

**RESOLUTIONS**

**2011**

**1 THOROUGH 28**

RESOLUTION NO. 2011-1  
 A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF  
 WILLINGBORO PROVIDING FOR TEMPORARY BUDGET  
 APPROPRIATIONS FOR 2011

WHEREAS, the Revised Statute 40A:4-19 provides that temporary appropriations should be made for the purpose and amounts required as hereinafter provided;

WHEREAS, this temporary budget must be adopted prior to January 31, 2011, for the purposes required therein; and

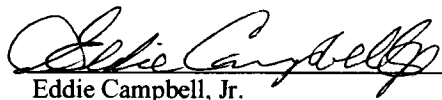
WHEREAS, it has been determined that one-fourth of the total appropriations in the 2010 budget, exclusive of any appropriations made for Debt Service, Capital Improvement Fund, Public Welfare Administration and Public Assistance (State Aid Agreement) in the said 2010 budget is the sum of \$9,687,834.63

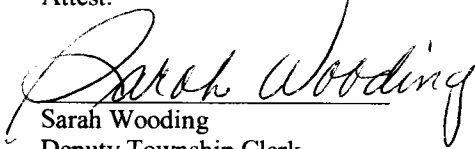
NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in Reorganization session this 1st day of January, 2011 at the Municipal Complex, 1 Salem Road, Willingboro, New Jersey, that the following temporary appropriations be made and that a certified copy of the Resolution be transmitted to the Chief Financial Officer and such other Municipal and State Officials as required by law.

<b>Description</b>	<b>2011 Temp Bud</b>
TOWN MANAGER SALARY & WAGES:	59,491.75
TOWN MANAGER OTHER EXPENSES:	2,162.50
PURCHASING SALARY&WAGES:	11,145.25
PURCHASING OTHER EXPENSES:	29,000.00
GENERAL GOV TECNOLOGY SALARY & WAGES	23,647.00
TECHNOLOGY OTHER EXPENSES:	26,843.75
HUMAN RESOURCE OTHER EXPENSES:	4,500.00
TOWN COUNCIL SALARY & WAGES:	11,825.00
TOWN COUNCIL OTHER EXPENSES:	7,762.50
TOWNSHIP CLERK SALARY & WAGES:	65,326.25
TOWNSHIP CLERK OTHER EXPENSES:	7,440.00
TOWNSHIP REGISTRAR OTHER EXPENSES:	922.50
FINANCE ADMIN SALARY & WAGES:	78,067.50
FINANCE ADMIN OTHER EXPENSES:	12,962.50
AUDIT SERVICES OTHER EXPENSES:	23,750.00
TAX COLLECTION SALARY & WAGES:	38,725.50
TAX COLLECTION OTHER EXPENSES:	1,813.75
TAX ASSESSMENT SALARY & WAGES:	38,310.25
TAX ASSESSMENT OTHER EXPENSES:	11,200.00
TWP ATTORNEY SALARY & WAGES:	22,962.50
TWP ATTORNEY OTHER EXPENSES:	25,812.50
ENGINEER COSTS OTHER EXPENSES:	16,875.00
PLANNING BOARD SALARY & WAGES:	300.00
PLANNING BOARD OTHER EXPENSES:	380.00
ZONING BOARD OTHER EXPENSES:	337.50
CONST OFFICIAL SALARY & WAGES:	63,225.00
CONST OFFICIAL OTHER EXPENSES:	45,292.50
HOUSING INSPEC SALARY & WAGES:	95,488.75
Insurance Buyback	137,000.00
LIABILITY INS OTHER EXPENSES:	541,967.63
EMPLOYEE GROUP OTHER EXPENSES:	633,425.00
Unemployment Insurance	25,000.00
ADMINISTRATION SALARY & WAGES:	41,589.75
ADMINISTRATION OTHER EXPENSES:	3,937.50

PATROL SALARY & WAGES:	1,148,198.25
PATROL OTHER EXPENSES:	2,350.00
OTHER EXPENSES:	3,875.00
SPECIAL OFFICE SALARY & WAGES:	23,375.00
SPECIAL OFFICE OTHER EXPENSES:	250.00
DETECTIVES SALARY & WAGES:	322,450.00
DETECTIVES OTHER EXPENSES:	2,000.00
CRIME PREVENT SALARY & WAGES:	103,718.50
CRIME PREVENT OTHER EXPENSES:	1,875.00
STAFF SERVICES SALARY & WAGES:	106,407.50
STAFF SERVICES OTHER EXPENSES:	48,750.00
TRAFFIC GUARDS SALARY & WAGES:	143,708.75
TRAFFIC GUARDS OTHER EXPENSES:	450.00
EMERGENCY MGMT OTHER EXPENSES:	3,150.00
FIRST AID SALARY & WAGES:	44,250.00
FIRST AID OTHER EXPENSES:	23,125.00
FIRE DEPT SALARY & WAGES:	370,725.00
FIRE DEPT OTHER EXPENSES:	65,500.00
PROSECUTOR SALARY & WAGES:	9,912.50
PW ADMIN SALARY & WAGES:	40,910.50
PW ADMIN OTHER EXPENSES:	-
STREETS & ROAD SALARY & WAGES:	188,981.00
STREETS & ROAD OTHER EXPENSES:	55,312.50
SNOW REMOVAL SALARY & WAGES:	4,418.75
SNOW REMOVAL OTHER EXPENSES:	7,511.75
STORM WATER MANAGEMENT SALARY & WAGES:	121,250.00
STORM WATER MANAGEMENT OTHER EXPENSES:	31,250.00
TRAFFIC SIGNAL OTHER EXPENSES:	2,625.00
RECYCLING SALARY & WAGES:	5,000.00
RECYCLING OTHER EXPENSES:	1,875.00
Garbage & Trash - Contractual	145,750.00
BUILDING & GRD SALARY & WAGES:	18,000.00
BUILDING & GRD OTHER EXPENSES:	104,125.00
ANIMAL CONTROL SALARY & WAGES:	21,917.25
ANIMAL CONTROL OTHER EXPENSES:	3,075.00
OFF. ON AGING SALARY & WAGES:	81,832.50
OFF ON AGING OTHER EXPENSES:	30,285.00
RECR SERV&PROG SALARY & WAGES:	256,500.00
RECR SERV&PROG OTHER EXPENSES:	31,893.75
LIBRARY SALARY & WAGES:	10,626.00
LIBRARY OTHER EXPENSES:	325,000.00
Accumulated Leave Compensation	31,300.00
Sick Leave Inc	25,000.00
FIREMAN-Length of Service Awd.	13,000.00
ELECTRICITY OTHER EXPENSES:	81,250.00
STREET LIGHT OTHER EXPENSES:	161,250.00
TELEPHONE OTHER EXPENSES:	52,000.00
WATER OTHER EXPENSES:	2,750.00
NATURAL GAS OTHER EXPENSES:	38,750.00
GASOLINE OTHER EXPENSES:	53,750.00
LANDFILL/WASTE OTHER EXPENSES:	269,875.00
PERS OTHER EXPENSES:	719,555.00
SOCIAL SECURIT OTHER EXPENSES:	277,000.00
PFRS OTHER EXPENSES:	1,873,166.00
MUN.COURT SALARY & WAGES:	56,079.50

MUN.COURT OTHER EXPENSES:	4,685.00
PUBLIC DEFENDE SALARY & WAGES:	7,500.00
PUBLIC DEFENDE OTHER EXPENSES:	225.00
BOND PRINCIPAL OTHER EXPENSES:	525,000.00
Interest on Bonds	520,567.50
<b>Final Totals</b>	<u>10,733,402.13</u>
Debt Service Prin	(525,000.00)
Debt Service Int	(520,567.50)
	9,687,834.63

  
 Eddie Campbell, Jr.  
 Mayor

Attest:  
  
 Sarah Wooding  
 Deputy Township Clerk

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	✓			
Councilman Ayer	✓			
Councilman Gordon	✓			
Deputy Mayor Jennings	✓			
Mayor Campbell	✓			

## RESOLUTION NO. 2011 - 2

### **A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO PROVIDING FOR THE DESIGNATION OF AUTHORIZED DEPOSITORIES, OFFICIAL NEWSPAPERS, MEETING TIMES AND OTHER PROCEDURAL REQUIREMENTS.**

BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 1st day of January, 2011 as follows:

1.; Beneficial Bank, New Jersey State Cash Management Fund, N.J.ARM and TD Bank North, are designated as depositories for any and all funds of the Township for the calendar year 2010. The custodian shall be the Township Treasurer. All disbursements shall be made by check signed by the Manager and the Treasurer or Mayor, after review and initial approval of the voucher by the Township Manager. The voucher will thereafter be presented to Township Council at its next meeting for ratification. The term "Manager" shall include the Acting Manager during that period of time when an Acting Manager is so designated by the Township Manager.

2. The Burlington County Times is designated as the primary advertising medium for all public notices pursuant to R.S. 35:1-2.1, and the Burlington County Times, Philadelphia Inquirer, Trenton Times and Courier Post are designated as the newspapers to receive notice under the Open Public Meetings Act.

3. Township Council will meet on the first, second and fourth Tuesday of each month (except July, August, and Election Days) at 7:00 PM prevailing time, at the municipal Complex, One Salem Road, Willingboro, New Jersey, subject to further changes as may be determined by Council and this shall be the meeting place for all other governmental bodies of the Township, except the Municipal Utilities Authority. The first and last meeting will be held in Council's Conference Room and the second meeting will have a half-hour (7 to 7:30 PM) conference meeting with the business meeting at 7:30 PM in Council Chambers.

4. The rate of interest to be charged for the non-payment of taxes or added assessments in the event that any payment or any installment is not made within the tenth (10) calendar date after the date the same shall become payable, shall be eight percent (8%) per annum on the first one thousand five hundred dollars (\$1,500) of the

delinquency, and eighteen percent (18%) on any amount in excess of one thousand five hundred dollars (\$1,500), which shall be computed and charged to the principal sum due.

Taxpayers with a delinquency in excess of \$10,000 who fail to pay the delinquency prior to the end of the calendar year shall be charged a penalty of 6% of the delinquency.

5. A Dedicated by Rider fund in the amount of five hundred dollars (\$500) is established pursuant to R.S. 40A:5021 for utilization by the Township Recreation Department to make payments for small purchases. The custodian of such funds shall be Jill Cyrus and/or Richard Brevogel and the existing fund shall be closed out prior to December 31, 2010, in accordance with existing law.

6. A petty cash fund in the amount of one hundred dollars (\$100) is established pursuant to R.S. 40A5-21 for utilization by the Township Treasurer's Office. The custodian of such funds shall be Joanne G. Diggs, provided that such funds shall be closed out prior to December 31, 2010 in accordance with existing law.

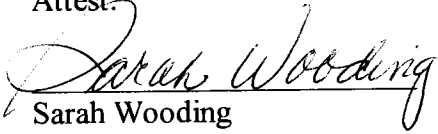
7. The Township Manager is hereby authorized and directed to approve refunds of Recreation Department program fees; tax refunds on residential properties due to tax appeals; refunds for duplicate payments, overpayments and cancellations of building and insecton permits in the calendar year within which the permit was obtained, subject to ratification by Township Council.

8. The Tax Collector of the Township is authorized to discontinue the collection of interest for taxes in sums less than fifty cents (50).

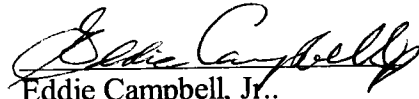
9.. Pursuant to Revised Ordinances, Section 2-5.9, the following is hereby designated as Deputy Township Clerk, to perform the duties provided by law, at no added compensation: CERISE MEISEL and CARMELA SPYCH and SARAH WOODING is hereby designated as DEPUTY TOWNSHIP CLERK to perform the duties as provided by law and to be compensated in accordance with the Township Salary Ordinance.

BE IT FURTHER RESOLVED, that copies of this Resolution be submitted to appropriate Township officials for their information, attention and compliance.

Attest:



Sarah Wooding  
Deputy Township Clerk



Eddie Campbell, Jr..  
Mayor


Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	<input checked="" type="checkbox"/>			
Councilman Ayrer	<input checked="" type="checkbox"/>			
Councilman Gordon	<input checked="" type="checkbox"/>			
Dep. Mayor Jennings	<input checked="" type="checkbox"/>			
Mayor Campbell	<input checked="" type="checkbox"/>			

**RESOLUTION NO. 2011 - 3**  
**A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE TOWNSHIP**  
**OF WILLINGBORO ESTABLISHING MEETING DATES, TIMES AND**  
**PLACES OF THE TOWNSHIP COUNCIL MEETINGS.**

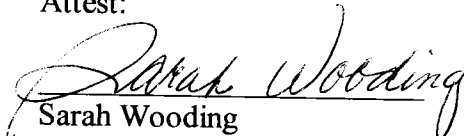
WHEREAS, the Open Public Meetings Act requires Township Council to adopt a Resolution establishing dates, times and places for their meetings and to give notice thereof;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in Reorganization Session, this 1<sup>st</sup> day of January, 2011, that the Willingboro Township Council shall meet at the Municipal Complex, One Salem Road, Willingboro, New Jersey, on the dates and at the times set forth on the attached schedule; and

BE IT FURTHER RESOLVED, that the Township Clerk give notice pursuant to the Open Public Meetings Act.

  
Eddie Campbell, Jr., Mayor

Attest:

  
Sarah Wooding  
Deputy Township Clerk

<b>Recorded Vote</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Councilman Anderson	✓			
Councilman Ayer	✓			
Councilman Gordon	✓			
Dep. Mayor Jennings	✓			
Mayor Campbell	✓			



# FOR INFORMATION

## WILLINGBORO TOWNSHIP COUNCIL MEETINGS – 2011

Willingboro Township Council will meet on the first and fourth Tuesday of the month at 7:00 PM prevailing time **and**, the second Tuesday of the month with conference meeting at 7:00 PM followed by the business meeting at 7:30 PM at the Municipal Complex, One Salem Road, Willingboro, New Jersey. Township Council normally schedules three meetings a month **with the exception** of July and August which are usually two meetings a month.

### MEETING DATES – 2011 and Budget Meetings

JANUARY	11 and 25	(Budget – Wed., 26 <sup>th</sup> )
FEBRUARY	1, 8 and 22	(Budget - Wed., 9 <sup>th</sup> and 23 <sup>rd</sup> )
MARCH	1, 8 and 22	(Budget – Wed., 9 <sup>th</sup> and 23 <sup>rd</sup> )
APRIL	5, 12 and 26	(Wed. April 27 <sup>th</sup> School Board Election)
MAY	3, 10 and 31	
JUNE	Wed. 8 <sup>th</sup> , (7 <sup>th</sup> Primary Election) 14 and 28	
JULY	5 and 26	
AUGUST	2 and 23	
SEPTEMBER	6, 13 and 27	
OCTOBER	4, 11 and 25	
NOVEMBER	1, (8 <sup>th</sup> General Election) Wed. 9 <sup>th</sup> and 22 (League 14 – 18)	
DECEMBER	6, 13 and 27	

/ma

Resolutions – Budget – Ten-Date

\* \* \* Communication Result Report ( Jan. 7. 2011 9:23AM ) \* \* \*

1)  
2)

Date/Time: Jan. 7. 2011 9:22AM

File No.	Mode	Destination	Pg(s)	Result	Page Not Sent
7084	Memory TX	8710490	P. 2	OK	

Reason for error

- E. 1) Hang up or line fail
- E. 3) No answer
- E. 5) Exceeded max. E-mail size

- E. 2) Busy
- E. 4) No facsimile connection

**WILLINGBORO TOWNSHIP**  
**ONE SALEM ROAD, WILLINGBORO, N.J. 08046**  
 Phone No. (609) 877-2200 Fax No. (609) 877-1278

FAX ONLY COVER SHEET

TO: Rose  
 COMPANY: ACT  
 DATE: 1/7/2011  
 TO FAX NO. 871-0490

FROM: Doral EXT 1029 PAGES

SUBJECT: As per your request  
Council mtg Bill  
schedule

FOR YOUR INFORMATION PLEASE RESPOND

THANK YOU

RESOLUTION NO. 2011 - 4

**A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO ESTABLISHING PROCEDURES ON THE FILING, DEFENSE AND SETTLEMENT OF TAX APPEALS**

WHEREAS, statutory provision exists for review and correction of errors prior to certification of an assessment list; and

WHEREAS, provisions also allow for the discovery and correction of errors after establishment of the tax rate; and

WHEREAS, responsibility for maintenance of the assessment list rests with the local assessor subject to applicable laws and regulations; and

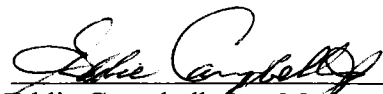
WHEREAS, there are other appeals that may be filed with the Burlington County Board of Taxation or the New Jersey Tax Court on behalf of the Township of Willingboro or in which the Township of Willingboro has an interest;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 1<sup>st</sup> day of January, 2011, that the Willingboro Township Assessor, in fulfillment of his duties and the requirements of his office, is authorized to file with the Burlington County Board of Taxation such appeals as may be necessary to maintain accuracy and equality in the assessment list of the Township of Willingboro or such appeals as may be necessary to protect the interests of the Township of Willingboro; and

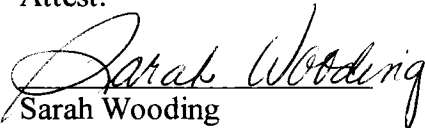
BE IT FURTHER RESOLVED, that the Assessor and the Solicitor of the Township of Willingboro are hereby authorized to represent the interests of the Township of Willingboro in any appeal in which the Township of Willingboro has an interest and they are each authorized to execute stipulations or settlements on behalf of the Township of Willingboro; and

BE IT FURTHER RESOLVED, that a certified copy of this Resolution accompany any appeal filed by the Assessor with the Burlington County Board of Taxation; and

BE IT FURTHER RESOLVED, that copies of this Resolution be forwarded to the Assessor and the Solicitor of the Township of Willingboro and to the Burlington County Board of Taxation for their information and attention.

  
Eddie Campbell, Jr., Mayor

Attest:

  
Sarah Wooding  
Deputy Township Clerk

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	✓			
Councilman Ayer	✓			
Councilman Gordon	✓			
Dep. Mayor Jennings	✓			
Mayor Campbell	✓			



# TOWNSHIP OF WILLINGBORO

MUNICIPAL COMPLEX ONE SALEM ROAD  
WILLINGBORO, NEW JERSEY 08046  
(609) 877-2200 FAX (609) 835-0782

January 7, 2011

Board of Taxation  
c/o Margaret Nuzzo  
P.O. Box 6000  
1<sup>st</sup> Floor  
Mt. Holly, New Jersey 08060

Re: Resolution 4-2011  
Establishing Procedures on Filing, Defense and Settlement of  
Tax Appeals

Dear Ms. Nuzzo:

Attached is a copy of Resolution 4-2011, establishing procedures on the Filing, Defense and Settlement of Tax Appeals, which was adopted by the Willingboro Township Council at their January 1, 2011 Reorganization meeting .

