e. lack of priority and time, too few highly technical and specialized backgrounds, cost and bottom line objections) are addressed and resolved through the execution of The Burgess Group's DRP program.

Where there is an absence of specific job openings, a thorough consulting and research effort is conducted in concert with the client. Only by understanding the company and its corporate culture can we collectively identify and target specific areas within the company in need of diversity. This effort can be conducted either in advance or concurrent with human resources identifying positions where strategic, long-term diversity professional placements should and will be implemented.

Upon client authorization to initiate Diversity Resources Planning with a formal monthly retainer contract, The Burgess Group launches a nationwide examination of industry sources, networks and associations where highly credentialed individuals are identified. This original research is conducted confidentially and solely for the specific needs of each client. Once identified, The Burgess Group will prepare extensive dossiers on these qualified individuals, as well as providing monthly progress reports of ongoing discussions and assessments activities. The number of potential candidates presented each month is established and outlined in the contract. The fee arrangement is based on not only this criterion, but includes an analysis of the complexity and overall assignment objectives. When agreed upon by the client and The Burgess Group, interviews are arranged for informational exchanges between the potential candidate and client company executives. The Burgess Group assists with determining the appropriate structure, timing and participants for these interviews.

As a result of these informational exchanges, all parties benefit. The Burgess Group has found that the participants can speak openly to a wide array of common issues and goals concerning employment opportunities. This is achieved without the customary pressures involved when an actual job position exists.

If during the DRP program process positions become available and an individual becomes a candidate for a specific position, The Burgess Group assists the client and the candidate in developing a formal position analysis. This role continues through the offer and acceptance process. At the time of hire, a mutually agreed percentage of the billed retainer is applied against the standard executive search fee.

Diversity Resources Planning provides our clients with a proven methodology for strategic external succession planning through the creation of an exceptional talent pipeline. DRP is a proactive approach which enhances employee retention and company inclusiveness through a process of professional development with meaningful mentoring and relationship building.

As with our traditional executive search activity, the success of our work is based upon the positive contributions our placements bring to client organizations. The Diversity Resources Planning program is designed to accomplish this goal as a strategic partner to our clients who seek the competitive edge in these challenging times for our global marketplace.

Main Office:  
10 Barclay Street, Suite 16C  
New York, NY 10007  
T: 212.406.2400 F: 212.406.2402

Affiliate Offices:  
5 Almargo Avenue  
New Fairfield, CT 06812  
Tel & Fax: 203.746.6629

626 Riverside Drive Suite 11M  
New York, NY 10031  
www.TheBurgessGroup.com

London, England - UK  
+44.208.969.7939  
BillBurgess@TheBurgessGroup.com



## Fee Structure – Diversity Resources Planning (DRP)©

<i>Candidate Submission</i>	<i>Monthly Retainer Fee</i>
1. One candidatesubmittedper monthfor onejob function	\$3,500 per month with a guarantee of 3 months 5 % fee reductionfor 6 to 9 months 10% fee reductionfor 12 months
2. Two candidates submitted per month forone jobfunction	\$5,000 per month with a guarantee of 3 months 5 % fee reductionfor 6 to 9 months 10% fee reductionfor 12 months
3. One candidatesubmittedper monthfor two different job functions	\$ 5,000 per month with a guarantee of 3 months 5% fee reductionfor 6 to 9 months 10% fee reductionfor 12 months
4. Two candidates submitted per month for two differentjob functions	\$7,000 per month with a guarantee of 3 months 5% fee reduction for 6 to 9 months 10% fee reductionfor 12 months

<i>Candidates Hired</i>	<i>Search Fee</i>
Firstcandidatehired	30 % of the total annualized compensation (3 1/3 % fee reduction)
Second candidate hired	29 % of the total annualized compensation (4 1/3 % fee reduction)
Thirdcandidatehired	28 % of the total annualized compensation (5 1/3 % fee reduction)
Fourthcandidate hired	27 % of the total annualized compensation (6 1/3 % fee reduction)
Fifth candidate hired	26 % of the total annualized compensation (7 1/3 % fee reduction)
Sixth candidatehired and any additional candidateshired.	25 % of the total annualized compensation (8 1/3 % fee reduction)

Main Office:  
10 Barclay Street, Suite 16C  
New York, NY 10007  
T: 212.406.2400 F: 212.406.2402

Affiliate Offices:  
5 Almargo Avenue  
New Fairfield, CT 06812  
Tel & Fax: 203.746.6629

626 Riverside Drive Suite 11M  
New York, NY 10031  
www.TheBurgessGroup.com

London, England - UK  
+44.208.969.7939  
BillBurgess@TheBurgessGroup.com



# Corporate Governance

## A SPECIALTY EXECUTIVE SEARCH PRACTICE

While Corporate Governance has never been easy, increasingly complex issues face the modern Corporation and place ever growing demands on the Corporation's Board of Directors. Today's Board must deal with a complex mix of changing technologies, regulatory mandates, changing accounting standards, tax issues, savvy competitors and increasingly litigious shareholders. Effectiveness and discretion are key elements of meeting the Board's fiduciary obligation to the Corporation's shareholders.



Our extensive executive experience at the highest levels of publicly held corporations provides to The Burgess Group unique insight into the dynamics of Board functioning, and has prepared us to provide an array of services

to Board Chairpersons, Boards as corporate governing bodies, Board Committees, and to individual Board Members. Key to all of our Corporate Governance Executive Search Consulting Services is our capacity and reputation for providing services which are confidential, discrete, independent and thorough; and which conform to the ethical practice standards of the Association of Executive Search Consultants which we have pledged to uphold in the conduct of our business.

Board Assessment Services include analysis of the needs of our clients for specific expertise on their Boards; assessment of the relative skills and backgrounds of current Board Members; comparisons of the mix of skills against the needs and effectiveness of the Board; and independent, professional recommendations for Board restructuring as appropriate.

Board Recruiting and Diversity Services are an extension of our senior executive recruiting practice geared specifically to the needs of Corporate Governance. Our recruiting experience in the senior executive suite and in the Board Room of outstanding professionals of diverse backgrounds and gender makes us particularly well qualified for such tasks because of the extent of our global associations and networks.

Board Support Services include independent executive secretarial services; meeting coordination; independent travel and meeting support with centralized, discrete "third party" billing; and related support services. These services are of particular use to Board Committees which have a need for independence and discretion. Additionally, The Burgess Group offers Board Special Event Planning and Speech Writing Services.

Main Office:  
10 Barclay Street, Suite 16C  
New York, NY 10007  
T: 212.406.2400 F: 212.406.2402

Affiliate Offices:  
5 Almarco Avenue  
New Fairfield, CT 06812  
Tel & Fax: 203.746.6629

626 Riverside Drive Suite 11M  
New York, NY 10031  
www.TheBurgessGroup.com

London, England - UK  
+44.208.969.7939  
BillBurgess@TheBurgessGroup.com



# Retainer Search Agreement

The Burgess Group is hereby retained to fill the following position(s):

*Position Title & Department*

*Approximate Salary & Incentives*

---



---



---

Search fees are based on 33 1/3 % of the total guaranteed annual compensation, plus reimbursable out-of-pocket miscellaneous expenses (ex. messenger and express mail services, etc.). Recruiters and candidates' travel, meal and related interview expenses will require prior authorization by the client. Clients can instruct candidates to bill them directly for any travel or other out-of-pocket expenses they may incur at the client's request or expenses can be included at cost in our client monthly invoice.

The Burgess Group will base its invoices on the agreed annual compensation for the position(s) under search. When the selected candidate's actual total annual compensation is fully determined, the fee will be adjusted accordingly.

One-third (1/3) of total estimated fee/s are payable at the beginning of the search/es listed above; second 1/3 at the presentation of 3-5 benchmark candidates for each search or in thirty (30) days, and the final 1/3 balance in the next 30 days or when candidate/s are hired. Our invoices are due on a net-15 day basis, and it is agreed that should payment not be received by us within thirty (30) days of the invoice date., a late charge of 1.5% per month will be assessed on delinquent invoices.

I hereby acknowledge and agree to the above fee schedule:

---

*Name & Title*

---

*Company*

---

*Signature* *Date*

In order for us to commence the search/es, please sign and either return by fax and/or mail one copy of this Contract to The Burgess Group with a check for 1/3 of the 33 1/3% total annual compensation for each search position listed above.

Thank you in advance for this opportunity to be of service to your company/organization/ agency.

---

<p>■ Main Office:                  10 Barclay Street, Suite 16C                  New York, NY 10007                  T: 212.406.2400 F: 212.406.2402</p>	<p>■ Affiliate Offices:                  5 Almargo Avenue                  New Fairfield, CT 06812                  Tel &amp; Fax: 203.746.6629</p>	<p>■ 626 Riverside Drive Suite 11M                  New York, NY 10031                  www.TheBurgessGroup.com</p>	<p>■ London, England - UK                  +44.208.969.7939                  BillBurgess@TheBurgessGroup.com</p>
--	---	---	--

# THE BURGESS GROUP



## PREMIER DIVERSITY RECRUITING

*Making a Difference by Inclusion*

Visit our new web site and social networks



[www.TheBurgessGroup.com](http://www.TheBurgessGroup.com)



[www.facebook.com/TheBurgessGroup](http://www.facebook.com/TheBurgessGroup)



[www.twitter.com/Burgess\\_Group](http://www.twitter.com/Burgess_Group)



[www.linkedin.com/company/The-Burgess-Group](http://www.linkedin.com/company/The-Burgess-Group)

## Contact

[resumes@theburgessgroup.com](mailto:resumes@theburgessgroup.com)

New York City

10 Barclay Street, Suite 16C, New York, NY 10007

T (212) 406.2400 | F (212) 406.2402

Connecticut

5 Almargo Avenue, New Fairfield, CT 06812

T/F (203) 746.6629

Alabama

Birmingham, AL 35204

United Kingdom

London, England

T +44 (208) 969.7939



**Dormitory Authority**  
**State of New York**

*Alfonso L. Carney, Jr., Chair*  
*Paul T. Williams, Jr., President*

August 22, 2011

To whom it may concern:

Please be advised that the Dormitory Authority of the State of New York (DASNY) retained the Burgess Group after a procurement process to serve as one of several professional recruiters for the Authority on an 'as needed' basis.

In particular, the Burgess Group assisted DASNY in the search for a new Chief Financial Officer. To assure that our organization was matched with the best candidates, the Burgess Group quickly became acclimated with DASNY's unique role in construction, municipal finance and New York State government and helped to orchestrate a wide ranging outreach effort. As a result, we received expressions of interest from candidates from the public and private sectors, and from several different jurisdictions. The Burgess Group did an effective job at pre-screening the applicants so that more in depth reviews could be made of the more highly qualified candidates.

We were very satisfied with the process deployed by the Burges Group as well as with the outcome of the search which wielded a top-notch CFO with extensive private sector experience and seniority.

We would utilize the services of the Burgess Group again without hesitation. Please feel free to contact my office at [pwilliams@dasny.org](mailto:pwilliams@dasny.org) or (518) 257- 3180 should you have any questions regarding the above.

