

**RESOLUTIONS**

**2011**

**51 THROUGH 80**

RESOLUTION 2011—51

cc: fin  
Police  
Westampton  
Sent to  
10/20/11  
6-16-11  
JC

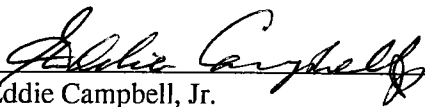
AUTHORIZING AN SHARED SERVICE AGREEMENT BETWEEN WILLINGBORO TOWNSHIP  
AND TOWNSHIP OF WESTAMPTON

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

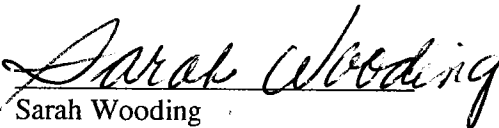
WHEREAS, Willingboro Township has determined that it is reasonable to provide the services based on an inter-local service agreement.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 22<sup>nd</sup> day of March, 2011, that the Mayor and Clerk are hereby authorized to sign the attached Inter-Local Services Agreement February 1, 2011 through January 31, 2012.

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

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

Attest:

  
\_\_\_\_\_  
Sarah Wooding  
Acting Township Clerk

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

Inter-Local Agreement  
For the Provision of Animal Control services

This Agreement made this 8<sup>th</sup> day of March, 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 Westampton Township, a Municipal Corporation with Principal offices at 710 Rancocas Rd, #1, Westampton, New Jersey, hereinafter called "Westampton Township," for animal control services.

That Willingboro hereby agrees to perform animal control Services for Westampton Township.

This Agreement shall be for a One (1) Year term commencing on February 1, 2011, and ending January 31, 2012. 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 Westampton Township to Willingboro under or in regard to this Agreement may be served by mailing a copy thereof to "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 Westampton Township 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, do 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. Westampton Township 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 Westampton Township, the cost of required veterinarian care shall be the responsibility of Westampton Township.

It is hereby agreed that the ordinary hours shall be between 7 am and 8pm, 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:

Westampton Township shall pay a fee of \$10,000 plus the amount of court overtime generated by Animal Control Officers, per year fee 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.

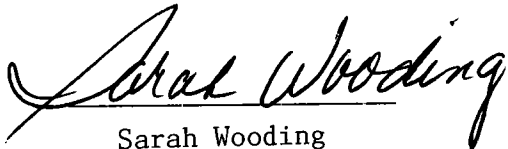
Willingboro hereby assumes all responsibility for its employees and agrees to protect, Indemnify, and save harmless Westampton Township, its successors and assigns, from and against any and all loss, damage or injury, together with cost and expenses incidents thereto, arising in any manner, either directly or out of the services contracted of under the terms of this contract, which are performed by or on behalf of Willingboro, 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:

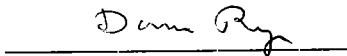
Township of Willingboro

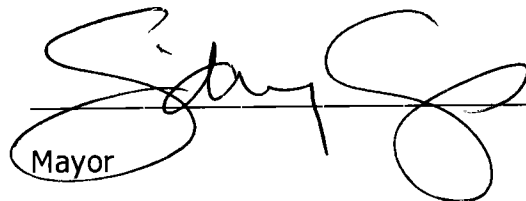
  
Sarah Wooding  
Acting Township Clerk

  
Mayor

Attest:

Westampton Township



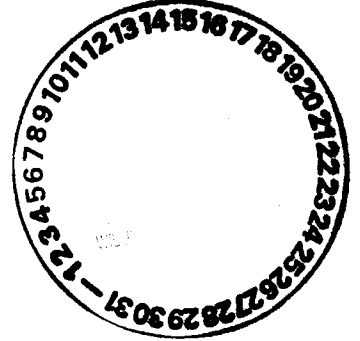
  
Mayor

*Sarah,*  
*Please put on agenda*  
*for 3/22/2011.*  
*Thanks,*  
*Joanne*

**TOWNSHIP OF WESTAMPTON**  
**COUNTY OF BURLINGTON**

710 RANCOCAS ROAD  
WESTAMPTON, N.J. 08060  
(609) 267-1891 ext. 6  
Fax (609) 267-7398

Office of Clerk/Administrator



March 11, 2011

Joanne Diggs  
Willingboro Township  
1 Salem Road  
Willingboro, NJ 08046

Dear Joanne:

Enclosed please find two signed copies of the Interlocal Agreement for Animal Control Services and a copy of Westampton Township Resolution No. 31-11 approving the signature of the agreement.

Please return a signed copy to us. Thank you.

Sincerely,

A handwritten signature in cursive script, appearing to read "Donna Ryan".

Donna Ryan  
Clerk/Administrator

**RESOLUTION NO. 2011- 52 \_\_\_\_\_**

**A RESOLUTION OF THE TOWNSHIP OF WILLINGBORO ACCEPTING THE  
GENERAL CODE PROPOSAL FOR THE REVIEW, PUBLICATION AND  
PRINTING OF THE TOWNSHIP'S GENERAL REVISED ORDINANCES**

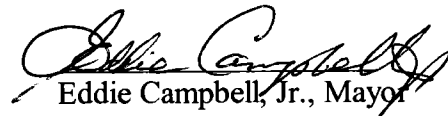
**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-5(x), et seq.) authorizes the Township to award any contract amount exceeding the bid threshold, as negotiated and awarded by the governing body without public advertising for bids “. . . if the subject matter consists of: . . the printing of municipal ordinances,, or other services . . in connection with the revision and codification of municipal ordinances.”

**WHEREAS**, it is in the best interest of the Township to review, to update and to make available electronically the Willingboro General Revised Ordinances; and

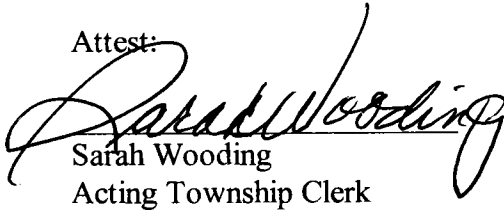
**WHEREAS**, the anticipated cost for the completion of a modern system of law for the township with the ordinances adopted through March 1, 2011 is \$23,580.00; and

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

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Willingboro, assembled in public session this 22nd day of March, 2011, hereby authorizes the selection of General Code subject to a contract to be negotiated, and executed by the Mayor and Clerk.

  
Eddie Campbell, Jr., Mayor

Attest:

  
Sarah Wooding  
Acting Township Clerk

## Sarah Wooding

---

**From:** McDonald, Megan [mlm999@generalcode.com]  
**Sent:** Wednesday, June 22, 2011 3:00 PM  
**To:** Wooding, Sarah  
**Subject:** General Code's Corporate Office is moving! CRM:00149729

### **New location. New address. Same excellent service and solutions.**

After nearly 50 years in business, General Code has outgrown our current location. We're excited to announce that we're moving to a larger facility. The new address is:

781 Elmgrove Road  
Rochester NY 14624

The Corporate Office will be ***closed on Friday, June 24th***. Our Help Desk team will be available to assist with urgent matters. If you need to contact us on June 24, we will have an operator available at our new toll-free number:

855-GEN-CODE (855-436-2633)

Unfortunately, there will be no email access available that day. We will resume full operations on Monday, June 27. Notification is also on our website – [www.generalcode.com](http://www.generalcode.com)

Thank you for your support!

*Gary Domenico*  
President & CEO

General Code  
1-855-GEN-CODE  
[www.generalcode.com](http://www.generalcode.com)



1)  
2)

Date/Time: Mar. 28. 2011 11:18AM

File No.	Mode	Destination	Pg(s)	Result	Page Not Sent
9251	Memory TX	8777755	P. 1	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

RESOLUTION NO. 2011- 52

A RESOLUTION OF THE TOWNSHIP OF WILLINGBORO ACCEPTING THE CODED SYSTEMS, LLC PROPOSAL FOR THE REVIEW, PUBLICATION AND PRINTING OF THE TOWNSHIP'S GENERAL REVISED ORDINANCES

*3/28/11  
 Charles  
 just in FYI  
 looking ahead  
 per CODES  
 what is type &  
 have reviewed  
 [Signature]*

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-5(x), et seq.) authorizes the Township to award any contract amount exceeding the bid threshold, as negotiated and awarded by the governing body without public advertising for bids "... if the subject matter consists of . . . the printing of municipal ordinances, or other services . . . in connection with the revision and codification of municipal ordinances."

WHEREAS, it is in the best interest of the Township to review, to update and to make available electronically the Willingboro General Revised Ordinances; and

WHEREAS, the anticipated cost for the completion of a modern system of law for the township with the ordinances adopted through March 1, 2011 is \$23,580.00; and

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

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 22nd day of March, 2011, hereby authorizes the selection of Coded Systems, subject to a contract to be negotiated, and executed by the Mayor and Clerk.

Eddie Campbell, Jr., Mayor

Attest:

Sarah Wooding  
Deputy Township Clerk

	Recorded	Vote	Yes	No	Abstain	Absent
Councilman Anderson	_____	_____	_____	_____	_____	_____
Councilman Ayres	_____	_____	_____	_____	_____	_____
Councilman Gordon	_____	_____	_____	_____	_____	_____
Deputy Mayor Jennings	_____	_____	_____	_____	_____	_____
Mayor Campbell	_____	_____	_____	_____	_____	_____

**GENERAL CODE**  
 EARL BABB  
 Solutions Account Executive  
 77 Highway 1603  
 Edison, New Jersey 08817  
 Request Call: 609-554-2082  
 Cell: 609-266-1388  
 ebabb@generalcode.com



53

TOWNSHIP OF WILLINGBORO  
RESOLUTION 2011- 53

**A RESOLUTION AUTHORIZING REMINGTON, VERNICK & ARANGO ENGINEERS TO  
PREPARE A GREEN BUILDINGS AND ENVIRONMENTAL SUSTAINABILITY PLAN ELEMENT**

**WHEREAS**, it is a goal of the Township to become an example of sustainable growth and energy efficiency; and

**WHEREAS**, the Township has requested the Remington, Vernick & Arango Engineers (Engineers) to submit a proposal for professional services for the preparation of a Green Buildings and Environmental Sustainability Plan Element (Green Plan Element); and

**WHEREAS**, this Green Plan Element will provide for, encourage and promote the efficient use of natural resources and the installation and usage of renewable energy systems; consider the impact of buildings on the environment, pursuant to N.J.S.A. 40:55D-28d.(16); and

**WHEREAS**, pursuant to the Local Public Contracts law, such proposal is exempt from public advertising; and

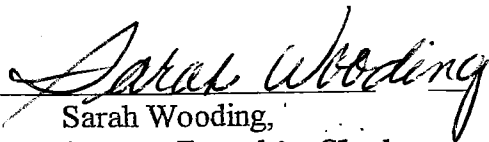
**WHEREAS**, the Engineers will also prepare an ANJEC Sustainable Land Use Planning Grant application to assist the Township with matching funds for this project;

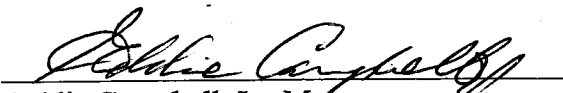
**WHEREAS**, the Township Council wishes to approve the grant application and the fee for these services will be provided for a not to exceed amount of \$10,720.00, half of the cost of which will be paid by the ANJEC Grant requiring an expenditure of \$5,360.00 by the Township; and

**WHEREAS**, the Township Council has reviewed the proposal Agreement, a copy of which is attached hereto and determined that it is in the public interest of and will benefit the Township of Willingboro; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council, assembled in open public session on this 22nd day of March 2011 that the Mayor and the Township Clerk hereby authorize the Remington, Vernick & Arango to proposal and grant application in accordance with its proposal of March 8, 2011.

Township of Willingboro

  
Sarah Wooding,  
Acting Township Clerk

  
Eddie Campbell, Jr., Mayor

**CERTIFICATION**

I, Sarah Wooding, Acting Clerk of the Township of Willingboro in the County of Burlington and the State of New Jersey do hereby certify that the foregoing Resolution is a true copy of the Original Resolution duly passed and adopted by the Governing Body at its meeting of March 22, 2011.

# REMINGTON & VERNICK ENGINEERS AND AFFILIATES

CRAIG F. REMINGTON, PLS, PP, Vice President

EXECUTIVE VICE PRESIDENTS  
Michael D. Vena, PE, PP, CME (deceased 2006)  
Edward J. Walberg, PE, PP, CME  
Thomas F. Beach, PE, CME  
Richard G. Arango, PE, CME

DIRECTOR OF OPERATIONS  
CORPORATE SECRETARY  
Bradley A. Blubaugh, BA, MPA

#### SENIOR ASSOCIATES

John J. Cantwell, PE, PP, CME  
Alan Dittenhofer, PE, PP, CME  
Frank J. Seney, Jr., PE, PP, CME  
Terence Vogt, PE, PP, CME  
Dennis K. Yoder, PE, PP, CME, LEED  
Charles E. Adamson, PLS, AET  
Kim Wendell Bibbs, PE, CME  
Marc DeBlasio, PE, PP, CME  
Leonard A. Faiola, PE, CME  
Christopher J. Fazio, PE, CME  
Kenneth C. Ressler, PE, CME  
Gregory J. Sullivan, PE, PP, CME  
Richard B. Czekanski, PE, CME, BCEE

Remington & Vernick Engineers  
232 Kings Highway East  
Haddonfield, NJ 08033  
(856) 795-9595  
(856) 795-1882 (fax)

Remington, Vernick  
& Vena Engineers  
9 Allen Street  
Toms River, NJ 08753  
(732) 286-9220  
(732) 505-8416 (fax)

3 Jocama Boulevard, Suite 300-400  
Old Bridge, NJ 08857  
(732) 955-8000  
(732) 591-2815 (fax)

Remington, Vernick  
& Walberg Engineers  
845 North Main Street  
Pleasantville, NJ 08232  
(609) 645-1110  
(609) 645-7076 (fax)

4907 New Jersey Avenue  
Wildwood City, NJ 08260  
(609) 522-5150  
(609) 522-5313 (fax)

Remington, Vernick  
& Beach Engineers  
922 Fayette Street  
Conshohocken, PA 19428  
(610) 940-1050  
(610) 940-1161 (fax)

5010 East Trindle Road, Suite 203  
Mechanicsburg, PA 17050  
(717) 766-1775  
(717) 766-0232 (fax)

U.S. Steel Tower  
600 Grant Street, Suite 1251  
Pittsburgh, PA 15219  
(412) 263-2200  
(412) 263-2210 (fax)

Univ. Office Plaza, Bellevue Building  
262 Chapman Road, Suite 105  
Newark, DE 19702  
(302) 266-0212  
(302) 266-6208 (fax)

Remington, Vernick  
& Arango Engineers  
The Presidential Center  
Lincoln Building, Suite 600  
101 Route 130  
Cinnaminson, NJ 08077  
(856) 303-1245  
(856) 303-1249 (fax)

300 Penhorn Avenue, 3rd Floor  
Secaucus, NJ 07094  
(201) 624-2137  
(201) 624-2136 (fax)

RECEIVED

MAR 10 2011

March 8, 2011

Ms. Joanne Diggs, Township Administrator  
Township of Willingboro  
One Salem Road  
Willingboro, NJ 08046

**Subj: Professional Services Proposal  
Green Buildings and Environmental Sustainability Plan  
Element  
M2011-79**

Dear Ms. Diggs:

**REMINGTON, VERNICK & ARANGO ENGINEERS** is pleased to forward this proposal for professional services for the preparation of a Green Buildings and Environmental Sustainability Plan Element. This plan element will further the Township of Willingboro's commitment to becoming an example of sustainable growth and energy efficiency.

Under Section N.J.S.A. 40:55D-28d.(16), this element "shall provide for, encourage, and promote the efficient use of natural resources and the installation and usage of renewable energy systems; consider the impact of buildings on the local, regional and global environment; allow ecosystems to function naturally; conserve and reuse water; treat storm water on-site; and optimize climatic conditions through site orientation and design".

Our office will prepare an ANJEC Sustainable Land Use Planning Grant application to assist the Township with funding this project. The program provides 1-to-1 matching reimbursement grants to New Jersey municipalities and counties to help cover the costs of developing land use plans, ordinances, studies or document reviews that will foster more sustainable use of natural resources.

In preparation of this Master Plan Element, our scope of services will include the following:

- Review the current Master Plan, which we understand to be the Reexamination of Master Plan dated March 2006.

x:\shared documents\marketing\municipal proposals - 2011 corporate-wide\m2011-79 willingboro, green buildings and environmental sustainability plan element.doc

*Earning Our Reputation Every Day Since 1901*  
www.rve.com

\*Applicants proposing regional or large projects are strongly advised to contact ANJEC to discuss their concept and strategies for budget and management.



## FAQs and Guidance for 2011 Sustainable Land Use Planning Grant Applications

**Q:** *Our town requires a formal RFP process to hire a consultant. How can we estimate our costs?*

**A:** To have a reliable idea of the cost of the project for use on the application, obtain an estimate from *at least one* acceptable consultant, even if you will use the RFP process later to actually select your consultant. Base your budget on an actual cost estimate that is acceptable to the project team. If the RFP results in a lower-priced proposal from some other consultant and you decide to accept that proposal, ANJEC will adjust the amount of your grant so that ANJEC is contributing no more than 50% of the value of the project.

*Note that ANJEC must approve the RFP before it is released to the public, and applicants must agree to release their RFP by August 15, 2011.*

**Q:** *Do you provide a sample resolution for the Governing Body to approve?*

**A.** ANJEC does not supply a generic resolution, but does state what needs to be included in your resolution. The municipal clerk is experienced in developing resolutions for the Governing Body's consideration, and should be able to handle this task for you. Make sure the clerk understands that the following items need to be included in the resolution:

- a. a description of the project, and why it is supported by the Governing Body
- b. language that states that the grant is a *matching, reimbursement* grant
- c. a commitment by the Governing Body to provide the required municipal cash match for the project if a grant is awarded. This can be stated as a dollar amount, or as "up to" a maximum amount. Remember to arrange for the resolution to be placed on the Governing Body's meeting agenda for a meeting that occurs before the March 31, 2011 application due date.

**Q:** What are the **budget guidelines**?

**A:** Applicants can request a maximum of \$15,000 from ANJEC, but a typical ANJEC grant for a single municipality is between \$6,000 and \$10,000. Larger, multi-town or regional projects may receive larger grants.\* Regardless of the amount of the grant, ANJEC's contribution will not exceed 50% of the full value of the project, including cash costs and any calculated in-kind labor. In-kind labor can be no more than half of the municipal contribution, or, expressed another way, in-kind labor can be no more than ¼ of the total value of the project. In-kind labor is valued at \$15/hour for volunteers, clerical and DPW staff. It is valued at \$30/hour for staff professionals including planner, attorney, administrator or engineer.

### Some samples/scenarios to clarify the ANJEC funding formula:

- If the consultant costs \$9,000 and the applicant does not include in-kind services in the budget, then the value of the project would be \$9,000. ANJEC would contribute no more than \$4500 (50%), and the municipality would have to contribute \$4500.
- If the consultant costs \$9,000 and the applicant elects to include 100 volunteer hours of in-kind labor, (calculated at \$15/hour, value \$1,500) in the budget, the value of the project would be \$9,000 + \$1,500 = \$10,500. ANJEC would contribute no more than \$5,250 (50% of \$10,500) and the municipality would have to contribute \$3,750. (The grant from ANJEC plus the cash from the municipality must equal \$9,000 to cover the consultant's bill. Put another way, the consultant fee minus the ANJEC grant equals the cash amount the town must contribute.)

- If the consultant costs \$9,000 and the applicant elects to include the maximum number of volunteer hours allowed by ANJEC's formula (note: applicants should include no more than the number of hours they estimate volunteers will *actually work*), it can be calculated as follows. The maximum in-kind allowable under ANJEC's formula is  $\frac{1}{4}$  of the total value of the project, or half of the municipality's contribution.  $\$9,000 = \frac{1}{4}$  of the total project value.  $\$9,000$  divided by three =  $\$3,000$ . Therefore, the municipality could include a maximum of  $\$3,000$  in in-kind labor. (That would require 200 hours of labor at  $\$15/\text{hour}$ .)  $\$9,000 + \$3,000 = \$12,000$  total value of the project. ANJEC would contribute no more than  $\$6,000$  (50%) and the cash from the municipality must equal  $\$3,000$ .

Note that the project team will invest time and labor into the grant project, whether or not that time is included in the project budget. If it is not included in the budget, the grant agreement will simply state that the project team "will provide in-kind services as needed to complete all tasks in the agreement."

**Q: What is the *project team*?**

**A:** It includes the town representatives who will work with the consultant and guide the project through completion by reviewing and commenting on drafts, arranging public outreach and opportunities for public input, and reporting to ANJEC. The project team must include representation from the environmental commission, and may include the entire environmental commission. It may include town staff, other board representatives and volunteers.

**Q: What is the purpose of the *kickoff meeting*? Do we need to invite the public?**

**A:** After the mayor and ANJEC sign the grant agreement, the consultant, project team and an ANJEC representative must attend a **kickoff meeting** to discuss the schedule and tasks in detail, to make sure everyone is 'on the same page' about work assignments and the timetable. The kickoff meeting can occur at an environmental commission meeting, or can be a separate, informal meeting. Note that all municipal meetings *at which a quorum is present* do require proper public notice, but ANJEC has no requirement to advertise the kickoff meeting beyond the normal Sunshine Law requirements. Other public information and input sessions later in the project schedule WILL require specific public outreach such as press releases, website articles, flyers, e-blasts, etc., to inform and invite participation by the public and other boards and stakeholders.

**Regarding Public Outreach:** Your application should list the specific activities that the project team will carry out in order to educate, inform and *involve* the public and town boards/officials about the planning project.

This should include **written outreach tasks**, such as:

- press releases
- town newsletter and website articles
- surveys
- displays
- flyers
- letters
- e-mail blasts

as well as **interactive events**, such as:

- public information sessions
- presentations to specific interest groups
- booths at community events
- stakeholder interviews
- adoption hearings (when the document is complete and is being considered for adoption into the master plan by the Land Use or Planning Board).

Some project teams have created *project websites/Facebook pages*, developed *videos or Power Points*, or even arranged for *local television appearances*.

It is a good idea to **invite the local press** to attend significant meetings or events related to the project, and to provide reporters with background information (such as a press release) and a contact person who can provide more details.

\*Applicants proposing regional or large projects are strongly advised to contact ANJEC to discuss their concept and strategies for budget and management.



## **FAQs and Guidance for 2011 Sustainable Land Use Planning Grant Applications**

**Q:** *Our town requires a formal RFP process to hire a consultant. How can we estimate our costs?*

**A:** To have a reliable idea of the cost of the project for use on the application, obtain an estimate from *at least one* acceptable consultant, even if you will use the RFP process later to actually select your consultant. Base your budget on an actual cost estimate that is acceptable to the project team. If the RFP results in a lower-priced proposal from some other consultant and you decide to accept that proposal, ANJEC will adjust the amount of your grant so that ANJEC is contributing no more than 50% of the value of the project.

*Note that ANJEC must approve the RFP before it is released to the public, and applicants must agree to release their RFP by August 15, 2011.*

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- b. language that states that the grant is a *matching, reimbursement* grant
- c. a commitment by the Governing Body to provide the required municipal cash match for the project if a grant is awarded. This can be stated as a dollar amount, or as "up to" a maximum amount. Remember to arrange for the resolution to be placed on the Governing Body's meeting agenda for a meeting that occurs before the March 31, 2011 application due date.

**Q:** What are the **budget guidelines**?

**A:** Applicants can request a maximum of \$15,000 from ANJEC, but a typical ANJEC grant for a single municipality is between \$6,000 and \$10,000. Larger, multi-town or regional projects may receive larger grants.\* Regardless of the amount of the grant, ANJEC's contribution will not exceed 50% of the full value of the project, including cash costs and any calculated in-kind labor. In-kind labor can be no more than half of the municipal contribution, or, expressed another way, in-kind labor can be no more than ¼ of the total value of the project. In-kind labor is valued at \$15/hour for volunteers, clerical and DPW staff. It is valued at \$30/hour for staff professionals including planner, attorney, administrator or engineer.

### **Some samples/scenarios to clarify the ANJEC funding formula:**

- If the consultant costs \$9,000 and the applicant does not include in-kind services in the budget, then the value of the project would be \$9,000. ANJEC would contribute no more than \$4500 (50%), and the municipality would have to contribute \$4500.
- If the consultant costs \$9,000 and the applicant elects to include 100 volunteer hours of in-kind labor, (calculated at \$15/hour, value \$1,500) in the budget, the value of the project would be \$9,000 + \$1,500 = \$10,500. ANJEC would contribute no more than \$5,250 (50% of \$10,500) and the municipality would have to contribute \$3,750. (The grant from ANJEC plus the cash from the municipality must equal \$9,000 to cover the consultant's bill. Put another way, the consultant fee minus the ANJEC grant equals the cash amount the town must contribute.)



- If the consultant costs \$9,000 and the applicant elects to include the maximum number of volunteer hours allowed by ANJEC's formula (note: applicants should include no more than the number of hours they estimate volunteers will *actually work*), it can be calculated as follows. The maximum in-kind allowable under ANJEC's formula is  $\frac{1}{4}$  of the total value of the project, or half of the municipality's contribution.  $\$9,000 = \frac{3}{4}$  of the total project value.  $\$9,000$  divided by three =  $\$3,000$ . Therefore, the municipality could include a maximum of  $\$3,000$  in in-kind labor. (That would require 200 hours of labor at  $\$15/\text{hour}$ .)  $\$9,000 + \$3,000 = \$12,000$  total value of the project. ANJEC would contribute no more than  $\$6,000$  (50%) and the cash from the municipality must equal  $\$3,000$ .

Note that the project team will invest time and labor into the grant project, whether or not that time is included in the project budget. If it is not included in the budget, the grant agreement will simply state that the project team "will provide in-kind services as needed to complete all tasks in the agreement."

**Q: What is the project team?**

**A:** It includes the town representatives who will work with the consultant and guide the project through completion by reviewing and commenting on drafts, arranging public outreach and opportunities for public input, and reporting to ANJEC. The project team must include representation from the environmental commission, and may include the entire environmental commission. It may include town staff, other board representatives and volunteers.

**Q: What is the purpose of the kickoff meeting? Do we need to invite the public?**

**A:** After the mayor and ANJEC sign the grant agreement, the consultant, project team and an ANJEC representative must attend a **kickoff meeting** to discuss the schedule and tasks in detail, to make sure everyone is 'on the same page' about work assignments and the timetable. The kickoff meeting can occur at an environmental commission meeting, or can be a separate, informal meeting. Note that all municipal meetings *at which a quorum is present* do require proper public notice, but ANJEC has no requirement to advertise the kickoff meeting beyond the normal Sunshine Law requirements. Other public information and input sessions later in the project schedule WILL require specific public outreach such as press releases, website articles, flyers, e-blasts, etc., to inform and invite participation by the public and other boards and stakeholders.

**Regarding Public Outreach:** Your application should list the specific activities that the project team will carry out in order to educate, inform and *involve* the public and town boards/officials about the planning project. This should include **written outreach tasks**, such as:

- press releases
- town newsletter and website articles
- surveys
- displays
- flyers
- letters
- e-mail blasts

as well as **interactive events**, such as:

- public information sessions
- presentations to specific interest groups
- booths at community events
- stakeholder interviews
- adoption hearings (when the document is complete and is being considered for adoption into the master plan by the Land Use or Planning Board).

Some project teams have created *project websites/Facebook pages*, developed *videos or Power Points*, or even arranged for *local television appearances*.

It is a good idea to **invite the local press** to attend significant meetings or events related to the project, and to provide reporters with background information (such as a press release) and a contact person who can provide more details.

**TOWNSHIP OF WILLINGBORO**  
**RESOLUTION 2011- 54**

**A RESOLUTION AUTHORIZING THE TOWNSHIP OF WILLINGBORO TO  
APPLY FOR PARTICIPATION IN THE LIVE WHERE YOU WORK  
PROGRAM**

**WHEREAS**, New Jersey Housing and Mortgage Finance Agency (NJHMFA) provides a program to participating municipalities which offers homebuyers who will live and work therein with a low interest first mortgage on properties within the municipalities, as well as down payment and/or closing costs assistance; and

**WHEREAS**, the Township has Municipalities must be approved by the Agency NJHMFA to participate in the program; and

**WHEREAS**, properties eligible for the program must be located in a participating Live where You Work municipality, located in State designated Smart Growth locations and owner occupied for the life of the mortgage; and

**WHEREAS**, the goals of the Live Where You Work Program are to strengthen neighborhoods, increase community involvement through home ownership and attract individuals who work within the Township to also live within the Township;

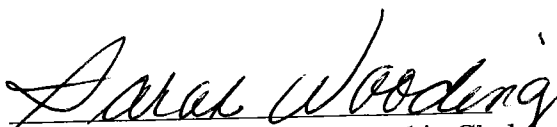
**WHEREAS**, it is in the interest of the Township and its citizenry to promote and foster strong neighborhoods and community involvement.

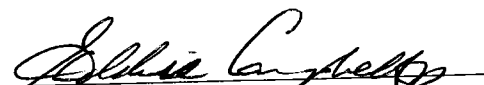
**WHEREAS**, the Township Council seeks to take the necessary steps to become one of the several government entities sanctioned by the NJHMFA to participate in the Live Where You work Program.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council, assembled in open public session on this 22nd day of March 2011 that the Mayor and the Township Clerk hereby authorize the Township Manager and Officials to apply to and take the necessary steps to become a participant in the Live Where You Work Program

**BE IT FURTHER RESOLVED THAT** the Mayor and Clerk are hereby authorized to execute the necessary documents to implement this program within the Township.

Township of Willingboro

  
Sarah Wooding, Acting Township Clerk

  
Eddie Campbell, Jr., Mayor

**CERTIFICATION**

I, Sarah Wooding, Deputy Clerk of the Township of Willingboro in the County of Burlington and the State of New Jersey do hereby certify that the foregoing Resolution is a true copy of the Original Resolution duly passed and adopted by the Governing Body at its meeting of March 22, 2011.

