

ATTENTION

Attached is the Township Council packet. This packet is posted online as a courtesy to the public.

Please take note that packets are generally posted the Monday prior to the Tuesday meeting. If there are any changes, additions or deletions made between the time of the packet posting and the meeting, same may not be reflected within this packet.

Subsequent to the packet posting, should you require additional information or a copy of a public document that is the subject of the meeting that was not available at the time of the packet posting, but is available prior to the meeting, you may contact the Township Clerk's Office via email at swooding@willingboronj.gov or by calling 609-877-2200 Extension 1028.

Subsequent to the Council meeting, you may request documents by filing an Open Public Records Act (OPRA) request. You may obtain an OPRA form by going to the Township's website, www.willingboronj.gov, and typing OPRA in the search engine. Once you complete the online form and click SUBMIT, your request is automatically forwarded to the Township Clerk for response (within seven (7) business days).

Thank you,

Sarah Wooding

Sarah Wooding, RMC
Township Clerk

**WILLINGBORO TOWNSHIP COUNCIL
AGENDA
SPECIAL BUDGET MEETING
MARCH 30, 2020**

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

PUBLIC COMMENT

AGENDA ITEMS ONLY

**ORDINANCE 2020-7- (PUBLIC HEARING)
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK**

NOTICE

Notice is hereby given that the foregoing Ordinances 2020-7 was introduced and passed on first reading at a regular meeting of the Township Council of the Township of Willingboro, in the County of Burlington, State of New Jersey, held on March 3, 2020 and will be considered for second reading and final passage at the regular meeting of said Township Council to be held on the March 30, 2020 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 2020-8 (PUBLIC HEARING)
BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN
AND BY THE TOWNSHIP OF WILLINGBORO, IN THE COUNTY OF BURLINGTON,
NEW JERSEY, APPROPRIATING \$4,000,000 THEREFORE AND AUTHORIZING
THE ISSUANCE OF \$3,800,000 BONDS OR NOTES OF THE TOWNSHIP OF
FINANCE PART OF THE COST THEREOF**

NOTICE

Notice is hereby given that the foregoing Ordinances 2020-8 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 March 3, 2020 and will be considered for second reading and final passage at the regular meeting of said Township Council to be held on the March 30, 2020 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

March 30, 2020 Budget Mtg.

RESOLUTIONS

Res. 2020—53 RESOLUTION TO USE ALTERNATE TAX COLLECTION RATE
PURSUANT TO N.J.S.A 40A:-4-41 FOR USE IN THE 2019
MUNICIPAL BUDGET

Res. 2020—54 INTRODUCTION OF MUNICIPAL BUDGET

BUDGET REPORT DISCUSSION

Res. 2020—55 EXECUTIVE SESSION (IF NEEDED)

Public Comment
Council Comment
ADJOURNMENT

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

Ordinance 2020-7

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK**

(N.J.S.A. 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Township Council of the Township of Willingboro in the County of Burlington finds it advisable and necessary to increase its CY 2020 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Township Council hereby determines that a 3.5% increase in the budget for said year, amounting to \$1,239,237.55 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Township Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years;

NOW THEREFORE BE IT ORDAINED, by the Township Council of the Township of Willingboro in the County of Burlington, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2020 budget year, the final appropriations of the Township of Willingboro shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5 %, amounting to \$1,239,237.55 and that the CY 2018 municipal budget for the Township of Willingboro be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

ORDINANCE 2020--8

BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE TOWNSHIP OF WILLINGBORO, IN THE COUNTY OF BURLINGTON, NEW JERSEY, APPROPRIATING \$4,000,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$3,800,000 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COST THEREOF.

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. The several improvements described in Section 3 of this bond ordinance are hereby respectively authorized to be undertaken by the Township of Willingboro, in the County of Burlington, New Jersey (the "Township") as general improvements. For the several improvements or purposes described in Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriation made for each improvement or purpose, such sums amounting in the aggregate to \$4,000,000, and further including the aggregate sum of \$200,000 as the several down payments for the improvements or purposes required by the Local Bond Law. The down payments have been made available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the several improvements or purposes not covered by application of the several down payments, negotiable bonds are hereby authorized to be issued in the principal amount of \$3,800,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. The several improvements hereby authorized and the several purposes for which the bonds are to be issued, the estimated cost of each improvement and the appropriation therefor, the estimated maximum amount of bonds or notes to be issued for each improvement and the period of usefulness of each improvement are as follows:

<u>Purpose</u>	<u>Appropriation & Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds & Notes</u>	<u>Period of Usefulness</u>
a) <u>Roads, Streets, Sidewalks and Storm Drains:</u>			
(i) Improvements to various roads, streets, sidewalks and bridges, as more specifically described on lists on file in the Office of the Clerk, which lists are hereby incorporated by reference as if set forth at length, including all work and materials necessary therefor and incidental thereto.	\$370,200	\$351,690	10 years
(ii) Improvements to storm drains, as more specifically described on a list on file in the Office of the Clerk, which			

list is hereby incorporated by reference as if set forth at length, including all work and materials necessary therefor and incidental thereto.

\$400,000

\$380,000

40 years

b) **Information Technology:**

Acquisition of desktops, laptops, servers and various equipment, including all related costs and expenditures incidental thereto.

\$120,500

\$114,475

5 years

c) **Police Department:**

(i) Acquisition and installation of a street camera, including all related costs and expenditures incidental thereto.

\$150,000

\$142,500

10 years

(ii) Acquisition of body armor, ballistic shields, handguns and rifles, including all related costs and expenditures incidental thereto.

\$24,300

\$23,085

15 years

d) **Fire Department:**

Acquisition of a ladder truck, including all related costs and expenditures incidental thereto.

