

**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](mailto: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](http://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  
MEETING  
October 20, 2020**

**To Join Zoom Meeting.**

1. Type in address bar: <https://zoom.us>
2. Click “ Join Meeting” on the top menus bar
3. Meeting ID: 953 6953 7139
4. Password: 531748

**Telephone Users May Dial In:**

1-646-558-8656  
Password: 531748

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

**MUNICIPAL UPDATES**

**RESOLUTION**

**Res. 2020—148**

**RESOLUTION OF THE TOWNSHIP OF WILLINGBORO  
AUTHORIZING THE SALE OF PROPERTY OWNED BY  
THE TOWNSHIP OF WILLINGBORO NO LONGER  
NEEDED FOR ANY PUBLIC PURPOSE DESIGNATED AS  
TAX BLOCK 114, LOT 1 IN THE TOWNSHIP OF  
WILLINGBORO, COUNTY OF BURLINGTON, STATE OF  
NEW JERSEY**

**Res. 2020—149**

**RESOLUTION AUTHORIZING THE TOWNSHIP OF  
WILLINGBORO TO ENTER INTO AN AGREEMENT  
WITH GRANICUS SOLUTIONS, TO PURCHASE  
SOFTWARE FOR OPEN PLATFORM AND PEAK  
AGENDA MANAGEMENT SERVICES**

**Res. 2020—150**

**RESOLUTION AUTHORIZING THE TOWNSHIP OF  
WILLINGBORO, IN THE COUNTY OF BURLINGTON, TO  
SET FORTH THE SEPARATION AGREEMENT AND  
RELEASE WITH DR. SHARON ROGERS**

Res. 2020—151

**RESOLUTION APPOINTING AN ACTING  
WILLINGBORO TOWNSHIP MUNICIPAL MANAGER**

**NEW BUSINESS**

- Deputy Mayor McIntosh motioned for Aaron A. Mitchell to be appointed as an Alternate 2 member for the zoning board. The motion was seconded by Councilman Anderson. All in favor and none opposed

**OLD BUSINESS**

- As per latter discussion regarding business incubators use at the JFK Center, the Township Deputy Manager noted that he would research the matter and speak on it at the 10/20/2020 council meeting
- The question was raised by the Mayor as to the request of monthly reports from Township Departments. The Township Solicitor said that he would look into whatever legal requirements should be noted in doing so

**Public Comment  
Council Comment**

Res. 2020—152

**EXECUTIVE SESSION (IF NEEDED)**

**ADJOURNMENT**

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

**RESOLUTION NO. 2020- 148**

**RESOLUTION OF THE TOWNSHIP OF WILLINGBORO AUTHORIZING THE SALE OF PROPERTY OWNED BY THE TOWNSHIP OF WILLINGBORO NO LONGER NEEDED FOR ANY PUBLIC PURPOSE DESIGNATED AS TAX BLOCK 114, LOT 1 IN THE TOWNSHIP OF WILLINGBORO, COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

WHEREAS, the Local Lands and Buildings Law, N.J.S.A. 40A:12-13 authorizes the sale by municipalities of any real property, capital improvements or personal property or interests therein, not needed for public use by open public sale at auction to the highest bidder after the required newspaper advertisements; and

WHEREAS, the Township of Willingboro is the owner of certain real property located at 201 Sunset Road and known as Block 114 Lot 1 on the Township Tax Maps (hereinafter the "Property"); and

WHEREAS, the Property is no longer needed for public use, and the Township Council of the Township of Willingboro, has determined that it is in the best interest of the Township to sell the Property; and

WHEREAS, a public auction was held for the sale of the Property, where the Property was to be sold for no less than \$225,000.00, sold "AS IS" "WHERE IS", and in accordance with the other terms and conditions in Township of Willingboro Resolution No. 2020- 102; and

WHEREAS, on or about September 15, 2020, RSLC Realty LLC, with a mailing address at 4 Glenview Lane, Willingboro, NJ 08046, submitted the winning offer in the amount of \$225,000.00 for the purchase of the Property; and

NOW THEREFORE, BE IT RESOLVED that in open public session on this 20<sup>th</sup> day of October 2020, the Township Council of the Township of Willingboro hereby authorizes the sale of real property located at 201 Sunset Road and known as Block 114 Lot 1 on the Township Tax Maps to RSLC Realty LLC for the amount of \$225,000.00.

BE IT FURTHER RESOLVED by the Township Council of the Township of Willingboro that the Mayor and/or appropriate Township official is hereby authorized to execute any documents necessary to effectuate the transfer of the property located at 201 Sunset Road to RSLC Realty LLC.

