

**WILLINGBORO TOWNSHIP COUNCIL MEETING
AGENDA**

June 15, 2021

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

7:00PM

Call to order

Roll Call

Councilmember	Present	Absent
Councilman Anderson	X	
Councilwoman Perrone	X	
Councilwoman Whitfield	X	
Deputy Mayor McIntosh	X	
Mayor Worthy	X	

Prayer – Pastor Christopher Betner, Delaware Baptist Church

Flag Salute

Statement

In compliance with the Open Public Meetings Act, this is to announce that adequate notice of this meeting was provided in the following manner: On December 21, 2020 advance written notice of this meeting was posted on the bulletin board in the Municipal Complex, emailed to the Burlington County Times and was filed with the Township Clerk.

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

Motion to amend the agenda include resolution for trash, resolution of life

Councilmember	Motioned	Seconded	Yea	Nay	Recuse	Abstain	Absent
Councilman Anderson			X				
Councilwoman Perrone			X				
Councilwoman Whitfield		x	X				
Deputy Mayor McIntosh			X				
Mayor Worthy	x		X				

Resolution of Condolences (Rev Gordon)

MUNICIPAL UPDATE REPORT

See attached presentation

- Covid Restrictions Lifted
- Trash Collection continues to be an issue. Mr. Howard: (Introducing Mr. Brevogel, Mr. Sparetto, Gary Smalley and Ms. Dana DeShield, Operations Supervisor & resident of the town)

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- *Mr. Sparetto – General Manager of the Business Unit for Republic*
 - *Always problems when you start a new contract*
 - *Changes to contract/unlimited waste pick-up to one carton*
 - *recommended to use drop off site.*
 - *Was asked to pick up excess trash for a few weeks*
 - *Soon as we can get to collected one can in 25 seconds, service issues expected to lessen and pass once backlog and bulk garbage is picked up.*
 - *(Republic) Updating maps, pick-up locations, loading homes into database.*
 - *Public works to work on missed streets/routes for now. Mr. Sparetto asked Mr. Brevogel not to do that; Let Republic go back out*
 - *Mr. Brevogel stated that he is held to a standard and it takes Republic more than 24 hours to get to missed trash; it is taking 4 to 5 days and that is too long*
 - *New Republic drivers to learn routes; usually takes about 3 weeks*
 - *“Route Ready” Daily Plan - Plan for recovery (issues that occur) inclement weather, truck contingencies, driver related issues.*
 - *Believe this is a temporary problem; we are professional, and we know what we are doing*
 - *Must continue to work through residents that have excess trash that doesn't fit into cart; and how we can work together to get solutions that is best for everyone*

Ms. Dana DeShield, Operations Supervisor for Republic & resident of Rittenhouse Park

- *Recycling Services Problem – Residents mixing recycling items in with regular trash because of residual trash build-up due to (1) container pick-up.*
- *As a courtesy we are taking the trash which is causing an overflow; trying to reduce what is on the streets*
- *I saw bulk items on the street; but this will be picked up at the end of the month*

Mr. Sparetto

- *Stated to Mr. Brevogel that Dana spoke of a lot of texting going back and forth; he would prefer email; supervisors get overwhelmed with text messages; emails goes to dispatcher (stationery all day) and supervisors (are in the field)*
- *Please put the street and the day it's from (our GPS is not loaded yet so we don't know the streets) that will be greatly appreciated*

Ms. Dana DeShield

- *Mr. Sparetto, according to Mr. Brevogel last night, we are mission some maps – Lakeview/Lakeside?*

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- *Mr. Brevogel stated that all the maps are current except for Lake Drive*
- *Mr. Brevogel stated he is struggling, because he can tell you how many time he went up and down a street*

RESPONSE TO MUNICIPAL UPDATES

Mayor Worthy:

- *Can you help us to understand the trash pick-up process for adjacent properties? (How is it that some houses and neighboring residencies are picked-up but others right next to are missed?)*

Mr. Sparetto:

- *Street parking sometimes an issue. Simply looking at maps and drivers are going down one side of the street but sometimes not going down the other side. Not familiar with route. It's a right hand pick-up. Sometime driver error and sometime resident error; don't know for sure; learning curve; distraction to get out of truck; when we go to one can, it will improve.*

Mayor Worthy

- *Thank you for your response, but on behalf of Council, I find that extremely unacceptable and disappointing*

Councilwoman Perrone:

- *If it takes 45 days to input the routes in system, updating the routes should have been handled before delivering the trash bins. One bin will not work for many residents, may have to add an additional day for pick-up. Did you return to pick up the trash that was missed?*

Mr. Sparetto:

- *The bins had to be delivered prior to the start of the first pick-up (June 1st). That was according to the contract. Loose trash cannot be thrown into an automated truck.*

Councilwoman Perrone:

- *We don't have a contract; we have an awarded BID*

Mr. Sparetto:

- *That is what was in the BID Spec; We bidded to what was in the BID specification. We bent over backward to get this done. We paid 600,000.00 upfront and you will pay us back over time. We have a contract.*

Mr. Sparetto:

- *Gary, do we have a contract?*

Councilman Anderson:

- *When routes are missed, our Department for Public Works (DPW) workers are dispatched to pick up residual trash that was left. Are there any plans to compensate the Twp for routes missed by Republic?*

Mr. Sparetto:

- *No! Considered an even courtesy for unlimited trash being collected until process is running smoothly.*

Mr. Turner

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- *For the record. There is no contract signed by either party. He asked that we don't discuss the contract because it should be done in executive session. We just have a BID and an awarding of the BID.*

Mr. Gary Smally:

- *Agreed it shouldn't be talked about in public forum.*

Mr. Sparetto:

- *We are going to do what is best for everyone; this is a major change; compile with the recycling issue; and going to one trash can; nothing prevented us from starting on June 1st*

Deputy Mayor McIntosh:

- *What is the proper protocol?*

Mr. Turner

- *The Bid is awarded and then we have 21 days to get the contract*

Deputy Mayor McIntosh:

- *The majority of Willingboro not given the option to decide between automation or back-loading. The logistical issues of the 2 parks, Rittenhouse and Fairmount Park are understandable but still given a survey.*

Mr. Brevogel:

- *It wasn't Republic decision to not automate Rittenhouse. Surveying the 2 parks to see the best way forward for pick-up. Two sections are difficult to pick-up with automated trucks/one arm systems/logistics/size of carts.*

