

Willingboro Township Council

Meeting

November 4, 2020

TO JOIN ZOOM MEETING.

1. Type in address bar: <https://zoom.us>
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3. Meeting ID: 953 6953 7139
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1-646-558-8656

Meeting ID: 953 6953 7139

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7:00pm – Teleconference Council Meeting

Call to Order
Flag Salute
Statement

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, 2020 advance written notice of this meeting was posted on the bulletin board in the Municipal Complex.

On January 1, 2020, advance written notice of this meeting was mailed to the Burlington County Times, the Trenton Times, the Philadelphia Inquirer and the Courier Post.

On January 1, 2020, advance written notice of this meeting was filed with the Township Clerk.

The Township Clerk is directed to enter into the minutes of this meeting this public announcement.

Roll Call

Councilman Anderson	Present
Councilwoman Perrone	Present
Councilwoman Whitfield	Present
Deputy Mayor McIntosh	Present
Mayor Worthy	Present

**Willingboro Township Council Meeting of November 4, 2020 was held through Teleconference,
One Rev. M. L King, Jr. Drive, Willingboro, NJ 08046**

**PROCLAMATION
HONORING THE WILLINGBORO FIREFIGHTERS**

MUNICIPAL UPDATES - Acting Manager Walter Howard, presentation by vendors/professionals: ARH and Weiss Properties.

PUBLIC COMMENT (FOR AGENDA ITEMS ONLY)

Pat Lindsey-Harvey – 12 Hadley Lane, Question about Resolution 2020-155, were there any audit findings and what were the findings? Mayor stated that the municipality had zero findings. Do we know what the cost of the library overhang is going to be? Acting Manager stated \$157,000. Question for RVE in reference to their presentation, what safeguards will be in place due to the fact that the covert is in a flood zone. Question for Mr. Weiss, hoping that local talent will be utilized for chefs and entertainment, concerned about the proposal of self-storage. RVE assured that there will be a bypass system put in while the work is being completed. Mr. Weiss stated that there has been contact with a local chef.

Clarification by Mayor Worthy, only agenda items should be commented on and not the vendor presentations, which is to be held until the regular public comment.

Sarah Holley – 9 Tioga Lane, commented on the presentation by Mr. Weiss, concerned about the storage. Solicitor interjected to further explain that these comments should be reserved for regular public comment.

Julia DeShields – 119 Toledo Lane, Resolution 2020-161 – Question in reference to how the fines are accumulated. Concerned about the fines and the process of the inspections department in addition to the look of the town. Acting Manager stated that they are not fines but maintenance liens which is the cost incurred to the municipality for maintenance of residential violations.

**RESOLUTION 2020-153
RESOLUTION AUTHORIZING THE APPROVAL OF VOUCHERS FOR PAYMENT**

Whereas, Willingboro Township Council received the October 2020, 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 4th day of November, 2020 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.

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Motioned by Councilman Anderson
Seconded by Deputy Mayor McIntosh

Roll call

Councilman Anderson	Yes
Councilwoman Perrone	Yes
Councilwoman Whitfield	Yes
Deputy Mayor McIntosh	Yes
Mayor Worthy	Yes

Motion carried. Resolution 2020-153 approved

**RESOLUTION 2020-154
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 4th day of November 2020, 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.

Motioned by Councilman Anderson
Seconded by Councilwoman Whitfield

Roll call

Councilman Anderson	Yes
Councilwoman Perrone	Yes
Councilwoman Whitfield	Yes
Deputy Mayor McIntosh	Yes
Mayor Worthy	Yes

Motion carried. Resolution 2020-154 approved

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**RESOLUTION 2020-155
RESOLUTION AUTHORIZING THE GOVERNING BODY OF WILLINGBORO
TOWNSHIP TO DO CERTIFICATION OF THE ANNUAL AUDIT**

WHEREAS, N.J.S.A 4-A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2019 has been filed by a Registered Municipal Accountant with the Clerk of Township council pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and ,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and ,

WHEREAS, the Local Finance Board has promulgated N.J.A.C.5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed , as a minimum, the sections of the annual audit entitled "Schedule of Findings and Recommendations", and,

WHEREAS, members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Schedule of Findings and Recommendations", as evidence by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the governing body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of the local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of the Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Township Council of the Township of Willingboro, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON November 4, 2020

Motioned by Councilman Anderson
Seconded by Deputy Mayor McIntosh

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Mayor Worthy restated that there were no findings for the Annual Audit. Councilwoman Whitfield confirmed that the audit has been posted on the website for the public to view.