Regards,

Paul T. Williams, Jr.  
President

**CORPORATE HEADQUARTERS**  
515 Broadway  
Albany, New York 12207-2964

Tel: 518-257-3000  
Fax: 518-257-3100

**NEW YORK OFFICE**  
One Penn Plaza, 52nd Floor  
New York, New York 10119-0098

Tel: 212-273-5000  
Fax: 212-273-5121

**BUFFALO OFFICE**  
539 Franklin Street  
Buffalo, New York 14202-1109

Tel: 716-884-9780  
Fax: 716-884-9787

**WEB**  
[www.dasny.org](http://www.dasny.org)



# sanitation

**DANNY WALSH, P.E.**  
Chief Engineer

Support Operations/  
Bureau of Engineering  
44 Beaver Street-12th Floor  
New York, NY 10004  
Telephone: (917) 237-5506  
Fax: (212) 785-3952

November 25, 2008

TO WHOM IT MAY CONCERN:

I am the Chief Engineer for the Department of Sanitation. The Burgess Group was the successful bidder for the 2007/08 search assignment to recruit a Deputy Chief Engineer for my Bureau. The President, William H. (Bill) Burgess, III met with me and Deputy Commissioner of Sanitation, Lorenzo Cipollina to detail the position specifications and to go over our requirements to fill this important position. I found the manner by which the search was conducted by Bill to be both professional and within our time and budget parameters. The Burgess Group provided us with a candidate slate that was representative, diverse, and met our specifications and expectations.

The successful candidate for the position was required to have a strong managerial civil engineering background, capable of supervising several engineering divisions within the bureau. All of the proposed candidates that I selected and interviewed for the position esented met and exceeded the job specifications we required. Furthermore, we found partnering with The Burgess Group extremely beneficial because of their understanding of our needs and the challenges involved in fulfilling this second in command role in my bureau. The person who was finally selected has proven over the past year to be a valuable asset to our senior management staff.

I would not hesitate to use the Burgess Group for future executive recruitment and would recommend to other government agencies using the Burgess Group for mid to senior level recruitment .

Should you require any additional information concerning The Burgess Group, please do not hesitate to contact me.

Yours truly,

Danny Walsh, P.E.  
Chief Engineer

[www.nyc.gov/sanitation](http://www.nyc.gov/sanitation)

KEEP NYC CLEAN  REDUCE, REUSE, RECYCLE  DON T LITTER

 printed on paper with no less than 30% post consumer recycled material

**THE BURGESS GROUP**  
CORPORATE RECRUITERS INTERNATIONAL, INC.

**The Burgess Group**

*• The Premier Diversity Recruiting Firm •*



*Executive Search, Diversity Recruiting, Training & Management Development*

**Main Office:**

10 Barclay Street Suite 16C  
New York, NY 10007  
T: 212.406.2400 F: 212.406.2402

**Affiliate Offices:**

5 Almargo Avenue  
New Fairfield, CT 06812  
Tel & Fax: 203.746.6629

626 Riverside Drive Suite 11M  
New York, NY 10031  
[www.TheBurgessGroup.com](http://www.TheBurgessGroup.com)

London, England, U.K  
+44.208.969.7939

[BillBurgess@TheBurgessGroup.com](mailto:BillBurgess@TheBurgessGroup.com)

February 18, 2016

To The Council of  
Willingboro Township  
c/o Ms. Sarah Wooding, RMC  
Township Clerk  
Municipal Complex  
1 Rev. Martin L. King, Jr. Dr.  
Willingboro, NJ 08046  
609.877.2200, ext. 1028  
[swooding@willingboronj.gov](mailto:swooding@willingboronj.gov)

**RE: The Burgess Group's Proposal Response to Township of Willingboro's RFQ to Recruit the Chief Executive Township Manager.**

Dear Ms. Wooding,

**Section A: The Burgess Group Overview:**

Since our inception in 1994 and incorporation in New York State in 1997, The Burgess Group has been established as a C-corporation and is certified as a SBE, MBE and DBE company in the States of New Jersey, New York and nationally, as well with the National Minority Supplier Development Council and the National Minority Business Council. The Burgess Group is registered and listed in The Kennedy Directory of Executive Recruiters and adheres to the ethical standards and guidelines of the American Association of Executive Search Consultants, Inc. The Burgess Group is considered a national and international leader in mid to senior level executive search, corporate board and diversity recruitment, offering a representative slate of the "best in class" candidates for all search assignments. Attached for your review consideration is our Corporate Brochure which includes our executive search philosophy, executive search process, proprietary diversity recruiting and corporate governance programs, practice distinctions, guarantees, Client List, website address: [www.TheBurgessGroup.com](http://www.TheBurgessGroup.com) and Letters of Reference and Recommendation that pertain to our qualifications and capabilities to conduct and recruit a Chief Executive Town Manager for Willingboro, New Jersey Township. Having thoroughly reviewed your position requirements and specifications as presented in RFQ, The Burgess Group if awarded this search assignment will proceed not as soloists, but as an extension of the Township Council's Office in our recruitment efforts on its behalf.

The Burgess Group has held senior level executive search recruitment contracts with the Port Authority of New York & New Jersey (PA) and NJ Transit since 2009, as well as the New York State Dormitory and Power Authorities. The Burgess Group has extensive experience in conducting municipal searches and understands the scope of duties and responsibilities required of the Chief Executive Township Manager.

We will be able to begin services immediately if awarded and will guarantee as we do on all of our searches that we provide a fully representative slate of the best qualified candidates, inclusive of ethnic and gender diversity who are outstanding leaders in municipal government.

**The Burgess Group's Proposal Qualifications:**

**1. Section B, C & D: Firm's History, Qualifications and Experience to conduct this level search.**

- A. The Burgess Group has a proven record of successfully completed and current searches by major disciplines and fields on our website: [www.TheBurgessGroup.com](http://www.TheBurgessGroup.com). For the past 22 years, we have distinguished ourselves as a generalist mid to senior level traditional management executive recruiter practice. We have and continue to provide our premier retained search services principally to governmental agencies, corporations in the consumer product goods and services industry as well as to not for profit institutions, nationally and internationally. Nationally, The Burgess Group is considered a full service leader in diversity recruiting, training and retention consulting programs tailored for government, corporations and not for profit institutions' needs from mid to senior levels to the director boardroom. Our Client List is attached in our Corporate Brochure. Similar client references and our specific search approaches are further discussed in this document for your review.
- B. The Burgess Group has distinguished itself from other executive search firms in the following ways:
  - For this and all search assignments, we guarantee Willingboro Township and all of our clients the best qualified candidate slate which will be fully representative of the U.S. and global populations.
  - We offer Diversity Resource Planning (DRP)<sup>®</sup>. DRP was developed as an external succession planning methodology. DRP is a proactive approach to furthering strategic diversity within the middle to senior levels and Board of Directors of your township agencies.
  - For every search we will introduce benchmark candidates before or within thirty days. All searches will be completed in 60-90 days. We will guarantee the selected candidate for one (1) year and follow-up with the Council's Office and the candidate throughout the year to ensure a successful placement.

We believe these are value added guarantees and if the Willingboro Council agrees, we would like to partner with you in fulfilling this search requirement that you have. We have distinguished ourselves in municipal government management, finance, financial services and administrative accounting recruiting at the senior level for Chief Executives, Financial, Administrative and Operating Officers and Controllers with responsibilities indicative of those of the Township Chief Executive Manager. Let us work together to establish a mutually beneficial business partnership. Pass the baton to the search firm that specializes in the best qualified diverse executive management Workforce for the 21st Century!

**2. Qualifications of Lead Recruiter and Firm's Management Approach:**

A. As President of The Burgess Group, I, William H. Burgess, III have been since inception 100% owner, CEO and have operated this retained executive search and diversity recruiting practice since 1994; with affiliate offices in New Fairfield, CT, and London, England, UK. All address locations, telephone and fax numbers, website and my email address are given above on this stationary. As a result, The Burgess Group has grown a national and international client base with a history and range of successful placements like that requested for the Chief Executive Manager demonstrating a commitment to public service.

B. Key Personnel:

I, William H. Burgess III, President and CEO will be the principal contact and will personally conduct all search assignments for this Contract with the assistance of Aynur Saribay, Senior HR Associate, Ravi Lucas, Research Associate, Justin Hill, Information Technology Associate, and Ulises Bravo, Accounting Assistant, all of whose resumes are attached. They all have extensive experience in government agency client searches. My Bio is attached below.

**WILLIAM H. BURGESS, III**

Prior to launching **The Burgess Group - Corporate Recruiters International** in New York, Connecticut and Alabama, William H. Burgess, III was Senior Vice President at Skott/Edwards Consultants and Executive Vice President/Partner with Wesley, Brown & Bartle, both retainer executive search firms in New York City. Bill performed middle to senior level executive search assignments ranging from Fortune 500 corporations, venture-backed emerging companies and major institutions to international organizations, associations and foundations.

Burgess was responsible for securing and conducting traditional executive search engagements, while overseeing the firm's diversity consulting practice, utilizing the Diversity Resources Planning (DRP)<sup>®</sup> program which he developed. As Managing Director of Diversity Resources at Skott/Edwards, Bill directed this specialty practice assisting companies in fulfilling their corporate management goals in diversity hiring, training and retention. Burgess assisted corporate clients with managing the diversity of today's multi-cultural workplace of highly specialized middle to senior level professionals. Bill directed the process of candidate identification, assessment and screening, bi-lateral information interviews, responsibility status updates and consultation through the offer and acceptance process. He worked on behalf of corporations in sales and marketing consumer product goods and services; financial services, engineering, manufacturing and construction operations; marketing sales, advertising, public and investor relations; legal; human resources and training; information technology, and non-profit general management - executing assignments throughout the full range of functional disciplines to the corporate board level.

At Wesley, Brown & Bartle and later Wesley, Burgess and Bartle, Bill was responsible for executing middle to senior level traditional executive search assignments. He began his career in the non-profit sector and held executive positions at the Metropolitan Museum of Art, Brooklyn Children's Museum's (MUSE), New York City Board of Education while teaching at Rutgers University. Thereafter, he held senior manufacturing management marketing and sales positions with Xerox, Steelcase, American Seating, Gunlocke and Domore Corporations. Burgess owned and operated an office furniture, space planning and design dealership with offices in New York City, Long Island and Westchester County. He was a Vice President of commercial brokerage and management services at CB Richard Ellis Real Estate. He owns an internet fine art gallery specializing in 19<sup>th</sup>, 20<sup>th</sup> and 21<sup>st</sup> century international art.

Bill was born and educated in Birmingham, Alabama. After attending Phillips Exeter Academy, he received his Bachelor of Arts degree from Lake Forest College and has studied in Italy and Egypt. He continued his education at the graduate level at New York University, Columbia University, Dartmouth's Amos Tuck Business School, Xerox University and the American Management Association. He currently serves on the Board of Directors of 100 Black Men of New York City and the Metropolitan Museum of Art's Audience Development Initiative Committee. He was former Chairman of the Board of Directors of the National Minority Business Council and Children's Art Carnival in Harlem, 2 terms Vice President of 100 Black Men, Vice President of Frates: An Ecuadorian Education & Development Center and Burgess Nursing Home and Assistant Treasurer of River View Towers Cooperative. Bill served on the Boards of the Feminist Press of the City University of New York and Bronx Museum of the Arts. Burgess is currently a member of the National Minority Supplier Development Council, National Minority Business Council, NAACP, St. Paul United Methodist Church, Lake Forest College and Dartmouth's Tuck Business School Alumni.

Bill has been a volunteer for the last eight years at CUNY/York College's Male Initiative Program/Men & Women's Center, for which he received their "Outstanding Service & Contributions Award" in 2008. Burgess has given numerous lectures, symposia and panel discussions nationally and internationally and written extensively on entrepreneurship, small, minority and women owned business development, corporate employment, institutional diversity, training and retention, procurement contracting, administration of not for profit institutions, museums and organizations, arts in education, the power of networking and volunteerism, curating exhibitions and art collecting.