Councilwoman Whitfield:

- *Please explain the rationale/thinking behind using the one cart bid?*

Mr. Turner:

- *No specifics can be discussed. Consultant services played a huge part in decision.*

Councilwoman Whitfield:

- *Thank you, Mr. Turner, I want to hear from Mr. Brevogel*

Mr. Brevogel:

- *AUG 2020, I have a series of email where I reached out to Council to have conversation about specification; in the 4th year I gave presentation to sitting Council at the time and again in 2020 with no feedback; I had to decide; Minimize impact on taxpayers based on data from previous bids awarded.*

Councilwoman Whitfield:

- *In your findings from other municipalities, some of these issues should have been mitigated; Challenges from other municipalities should have been related to us*
- *How many additional hours have been due to trash situation?*

Mr. Brevogel:

- *40 hours dedicated (Thurs → Weekend) to trash and bulk items on ground. (\$2,200.00 per day attributed to OT) A lot of inefficiencies at this time, and a lot of resources used to combat the problems that occur.*

Deputy Mayor McIntosh

- *Did we state when recycling pick up will reconvene?*

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Mr. Howard

- *June 22 – 23 is anticipated recycling date per the County*

Councilwoman Perrone

- *Will the Jazz Fess be in person /Virtual?*

Mr. Howard

- *Virtual*

Deputy Mayor McIntosh

- *Will the Jazz Fess be revenue generated or will we break even?*

Ms. Cyrus

- *Will break even; but there could be some generated revenue*

PUBLIC COMMENT AGENDA ITEMS ONLY

1. Sharon Brown 78 Executive Lane
 - When are the bulk items to put out for collection? Concerned with bulk trash, household items such as furniture, mattresses, etc.
2. Joyce Abrams 14 Twin Hill Drive
 - If a resident has their own identical 96-gallon trash can, can it be used as a secondary can to put out trash in addition to the one given by the township?
3. B. Williams 8 Botany Circle
 - What is the explanation for the inconsistencies in recycling, pick-up date, delays, etc.?
 - How should she dispose of the two old trash cans that she has? Should she place them in the 96 gallon can be picked-up?
4. Donya Jean-Baptiste 70 Hastings Lane
 - Is the trash being weighed? (Per earlier discussion with Republic, some drivers will pick up and weigh trash and will leave bags if too heavy) Please inform residents of weight requirement for future trash collection.
 - If the bid for all of Willingboro includes automatic trash pick-up except for the 2 parks of Rittenhouse and Fairmount Park (which are being surveyed for resident suggestions), shouldn't the entire bid be null and void, and possibly new bid considered?
5. Shaunette (Shay) Bright 29 Mainbridge Lane
 - (Thanks for transparency of meeting**) What has been done to communicate to the community of the trash collection situation/new process? She stated, some of her neighbors are not aware of process, still placing multiple bags outside, and not aware of updates on Facebook, etc. Has any information been mailed to residents' homes?
 - Trash on Mainbridge lane (as of late) has been being picked up on Tuesday. The pick-up day for Millbrook Park is on Monday. Please inform residents of the correct day to pick-up and put out trash.
6. Thomas Ford 8 Buckingham Drive
 - Need comprehensive plan to clean and sweep streets. (1) Sweeper and dated equipment will not suffice in cleaning over 400 streets in Willingboro. (Concerns over flooding of storm drains combined with inefficiency in

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- cleaning the streets, a lot of areas will be missed)
- Must discuss lack of manpower within Department of Public Works.
7. Gary Johnson 54 Gramercy Lane
- Is there any consideration for possibly allowing certain households to get smaller bins/trash containers? (Smaller households, senior citizens, elderly, etc.)
8. Ashley Knox Twig Lane
- Disturbed about some explanations by Republic, 45 days to input routes. Twin Hills Drive, Tiffany Ln, and Torrington Ln are all major streets and several homes have been missed. How is it, that some homes are being collected, yet some side/adjacent streets are being missed?
 - Is there an actual bid or contract? Has it been signed?
9. Lee Slater 20 Springfield Lane
- Are the drivers from Republic qualified for job? Is there any follow-up for new drivers, or quality assurance protocol being followed? Resident has witnessed trash being thrown on top of the truck, overflow of bags, bags falling off truck while loading.

RESPONSE TO PUBLIC COMMENTS

- Ms. Dana DeShield (Republic):
 - Bulk items are to be picked up on the last week of the month. First come, first serve, 50 items. (50 items per collection per day) Mr. Brevogel (Republic): Bulk items by appointment, asking residents Schedule an appointment by emailing to: automatedtrash@willingboronj.gov or call the public works department (609)877-2200 Ext: 1031. A link will be added to Twp website to schedule appointment as well. (3 ways to make appointment)
- Mr. Howard:
 - Republic will only pick up cart provided by the Municipality.
- Mr. Howard:
 - Recycling is suffering from similar issues as other municipalities. In search of CDL Drivers that can handle the routes. National shortage of drivers/several new warehouses opening within the surrounding counties also in need of drivers/ (competitive). OTC has hired additional drivers to assist in regular collection. Trash/Recycling Delays and Information (609)589-7848.
- Mr. Howard:
 - Old trash can would have to be emptied and turned over (indication to throw away) to be picked up.
- Ms. Dana DeShield (Republic):
 - The trash itself is not weighed. The limit is 50lbs for the health and welfare of the driver. The trash container can be damaged if too heavy when dumping.
- Mr. Turner:
 - The negotiations are underway regarding the 2 courts automated trash pick-up, logistics, size of carts, one arm system etc. Amendments still being worked through. 21 days to draft contract.

