

**WILLINGBORO TOWNSHIP COUNCIL
AGENDA
DECEMBER 3, 2019**

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

MANAGER'S REPORT

PUBLIC COMMENT

**ORDINANCE 2019—21—PUBLIC HEARING
ORDINANCE OF THE TOWNSHIP OF WILLINGBORO, IN THE COUNTY OF
BURLINGTON, NEW JERSEY PROVIDING FOR THE RE-APPROPRIATION OF
\$75,000 IN UNUSED DEBT AUTHORIZATIONS NOT NEEDED FOR THEIR
ORIGINAL PURPOSES IN ORDER TO PROVIDE FOR IMPROVEMENTS,
RENOVATIONS, F&E TO MUNICIPAL BUILDINGS**

NOTICE

Notice is hereby given that the foregoing Ordinance 2019-21 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 November 6, 2019 and will be considered for second reading and final passage at the regular meeting of said Township Council to be held on the December 3, 2019 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 2019—22---FIRST READING
ORDINANCE AMENDING AND SUPPLEMENTING THE WILLINGBORO
TOWNSHIP CODE, CHAPTER 150 FEES, ARTICLE XIV PROPERTY
MAINTENANCE CODE FEES**

NOTICE

Notice is hereby given that the foregoing Ordinance 2019-22 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 December 3, 2019 and will be considered for second reading and final passage at the regular meeting of said Township Council to be held on the December 17, 2019 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 2019-23 –FIRST READING

AN ORDINANCE AMENDING AND SUPPLEMENTING THE WILLINGBORO TOWNSHIP CODE, CHAPTER 297. Signs. TEMPORARY SIGNS. POLITICAL ADVERTISING

297-10(E)(2) TIME LIMIT FOR REMOVAL. All such political signs must be removed not later than the five (5) business days following the election involved.

NOTICE

Notice is hereby given that the foregoing Ordinances 2019-23 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 December 13, 2019 and will be considered for second reading and final passage at the regular meeting of said Township Council to be held on the December 17, 2019 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.

RESOLUTIONS

- | | |
|----------------------|--|
| Res. 2019—191 | RESOLUTION AUTHORIZING REFUNDS FOR OVERPAYMENTS OF TAXES |
| Res. 2019—192 | RESOLUTION AUTHORIZING APPROVAL OF VOUCHERS FOR PAYMENTS |
| Res. 2019—193 | RESOLUTION AUTHORIZING THE CANCELLATION OF AGED OUTSTANDING CHECKS |
| Res. 2019—194 | RESOLUTION FOR BUDGET TRANSFER OF THE TOWNSHIP OF WILLINGBORO TO MEET THE REQUIREMENT FOR OPERATING THE AFFAIRS OF THE TOWNSHIP |
| Res. 2019—195 | RESOLUTION ADOPTING AND AUTHORIZING THE TOWNSHIP OF WILLINGBORO EMPLOYEE HANDBOOK |
| Res. 2019—196 | RESOLUTION AUTHORIZING AN INCREASE IN THE CONTRACT AMOUNT OF FLORIO PERRUCCI STEINHEARDT & CAPPELLI, LLC, AS LABOR AND EMPLOYMENT COUNSEL |

- Res. 2019—197** RESOLUTION ADOPTING AND AUTHORIZING THE TOWNSHIP OF WILLINGBORO WALK THRU METAL DETECTOR AND SECURITY POLICY
- Res. 2019—198** RESOLUTION OF THE REAPPOINTMENT OF EUSEBIA DIGGS TO THE POSITON OF CHIEF FINANCIAL OFFICER OF THE TOWNSHIP OF WILLINGBORO
- Res. 2019—199** RESOLUTION AUTHORING THE TOWNSHIP OF WILLINGBORO TO ENTER INTO AN AGREEMENT WITH KRUEGER INTERNATIONAL INC, A CONTRACTED PARTICIPANT IN THE NJ STATE APPROVED PURCHASING COOPERATIVE CONTRACT G2004, VENDOR ID V00001405.TO FURNISH AND INSTALL OFFICE FURNISHING FOR THE WILLINGBORO FIRE & EMS TRAINING AND CONFERENCE ROOM
- Res. 2019—200** RESOLUTION AUTHORIZING A MARKETING AGREEMENT WITH UTILITY SERVICE PARTNERS PRIVATE LABEL, INC., D/B/A SERVICE LINE WARRANTIES OF AMERICA
- Res. 2019—201** RESOLUTION AUTHORIZING AN INCREASE IN THE CONTRACT AMOUNT OF ZELLER & WIELICZKO, LLP, AS SPECIAL COUNSEL
- Res. 2019—202** RESOLUTION OF THE TOWNSHIP OF WILLINGBORO AWARDING A CONTRACT FOR MUNICIPAL COMPLEX CONCRETE IMPROVEMENTS (PHASE II)
- Res. 2019—203** RESOLUTION AUTHORIZING AN INVESTMENT GRADE AUDIT AGREEMENT WITH SCHNEIDER ELECTRIC BUILDINGS AMERICAS, INC., AS “ESCO.”
- Res. 2019—204** EXECUTIVE SESSION (IF NEEDED)

