

WILLINGBORO TOWNSHIP COUNCIL

AGENDA

January 19, 2016

7:00 PM
Call to order
Flag Salute
Statement
Roll Call

Manager's Report

RESOLUTIONS

- Res. 2016—15 RESOLUTION OF THE TOWNSHIP OF WILLINGBORO AUTHORIZING CHANGE ORDER #2 FINAL FOR YEAR 2 ROAD IMPROVEMENT PROGRAM "RESURFACING OF VARIOUS STREETS."
- Res. 2016—16 RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO AUTHORIZING PAYMENT CERTIFICATE NO. 2 FINAL RELEASING THE RETAINAGE TO ARAWAK PAVING COMPANY, INC. FOR YEAR 2 ROAD IMPROVEMENT PROGRAM "RESURFACING OF VARIOUS STREETS."
- Res. 2016—17 RESOLUTION OF THE TOWNSHIP OF WILLINGBORO RELEASING THE PERFORMANCE BOND FOR THE YEAR 2 ROAD IMPROVEMENTS PROGRAM "RESURFACING OF VARIOUS STREETS" AND ACCEPTING A TWO YEAR MAINTENANCE BOND.
- Res. 2016—18 RESOLUTION AUTHORIZING AN AMENDMENT TO THE TRANSPORT AGREEMENT BETWEEN WILLINGBORO TOWNSHIP AND VIRTUA HEALTH INC. TO EXTEND THE AGREEMENT FOR AN ADDITIONAL YEAR
- Res. 2016—19 RESOLUTION AUTHORIZING RENEWAL OF FOSTER MILITARY LODGE TEMPLE ASSOCIATION LIQUOR LICENSE
- Res. 2016—20 RESOLUTION REAPPOINTING A REGISTRAR OF VITAL STATISTICS FOR THE TOWNSHIP OF WILLINGBORO FOR A THREE YEAR TERM
- Res. 2016—21 RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO RELEASING THE MAINTENANCE BOND OF THE AVERY (FORMALLY WILLINGBORO WALK) PHASE I BLOCK 5.01, LOTS 5 & 13 MAINTENANCE BOND

- Res. 2016—22 RESOLUTION OF THE TOWNSHIP OF WILLINGBORO RELEASING THE PERFORMANCE BOND FOR THE AVERY (FORMALLY WILLINGBORO WALK) PHASE II AND ACCEPTING A TWO YEAR MAINTENANCE BOND
- Res. 2016—23 RESOLUTION AUTHORIZING A REDUCTION OF THE PERFORMANCE GUARANTEE FOR THE AVERY (FORMALLY WILLINGBORO WALK) PHASE III
- Res. 2016—24 RESOLUTION OF THE COUNCIL OF THE TOWNSHIP OF WILLINGBORO AUTHORIZING THE PROFESSIONAL SERVICES CONTRACT WITH PHOENIX ADVISORS, LLC
- Res. 2016—25 RESOLUTION AUTHORIZING THE EXECUTION OF SHARED SERVICES AGREEMENT WITH THE TOWNSHIP OF CINNAMINSON FOR THE PROVISION OF ANIMAL CONTROL SERVICES
- Res. 2016—26 EXECUTIVE SESSION (IF NEEDED)
- Res. 2016—27 RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO PROVIDING FOR THE APPOINTMENTS OF MEMBERS OF THE WILLINGBORO MUNICIPAL UTILITIES AUTHORITY

Approval of December 1, 2015 minutes

Public Comments
Council Comments
Adjournment

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

**Willingboro Township Council Meeting of January 19, 2016, held in the John F. Kennedy Center,
Banquet Room, 429 JFK Way, Willingboro, NJ**

The meeting was called to order at 7PM

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.

Roll Call:	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; Wendell Bibbs, Township Engineer

Manager's Report (See attached)

Resolutions

RESOLUTION NO. 2016-15

**A RESOLUTION OF THE TOWNSHIP OF WILLINGBORO
AUTHORIZING CHANGE ORDER #2 FINAL FOR YEAR 2 ROAD IMPROVEMENT
PROGRAM "RESURFACING OF VARIOUS STREETS."**

WHEREAS, on June 3, 2015 by Resolution 2015-83 the Township Council of the Township of Willingboro authorized a contract with Arawak Paving Company, Inc. 7503 Weymouth Road, Hammonton, New Jersey 08037 for Year 2 Road Improvement Program "Resurfacing of Various Streets," pursuant to the Local Public Contracts Law, N.J.S.A. 40:11-1, et seq.; and

WHEREAS, the original contract amount was awarded for \$813,790.93; and

WHEREAS, the Township authorized Change Order #1 by Resolution 2015-108 on or about August 4, 2015 to add four roads to the project for \$153,238.17, for an amended/revised contract amount of \$967,029.10; and

WHEREAS, the Change Order #2 Final represents a reduction of \$187,438.94 amending the final contract amount to \$779,590.16; and

WHEREAS, the Township Engineer has found the proposed Change Order #2 Final to be acceptable; and

WHEREAS, Township Council has reviewed the Engineer’s recommendation for the Change Order #2 Final amending the final contract amount to Seven Hundred Seventy Nine Thousand Five Hundred Ninety and 16/100 Dollars (\$779,590.16); and

NOW THEREFORE, BE IT RESOLVED that in open public session on this 19th day of January 2016 that the Township Council of the Township of Willingboro hereby accepts Change Order #2 Final for the Year 2 Road Improvement Program “Resurfacing of Various Streets,” and amends the final contract amount for this project to \$779,590.93 for Arawak Paving Company, Inc.

