

**WILLINGBORO TOWNSHIP COUNCIL  
MEETING  
APRIL 21, 2020**

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

**PUBLIC COMMENT**            AGENDA ITEMS ONLY

**MANAGER’S REPORT**

**MAYOR’S INTRODUCTION OF DISCUSSION FROM  
FREEHOLDER DIRECTOR, FELICIA HOPSON**

**RESOLUTION**

Res. 2020—66            RESOLUTION ACCEPTING A PROPOSAL FOR VACANT AND  
ABANDONED PROPERTY SERVICES AND APPOINTING  
BORGERS SAUNDERS TAYLOR & ASSOCIATES, LLC TO  
PROVIDE CONSULTING SERVICES REGARDING VACANT AND  
ABANDONED PROPERTIES WITHIN THE TOWNSHIP OF  
WILLINGBORO

**ORDINANCE**

**ORDINANCE NO. 2020—10 (PUBLIC HEARING)**

**AN ORDINANCE AMENDING CHAPTER 3, ARTICLE V, SECTION 3-30 OF THE  
WILLINGBORO TOWNSHIP MUNICIPAL CODE ENTITLED “DEPUTY CLERK”**

**TOWNSHIP OF WILLINGBORO  
ORDINANCE NO. 2020-11 (INTRODUCTION)**

**AN ORDINANCE AMENDING AND SUPPLEMENTING THE TOWNSHIP CODE OF  
THE TOWNSHIP OF WILLINGBORO TO ESTABLISH CHAPTER 328 ARTICLE III  
SETTING FORTH A PROCESS FOR THE CREATION OF AN HONORARY STREET  
DESIGNATIONS**

**NEW BUSINESS**

**OLD BUSINESS**

Res. 2020—64            RESOLUTION REGARDING SETTLEMENT AGREEMENT AS PER  
DOCKET NO. BUR-L-002771-17

- REQUESTED UPDATE ON SALARY ORDINANCE
- REQUEST THAT MAYOR DO LIVE UPDATES REGARDING THE PANDEMIC
- REQUEST THAT MANAGER INCREASE THE CENSUS CAMPAIGN POSSIBLY THROUGH SOCIAL MEDIA OR SOME FORM OF POSTING

**Public Comment**  
**Council Comment**

Res. 2020—67            EXECUTIVE SESSION (IF NEEDED)

**ADJOURNMENT**

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

**RESOLUTION 2020-66**

**A RESOLUTION ACCEPTING A PROPOSAL FOR VACANT AND ABANDONED PROPERTY SERVICES AND APPOINTING BORGERS SAUNDERS TAYLOR & ASSOCIATES, LLC TO PROVIDE CONSULTING SERVICES REGARDING VACANT AND ABANDONED PROPERTIES WITHIN THE TOWNSHIP OF WILLINGBORO**

**WHEREAS**, in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq., the Township publicly advertised a Request for Proposals (“RFP”) for vacant and abandoned property services; and

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

**WHEREAS**, the Township clerk received one proposal from Borgers Saunders Taylor & Associates, LLC; and

**WHEREAS**, the Township Council has determined that the proposal of Borgers Saunders Taylor & Associates, LLC, for vacant and abandoned property services is responsible and it is in the best interest of the Township to accept the proposal and to enter into a contract with Borgers Saunders Taylor & Associates, LLC for such services; and

**WHEREAS**, the agreement between the Township and Borgers Saunders Taylor & Associates, LLC shall commence on Wednesday, April 22, 2020 and expire on April 21, 2020.

**WHEREAS**, the Township Solicitor’s Office is reviewing the RFP and the proposal submission to ensure all procedural, statutory and regulatory requirements have been met; and

**WHEREAS**, the Township Solicitor’s Office is preparing a formal legal memorandum for review by the Township Council and Township Manager.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Willingboro assembled in open public session on this 21<sup>st</sup> day of April 2020, that the Council accepts the proposal of Borgers Saunders Taylor & Associates, LLC to provide consulting services for vacant and abandoned properties within the Township of Willingboro;

**BE IT FURTHER RESOLVED THAT**, the Township Council authorizes the Mayor to execute a contract with Borgers Saunders Taylor & Associates, LLC that is consistent with the RFP, proposed response on behalf of the Township for vacant and abandoned property services, and all other documents regarding these services;

BE IT FURTHER RESOLVED THAT, a copy of this resolution will be provided to Borgers Saunders Taylor & Associates, LLC, the Township's Finance Director and the Township Manager.