### **3. The Burgess Group's Search Approach:**

The Burgess Group is nationally known for identifying superior and diverse administrative management talent for both profit and not for profits sector corporations, government agencies and organizations on a 40/30/30% basis respectively. We will partner with the Council's Office, senior human resources and applicable senior management to be sure that our candidates not only fulfill the position specifications, but exceed them and bring value added specialized capabilities and experienced backgrounds in municipal management in order to hit the ground running and become long term contributors to the Township and Council management team in achieving their current and future administrative operational expectations and goals. We are experienced with state and city government agency recruitment operations, guidelines and procedural practices.

Our approach will entail researching our municipal government database and networks and advertising in senior level government, private and public sectors associations and publications. We will utilize government, corporate, profit and not for profit internet research, targeting, and posting the search to formulate a List of Leaders in the field as potential candidates. We will discretely contact these recognized and successful discipline leaders about the Chief Executive Manager opportunity. We will make sure our candidates possess a strong commitment and demonstrated vision in government administration and small township government management in particular. We will specifically target leaders from like regional government and civic agencies and organizations to source and identify exceptional candidates with experience managing small to large multi-faceted municipality operations for this search assignment.

**Section D, E & F: References - Similar Client Searches:**

To demonstrate The Burgess Group's procedural search plan design, service capabilities and past performance to recruit positions relevant to the Chief Executive Manager are described below:

For the Dormitory Authority of the State of New York Contract we successfully recruited the Chief Financial Officer for the Authority. Our strategy for this search centered on sourcing and identifying highly qualified municipal financial services candidates with broad, progressive, senior administrative backgrounds in operations, accounting controls, risk, investments, information technology, regulatory and compliance management. Since this CFO position was second in command to the President and Board of Trustees of the Authority, we researched and sourced our database, and advertised with relevant organizational associations, networks and related internet and social media websites. Since DASNY is a state agency, we focused first on identifying the best talent nationally from our targeted sources both public and private and then on potential candidates that were affiliated and familiar with New York State government, Wall Street investment milieu and lived in the Albany geographical area who could hit the ground running. From these strategic criteria we produced candidates knowledgeable of critical state departments and officials and did not require the state to expend additional costs and time for relocation. As a result of this successful placement, we will recruit the Director of Internal Affairs for DASNY, third in command at the Authority. We will employ a similar approach for this current search, but with the applicable emphasis on law enforcement, regulatory, fraud, compliance and security targets. Based on our years of experience recruiting for government agencies, The Burgess Group is definitely well suited to conduct Willingboro's Chief Executive Manager search based on municipal operations and financial services searches we have conducted as evidenced by the Letter of Recommendation of the recent former President of DASNY, Paul T. Williams, Jr., Esq. attached which indicates our search plan process including how tasks were performed, and the speed of our successful completion of the search. He can now be reached for reference at: [paul.will214@gmail.com](mailto:paul.will214@gmail.com), (914) 365-2225. Alfonso L. Carney, Jr., Esq., Chairman of DASNY can also be contacted for a reference at: [alfonsocarney@aol.com](mailto:alfonsocarney@aol.com), 212) 874-3003.

We worked with the Port Authority of New York & New Jersey's Chairmen, COO, CFO and Senior Vice President of Human Resources team to recruit their current Deputy Director of Tunnels, Bridges and Terminals. In the absence of the Director, this important senior position is responsible for the operations, finance, engineering, security, and maintenance of all of the tunnels, bridges and air terminals in the states of New York and New Jersey. This was an international search, because the Authority wanted exceptional candidates that were "on the cutting edge", knowledgeable and adapt with experience in all three functional areas of management administrative operations; including future applications like electronic tolling, information technology systems operations, pollution prevention, control and security innovations. We presented an international candidate slate of majority, minority, and gender diverse candidates that were recognized for their demonstrated management vision and proficiency in administrating large urban populated transportation operations of tunnels, bridges and terminals. Contact: Mr. Cedrick Fulton, Director of Tunnels, Bridges & Terminals, Port Authority of New York & New Jersey, 2 Montgomery Street, Newark, NJ, (201) 395-3900; [cfulton@panynj.gov](mailto:cfulton@panynj.gov) for reference.

We recruited the Controller and participated in the recruitment of the Chief Financial Officer for Queens Public Library, the largest division in the New York City Public Library system. The

Letter of reference enclosed emphasizes our finance capabilities, degree of personal service and high caliber and diverse candidates presented for these leadership positions. See recommendation attached by Ms. Pamela Bauman, Assistant Director Talent Acquisition, Queens Public Library, 18705 Union Turnpike, Flushing, NY 11366, [pfbauman9@gmail.com](mailto:pfbauman9@gmail.com) (516) 676-8185.

Additionally, we assisted in the recruitment of the Chief Financial Officer of international client, Siemens Corporation's \$4 billion Real Estate Asset Division, which is headquartered in Iselin, New Jersey and is responsible for 18 factory subsidiaries and corporate office properties throughout the US. We had to make sure candidates spoke German in order to communicate with the corporation's world headquarters in Munich, Germany. They selected a minority candidate from the representative candidate slate presented who later became the CEO of the Division. We would like to mention as further evidence of our background experience, we were retained by Skanska USA Building to recruit mid to senior level executive professionals nationally in administrative financial management for their construction, engineering, real estate development, project management, architecture and environmental procurement operations.

The Burgess Group has conducted numerous successful searches for Columbia University since 2003 to present. We placed a Chief Administrative Officer (CAO) for Columbia University Medical School, in conjunction with New York City Health & Hospitals Corporation and Harlem Hospital. These three separate entities collectively made the finalist decision for this position. This required working with all three entities and their corresponding senior divisional line managers as well as human resources. For Columbia's Facilities Department we recruited the Vice President of Physical Plant Engineering, the Director of Design and Capital Construction Management in 2012, a Director of Human Resources and over the years many Directors, Associate Directors, Project and Assistant Project Managers for Architecture, Construction, Facilities and Environmental Compliance Management. In addition, we recruited the Vice President of Employee Relations in 2009 that had to have legal expertise in union and nonunion negotiations, experience in the development of employee standards and performance metrics manuals both administrative and academic as well as compensation and benefits management. Mr. Joseph A. Ienuso, Executive Vice President, Columbia University Facilities, 400 West 119th Street, Mail Code: 8801, New York NY 10027 at (212) 854-3291; [ji4@columbia.edu](mailto:ji4@columbia.edu) can be contacted as a reference.

Similarly we conducted the Deputy Director of Engineering for the New York City Department of Sanitation, who is the deputy in charge of the department's eighteen engineering departments including operations, finance, real estate development, facilities construction, project management and transportation services maintenance. Here again, we introduced candidates to our clients quickly who brought additional qualities that went beyond the positions specifications. See Letter of Recommendation attached from the Mr. Danny Walsh, PE, Director of Engineering, New York City Department of Sanitation, 44 Beaver Street, 12<sup>th</sup> Floor, New York, NY 10004, (917) 237-5506, [dwalsh@dsnyc.gov](mailto:dwalsh@dsnyc.gov). He can be contacted to give further testimony of The Burgess Group's ability to interface with their Commissioner level management team to understand the recruitment needs, translate those engineering needs (civil, mechanical, electrical, structural and financial) into an action search plan and delivered the desired diverse representative candidate slate results. The majority female candidate hired is still continuing to do an excellent job in this capacity. This successful search placement reference is posted on our website: [www.TheBurgessGroup.com](http://www.TheBurgessGroup.com).

As demonstrated by our Client List attached, we have also conducted searches for corporate board members, executive management, finance, financial services, accounting, audit, risk operations, quality assurance management, information technology, environmental compliance, procurement, construction, engineering, marketing sales, legal, security, and human resources, compensation and benefits for other major governmental agencies, corporations, foundations, universities and institutions in our 22 years of existence. Moreover, The Burgess Group has recruited financial services Managing Directors, mid to senior level insurance and compliance officers for Prudential Insurance and Investment Services, Columbia University's new Manhattanville 14 acre Development Expansion Project and Hope Community's affordable housing real estate development expansion in East Harlem, New York.

#### **4. Executive Search Scope: The Burgess Group's Ability to Perform and Service Capabilities**

A. If selected by Willingboro Council, we will customize our Search Plan for the Chief Executive Town Manager search based on the specific job requirements communicated and time parameters. Since we have worked with similar government agencies before, we will quickly become acclimated working with Council management, senior department line managers and human resources to thoroughly understand their particular recruitment needs and concerns for this search. Then orchestrate in concert with all department stakeholders an outreach effort that would utilize our Executive Search Process as below:

##### **EXECUTIVE SEARCH PROCESS**

1. Initial meeting with the Council and Township agencies' senior management to gather data both qualitative and quantitative data for the search.
2. Development and/or expand position specifications to include experiential, academic, personal and civic qualifications and characteristics desired in the Town Manager.
3. Development of a targeted List across the universe of small to large public and private sectors; local, state and national government agencies; Fortune 500 corporations, and investment institutions including complimentary and competitive government / corporate/ industrial management and financial agency operations.
4. Identification of potential candidates
  - a. Research The Burgess Group's senior municipal database and other government databases and advertise position to pertinent base sectors immediately.
  - b. Penetrate these government, civic and community agencies for successful candidates with desired backgrounds in public service, vision and commitment.
  - c. Discretely published search position literature. Advertise search with relevant high level municipal government associations, organizations, networks and on appropriate internet and professional social media sites.
  - d. Source, identify and evaluate candidate research with network findings. Prioritize and post additional Advertisement listings if required.

- e. Direct telephone contact and screening of identified potential candidates.
- f. Face-to-face, in-depth interviews and assessments conducted of candidates. From evaluations develop Executive Brief credential summations on three-five (3-5) benchmark candidates and present to the Council for review.
- g. Based on client's review, coordinate client and candidate interview meetings.
- h. Consultative selection of finalist candidate(s) with the Council.
- i. Conduct written comprehensive education, reference (1 supervisory, 1 peer, and 1 subordinate) and background investigations.
- j. Work with the Council and Human Resources in structuring appropriate offer of employment and competitive package while coordinating and facilitating the negotiation process.
- k. Post acceptance follow up for one (1) year under candidate employment guarantee.

**B.** The Burgess Group's proprietary Diversity Resources Planning (DRP) Program has been widely used by both government, profit and not for profit sector clients with proven hiring successes in furthering diversity. If awarded this search assignment for the recruitment of this important executive position we will employ if applicable and suitable techniques as illustrated below:

**DIVERSITY RESOURCES PLANNING (DRP)©**

In response to the advent of a global marketplace and the impact of massive changes for Corporate America in the late 1990's and early 2000's with excessive downsizing and rightsizing, early retirements and general uncertainty, The Burgess Group has developed a specialty executive search practice which addresses these issues in relation to mid and senior level diversity recruiting. The Diversity Resources Planning Program (DRP)© assists human resources executives and line management with implementing corporate mission statements which further strategic diversity within their workforce. In recent years, this critical segment has seen a disproportionate erosion of minority, female and physically challenged professionals within its ranks.

First and foremost, a well-managed and successful corporate diversity program begins with the recognition and commitment to the need. The existence of barriers in the corporate environment in many instances thwarts corporate diversity. These preconceived issues (i.e. lack of priority and time, too few highly technical and specialized backgrounds, costs and bottom line objections) are addressed and resolved through the execution of The Burgess Group's DRP program.