# Live Where You Work Home Buyer Program

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1. **PROGRAM DESCRIPTION:** The program offers home buyers who will live and work in a Live Where You Work participating municipality a low-interest 30 or 40 - year fixed-rate first mortgage from the New Jersey Housing and Mortgage Finance Agency together with Live Where You Work downpayment assistance and/or closing costs in an amount equal to 5% of the first mortgage loan. Municipalities must be approved by the Agency to participate in the program. In consideration of the anticipated commuting costs savings, the underwriting guidelines for borrowers' housing and overall debt ratios (the portion of a borrower's gross income permitted to be paid toward monthly mortgage payment and other debts) will be expanded by 3% over the usual Agency underwriting limits giving borrowers significantly more buying power. Property location requirements apply (See "Eligible Properties" below).
2. **DOWNPAYMENT/CLOSING COST ASSISTANCE:** Live Where You Work borrowers are eligible to receive Live Where You Work Downpayment and/or Closing Cost assistance in an amount equal to 5% of the Agency's first mortgage amount.
3. **LWYW FIRST AND SECOND MORTGAGE LOANS (TWO INCOME CATEGORIES):**
  - a. For borrowers with household incomes under 80% of the county maximum income limit for the county of purchase (refer to the Income Limit and Purchase Price sheets attached) the first mortgage rate is the prevailing Agency Home Buyer program rate at the time of loan registration.\* Such borrowers will sign a LWYW second note and mortgage that will be secured by a 7-year (84 month) non-amortizing mortgage bearing the same interest rate as the first mortgage. However, at the end of the 48<sup>th</sup> month and each 12 months thereafter 25% of the principal on the note will be deemed satisfied and the remaining balance will be re-amortized until at the end of the 84<sup>th</sup> month the mortgage obligation will be fully discharged.
  - b. For borrowers with household incomes at or above 80% of the county maximum income limit for the county of purchase the First Mortgage rate is the prevailing Agency Home Buyer program rate at the time of loan



registration plus 5/8% of a percent. \*Such borrowers will sign a LWYW second mortgage and note secured by a 4-year (48 month) non-amortizing mortgage bearing the same interest rate as the first mortgage. However, at the end of the 12<sup>th</sup> month and each 12 months thereafter 25% of the principal on the note will be deemed satisfied and the remaining balance will be re-amortized until at the end of the 48<sup>th</sup> month the mortgage obligation will be fully discharged.

The 40-year mortgage note rate is 1/8% higher than the 30-year rate

4. **FEES:** As of June 8, 2010, no reservation fee is required.
5. **ELIGIBLE PROPERTIES:** Properties must be located in a participating Live Where You Work municipality. Eligible properties include one-family units, including condominiums, (new and existing), and existing 2- to 4-family unit properties that are more than 5 years old. Properties must be located in State designated Smart Growth locations. Some Live Where You Work municipalities include Urban Target Areas (UTA). In Urban Target Areas eligible properties can also include new two-unit residential dwellings. To determine if your proposed house is located in an Urban Target Area, visit the Smart Growth Locator at [www.njlocator.gov](http://www.njlocator.gov), follow the instructions, and look up UTAs by using the UTA list available on the LWYW webpage available at: [www.livewhereyouwork.nj.gov](http://www.livewhereyouwork.nj.gov). Only properties located in approved Live Where You Work municipalities are eligible for the LWYW program benefits.
6. **BORROWER ELIGIBILITY:** Individuals only. Corporations and partnerships are not permitted to act as borrowers. At least one of the borrowers must verify that their place of employment is located in the participating municipality. Borrowers purchasing properties located in "Statewide Areas" must be first-time home buyers. Borrowers purchasing properties located in Urban Target Areas do not have to be first-time home buyers, however, at the time of loan closing, no other residential properties may be owned. To determine if the proposed house is located in a Statewide Area or an Urban Target Area please see the attached Income Limit/Purchase Price Sheet. All borrowers must have a minimum credit score of 620. The middle score from the three credit repositories – Equifax, Experian & TransUnion must be used. If a borrower has only two credit scores, the lower of the two will be used. A borrower does not qualify if they do not have a credit score or only have one credit score.
7. **OCCUPANCY:** Property must be occupied as the borrower's primary residence within 60 days of closing. Borrower must maintain occupancy for the life of the Agency's first mortgage loan.



## INCOME LIMIT/PURCHASE PRICE SHEET

These limits are set by the federal Government and are subject to change without notice.

A "Statewide Area" is defined as everywhere in the State of New Jersey that is not defined as an "Urban Target Area". To determine if the street where your proposed house is located is in an Urban Target Area, refer to the Urban Area Street Directory at [www.state.nj.us/dca/hmfa](http://www.state.nj.us/dca/hmfa). Choose "Homebuyers" and then "Target Area" and finally scroll to your city.

<b>MAXIMUM INCOME LIMITS - STATEWIDE AREA</b>				
<b>COUNTIES</b>	<b>SMALL FAMILY Limit 1-2 Household</b>	<b>80% of Median Income SMALL FAMILY</b>	<b>LARGE FAMILY Limit 3+ Household</b>	<b>80% of Median Income LARGE FAMILY</b>
Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester, Hudson, & Salem	\$86,300	\$69,040	\$99,245	\$79,396
Monmouth & Ocean	\$88,200	\$70,560	\$101,430	\$81,144
Mercer	\$91,300	\$73,040	\$104,995	\$83,996
Essex, Morris, Sussex & Union	\$87,900	\$70,320	\$101,085	\$80,868
Warren	\$86,400	\$69,120	\$99,360	\$79,488
Bergen & Passaic	\$92,200	\$73,760	\$106,030	\$84,824
Hunterdon, Middlesex & Somerset	\$102,000	\$81,600	\$117,300	\$93,840



8. **INCOME GUIDELINES:** Borrower's household income may not exceed the income limit set for the county in which the property is located. Maximum permitted income is determined by family size, as well as area of purchase, as listed on the attached Income Limit/Purchase Price Sheet.
9. **CHARGES TO THE BORROWER:** Borrowers will be charged an application fee when the application is taken. This fee will cover the cost of the credit report(s), appraisal, flood certification or other customary third-party expenses and administrative costs incurred during processing.
10. **PURCHASE PRICE LIMITS:** Maximum purchase price limits exist for both Statewide and Urban Targeted Areas (Please see attached Income Limit/Purchase Price sheet).
11. **MORTGAGE INSURANCE:** the following coverage is required on all conventional loans when the loan-to-value exceeds 80% and is determined by the size of the downpayment.

100% to 97.01 LTV	40% coverage regardless of loan term. <b>(Applies to one family units only.)</b>
97% to 95.01% LTV	35% Coverage for a 30 year term
95% to 90.01% LTV	30% coverage regardless of loan term
90% to 85.01% LTV	25% coverage regardless of loan term
85% to 80.01% LTV	12% coverage regardless of term
Loans processed under the FHA, VA and/or RECD guidelines must have the appropriate insurance or guarantee.	

12. **APPLICATIONS and PARTICIPATING MUNICIPALITIES:** Applications for Live Where You Work loans can be made through any of the Agency's participating Home Buyer Program lenders. The current list of lenders and Live Where You Work Participating Municipalities is available on [www.livewhereyouwork.nj.gov](http://www.livewhereyouwork.nj.gov) or by calling 1 (800) NJ-HOUSE.



<b>MAXIMUM INCOME LIMITS – URBAN TARGET AREA</b>				
<b>COUNTIES</b>	<b>SMALL FAMILY Limit 1-2 Household</b>	<b>80% of Median Income SMALL FAMILY</b>	<b>LARGE FAMILY Limit 3+ Household</b>	<b>80% of Median Income LARGE FAMILY</b>
Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester, Hudson & Salem	\$103,560	\$82,848	\$120,820	\$96,656
Monmouth & Ocean	\$105,840	\$84,672	\$123,840	\$99,072
Mercer	\$109,560	\$87,648	\$127,820	\$102,256
Essex and Union	\$105,480	\$84,384	\$123,060	\$98,448
Passaic	\$110,640	\$88,512	\$129,080	\$103,264
Middlesex	\$122,400	\$97,920	\$142,800	\$114,240

<b>MAXIMUM PURCHASE PRICE LIMITS – URBAN TARGET AREA</b>							
<b>COUNTIES</b>	<b>NEW 1 – FAMILY</b>	<b>NEW 2 – FAMILY</b>	<b>EXISTING 1 – FAMILY</b>	<b>EXISTING 2 – FAMILY</b>	<b>EXISTING 3 – FAMILY</b>	<b>EXISTING 4 – FAMILY</b>	<b>EFFECTIVE</b>
Atlantic	\$499,125	\$562,172	\$499,125	\$562,172	\$683,013	\$788,092	03/31/08
Burlington	\$423,623	\$477,133	\$423,623	\$477,123	\$579,695	\$668,879	03/31/08
Camden	\$423,623	\$477,133	\$423,623	\$477,123	\$579,695	\$668,879	03/31/08
Cape May	\$525,090	\$614,827	\$525,090	\$614,827	\$746,986	\$861,907	01/01/06
Cumberland	\$445,500	\$501,773	\$445,500	\$501,773	\$609,631	\$703,421	01/01/06
Essex	\$525,090	\$672,228	\$525,090	\$672,228	\$812,568	\$1,009,823	01/01/06
Gloucester	\$391,875	\$441,375	\$391,875	\$441,375	\$536,250	\$618,750	01/01/06
Hudson	\$525,090	\$672,228	\$525,090	\$672,228	\$812,568	\$1,009,823	01/01/06
Mercer	\$483,505	\$544,578	\$483,505	\$544,578	\$661,638	\$763,428	01/01/06
Middlesex	\$525,090	\$672,228	\$525,090	\$672,228	\$812,568	\$1,009,823	01/01/06
Monmouth	\$525,090	\$672,228	\$525,090	\$672,228	\$812,568	\$1,009,823	01/01/06
Ocean	\$525,090	\$672,228	\$525,090	\$672,228	\$812,568	\$1,009,823	01/01/06
Passaic	\$525,090	\$672,228	\$525,090	\$672,228	\$812,568	\$1,009,823	01/01/06
Salem	\$423,623	\$477,133	\$423,623	\$477,123	\$579,695	\$668,879	03/31/08
Union	\$525,090	\$672,228	\$525,090	\$672,228	\$812,568	\$1,009,823	01/01/06

\*Federal Housing Administration (FHA) & Veteran Administration (VA) maximum mortgage amounts prevail if more restrictive.





The following cities are entirely within Urban Target Areas

**Cape May:** West Wildwood Borough, Wildwood City, Woodbine

**Cumberland:** Commercial Twp

Parts of the following cities have Urban Target Area eligibility \*

**Atlantic:** Atlantic City

**Burlington:** Burlington City, North Hanover, Pemberton

**Camden:** Camden, Gloucester City, Gloucester Twp., Lindenwold

**Cumberland:** Bridgeton, Vineland

**Essex:** E. Orange, Orange, Irvington, Newark

**Gloucester:** Glassboro

**Hudson:** Guttenberg, Hoboken, Jersey City, North Bergen, Union City, West New York

**Mercer:** Trenton

**Middlesex:** New Brunswick, Perth Amboy

**Monmouth:** Asbury Park, Long Branch, Neptune Twp.

**Ocean:** Berkeley Twp., Dover Twp., Lakewood, Manchester Twp.

**Passaic:** Clifton, Passaic, Paterson

**Salem:** Penns Grove, Salem

**Union:** Elizabeth, Plainfield

(\*) To determine if your proposed house is within an Urban Target Area (UTA), visit the Smart Growth Locator at [www.njlocator.gov](http://www.njlocator.gov), follow the instructions and look up UTAs by using the UTA list.



**HMFA**  
New Jersey Housing  
and Mortgage  
Finance Agency

**MAXIMUM PURCHASE PRICE LIMITS – STATEWIDE AREAS**

	<b>NEW</b>	<b>EXISTING</b>	<b>EXISTING</b>	<b>EXISTING</b>	<b>EXISTING</b>	
<b>COUNTIES</b>	<b>1 - FAMILY</b>	<b>1 - FAMILY</b>	<b>2 - FAMILY</b>	<b>3 - FAMILY</b>	<b>4 - FAMILY</b>	<b>Effective</b>
Atlantic	\$408,357	\$408,357	\$459,959	\$558,828	\$644,802	3/31/08
Bergen	\$429,619	\$429,619	\$550,005	\$664,828	\$826,218	1/1/06
Burlington	\$346,600	\$346,600	\$390,382	\$474,296	\$547,265	3/31/08
Camden	\$346,600	\$346,600	\$390,382	\$474,296	\$547,265	3/31/08
Cape May	\$429,619	\$429,619	\$503,040	\$611,171	\$705,197	1/1/06
Cumberland	\$364,500	\$364,500	\$410,542	\$498,789	\$575,526	1/1/06
Essex	\$429,619	\$429,619	\$550,005	\$664,828	\$826,218	1/1/06
Gloucester	\$320,625	\$320,625	\$361,125	\$438,750	\$506,250	1/1/06
Hudson	\$429,619	\$429,619	\$550,005	\$664,828	\$826,218	1/1/06
Hunterdon	\$429,619	\$429,619	\$550,005	\$664,828	\$826,218	1/1/06
Mercer	\$395,595	\$395,595	\$445,563	\$541,340	\$624,623	1/1/06
Middlesex	\$429,619	\$429,619	\$550,005	\$664,828	\$826,218	1/1/06
Monmouth	\$429,619	\$429,619	\$550,005	\$664,828	\$826,218	1/1/06
Morris	\$429,619	\$429,619	\$550,005	\$664,828	\$826,218	1/1/06
Ocean	\$429,619	\$429,619	\$550,005	\$664,828	\$826,218	1/1/06
Passaic	\$429,619	\$429,619	\$550,005	\$664,828	\$826,218	1/1/06
Salem	\$346,600	\$346,600	\$390,382	\$474,296	\$547,265	3/31/08
Somerset	\$429,619	\$429,619	\$550,005	\$664,828	\$826,218	1/1/06
Sussex	\$429,619	\$429,619	\$550,005	\$664,828	\$826,218	1/1/06
Union	\$429,619	\$429,619	\$550,005	\$664,828	\$826,218	1/1/06
Warren	\$361,972	\$361,972	\$413,329	\$502,176	\$579,434	3/31/08



**HMFA**  
New Jersey Housing  
and Mortgage  
Finance Agency

**TOWNSHIP OF WILLINGBORO**  
**RESOLUTION 2011- 54**

**A RESOLUTION AUTHORIZING THE TOWNSHIP OF WILLINGBORO TO  
APPLY FOR PARTICIPATION IN THE LIVE WHERE YOU WORK  
PROGRAM**

**WHEREAS**, New Jersey Housing and Mortgage Finance Agency (NJHMFA) provides a program to participating municipalities which offers homebuyers who will live and work therein with a low interest first mortgage on properties within the municipalities, as well as down payment and/or closing costs assistance; and

~~**WHEREAS**, the Township has Municipalities must be approved by the Agency NJHMFA to participate in the program; and~~

**WHEREAS**, properties eligible for the program must be located in a participating Live where You Work municipality, located in State designated Smart Growth locations and owner occupied for the life of the mortgage; and

**WHEREAS**, the goals of the Live Where You Work Program are to strengthen neighborhoods, increase community involvement through home ownership and attract individuals who work within the Township to also live within the Township;

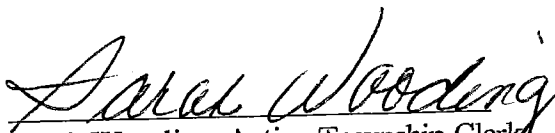
**WHEREAS**, it is in the interest of the Township and its citizenry to promote and foster strong neighborhoods and community involvement.

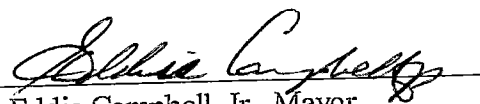
**WHEREAS**, the Township Council seeks to take the necessary steps to become one of the several government entities sanctioned by the NJHMFA to participate in the Live Where You work Program.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council, assembled in open public session on this 22nd day of March 2011 that the Mayor and the Township Clerk hereby authorize the Township Manager and Officials to apply to and take the necessary steps to become a participant in the Live Where You Work Program

**BE IT FURTHER RESOLVED THAT** the Mayor and Clerk are hereby authorized to execute the necessary documents to implement this program within the Township.

Township of Willingboro

  
Sarah Wooding, Acting Township Clerk

  
Eddie Campbell, Jr., Mayor

**Resolution No. 2011-55**

**A RESOLUTION OF THE TOWNSHIP OF WILLINGBORO  
AUTHORIZING PROFESSIONAL SERVICE CONTRACTS WITH  
COOPER LEVENSON AS SPECIAL COUNSEL LABOR TO THE  
TOWNSHIP**

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**WHEREAS**, the Township requires the services of a Special Counsel for its Labor matters and

**WHEREAS**, the services to be performed are professional services, regulated by law and the persons appointed are practicing recognized professions;

**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 has requested and received statements of qualifications for the position of Special Counsel Labor, 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

**WHEREAS**, the Township Council received and reviewed the RFQ response of Cooper, Levenson, April, Niedelman & Wagenheim, PA, Attorneys at Law, (hereinafter "Cooper Levenson") and has determined that it is in the best interest of the Township to appoint that firm to the position of Special Counsel Labor.

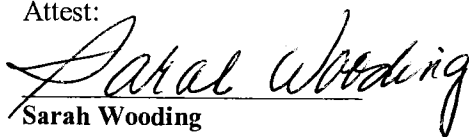
**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Willingboro, assembled in open public session this 22<sup>nd</sup> day of March, 2011, hereby authorizes the Mayor and Clerk to execute agreements with Cooper Levenson law firm as Special Counsel, Labor to the Township of Willingboro.

**BE IT FURTHER RESOLVED THAT:**

1. This contract is awarded without competitive bidding as professional services in accordance with N.J.S.A. 40A:11-5 (1)(a) of the Local Public Contracts Law because the services are to be performed by a person authorized by law to practice a recognized profession.
2. This contract shall be for the term of January 1, 2011 to December 31, 2011.
3. A notice of this action shall be printed once in the Burlington County Times.
4. A copy of this resolution shall be provided to Cooper Levenson for its information and attention.

  
Eddie Campbell, Jr.  
Mayor

Attest:

  
Sarah Wooding  
Acting Township Clerk

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

**RESOLUTION NO. 2011 – 56**  
**A RESOLUTION REJECTING BIDS SUBMITTED FOR**  
**WILLINGBORO JFK COMMUNITY CENTER SOLAR POWER**  
**PURCHASE PROJECT**

**WHEREAS**, the Township Council of the Township of Willingboro requested proposals for the JFK Community Center Solar Power Purchase Agreement for the construction and maintenance of solar panels at the JFK Community Center; and

**WHEREAS**, sealed bids were received and opened, on February 24, 2011 in the presence of the Township Clerk; and

**WHEREAS**, the three bidders that submitted proposals were:

1. Horizon Solar Energy, 4319 Route 130, Edgewater Park, NJ 08010;
2. Just Energy, LLC, 261 Madison Ave. 11<sup>th</sup> Fl., New York, NY 10016; and
3. Borrego Solar Systems, Inc., 1810 Gillespie Way, Suite 198, El Cajon, CA 92020; and

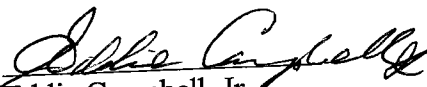
**WHEREAS**, the Township Council of the Township of Willingboro has determined that it is in the best interest of the Township to reject all bids due to the non-waivable material defects in the bids submitted, pursuant to N.J.S.A. 40A:11-23.1 and 23.2.

**WHEREAS**, it appears to be in the best interest of the Township of Willingboro to reject all bids submitted, in accordance with N.J.S.A. 40A:11-13.2, whereby a contracting unit may reject bids; and

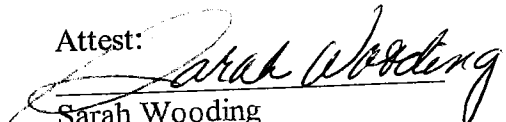
**WHEREAS**, in order to continue to maintain the integrity of the bid process, the Acting Clerk is directed to re-advertise the request for proposal (RFP) and to provide each prospective bidder a copy of the RFP with any addenda.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Willingboro, assembled in public session on this 22nd day of March, 2011, that all of the proposals submitted for the JFK Community Center Solar Power Purchase Agreement Project are hereby rejected and shall be returned to the bidders by the Clerk.

**BE IT FURTHER RESOLVED** that a copy of this resolution shall be provided to the bidders for their information and attention.

  
 Eddie Campbell, Jr.  
 Mayor

Attest:

  
 Sarah Wooding  
 Acting Township Clerk

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

**CERTIFICATION**

I, Sarah Wooding, hereby certify as follows:

1. I am the Clerk of the Township of Willingboro, Burlington County, New Jersey and am personally familiar with the facts herein.

2. I received separate sealed bids on February 24, 2011 from the following bidders for the JFK Solar Power Purchase Agreement RFP:

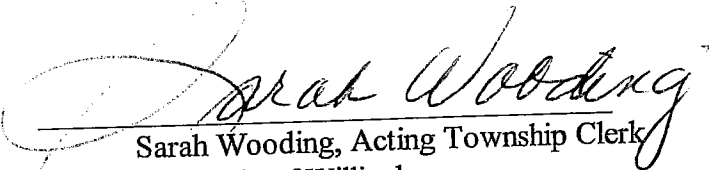
1. Horizon Solar Energy, 4319 Route 130, Edgewater Park, NJ 08010;
2. Just Energy, LLC, 261 Madison Ave. 11<sup>th</sup> Fl., New York, NY 10016; and
3. Borrego Solar Systems, Inc., 1810 Gillespie Way, Suite 198, El Cajon, CA 92020.

3. The Township of Willingboro has determined that it is in its best interest to reject and return the bids based upon non-waivable material defects in the bids submitted, pursuant to N.J.S.A. 40A:11-23.1 and 23.2.

4. The bids will be returned to the vendors via U.S. Mail return receipt requested.

5. I hereby certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

Dated: 3/23/2011

  
Sarah Wooding, Acting Township Clerk  
Township of Willingboro

# MICHAEL A. ARMSTRONG & ASSOCIATES, LLC

Counselors at Law  
79 MAINBRIDGE LANE  
WILLINGBORO, NEW JERSEY 08046

TELEPHONE: (609) 877-5511  
FACSIMILE: (609) 877-7755

MICHAEL A. ARMSTRONG+  
Email: [maa@armstronglawfirm.com](mailto:maa@armstronglawfirm.com)

CRISTAL HOLMES-BOWIE  
Email: [chb@armstronglawfirm.com](mailto:chb@armstronglawfirm.com)

BARBARA ANN JOHNSON-STOKES  
Email: [bajs@armstronglawfirm.com](mailto:bajs@armstronglawfirm.com)



+ MEMBER NJ & NY BARS

March 23, 2011

**Via Certified Mail Return Receipt Requested**

Borrego Solar Systems, Inc.  
1810 Gillespie Way, Suite 198  
El Cajon, CA 92020

**RE: JFK Community Center Solar Power Purchase Agreement RFP**

To Whom It May Concern:

This office serves as Solicitor to the Township of Willingboro. We have been asked to review the responses to the above RFP. As you know the Township of Willingboro Clerk received and opened the bids for the above captioned project on February 24, 2011. Proposals from the following vendors were received:

1. Horizon Solar Energy, 4319 Route 130, Edgewater Park, NJ 08010;
2. Just Energy, LLC, 261 Madison Ave. 11<sup>th</sup> Fl., New York, NY 10016; and
3. Borrego Solar Systems, Inc., 1810 Gillespie Way, Suite 198, El Cajon, CA 92020.

Upon review of the proposals, it was determined that the Township would reject all proposals due to the existence of non-waivable material defects in each of the proposals submitted, pursuant to N.J.S.A. 40A:11-23.1 and 23.2 and 40A:11-13.2.

Borrego Solar Systems failed to provide a Public Works Contractor registration, which is required at the time of the bid, pursuant to N.J.S.A. 34:11-56.51, to enter into any contract for work with a public entity, upon a public entity's property or paid for with public funds.

Accordingly, please find enclosed your proposal returned and a copy of the Township Resolution rejecting the bids. You will be provided with the re-advertised RFP, as soon as it is available.

Very truly yours,

A handwritten signature in cursive script that reads "Cristal Holmes-Bowie".  
Cristal Holmes-Bowie

Enclosure

cc: Mayor and Council (w/o enclosure)  
K. Wendell Bibbs (w/o enclosure)

# MICHAEL A. ARMSTRONG & ASSOCIATES, LLC

Counselors at Law  
79 MAINBRIDGE LANE  
WILLINGBORO, NEW JERSEY 08046

TELEPHONE: (609) 877-5511

FACSIMILE: (609) 877-7755

MICHAEL A. ARMSTRONG+  
Email: [maa@armstronglawfirm.com](mailto:maa@armstronglawfirm.com)

CRISTAL HOLMES-BOWIE  
Email: [chb@armstronglawfirm.com](mailto:chb@armstronglawfirm.com)

BARBARA ANN JOHNSON-STOKES  
Email: [bajs@armstronglawfirm.com](mailto:bajs@armstronglawfirm.com)



+MEMBER NJ & NY BARS

March 23, 2011

**Via Certified Mail Return Receipt Requested**

Just Energy, LLC  
261 Madison Avenue  
11<sup>th</sup> Floor  
New York, NY 10016

**RE: JFK Community Center Solar Power Purchase Agreement RFP**

To Whom It May Concern:

This office serves as Solicitor to the Township of Willingboro. We have been asked to review the responses to the above RFP for legal compliance. As you know the Township of Willingboro Clerk received and opened the bids for the above captioned project on February 24, 2011. Proposals from the following vendors were received:

1. Horizon Solar Energy, 4319 Route 130, Edgewater Park, NJ 08010;
2. Just Energy, LLC, 261 Madison Ave. 11<sup>th</sup> Fl., New York, NY 10016; and
3. Borrego Solar Systems, Inc., 1810 Gillespie Way, Suite 198, El Cajon, CA 92020.

Upon review of the proposals, it was determined that the Township would reject all proposals due to the existence of non-waivable material defects in each of the proposals submitted, pursuant to N.J.S.A. 40A:11-23.1 and 23.2 and 40A:11-13.2.

Just Energy, LLC's proposal did not include its completed "Bid Form," bid guarantee, the certificate from a surety company and the public works contractor registration. The failure to provide the completed "Bid Form" would deprive the township of its assurance that the contract would be entered into, performed and guaranteed according to the specifications. See Turner Construction Company v. N.J. Transit Corp., 296 N.J. Super. 530 (App. Div. 1997). The bid guarantee, and the certificate from a surety company are mandatory items which cannot be waived or cured by the Township, pursuant to N.J.S.A. 40A:11-23.2. Finally, the public works contractor form is mandatory as well. Therefore, this proposal was deemed unresponsive.



Accordingly, please find enclosed your proposal returned and a copy of the Township Resolution rejecting the bids. You will be provided with the re-advertised RFP, as soon as it is available.

Very truly yours,

A handwritten signature in black ink that reads "Cristal Holmes-Bowie". The signature is written in a cursive style with a large initial 'C'.

Cristal Holmes-Bowie

Enclosure

cc: Council (w/o Enclosure)  
K. Wendell Bibbs (w/o Enclosure)



Keep this receipt as a record of your purchase.

FOR YOUR PROTECTION SAVE THIS COPY  
**CASHIER'S CHECK**

Customer Copy

9436506154

02/23/2011

New York

Remitter JUST ENERGY, LLC.

\$ \*\*\*\*\*20,000.00 \*\*\*

Pay To The  
Order Of

TOWNSHIP OF WILLINGBORO

Drawer: JPMORGAN CHASE BANK, N.A.

**NON NEGOTIABLE**

**TERMS**

KEEP THIS COPY FOR YOUR RECORD OF THE TRANSACTION.  
PLEASE CONTACT CHASE TO REPORT A LOSS OR FOR ANY OTHER INFORMATION ABOUT THIS ITEM.

282111107 NEW 01/08 8810004306

HOLD DOCUMENT UP TO THE LIGHT TO VIEW TRUE WATERMARK

HOLD DOCUMENT UP TO THE LIGHT TO VIEW TRUE WATERMARK



**CASHIER'S CHECK**

9436506154 <sup>25-3</sup>/<sub>440</sub>

Date 02/23/2011

Remitter JUST ENERGY, LLC.

Pay: TWENTY THOUSAND DOLLARS AND 00 CENTS

\$ \*\*\*\*\*20,000.00 \*\*\*

Pay To The  
Order Of

TOWNSHIP OF WILLINGBORO

Drawer: JPMORGAN CHASE BANK, N.A.

*Michael Andrews*

Senior Vice President  
JPMorgan Chase Bank, N.A.  
Columbus, OH



9436506154 044000037 758661433



USA, N.A.  
1 Avenue  
NY 10016

Just Energy LLC  
Solar Bid  
JFK Center

# MICHAEL A. ARMSTRONG & ASSOCIATES, LLC

Counselors at Law  
79 MAINBRIDGE LANE  
WILLINGBORO, NEW JERSEY 08046

TELEPHONE: (609) 877-5511  
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MICHAEL A. ARMSTRONG+  
Email: [maa@armstronglawfirm.com](mailto:maa@armstronglawfirm.com)

CRISTAL HOLMES-BOWIE  
Email: [chb@armstronglawfirm.com](mailto:chb@armstronglawfirm.com)

BARBARA ANN JOHNSON-STOKES  
Email: [bajs@armstronglawfirm.com](mailto:bajs@armstronglawfirm.com)

+MEMBER NJ & NY BARS



March 23, 2011

**Via Certified Mail Return Receipt Requested**

Horizon Solar Energy  
4319 Route 130  
Edgewater Park, New Jersey 08010

**RE: JFK Community Center Solar Power Purchase Agreement**

To Whom It May Concern:

This office serves as Solicitor to the Township of Willingboro. We have been asked to review the responses to the above RFP for legal compliance. As you know the Township of Willingboro Clerk received and opened the bids for the above captioned project on February 24, 2011. Proposals for the following vendors were received:

1. Horizon Solar Energy, 4319 Route 130, Edgewater Park, NJ 08010;
2. Just Energy, LLC, 261 Madison Ave. 11<sup>th</sup> Fl., New York, NY 10016; and
3. Borrego Solar Systems, Inc., 1810 Gillespie Way, Suite 198, El Cajon, CA 92020.

Upon review of the proposals, it was determined that the Township would reject all proposals due to the existence of non-waivable material defects in each of the proposals submitted, pursuant to N.J.S.A. 40A:11-23.1 and 23.2.

Horizon Solar Energy failed to initial the "Bid Document Submission Checklist" pages -1 and p-2 indicating that mandatory and other documents were submitted with the proposal; failed to acknowledge receipt of "Bid Clarification #1 on the form provided; and pages P4 and P5 were completed in such a way that it was not clear whether it was a corporation or a sole proprietorship. Each of these defects is a fatal and non-waivable defect which deprive the Township of "its assurance that the contract will be entered into, performed and guaranteed according to its specified requirements." See N.J.S.A. 40A:11-23.1, 40A:11-23.2, Cioffi's Towing v. Borough of Collingswood 2009 WL333460308 (N.J.Super., A.D. 2009)

To that end, please find enclosed your proposal returned and a copy of the Township Resolution rejecting the bids. You will be provided with the re-advertised RFP, as soon as it is available.

Very truly yours,

A handwritten signature in cursive script that reads "Cristal Holmes-Bowie".  
Cristal Holmes-Bowie

Enclosure

cc: Mayor and Council (w/o enclosure)  
K. Wendell Bibbs (w/o enclosure)

0067803 11-24  
Office AU # 1210(8)

# CASHIER'S CHECK

6780301035

Operator I.D.: nj003951 nj003951

February 24, 2011

PAY TO THE ORDER OF \*\*\*TOWNSHIP OF WILLINGBORO\*\*\*

\*\*\*Twenty thousand dollars and no cents\*\*\*

\*\*\*\$20,000.00\*\*

WELLS FARGO BANK, N.A.  
4306 ROUTE 130  
WILLINGBORO, NJ 08046  
FOR INQUIRIES CALL (480) 394-3122

VOID IF OVER US \$ 20,000.00  
*Dorothy Kaswell*  
AUTHORIZED SIGNATURE

⑈6780301035⑈ ⑆121000248⑆4861 509545⑈

*AR Energy  
2 South  
PK NJ 08010*

*Bid Bond*

Security Features Included. Details on Back.



