

RESOLUTION NO. 1 - 1993
A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO
 PROVIDING FOR TEMPORARY BUDGET APPROPRIATIONS FOR 1993

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

WHEREAS, this temporary budget must be adopted prior to January 31, 1993, for the purposes required therein; and

WHEREAS, it has been determined that one-fourth of the total appropriations in the 1992 budget, exclusive of any appropriations made for Debt Service, Capital Improvement Fund, Public Welfare Administration and Public Assistance (State Aid Agreement) in the said 1992 budget is the sum of \$3,287,593.00;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in reorganizational session this 1st day of January, 1993, at the Municipal Complex, Salem Road, Willingboro, New Jersey, that the following temporary appropriations be made and that a certified copy of this Resolution be transmitted to the Chief Financial Officer and such other Municipal and State Officials as required by law.

<u>TEMPORARY BUDGET APPROPRIATIONS FOR 1993</u>		
Township Council	SW	6,650.
" "	OE	1,750.
Township Manager	SW	35,000.
" "	OE	6,000.
Township Clerk	SW	19,000.
" "	OE	8,000.
Receptionist/Comm.	SW	4,770.
" "	OE	9,300.
Finance Department	SW	29,200.
" "	OE	18,000.
Tax Collection	SW	24,170.
" "	OE	890.
Tax Assessment	SW	21,900.
" "	OE	3,100.
Employee Group Ins.	OE	188,000.
Other Insurance	OE	258,000.
Legal Services	SW	9,970.
" "	OE	30,000.
Municipal Court	SW	38,600.
" "	OE	4,960.
Planning Board	SW	420.
" "	OE	350.
Zoning Board	SW	570.
" "	OE	150.
Construction Official	SW	9,930.
" "	OE	1,300.
Uniform Fire Safety Act	SW	5,280.
" " " "	OE	570.
Housing Inspection	SW	12,500.
Fire Marshal	SW	1,970.
" "	OE	400.
Elec. & Plumbing Insp.	SW	18,250.
" " "	OE	37,500.
Advisory Boards	OE	4,000.
Traffic Signals	OE	3,850.
Fire Company	SW	15,620.
" "	OE	69,000.
Emergency Squad	OE	8,750.

Resolution No. 1, 1993 cont'd

Police	SW	890,000.
"	OE	83,000.
Public Works Admin.	SW	15,450.
" " "	OE	150
Roads and Streets	SW	164,700.
" "	OE	20,500.
Snow Removal	SW	15,000.
" "	OE	16,500.
Public Bldgs/Grounds	SW	13,800.
" " "	OE	35,500.
Street Lighting	OE	90,000.
Refuse Collection	OE	440,000.
Township Engineer	OE	4,050.
Public Assistance	SW	8,300.
" "	OE	460.
Library	SW	5,580.
"	OE	200,000.
Recreation	SW	46,300.
"	OE	32,200
Public Events	OE	3,000
Supplemental Safe/Clean	SW	31,220.
Clean Neighborhoods	SW	23,050.
Safe Streets	SW	79,400.
Debt Service	OE	1,916,486.
Clean Communities	SW	7,600.
" "	OE	1,000.
Recycling	SW	8,050.
"	OE	1,000.
Senior Citizen Grants	SW	7,500.
Handicapped Grant	OE	2,400.
Capital Improvement	OE	750,000.
Social Security	OE	120,000.
	TOTAL OPERATIONS	<u>\$5,948,866.</u>

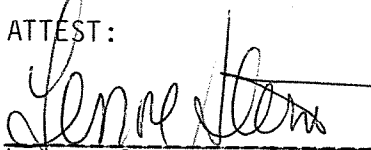
LESS: Debt Service \$1,916,486.
 Public Assistance 8,760.
 Capital Improvement 750,000.

TOTAL TEMPORARY BUDGET \$3,273,620.

Dated: January 1, 1993


 PAUL L. STEPHENSON
 MAYOR

ATTEST:


 Lenore Stern, RMC/CMC
 Township Clerk

RESOLUTION NO. 1, 19

TEMPORARY BUDGET APPROPRIATIONS FOR 1993

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

WHEREAS, this temporary budget must be adopted prior to January 31, 1993, for the purposes required therein; and

WHEREAS, it has been determined that one-fourth of the total appropriations in the 1992 budget, exclusive of any appropriations made for Debt Service, Capital Improvement Fund, Public Welfare Administration and Public Assistance (State Aid Agreement) in the said 1992 budget is the sum of 3,787,593.00

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in reorganizational session this 1st day of January, 1993, at the Municipal Complex, Salem Road, Willingboro, New Jersey, that the following temporary appropriations be made and that a certified-copy of this Resolution be transmitted to the Chief Financial Officer and such other Municipal and State Officials as required by law.

