

*Finance*


**RESOLUTION NO. 2015--135**

**Authorizing the Approval of Vouchers for Payment & Ratification**

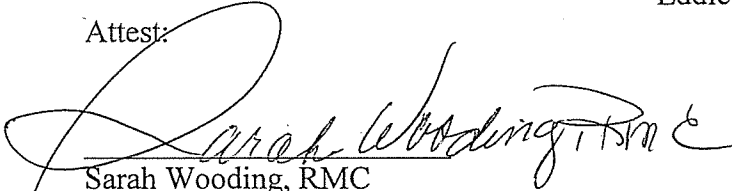
Whereas, Willingboro Township Council received the October 2015, Bill List and had an opportunity to review said Bill List; and

Now, Therefore, Be It Resolved by the Township Council of the Township of Willingboro, assembled in public session this 4th day of November, 2015 that the Council hereby authorizes the Approval of Vouchers for Payment and Ratification including those items purchased under state contract and identified as such and all Trust Other Accounts (Recreation Trust, Tax Redemption, Escrow, and Dedicated by Rider Accounts).

Be It Further Resolved that a copy of this resolution shall be forwarded to the Director of Finance for her information and attention.

  
Eddie Campbell, Jr., Mayor

Attest:

  
Sarah Wooding, RMC  
Township Clerk



*Finance*

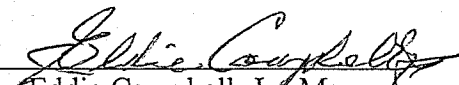
**RESOLUTION NO. 2015--136  
A RESOLUTION AUTHORIZING REFUNDS FOR  
OVERPAYMENTS OF TAXES**

WHEREAS, the records of the Tax Collector of the Township of Willingboro indicate overpayments of taxes due and overpayments; and

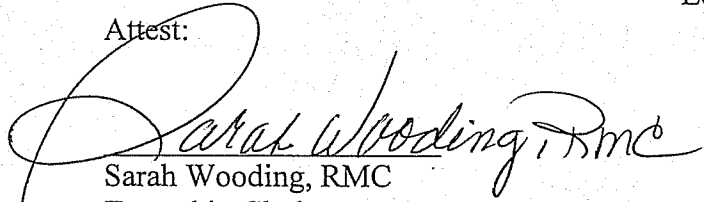
WHEREAS, refunds are due for these overpayments as listed on the attached schedule and made a part hereto;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 4<sup>th</sup> day of November 2015, that refunds be made as per the attached schedule; and

BE IT FURTHER RESOLVED, that copies of this resolution be forwarded to the Finance Director for her information, attention and compliance.

  
Eddie Campbell, Jr., Mayor

Attest:

  
Sarah Wooding, RMC  
Township Clerk

Resolution

2015-137

Hold til

12/1/15 Meeting

cc: Finance  
R+V  
Asphalt Paving

**RESOLUTION NO. 2015- 138**  
**A RESOLUTION OF THE TOWNSHIP OF WILLINGBORO**  
**AUTHORIZING CHANGE ORDER #1-FINAL FOR YEAR 1 ROAD IMPROVEMENT**  
**PROGRAM "MICROSURFACING OF VARIOUS STREETS."**

WHEREAS, on or about June 11, 2014 the Township Council of the Township of Willingboro entered into a contract with Asphalt Paving Systems, Inc., 500 N. Egg Harbor Road, Hammonton, New Jersey 08037 for Year 1 Road Improvement Program "Microsurfacing of Various Streets," pursuant to the Local Public Contracts Law, N.J.S.A. 40:11-1, et seq.; and

WHEREAS, the original contract amount was awarded for \$330,367.30; and

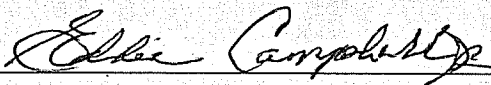
WHEREAS, the amended final contract amount is \$309,681.73, representing a reduction in the final adjustment of as-built quantities and contract costs of \$20,685.57; and

WHEREAS, Township Engineer has found the proposed change order and reduction to be acceptable; and

WHEREAS, Township Council has reviewed the Engineer's recommendation for the Change Order #1 FINAL, amending the final contract amount to Three Hundred Nine Thousand Six Hundred Eighty One Dollars and 73/100 (\$309,681.73).