Roll call

Councilman Anderson	Yes
Councilwoman Perrone	Yes
Councilwoman Whitfield	Yes
Deputy Mayor McIntosh	Yes
Mayor Worthy	Yes

Motion carried. Resolution 2020-155 approved

**RESOLUTION 2020-156
RESOLUTION AUTHORIZING THE CANCELLATION OF REMAINING BALANCES ON
PRIOR COMPLETED AWARDED CONTRACTS**

WHEREAS, the Township of Willingboro has a need TO AUTHORIZE THE CANCELLATION OF REMAINING BALANCES ON PRIOR COMPLETED AWARDED CONTRACTS; and,

WHEREAS, the contracts listed in this resolution by resolution number are completed; and appear with unspent balances; the Township of Willingboro wishes to close out the remaining amounts on the contract; and

WHEREAS, the cancellation of the encumbrance and payment of the remaining funds will close out the prior awarded contracts to zero balances with the ability to close the completed contracts as needed;

Cancellation of unspent balances on completed contracts							
Contract#	Vendor	Service	Resolution#	Contract Date	Contract Amount	Amount paid	Unspent Balance
C7-00009	Clear Span Fabric Int.	Purch.,construct & install fabric equip.storage structure Fire/EMS Equip	2017-86	6/7/17-6/16/18	209,940.80	209,623.52	317.28
C7-00014	Landberg Construction LLC	2017 Resurfacing of Van Sciver Pkwy	2017-133 & 2018-63	9/5/17-9/4/18	330,725.18	323,065.33	7,659.85
C1800007	ACB Services Inc	Custodial Services	2018-95,2018- 133 & 2018-152	7/1/18-12/31/18	239,790.00	239,580.00	210.00
C1900005	TRC Engineers	Geotechnical Engineering Service-Fire/EMS Slab Settlement	2019-73	4/2/19-4/1/20	15,560.00	15,310.00	250.00
C1900012	Dell Inc	Purchase of new computers, laptop & related equipments	2019-104	6/3/19-3/31/20	105,000.00	104,641.61	358.39
C1900013	XPAN Law Group LLC	IT Expert for the Berry V Willingboro Matter	2019-69	4/2/19-4/1/20	5,000.00	4,860.00	140.00
C1900024	PSE&G	License & annual fee- Install.Integrated Sys. Web based security software	2019-143	8/6/19-8/5/20	2066.28	1,000.00	1,066.28
TOTAL							10,001.80

NOW THEREFORE, BE IT RESOLVED, on this 4th day of November, 2020 in open public session that the Township Council of the Township of Willingboro authorizes the Mayor and council TO AUTHORIZE THE CANCELLATION OF REMAINING BALANCES ON PRIOR COMPLETED AWARDED CONTRACTS; and,

BE IT FURTHER RESOLVED that the returned funds shall be returned to the Township of Willingboro's available funds and be placed on file with this resolution; and the completed awarded contracts may be closed as per procedure.

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Motioned by Councilman Anderson
Seconded by Councilwoman Whitfield

Council was given an opportunity to further discuss. Acting Manager confirmed that the remaining balances will be returned to the available funds.

Roll call

Councilman Anderson	Yes
Councilwoman Perrone	Yes
Councilwoman Whitfield	Yes
Deputy Mayor McIntosh	Yes
Mayor Worthy	Yes

Motion carried. Resolution 2020-156 approved

**RESOLUTION 2020-157
RESOLUTION AUTHORIZING THE CANCELLATION OF AGED OUTSTANDING
CHECKS**

WHEREAS, there exist certain prior years outstanding checks on the back 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, it has been 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 4th day of November, 2020 in open public session by the Township Council of the Township of Willingboro, in the County of Burlington State of New Jersey that the list of outstanding checks identified from Willingboro Finance Department dated October 19, 2020 that is attached hereto, shall be cancelled.

Motioned by Councilman Anderson
Seconded by Deputy Mayor McIntosh

Acting Manager was given the floor to further clarify the resolution, funds will be returned to available funds.

Roll call

Councilman Anderson	Yes
Councilwoman Perrone	Yes
Councilwoman Whitfield	Yes
Deputy Mayor McIntosh	Yes

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Mayor Worthy

Yes

Motion carried. Resolution 2020-157 approved.