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be provided to the Township Engineer, Finance director, and Arawak Paving Company, Inc.

Deputy Mayor Walker questioned Resolution 2016-15 asking if this was the same contractor that handled the last resurfacing of various streets.

Township Engineer Wendell Bibbs answered that they were not the same ones.

On motion by Councilwoman Jennings

Seconded by Mayor Anderson

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

Motion carried. Resolution 2016-15 approved.

Because Councilman Nock stated that the figures did not add up on Resolution 2016-16, Wendell Bibbs, Township Engineer suggested **Resolutions 2016-16 and Resolutions 2016-17 be held** for further discussion and review. The governing body was in agreement to hold those two resolutions until the next Council meeting.

RESOLUTION NO. 2016-18

A RESOLUTION AUTHORIZING AN AMENDMENT TO THE TRANSPORT AGREEMENT BETWEEN WILLINGBORO TOWNSHIP AND VIRTUA HEALTH INC. TO EXTEND THE AGREEMENT FOR AN ADDITIONAL YEAR

**Willingboro Township Council Meeting of January 19, 2016, held in the John F. Kennedy Center,
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WHEREAS, the Township of Willingboro provides Basic Life Support services and transportation to its residents and others in specific situations; and

WHEREAS, the Township has a need to provide Advanced Life Support Services transportation to its residents and others in specific situations; and

WHEREAS, Virtua Health Inc. is the provider licensed and designated by the State of New Jersey to provide Advanced Life Support services (Mobile Intense Care MICU) in Burlington County; and

WHEREAS, the Mobile Intense Care units in Burlington County do not have a transport vehicle (ambulance) and therefore rely upon the agencies or municipalities to transport patients to local area hospitals while they provide the crew for that particular agency's ambulance.

WHEREAS, the Township of Willingboro entered into an Agreement with Virtua Health Inc. for the transportation of individuals requiring advanced life support emergency medical transportation services effective February 1, 2010; and

WHEREAS, the federal governments permits only one agency to submit a combined bill for their services when Medicare and Medicaid patients are involved; and

WHEREAS, by this agreement Virtua Health agrees to compensate the transporting agency a designated fee for the transport when a patient who is covered by Medicare and Medicaid insurances and is rendered treatment by the Virtua Mobile Intensive Care Unit personnel.

WHEREAS, the purpose of this agreement is only for billing purposes that deal with Medicaid and Medicare patients and all other insurances are billed by both Basic Life Support and Advanced Life Support agencies.

WHEREAS, in order to provide the advanced life support services, the Township of Willingboro intends to enter into the Amendment to the Transport Agreement between Willingboro Township & Virtua Health Inc. for an additional period of one (1) year effective February 1, 2016 and terminating January 31, 2017; and

WHEREAS, the Township Council finds that the health, safety, and welfare of the residents of the Township of Willingboro will benefit from Willingboro entering into an Amendment to Transport Agreement for one additional year with Virtua.

NOW, THEREFORE BE IT RESOLVED on this 19th day of January, 2016, in open public session that the Mayor and Clerk are hereby authorized to execute the Amendment the Transport Agreement Between Willingboro Township & Virtua Health, Inc. attached hereto.

On motion by Councilwoman Jennings

Seconded by Mayor Anderson

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

Motion carried. Resolution 2016-18 approved.

RESOLUTION NO. 2016-19

RESOLUTION AUTHORIZING RENEWAL OF FOSTER MILITARY LODGE TEMPLE ASSOCIATION LIQUOR LICENSE

WHEREAS, the Foster Military Lodge Temple Association has applied for renewal of their Club License pursuant to R.S. 33:1-46.1; and

WHEREAS, it appears that the application and supporting documents are in proper order and ready for approval;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session 19th day of January 12, 2016, that the Township Council makes the following findings.

a. The Township Council has reviewed the application and the supporting documents and finds that the submitted application is complete in all respects, including the requirements of N.J.A.C. 13:2-8.7; and

b. The Officers and Directors of the applicant club are qualified to be licensed according to the standards established by Title 33 of the New Jersey Statutes Regulations promulgated there under, as well as pertinent local ordinances or conditions consistent with Title 33; and

c. The club shall maintain all records required pursuant to N.J.A.C. 13:2-8.8 and 13:2-8.12; and

d. No officer or member of the governing board of the applicant club has been convicted of a disqualifying offense pursuant to Title 33; and

e. It is appropriate and in the public interest to approve the renewal of a club license for the Foster Military Lodge Temple Association, #0338-31-004-001, for the period July 1, 2015 through June 30, 2016; and