NOW THEREFORE, BE IT RESOLVED that in open public session on this 4<sup>th</sup> day of November 2015 that the Township Council of the Township of Willingboro hereby accepts Change Order #1-Final for the Year 1 Road Improvement Program "Microsurfacing of Various Streets," and amends the contract amount for this project to \$309,681.73 for Asphalt Paving Systems, Inc.

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be provided to the Township Engineer, Finance director, and Asphalt Paving Systems, Inc.



Eddie Campbell, Jr., Mayor

Attest:



Sarah Wooding, RMC, Township Clerk

Recorded Vote

Yes No Abstain Absent

Councilman Holley	✓			
Councilwoman Jennings	✓			
Councilman Walker	✓			
Deputy Mayor Anderson	✓			
Mayor Campbell	✓			

cc: *Financi*  
*R & V*  
*Compass Const*

**RESOLUTION 2015 -139**

**A RESOLUTION AWARDING A BID FOR BROIDO PARK IMPROVEMENTS**

**WHEREAS**, on October 6, 2015, the Township Council of the Township of Willingboro advertised for bids to be submitted for the improvements to the existing pathway and bandstand in Broido Park located in the Township of Willingboro; and

**WHEREAS**, bids have been received, opened and read in public on October 20, 2015; and

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

**WHEREAS**, the Township received bids for the Base Bid improvements Items 1 through 32 of the Base Bid from: Compass Construction, Inc., Command Company, Inc., and All Surface Asphalt Paving; and

**WHEREAS**, Compass Construction, Inc., of 313 Fieldcrest Drive, New Egypt, New Jersey 08533 is the apparent low bidder in the amount of \$107,970.48 representing items 1 through 32 of the Base Bid; and

**WHEREAS**, the Township's Engineer has reviewed the bid responses, tabulated them and recommends lowest responsible bid of Compass Construction, Inc. be accepted; and

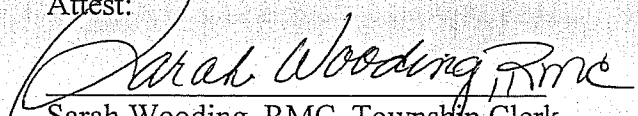
**WHEREAS**, upon its consideration and review of the bid and recommendation, the Township Council has determined that it is in the best interest of the Township to accept the bid of Compass Construction, Inc., of 313 Fieldcrest Drive, New Egypt, New Jersey 08533 in the amount of \$107,970.48 representing items 1 through 32 of the Base Bid.

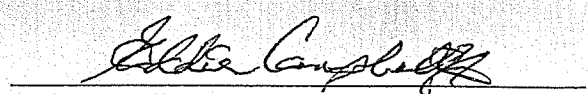
**WHEREAS**, funds are available for this purpose as indicated by the attached Treasurer's Certification.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Willingboro, assembled in public session this 4th day of November 2015, hereby accepts the bid of Compass Construction, Inc., of 313 Fieldcrest Drive, New Egypt, New Jersey 08533 in the amount of \$107,970.48 representing items 1 through 32 of the Base Bid; and that the bids be spread upon the minutes of this meeting.

**BE IT FURTHER RESOLVED THAT** a copy of this resolution shall be provided to Compass Construction, Inc.

Attest:

  
Sarah Wooding, RMC, Township Clerk

  
Eddie Campbell, Jr., Mayor

cc: Finance  
R+V  
Asphalt Paving

**A RESOLUTION OF THE TOWNSHIP OF WILLINGBORO RELEASING THE PERFORMANCE BOND FOR THE YEAR 1 ROAD IMPROVEMENT PROGRAM "MICROSURFACING OF VARIOUS STREETS" AND ACCEPTING A TWO YEAR MAINTENANCE BOND**

**WHEREAS**, Remington, Vernick & Arango Engineers, and Affiliates, has inspected the Year 1 Road Improvement Program "Microsurfacing of Various Streets" project completed by Asphalt Paving Systems, Inc.; and