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- Mr. Howard:
 - Trash/Recycling Delays and Information Line (609)589-7848. Digital messaging, Kennedy Center, Firehouse (Charleston Road), Millcreek Park, Channel 28 messaging, and willingboronj.gov.
- Mr. Brevogel :
 - Mainbridge is on Monday’s schedule for trash pick-up. Called in, and trash was collected the following day that was not picked up. (Delays to be corrected)
- Mr. Howard:
 - Continued effort to get DPW all the resources needed including additional staffing to solve ongoing issues with cleaning and necessary equipment.
- Ms. Dana DeShield (Republic):
 - Regarding smaller containers, option will have to be negotiated within the agreement. Believes one size can will be issued for all residents in Twp.
- Ms. Dana DeShield (Republic):
 - Possible oversight of the driver, right side automation and missed other side. Issues are being worked on.
- Mr. Turner:
 - Currently, we do not have an executed contract. In the process of negotiating with Republic to get a fully executed contract that both the Twp and Republic is comfortable signing.
- Ms. Dana DeShield (Republic):
 - Isolated incident(s) with trash being thrown on top of truck but Drivers are more than trained and qualified to do the job. (Majority of guys have 10+ years’ experience)

RESOLUTIONS

Res 2021 – 92

TABLED- RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO, COUNTY OF BURLINGTON AND STATE OF NEW JERSEY AUTHORIZING CONTRACT NEGOTIATIONS

Councilmember	Motioned	Seconded	Yea	Nay	Recuse	Abstain	Absent
<i>Councilman Anderson</i>		x	X				
<i>Councilwoman Perrone</i>	x		X				
<i>Councilwoman Whitfield</i>			X				
<i>Deputy Mayor McIntosh</i>			X				
<i>Mayor Worthy</i>			X				

Councilmember	Motioned	Seconded	Yea	Nay	Recuse	Abstain	Absent
<i>Councilman Anderson</i>	x		X				
<i>Councilwoman Perrone</i>			X				
<i>Councilwoman Whitfield</i>			X				
<i>Deputy Mayor McIntosh</i>		x	X				
<i>Mayor Worthy</i>			X				

DISCUSSION

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- *Mr. Howard: The bid specifications for the mold remediation for the Emergency Management facility has gone out twice, with no responses to the bid.*
- *Deputy Mayor McIntosh: With the proposal that was submitted, is that inclusive/ covers everything that we need done, and if so, has it been agreed upon yet?*
- *Mr. Howard: The bid specifications include everything that is needed. A mold remediation specialist was used to help prepare the bids specs. At this time, we are seeking the ability to have conversations and negotiations with company who submitted their response late. If agreed upon, everything needed is included but not at that point yet, still pending authorization to proceed.*
- *Mayor Worthy: Question to Mr. Howard: How confident are you that the bid specs are complete, and there will not be request for change-orders and additional funding to be able to remediate the space.*
- *Mr. Howard: Based on the previous mold remediation specialist used and bid specs from the prior solicitor, Confident that the bid-specs are solid.*
- *Mayor Worthy: \$25,000 will complete the mold remediation and no additional request will be needed. (Looking at document provided for Council)*
- *Mr. Howard: Yes, and Mr. Turner’s firm will help with entering negotiations with these bid negotiations.*
- *Mayor Worthy: Not interested in open ended proposal. Not writing a blank check.*
- *Mr. Turner: For this resolution, we are looking for authorization for conversations, expectation is that we do not exceed \$25,000 in negotiations.*

Res 2021 – 95

TABLED-RESOLUTION AWARDING A CONTRACT FOR CUSTODIAL SERVICES FOR THE WILLINGBORO TOWNSHIP MUNICIPAL COMPLEX, KENNEDY CENTER, AND DEPARTMENT OF PUBLIC WORKS

Councilmember	Motioned	Seconded	Yea	Nay	Recuse	Abstain	Absent
<i>Councilman Anderson</i>	X		X				
<i>Councilwoman Perrone</i>			X				
<i>Councilwoman Whitfield</i>			X				
<i>Deputy Mayor McIntosh</i>		X	X				
<i>Mayor Worthy</i>			X				

Councilmember	Motioned	Seconded	Yea	Nay	Recuse	Abstain	Absent
<i>Councilman Anderson</i>	X			X			
<i>Councilwoman Perrone</i>		X		X			
<i>Councilwoman Whitfield</i>				X			
<i>Deputy Mayor McIntosh</i>				X			
<i>Mayor Worthy</i>				X			

DISCUSSION

- **Councilwoman Perrone** - Based on reviewing the bid, the amount of spending for custodial services are extraordinary. Believes weighing the need for more staff, the job opportunities should be given/awarded to residents of Willingboro/ utilizing our DPW that is already in place.

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Mr. Howard

- provided an in-house staffing analysis. Bid specs provided that is required to meet the proper health and safety standards. 410 hours per week must be covered while buildings are open.

Analysis/Break-down

Need to hire 9 full-time employees

Would have to meet the minimum salary of lowest paid union worker (Civil Service Union Organization)

7 Custodians- Low pressure licensing

1 Supervisor per shift/ \$5k increase per supervisor

Salary \$305,678.00 (Per bid specifications, Must have Custodial Supervisor)

Must pay pensions and benefits – 34% of salary = \$103,000.00

\$18,000.00 per year in cleaning supplies/ \$80,000.00 in equipment/strip/wax/buff floors, etc.

Training/ Time management (percentage of supervisor salary)

\$506,164.00 Estimate/ 221,331 square footage of building space to be cleaned.

\$2.29 per sf. opposed to outsourcing for \$1.77 per sf.

Numbers are relatively low! No Savings Necessarily by hiring or putting workers in house from Willingboro.

Turnover rate for Full-time custodians = 200%

Turnover rate for Part-time custodians = 400%

Equates to everyone on staff being replaced twice per year.

Councilwoman Perrone

- Looking at other bids awarded for other municipalities (Durham Park) to clean Willingboro Twp is a disservice to the unemployed within Willingboro. Does not believe these positions require that much training.

Mr. Howard

- Believes the work done by the custodial staff is being undervalued. The standards of the bid specs are written to meet the health and safety guidelines, criteria. High traffic areas such as the Kennedy Center, Municipal Building, require a particular standard level of cleaning. (Not just picking up towels and throwing out the trash)

Councilwoman Perrone

- Not buying it! Making it out to be a huge, extraordinary project.

Mr. Howard

- What staff are you referring to, to clean and maintain these buildings? Staffed by 9 people not including the Department of Public Works building that is cleaned on the weekend.
 - 3 Custodians – Kennedy Center
 - 1 Custodian – Municipal Complex (Day)
 - 2 Custodian – Municipal Complex (Night)
 - 1 Maintenance Supervisor

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- 2 Maintenance Staff

Councilwoman Perrone

- Rather the additional demand to be given to residents/employees of Willingboro. According to current bid, JFK Center looks to be excluded from bid.

Mr. Howard

- Kennedy Center, all buildings are included in bid specification except for the Public Library ONLY.