BE IT FURTHER RESOLVED, that the Foster Military Lodge Temple Association has complied with the applicable provisions of Title 33, Rules and Regulations of the New Jersey Division of Alcoholic Beverage Control and Ordinance No. 12, 1983, as well as all applicable ordinances of the Township of Willingboro; and

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Banquet Room, 429 JFK Way, Willingboro, NJ**

BE IT FURTHER RESOLVED, that certified copies of this resolution be provided to the Foster Military Lodge Temple Association and the Division of Alcoholic Beverage Control for their information and attention.

On motion by Councilman Holley

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 2016-19 approved.

RESOLUTION 2016--20

**RESOLUTION REAPPOINTING A REGISTRAR OF VITAL STATISTICS FOR THE
TOWNSHIP OF WILLINGBORO FOR A THREE YEAR TERM**

WHEREAS, it is necessary that the Township Council appoint a Registrar of Vital Statistics for the Township of Willingboro, to hold office pursuant to N.J.S.A 26:8-11 et seq. for a three year term; and

WHEREAS, the Township Council has determined that the reappointment of Deanna Bates is in the best interest of the Township of Willingboro.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro assembled in public session this 19th day of January, 2016 that:

1. Deanna Bates be and hereby is appointed as Registrar of Vital Statistics for the Township of Willingboro, for a term expiring January 31, 2018.
2. The salary for the Registrar of Vital Statistics be and hereby is fixed as per Salary Ordinance/Resolution.

BE IT FURTHER RESOLVED that certified copies of this Resolution be provided to Deanna Bates, Township Manager, Chief Financial Officer of the Township of Willingboro and the State Department of Health as required by law.

On motion by Deputy Mayor Walker

Seconded by Councilman Holley

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

Motion carried. Resolution 2016-20 approved.

Resolution No. 2016- 21

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF THE
TOWNSHIP OF WILLINGBORO RELEASING
MAINTENANCE BOND OF THE AVERY (FORMALLY WILLINGBORO WALK)
PHASE 1
BLOCK 5.01, LOTS 5 & 13 MAINTENANCE BOND SOC SBLC-1B-2015-127**

WHEREAS, the Township of Willingboro’s Engineers Remington, Vernick & Arango Engineers, Inc. has inspected The Avery (Formerly Willingboro Walk) Phase 1, Block 5.01, Lots 5 & 13; and

WHEREAS, based upon their inspection, the Township’s Engineers recommend that the Maintenance Guarantee in the amount of \$235,155.96 Bond LOC SBLC-1B-2015-127 may be released; and

WHEREAS, The Township Council finds that it is in the best interest of the Township to accept the recommendation of the Township’s Engineers to release the maintenance bond in this matter.

NOW THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 19th day of January, 2016, that the Maintenance Guarantee in the amount of \$235,155.96 Bond LOC SBLC-1B-2015-127 shall be released, in accordance with the Township Engineer’s recommendation.

BE IT FURTHER RESOLVED, that copies of this resolution shall be provided to the Finance Director, the Township Engineer and Weiss Properties for their information and attention.

On motion by Mayor Anderson

Seconded by Councilwoman Jennings

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

Motion carried. Resolution 2016-21 approved.

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RESOLUTION NO. 2016- 22

**A RESOLUTION OF THE TOWNSHIP OF WILLINGBORO RELEASING THE
PERFORMARNCE BOND FOR THE AVERY (FORMALLY WILLINGBORO WALK) PHASE
II
AND ACCEPTING A TWO YEAR MAINTENANCE BOND**

WHEREAS, Remington, Vernick & Arango Engineers, and Affiliates, has inspected the The Avery Phase II, at Block 5.01, Lots 5 & 13 to assess the status of bonded improvements for the purpose of release of the “performance guarantee” by Weiss Properties; and

WHEREAS, the Township's Engineer has determined that the improvements are satisfactory.

WHEREAS, it is the recommendation of the Township’s Engineer that the Township of Willingboro release the Performance Surety Bond # _____, in the amount of Nine Hundred Seventy Eight Thousand Four hundred twenty five dollars and 40/100 (\$978,425.40) and upon a posting of a two year Maintenance Bond # _____ in the amount of 15 % of the cost of the improvements or \$122,303.18 One Hundred Twenty Two Thousand Three Hundred Three and 18/100 cents (\$122,303.18), provided that the release of the Performance Bond is contingent upon the payment of all outstanding escrow invoices.