**WHEREAS**, the Township's Engineer has determined that the condition of the improvements is satisfactory; and

**WHEREAS**, it is the recommendation of the Township's Engineer that the Township of Willingboro release the Performance Surety Bond # 13BCSGT0472, in the amount of Three Hundred Thirty Thousand Three Hundred Sixty Seven dollars and 30/100 cents (\$330,367.30) and upon a posting of a two year Maintenance Bond #13BCSGT0472M in the amount of amount Three Hundred Nine Thousand Six Hundred Eighty One dollars and 73/100 cents (\$309,681.73) provided that the release of the Performance Bond is contingent upon the payment of all outstanding escrow invoices.

**WHEREAS**, it is the intention of the Township Council and in the best interest of the Township of Willingboro to release the performance bond and accept a two year maintenance bond for the Year 1 Road Improvement Program "Microsurfacing of Various Streets" project in the amounts referenced herein, contingent upon the payment of all outstanding escrow invoices, in accordance with the Township Engineer's recommendations.

**NOW THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Willingboro, assembled in public session this 4<sup>th</sup> day of November 2015, that the performance bond # 13BCSGT0472, in the amount of Three Hundred Thirty Thousand Three Hundred Sixty Seven dollars and 30/100 cents (\$330,367.30) will be released for the Year 1 Road Improvement Program "Microsurfacing of Various Streets" and it will accept a two year Maintenance Bond in the amount of Three Hundred Nine Thousand Six Hundred Eighty One dollars and 73/100 cents (\$309,681.73) provided that the release of the Performance Bond is contingent upon the payment of all outstanding escrow invoices.

**BE IT FURTHER RESOLVED**, that copies of this resolution shall be provided to the Finance Director, the Township Engineer, and Asphalt Paving Systems, Inc., for their information and attention.

ATTEST:

Sarah Wooding, RMC, Twp Clerk

Eddie Campbell, Jr., Mayor



CC: Finance  
Vann  
Patriot Roofing  
M.D. Remodeling

RESOLUTION NO. 2015- 141

**A RESOLUTION AUTHORIZING AN EXTENSION OF THE CONTRACT FOR TOWNSHIP SANCTIONED ROOF REPAIRS OR REPLACEMENTS ON RESIDENTIAL PROPERTIES TO CORRECT CODE VIOLATIONS**

**WHEREAS** on March 18, 2014 by Resolution 2014-51, the Township Council of the Township of Willingboro awarded a contracts to 1. Patriot Roofing, of 2083 Jacksonville-Jobstown Road, Jobstown, NJ 08041; 2. Roof Management, Inc. of 615 Wayside Road, Neptune, NJ 07753; and 3. M.D. Remodeling, LLC, of 1531 Victory Avenue, Williamstown, NJ 08094 at the rates listed in the recommendations for award of the bids, for roof repairs to residential properties to correct code violations, pursuant to the local Public Contracts Law *N.J.S.A. 4A:11-1, et seq.*; and

**WHEREAS**, N.J.S.A. 40A:11-15 authorizes an extension of the term of a contract for two one year extensions or one two year extension, where the statutory length of the contract is for three years or less; and

**WHEREAS**, there continues to be a need for the services contracted and to recover the expenditures for the for repairs by placing a lien upon the residential properties; and

**WHEREAS**, the Township Council finds that the services are being performed in an effective and efficient manner; and

**WHEREAS**, the term of the contract, as extended, shall not exceed five years; and

**WHEREAS**, any price change included as part of the extension shall be based upon the price of the original contract as cumulatively adjusted, and shall not exceed the change in the index rate for 12 months preceding the most recent quarterly calculation available at the time the contract is renewed; and

**WHEREAS**, the Township Council has determined that it is in the best interest of the Township to extend the contracts with Patriot Roofing, Roof Management, Inc., and M.D. Remodeling, LLC. for one year from March 18, 2015.