# TOWNSHIP OF WILLINGBORO

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

March 23, 2011

Borrego Solar Systems, Inc.  
1810 Gillespie Way, Suite 198  
El Cajon, CA 92020

RE: Return of Bid and Bid Bond

To Whom It May Concern:

Attached is a certified copy of Resolution No. 2011—56 which was adopted by Willingboro Township Council at their meeting of Tuesday, March 22, 2011, rejecting bids submitted for Willingboro JFK Community Center Solar Power Purchase Project.

Also, included is a letter of explanation from the Township Solicitor's office along with your original bid package.

Sincerely,

Sarah Wooding  
Acting Township Clerk

Encl.  
/saw

Cc: Horizon Solar Energy  
Just Energy, LLC  
File



# TOWNSHIP OF WILLINGBORO

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

March 23, 2011

Borrego Solar Systems, Inc.  
1810 Gillespie Way, Suite 198  
El Cajon, CA 92020

RE: Return of Bid and Bid Bond

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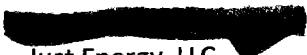
Also, included is a letter of explanation from the Township Solicitor's office along with your original bid package.

Sincerely,



Sarah Wooding  
Acting Township Clerk

Encl.  
/saw

Cc:   
Just Energy, LLC  
File



# TOWNSHIP OF WILLINGBORO

**MUNICIPAL COMPLEX ONE SALEM ROAD**

**WILLINGBORO, NEW JERSEY 08046**

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

March 23, 2011

Borrego Solar Systems, Inc.  
1810 Gillespie Way, Suite 198  
El Cajon, CA 92020

RE: Return of Bid and Bid Bond

To Whom It May Concern:

Attached is a certified copy of Resolution No. 2011—56 which was adopted by Willingboro Township Council at their meeting of Tuesday, March 22, 2011, rejecting bids submitted for Willingboro JFK Community Center Solar Power Purchase Project.

Also, included is a letter of explanation from the Township Solicitor's office along with your original bid package.

Sincerely,

Sarah Wooding  
Acting Township Clerk

Encl.  
/saw

Cc: Horizon Solar Energy

File





**RESOLUTION NO. 2011-57**  
**A RESOLUTION OF THE TOWNSHIP OF WILLINGBORO**  
**AUTHORIZING A PROFESSIONAL SERVICE CONTRACTS WITH**  
**JEFFREY SURENIAN AND ASSOCIATES, LLC**

---

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.) authorizes the negotiation and award of bids for Professional Services without public advertising, requires that the bids shall be awarded by resolution; and

**WHEREAS**, the terms of the contract shall be published and the contract itself must be available for public inspection that the contract available for public inspection; and

**WHEREAS**, Township of Willingboro has found it advisable to select professionals primarily on the basis of qualification including qualifications uniquely suited to the needs of the Township of Willingboro; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Willingboro, assembled in public session this 22nd day of March, 2011, as follows:

1. The Mayor and Acting Clerk are hereby authorized and directed to execute agreements with Jeffrey R. Surenian and Associates, LLC, as Special Counsel, COAH.
2. This contract is awarded without competitive bidding as professional services in accordance with N.J.S.A. 40A:11-5 (1)(a) of the Local Public Contracts Law because the services are to be performed by a person authorized by law to practice a recognized profession.
3. The contract shall be for the term of January 1, 2011 to December 31, 2011.
4. A notice of this action shall be printed once in the Burlington County Times.
5. A copy of this resolution shall be provided to Jeffrey R. Surenian and Associates, LLC

Eddie Campbell, Jr.  
 Mayor

Attest:

Sarah Wooding,  
 Acting Township Clerk

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

# JEFFREY R. SURENIAN AND ASSOCIATES, LLC

A Limited Liability Company

Counselors at Law

Brielle Galleria

707 Union Avenue, Suite 301

Brielle Borough, New Jersey 08730

Phone: (732) 612-3100

Fax: (732) 612-3101

Jeffrey R. Surenian, Esq. - *Member*  
Email - JRS@Surenian.com

Michael A. Jedziniak, Esq. - *Counsel*  
Email - MAJ@Surenian.com

Donna A. McBarron, Esq.  
Email - DAM@Surenian.com

Erik C. Nolan, Esq.  
Email - ECN@Surenian.com

Nancy L. Holm, Esq.  
Email - NLH@Surenian.com

December 6, 2010

## **VIA UPS OVERNIGHT**

### **Office of the Township Clerk**

Willingboro Township Municipal Complex

One Salem Road

Willingboro, NJ 08046

### **RE: 2011 - Special Affordable Housing Counsel**

Dear Sirs and/or Madams:

I am writing in response to the Request for Qualifications for Professional Services for Special Counsel, an Original and seven (7) copies of my proposal are attached. I have also enclosed a copy of my *curriculum vitae*, which lists my current municipal clients for your review. See Exhibit A. As you can see, I have literally decades of experience representing municipalities as Special Mount Laurel Counsel. As for my reputation, I invite you to contact any and all of the many references included. See Exhibit B. Indeed, I have worked long and hard for decades in this narrow area of the law to develop an unparalleled reputation. I know of no other attorney in the state currently representing municipalities that has anything close to 27 years of intensive experience in Mount Laurel matters. As a result of the quality of the representation we offer municipalities, the attorneys for the municipalities and planning boards my firm represents, as well as my adversaries, have regularly recommended my firm for positions as Special Mount Laurel counsel.

In addition to the above, I received the Michael A. Pane Award for ethics in 2009. The award reads as follows: "Conferred Upon the Attorney Who has Exemplified the Highest Standards of Ethics and Whose Work has Significantly Enhanced the Integrity of Local government."

1. ***Must be licensed to practice law in the State of New Jersey for a period of not less than five (5) years preceding the proposed appointment, and eligible to appear before all state and federal courts in New Jersey, as well as New Jersey administrative agencies and the Office of Administrative Law.***

I have been licensed to practice law in 1983. Under my direct supervision, Michael A. Jedziniak has been licensed in 2001; Donna A. McBarron licensed in 1998;

Erik C. Nolan and Nancy L. Holm have been licensed in 2006. All attorneys in my Firm are eligible to appear before all state and federal courts in New Jersey, as well as new jersey administrative agencies and the Office of Administrative Law.

2. ***Must have a minimum of five (5) years experience in the general representation of municipal governments or municipal authorities.***

See Exhibit A.

3. ***Must list past and present municipal or government authorities represented.***

See Exhibit C for a list of past and present clients.

4. ***Must maintain a bona fide principal office in the State of New Jersey***

The name of my firm is “Jeffrey R. Surenian and Associates, LLC”. We are located at 707 Union Ave – Ste 301 Brielle, NJ 08730

5. ***Must have sufficient support staff available to provide all general legal services required by the Township including, but not limited to, legal research, preparation of resolutions, preparation of ordinances, preparation of contracts and other legal documents.***

In addition to my work as an attorney, the Firm currently employs four attorneys, who work almost exclusively on affordable housing matters. The Firm also employs a full time support staff of four individuals.

#### **Section A: *Understanding of the Scope of Services to be provided for the Township***

The Firm will assist the Township in securing approval of its Housing Element and Fair Share Plan and in defending itself from any objectors. In addition, the Firm will defend itself in any appeals. Finally, the Firm will assist the Township in any other matters involving its affordable housing obligations as requested by the Township.

#### **Section B: *Qualifications of Firm & Key Personnel***

I have represented the Township since 2005 and this experience has provided me with a wealth of information about your community and its special needs.

In addition to my direct, hands-on experience with the Township and its Mount Laurel issues, I have an extraordinary depth of experience in Mount Laurel matters. In this regard, after my clerkship with Judge Serpentelli in 1983-1984, I have dedicated my entire career to representing clients in the Mount Laurel arena.

I first became interested in the affordable housing issues facing New Jersey's municipalities when serving as a law clerk to Honorable Eugene D. Serpentelli, one of three Judges originally appointed by the Chief Justice of the New Jersey Supreme Court in 1983 to implement the Mount Laurel rulings. Since that clerkship 27 years ago, I have been fortunate enough not only to concentrate my practice in this area, but also to select my client base. In contrast to other attorneys who represent both developers and municipalities, I have elected to represent only municipalities. As a matter of philosophical principle, I will not represent developers. My firm prides itself in providing quality representation to over 40 municipalities exclusively in Mount Laurel matters.

In addition to the knowledge of Mount Laurel law that comes from the intensive and extensive experiences discussed above, I authored a treatise on Mount Laurel law, which the New Jersey Supreme Court cited. I also co-authored a chapter on affordable housing law in a broader treatise involving all areas of land use in New Jersey. I have lectured on a regular basis for ICLE, the New Jersey Planning Officials, and the New Jersey State League of Municipalities. I also lectured at Harvard University early in my career.

Recently, I have also lectured extensively on a recent case and Mount Laurel legislation that is likely to shape the Township's Mount Laurel responsibilities in the months ahead. Indeed, in the last few weeks, I lectured three times on the subject. More specifically, I lectured (i) at an ICLE webinar concerning the significance to municipalities of the October 8, 2010 Appellate Division decision entitled In re the Adoption of 5:96 and 5:97; (ii) at an American Planners Association Conference on the current state of the affordable housing laws in New Jersey; and (iii) at the 2010 convention of the New Jersey State League of Municipalities Convention on S-1 and A-3447. This recent legislation proposes to abolish COAH and totally reform the affordable housing laws of our state.

In addition to the above, I have spearheaded various other successes on behalf of municipal clients. For example, on behalf of Brick Township, I developed a concept that has come to be known as "credits without controls." Through this effort, Brick secured over 400 "credits" against its fair share obligation – credits valued at over \$8,000,000 based upon \$20,000 per unit RCA rate that existed at that time. On behalf of the Townships of Cherry Hill, Toms River, Middletown, and Wayne – municipalities with fair share quotas of over 1,000 units – I drafted legislation ultimately signed into law that capped the fair share of these communities to 1,000 units. I helped the Boroughs of Manasquan and Beachwood protect the last significant vacant parcel of land from development. On behalf of Barnegat and Wall Townships, I secured the first two waivers in the state from the cap on age-restricted housing. I have also secured Appellate Division approval of "temporary immunity", a procedure to facilitate the ability for municipalities to comply without the necessity of builder's remedy litigation. This represents just some of the successes I have had in helping diverse municipalities struggling with the burdens of Mount Laurel compliance.

### **Section C: *Resume and Qualifications of Key Personnel***

See Exhibit C to the proposed contract attached hereto as Exhibit D for Resumes and Certificates of Good Standing of all Attorneys.

**Section D: *Client/ Reference List***

See Exhibit B for a list of references and Exhibit C for a list of past and present clients.

**Section E: *Conflict of Interest***

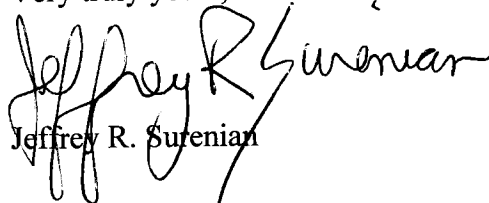
None.

**Section F: *Miscellaneous/Other information (This section if for any further pertinent data and information not included elsewhere in the RFQ and found necessary by the proposer).***

My firm's standard rate for 2011 is identical to my standard rates for 2010. I have attached a proposed contract, which mirrors our 2010 contract for the Township's consideration. See Exhibit D.

If you have any questions or concerns, I would be happy to address them either in writing or through an interview.

Very truly yours,



Jeffrey R. Surenian

JRS/l  
Enclosure

# **EXHIBIT A**

**BIOGRAPHY:**

Mr. Surenian concentrates his practice on affordable housing matters before the courts and the New Jersey Council on Affordable Housing (COAH). Mr. Surenian devotes his practice exclusively to the representation of municipalities seeking to achieve constitutional compliance with their Mount Laurel responsibilities in the absence of a lawsuit or in the face of lawsuits by developers and/or public interests plaintiffs. Mr. Surenian also assists municipalities in seeking approvals of their affordable housing plans from COAH, typically in the face of one or more objectors.

Mr. Surenian has a reputation for ethical conduct. He received the Pane Award for Excellence in Ethics in November 2009. The award reads as follows: "Conferred Upon the Attorney Who has Exemplified the Highest Standards of Ethics and Whose Work has Significantly Enhanced the Integrity of Local government."

In 1983 and 1984, Mr. Surenian served as the law clerk to the Honorable Eugene D. Serpentelli in the first year of his appointment by former Chief Justice Wilentz as the *Mount Laurel* trial judge for the central portion of the state. Since that time, Mr. Surenian has distinguished himself academically and in practice in the affordable housing arena.

*In Practice*

Mr. Surenian represented Brick Township, where he developed a concept that resulted in the Township's receipt of over 400 "credits" against its fair share obligation - credits valued at over \$8,000,000 based upon the \$20,000 per unit rate for Regional Contribution Agreements that existed at that time. He represented or represents the Townships of Cherry Hill, Toms River, Middletown and Wayne - municipalities with fair share quotas of over 1,000 units. He and assisted with Legislation that capped the fair share of these communities to 1,000 units. He helped the Boroughs of Manasquan and Beachwood protect the last significant vacant parcel of land from development. For Barnegat and Wall Townships, Mr. Surenian secured the first two waivers in the state from the cap on age-restricted housing. Mr. Surenian secured Appellate Division approval of a "temporary immunity" procedure to facilitate the ability of municipalities to comply without the necessity of builder's remedy litigation. Mr. Surenian has also had success establishing that developers have the responsibility to make good faith efforts to achieve an amicable accord prior to instituting builder's remedy suits. This represents just some of the successes Mr. Surenian has had in helping diverse municipalities struggling with the burdens of *Mount Laurel* compliance.

## *Academically*

Mr. Surenian authored *Mount Laurel II and the Fair Housing Act* (ICLE, 1987), a treatise recognized as authoritative by many jurists and cited by the New Jersey Supreme Court. He also co-authored a chapter on affordable housing law in a well-respected treatise entitled *New Jersey Land Use and Environmental Law* (Matthew Bender, 1993). Finally, Mr. Surenian has lectured at Harvard University and has served as a lecturer and panelist at a number of seminars to instruct municipal officials and attorneys about the ever-evolving field of affordable housing law.

**Present Clients** of the Mr. Surenian include the following: Atlantic Highlands Borough (Monmouth County), Bay Head Borough (Ocean County), Beach Haven Borough (Ocean County), Burlington Township (Gloucester County), Cherry Hill Township (Camden County), Clayton Borough (Gloucester County), Egg Harbor Township (Atlantic County), Evesham Township (Burlington County), Fairfield Township (Essex County), Farmingdale Borough (Monmouth County), Franklin Township (Gloucester County), Freehold Township (Monmouth County), Hopewell Township (Cumberland County), Manasquan Borough (Monmouth County), Mannington Township (Salem County), Mantua Township (Gloucester County), Maplewood Township (Essex County), Middletown Township (Monmouth County), Monmouth Beach Borough (Monmouth County), North Caldwell Borough (Essex County), Ocean Township (Monmouth County), Oceanport Borough (Monmouth County), Old Bridge Township-MUA (Middlesex County), Oldmans Township (Salem County), Pemberton Borough (Burlington County), Pilesgrove Township (Salem County), Pine Beach Borough (Ocean County), Pittsgrove Township (Salem County), Point Pleasant Borough (Ocean County), Roselle Park Borough (Union County), Rumson Borough (Monmouth County), Shrewsbury Borough (Monmouth County), South Harrison Township (Gloucester County), South Orange Township (Essex County), Spring Lake Heights Borough (Monmouth County), City of Summit (Union County), Swedesboro Borough (Gloucester County), Vineland City (Cumberland County), Wall Township (Monmouth County), Washington Township (Gloucester County), West Cape May Borough (Cape May County), City of Wildwood (Cape May County), Willingboro Township (Burlington County), Woodbury Heights Borough (Gloucester County) and Woolwich Township (Gloucester County).

### **EDUCATION:**

Pennsylvania State University (B.A., magna cum laude, Phi Beta Kappa, 1976)  
Farleigh Dickinson University (Graduate Studies, English Literature)  
Rutgers Law School-Camden (J.D., 1983)

### **BAR ADMISSIONS:**

New Jersey (1983)  
Pennsylvania (1983)

### **E-MAIL ADDRESS:**

[IRS@Surenian.com](mailto:IRS@Surenian.com)



# **EXHIBIT B**

Professional References

---

Atlantic Highlands (Monmouth County)  
Janice Miller (732) 741-6769

Bay Head (Ocean County)  
**Ken Fitzsimmons (732) 341-1000 x 8230**

Beachwood Township (Ocean County)  
**Jeff Moran (732) 929 2011**

Eatontown Borough (Monmouth County)  
**Mayor Tarontola (732) 389-7621**

Fairfield Township (Essex County)  
**David Paris (973) 661-0710**

Freehold Township (Monmouth County)  
**Duane Davison (732) 780-1100**

Holmdel Township (Monmouth County)  
**Denise Fritz and Loni Lucina (732) 946-2820**

Mantua Township (Gloucester County)  
**Tim Chell (856) 848-3636**

Manalapan Township (Monmouth County)  
**Roger McLaughlin (732) 919-1155**

Maplewood Township (Essex County)  
**Roger Desiderio (973) 736-9800**

Middletown Township (Monmouth County)  
Anthony Mercantante (732) 615-2010

Oceanport Borough (Monmouth County)  
**Jay Briscione (732) 571-3900 x101**

Pilesgrove Township (Salem County)  
**John Ober (609) 206 1720**

Pittsgrove Township (Salem County)  
Deborah Turner-Fox and Constance Garton (856) 358-0712

Rumson Borough (Monmouth County)  
**John E. Ekdahl (732) 389-8654**

Shrewsbury Township (Monmouth County)  
**Martin Barger (732) 741-1800**

City of Summit (Union County)  
**Chris Cotter (908) 277-9419**

Woolwich Township (Gloucester County).  
**Allen Zeller (856) 428-6600**

# **EXHIBIT C**

## **PAST & PRESENT CLIENTS OF JEFFREY R. SURENIAN and ASSOCIATES, LLC.**

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Atlantic Highlands (Monmouth County), Bay Head (Ocean County), Beach Haven (Ocean County), Beachwood Borough (Ocean County), Berkeley Township (Ocean Township), Berlin Borough (Camden County), Bloomingdale Borough, (Passaic County), Brick Township (Ocean County), Burlington (Gloucester County), Cherry Hill Township (Camden County), Chester Borough (Morris County), Clayton (Gloucester County), Egg Harbor (Atlantic County), Deal Borough (Monmouth County), East Greenwich Township (Gloucester County), Eatontown Borough (Monmouth County), Evesham Township (Burlington County), Fairfield Township (Essex County), Farmingdale Borough (Monmouth County), Franklin Township (Gloucester County), Freehold Township (Monmouth County), Haddon Township (Camden County), Haddonfield Borough (Camden County), Harrison Township (Gloucester County), Holmdel Township (Monmouth County), Hopewell Township (Cumberland County), Jackson Township (Ocean County), Lawnside Borough (Camden County), Manalapan Township (Monmouth County), Manasquan Borough (Monmouth County), Mannington Township (Salem County), Mantua Township (Gloucester County), Maplewood Township (Essex County), Middletown Township (Monmouth County), Monmouth Beach Borough (Monmouth County), Mount Laurel Township (Burlington County), North Caldwell (Essex County), Ocean Township (Monmouth County), Oceanport Borough (Monmouth County), Old Bridge Township-MUA (Middlesex County), Oldmans Township (Salem County), Pemberton Borough (Burlington County), Pilesgrove Township (Salem County), Pittsgrove Township (Salem County), Pine Beach Borough (Ocean County), Point Pleasant (Ocean County), Pompton Lakes Borough (Passaic County), Roselle Park (Union County), Rumson Borough (Monmouth County), Shrewsbury Township (Monmouth County), South Harrison Township (Gloucester County), South Orange Township (Essex County), Spring Lake Heights (Monmouth County), City of Summit (Union County), Swedesboro Borough (Gloucester County), Toms River Township (Ocean County), Vineland City (Cumberland County), Wall Township (Monmouth County), Washington Township (Gloucester County), West Cape May (Cape May County), City of Wildwood (Cape May County), Willingboro Township (Burlington County), Woodbury Heights (Gloucester County) and Woolwich Township (Gloucester County).

# **EXHIBIT D**

# CONTRACT FOR PROFESSIONAL SERVICES

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This Agreement is made this 22nd ~~1st~~ day of March ~~January~~ 2011, by and between:

**Township of Willingboro, a municipal corporation of the State of New Jersey**  
One Salem Road  
Willingboro, New Jersey 08046

Hereinafter referred to as "**Township**"

And: **Jeffrey R. Surenian and Associates, LLC**  
707 Union Avenue, Suite 301  
Brielle New Jersey, 08730

hereinafter referred to as "**Special Counsel**", "**Contractor**" or "**Firm**".

## WITNESSETH:

1. Township hereby appoints and employs the Special Counsel to assist the Township and its legal counsel in helping the Township address its responsibilities with respect to its affordable housing obligations in proceedings before the New Jersey Council on Affordable Housing (COAH) and any Court.

2. Special Counsel shall bill the Township at the following rates:

- (a) \$175.00 per hour for all time spent by Jeffrey R. Surenian;
- (b) \$160.00 per hour for all time spent by Counsel, which is defined as an attorney with at least six years of experience representing municipalities in Mount Laurel matters;
- (b) \$150.00 per hour for all time spent by Senior Associates, defined as an attorney with at least three years of experience as an attorney;
- (c) \$140.00 per hour for all time spent by Junior Associates defined as an attorney with less than three years of experience as an attorney; and
- (d) \$70.00 per hour for all paralegal work.

3. Township shall pay all disbursements incurred by Firm at the Firm's normal rate, such as, but not limited to, photocopying and printing expenses (at \$0.25 per page), fax fees (at \$1.00 per page), telephone charges, travel expenses (at standard IRS rate plus tolls), scanning fees (at \$.25 per page), messenger fees, filing fees, recording fees, etc.

4. Special Counsel shall bill Township on a monthly basis. In the event that the bills exceed the amount budgeted, Township shall either make another appropriation or advise Special Counsel immediately to stop work.

5. Township shall pay all bills within forty five (45) days from date mailed.

6. As a prerequisite to payment, Special Counsel shall complete and execute vouchers provided by the Township in blank, which firm shall be free to submit with each bill so that the bill may be paid upon approval.

7. Statutorily Required Affirmative Actions Clause:

Attached hereto and incorporated herein are:

**Exhibit A**

Mandatory Affirmative Action Language Goods, Professional Services and General Service Contracts, together with Appendix A (Americans with Disabilities Act), and Affirmative Action Compliance Notice;

**Exhibit B**

State of New Jersey Business Registration together with Certificate of Employee Information Report, Insurance Binder and Business Entity Disclosure Statement; and

**Exhibit C**

Jeffrey R. Surenian's Certificate of Good Standing, Michael A. Jedziniak's Certificate of Good Standing, Donna A. McBarron's



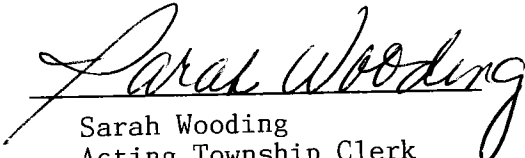
Certificate of Good Standing, Erik Nolan's Certificate of Good Standing, and Nancy L. Holm's Certificate of Good Standing.

8. Any portion or clause of this Agreement that is deemed unenforceable shall be severed from this Agreement with the surviving portion remaining in full force and effect.

9. The terms of this Contract shall be in effect from January 1, 2011 until December 31, 2011.

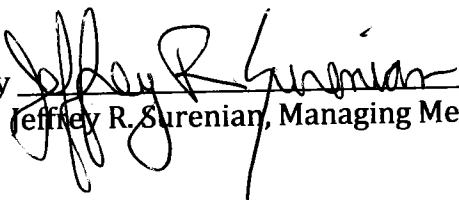
**TOWNSHIP OF WILLINGBORO**

ATTEST:

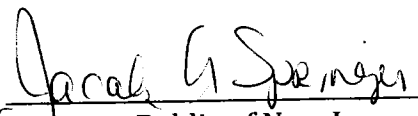
  
Sarah Wooding  
Acting Township Clerk

By   
\_\_\_\_\_, Mayor

**JEFFREY R. SURENIAN AND ASSOCIATES, LLC**

By   
\_\_\_\_\_  
Jeffrey R. Surenian, Managing Member

Sworn and subscribed to before me on  
this 6<sup>th</sup> day of December, 2010

  
\_\_\_\_\_  
A Notary Public of New Jersey  
My commission expires:

# **EXHIBIT A**

*(TO THE PROPOSED 2011 CONTRACT)*

**AFFIRMATIVE ACTION COMPLIANCE NOTICE**  
**N.J.S.A. 10:5-31 AND N.J.A.C. 17:27**  
**GOODS AND SERVICES CONTRACTS**  
**(Including Professional Services)**

This form is a summary of the successful bidder's requirement to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27.

The successful bidder shall submit to the public agency, after notification of award but prior to execution of this contract, one of the following three documents as forms of evidence:

- (a) A photocopy of a valid letter that the contractor is operating under an existing Federally approved or sanctioned affirmative action program (good for one year from the date of the letter);  
OR
- (b) A photocopy of a Certificate of Employee Information Report approval,  
issued in accordance with N.J.A.C. 17:27-4;  
OR
- (c) A photocopy of an Employee Information Report (Form AA302) provided by the Division and distributed to the public agency to be completed by the contractor in accordance with N.J.A.C. 17:27-4.

The successful vendor may obtain the Affirmative Action Employee Information Report (AA302) from the contracting unit during normal business hours.

The successful vendor(s) must submit the copies of the AA302 Report to the Division of Contract Compliance and Equal Employment Opportunity in Public Contracts (Division). The Public Agency copy is submitted to the public agency, and the vendor copy is retained by the vendor.

The undersigned vendor certifies that he/she is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27 and agrees to furnish the required forms of evidence.


The undersigned vendor further understands that his/her bid shall be rejected as non-responsive if said contractor fails to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27.

**Company:** Jeffrey R. Surenian and Associates, LLC


**Print Name:** Jeffrey R. Surenian

**Title:** Managing member

**Signature:**

  
\_\_\_\_\_

**Date:**

  
\_\_\_\_\_

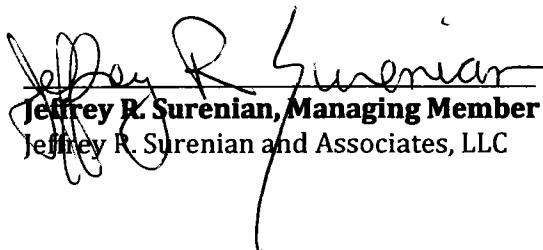
**APPENDIX A**  
**AMERICANS WITH DISABILITIES ACT OF 1990**  
**Equal Opportunity for Individuals with Disability**

The contractor and the TOWNSHIP OF WILLINGBORO (hereinafter "owner") do hereby agree that the provisions of Title 11 of the Americans with Disabilities Act of 1990 (the "Act") (42 U.S.C. S121 01 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the owner shall expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

  
**Jeffrey R. Surenian, Managing Member**  
Jeffrey R. Surenian and Associates, LLC

**EXHIBIT A**

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE, N.J.S.A. 10:5-31 et seq., N.J.A.C. 17:27

**GOODS, PROFESSIONAL SERVICES AND GENERAL SERVICE CONTRACTS**

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or application for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Except with respect to affectional or sexual orientation, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Such action shall include, but limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq. as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27-5.2, or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation of sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personal testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the applicable employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and lay-off to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal

court decisions.

The contractor and its subcontractor shall furnish such reports or other documents to the Division of Contract Compliance and EEO as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Contract Compliance and EEO for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**

Dated: 11-01-05

# **EXHIBIT B**

*(TO THE PROPOSED 2011 CONTRACT)*

**BUSINESS ENTITY DISCLOSURE CERTIFICATION**  
**FOR NON-FAIR AND OPEN CONTRACTS**  
 Required Pursuant to N.J.S.A. 19:44A-20.8

**Part I - Vendor Affirmation**

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that **Jeffrey R. Surenian and Associates, LLC** has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period commencing January 1, 2010, to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the TOWNSHIP OF WILLINGBORO as defined pursuant to N.J.S.A. 19:44A-3 (p), (q) and (r). The undersigned and all persons listed below understand that they are barred from making such contributions during the term of this contract.

**Part II - Ownership Disclosure Certification**

I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

**Check the box that represents the type of business entity:**

- Partnership   
  Corporation   
  Sole Proprietorship   
  Subchapter S Corporation  
 Limited Partnership   
 Limited Liability Company   
 Limited Liability Partnership

Name of Stock or Shareholder	Home Address
Jeffrey R. Surenian	1206 Rue Avenue, Point Pleasant, NJ 08742      100%

**Part III - Signature and Attestation:**

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: Jeffrey R. Surenian and Associates, LLC  
 Signed: *Jeffrey R. Surenian*      Title: Managing member  
 Print Name: Jeffrey R. Surenian      Date: 12-6-10

Subscribed and sworn before me this 6<sup>th</sup> day of December, 2010

*Jacalyn A. Springer*  
 (Affiant)

My Commission expires: JACALYN A. SPRINGER  
A Notary Public of New Jersey  
 My Commission Expires Sept. 15, 2013

\_\_\_\_\_  
 (Print Name & title of affiant)

(Corporate Seal)





LAWYERS PROFESSIONAL LIABILITY COVERAGE  
DECLARATIONS

POLICY NO. 105276587

Travelers Casualty and Surety Company of America  
Hartford, CT 06183

(A Stock Insurance Company, herein called the Company)

**Important note: This is a claims-made policy. To be covered, a claim must be first made against an insured during the policy period or any applicable extended reporting period.**

This policy is composed of the Declarations, the Professional Liability Coverage, the Professional Liability Terms and Conditions, and any endorsements attached thereto.

ITEM 1	<p><b>NAMED INSURED:</b> JEFFREY R. SURENIAN &amp; ASSOC.</p> <p>Principal Address: 707 Union Avenue, Suite 301 BRIELLE, NJ 08730</p>
ITEM 2	<p><b>POLICY PERIOD:</b> Inception Date: May 1, 2010                      Expiration Date: May 1, 2011 12:01 A.M. standard time both dates at the Principal Address stated in ITEM 1.</p>
ITEM 3	<p>ALL NOTICES PURSUANT TO THE POLICY MUST BE SENT TO THE COMPANY BY EMAIL, FACSIMILE, OR MAIL AS SET FORTH BELOW:</p> <p>Email: PLclaims@travelers.com</p> <p>FAX: 888-460-6622</p> <p>Professional Liability Claims Manager Travelers Bond &amp; Financial Products 385 Washington Street, MC 9275-NB08F St. Paul, MN 55102</p>
ITEM 4	<p>COVERAGE INCLUDED AS OF THE INCEPTION DATE IN ITEM 2:</p> <p>Lawyers Professional Liability Coverage</p>



## STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

<b>Taxpayer Name:</b>	JEFFREY R SURENIAN AND ASSOCIATES LIMITED LIABILITY COMPANY
<b>Trade Name:</b>	
<b>Address:</b>	707 UNION AVENUE STE 301 BRIELLE, NJ 08730
<b>Certificate Number:</b>	1145488
<b>Effective Date:</b>	April 26, 2005
<b>Date of Issuance:</b>	June 18, 2008

**For Office Use Only:**  
**20080618144139309**

Date:

**CERTIFICATE OF EMPLOYEE INFORMATION REPORT  
INITIAL**

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of 15-OCT-2005 to 15-OCT-2012

JEFFREY R. SURENIAN & ASSOCIATES, LLC  
2052 ROUTE 35, SUITE 201  
WALL TOWNSHIP NJ 07719



A handwritten signature in cursive script, appearing to read "John P. Lammie".