\$700,000

\$665,000

10 years

e) **Municipal Buildings:**

(i) Acquisition of office furniture and equipment, including all related costs and expenditures incidental thereto.

\$40,000

\$38,000

5 years

(ii) Renovations and improvements to the

amphitheater, the John F. Kennedy Center roof, the library overhang, the Kennedy Center fence, the bus shelter, the Performing Arts Center and various municipally-owned buildings and facilities, as more specifically described on a list on file in the Office of the Clerk, which list is hereby incorporated by reference as if set forth at length, improvements including all work and materials necessary therefor and incidental thereto.

	<u>\$2,195,000</u>	<u>\$2,085,250</u>	10 years
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TOTAL:	<u>\$4,000,000</u>	<u>\$3,800,000</u>	
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The excess of the appropriation made for each of the improvements or purposes aforesaid over the estimated maximum amount of bonds or notes to be issued therefor, as above stated, is the amount of the down payment for each purpose.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date, unless such bond anticipation notes are permitted to mature at such later date in accordance with applicable law. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law or other applicable law. The chief financial officer is

hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. 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 bond 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 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses. They are all improvements or purposes that the Township may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The average period of usefulness, computed on the basis of the respective amounts of obligations authorized for each purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 12.82 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Township as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$3,800,000, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$500,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purposes or improvements.

Section 7. The Township hereby declares the intent of the Township to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes or improvements described in Section 3 of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of the Treasury Regulations.

Section 8. Any grant moneys received for the purposes or improvements described in Section 3 hereof shall be applied either to direct payment of the cost of the improvements or to payment of the obligations issued pursuant to this bond ordinance.

The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Township is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Township and to execute such disclosure document on behalf of the Township. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Township pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Township and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Township fails to comply with its undertaking, the Township shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Township for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

TOWNSHIP OF WILLINGBORO
COUNTY OF BURLINGTON
RESOLUTION TO USE ALTERNATE TAX COLLECTION RATE
PURSUANT TO N.J.S.A. 40A:4-41
FOR USE IN THE 2019 MUNICIPAL BUDGET
RESOLUTION NO. 53

WHEREAS, the Township of Willingboro experienced substantial cancellations of 2019 property taxes due to tax appeal judgments of the county taxation board pursuant to R.S.54:3-21 et seq., or the State tax court pursuant to R.S.54:48-1 et seq., and a resulting decline in the tax collection rate for the year 2019; and

WHEREAS, the use of the lower collection rate in arriving at the budget appropriation Reserve for Uncollected Taxes in the 2020 Municipal Budget would result in an unfair tax burden to the taxpayers of the Township of Willingboro; and

WHEREAS, if tax appeal judgments of the county tax board or the State tax court result in tax reductions for the previous fiscal year, the governing body of the municipality may elect to calculate the current year reserve for uncollected taxes by using the average collection rate of the three preceding years; and

WHEREAS, the Division of Local Government Services, Department of Community Affairs will allow the Township of Willingboro to use the alternate collection rate in calculating the budget appropriation Reserve for Uncollected Taxes in the 2019 Municipal Budget; and

WHEREAS, the collection rate for 2019 was 95.33%; 2018 was 95.32% and 2017 was 95.68%; and

WHEREAS, the average of the three previous years is 95.44%;

NOW, THEREFORE, BE IT RESOLVED that the Township of Willingboro will use the collection rate of 95.34% in calculating the budget appropriation Reserve for Uncollected Taxes in the 2020 Municipal Budget.

TOWNSHIP OF WILLINGBORO

Dr. Tiffani Worthy, MAYOR

ATTEST:

SARAH WOODING, TOWNSHIP CLERK

The foregoing Resolution was duly adopted by the Township Council of the Township of Willingboro at a regular meeting held on March 30, 2020.

SARAH WOODING, TOWNSHIP CLERK

TOWNSHIP OF WILLINGBORO
RESOLUTION 2020-54

MUNICIPAL BUDGET

WHEREAS, the Annual Budget and Capital Budget for the Township of Willingboro for the year beginning, January 1, 2020 and ending, December 31, 2020 has been presented before the Township Council of the Township of Willingboro at its open public meeting of March 30, 2020; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$48,176,000.00 and Total Appropriations of \$48,176,000.00; and the Capital Budget as introduced reflects Total Capital Appropriations of \$12,325,000.00; and

NOW, THEREFORE BE IT RESOLVED, by the Township Council of the Township of Willingboro, at an open public meeting held on March 30, 2020 that the Annual Budget of the Township of Willingboro for the year beginning, January 1, 2020 and ending, December 31, 2020 is hereby introduced; and

BE IT FURTHER RESOLVED, that the Township Council of the Township of Willingboro will consider the Annual Budget and Capital Budget for adoption on April 30, 2020.

On Motion by:

Seconded by:

Dr. Tiffani Worthy, Mayor

Attest:

Sarah Wooding, RMC
Township Clerk

Recorded Vote	Aye	Nay	Abstain	Absent
Councilman Anderson				
Councilwoman Perrone				
Councilwoman Whtfield				
Deputy Mayor McIntosh				
Mayor Worthy				

RESOLUTION NO. 2020--55

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 30th day of March 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.

- _____ 9. Any matter involving the employment, appointment, termination of employment, terms and conditions of employment and other categories set forth in N.J.S.A. 10:4-12b(8).
- _____ 10. Any deliberations occurring after a public hearing that may result in the imposition of specific civil penalty or the suspension or loss of a license or permit as set forth in N.J.S.A. 10:9-12b(9).

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

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

Dr. Tiffani Worthy, Mayor

Sarah Wooding, RMC
Township Clerk