**WHEREAS**, the terms and conditions of the contracts shall remain substantially the same.

**NOW, THEREFORE, BE IT RESOLVED** THAT the Township Council of the Township of Willingboro, assembled in public session on this 4th day of November, 2015 that the contract for township sanctioned roof repairs or replacements with Patriot Roofing, Roof Management, Inc., and M.D. Remodeling, LLC. is hereby extended for the period of one year from March 18, 2015 to March 18, 2016.

RESOLUTION 2015 - 142

A RESOLUTION ADOPTING AND AUTHORIZING THE TOWNSHIP OF  
WILLINGBORO EMPLOYEE HANDBOOK

WHEREAS, it is in the best interest of the Township to develop and adopt an Employee Handbook for the benefit of the Township and its employees.

WHEREAS, the Township has conducted an extensive review of the Employee Handbook and determined that it meets the Township's criteria of fairness, efficiency, and accountability to the Township, its Employees and the public; and

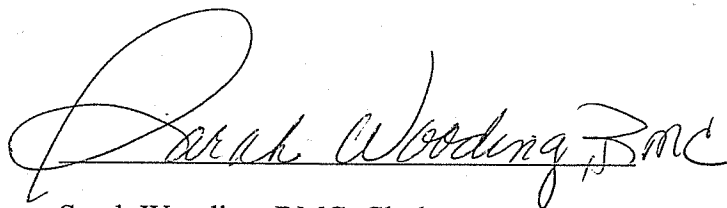
WHEREAS, it is the intention of Township Council to authorize and adopt the Employee Handbook attached hereto.

NOW THEREFORE BE IT RESOLVED, in open public session on this 4<sup>th</sup> day of November 2015, that the Township Council of the Township of Willingboro hereby authorizes and adopts the attached Employee handbook.

Attest:



Eddie Campbell, Jr., Mayor



Sarah Wooding, RMC, Clerk



CC: C. Burnett  
Finance

RESOLUTION NO. 2015- 143

**A RESOLUTION AUTHORIZING AN EXTENSION OF THE CONTRACT WITH DM MEDICAL BILLINGS FOR THIRD PARTY BILLING SERVICES FOR EMERGENCY MEDICAL SERVICES**

WHEREAS, on January 24, 2012, by Resolution 2012-23 the Township Council of the Township of Willingboro awarded and authorized a three year contract to DM Medical Billings for Third Party Billing Services for Emergency Medical Services, pursuant to local public contracts law, *N.J.S.A. 4A:11-1, et seq.*; and

WHEREAS, N.J.S.A. 40A:11-15 authorizes an extension of the term of a contract for two one year extensions or one two year extension, where the statutory length of the contract is for three years or less; and

WHEREAS, there has continued to be a need for the services contracted and to recover the Emergency Medical Services costs utilizing third party billing services; and

WHEREAS, the Township Council finds that the services are being performed in an effective and efficient manner; and

WHEREAS, the term of the contract, as extended, shall not exceed five years; and


WHEREAS, any price change included as part of the extension shall be based upon the price of the original contract as cumulatively adjusted, and shall not exceed the change in the index rate for 12 months preceding the most recent quarterly calculation available at the time the contract is renewed; and

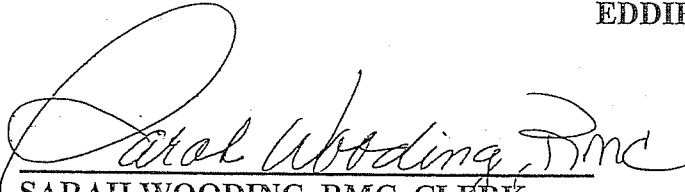
WHEREAS, the terms and conditions of the contract shall remain substantially the same.

WHEREAS, the Township Council has determined that it is in the best interest of the Township to extend the contract with DM Medical Billings for one year from January 1, 2015.

NOW, THEREFORE, BE IT RESOLVED THAT the Township Council of the Township of Willingboro, assembled in public session on this 4th day of November 2015, that the contract with DM Medical Billings, of 20 E. Taunton Road, Suite 500, Berlin, New Jersey 08009 for third party Billing Service for Emergency Medical Services is hereby extended for the period of one year from January 1, 2015 to December 31, 2015.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be provided to the Finance Director, Chief Anthony Burnett, and DM Medical Billings.