\_\_\_\_\_  
Dr. Tiffani A. Worthy, Mayor

Attest:

\_\_\_\_\_  
Sarah Wooding, RMC, Township Clerk

MOTION	2 <sup>ND</sup>	AYE	NAY	ABSTAIN	ABSENT
COUNCILMAN ANDERSON					
COUNCILWOMAN PERRONE					
COUNCILWOMAN WHITFIELD					
DEPUTY MAYOR MCINTOSH					
MAYOR WORTHY					

Public Hearing

TOWNSHIP OF WILLINGBORO

ORDINANCE NO. 2020--10

AN ORDINANCE AMENDING CHAPTER 3, ARTICLE V, SECTION 3-30 OF THE WILLINGBORO TOWNSHIP MUNICIPAL CODE ENTITLED "DEPUTY CLERK"

WHEREAS, in accordance with N.J.S.A. 40A:9-135(a), the Mayor and Council has the power to create and the Office of Deputy Clerk and provide for appointments there to; and

WHEREAS, the Mayor and Council for the Township of Willingboro recognizes that the Office of Deputy Clerk has a profound and important role in the governance of the Township of Willingboro; and

WHEREAS, the Mayor and Council for the Township of Willingboro now desires to update and define the process for the appointment of a Deputy Clerk;

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Council of the Township of Willingboro, County of Burlington, and State of New Jersey as follows:

SECTION 1: Chapter 3, Article V, Section 3-30, entitled "Deputy Clerk," of the Township of Willingboro Municipal Code shall, in pertinent part, be amended as follows:

NOTE: Deletions have been ~~struck through~~ and additions in *italics*. Large portions of text which are unchanged by this ordinance have been removed and indicated via "..."

§ 3-30 Deputy Clerk.

There shall be the office of Deputy Clerk ~~or Clerks~~, the number of which shall be determined in accordance with the needs of the community, *as defined and limited by N.J.S.A. 40A:9-135(b)*, ~~but which number for the purpose of this section shall be indefinite.~~ *The Deputy shall be appointed by the Council and the Council shall define the compensation and the powers, duties and functions of such office. Among other such powers, duties and functions delegated to the Deputy by the Council, in accordance with N.J.S.A. 40A:9-135(b), the Deputy shall serve as acting municipal clerk during the absence or disability of the Municipal Clerk and the Deputy or Deputies so appointed shall have all of the powers and shall perform all of the duties of the Municipal Clerk during such times. and for such periods as the Municipal Clerk shall be absent or otherwise unavailable.*

**SECTION 2:** All Ordinances or parts of Ordinances which are inconsistent with any provisions of this ordinance are hereby repealed as to the extent of such inconsistencies.

**SECTION 3:** If any provisions of this Ordinance, or the application of any such provision to any person or circumstance, shall be held invalid, the remainder of this Ordinance to the extent it can be given effect, or the application of such provision to persons or circumstances other than those to which it is held invalid shall not be affected thereby, and to this extent the provision of this Ordinance are severed.

**SECTION 4:** This Ordinance shall take effect immediately upon adoption and publication as required by law.

ATTEST

Township of Willingboro

\_\_\_\_\_  
Township Clerk, Sarah Wooding

\_\_\_\_\_  
Mayor, Dr. Tiffani Worthy

Introduced: -- APRIL 7, 2020  
First Advertisement: -- APRIL 12, 2020  
Public Hearing:  
Second Advertisement:

TOWNSHIP OF WILLINGBORO  
ORDINANCE NO. 2020-11

**AN ORDINANCE AMENDING AND SUPPLEMENTING THE TOWNSHIP CODE OF THE TOWNSHIP OF WILLINGBORO TO ESTABLISH CHAPTER 328 ARTICLE III SETTING FORTH A PROCESS FOR THE CREATION OF AN HONORARY STREET DESIGNATIONS**

**WHEREAS**, the Mayor and Council for the Township of Willingboro recognize that, from time to time, it may wish to honor those residents who have faithfully served the Township of Willingboro.

**WHEREAS**, the Mayor and Council now desire to create a process by which those Township of Willingboro residents who have provided a great service to the Township of Willingboro, may be honored and recognized by the Township of Willingboro.