**RESOLUTION 2020-158
RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO
AUTHORIZING CHANGE ORDER #1 FINAL MILLCREEK AREA "D" PAVILION
IMPROVEMENTS BY THINK PAVERS HARDSCAPING, LLC**

WHEREAS, on January 21, 2020 the Township Council of the Township of Willingboro entered into an award with Think Pavers Hardscaping LLC, located at 125 Kings Highway, Mt. Royal, NJ 08061 for the Mill Creek Area "D" Pavilion Improvements, pursuant to the Local Public Contracts Law, N.J.S.A. 40:11-6, which authorizes the award of a contract without public bidding; and

WHEREAS, the original contract amount between the Township of Willingboro and Think Pavers Hardscaping, LLC was awarded for \$51,954.00; and

WHEREAS, on or about September 28, 2020, the Township of Willingboro and Think Pavers Hardscaping, LLC, amended the contract to \$51,817.96 pursuant to Change Order #1 Final; and

WHEREAS, the amended final contract amount between the Township of Willingboro and Think Pavers Hardscaping, LLC is \$51,817.96, representing a reduction in the final adjustment of as-built quantities and contracts costs of \$136.04; and

WHEREAS, the Township Engineer has found the proposed Change Order #1 Final and reduction to be acceptable; and

WHEREAS, the Township Council has reviewed the Township Engineer's recommendation for the Change Order #1 Final, amending the final contract amount to Fifty One Thousand Eight Hundred Seventeen and 96/100 Dollars (\$51,817.96).

NOW THEREFORE, BE IT RESOLVED that in open public session on this 4th day of October 2020, that the Township Council of the Township of Willingboro hereby accepts Change Order #1 Final for Mill Creek Area "D" Pavilion Improvements and amends the contract amount for this project to \$51,817.96 with Think Pavers Hardscaping, LLC.

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be provided to the Township Engineer, Finance Director, and Think Pavers Hardscaping, LLC.

Motioned by Deputy Mayor McIntosh
Seconded by Councilman Anderson

Acting Manager was given the floor to give further clarification of this resolution.

Roll call

Councilman Anderson	Yes
Councilwoman Perrone	Yes
Councilwoman Whitfield	Yes

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Deputy Mayor McIntosh	Yes
Mayor Worthy	Yes

Motion carried. Resolution 2020-158 approved

RESOLUTION 2020-159

**RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO
AUTHORIZING PAYMRNT CERTIFICATION NO.2 FINAL, REPRESENTING THE FINAL
PAYMENT AND RELEASING RETAINAGE TO THINK PAVERS HARDSCAPING, LLC
FOR THE MILLCREEK AREA “D” PAVILION IMPROVEMENTS**

WHEREAS, the Township of Willingboro’s Engineer, Remington & Vernick Engineers, Inc., has submitted the Payment Certificate No. 2 Final, representing the final payment in the amount of \$18,000.00 and releasing the retainage in the amount of \$3,381.80, for a total amount of \$21,381.80 to Think Pavers Hardscaping, LLC, located at 125 Kings Highway, Mt. Royal, NJ 08061 for the Mill Creek Area “D” Pavilion Improvements; and

WHEREAS, the Township Engineer has determined that no further work is being performed on this project and the Payment Certificate No. 2 Final has been reviewed and approved by the Township Engineer; and

WHEREAS, it is the recommendation of the Township Engineer that the Township of Willingboro release the final payment and retainage for the project in the total amount of \$21,381.80 to Think Pavers Hardscaping, LLC; and

WHEREAS, it is in the best interest of the Township of Willingboro to release the final payment and retainage for this project in the total amount of \$21,381.80, to Think Pavers Hardscaping, LLC, in accordance with the Township Engineer’s recommendations in Payment Certificate No. 2 Final, for the Mill Creek Area “D” Pavilion Improvements.

NOW THEREFORE, BE IT RESOLVED that in open public session on this __ day of October 2020, that the Township Council of the Township of Willingboro shall hereby release the final payment and retainage to Think Pavers Hardscaping, LLC, pursuant to the Payment Certificate No. 2 Final, and in accordance with the Township Engineer’s recommendation, in the total amount of \$21,381.80 for the Mill Creek Area “D” Pavilion Improvements.

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be provided to the Township Engineer, Finance Director, and Think Pavers Hardscaping, LLC.