TEMPORARY BUDGET APPROPRIATIONS FOR 1993

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" "	OE	1,750
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Legal Services	SW	9,970
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Fire Marshal	SW	1,970
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Advisory Boards	OE	4,000
Traffic signals	OE	3,850
Fire Company	SW	15,620
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Emergency Squad	OE	8,750

Resolution No. 1, cont'd

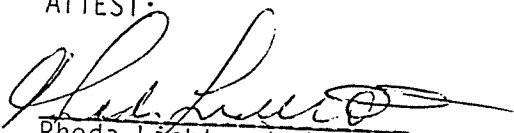
Police	SW	890,000
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Public Works Admin.	SW	15,450
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Roads and Streets	SW	164,700
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Refuse Collection	OE	440,000
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Public Events	OE	3,000
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OE		
Clean Neighborhoods	SW	23,050
Safe Streets	SW	79,400
*Debt Service	OE	1,916,486
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Recycling	SW	8,050
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Senior Citizen Grants	SW	7,500
Handicapped Grant		2,400
Capital Improvement	OE	750,000
Social Security	OE	120,000
TOTAL OPER		5,948,806

LESS: Debt Service 1,916,486
~~Public Welfare~~
 Public Assistance 8,760
 Capital Improvement 750,000

TOTAL TEMPORARY BUDGET 3,273,620

Dated: January 1,

ATTEST:


 Rhoda Lichtenstadter
 Deputy Township Clerk

RESOLUTION NO. 2 - 1993


A RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO PROVIDING FOR THE APPOINTMENT OF MUNICIPAL PROSECUTOR/ASSISTANT TOWNSHIP SOLICITOR; SUBSTITUTE PROSECUTOR; PUBLIC DEFENDER; SUBSTITUTE PUBLIC DEFENDER AND AUDITOR.

WHEREAS, the terms of the Office of the Municipal Prosecutor/ Assistant Township Solicitor; Substitute Prosecutor; Public Defender; Substitute Public Defender; and Auditor have expired; and

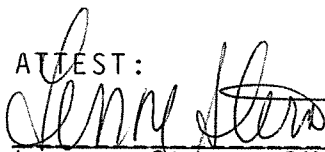
WHEREAS, the services to be performed in such offices are regulated by law and the persons to be appointed are practicing recognized professions;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in reorganizational session this 1st day of January, 1993, that JOHN E. COLLINS is appointed Municipal Prosecutor/Assistant Township Solicitor; JOEL FINKELSTEIN is appointed Substitute Prosecutor; CINDI S. COLLINS is appointed Public Defender; ROBIN BUSER is appointed Substitute Public Defender; and STEPHEN E. RYAN acting for EDMUND D. BOWMAN is appointed as Township Auditor for terms expiring December 31, 1993; and

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


PAUL L. STEPHENSON
MAYOR

ATTEST:


Lenore Stern, RMC/CMC
Township Clerk

RESOLUTION NO. 3 - 1993

A RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO AUTHORIZING PROFESSIONAL SERVICE CONTRACTS WITH JOHN E. COLLINS, ESQ.; JOEL FINKELSTEIN, ESQ.; CINDI COLLINS, ESQ.; ROBIN BUSER, ESQ.; STEPHEN E. RYAN AND ARNOLD W. BARNETT.

WHEREAS, the Local Public Contracts Law(N.J.S.A.40A:11-1 et seq.) requires that a resolution authorizing the award of a contract for professional services without competitive bids and the contract itself must be available for public inspection;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in reorganizational session this 1st day of January, 1993, as follows:


1. The Mayor and Clerk are hereby authorized and directed to execute the attached agreements with:

- a. JOHN E. COLLINS, Township Prosecutor/Assistant Township Solicitor
- b. JOEL FINKELSTEIN, Substitute Prosecutor
- c. CINDI S. COLLINS, Public Defender
- d. ROBIN BUSER, Substitute Public Defender
- e. STEPHEN E. RYAN, Acting for Edmund D. Bowman & Company, Township Auditor
- f. ARNOLD W. BARNETT, Township Engineer, Land Surveyor

2. These contracts are awarded without competitive bidding as a professional service 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. A notice of this action shall be printed once in the Burlington County Times.