Where there is an absence of specific job openings, a thorough consulting and research effort is conducted in concert with the client. Only by understanding the company and its corporate culture can we collectively identify and target specific areas within the company in need of

diversity. This effort can be conducted either in advance or concurrent with human resources identifying positions where strategic, long-term diversity professional placements should and will be implemented.

Upon client authorization to initiate Diversity Resources Planning with a formal monthly retainer contract, The Burgess Group launches a nationwide examination of industry sources, networks and associations where highly credentialed individuals are identified. This original research is conducted confidentially and solely for the specific needs of each client. Once identified, The Burgess Group will prepare extensive dossiers on these qualified individuals, as well as providing monthly progress reports of on-going discussions and assessments activities. The number of potential candidates presented each month is established and outlined in the contract. The fee arrangement is based on not only this criterion, but includes an analysis of the complexity and overall assignment objectives. When agreed upon by the client and The Burgess Group, interviews are arranged for informational exchanges between the potential candidate and client company executives. The Burgess Group assists with determining the appropriate structure, timing and participants for these interviews.

As a result of these informational exchanges, all parties benefit. The Burgess Group has found that the participants can speak openly to a wide array of common issues and goals concerning employment opportunities. This is achieved without the customary pressures involved when an actual job position exists. If during the DRP program process positions become available and an individual becomes a candidate for a specific position, The Burgess Group assists the client and the candidate in developing a formal position analysis. This role continues through the offer and acceptance process. At the time of hire, a mutually agreed percentage of the billed retainer is applied against the standard executive search fee.

Diversity Resources Planning provides our clients with a proven methodology for strategic external succession planning through the creation of an exceptional talent pipeline. DRP is a proactive approach which enhances employee retention and company inclusiveness through a process of professional development with meaningful mentoring and relationship building. As with our traditional executive search activity, the success of our work is based upon the positive contributions our diverse placements bring to client organizations. The Diversity Resources Planning program is designed to accomplish this goal as a part of our strategic arsenal of techniques to better partner and service our clients who seek a more competitive advantage in an ever challenging global marketplace.

When we recruited a Chief Financial Officer and Controller for Queens Public Library, DRP was utilized. Philip Morris USA and Philip Morris International have utilized DRP since 2000, nationally and internationally for many departments from entry level sales and marketing to mid to senior level management financial services, strategic planning and operations.

In the late 1990's when Denny's Restaurants were under US Court Order Decree for racial discrimination, the NAACP recommended The Burgess Group to consult with management to come up with a Comprehensive Human Resources Plan. We proposed to management a Plan that addressed Recruitment from entry to senior levels throughout the company. We recruited their Vice President of Human Resources and after assessments the department's Succession Plan. We then proposed to the Chairman of the Board of Directors that its Board should be representative of their customers. We recruited their first ethnic and gender diverse Board

Director through our proprietary Corporate Governance Program. From these assignments we were asked to evaluate other companies owned by Denny's parent, Flagstar Companies. We provided an analysis of Hardee's and El Polo Loco Restaurants and Canteen Food Services. From our analysis and evaluations we recruited a Senior Vice President of Compensation and Benefits for Hardee's because our analysis found their salaries throughout the company were not competitive, benefits were not consistent nationally within and without their franchise system and that succession planning, and diversity training were nonexistent.

These consulting assignments and corresponding recruitments lead to our recommendation by Flagstar to their holding company, Kohlberg, Kravis & Roberts Investments to review Canteen Food Services. We found that this major food concession provider to national stadiums, theatres and corporate dining facilities was lacking in financial controls, as well as some of the similar diversity issues being experienced by its fellow family of companies. Our findings lead to our recruitment of a Corporate Comptroller, compensation analysis and recommendations for the employment of diverse regional audit firms for inclusion and transparency.

And, The Burgess Group will confidentially brief, notify, and gain clearance from the Council and senior human resources management in order to continually update our Search Plan throughout the process of the search including our sourcing targets, postings and EEO compliance measures. All of our records, ads, listings, postings, candidate interview spreadsheets and etc. will be available to the Council, as per Contract.

#### **5. Cost Proposal:**

For the purposes of this Proposal, The Burgess Group will extend to Willingboro Township the same a **29% search fee** we currently contractually charge other NJ, NYS and NYC government agencies for the Chief Executive Town Manager search. This is based on the total guaranteed annual compensation for the position (For example, if the salary range for the position is \$185-205K, therefore, the median salary is \$195K and our fee is: \$52,650. to conduct the search). When the selected candidate's actual total annual compensation is fully determined, the fee will be adjusted accordingly. The fee will be inclusive of all administrative expenses except for travel related expenses authorized by the Council. These recruiter and/or candidate expenses will be billed at cost to the Township on our monthly invoices.

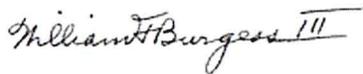
The Burgess Group will conduct and conclude the search within 60-90 days. One-third (1/3) of the total estimated fee is payable at the commencement of the search; the second 1/3 at the presentation of three (3) to five (5) benchmark candidates in thirty (30) days, and the remaining 1/3 balance within thirty (30) days or when the successful finalist candidate/s are hired. The Burgess Group will guarantee the selected candidate's placement for one (1) year, which means if Council finds cause to terminate the hired candidate within one (1) year. The Burgess Group will replace him/her at no cost to Willingboro Township. Our invoices are due on a net-15 day basis, and payment must be received within thirty (30) days to avoid 1.5 % delinquency charge.

In conclusion, our background experience of the past 22 years as a distinguished retained

executive search and diversity recruiting practice successfully placing mid to senior level majority, minority, and women executives in major government agencies, Fortune 500 consumer services companies as well as international institutions, organizations and associations makes The Burgess Group uniquely qualified to partner with Willingboro Township, NJ in accomplishing its executive recruitment objectives and diversity goals for the Chief Executive Town Manager. Moreover, hopefully this is further demonstrated by our enclosed Corporate Brochure, Client List, Website, distinctive executive search philosophy, processes, proprietary diversity programs, and Letters of Reference which illustrate our capabilities and practices of completing searches such as this. Again, if selected, The Burgess Group commits to thoroughly working in concert with all respective parties on this important search assignment for Willingboro Township to its satisfactory completion. There will be no conflicts of interest in The Burgess Group conducting this search.

If you require any further information from The Burgess Group, let us know and we will provide it.

Thank you in advance for your consideration,



William H. Burgess, III  
President  
The Burgess Group - Corporate Recruiters International, Inc.  
T: 212.406.2400 F: 212.406.2402  
Email: [BillBurgess@TheBurgessGroup.com](mailto:BillBurgess@TheBurgessGroup.com)  
Website: [www.TheBurgessGroup.com](http://www.TheBurgessGroup.com)





October 22, 2008

To Whom It May Concern:

This is to advise that Queens Library is a client of The Burgess Group – Corporate Recruiters International, Inc.

Mr. William H. Burgess, III, President, is an exceptional leader who partners with Queens Library to understand our business and staffing needs to fill a role. Mr. Burgess and his associates invest time and effort to ensure they understand the organization and position requirements from the relevant stakeholders in order to refer highly qualified candidates, optimizing the time of the Queens Library staff.

Mr. Burgess and his associates not only wisely invest their time upfront to research a position, he and his associates provide a high degree of personal service and effort to follow up immediately for and with candidate feedback. The Burgess Group approaches a search as a partnership with a client, not just as a vendor filling a job order.

The Burgess Group participated in two recent searches for Queens Library in the past seven months. Our new Controller was a candidate of Mr. Burgess and his associates and Mr. Burgess participated in our CFO search. We were pleased with the caliber of candidates Mr. Burgess and his team provided for both searches. Each candidate was capable of bringing value to our roles.

Mr. Burgess' background and experiences ideally suit him to identify and present unique, highly qualified talent for senior leadership positions, particularly in Finance. Should you have any questions, do not hesitate to contact me (718-990-8664).

Sincerely,

*Pamela Bauman*

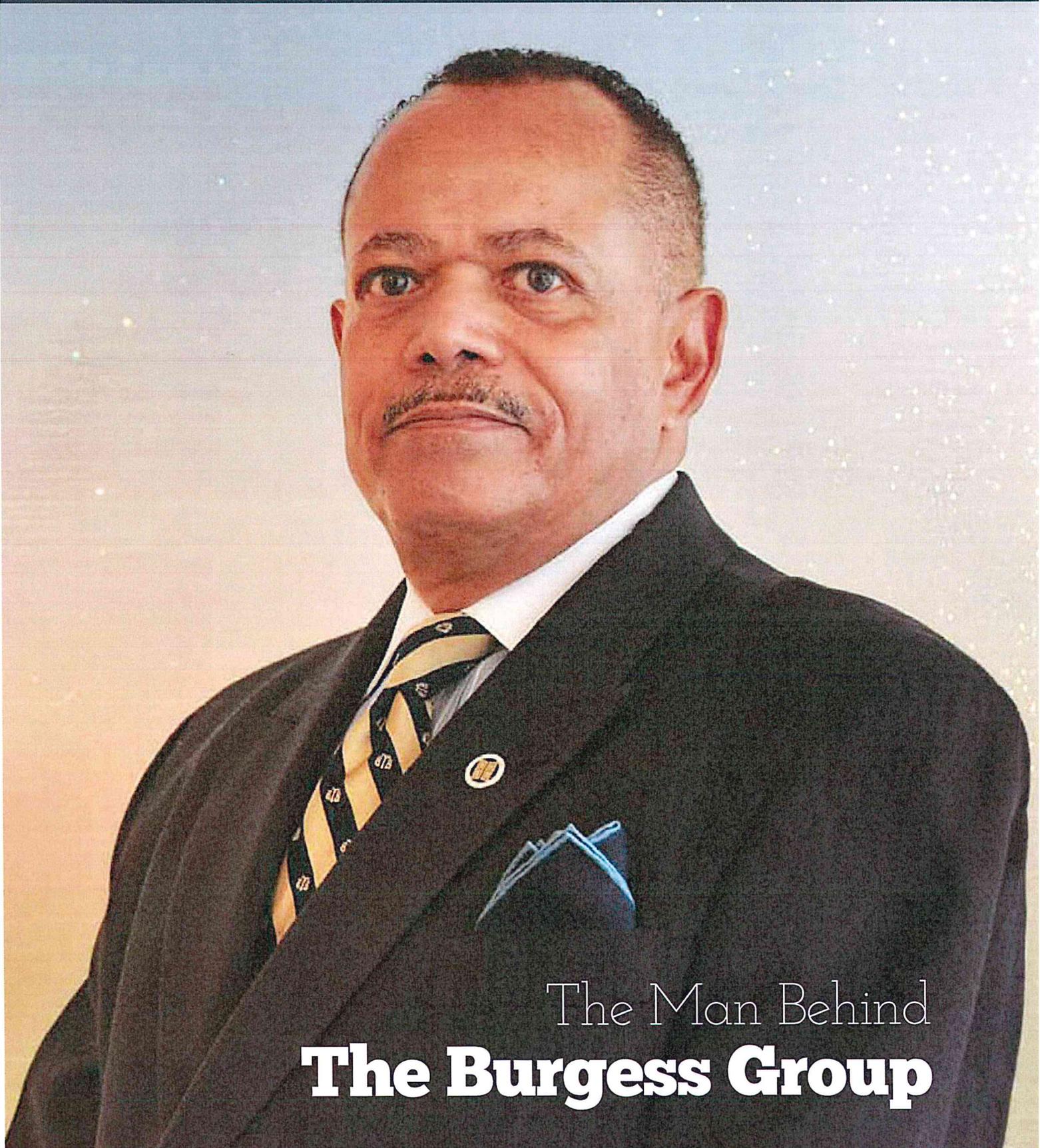
Pamela Bauman  
Assistant Director Talent Management  
Human Resources Department

Issue #1 - May/June 2012

NMBC 

# Better Business

Published by the National Minority Business Council, Inc.