TREASURER’S REPORT APPROVAL AND ADOPTION

OLD BUSINESS: NONE

NEW BUSINESS:

Public comment
Council comment
Adjournment

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

ORDINANCE2019-21

ORDINANCE OF THE TOWNSHIP OF WILLINGBORO, IN THE COUNTY OF BURLINGTON, NEW JERSEY PROVIDING FOR THE RE-APPROPRIATION OF \$75,000 IN UNUSED DEBT AUTHORIZATIONS NOT NEEDED FOR THEIR ORIGINAL PURPOSES IN ORDER TO PROVIDE FOR IMPROVEMENTS, RENOVATIONS, F&E TO MUNICIPAL BUILDINGS

BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO, IN THE COUNTY OF BURLINGTON, NEW JERSEY (not less than Two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. Pursuant to N.J.S.A. 40A:2-39 , it is hereby determined that certain debt authorizations in the aggregate amount of \$75,000 provided for in the ordinance listed below are no longer needed for the purposes referenced therein. The Township of Willingboro, in the County of Burlington, New Jersey (the "Township") desires, therefore, to re-appropriate the following debt authorizations:

Ordinance Number	Improvement Description and Date of Adoption	Amount to be Re-appropriated
2016-8	Replacement of Carpet in the Library Adopted June 2016	\$75,000

Section 2. The aggregate amount of \$75,000.00 described in Section 1 hereof and made available pursuant to N.J.S.A. 40A:2-39 hereby re-appropriated to provide for the following:

Purpose	Appropriation & Estimated Costs	Period of Usefulness
Renovations, Improvements, Furniture & Equipment-Municipal Bldgs	75,000.00	10 years

Section 3. The Township hereby certifies that it has adopted a capital budget or a

temporary capital budget, as applicable. The capital or temporary capital budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 4. This ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Sarah Wooding, RMC
Township Clerk

Martin Nock, Mayor

NOTICE

Notice is hereby given that the foregoing Ordinances 2019-21 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 November 6, 2019 and will be considered for second reading and final passage at the regular meeting of said Township Council to be held on the December 3, 2019 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 2019- 22

AN ORDINANCE AMENDING AND SUPPLEMENTING THE WILLINGBORO
TOWNSHIP CODE, CHAPTER 150 FEES, ARTICLE XIV PROPERTY
MAINTENANCE CODE FEES

CHAPTER 150. Fees. Article XIV Property Maintenance Code Fees

§150-14 Property Maintenance Code Fees

Add Section C: Lawn/Landscaping Maintenance

- | | | |
|-----|---------------------------------|---------------------|
| (1) | Residential Property | \$ 75.00 |
| (2) | Residential Property Double Cut | \$ 100.00 |
| (3) | Commercial Property | \$ 150.00 |
| (4) | Branch/Shrubbery/Limb Disposal | \$ 75.00 - \$250.00 |

Sarah Wooding, RMC, Township Clerk

Martin Nock, Mayor

ORDINANCE 2019-23

**AN ORDINANCE AMENDING AND SUPPLEMENTING THE WILLINGBORO TOWNSHIP CODE, CHAPTER
297. Signs. TEMPORARY SIGNS. POLITICAL ADVERTISING**

297-10(E)(2) TIME LIMIT FOR REMOVAL. All such political signs must be removed not later than the five (5) business days following the election involved.