PAUL L. STEPHENSON
MAYOR

ATTEST:

Lenore Stern, RMC/CMC

RECEIVED

BOWMAN & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS
REGISTERED MUNICIPAL ACCOUNTANTS

601 WHITE HORSE ROAD
VOORHEES, NJ 08043-2493

(609) 435-6200

FACSIMILE (609) 435-0440

JAN 11 1993

OFFICE OF THE TOWNSHIP CLERK
WILLINGBORO, NEW JERSEY
MEMBERS OF —
AMERICAN INSTITUTE OF CPA'S
NEW JERSEY SOCIETY OF CPA'S

— RETIRED —
EDMUND D. BOWMAN

JOHN J. GALLAGHER
RICHARD W. CULBERTSON, JR.
THOMAS P. DUFFY
HAROLD F. JENNINGS
DANIEL T. BOSSERT
J. DAVID SLEEPER, JR.
JOHN F. DAILEY, JR.
JOSEPH J. HOFFMANN
STEPHEN E. RYAN
HARRY J. STOKES
DONALD J. PATRICK

EDWIN B. LICKFIELD
ROBERT I. GAUNTT
IRWIN GOLLER
I.A. FRANCESCONI

January 6, 1993

Mrs. Lenore Stern, Township Clerk
Township of Willingboro
1 Salem Road
Willingboro, New Jersey 08046

Dear Mrs. Stern:

I would like to take this opportunity to express my gratitude for the appointment as auditor for the Township of Willingboro. Please convey my sincere appreciation to the members of the governing body.

Enclosed are two copies of a contract and engagement letter covering the 1992 audit. Please have both copies signed by the appropriate official and return one copy of each to me at your earliest convenience. The original copies should be retained in your files.

We welcome this opportunity to serve the Township.

Very truly yours,

BOWMAN & COMPANY



Stephen E. Ryan

SER:CH
Enclosures

BOWMAN & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS
REGISTERED MUNICIPAL ACCOUNTANTS

601 WHITE HORSE ROAD
VOORHEES, NJ 08043-2493

(609) 435-6200

FACSIMILE (609) 435-0440

— MEMBERS OF —
AMERICAN INSTITUTE OF CPAs
NEW JERSEY SOCIETY OF CPAs

— RETIRED —
EDMUND D. BOWMAN

JOHN J. GALLAGHER
RICHARD W. CULBERTSON, JR.
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DONALD J. PATRICK

EDWIN B. LICKFIELD
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IRWIN GOLLER
I.A. FRANCESCONE

To the Honorable Mayor and
Members of the Borough Council
Township of Willingboro
Salem Road
Willingboro, New Jersey 08046

January 6, 1993

Mesdames and Gentlemen:

This will confirm our understanding of the arrangements for our audit of the financial statements of the Township of Willingboro for the year ending December 31, 1992.

We will audit the Township's financial statements of the various funds for the year ending December 31, 1992 and all other related statements and supplementary schedules prepared in conformity with the Requirements of Audit as promulgated by the Division of Local Government Services, Department of Community Affairs, State of New Jersey for the year then ending, for the purpose of expressing an opinion on them. The financial statements are the responsibility of the Township's management. Our responsibility is to express an opinion on the financial statements based on our audit.

We will conduct our audit in accordance with generally accepted auditing standards, Government Auditing Standards, issued by the Comptroller General of the United States and in compliance with audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit will provide a reasonable basis for our opinion.

We will also audit the supplemental schedules of Federal Financial Assistance and State Financial Assistance, and the information that will be presented in the "Supplementary Data" and "General Comments and Recommendations" sections of the report. Although they are not necessary for a fair presentation of the basic financial statements for the year ending December 31, 1992, they will be presented as additional analytical data, as required by the Department of Community Affairs, New Jersey State OMB Circular Letter 93-05, Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid Payments, Government Auditing Standards and Federal Circular A-128, Audits of State and Local Governments. This information will be subjected to the tests and other auditing procedures applied in the examination of the financial statements mentioned above.

To the Honorable Mayor and
Members of the Borough Council
Township of Willingboro

-2-

January 6, 1993

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts of the various funds, tests of the physical existence of inventories, if any, and direct confirmation of taxes and other receivables and certain other assets and liabilities by correspondence with selected taxpayers and customers, creditors, the solicitor and banks. At the conclusion of our audit, we will request certain written representations from you about the financial statements and matters related thereto.

Our audit is subject to the inherent risk that material errors, irregularities, or illegal acts, including fraud or defalcations, if they exist, will not be detected. However, we will inform you of any such matters that come to our attention, unless they are inconsequential.

We will assist in the preparation of the Township's 1993 Municipal Budget and will prepare the 1992 Annual Financial Statement and the 1992 Annual Debt Statement and all related correspondence.

Our fee for these services will be at our regular hourly rates within the limits of the amount so appropriated in the Municipal Budget, and/or State and Federal Grant Program Budgets, subject to the condition of the financial records. Additional services provided, if requested, will be billed at our regular hourly rates.

Representatives of the cognizant agency (or its designee), other government audit staffs and the General Accounting Office shall have access to the audit working papers upon request. Working papers and reports shall be retained for at least three years after the date of the report or longer if requested by the cognizant agency.

Bowman & Company is an equal opportunity employer with an affirmative action plan that ensures 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, sex, disability or sexual orientation. We are pleased to have this opportunity to serve the Township of Willingboro.

If this letter correctly expresses your understanding, please have the appropriate official sign the enclosed copy where indicated and return it to us.

