

**WILLINGBORO TOWNSHIP COUNCIL
MEETING
May 19, 2020**

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

PUBLIC COMMENT AGENDA ITEMS ONLY

MANAGER'S REPORT

ORDINANCE

ORDINANCE 2020—12 (FIRST READING)

BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL
IMPROVEMENTS IN AND BY THE TOWNSHIP OF
WILLINGBORO, IN THE COUNTY OF BURLINGTON, NEW
JERSEY, APPROPRIATING \$2,700,000 THEREFOR AND
AUTHORIZING THE ISSUANCE OF \$2,565,000 BONDS OR
NOTES OF THE TOWNSHIP TO FINANCE PART OF THE
COST THEREOF.

NOTICE

Notice is hereby given that the foregoing Ordinances 2020-12 to be introduced 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 May 19, 2020 and will be considered for second reading and final passage at the regular meeting of said Township Council to be held on the June 2, 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

RESOLUTIONS

- Res. 2020—79 RESOLUTION TO AMEND BUDGET
- Res. 2020—80 RESOLUTION TO ADOPT MUNICIPAL ANNUAL BUDGET
- Res. 2020—81 RESOLUTION APPOINTING DEPUTY TOWNSHIP CLERK
- Res. 2020—82 RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO AUTHORIZING CHANGE ORDER #2 FOR FY 2018 AND 2019 NJDOT TRUST FUND RESURFACING OF GARFIELD DRIVE (PHASES 1 AND 11) BY EARLE ASPHALT COMPANY

APPROVAL OF MINUTES—January 1, 2020 thru April 21, 2020

NEW BUSINESS

OLD BUSINESS

- **Motion made by Councilman Anderson to keep parks closed (Suggested by Solicitor to hold for executive session)**
- **Motion made by Councilman Anderson to acquire a software that would enhance the workings of the township (Suggested by Solicitor to hold for executive session)**
- **Request by the Mayor for Township Manager to please make the departmental strategic plan a higher priority for Council's review**

May 19, 2020 Council Meeting

Res. 2020—83 EXECUTIVE SESSION (IF NEEDED)

Public Comment
Council Comment
ADJOURNMENT

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

RESOLUTION 2020- 79 TO AMEND BUDGET

WHEREAS, the local municipal budget for the year 2020 was approved on the 30th day of March, 2020 and

WHEREAS, the public hearing on said budget has been held as advertised, and

WHEREAS, it is desired to amend said approved budget,

NOW, THEREFORE BE IT RESOLVED, by the Township Council of the Township of Willingboro, County of Burlington, that the following amendments to the approved budget of 2020 be made:

CURRENT FUND

GENERAL REVENUES

| | <u>From</u> | <u>To</u> |
|--|----------------------|----------------------|
| 3. Miscellaneous Revenues - Section A: Local Revenues | | |
| Fees and Permits | 177,000.00 | 159,300.00 |
| Fines and Costs: | | |
| Municipal Court | 140,000.00 | 126,000.00 |
| Interest and Costs on Taxes | 421,000.00 | 378,900.00 |
| Interest on Investments and Deposits | 87,000.00 | 62,000.00 |
| Total Section A: Local Revenues | 842,000.00 | 743,200.00 |
| 3. Miscellaneous Revenues - Section C: Dedicated UCC Fees | | |
| Uniform Construction Code Fees | 935,000.00 | 735,000.00 |
| 3. Miscellaneous Revenues - Section G: Special Items of General Revenue Anticipated | | |
| Lease of Municipal Facilities | 109,000.00 | 99,000.00 |
| Total Section G: Special Items of General Revenue with Prior Consent of Director of Local Government Services - Other Special Items | 1,283,171.66 | 1,273,171.66 |
| 4. Receipts from Delinquent Taxes | 3,000,000.00 | 2,700,000.00 |
| 6. Amount to be Raised by Taxes for Support of Municipal Budget | | |
| Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes | 33,536,033.99 | 33,421,833.99 |
| Total Amount to be Raised by Taxation for Support of Municipal Budget | 34,168,122.00 | 34,053,922.00 |
| 7. Total General Revenue | 48,176,000.00 | 47,453,000.00 |