WHEREAS, it is the intention of the Township Council and in the best interest of the Township of Willingboro to release the performance bond and accept a two year maintenance bond for the Avery Phase II project in the amounts referenced herein, contingent upon the payment of all outstanding escrow invoices, in accordance with the Township Engineer’s recommendations.

NOW THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 19th day of January 2016, that the performance bond # _____ in the amount of Nine Hundred Seventy Eight Thousand Four Hundred Twenty Five dollars and 40/100 (\$978,425.40) and it will accept a two year Maintenance Bond in the amount of One Hundred Twenty Two Thousand Three Hundred Three Dollars and 18/100 cents (\$122,303.18), provided that the release of the Performance Bond is contingent upon the payment of all outstanding escrow invoices.

BE IT FURTHER RESOLVED, that copies of this resolution shall be provided to the Finance Director, the Township Engineer, and The Avery/ Weiss Properties for their information and attention.

On motion by Mayor Anderson

Seconded by Councilwoman Jennings

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

Motion carried. Resolution 2016-22 approved.

Resolution No. 2016-23

A RESOLUTION AUTHORIZING A REDUCTION OF THE PERFORMANCE GUARANTEE FOR THE AVERY (FORMALLY WILLINGBORO WALK) PHASE III

WHEREAS, the Township of Willingboro’s Engineers Remington, Vernick & Arango Engineers, Inc. has conducted an inspection of the project known as The Avery Phase III (formally Willingboro Walk) for the purpose of reducing the Performance Guarantee; and

WHEREAS, the Township’s Engineer has determined that based upon its inspection, and review of construction costs, contingencies and total improvements to be bonded, it recommends a reduction in the amount of the Performance Guarantee, from Nine Hundred Thirty Five Thousand Six Hundred Fifty and 80/100 dollars (\$935,650.80) to the amended amount of Four Hundred Sixty Two thousand Two Hundred Nine and 04/100 dollars (\$462,209.04).

WHEREAS, it is in the best interest of the Township of Willingboro to accept the recommendation of the Township Engineer to reduce the amount of the Performance Guarantee.

NOW THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 19th day of January, 2016, authorizes a reduction in the amount of the Performance Guarantee, from Nine Hundred Thirty Five Thousand Six Hundred Fifty and 80/100 dollars (\$935,650.80) to the amended amount of Four Hundred Sixty Two thousand Two Hundred Nine and 04/100 dollars (\$462,209.04), in accordance with the Township Engineer’s recommendations.

BE IT FURTHER RESOLVED, that copies of this resolution shall be provided to the Finance Director, the Township Engineer and Weiss Properties/The Avery, for their information and attention.

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On motion by Mayor Anderson

Seconded by Councilwoman Jennings

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

Motion carried. Resolution 2016-23 approved.

**TOWNSHIP OF WILLINGBORO
RESOLUTION NO. 2016- 24**

**RESOLUTION OF THE COUNCIL OF THE TOWNSHIP OF
WILLINGBORO AUTHORIZING THE PROFESSIONAL SERVICES
CONTRACT WITH PHOENIX ADVISORS, LLC**

WHEREAS, the Township of Willingboro has need of a Continuing Disclosure Agent and Independent Registered Municipal Advisor (“IRMA”) to stay in compliance with Secondary Market Disclosure obligations in connection with one or more bond issuances to provide certain financial and other information, and notices within specified timeframes, in a manner prescribed by various regulators; and

WHEREAS, new rules and regulations promulgated by the Securities & Exchange Commission (SEC) restrict the provision of advice concerning the issuance of municipal debt to those that are appropriately registered with the SEC; and

WHEREAS, Phoenix Advisors, LLC is an appropriately registered expert in the field of municipal bond finance, and provides continuing disclosure services and is an independent registered municipal advisor under the SEC regulations; and

WHEREAS, Phoenix Advisors, LLC provides professional services, in the areas of continuing disclosure agent services, municipal bond finance and as an Independent Registered Municipal Advisor, pursuant to N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the Township intends to enter into a Professional Service Agreement (hereinafter “Agreement”) with Phoenix Advisors, LLC for Continuing Disclosure Agent Services and as Independent Registered Municipal Advisor at a cost not to exceed \$1,350.00, as set forth in the attached Agreement.

WHEREAS, funds are available for this purpose as indicated by the Treasurer’s Certification; and

NOW THEREFORE BE IT RESOLVED on this 19th day of January 2016, in open public session that the Council of the Township of Willingboro, County of Burlington, authorizes the Mayor of the Township of Willingboro to execute the attached 2016 Agreement covering Continuing Disclosure Agent Services and Appointment as Independent registered Municipal Advisor of Record with Phoenix Advisors, LLC.

On motion by Mayor Anderson

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 2016-24 approved.

TOWNSHIP OF WILLINGBORO
RESOLUTION 2016 -25

A RESOLUTION AUTHORIZING THE EXECUTION OF SHARED SERVICES AGREEMENT WITH THE TOWNSHIP OF CINNAMINSON FOR THE PROVISION OF ANIMAL CONTROL SERVICES.