State Treasurer

# **EXHIBIT C**

*(TO THE PROPOSED 2011 CONTRACT)*

## **DONNA A. McBARRON, ESQ.**

91 Augusta Street,  
Tinton Falls, New Jersey 07712  
732-493-1893 • 732-597-3971  
DAM@Surenian.com

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### **PROFESSIONAL EXPERIENCE**

#### **JEFFREY R. SURENIAN & ASSOCIATES, L.L.C., BRIELLE, NJ**

*Senior Associate*, January 2009 – present

- Represent approximately 45 municipalities in connection with their affordable housing litigation and compliance.

#### **WILENTZ, GOLDMAN & SPITZER P.A., WOODBRIDGE, NJ**

*Associate*, September 1998 – November 2008

*Summer Associate Law Clerk*, May 1997 to February 1998

#### **Primary Areas of Practice**

- Responsible for complex commercial real estate matters representing buyers and sellers in all aspects of the transaction including contract negotiation, due diligence, resolution of environmental issues, title and survey analysis, financing and closing;
- Handled sophisticated securitized financing transactions on behalf of borrowers;
- Represented conventional and private lenders in title reviews and loan closings;
- Negotiated commercial leases for both landlords and tenants;
- Prepared and negotiated easements, restrictions, boundary line agreements and other real property documents;
- Participated in the largest tax credit transaction in New Jersey involving a mixed-use redevelopment project with 249 affordable housing residential units financed by a state agency, a casino, a conventional construction lender, an equity investment through tax syndication, grant monies and Urban Enterprise Zone (UEZ) funds.

#### **Additional Areas of Practice**

- Represented clients throughout all phases of commercial litigation, including trial work;
- Represented various boards of education in tenure matters, policy preparation and general litigation;
- Handled the racial profiling cases on behalf of the New Jersey Turnpike Authority.

### **EDUCATION**

#### **RUTGERS UNIVERSITY SCHOOL OF LAW**

Newark, NJ, Juris Doctorate, 1998 – **Bar Admission, New Jersey, 1998**

- Editor, *The Rutgers Law Review*
- G.P.A. 3.6

#### **RUTGERS COLLEGE, RUTGERS UNIVERSITY**

New Brunswick, NJ, B.A., English, 1995

- G.P.A. 3.5
- Phi Beta Kappa - Liberal Arts Honor Society
- Dean's List

# **NANCY L. HOLM, ESQ.**

110A Main Street  
Holmdel, New Jersey 07733  
(908) 902-9722  
NLH@Surenian.com

Admitted to Practice Law in New Jersey and Pennsylvania

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## **EDUCATION**

- 2003-2006 Rutgers School of Law - Camden, New Jersey  
Juris Doctor, May 2006
- 1998-2002 Seton Hall University - South Orange, New Jersey  
Bachelor of Arts, English, Magna Cum Laude  
Minor, Psychology

## **PROFESSIONAL EXPERIENCE**

- September 2007- Present Jeffrey R. Surenian and Associates, LLC - Wall, New Jersey  
Associate Attorney
- August 2006- August 2007 Superior Court of New Jersey, Appellate Division  
West Long Branch, New Jersey  
Law Clerk to the Honorable William P. Gilroy, J.A.D.
- 2005-2006 Lomurro, Davison, Eastman & Munoz, P.A.  
Freehold, New Jersey  
Law Clerk
- May 2004- August 2004 Superior Court of New Jersey - Law Division  
Freehold, New Jersey  
Judicial Intern for the Honorable Jamie S. Perri, P.J.Civ.
- January 2003- July 2003 Target Corporation - Ocean, New Jersey  
Cashier/Guest Services Team Leader (Management)

## **REFERENCES**

Furnished upon request.

## **ERIK C. NOLAN**

5 Alyssa Rose Lane  
Jackson, New Jersey 08533  
(732) 564-0876  
ECN@Surenian.com

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### **EDUCATION:**

**9/01-12/05**            **Seton Hall University School of Law, Newark, New Jersey**  
Juris Doctor.

**1986-1989**            **Rutgers College, New Brunswick, New Jersey**  
Bachelor of Arts: Major: English (Minor: History).

### **PROFESSIONAL EXPERIENCE:**

**2006 - Present**        **Jeffrey R. Surenian and Associates, LLC, Wall, New Jersey**  
  
*Associate Attorney*

- Work with Jeffrey R. Surenian, Esq. to represent over 35 municipalities in Mount Laurel proceedings before the New Jersey Council on Affordable Housing and before the courts at trial and on appeal.
- Responsibilities include drafting briefs, pleadings, discovery, land-use ordinances, resolutions, and other Mount Laurel documents; researching legal issues; and preparing for and attending depositions and trials.

**1991 - 2006**            **Wilentz, Goldman & Spitzer, PC, Woodbridge, New Jersey**  
  
*Senior Paralegal*

- Managed every aspect of a case as a paralegal from intake through final appeal in the firm's complex commercial litigation department.

**1989 - 1991**            **First Fidelity Bank, NA, North Brunswick, New Jersey**  
  
*Data Center Supervisor / Assistant Shift Manager*

- Maintained one of First Fidelity Bank's data centers by supervising computer operators, counsel operators, and tape librarians, including writing performance reviews and making recommendations for promotions and salary increases.

**REFERENCES:** Furnished upon request.

# **MICHAEL A. JEDZINIAK, ESQ.**

707 Union Avenue - Suite 301

Brielle, New Jersey 08730

MAJ@Surenian.com

**EDUCATION**    **SETON HALL UNIVERSITY SCHOOL OF LAW**, Newark, NJ  
Juris Doctorate, June 2001

**UNIVERSITY OF NORTH CAROLINA**, Chapel Hill, NC  
Bachelor of Arts, Industrial Relations/Management, May 1987

## **PROFESSIONAL EXPERIENCE**

- May 05 – pres.    **JEFFREY R. SURENIAN AND ASSOCIATES, LLC** – Brielle, NJ  
Counsel:    Worked directly under Jeffrey R. Surenian to represent over 40 municipalities in Mount Laurel proceedings before the New Jersey Council on Affordable Housing and before the courts at trial and on appeal.
- Sep 02 – May 05    **THE LOMELL LAW FIRM** – Toms River, NJ  
Associate Attorney:    Worked directly under Jeffrey R. Surenian to represent municipalities in Mount Laurel proceedings before the New Jersey Council on Affordable Housing and before the courts at trial and on appeal.
- Sep 01 - Aug 02    **NEW JERSEY APPELLATE DIVISION** – Toms River, NJ  
Judicial Clerk of the Appellate Division – Honorable James M. Havey, P.J.A.D.
- Sep 92 - Jun 01    **JOHNSON INDUSTRIES.** – Berkeley Township, NJ  
Legal and Environmental Coordinator.    Responsible for all in-house legal and environmental matters, including coordination of discovery, settlement negotiations, investigation, and case monitoring. Environmental duties included compliance, permitting, public relations, consultant coordination and DEP settlement negotiations.
- Mar 92 - Oct 92    **NORTHWESTERN MUTUAL LIFE.** - Toms River, NJ  
Sales Agent.    Responsible for sales of insurance products to business and personal markets. Areas of focus included pension/retirement planning, buy/sell funding, estate planning, key person insurance, disability income, annuities and group health planning.
- Feb 91 - Mar 92    **CLARKS LANDING MARINA** - Point Pleasant, NJ  
Operations Manager.    Responsible for the development of a start-up enterprise, including total development of the operations system, sales, customer service, public relations, advertising, maintenance scheduling, market strategies, hiring and training of personnel.
- Apr 88 - Feb 91    **DMC/RIVEREDGE ASSOCIATES.** - East Brunswick/Toms River, NJ  
Professional Employment Recruiter/Partner.    Managed daily operational and sales functions for a recruiting and personnel consulting firm. Responsibilities included business plan development, new business development, budgeting, media development, negotiating fee arrangements, and personnel training.
- Jul 87 - Feb 88    **MORGAN GUARANTY TRUST COMPANY.** - New York City  
Senior Operations Clerk, Special Processing Unit

**REFERENCES:**    Furnished upon request



# Supreme Court of New Jersey



## Certificate of Good Standing

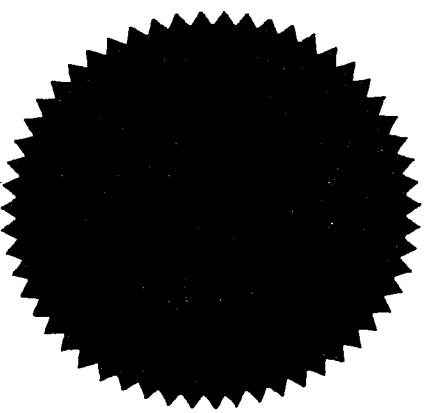
*This is to certify that*      **JEFFREY R SURENIAN**  
(No.      **024231983**      ) *was constituted and appointed an Attorney at Law of New Jersey on*      **December 15, 1983**      *and, as such, has been admitted to practice before the Supreme Court and all other courts of this State as an Attorney at Law, according to its laws, rules, and customs.*

*I further certify that as of this date, the above-named is an Attorney at Law in Good Standing. For the purpose of this Certificate, an attorney is in "Good Standing" if the Court's records reflect that the attorney: 1) is current with all assessments imposed as a part of the filing of the annual Attorney Registration Statement, including, but not limited to, all obligations to the New Jersey Lawyers' Fund for Client Protection; 2) is not suspended or disbarred from the practice of law; 3) has not resigned from the Bar of this State; and 4) has not been transferred to Disability Inactive status pursuant to Rule 1:20-12.*

*Please note that this Certificate does not constitute confirmation of an attorney's satisfaction of the administrative requirements of Rule 1:21-1(a) for eligibility to practice law in this State.*

*In testimony whereof, I have  
hereunto set my hand and  
affixed the Seal of the  
Supreme Court, at Trenton, this  
7TH day of October , 20 10.*

Clerk of the Supreme Court



# Supreme Court of New Jersey



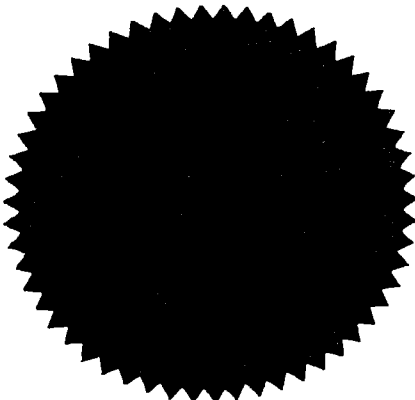
## Certificate of Good Standing

*This is to certify that*        **MICHAEL ALDO JEDZINIAK**  
(No.        **012832001**        ) *was constituted and appointed an Attorney at Law of New Jersey on*        **November 14, 2001**        *and, as such, has been admitted to practice before the Supreme Court and all other courts of this State as an Attorney at Law, according to its laws, rules, and customs.*

*I further certify that as of this date, the above-named is an Attorney at Law in Good Standing. For the purpose of this Certificate, an attorney is in "Good Standing" if the Court's records reflect that the attorney: 1) is current with all assessments imposed as a part of the filing of the annual Attorney Registration Statement, including, but not limited to, all obligations to the New Jersey Lawyers' Fund for Client Protection; 2) is not suspended or disbarred from the practice of law; 3) has not resigned from the Bar of this State; and 4) has not been transferred to Disability Inactive status pursuant to Rule 1:20-12.*

*Please note that this Certificate does not constitute confirmation of an attorney's satisfaction of the administrative requirements of Rule 1:21-1(a) for eligibility to practice law in this State.*

*In testimony whereof, I have  
hereunto set my hand and  
affixed the Seal of the  
Supreme Court, at Trenton, this  
7TH day of October , 20 10.*



*Mark [Signature]*  
Clerk of the Supreme Court

# Supreme Court of New Jersey



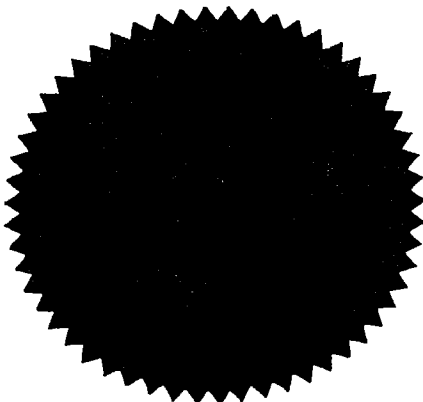
## Certificate of Good Standing

*This is to certify that*      **DONNA A MCBARRON**  
(No.      **017751998**      ) *was constituted and appointed an Attorney at Law of New Jersey on*      **December 16, 1998**      *and, as such, has been admitted to practice before the Supreme Court and all other courts of this State as an Attorney at Law, according to its laws, rules, and customs.*

*I further certify that as of this date, the above-named is an Attorney at Law in Good Standing. For the purpose of this Certificate, an attorney is in "Good Standing" if the Court's records reflect that the attorney: 1) is current with all assessments imposed as a part of the filing of the annual Attorney Registration Statement, including, but not limited to, all obligations to the New Jersey Lawyers' Fund for Client Protection; 2) is not suspended or disbarred from the practice of law; 3) has not resigned from the Bar of this State; and 4) has not been transferred to Disability Inactive status pursuant to Rule 1:20-12.*

*Please note that this Certificate does not constitute confirmation of an attorney's satisfaction of the administrative requirements of Rule 1:21-1(a) for eligibility to practice law in this State.*

*In testimony whereof, I have  
hereunto set my hand and  
affixed the Seal of the  
Supreme Court, at Trenton, this  
7TH day of October      , 20 10.*



*Mark [Signature]*  
Clerk of the Supreme Court

# Supreme Court of New Jersey




## Certificate of Good Standing

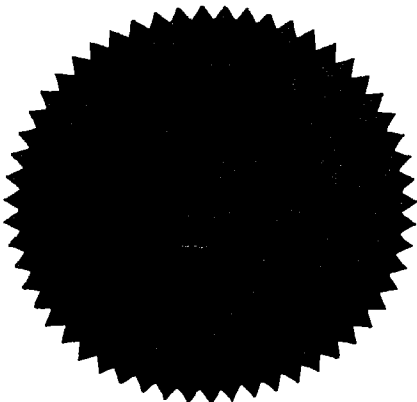
*This is to certify that*           **ERIK C NOLAN**  
(No.       **014032006** ) *was constituted and appointed an Attorney at Law of New*  
*Jersey on*                                       **November 30, 2006**                       *and, as such,*  
*has been admitted to practice before the Supreme Court and all other courts of this State*  
*as an Attorney at Law, according to its laws, rules, and customs.*

*I further certify that as of this date, the above-named is an Attorney at Law in Good Standing. For the purpose of this Certificate, an attorney is in "Good Standing" if the Court's records reflect that the attorney: 1) is current with all assessments imposed as a part of the filing of the annual Attorney Registration Statement, including, but not limited to, all obligations to the New Jersey Lawyers' Fund for Client Protection; 2) is not suspended or disbarred from the practice of law; 3) has not resigned from the Bar of this State; and 4) has not been transferred to Disability Inactive status pursuant to Rule 1:20-12.*

*Please note that this Certificate does not constitute confirmation of an attorney's satisfaction of the administrative requirements of Rule 1:21-1(a) for eligibility to practice law in this State.*

*In testimony whereof, I have  
hereunto set my hand and  
affixed the Seal of the  
Supreme Court, at Trenton, this  
7TH day of October , 20 10.*

  
Clerk of the Supreme Court



# Supreme Court of New Jersey



## Certificate of Good Standing

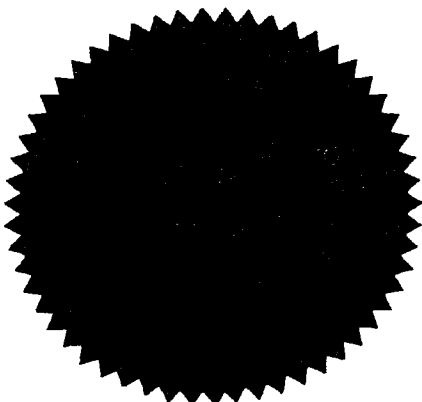
*This is to certify that*      **NANCY L HOLM**  
(No.      **013442006**      ) *was constituted and appointed an Attorney at Law of New Jersey on*      **December 22, 2006**      *and, as such, has been admitted to practice before the Supreme Court and all other courts of this State as an Attorney at Law, according to its laws, rules, and customs.*

*I further certify that as of this date, the above-named is an Attorney at Law in Good Standing. For the purpose of this Certificate, an attorney is in "Good Standing" if the Court's records reflect that the attorney: 1) is current with all assessments imposed as a part of the filing of the annual Attorney Registration Statement, including, but not limited to, all obligations to the New Jersey Lawyers' Fund for Client Protection; 2) is not suspended or disbarred from the practice of law; 3) has not resigned from the Bar of this State; and 4) has not been transferred to Disability Inactive status pursuant to Rule 1:20-12.*

*Please note that this Certificate does not constitute confirmation of an attorney's satisfaction of the administrative requirements of Rule 1:21-1(a) for eligibility to practice law in this State.*

*In testimony whereof, I have hereunto set my hand and affixed the Seal of the Supreme Court, at Trenton, this*  
7TH day of October , 20 10.

Clerk of the Supreme Court



March 28, 2011

Jeffrey R. Surenian and Associates, LLC  
707 Union Avenue, Suite 301  
Brielle, New Jersey 08730

Re: Special Council Signed Contract

Dear Mr. Surenian:

Enclosed is a fully executed and signed Contract for Professional Services with Jeffrey Surenian and Associates, LLC, which was adopted at the Willingboro Township Council meeting of March 22, 2011.

Sincerely,

A handwritten signature in cursive script that reads "Sarah Wooding". The signature is written in black ink and is positioned to the right of the typed name.

Sarah Wooding  
Acting Township Clerk

Encl.

/saw

NOT NEEDED

**RESOLUTION NO. 2011 - 58**  
**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 22nd day of March, 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.

**RESOLUTION 2011 59 TO AMEND BUDGET**


WHEREAS, the local municipal budget for the year 2011 was approved on the 1st day of March, 2011, and

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

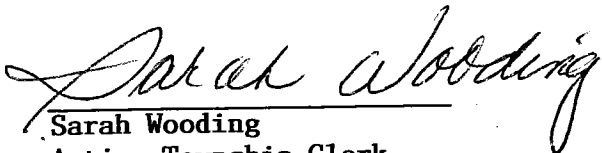
WHEREAS, it is desired to amend said approved budget,

NOW, THEREFORE BE IT RESOLVED, by the Township Council of the Township of Willingboro, County of Burlington, that the following amendments to the approved budget of 2011 be made:

<b>Recorded Vote</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAINED</b>	<b>ABSENT</b>
<b>Councilman Anderson</b>	✓			
<b>Councilman Ayer</b>	✓			
<b>Councilman Gordon</b>	✓			
<b>Deputy Mayor Jennings</b>	✓			
<b>Mayor Campbell</b>	✓			

  
Eddie Campbell, Jr.  
Mayor

Attest:

  
Sarah Wooding  
Acting Township Clerk



<b>GENERAL REVENUES</b>	<u>From</u>	<u>To</u>
<b>3. Miscellaneous Revenues - Section B: State Aid Without Offsetting Appropriations</b>		
Consolidated Municipal Property Tax Relief Aid	923,269.00	852,160.00
Energy Receipts Tax (P.L. 1997, Chapters 162 & 167)	2,761,006.00	2,832,115.00
<b>Summary of Revenues</b>		
6. Amount to be Raised by Taxes for Support of Municipal Budget:		
a) Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes	28,097,900.00	27,419,830.28
b) Minimum Library Tax	---	678,069.72
<b>8. GENERAL APPROPRIATIONS</b>		
<b>(A) Operations - within "CAPS"</b>		
Insurance		
Employee Group Insurance Buyback		187,000.00
Employee Group Health	2,716,057.00	2,635,048.00
<b>Total Operations (Item 8A) within "CAPS"</b>	24,367,371.00	24,473,362.00
<b>(B) Contingent</b>		
<b>Total Operations including Contingent - within "CAPS"</b>	24,367,371.00	24,473,362.00
<b>Detail:</b>		
<b>Other Expenses</b>	9,763,186.00	9,869,177.00
<b>(H-1) Total General Appropriations for Municipal Purposes within "CAPS"</b>	28,148,818.87	28,254,809.87
<b>(A) Operations - Excluded from "CAPS"</b>		
Insurance		
Employee Group Health	156,665.00	50,674.00
<b>Total Other Operations - Excluded from "CAPS"</b>	2,107,407.00	2,001,416.00
<b>Total Operations - Excluded from "CAPS"</b>	2,601,342.98	2,495,351.98
<b>Detail:</b>		
<b>Other Expenses</b>	2,066,342.98	1,960,351.98
<b>(H-2) Total General Appropriations for Municipal Purposes Excluded from "CAPS"</b>	7,208,781.13	7,102,790.13
<b>(O) Total General Appropriations - Excluded from "CAPS"</b>	7,208,781.13	7,102,790.13
	<u>From</u>	<u>To</u>

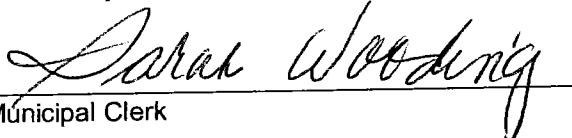
**Summary of Appropriations**

(H-1) Totals General Appropriations for Municipal Purposes within "CAPS"	28,148,818.87	28,254,809.87
(A) Operations - Excluded from "CAPS"		
Other Operations	2,107,407.00	2,001,416.00
Total Operations-Excluded from "CAPS"	2,601,342.98	2,495,351.98

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

It is hereby certified that this is a true copy of a resolution amending the budget, introduced by the Township Council on the 5th of April 2011.

Certified by:

  
Municipal Clerk

**RESOLUTION 2011 59 TO AMEND BUDGET**




WHEREAS, the local municipal budget for the year 2011 was approved on the 1st day of March, 2011, and

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

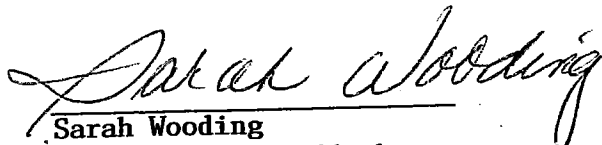
WHEREAS, it is desired to amend said approved budget,

NOW, THEREFORE BE IT RESOLVED, by the Township Council of the Township of Willingboro, County of Burlington, that the following amendments to the approved budget of 2011 be made:

Recorded Vote	AYE	NAY	ABSTAINED	ABSENT
Councilman Anderson	✓			
Councilman Ayrer	✓			
Councilman Gordon	✓			
Deputy Mayor Jennings	✓			
Mayor Campbell	✓			

  
Eddie Campbell, Jr.  
Mayor

Attest:

  
Sarah Wooding  
Acting Township Clerk

<b>GENERAL REVENUES</b>	<u>From</u>	<u>To</u>
<b>3. Miscellaneous Revenues - Section B: State Aid Without Offsetting Appropriations</b>		
Consolidated Municipal Property Tax Relief Aid	923,269.00	852,160.00
Energy Receipts Tax (P.L. 1997, Chapters 162 & 167)	2,761,006.00	2,832,115.00
<b>Summary of Revenues</b>		
6. Amount to be Raised by Taxes for Support of Municipal Budget:		
a) Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes	28,097,900.00	27,419,830.28
b) Minimum Library Tax	---	678,069.72
<b>8. GENERAL APPROPRIATIONS</b>		
<b>(A) Operations - within "CAPS"</b>		
Insurance		187,000.00
Employee Group Insurance Buyback	2,716,057.00	2,635,048.00
Employee Group Health		
<b>Total Operations (Item 8A) within "CAPS"</b>	24,367,371.00	24,473,362.00
<b>(B) Contingent</b>		
<b>Total Operations including Contingent - within "CAPS"</b>	24,367,371.00	24,473,362.00
Detail:		
<b>Other Expenses</b>	9,763,186.00	9,869,177.00
<b>(H-1) Total General Appropriations for Municipal Purposes within "CAPS"</b>	28,148,818.87	28,254,809.87
<b>(A) Operations - Excluded from "CAPS"</b>		
Insurance		50,674.00
Employee Group Health	156,665.00	
<b>Total Other Operations - Excluded from "CAPS"</b>	2,107,407.00	2,001,416.00
<b>Total Operations - Excluded from "CAPS"</b>	2,601,342.98	2,495,351.98
Detail:		
<b>Other Expenses</b>	2,066,342.98	1,960,351.98
<b>(H-2) Total General Appropriations for Municipal Purposes Excluded from "CAPS"</b>	7,208,781.13	7,102,790.13
<b>(O) Total General Appropriations - Excluded from "CAPS"</b>	7,208,781.13	7,102,790.13

From

To

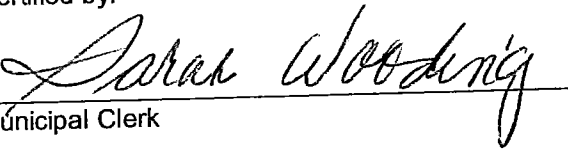
**Summary of Appropriations**

(i-1) Totals General Appropriations for Municipal Purposes within "CAPS"	28,148,818.87	28,254,809.87
(A) Operations - Excluded from "CAPS"		
Other Operations	2,107,407.00	2,001,416.00
Total Operations-Excluded from "CAPS"	2,601,342.98	2,495,351.98

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

It is hereby certified that this is a true copy of a resolution amending the budget, introduced by the Township Council on the 5th of April 2011.

Certified by:

  
Municipal Clerk

RESOLUTION NO. 2011— 60  
AUTHORIZING CHANGE ORDER NO. 2  
NSP PROJECT—7 PEARTREE LANE

WHEREAS, Willingboro Township Council, by Resolution No. 2010—126 awarded a bid to Solar World, Inc. 24 Marni Court, Sewell, New Jersey 08080 in the amount of \$64,950.00 for the renovation of 7 Peartree Lane; and


WHEREAS, the Rehabilitation Project Manager submitted paperwork for Change Order No. 1 as per Resolution No. 2010-154, which indicated addition cost of \$750.00 for an Adjusted Contract Amount of \$65,700.00 as per the Rehabilitation Program Manager's memo received October 21, 2010; and

WHEREAS, the Rehabilitation Project Manager has submitted paperwork for **Change Order No. 2 which indicates additional cost of \$2,720.00** (based on work change) for an Adjusted Contract Amount of **\$68,420.00** as per the Rehabilitation Program Manager's memo received **March 21, 2011**; and

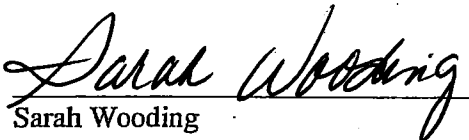
WHEREAS, the rules of the Local Finance Board require such change order to be approved by prior Resolution of the Township Council.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 5<sup>th</sup> day of April, 2011, that the above 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  
Acting Township Clerk

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

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: 04/05/11  
Resolution Number: 2011-59

Vendor: SOLARW SOLAR WORLD INC  
24 MARNI COURT  
SEWELL, NJ 08080

Contract: C0-00005 NSP GRANT/REHAB OF 7 PEARTREE  
CONSTRUCTION OF 7 PEARTREE LN

Account Number	Amount	Department Description
G-01-41-873-000-002	2,720.00	Neighborhood Stabilization Grant
Total	2,720.00	

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

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

**WILLINGBORO TOWNSHIP  
NEIGHBORHOOD STABILIZATION PROGRAM**

**CHANGE ORDER AUTHORIZATION**

Case No. 7 Peartree Lane,

Contractor: Solar World, Inc.  
24 Marni Court, Sewell, NJ 08080

**CHANGE ORDER #2**



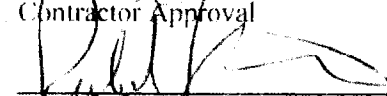

**DESCRIPTION OF WORK CHANGE**

1. Furnish and install blown-in fiberglass insulation in the attic space to a level of R-38. **(1,320.00)**
2. Furnish and install a new 40 gallon gas fired water heater. Water heater to have 6 year warranty. Water heater installation shall be code compliant. Furnish and install a new water supply shutoff valve located above the water heater. **(950.00)**
3. Re-plumb left side jamb of the overhead garage door. Ensure a positive connection between the wall and foundation. **(450.00)**

\$ 65,700.00 Contract Price

\$ 2,720.00 (+) Change

\$ 68,420.00 Revised Contract Price

 Owner Approval	Date
 Contractor Approval	3-21-11 Date
 Cost Estimator/Specifications Writer Approval	3-21-11 Date
 Rehabilitation Program Manager Approval	3-21-11 Date



RESOLUTION NO. 2011- 60  
AUTHORIZING CHANGE ORDER NO. 2  
NSP PROJECT—7 PEARTREE LANE

4/8/11  
cc Patty  
Monica

WHEREAS, Willingboro Township Council, by Resolution No. 2010—126 awarded a bid to Solar World, Inc. 24 Mami Court, Sewell, New Jersey 08080 in the amount of \$64,950.00 for the renovation of 7 Peartree Lane; and


WHEREAS, the Rehabilitation Project Manager submitted paperwork for Change Order No. 1 as per Resolution No. 2010-154, which indicated addition cost of \$750.00 for an Adjusted Contract Amount of \$65,700.00 as per the Rehabilitation Program Manager's memo received October 21, 2010; and

WHEREAS, the Rehabilitation Project Manager has submitted paperwork for Change Order No. 2 which indicates additional cost of \$2,720.00 (based on work change) for an Adjusted Contract Amount of \$68,420.00 as per the Rehabilitation Program Manager's memo received March 21, 2011; and

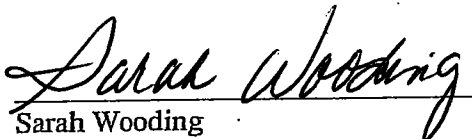
WHEREAS, the rules of the Local Finance Board require such change order to be approved by prior Resolution of the Township Council.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 5<sup>th</sup> day of April, 2011, that the above 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  
Acting Township Clerk

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

RESOLUTION NO. 2011- 61  
AUTHORIZING CHANGE ORDER NO. 1  
NSP PROJECT—18 FLINTROCK LANE

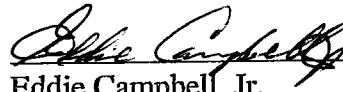
WHEREAS, Willingboro Township Council, by Resolution No. 2010-179 awarded a bid to Solar World, Inc. 24 Marni Court, Sewell, New Jersey 08080 in the amount of \$98,336.00 as per the recommendation of CGP&H in their letter dated December 7, 2010; and

WHEREAS, the Rehabilitation Project Manager has submitted paperwork for **Change Order No. 1** which indicates addition cost of \$1,250.00 (based on work change) for an **Adjusted Contract Amount of \$99,586.00** as per the Rehabilitation Program Manager's memo received March 21, 2011; and

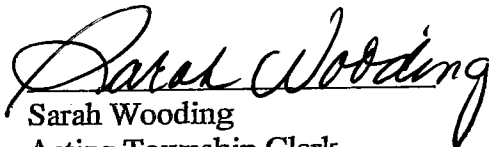
WHEREAS, the rules of the Local Finance Board require such change order to be approved by prior resolution of the Township Council.