CURRENT FUND (CONT'D)

| | <u>From</u> | <u>To</u> |
|---|----------------------|----------------------|
| 8. GENERAL APPROPRIATIONS | | |
| (A) Operations - within "CAPS" | | |
| Technology | | |
| Salaries and Wages | 754,544.13 | 724,544.13 |
| Insurance | | |
| Employee Group Health | 3,114,175.96 | 3,096,675.96 |
| Police | | |
| Other Expenses | 545,550.00 | 528,050.00 |
| First Aid Organization | | |
| Other Expenses | 78,500.00 | 75,500.00 |
| Fire | | |
| Other Expenses | 242,700.00 | 235,700.00 |
| Public Buildings and Grounds | | |
| Other Expenses | 814,600.00 | 704,600.00 |
| Elder Program | | |
| Other Expenses | 148,220.00 | 115,720.00 |
| Recreation | | |
| Salaries and Wages | 713,780.81 | 663,780.81 |
| Other Expenses | 61,500.00 | 46,500.00 |
| Construction Official | | |
| Salaries and Wages | 358,462.93 | 310,604.93 |
| Celebration of Public Events | 80,000.00 | - |
| Total Operations {Item 8(A)} within "CAPS" | 30,631,659.76 | 30,221,301.76 |
| (H-1) Total General Apprpriations for Municipal Purposes within "CAPS" | 35,729,598.38 | 35,319,240.38 |
| (A) Operations - Excluded from "CAPS" | | |
| Maintenance of Free Public Library | 1,385,000.00 | 1,192,500.00 |
| Total Other Operations - Excluded from "CAPS" | 2,000,100.00 | 1,807,600.00 |
| (C) Capital Improvements - Excluded from "CAPS" | | |
| Capital Improvement Fund | 200,000.00 | 85,000.00 |
| (D) Municipal Debt Service - Excluded from "CAPS" | | |
| Interest on Notes | 192,765.37 | 192,945.09 |
| Total Municipal Debt Service Excluded from "CAPS" | 5,353,874.47 | 5,354,054.19 |
| (M) Reserve for Uncollected Taxes | 3,538,995.81 | 3,533,674.09 |
| 9. Total General Appropriations | 48,176,000.00 | 47,453,000.00 |

2020 CAPITAL BUDGET AND CAPITAL IMPROVEMENT PROGRAM

| | <u>From</u> | <u>To</u> |
|--|----------------------|----------------------|
| Roads, Streets, Sidewalks and Storm Drains | 7,020,200.00 | 6,892,000.00 |
| Renovations to Buildings and Grounds | 2,985,000.00 | 1,819,500.00 |
| Vehicles-Public Works and Police | 250,000.00 | 250,000.00 |
| Fire Truck | 1,400,000.00 | 1,400,000.00 |
| IT and Computers | 495,500.00 | 495,500.00 |
| Police Equipment | 174,300.00 | 168,000.00 |
| Total All Projects | 12,325,000.00 | 11,025,000.00 |

BE IT FURTHER RESOLVED, that two certified copies of this resolution be filed forthwith in the Office of the Director of Local Government Services for certification of the local municipal budget so amended.

BE IT FURTHER RESOLVED, that this complete amendment, in accordance with the provisions of N.J.S.A. 40A: 4-9, was published in the Burlington County Times in the issue of May 15, 2020, and that said publication contained notice of public hearing on said amendment to be held virtually via Zoom on May 19, 2020.

It is hereby certified that this is a true copy of a resolution introducing and adopting a budget amendment by the Township Council on the 19th of May, 2020.

Certified by:

_____ Municipal Clerk

| <u>Recorded Vote</u> | <u>Aye</u> | <u>Nay</u> | <u>Abstained</u> | <u>Absent</u> |
|------------------------|------------|------------|------------------|---------------|
| Councilman Anderson | | | | |
| Councilwoman Perrone | | | | |
| Councilwoman Whitfield | | | | |
| Deputy Mayor McIntosh | | | | |
| Mayor Worthy | | | | |

TOWNSHIP OF WILLINGBORO
RESOLUTION 2020- 80

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 on March 30, 2020 and subsequently amended at its open public meeting on May 19, 2020 ; and

WHEREAS, the Annual Budget as amended reflects Total Revenues of \$47,453,000.00 and Total Appropriations of \$47,453,000.00; and the Capital Budget as amended reflects Total Capital Appropriations of \$11,025,000.00; and

WHEREAS, the public hearing on the introduced budget was held on April 30, 2020; and a public hearing on the budget amendment was held on May 19, 2020; and

NOW, THEREFORE BE IT RESOLVED, by the Township Council of the Township of Willingboro, at an open public meeting held on May 19, 2020 that the Annual Budget of the Township of Willingboro for the year beginning, January 1, 2020 and ending, December 31, 2020 is hereby adopted.