**RESOLUTION NO. 2019--191
A RESOLUTION AUTHORIZING REFUNDS FOR
OVERPAYMENTS OF TAXES**

WHEREAS, the records of the Tax Collector of the Township of Willingboro indicate overpayments of taxes due and overpayments; and

WHEREAS, refunds are due for these overpayments as listed on the attached schedule and made a part hereto;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 3rd day of December, 2019, that refunds be made as per the attached schedule; and

BE IT FURTHER RESOLVED, that copies of this resolution be forwarded to the Finance Director for information, attention and compliance.

Martin Nock
Mayor

Attest:

Sarah Wooding, RMC
Township Clerk

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	_____	_____	_____	_____
Councilman Holley	_____	_____	_____	_____
Councilwoman Jennings	_____	_____	_____	_____
Deputy Mayor Perrone	_____	_____	_____	_____
Mayor Nock	_____	_____	_____	_____

OVERPAYMENT FOR TAXES

KAREN SPILLANE 26 SOUH SUNSET ROAD WILLINGBORO, NJ 08046 BLOCK 136 LOT 12 26 SOUTH SUNSET OVERPAYMENT TAXES	\$250.00
LERETA, LLC 1123 PARK VIEW DRIVE COVINA, CA 91724 BLOCK 840 LOT 30 23 EXCELL LANE OVERPAYMENT TAXES	\$1,557.57
JULIA MCCANN 194 PAGEANT LANE WILLINGBORO, NJ 08046 BLOCK 314 LOT 23 194 PAGEANT LANE OVERPAYMENT TAXES	\$163.03
KELLER TITLE AGENCY 3840 QUAKERBRIDGE ROAD SUITE 120 HAMILTON, NJ 08619 BLOCK 228 LOT 14 44 BONNIE LANE OVERPAYMENT TAXES	\$1,183.05
SAMUEL & JANET SILVERSTEIN 1108 LAUREL OAK ROAD APT. 340 VOORHEES, NJ 08043 BLOCK 1101 LOT 39 10 TREBING COURT OVERPAYMENT TAXES	\$142.39
ROSALIND GABRIEL 23 RUTLEDGE PLACE WILLINGBORO, NJ 08046 BLOCK 903 LOT 73 23 RUTLEDGE PLACE OVERPAYMENT TAXES	\$215.49

OVERPAYMENT FOR TAXES

SHAY K. FERNANDEZ 40 BABCOCK LANE WILLINGBORO, NJ 08046 BLOCK 236 LOT 12 40 BABCOCK LANE OVERPAYMENT TAXES	\$1,635.37
KURT J. & JOHANNA WELLS 10 GAMEWELL LANE WILLINGBORO, NJ 08046 BLOCK 706 LOT 3 10 GAMEWELL LANE OVERPAYMENT TAXES	\$4,730.40
ABOUBAKR & REDA G. ABOUOUF 66 SUSSEX DRIVE WILLINGBORO, NJ 08046 BLOCK 103 LOT 6 66 SUSSEX DRIVE OVERPAYMENT TAXES	\$1,436.28
ANITA S. DIGGS 11 BUCKNELL LANE WILLINGBORO, NJ 08046 BLOCK 223 LOT 35 11 BUCKNELL LANE OVERPAYMENT TAXES	\$195.37
RHONDA COX 309 FELLOWHIP ROAD SUITE 200 MOUNT LAUREL, NJ 08054 BLOCK 811 LOT 18 10 ENFIELD LANE OVERPAYMENT TAXES	\$1,350.67
GREEN RIVER RIVE CAPITAL 7730 S. UNION PARK AVE SUITE 400 MIDVALE, UT 84047 BLOCK 209 LOT 17 45 BLOOMFILED LANE OVERPAYMENT TAXES	\$1,382.91

RESOLUTION NO. 2019-192

Authorizing the Approval of Vouchers for Payment & Ratification

Whereas, Willingboro Township Council received the November 2019, Bill List and had an opportunity to review said Bill List; and

Now, Therefore, Be It Resolved by the Township Council of the Township of Willingboro, assembled in public session this 3rd day of December, 2019 that the Council hereby authorizes the Approval of Vouchers for Payment and Ratification including those items purchased under state contract and identified as such and all Trust Other Accounts (Recreation Trust, Tax Redemption, Escrow, and Dedicated by Rider Accounts).