Motioned by Councilman Anderson
Seconded by Deputy Mayor McIntosh

Acting Manager given the floor to further give clarification for the sake of the public.

Roll call

Councilman Anderson	Yes
Councilwoman Perrone	Yes

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Councilwoman Whitfield	Yes
Deputy Mayor McIntosh	Yes
Mayor Worthy	Yes

Motion carried. Resolution 2020-159 approved

**RESOLUTION 2020-160
RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO
AUTHORIZING THE RELEASE PERFORMANCE BOND TO THINK PAVERS
HARDSCAPING, LLC AND ACCEPTANCE OF ITS TWO YEAR MAINTENANCE BOND
FOR THE MILLCREEK AREA “D” PAVILION IMPROVEMENTS**

WHEREAS, the Township of Willingboro’s Engineer, Remington & Vernick Engineers, Inc., has inspected Mill Creek Area “D” Pavilion Improvements ; and

WHEREAS, the Township Engineer has determined that the improvements are satisfactory; and

WHEREAS, it is the recommendation of the Township Engineer that the Township of Willingboro release Think Pavers Hardscaping, LLC Performance Surety Bond No. BX06498 in the amount of Fifty One Thousand Nine Hundred, Fifty-Four and 00/100 Dollars (\$51,954.00) in considerations for Think Pavers Hardscaping, LLC of two-year Maintenance Bond No. 0790974 in the amount of Fifty One Thousand Eight Hundred Seventeen and 96/100 Dollars (\$51,817.96), provided that the release of the Performance Bond is contingent upon the payment of all outstanding escrow invoices; and

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 the two-year Maintenance Bond for the Mill Creek Area “D” Pavilion Improvements 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 that in open public session on this __ day of October 2020, that the Township Council of the Township of Willingboro shall hereby release Think Pavers Hardscaping, LLC Performance Surety Bond No. BX06498 in the amount of Fifty One Thousand Nine Hundred, Fifty-Four and 00/100 Dollars (\$51,954.00) in considerations for Think Pavers Hardscaping, LLC posting of Maintenance Bond No. 0790974 in the amount of Fifty One Thousand Eight Hundred Seventeen and 96/100 Dollars (\$51,817.96), provided that the release of the Performance Bond is contingent upon the payment of all outstanding escrow invoices.

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be provided to the Township Engineer, Finance Director, and Think Pavers Hardscaping, LLC.

Motioned by Councilman Anderson
Seconded by Deputy Mayor McIntosh

Acting Manager given the floor to further clarify this resolution for the sake of the public.

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Roll call

Councilman Anderson	Yes
Councilwoman Perrone	Yes
Councilwoman Whitfield	Yes
Deputy Mayor McIntosh	Yes
Mayor Worthy	Yes

Motion carried. Resolution 2020-160 approved

RESOLUTION 2020-161

**RESOLUTION AUTHORIZING THE TOWNSHIP OF WILLINGBORO TO PLACE
MUNICIPAL LIENS ON CERTAIN PROPERTIES FOR FAILING TO ADDRESS
PROPERTY MAINTENANCE VIOLATIONS**

WHEREAS, the Code Enforcement Officer of the Township of Willingboro attempted to notify the property owners outlined in the attached “Schedule A” of violations of Chapter 272 of the Township Code; specifically the failure to remove high grass and weeds, brush, dying trees, obnoxious growths, filth, garbage, trash, and debris structural soundness, general maintenance or similar substances; and

WHEREAS, the property owners of record set forth in “Schedule A” failed to respond to the Township of Willingboro’s Violation Notice or abate the outstanding property maintenance issues; and

WHEREAS, the Township of Willingboro in accordance with Chapter 272, subsequently made arrangements for the property maintenance violations to be abated on the properties listed on the above referenced “Schedule A,” which has been completed and subsequently inspected by the Township’s Code Enforcement Official; and

WHEREAS, in accordance with N.J.S.A. 54:5-8 and Chapter 272 the Township of Willingboro shall send a copy of this Resolution to the property owner stating the costs incurred by the municipality to abate the violations on their property, which costs shall become a municipal lien on the property.

NOW THEREFORE, BE IT RESOLVED, by the governing body of the Township of Willingboro in the county of Burlington on this 4th day of November, 2020, that the cost to abate the property maintenance violations as certified by the Township Manger that the Tax Collector shall be directed to add to and become a part of the taxes next assessed and levied thereon, and enforced and collected with interest upon the properties listed in “Schedule A” provided by N.J.S.A. 54:4-67 and in Chapter 272 of the Township Code of the Township of Willingboro.