Sincerely,

Sarah Wooding  
Deputy Township Clerk

Encl.  
/saw



# TOWNSHIP OF WILLINGBORO

MUNICIPAL COMPLEX ONE SALEM ROAD  
WILLINGBORO, NEW JERSEY 08046  
(609) 877-2200 FAX (609) 835-0782

✓  
Also cc: Bill T.

January 7, 2011

Michael Armstrong, Esq.  
79 Mainbridge Lane  
Willingboro, New Jersey 08046

Re: Resolution 4-2011  
Establishing Procedures on Filing, Defense and Settlement of  
Tax Appeals

Dear Mr. Armstrong:

Attached is a copy of Resolution 4-2011, establishing procedures on the Filing, Defense and Settlement of Tax Appeals, which was adopted by the Willingboro Township Council at their January 1, 2011 Reorganization meeting .

Sincerely,

Sarah Wooding  
Deputy Township Clerk

Encl.  
/saw

RESOLUTION NO. 2011 - 4

**A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO ESTABLISHING PROCEDURES ON THE FILING, DEFENSE AND SETTLEMENT OF TAX APPEALS**

WHEREAS, statutory provision exists for review and correction of errors prior to certification of an assessment list; and

WHEREAS, provisions also allow for the discovery and correction of errors after establishment of the tax rate; and

WHEREAS, responsibility for maintenance of the assessment list rests with the local assessor subject to applicable laws and regulations; and


WHEREAS, there are other appeals that may be filed with the Burlington County Board of Taxation or the New Jersey Tax Court on behalf of the Township of Willingboro or in which the Township of Willingboro has an interest;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 1<sup>st</sup> day of January, 2011, that the Willingboro Township Assessor, in fulfillment of his duties and the requirements of his office, is authorized to file with the Burlington County Board of Taxation such appeals as may be necessary to maintain accuracy and equality in the assessment list of the Township of Willingboro or such appeals as may be necessary to protect the interests of the Township of Willingboro; and

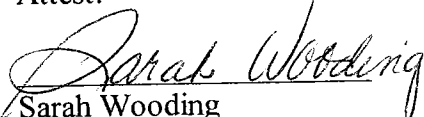
BE IT FURTHER RESOLVED, that the Assessor and the Solicitor of the Township of Willingboro are hereby authorized to represent the interests of the Township of Willingboro in any appeal in which the Township of Willingboro has an interest and they are each authorized to execute stipulations or settlements on behalf of the Township of Willingboro; and

BE IT FURTHER RESOLVED, that a certified copy of this Resolution accompany any appeal filed by the Assessor with the Burlington County Board of Taxation; and

BE IT FURTHER RESOLVED, that copies of this Resolution be forwarded to the Assessor and the Solicitor of the Township of Willingboro and to the Burlington County Board of Taxation for their information and attention.

  
Eddie Campbell, Jr., Mayor

Attest:

  
Sarah Wooding  
Deputy Township Clerk

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	✓			
Councilman Ayer	✓			
Councilman Gordon	✓			
Dep. Mayor Jennings	✓			
Mayor Campbell	✓			

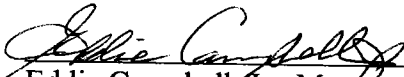
**RESOLUTION NO. 2011 - 5**

**A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE TOWNSHIP  
OF WILLINGBORO PROVIDING FOR APPOINTMENTS TO VARIOUS  
TOWNSHIP BOARDS**


WHEREAS, vacancies exist on various Township Boards and Commissions;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 1<sup>st</sup> day of January, 2011, that the attached lists represent the Council appointments to the various Township Boards and/or Commissions.

BE IT FURTHER RESOLVED, that copies of this resolution be forwarded to the appointees and to the Chairpersons of their respective Boards, for their information and attention.

  
Eddie Campbell, Jr., Mayor

Attest:

  
Sarah Wooding  
Deputy Township Clerk

<b>Recorded Vote</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Councilman Anderson	✓			
Councilman Ayer	✓			
Councilman Gordon	✓			
Deputy Mayor Jennings	✓			
Mayor Campbell	✓			

**COUNCIL APPOINTMENTS**

**TERM EXPIRATION DATE**

**CONSTABLE**

Ronald Dash

Term to 12/31/11

**Green Team Advisory Committee -**

Terms to 12/31/11

Duane Wallace, Dir. Of Inspections

Reva Foster, Office of Aging

Vann Jones, Sr. Code Enforcement

Cedric Minter, Facilities Manager

Christine Hill, Asst. Dir. Library

Clayton Sills, Resident

Donald Stephens, Resident

James Ayrer, Council Liaison

**Heritage Commission – 9 Members - Two (2) Year Term**

Charlotte Hack

Re. Appt. to 12/31/13

Freddie George

Re. Appt. to to 12/31/13

Ruth Gehin-Scott

To full - 12/31/13

Gilbert Gehin-Scott

To full - 12/31/13

Vacancy (McGrath)

unexp. term 12/31/11

Alt. 1 – Vacancy

unexp. term 12/31/11

Alt. 2 – Vacancy

full 2 year term 12/31/12

**Planning Board – Four (4) Year Term**

Connie House

Re. Appt. to 12/31/14

Alt. #2 Lavonne Johnson

Re. Appt. to 12/31/12

**Advisory Committee on Public Communications – Two (2) Year Term**

Josephine Barbara Jenkins

Re. Appt. to 12/31/12

Harry Kendall

Re. Appt. to 12/31/12

Lydia Santoni Williams

To unerxp. Term 12/31/11

**Advisory Board – Shelter for Abused Women – Three (3) Year Term**

Mildred Stribling

Re. Appt. to 12/31/13

Reva Foster

Re. Appt. to 12/31/13

Rovena Brunson

Re. Appt. to 12/31/13

Theresa Owens

Appt. to 12/31/13

Elizabeth Root

Appt. to 12/31/13

Laurie Witherspoon

Appt. to 12/31/13



**Council Appointments cont'd.**

**Zoning Board of Adjustment – Four (4) Year Term**

Wilma Stephenson

Re. Appt. to 12/31/14

Josselyne Jackson

To full term – 12/31/14

**Alternates:**

Sarah Holley

To Alt. No. 1 – unexp. term 12/31/11

Linda Murray

Appt. Alt. 2 – term exp. 12/31/12

---

## **MAYOR'S APPOINTMENTS**

### **Environmental Commission**

Marion Huddleston  
Steven Silberstein

Re. Appt. to 12/31/13  
Re. Appt. to 12/31/13

Alt. 2 – Ann Giles

Re. Appt. to 12/31/12

### **Library Board of Trustees – Five (5) Year Term**

Martha Hall

Re. Appt. to 12/31/ 15

### **Youth Achievement Committee**

Lizzie Morris  
Gigila Moore  
Sandra Solomon  
Theresa Owens  
E. Dolores Nicholes-Cowherd  
Tiffany Godfrey  
Laurie Witherspoon  
Elizabeth Root

### **1 Year Appt. to 12/31/11**

Sarah Holley  
Anthony Clemons  
Adrienne Anderson  
Denise Boyer  
CeeJa Gordon  
Von A. Gordon  
Melissa Horne  
Sally Hatcher  
Joyce Purnell

**MANAGERS APPOINTMENTS**

**Human Relations Commission**

Linda Murray

Re. Appt. tp 12/31/13

**Library Board of Trustees**

Manager's Representative Pat Lindsay-Harvey Re. Appt. to 12/31/11

✓


**RESOLUTION NO. 2011 - 5**

**A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE TOWNSHIP  
OF WILLINGBORO PROVIDING FOR APPOINTMENTS TO VARIOUS  
TOWNSHIP BOARDS**


WHEREAS, vacancies exist on various Township Boards and Commissions;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 1<sup>st</sup> day of January, 2011, that the attached lists represent the Council appointments to the various Township Boards and/or Commissions.

BE IT FURTHER RESOLVED, that copies of this resolution be forwarded to the appointees and to the Chairpersons of their respective Boards, for their information and attention.

  
Eddie Campbell, Jr., Mayor

Attest:

  
Sarah Wooding  
Deputy Township Clerk

<b>Recorded Vote</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Councilman Anderson	✓			
Councilman Ayer	✓			
Councilman Gordon	✓			
Deputy Mayor Jennings	✓			
Mayor Campbell	✓			

✓  
January 7, 2011

Tiffany Godfrey  
45 Northampton Lane  
Willingboro, New Jersey 08046

Re: Resolution 5-2011  
Appointments of Boards and Commissions

Dear Ms. Godfrey:

Attached is a copy of Resolution 5-2011 providing for appointments to various township boards, which you have been chosen, and which was adopted on January 1, 2011 by the Willingboro Township Council.

Sincerely,



Sarah Wooding  
Deputy Township Clerk

Encl.  
/saw

✓  
January 7, 2011

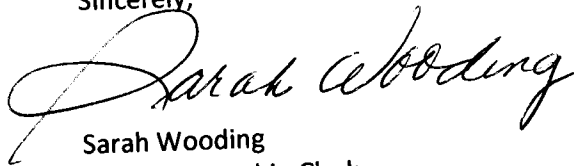
Sandra Solomon  
1 Hollis Lane  
Willingboro, New Jersey 08046

Re: Resolution 5-2011  
Appointments of Boards and Commissions

Dear Ms. Solomon:

Attached is a copy of Resolution 5-2011 providing for appointments to various township boards, which you have been chosen, and which was adopted on January 1, 2011 by the Willingboro Township Council.

Sincerely,



Sarah Wooding  
Deputy Township Clerk

Encl.  
/saw

January 7, 2011

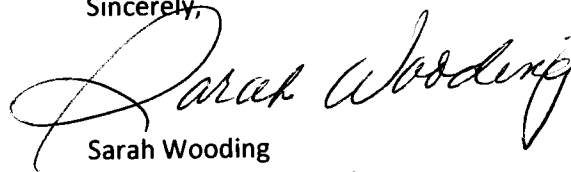
Laurie Witherspoon  
40 E. River Drive  
Willingboro, NJ 08046

Re: Resolution 5-2011  
Appointments of Boards and Commissions

Dear Ms. Witherspoon:

Attached is a copy of Resolution 5-2011 providing for appointments to various township boards, which you have been chosen, and which was adopted on January 1, 2011 by the Willingboro Township Council.

Sincerely,

A handwritten signature in black ink that reads "Sarah Wooding". The signature is written in a cursive, flowing style.

Sarah Wooding  
Deputy Township Clerk

Encl.  
/saw

January 7, 2011

Clayton Sills  
20 Bloomfield Lane  
Willingboro, NJ 08046

Re: Resolution 5-2011  
Appointments of Boards and Commissions

Dear Mr. Sills:

Attached is a copy of Resolution 5-2011 providing for appointments to various township boards, which you have been chosen, and which was adopted on January 1, 2011 by the Willingboro Township Council.

Sincerely,

A handwritten signature in black ink that reads "Sarah Wooding". The signature is written in a cursive style with a large initial "S".

Sarah Wooding  
Deputy Township Clerk

Encl.  
/saw



✓

January 7, 2011

Christine Hill, Asst. Dir. Library  
290 Buttonwood Lane  
Cinnaminson, New Jersey 08077

Re: Resolution 5-2011  
Appointments of Boards and Commissions

Dear Ms. Hill:

Attached is a copy of Resolution 5-2011 providing for appointments to various township boards, which you have been chosen, and which was adopted on January 1, 2011 by the Willingboro Township Council.

Sincerely,



Sarah Wooding  
Deputy Township Clerk

Encl.  
/saw

✓

January 7, 2011

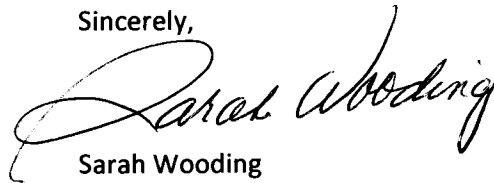
Donald Stephens  
27 Magnet Lane  
Willingboro, New Jersey 08046

Re: Resolution 5-2011  
Appointments of Boards and Commissions

Dear Mr. Stephens:

Attached is a copy of Resolution 5-2011 providing for appointments to various township boards, which you have been chosen, and which was adopted on January 1, 2011 by the Willingboro Township Council.

Sincerely,



Sarah Wooding  
Deputy Township Clerk

Encl.  
/saw

January 7, 2011

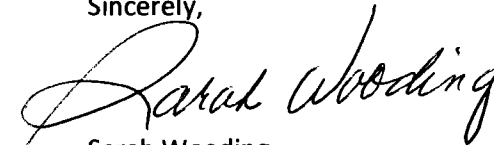
Theresa Owens  
122 Harrington Circle  
Willingboro, New Jersey 08046

Re: Resolution 5-2011  
Appointments of Boards and Commissions

Dear Ms. Owens:

Attached is a copy of Resolution 5-2011 providing for appointments to various township boards, which you have been chosen, and which was adopted on January 1, 2011 by the Willingboro Township Council.

Sincerely,

A handwritten signature in black ink that reads "Sarah Wooding". The signature is written in a cursive, flowing style.

Sarah Wooding  
Deputy Township Clerk

Encl.  
/saw

✓

January 7, 2011

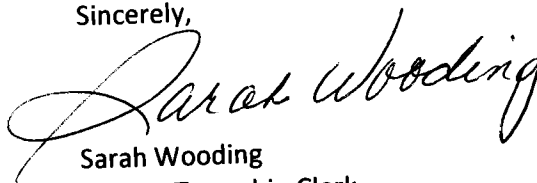
Elizabeth Root  
40 Nimitz Lane  
Willingboro, New Jersey 08046

Re: Resolution 5-2011  
Appointments of Boards and Commissions

Dear Ms. Root:

Attached is a copy of Resolution 5-2011 providing for appointments to various township boards, which you have been chosen, and which was adopted on January 1, 2011 by the Willingboro Township Council.

Sincerely,



Sarah Wooding  
Deputy Township Clerk

Encl.  
/saw

✓  
January 7, 2011

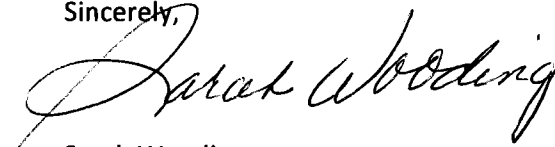
Gigila Moore  
38 Twisting Lane  
Willingboro, New Jersey 08046

Re: Resolution 5-2011  
Appointments of Boards and Commissions

Dear Ms. Moore:

Attached is a copy of Resolution 5-2011 providing for appointments to various township boards, which you have been chosen, and which was adopted on January 1, 2011 by the Willingboro Township Council.

Sincerely,



Sarah Wooding  
Deputy Township Clerk

Encl.  
/saw

January 7, 2011

Linda Murray  
13 Touraine Court  
Willingboro, New Jersey 08046

Re: Resolution 5-2011  
Appointments of Boards and Commissions

Dear Ms. Murray:

Attached is a copy of Resolution 5-2011 providing for appointments to various township boards, which you have been chosen, and which was adopted on January 1, 2011 by the Willingboro Township Council.

Sincerely,

A handwritten signature in black ink that reads "Sarah Wooding". The signature is written in a cursive style with a large initial "S".

Sarah Wooding  
Deputy Township Clerk

Encl.  
/saw


**RESOLUTION NO. 2011 - 6**

**A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE TOWNSHIP  
OF WILLINGBORO APPOINTING A COMMISSIONER AND SPECIAL  
COMMISSIONER WITH REGARD TO THE MUNICIPAL JOINT  
INSURANCE FUND**

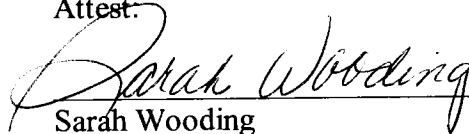
WHEREAS, Willingboro Township is a member of the **Professional  
Municipal Management Joint Insurance Fund and Municipal Excess Liability Joint  
Insurance Fund**; and

WHEREAS, N.J.S.A. 40:10-36 et seq. provides for the appointment and  
term of an Insurance Fund Commissioner:

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of  
the Township of Willingboro, assembled in reorganization session this 1st day of January,  
2011, that Joanne Diggs, Township Manager, is hereby appointed as Insurance Fund  
Commissioner representing the Township of Willingboro for a term expiring December  
31, 2011.

  
Eddie Campbell, Jr.  
Mayor

Attest.

  
Sarah Wooding  
Deputy Township Clerk

<b>Recorded Vote</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Councilman Anderson	✓			
Councilman Ayer	✓			
Councilman Gordon	✓			
Dep. Mayor Jennings	✓			
Mayor Campbell	✓			


**RESOLUTION NO. 2011 – 7**

**A RESOLUTION REQUIRING THE ADOPTION OF  
A CASH MANAGEMENT PLAN**

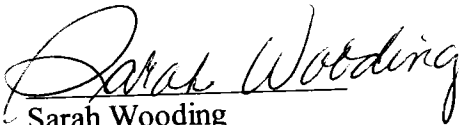
WHEREAS, N.J.S.A. 40A:5-14 requires that Municipalities adopt a  
Cash Management Plan;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of  
the Township of Willingboro, assembled in public session this 1<sup>st</sup> day of January, 2011,  
that the Township Council has entered into a Cash Management Plan, as per the  
attached, to comply with the requirements of N.J.S.A. 40A:5-14;

BE IT FURTHER RESOLVED, that a copy of this resolution be  
provided to the Treasurer and Auditor for their information and attention.

  
Eddie Campbell, Jr. Mayor

Attest:

  
Sarah Wooding  
Deputy Township Clerk

<b>Recorded Vote</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Councilman Anderson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councilman Ayler	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councilman Gordon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dep. Mayor Jennings	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mayor Campbell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



**CASH MANAGEMENT PLAN OF THE TOWNSHIP OF WILLINGBORO  
IN THE COUNTY OF BURLINGTON, NEW JERSEY**

**I. STATEMENT OF PURPOSE.**

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits ("Deposits") and investment ("Permitted Investments") of certain public funds of the Township, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments. The Cash Management Plan is available for audit.

**II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN.**

A. The Plan is intended to cover the deposit and/or investment of the following funds and accounts of the Township:

Current Account, Capital Account, Trust Other Account, Tax Redemption Trust Account, Payroll Account, Agency Account and Public Assistance Account.