Be It Further Resolved that a copy of this resolution shall be forwarded to the Director of Finance for her information and attention.

Martin Nock
Mayor

Attest:

Sarah Wooding, RMC
Township Clerk

Council Votes	Motion	2 nd	Ayes	Nays	Abstain	Absent
Councilman Anderson						
Councilman Holley						
Councilwoman Jennings						
Deputy Mayor Perrone						
Mayor Nock						

TOWNSHIP OF WILLINGBORO

RESOLUTION NO. 2019- 193

RESOLUTION AUTHORIZING THE CANCELLATION OF AGED OUTSTANDING CHECKS

WHEREAS, there exist certain prior years outstanding checks on the bank reconciliations of the Township of Willingboro; and

WHEREAS, it has been determined that these checks are more than one year old and should be cancelled; and

WHEREAS, Township Council has determined that it is in the best interest of the Township to cancel outstanding checks that are more than one year old.

NOW, THEREFORE, BE IT RESOLVED, on this 3rd day of December 2019, in open public session by the Township Council of the Township of Willingboro, in the County of Burlington, State of New Jersey that the outstanding checks identified in the memorandum of the Willingboro to the Finance Department dated November 25, 2019, that is attached hereto, shall be cancelled.

Attest:

Sarah Wooding, RMC, Clerk

Martin Nock, Mayor

DATE	CK #	AMT
12/19/13	262456	14.39
01/30/14	262660	817.00
02/13/14	262780	53.64
04/24/14	263339	64.09
05/22/14	263523	98.93
06/05/14	263665	195.76
07/31/14	264129	24.96
01/25/15	265745	48.64
01/25/15	265746	48.64
03/12/15	266145	32.43
03/12/15	266146	32.43
10/08/15	267938	75.66
01/28/16	268838	32.45
03/24/16	269204	315.79
05/05/16	269500	64.91
06/30/16	269861	94.65
06/30/16	269862	297.77
08/11/19	270199	614.00
08/25/19	270321	83.58
10/06/16	270643	21.63
12/01/16	270936	283.61
01/26/17	271320	778.26
08/10/17	272644	702.44
08/24/17	272795	22.51
08/24/17	272800	81.07
08/24/17	272812	90.08
11/30/17	273368	5.58
TOTAL		<u>4,994.90</u>

RESOLUTION 2019-- 194

RESOLUTION FOR BUDGET TRANSFER OF THE TOWNSHIP OF WILLINGBORO TO MEET THE REQUIREMENT FOR OPERATING THE AFFAIRS OF THE TOWNSHIP

WHEREAS, there are certain budget appropriations of the Township of Willingboro which are insufficient to meet the requirements for operating the affairs of the Township; and

WHEREAS, there are other 2019 budget appropriations where there are unexpended balances which will not be needed for such purposes; and

WHEREAS, the Revised Statutes 40A:4-58 provide for such transfers from such accounts that have unexpended balances to those accounts which have insufficient balances.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 3rd day of December, 2019 that the following transfers be made as attached hereto.

BE IT FURTHER RESOLVED that certified copies of this resolution be provided to the Finance Director and The auditor for their information and attention.

Attest:

Martin Nock , Mayor

Sarah Wooding, RMC

Township Clerk

RESOLUTION 2019 – 195

**A RESOLUTION ADOPTING AND AUTHORIZING THE TOWNSHIP OF
WILLINGBORO EMPLOYEE HANDBOOK**

WHEREAS, it is in the best interest of the Township to develop and adopt an updated Employee Handbook for the benefit of the Township and its employees.

WHEREAS, the Township has conducted an extensive review of the Employee Handbook and determined that it meets the Township's criteria of fairness, efficiency, and accountability to the Township, its Employees and the public; and

WHEREAS, it is the intention of Township Council to authorize and adopt the Employee Handbook attached hereto.

NOW THEREFORE BE IT RESOLVED, in open public session on this 3rd day of December 2019, that the Township Council of the Township of Willingboro hereby authorizes and adopts the attached Employee handbook.