The Man Behind  
**The Burgess Group**

# The Burgess Group

## Corporate Recruiters International, Inc.

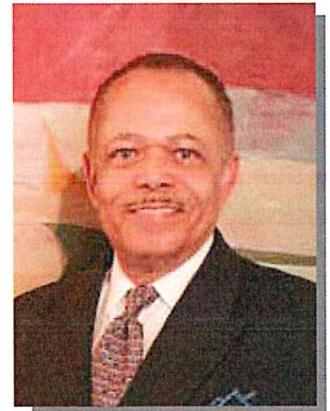
*In our global economy DIVERSITY matters and makes good business sense*

A successful entrepreneur since when he was a kid winning scientific awards and academic scholarships, William H. (Bill) Burgess, III raised, sold and experimented on chickens, ran an art gallery and a high end office furniture dealership while serving on Museum boards. Those special qualities came from his family. No Burgess male since slavery has worked for anyone. Bill's great, grand and father had their businesses and so had his grandmother. According to Bill, one of the greatest things about being an American is that one has the ability to determine one's own destiny. "The most important thing about our capitalistic system is that it affords every American the freedom and opportunity to create and define themselves".

In 1994, Bill launched The Burgess Group - Corporate Recruiters International, Inc., a mid to senior level retained executive search, diversity recruiting, training, human resources and management development consulting practice in New York City and New Fairfield, Connecticut with affiliate offices in Birmingham, Alabama and London, England. The Burgess Group has distinguished itself for successfully placing mid to senior level minority, women and majority executives in major Fortune 100 companies in the consumer product goods and services industry; as well as in national and international institutions, associations and organizations. The Burgess Group specialize in "strategic placements from the manager/director ranks through senior management and the corporate board room". As demonstrated by its outstanding Client List, The Burgess Group is known nationally and internationally for identifying exceptional management and administrative talent for both profit and not for profit sector corporations and organizations

(70/30%). It has extensive professional networks and associations representative of all US populations and industry disciplines. As a generalist, retained search firm, The Burgess Group provides their clients an inclusive candidate slate on every search and guarantees their hired candidates for one (1) full year. Positions recruited by The Burgess Group start at \$75K and above. The best and the brightest diverse and majority talent are built-in to its database and proprietary search processes. The Burgess Group is certified with all city, state and federal agencies nationally.

**Let's talk about how you entered the business world.** I was dating a woman who worked for Xerox. She earned more than I did,



**"The most important thing about our capitalistic system is that it affords every American the freedom and opportunity to create and define themselves".**  
William H. (Bill) Burgess, III

even though I was the Director of the Brooklyn Children's Museum's MUSE at the time. She thought I could be a good Sales Representative, earn more money and suggested that I interview to work at Xerox. I got the job without even wearing a suit and later always exceeding my sales quotas knocked on every single door in the Empire State Building and the garment district of New York City selling Xerox's >

complete line of reprographic equipment including the then newly introduced facsimile and color copier machines. At Xerox I decided that I wanted to sell office furniture because I could use more of my design background calling on major corporate facilities and architect and design firms. In 1982, I partnered with three office furniture dealers in New York City that owned Furniture Consultants, Inc., the best full service professionally run office furniture dealership in the metropolitan New York area at that time. Prior to that, I had been Director of National Accounts Marketing for the Gunlocke Company. The president of the Gunlocke Company was trying to buy the company from its owner, Sperry Hutchinson, which he did. He asked me to help him by bolstering national sales and maintaining market share and in return he would help me go into my own office furniture dealership franchise with Furniture Consultants if the buy-out deal went through. I agreed and made sure our sales and marketing numbers were up and at levels that were in sync with the business plan projections.

**What can you say about starting your own company and what would you advise new minority and women entrepreneurs?** It was inevitable that I would own and operate my own company. My Dad drummed it into me from when he taught me how to write my name and count my time tables. He was strict and my Mother was a school principal and artist and I did everything they both told me to do with pride and honor. New minority and women entrepreneurs must first decide what they are passionate about. What professionally moves them, be it a particular industry, discipline, product or service. And then, they must really know the field they are embarking upon from soup to nuts. If financing is an issue, they should secure partners who can bring additional financing, expertise, and contacts to the table. This will make them stronger in knowing about and battling against their competition and facing the many prospective client rejections they will encounter. They must be focused and committed but

willing to be flexible and open to compromise, i.e. a piece or percentage of a deal is better than holding out for an all or nothing decision. Always give credit and thank the people, your customers and network associations that have helped you. Be sure to give back by buying and selling from each other and mentoring future entrepreneurs.

**How do you think NMBC can help companies to grow?**

For many years I have been a member of the National Business Council, this 40 year old association has been dedicated to assisting minority and women owned businesses in obtaining procurement opportunities and contracts with national corporations and major governmental agencies. I first became a member in 1982 when I launched my office furniture dealership in Garden City, Long Island. I later directed the Membership Committee before becoming an award winning MBE of the Year

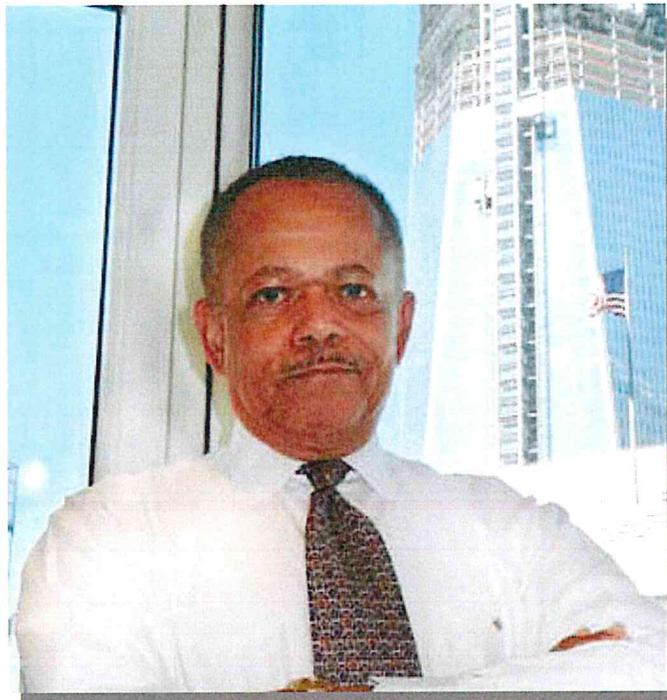
firm and later Chairman of the NMBC Board of Directors. During that period, the NMBC was well known and highly regarded for its MWBE procurement training and development programs it conducted in conjunction with Fortune 500 corporations, fellow not for profits and city, state and federal agencies. During my administration of the Board, we started the NMBC Women's Committee which published its own national directory of women owned businesses and held the first of now an annual tradition of Women Business Owner Conferences with the continuing sponsorship of the Bank of New York Mellon. Another growth attribute of the NMBC has been its many membership business networking sessions, expos, seminars, events, and best practices presentations it has hosted on behalf of promoting MWBE, SBE and DBE enterprises.

**What is the** >

**current state of the economy as it relates to recruitment and what industry disciplines are recruiting?** Since my business is about job creation, recruitment and diversity hiring and retention at the mid to senior levels, plus fine art sales; like all businesses, the 2007/8 near economic collapse and consequent down turn has made the subsequent recovery we are now going through extremely sluggish and painful. We have had to lay off staff, cut expenses, but now I can say there seems to be light appearing at the end of the proverbial tunnel. Industries that seem to be doing the most hiring have been in construction and all its discipline parts, engineering, project management, real estate development, architecture and facilities; education; healthcare, technology and security.

**How does The Burgess Group view the future of mid-to-senior level professional recruitment?**

The Burgess Group has established itself as one of the premier retained executive search firm in the consumer product and services industry, over the past 18 years, yet economic market forces have necessitated that we become a more "one stop shop" source of recruiting, diversity search and human resource services. Our total programmatic offering includes targeted executive search, diversity recruiting, corporate board governance consulting and soon will also offer temporary staffing services. This four-prong approach is The Burgess Group's response to our clients recruiting requirement requests and current economic conditions in the business world. However, in order to become a "single source human resource practice" for our past, current and future clients, the plan is to extend our offerings by adding temporary staffing services. Due to the increasingly adaptable necessity of the labor market and companies continuing desire to cut costs makes this new service a convenient tool to better satisfy **all** of our clients' temporary, contingent and strategic employment requirements in volatile, competitive national and global economic markets. The Burgess Group's main goal is: to become the retained executive search and diversity recruiting firm of choice for major domestic and



**WHB,III:** "One of the greatest things about being an American is that one has the ability to determine one's own destiny".

international companies, governmental agencies, institutions, associations and organizations worldwide.

**Are you becoming more global? If so, how? If not, why?**

Absolutely, and we are. We have clients in France, the Netherlands, Switzerland, Australia and China. For international expansion, we use our office in New York for western hemisphere Americas, and our affiliated office in London for penetrating all other world markets. London, being one of the other major

business centers in the world is viewed as a perfect location to base our expansion into Europe, Asia, and Africa. We are currently developing a timeline to achieve our overall international objectives, and since we already have a presence in London, our expansion is significantly underway and we will definitely continue to take The Burgess Group diversity recruitment brand global.

Visit [www.TheBurgessGroup.com](http://www.TheBurgessGroup.com) and [www.BurgessFineArts.com](http://www.BurgessFineArts.com). ■

# Township of Willingboro

**To:** The Honorable Nathaniel Anderson, Mayor  
The Honorable Christopher Walker, Deputy Mayor  
The Honorable Darvis K. Holley, Councilman  
The Honorable Jacqueline Jennings, Councilwoman  
The Honorable Martin Nock, Councilman

**From:** Richard A. Brevogel, Interim Township Manager

**Date:** May 17, 2016

**Re:** Agenda

## MANAGER'S REPORT

- Answers to Questions from May 3rd 2016 Meeting

## EXECUTIVE SESSION – Items Attached:

## ENGINEERS REPORT

## SOLICITOR'S REPORT

## Council Meeting May 3<sup>rd</sup> 2016

### Council Concerns / Questions

- **LOSAP Program**
  - Program is designed to compensate volunteers based on the amount of hours they provide to the community. The service is broken down into certain types of responses that are awarded points for the volunteer time.
  - Amount Spent for prior year volunteer time:

▪ 2016	\$22,250	for 2015
▪ 2015	\$26,160	for 2014
▪ 2014	\$28,680	for 2013
▪ 2013	\$31,918	for 2012
  - Point of interest in 2003 we paid \$75,170
  - There are currently 30 Vested individuals (minimum 5years service) & 25 active volunteers
  - 8 Individuals who were not vested had their monies returned to the township in 2016 of approximately \$12,500
- **Uncollectible Taxes Resolution**
  - Taxes were assessed at a commercial rate for space being used at the WBOE by outside companies. This is allowed under tax law but has not been practiced.
  - One was for the retention basin for the Deer Park Group

### Councilman Nock

- **Question the upkeep of data on the Website**
  - The new portal for the placing of information on the website will have the ability to set an
  - “End Date” at which point the information or data will be automatically removed.