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—2020--81

A RESOLUTION APPOINTING A DEPUTY TOWNSHIP CLERK AND IN ACCORDANCE WITH ORDINANCE 2020—10 AND IN ACCORDANCE WITH N.J.S.A. 40A:9-135(a) OF THE TOWNSHIP OF WILLINGBORO

Whereas, it is appropriate for the Township Council to appoint a Deputy Township Clerk as per N.J.S.A. 40A:9-135 (a); and

Whereas, the Township Council is desirous of appointing Brenda Bligen, as Deputy Township Clerk; and

Whereas, Brenda Bligen having successfully passed the five (5) required Clerk Courses.

Now Be It Resolved by the Township Council, assembled in open public session on this 19th day of May 2020 in the Township of Willingboro appoint Brenda Bligen as Deputy Township Clerk.

Be It Further Resolved that copies of this Resolution shall be provided to Brenda Bligen, the Township Manager and the Chief Financial Officer for their information and attention.

Dr. Tiffani Worthy
Mayor

Attest:

Sarah Wooding, RMC
Township Clerk

| | MOTION | 2 ND | AYE | NAY | ABSTAIN | ABSENT |
|------------------------|--------|-----------------|-----|-----|---------|--------|
| COUNCILMAN ANDERSON | | | | | | |
| COUNCILWOMAN PERRONE | | | | | | |
| COUNCILWOMAN WHITFIELD | | | | | | |
| DEPUTY MAYOR MCINTOSH | | | | | | |
| MAYOR WORTHY | | | | | | |
| | | | | | | |

RESOLUTION NO. 2020- 82

A RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO AUTHORIZING CHANGE ORDER #2 FINAL FOR FY 2018 AND 2019 NJDOT TRUST FUND RESURFACING OF GARFIELD DRIVE (PHASES I AND II) BY EARLE ASPHALT COMPANY

WHEREAS, on July 24, 2019, the Township Council of the Township of Willingboro entered into a contract with Earle Asphalt Company, located at 1800 Route 34, Building 2, Suite 205, Wall Township, New Jersey 07719, for the FY 2018 and 2019 NJDOT Trust Fund Resurfacing of Garfield Drive (Phases I and II), pursuant to the Local Public Contracts Law, N.J.S.A. 40:11-1, et seq.; and

WHEREAS, the original contract amount between the Township of Willingboro and Earle Asphalt Company was awarded for \$649,813.13; and

WHEREAS, on or about October 23, 2019, the Township of Willingboro and Earle Asphalt Company amended the contract to \$705,514.13 pursuant to Change Order #1; and

WHEREAS, the amended final contract amount between the Township of Willingboro and Earle Asphalt Company is \$619,685.01, representing a reduction in the final adjustment of as-built quantities and contracts costs of \$85,829.12; and

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

WHEREAS, the Township Council has reviewed the Township Engineer's recommendation for the Change Order #2 Final, amending the final contract amount to Six Hundred, Nineteen Thousand, Six Hundred, Eighty-five and 01/100 Dollars (\$619,685.01).

NOW THEREFORE, BE IT RESOLVED that in open public session on this 19th day of May 2020, that the Township Council of the Township of Willingboro hereby accepts Change Order #2 Final for the FY 2018 and 2019 NJDOT Trust Fund Resurfacing of Garfield Drive (Phases I and II) and amends the contract amount for this project to \$619,685.01 with Earle Asphalt Company

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be provided to the Township Engineer, Finance Director, and Earle Asphalt Company

Dr. Tiffani A. Worthy, Mayor

Attest:

Sarah Wooding, RMC, Township Clerk

| | Aye | Nay | Abstain | Absent |
|------------------------|------------|------------|----------------|---------------|
| Res. 2020--82 | | | | |
| Councilman Anderson | | | | |
| Councilwoman Perrone | | | | |
| Councilwoman Whitfield | | | | |
| Deputy Mayor McIntosh | | | | |
| Mayor Worthy | | | | |

RESOLUTION NO. 2020--83

AUTHORIZING

AN EXECUTIVE SESSION OF THE TOWNSHIP COUNCIL

WHEREAS, the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., permits a public body to exclude the public from portions of a meeting at which specific matters set forth in N.J.S.A. 10:4-12b are discussed; and

WHEREAS, a request has been made of the Township Council assembled in public session on this 19th day of May, 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 an 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.

 Sarah Wooding, RMC
 Township Clerk

 Dr. Tiffani Worthy, Mayor

| | MOTION | 2 ND | AYE | NAY | ABSTAIN | ABSENT |
|------------------------|--------|-----------------|-----|-----|---------|--------|
| COUNCILMAN ANDERSON | | | | | | |
| COUNCILWOMAN PERRONE | | | | | | |
| COUNCILWOMAN WHITFIELD | | | | | | |
| DEPUTY MAYOR MCINTOSH | | | | | | |
| MAYOR WORTHY | | | | | | |
| | | | | | | |