Attest:

Martin Nock, Mayor

Sarah Wooding, RMC, Clerk

RESOLUTION NO. 2019-196

A RESOLUTION AUTHORIZING AN INCREASE IN THE CONTRACT AMOUNT OF FLORIO PERRUCCI STEINHARDT & CAPPELLI, LLC, AS LABOR AND EMPLOYMENT COUNSEL

WHEREAS, the Township of Willingboro adopted Resolution No. 2019-6 authorizing a professional services agreement with Florio Perrucci Steinhardt & Cappelli, LLC, to authorize the firm to represent the Township as Labor and Employment Counsel; and

WHEREAS, the not to exceed contract amount authorized by Resolution No. 2019 – 6 of \$80,000.00; and

WHEREAS, Resolution 2019-114, increased the not to exceed contract amount by \$100,000.00; and

WHEREAS, there exists a continuing need for the services of Florio Perrucci Steinhardt & Cappelli, LLC as Labor and Employment counsel; and

WHEREAS, it has been recommended that the Township Council increase the not to exceed contract amount by an additional \$30,000.00 due to ongoing litigation, labor negotiations, investigations, and other employment matters, in which their services are required; and

NOW, THEREFORE BE IT RESOLVED, on this 3rd day of December, 2019 in open public session, by the Township Council of the Township of Willingboro that it hereby authorizes an increase of \$30,000.00 for a not to exceed amount of \$210,000.00 for the contract term through December 31, 2019 for the firm Florio Perrucci Steinhardt & Cappelli, LLC, for professional services as Labor and Employment counsel.

Attest:

Sarah Wooding, RMC, Clerk

Martin Nock, Mayor
Township of Willingboro

RESOLUTION 2019 – 197

A RESOLUTION ADOPTING AND AUTHORIZING THE TOWNSHIP OF WILLINGBORO WALK THRU METAL DETECTOR AND SECURITY POLICY

WHEREAS, the Council of the Township of Willingboro has found that it is in the best interest of the Township to develop a Walk Thru Metal Detector and Security Policy for the safety of the Township residents, visitors and employees accessing the Municipal Complex.

WHEREAS, the Township Council acknowledges that it is the policy of the Willingboro Township Police Department to provide sound security considerations by incorporating walk-through metal detectors to screen for weapons at various locations to provide personnel, as well as visitors to the Municipal Building with a safe and secure environment.

WHEREAS, the Township Council acknowledges that it is the policy of the Willingboro Township Police Department to screen all visitors for Municipal Court, this policy will now extend the practice to the screening of those who access the Municipal Building.

WHEREAS, the following will be delineated in the Townships Employee Policy and Procedure Manual:

“As a continuation of the Township’s security protocols, access to the employee entrances at the rear and side of the municipal complex will no longer be used for entry. All employees will be required to enter the building through the main entrance. Key fobs to the exterior doors will no longer be accessible.

All access to the Municipal Complex will be limited to the core hours of Monday – Friday 6 a.m. – 6 p.m., except in the event of municipal meetings (Council, Planning, Zoning, and Special Meetings). Please have your employee badge on hand upon entry to the Municipal complex. Any employee, who does not display their employee badge, will be required to sign in as a visitor.

It is suggested that all employees park across the street in the municipal parking lot. Please be mindful that the parking spots located directly in front of the building are reserved for the residents of the Township and visitors to the Municipal complex.

Employees and all visitors will go through weapons screening via a metal detector prior to entry into the Municipal Complex. Failure to adhere to the security protocols may result in denied access to the building.

The safety of our employees and residents are of great importance. Thank you for your compliance with these new security measures.”

WHEREAS, signs will be posted at the front entrance stating:

“Employees and visitors, please proceed through weapons screening via a metal detector prior to entry. Failure to adhere to this security protocol may result in denied access to the building.”

WHEREAS, it is the intention of Township Council to authorize and adopt the Walk Thru Metal Detector and Security Policy attached hereto.

NOW THEREFORE BE IT RESOLVED, on this 3rd day of December 2019, in open public session, that the Township Council of the Township of Willingboro hereby authorizes and adopts the attached Walk Thru Metal Detector and Security Policy.