WHEREAS, N.J.S.A. 40A:65-1, et seq., known as the "Uniform Shared Services and Consolidation Act," authorizes two or more local units to enter into an agreement for interlocal services known as a Shared Services Agreement for the provision of municipal services ("Agreement"); and

WHEREAS, the purpose of Shared Services Agreements is to reduce local expenses funded by property taxpayers; and

WHEREAS, the Township Council of the Township of Willingboro and the Township of Cinnaminson desire to enter into a Shared Services Agreement for the provision of Animal Control Services to the Township of Cinnaminson for a fee of \$18,000.00 and a fee for emergency services in accordance with the agreement attached beginning January 1, 2016 and expiring December 31, 2016; and

WHEREAS, the Township Council has reviewed the proposed Agreement, a copy of which is attached hereto; and

WHEREAS, the sharing of these services is in the public interest and will benefit the Township of Willingboro and the Township of Cinnaminson.

NOW, THEREFORE, BE IT RESOLVED by the Township Council, assembled in open public session on this 19th day of January 2016 that the Mayor and the Township Clerk are hereby authorized to execute the Shared Services Agreement, as attached hereto, between the Township of Willingboro and the Township of Cinnaminson for the provision of Animal Control Services.

BE IT FURTHER RESOLVED, that copies of this resolution shall be provided to the Township of Cinnaminson, the Finance Office and the Police Department for their information and attention.

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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. Resolution 2016-25 approved.

RESOLUTION NO. 2016-26

A RESOLUTION OF THE TOWNSHIP OF WILLINGBORO 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 19th day of January, 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.

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- _____ 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.

- ___XX___ 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:

Professional Service Appointment Discussion

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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.

On motion by Deputy Mayor Walker

Seconded by Mayor Anderson

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

Motion carried. Resolution 2016-26 approved.

Approval of December 1, 2015 minutes

On motion by Councilwoman Jennings

Seconded by Deputy Mayor Walker

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

Motion carried. December 1, 2015 minutes approved.

Public Comment

Thomas Floyd-Buckingham Park

Mr. Floyd invited all of Council to the February 26, 2016 meeting of the "Concern Citizens" of Buckingham Park.

Ken Gordon-2 Guild Ct.

Mr. Gordon congratulated each member of Council and said that he offers his support to each one of them. He also said that he came to the meeting to right all wrongs and openly apologized to Councilwoman Jennings and Mayor Anderson for the wrong that he did them in the past. He said that he was glad to be back in Willingboro.

Arnold Dumont-6 Brierdale La.

Mr. Dumont introduced himself as a member of the Willingboro Environmental Commission. His concern was regarding the Academy Buses that stop in the Town Center. He said that it's very hard for cars to get around the bus and that there is a potential problem with drivers accidentally hitting people that get off the bus because they cannot see them getting off the other side of the bus. He suggested that the buses use the Burlington County College area, which has plenty of space to park and let people off without causing a possible accident.

Mr. Dumont also asked Council if they can provide a liaison for the Environmental Commission.

Ms. Barbour-50 Tidewater La.

Mr. Barbon said that she was very upset to learn that the Avery Apartments would be bringing a Day Care Center in during their Phase III projection. She asked if Council would please check into it.

JoAnn Carter-21 Norman La.

Ms. Carter said that she too was upset that Avery Apartments is bringing a Day Care Center into an area where there is already a Day Care Center that is almost in their (Avery) backyard. She suggested that maybe what Avery needs is another restaurant, not another Day Care Center.

Michele Jackson-Former

Ms. Jackson said that her main concern was that Council should get along.

(Willingboro Resident)

Charlotte Froman-14 Holyoke La.

Ms. Froman congratulated all of the Council members and asked each to set back, listen and learn. She told Councilwoman Jennings that she is now the carrier of the light, since she is the longest running member on council at present.

Ms. Froman said that she would like a moratorium on renaming streets

Ms. Froman noted that Mayor Anderson would be the guest speaker at the next Neighborhood Watch meeting.

Mary Jane (sic)-41 Gamewell La.

Ms. Jane complained that her neighbor has 5(five) dogs. She called the Animal Control and got no response. She said that she also called the Clerks' office and got no answer. She said that this is her concern with Shared Services with Animal Control that you get no response from anyone.

Mayor Anderson asked if there were any further public comments. There were none.

Council Comments

Councilman Nock comments were:

- He would like to see some policy changes
- He will be looking into "Best Practices" used from other municipalities
- He would like to see additional public comment on resolutions prior to vote
- He would like to add new business and old business to the agenda
- He stated that all contracts should come before Council before they are signed
- He stated that all minutes from the Zoning and Planning Boards be given to Council

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-He stated that there should be a policy that Council not use their township supplied phones for personal business and that all Council members should follow the IT policy.