Mayor Worthy

- Does the bid specification include what is needed to do Deep cleaning, hydrostatic cleaning?

Mr. Howard

- No language included in the bid specs to do intricate, deep/special cleaning. During Covid there was combination of services (deep cleaning) used while the buildings were shut down, while different companies were used when the buildings reopened.

Mayor Worthy

- In terms of residency, in this contract, is there any specification, percentage of those hired be residents of Willingboro?

Mr. Howard

- There is no specification within this bid that relates to the hired employees and their residency.

Mayor Worthy

- What would be the implications of possible putting out a new bid to include a residency component regarding hiring additional staff for deep cleaning etc. Would something like that be possible?

Mr. Howard

- Indication that the contract could be extended by 6 months, to possibly include a residency provision. What happens if no one from Willingboro applies to that company?

Mayor Worthy

- Work with legal to possibly provide provisions. Incentive/strive for Willingboro residents job opportunities in-house whether contract basis or government employees.

Councilwoman Perrone

- Not in favor of resolution. (Voted No) Not convinced enough opportunity is being offered to our community. Needs more job opportunities for our residents.

Councilwoman Whitfield

- Agrees that creating more job opportunities for Willingboro residents is a priority. Custodial work is important piece that is needed throughout the Municipality to keep us safe, and it is not undervalued. Cleaning a home is a completely different task than cleaning buildings that sees traffic of thousands of people daily. (Especially during a Pandemic) Would like to see a bid that is more detailed regarding deep cleaning procedures in the event in a spike of Covid cases.

Deputy Mayor

- An opportunity to submit bids for residents who have their own cleaning companies/janitorial services within the municipality to be included.

Mr. Turner

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- Before rejecting this vote, please be mindful, there is still an extension available to discuss these matters.

Mr. Howard

- One 6-month extension can be granted.

Res 2021 – 98 *RESOLUTION AUTHORIZING CONTRACTS WITH APPROVED STATE CONTRACT VENDORS IN THE NEW JERSEY COOPERATIVE PURCHASING PROGRAM PURSUANT TO N.J.S.A. 40A:11-12a*

Councilmember	Motioned	Seconded	Yea	Nay	Recuse	Abstain	Absent
<i>Councilman Anderson</i>	X		X				
<i>Councilwoman Perrone</i>		X	X				
<i>Councilwoman Whitfield</i>			X				
<i>Deputy Mayor McIntosh</i>			X				
<i>Mayor Worthy</i>			X				

NO DISCUSSION THAN DISCUSSION

Mr. Turner

- Appears resolution cannot go forward tonight. A document was not sent out which needs to be sent out that prevent the Township from awarding this resolution/contracts under this corporative purchase agreement.

Mr. Howard:

- (Introducing Mr. Brown) Will explain why additional document will have to be sent out before resolution can be approved.

Mr. Mike Cragin:

- Too generic of a resolution. When resolution is passed to purchase off state contract, it must be more detailed including vendor names, items purchased off state contract. Res. 98,99, 100,101 need to be pulled and further details need to be added before resolution can be adopted.

Mr. George Brown

- Regarding Res. 98, there was a list (vendors), and resolution substantially limits ability to use state contract to its full extent. Based on list, there are some vendors that are not particularly needed by the Twp. Contract provides a lot of flexibility. Does not confine us to certain list of vendors.

Mr. Mike Cragin:

- The state contract needs to identify certain vendors and items that will be purchased. (Suit the needs of the Twp)

Res 2021 – 99 *AUTHORIZING THE PURCHASE OF EQUIPMENT FOR THE*

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*DEPARTMENT OF PUBLIC WORKS UNDER THE SOURCEWELL
COOPERATIVE PURCHASING AGREEMENT FOR ONE (1) EXMARK
96 LASER MOWER*

Motion to table Resolution 2021 – 99, 100, and 101 until July 6, 2021

Councilmember	Motioned	Seconded	Yea	Nay	Recuse	Abstain	Absent
Councilman Anderson			X				
Councilwoman Perrone			X				
Councilwoman Whitfield			X				
Deputy Mayor McIntosh			X				
Mayor Worthy	x		X				

Discussion

Councilman Anderson

- *Can we do a consent agenda for 99, 100, 101; tabled to July 6th, 2021*

Res 2021 – 100 *AUTHORIZING THE PURCHASE OF EQUIPMENT FOR THE
DEPARTMENT OF PUBLIC WORKS UNDER THE SOURCEWELL
COOPERATIVE PURCHASING AGREEMENT FOR ONE (1) ELGIN
BROOM BADGER STREET SWEEPER*

Councilmember	Motioned	Seconded	Yea	Nay	Recuse	Abstain	Absent
Councilman Anderson							
Councilwoman Perrone							
Councilwoman Whitfield							
Deputy Mayor McIntosh							
Mayor Worthy							

Res 2021 – 101 *AUTHORIZING THE PURCHASE OF EQUIPMENT FOR THE
DEPARTMENT OF PUBLIC WORKS UNDER THE SOURCEWELL
COOPERATIVE PURCHASING AGREEMENT FOR ONE (1) ELGIN
BROOM BADGER STREET SWEEPER*

Councilmember	Motioned	Seconded	Yea	Nay	Recuse	Abstain	Absent
Councilman Anderson							
Councilwoman Perrone							
Councilwoman Whitfield							
Deputy Mayor McIntosh							
Mayor Worthy							

Res 2021 – 102 *AUTHORIZING THE TOWNSHIP OF WILLINGBORO TO PLACE
MUNICIPAL CHARGES ON CERTAIN PROPERTIES FOR FAILING TO
ADDRESS PROPERTY MAINTENANCE VIOLATIONS*

Councilmember	Motioned	Seconded	Yea	Nay	Recuse	Abstain	Absent
Councilman Anderson	x		X				
Councilwoman Perrone			X				
Councilwoman Whitfield		x	X				
Deputy Mayor McIntosh			X				
Mayor Worthy			X				

DISCUSSION

Councilwoman Perrone:

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- *Please discuss in depth what this resolution is referring to. Wants to assure residents are not being fined for the build-up of trash due to new trash collection process/issues.*

Councilman Anderson:

- *Reviewing supporting documents, the violations are from February through March (prior to the trash change-over) Also includes snow removal, services that were already taken care of. Looking to be reimbursed through actions taken today.*