Sarah Wooding, RMC, Clerk

Martin Nock, Mayor

RESOLUTION 2019-198

TOWNSHIP OF WILLINGBORO

COUNTY OF BURLINGTON

A RESOLUTION OF REAPPOINTMENT OF EUSEBIA DIGGS TO THE POSITION OF CHIEF FINANCIAL OFFICER OF THE TOWNSHIP OF WILLINGBORO

WHEREAS, pursuant to N.J.S.A. 40A:9-140.10, the Township is required to have a chief financial officer appointed by the Township Council; and

WHEREAS, Eusebia Diggs was certified as a municipal finance officer, pursuant to the provisions of N.J.S.A. 40A:9-140.1, et seq., since June 5, 2013; and

WHEREAS, Eusebia Diggs was duly appointed by the Township Council and confirmed to the position of Chief Financial Officer of the Township of Willingboro by Resolution 2015-137 on November 4, 2015, effective January 1, 2016; and

WHEREAS, Mrs. Diggs has served the Township and residents of Willingboro with distinction, good behavior, and efficiency, as the Chief Financial Officer in the position of Director of the Finance Department; and

WHEREAS, in accordance with N.J.S.A. 40A:9-140.8, Eusebia Diggs will have served four (4) consecutive years in the position of the director of Finance as the Township's Chief Financial Officer as of December 31, 2019; and

WHEREAS, pursuant to N.J.S.A. 40A:9-140.8, upon serving four consecutive years, the chief financial officer shall be granted tenure of office upon filing with the clerk of the municipality and the Division of Local Government Services in the Department of Community Affairs; and

WHEREAS, pursuant to N.J.S.A. 40A:9-140.8, the Township Manager recommends the continued appointment of Eusebia Diggs effective January 1, 2020.

NOW, THEREFORE, BE IT RESOLVED on this 3rd day of December, 2019 in open public session by the Township Council of the Township of Willingboro in the County of Burlington and State of New Jersey, that

1. Eusebia Diggs is hereby reappointed to the position of Chief Financial Officer and Director of Finance of the Township of Willingboro; and
2. Eusebia Diggs has upon this reappointment attained tenure pursuant to N.J.S.A. 40A:9-140.8.

Attest:

Sarah Wooding, RMC, Clerk

Martin Nock, Mayor

RESOLUTION 2019- 199

RESOLUTION AUTHORIZING THE TOWNSHIP OF WILLINGBORO TO ENTER INTO AN AGREEMENT WITH KRUEGER INTERNATIONAL INC, A CONTRACTED PARTICIPANT IN THE NJ STATE APPROVED PURCHASING COOPERATIVE CONTRACT G2004, VENDOR ID V00001405, to furnish and install OFFICE FURNISHINGS FOR WILLINGBORO FIRE & EMS TRAINING AND CONFERENCE ROOM

WHEREAS, the Township of Willingboro is a member in good standing with the NJ STATE APPROVED COOPERATIVE PURCHASING SYSTEM per Willingboro Township Resolution 2019-10; and

WHEREAS, KRUEGER INTERNATIONAL INC of 1330 BELLEVUE STREET, GREEN BAY WI 54302-2119 has been awarded in the NJ STATE APPROVED CONTRACT G2004 UNDER VENDOR ID V00001405 which expires on April 30, 2020; and

WHEREAS, The Township of Willingboro wishes to enter into an agreement with KRUEGER INTERNATIONAL INC of 1330 BELLEVUE STREET, GREEN BAY WI 54302-2119 to furnish and install OFFICE FURNISHING FOR WILLINGBORO FIRE & EMS TRAINING AND CONFERENCE ROOM ; and

WHEREAS, the purchase of goods and services by local contracting units is authorized by the Local Public Contracts Law, N.J.S.A. 40A: 11-12a; and

WHEREAS, KRUEGER INTERNATIONAL INC, has submitted a Quote# 19RN-3207/C to furnish and install OFFICE FURNISHING FOR WILLINGBORO FIRE & EMS TRAINING AND CONFERENCE ROOM at a total cost of \$29,482.59; and

WHEREAS, the qualified purchasing agent recommends the utilization of this contract on the grounds that it represents the best price available, and a certification of the funds available; and

WHEREAS, the funds are available for this purpose as is indicated by the Chief Finance Officer's attached certification for the availability of 2019 capital funds for this contract; and

WHEREAS, the anticipated term of this contract is through the completion of the project upon approval by this governing body.