-He stated that there should be a policy to form a committee to renovate the JFK Auditorium and that Councilman Holley should head that committee.

-He suggested that the appointing of the Township Engineer should be put back in the hands of Council and not for the Manager to appoint.

Councilman Nock said that he would send all of the above statements to Council and the Clerk. He thanked everyone for their support.

Mayor Anderson agreed with Councilman Nock that all of his items should be discussed with all of Council first.

Councilwoman Jennings wished everyone a Happy New Year. She said that in light of comments regarding Mr. Weiss and the Avery project, she said that the Township has pressed Mr. Weiss and now he's trying to do whatever he can to bring in businesses. She said that as per the Day Care Center on the Weiss property, he could probably fill the center with no problem.

Councilwoman Jennings thanked Mr. Ken Gordon for his comments and his apology.

Councilman Holley stated that Council's priority is to make Willingboro a better place and that is the goal that he is working toward.

Deputy Mayor Walker thanked Mr. Gordon for his comments and his support. Deputy Mayor Walker agreed with Councilman Holley that there is still a lot of work to be done in Willingboro, and that we will get better if we do better.

Deputy Mayor Walker said that he still has some concern with the Avery Apartment issues. He said that it appears that Mr. Weiss is focus on apartments and the Township is focus on ratables, and developing the Rt. 130 corridor. He said that Mr. Weiss has not lived up to his promises and suggested that Mr. Weiss find an outside agency to get help in developing commercial area.

Deputy Mayor Walker said that he would like to see a procedural change, that when the residents ask questions that the Willingboro Directors should be at the meetings to answer them. He said that the residents want to feel like they are being heard.

Mayor Anderson said that he was glad to see a full room of residents. He introduced the new School Board President and her newly elected School Board Vice President.

Mayor Anderson stated to the public that he will be in his office every Friday from 9am to 3pm and also gave his email address (www.mayornatanderson.org) to the public as well.

Mayor Anderson thanked Mr. Gordon for making things right, and said that he was very glad to see him back in Willingboro.

Mayor Anderson asked that all Willingboro Directors be at the first meetings of the month and to send a representative to the 3rd meeting of the month.

Mayor Anderson made note that our own Willingboro Director of Community Affairs/Senior Center and Veterans Affairs Reva Foster was honored at an NAACP event and received a "Stop the Violence Award"

Mayor Anderson addressed Thomas Floyd's concerns, by letting him know that the township is not the enemy, but that we (Council) are here to work with the him and the residents of Willingboro.

Mayor Anderson addressed Ms. Barbour question regarding a Day Care Center at the Avery Apartments. He said that Council has no knowledge of that information.

Mayor Anderson addressed Ms. Mary Janes question regarding the 5 (five) dogs letting her know that the Acting Township Manager will get back to her with an answer on that issue.

Mayor Anderson thanked everyone that came out to the meeting.

Executive session began at 8:50PM
Executive session ended at 10:16PM

Motion was taken in open session to appoint WMUA members.

It was on motion by Councilman Holley and seconded by Deputy Mayor Walker to appoint Carl Turner as a five year term member Commissioner to the WMUA (Willingboro Municipal Utilities Authority)

Roll Call by name:	Councilman Holley	Carl Turner
	Councilwoman	Webster Evans
	Councilman Nock	Carl Turner
	Deputy Mayor Walker	Carl Turner
	Mayor Anderson	Webster Evans

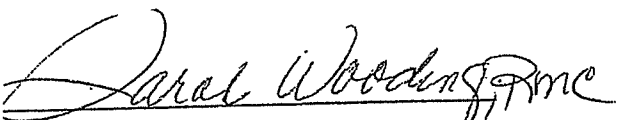
Motion carried. Carl Turner appointed as a member to the WMUA


It was on motion by Councilman Holley and seconded by Deputy Mayor Walker to appoint Charles L. Green, III as Alternate member #2 to serve a five year term on the WMUA

Roll Call by name:	Councilman Holley	Charles L. Green, III
	Councilwoman	Charles L. Green, III
	Councilman Nock	Charles L. Green, III
	Deputy Mayor Walker	Charles L. Green, III
	Mayor Anderson	Charles L. Green, III

Motion carried. Charles L. Green, III will serve as Alternate member #2 to serve a five year term on the WMUA

There being no further discussion the meeting was adjourned at 10:44PM. Motion by Deputy Mayor Walker and seconded by Councilman Nock. All in favor and none opposed.


Sarah Wooding, RMC
Township Clerk


Nathaniel Anderson, Mayor

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: January 19 2016

Re: Agenda

MANAGER'S REPORT

- The Finance department is currently working on compiling the information for the 2016 Budget
- The IT department is in the process of developing a new municipal website. The goal is to have it operational by mid February.
- Letter to residents regarding collection of E-Waste (TV's, computers, etc...)
 - Letter Attachment

EXECUTIVE SESSION – Items Attached:

1. Request for Shared Service with Medford Lakes for CPWM
2. Approval of employee holiday schedule
3. Discussion with WBOE regarding school use as temporary home for Willingboro Fire Department.