### Resident Concerns / Issues:

#### Mr. Lamont Bowling ; 19 Terrell Lane

- **Issue with pit bulls**
  - Director Rucker spoke with the resident and has directed the Animal control department to verify the number of domestic animals at the location

Public Comment

Mayor Anderson:

At this time we will open the floor up to public comments. You will have 4 minutes to come to the mic, make your comments. Public Comments are now open.

Thomas Floyd--8 Buckingham Dr:

Here representing Concerned Citizens of Buckingham Park. As you know as you follow along with our schedule for this year we did our clean up and survey for May 14<sup>th</sup> and 15<sup>th</sup>. Some was good some was bad. The bad part was that we had a lot of rain so there were a lot of lawns that were not cut. We do need to look at some of the commercial properties especially the abandoned commercial properties. Especially, in the Bank at JFK and Charleston Road; it definitely needs to be cut. I was a little disappointed because on Sunday we had about 3 or 4 (inaudible) in Buckingham Park as well as an auctioneer showing houses with the grass up to your knee. It kind of shows a little disregard for our community when these people come into our communities and are willing to show houses in those conditions.

One of the things that our survey team ran across was a guy sleeping in the front lawn of a house. They called me because our survey teams are made up of females. I told them do not approach him. We called the police on him to check on him, we did see him moving around, but it is one of the things that I have been talking about for a couple of years. We have got to do more than just cut the lawn on these houses; you need to cut back the hedges on these properties to keep squatters or people from going into these houses. As one lady said, I did not know people were going in and out of the house because the bushes were up so you could hardly see the house. Now last year our group cut back hedges on about maybe 20-25 houses last year. I am trying to get our group to let me set up a task force so we can keep a monitor look on these abandoned houses and then have a team go out and cut back the hedges if the Township does not want to do it. I have been saying this is something for a couple of years like I said; you have got to do more than just cut the lawns. You have got to be able to cut back these hedges because our Police Department has a

lot more things to do than be running around checking on houses with people going in and out of these houses, because people cannot see them because the weeds grow up past it.

Now, also on these properties that we took the houses down, now they are vacant lots-- and in Buckingham we have about 4 or 5 of them. We also have to do a little maintenance on them as well. I had teams go out and cut back the vegetation on those. If we do not...we just cannot take a house down and just leave it. The vegetation grows. With all of this rain that we have been having, the one place off of Van Sciver Parkway, the weeds were like trees. They were over your head. They grew up on this vacant lot that high. Now, they took this house down maybe three years ago because it burned down. So, if we are going to start taking houses down, we are also going to have somebody go around and check on those lots to make sure that the grass and weeds and all the bushes that used to be around those houses before they got taken down grow out of hand.

Now, some of the good things about our survey were that we did not find any electronics. We have been very aggressive, we have been sending out those leaflets. I think people in Buckingham probably got two or three of them because we have just been passing them out. We have teams go out and tell people to take their basketball courts up. But, this is the season – basketball and yard sales, and we saw three yard sales on Saturday and guess what, their signs are still stuck up on the poles out here and it is Tuesday. I do not know when this guy on the weekend is going to come on line, but he needs to get to it. One lady did not even know she needed a permit, so we have got to let them know they need a permit to have a yard sale and they have to take their signs down after the yard sale is over; not on Tuesday and it is still there. Now I am going to have a kid take it down tomorrow. But that is Wednesday, the yard sale was Saturday.

Pat Lindsey- Harvey--Henderson La.

Just to piggy-backing on what Mr. Floyd said, and I find this very interesting, the property right next door to this building, Verizon, I guess you all have seen the grass how high it is, it is not cut. Now, here is a property that is right next door to the municipal building. It is ridiculous.

The Council concerns and question paper that was up there, I do not know where this information came from. This is not what I brought to the Council Meeting last time. I did not ask about the average home price in Willingboro and it was Ms. Gerri Johnson not Mr. Johnson. What I reported on was the fact that she said that there are out of town realtors that are lowballing the prices of homes. There are some homes in Willingboro that are going for as low as \$30,000.00 dollars from these out of town realtors that they are doing this; and this is across the board in all parks. There are homes in Country Club and Twin Hills that are going for much less than \$100,000.00. She said they are bringing down the property values of our homes and these are out of town realtors. They are lowballing the prices and selling them to their friends. So, I did not ask about the home prices of homes in Willingboro, so I do not know where that came from.

I am very happy to see that the Burgess Firm was here today. Hopefully, that means that they are getting started on the search for the Township Manager, and what I would like to know is how long is the search going to take?

The other thing that I want to talk about is we really need to bring about the residency requirement including our professionals; that our taxes are much too high to send lots of our money out of town. I would like to see more of our money stay in town. Plus the fact, if people are working here-- they are living here they have a vested interest in the

community, and I think that they will serve us much better if they are living here. Thank you.

Tony John--16 Crosswick Pl.

I wanted to talk about the taxes. Now that we have finally got the actual tax rates and how much we are going to be paying for 2016, 2017--I just went and tried to figure out what it means and I guess good news for you guys up there. For years, Town Council and only Town Council in Willingboro, the tax rate was more for Town Council than it was for the School Board. This year because of the huge increase in the two schools' tax rate they now succeed and you are no longer ahead of the School Board, as far as your tax rate is concerned. That is good news for you but bad for us because you still had an increase. It was not as bad as what usually happens but you still had an increase. You only went up \$65.00.

Councilman Nock: Two.

Tony John (Con't)

\$65.00. The School Board went up \$335.00, which is ridiculous. So, that means that the average homeowner now is paying \$400.00 more than they did last year. We, in Willingboro, our effective tax rate are 25<sup>th</sup> in New Jersey. So, our tax burden-- we cannot afford it. We are an aging community, our finances are going down yet the taxes are going up. Everybody claims; and I understand Township Council and the School Board they do not want to do it, but they have done it every single year and we just cannot afford it anymore. We cannot afford it. Like I said, \$400.00 a year on a town that is-- just cannot do it. Something has got to be done. I mean, I have been doing it for years. I have one of the highest tax rates in Willingboro and my taxes are now \$11,800.00 a year which is crazy. Nobody should be paying that much in taxes. Two years ago I had decided I was just going to leave Willingboro, but I love this town. But, I just cannot accept paying that much money in taxes. There is

something wrong with that. We have to do something and I really think that things can be done. You know, we cannot even now keep it steady. We cannot afford the \$6,000.00 dollars a year that the average tax payer is paying. We cannot afford that even. We have to cut that down. The average taxpayer in Willingboro should not be paying \$6,000.00 a year; and something can be done. I think I would like to be part of that, but I do not know that means I would be (inaudible) paying \$12,000.00 a year but I do not know. I guess while I am here I would like to help the town Council and the School Board do something about our tax burden because we cannot afford it and it is getting worse. Thank you.

Bill Carter--21 Norman Lane.

Following behind Tony John in reference to taxes, have we as a Township done anything as far as a timeframe in looking to solar energy or anyway we can cut the taxes of the individuals in Willingboro? As he says, it is an aging town. We do not have land to have a lot of factories or bigger construction comes here, but we can do something as far as solar energy. We can do something as far as working together to try to reduce the taxes that which would make everyone in Willingboro happy. So my question is, do we have a timeframe as far as looking at solar energy or solar panels or anything that would reduce the taxes of the individuals in Willingboro? Thank you.

Steven Craig--65 Belmont La.

In response to what we are talking about, the taxes, I have been looking into and doing some reading; and one of the things that a person asks when they look to move into a new Township, is how is the school system. When I moved out here ten years ago and moved my daughters out of New York City that is the first thing that I asked. Okay? Our school system right now, Willingboro High School is number 383 out of all of the high schools ranked in New Jersey and I know we have had some

problems with the school system and money and everything like that, but I think that the Township has to get more on board with the school system and we just now allow them to keep raising taxes. I have no problem paying taxes, I support education, but I also think that if we are paying for education we should be getting more of what we are paying for and I think that is important.

Also in regard to the youth and the young people, there were some issues that were on Facebook about the kids and the basketball courts and things like that; and I think we just need to be a little bit more proactive in making those things go. I actually reached out to Spalding and was able to cut a deal in almost no time for them to provide us the proper equipment that we need for the playground. It was not rocket science; I made a couple of phone calls telling them what I needed. Telling them that we're missing some basketball rims and could we get them at a wholesale rate and I have got contacts for that. I understand somebody was supposed to contact me to get the information, I have not heard from anybody.

There again, as a U.S. Veteran, I believe in getting things done and I think that this Township needs to move more towards that. Let us stop talking about it, let us just start getting things done, and I think that is what needs to happen around here. Thank you.

Clayton Seals--20 Bloomfield La.

I want to comment on the suggestion for the solar installation. What we are doing; and I will look at the audience because it is more for you. As a Commissioner with the Water Commission we have been looking at how we can be a facilitator in developing some solar projects around the city; and what we had to do is get our shared services agreements between the Council and the Commission to take on the work. We are at the end of that process. Tomorrow will initiate our half of

the shared service agreement. It will be reciprocated by the Township; we are already having meetings setup with Dr. Taylor to hear what he had to say about his properties.

Basically, we are going to be offering our service with regard to doing your due diligence with regard to examining what can be done on a particular property. We are looking initially at JFK; we have already had some preliminary submissions with regard to possibilities. We are doing our homework on looking at the roof condition and all the things that are a part of the analysis to see where and what you can do. But give us another minute, we have been working a long time to do the paperwork to get everybody engaged with regard to what their responsibility is, right into how do we pay for our feasibility studies or our legal people. Where does that money come from and there is no money around; and it is fortunate that we can do it in a shared service way. I have been assured by the Township Manager that we will be able to provide whatever seed funding that is required to do these projects.

A part of the project delivery will be a reimbursement of those funds that we initially lay out, and get all the information collected. So bear with us, but while you are bearing with us, look around town, tell us what you or where you think we could capture an opportunity to put a solar panel. Think about it like Public Service thought about it. When the guy came to Public Service and said I can put up a panel on each one of these polls in your territory and it will not cost you a nickel because you already have a permit on the pole. Public Service put up all of those panels throughout the state of New Jersey and never put out a dime to any municipality for a permit. Hundreds of millions of dollars were lost because no one raised their hand in the room and said: Hey wait a minute; just a buck

a piece would have been a significant amount of money to any of the local governments. So, what we have been doing is; and while I am talking about Public Service, just to let you know that we are talking to them about our streetlights and we are talking to a professional project developers about the streetlights. The streetlights, we are going to make that happen one way or another. We have their attention. They know what our intentions are. They are worried about our next move. So be patient again with us. We do not want to put ourselves out there where we did not do our due diligence with regard to our homework. We are making sure that what we are putting together is what they call in the business arena bulletproof. So thank you, and rest assured I am going to try to be here whenever I can to give you a brief update on what we are doing and just some kind of a time table on how it is going to be done. The task force, we are wanting to put together...well it is springtime, some kind of a festival or fair that will deal with information, education. We are talking to Councilwoman Jennings; she is one of the task force members. We are looking at how we can present the information and keep everyone engaged in this project. Thank you.

Mayor Anderson asked if there were any other residents for public comment. Mr. Walker.

Harry Walker, Jr.:

Greetings Council, fellow residents. First off, regarding Facebook and the basketball courts; yes, Facebook is a communication medium now and I want to thank Mayor Anderson, Nat, because you actually come on there and give information and I want to encourage the rest of the Council Members to start getting involved in how they are communicating; because he is the only one that comes on there and lets people know what is going on.