Motioned by Councilman Anderson

Seconded by Councilwoman Whitfield

Roll call

Councilman Anderson	Yes
Councilwoman Perrone	Yes
Councilwoman Whitfield	Yes
Deputy Mayor McIntosh	Yes
Mayor Worthy	Yes

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Motion carried. Resolution 2020-161 approved

**RESOLUTION 2020-162
RESOLUTION FOR MEMBER PARTICIPATION IN A COOPERATIVE PRICING SYSTEM**

Whereas, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to in to enter into Cooperative Pricing Agreements for its administration; and

Whereas, the “EDUCATIONAL COOPERATIVE PRICING SYSTEM”, herein referred to as the ‘Lead Agency’ has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

Whereas, the Township Council of the Township of Willingboro, of the County of Burlington, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services; and

Whereas, “EDUCATIONAL COOPERATIVE PRICING SYSTEM” shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et.seg) and all other provisions of the revised statues of the State of New Jersey.

Whereas, the Township Council of the Township of Willingboro has determined that participation in a Cooperative Pricing System in the best interest of Willingboro Township.

Now, Therefore, Be It Resolved, the Township Council of the Township of Willingboro in open public session on November 4, 2020 hereby authorizes the Mayor and Clerk to enter into a Cooperative Pricing Agreement with the Lead Agency, known as **“EDUCATIONAL COOPERATIVE PRICING SYSTEM”**

Motioned by Councilman Anderson
Seconded by Deputy Mayor McIntosh

Acting Manager was given the floor to provide further clarification for the sake of the public.

Roll call

Councilman Anderson	Yes
Councilwoman Perrone	Yes
Councilwoman Whitfield	Yes
Deputy Mayor McIntosh	Yes
Mayor Worthy	Yes

Motion carried. Resolution 2020-162 approved

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**RESOLUTION 2020-163
RESOLUTION AUTHORIZING THE EXECUTION OF PUBLIC DONOR AGREEMENT
BETWEEN PROVIDENCE HOUSE AND WILLINGBORO TOWNSHIP FOR THE YEAR
2020**

WHEREAS, the Shelter for victims of domestic violence in Willingboro has been operated by the Providence House/Willingboro Shelter; and

WHEREAS, the Providence House/Willingboro Shelter property is owned by the Township of Willingboro; and

WHEREAS, it is proper to formally authorize the execution of this Public Donor Agreement

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 4th day of November, 2020, that the Mayor is hereby authorized to execute the attached agreement on behalf of the Township.

Motioned by Councilman Anderson
Seconded by Councilwoman Perrone

Acting Manager was given the floor to give further clarification for the sake of the public.

Roll call

Councilman Anderson	Yes
Councilwoman Perrone	Yes
Councilwoman Whitfield	Yes
Deputy Mayor McIntosh	Yes
Mayor Worthy	Yes

Motion carried. Resolution 2020-163 approved

RESOLUTION 2020-164

RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO
AUTHORIZING SUBMISSION OF A GRANT APPLICATION AND EXECUTION OF A
GRANT AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION
FOR THE WILLINGBORO BIKE ROUTE IMPROVEMENTS PROJECT

WHEREAS, the Township of Willingboro is desirous of requesting funding consideration from the State of New Jersey Department of Transportation Alternative Set Aside (TAP Set Aside Program) for the Willingboro Bike Route Improvements Project within the Township of Willingboro; and

WHEREAS, the Township of Willingboro is an eligible recipient for funding under said program; and

WHEREAS, ARH Associates has been authorized to prepare the required application and agreement; and

WHEREAS, in furtherance of same, it is necessary for the Township Council of the Township of Willingboro to authorize the Mayor to execute said application agreement to allow the Township to be eligible for the New Jersey Department of Transportation TAP Set Aside Program for the Willingboro Bike Route Improvements Project within the Township of Willingboro; and

NOW, THEREFORE BE IT RESOLVED be the Township Council of the Township of Willingboro authorize the Mayor and Township Clerk to submit an electronic grant application with the New Jersey Department of Transportation Set Aside (TAP Set Aside Program) and supply all required services associated with the project entitled Willingboro Bike Route Improvements Project.

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of Willingboro that ARH Associates is hereby authorized to provide all required reports, narratives, estimates, and maps required by the New Jersey Department of Transportation Set Aside (TAP Set Aside Program).