NOW, THEREFORE, BE IT RESOLVED, BY THE Township Council of the Township of Willingboro, assembled in public session this 5<sup>th</sup> day of April, that the above 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  
Acting Township Clerk

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

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

Resolution Date: 04/05/11  
Resolution Number: 2011-60

Vendor: SOLARW SOLAR WORLD INC  
24 MARNI COURT  
SEWELL, NJ 08080

Contract: C0-00015 NSP GRANT/REHAB OF 18 FLINTROC  
CONSTRUCTION OF 18 FLINTROCK LN

Account Number	Amount	Department Description
G-01-41-873-000-001	1,250.00	Neighborhood Stabilization Grant
Total	1,250.00	

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

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

RESOLUTION NO. 2011- 61  
AUTHORIZING CHANGE ORDER NO. 1  
NSP PROJECT—18 FLINTROCK LANE

4/8/11 cc: Patty + Monica

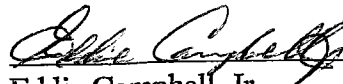
WHEREAS, Willingboro Township Council, by Resolution No. 2010-179 awarded a bid to Solar World, Inc. 24 Marni Court, Sewell, New Jersey 08080 in the amount of \$98,336.00 as per the recommendation of CGP&H in their letter dated December 7, 2010; and

WHEREAS, the Rehabilitation Project Manager has submitted paperwork for **Change Order No. 1** which indicates addition cost of \$1,250.00 (based on work change) for an **Adjusted Contract Amount of \$99,586.00** as per the Rehabilitation Program Manager's memo received March 21, 2011; and

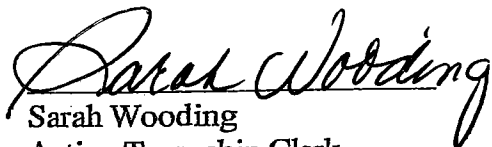
WHEREAS, the rules of the Local Finance Board require such change order to be approved by prior resolution of the Township Council.

NOW, THEREFORE, BE IT RESOLVED, BY THE Township Council of the Township of Willingboro, assembled in public session this 5<sup>th</sup> day of April, that the above 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  
Acting Township Clerk

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

WILLINGBORO TOWNSHIP  
NEIGHBORHOOD STABILIZATION PROGRAM

CHANGE ORDER AUTHORIZATION

Case No. 18 Hintrock Lane

Contractor: Solar World Ent.  
24 Miami court  
Sewell, NJ 08080

CHANGE ORDER #1

DESCRIPTION OF WORK CHANGE

Remove and replace approximately 15 linear feet of termite damaged wall framing found on the right side wall of the family room and to the right of the front entry door. Replace all dry wall that was removed in order to determine the extent of the termite damage. Finish dry wall as required to prepare for painting.

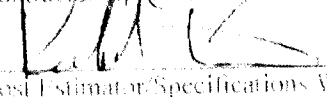
\$ 98,336.00 Original Contract Price

\$ 1,250.00 (+) Change

\$ 99,586.00 Revised Contract Price

  
Owner Approval \_\_\_\_\_ Date \_\_\_\_\_

  
Contractor Approval \_\_\_\_\_ Date 3-21-11

  
Cost Estimator/Specifications Writer Approval \_\_\_\_\_ Date 3-21-11

  
Rehabilitation Program Manager Approval \_\_\_\_\_ Date 3-21-11

**RESOLUTION NO. 2011-- 62**


**A RESOLUTION AUTHORIZING REFUNDS FOR  
OVERPAYMENTS OF TAXES**

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


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

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 5th day of April, 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  
Acting Township Clerk

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

## OVERPAYMENT FOR TAXES

MARY GRAY 1 FARRAGUT COURT WILLINGBORO, NJ 08046 BLOCK 1202 LOT 70 1 FARRAGUT COURT OVERPAYMENT TAXES	\$250.00
JOHN ALLISON 18 MONTROSE LANE WILLINGBORO, NJ 08046 BLOCK 507 LOT 2 18 MONTROSE LANE OVERPAYMENT TAXES	\$250.00
CHERYL MARSH 58 MEDLEY LANE WILLINGBORO, NJ 08046 BLOCK 521 LOT 18 58 MEDLEY LANE OVERPAYMENT TAXES	\$750.00
KRYSTLE JALLAH 15 RITTENHOUSE COURT WILLINGBORO, NJ 08046 BLOCK 901 LOT 94 15 RITTENHOUSE COURT OVERPAYMENT TAXES	\$114.43
ROXANN SAMUEL 8 BARKER LANE WILLINGBORO, NJ 08046 BLOCK 244 LOT 3 8 BARKER LANE OVERPAYMENT TAXES	\$337.43
LANDAMERICA (LERETTA) 1123 PARKVIEW DRIVE COVINA, CA 91724 BLOCK 219 LOT 5 14 BLACKWELL LANE OVERPAYMENT TAXES	\$416.09
INFINITY TITLE 2026 A. BRIGGS ROAD MOUNT LAUREL, NJ 08054 BLOCK 225 LOT 20 35 BRUNSWICK LANE OVERPAYMENT TAXES	\$1,660.43

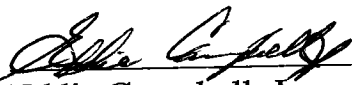
RESOLUTION NO. 2011-- 63

AUTHORIZING THE APPROVAL OF VOUCHERS FOR PAYMENT AND RATIFICATION

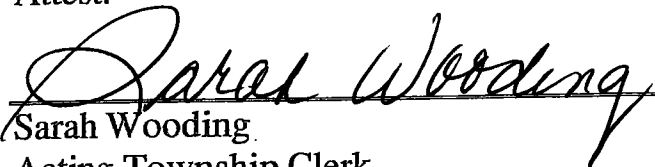
WHEREAS, Willingboro township Council received the March 2011 Bill List and had an opportunity to review said Bill List; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the township of Willingboro, assembled in public session this 5<sup>th</sup> day of April, 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  
Acting 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"/>			



RESOLUTION NO. 2011- 64  
AUTHORIZING CHANGE ORDER NO. 1  
NSP PROJECT---60 BUDHOLLOW LANE


WHEREAS, Willingboro Township Council by Resolution No. 2010—165 awarded a bid to J. H. Williams Ent., Inc. 231 Haines Drive, Moorestown, New Jersey 08057 in the amount of \$88,975 (base price) and \$14,850 (optional items should township decide to include them) for a total bid price of \$103,825. As per the recommendation of CGP&H's letter dated November 8, 2010; and

WHEREAS, the Rehabilitation Project Manager has submitted paperwork for **Change Order No. 1**, which indicated addition cost of \$2,134.72 (based on work change) for an **Adjusted Contract Amount of \$105,959.72** as per the Rehabilitation Program Manager's memo received March 30, 2011; and

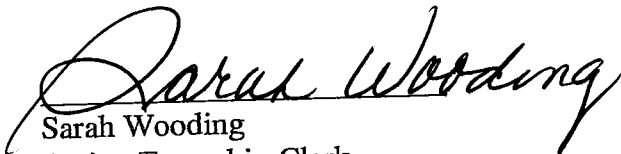
WHEREAS, the rules of the Local Finance Board require such change order to be approved by prior resolution of the Township Council.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session of the 5<sup>th</sup> day of April, that The above 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  
Acting Township Clerk

Recorded Vote  
Councilman Anderson  
Councilman Ayer  
Councilman Gordon  
Deputy Mayor Jennings  
Mayor Campbell

Yes	No	Abstain	Absent
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

Resolution Date: 04/05/11  
Resolution Number: 2011-63

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

Contract: C0-00013 NSP JH WILLIAMS- 60 BUDHOLLOW

Account Number	Amount	Department Description
G-01-41-873-000-002	2,134.72	Neighborhood Stabilization Grant
Total	2,134.72	

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

*Barbara Lightfoot*  
Acting Chief Financial Officer

4/8/11  
cc: Patty  
Monica

RESOLUTION NO. 2011- 64  
AUTHORIZING CHANGE ORDER NO. 1  
NSP PROJECT--60 BUDHOLLOW LANE

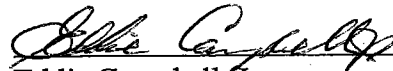
WHEREAS, Willingboro Township Council by Resolution No. 2010—165 awarded a bid to J. H. Williams Ent., Inc. 231 Haines Drive, Moorestown, New Jersey 08057 in the amount of \$88,975 (base price) and \$14,850 (optional items should township decide to include them) for a total bid price of \$103,825. As per the recommendation of CGP&H's letter dated November 8, 2010; and

WHEREAS, the Rehabilitation Project Manager has submitted paperwork for **Change Order No. 1**, which indicated addition cost of \$2,134.72 (based on work change) for an **Adjusted Contract Amount of \$105,959.72** as per the Rehabilitation Program Manager's memo received March 30, 2011; and

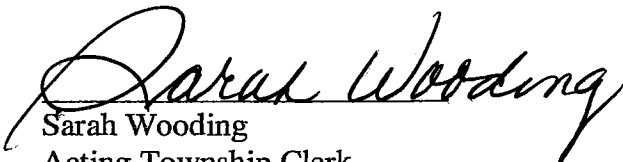
WHEREAS, the rules of the Local Finance Board require such change order to be approved by prior resolution of the Township Council.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session of the 5<sup>th</sup> day of April, that  
The above 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  
Acting Township Clerk

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

**TOWNSHIP OF WILLINGBORO  
NEIGHBORHOOD STABILIZATION PROGRAM**

**CHANGE ORDER AUTHORIZATION**

Case No. 60 Budhollow Lane,

Contractor: J.H. Williams Ent.  
231 Haines Drive  
Moorestown, NJ 08057

**CHANGE ORDER #1**

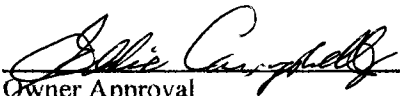

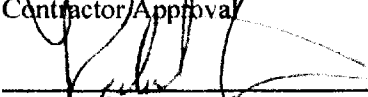
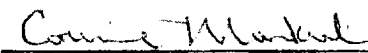
**DESCRIPTION OF WORK CHANGE**

1. Remove and replace all termite damaged wall framing components as follows; left of the kitchen window, right of the interior garage door, and around the laundry room window. Reinforce termite damaged roof rafter located above the laundry room window. Termite damage repairs include replacement of drywall at the kitchen window and laundry room window, tape, spackle and preparation for painting. **(\$1,725.19)**
2. Replace the main water shutoff valve. Replace main water supply piping as required to allow installation of new shutoff valve. **(\$409.53)**

\$ 103,825.00 Original Contract Price

\$ 2,134.72 (+) Change

\$ 105,959.72 Revised Contract Price

 Owner Approval	_____	Date
 Contractor Approval	_____	3/18/11 Date
 Cost Estimator/Specifications Writer Approval	_____	3-30-11 Date
 Rehabilitation Program Manager Approval	_____	3-30-11 Date

RESOLUTION NO. 2011 - 65

WHEREAS, the Mandatory Source Separation and Recycling Act, P.L. 1987, c. 102, has established a recycling fund from which tonnage grants may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

WHEREAS, the New Jersey Department of Environmental Protection has promulgated recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

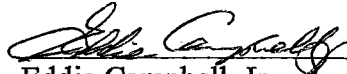
WHEREAS, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a resolution authorizing this municipality to apply for the **2010 Recycling Tonnage Grant** will memorialize the commitment of this municipality to recycling and indicate the assent of Willingboro Township Council to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

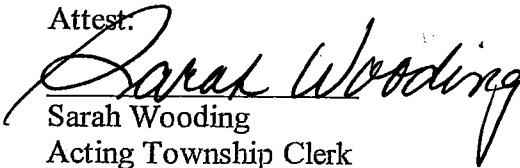
WHEREAS, such a resolution should designate the individual authorized to ensure that the application is properly completed and timely filed;

NOW, THEREFORE, BE IT RESOLVED, that Township Council of the Township of Willingboro, assembled in public session this 5th day of April, 2011, that the Township of Willingboro hereby endorses the submission of a Municipal Recycling Tonnage Grant Application to the New Jersey Department of Environmental Protection and designates Richard Brevogel to ensure that the application is properly filed.

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be designated in a dedicated recycling trust fund to be used solely for the purpose of recycling.

  
Eddie Campbell, Jr.  
Mayor

Attest.

  
Sarah Wooding  
Acting Township Clerk

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

**RESOLUTION OF THE TOWNSHIP OF WILLINGBORO, IN THE COUNTY OF BURLINGTON, NEW JERSEY, DETERMINING THE FORM AND OTHER DETAILS OF ITS "NOTE RELATING TO THE INTERIM FINANCING TRUST LOAN PROGRAM OF THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST", TO BE ISSUED IN THE PRINCIPAL AMOUNT OF UP TO \$2,710,000, AND PROVIDING FOR THE ISSUANCE AND SALE OF SUCH NOTE TO THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST, AND AUTHORIZING THE EXECUTION AND DELIVERY OF SUCH NOTE BY THE TOWNSHIP OF WILLINGBORO IN FAVOR OF THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST, ALL PURSUANT TO THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST INTERIM FINANCING SFY 2012 TRUST LOAN PROGRAM.**

**WHEREAS**, the Township of Willingboro (the "Local Unit"), in the County of Burlington, New Jersey, has determined that there exists a need within the Local Unit to acquire, construct, renovate or install a project consisting of (i) stormwater outfall improvements; Millbrook Park Section including all work and materials necessary therefore and incidental thereto and (ii) Acquisition of a street sweeper (the "Project"), and it is the desire of the Local Unit to obtain financing for such Project through participation in the State Fiscal Year 2012 financing program (the "SFY 2012 Environmental Infrastructure Financing Program") of the New Jersey Environmental Infrastructure Trust (the "Trust");

**WHEREAS**, the Local Unit has determined to temporarily finance the acquisition, construction, renovation or installation of the Project prior to the closing with respect to the SFY 2012 Environmental Infrastructure Financing Program (scheduled to occur on May 3, 2012), and to undertake such temporary financing with the proceeds of an interim loan to be made by the Trust (the "Interim Loan") to the Local Unit, pursuant to the Interim Financing SFY 2012 Trust Loan Program of the Trust (the "Interim Financing Program");

**WHEREAS**, in order to (i) evidence and secure the repayment obligation of the Local Unit to the Trust with respect to the Interim Loan and (ii) satisfy the requirements of the Interim Financing Program, it is the desire of the Local Unit to issue and sell to the Trust the "Note Relating to the Interim Financing SFY 2012 Trust Loan Program of the New Jersey Environmental Infrastructure Trust" in an aggregate principal amount of up to \$2,710,000 (the "Note");

**WHEREAS**, it is the desire of the Local Unit to authorize, execute, attest and deliver the Note to the Trust pursuant to the terms of the Local Bond Law of the State of New Jersey, constituting Chapter 2 of Title 40A of the Revised Statutes of the State of New Jersey (the "Local Bond Law"), and other applicable law; and

**WHEREAS**, Section 28 of the Local Bond Law allows for the sale of the Note to the Trust, without any public offering, and N.J.S.A. 58:11B-9 allows for the sale of the Note to the Trust without any public offering, all under the terms and conditions set forth herein.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Local Unit as follows:

**Section 1.** In accordance with Section 28 of the Local Bond Law and N.J.S.A. 58:11B-9, the Local Unit hereby authorizes the issuance, sale and award the Note in accordance with the provisions hereof. The obligation represented by the Note has been appropriated and authorized by bond ordinance #2009-14 of the Local Unit, which bond ordinance is entitled "BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS OF THE TOWNSHIP OF WILLINGBORO, IN THE COUNTY OF BURLINGTON, NEW JERSEY, APPROPRIATING THE AGGREGATE AMOUNT OF \$2,710,000 AND AUTHORIZING THE ISSUANCE OF \$2,710,000 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE THE COST THEREOF" and was finally adopted by the Local Unit at a meeting duly called and held on March 24, 2009, at which time a quorum was present and acted throughout, all pursuant to the terms of the Local Bond Law and other applicable law.

**Section 2.** The Chief Financial Officer of the Local Unit (the "Chief Financial Officer") is hereby authorized to determine, in accordance with the Local Bond Law and pursuant to the terms and conditions hereof, (i) the final principal amount of the Note (subject to the maximum limitation set forth in Section 4(a) hereof), and (ii) the dated date of the Note.

**Section 3.** Any determination made by the Chief Financial Officer pursuant to the terms hereof shall be conclusively evidenced by the execution and attestation of the Note by the parties authorized pursuant to Section 4(h) hereof.

**Section 4.** The Local Unit hereby determines that certain terms of the Note shall be as follows:

- (a) the principal amount of the Note to be issued shall be an amount up to \$2,710,000;
- (b) the maturity of the Note shall be May 3, 2012;
- (c) the interest rate of the Note shall be 0.0% per annum;
- (d) the purchase price for the Note shall be par;
- (e) the Note shall be subject to prepayment prior to its stated maturity in accordance with the terms and conditions of the Note;
- (f) the Note shall be issued in a single denomination and shall be numbered "IFP-11-1";
- (g) the Note shall be issued in fully registered form and shall be payable to the registered owner thereof as to both principal and interest in lawful money of the United States of America; and
- (h) the Note shall be executed by the manual or facsimile signatures of the Mayor and the Chief Financial Officer under official seal or facsimile thereof affixed, printed, engraved or reproduced thereon and attested by the manual signature of

the Local Unit Clerk.


**Section 5.** The Note shall be substantially in the form attached hereto as Exhibit A.

**Section 6.** The law firm of McManimon & Scotland, L.L.C. is hereby authorized to arrange for the printing of the Note, which law firm may authorize McCarter & English, LLP, bond counsel to the Trust for the Interim Financing Program, to arrange for same.

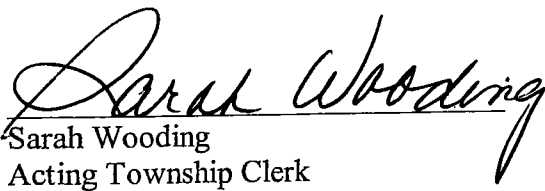
**Section 7.** The Authorized Officers of the Local Unit are hereby further severally authorized to (i) execute and deliver, and the Local Unit Clerk is hereby further authorized to attest to such execution and to affix the corporate seal of the Local Unit to, any document, instrument or closing certificate deemed necessary, desirable or convenient by the Authorized Officers or the Secretary of the Local Unit, as applicable, in their respective sole discretion, after consultation with counsel and any advisors to the Local Unit and after further consultation with the Trust and its representatives, agents, counsel and advisors, to be executed in connection the issuance and sale of the Note and the participation of the Local Unit in the Interim Financing Program, which determination shall be conclusively evidenced by the execution of each such certificate or other document by the party authorized hereunder to execute such certificate or other document, and (ii) perform such other actions as the Authorized Officers deem necessary, desirable or convenient in relation to the execution and delivery of the Note and the participation of the Local Unit in the Interim Financing Program.

**Section 8.** This resolution shall take effect immediately.

**Section 9.** Upon the adoption hereof, the Local Unit Clerk shall forward certified copies of this resolution to McManimon & Scotland, bond counsel to the Local Unit, David Zimmer, Executive Director of the Trust, and Richard T. Nolan, Esq., McCarter & English, LLP, bond counsel to the Trust.

  
Eddie Campbell, Jr.  
Mayor

Attest:

  
Sarah Wooding  
Acting 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"/>			



## Sarah Wooding

---

**From:** Barbara Lightfoot [blightfoot@willingborotwp.org]  
**Sent:** Monday, April 04, 2011 11:49 AM  
**To:** swooding@willingborotwp.org  
**Cc:** Joanne Diggs  
**Subject:** FW: resolution  
**Attachments:** Willingboro\_NJEIT\_IFP Resolution.docx

Sarah, the attached resolution needs to be added to Apr 5<sup>th</sup> agenda.  
Barbara

**From:** Erin K. Law [mailto:ELaw@MANDSLAW.COM]  
**Sent:** Monday, April 04, 2011 10:46 AM  
**To:** Ronald J. Ianoale  
**Cc:** Barbara Lightfoot (blightfoot@willingborotwp.org)  
**Subject:** RE: resolution

Barbara-  
Per Ron's request, please find a resolution for your next council meeting. Should you have any questions, please do not hesitate to contact either one of us.

Erin K. Law  
McManimon & Scotland, L.L.C.  
1037 Raymond Blvd., Suite 400  
Newark, NJ 07102  
Phone: 973.622.1800  
Direct: 973.622.4866  
Fax: 973.622.3744  
[ekl@MandSLaw.com](mailto:ekl@MandSLaw.com)  
[www.mandslaw.com](http://www.mandslaw.com)

**From:** Ronald J. Ianoale  
**Sent:** Monday, April 04, 2011 10:42 AM  
**To:** Erin K. Law  
**Cc:** Barbara Lightfoot (blightfoot@willingborotwp.org)  
**Subject:** RE: resolution

Erin

Thanks. Please send it directly to Barbara Lightfoot and copy me as well. Thanks!!

Ron

**From:** Erin K. Law  
**Sent:** Monday, April 04, 2011 10:36 AM  
**To:** Ronald J. Ianoale  
**Subject:** RE: resolution

Typing it now. Used the wrong form, had to email EIT to get the 2011 form.

[ekl@mandslaw.com](mailto:ekl@mandslaw.com)  
w. 973.622.4866  
[www.mandslaw.com](http://www.mandslaw.com)

**From:** Ronald J. Ianoale  
**Sent:** Monday, April 04, 2011 10:35 AM  
**To:** Erin K. Law  
**Subject:** FW: resolution

Status?

**From:** Barbara Lightfoot [<mailto:blightfoot@willingborotwp.org>]  
**Sent:** Monday, April 04, 2011 10:03 AM  
**To:** Ronald J. Ianoale  
**Cc:** [swooding@willingborotwp.org](mailto:swooding@willingborotwp.org)  
**Subject:** resolution

Just checking to see if you sent the resolution for us to participate in the temporary financing for NJEIT? Our meeting is tomorrow. I'm leaving early today so I'm preparing my items for tomorrow.

Thanks

*Barbara Lightfoot*  
Tax Collector/Acting Finance Director  
Willingboro Township  
1 Salem Road  
Willingboro, NJ 08046  
609 877-2200 ex 1001  
Fax 609 877-7352

This message contains information which may be confidential and privileged. Unless you are the addressee (or authorized to receive for the addressee), you may not use, copy, or disclose to anyone the message or any information contained in the message. If you have received the message in error, please advise the sender by reply e-mail or contact the sender at McManimon & Scotland, LLC by phone at (973) 622-1800 and delete the message. Thank you very much.

United States Treasury Regulations require us to disclose the following: Any tax advice included in this document, including any attachments, was not intended or written to be used, and it cannot be used, for the purpose of avoiding penalties that may be imposed on the taxpayer under the Internal Revenue Code.

**RESOLUTION OF THE TOWNSHIP OF WILLINGBORO, IN THE COUNTY OF BURLINGTON, NEW JERSEY, DETERMINING THE FORM AND OTHER DETAILS OF ITS "NOTE RELATING TO THE INTERIM FINANCING TRUST LOAN PROGRAM OF THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST", TO BE ISSUED IN THE PRINCIPAL AMOUNT OF UP TO \$2,710,000, AND PROVIDING FOR THE ISSUANCE AND SALE OF SUCH NOTE TO THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST, AND AUTHORIZING THE EXECUTION AND DELIVERY OF SUCH NOTE BY THE TOWNSHIP OF WILLINGBORO IN FAVOR OF THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST, ALL PURSUANT TO THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST INTERIM FINANCING SFY 2012 TRUST LOAN PROGRAM.**

**WHEREAS**, the Township of Willingboro (the "Local Unit"), in the County of Burlington, New Jersey, has determined that there exists a need within the Local Unit to acquire, construct, renovate or install a project consisting of (i) stormwater outfall improvements; Millbrook Park Section including all work and materials necessary therefore and incidental thereto and (ii) Acquisition of a street sweeper (the "Project"), and it is the desire of the Local Unit to obtain financing for such Project through participation in the State Fiscal Year 2012 financing program (the "SFY 2012 Environmental Infrastructure Financing Program") of the New Jersey Environmental Infrastructure Trust (the "Trust");

**WHEREAS**, the Local Unit has determined to temporarily finance the acquisition, construction, renovation or installation of the Project prior to the closing with respect to the SFY 2012 Environmental Infrastructure Financing Program (scheduled to occur on May 3, 2012), and to undertake such temporary financing with the proceeds of an interim loan to be made by the Trust (the "Interim Loan") to the Local Unit, pursuant to the Interim Financing SFY 2012 Trust Loan Program of the Trust (the "Interim Financing Program");

**WHEREAS**, in order to (i) evidence and secure the repayment obligation of the Local Unit to the Trust with respect to the Interim Loan and (ii) satisfy the requirements of the Interim Financing Program, it is the desire of the Local Unit to issue and sell to the Trust the "Note Relating to the Interim Financing SFY 2012 Trust Loan Program of the New Jersey Environmental Infrastructure Trust" in an aggregate principal amount of up to \$2,710,000 (the "Note");

**WHEREAS**, it is the desire of the Local Unit to authorize, execute, attest and deliver the Note to the Trust pursuant to the terms of the Local Bond Law of the State of New Jersey, constituting Chapter 2 of Title 40A of the Revised Statutes of the State of New Jersey (the "Local Bond Law"), and other applicable law; and

**WHEREAS**, Section 28 of the Local Bond Law allows for the sale of the Note to the Trust, without any public offering, and N.J.S.A. 58:11B-9 allows for the sale of the Note to the Trust without any public offering, all under the terms and conditions set forth herein.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Local Unit as follows:

**Section 1.** In accordance with Section 28 of the Local Bond Law and N.J.S.A. 58:11B-9, the Local Unit hereby authorizes the issuance, sale and award the Note in accordance with the provisions hereof. The obligation represented by the Note has been appropriated and authorized by bond ordinance #2009-14 of the Local Unit, which bond ordinance is entitled "BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS OF THE TOWNSHIP OF WILLINGBORO, IN THE COUNTY OF BURLINGTON, NEW JERSEY, APPROPRIATING THE AGGREGATE AMOUNT OF \$2,710,000 AND AUTHORIZING THE ISSUANCE OF \$2,710,000 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE THE COST THEREOF" and was finally adopted by the Local Unit at a meeting duly called and held on March 24, 2009, at which time a quorum was present and acted throughout, all pursuant to the terms of the Local Bond Law and other applicable law.

**Section 2.** The Chief Financial Officer of the Local Unit (the "Chief Financial Officer") is hereby authorized to determine, in accordance with the Local Bond Law and pursuant to the terms and conditions hereof, (i) the final principal amount of the Note (subject to the maximum limitation set forth in Section 4(a) hereof), and (ii) the dated date of the Note.

**Section 3.** Any determination made by the Chief Financial Officer pursuant to the terms hereof shall be conclusively evidenced by the execution and attestation of the Note by the parties authorized pursuant to Section 4(h) hereof.

**Section 4.** The Local Unit hereby determines that certain terms of the Note shall be as follows:

- (a) the principal amount of the Note to be issued shall be an amount up to \$2,710,000;
- (b) the maturity of the Note shall be May 3, 2012;
- (c) the interest rate of the Note shall be 0.0% per annum;
- (d) the purchase price for the Note shall be par;
- (e) the Note shall be subject to prepayment prior to its stated maturity in accordance with the terms and conditions of the Note;
- (f) the Note shall be issued in a single denomination and shall be numbered "TFP-11-1";
- (g) the Note shall be issued in fully registered form and shall be payable to the registered owner thereof as to both principal and interest in lawful money of the United States of America; and
- (h) the Note shall be executed by the manual or facsimile signatures of the Mayor and the Chief Financial Officer under official seal or facsimile thereof affixed, printed, engraved or reproduced thereon and attested by the manual signature of

the Local Unit Clerk.


**Section 5.** The Note shall be substantially in the form attached hereto as Exhibit A.

**Section 6.** The law firm of McManimon & Scotland, L.L.C. is hereby authorized to arrange for the printing of the Note, which law firm may authorize McCarter & English, LLP, bond counsel to the Trust for the Interim Financing Program, to arrange for same.

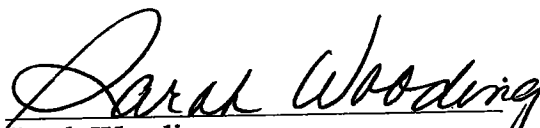
**Section 7.** The Authorized Officers of the Local Unit are hereby further severally authorized to (i) execute and deliver, and the Local Unit Clerk is hereby further authorized to attest to such execution and to affix the corporate seal of the Local Unit to, any document, instrument or closing certificate deemed necessary, desirable or convenient by the Authorized Officers or the Secretary of the Local Unit, as applicable, in their respective sole discretion, after consultation with counsel and any advisors to the Local Unit and after further consultation with the Trust and its representatives, agents, counsel and advisors, to be executed in connection the issuance and sale of the Note and the participation of the Local Unit in the Interim Financing Program, which determination shall be conclusively evidenced by the execution of each such certificate or other document by the party authorized hereunder to execute such certificate or other document, and (ii) perform such other actions as the Authorized Officers deem necessary, desirable or convenient in relation to the execution and delivery of the Note and the participation of the Local Unit in the Interim Financing Program.

**Section 8.** This resolution shall take effect immediately.

**Section 9.** Upon the adoption hereof, the Local Unit Clerk shall forward certified copies of this resolution to McManimon & Scotland, bond counsel to the Local Unit, David Zimmer, Executive Director of the Trust, and Richard T. Nolan, Esq., McCarter & English, LLP, bond counsel to the Trust.

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

Attest:

  
\_\_\_\_\_  
Sarah Wooding  
Acting 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*

April 14, 2011

McMANIMON & Scotland, L.L.C  
1037 Raymond Boulevard, Suite 400  
Newark, NJ 07102

Dear Mr. Solimine:

Enclosed, please find a signed copy of resolution 2011-66 which was adopted at the April 5, 2011 Willingboro Township Council Meeting.

Sincerely,

Sarah Wooding  
Acting Township Clerk  
(609) 877-2200 Ext. 1028

c: D. Zimmerman, NJEIT  
R. Nolan, NJEIT Counsel  
C. Rones, Esq., NJEIT General Counsel  
B. Bisgaier, NJEIT Financial Advisor

/saw  
Encl.



April 14, 2011

David Zimmer  
Executive Director  
NJ Environmental Infrastructure Trust  
3131 Princeton Pike  
PO Box 440, Building #6 Ste. 201  
Trenton, NJ 08625

Dear Mr. Zimmer:

Enclosed, please find a signed copy of resolution 2011-66 which was adopted at the April 5, 2011 Willingboro township Council Meeting.