Now with that, there was a big ruckus about what is going on with the basketball courts but it was as simple as getting

in touch with the right person to find out-- oh it is the wintertime, we do not put up basketball courts until the spring and summertime. It was resolved in less than 15 minutes, but a whole day went by when I could not moderate the group because I was busy with "The 12th of Never"

Now next, on "The 12<sup>th</sup> of Never" , that is a non-profit. The last Council meeting I came and invited every single Council member to come and be involved. We feed the needy, we give out clothes, we give out toys, we do bereavement, we even run a program at the Kennedy Center called Youth Business League. We are involved in the community and it is always coming out of our pockets. I asked the Council to come and support us the last Council meeting and no one showed up. Now, Mayor Anderson, I will thank you, because he is the only one that purchased a ticket, but I made the public announcement at a Council meeting and no one came out to support.

Next, last time I had a meeting with Township Manager and the Mayor and the information was submitted to Council for a strategic plan. We really need a strategic plan in this town. I talk about vision, and it has yet to have been discussion about vision; so I know we said we want to get it on the next meeting or some meeting coming soon, and I am hoping-- looking forward to that meeting in June, because I really want to support you guys. I want to grow and support this town, but we need some type of plan or vision. Selecting a Township Manager without a vision; how are you going to hire somebody to do a job when you are not giving them a job description, and I know the state ordinance for the job description, but Willingboro is in dire need of some very deep construction-- I'm sorry, reconstruction, and figure out where we are going.

Lastly, I just looked out in the room and I see so many people here now, whereas, before it was three people in this row, seven people in this row. Now it is an entire room full. So, residents are paying attention and we want to see change and personally I want to support the Township, I want to support the Council as well as the School Board. I

want us all in this community to do better, but we all have to do our part. Not just them up there, not just us out here, every single person in this town has to do their part. That is the only way it is going to turn around. Thank you so much, God bless, good night.

Mayor Anderson asked if there are there any more public comments. Seeing none, public comments are now closed, Council Comments?

**Council Comments**

Councilman Nock: Yes, I was just wondering should we wait until after the executive session to have the Council Comments.

Mayor Anderson: Well, it depends. Some of the residents may not stay that long depending on how long the executive is.

Councilman Nock: We have a special counsel here to do, I guess, the report. So I just think that it would be appropriate to have the Council Comment after all that is going to happen. If not, then I will pass.

Councilwoman Jennings: Do you have a comment?

Councilman Nock: No, I am asking what should we do.

Mayor Anderson: Yes, I want to keep with the format of the meeting.

Councilman Nock: Okay.

Mayor Anderson: Whatever conversations happen after executive whoever is here can hear those conversations at that time, but just for those who do not want to stay who have other things on their schedule, I just want to make sure that they can hear what Council has to say.

Councilman Nock: Alright. I will say a couple things. I just want to say to Mr. John, every dollar counts, that is why I say 62 not 65. I believe it was 62. Okay and Mr. Brevogel can probably tell you the exact number.

In terms of the residency requirement, I think that that is something that I think we should look at, but whether or not that can be enforced is something else. I do not know the parameters or what the state law is and so forth and so on. I know when I was on the School Board we could not enforce that, because it was state law that pretty much they had to live within the state.

And, the other thing about the gentleman that came up and talked about the basketball and talking to Spalding, I do not know if we are even allowed to go outside of our pricing index-- maybe we can in terms of the Township has as part of a statewide initiative; and I think that you have to buy certain things off it, but I do not know if athletic equipment is the same. But, if you can get 50% off all of the stuff from Spalding, we welcome it, it would be nice if they gave it to us, but that would be great. That is initiative and I applaud it. That is all I have to say.

Councilwoman Jennings:

So I just want to thank everyone for coming out especially in this weather. I am not sure that we can do that for the professional contracts, I am not sure that it can be based on where you live, because that is a procurement, so I do not think that we can limit it in a procurement. As a matter of fact, I asked the law firm several years ago about doing set-asides for people who lived in the neighborhood, but I will ask them to research that again to see if anything has changed in the state. I would also ask about – and some of our construction having goals for minorities and women so that we could hire some women to do some jobs also. And, I was also told that that was not possible at the time. So we will have to look into that.

This weekend I went to Alpha Phi Alpha's Annual Breakfast that they have every year, and Councilman Nock was one of the recipients of a Community Award. The event was very nice, it always is. For those of you who do not know, they are the first or oldest black fraternity and they started it for all of us and I am sure they are world-wide now, and I am sure that they have been providing community service for 110 years now. So, we want to applaud them for continuing their good works. I think that is pretty much it for me.

Councilman Holley:

Good evening, I would like to thank everyone for coming out. I want to congratulate our students, our scholars. They participated in our "Youth in Government". You know, I am an educator, so I always like to see our young kids get involved and I will always support that – any initiative for the children here in town. I'm excited once again, for those of you who showed up at 6:00 P.M. We had The Burgess Group, and they gave a presentation on our

Township Manager search. I am excited to get that search underway finally. One of the things that we are working on is a job description, so we can kind of tailor fit it to what the Township needs in regards to the person that will fill that void for us.

This is a little off topic, but I jog Broido Park, I did not get a chance to call anybody today but there is a tree down in the path; so if anybody can come in and take a look at it.

June 18<sup>th</sup> the Willingboro Fort Dix McGuire Airforce Base Alumni Chapter of Kappa Alpha Psi is having our shredding event in the parking lot of JFK, so if you have any confidential documents that need to be shredded please bring them all out at that time.

I know one of the things regarding the strategic plan, is one of the things that the Economic Development Committee has been working on. I know at the last meeting that I was able to attend; they were working on a SWOT (sic) analysis learning about the strengths, and the weaknesses of the Township. So I know that is something that is kind of under works.

Lastly, I want to thank Councilman Nock, well not thank him but congratulate him on his community service award.

Councilman Nock:

Thank you.

Deputy Mayor Walker:

One of the things that Councilman Holley did not mention that was good news, is when The Burgess Group came in today they said that they are working hard to get someone in place by September 1<sup>st</sup>, so they are going to take an aggressive approach in getting that done by September 1<sup>st</sup>.

I, too, attended the breakfast on Saturday morning and congratulations to Councilman Nock for the award that he received. I did not know his background was as extensive as it was in building a company, so congratulations for that.

June 4<sup>th</sup> one of Willingboro's alumni Desmond Moses-- let me make sure the that is correct-- June 4<sup>th</sup> Desmond Moses, he graduated from Willingboro High School went to school at Tulane University and he played for the Kansas City Chiefs and the Green Bay Packers. He is hosting a free football clinic at the Carl Lewis Stadium for all school age

kids, so that is another alumni who is giving back to the community. So if you know anybody in school that is playing football it is going to be a nice event.

Also Saturday I attended the Urban Housing Expo which was well attended. I think that it was here through NAACP if I am correct. Is Reva still here? Ms. Foster? It came through the NAACP right?

Reva Foster:

And Community Affairs.

Deputy Mayor Walker:

Do not leave out Community Affairs. NAACP and Community Affairs – nice to see a lot of dignitaries that were here from around the state to come to our place to host their event. It seems like this banquet center was a good investment because it stays busy all the time.

One of the things that I want to--since we have people here from the School Board, Utilities Authority and Council with all of the things that are going on in the community with solar and the different projects – Clayton Sills, who is the Chairman of the board of the Utilities Authority just spoke about something. I think we should consider having a joint meeting between Council, School Board and Utilities Authorities. Especially with getting ready to hire a new Township Manager, for us to have a conversation with three governing bodies to see what direction we are going, because we are talking about a whole lot of ideas that involve each group; so it is about time that we all sit down together and have a conversation and get on one accord and see what we can do to enhance the Willingboro experience. That is it for me.

Mayor Anderson:

I would like to begin by saying good evening to everyone. It is good to see everyone in attendance.

Congratulations to Councilman Nock on your award Saturday.

Also, I want to acknowledge that the Public Works Association of New Jersey has presented the Superintendent of Excellence Award for 2016 to our very own Richard Brevogel.

I had the opportunity on Saturday to participate in the RCBC Rowan College at Burlington County's first ever graduation ceremony and it was held at the Mt. Laurel Campus.

I also attended the Housing Expo that was hosted by Community Affairs, NAACP and also STEPS.

I had the opportunity to meet, shake hands with Hillary Clinton down in Camden last week.

I participated in the "Woofstock" event that Jill Cyrus had over at the Kennedy Center. I participated in Career Day at McGinley Elementary School; I participated in the Twin Hills National Honors Society Ceremony.

I had the opportunity to administer the oath of office to Charles K. Sizenstock the Deputy Fire Chief; Jamie D. Clark the Fire Captain, Ronald Priest III Firefighter; and Brian M. Riley, Firefighter.

So, I just want to make mention that this coming Thursday, May 19<sup>th</sup> at 6:00 P.M. we will be having the first Mayor's Forum which will be held over at the JFK Center. Once again, thank you all for coming out.

Clerk: Sir, can we just remind everybody that June 7, 2016 is our election. June the 7<sup>th</sup> just remember to go out and vote. Thank you.

Councilman Nock: Sarah, you might want to say that there is not a Council Meeting that evening. It is the next day.

Clerk: Thank you. Our Council Meeting as annually scheduled is always the day after the election, which will be that Wednesday. Thank you.

Mayor Anderson: At this time we are going to head back into executive session. I am not sure how long we will be there. The residents as usual are welcome to stay.

Councilman Nock: Mr. Anderson, just a question. I see, as I said before our Special Counsel is in the audience. Does the executive session, does it have to be amended for a report or is that part of the contracts and lawsuits or whatever?

Mayor Anderson: I will defer that to the solicitor.

Cristal Bowie: I do not know what the subject matter is. Without knowing what the subject matter is I cannot.

Councilman Nock: Well, we know what the subject matter is.

Cristal Bowie: I do not know what the subject matter is.

Councilman Nock: It is for Special Counsel? I just want to make sure that we are all compliant.

Cristal Bowie: I am sorry, Councilman Nock, just take a look at the resolution (Executive Session Resolution), it has the categories for it; and I do not know whether it falls into personnel or contract negotiations or one of the other areas. If it falls into one of the other areas then it will be amended for that.

Councilman Nock: Okay. I think it does. I just want to make sure. Okay.

Brandon Garcia: Motion to come out of executive session.

Councilwoman Jennings: So moved.

Councilman Nock: I will second.

Brandon Garcia: Roll Call:

Councilman Holley	Yes
Councilwoman Jennings	Yes
Councilman Nock	Yes
Deputy Mayor Walker	Yes
Mayor Anderson	Yes

Motion carried.

Brandon Garcia: Okay at this time I have a...

Deputy Mayor Walker: Somebody has to make the motion.

Brandon Garcia: I'm sorry.

Councilman Nock: Well, uh, based on information received from our Special Counsel there is a resolution before this committee to invoke the doctrine of necessity to allow conflicted members of the Township Council to vote on the partial defense and indemnification of Deputy Mayor Walker and the r.e.-- I guess that is how you pronounce it,

Nathaniel Anderson verses Christopher Walker docket number Burl-1916, I think that is the end of mine.

Brandon Garcia: That resolution is number 2016-102.

Councilman Nock: 2016-102?

Brandon Garcia: Yes. Do I have a motion?

Mayor Anderson: I believe the document has to be read in full.

Brandon Garcia: Okay.

Councilman Nock: Where is Sarah?

Cristal Bowie: Brandon is taking her place.

Mayor Anderson: Brandon is sitting in.