ADOPTED at a meeting of the Township Council of the Township of Willingboro on
November 4, 2020

Motioned by Councilman Anderson
Seconded by Councilwoman Whitfield

Acting Manager was given the floor to give further clarification for the sake of the public.

Roll call

Councilman Anderson	Yes
Councilwoman Perrone	Yes
Councilwoman Whitfield	Yes

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Deputy Mayor McIntosh	Yes
Mayor Worthy	Yes

Motion carried. Resolution 2020-164 approved.

**RESOLUTION 2020-165
APPLICANT’S RESOLUTION LOCAL GOVERNMENT EMERGENCY FUND (CRF)
GRANT**

WHEREAS, as the public health emergency associated with the COVID-19 pandemic continues, the most significant negative financial impacts faced by county and municipal governments throughout New Jersey result from extreme economic contraction, deficits in tax and fee revenues, and extraordinary increases in public safety and health and human services expenditures; and

WHEREAS, severe fiscal stress limits the ability of counties and municipalities to maintain essential services and take the steps necessary to fight COVID-19; and

WHEREAS, without substantial federal assistance, residential taxpayers would absorb the primary impact of meeting these extraordinary needs and closing any associated operating deficits; and

WHEREAS, the Department of Community Affairs (“DCA”), through the Division of Local Government Services (“DLGS” or “Division”), has been deemed the lead agency for the distribution of the Local Government Emergency Fund (the “LGEF” or “Program”), provided through an allocation of the State of New Jersey’s CARES Act Coronavirus Relief Fund (CRF Funds); and

WHEREAS, counties and municipalities excluded from the federal government’s direct CRF allocation plan, as well as those counties and municipalities that are currently the most impacted by COVID-19 in comparison to their available resources, are eligible for LGEF funds pursuant to a maximum distribution determined by formula; and

WHEREAS, a total of \$60 million is currently being made available under the Program, with a potential \$60 million more to be allocated; and

WHEREAS, LGEF Grants exist to support costs incurred as part of a local unit’s response to COVID-19.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Willingboro Township Council, that the County of Burlington will apply for a LGEF Grant in the amount of \$520,753.00

Motioned by Councilman Anderson
Seconded by Councilwoman Whitfield

Acting Manager was given the floor to give further clarification for the sake of the public.

Roll call
Councilman Anderson Yes

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Councilwoman Perrone	Yes
Councilwoman Whitfield	Yes
Deputy Mayor McIntosh	Yes
Mayor Worthy	Yes

Motion carried. Resolution 2020-165 approved

RESOLUTION 2020-166

**RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO
AUTHORIZING AN INCREASE TO THE NOT TO EXCEED AMOUNT OF THE
PROFESSIONAL SERVICES AGREEMENT WITH COOPER LEVENSON, P.A. FOR
LEGAL SERVICES AS THE TOWNSHIP OF WILLINGBORO PLANNING BOARD
GENERAL COUNSEL**

WHEREAS, the Local Public Contracts Law. N.J.S.A. 40A:11-1, *et seq.*, provides that a contract for professional services may be awarded without advertisement for bids or bidding in that the required services must be performed by persons authorized by law to practice a recognized profession, whose practice is regulated by law, and the performance of which requires knowledge of an advanced and specialized type; and

WHEREAS, in March 2020, the Township of Willingboro Planning Board (the "Planning Board") entered into a professional services agreement with Cooper Levenson, P.A. to serve as the General Counsel to the Planning Board from March 2020 through December 2020; and

WHEREAS, the Planning Board seeks to amend its professional services agreement for General Counsel services with Cooper Levenson, P.A. for the providing of additional services in conjunction with providing legal counsel; and

WHEREAS, the Planning Board seeks to increase the existing not to exceed amount contained within the professional services agreement with Cooper Levenson, P.A. from five thousand and one hundred dollars (\$5,100.00) to six thousand and one hundred dollars (\$6,100.00) for a total increase of one thousand dollars (\$1,000.00); and

WHEREAS, the Township of Willingboro Chief Financial Officer has certified that sufficient funds are available for the requested increase of the not to exceed amount from five thousand and one hundred dollars (\$5,100.00) to six thousand and one hundred dollars (\$6,100.00).