BE IT FURTHER RESOLVED that a copy of this Resolution shall be provided to the Township Manager and the Finance Director for information, attention, and compliance.

Attest:

Dr. Tiffani A. Worthy, Mayor

Sarah Wooding, RMC, Township Clerk

<b>Recorded Vote</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Councilman Anderson				
Councilwoman Perrone				
Councilwoman Whitfield				
Deputy Mayor McIntosh				
Mayor Worthy				

*RESOLUTION 2020- 149*

*RESOLUTION AUTHORIZING THE TOWNSHIP OF WILLINGBORO TO ENTER INTO AN AGREEMENT WITH GRANICUS SOLUTIONS, TO PURCHASE SOFTWARE FOR OPEN PLATFORM AND PEAK AGENDA MANAGEMENT SERVICES.*

*WHEREAS*, the Township of Willingboro (“Township”) has identified a need to acquire a software solution designed to enable government organizations to simplify the agenda management and minutes recording process (the “Software”) and is seeking to award a contract pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. (“LPCL”); and

*WHEREAS*, on or about October 5, 2020, Granicus Solutions submitted a quote to provide the Software to the Township; and

*WHEREAS*, on or about July 6, 2020, DATANET submitted a quote to provide the Software and/or substantially similar software to the Township; and

*WHEREAS*, pursuant to N.J.S.A. 40A:11-2(19), “aggregate” is defined as “the sums expended or to be expended for the provision or performance of any goods or services in connection with the same immediate purpose or task, or the furnishing of similar goods or services, during the same contract year through a contracted awarded by a contracting agent”; and

*WHEREAS*, N.J.S.A. 40A:11-5 provides certain exceptions to the LPCL that allows the Township to solicit goods or services without public advertising for bids and other requirements set forth in N.J.S.A. 40A:11-4; specifically, any contract the amount of which exceeds the bid threshold may be negotiated and awarded by the governing body without public advertising for bids and bidding if the subject matter consists of the type identified in N.J.S.A. 40A:11-5; and

*WHEREAS*, pursuant to N.J.S.A. 40A:11-5(1)(dd), the provision or performance of goods or services for the support or maintenance of proprietary computer hardware and software is an exception to the requirement for public advertisement for bids and bidding; and

*WHEREAS*, pursuant to N.J.S.A. 40A:11-6.1.a, for all contracts that are in the aggregate less than the bid threshold but fifteen (15) percent or more of that amount, and for those contracts that are subject to the exceptions under N.J.S.A. 40A:11-5, including proprietary software and/or hardware under N.J.S.A. 40A:11-5(1)(dd), the contracting agent must award the contract after soliciting at least two competitive quotations, if practicable; and

*WHEREAS*, pursuant to N.J.S.A. 40A:11-6.1.b, when such contracts are above the bid threshold, and after documented effort by the contracting agent to secure competitive quotations, such contracts may be awarded upon a written determination by the contract the contract agent that the solicitation of competitive quotations is impracticable; and

*WHEREAS*, the Software offer by Granicus Solutions is proprietary computer hardware and/or software pursuant to N.J.S.A. 40A:11-5(1)(dd), not requiring the solicitation of public bids, but the cost of the Software in the aggregate, as defined under N.J.S.A. 40A:11-2(19), is less than the bid threshold for the contract year, but is fifteen (15) percent or more of that amount, and as such, pursuant to N.J.S.A. 40A:11-6.1(a), the Township is required to solicit at least two competitive quotations, if practicable; and

*WHEREAS*, pursuant to N.J.S.A. 40A:11-6.1.a., after soliciting at least two competitive quotations, if practicable, the award of the contract shall be made to a vendor whose response is most advantageous, price and other factors considered;

*WHEREAS*, the quote from Granicus Solutions includes a thirty six (36) month commitment, with an option for the Township to cancel the agreement within a 60-day pilot period by written notice of the Township’s intention to cancel to Granicus Software; and

*WHEREAS*, the quote from Granicus Solutions requires a one-time fee of \$3,000.00 and a cost of \$15,295.00 for Year One, \$16,365.65 for Year Two, and \$17,511.24 for Year 3; and

**WHEREAS**, the Township seeks to enter into an agreement with Granicus Solutions 1999 Broadway, Suite 2600, Denver, CO 80202 to purchase the Software; and

**WHEREAS**, the Township's Chief Financial Officer has certified, attached, that the funds are available for this purpose; and

**NOW THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Willingboro, County of Burlington, State of New Jersey, on this 20th day of October 2020, in open public session that the Township Council authorizes the Mayor to execute an agreement with Granicus Solutions, that is consistent with this resolution, and

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

**BE IT FURTHER RESOLVED** That certified copies of this Resolution shall be provided to Granicus Software, 1999 Broadway, Suite 2600, Denver, CO 80202 and the Finance Director for their information and attention.