ENGINEERS REPORT

SOLICITOR'S REPORT

Attached- Departmental Monthly Reports (Distributed to public)

- Inspections
- Police
- Fire and EMS
- Public Works
- Parks and Recreation (Annual Report)

INSPECTIONS DEPARTMENT

DECEMBER 2015 MONTHLY REPORT

The Township wide Blitz is ongoing and reflected in the following report!

Total Inspections: 443

Total Violations: 195

Total Summons Issued: 17

Total Compliance/Closed: 173

Total Extensions: 6

PARKS COMPLETED: Garfield North, Deer Park, Martin's Beach, Twin Hill, Windsor,

PARKS CURRENTLY BEING INSPECTED: Pennypacker, Rittenhouse, Garfield East, Buckingham, Country Club, Millbrook

Construction Permits Issued: 204

Rental Inspections: 83 (946 registrations)

Resale Inspections: 31

Zoning Permits Issued: 91

Abandoned Properties: 925

Total Revenue: \$ 82,271

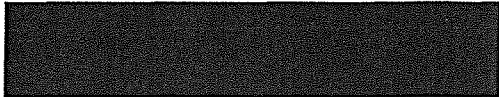
Construction: \$ 46,976

Rental: \$ 6,900

Resale: \$ 2,900

Zoning: \$ 24,195

Certificate of Compliance: \$ 1,300



Memo

To: Ms. Joanne Diggs
Township Manager

From: Mr. Richard A. Brevogel
Deputy Township Manager / Director of Public Works

Date: January 1, 2016

RE: Monthly Department of Public Works Highlights
Report for period December 1 – December 31 2015

During the month of **December** we completed / began the following:

- Began Annual Leaf Collection Program on October 19th
 - Continued Leaf Collection Program
 - Collected **7280 cubic yards YTD**
- Continued support of Inspections department for the maintenance of grass and property clean outs.
- **SAFETY:** There was one **lost time** injuries in the DPW Department for the month.
 - DPW Laborer was struck by a car.
- Supported **Clean Communities** Efforts:
 - Concerned Citizens of Buckingham SURVEY Lists

DPW Activities Month of December 2015	<u>Task</u>	<u>Hours Expended</u>
Leave Collection	Leave Collection Program	1678 man hours
Shared Service Repairs / Work	Delanco and Riverside	
Tree Maintenance/ Chipping/Stump Grinding	Removed Debris from Township property and chipped all materials. The material is being removed by the county at no cost to the township.	72 man hours
Asphalt / Road Repairs	Repaired larger Asphalt / Road Issues	16 man hours.
Infrastructure Work and Maint of	Repair Damaged infrastructure	136 man hours

Storm Water System		
Area Police (Trash Clean Up)	Patrolled all roads for trash and debris. Emptied all Public trash cans	352 man hours
Recycling	Collection of Metals and Electronics. Delivery or Replacement of Blue Recycling Single Stream Containers	56 man hours
Sign Work and Misc DPW Yard work	Repair or replaced Signs	40 man hours
Inspections Ordered Work	Maintenance of Properties	80 man hours
Sweeper	Swept areas required by SP3 Plan and interior parks	8 man hours
Grass Cutting	Cutting of areas maintained by the DPW (508 acres)	16 man hours
Training	Misc Training	16 man hours
Weed Trimming	Trimmed Township maintained areas	
Complex Mowing and Maint	Cut Complex/Library/Town Center	
Sidewalk Repairs	Repaired Sidewalks per list	
Snow Fence Installation	Installed Snow Fence	
Mechanical Maintenance	Repaired township vehicles and repaired shared service vehicles	272 man hours
	TOTAL MAN HOURS	2742 Man Hours

Richard Brevogel

Deputy Township Manager / Director of Public Works

WILLINGBORO FIRE DEPARTMENT

2015 TOTAL RESPONSE REPORT

MONTH	MONTHLY TOTAL	YEAR-TO-DATE
JANUARY	128	128
FEBRUARY	111	239
MARCH	87	326
APRIL	99	425
MAY	85 w/ 2 exposure incidents	510 w/ 2 exposure incidents
JUNE	104	614 w/ 2 exposure incidents
JULY	121	735 w/ 2 exposure incidents
AUGUST	96 w/ 1 exposure incident	831 w/ 3 exposure incidents
SEPTEMBER	91	922 w /3 exposure incidents
OCTOBER	126	1048 w/3 exposure incidents
NOVEMBER	125	1173 w/3 exposure incidents
DECEMBER	104	1277 w/3 exposure incidents

Willingboro Twp

Incident Type Report (Summary)