Sincerely,

Sarah Wooding  
Acting Township Clerk  
(609) 877-2200 Ext. 1028

/saw  
Encl.



April 14, 2011

Richard T. Nolan, Esq  
NJEIT Counsel  
McCarter & English, L.L.P.  
Four Gateway Center  
Newark, NJ 07102

Dear Mr. Nolan:

Enclosed, please find a signed copy of resolution 2011-66 which was adopted at the April 5, 2011 Willingboro township Council Meeting.

Sincerely,

Sarah Wooding  
Acting Township Clerk  
(609) 877-2200 Ext. 1028

/saw  
Encl.



April 14, 2011



Clifford Rones, Esq., D.A.G.  
NJEIT General Counsel  
Division of Law/Financial Section  
Hughes Justice Complex – 2<sup>nd</sup> Floor  
Trenton, NJ 088675

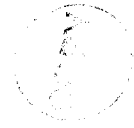
Dear Mr. Rones:

Enclosed, please find a signed copy of resolution 2011-66 which was adopted at the April 5, 2011  
Willingboro township Council Meeting.

Sincerely,

Sarah Wooding  
Acting Township Clerk  
(609) 877-2200 Ext. 1028

/saw  
Encl.



April 14, 2011

Barbara Bisgaier  
NJEIT Financial Advisor  
Public financial Management, Inc.  
2 Logan Square, Suite 1600  
Philadelphia, PA 19103

Dear Ms. Bisgaier

Enclosed, please find a signed copy of resolution 2011-66 which was adopted at the April 5, 2011  
Willingboro township Council Meeting.

Sincerely,

Sarah Wooding  
Acting Township Clerk  
(609) 877-2200 Ext. 1028

/saw  
Encl.

**RESOLUTION OF THE TOWNSHIP OF WILLINGBORO, IN THE COUNTY OF BURLINGTON, NEW JERSEY, DETERMINING THE FORM AND OTHER DETAILS OF ITS "NOTE RELATING TO THE INTERIM FINANCING TRUST LOAN PROGRAM OF THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST", TO BE ISSUED IN THE PRINCIPAL AMOUNT OF UP TO \$2,710,000, AND PROVIDING FOR THE ISSUANCE AND SALE OF SUCH NOTE TO THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST, AND AUTHORIZING THE EXECUTION AND DELIVERY OF SUCH NOTE BY THE TOWNSHIP OF WILLINGBORO IN FAVOR OF THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST, ALL PURSUANT TO THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST INTERIM FINANCING SFY 2012 TRUST LOAN PROGRAM.**

**WHEREAS**, the Township of Willingboro (the "Local Unit"), in the County of Burlington, New Jersey, has determined that there exists a need within the Local Unit to acquire, construct, renovate or install a project consisting of (i) stormwater outfall improvements; Millbrook Park Section including all work and materials necessary therefore and incidental thereto and (ii) Acquisition of a street sweeper (the "Project"), and it is the desire of the Local Unit to obtain financing for such Project through participation in the State Fiscal Year 2012 financing program (the "SFY 2012 Environmental Infrastructure Financing Program") of the New Jersey Environmental Infrastructure Trust (the "Trust");

**WHEREAS**, the Local Unit has determined to temporarily finance the acquisition, construction, renovation or installation of the Project prior to the closing with respect to the SFY 2012 Environmental Infrastructure Financing Program (scheduled to occur on May 3, 2012), and to undertake such temporary financing with the proceeds of an interim loan to be made by the Trust (the "Interim Loan") to the Local Unit, pursuant to the Interim Financing SFY 2012 Trust Loan Program of the Trust (the "Interim Financing Program");

**WHEREAS**, in order to (i) evidence and secure the repayment obligation of the Local Unit to the Trust with respect to the Interim Loan and (ii) satisfy the requirements of the Interim Financing Program, it is the desire of the Local Unit to issue and sell to the Trust the "Note Relating to the Interim Financing SFY 2012 Trust Loan Program of the New Jersey Environmental Infrastructure Trust" in an aggregate principal amount of up to \$2,710,000 (the "Note");

**WHEREAS**, it is the desire of the Local Unit to authorize, execute, attest and deliver the Note to the Trust pursuant to the terms of the Local Bond Law of the State of New Jersey, constituting Chapter 2 of Title 40A of the Revised Statutes of the State of New Jersey (the "Local Bond Law"), and other applicable law; and

**WHEREAS**, Section 28 of the Local Bond Law allows for the sale of the Note to the Trust, without any public offering, and N.J.S.A. 58:11B-9 allows for the sale of the Note to the Trust without any public offering, all under the terms and conditions set forth herein.

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**Section 1.** In accordance with Section 28 of the Local Bond Law and N.J.S.A. 58:11B-9, the Local Unit hereby authorizes the issuance, sale and award the Note in accordance with the provisions hereof. The obligation represented by the Note has been appropriated and authorized by bond ordinance #2009-14 of the Local Unit, which bond ordinance is entitled "BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS OF THE TOWNSHIP OF WILLINGBORO, IN THE COUNTY OF BURLINGTON, NEW JERSEY, APPROPRIATING THE AGGREGATE AMOUNT OF \$2,710,000 AND AUTHORIZING THE ISSUANCE OF \$2,710,000 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE THE COST THEREOF" and was finally adopted by the Local Unit at a meeting duly called and held on March 24, 2009, at which time a quorum was present and acted throughout, all pursuant to the terms of the Local Bond Law and other applicable law.

**Section 2.** The Chief Financial Officer of the Local Unit (the "Chief Financial Officer") is hereby authorized to determine, in accordance with the Local Bond Law and pursuant to the terms and conditions hereof, (i) the final principal amount of the Note (subject to the maximum limitation set forth in Section 4(a) hereof), and (ii) the dated date of the Note.

**Section 3.** Any determination made by the Chief Financial Officer pursuant to the terms hereof shall be conclusively evidenced by the execution and attestation of the Note by the parties authorized pursuant to Section 4(h) hereof.

**Section 4.** The Local Unit hereby determines that certain terms of the Note shall be as follows:

- (a) the principal amount of the Note to be issued shall be an amount up to \$2,710,000;
- (b) the maturity of the Note shall be May 3, 2012;
- (c) the interest rate of the Note shall be 0.0% per annum;
- (d) the purchase price for the Note shall be par;
- (e) the Note shall be subject to prepayment prior to its stated maturity in accordance with the terms and conditions of the Note;
- (f) the Note shall be issued in a single denomination and shall be numbered "IFP-11-1";
- (g) the Note shall be issued in fully registered form and shall be payable to the registered owner thereof as to both principal and interest in lawful money of the United States of America; and
- (h) the Note shall be executed by the manual or facsimile signatures of the Mayor and the Chief Financial Officer under official seal or facsimile thereof affixed, printed, engraved or reproduced thereon and attested by the manual signature of

the Local Unit Clerk.


**Section 5.** The Note shall be substantially in the form attached hereto as Exhibit A.

**Section 6.** The law firm of McManimon & Scotland, L.L.C. is hereby authorized to arrange for the printing of the Note, which law firm may authorize McCarter & English, LLP, bond counsel to the Trust for the Interim Financing Program, to arrange for same.

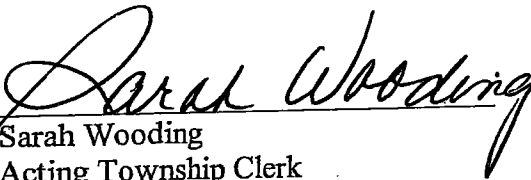
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**Section 8.** This resolution shall take effect immediately.

**Section 9.** Upon the adoption hereof, the Local Unit Clerk shall forward certified copies of this resolution to McManimon & Scotland, bond counsel to the Local Unit, [redacted] Richard T. Nolan, Esq., McCarter & English, LLP, bond counsel to the Trust.

  
Eddie Campbell, Jr.  
Mayor

Attest:

  
Sarah Wooding  
Acting Township Clerk

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

## Sarah Wooding

---

**From:** Barbara Rose [BRose@MANDSLAW.COM]  
**Sent:** Friday, April 08, 2011 10:16 AM  
**To:** Sarah Wooding (swooding@willingborotwp.org)  
**Cc:** C. Anthony Solimine  
**Subject:** FW: \$357,660 Capital Ord. for Senior Center  
**Attachments:** Willingboro Tp 2011 \$357,660 Capital Ordinance for Senior Center.DOC

Sarah,

Attached please find the \$357,660 Capital Ordinance for the Senior Center. I have included the certificates as well.

If you need anything further, please feel free to call me.

Barbara

**PLEASE NOTE OUR NEW MAILING ADDRESS BELOW (EFFECTIVE JULY 1, 2009).**

Barbara Rose  
Legal Professional Assistant to:

Ronald J. Ianoale, Esq.

Tony Solimine, Esq.

Terry Anderson, Paralegal

MANDSLAW, L.L.C.

101 [REDACTED] Suite 400

[REDACTED]

973-622-5208 Dial

973-622-7333 FAX

brose@mandslaw.com

*address re: Resol 2011-60*

**CHECK OUT OUR NEW LOOK AND VISIT US AT**  
[www.mandslaw.com](http://www.mandslaw.com)



Please consider the environment before printing this e-mail

**From:** Sarah Wooding [mailto:swooding@willingborotwp.org]

**Sent:** Wednesday, April 06, 2011 7:16 PM

**To:** C. Anthony Solimine

**Subject:** Re: \$357,660 Capital Ord. for Senior Center

Is it possible that you could send me the RESOL. for the above mentioned ordinance, which was adopted and passed at public hearing April 5<sup>th</sup> council mtg.? I have the Resol. pertaining to the \$484,125 Special Emergency Notes, which was also adopted and passed at that same meeting.

Thanks much,  
Sarah

NJ ENV. INF TRUST      NAME:      David Zimmer  
Executive Director  
ADDRESS:      NJ Environ. Infrastructure Trust  
3131 Princeton Pike  
PO Box 440, Building #6, Suite 201  
Trenton, NJ 08625

E-MAIL:

NJEIT COUNSEL      NAME:      Richard T. Nolan, Esq.  
ADDRESS:      McCarter & English, L.L.P.  
Four Gateway Center  
Newark, NJ 07102

E-MAIL:      rnolan@mccarter.com

NJEIT      NAME:      Clifford Rones, Esq., D.A.G.  
GENERAL COUNSEL      ADDRESS:      Division of Law/Financial Section  
Hughes Justice Complex - 2<sup>nd</sup> Fl.  
Trenton, NJ 88675

E-MAIL:      clifford.rones@dol.lps.state.nj.us

NJEIT FIN.ADVISOR NAME: Barbara Bisgaier

ADDRESS: Public Financial Management, Inc.

2 Logan Square, Suite 1600

Philadelphia, PA 19103

E-MAIL: bisgaierb@pfm.com



**A RESOLUTION OF THE TOWNSHIP OF WILLINGBORO AWARDING A BID FOR  
STORMWATER OUTFALL IMPROVEMENTS  
PHASE 1**

**WHEREAS**, on February 14, 2011, the Township Council of the Township of Willingboro advertised its request that bids be submitted for the Stormwater Outfall Improvements Phase 1 of New Jersey Environmental Infrastructure Trust Project (N.J.E.I.T.) Number S340132-03; and

**WHEREAS**, on March 8, 2011, bids were received, opened and read in public; and

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

**WHEREAS**, Township's Engineer tabulated the bids received and found the lowest responsible bidder to be P.M. Construction Corp., 1310 Central Avenue, Hillside, NJ 07205; and

**WHEREAS**, the Township's Solicitor reviewed the bid submitted by P.M. Construction Corp., pursuant to N.J.E.I.T.'s guidelines, and determined that the bid documents are acceptable, concurring with the Township Engineer's recommendation that it is the lowest responsible bidder; and

**WHEREAS**, the Township Council has upon its consideration and review determined that P.M. Construction Corp., is the responsible lowest bidder and that it is in the best interest of the Township to accept the bid of P.M. Construction Corp., of 1310 Central Avenue, Hillside, NJ 07205, in the amount of \$877,526.00.

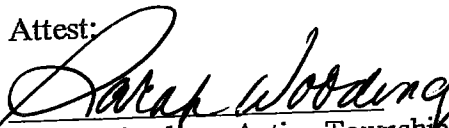
**WHEREAS**, the award of this bid is contingent upon the availability of funds for this purpose, and as indicated by the attached Treasurer's Certification.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Willingboro, assembled in public session this 5<sup>th</sup> day of April, 2011, hereby accepts the bid of P.M. Construction Corp., and

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

  
Eddie Campbell, Jr., Mayor

Attest:

  
Sarah Wooding, Acting Township Clerk

Recorded Votes

Yes No Abstain Absent

Councilman Anderson

✓

Councilman Ayrer

✓

Councilman Gordon

✓

Deputy Mayor Jennings

✓

Mayor Campbell

✓

Certified to be a true copy of the original

  
Township Clerk

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: 04/05/11  
Resolution Number: 2011-67

Vendor: PM CONST P.M. CONSTRUCTION CORP  
1310 CENTRAL AVE  
HILLSIDE, NJ 07205

Contract: C1-00002 PM CONSTRUCTION-STORMWATER

Account Number	Amount	Department Description
C-04-55-909-100-001	877,526.00	2009 CAPITAL BUDGET
Total	877,526.00	

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

Acting Brian Lightfoot  
Chief Financial Officer

PM CONST

Form **W-9**  
(Rev. October 2007)  
Department of the Treasury  
Internal Revenue Service

### Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Name (as shown on your income tax return)  
**P.M. CONSTRUCTION CORP.**

Business name, if different from above

Check appropriate box:  Individual/Sole proprietor  Corporation  Partnership  
 Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ .....  Exempt payee  
 Other (see instructions) ▶

Address (number, street, and apt. or suite no.)  
**1310 CENTRAL AVENUE**

City, state, and ZIP code  
**HILLSIDE, NEW JERSEY 07205**

List account number(s) here (optional)

Requester's name and address (optional)

Print or type  
See Specific Instructions on page 2.

#### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I Instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
or
Employer identification number
<b>22 3723533</b>

#### Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here Signature of U.S. person  Date ▶ 4/12/11

#### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

#### Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

*Bnc a file*

PM CONST

**STATE OF NEW JERSEY  
BUSINESS REGISTRATION CERTIFICATE**

DEPARTMENT OF TREASURY  
DIVISION OF REVENUE

TAXPAYER NAME: P.M. CONST. CORP. TRADE NAME: P.M. CONSTRUCTION

TAXPAYER IDENTIFICATION #: 228-744-538/0000 SEQUENCE NUMBER: 007202

ADDRESS: 1310 CENTRAL HILLSIDE NJ EFFECTIVE DATE: 04/12/11 ISSUANCE DATE: 03/15/11

FORM BRD(08-81) This Certificate is NOT assignable or transferable. It is not to be destroyed or disposed of in any manner.

Fax 908-964-9648

Phone 908-965-2090

called for BKR -  
W9  
4/12/11

W9 - on file

PM CONST

Certificate Number  
626111

Registration Date: 08/14/2010  
Expiration Date: 08/13/2012



# State of New Jersey

## Department of Labor and Workforce Development Division of Wage and Hour Compliance

### Public Works Contractor Registration Act

Pursuant to N.J.S.A. 34:11-56.48, et seq. of the Public Works Contractor Registration Act, this certificate of registration is issued for purposes of bidding on any contract for public work or for engaging in the performance of any public work to:

# F.M. Construction Corp 2010

Responsible Representative(s):  
Paul Motos, President

*Harold J. Wirths*

Harold J. Wirths, Commissioner  
Department of Labor and Workforce Development

NON TRANSFERABLE

This certificate may not be transferred or assigned and may be revoked for cause by the Commissioner of Labor and Workforce Development.

**A RESOLUTION OF THE TOWNSHIP OF WILLINGBORO AWARDING A BID FOR  
STORMWATER OUTFALL IMPROVEMENTS  
PURCHASE OF VACUUM STREET SWEEPER**

**WHEREAS**, on February 14, 2011, the Township Council of the Township of Willingboro advertised its request that bids be submitted for the Stormwater Outfall Improvements - Purchase of Vacuum Street Sweeper of New Jersey Environmental Infrastructure Trust Project (N.J.E.I.T.) Number S340132-03; and

**WHEREAS**, on March 8, 2011, bids were received, opened and read in public; and

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

**WHEREAS**, Township's Engineer tabulated the bids received and found the lowest responsible bidder to be GranTurk Equipment Company, Inc., One Schuylkill Parkway, Building B, Bridgeport, PA 19405; and

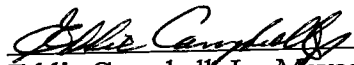
**WHEREAS**, the Township's Solicitor reviewed the bid submitted by GranTurk Equipment Company, Inc., pursuant to N.J.E.I.T.'s guidelines, and determined that the bid documents are acceptable, concurring with the Township Engineer's recommendation that it is the lowest responsible bidder; and

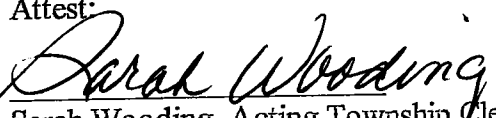
**WHEREAS**, the Township Council has upon its consideration and review determined that GranTurk Equipment Company, Inc., is the lowest responsible bidder and that it is in the best interest of the Township to accept the bid of GranTurk Equipment Company, Inc., of One Schuylkill Parkway, Building B, Bridgeport, PA 19405, in the amount of \$223,848.00.

**WHEREAS**, the award of this bid is contingent upon the availability of funds for this purpose, and as indicated by the attached Treasurer's Certification.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Willingboro, assembled in public session this 5<sup>th</sup> day of April, 2011, hereby accepts the bid of GranTurk Equipment Company, Inc., and

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

  
Eddie Campbell, Jr., Mayor

Attest:  
  
Sarah Wooding, Acting Township Clerk

Recorded Votes	Yes	No	Abstain	Absent
Councilman Anderson	✓			
Councilman Ayer		✓		
Councilman Gordon	✓			
Dep. 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.

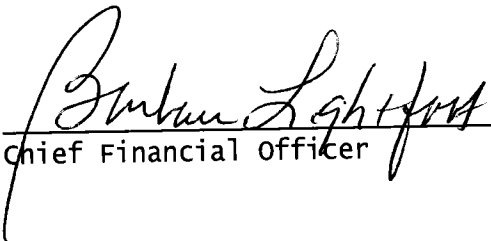
Resolution Date: 04/05/11  
Resolution Number: 2011-68

Vendor: GRANT066 GRANTURK EQUIPMENT CO., INC.  
ONE SCHUYLKILL PKWY  
BLDG B  
BRIDGEPORT, PA 19405

Contract: C1-00001 GRANDTURK-STREET SWEEPER

Account Number	Amount	Department Description
C-04-55-909-100-002	223,848.00	2009 CAPITAL BUDGET
Total	223,848.00	

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

Acting   
Chief Financial Officer


**RESOLUTION NO. 2011--70**

**APPROVING THE ADOPTION OF THE  
2011 BUDGET AS AMENDED**

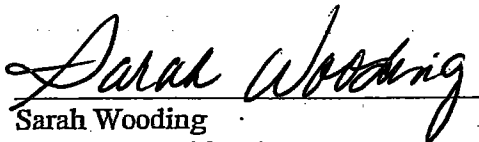
WHEREAS, the Willingboro Township 2011 Budget has been amended as per Resolution No. 2011 – 59; and

WHEREAS, Public Hearing were held on said amendments on April 5, 2011,

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 5<sup>th</sup> day of April 2011, that the 2011, Willingboro Township Budget is adopted as amended.

  
Eddie Campbell, Jr.  
Mayor

Attest:

  
Sarah Wooding  
Acting 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"/>			




**RESOLUTION NO. 2011--70**

**APPROVING THE ADOPTION OF THE  
2011 BUDGET AS AMENDED**

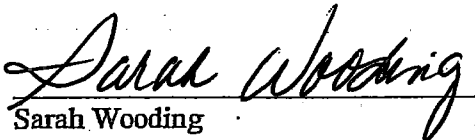
WHEREAS, the Willingboro Township 2011 Budget has been amended as per Resolution No. 2011 – 59; and

WHEREAS, Public Hearing were held on said amendments on April 5, 2011,

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 5<sup>th</sup> day of April 2011, that the 2011, Willingboro Township Budget is adopted as amended.

  
Eddie Campbell, Jr.  
Mayor

Attest:

  
Sarah Wooding  
Acting 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"/>			



**RESOLUTION NO. 2011--71**

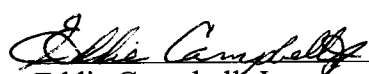
**A RESOLUTION AUTHORIZING REFUNDS FOR  
OVERPAYMENTS OF TAXES**

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

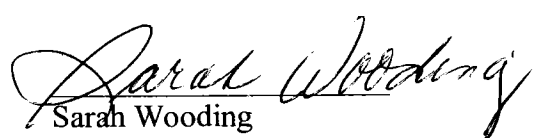
WHEREAS, refunds are due for these overpayments as listed on the attached schedule and made a part hereto;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 12<sup>th</sup> day of April 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  
Acting Township Clerk

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

# OVERPAYMENT FOR TAXES

RACHAEL T. ROANE  
33 PENNYPACKER DRIVE  
WILLINGBORO, NJ 08046  
BLOCK 325  
LOT 7  
33 PENNYPACKER DRIVE  
OVERPAYMENT TAXES

\$130.00

✓

**RESOLUTION NO. 2011--72**

**A RESOLUTION AWARDING A BID FOR  
REHABILITATION OF 47 HILLCREST LANE  
(Neighborhood Stabilization Program)**

WHEREAS, the Township Council of the Township of Willingboro has requested that bids be submitted for the above referenced project; and


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

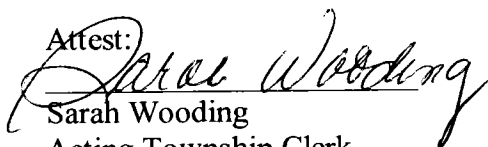
WHEREAS, it appears to be in the best interest of the Township to accept the bid of J. H. Williams Ent., Inc., 231 Haines Drive, Moorestown, New Jersey 08057 in the amount of \$69,670 (base price) and \$4,650 (optional items should township decide to include them) as per the recommendation of CGP&H's letter dated March 16, 2011 for a total of \$74,320; and

WHEREAS, funds are available for this purpose as indicated by the attached Treasurer's Certification – through NSP Grant.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 12th day of April 2011, that the bid be accepted.

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

  
Eddie Campbell, Jr.  
Mayor

Attest:  
  
Sarah Wooding  
Acting Township Clerk

Recorded Vote	Yes	No	Abstain	Absent
Councilman Anderson	✓			
Councilman Ayer	✓			
Councilman Gordon				✓
Dep. 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: 04/12/11  
Resolution Number: 2011-72

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

Contract: C1-00003 NSP- 47 HILLCREST LANE

Account Number	Amount	Department Description
G-01-41-873-000-001	74,320.00	Neighborhood Stabilization Grant
Total	74,320.00	

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

*Active*   
\_\_\_\_\_  
Chief Financial Officer



**CGPH**

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

600 Arlington Drive, Fair Lawn, NJ 07410  
www.cgph.net 1-800-371-3037 Fax: 800-371-1770

March 16, 2011

Mayor and Council of the Township of Willingboro

Township of Willingboro  
1 Salem Road  
Willingboro, NJ 08046

Re: Results of the December 9, 2010 Bid Opening for NSP rehabilitation job at 47 Hillcrest Lane.

Dear Mayor and Council of Willingboro Township:

The work was placed out to bid. Bids were opened on December 9, 2010 and were thoroughly reviewed subsequent to the bid opening.

Following are the results:

Three bids could not be considered for award due to the reasons stated in the attached Bid Tabulation. The fourth bid submitted by JH Williams was confirmed to be a complete bid package. The program inspector reviewed prices and product specifications. We also did additional research with the Township attorney regarding JH Williams bid. The end result is our recommendation to award the job to J. H. Williams for \$69,670 base price, and if the Township decides to include the \$4,650 optional items, then for a total job award of \$74,320.

Respectfully,

Corinne Markulin

CGP&H on behalf of Willingboro Neighborhood Stabilization Program.

**TOWNSHIP OF WILLINGBORO  
NEIGHBORHOOD STABILIZATION PROGRAM**

**BID OPENING TABULATION / CONTRACTOR SELECTION / NOTIFICATION**

47 Hillcrest Lane, Willingboro

Bid Opening: Date: 12/9/10

Time: 12:00 P.M.

Willingboro staff only

Attending Staff:

Bidding Contractor	Bid Proposal Base	Bid Proposal Options	Bid Proposal Total	Comments
J. H. Williams Enterprises	\$69,670.00	\$4,650.00	\$74,320.00	
Solar World	\$71,727.00	\$1,650.00	\$73,377.00	<b>Bid package disqualified: contractor failed to include legitimate certified lead abatement contractor in bid package</b>
Twin Hill Mgmt.	\$67,975.00	\$1,500.00	\$69,475.00	<b>Bid package disqualified: contractor failed to submit the public works contractor registration for lead abatement subcontractor</b>
Crest Construction	\$68,950.00	\$2,300.00	\$71,250.00	<b>Bid package disqualified: contractor failed to sign bid sheet</b>

The Township of Willingboro, who is the owner of the property referenced above, has reviewed the bid proposals and comments (if any) above and have decided to:

Accept the low bid amount of \_\_\_\_\_ made by \_\_\_\_\_ contractor name

Other: \_\_\_\_\_

Willingboro Township

Date

## Sarah Wooding

---

**From:** Corinne Markulin [corinne@cgph.net]  
**Sent:** Tuesday, April 05, 2011 3:34 PM  
**To:** Patti Conrad  
**Cc:** Richard Panizzi; 'Duane Wallace'; swooding@willingborotwp.org  
**Subject:** RE: change orders and contract award

Patti,

Rick's and your email must have crossed in transmission. :) Rick did the change orders this afternoon for 15 Hargrove and 30 Pennant and emailed them to you then.

Regards,

Corinne

Corinne Markulin  
*Housing Production Manager*  
[corinne@cgph.net](mailto:corinne@cgph.net)  
609 371 1937 ext. 20  
569 Abbington Drive  
East Windsor, NJ 08520  
[www.cgph.net](http://www.cgph.net) Fax 609 371 1776



**From:** Patti Conrad [mailto:pconrad@willingborotwp.org]  
**Sent:** Tuesday, April 05, 2011 3:25 PM  
**To:** Corinne Markulin; 'Duane Wallace'; swooding@willingborotwp.org  
**Cc:** Richard Panizzi  
**Subject:** change orders and contract award

Dear Corrine,

I spoke with Sarah regarding all change orders and bid award. There is a council meeting tonight which has on the agenda the change orders for:

60 Budhollow Lane (Change Order # 1 & #2)  
7 Peartree Lane (Change Order #2)  
18 Flintrock Lane (Change Order #1)

Change Order # 3 and #4 for 45 Bosworth Lane-were emailed on 3/31/11 and I was not here on Friday I printed out yesterday and Sarah was unable to get a resolution together for tonight so that will be on the agenda for approval on 4/12/11. Also some mix up regarding the bid award for 47 Hillcrest Lane- that will also be on the 4/12/11 agenda.



Also upon review of change order and resolutions I am unable to locate the signed change order signed by AI and CGPH for 30 Pennant, which is change order #2 for the insulation.

After our inspections today Rick stated he was going to get the change order for 15 Hargrove Lane signed and sent to us, because we want to get that on the agenda for 4/12/11 also, so that all change orders are done for the 4 properties AI wants all finalized out. So if we can locate the 30 Pennant change order #2 and verify that would be great prior to Thursday because Sarah has things she needs to get done and she won't be in on Monday prior to the meeting on 4/12/11.

Patti Conrad  
Senior Code Enforcement Officer/Zoning Officer/Housing Inspector  
Willingboro Township Inspections Department  
One Salem Road  
Willingboro, NJ 08046  
(609)760-7407

## Sarah Wooding

---

**From:** Patti Conrad [pconrad@willingborotwp.org]  
**Sent:** Tuesday, April 05, 2011 3:25 PM  
**To:** 'Corinne Markulin'; 'Duane Wallace'; swooding@willingborotwp.org  
**Cc:** 'Richard Panizzi'  
**Subject:** change orders and contract award

Dear Corrine,

I spoke with Sarah regarding all change orders and bid award. There is a council meeting tonight which has on the agenda the change orders for:

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Patti Conrad  
Senior Code Enforcement Officer/Zoning Officer/Housing Inspector  
Willingboro Township Inspections Department  
One Salem Road  
Willingboro, NJ 08046  
(609)760-7407

RESOLUTION NO. 2011--72

4/14/11  
cc: Patty + Monica

**A RESOLUTION AWARDING A BID FOR  
REHABILITATION OF 47 HILLCREST LANE  
(Neighborhood Stabilization Program)**

WHEREAS, the Township Council of the Township of Willingboro has requested that bids be submitted for the above referenced project; and

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

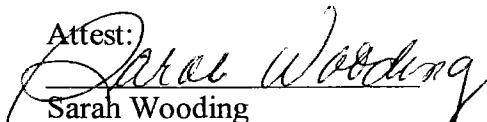
WHEREAS, it appears to be in the best interest of the Township to accept the bid of J. H. Williams Ent., Inc., 231 Haines Drive, Moorestown, New Jersey 08057 in the amount of \$69,670 (base price) and \$4,650 (optional items should township decide to include them) as per the recommendation of CGP&H's letter dated March 16, 2011 for a total of \$74,320; and

WHEREAS, funds are available for this purpose as indicated by the attached Treasurer's Certification – through NSP Grant.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 12th day of April 2011, that the bid be accepted.

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

  
Eddie Campbell, Jr.  
Mayor

Attest:  
  
Sarah Wooding  
Acting Township Clerk

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

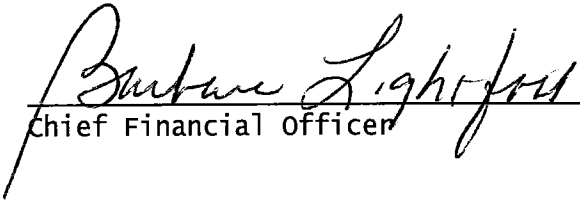
Resolution Date: 04/12/11  
Resolution Number: 2011-72

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

Contract: C1-00003 NSP- 47 HILLCREST LANE

Account Number	Amount	Department Description
G-01-41-873-000-001	74,320.00	Neighborhood Stabilization Grant
Total	74,320.00	

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

*ACTING*   
\_\_\_\_\_  
Chief Financial Officer

RESOLUTION NO. 2011—73  
 AUTHORIZING CHANGE ORDER NO. 2  
 NSP PROJECT---30 PENNANT LANE

WHEREAS, Willingboro Township Council, by Resolution No. 2010—127 awarded a bid to Solar World, Inc. 24 Marni Court, Sewell, New Jersey 08080 in the amount of \$68,2050.00 for the renovation of 30 Pennant Lane; and

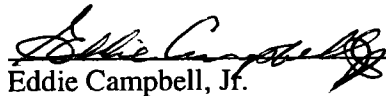
WHEREAS, the Rehabilitation Project Manager submitted paperwork for **Change Order No. 1 as per Resolution No. 2010—153**, which indicated additional cost of \$200.00 for an Adjusted Contract Amount of \$68,450.00 as per the Rehabilitation Program Manager's memo received October 21, 2010; and

WHEREAS, the Rehabilitation Project Manager has submitted paper work for **Change Order No. 2**, which indicated additional cost of \$2,310.00 (based on work change) for an Adjusted Contract Amount of \$70,760.00 as per the Rehabilitation Program Manager's memo received April 5, 2011; and

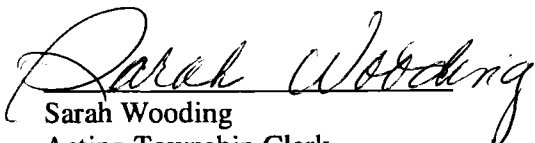
WHEREAS, the rules of the Local Finance Board require such change order to be approved by prior resolution of the Township Council.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session the 12<sup>th</sup> day of April, 2011, that the above change order be approved.