Mr. Howard:

- *No movement, fines, or action taken for trash as part of the new trash collection system/process. The liens date back to the winter months, not for current trash issues.*

Res 2021 -103 *RESOLUTION OF THE TOWNSHIP OF WILLINGBORO, IN THE COUNTY OF BURLINGTON, NEW JERSEY MAKING APPLICATION TO THE LOCAL FINANCE BOARD PURSUANT TO N.J.S.A. 40A:2-26(e)*

Councilmember	Motioned	Seconded	Yea	Nay	Recuse	Abstain	Absent
<i>Councilman Anderson</i>	X		X				
<i>Councilwoman Perrone</i>			X				
<i>Councilwoman Whitfield</i>			X				
<i>Deputy Mayor McIntosh</i>		X	X				
<i>Mayor Worthy</i>			X				

DISCUSSION

Deputy Mayor McIntosh:

- *Seeking clarity to this resolution.*

Ms. Sherri Traci (Municipal Advisor(s) for Twp):

- *Twp has had a strategy with passing capital ordinances and financing capital ordinances. Trying to layer in the debt so as the debt is coming off, the new debt is added. (So new projects are NOT accumulating on top of existing projects and continuing to increase the tax rate for the debt service)*
- *With this structure the Twp has debt that will be reduced in 2023.*
- *Initially, plan was to sell bonds in 2022 (Next year) for the capital ordinances that the Twp has been passing the last few years.*
- *Given the current interest rate environment for bonds, we recommend the Twp go to the Bond Market this year (which would start debt servicing for next year’s budget for bonds) as opposed to keeping them as short-term notes for 1 more year.*
- *Based on “Conforming Schedule” → will increase debt service on the tax rate approx. \$44.00 for the average home.*
- *Suggested that the Twp apply (submit application) to the local Finance Board to ask for a “Non-Conforming Schedule” which would allow Twp to skip principal payment for next year.*
- *Has effects of doing exactly what was planned. (Issuing the bond in 2022) Rather than leave open to risk of higher interest rates. (Lock in rate for this year)*
- *Estimating 2% on new bond issue (12-year bond issue)*
- *Conservative estimate*
- *File Application with local Finance Board this month*
- *Twp would be heard on the matter in July’s meeting.*

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- Asking to skip 1 year principal payment on bonds.
- Will still pay interest, begin making principal payments in 2023.

Deputy Mayor:

- If we pay regularly, will the taxes go up next year for residents? What is the difference between the two repayment schedules?

Ms. Sherry Traci:

- The Twp has 3 bond issues that will be completely paid off in 2022. (Some older bond issues) The Twp has an existing drop-in debt service in 2023 of about \$1,800,000.00 A lot of space to add new debt without any increase.
- Next year debt service only drops about \$400,000.00/ If principal is added, we will see increase about \$44.00 per household under current schedule.
- With the recommended schedule, would not see any increase but a slight drop over the next few years. (Declining period)
- Overall a better financial structure for the taxpayers.
- The difference in repayment using the “Conforming Schedule” total interest differential of the bond life (12-year bond life)roughly \$80,000.00 if skipping the one-year principal payment. (Adding 80K if there are no changes)

Deputy Mayor McIntosh:

- Is there a deadline to apply? Do we have to commit to the proposal?

Ms. Sherry Traci:

- No; Just because we apply, does not guarantee that the Local Finance Board will grant the approval; May not be okay allowing Twp to skip principal payments all together; May ask Twp to pay a portion of principal payments; If approval is granted, we do not have to utilize the new schedule. We can continue to pay as previously.

Res 2021 – 104

RESOLUTION AUTHORIZING THE TOWNSHIP OF WILLINGBORO TO ENTER INTO A 5 YEAR LEASE AND MAINTENANCE AGREEMENT WITH KYOCERA DOCUMENT SOLUTIONS., A CONTRACTED PARTICIPANT IN THE NJ STATE APPROVED PURCHASING COOPERATIVE CONTRACT G2075, PURCHASE ORDER NUMBER: 40465, TO UPGRADE AND MAINTAIN FLEET OF 12 COPY MACHINES THAT ARE CURRENTLY OUT OF CONTRACT.

Councilmember	Motioned	Seconded	Yea	Nay	Recuse	Abstain	Absent
<i>Councilman Anderson</i>	x		X				
<i>Councilwoman Perrone</i>			X				
<i>Councilwoman Whitfield</i>		x	X				
<i>Deputy Mayor McIntosh</i>			X				
<i>Mayor Worthy</i>			X				

DISCUSSION

Deputy Mayor McIntosh:

- Mr. Howard, can you indicate for the record, any savings seen with this resolution?

Mr. Howard:

**WILLINGBORO TOWNSHIP COUNCIL MEETING
AGENDA**

June 15, 2021

- *Looking to work with Kyocera to replace the 12 copiers that are out of contract (out of lease). If we wish to continue to use equipment, we will continue to pay, or the equipment goes back to the leasing company. To replace the current copiers, which are within 5 year lease (equivalent to its usage life) the savings is \$32,511.00 less than what we currently pay for the 12 machines throughout the municipality.*

Res 2021 – 105 *GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE
FISCAL GRANT CYCLE JULY 2020-JUNE 2025 (MUNICIPAL
ALLIANCE FY 2022)*

Councilmember	Motioned	Seconded	Yea	Nay	Recuse	Abstain	Absent
Councilman Anderson	x		X				
Councilwoman Perrone			X				
Councilwoman Whitfield		x	X				
Deputy Mayor McIntosh			X				
Mayor Worthy			X				

Res 2021 -106 *RESOLUTION EXTENDING THE CONTRACT OF DIVINE PROFESSIONAL
CLEANING SERVICES FOR CUSTODIAL SERVICES FOR THE TOWNSHIP
OF WILLINGBORO.*

Councilmember	Motioned	Seconded	Yea	Nay	Recuse	Abstain	Absent
Councilman Anderson	X		X				
Councilwoman Perrone			X				
Councilwoman Whitfield			X				
Deputy Mayor McIntosh		x	X				
Mayor Worthy			X				

DISCUSSION

Councilwoman Perrone:

- *Is this the same company discussed regarding custodial services?*

Mr. Howard:

- *Not the same company, we brought for resolution to award bid. This is the current contract that we would need to extend if all other bids are rejected. Need extension to be able to go back out to bid/rebid with the residency stipulation, and deep cleaning inclusions that we are attempting to add to bid.*