Brandon Garcia: And I am to read that in full?

Councilman Holley: Yes.

Brandon Garcia: (Resolution read aloud in full)

Mayor Anderson: Roll Call?

Councilwoman Jennings: We did not have a motion yet.

Councilman Nock: So moved.

Councilman Holley: Second.

Brandon Garcia: Roll Call:

Councilman Holley Yes

Councilwoman Jennings No

Councilman Nock Yes

Deputy Mayor Walker Yes

Mayor Anderson No, I do not think the tax payers dollars should be used for personal matters.

Motion carried (3, 2, and 0)

Councilman Nock: That is not appropriate.

Mayor Anderson: Excuse me, it is my comment, I can say what I want.

Councilman Nock: Do not comment.

Councilman Nock: Special Counsel, can we have...if you are not ruling on it, then  
Special Counsel...

Cristal Bowie: Exactly, as I did indicate, Special Counsel does need to be present  
when with regard to this resolution because you are not involved with this matter.

Councilman Nock: That is why we have Special Counsel. That is why we are paying  
him.

Special Counsel Jason Insom, Esq.: Is there a question?

Councilwoman Jennings: There is no call for discussion, so...

(Crosstalk from Councilman Nock)

Cristal Bowie: You are unprofessional. You do not even know the word.

Councilman Nock: This is not appropriate what is going on here.

Mayor Anderson: Let us bring some order here, please.

(Crosstalk from Councilman Nock and Cristal Bowie)

Cristal Bowie: Yes, I am, I do work for Council, you are correct. You do.

Mayor Anderson: Let us please bring order here, please. Let us please bring some  
order here. Thank you.

Councilman Nock: Mr. Anderson, it is not appropriate what is going on here. So  
please have special counsel...

Cristal Bowie: Old tricks.

Special Counsel Jason Insom, Esq.: Is there a question or...

Cristal Bowie: He is looking for, or I believe they are looking for a ruling with  
regard to discussion on the motion after it has been voted on.

Councilman Nock: We can have discussion.

Special Counsel: The discussion would occur after the first and the second. So they  
are doing a roll call...

Councilman Nock: After the first and the second.

Mayor Anderson: This is already roll call.

Councilman Nock: This is a doctrine of necessity, you said inside afterwards then you have the discussion.

Special Counsel: Yes. Correct-- you...

Councilman Nock: Alright, well I do not know why anybody else cannot hear the same thing I am hearing.

Special Counsel: Yes, you could have discussion as to whether or not to invoke it, but as far as the specific issues pertaining to the resolution, you would save that for when the resolution is moved.

Deputy Mayor Walker: At the discussion point?

Special Counsel: At the discussion point.

Brandon Garcia: So this is moved, the motion is seconded, roll call, it has been carried; should I move on to the next resolution?

Councilman Nock: Yes. Okay.

Brandon Garcia: Mayor? Yes?

Mayor Anderson: Yes.

Brandon Garcia: Okay. Resolution 2016-103. Resolution to partially defend and indemnify Deputy Mayor Christopher Walker in re: Nathaniel Anderson vs. Christopher Walker, docket number BURL-1-19-16. Shall I read this in full?

Cristal Bowie: Yes.

Brandon Garcia: (Resolution read in full)

(Crosstalk from Councilman Nock inaudible)

Brandon Garcia: May I?

Mayor Anderson: Please, please. Can we have some order up here please? I mean, respectfully, let us respect each other, please.

Councilman Nock: I do not know how that happens.

(Crosstalk from Deputy Mayor Walker inaudible)

Brandon Garcia: Mayor, shall I go on?

Mayor Anderson: Please Brandon.

Brandon Garcia: Thank you. (Resolution continued to be read in full)

Brandon Garcia: May I have a resolution motion please?

Councilman Nock: So moved.

Councilman Holley: Second.

Mayor Anderson: Discussion? Roll Call?

Brandon Garcia: Roll Call:  
Councilman Holley Yes  
Councilwoman Jennings No  
Councilman Nock Yes  
Deputy Mayor Walker Yes  
Mayor Anderson Once, again No. I do not feel it should be paid on the backs of the taxpayers.

Motion carried (3, 2, and 0)

Councilman Nock: Withdraw the lawsuit.

Deputy Mayor Walker: Exactly.

Councilman Nock: Withdraw the lawsuit.

Brandon Garcia: Okay, motion carried.

Councilman Nock: Easy.

Deputy Mayor Walker: Exactly.

Councilman Nock: Easy.

Brandon Garcia: Can I have a motion to adjourn?

Councilman Holley: So moved.

Councilman Nock: Second. Withdraw the lawsuit.

Brandon Garcia: Roll Call:

Councilman Holley	Yes
Councilwoman Jennings	Yes
Councilman Nock	Yes
Deputy Mayor Walker	Yes
Mayor Anderson	Yes

Motion carried (5, 0, and 0)  
Brandon Garcia:

Meeting is adjourned at 9:45 P.M.

Attest:

  
\_\_\_\_\_  
Nathaniel Anderson, Mayor

\_\_\_\_\_  
Brandon Garcia  
Deputy Township Clerk

Introduced By: Mark  
Seconded By: Holley

TOWNSHIP OF WILLINGBORO

RESOLUTION NO. 102

RESOLUTION TO INVOKE THE DOCTRINE OF NECESSITY TO ALLOW CONFLICTED MEMBERS OF THE TOWNSHIP COUNCIL TO VOTE ON THE PARTIAL DEFENSE AND INDEMNIFICATION OF DEPUTY MAYOR WALKER IN RE NATHANIEL ANDERSON v. CHRISTOPHER WALKER, DOCKET NO.: BUR-L-19-16

WHEREAS, the New Jersey Local Government Ethics Law (the "Law"), N.J.S.A. 40A:9-22.2 to 22.25, provides that no local government officer shall take official action in any matter in which said member has a conflict interest from voting on the matter before the governmental agency; and

WHEREAS, after conversations with legal counsel from the Township Solicitor and Special Legal Counsel, the below listed Council Members, whom represent a majority of the Township Council, have determined that they each, individually, have conflicts of interest as defined by the Law *In re Nathaniel Anderson v. Christopher Walker*, Docket No.: BUR-L-19-16:

1. Mayor Nathaniel Anderson – Mayor Anderson is the Plaintiff *In re Nathaniel Anderson v. Christopher Walker*, Docket No.: BUR-L-19-16.
2. Deputy Mayor Christopher Walker – Deputy Mayor Walker is the Defendant *In re Nathaniel Anderson v. Christopher Walker*, Docket No.: BUR-L-19-16.
3. Councilwoman Jacqueline Jennings – Councilwoman Jennings submitted an Affidavit in support of Mayor Anderson *In re Nathaniel Anderson v. Christopher Walker*, Docket, No.: BUR-L-19-16.

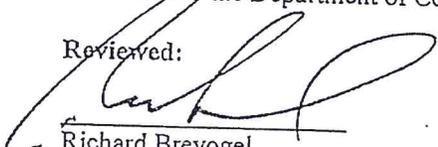
WHEREAS, as a result of the foregoing, the Township Council cannot convene a quorum for the purpose of acting on this matter; and

WHEREAS, as a result of the foregoing, the above-listed Council Members would otherwise be prohibited from voting on the partial defense and indemnification of Deputy Mayor Walker with respect to *Nathaniel Anderson v. Christopher Walker*, Docket No.: BUR L-19-16.

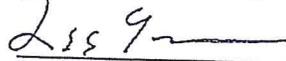
NOW, THEREFORE, BE IT RESOLVED, that the Township Council of the Township of Willingboro hereby invokes the Doctrine of Necessity for the purpose of permitting all Council Members to vote on whether the Township Council will partially defend and indemnify Deputy Mayor Walker with respect to *In re Anderson v. Walker*, Docket No.: BUR L-19-16; and

BE IT FURTHER RESOLVED that this Resolution be read at the regularly scheduled public Council meeting, posted where the Township Council normally posts public notes for thirty (30) days and forwarded to the Department of Community Affairs by the Township Clerk.

Reviewed:

  
Richard Brevogel,  
Business Administrator

Approved as to form:

  
Lester E. Taylor III, Esq.  
Special Legal Counsel

Date of Meeting: May 17, 2016

On motion by Councilman Nock		
Seconded by Councilman Holley		
Roll Call:	Councilman Holley	Yes
	Councilwoman Jennings	No
	Councilman Nock	Yes
	Deputy Mayor Walker	Yes
	Mayor Anderson	No
Motion carried. Resol. 2016-102		

TOWNSHIP OF WILLINGBORO

RESOLUTION NO. 103

RESOLUTION TO PARTIALLY DEFEND AND INDEMNIFY DEPUTY MAYOR CHRISTOPHER WALKER IN RE NATHANIEL ANDERSON v. CHRISTOPHER WALKER, DOCKET NO.: BUR-L-19-16

WHEREAS, the Township has invoked the Doctrine of Necessity with respect to this matter which is memorialized in Resolution No.: 2016-103.

WHEREAS, Chapter 26 of the Code of the Township of Willingboro, titled "Defense and Indemnification," (the "Township Code") and N.J.S.A. 59:10-4 of the Tort Claims Act allows the Township to indemnify and hold harmless its employees, appointees and officials in accordance with the indemnification provisions applicable by law to state employees; and

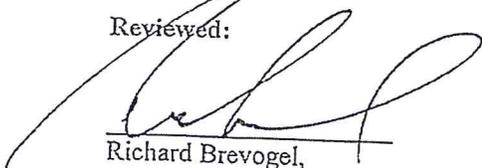
WHEREAS, the Township Council of the Township of Willingboro determines that it is in the best interest of the Township to partially defend, indemnify and hold harmless Deputy Mayor Christopher Walker *In re Nathaniel Anderson v. Christopher Walker*, Docket No.: BUR-L-19-16.

NOW, THEREFORE, BE IT RESOLVED, that the Township Council of the Township of Willingboro orders as follows:

1. Deputy Mayor Walker shall be partially defended, indemnified and held harmless in accordance with the Township Code and above-recital paragraphs which are incorporated herein.
2. The special appointed counsel of Deputy Mayor Walker's choice is hereby authorized to defend Deputy Mayor Walker in connection with the *Nathaniel Anderson v. Christopher Walker*, Docket No.: BUR-L-19-16 at a reasonable hourly rate not to exceed the rate paid by the Township to its own legal counsel.
3. If, during the course of discovery *In re Nathaniel Anderson v. Christopher Walker*, Docket No.: BUR-L-19-16, it is revealed that a certain alleged act or acts committed by Deputy Mayor Walker occurred prior to his tenure as Councilman and/or were outside the scope of his employment as a Councilman, the Township shall not pay defense and indemnification costs for those acts.

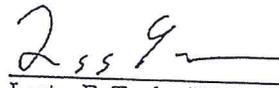
BE IT FURTHER RESOLVED that this Resolution be read at the regularly scheduled public Council meeting, posted where the Township Council normally posts public notices for thirty (30) days and forwarded to the Department of Community Affairs by the Township Clerk.

Reviewed:



Richard Brevogel,  
Business Administrator

Approved as to form:



Lester E. Taylor III, Esq.  
Special Legal Counsel

Date of Meeting: May 17, 2016

On motion by Councilman Nock  
 Seconded by Councilman Holley  
 Roll Call: Councilman Holley Yes  
 Councilwoman Jennings No  
 Councilman Nock Yes  
 Deputy Mayor Walker Yes  
 Mayor Anderson No  
 Motion carried. Resol. 2016-103