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

  
 Eddie Campbell, Jr.  
 Mayor

Attest:

  
 Sarah Wooding  
 Acting Township Clerk

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

**WILLINGBORO TOWNSHIP  
NEIGHBORHOOD STABILIZATION PROGRAM**

**CHANGE ORDER AUTHORIZATION**

Case No. 30 Pennant Lane,  
Contractor: Solar World, Inc.  
24 Marni Court Sewell, NJ 08046

**CHANGE ORDER #2**

**DESCRIPTION OF WORK CHANGE**

Furnish and install blown-in fiberglass insulation in the entire attic space to a level of R-38.

**\$ 68,250.00 Original Contract Price**

**\$ 2,310.00 (+) Change order #2**

**\$ 200.00 (+) Change order #1**

**\$ 70,760.00 Revised Contract Price**

*Eddie Gushelby* \_\_\_\_\_ 4/14/11  
Owner Approval Date

*[Signature]* \_\_\_\_\_ 4-5-11  
Contractor Approval Date

*[Signature]* \_\_\_\_\_ 4-5-11  
Cost Estimator/Specifications Writer Approval Date

*Corinne Markovina* \_\_\_\_\_ 4-5-11  
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: 04/12/11  
Resolution Number: 2011-73

Vendor: SOLARW SOLAR WORLD INC  
24 MARNI COURT  
SEWELL, NJ 08080

Contract: C0-00006 NSP GRANT/REHAB 30 PENNANT LAN  
CONSTRUCTION OF 30 PENNANT LN

Account Number	Amount	Department Description
G-01-41-873-000-002	2,310.00	Neighborhood Stabilization Grant
Total	2,310.00	

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

*ACRW*   
\_\_\_\_\_  
Chief Financial Officer

# Memo

To: Sarah Wooding

From: Patti Conrad

CC: Duane Wallace

Date: 5 April 2011

Subject: Change Orders -30 Pennant and 15 Hargrove

---

Please place these change orders for approval, signature and resolution for the council meeting on 4/12/2011.

Can I also have a copy of the signed change order after signed by the mayor for my file and a copy of the resolution after completed. Thanks so much.





4/14/11  
CC  
Patty +  
Morgan

RESOLUTION NO. 2011—73  
AUTHORIZING CHANGE ORDER NO. 2  
NSP PROJECT---30 PENNANT LANE

WHEREAS, Willingboro Township Council, by Resolution No. 2010—127 awarded a bid to Solar World, Inc. 24 Marni Court, Sewell, New Jersey 08080 in the amount of \$68,2050.00 for the renovation of 30 Pennant Lane; and


WHEREAS, the Rehabilitation Project Manager submitted paperwork for **Change Order No. 1 as per Resolution No. 2010—153**, which indicated additional cost of \$200.00 for an Adjusted Contract Amount of \$68,450.00 as per the Rehabilitation Program Manager's memo received October 21, 2010; and

WHEREAS, the Rehabilitation Project Manager has submitted paper work for **Change Order No. 2**, which indicated additional cost of \$2,310.00 (based on work change) for an Adjusted Contract Amount of \$70,760.00 as per the Rehabilitation Program Manager's memo received April 5, 2011; and

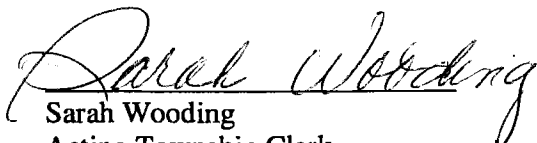
WHEREAS, the rules of the Local Finance Board require such change order to be approved by prior resolution of the Township Council.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session the 12<sup>th</sup> day of April, 2011, that the above change order be approved.

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

  
Eddie Campbell, Jr.  
Mayor

Attest:

  
Sarah Wooding  
Acting Township Clerk

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

9/10/11  
cc: Patty & Monica

RESOLUTION NO. 2011—74  
AUTHORIZING CHANGE ORDER NO. 2  
NSP PROJECT---15 HARGOVE LANE

WHEREAS, Willingboro Township Council, by Resolution no 2010---128 awarded a bid to Solar World, Inc. 24 Mari Court, Sewell, New Jersey 08080 in the amount of \$36,300 for the renovation of 15 Hargove Lane; and

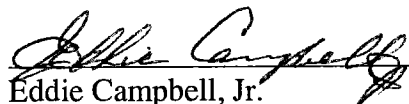
WHEREAS, the Rehabilitation Project Manager has submitted paperwork for **Change Order No. 1**, which indicated a **reduction of \$1,200** (based on credit) and an **additional cost of \$6,800** (based on work change) for an **Adjusted Contract Amount of \$5,600** as per the Rehabilitation Program Manager's memo received on November 15, 2010; and

WHEREAS, the Rehabilitation Project Manager submitted paperwork for **Change Order No. 2**, which indicated additional cost of \$1,050 (based on work change) for an **Adjusted Contract Amount of \$42,950** as per the Rehabilitation Program Manager's memo received April 5, 2011; and

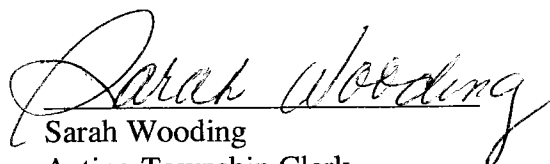
WHEREAS, the rules of the Local Finance board require such change order to be approved by prior resolution of the Township Council.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 5<sup>th</sup> day of April, 2011, that 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  
Acting Township Clerk

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

**WILLINGBORO TOWNSHIP  
NEIGHBORHOOD STABILIZATION PROGRAM**

**CHANGE ORDER AUTHORIZATION**

Case No. 15 Hargrove Lane,  
Contractor: Solar World, Inc.  
24 Marni Court Sewell, NJ 08046

**CHANGE ORDER #2**

**DESCRIPTION OF WORK CHANGE**


The contractor shall furnish and install 7 (luan) type slab doors including new door knobs and hinges in the following locations; 3 bedrooms doors, master bathroom door, 2<sup>nd</sup> floor hall bathroom door, 2<sup>nd</sup> floor hall closet door, and utility room door. All new doors are to be painted.

\$ 36,300.00 Original Contract Price

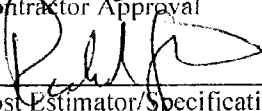
\$ 1050.00 (+) Change order #2

\$ 6,800.00 (+) Change order #1

\$ 44,150.00 Revised Contract Price

  
\_\_\_\_\_  
Owner Approval 4/14/11  
Date

  
\_\_\_\_\_  
Contractor Approval 4/5/11  
Date

  
\_\_\_\_\_  
Cost Estimator/Specifications Writer Approval 4-5-11  
Date

  
\_\_\_\_\_  
Rehabilitation Program Manager Approval 4-5-11  
Date

RESOLUTION NO. 2011—74  
 AUTHORIZING CHANGE ORDER NO. 2  
 NSP PROJECT---15 HARGOVE LANE

WHEREAS, Willingboro Township Council, by Resolution no 2010---128 awarded a bid to Solar World, Inc. 24 Mari Court, Sewell, New Jersey 08080 in the amount of \$36,300 for the renovation of 15 Hargrove Lane; and

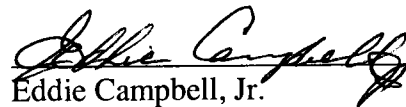
WHEREAS, the Rehabilitation Project Manager has submitted paperwork for **Change Order No. 1**, which indicated a **reduction of \$1,200** (based on credit) and an **additional cost of \$6,800** (based on work change) for an **Adjusted Contract Amount of \$5,600** as per the Rehabilitation Program Manager's memo received on November 15, 2010; and

WHEREAS, the Rehabilitation Project Manager submitted paperwork for **Change Order No. 2**, which indicated additional cost of \$1,050 (based on work change) for an **Adjusted Contract Amount of \$42,950** as per the Rehabilitation Program Manager's memo received April 5, 2011; and

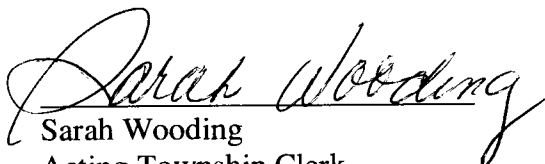
WHEREAS, the rules of the Local Finance board require such change order to be approved by prior resolution of the Township Council.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 5<sup>th</sup> day of April, 2011, that 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  
 Acting Township Clerk

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

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: 04/12/11  
Resolution Number: 2011-74

Vendor: SOLARW SOLAR WORLD INC  
24 MARNI COURT  
SEWELL, NJ 08080

Contract: C0-00007 NSP GRANT/REHAB 15 HARGROVE LN  
CONSTRUCTION OF 15 HARGROVE LN

Account Number	Amount	Department Description
G-01-41-873-000-002	1,050.00	Neighborhood Stabilization Grant
Total	1,050.00	

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

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

RESOLUTION NO. 2011—75  
AUTHORIZING CHANGE ORDER NO. 3 & NO. 4  
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** as per Resolution No. 2011-18, which indicated additional cost of **\$4,123** (based on work change) for an Adjusted Contract Amount of **\$84,273** as per the Rehabilitation Program Manager's memo received on January 11, 2011; and

WHEREAS, the Rehabilitation Project Manager has submitted paperwork for **Change Order No. 3** which indicated additional cost of **\$5,953.07** and **Change Order No. 4** which indicated additional cost of **\$8,500** (based on work change) for a **total Adjusted Contract Amount of \$98,726.07** as per the Rehabilitation Program Manager's memo received on March 16, 2011; and

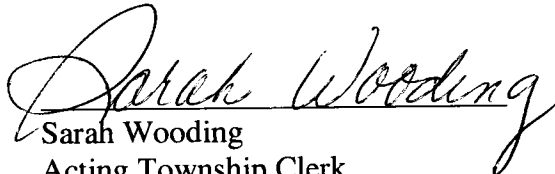
WHEREAS, the rules of the Local Finance Board require such change order to be approved by prior resolution of the Township Council.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, Assembled in public session this 12<sup>th</sup> day of April 2011, that the original total bid price to adjusted as indicated above and the change order be approved.

BE IT FURTHERE 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  
Acting Township Clerk

Recorded Vote  
Councilman Anderson  
Councilman Ayer  
Councilman Gordon  
Deputy Mayor Jennings  
Mayor Campbell

Yes	No	Abstain	Absent
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**TOWNSHIP OF WILLINGBORO  
NEIGHBORHOOD STABILIZATION PROGRAM**

**CHANGE ORDER AUTHORIZATION**

Case No. 45 Bosworth Lane,

Contractor: JH Williams Enterprises  
231 Haines Drive, Moorestown, NJ 08057

**CHANGE ORDER #3**

**DESCRIPTION OF WORK CHANGE**

1. Remove and replace all ceramic floor tiles in the kitchen and half bathroom. Patch concrete slab as required. New tiles are to match ceramic tiles being installed in the foyer. Install new baseboard trim to match exiting trim. (**\$3,661.93**)
2. Install new exhaust fan, ground fault outlet, and ceiling light fixture in the half bathroom. The exhaust fan shall discharge to the exterior. (**\$492.02**)
3. Install exterior grade wall sheathing and vapor barrier where none is present to allow installation of new vinyl siding. (**\$1,799.12**)

\$ 84,273.00 Contract Price

\$ 5,953.07 (+) Change

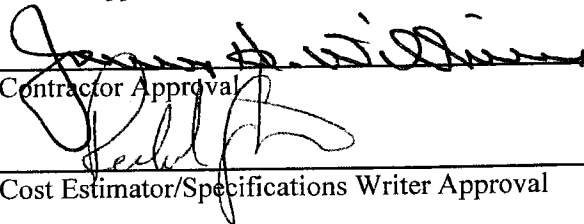
\$ 90,226.07 Revised Contract Price

Owner Approval



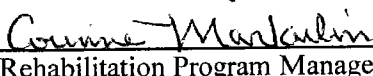
4/14/11  
Date

Contractor Approval



3-14-11  
Date

Cost Estimator/Specifications Writer Approval



3-16-11  
Date

Rehabilitation Program Manager Approval

Date

**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

**CHANGE ORDER #4**

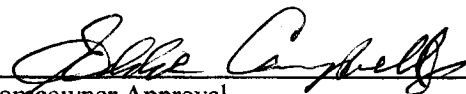
**DESCRIPTION OF WORK CHANGE**

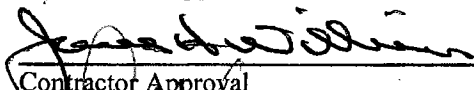
1. Furnish and install a new 40 gallon gas fired water heater. Water heater shall have 6 year warranty and installation to be code compliant. **(1,100.00)**
2. Furnish and install new slab doors and door knobs. Doors shall be paint grade with six raised panels and shall include door knobs. New doors are to be installed in the following locations; 4 bedrooms, 3 bathrooms, bi-fold doors in the second floor hall closet and master bedroom. Furnish and install a fire rated interior garage door. **(3,300.00)**
3. Furnish and install new kitchen cabinets same layout as existing. (American Woodmark, Brookfield or similar) Furnish and install a new exterior venting, under cabinet mounted range exhaust fan. **(4,100.00)**

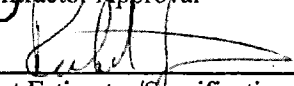
\$ 90,226.07 Contract Price


\$ 8,500.00 (+) Change

\$ 98,726.07 Revised Contract Price

  
Homeowner Approval \_\_\_\_\_ Date 4/14/11

  
Contractor Approval \_\_\_\_\_ Date \_\_\_\_\_

  
Cost Estimator/Specifications Writer Approval \_\_\_\_\_ Date 3-16-11

  
Rehabilitation Program Manager Approval \_\_\_\_\_ Date 3-16-11



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: 04/12/11  
Resolution Number: 2011-75

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
C-04-55-909-200-008	14,453.07	2009 CAPITAL BUDGET
Total	14,453.07	

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

  
Acting Chief Financial Officer

## **Patti Conrad**

---

**From:** Corinne Markulin [corinne@cgph.net]  
**Sent:** Thursday, March 31, 2011 4:15 PM  
**To:** Patty Conrad (pconrad@willingborotwp.org)  
**Cc:** Cristal Holmes-Bowie (chb@armstronglawfirm.com); Richard Panizzi; Dorothy Lawlor  
**Subject:** 45 Bosworth change orders #3 and #4  
**Attachments:** 0681\_001.pdf

Patti, Sarah -

Attached is change order #3 for \$5,953.07 and change order #4 for \$8,500 for 45 Bosworth. I wholehearted apologize for not responding sooner. These two change orders complicated matters because the change orders now exceed 20% of the job which then needed review of the N.J. Admin Code 5:30-11.3, 5:30-11.8 and 5:30-11.9. Randy, Rick and I reviewed the aforementioned admin code references and are confident that we can recommend these change orders be awarded to the current contractor, JH Williams, rather than be placed out for separate bid.

Rick summarized it as follows:

“The contractor has started replacement of the existing siding, kitchen renovation, and interior renovations. Upon removal of the existing siding the contractor discovered that exterior wall sheathing was not present. Installation of exterior wall sheathing is needed to allow installation of the new vinyl siding. Upon removal of the kitchen countertops the contractor discovered the cabinets were in poor condition and replacement of the cabinets is needed. Upon removal of damaged ceramic floor tile in the kitchen the contractor discovered all the existing floor tiles were incorrectly installed over vinyl floor coverings and repair of the floor tile was not possible. Many of the doors on the second floor of the house were found to be in poor condition and should be replaced. Replacement of the doors requires replacement of the baseboard trim.

If the additional work were to go out for rebid and award to a new contractor, the existing contractor would suffer delays and the scope of the existing contract would change significantly. The request for change orders regarding additional work should not go out to for rebid.”

Regards,

Corinne

Corinne Markulin  
*Housing Production Manager*  
[corinne@cgph.net](mailto:corinne@cgph.net)  
609 371 1937 ext. 20  
569 Abbington Drive  
East Windsor, NJ 08520  
[www.cgph.net](http://www.cgph.net) Fax 609 371 1776



**From:**



**RESOLUTION NO. 2011 - 76**  
**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 12<sup>th</sup> day of April, 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 4 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 3 rejected solar bids. Litigations regarding Parker & McKay

**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:

*Sarah Wooding*  
 Acting Township Clerk  
 Sarah Wooding

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

✓

**RESOLUTION NO. 2011--77**

WHEREAS the Township of Willingboro has agreed to the establishment of a **Length of Service Award Program (LOSAP) Deferred Compensation Plan**; and

WHEREAS, this plan is to be made available to all bona fide eligible volunteers who are performing qualified services which is defined as fire fighting and prevention services, emergency medical services and ambulance services pursuant to Section 457 of the Internal Revenue Code of 1986, as amended, except for provisions added by reason of the Length of Service Award Program as enacted into federal law in 1997. The establishment of this Length of Service Award Program will also comply with New Jersey Public Law 1997, Chapter 388 and the Length of Service Award Plan Document; and

WHEREAS the Township of Willingboro is required to effect a resolution which lists the names of eligible LOSAP participants; and

WHEREAS the Township of Willingboro is required to post the names of said eligible participants in the Office of the Township Clerk;

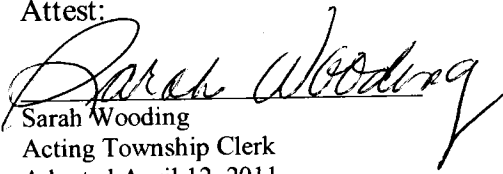
NOW, THEREFORE, BE IT RESOLVED that a certified copy of this resolution shall be posted in the Office of the Township Clerk and therefore satisfies the statutory requirements that the Township of Willingboro must meet in order to legally fulfill its LOSAP commitment to its eligible volunteers for FY2011.

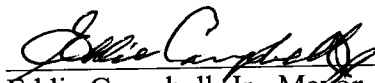
**LOSAP PARTICIPANTS**

List of LOSAP Participants is attached.

BE IT FURTHER RESOLVED that the Finance Director will submit all necessary documents to the Director of the Division of Local Government Services in the State Department of Community Affairs for approval.

Attest:

  
Sarah Wooding  
Acting Township Clerk  
Adopted April 12, 2011

  
Eddie Campbell, Jr., Mayor

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

	xxx-xx-	Last	First		Contribution 2010
####	4442	ACHEY	JOHN	P	640
####	2048	ALLEN	THERESA	M	0
####	2715	ALLOWAY	JOHN	A	0
####	3455	ANDRADE	DAVID	J	1150
####	6943	BAKER	ROBERT	M	0
####	1562	BARON	DAWNMARIE		830
####	4510	BENT	PAUL	J	0
####	7677	BLACKWELL	JONAT		0
####	1787	BOATEN	SCOTT		1150
####	853	BOISSEAU	JAMES		510
####	8016	BOYLE	THOMAS		0
####	561	CARCASIO	CHRIST		0
####	5021	CARNEY	MARJORIE		0
####	4580	CARROLL	JOHN	JR	0
####	842	CENTRONE	MICHAEL		840
####	5296	COGAR	MICHAEL	J	720
####	1967	COLLINS	JOHN	E	1020
####	919	COLLINS	TERI	M	821
####	6369	DERR	GEORGE	R	960
####	520	DUN	MAGNOLIA		0
####	2028	ESTELOW	SHERRY		680
####	3891	FADDEN	MICHAEL		0
####	8938	FOX	HOWARD	N	0
####	4714	FOX	SHARON		0
####	9745	GASSER	KENNETH		1150
####	8707	GASSER	MARY		0
####	1349	GONTESKI	ROBIN		0
####	1228	GREENE	NATALIE		1150
####	1325	HAINES	WALTER	L	560
####	7377	HAMILTON	AMANDA		0
####	2183	HAMILTON	MICHEL		0
####	1418	HERMANN	SCOTT		1150
####	313	HORNE	BERNADETT		0
####	493	INGERMAN	PER		0
####	1247	JAMES	EDRIC	M	0
####	5036	JONES	DWAYNE	M	0
####	2045	JOO	TIMOTHY	F	1150
####	2042	LEAR	THOMAS	A	990
####	2283	LEHUQUET	ROBERT		1150
####	6155	MASSAY	BILLY	J	0
####	2114	MOORE	GLENN		960
####	9857	MORTON	THEODORE		1150
####	890	MURRAY	SHAKIRA		500
####	6773	NEBLETT	RICARDO		1060
####	5172	NELINSON	DAVID		1150
####	3055	NELINSON	DENISE		1120
####	2580	ODONNELL	ERIN		0
####	695	OGUNLEYE	EMMANU		740
####	4727	PALMER	WILLIAM		0
####	8665	PEPERISSA	LISA		630
####	9354	PRIDE	MIKEL	J	0

####	690	RABEAU	RICHARD		790
####	846	ROBERTSON	MARK		0
####	4566	ROGERS	GEORGE	T	1150
####	7822	ROSALES	DIEGO		1150
####	7547	ROSARIO	ROBERT		1110
####	9004	SABADO	RUDOLFO		0
####	9826	SCHAEFFER	DANIE		500
####	9378	SIMPSON	MARVIN		0
####	4173	STRINGFELLOW	BR		1150
####	2930	TAYLOR	CORY	C	0
####	8944	VETTER	CHRISTOP		0
####	4858	WATKINS	MARK		1150
####	331	WEISER	WILLIAM		0
####	8834	WHITALL	JAMES	W	0
####	1458	WILLIAMS	JOSEPH		930
####	5518	WILLIAMS	KAITLY		0
####	5997	WILLIAMS	KATHER		830
####	7125	WOOD	WILLIAM	J	1150
		<b>NEW</b>			
####		MCDONOUGH	SHAWN	P	1150
####		BATISTA	JOEL		500
####		RUSH	MICHAEL	A	1150
####		BISHOP	<del>TRACY</del>		590
		SMITH	AMANDA		500
		BROWN	LATOYA		590
		DAVENPORT	WARREN		590

2\*28\*11  
2\*28\*11  
2\*28\*11  
2\*28\*11  
TROY

April 14, 2011

Division of Local Government Services  
PO Box 803  
Trenton, NJ 08625

Dear Sir/Madam:

Enclosed, please find a signed copy of resolution 2011-77 which was adopted at the April 12, 2011 Willingboro Township Council Meeting.

Sincerely,

Sarah Wooding  
Acting Township Clerk  
(609) 877-2200 Ext. 1028

/saw  
Encl.



✓

**RESOLUTION NO. 2011--77**

WHEREAS the Township of Willingboro has agreed to the establishment of a **Length of Service Award Program (LOSAP) Deferred Compensation Plan**; and

WHEREAS, this plan is to be made available to all bona fide eligible volunteers who are performing qualified services which is defined as fire fighting and prevention services, emergency medical services and ambulance services pursuant to Section 457 of the Internal Revenue Code of 1986, as amended, except for provisions added by reason of the Length of Service Award Program as enacted into federal law in 1997. The establishment of this Length of Service Award Program will also comply with New Jersey Public Law 1997, Chapter 388 and the Length of Service Award Plan Document; and

WHEREAS the Township of Willingboro is required to effect a resolution which lists the names of eligible LOSAP participants; and

WHEREAS the Township of Willingboro is required to post the names of said eligible participants in the Office of the Township Clerk;

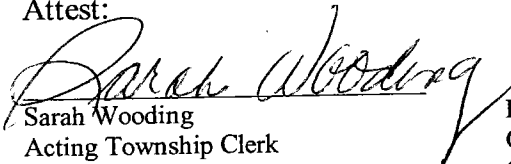
NOW, THEREFORE, BE IT RESOLVED that a certified copy of this resolution shall be posted in the Office of the Township Clerk and therefore satisfies the statutory requirements that the Township of Willingboro must meet in order to legally fulfill its LOSAP commitment to its eligible volunteers for FY2011.


**LOSAP PARTICIPANTS**

List of LOSAP Participants is attached.

BE IT FURTHER RESOLVED that the Finance Director will submit all necessary documents to the Director of the Division of Local Government Services in the State Department of Community Affairs for approval.

Attest:

  
Sarah Wooding  
Acting Township Clerk  
Adopted April 12, 2011

  
Eddie Campbell, Jr., Mayor

**Recorded Vote**

Councilman Anderson  
Councilman Ayer  
Councilman Gordon  
Dep. Mayor Jennings  
Mayor Campbell

**Yes No Abstain Absent**

✓			
✓			
			✓
✓			
✓			

RESOLUTION AUTHORIZING THE ISSUANCE OF \$484,125 SPECIAL EMERGENCY NOTES FOR A PORTION OF THE COSTS OF THE ACCRUED SICK, VACATION, AND RETIREMENT EXPENSES ARISING FROM THE UNEXPECTED RETIREMENT OF SEVERAL EMPLOYEES OF THE TOWNSHIP OF WILLINGBORO, IN THE COUNTY OF BURLINGTON, NEW JERSEY.

cc: MCM + Scotland - finance

BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF WILLINGBORO, IN THE COUNTY OF BURLINGTON, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. An ordinance authorizing a special emergency appropriation of \$484,125 for a portion of the costs of the accrued sick, vacation and retirement expenses arising from the unexpected retirement of several employees for the use of the local assessor has been finally adopted and a copy thereof has been filed with the Director of Local Government Services.

Section 2. In order to finance the special emergency appropriation described in Section 1 of this resolution, the Township of Willingboro is hereby authorized to borrow the sum of \$484,125 and to issue its special emergency notes therefor in accordance with the Local Budget Law of New Jersey (N.J.S.A. 40A:4-55).

The special emergency notes authorized by this resolution may be issued in amounts and denominations not exceeding in the aggregate the amount of notes authorized herein, as determined by the chief financial officer of the Township pursuant to this resolution.

The Township may finance the special emergency appropriation from surplus funds available or may borrow money in a manner prescribed herein. Where an appropriation is financed from surplus funds available, at least one-fifth of the amount thereof shall be included in each annual budget until the appropriation has been fully provided for.

Section 3. The following matters in connection with the notes are hereby determined:

(a) All notes issued hereunder and any renewals thereof shall mature at such time as may be determined by the chief financial officer within the limitations of the Local Budget Law, provided however, that at least one-fifth of all such notes and the renewals thereof shall mature and be paid in each year so that all notes and renewals shall have matured and have been paid not later than the last day of the fifth year following the date of this resolution;

(b) All notes issued hereunder shall bear interest at such rate or rates as may be determined by the chief financial officer;

(c) The notes shall be in the form determined by the chief financial officer and the chief financial officer's signature upon the notes shall be conclusive as to such determination;

Section 4. The chief financial officer is hereby authorized and directed to determine all matters in connection with the notes not determined by this or a subsequent resolution and the chief financial officer's signature upon the notes shall be conclusive as to such determination.

Section 5. The chief financial officer is hereby authorized to sell the notes from time to time at public or private sale in such amounts as such officer may determine at not less than par and to deliver the same from time to time to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof and payment therefor.

Section 6. Any instrument issued pursuant to this resolution shall be a general obligation of the Township of Willingboro. The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and the interest on the obligations and, unless otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget and a tax sufficient to provide for the payment thereof shall be levied and collected.

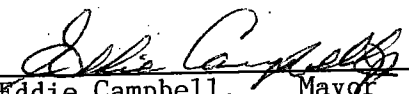
Section 7. The chief financial officer is authorized and directed to report in writing to this governing body at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this resolution is made, such report to include the amount, description, interest rate and maturity of the notes sold, the price obtained and the name of the purchaser.

Section 8. A copy of this resolution as adopted shall be filed with the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey.

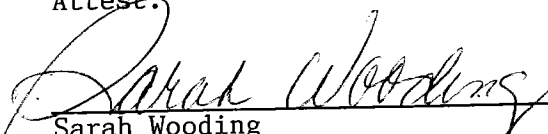
Section 9. The Township hereby makes the following covenants and declarations with respect to obligations determined to be issued by the Chief Financial Officer on a tax-exempt basis. The Township hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of interest on the notes, including, if necessary, the requirement to rebate all net investment earnings on the gross proceeds above the yield on the notes. The Chief Financial Officer is hereby authorized to act on behalf of the Township to deem the obligations authorized herein as bank-qualified for the purposes of Section 265 of the Code, when appropriate. The Township hereby declares the intent of the Township to use the proceeds to pay or reimburse expenditures for the costs of the purposes described this resolution. This Section 9 is a declaration of intent within the meaning and for purposes of Treasury Regulations §1.150-2 or any successor provisions of federal income tax law.

Section 10. This resolution shall take effect immediately.

The foregoing resolution was adopted by the following vote: by the Willingboro Township Council on April 12, 2011.

  
 Eddie Campbell, Mayor

Attest:

  
 Sarah Wooding  
 Acting Township Clerk

	Recorded Votes	Yes	No	Abstained	Absent
Councilman Anderson		✓			
Councilman Ayler		✓			
Councilman Gordon		✓			✓
Deputy Mayor Jennings		✓			
Mayor Campbell		✓			



**RESOLUTION 2011--79**  
**A RESOLUTION OF THE TOWNSHIP COUNCIL OF THE**  
**TOWNSHIP OF WILLINGBORO RELEASING THE**  
**PERFORMANCE BOND OF MEDCO HEALTH SOLUTIONS**

**WHEREAS**, the Township of Willingboro's Engineers Remington, Vernick & Arango Engineers, Inc. has conducted an inspection the installation of improvements by Medco Health Solutions of a Driveway Modification, at Van Sciver Parkway, Block 3, Lot 4.04; and

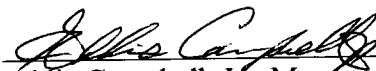
**WHEREAS**, the Township's Engineer has determined that the condition of the improvement is satisfactory, and with due regard to the passage of time; and

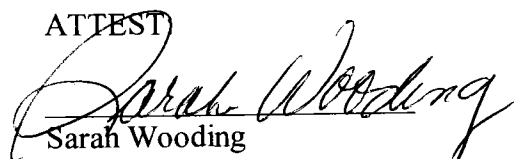
**WHEREAS**, it is the recommendation of the Township's Engineer that the Township of Willingboro release the Performance Bond in the amount of forty six thousand five hundred dollars (\$46,500.00) and waive the maintenance guarantee of five thousand eight hundred twelve dollars and fifty cents (\$5,812.50).