Alarm Date Between {12/01/2015} And {12/31/2015}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	3	2.88%	\$17,500	100.00%
113 Cooking fire, confined to container	2	1.92%	\$0	0.00%
	5	4.80%	\$17,500	100.00%
3 Rescue & Emergency Medical Service Incident				
311 Medical assist, assist EMS crew	4	3.84%	\$0	0.00%
321 EMS call, excluding vehicle accident with	1	0.96%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	1	0.96%	\$0	0.00%
352 Extrication of victim(s) from vehicle	1	0.96%	\$0	0.00%
	7	6.73%	\$0	0.00%
1 Hazardous Condition (No Fire)				
111 Gasoline or other flammable liquid spill	1	0.96%	\$0	0.00%
112 Gas leak (natural gas or LPG)	4	3.84%	\$0	0.00%
113 Oil or other combustible liquid spill	1	0.96%	\$0	0.00%
121 Chemical hazard (no spill or leak)	1	0.96%	\$0	0.00%
124 Carbon monoxide incident	2	1.92%	\$0	0.00%
141 Heat from short circuit (wiring),	3	2.88%	\$0	0.00%
144 Power line down	1	0.96%	\$0	0.00%
145 Arcing, shorted electrical equipment	1	0.96%	\$0	0.00%
160 Accident, potential accident, Other	1	0.96%	\$0	0.00%
161 Building or structure weakened or collapsed	1	0.96%	\$0	0.00%
163 Vehicle accident, general cleanup	11	10.57%	\$0	0.00%
	27	25.96%	\$0	0.00%
3 Service Call				
311 Lock-out	3	2.88%	\$0	0.00%
331 Smoke or odor removal	3	2.88%	\$0	0.00%
351 Assist police or other governmental agency	4	3.84%	\$0	0.00%
371 Cover assignment, standby, moveup	1	0.96%	\$0	0.00%
	11	10.57%	\$0	0.00%
3 Good Intent Call				
300 Good intent call, Other	2	1.92%	\$0	0.00%
311 Dispatched & cancelled en route	10	9.61%	\$0	0.00%
321 Wrong location	1	0.96%	\$0	0.00%
322 No Incident found on arrival at dispatch	4	3.84%	\$0	0.00%
351 Smoke scare, odor of smoke	2	1.92%	\$0	0.00%
352 Steam, vapor, fog or dust thought to be	1	0.96%	\$0	0.00%
353 Smoke from barbecue, tar Kettle	2	1.92%	\$0	0.00%

Willingboro Twp

Incident Type Report (Summary)

Alarm Date Between {12/01/2015} And {12/31/2015}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
6 Good Intent Call				
	22	21.15%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	1	0.96%	\$0	0.00%
710 Malicious, mischievous false call, Other	1	0.96%	\$0	0.00%
714 Central station, malicious false alarm	1	0.96%	\$0	0.00%
733 Smoke detector activation due to	3	2.88%	\$0	0.00%
736 CO detector activation due to malfunction	5	4.80%	\$0	0.00%
743 Smoke detector activation, no fire -	7	6.73%	\$0	0.00%
744 Detector activation, no fire -	7	6.73%	\$0	0.00%
745 Alarm system activation, no fire -	7	6.73%	\$0	0.00%
	32	30.76%	\$0	0.00%

Total Incident Count: 104

Total Est Loss: \$17,500

WILLINGBORO EMS DEPARTMENT

2015 TOTAL INCIDENT REPORT

MONTH	TOTAL CALLS DISPATCHED	TOTAL CALLS HANDLED	TOTAL CALLS MISSED
JANUARY	321	286	35
FEBRUARY	331	288	44
MARCH	330	288	42
APRIL	326	288	38
MAY	311	272	38
JUNE	330	298	32
JULY	311	280	31
AUGUST	310	273	37
SEPTEMBER	338	276	62
OCTOBER	348	312	36
NOVEMBER	325	285	40
DECEMBER	327	289	38
TOTAL	3922	3447	475

December 2015 EMS Call Breakdown

Group	Count	Pct
Abdominal Pain	9	3.1
Allergic Reaction	3	1.0
Assault Victim	3	1.0
Assist EMS	1	0.3
Back Pain	3	1.0
Bleeding	4	1.4
Cardiac Arrest	5	1.7
Cardiac Emergency	19	6.6
Diabetic Emergency	12	4.2
Fall Victim	30	10.4
Fire Call	11	3.8
Lacerations	4	1.4
Maternity	3	1.0
Medical Emergency	94	32.5
Motor Vehicle Accident (MVA)	17	5.9
Not Applicable	9	3.1
<i>Not Entered</i>	3	1.0
Overdose	1	0.3
Overdose (Suspected Alcohol)	1	0.3
Overdose (other)	1	0.3
Ped MVA	2	0.7
Psychiatric Emergency	13	4.5
Public Assist	6	2.1
Respiratory Emergency	19	6.6
Seizures / Convulsions	9	3.1
Stroke Victim	3	1.0
Unconscious	4	1.4
Total:	289	