B. It is understood that this Plan is not intended to cover certain funds and accounts of the Township, specifically:

N/A

**III. DESIGNATION OF OFFICIALS OF THE TOWNSHIP AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN.**

The Chief Financial Officer of the Township is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the Township are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgment kept on file with such officials.

**IV. DESIGNATION OF DEPOSITORIES.**

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of Deposit which, are not otherwise invested in Permitted Investments as provided for in this Plan:

Banks and financial institutions - as stipulated in the reorganization resolution.

All such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Official(s) referred to in Section III above.

V.

**DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL.**

The following brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Official(s) of the Township referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as Permitted Investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Official(s) referred to in Section III above.

Morgan Stanley

VI.

**AUTHORIZED INVESTMENTS.**

A. Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
- (2) Government money market mutual funds;
- (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
- (4) Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located;
- (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
- (6) Local government investment pools;
- (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C.52:18A-90.4); or
- (8) Agreements for the repurchase of fully collateralized securities if:
  - (a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
  - (b) the custody of collateral is transferred to a third party;
  - (c) the maturity of the agreement is not more than 30 days;
  - (d) the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C.17:9-41); and

- (e) a master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms "government money market mutual fund" and "local government investment pool" shall have the following definitions:

Government Money Market Mutual Fund An investment company or investment trust:

- (a) which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940," 15 U.S.C. sec. 80a-1 et seq., and operated in accordance with 17 C.F.R. sec. 270.2a-7.
- (b) the portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and
- (c) which has:
- (i) attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
- (ii) retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the "Investment Advisors Act of 1940," 15 U.S.C. sec. 80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

Local Government Investment Pool. An investment pool:

- (a) which is managed in accordance with 17 C.F.R. sec. 270.2a-7;
- (b) which is rated in the highest category by a nationally recognized statistical rating organization
- (c) which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;
- (d) which is in compliance with rules adopted pursuant to the "Administrative Procedure Act," P.L. 1968, c.410 (c.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
- (e) which does not permit investments in instruments that are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
- (f) which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves

for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

B. Notwithstanding the above authorization, the monies on hand in the following funds and accounts shall be further limited as to maturities, specific investments or otherwise as follows: None.

#### VII. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN.

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Township, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Township to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to insure that such Permitted Investments are either received by the or by a third party custodian prior to or upon the release of the Is funds.

To assure that all parties with whom the Township deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official(s).

#### VIII. REPORTING REQUIREMENTS.

On the first Council meeting of each month during which this Plan is in effect, the Designated Official(s) referred to in Section III hereof shall supply to the governing body of the Township a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the as a Deposit or a Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.
- E. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the governing body of the Township.

#### IX. TERM OF PLAN.

This plan shall be in effect until amended by the governing body. Attached to this Plan is a resolution of the governing body of the Township approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Council, the Designated Official is directed to

supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

✓

**RESOLUTION NO. 2011 - 8**

**A RESOLUTION PERMITTING THE AUTHORIZION OF  
PAYMENT IN ADVANCE FOR OFFICIAL TRAVEL.**

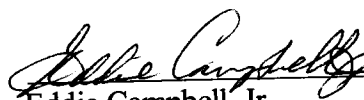
WHEREAS, the provisions of N.J.S.A 40A:5-16 permit the governing body of any local unit, by resolution, to provide for and authorize payment in advance to officers and employees of the local unit toward their expenses for authorized official travel; and

WHEREAS, any such resolution shall provide for the verification and adjustment of such expenses and advances and the repayment of any excess advanced, by means of a detailed bill of items or demand; and

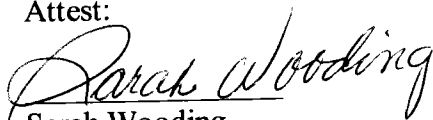
WHEREAS, the Willingboro Township travel expense report, certified by the Department Head and approved by the Township Manager, shall be submitted within (10) days after the completion of the travel for which an advance was made;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 1<sup>st</sup> day of January, 2011, that this resolution covers all such expenditures from the 2011 budget; and

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to all Department Heads and the Township Finance Director for their information and attention.

  
Eddie Campbell, Jr.  
Mayor

Attest:



Sarah Wooding  
Deputy Township Clerk

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	✓			
Councilman Ayer	✓			
Councilman Gordon	✓			
Dep. Mayor Jennings	✓			
Mayor Campbell	✓			

**RESOLUTION NO. 2011 - 9**


**A RESOLUTION AUTHORIZING REFUNDS FOR OVER-PAYMENTS OF TAXES DUE TO PAYMENTS IN ERROR.**

WHEREAS, the records of the Tax Collector of the Township of Willingboro indicated overpayments of taxes due to payments in error.

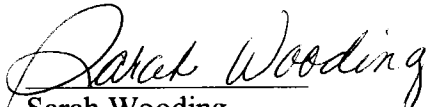
WHEREAS, refunds are due for these overpayments as listed on the attached schedule and made a part hereto;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 1<sup>st</sup> day of January, 2011, 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  
Deputy Township Clerk

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	<input checked="" type="checkbox"/>			
Councilman Ayer	<input checked="" type="checkbox"/>			
Councilman Gordon	<input checked="" type="checkbox"/>			
Dep. Mayor Jennings	<input checked="" type="checkbox"/>			
Mayor Campbell	<input checked="" type="checkbox"/>			

TIA DEASE  
13 GRAMERCY LANE  
WILLINGBORO, NJ 08046  
BLOCK 722  
LOT 13  
13 GRAMERCY LANE  
OVERPAYMENT TAXES

\$158.21

GISELA PLESS  
16 PEMBROOK LANE  
WILLINGBORO, NJ 08046  
BLOCK 306  
LOT 5  
16 PEMBROOK LANE  
OVERPAYMENT TAXES

\$211.26




**RESOLUTION NO. 2011 – 10**

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

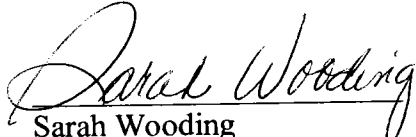
Whereas, Willingboro Township Council received the December 2010 Bill List and had an opportunity to review said Bill List; and

Now, Therefore, Be It Resolved by the Township Council of the Township of Willingboro, assembled in public session this 1<sup>st</sup> day of January, 2011, 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  
Deputy Township Clerk

<b>Recorded Vote</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Councilman Anderson	✓			
Councilman Ayer	✓			
Councilman Gordon	✓			
Dep. Mayor Jennings	✓			
Mayor Campbell	✓			

✓

**RESOLUTION NO. 2011 – 1**

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF  
WILLINGBORO PROVIDING FOR THE ESTABLISHMENT OF THE  
SCHEDULE OF PROFESSIONAL REVIEW FEES.**


WHEREAS, Willingboro Township Council on May 20, 1974, did adopt Resolution No. 51, which established a schedule for professional fees in accordance with Section 20-5.5(d) of the Revised General Ordinances of the Township of Willingboro; and

WHEREAS, Willingboro Township Council on March 21, 1977, did adopt Resolution No. 33, which established a schedule for professional review for the Planning Board and Zoning Board of Adjustment; and

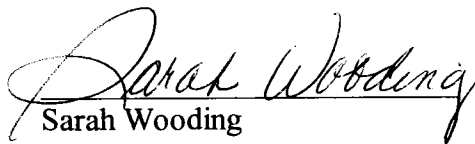
WHEREAS, a Resolution should be adopted establishing a fee schedule for professional review for 2010.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 1<sup>st</sup> day of January, 2011, that the attached fee schedule is hereby established for professional fees:

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Planning Board, Zoning Board of Adjustment and any other municipal authorities for their information, attention and compliance.

  
Eddie Campbell, Jr.  
Mayor

Attest:

  
Sarah Wooding  
Deputy Township Clerk

<b>Recorded Vote</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Councilman Anderson	✓	_____	_____	_____
Councilman Ayer	✓	_____	_____	_____
Councilman Gordon	✓	_____	_____	_____
Dep. Mayor Jennings	✓	_____	_____	_____
Mayor Campbell	✓	_____	_____	_____

# SCHEDULE OF BILLABLE HOURLY RATES

2011

## FACILITIES DEPARTMENT

Facilities Department Head	\$152
Project Engineer	\$145
Senior Design Engineer	\$135
Design Engineer II	\$130
Design Engineer I	\$110
Engineering Aide	\$75
Technical Aide	\$55

## TRANSPORTATION/BRIDGE DEPARTMENT

Transportation/Bridge Dept. Head	\$152
Project Engineer	\$145
Senior Design Engineer	\$135
Design Engineer II	\$130
Design Engineer I	\$110
Engineering Aide	\$75
Technical Aide	\$55

## ENVIRONMENTAL DEPARTMENT

Environmental Department Head	\$152
Environmental Project Manager	\$145
Sr. Project Environ. Engineer	\$135
Senior Geologist	\$135
Project Environmental Engineer	\$120
Geologist	\$115
Senior Environmental Engineer	\$105
Environmental Engineer	\$95
Environmental Aide	\$75
Technical Aide	\$55

## LANDSCAPE ARCHITECTURE & PLANNING DEPARTMENT

LA./Planning Dept. Head	\$152
Project Engineer	\$145
Senior Planner	\$125
Planner	\$110
Senior Landscape Architect	\$125
Landscape Architect/Planner	\$110
Technical Aide	\$55

## MUNICIPAL DEPARTMENT

Municipal Department Head	\$152
Municipal Engineer	\$145
Senior Design Engineer	\$135
Design Engineer II	\$130
Design Engineer I	\$110
Engineering Aide	\$75
Technical Aide	\$55

## CONSTRUCTION MANAGEMENT & OBSERVATION DEPARTMENT

CM & Observation Dept. Head	\$125
-----------------------------	-------

### Construction Management

Project Manager	\$107
Construction Manager	\$102
Project Scheduler	\$98
Project Coordinator	\$95
Field Manager	\$95

### Observation Personnel:

Chief Observer	\$115
Observer Supervisor NICET IV	\$107
Observer NICET II/III	\$103
Contract Administrator	\$98
Observer NICET I	\$98
Observer Aide	\$75
Technical Aide	\$50

## DRAFTING DEPARTMENT

Drafting/CADD Department Head	\$130
Senior Design Draftsperson	\$105
Cartographer	\$95
Design Draftsperson	\$95
Drafting Aide	\$78
Technical Aide	\$55

## SURVEY DEPARTMENT

### Field Personnel:

Surveyor	\$98
Party Chief	\$95
Transitperson	\$89
Rod Person	\$70

### Office Personnel:

Survey Department Head	\$125
Survey Project Manager	\$110
Survey Designer	\$98
Technical Aide	\$55

## ADMINISTRATIVE

Principal	\$165
Regional Manager	\$152
Administrative Manager	\$95

Mileage Commensurate in accordance with IRS Regulations.


**RESOLUTION NO. 2011 - 12  
A RESOLUTION TO CANCEL TAXES 2010  
TOTALLY DISABLED VETERANS**

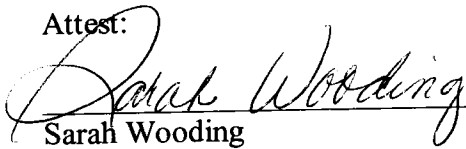
WHEREAS, the homeowners listed on the attached made application for Totally Disabled Veteran to the Willingboro Township Tax Assessor and have been accepted in accordance with N.J.S.A. 54:4-3.30 A and 54:4-3.32; and

WHEREAS, the Willingboro Township Tax Assessor has approved the cancellation of taxes for 2010 on real property as per the attached list ( 15 properties for a total of \$ 76,845.75 )..

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 1<sup>st</sup> day of January, 2011, that the homeowners listed on the attached sheet have been approved Total Disabled Veteran status, and the Tax Collector is hereby authorized to cancel tax billings on the 15 properties, as per the attached list, in the amount of \$76,845.75.

BE IT FURTHER RESOLVED that copies of this resolution be forwarded to the Tax Collector and the Burlington County Board of Taxation for their information, attention and compliance. (List attached).

  
Eddie Campbell, Jr.  
Mayor

Attest:  
  
Sarah Wooding  
Deputy Township Clerk

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	✓			
Councilman Ayer	✓			
Councilman Gordon	✓			
Dep. Mayor Jennings	✓			
Mayor Campbell	✓			

BLOCK	LOT	QUAL	HOMEOWNER	EFFECTIVE DATE	CANCELATION OF TAXES FOR 2010
137	8		Watlington	4/15/2010	-2640.82
203	25		Torres-Burgos	8/17/2010	-2072.94
210	2		Smallwood	8/26/2010	-2364.72
218	4		Mays	9/13/2010	-1082.77
233	14		Lee	3/17/2010	-3704.18
237	6		Wynn	7/8/2010	-2531.44
303	27		Carroll	6/29/2010	-2792.28
304	41		Stewart	3/10/2010	-3982.17
314	38		Howard	10/28/2010	-934.53
326	15		Davis	3/31/2010	-2865.50
409	32		Fratlicelli	5/12/2010	-3418.66
415	13		Shine	9/15/2010	-1158.13
536	13		Glascoc	4/6/2010	-3182.27
603	9		Williams	8/9/2010	-1676.71
608	13	X	Kirby	12/8/2010	-209.90
610	5		Bailey	1/11/2010	-5699.92
628	19		Wright	10/20/2010	-881.99
628	21		White	7/19/2010	-1935.27
703	3		Carcasio	1/28/2010	-4590.72
731	17		Swint	10/22/2010	-1021.35
820	9		Mack	10/19/2010	-1175.85
827	24		Bell	11/29/2010	-432.60
837	8		Smith	11/11/2010	-667.28
838	15		Richardson	10/19/2010	-907.86
1001	6		Stoves	6/1/2010	-4083.17
1003	46		Cochran	5/17/2010	-4042.30
1006	5		Hawkins	12/10/2010	-279.74
1009	21		Gulick	11/5/2010	-711.61
1104	8		Beasley	5/4/2010	-4699.60
1107	3		Dorsey	7/7/2010	-2518.12
1118	28		Adams	3/1/2010	-4221.88
1120	15		Davis	3/17/2010	-4359.47
TOTAL					-76,845.75



# TOWNSHIP OF WILLINGBORO

**MUNICIPAL COMPLEX ONE SALEM ROAD  
WILLINGBORO, NEW JERSEY 08046  
(609) 877-2200 FAX (609) 835-0782**

January 7, 2011

Board of Taxation  
c/o Margaret Nuzzo  
P.O. Box 6000  
1<sup>st</sup> Floor  
Mt. Holly, New Jersey 08060

Re: Resolution 12-2011  
Cancel Taxes 2010—Totally Disabled Veterans

Dear Ms. Nuzzo:

Attached is a copy of Resolution 12-2011 regarding cancellation of 2010 taxes for totally disabled veterans, which was adopted by the Willingboro Township Council at their January 1, 2011 reorganization meeting.

Sincerely,

Sarah Wooding  
Deputy Township Clerk

Encl.  
/saw

**RESOLUTION NO. 2011 – 13**

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO PROVIDING FOR THE APPOINTMENT OF TOWNSHIP SOLICITOR, MUNICIPAL AUDITOR, MUNICIPAL BOND COUNSEL, TOWNSHIP PLANNER, PLANNING BOARD ATTORNEY, PUBLIC DEFENDER, ASSISTANT PROSECUTOR, PLANNING & ZONING BOARD ENGINEER, CONSULTING ENGINEER(S), TAX APPEAL ATTORNEY, ZONING BOARD ATTORNEY, LIBRARY BOARD SOLICITOR, SPECIAL COUNSEL (COAH), SPECIAL COUNSEL (POLICE REVIEW), MUNICIPAL FORECLOSURE COUNSEL, ARCHITECT AND SPECIAL COUNSEL (REDEVELOPMENT)**

---

WHEREAS, the terms of the Office of **TOWNSHIP SOLICITOR, MUNICIPAL AUDITOR, MUNICIPAL BOND COUNSEL, TOWNSHIP PLANNER, PLANNING BOARD ATTORNEY, PUBLIC DEFENDER, ASSISTANT PROSECUTOR, PLANNING & ZONING BOARD ENGINEER, CONSULTING ENGINEER(S), TAX APPEAL ATTORNEY, ZONING BOARD ATTORNEY, LIBRARY BOARD SOLICITOR, SPECIAL COUNSEL (COAH), SPECIAL COUNSEL (POLICE REVIEW), MUNICIPAL FORECLOSURE COUNSEL , ARCHITECT and SPECIAL COUNSEL (REDEVELOPMENT)** have expired; and

WHEREAS, the services to be performed in such offices are regulated by law and the persons to be appointed are practicing recognized professions; and

WHEREAS, the Township of Willingboro has determined that it is appropriate to implement a fair and open process for the awarding of this contract; and

WHEREAS, the Township requested and received statements of qualifications in a manner that fostered a fair and open process, utilizing the criteria and specific minimum requirements to meet the requirements of the Township; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 1st day of January, 2011, that the following appointments are made pursuant to N.J.S.A.-2B:12-27 for a term expiring 12/31/11 unless otherwise indicated.

**Township Solicitor**

**Michael Armstrong, Esq.**

**Municipal Auditor**

**Bowman & Co.**

**Municipal Bond Counsel**

**McManimon & Scotland, LLC**

**Township Planner**


**Remington, Vernick & Arango**

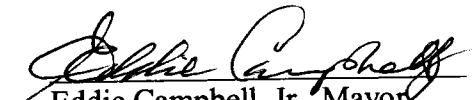
Res. No. 2011 – 13 cont'd.

<b>Planning Board Solicitor</b>	<b>Uri H. Taenzer, Esq.</b>
<b>Public Defender</b>	<b>Andrew Duclair, Esq.</b>
<b>Assistant Prosecutor</b>	<b>Kimberly Deal, Esq.</b>
<b>Planning Bd / Zoning Bd Engineer</b>	<b>Remington, Vernick &amp; Arango</b>
<b>Consulting Engineers</b>	<b>CME Associates <u>and</u> Birdsall</b>
<b>Municipal Tax Attorney</b>	<b>Zeller &amp; Wieliczko</b>
<b>Zoning Board Solicitor</b>	<b>Zeller &amp; Wieliczko</b>
<b>Library Board Attorney</b>	<b>Joseph Jacobs, Esq.</b>
<b>Special Counsel (COAH)</b>	<b>Jeffrey R. Surenian &amp; Associates</b>
<b>Police Review Officer</b>	<b>Zeller &amp; Wieliczko</b>
<b>Municipal Foreclosure Counsel</b>	<b>Zeller &amp; Wieliczko</b>
<b>Architect</b>	<b>Alaimo</b>
<b>Special Counsel (Redevelopment)</b>	<b>Michael Armstrong, Esq.</b>

BE IT FURTHER RESOLVED, that each of said appointees shall be compensated in accordance with salary ordinance/resolution or by agreement.