**WHEREAS**, it is the intention of the Township Council and in the best interest of the Township of Willingboro to release the Performance Bond and waive the maintenance guarantee, in accordance with the Township Engineer's recommendations.

**NOW THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Willingboro, assembled in public session this 12th day of April 2011, that the performance bond shall be released for the Medco Health Solutions project described above and waive the maintenance guarantee as well.

**BE IT FURTHER RESOLVED**, that copies of this resolution shall be provided to the Finance Director, the Township Engineer, and Medco Health Solutions for their information and attention.

  
 Eddie Campbell, Jr., Mayor  
 Township of Willingboro

ATTEST  
  
 Sarah Wooding  
 Acting Township Clerk

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

\* \* \* Communication Result Report ( Apr. 11. 2011 11:46AM ) \* \* \*

1}

Date/Time: Apr. 11. 2011 11:45AM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
9597 Memory TX	8777755	P. 3	OK	

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

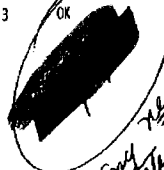
P. 1

\* \* \* Communication Result Report ( Mar. 25. 2011 10:59AM ) \* \* \*

1}

Date/Time: Mar. 25. 2011 10:57AM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
9199 Memory TX	8777755	P. 3	OK	

*any new status as per see attached request*  
  
*John*

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

**COMMUNICATIONS TERMINAL**  
 NEW SATON ROAD, WILMINGTON, N.J. 08096  
 Phone No. 610-672-2200 Fax No. 610-672-2278

DATE: 3/25/2011  
 TIME: 9:57 AM  
 FROM: 8777755  
 TO: 8777755  
 PAGES: 3  
 STATUS: OK  
 MESSAGE: As per our phone call on 3/25/2011, please refer to the attached file for the information.  
 John

\* \* \* Communication Result Report ( Mar. 25. 2011 10:59AM ) \* \* \*

1)  
2)

Date/Time: Mar. 25. 2011 10:57AM

File No.	Mode	Destination	Pg (s)	Result	Page Not Sent
9199	Memory TX	8777755	P. 3	OK	

4/11/11

any new status as per a resol. see attached request  
Sue

Reason for error

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

TELEFAX COVER SHEET

TO: Cristal

COMPANY: \_\_\_\_\_

DATE: 3/25/2011

TO FAX NO. 877-7755

FROM: Sue EXT. 1008 PAGES 3

SUBJECT: As per our phone conversation this needs a. resol. (memo prepared release) for the upcoming 4/5/11 meeting

FOR YOUR INFORMATION \_\_\_\_\_ PLEASE RESPOND \_\_\_\_\_

THANK YOU. Thanks Much,

# REMINGTON & VERNICK ENGINEERS AND AFFILIATES

**EXECUTIVE VICE PRESIDENTS**  
Michael D. Vena, PE, PP, CME, (deceased 2006)  
Edward J. Walberg, PE, PP, CME  
Thomas F. Beach, PE, CME  
Richard G. Arango, PE, CME

**DIRECTOR OF OPERATIONS  
CORPORATE SECRETARY**  
Bradley A. Blubaugh, BA, MPA

**SENIOR ASSOCIATES**  
John J. Cantwell, PE, PP, CME  
Alan Dittenhofer, PE, PP, CME  
Frank J. Seney, Jr., PE, PP, CME  
Terence Vogt, PE, PP, CME  
Dennis K. Yoder, PE, PP, CME, LEED  
Charles E. Adamson, PLS, AET  
Kim Wendell Bibbs, PE, CME  
Marc DeBlasio, PE, PP, CME  
Leonard A. Faiola, PE, CME  
Christopher J. Fazio, PE, CME  
Kenneth C. Ressler, PE, CME  
Gregory J. Sullivan, PE, PP, CME  
Richard Czekanski, PE, CME, BCEE

**Remington & Vernick Engineers**  
232 Kings Highway East  
Haddonfield, NJ 08033  
(856) 795-9595  
(856) 795-1887 (fax)

15-33 Halsted Street, Suite 204  
East Orange, NJ 07018  
(973) 323-3065  
(973) 323-3068 (fax)

**Remington, Vernick & Vena Engineers**  
9 Allen Street  
Toms River, NJ 08753  
(732) 286-9220  
(732) 505-8416 (fax)

3 Jicama Boulevard, Suite 300-400  
Old Bridge, NJ 08857  
(732) 955-8000  
(732) 591-2815 (fax)

**Remington, Vernick & Walberg Engineers**  
845 North Main Street  
Pleasantville, NJ 08232  
(609) 645-7110  
(609) 645-7076 (fax)

4907 New Jersey Avenue  
Wildwood City, NJ 08260  
(609) 522-5150  
(609) 522-5313 (fax)

**Remington, Vernick & Beach Engineers**  
922 Fayette Street  
Conshohocken, PA 19428  
(610) 940-1050  
(610) 940-1161 (fax)

5010 East Trindle Road, Suite 203  
Mechanicsburg, PA 17050  
(717) 766-1775  
(717) 766-0232 (fax)

U.S. Steel Tower  
600 Grant Street, Suite 1251  
Pittsburgh, PA 15219  
(412) 263-2200  
(412) 263-2210 (fax)

Univ. Office Plaza, Bellevue Building  
262 Chapman Road, Suite 105  
Newark, DE 19702  
(302) 266-0212  
(302) 266-6208 (fax)

**Remington, Vernick & Arango Engineers**  
The Presidential Center  
Lincoln Building, Suite 600  
101 Route 130  
Cinnaminson, NJ 08077  
(856) 303-1245  
(856) 303-1249 (fax)

February 25, 2011

Joanne Diggs, Township Manager  
Township of Willingboro  
Municipal Complex  
1 Salem Road  
Willingboro, NJ 08046



*3/1/11  
Read to be done  
for [unclear]  
[unclear]  
4/1/11*

**Re: Township of Willingboro  
Medco Health Solutions  
Block 3, Lot 4.04  
Performance Bond Release – Driveway Modification  
Van Sciver Parkway  
R&V #0338P059**

Dear Mr. Berry:

Remington, Vernick & Arango Engineers Inspection Department has conducted an inspection to the above referenced project and recommends releasing the Performance Bond in the amount of \$46,500.00. Also, RV&A has no objection to the Township waiving the maintenance guarantee that was to have been established in the amount of \$5,812.50 in that a considerable amount of time has passed since the installation of the improvements and the condition of the improvements is satisfactory.

**The release of the Performance Bond is contingent upon the Payment Agreement of all outstanding Remington, Vernick & Arango Engineer Vouchers.**

If you should have any further questions or require any additional information, please contact our office at (856) 303-1245.

Sincerely,  
**REMINGTON, VERNICK & ARANGO ENGINEERS, INC.**

K. Wendell Bibbs, P.E., C.M.E.  
Senior Associate & Regional Manager

KWB/clg

c: Sarah Wooding, Township Clerk  
Ray Longmore, RV&A  
Hasson Shipman, RV&A



TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA  
HOME OFFICE, HARTFORD, CONNECTICUT

*copy*

**SITE IMPROVEMENT BOND**

**Bond #** 104836304

KNOW ALL MEN BY THESE PRESENTS, that we, MEDCOHEALTH SOLUTIONS, INC.,  
as principal, and **Travelers Casualty and Surety Company of America of Hartford,  
Connecticut**, a Connecticut corporation, authorized to do business in the State of NJ,  
as Surety, are held and firmly bound unto TOWNSHIP OF WILLINGBORO,  
as Obligee, in the penal sum of One Hundred Fifty Thousand and 00/100  
DOLLARS (\$ 150,000.00), lawful money of the United States of America, for the payment  
of which well and truly to be made, we bind ourselves, our heirs, executors, administrators,  
successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, MEDCOHEALTH SOLUTIONS, INC. has agreed to construct in  
One Millennium Drive, Willingboro, NJ  
for the following improvements:

Widening the existing driveway entrance at One Millennium Drive in Willingboro to accommodate a separate visitor entrance  
for security purposes.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the said  
Principal shall construct, or have constructed, the improvements herein described and shall  
save the Obligee harmless from any loss, cost or damage by reason of its failure to complete  
said work, then this obligation shall be null and void; otherwise to remain in full force and  
effect.

Signed, sealed and dated this 28th day of November, 2006

MEDCOHEALTH SOLUTIONS, INC.  
Principal

By: *[Signature]*

**Travelers Casualty and Surety Company of America**

By: *[Signature]*  
Darella White, Attorney-in-Fact

\* \* \* Communication Result Report ( Mar. 7. 2011 10:46AM ) \* \* \*

}}  
2}}

Date/Time: Mar. 7. 2011 10:43AM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
8629 Memory TX	18563031249	P. 5	OK	

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

\* \* \* Communication Result Report ( Mar. 1. 2011 6:17PM ) \* \* \*

Date/Time: Mar. 1. 2011 6:16PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
8489 Memory TX	18563031249	P. 3	OK	

*3/1/11  
 Re-sending  
 also re-attached  
 info to: Plank*

*Medio issue*

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

STATIONER'S RECEIPT  
 ONE HUNDRED DOLLARS RECEIVED  
 THREE MONTHS - PERIOD 6/27/2011

TO: *Chicago*  
 DATE: *3/1/2011*  
 AMOUNT: *856-303-1249*  
 BY: *[Signature]*  
 REASON: *Attended info as per spec email to [Signature]*

*Medco*

**RESOLUTION 2011--79  
A RESOLUTION OF THE TOWNSHIP COUNCIL OF THE  
TOWNSHIP OF WILLINGBORO RELEASING THE  
PERFORMANCE BOND OF MEDCO HEALTH SOLUTIONS**

**WHEREAS**, the Township of Willingboro's Engineers Remington, Vernick & Arango Engineers, Inc. has conducted an inspection the installation of improvements by Medco Health Solutions of a Driveway Modification, at Van Sciver Parkway, Block 3, Lot 4.04; and

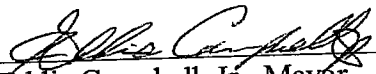
**WHEREAS**, the Township's Engineer has determined that the condition of the improvement is satisfactory, and with due regard to the passage of time; and

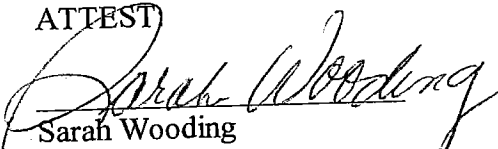
**WHEREAS**, it is the recommendation of the Township's Engineer that the Township of Willingboro release the Performance Bond in the amount of forty six thousand five hundred dollars (\$46,500.00) and waive the maintenance guarantee of five thousand eight hundred twelve dollars and fifty cents (\$5,812.50).

**WHEREAS**, it is the intention of the Township Council and in the best interest of the Township of Willingboro to release the Performance Bond and waive the maintenance guarantee, in accordance with the Township Engineer's recommendations.

**NOW THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Willingboro, assembled in public session this 12th day of April 2011, that the performance bond shall be released for the Medco Health Solutions project described above and waive the maintenance guarantee as well.

**BE IT FURTHER RESOLVED**, that copies of this resolution shall be provided to the Finance Director, the Township Engineer, and Medco Health Solutions for their information and attention.

  
Eddie Campbell, Jr., Mayor  
Township of Willingboro

ATTEST  
  
Sarah Wooding  
Acting Township Clerk

	Recorded Votes	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"/>			

**MAINTENANCE BOND**

**TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA**  
Hartford, Connecticut 06183

BOND NO. 104948323

KNOW ALL MEN BY THESE PRESENTS:

That **MEDCO HEALTH SOLUTIONS OF WILLINGBORO**  
as Principal, hereinafter called Contractor, and **TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA**, as  
Surety, hereinafter called Surety, are held and firmly bound unto  
TOWNSHIP OF WILLINGBORO  
as Obligee, hereinafter called Owner, in the penal sum of \$ 5,812.50 , for the payment whereof Contractor and Surety  
bind themselves, their heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these  
presents.

WHEREAS, Contractor has by written agreement, dated  
entered into a contract with Owner for Warehouse Expansion in Willingboro

in accordance with the General Conditions, the Drawings and Specifications, which contract is by reference  
incorporated herein, and made a part hereof, and is referred to as the Contract.

NOW, THEREFORE, the condition of this obligation is such that, if Contractor shall remedy any defects due to faulty  
materials or workmanship which shall appear within a period of One year(s) from the date of substantial  
completion of the work provided for in the Contract, then this obligation to be void; otherwise to remain in full force and  
effect.

PROVIDED, HOWEVER, that Owner shall give Contractor and Surety notice of observed defects with reasonable  
promptness.

SIGNED and sealed this 3rd day of October, 2007.

IN THE PRESENCE OF :

*Alisa A. Wisse*

SWORN TO AND SUBSCRIBED  
BEFORE ME ON THIS DATE

OCT 03 2007

ALISA A. WISSE  
Notary Public of New Jersey  
Commission Expires 10/19/2010

MEDCO HEALTH SOLUTIONS OF WILLINGBORO

(Seal)  
Principal

*Peter Gaylord*

Title

Peter Gaylord, SVP  
TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA

By *Darella White*  
Darella White Attorney-in-Fact



POWER OF ATTORNEY

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
Seaboard Surety Company
St. Paul Fire and Marine Insurance Company

St. Paul Guardian Insurance Company
St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company

Attorney-In Fact No. 218520

Certificate No. 001568445

KNOW ALL MEN BY THESE PRESENTS: That Seaboard Surety Company is a corporation duly organized under the laws of the State of New York, that St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company and St. Paul Mercury Insurance Company are corporations duly organized under the laws of the State of Minnesota, that Farmington Casualty Company, Travelers Casualty and Surety Company, and Travelers Casualty and Surety Company of America are corporations duly organized under the laws of the State of Connecticut, that United States Fidelity and Guaranty Company is a corporation duly organized under the laws of the State of Maryland, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc. is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

Darella White, Richard G. Dicciani, Richard A. Jacobus, Mary C. O'Leary, Douglas R. Wheeler, Maureen McNeill, and Wayne G. McVaugh

of the City of Philadelphia, State of Pennsylvania, their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 10th day of April, 2007.

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
Seaboard Surety Company
St. Paul Fire and Marine Insurance Company

St. Paul Guardian Insurance Company
St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company



State of Connecticut
City of Hartford ss.

By: [Signature]
George W. Thompson, Senior Vice President

On this the 10th day of April, 2007, before me personally appeared George W. Thompson, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., Seaboard Surety Company, St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal. My Commission expires the 30th day of June, 2011.



[Signature]
Marie C. Tetreault, Notary Public

**MAINTENANCE BOND**

**TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA**  
Hartford, Connecticut 06183

BOND NO. 104948324

KNOW ALL MEN BY THESE PRESENTS:

That **MEDCO HEALTH SOLUTIONS OF WILLINGBORO**

as Principal, hereinafter called Contractor, and **TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA**, as Surety, hereinafter called Surety, are held and firmly bound unto

**TOWNSHIP OF WILLINGBORO**  
as Obligee, hereinafter called Owner, in the penal sum of \$ 43,614.60, for the payment whereof Contractor and Surety bind themselves, their heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, Contractor has by written agreement, dated

entered into a contract with Owner for Storm Water Maintenance Bond Required for the Installation of the New Storm Water Management System at WB

in accordance with the General Conditions, the Drawings and Specifications, which contract is by reference incorporated herein, and made a part hereof, and is referred to as the Contract.

NOW, THEREFORE, the condition of this obligation is such that, if Contractor shall remedy any defects due to faulty materials or workmanship which shall appear within a period of one year year(s) from the date of substantial completion of the work provided for in the Contract, then this obligation to be void; otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that Owner shall give Contractor and Surety notice of observed defects with reasonable promptness.

SIGNED and sealed this 18th day of June, 2007.

IN THE PRESENCE OF :

MEDCO HEALTH SOLUTIONS OF WILLINGBORO  
(Seal)  
Principal  
*[Signature]* VP, TAX  
Title

TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA  
By Maureen McNeill  
Maureen McNeill Attorney-in-Fact



POWER OF ATTORNEY

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
Seaboard Surety Company
St. Paul Fire and Marine Insurance Company

St. Paul Guardian Insurance Company
St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company

Attorney-In Fact No. 218518

Certificate No. 001568149

KNOW ALL MEN BY THESE PRESENTS: That Seaboard Surety Company is a corporation duly organized under the laws of the State of New York, that St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company and St. Paul Mercury Insurance Company are corporations duly organized under the laws of the State of Minnesota, that Farmington Casualty Company, Travelers Casualty and Surety Company, and Travelers Casualty and Surety Company of America are corporations duly organized under the laws of the State of Connecticut, that United States Fidelity and Guaranty Company is a corporation duly organized under the laws of the State of Maryland, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc. is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

Darella White, Richard G. Dicciani, Richard A. Jacobus, Mary C. O'Leary, Douglas R. Wheeler, Maureen McNeill, and Wayne G. McVaugh

of the City of Philadelphia, State of Pennsylvania, their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

Any and all consents required by the Department of Transportation, or the Orlando-Orange County Expressway Authority, State of Florida, incident to the release of retained percentages and/or final estimates.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 10th day of April, 2007.

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
Seaboard Surety Company
St. Paul Fire and Marine Insurance Company

St. Paul Guardian Insurance Company
St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company



State of Connecticut
City of Hartford ss.

By: [Signature]
George W. Thompson, Senior Vice President

On this the 10th day of April, 2007, before me personally appeared George W. Thompson, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., Seaboard Surety Company, St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal.
My Commission expires the 30th day of June, 2011.



[Signature]
Marie C. Tetreault, Notary Public

TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA

HARTFORD, CONNECTICUT 06183

FINANCIAL STATEMENT AS OF JUNE 30, 2006

CAPITAL STOCK \$ 6,000,000

ASSETS		LIABILITIES & SURPLUS	
CASH & INVESTED CASH	\$ 76,355,964	UNEARNED PREMIUMS	\$ 623,730,632
BONDS	2,548,457,197	LOSSES	818,516,520
STOCK	7,637,384	LOSS ADJUSTMENT EXPENSES	118,438,584
INVESTMENT INCOME DUE AND ACCRUED	30,216,729	COMMISSIONS	19,742,265
PREMIUM BALANCES	201,053,056	TAXES, LICENSES AND FEES	15,793,228
REINSURANCE RECOVERABLE	5,198,107	OTHER EXPENSES	22,000,222
NET DEFERRED TAX ASSET	39,709,957	CURRENT FEDERAL AND FOREIGN INCOME TAXES	21,823,738
CEDED DEPOSIT ASSET	9,739,416	DIVIDENDS	5,331,265
OTHER ASSETS	4,905,093	CEDED REINSURANCE NET PREMIUMS PAYABLE	45,663,239
		FUNDS HELD UNDER REINSURANCE TREATIES	103,387,506
		AMOUNTS WITHHELD / RETAINED BY COMPANY FOR OTHERS	37,704,137
		REMITTANCES AND ITEMS NOT ALLOCATED	39,577,156
		PROVISION FOR REINSURANCE	7,452,530
		PAYABLE TO PARENT, SUBSIDIARIES & AFFILIATES	38,445,782
		PAYABLE FOR SECURITIES	24,120,280
		RETROACTIVE REINSURANCE RESERVE	21,365,544
		OTHER ACCRUED EXPENSES AND LIABILITIES	3,125,754
		<b>TOTAL LIABILITIES</b>	<b>\$ 1,967,218,382</b>
		CAPITAL STOCK	\$ 6,000,000
		PAID IN SURPLUS	303,297,402
		OTHER SURPLUS	646,756,120
		<b>TOTAL SURPLUS TO POLICYHOLDERS</b>	<b>\$ 956,053,522</b>
<b>TOTAL ASSETS</b>	<b>\$ 2,923,271,903</b>	<b>TOTAL LIABILITIES &amp; SURPLUS</b>	<b>\$ 2,923,271,903</b>

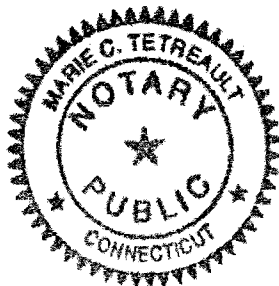
STATE OF CONNECTICUT )  
 COUNTY OF HARTFORD )SS.  
 CITY OF HARTFORD )

LAWRENCE A. SIUTA, BEING DULY SWORN, SAYS THAT HE IS CHIEF FINANCIAL OFFICER - BOND, OF THE TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA, AND THAT TO THE BEST OF HIS KNOWLEDGE AND BELIEF, THE FOREGOING IS A TRUE AND CORRECT STATEMENT OF THE FINANCIAL CONDITION OF SAID COMPANY AS OF THE 30th DAY OF JUNE, 2006.

*L. A. Siuta*  
 CHIEF FINANCIAL OFFICER - BOND

*Marie C. Tetreault*  
 NOTARY PUBLIC

SUBSCRIBED AND SWORN TO BEFORE ME THIS  
 28TH DAY OF AUGUST, 2006



MARIE C. TETREAUULT  
 Notary Public  
 My Commission Expires June 30, 2011



**SURETY DISCLOSURE STATEMENT AND CERTIFICATION**

pursuant to N.J.S.A. 2A:44-143

(for use when surety(ies) have a certificate from U.S. Secretary of the Treasury in accordance with 31 U.S.C. Section 9305)

Travelers Casualty and Surety Company, Travelers Indemnity Company, Standard Fire Insurance Company, Travelers Casualty Insurance Company of America, Travelers Casualty and Surety Company of America, Farmington Casualty Company, surety(ies) on the attached bond, hereby certifies(y) the following:

- 1) The surety(ies) meets (meet) the applicable capital and surplus requirements of R.S.17:17-6 or R.S.17:17-7 as of the surety's most current annual filing with the New Jersey Department of Insurance.
- 2) The capital and surplus, as determined in accordance with the applicable laws of this State, of the surety(ies) participating in the issuance of the attached bond is (are) in the following amounts as of the calendar year ended **December 31, 2005** (most recent calendar year which capital and surplus amounts are available), which amounts have been certified on a Consolidated Certification by **KPMG Peat Marwick LLP** and are included in the Annual Statement on file with the New Jersey Department of Insurance, 20 West State Street CN-325, Trenton, New Jersey 08625-0325.

<u>Surety Company</u>	<u>Capital</u>	<u>Surplus</u>
Travelers Indemnity Company	\$10,000,000	\$5,940,309,885
Travelers Casualty and Surety Company	\$25,000,000	\$3,706,597,948
Standard Fire Insurance Company	\$5,000,000	\$1,003,765,432
Travelers Casualty and Surety Company of America	\$ 6,000,000	\$856,873,003
Travelers Casualty Insurance Company of America	\$ 6,000,000	\$393,324,937
Farmington Casualty Company	\$ 6,000,000	\$218,000,701

- 3) With respect to each surety participating in the issuance of the attached bond that has received from the U.S. Secretary of the Treasury, a certificate of authority pursuant to 31 U.S.C. Section 9305, the underwriting limitation established therein on **July 1, 2006** (most recent calendar year available) is as follows:

<u>Surety Company</u>	<u>Limitation</u>
Travelers Indemnity Company	\$594,031,000
Travelers Casualty and Surety Company	\$263,172,000
Standard Fire Insurance Company	\$100,377,000
Travelers Casualty and Surety Company of America	\$85,687,000
Travelers Casualty Insurance Company of America	\$39,332,000
Farmington Casualty Company	\$21,800,000

- 4) The amount of the bond to which the statement and certification is attached is \$ 43,614,60
- 5) If, by virtue of one or more contracts of reinsurance, the amount of the bond indicated under Item 4 above exceeds the total underwriting limitation of all sureties on the bond as set forth in Item 3 above, then for each such contract of reinsurance:
  - a) The name and address of each such reinsurer under that contract and the amount of the reinsurer's participation in the contact is as follows:

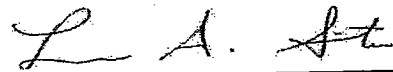
<u>Reinsurer</u>	<u>Address</u>	<u>Amount</u>
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and;

- b) Each surety that is party to such contract of reinsurance certifies that each reinsurer listed under Item 5(a) satisfies the credit for reinsurance requirement established under P.L.1993, c.243(C.17:51B-1 *et seq.*) and any applicable regulations in effect as of the date on which the bond to which this statement and certification is attached shall have been filed with the appropriate public agency.

**CERTIFICATE**

I, **Lawrence A. Siuta**, as Attorney-in-Fact for the companies herein listed, DO HEREBY CERTIFY that, to the best of my knowledge, the foregoing statements made by me are true, and ACKNOWLEDGE that, if any of those statements made by me are false, this bond is VOIDABLE.



(Signature of certifying agent/officer)

Lawrence A. Siuta  
(Print name of certifying agent/officer)

Chief Financial Officer, Bond  
(Title of certifying agent/officer)

6/18/2007

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



**TOWNSHIP OF WILLINGBORO, NEW JERSEY  
RESOLUTION NO. 2011 – 80**

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF  
THE TOWNSHIP OF WILLINGBORO RESCINDING  
RESOLUTION NO. 2010-145 TO AWARD BID TO CORRECT  
VENDOR FOR REMOVAL AND REPLACEMENT OF STORM SEWER  
INLETS/CATCH BASIN (PHASE II)**

---

**WHEREAS**, the Township of Willingboro voted on October 12, 2010, to award a bid for the removal and replacement of storm sewer inlets/catch basins, (Phase II); and

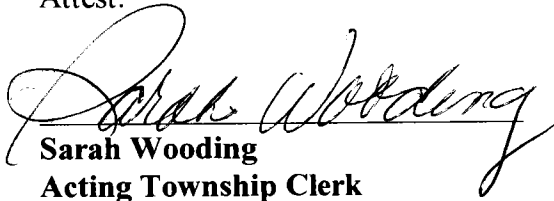
**WHEREAS**, the resolution number 2010-145 to award the bid inadvertently named the wrong contractor – Lewandowski Construction Industries, 323 Garfield Avenue, Waterford, NJ 08089 in the amount of \$186,195.00; and


**WHEREAS**, it was the intention of Council to award the bid to Landberg Construction of 466 Clarkstown Road, Mays Landing, New Jersey 08330 in the amount of \$186,195.00; and

**WHEREAS**, the error in the resolution recently came to the attention of the Township, and it is the intention of the Township Council to award the bid to the correct vendor, Landberg Construction, and to correct the record rescinding the prior incorrect resolution.

**NOW THEREFORE BE IT RESOLVED**, by the Township Council of the Township of Willingboro, assembled this 12th day of April 2011 that the previous Resolution No. 2010-145 is hereby repealed and rescinded and to award the bid to Landberg Construction of 466 Clarkstown Road, Mays Landing, New Jersey 08330 in the amount of \$186,195.00.

Attest:

  
**Sarah Wooding**  
**Acting Township Clerk**

  
**Eddie Campbell, Jr.**  
**Mayor, Township of Willingboro**

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"/>			

LANDBERG  
C. Sarah - 09

Form **W-9**  
(Rev. October 2007)  
Department of the Treasury  
Internal Revenue Service

### Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type  
See specific instructions on page 2.

Name (as shown on your income tax return)  
**Landberg Construction, LLC**

Business name, if different from above

Check appropriate box:  Individual/Sole proprietor  Corporation  Partnership  
 Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ .....

Other (see instructions) ▶

Address (number, street, and apt. or suite no.)  
**PO Box 280**

City, state, and ZIP code  
**Mays Landing, NJ 08330**

List account number(s) here (optional)

Requester's name and address (optional)

**2810 Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note: If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

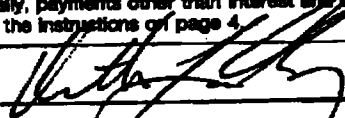
Social security number	
OR	
Employer identification number	<b>27 2843776</b>

**2810 Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here Signature of U.S. person ▶  Date ▶ **11/16/2010**

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Purpose of Form**

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note: If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

Resolution 2010-145  
BKA on file

06/17/10

Taxpayer Identification# 272-843-776/000

Dear Business Representative:

Congratulations! You are now registered with the New Jersey Division of Revenue.

Use the Taxpayer Identification Number listed above on all correspondence with the Divisions of Revenue and Taxation, as well as with The Department of Labor (if the business is subject to unemployment withholdings). Your tax returns and payments will be filed under this number, and you will be able to access information about your account by referencing it.

Additionally, please note that State law requires all contractors and subcontractors with Public agencies to provide proof of their registration with the Division of Revenue. The law also amended Section 92 of the Casino Control Act, which deals with the casino service industry.

We have attached a Proof of Registration Certificate for your use. To comply with the law, if you are currently under contract or entering into a contract with a State agency, you must provide a copy of the certificate to the contracting agency.

If you have any questions or require more information, feel free to call our Registration Hotline at (609)292-9292.

I wish you continued success in your business endeavors.

Sincerely,

James J. Fruscione  
Director  
New Jersey Division of Revenue

STATE OF NEW JERSEY  
BUSINESS REGISTRATION CERTIFICATE

DEPARTMENT OF TREASURY  
DIVISION OF REVENUE  
PO BOX 292  
TRENTON, NJ 08646-0252

TAXPAYER NAME:

LANDBERG CONSTRUCTION LIMITED LIABILITY

TRADE NAME:

ADDRESS:

466 CLARKSTOWN ROAD  
MAYS LANDING NJ 08330-1662

SEQUENCE NUMBER:

1570398

EFFECTIVE DATE:

06/17/10

ISSUANCE DATE:

06/17/10

  
Director  
New Jersey Division of Revenue

FORMER  
704 001 10/19/07

Phone 609-363-1760  
Fax 609-909-1647  
email ken@lex1.com  
Resolution 2010-145

**State of New Jersey**

**CHRIS CHRISTIE**  
*Governor*

DEPARTMENT OF THE TREASURY  
DIVISION OF MINORITY AND WOMEN BUSINESS DEVELOPMENT  
P.O. BOX 026

**IMMIGRANT GAUDAGNO**  
*Acting Governor*

TRENTON, NJ 08625-034  
PHONE: 609-292-2146 FAX: 609-292-8764

**ANDREW P. SIDAMON-ERISTOFF**  
*State Treasurer*

**APPROVED**

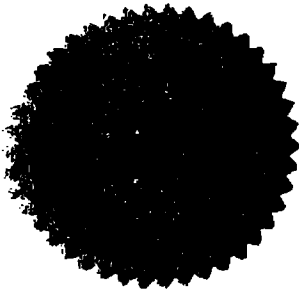
*under the*

Small Business Set-Aside Act and Minority and Women Certification Program

This certificate acknowledges **LANDBERG CONSTRUCTION LLC** as a **Category 4** approved Small Business Enterprise that has met the criteria established by N.J.A.C. 17:13 and/or 17:14.

This registration will remain in effect for three years. Annually the business must submit, not more than 20 days prior to the anniversary of the registration notice, an annual verification statement in which it shall attest that there is no change in the ownership, revenue eligibility or control of that business.

If the business fails to submit the annual verification statement by the anniversary date, the registration will lapse and the business will be removed from the SAVI that lists registered small businesses. If the business seeks to be registered again, it will have to reapply and pay the \$100 application fee. In this case, a new application must be submitted prior the expiration date of this registration.



**Certification Number: 53668-20**

**Issued: July 27, 2010**

*Nina E. Moseley*  
**Nina E. Moseley**  
*Senior Director*

**Expiration: July 26, 2013**