NOW THEREFORE, BE IT RESOLVED by the Township Council of the Township of Willingboro, County of Burlington, State of New Jersey, on this 3rd day of December, 2019, in open public session that the Township Council authorizes the Mayor to execute an agreement with KRUEGER INTERNATIONAL INC, that is consistent with this resolution, and

BE IT FURTHER RESOLVED, Funds have been appropriated through the 2019 capital budget; and

BE IT FURTHER RESOLVED, The Mayor is hereby authorized to sign the contract documents necessary to effectuate the award of this contract. The Township Attorney shall review any and all contractual documents prepared in furtherance of this award; and

BE IT FURTHER RESOLVED That certified copies of this Resolution shall be provided to KRUEGER INTERNATIONAL INC of 1330 BELLEVUE STREET, GREEN BAY WI 54302-2119 and the Finance Director for their information and attention.

Attest:

Sarah Wooding, RMC Township Clerk

Martin Nock, Mayor

RESOLUTION NO. 2019-200

**RESOLUTION AUTHORIZING A MARKETING AGREEMENT WITH UTILITY
SERVICE PARTNERS PRIVATE LABEL, INC., D/B/A/ SERVICE LINE
WARRANTIES OF AMERICA**

WHEREAS, sewer and water line laterals between the mainlines and the connection on residential private property are owned by individual residential property owners residing in the Township; and

WHEREAS, the Township Council has determined that it is in the best interest of the Township to authorize an entity to offer Township Property Owners the opportunity, but not the obligation, to purchase a service plan and other similar products for sewer and water line laterals that are owned by individual residential property owners residing in the township; and

WHEREAS, the Township publicly advertised a request for qualifications for warranty programs on November 1st, 3rd, and 4th, 2019 and the responses were due on November 15, 2019; and

WHEREAS, Utility Service Partners Private Label, Inc., D/B/A/ Service Line Warranties Of America a subsidiary of Home Serve USA Corp., submitted its response on November 15, 2019; and

WHEREAS, Utility Service Partners Private Label, Inc., D/B/A/ Service Line Warranties Of America, is the administrator of the National League of Cities Service Line Warranty Program and has agreed to make the Products available to Willingboro Township property owners; and

NOW, THEREFORE, BE IT RESOLVED on this 3rd day of December, 2019 in open public session by the Township Council of the Township of Willingboro that the mayor is authorized to execute the Marketing agreement with Utility Service Partners Private Label, Inc., D/B/A/ Service Line Warranties Of America a subsidiary of Home Serve USA Corp to offer Township property owners service plans and similar products for sewer and water line laterals owned by individual residential property owners in the Township.

Sarah Wooding, RMC, Clerk

Martin Nock, Mayor

RESOLUTION NO. 2019-201

**A RESOLUTION AUTHORIZING AN INCREASE IN THE CONTRACT AMOUNT OF
ZELLER & WIELICZKO, LLP, AS SPECIAL COUNSEL**

WHEREAS, the Township of Willingboro adopted Resolution No. 2019-6 authorizing a professional services agreement with Zeller & Wieliczko, LLP, to authorize the firm to represent the Township as Special Counsel; and

WHEREAS, the not to exceed contract amount authorized by Resolution No. 2019 – 6 of \$55,000.00; and

WHEREAS, the not to exceed contract amount authorized was increased by Resolution No. 2019 – 81 by \$50,000.00; and

WHEREAS, the not to exceed contract amount authorized was increased by Resolution No. 2019 - 113 by \$50,000.00; and

WHEREAS, there exists a continuing need for the services of Zeller & Wieliczko as Special Counsel; and

WHEREAS, it has been recommended that the Township Council increase the not to exceed contract amount by an additional \$25,000.00 due to ongoing conflict matters in which their services are required; and

NOW, THEREFORE BE IT RESOLVED, on this 3rd day of December, 2019 in open public session, by the Township Council of the Township of Willingboro that it hereby authorizes an increase of \$25,000.00 for a not to exceed amount of \$180,000.00 for the contract term through December 31, 2019 for the firm Zeller & Wieliczko, LLP, for professional services as Special counsel.