Attest:

  
 Sarah Wooding  
 Deputy Township Clerk

  
 Eddie Campbell, Jr., Mayor

<b>Recorded Vote</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Councilman Anderson	✓			
Councilman Ayer	✓			
Councilman Gordon	✓			
Dep. Mayor Jennings	✓			
Mayor Campbell	✓			



## 2011 PAY SCHEDULE

Pay Period	Pay Period #	Week #	Pay Pd Beginning	Pay Pd Ending	Time Sheet Date	Pay Day	Skip Payroll
1-Jan	1	2	12/10/10	12/23/10	12/23/10	01/06/11	
2-Jan	2	4	12/24/10	01/06/11	01/06/11	01/20/11	
1-Feb	3	6	01/07/11	01/20/11	01/20/11	02/03/11	
2-Feb	4	8	01/21/11	02/03/11	02/03/11	02/17/11	
1-Mar	5	10	02/04/11	02/17/11	02/17/11	03/03/11	
2-Mar	6	12	02/18/11	03/03/11	03/03/11	03/17/11	
3-Mar	7	14	03/04/11	03/17/11	03/17/11	03/31/11	*****
1-Apr	8	16	03/18/10	03/31/11	03/31/11	04/14/11	
2-Apr	9	18	04/01/11	04/14/11	04/14/11	04/28/11	
1-May	10	20	04/15/11	04/28/11	04/28/11	05/12/11	
2-May	11	22	04/29/11	05/12/11	05/12/11	05/26/11	
1-Jun	12	24	05/13/11	05/26/11	05/26/11	06/09/11	
2-Jun	13	26	05/27/11	06/09/11	06/09/11	06/23/11	
1-Jul	14	28	06/10/11	06/23/11	06/23/11	07/07/11	
2-Jul	15	30	06/24/11	07/07/11	07/07/11	07/21/11	
1-Aug	16	32	07/08/11	07/21/11	07/21/11	08/04/11	
2-Aug	17	34	07/22/11	08/04/11	08/04/11	08/18/11	
1-Sep	18	36	08/05/11	08/18/11	08/18/11	09/01/11	
2-Sep	19	38	08/19/11	09/01/11	09/01/11	09/15/11	
3-Sep	20	40	09/02/11	09/15/11	09/15/11	09/29/11	*****
1-Oct	21	42	09/16/11	09/29/11	09/29/11	10/13/11	
2-Oct	22	44	09/30/11	10/13/11	10/13/11	10/27/11	
1-Nov	23	46	10/14/11	10/27/11	10/27/11	11/10/11	
2-Nov	24	48	10/28/11	11/10/11	11/10/11	11/24/11	
1-Dec	25	50	11/11/11	11/24/11	11/24/11	12/08/11	
2-Dec	26	52	11/25/11	12/08/11	12/08/11	12/22/11	

RESOLUTION NO. 2011 - 14  
A RESOLUTION TO CANCEL TAXES

WHEREAS, the records of the Tax Collector of the Township of Willingboro indicate the existence of taxes due for:

Year	Block/Lot	Assessed To	Amount
2010	715 / 2	Family Services of Burlington County	\$ 4,988.35
2010	3 / 4.07	Willingboro Town Center Urban ReNewal - Sears	\$392,871.53
2010	3 / 4.06	Willingboro Town Center Urban ReNewal – North	\$114,019.61

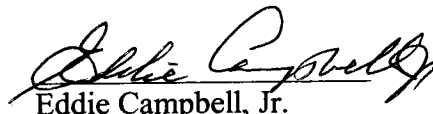
WHEREAS, taxes were levied on Block 715, Lot 2 billed to Family Services; Block 3, Lot 4.07 billed to Willingboro Town Center, Urban ReNewal – Sears and Block 3, Lot 4.06 billed to Willingboro Town Center, Urban ReNewal – North; and

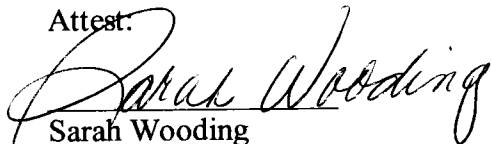
WHEREAS, it has been determined that an error was made regarding the assessments; and

WHEREAS, N.J.S.A. 54:4-99 allows the governing body of each municipality to cancel taxes that are considered to be incorrect assessments.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 1<sup>st</sup> day of January, 2011, that the Tax Collector is hereby authorized and directed to cancel the same pursuant to R.S. 54:4-99.

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

  
Eddie Campbell, Jr.  
Mayor

Attest:  
  
Sarah Wooding  
Deputy Township Clerk

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	✓			
Councilman Ayrer	✓			
Councilman Gordon	✓			
Dep. Mayor Jennings	✓			
Mayor Campbell	✓			

RESOLUTION NO. 2011 - 14

A RESOLUTION TO CANCEL TAXES

WHEREAS, the records of the Tax Collector of the Township of Willingboro indicate the existence of taxes due for:

Year	Block/Lot	Assessed To	Amount
2010	715/2	Family Serv of Burl Co	4,988.35
2010	3/4.07		392,871.53
2010	3/4.06		114,019.61

WHEREAS, taxes were levied on Block 3, Lot 4.07 and billed to Willingboro Town Center, Urban ReNewal – Sears and Block 3, Lot 4.06 billed to Willingboro Town Center, Urban ReNewal – North; and

WHEREAS, it has been determined that an error was made regarding the assessments; and

WHEREAS, N.J.S.A. 54:4-99 allows the governing body of each municipality to cancel taxes that are considered to be illegal assessment(s).

*INCORRECT DO NOT BILL TO LOT*

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 1<sup>st</sup> day of January, 2011, that the Tax Collector is hereby authorized and directed to cancel the same pursuant to R.S. 54:4-99.

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

Eddie Campbell, Jr.  
Mayor

Attest:

Marie Annese, RMC  
Township Clerk

*County 4,988.35  
Family Services of Burl County*

**RESOLUTION NO. 2011 - 15**

**A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO PROVIDING FOR THE DESIGNATION OF THE TOWNSHIP COUNCIL MEMBERS TO SERVE AS LIAISONS ON TOWNSHIP BOARDS**

WHEREAS, all members of Township Council are ex-officio members of all Township Boards, plus specific liaison members of Boards; and

WHEREAS, Township Council is empowered to appoint its members to various positions on official boards and offices in the Township;

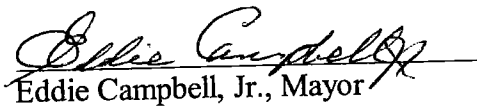
NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 11<sup>th</sup> day of January, 2011, that the following Council members are appointed to the following positions for the year 2011.

:

Class III Member, Planning Board	Jacqueline Jennings
Advisory Board, Shelter for Abused Women	Nathaniel Anderson
Environmental Commission Liaison	Jacqueline Jennings
Heritage Commission (Local History)	Nathaniel Anderson
Human Relations Commission Liaison	Kenneth Gordon
Public Communications Committee	James Ayrer
Youth Achievement Committee	
Municipal Alliance	Kenneth Gordon

Attest:

  
Sarah Wooding, Deputy Twp. Clerk

  
Eddie Campbell, Jr., Mayor

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	✓			
Councilman Ayrer	✓			
Councilman Gordon	✓			
Dep. Mayor Jennings	✓			
Mayor Campbell	✓			

**RESOLUTION NO. 2011 – 16**

**A RESOLUTION AWARDING PRINTING BID 2011**

WHEREAS, the Township Council of the Township of Willingboro has requested that bids be submitted for the 2011 Printing Bid; and

WHEREAS, bids have been received, opened and read in public; and

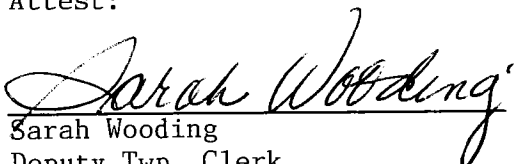
WHEREAS, it appears to be in the best interest of the Township to accept the bids of:


- (1) Good Impressions Inc., 28 East Scott Street, Box 409, Riverside, N. J. 08075
- (2) Minuteman Press, 1509 Route 38, Hainesport, N. J. 08036

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 11<sup>th</sup> day of January, 2011, that the bids be accepted as per the attached bid return sheet; and

BE IT FURTHER RESOLVED, that the bids be spread upon the minutes of this meeting.

Attest:

  
Sarah Wooding  
Deputy Twp. Clerk

  
Eddie Campbell, Jr.  
Mayor

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	✓			
Councilman Ayer	✓			
Councilman Gordon	✓			
Dep. Mayor Jennings	✓			
Mayor Campbell	✓			

**Continuation of Res. No. 2011 – 16, Award of Printing Bid for 2011**

**Good Impressions**

**28 East Scott Street**

**Box 409, Riverside, N.J. 08076**

**856-461-3232**

**Awarded Item No. 1, 3, 5, 7 12, 13, 14, 15 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 55, 56, 57, 62, 63, 64, 65, 67, 69, 70, 71, 72, 73, 74, 75, 77, 78, 79, 80, 83, 84, 88, 89, 90, 91, 93, 94, 95 and 96.**

**Minuteman Press.**

**1509 Route 38**

**Hainesport, N. J. 08036**

**609-261-1024**

**Awarded Item No. 2,4,6,8, 9, 10, 11 16, 17, 18, 54, 58, 59, 60, 61, 66, 68, 76,81, 82, 85, 86 and 87.**

**Item No. 92 – Not Awarded**

# BIDDERS FORM

**Attention All Bidders**

**You will need to come into the Clerks Office to view specification.**

MINUTEMAN PRESS

GOOD IMPRESSIONS

<u>GENERAL ITEMS:</u>	<u>APPROXIMATE QUANTITIES</u>	<u>PER 100 OR 1000 BID PRICE</u>	<u>PER 100 OR 1000 BID PRICE</u>
1) Business Card (Manager & Directors)	1,000	59 lot	95 Lot
2) Memo Pads 5 1/2X8 1/2 (50 to pad)	100 pads	59 / M	196 Lot
3) New Resident Info. Packet Envelope (White) 10 x 13	1,000	98 Lot	204 lot
4) Newsletter - 12 page version	12,500	3,994 lot	271 per / M
5) Newsletter - 14 page version	12,500	4055 lot	339 per / M
6) Newsletter - 16 page version	12,500	4208 lot	323 per / M

**ACCESSORS OFFICE:**

- 7) Door Hanger (Sorry we missed you)  
Hot pink w/ black type

**APPROXIMATE  
QUANTITIES**

2,000

**PER 100 OR 1000  
BID PRICE**

99 / M

**PER 100 OR 1000  
BID PRICE**

216 / M



**TOWNSHIP CLERK'S OFFICE:**

		<b>APPROXIMATE QUANTITIES</b>	<b>PER 100 OR 1000 BID PRICE</b>	<b>PER 100 OR 1000 BID PRICE</b>
8)	Business Card, Bone w/ Gold Foil & Black lettering (Council Members Only)	5,000	274 / M	74 / M
9)	Certificate (Buff & Blue w/township seal 8 1/2X11")	500	60 100	152 / M
10)	Proclamation Form	200	46 lot	16 100
11)	Dog Tags & Links	2,500	689 lot	31 / M
12)	Dog Infor Hangers for Dog Census	10,000	48 / M	93 / M
13)	20__N.J. Dog License Receipt 3 Part NCR	1,000	99 lot	363 lot
14)	Clerks Envelope w/ Seal	2,000	69 / M	156 / M
15)	Clerks Letterhead w/ Gold Seal	2,500	67 / M	144 / M
16)	Clerks Letterhead 2nd Sheet	1,000	58 lot	51 Lot
17)	Perforated Sheet in half (8 1/2 x 11) White	4,000	48 / M	39 / M

**REGISTRAR/ VITAL STATISTICS:**

- 18) Payment Receipts - in books or 50  
(Numbered, 3 page NCR) **START # NEEDED**
- 19) Register Envelope 9"x12" White

APPROXIMATE <u>QUANTITIES</u>	PER 100 OR 1000 <u>BID PRICE</u>	PER 100 OR 1000 <u>BID PRICE</u>
75	55 a book	1,000 100
3,000	68 / M	154 / M

**FINANCE DEPARTMENT:**

		<b>APPROXIMATE <u>QUANTITIES</u></b>	<b>PER 100 OR 1000 <u>BID PRICE</u></b>	<b>PER 100 OR 1000 <u>BID PRICE</u></b>
20)	Tax Payment Envelope - 6 1/2 X 4"-Brown-2 Sided	1,000	59 lot	201 lot
21)	Payment Voucher, White/Yellow - Numbered - NCR 8 1/2 x 11", Black Ink START # REQUIRED	2,500	57 / M	184 / M
22)	Tax Payment Sticker 2 1/2" x 2"	1,000	88 lot	540 lot

**PURCHASING DEPT:**

	<b>APPROXIMATE QUANTITIES</b>	<b>PER 100 OR 1000 BID PRICE</b>	<b>PER 100 OR 1000 BID PRICE</b>
23)	5,000	139 / M	196 / M
Purchase Orders, White/Green - 8 1/2 x 11 with 2 Runs--White/Green-Face Up White, Pink, Green - Face Down			
24)	10,000	59 / M	114 / M
Letterhead Bone/Buf (8 1/2X11)( Willows color)			
25)	2,500	33 / M	48 / M
Letterhead Bone/Buf (2nd Sheet 8 1/2X11)			
26)	20,000	75 / M	114 / M
Envelope #10 (Cream/black Willows)			
27)	40,000	26 / M	51 / M
Window Envelope (Do Not Forward #10)			
28)	20,000	26 / M	51 / M
Window Envelope #10 (General)			
29)	30,000	23 / M	47 / M
Envelope #10 (White)			
30)	4,000	46 / M	116 / M
Self-Adhesive Mailing Label 5 1/2 x 3"			

**INSPECTIONS DEPARTMENT:**

	APPROXIMATE QUANTITIES	PER 100 OR 1000 BID PRICE	PER 100 OR 1000 BID PRICE
31) Grass Notice	2,000	239 lot	210 / M
32) Cut In Card 3 page/NCR	1,000	148 lot	176 lot
33) Business Cards (Willows)	1,000	47 lot	63 lot
34) Stop Construction Placard 8 1/2x11" (white, yellow, pink w/black ink	1,000	128 lot	477 lot
35) Order to Vacate	1,000	68 lot	1162 lot
36) Notice of Property Maintenance Order (8 1/2 X 11", white & Red)	2,000	71 / M	195 / M
37) Code Enforcement Sheet 4 part NCR	2,000	189 / M	286 / M
38) Dept Of Code Enforcement & Inspection Sheet 3 part NCR	2,000	154 / M	229 / M
39) Inspection Department Receipt 3 part NCR white/yellow/pink	1,000	65 lot	667 lot
40) Construction Permit Notice	1,000	84 lot	286 lot
41) Approval for Fence sticker	1,000	84 lot	145 lot
42) Not approved for Fence sticker	1,000	84 lot	145 lot
43) Approval for Shed sticker	1,000	84 lot	145 lot
44) Not Approved for Shed sticker	1,000	84 lot	145 lot
45) Approval for Building sticker	3,000	256 lot	105 / M

**INSPECTIONS DEPARTMENT: CONTINUE**

		<b><u>APPROXIMATE QUANTITIES</u></b>	<b><u>PER 100 OR 1000 BID PRICE</u></b>	<b><u>PER 100 OR 1000 BID PRICE</u></b>
46)	Approval for Fire Protection sticker	2,000	146 lot	116 / M
47)	Approval for Plumbing sticker	2,000	146 lot	116 / M
48)	Approval for Electrical sticker	2,000	146 lot	116 / M
49)	Not Approved sticker	2,000	146 lot	116 / M
50)	Sorry We Missed You sticker	2,000	146 lot	116 / M
51)	F100	2,500	120 / M	507 / M

**FIRE DEPARTMENT:**

		<b>APPROXIMATE QUANTITIES</b>	<b>PER 100 OR 1000 BID PRICE</b>	<b>PER 100 OR 1000 BID PRICE</b>
52)	Smoke Detector Request Form (3 part NCR for Fire Dept.)	300	64 lot	37 100
53)	Fire Safety Tour Request Form 3 part NCR for Fire dept.	300	64 lot	37 100
54)	Pads (Black) 5 1/2X8 1/2" - 50 per pad (two holes at top)	15 Pads	11 per pad	410 100
55)	Envelope - white #10 Inter Station Memo	500	46 lot	132 / M
56)	Business Cards (Beige) black/gold ink	1,000	71 lot	74 lot
57)	Business Cards (Beige) black/maroon ink	1,000	71 lot	74 lot

**MUNICIPAL COURT:**

		<b>APPROXIMATE QUANTITIES</b>	<b>PER 100 OR 1000 BID PRICE</b>	<b>PER 100 OR 1000 BID PRICE</b>
58)	Notice to Appear ( 5 pages/5 color/NCR)	2,000	524 lot	248 / M
59)	Order - Payment of Fines & Costs (Criminal) (2 page/ 2 color / NCR)	1,000	191 lot	172 lot
60)	Non-Indictable Summons (10 per book) x 500 books <b>START # REQUIRED</b>	500 Bks.	2694 lot	275 100
61)	Traffic Summons (10 per book) X 250 books <b>START # REQUIRED</b>	250 Bks.	16.80 a book	463 100
62)	Receipt Books (25 per book) X 200 books (Numbered)	200 Bks.	526 lot	268 100
63)	Bail Recognizance	1,000	158 lot	609 lot
64)	Affidavit of Income & Assets (2 sided with a reset)	1,000	59 lot	62 lot
65)	Order-Payment of Fines & Cost (Traffic) (2 page/ 2 color/ NCR)	1,000	145 lot	172 lot
66)	Court Letterhead (Erasable Bond)	1,000	137 lot	107 lot
67)	Intoxicated Driver Penalty Provisions (4 page/ 4 color/ NCR)	1,000	194 lot	339 lot
68)	Notice to Defendant Following Conviction	1,000	61 lot	36 lot
69)	Rescinding Order (3 page/ 3 color/ NCR)	1,000	96 lot	249 lot
70)	Mediation Agreement (4 page/ 4 color/ NCR)	500	78 lot	376 / M
71)	Commitment (3 page/ 3 color/ NCR)	1,000	92 lot	249 lot