NOW THEREFORE, BE IT RESOLVED that in open public session on the 4th day of November, 2020, that the Township Council of the Township of Willingboro approves the increase of the not to exceed amount of the professional services agreement between the Township of Willingboro Planning Board and Cooper Levenson, P.A. from five thousand and one hundred dollars (\$5,100.00) to six thousand and one hundred dollars (\$6,100.00); and

BE IT FURTHER RESOLVED that in open public session on this 4th day of November 2020, that the Township Council of the Township of Willingboro hereby authorizes the Mayor or her designee be authorized to execute an amendment to the professional services agreement with Cooper Levenson, P.A. to increase the not to exceed amount in accordance with the terms and conditions of this Resolution.



**Willingboro Township Council Meeting of November 4, 2020 was held through Teleconference,
One Rev. M. L King, Jr. Drive, Willingboro, NJ 08046**

Motioned by Councilwoman Whitfield
Seconded by Councilman Anderson

Acting Manager was given the floor to give further clarification for the sake of the public.

Roll call

Councilman Anderson	Yes
Councilwoman Perrone	Yes
Councilwoman Whitfield	Yes
Deputy Mayor McIntosh	Yes
Mayor Worthy	Yes

Motion carried. Resolution 2020-166 approved

TREASURER REPORT FOR APPROVAL AND ADOPTION

Motioned by Councilman Anderson
Seconded by Deputy Mayor McIntosh

Roll call

Councilman Anderson	Yes
Councilwoman Perrone	Yes
Councilwoman Whitfield	Yes
Deputy Mayor McIntosh	Yes
Mayor Worthy	Yes

Motion carried. Treasurer Report approved

NEW BUSINESS

No New Business

OLD BUSINESS

Deputy Mayor McIntosh – addressed Mr. Howard and wanted to know if the Storm water Task Force will be moving forward. Mr. Howard stated that upon the return of the DPW Director, there will be follow up with that effort.

Mayor Worthy – Renaming County Rd 630, known as Levitt Pkwy. Mayor announced that there is or will be a survey for residents to weigh in on the naming of the road. Surveys will be in paper form and electronically.

PUBLIC COMMENT

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Maddie Mallory – 5 Hudson Place, Has the decision already been made for the re-naming Levitt Pkwy. Residents should have some say as to whether or not they want it renamed, and it should be in the form of a referendum. Glad to see there is something being done to the library, would like to see project moved up as a priority. Questioned the availability of a street sweeper. Summary in reference to the Marketplace and what is the proposal. Mayor Worthy stated the Ruby Tuesdays will now be a Chase bank. Acting Manager addressed the question of an operating street sweeper by stating that it is in constant need of repair. Pricing for a new one has been looked into, but it is very costly. Mayor Worthy stated that council cannot comment on pending applications before Planning and Zoning Boards.

Thomas Floyd – Congrats to the EMT and Fireman. Referenced the Avery property and stated it sounds like a food court, storage place would take away from the food aspect. Street sweeper and stated that the budget should be looked into and reflect the needs of the residents. Street Signs are in bad shape, gave the example of Twin Hills Park. We need to look at what was done in the past and see what worked. Happy to report that Buckingham Park has their street lights on except for two.

Pat Lindsey Harvey – 12 Hadley Lane, Agreed with the sentiments of Mr. Floyd in reference to the street sweeper.

Lane Havens – 55 Sunset Rd, Stated that the residents of the Senior Housing are not happy and they are afraid. Does the planning board come before the zoning board or vice-versa, will there be a town hall meeting about this? Mayor Worthy stated that next week there is a planning board meeting and a zoning board meeting and Ms. Havens is encouraged to attend. Why wasn't there a town hall meeting in reference to this? Mayor Worthy respectfully stated the process that is required of the new owner of the marketplace. Ms. Havens asked who is responsible of the storm water from the marketplace to the senior residence. Mayor Worthy stated to contact the Acting Manager.

Marsha Thompson – 11 Poppy Turn, Commended the recreation dept. for orchestrating last week's Trunk or Treat.

John Lockette – Thanked the council for giving life to the Rebuilding Centerton Bridge Action Committee. Gave an update on the efforts of the committee. Asking council to consider a resolution supporting the rebuilding of Centerton Bridge.