Attest:

Sarah Wooding, RMC, Clerk

Martin Nock, Mayor
Township of Willingboro

RESOLUTION NO. 2019 – 202

**A RESOLUTION OF THE TOWNSHIP OF WILLINGBORO AWARDING
A CONTRACT FOR MUNICIPAL COMPLEX CONCRETE IMPROVEMENTS
(PHASE II)**

WHEREAS, on November 15, 2019, the Township Council of the Township of Willingboro solicited quotes for the removal and replacement of the existing Township Seal at the front entrance of the Municipal Complex in the Township of Willingboro, which is the Municipal Complex Concrete Improvements (Phase II); and

WHEREAS, the Township Engineers requested cost proposals from four qualified contractors, and received cost proposals from EcoCrete South, LLC in the amount of \$26,580.00, and Charles Marandino, LLC in the amount of \$37,945.00; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq., mandates that the Township award the contract to the lowest responsible bidder; and

WHEREAS, Township's Engineer reviewed and tabulated the proposals received, and found the proposal by EcoCrete South, LLC at \$26,580.00, to be the lowest responsive and responsible proposal; and

WHEREAS, the Township's Engineer recommends the Township accept the proposal of EcoCrete South, LLC, 2067 Route 35 South Amboy, New Jersey 08879, of \$26,580.00; and

WHEREAS, upon its consideration and review of the proposals and recommendations, the Township Council has determined that it is in the best interest of the Township to accept the proposal of EcoCrete South, LLC, of 2067 Route 35 South Amboy, New Jersey 08879, of \$26,580.00 for the Municipal Complex Concrete Improvements (Phase II).

WHEREAS, the award of this bid is contingent upon the availability of funds for this purpose, and as indicated by the attached Chief Financial Officer's Certification.

NOW, THEREFORE, BE IT RESOLVED, on this 3rd day of December, 2019 assembled in open public session, by the Township Council of the Township of Willingboro, hereby accepts the proposal of EcoCrete South, LLC, of 2067 Route 35 South Amboy, New Jersey 08879, for \$25,580.00 for the Municipal Complex Concrete Improvements (Phase II).

BE IT FURTHER RESOLVED THAT a copy of this resolution shall be provided to the Township Finance Director, Township Engineer, and EcoCrete South, LLC.

Sarah Wooding, RMC, Township Clerk

Martin Nock, Mayor

**RESOLUTION AUTHORIZING AN INVESTMENT GRADE AUDIT AGREEMENT
WITH SCHNEIDER ELECTRIC BUILDINGS AMERICAS, INC., AS "ESCO."**

WHEREAS, on September 12, 2019, the Township issued an Request for Proposals for an Energy Savings Initiative Program ("ESIP"); and

WHEREAS, the Township received one completed proposal from Schneider Electric Building Systems, Inc. ("ESOP") that was responsive and responsible; and

WHEREAS, through the ESIP the ESOP seeks to address the Township's energy efficiency and sustainability goals to reduce energy costs, upgrade street lighting, upgrade facility automation, upgrade selected HVAC equipment and systems, and upgrade interior sites and lighting to efficient LED technology; and

WHEREAS, through the ESIP there is a potential for delivering significant savings in Township energy costs over a 20 year period; and

WHEREAS, it is the recommendation of the Township to move forward with the ESIP by entering into an Investment Grade Energy Audit Agreement (IGEA) with Schneider Electric Buildings, Inc., as the ESCO; and

WHEREAS, there is no upfront cost for the IGEA and the development of the Final energy Savings Plan, provided that the Township authorizes the Final energy Savings Plan; and

WHEREAS, in the event that the Township should fail to authorize the plan the Township will be charged a penalty of 2.5% of the ESCO's hard costs, represented as approximately \$72,957.00.

NOW THEREFORE, BE IT RESOLVED on this 3rd day of December, 2019, in open public session, that the Township Council of the Township of Willingboro authorizes the Mayor to execute the Investment Grade Energy Audit Agreement with Schneider Electric Buildings Americas, Inc. ("ESCO"), located at Schneider Electric Building Systems, Inc., 210 Meadowlands Parkway, Secaucus, New Jersey 07094.

BE IT FURTHER RESOLVED THAT certified copies of this resolution shall be made available to Schneider electric Building Systems Americas, Inc.

Attest:

Sarah Wooding, RMC, Clerk

Martin Nock, Mayor

RESOLUTION NO. 2019- 204

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 3rd day of December 2019 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 of 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.

Martin Nock, Mayor

Sarah Wooding, RMC
Township Clerk