*Attest:*

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

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

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	_____	_____	_____	_____
Councilwoman Perrone	_____	_____	_____	_____
Councilwoman Whitfield	_____	_____	_____	_____
Dep. Mayor McIntosh	_____	_____	_____	_____
Mayor Dr. Worthy	_____	_____	_____	_____

**Resolution 2020--150**  
**RESOLUTION AUTHORIZING THE TOWNSHIP OF WILLINGBORO, IN THE**  
**COUNTY OF BURLINGTON, TO SET FORTH THE SEPARATION AGREEMENT**  
**AND RELEASE WITH DR. SHARON ROGERS**

WHEREAS, the Council and Dr. Sharon Rogers have reached agreement as to terms pertaining to her resignation as Township Manager as set forth in the Separation Agreement and Release attached hereto; and

WHEREAS, the Council believes that the Separation Agreement and Release with Dr. Rogers regarding her resignation represents a fair resolution of her separation from employment and is in the best interest of the Township;

NOW, THEREFORE, BE IT RESOLVED by the Willingboro Township Council that the attached Separation Agreement and Release with Dr. Sharon Rogers is hereby approved and authorized; and

BE IT FURTHER RESOLVED that Dr. Sharon Rogers' resignation from the position of Township Manager effective October 16, 2020 is hereby accepted by the Willingboro Township Council; and

BE IT FURTHER RESOLVED that the duly authorized representatives of Willingboro Township are hereby authorized and directed to execute and deliver the attached Separation Agreement and Release on behalf of Willingboro Township; and

BE IT FURTHER RESOLVED that upon full execution of the Separation Agreement and Release, the duly authorized representatives of Willingboro Township are authorized and directed to take any and all actions necessary to comply with and fulfill the terms and conditions of the Agreement.

BE IT FURTHER RESOLVED, that the Township Council of the Township of Willingboro assembled in open public session on this 20<sup>th</sup> day of October, 2020, does hereby approve and adopt the aforementioned resolution.

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

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

<b>Recorded Vote</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Councilman Anderson	_____	_____	_____	_____
Councilwoman Perrone	_____	_____	_____	_____
Councilwoman Whitfield	_____	_____	_____	_____
Dep. Mayor McIntosh	_____	_____	_____	_____
Mayor Dr. Worthy	_____	_____	_____	_____

**RESOLUTION NO. 2020-151**

**RESOLUTION APPOINTING AN ACTING WILLINGBORO TOWNSHIP MUNICIPAL MANAGER**

**WHEREAS**, Township of Willingboro (the “Township”) Council desires to appoint a Township Manager who is closely and strategically aligned with the Council’s goals and objectives; and

**WHEREAS**, pursuant to N.J.S.A. 40:69A-93, the current Township Manager resigned effective October 16, 2020; and

**WHEREAS**, due to the resignation of the current Township Manager there is a vacancy in the position of the Township Manager; and

**WHEREAS**, the Township Council seeks to appoint an Acting Township Manager to act as the chief executive and administrative officer of the Township; and

**WHEREAS**, under N.J.S.A. 40:69A-89, the Township Council seeks to appoint the Deputy Township Manager, Walter N. Howard, to the position of Acting Township Manager until a final candidate is identified and appointed to the position of Township Manager, or another length of time to be determined by the Township Council.

**NOW, THEREFORE, BE IT RESOLVED**, on this 20<sup>th</sup> day of October 2020, in open public session by the Township Council of the Township of Willingboro, County of Burlington, State of New Jersey, that, in accordance with N.J.S.A. 40A:69A-89, Walter N. Howard is hereby appointed Acting Township Manager effective October 17, 2020.

**BE IT FURTHER RESOLVED**, that a certified copy of this Resolution shall be provided to Walter N. Howard, the Township Manager, the Township Solicitor and the Chief Financial Officer for their information and attention.

Dated October 20, 2020

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

Attest:

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

**RESOLUTION NO. 2020-152**

**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 20th day of October, 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.

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

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

<b>Recorded Vote</b>	<b>Motion</b>	<b>2<sup>nd</sup>.</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Councilman Anderson	_____					
Councilwoman Perrone	_____					
Councilwoman Whitfield	_____					
Deputy Mayor McIntosh	_____					
Mayor Worthy	_____					