Deputy Mayor McIntosh:

- *Understand the extension. During the 6-month extension, if decided to use other resources to clean the buildings, are we held to any legality by the vendor? Keep on the radar!*

Mr. Howard:

- *Whichever our decision may be, it must be determined within the 6-month extension.*
- *Cannot exceeds 20%.*

Res 2021 – 107 *A Resolution Authorizing the Creation of an AD HOC Solid Waste
Service Committee*

Councilmember	Motioned	Seconded	Yea	Nay	Recuse	Abstain	Absent
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**WILLINGBORO TOWNSHIP COUNCIL MEETING
AGENDA**

June 15, 2021

<i>Councilman Anderson</i>	X		X				
<i>Councilwoman Perrone</i>			X				
<i>Councilwoman Whitfield</i>			X				
<i>Deputy Mayor McIntosh</i>		x	X				
<i>Mayor Worthy</i>			X				

Discussion

Mayor Worthy:

- Committee was discussed in Special Meeting. Residents are interested in being part of committee can submit “Citizen Leader Form” to Ms. Reyan Frank (Deputy Clerk). Committee will work alongside Council and administration as we are moving through finding a long-term solution to the automated trash process.

Bingo/Raffle Approval for Knights of Columbus (August – December 2021)

Councilmember	Motioned	Seconded	Yea	Nay	Recuse	Abstain	Absent
<i>Councilman Anderson</i>	X		X				
<i>Councilwoman Perrone</i>			X				
<i>Councilwoman Whitfield</i>			X				
<i>Deputy Mayor McIntosh</i>		X	X				
<i>Mayor Worthy</i>			X				

NEW BUSINESS:

- *Boards and Commission Update (if any)*
 - Councilwoman Whitfield: Economic Development Committee has been working on the recommendations for the approval of the Route 130 county corridor plan. Will have those recommendations to council by Monday.
- *The Township Manager Position*

Councilmember	Motioned	Seconded	Yea	Nay	Recuse	Abstain	Absent
<i>Councilman Anderson</i>			X				
<i>Councilwoman Perrone</i>			X				
<i>Councilwoman Whitfield</i>		x	X				
<i>Deputy Mayor McIntosh</i>			X				
<i>Mayor Worthy</i>	x		X				

DISCUSSION:

Mayor Worthy:

- It is appropriate to post position, but also looking for other ideas/or process in how to appoint this position, examples (hiring a private search firm, or in-house with a labor council.)
- Big Decisions for council to make.
- Councilman Anderson/Councilwoman Perrone/ Councilwoman Whitfield → In favor of NJ Based Search Firm.
- Councilwoman Whitfield: Later can we discuss the timeline

UNFINISHED BUSINESS: 3:37

**WILLINGBORO TOWNSHIP COUNCIL MEETING
AGENDA**

June 15, 2021

1. *Enhancing Township Communications*

- Mayor Worthy: Council has discussed a communication strategy as well as the residents (Communications Advisory Committee). Providing recommendations for municipality to adapt a plan to handle ongoing challenges with communicating with our multi-generational community.
- Mr. Howard: Looking to bring a communication line back to light, channel 28, digital boards as well as printing elements that will insure better communication throughout our township. Will be presenting plan by Monday June 21st for review.

2. *Strategic Plan Update*

- Mayor Worthy: Survey drafted and continues to stay open; want feedback from residents as to what they would like our township and community to look like moving forward into the future; Listening session to review and give feedback to drafted document and plan.
- Mr. Howard: Will update website to include link/ social media. Will be able to a paper copy by reaching out to Ms. Tonya Jackson (609)877-2200 – Ex 1031 or email at tjackson@willingboronj.gov.
- Share information with employees of Willingboro
- Work closely with council to facilitate the direction in which we would like the Twp to head.
- Put together a condensed capital plan to guide our finances regarding capital expenditures, capital projects for more informed decisions.
- Councilwoman Whitfield: Community Heart and Soul team will be at the Juneteenth Festival in efforts to get survey out and receive feedback in multiple ways. (Saturday, June 19th 12-4pm in Millcreek Park)

3. *Renaming Levitt Parkway*

Mayor Worthy:

- *Would like to make a motion to rename “Levitt Parkway” to “Lieutenant Colonel Thomas H. Mayfield”.*

Councilwoman Perrone:

- *Do not think we have the full consensus of the community wanting to rename the street (or suggestions as to what to name the street). We kept the survey regarding reaching out to the residents by mail. We are only looking at those who have responded to social media or in virtual attendance to meetings. Does not feel that we are reaching out to most of the community.*
- *Has a post card, flyer, etc. been sent out to every resident asking their opinions or giving them a voice about this matter?*

Mr. Howard:

- *No*

Mayor Worthy:

- *It is not the practice of the doing so. Using the survey was an attempt to be more inclusive and involving the Willingboro residents instead of the council making a motion and taking a vote. (An option that could have been done).*

WILLINGBORO TOWNSHIP COUNCIL MEETING AGENDA

June 15, 2021

- *Steps were taken to allow the residents to be active participants in the process/survey.*
- *Allowed to make suggestions.*
- *Feedback; residents wanted more time to participate/make decision as to renaming the street.*
- *Item remained stagnant for several months.*

Mayor Worthy:

- *If it is the will of the council to leave the name “Levitt Parkway”, it needs to be made clear in doing so, or leaving the survey open, sending out mailers, etc. NEEDS FURTHER CLARIFICATION. Do not want several agenda items to be left lingering.*

Councilwoman Perrone:

- *Visited the Doreatha Senior Home. Aware of 105 residents that are not on zoom or have access to social media. Many of the residents own homes is Willingboro, believe we are doing the residents a huge disservice by not including them in such huge decisions. We are focused on the millennials rather than the entire community. We should send out mail and robocalls to all residents.*

Mayor Worthy:

- *Asking Mr. Howard to include this matter in upgraded communication roll-out.*

Deputy Mayor McIntosh:

- *Not crucial matter to rename Levitt Parkway right now.*

Mayor Worthy:

- *Mr. Howard /Council wants to the renaming of Levitt Parkway to be the initiative used for the communication strategy to make sure that every resident is notified.*

Councilwoman Perrone:

- *In agreement.*

Councilwoman Whitfield:

- *While I do support using this issue as a pilot to the new communication strategy, I am in strong favor of renaming Levitt Parkway. Based on his racist and segregationist history in Willingboro, Levitt should be renamed. It is not what we as a community stand for today. We should not honor that history.*

Councilwoman Perrone:

- *Are we utilizing the communications department regarding this new communication strategy? (Noticed Ms. Tonya Jackson’s name has been mentioned often but she is not in the communications department).*

Mr. Howard:

- *When residents have questions, calls circulate to that office and department. Ms. Jackson normally answers the questions or directs those to the proper department. She does the robocalls, maintains list of people on call list, works closely with DPW, inspections, etc. Although she works in the management office, she transmits information to the correct department.*

Councilwoman Perrone:

- *There is a disconnect with the communication department. The work and information are being channeled through assistant rather than the communications department. Suggested to use the communications department more, given it is their expertise.*

Mr. Howard:

**WILLINGBORO TOWNSHIP COUNCIL MEETING
AGENDA**

June 15, 2021

- *Our activity/post on Facebook, information on website, flyers, signs, digital designs, all come from the communications department.*

Councilwoman Perrone:

- *What about the newspapers? Who designs and puts out the Newspapers?*

Mr. Howard:

- *A combination of information gathered from those who write the articles, and the communications department who designs the covers, layouts, etc. Ms. Tonya Jackson does receive calls, in which the information is directed to the proper location.*

Councilwoman Perrone:

- *Information is not hitting the communications department first. Should have a direct line to the department so the community is better informed.*

Mr. Howard:

- *Updates, recycling information, vaccination clinics, signage, literature for cannabis forms, all comes from the communications department. There are 2 people who work in the department and sometimes need assistance. We do everything we can to provide that assistance.*

4. Municipal Clerk Evaluation Process

Mayor Worthy: “Municipal Court Evaluation Process” for the Municipal Clerk. Would like to make a motion to formalize the municipal clerk evaluation process to mirror the Twp manager process.

Mayor Worthy: We are looking to formalize process.

Councilmember	Motioned	Seconded	Yea	Nay	Recuse	Abstain	Absent
<i>Councilman Anderson</i>		x	X				
<i>Councilwoman Perrone</i>			X				
<i>Councilwoman Whitfield</i>			X				
<i>Deputy Mayor McIntosh</i>			X				
<i>Mayor Worthy</i>	x		X				

DISCUSSION

Mayor Worthy: A few components to meet performance goals.

1. Self-evaluation portion
2. Each member of council will write their evaluation.
3. Evaluation will be summarized → Will go back to the clerk.

5. Library Board – Request for Action – Memorandum of Understanding (follow up to June 1 discussion)

Mayor Worthy: “Library Board Request for Action”

Mr. Howard: The library board has sent over a request for action/memorandum for understanding. Due to the reduced budget, they do not have the ability to maintain certain aspects of the facility. Question asked to the library, what are the requested items they would like the municipality to maintain?

(Response from Library/email from Ms. Cronce)

**WILLINGBORO TOWNSHIP COUNCIL MEETING
AGENDA**

June 15, 2021

1. HVAC Repairs
2. Fire/ Burglary yearly contract monitoring
3. Elevator Inspections
4. Sprinkler Inspections
5. Fire Marshal Inspections
6. Building Repairs/Maintenance/Plumbing
 - Estimated HVAC service/repairs \$54,000.00.
 - Yearly contract monitoring \$1,000.00.
 - Elevator Inspections \$3,962.00.
 - Sprinkler Inspections \$554.00
 - Remediation → No cost given (previous year \$3,000.00)
 - Building repairs, plumbing, maintenance, painting, etc. → No cost given

These are essentially the items requested for the municipality to pick up the tab in addition to the contribution to the library.

Mayor Worthy: Is that an exhaustive list, roughly \$60,000.00 or is there a plan to bring other items forward in the future?

Mr. Howard: Based on the question to them, this is the full extent of list, but will confirm.

Mayor Worthy: Is there any action need for the council tonight or just presenting the numbers?

Mr. Howard: No action tonight! Have to follow-up to confirm the numbers and speak with our CFO to see where we stand financially to be able to support this request before any recommendations can be brought forward.

Councilwoman Whitfield: Knows the library has had problems in past years with HVAC. Evident in these increasing numbers for repairs. What would be the cost to replace the HVAC system entirely?

Mr. Howard: Not given cost to replace HVAC system. Will follow-up with Ms. Kranz. In agreement, that if we are going to be responsible for continuous maintenance, service, and repairs (if it fails), we will be responsible for replacing the system in its entirety. More investigation into life span of mechanicals before action taken.

Councilwoman Perrone: Who is on the Library Board?

Mayor Worthy: → Instructed Ms. Frank (Deputy Clerk) Please send list of Library Board Members to council tomorrow.

PUBLIC COMMENT

1. *Lindsay Harvey* *12 Haddon Lane*
 - *Member of the Library Board for many years. Up until 2009, the library had sufficient funding to manage the building. When the library moved to that building in 2003, library was told that the building belongs to the Twp. Since 2009-2010 the library has had \$450,000.00 reduced from the budget. No longer has the money to do repairs that they have previously been able to maintain.*
 - *HVAC System looked at about 5 years ago. At the time, were told the system has about 7 years left of usage/life. So may have 1-2 years left at this point.*