  
EDDIE CAMPBELL, JR., MAYOR

  
SARAH WOODING, RMC, CLERK

RESOLUTION NO. 2015-- 144  
A RESOLUTION OF THE TOWNSHIP OF WILLINGBORO 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 4<sup>th</sup> of November, 2015 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.

X-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: *Contract / Personnel - Hiring of Top Mgrs.*

**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.

Attest:

*Sarah Wooding, RMC*  
Sarah Wooding, RMC  
Township Clerk

*Eddie Campbell, Jr.*  
Eddie Campbell, Jr., Mayor

**RESOLUTION OF THE COUNCIL OF THE TOWNSHIP OF  
WILLINGBORO ENDORSING AND SEEKING COURT  
APPROVAL OF A HOUSING ELEMENT AND FAIR SHARE  
PLAN ADOPTED BY PLANNING BOARD**

WHEREAS, on November 9, 2015, the Planning Board of the Township of Willingboro, County of Burlington, State of New Jersey, adopted an amended "Housing Element and Fair Share Plan" of the Master Plan (hereinafter "2015 Housing Element and Fair Share Plan" or "plan") without prejudice to the right to adopt an amended plan, once the Court determines fair share and compliance standards (hereinafter collectively "Standards") with which the Township must comply; and

WHEREAS, a true copy of the resolution of the Planning Board adopting the 2015 Housing Element and Fair Share Plan without prejudice is attached hereto as Exhibit A; and

WHEREAS, the Township has filed a motion with the Court urging it to establish Standards before requiring the adoption, endorsement and filing of an affordable housing plan; and

WHEREAS, the Court has denied the motion, thereby warranting the adoption of a plan out of an excess of caution in the absence of Standards from the court so that the Township can increase the likelihood that it will be able to use the public's resources to comply and not have those resources wasted on exclusionary zoning litigation; and

WHEREAS, the Court will have to decide the Standards that will apply before it can evaluate the Township's ultimate plan; and

WHEREAS, accordingly, the Planning Board adopted the 2015 Housing Element and Fair Share Plan without prejudice and reserved all rights to amend the plan once the Court determines the Standards by which it will evaluate the Township's ultimate plan; and

WHEREAS, it makes no sense to require the adoption of a plan before the establishment of the Standards by which the Court will evaluate its plan, but the Township has no choice in this matter as a result of the ruling of the trial judge; and

WHEREAS, in light of the above, the Township of Willingboro wishes to endorse the 2015 Housing Element and Fair Share Plan without prejudice, and seek approval of the 2015 Housing Element and Fair Share Plan or an amended plan from the Court.

**NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE TOWNSHIP  
OF WILLINGBORO:**

1. That it hereby endorses the 2015 Housing Element and Fair Share Plan as adopted by the Willingboro Township Planning Board without prejudice to the right to adopt an amended plan following the establishment of Standards; and
2. That it authorizes and directs its representatives to file with Court (i) the 2015 Housing Element and Fair Share Plan, (ii) the resolutions of the Planning Board adopting and the Township Council endorsing the 2015 Housing Element and Fair Share Plan without prejudice and (iii) any additional documents the representatives deem necessary or desirable; and

3. That it reserves the right to amend the 2015 Housing Element and Fair Share Plan, once the Court determines the Standards with which the Township must comply; and
4. That it authorizes its representatives to seek Court approval of the 2015 Housing Element and Fair Share Plan, or any amended plan and to ensure that temporary immunity remains in place while the Court and the Court Master review the plan and so that the Township can respond to any concerns of the Court or its Master free from unnecessary lawsuits brought on the basis of the Mount Laurel doctrine.

\_\_\_\_\_  
Mayor, Township of Willingboro

I, SARAH WOODING, Township Clerk of the Township of Willingboro, do hereby certify that the above is a true copy of a resolution adopted by the Township Council at a meeting held on November 9, 2015.

\_\_\_\_\_  
Township Clerk, Township of Willingboro