**NOW, THEREFORE, BE IT ORDAINED**, by the Mayor and Council of the Township of Willingboro, County of Burlington, and State of New Jersey as follows:

**SECTION 1:** Chapter 328 of the Township of Willingboro entitled "Streets and Sidewalks" shall be amended to include the following newly created Article III as follows:

**Article III: Honorary Street Designations**

**§4328-25: Process for Creating an Honorary Street Designation**

- A. The following individuals will be considered by the Mayor and Council for an Honorary Street Designation:
- (1) The individual was a resident of the Township of Willingboro; and
  - (2) The individual served the Township of Willingboro by:

- (a) Serving as a member of the Mayor and Council for 16 or more years; and
  - (3) The individual is deceased; and
  - (4) The individual's personal qualities, accomplishments, and lifetime of service to the Township of Willingboro, demonstrate and reflect the standards and values of the Township of Willingboro.
- B. Such an individual who meets the qualifications in Paragraph A above, shall receive an Honorary Street Designation. The approval of the designation shall be formalized by resolution. The resolution shall state the basis for the provision of an Honorary Street Designation to the Individual and designate the street on which the individual shall be honored.
- C. Honorary Street Designation shall entitle the individual to the following:
  - (1) A dedicated sign shall be added to a street sign in the Township of Willingboro with the name of the individual being honored.
    - (a) When available and appropriate, the street selected shall be the street on which the individual held residency, otherwise an appropriate alternative shall be selected by the Mayor and Council.
    - (b) This sign shall be constructed to be 30 inches in length by 6 inches in height and be consistent in color and design as other Honorary Street Designation signs.
  - (2) Upon request of the family, the Mayor and Council may grant the individual being honored the right to "lay in state" in the Municipal Complex.



**SECTION 2:** All Ordinances or parts of Ordinances which are inconsistent with any provisions of this ordinance are hereby repealed as to the extent of such inconsistencies.

**SECTION 3:** If any provisions of this Ordinance, or the application of any such provision to any person or circumstance, shall be held invalid, the remainder of this Ordinance to the extent it can be given effect, or the application of such provision to persons or circumstances other than those to which it is held invalid shall not be affected thereby, and to this extent the provision of this Ordinance are severed.

**SECTION 4:** This Ordinance shall take effect immediately upon adoption and publication as required by law.

\_\_\_\_\_  
Dr. Tiffani A. Worthy, Mayor

Attest:

\_\_\_\_\_  
Sarah Wooding, RMC, Township Clerk

	MOTION	2 <sup>ND</sup>	AYE	NAY	ABSTAIN	ABSENT
COUNCILMAN ANDERSON						
COUNCILWOMAN PERRONE						
COUNCILWOMAN WHITFIELD						
DEPUTY MAYOR MCINTOSH						
MAYOR WORTHY						

*Held for  
4/21/20*

TOWNSHIP OF WILLINGBORO

RESOLUTION 2020—64

RESOLUTION REGARDING A SETTLEMENT AGREEMENT AS PER DOCKET NO.  
BUR-L-002771-17

WHEREAS, the Township of Willingboro (“Township”) and employee L.S. have negotiated a Settlement Agreement and General Release (“Agreement”) (collectively “Parties”) in connection with the Compliant filed by L.S in the Superior Court of New Jersey, Docket No.: BUR-L-002771-17; and

WHEREAS, the Parties have agreed, by way of this Agreement, to resolve the above-referenced litigation referenced in the Agreement; and

WHEREAS, the Township has reviewed the Agreement and determined that it is in its best interest for cost efficiency to settle this matter without further litigation and without admitting liability or fault;

NOW THEREFOR BE IT RESOLVED by the Township Council of the Township of Willingboro, assembled in public session this 7<sup>th</sup> day of April, 2020 that the Township hereby approves the attached Agreement, a copy of which will be kept on file by the Township; and

BE IT FURTHER RESOLVED that the Township authorizes the settlement sum as set forth in the Agreement; and

BE IT FURTHER RESOLVED that the Township authorizes the Township Manager to execute the Agreement on behalf of the Township; and to take such further steps as may be necessary to effectuate the within Agreement and carry out this action of the Township.

Attest:

\_\_\_\_\_  
Sarah Wooding, RMC  
Township Clerk

\_\_\_\_\_  
Dr. Tiffani Worthy, Mayor

	MOTION	2 <sup>ND</sup>	AYE	NAY	ABSTAIN	ABSENT
COUNCILMAN ANDERSON						
COUNCILWOMAN PERRONE						
COUNCILWOMAN WHITFIELD						
DEPUTY MAYOR MCINTOSH						
MAYOR WORTHY						

**RESOLUTION NO. 2020--67**

**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 21st day of April 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 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.

\_\_\_\_\_  
Dr. Tiffani Worthy, Mayor

\_\_\_\_\_  
Sarah Wooding, RMC  
Township Clerk