**RECREATION/PARKS DEPT.:**

		<b><u>APPROXIMATE QUANTITIES</u></b>	<b><u>PER 100 OR 1000 BID PRICE</u></b>	<b><u>PER 100 OR 1000 BID PRICE</u></b>
72)	Letterhead- 8 1/2 X 11 Buff/Cream Bond Paper w/Twp. Seal (full color) & footer	2,500	68 / M	298 / M
73)	Envelope - (cream w/full color seal) 9 1/2 x 4 1/4"	2,000	168 / M	279 / M
74)	Envelope - (white w/color seal) 9 1/2 x 4 1/4"	4,000	45 / M	240 / M

**POLICE DEPARTMENT:**

**PER 100 OR 1000**

**BID PRICE**

**PER 100 OR 1000**

**BID PRICE**

**APPROXIMATE  
QUANTITIES**

- 75) Warning Notice, 2 page/2/color/NCR/Numbered (Cardboard backing between last set & covering for stability) Perforated top
- 76) Miranda Warning
- 77) Vehicle Repair Form
- 78) Police Tow Sticker
- 79) Neighborhood Watch
- 80) Crime Watch Letterhead (2sided Blue Ink)
- 81) Operation Identification (Home)
- 82) Operation Identification (Vehicle)
- 83) Curfew Ordinance Violation Custody Card (3 page/3 color/NCR)
- 84) Violation Notice, 3 page/2color with carbons, Last page hard copy (20 sets per pads)
- 85) Business Cards (Dir. Capt. & Lt.) with Gold Seal/Badge
- 86) Business Cards (All other Police) Black Seal/Badge
- 87) Property Check Notice, 2 page/2 color/NCR 25 sets per pad
- 88) Incident Business Card - White, Blk Ink/Badge
- 89) Vehicle Report - 3 pages, White/Yellow/Pink NCR - Sealed at Top

189 / M

56 / M

192 / M

231 lot

115 lot

125 / M

430 / M

430 / M

175 / M

495 lot

51 / M

41 / M

202 / M

41 / M

236 lot

98 / M

84 / M

106 / M

98 lot

104 lot

81 / M

329 lot

306 lot

144 lot

144 lot

70 / M

63 / M

41 a pad

30 / M

98 lot

5,000

2,000

2,000

1,000

1,000

2,000

400

400

1,000

1,000

10,000

10,000

2,000

5,000

1,000

**POLICE DEPARTMENT: CONTINUE**

	<b>APPROXIMATE QUANTITIES</b>	<b>PER 100 OR 1000 BID PRICE</b>	<b>PER 100 OR 1000 BID PRICE</b>
90)	2,500	68 / M	164 / M
Consent to Search (NCR - 2 page- White/Yellow, Perforated at top/ cardboard backing between last			
91)	2,000	68 / M	169 / M
Warning Notice, Green w/ black ink			
<b>[REDACTED SECTION]</b>			
93)	2,000	72 a book	133 / M
Letterhead white, Blue with Gold Seal/Badge 8 1/2 x 11"			
94)	1,000	46 lot	62 lot
Community/Town Watch Blue card stock printed on 2 sides			
95)	1,000	169 lot	227 lot
Notice Animal Control Hot Pink Door Hanger re violations			
96)	1,000	50 lot	104 lot
Field Interview Card on card stock 8.5 x 4.5			

**RESOLUTION NO. 2011 - 17**  
**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 11<sup>th</sup> day of JAN., 2011, 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 5 in favor and 0 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 Contract Negotiations & Personnel

**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.

TOWNSHIP OF WILLINGBORO

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

Attest:

Marie Annese  
Marie Annese, RMC  
Clerk

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	✓			
Councilman Ayer	✓			
Councilman Gordon	✓			
Deputy Mayor Jennings	✓			
Mayor Campbell	✓			



**RESOLUTION NO. 2011-18  
AUTHORIZING CHANGE ORDER NO. 2  
NSP PROJECT—45 BOSWORTH LANE**

WHEREAS, Willingboro Township Council, by Resolution No. 2010—138 awarded a bid to J. H. Williams Ent., Inc. 231 Haines Drive, Moorestown, New Jersey 08057 in the adjusted contract amount of \$80,150.00 for the renovation of 45 Bosworth Lane; and

WHEREAS, the Rehabilitation Project Manager has submitted paperwork for **Change Order No. 2** which indicated **additional cost of \$4,123.00** (based on work change) for an **Adjusted Contract Amount of \$84,273.00** as per the Rehabilitation Program Manager's memo received on January 11, 2011; and

WHEREAS, THE RULES OF THE Local Finance Board require such change order to be approved by prior resolution of the Township Council.

NOW, THEREFORE, BE IT RESOLVED, BY THE Township Council of the Township of Willingboro, assembled in public session this 25<sup>th</sup> day of January, 2011, that the original total bid price be adjusted as indicated above and the change order be approved.

BE IT FURTHER RESOLVED, that copies of this resolution be forwarded to the Finance Director and Rehabilitation Project Manager for their information.

\_\_\_\_\_  
Eddie Campbell, Jr., Mayor

Attest:

Sarah Wooding  
Deputy Township Clerk

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	<input checked="" type="checkbox"/>			
Councilman Ayer	<input checked="" type="checkbox"/>			
Councilman Gordon	<input checked="" type="checkbox"/>			
Deputy Mayor Jennings	<input checked="" type="checkbox"/>			
Mayor Campbell	<input checked="" type="checkbox"/>			

**TOWNSHIP OF WILLINGBORO  
NEIGHBORHOOD STABILIZATION PROGRAM**

**CHANGE ORDER AUTHORIZATION**

**Applicant:** Township of Willingboro  
45 Bosworth La. Willingboro, NJ 08046

**Contractor:** JH Williams Enterprises.  
231 Haines Dr. Moorestown, NJ 08057

**DESCRIPTION OF WORK CHANGE**

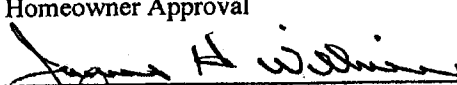
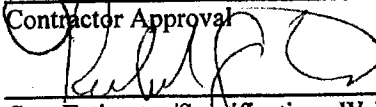
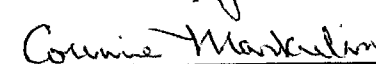
Squirrels have been nesting in the 2<sup>nd</sup> story attic. Damaged attic insulation and electrical wiring is present in the attic space. The contractor shall provide all labor and materials to complete the following:

1. Remove all damaged fiberglass insulation and animal droppings. Furnish and install blown in fiberglass insulation as needed to obtain an insulation value of R-38 in the 2nd story attic space.
2. Remove and replace all damaged electrical wiring present in the attic. All work shall be code compliant.

**\$ 80,150.00** Contract Price

**\$ 4,123.00** (+) Change

**\$ 84,273.00** Revised Contract Price

Homeowner Approval	Date
	1-3-11
Contractor Approval	Date
	1-11-11
Cost Estimator/Specifications Writer Approval	Date
	1-11-11
Rehabilitation Program Manager Approval	Date

Certification of Availability of Funds  
-----

This is to certify to the of the TOWNSHIP OF WILLINGBORO that funds for the following resolutions are available.


Resolution Date: 01/25/11  
Resolution Number: 2011-18

Vendor: J J WILL J.H. WILLIAMS ENTERPRISES INC  
231 HAINES DRIVE  
MOORESTOWN, NJ 08057

Contract: C0-00009 NSP REHAP 45 BOSWORTH LANE  
CONSTRUCTION OF 45 BOSWORTH LN

Account Number	Amount	Department Description
G-01-41-873-000-002	4,123.00	Neighborhood Stabilization Grant
Total	4,123.00	

Only amounts for the 2011 Budget Year have been certified. Amounts for future years are contingent upon sufficient funds being appropriated.

  
\_\_\_\_\_  
Chief Financial Officer





# TOWNSHIP OF WILLINGBORO

MUNICIPAL COMPLEX ONE SALEM ROAD  
WILLINGBORO, NEW JERSEY 08046  
(609) 877-2200 FAX (609) 835-0782

January 27, 2011

CGP&H  
569 Abbington Drive  
East Windsor, New Jersey 08520

Attn: Corinne

Dear Corinne:

Enclosed is a copy of Resolution 2011-18, Authorizing Change Order Number Two, for 45 Bosworth Lane, which was adopted by the Willingboro Township Council at the January 25, 2011 meeting.

Sincerely,

Sarah Wooding  
Deputy Township Clerk

Encl.

CC: J. H. Williams  
Finance  
File



# RESOLUTION NO. 2011—19

## A RESOLUION AUTHORIZING A ONE YEAR EXTENSION OF THE 2010 BID AWARD TO SOUTH JERSEY SANITATION FOR SOLID WASTE COLLECTION

WHEREAS, the Township Council of the Township of Willingboro did on January 1, 2010, adopt Resolution No. 2010-11, awarding the bid to South Jersey Sanitation, 253 N. White Horse Pike, PO Box 1224, Hammonton, New Jersey, 08037 in the amount of \$531,170.64 for a one-year period; and


WHEREAS, by Resolution No. 11-2010 it was determined that in the best interest of the Township of Willingboro to extend said bid award and contract for one year (as allowed by contract option) in the amount of \$574,774.20; and

WHEREAS, it has now been determined that it is in the best interest of the Township of Willingboro to extend said bid award and contract for a one-year (as allowed by contract option) in the amount of \$43,603.56 from February 1, 2011 through January 31, 2012; and

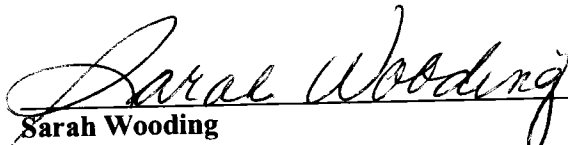
WHEREAS, funds are available for this purpose as indicated by the attached Treasure's Certification.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 25<sup>th</sup> day of January, 2011, that the bid award and contract are hereby extended through January 31, 2012.

BE IT FURTHER RESOLVED, that certified copies of this resolution be provided to Solid Waste Collection, the Finance Department and Public Works Department for their information.

  
Eddie Campbell, Jr.  
Mayor

Attest:

  
Sarah Wooding  
Deputy Township Clerk

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	<input checked="" type="checkbox"/>			
Councilman Ayer	<input checked="" type="checkbox"/>			
Councilman Gordon	<input checked="" type="checkbox"/>			
Dep. Mayor Jennings	<input checked="" type="checkbox"/>			
Mayor Campbell	<input checked="" type="checkbox"/>			

## Certification of Availability of Funds

This is to certify to the Council of the Township of Willingboro that funds for the following resolutions are available pending adoption of 2011 budget.

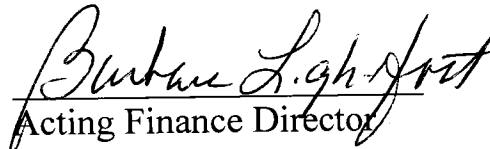
Resolution Date: 1/25/2011

Resolution Number: 2011-19

Vendor: South Jersey Sanitation

Account Number	Amount	Department
0-01-26-305-001-001	\$526,876.35 (11 Months)	Garbage & Trash Contractual

Only amounts for the 2011 Budget Year have been certified and are based on the adoption of the 2011 budget. Amounts for future years are contingent upon sufficient funds being appropriated.

  
Acting Finance Director

**TOWNSHIP OF WILLINGBORO**

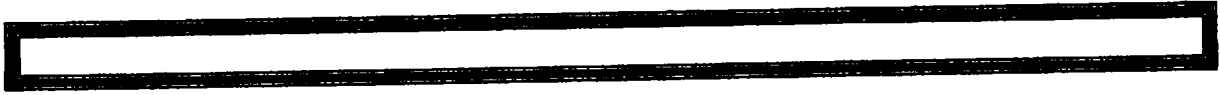
Interoffice Memorandum

January 13, 2011

**TO:** Ms. Joanne Diggs  
Township Manager

**FROM:** Mr. Rich Brevogel  
Director of Public Works

**Reference:** Recommended Extension of Optional Year for South Jersey Sanitation  
Trash Services per 2009 Trash Collection Bid for Willingboro Township  
Feb 1 2011 through Jan 31 2012



Ms. Diggs,

I would recommend extending the existing trash contract with South Jersey Sanitation per the bid received in Dec 2009 for one year.

Please let me know if I can be of anymore assistance.

Sincerely,

 1/13/2011

Richard Brevogel  
Director of Public Works

APPROVED: 

Ms. Joanne Diggs  
Township Manager



A Naturally Better Place to Be.

*Need  
Res*

January 11, 2011

South Jersey Sanitation  
9<sup>th</sup> and Egg Harbor Road  
Hammonton, NJ 08037

Attn: Anthony Colasurdo, President

The Township of Willingboro would like to extend the current trash agreement for an additional year starting February 1 2011 through January 31 2012 at the price set forth in the bid documents received in 2010. The price for collection would be \$4.35 per pick once per week. The cost for containers (2yds) and for Roll off pull and return would be at \$175 per pick on call.

A resolution and all associated paper work will be forwarded to you as soon as possible.

If you have any questions you can contact me at 609-877-2200 ext 1105 Mon-Fri from 6:30 am until 3pm.

Sincerely,

Joanne Diggs

Township Manager  
Willingboro Township



# TOWNSHIP OF WILLINGBORO

*MUNICIPAL COMPLEX ONE SALEM ROAD  
WILLINGBORO, NEW JERSEY 08046  
(609) 877-2200 FAX (609) 835-0782*

January 27, 2011

South Jersey Sanitation  
253 N. White Horse Pike  
P.O. Box 1224  
Hammonton, New Jersey 08037

Dear Sir:

Enclosed is a copy of Resolution 2011-19, which was adopted at the Township Council meeting of January 25, 2011, granting a one year extension of the solid waste collection 2010 bid.

Sincerely,

Sarah Wooding  
Deputy Township Clerk

Encl.

CC: Public Works Dept.  
Finance  
File

ce. 10/1/11 ✓

**Resolution No. 2011 - 20**

**A resolution of the Township of Willingboro authorizing an Amendment to the Professional Services Agreement with CGP&H Neighborhood Stabilization Program (NSP) Grant Administrator**

**WHEREAS**, the Township of Willingboro has a two million dollar Neighborhood Stabilization Program (NSP) grant from the New Jersey Department of Community Affairs (DCA) to acquire, rehabilitate, and resell at least nine foreclosed or abandoned homes to low and moderate income households; and

**WHEREAS**, the NSP is a new program with aggressive implementation deadlines and ever-changing guidelines established by the HUD, and CGP&H has worked with the Township to ensure that all HUD deadlines are met; and

**WHEREAS**, as a result of the work with CGP&H, the Township has purchased eleven foreclosed or abandoned homes to-date, and is in the process of rehabilitating those homes for sale; and

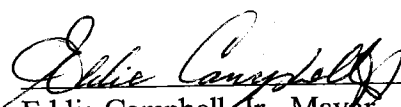
**WHEREAS**, the Township of Willingboro has entered into an agreement with CGP&H to assist the Township with the implementation of the NSP; and

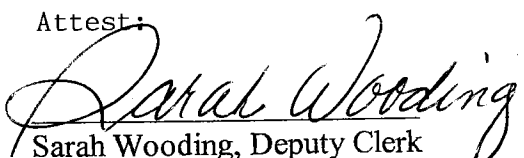
**WHEREAS**, the Township of Willingboro requires additional assistance from CGP&H to acquire properties, administer the program, oversee the rehabilitation of the NSP units; and

**WHEREAS**, the CGP&H contract did not include contemplate the additional expenses it has incurred to ensure that the public bidding process was properly administered; and

**WHEREAS**, the State of New Jersey, Department of Community Affairs has approved the Township's budget revisions to reflect the proposed increase in consultant fees, which will not require any additional local match beyond the current local match already committed to the NSP program.

**NOW THEREFORE BE IT RESOLVED** in the open public session of the Township Council of the Township of Willingboro, on this 25th day of January 2011 that the Mayor is authorized to execute a change order request not to exceed \$75,000.00 and any amendment to the CGP&H Agreement that is necessary to implement the change order.

  
Eddie Campbell, Jr., Mayor

Attest:  
  
Sarah Wooding, Deputy Clerk

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	✓			
Councilman Ayer	✓			
Councilman Gordon	✓			
Deputy Mayor Jennings	✓			
Mayor Campbell	✓			

Certification Of Availability of Funds  
-----

This is to certify to the of the TOWNSHIP OF WILLINGBORO that funds for the following resolutions are available.


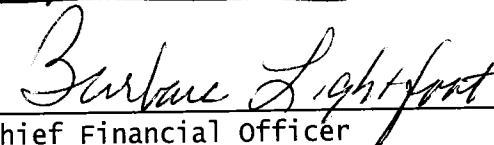
Resolution Date: 01/25/11  
Resolution Number: 2011-20

Vendor: CGPH      COMMUNITY GRANTS PLANNING  
                         & HOUSING  
                         569 ABBINGTON DRIVE  
                         EAST WINDSOR, NJ 08520

Contract: C0-00002 CGPH-NSP ADMINISTRATOR

Account Number	Amount	Department Description
C-04-55-909-200-004	75,000.00	2009 CAPITAL BUDGET
Total	75,000.00	

Only amounts for the 2011 Budget Year have been certified. Amounts for future years are contingent upon sufficient funds being appropriated.

  
  
\_\_\_\_\_  
Chief Financial Officer





**CGP&H**

Community Grants, Planning & Housing  
Good People. Great Results.

11/10/2010 10:57 AM  
CGP&H - Willingboro Township



*Crystal*  
*to*  
*Barb*

*1/27/11*  
*cc: Resol.*  
*to Barb*  
*for FYI*

# Memo

**To:** Willingboro Township Council  
**From:** Randall Gottesman, President  
**CC:** Joanne Diggs, Township Administrator  
**Date:** 1/10/2011  
**Re:** NSP Change Order

On November 4, 2010, CGP&H submitted a change order request in the amount of \$112,760 for our Neighborhood Stabilization Program (NSP) contract. After input from Joanne Diggs, Duane Wallace, and Patti Conrad, **we would like to reduce the change order request to \$75,000.** The following summarizes the reasons for the change order request.