Gary Johnson – 54 Gramercy Lane, Congrats to fireman. RVE proposed project, will this impact the vehicular traffic simultaneously? Weiss property, looks like a good idea and the plans look as if the opening will be to Rt. 130 and does not believe that would be a good idea. Alcohol – we have not done well with alcohol in this Township. Zoning board notice stated that registration was required to offer comments during the meeting, asked for clarification. Mayor Worthy stated that she has not received anything that stated that pre-registration was required. Madam Clerk responded that there is no such thing as a pre-registration. Deputy Mayor also stated that she received confirmation of the same from the board secretary. RVE responded to concerns about the bike improvement project, and confirmed that the shutdown would include pedestrian, bike and vehicular traffic due to safety precautions.

Sharon Anderson – 7 Belhurst Lane, Thanked Mr. Weiss for proposal. We need to express our opinion. Grand Marketplace – for the sake of the public, there are storm water problem that are the responsibility of the owner. In agreement with changing the name of Levitt pkwy.

Jacqueline Mack – Bike path – will the bridge connect Millcreek Park and the new county park? Amphitheater – reminded that there needs to be electricity installed, is this factored

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in? What are the dates for planning and zoning board? ARH was given an opportunity to respond in reference to the bike path and Amphitheater. Mayor Worthy was able to give Ms. Mack on the meeting dates and times.

Sarah Holley – 9 Tioga Lane, Suggested that solicitor should state at the beginning of the meeting the process of public comment. Referenced to Weiss, believes that the presentation is nice but has concerns about the storage. Suggests that the restaurant is complete prior to building the storage. Thanked Twp. for finally coming to Twin Hills and collecting the branches.

Truck Stop – will adversely affect the children at the ECDC.

Donya John-Baptiste – 70 Hasting Lane, Congrats to the Fire Dept and EMS. Kudos to the JFK Center for the Trunk or Treat. Addressed RVE, are both ends of Merribrook Cir going to be closed? RVE responded no, just the small section on Levitt pkwy.

COUNCIL COMMENT

Councilwoman Whitfield – Increasing public participation- addressed Mr. Floyd’s comments in reference to citizens groups around town. Stated that council would love to see them come back. Glad to hear about the grants that the Twp. are applying for. Community Heart & Soul Grant update – The steering committee is in the process of looking for folks to help.

Councilwoman Perrone – Street naming – would like to hear more from the community in reference to whether or not renaming the street would be of interest to the community. Is in agreement to changing the name of the street. Trunk or Treat – wonderful event. Weiss – excited about the restaurant idea, looking forward to hearing more from the community. Planning Board – echoed some of the concerns of meeting dates and times. Should be made more visible. Revisited the previous statements of Linda Jones and the car that was being donated by the councilwoman. Encouraged residents to contact her.

Councilman Anderson – Congrats to Firefighters. Attended Olympia Lakes ribbon cutting, stated that it was phase 1 and we are now looking to phase 2. Encouraged residents to come up with ideas. Kudos to the Rec Dept for the Trunk or Treat. Congratulatory announcement to Senator Booker, Congressman Andy Kim and the County Freeholders. Attended a Cure for Cancer Walk over the weekend and the police and firefighters came out to support. Thanked Mr. Weiss for coming back to the table. Thanked RVE for giving a comprehensive presentation.

Deputy Mayor McIntosh – Grand Marketplace – although council must remain unbiased, that does not prohibit the public from speaking. If you witness violations around Willingboro, please take a picture and call the Twp. Manager.

Mayor Worthy – Congratulations to the winners of Willingboro Got Talent. Remind residents to participate in the surveys, and asked the Manager to update the survey to include whether or not the resident wants to rename the Levitt Pkwy. Reminder of the upcoming meetings. Thanked Willingboro for showing up and voting early.

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**RESOLUTION 2020-167
EXECUTIVE SESSION**

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 4th day of November, 2020 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.

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- _____ 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:

Possible Contract matter

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.

Motioned by Mayor Worthy
Seconded by Deputy Mayor McIntosh

Roll call

Councilman Anderson	Yes
Councilwoman Perrone	Yes
Councilwoman Whitfield	Yes
Deputy Mayor McIntosh	Yes
Mayor Worthy	Yes

Motion Carried. Resolution 2020-167 approved.

Motioned to end Executive Session by Councilwoman Perrone
Seconded by Councilman Anderson

All in favor "AYE", none opposed

Mayor Worthy stated that upon advice of counsel, questions will be discussed with the manger and in turn he will reach out the perspective vendors.

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Motion to Adjourn by Councilman Anderson
Seconded by Councilwoman Whitfield
All in favor "AYE", none opposed.
Meeting adjourned