**WILLINGBORO TOWNSHIP COUNCIL MEETING
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June 15, 2021

- *State program called "Direct Install" which paid for 70% of the cost of the HVAC system. Leaving 30% remaining to be paid for. Program is still going on!*
- *Recently informed that the elevator door will no longer be serviced. (That brand/type not serviced anymore) Door will have to be replaced. Cost approximate: \$20,000.00*
- *The library board members are as follows: Harry Kendall, Patricia Conrad, Grover McKenzie, Dr. Hackett, C. Denton*
- 2. *Thomas Ford 8 Buckingham Drive*
 - *estimated a 60-day process in transitioning to the new trash process. Shocked that a system is being implemented now vs prior to the roll-out of the new collection process.*
 - *Company is not prepared to handle what needs to be done. Drivers are not focused on the maps; they must control the mechanics as well as steer.*
 - *Spoke with lady from Somerset Park, her trash was picked up at 8am. At 1pm, the driver came down the same side of the street and did not realize that he was picking up empty cans. Resident stated that the drivers are not getting out of the trucks. At 4pm, a truck came to pick-up the other side of the street.*
 - *Two trucks cannot fit/ go pass each other on narrow streets. Should have planned this before implementing this process.*
- 3. *Gary Johnson 54 Gramercy Lane*
 - *Please stop having religious services at secular meetings. The intentions are good but in maintaining freedom of religion, you also must be free from religion.*
- 4. *S. Holley 9 Tioga Lane*
 - *Commends the Council for the tone of the meeting.*
 - *Called Animal Control on Memorial Day and she is still waiting for them to get back to her. (She found a stray cat in her shed)*
 - *Mr. Howard: Have been in contact with the Public Safety Director to work with animal control to respond in a better fashion to Ms. Holley's concerns.*
 - *Would like to know what the rules of the dog park are? Does not want dogs to wander up and down the street.*
 - *Mr. Howard: Dogs must always remain on leash in the park.*
 - *The Council received 3 million dollars due to the Coronavirus Pandemic. How and where does the Council plan to spend/allocate these funds?*
 - *Mr. Howard: The 3 million dollars in covid relief are to be distributed partially in 2021 and the rest in 2022. Recommendations by council, infrastructure, improvements, fields, and the Kennedy center are all to be included in disbursement. (Can use funding to extent) Filled out and submitted required paperwork to the Finance Board. NO FUNDING HAS BEEN RECEIVED YET!!*
 - *As it relates to communications, the trash collection should be the first item that is addressed and communicated to the residents.*
 - *Who is responsible for picking up all the trash in the park for Juneteenth? Who must pay for that?*
 - *Mr. Howard: The Public Works Department will be responsible for picking up all the trash for the event.*
 - *The Twp Manager position should be filled by a Willingboro Resident.*
 - *She put in an OPRA request for the communications department (2 twp. employees)*

**WILLINGBORO TOWNSHIP COUNCIL MEETING
AGENDA**

June 15, 2021

- (1) Averaging 66K per year , (2) Averaging 37k per year;*
- *Based on the information she received from the OPRA request, an outside agency is being paid for what we are paying out communications department to do. She feels that is unacceptable. She will be posting this information on Facebook. Should not pay anyone to do anything that our communications department should handle.*
5. Sharon Anderson 7 Belhurst Lane
- *What happen regarding why there is such poor transitioning with the trash collection process?*
 - *The communications staff needs to do the work.*
 - *Need Branding; recreation information comes out a week before it happens*
 - *Thank you to council for making the search for the Twp manager position public.*
 - *Bid offers should require the vendors to describe how they would implement local hiring.*
 - *Need to use "Selection criteria" when scoring candidates.*
 - *Bid Process should be planned, transparent, published, and followed.*
6. Martin Nock Twig Lane
- *Has a sister that lives in Rittenhouse Park. I believes it is the Rittenhouse associations responsible to get the information out to the community rather than the Twp.*
 - *Would like Mr. Brevogel to know that the information is not received by everyone throughout the Twp.*
 - *It is hard to make turns/U-turns in her court (Rittenhouse Park)*
 - *Would like to know where the association fees are going? It should include trash collection.*
 - *Millcreek Park is pitch black. Twp must address the light situation within the park.*
 - *Has noticed multiple off-road vehicles racing through the park at night. Must be addressed.*
 - *Mr. Howard: Will investigate off-road vehicles racing in the park. Will speak with DPW and the parks department about the lighting problem in Millcreek park.*
7. Ashley Knox Twig Lane
- *In response to Ms. Dana DeShield comments regarding Driver errors, she believes it is intentional that the drivers are not picking up both sides of the street. She took pictures and emailed them to Mr. Howard.*
 - *Once the residents call and schedule a pick-up for bulk items, will the residents receive a # letting them know where they are on the list? How will Republic assure the Twp that their bulk items will be picked up? How will the information be disseminated to Republic, so they will know who is on the list?*
 - *Mr. Brevogel: The bulk trash collection orders are separated by collection days, and by parks. If their trash is not going to be collected, they will get a call back notifying them.*
8. William Western 44 Bosworth Lane
- *Would like to give report of the Advisory Committee for public communications*
 - *Recommended proactive communication on upcoming events.*
 - *Juneteenth and trash collection are excellent templates for communications.*
 - *Suggested, banners that can go over the county roads, and consistent branding of upcoming news, updates, etc.*
 - *Residents should be the first choice regarding those who assist in getting the Twp's information out to the community.*
- 9 Kira Sullivan Felter Place (Fairmont Park)

**WILLINGBORO TOWNSHIP COUNCIL MEETING
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- *Subscribed to several Nixie alerts in the surrounding townships. In the new age of social media, virtual zoom meetings and updates,*
- *it will become rarer for people to receive robocalls in their homes. Communications are more frequent, sometimes daily in other municipalities but not in Willingboro.*
- *She assists with the ground keeping of Fairmount Park out of her own finances.*
- *The trees, bushes, and shrubbery at the entrance of the park is terrible. Landscaping ignores it.*
- *The association says the Twp handles these concerns.*
- *Communications must be improved with the residents.*
 - *Mr. Howard: Will have conversations with the Police Department about communications and using the Nixie system to further broadcast and incorporate method into our Twp communications.*
 - *Mr. Howard: Certain areas are considered private property, given it is the property of the association. Will give the area the same level of attention it deserves as the rest of the township.*

COUNCIL COMMENT

Councilwoman Perrone

- *A video for the firehouse reopening was conducted by Borough TV (which Councilwoman was a part of), was Borough TV paid for video?*
 - *Mr. Howard: The firehouse video was not paid. (Volunteer work) Borough TV was paid for shooting, editing and recording the Virtual Jazz Festival last year. The team had the proper equipment and expertise to shoot the video.*

Councilman Anderson

- *Thank everyone for coming out and support during the primary*

Deputy Mayor McIntosh

- *Congratulations to Councilman Anderson and Councilwoman Perrone*

Mayor Worthy

- *Thank you for productive meeting*
- *Congratulations to Councilman Anderson and Councilwoman Perrone*

***Res 2021- 108 AUTHORIZING AN EXECUTIVE SESSION OF THE TOWNSHIP
COUNCIL – NONE***

Motioned Councilman Anderson, Seconded by Mayor Worthy, All in Favor, none opposed

ADJOURNMENT 12:05AM

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