1. **One of the primary needs for the change order results from the public bidding process.**

- **The public bidding process is required because the Township is administering the grant directly.** We are aware of only one other municipality (Passaic City) who is administering the NSP grant in this fashion. Community development agencies and developers administering NSP grants are not required to publically bid the rehabilitation work. The purchasing department of Passaic City is coordinating the entire public bid process.
- The cost of the public bidding process has been significant because of the preparation of documents related to bonding, consent of surety, prevailing wages and public work registration requirements which are only required for public bidding; extensive review of bid packages to ensure full compliance with public bid requirements; and the submission of incomplete bids by contactors requiring multiple re-bidding of jobs. **To-date, CGP&H has coordinated 18 separate bid phases for 11 homes and six are under contract. This is directly a result of public bid requirements** because the law prohibits contractors from submitting and modifying documents after the deadline.
- **The CGP&H contract did not budget for the public bidding process because we were not aware that the Township would be required to use this process until the Township was advised by the Attorney July, 2010.** Furthermore, CGP&H does not prepare and review public bid documents for any other municipality or any other program but we were asked to assist in Willingboro because of the magnitude of the work and staff available at the Township. **We did not budget to provide public bidding assistance.**

2. CGP&H has also incurred additional expenses to perform other tasks that are in the best interest of the program but were not in our contract. **CGP&H continued to think outside the box to move cases forward in a most cost effective manner in the best interests of the Township and the program's financial bottom line.** For example, after the CGP&H inspector noted a drainage problem at one property, we initiated and coordinated a separate rehabilitation project to complete drainage work immediately following acquisition.

3. **NSP is a brand new program with aggressive implementation time lines and ever changing guidelines established by HUD.** This required the Township and CGP&H to develop new procedures and forms as we proceed. CGP&H has worked with the Township to meet all HUD deadlines and program requirements. In some cases, this necessitated us to complete work outside of our scope of work. Willingboro was subject to a September 9, 2010 deadline to acquire properties and reach rehabilitation milestones. **Without our proactive assistance with acquisition, public bidding, and other tasks that were outside our scope of work, it is likely that the Township would not have met this deadline which could have resulted in the loss of NSP grant funding.**
4. **Other grantees statewide are experiencing additional unexpected costs and other problems.** For example, the City of Elizabeth has contracted with several sub-grantees on multiple NSP projects. The City has reported to us that there have been problems related to the work write up specifications and numerous unforeseen rehabilitation issues that were not apparent until the rehabilitation activities began. Also, hard and soft rehabilitation costs have escalated well beyond initial project budgets.
5. We have continued to work in good faith since October 1 to continue with the program while negotiating the change order.
6. **Revised change order of \$75,000**
  - Includes Township taking over duties of monitoring prevailing wages, coordinate contract signing for remaining five properties, submit on-line payment requests to DCA for payment.
  - **This is a not to exceed fee for the remainder of the contract period.** If unforeseen circumstances arise during this period, CGP&H will not seek another change order.
  - **This revised fee includes a discount of \$20,000** because we are committed to the successful completion of this important project.
7. **The Department of Community Affairs (DCA) has approved Willingboro's budget revisions to reflect the increase in consultant fees.** In addition, Terence Schrider, the Administrator of DCA's Neighborhood Programs Unit praised CGP&H staff for our performance in Willingboro.
8. **The change order will not require additional local funds** and it will not increase the total project budget.

I am available to answer questions about our change order request. I can be reached at 609-371-1937, extension 12 or [randy@cgph.net](mailto:randy@cgph.net).

## Sarah Wooding

---

**From:** cristal bowie [chb@armstronglawfirm.com]  
**Sent:** Friday, January 14, 2011 7:00 PM  
**To:** 'Joanne Diggs'; m armstrong  
**Cc:** 'Sarah Wooding'  
**Subject:** RE: Resolution for Council

Ok. I can take care of it.

Cristal Holmes-Bowie, Esquire  
Michael A. Armstrong & Associates, LLC  
79 Mainbridge Lane  
Willingboro, NJ 08046  
Office: 609-877-5511  
Fax: 609-877-7755

Confidentiality Notice: This electronic mail transmission is privileged and confidential and is intended only for the review of the party to whom it is addressed. Unintended transmission shall not constitute waiver of the attorney-client or any other privilege.

-----Original Message-----

**From:** Joanne Diggs [mailto:[jdiggs@willingborotwp.org](mailto:jdiggs@willingborotwp.org)]  
**Sent:** Friday, January 14, 2011 4:55 PM  
**To:** 'c bowie'; 'm armstrong'  
**Cc:** 'Sarah Wooding'  
**Subject:** Resolution for Council

Hi Cristal,

I gave this letter to Council at the last meeting and recommended that they accept. They were to get back to me with any questions. I would like to have a resolution ready for the next meeting if Council decides to approve the change.

Thanks,

Joanne

Joanne G. Diggs

Joanne G. Diggs

Township Manager

Willingboro Township

One Salem Road

Willingboro, NJ 08046

(609) 877-2200 Ext. 1035

FAX(609)589-7841

Logo

## Sarah Wooding

---

**From:** Joanne Diggs [jdiggs@willingborotwp.org]  
**Sent:** Friday, January 14, 2011 4:55 PM  
**To:** 'c bowie'; 'm armstrong'  
**Cc:** 'Sarah Wooding'  
**Subject:** Resolution for Council  
**Attachments:** image001.jpg; change order memo to council\_010610.pdf

Hi Cristal,

I gave this letter to Council at the last meeting and recommended that they accept. They were to get back to me with any questions. I would like to have a resolution ready for the next meeting if Council decides to approve the change.

Thanks,

Joanne

### **Joanne G. Diggs**

Joanne G. Diggs  
Township Manager

Willingboro Township  
One Salem Road  
Willingboro, NJ 08046  
(609) 877-2200 Ext. 1035  
FAX(609)589-7841



Sent To  
Mara  
6-16-11 JC

**RESOLUTION NO. 2011-21**

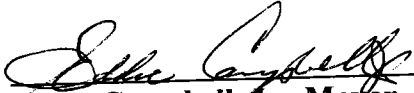
**AUTHORIZING AN INTERLOCAL SERVICE AGREEMENT  
BETWEEN WILLINGBORO TOWNSHIP AND BEVERLY CITY**

**WHEREAS, Beverly City has requested an inter-local agreement with  
Willingboro Township for Animal Control Services; and**

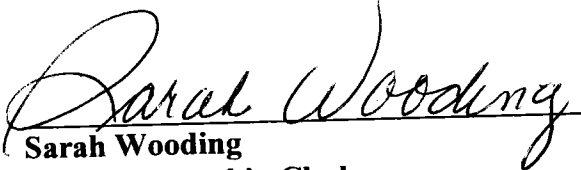
**WHEREAS, Willingboro Township has determined that it is reasonable to provide  
the services based on an inter-local service agreement.**

**Now, THEREFORE, BE IT RESOLVED, By the Township Council of the  
Township of Willingboro, assembled in public session this 25<sup>th</sup> day of January, 2011, that  
the Mayor and Clerk are hereby authorized to sign the attached Interlocal Services  
Agreement (January 1, 2011 through December 31, 2011).**

**BE IT FURTHER RESOLVED, that copies of this resolution be provided to Beverly  
City, the Finance Office and the Police Department for their information and attention.**

  
Eddie Campbell, Jr., Mayor

**Attest:**

  
Sarah Wooding  
Deputy Township Clerk

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	<input checked="" type="checkbox"/>			
Councilman Ayer	<input checked="" type="checkbox"/>			
Councilman Gordon	<input checked="" type="checkbox"/>			
Deputy Mayor Jennings	<input checked="" type="checkbox"/>			
Mayor Campbell	<input checked="" type="checkbox"/>			



# TOWNSHIP OF WILLINGBORO

*MUNICIPAL COMPLEX ONE SALEM ROAD  
WILLINGBORO, NEW JERSEY 08046  
(609) 877-2200 FAX (609) 835-0782*

January 27, 2011

Municipal Clerk  
City of Beverly Municipal  
446 Broad Street  
Beverly City, New Jersey 08010

RE: **Authorized Inter-local Service Agreement  
Between Willingboro Township and Beverly City**

Dear Municipal Clerk:

With regard to the above mention agreement, attached are two copies which have been signed and dated by Mayor Campbell. Please provide us with a fully executed copy upon completion.

Thank you.

Sincerely,

Sarah Wooding  
Deputy Township Clerk

Encl.

CC: Police Department  
Finance  
File

Inter-Local Agreement  
For the Provision of Animal Control Services

This Agreement made this 25th day of January, 2011, by and between the Township of Willingboro, a Municipal Corporation with principal offices at the Municipal Complex, One Salem Road, Willingboro, Burlington County, New Jersey, hereinafter called "Willingboro" and the City of Beverly, a Municipal Corporation with principal offices at 446 Broad Street, Beverly City, New Jersey, hereinafter called "Beverly City," for animal control services.

That Willingboro hereby agrees to perform animal control services for Beverly City.

This Agreement shall be for a one (1) year term commencing on January 1, 2011, and ending December 31, 2011. This Agreement shall be renewable on a yearly basis provided that each party agrees to the extension two weeks in advance of the expiration of said term.

Both parties have the right to terminate this agreement by giving the other party thirty (30) days written notice of the election to do so. Any notice from Beverly City to Willingboro under or in regard to this agreement may be served by mailing a copy thereof to the "Township of Willingboro" at One Salem Road, Willingboro, New Jersey, or at such other place as Willingboro from time to time in writing may appoint

Definitions:

An animal for the purpose of this agreement is defined as a domestic dog or cat, or in the case of a request to remove a dead "animal" from either public right-of-way or private property, an "animal" shall be defined as a domestic dog or cat.

A call is defined as a request by the municipality to pick-up roaming dog or cat on public or private property, or to remove a dead animal. A call is also defined as a request to include animal cruelty investigations, transportation of birds or domestic animals for the testing of West Nile Virus, Rabies testing, as well as transportation of quarantined animals involving bites.

Coverage:

An Animal Control Officer will issue summonses and testify in court for alleged violations of Beverly City ordinances, and will assist in all Animal Cruelty cases when requested.



In the event that a qualified Animal Control Officer designated by the Township of Willingboro shall be away for an extended period, due to injury or illness, Willingboro shall replace said Animal Control Officer with another qualified person, but if the officer is ill or injured for a short period, there shall be no obligation on the part of Willingboro to substitute for said officer.

Animals picked up by Willingboro shall be delivered to the Burlington County Animal Shelter. Beverly City shall be responsible for any and all fees associated with the services of the Burlington County Shelter. In the event that a sick or injured animal is picked up within Beverly City, the cost of required veterinarian care shall be the responsibility of Beverly City.

It is hereby agreed that the ordinary hours shall be between 7 am and 8 pm, and that an ordinary response time shall be within 30 minutes after a call is transmitted by the dispatcher of the Animal Control Officer, unless the officer is handling a priority call. Responses shall be in the order that the calls were received without regard to the municipality where it originates; except that any call involving a report of an animal that has attacked a person shall receive a higher priority than other calls.

#### Financials:

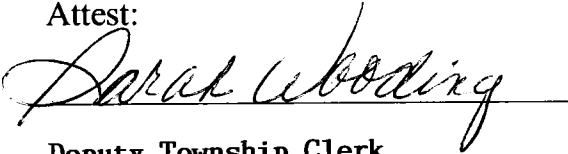
Beverly City shall pay a fee of \$5000 per year for the above mentioned animal control services. A fee of \$50 per call for emergencies will be levied. An Emergency will be established by the risk to people or other animals during non-patrolled hours. Both parties will agree in advance of payment to the emergency.

Willingboro hereby assumes all responsibility for its employees and agrees to protect, indemnify, and hold harmless Beverly City, its successors and assigns, from and against any and all loss, damage or injury, together with cost and expenses incidents thereto, arising in any manner, either directly out of the services contracted under the terms of this contract, which are performed by or on behalf of Willingboro Township, whether such loss, damage or injury shall be to property or to persons, and Willingboro shall upon notice assume the defense and cost of any action thereto.

Willingboro represents that it has secured adequate insurance for liability and other risks, which may result from actions undertaken by the terms of this said contract.

IN WITNESS WHEREOF, parties hereto have caused this Agreement to be executed as of the day and the year written above.

Attest:



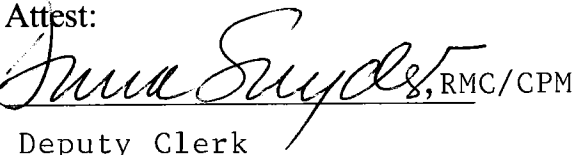
Deputy Township Clerk

Township of Willingboro



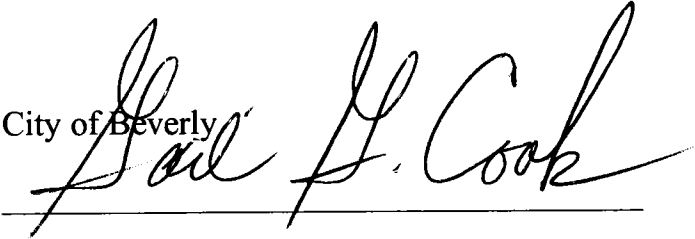
Mayor

Attest:



Deputy Clerk

City of Beverly



Mayor

✓

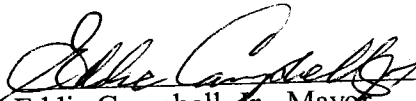
**RESOLUTION NO. 2011—22**

**AUTHORIZING A ONE YEAR EXTENSION FOR  
THE THIRD PARTY BILLING SERVICES (EMERGENCY MEDICAL SERVICES)  
CONTRACT**

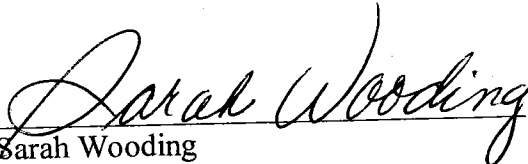
WHEREAS, the Township Council of the Township of Willingboro through the adoption of Resolution No. 2010—37 for Third Party Billing Services—Emergency Medical Services to **DM MEDICAL BILLINGS, 20 E. Taunton Road, Suite 500, Berlin, New Jersey 08009**, be extended for a period of one (1) year through December 31, 2011 as stated in Resolution No. 2010-37 and pursuant to N.J.S.A. 40A:11-15; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 25<sup>th</sup> day of January, 2011, that the said extension be granted through December 31, 2011.

BE IT FURTHER RESOLVED, that copies are forwarded to the Director of Finance and Director of the Fire Department for their information and attention.

  
Eddie Campbell, Jr., Mayor

Attest:


  
Sarah Wooding  
Deputy Township Clerk

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	✓			
Councilman Ayer	✓			
Councilman Gordon	✓			
Deputy Mayor Jennings	✓			
Mayor Campbell	✓			

# WILLINGBORO FIRE DEPARTMENT

## Memo

**To:** Joanne Diggs, Township Manager

**From:** Anthony Burnett, Chief of Department 

**CC:** Sarah Wooding, Deputy Township Clerk  
Greg Rucker, Director of Public Safety  
Barbara Lightfoot, Acting Director of Finance

**Date:** 1/24/2011

**Re:** **THIRD PARTY BILLING SERVICES – EMS / (Resolution No. 2010-37)**

---

I am writing this memo to recommend the Third Party Billing Services (Emergency Medical Services) Agreement between the Township of Willingboro and DM Medical Billings, LLC be extended for a period of one (1) year through December 31, 2011 as stated in Resolution No. 2010-37 and pursuant to N.J.S.A. 40A:11-15.

*AK 1/25/11*

*JW Diggs 1/25/11*

✓

**RESOLUTION NO. 2011--23**

**AUTHORIZING THE APPROVAL OF VOUCHERS FOR PAYMENT & RATIFICATION**

**WHEREAS, Willingboro Township Council received the January 2011 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 25<sup>th</sup> day of January, 2011, 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 Finance for her information and attention.**

  
Eddie Campbell, Jr., Mayor

**Attest:**

  
Sarah Wooding  
Deputy Township Clerk

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	✓			
Councilman Ayer	✓			
Councilman Gordon	✓			
Deputy Mayor Jennings	✓			
Mayor Campbell	✓			



RESOLUTION NO. 2011—24

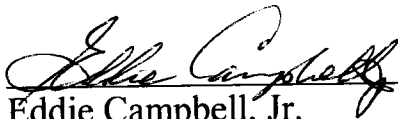
A RESOLUTION AUTHORIZING REFUNDS FOR OVERPAYMENTS OF TAXES

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

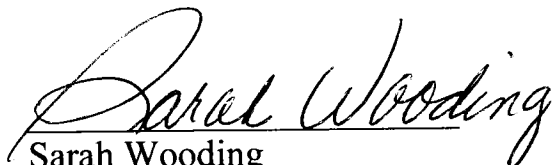
WHEREAS, refunds are due for these overpayments as listed on the attached schedule and made a part hereto;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 25<sup>th</sup> day of January, 2011, 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 their information, attention and compliance.

  
Eddie Campbell, Jr.  
Mayor

Attest:

  
Sarah Wooding  
Deputy Township Clerk

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	<input checked="" type="checkbox"/>			
Councilman Ayer	<input checked="" type="checkbox"/>			
Councilman Gordon	<input checked="" type="checkbox"/>			
Deputy Mayor Jennings	<input checked="" type="checkbox"/>			
Mayor Campbell	<input checked="" type="checkbox"/>			

GENEVA JACKSON & ILENE LENNON 496 CHARLESTON ROAD WILLINGBORO, NJ 08046 BLOCK 608 LOT 21 496 CHARLESTON ROAD OVERPAYMENT TAXES	\$276.13
DARRELL PLOWDEN 27 PICKWICK LANE WILLINGBORO, NJ 08046 BLOCK 322 LOT 19 27 PICKWICK LANE OVERPAYMENT TAXES	\$1,267.44
ANTONIO DAVIS & TOYA RHOADES 22 STAFFORD LANE WILLINGBORO, NJ 08046 BLOCK 130 LOT 31 22 STAFFORD LANE OVERPAYMENT TAXES	\$1,492.08
JAMES O. BALTIMORE 1 NEW COACH PLACE WILLINGBORO, NJ 08046 BLOCK 1003 LOT 81 1 NEW COACH PLACE OVERPAYMENT TAXES	\$250.00

**A RESOLUTION OF THE TOWNSHIP OF WILLINGBORO AUTHORIZING THE EXECUTION OF AN AGREEMENT FOR PURCHASE OF REAL PROPERTY AND LETTER OF PERMISSION FOR RIGHT OF ENTRY UPON THE OLYMPIA LAKES/WILLINGBORO NATURE PRESERVE WITH THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF BURLINGTON**

**WHEREAS**, the Township of Willingboro ("the Township") owns the Olympia Lakes/Willingboro Nature Preserve, Block 13, Lots 2.01, 3 and 4, ("the Property"), purchased pursuant to an agreement with the Board of Chose Freeholders of Burlington County and the New Jersey Department of Environmental Protection Green Acres Program ("Green Acres"), in accordance with N.J.S.A. 13:8A-1, *et seq.*, N.J.S.A. 13:8a-19, *et seq.*, N.J.S.A. 13:8A-35, *et seq.*, N.J.A.C. 7:36-1.1, *et seq.*, and all Green Acres Bond Acts (collectively, "the Green Acres Laws"); and

**WHEREAS**, the Board of Chosen Freeholders of Burlington County ("the County"), which also provides substantial funding for the purchase of the Property, is interested in obtaining the Property for preservation, conservation and recreation purposes that are consistent with the Green Acres Laws, and it is eligible to receive Green Acres funding; and

**WHEREAS**, the Township Council, has determined that it is in the best interest of the Township to enter into an Agreement for the Purchase of the Property with the County to transfer the Property to the County; and

**WHEREAS**, on December 21, 2010, the Township held a public hearing , pursuant to N.J.A.C. 7:36-1.1, *et seq.* as required by Green Acres Laws, to notify the public about the transfer of the property and to answer any questions of the public; and

**WHEREAS**, the public did not submit any additional comment after the public hearing; and

**WHEREAS**, County has offered to accept the conveyance of the Property from the Township on certain conditions and Township is willing to convey the Property to the County; and

**WHEREAS**, the Township and the County have specified a Burlington County Land Preservation Program Agreement for the Property, for the sum of \$1.00, conditioned upon the approval of the Board of Chosen Freeholders of the County and attached hereto.

**NOW, THEREFORE, BE IT RESOLVED THAT**, in open public session on this 25<sup>th</sup> day of January, 2011, the Township Council of the Township of Willingboro hereby authorizes the Mayor to execute the Burlington County Land Preservation Program Agreement for the Purchase of Real Property that being Olympia

HOLD  
1/26/11  
I signed &  
sealed copies  
sent to Armstrong  
- One to be returned

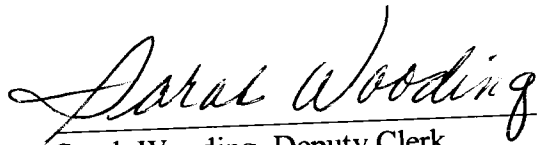


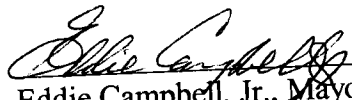
Lakes/Willingboro Nature Preserve, subject to the Green Acres Project Agreements and approval.

**BE IT FURTHER RESOLVED THAT:**

1. The Mayor is also authorized to execute the Letter of Permission for Right of Entry for Burlington County to enter upon the premises of Olympia Lakes/Willingboro Nature Preserve attached hereto; and

2. A copy of this resolution shall be provided to the Burlington County Board of Chosen Freeholders and to the State of New Jersey Department of Environmental Protection Green Acres Program for their information and attention.

  
Sarah Wooding, Deputy Clerk

  
Eddie Campbell, Jr., Mayor

a copy of this resolution shall be provided to the Burlington County Board of Chosen Freeholders and the Department of Environmental Protection Green Acres Program.

---

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	✓			
Councilman Ayrer	✓			
Councilman Gordon	✓			
Dep. Mayor Jennings	✓			
Mayor Campbell	✓			

Res.# \_\_\_\_\_ Date

Prepared by: JEFFREY N. RABIN  
SENIOR ASSISTANT COUNTY SOLICITOR

---

**BURLINGTON COUNTY LAND PRESERVATION PROGRAM  
AGREEMENT FOR THE PURCHASE OF REAL PROPERTY**

Transaction Summary

SELLER: TOWNSHIP OF WILLINGBORO, with a mailing address of Willingboro Municipal Complex, One Salem Road, Willingboro, NJ 08046:

BUYER: THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF BURLINGTON, with administrative offices at 49 Rancocas Road, Mount Holly, New Jersey 08060

PROPERTY: Block 13, Lots 2.01, 3 and 4, Willingboro Township, Burlington County, New Jersey (the "Property").

END OF COMMITMENT PERIOD: 60 days following the Effective date.

\*\*\*\*\*

**WITNESSETH:**

WHEREAS, Buyer is a body politic and corporate of the State of New Jersey which believes that the acquisition of real property for farmland and opens space preservation and recreation and conservation purposes is in the public interest and benefits the citizens of Burlington County; and

WHEREAS, Buyer is interested in obtaining the Property to accomplish these purposes; and

WHEREAS, Seller has represented that it is the exclusive owner of the Property described in the Transaction Summary; and

WHEREAS, Buyer has offered to accept the conveyance of the Property from Seller on certain conditions and Seller is willing to convey to Buyer; and

WHEREAS, the parties wish to specify the terms of this sale;

NOW, THEREFORE, in consideration of the foregoing and of the benefits accruing to each, the parties agree to the following:

1.1. Definitions.

"**Closing**" or "**Closing Date**," means the date on which the Buyer has determined that all conditions to its purchase have been satisfied and the Buyer makes payment to the Seller on the terms and conditions stated in this Agreement.

"**Commitment Period**" means the period of time stated in the Transaction Summary during which Seller agrees to be bound by this Agreement and Seller's offer to sell to Buyer.

"**Contract Term**" means the period of time specified as the Commitment Period and such additional periods of time as the parties agree.

"**Effective Date**" of this Agreement shall be the date that both parties have executed the Agreement, the Buyer has authorized the purchase by resolution and both parties have received a fully executed copy of this Agreement.

"**Hazardous Substance**" means any substance, chemical or waste that is listed as hazardous, toxic or dangerous under any federal or New Jersey law or regulation.

"**State**" or "**DEP-G/A**" means the State of New Jersey Department of Environmental Protection, Green Acres program, which provides financing for open space acquisitions.

1.2. INTERPRETATION OF AGREEMENT. Seller and Buyer acknowledge and agree that this Agreement is the product of arms' length negotiations, each party having had the opportunity to review its terms with any and all advisors including, but not limited to, attorneys and accountants. Accordingly, the parties agree that this Agreement shall be interpreted in accordance with its terms and that neither party is entitled to preferential interpretation of this Agreement.

1.3. TERMS WITH MULTIPLE MEANING. Unless otherwise specified, use of the singular number includes the plural and the plural shall include the singular.

2.0. COMMITMENT TO SELL AND PURCHASE. In accordance and compliance with the terms and conditions of this Agreement, Seller agrees to sell and Buyer agrees to buy the full fee simple interest in the Property. This sale consists of (a) the land and all the buildings, other improvements and fixtures on the land and (b) all of the Seller's rights relating to the land.

2.1. PROPERTY'S CONDITION AT CLOSING. The Property shall be conveyed to Buyer in "as is" condition.

2.2. SELLER'S TITLE: At closing, the title to be conveyed by Seller shall be marketable and insurable by the title insurance firm of Buyer's choice. "Marketable title" is one which is insurable at regular rates by a title company/agent/insurer authorized to do business in New

Jersey ("Title Insurer") as selected by Buyer. Seller is responsible for ensuring that except for the State of New Jersey Green Acres Project Agreements and Deeds of Easements, there are no other ownership interest or claims against the Property, and that any documents purporting to create any such interests, including but not limited to deeds, quitclaims or bills of sale, have been extinguished, terminated or discharged.

2.3. SELLER'S AGREEMENT UNCONDITIONAL. During the Commitment Period, Seller shall not be entitled to rescind, cancel or terminate this Agreement, nor take any other action which would impair or is contrary to Seller's promise to perform in accordance with the terms of this Agreement.

2.4. SELLER'S REPRESENTATIONS AND WARRANTIES. As an inducement to Buyer to enter into this Agreement, Seller represents and warrants to Buyer that:

a. Seller is the owner of the Property, and with the approval of the State of New Jersey DEP/GA, has the power and authority to enter into this Agreement and to consummate the transaction herein contemplated.

b. Subject to the DEP/GA Project Agreements, the execution, delivery and performance of this Agreement by Seller and the consummation of the transaction contemplated hereby in the manner contemplated herein will not violate any provision or any legal requirements to which Seller or the Property is subject, nor any judgment, order, writ, injunction or decree of any court applicable to Seller or to the Property, nor will constitute a default under the terms or provisions of any agreement, document or other instrument to which Seller is a party or by which it or the Property is bound.

c. this Agreement is a legal, valid and binding obligation of Seller, enforceable in accordance with its terms.

d. there are no proceedings pending before any court, grand jury, administrative agency or other investigative body or governmental department, commission, board, agency, bureau or instrumentality of any kind of or concerning Seller or the Property, and Seller has no knowledge that any such proceeding is threatened against Seller or the Property that (i) involves the validity or enforceability of this Agreement or any other instrument or document to be delivered by Seller pursuant hereto; (ii) enjoins or prevents or threatens to enjoin or prevent the proposed sale or the performance of Seller's obligations hereunder or (iii) relates specifically or peripherally to the Property or the title thereto, with the exception of the DEP/GA Project Agreements.

e. Seller has received no notice of violation of any statute, ordinance, rule, regulation or insurance requirement which has not been corrected, and Seller has no knowledge of any such violation.

f. there are no existing or pending contracts of sale, liens, judgments, consent orders, options to purchase or rights of first refusal or first offer with respect to the Property, or

any part thereof, recorded or unrecorded, and there are no tenancies relating to the Property, except for DEP-G/A Project Agreements and Deeds of Encumbrance on the Property which shall be satisfied at Closing. Seller shall, prior to the Closing Date, terminate any and all tenancies on the Property and ensure that the Property is vacant on or before Closing.

g. there are no management, service, maintenance, or other agreements with respect to or affecting the Property which will survive the closing of title.

h. the sum of all claims or encumbrances against the Property do not exceed the sales price.

i. to the best of Seller's knowledge, (i) all taxes currently due and payable with respect to the Property have been paid, (ii) there is no proceeding pending for the adjustment of the assessed valuation of all or any portion of the Property and (iii) there is no abatement in effect with respect to all or any portion of the real estate taxes.

j. Seller has not received any notice of any condemnation proceeding or other proceedings in the nature of eminent domain in connection with the Property, and to Seller's actual knowledge no taking has been threatened.

k. the only structures located on the Property are:

a partial fence.

l. There are no wells on the Property. Seller has given no person any right or license to draw water from any water wells located on the Property, and has given no person any right, license or easement to drain surface water from any other lands onto the Property.

m. Seller has given no person any right, license or easement to cross over the Property for any purpose, provided however, that this property is public nature preserve/ parkland.

2.5. REPRESENTATIONS CONCERNING THE PROPERTY'S CONDITION. Seller makes the following certifications and warranties, to the best of Seller's knowledge and belief, made without occupying the Property or doing any investigations, to Buyer, Buyer shall rely upon its own investigations and due diligence with respect to the condition of the property:

a. Seller makes no representations as to the prior use of the Property, notwithstanding that Seller has no knowledge that the Property was ever used for the manufacture, refining, transportation, treatment, storage, handling or disposal of hazardous substances of any nature;

b. Seller makes no representations as to the existence of hazardous waste or

hazardous substances on or under the Property.

c. Seller makes no representations as to whether hazardous substances were ever spilled on or buried in the Property.

d. To the best of Seller's knowledge and information, there is neither an operating nor a closed landfill or area that has been used for disposal of waste on the Property. Buyer acknowledges that Seller has advised Buyer that there is a nearby closed landfill which may have contaminated groundwater on neighboring properties.

e. To the best of Sellers' knowledge and information, there are no aboveground or underground storage tanks containing fuel or hazardous substance on the Property.

f. Seller has not received notification from any person including, but not limited to, federal, state or local government asserting that Seller or any prior owner of the Property is liable for costs attributable to the discharge of hazardous substances on the Property or on nearby lands from activities conducted on the Property.

g. Seller has no knowledge that any hazardous chemicals, pesticides, herbicides or any petroleum or other fuel, used or unused, has been disposed of in any septic system on the Property. Seller has not authorized any person including, but not limited to, any person allowed to farm the Property, to dispose of any wastes in any septic system on the Property.

h. To the best of Seller's knowledge no wastewater treatment plant sludge or sludge-derived fertilizer has been applied on or injected below the surface of the Property.

Any exception(s) to the foregoing certifications shall be declared in writing, which document shall be attached to and incorporated into this Agreement.

2.6. **SURVIVAL OF SELLER'S REPRESENTATIONS AND WARRANTIES.** The representations and warranties made by Seller in sections 2.4 and 2.5 are true, accurate and complete and not misleading in any material respect as of the date hereof and shall be deemed to be repeated at and as of the Closing Date, and, subject to the provisions of Section 2.7, shall be true, accurate and complete and not misleading in any material respect as of such date. The representations and warranties made by Seller in this Section shall survive closing.

2.7. **MATERIAL CHANGES IN REPRESENTATIONS AND WARRANTIES.** Seller shall promptly advise Buyer of (a) the occurrence or development of any condition subsequent to the Effective Date which constitutes a material change in any of the representations and warranties set forth in Sections 2.4 and 2.5 or (b) the receipt of information which is inconsistent with any

of the representations and warranties made in Sections 2.4 and 2.5. (Together, conditions subsequent and/or inconsistent information referred to herein shall be referred to as a "Material Change"). Seller shall advise Buyer of Seller's ability to cure such condition before the Closing and the period of time needed to do so.

2.7.1. **TERMINATION FOR MATERIAL CHANGE.** Buyer shall be entitled to terminate this Agreement if:

- i. The DEP-G/A informs Buyer that it will not provide State funds for Buyer's purchase of the Property as a result of Material Change; or
- ii. the Material Change will prevent, either permanently or for the foreseeable future, use of the Property for recreation and conservation purposes; or
- iii. Seller is unwilling to cure the condition.

2.8. **SELLER'S RESPONSIBILITIES AT CLOSING.** On the Closing Date, Seller shall deliver to Buyer the following, in forms prepared by and satisfactory to Buyer and Buyer's Title Insurer:

- a. a duly executed Bargain and Sale Deed With Covenants Against Grantor's Acts for the Property in proper statutory form for recordation, naming Buyer as the grantee.
- b. a duly executed Residency Certification of Seller in form prescribed by Buyer.
- c. a duly executed and notarized Seller's Affidavit of Title as required by Buyer's title insurer and/or the County Solicitor.
- d. such other documents and instruments as Buyer, its Title Insurer or DEP-G/A may reasonably request in order to perfect title in Buyer or otherwise to carry out the purposes of this Agreement, including but not limited to any documentation regarding Seller's title to the property and/or any Seller's Certification required for tax purposes.
- e. a certificate executed by Seller to the effect that the representations and warranties of Seller set forth in Sections 2.4 and 2.5 are true, accurate and complete on and as of the Closing Date and are not misleading in any material respect on and as of such date, and
- f. form 1099s and W9s, as needed, which the Title Insurer shall be instructed to file with the Internal Revenue Service after closing.

3.0. **COMPENSATION TO SELLER.** In consideration of Seller's execution of a Deed conveying the Property to the Buyer and execution and delivery of such other documents as

Buyer deems reasonably necessary for the sale, Buyer shall pay Seller the sum of ONE DOLLAR (\$1.00), subject to those Closing adjustments referred to in this Agreement.

3.1. DISBURSEMENT OF COMPENSATION. The payment shall be made to Seller pursuant to the following terms and conditions:

\$1.00 shall be paid at Closing, subject to the following adjustments to be made at the time of closing:

a. Seller is responsible for all unpaid charges (assessments) against the Property for work completed before the Closing.

b. Brokerage/Real Estate Agent Fee. Seller represents that they have not used a broker in this transaction.

c. Adjustments at Closing. Buyer and Seller agree to adjust the following expenses as of the Closing Date: rents, municipal water charges, sewer charges and taxes. Buyer and Seller shall each pay half the cost of the Title Closing Agent at Closing.

d. Buyer shall have the right to pay off any monetary encumbrances against the Property on the Closing Date out of the cash then payable, provided recordable instruments of release or discharge of such encumbrances in form and substance reasonably satisfactory to Buyer's counsel, the State of New Jersey DEP-G/A, and Title Insurer are delivered to Buyer at or prior to Closing and the Title Insurer agrees to delete such encumbrances from the fee policy to be issued to Buyer. Seller shall pay the cost of terminating or discharging all such monetary encumbrances.

#### SELLER'S RESPONSIBILITIES DURING COMMITMENT PERIOD.

4.1. EVIDENCE OF SELLER'S TITLE. Seller shall be responsible for providing Buyer with copies of any documents in Seller's possession which evidence or confirm Seller's title, which documents shall be provided within fifteen (15) days of the Effective Date of this Agreement. Seller shall cooperate with the Buyer's Title Insurer and to execute such documents as may be required to confirm Seller's title.

4.1.1. LIMIT OF BUYER'S TITLE SEARCH. Buyer's Title Insurer shall not be liable for researching Seller's title more than 60 years prior to the current year. If Buyer's title agent is unwilling to insure title to all or any portion of the Property on the basis of such a search, responsibility for establishing Seller's good title to the satisfaction of Buyer's title agent and insurer shall be on Seller.

4.2. EXTENSION TO CONFIRM SELLER'S TITLE. Seller agrees that the Commitment



Period defined in the Transaction Summary shall be extended for up to 45 days if Buyer's title insurance agent encounters difficulty in confirming Seller's clear title to all or any portion of the Property.

4.3. PAYMENT OF TAXES AND IMPOSITIONS. Seller will pay and discharge, or cause to be paid and discharged, before they become delinquent, all real estate taxes and assessments levied upon or assessed against the entire Property. Seller agrees that the Property will remain tax-exempt, which agreement shall survive the Closing of title.

4.4. NO LIENS OR ENCUMBRANCES. Seller will not create or suffer or permit to be created any liens or encumbrances against the Property arising subsequent to the date of this Agreement, with the exception of currently existing DEP-G/A Deeds of Encumbrance upon the property. Seller shall promptly remove and discharge any liens or encumbrances, to the extent that it is authorized to do so in accordance with the DEP-G/A rules, regulations and project agreements.

4.5. SELLER'S MAINTENANCE OF THE PROPERTY. Seller promises, covenants and agrees to take no action with respect to the Property that is detrimental to or modifies the land's condition at the time of execution of this Agreement. Prohibited actions include, but are not limited to, removing soil, rocks or any other earthen materials from the Property, allowing the dumping of material on the Property or allowing regulated wetlands conditions to develop. Seller retains the right to remove all fixtures and components of any structure on the Property, as well as fencing, shrubbery and other plantings, prior to surrendering possession of the Property to Buyer.

4.6. SELLER COOPERATION IN STUDIES. Seller covenants, promises and agrees to cooperate in any and all tests conducted by, for or on behalf of Buyer to assess the condition of the Property and its current use. Said cooperation shall include responding to inquiries and providing access to the Property.

4.7. CONDEMNATION. Seller shall notify Buyer in the event that any proceedings or negotiations are instituted which result or may result in a taking by condemnation or eminent domain of the Property or any portion thereof, in which case Buyer shall have the unconditional right to terminate this Agreement. Regardless of the size of the taking, if the Buyer elects to proceed with the purchase the sales price shall be adjusted in accordance with the Agreement of the parties.

4.8. INDEMNIFICATION OF BUYER FOR HAZARDOUS CONDITION OF THE PROPERTY. Seller hereby indemnifies and holds Buyer and Buyer's successors and assigns harmless from and against any and all claims which may be made, judgments awarded, penalties assessed or orders entered which now exist or which may subsequently exist of or pertaining to the presence of hazardous substances on or discharges from the Property which occurred prior to Seller's conveyance of the Property to Buyer. Buyer's acceptance of a Deed from Seller conveying the Property to Buyer shall not constitute nor be deemed to be an assumption of liability for any presence of hazardous substances on or discharges from the Property which

occurred prior to Closing.

#### CONDITIONS TO BUYER'S PERFORMANCE.

5.0. SATISFACTION OF CONDITIONS. Buyer's obligation to purchase the Property is contingent on the satisfaction of each and every condition and contingency specified in this Agreement. If any condition or contingency is not satisfied by the Closing Date, such condition may be waived, in whole or in part by Buyer (but only to the extent specified in writing by Buyer) and Buyer, at its sole option, may proceed with Closing, or Buyer may terminate this Agreement or the parties may agree to extend the Closing Date until any unsatisfied condition or contingency is satisfied.

5.1. STUDIES OF THE PROPERTY. Seller agrees that Buyer may conduct tests of the Property at Buyer's expense to ascertain whether there are conditions on the Property which are unacceptable to Buyer. Such testing must be completed on or before sixty (60) days from the Effective Date of this Agreement. Seller agrees that these tests shall include, but are not limited to, a Phase I and Phase II environmental assessment of the Property, assessments of the septic systems' contents, and assessing the presence and levels of hazardous materials in, on or below the soils, or the structures and water bodies on the Property. Buyer shall have the right to apply for a letter of nonapplicability from the New Jersey Department of Environmental Protection stating that the Property is not subject to the Industrial Site Recovery Act, N.J.S.A. 13:1K-6 et seq., and Seller agrees to cooperate in the making of said application.

5.2. SURVEY OF PROPERTY. Seller agrees that as a condition to making this purchase Buyer shall be entitled to obtain a survey of the Property by the surveyor of its choice and at Buyer's expense. Seller agrees to cooperate with the surveyor in all respects. Execution of this Agreement shall constitute Seller's authorization to Buyer's surveyors to enter upon the Property on not less than twenty-four (24) hours' prior notice by telephone to Seller or Seller's agent as necessary to complete the survey.

5.3. RESOLUTION OF SELLER'S TITLE TO THE PROPERTY. As stated above, Seller is required to convey good, marketable and insurable title to the Property, so that Buyer's title will be insurable at regular rates. In the event that Buyer's Title Insurer is unwilling to insure title to all or any part of the Property, the Buyer shall have the following rights:

- a. terminate this Agreement.
- b. extend the time for Closing if Seller desires to establish Seller's good title to that portion of the Property deemed not insurable by the Buyer's title agent, or
- c. purchase that portion of the Property having insurable title, with an appropriate adjustment to the purchase price to reflect the reduced Property size.

If Seller is unwilling to take whatever steps are necessary to establish Seller's good, marketable

and insurable title to the Property, Buyer shall have the right to terminate this Agreement.

5.4. **INSPECTIONS OF THE PROPERTY.** Buyer, Buyer's servants, agents and contractors and the State, and its servants and agents, shall have the right to inspect the Property at any time prior to the time scheduled for closing. Absent special need therefore, all inspections shall be conducted during daylight hours.

#### TERM OF CONTRACT AND CONTRACT TERMINATION/CANCELLATION

6.0. **CONTRACT TERM.** This Agreement shall be for the 60-day period following the Effective Date. The parties contemplate that Closing shall occur within said period.

6.1. **EXTENSION OF CONTRACT TERM.** In the event that closing does not occur within 90 days of the Effective Date of this Agreement, the term of this Agreement may be extended on the mutual agreement of both of the parties.

6.2. **RISK OF LOSS.** Risk of loss or damage to the Property by fire, flood or any other cause prior to closing shall be and is assumed by the Seller. At its sole discretion the Buyer may elect to terminate this Agreement or limit the area of the Property subject to this Agreement in the event that the Property is substantially damaged or the potential for recreational or farm use of the Property is substantially impaired as a result of any occurrence between the Effective Date of this Agreement and Closing. Seller is required to advise the Buyer of any occurrence which results in loss of or damage to the Property or the impairment of the Property's availability or usability for recreational or farm purposes.

#### DEFAULT IN PERFORMANCE.

7.0. **DEFAULT BY SELLER.** Violation of any term or condition of this Agreement by Seller shall constitute a default. "Default" includes, but is not limited to, the following actions by Seller:

- a. Seller advises Buyer that Seller does not intend to sell the Property to Buyer.
- b. Seller violates or fails to comply with any term of this Agreement and fails to cure said default within ten (10) days of the date of Buyer's demand upon Seller to do so.
- c. Seller fails to execute and deliver Deeds and all required supporting documentation required hereunder on the date of Closing. "Supporting documentation" includes, but is not limited to, affidavits of title acceptable to Buyer.
- d. Seller or any person acting on Seller's behalf has made a misrepresentation of material fact concerning the Property.

7.1. BUYER'S RIGHTS ON SELLER'S DEFAULT. In the event that Seller defaults in any term, covenant, requirement or condition of this Agreement, Buyer shall have the right to declare Seller in default and take any or all of the following actions:

a. terminate this Agreement.

8.0. COMPLETE AGREEMENT. This Agreement is the entire and only Agreement between Buyer and Seller and no other statements, promises or communications, whether written or oral, or made prior to, contemporaneous with or subsequent to the parties' execution hereof, shall be effective to modify or supersede this Agreement or any term herein.

8.1. MODIFICATION OF AGREEMENT. This Agreement can only be changed and no provision herein may be waived except by a writing signed by both Buyer and Seller. No writing shall be effective to bind Buyer unless personally signed by the Freeholder Director or Deputy Director.

9. JUDICIAL VENUE. The parties hereby agree and consent to jurisdiction of the Superior Court of New Jersey, Burlington County vicinage, in any action brought by either of them to enforce the terms of this Agreement, and that this Agreement shall be governed by and construed in accordance with New Jersey law and shall be subject to the requirements of all applicable laws and regulations adopted by the DEP-G/A. If any provision of this Agreement shall be or become invalid under any law, such invalidity shall not affect the validity or enforceability of any other provision hereof except at Buyer's election.

10. TIME FOR CLOSING. Buyer shall schedule a Closing or Closings after all preconditions to consummation of this sale have been satisfied. Notwithstanding the fact that all preconditions to Closing have been met, Buyer shall have the right to defer Closing to any date prior to the end of the Commitment Period.

10.1. LOCATION OF CLOSING. Closing shall be conducted at the office of the Burlington County Solicitor, 49 Rancocas Road, Mount Holly, New Jersey 08060 or such other place specified by Buyer.

11. NO ADJUSTMENTS IN PURCHASE PRICE FOR EXTENSION OF CLOSING DATE. Seller shall not be entitled to any additional compensation in the event that the date of Closing is extended for any reason.

12. NO COLLUSION BETWEEN THE PARTIES. Seller hereby affirms that neither Seller nor any person on Seller's behalf has made or agreed to make any valuable gift, whether in the form of service, loan, thing or promise, to Buyer or to any employees, servants or agents of Buyer for the purpose of influencing Buyer to make this purchase. In the event that Seller's affirmation herein is untrue Buyer shall have all rights on default described above as well as any other right that might be available to it under New Jersey law.

13. NOTICES. All notices to each party shall be made in writing, delivered personally or by first-class, postage-prepaid mail to the other party at the addresses stated in the Transaction Summary.

14. SURVIVABILITY OF COVENANTS: All covenants and agreements made by Seller in this Agreement are binding on Seller and on Seller's agents, attorneys, heirs, administrators, executors, personal and legal representatives, successors and assigns and shall survive closing. Buyer shall be entitled to record a Notice reporting the existence of this Agreement.

15. WAIVER OF BREACH. The waiver of a breach of any provision of this Agreement by Buyer shall not operate or be construed as a waiver of any subsequent breach. Delay in or failure of Buyer to declare Seller in breach of this Agreement shall not operate or be construed as a waiver thereof.

16. PERSONS BOUND. This Agreement shall be binding on the parties and on their heirs, executors, administrators, personal or legal representatives, successors and assigns.


IN WITNESS WHEREOF, and intending to be legally bound hereby, the parties have caused this Agreement to be executed.

(SEAL)

(SEAL)

**SELLER:**  
TOWNSHIP OF WILLINGBORO

**BUYER:**  
BURLINGTON COUNTY BOARD OF  
CHOSEN FREEHOLDERS

  
Eddie Campbell, Jr.  
Mayor

\_\_\_\_\_  
Bruce D. Garganio  
Burlington County Freeholder  
Director

Date: 1/20/11

Date: \_\_\_\_\_

Board of Chosen Freeholders of Burlington County  
Burlington County Legal Department  
County Office Building, Room 225  
49 Rancocas Road, Mount Holly, NJ 08060

**ATTENTION: Jeffrey N. Rabin, Senior Assistant County Solicitor**

Owner's Name: Township of Willingboro

Property Address: Block 13, Lots 2.01, 3 and 4,  
Willingboro Township, Burlington County

Project Name: Olympia Lakes/Willingboro Nature Preserve

County File: #63-210-10

Letter of Permission for Right of Entry for Burlington County and its agent(s) to enter upon premises to commence/complete construction and related work.

To Whom It May Concern:

Please accept this letter as an authorization by the owners of the subject property to enter upon the above-referenced location and conduct all appropriate and necessary work for the construction proposed by Burlington County. Permission is granted to aid the County's effort to manage this project, thereby providing permitted access to all the parties of interest, and reducing scheduling delays and related problems.

The granting of this permission to the County does not have the effect of waiving or compromising any legal right or remedy regarding the negotiation or the principle of eminent domain involved with any underlying transaction in determining just compensation.

Nothing in this right of entry shall be construed to render the County an "owner" or "operator" of the premises for purposes of the Environmental Clean-Up Responsibility Act (ECRA) or any other Federal or State provision assessing liability for any land owner. Any underlying liability for which the County is not the cause shall be the responsibility of the owner of the subject property.

Acceptance of this right of entry is considered operative upon delivery of this letter. Property owners herein shall be indemnified from any and all claims which may develop from the County or their agents action, with the exception of any action taken by the property owners or any underlying problem which existed before or during the time this right of entry is in effect.

\*\*\*\*\*

Permission is granted for the right of entry on the above premise(s) on this conditional basis. This document is complete, and no other representations have been made other than those in this document. I/We agree to the terms as set forth herein.

Name:



By:

1/24/11

Name:

By:

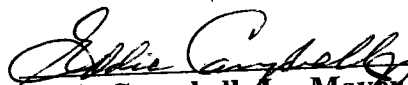
RESOLUTION 2011—26

A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO PROVIDING FOR THE APPOINTMENTS TO WILLINGBORO MUNICIPAL UTILITIES AUTHORITY COMMISSION

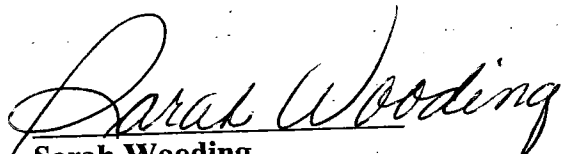
WHEREAS, vacancies exist on the Willingboro Municipal Utilities Authority Commission;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 25<sup>th</sup> day of January, 2011, that the attached lists represent the Council appointments to the Willingboro Municipal Utilities Authority Commission.

BE IT FURTHER RESOLVED, that copies of this resolution be forwarded to the appointees and to the Commissioner for their information and attention.

  
Eddie Campbell, Jr., Mayor

Attest:

  
Sarah Wooding  
Deputy Township Clerk

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	✓			
Councilman Ayer		✓		
Councilman Gordon		✓		
Deputy Mayor Jennings	✓			
Mayor Campbell	✓			

# WILLINGBORO TOWNSHIP

## Citizen Leadership Form

I, ANTHONY CLEMONS, hereby apply to perform public service on the following municipal authorities, boards or commissions:

- a) WMUA WATER COMMISSION
- b) \_\_\_\_\_
- c) \_\_\_\_\_

ANTHONY CLEMONS  
Name

32 BENDIX LANE  
City, State

Willingboro NJ 08046  
Zip

Please list any: education, prior volunteer experience, work related experience; or other civic involvement which could be of use to the authorities, boards or commissions which you listed above:

- MASTERS degree - PENN STATE LEADERSHIP DEVELOPMENT
- Former Township Council member
- School board member, former vice (President)

### Personal Information Not Subject to Public Disclosure\*

Primary Phone Number 609-835-2687

Address of Residence 32 BENDIX LANE, WILLINGBORO NJ 08046

Email Address ANTHONY\_CLEMONS@JUNO.COM

\*The information in this section is considered personal information, and is therefore deemed confidential for the purpose of P.L. 1963, c. 73 (C.47:1A-1 et seq.) and P.L. 2001, c. 404 (C.47:1A-5 et al).

Year: 2010



JAN 13 2011

**WILLINGBORO TOWNSHIP**

**Citizen Leadership Form**

I, Christopher Walker, hereby apply to perform public service on the following municipal authorities, boards or commissions:

- a) Commissioer, WMWA
- b) \_\_\_\_\_
- c) \_\_\_\_\_

Christopher Walker  
Name  
40 Buttonbush Ln.  
Willingboro, N.J.  
City, State  
08046  
Zip

Please list any: education, prior volunteer experience, work related experience; or other civic involvement which could be of use to the authorities, boards or commissions which you listed above:

**Personal Information Not Subject to Public Disclosure\***

Primary Phone Number 908-531-3414

Address of Residence 40 Buttonbush Ln.  
Willingboro, N.J 08046

Email Address Cwalker84@aol.com

\*The information in this section is considered personal information, and is therefore deemed confidential for the purpose of P.L. 1963, c. 73 (C.47:1A-1 et seq.) and P.L. 2001, c. 404 (C.47:1A-5 et al.).

Year: 2010



# TOWNSHIP OF WILLINGBORO

MUNICIPAL COMPLEX ONE SALEM ROAD

WILLINGBORO, NEW JERSEY 08046

(609) 877-2200 FAX (609) 835-0782

January 27, 2011

Joseph Bateman  
Executive Director  
WMUA  
433 JFK Way  
Willingboro, New Jersey 08046

Dear Mr. Bateman:

Enclosed is a copy of Resolution 2011-26, which was adopted by the Township Council at their January 25, 2011 meeting, appointing/re-appointing members to the Willingboro Municipal Utilities Authority Commission.

Thank you.

Sincerely,

Sarah Wooding  
Deputy Township Clerk

Encl.

CC: Mayor Campbell  
Anthony Clemons  
Christopher Walker  
WMUA Commissioner  
File

**RESOLUTION NO. 2011 27**  
**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 25<sup>th</sup> day of January, 2011, 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 6 in favor and 0 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 Contract negotiations matters and Personnel issues  
Discussion of mun. Prosecutor + Assistant Prosecutor based on RFQ

**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.

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

Attest:

*Dana Wooding*  
 Deputy Township Clerk

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	✓			
Councilman Ayer	✓			
Councilman Gordon	✓			
Dep. Mayor Jennings	✓			
Mayor Campbell	✓			

\* \* \* Communication Result Report ( Feb. 1. 2011 9:38AM ) \* \* \*

2}

Date/Time: Feb. 1. 2011 9:30AM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
7638 Memory TX	8354645	P. 4	OK	

Reason for error  
 E. 1) Hang up or line fail  
 E. 2) Busy  
 E. 3) No answer  
 E. 4) No facsimile connection  
 E. 5) Exceeded max. E-mail size

**WILLINGBORO TOWNSHIP**  
**ONE SALEM ROAD, WILLINGBORO, N.J. 08046**  
 Phone No. (908) 877-2200 Fax No. (908) 877-1278

TELEFAX COVER SHEET

TO: Barbara / Mr. Berman  
 COMPANY: WmUA  
 DATE: 2/1/2011  
 TO FAX NO. 835-4645

FROM: Rosal EXT. 1039 PAGES 4

SUBJECT: Barbara as per our  
phone consultation - Herb  
Presol. 28, 29, + 30. Would appreciate  
you letting me know that you rec'd  
 FOR YOUR INFORMATION PLEASE RESPOND them - THANKS  
MUCH.

THANK YOU.

✓

RESOLUTION 2011- 28

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO PROVIDING FOR THE APPOINTMENTS OF MEMBERS OF THE WILLINGBORO MUNICIPAL UTILITIES AUTHORITY**

**WHEREAS**, it has been determined that vacancies exist on the Willingboro Municipal Utilities Authority (WMUA); and

**WHEREAS**, the Township Council is authorized to appoint Members and Alternate Members of the WMUA, in accordance with N.J.S.A. 40:14B-4, et seq., and Willingboro Gen. Rev. Ordinances Section 2-15; and

**WHEREAS**, the term of Eddie Campbell, Jr., shall expire on 1/31/2011, it is the intention of the Township Council to appoint Eddie Campbell, Jr. as a Member Commissioner for a five year term effective 2/1/2011 to expire on 1/31/2016; and

**WHEREAS**, Member Ayisha Gordon, has resigned as a Member Commissioner from the Authority, effective 1/28/2011 leaving an unexpired term to 1/31/14; and


**WHEREAS**, it is the intention of the Township Council to appoint Alternate Member #2 James Gray to fulfill the unexpired term of Member Commissioner Aiysha Gordon, effective 1/28/2011 to 1/31/14; and


**NOW THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Willingboro, assembled in open public session on this 25<sup>th</sup> day of January, 2011, that the Township Council has made the following appointments to the Willingboro Municipal Utilities Authority:

1. Eddie Campbell, Jr., appointed as Member Commissioner to serve for a five year term 2/1/2011 to 1/31/2016.
2. James Gray, appointed 1/28/2011 as a Member Commissioner to serve an unexpired term to 1/31/14.

**BE IT FURTHER RESOLVED** that copies of this resolution shall be provided to the appointees and the Willingboro Municipal Authority for their information and attention.

Attest.

  
Sarah Wooding, Deputy Township Clerk

  
Eddie Campbell, Jr., Mayor

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	✓			
Councilman Ayrer	✓			
Councilman Gordon	✓			
Dep. Mayor Jennings	✓			
Mayor Campbell	✓			