Very truly yours,

BOWMAN & COMPANY



Stephen E. Ryan

SER:CH
Enclosure

RESOLUTION NO. 4 - 1993

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

BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 1st day of January, 1993 as follows:

1. Anchor Savings Bank; First Fidelity Bank NA South Jersey; United Jersey Bank; Mount Holly State Bank; Midlantic National Bank; National Westminster Bank; New Jersey State Cash Management Fund and Provident Bank, are designated as depositories for any and all funds of the Township for the calendar year 1993. The custodian shall be the Township Treasurer. All disbursements shall be made by check signed by the Manager and the Treasurer or Mayor, after review and initial approval of the voucher by the Township Manager. The voucher will thereafter be presented to Township Council at its next meeting for ratification. The term "Manager" shall include the Acting Manager during that period of time when an Acting Manager is so designated by the Township Manager.

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

3. The first Tuesday of each month, at 7:30 p.m. prevailing time, at the Municipal Complex, One Salem Road, Willingboro, New Jersey, is designated as the formal meeting of Township Council for the receipt of public comments, subject to further changes as may be determined by Council, and this shall be the meeting place for all other governmental bodies of the Township, except the Municipal Utilities Authority.

4. The rate of interest to be charged for the non-payment of taxes or added assessments in the event that any payment or any installment is not made within the tenth (10) calendar date after the date the same shall become payable, shall be eight percent (8%) per annum on the first one thousand five hundred dollars (\$1,500) of the delinquency, and eighteen percent (18%) per annum on any amount in excess of one thousand five hundred dollars (\$1,500), which shall be computed and charged to the principal sum due.

5. A petty cash fund in the amount of two-thousand dollars (\$2,000) is established pursuant to R.S.40A:5-21 for the utilization by the Office of the Welfare Director of the Township, in order to permit the Director to draw checks for emergency assistance as provided by law, when the Treasurer's Office of the Township is closed. The custodian of such funds shall be Bonnie Chehames, and the fund shall be closed out prior to December 31, 1993, in accordance with existing law.

6. A petty cash fund in the amount of fifty dollars (\$50) is established pursuant to R.S. 40A:5-21 for utilization by the Township Recreation Department to make payments for small purchases. The custodian of such funds shall be Harry W. McFarland and the existing fund shall be closed out prior to December 31, 1993, in accordance with existing law.

7. A petty cash fund in the amount of one hundred dollars (\$100) is established pursuant to R.S. 40A:5-21 for utilization by the Township Treasurer's Office. The custodian of such funds shall be Joanne G. Diggs, provided that such funds shall be closed out prior to December 31, 1993, in accordance with existing law.

Resolution No. 4 - 1993 cont'd

8. A petty cash fund in the amount of five hundred dollars (\$500) is established pursuant to R.S. 40A:5-21 for utilization by the Police Department, to pay for information provided to the Department. The custodian of such funds shall be Chief Gary A. Owens, provided such funds shall be closed out prior to December 31, 1993, in accordance with existing law.

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


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

11. Pursuant to Revised Ordinances, Section 2-5.9, the following are hereby designated as Deputy Township Clerks, to perform the duties provided by law, at no added compensation

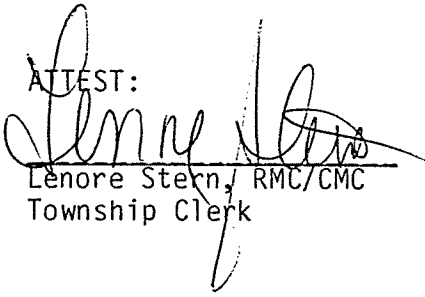
MARIE ANNESE and CARMELA SPYCH

and RHODA LICHTENSTADTER is hereby designated as Deputy Township Clerk, to perform the duties as provided by law and to be compensated in accordance with the Township Salary Ordinance.

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


PAUL L. STEPHENSON
MAYOR

ATTEST:


Lenore Stern, RMC/CMC
Township Clerk

RESOLUTION NO. 5 - 1993

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

WHEREAS, vacancies exist on various Township Boards and Commissions;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township
of Willingboro, assembled in Reorganizational session this 1st day of January, 1993,
that the following are appointed to the positions and for the terms designated:

1. ADVISORY BOARD OF HEALTH, 3 year term, exp. 12/31/95
NO APPOINTMENTS AT THIS TIME
2. CONSTABLES, 1 year term expiring 12/31/92
NO APPOINTMENTS AT THIS TIME
3. HERITAGE COMMISSION, 3 yr. term, expiring 12/31/95
Marie Ida George Mary Ellen Flynn _____
4. HUMAN RELATIONS COMMISSION, 3 yr. term, exp. 12/31/95
Addie Hatten Marilouise James and
Rev. Gregory B. Young to fill unexpired term until 12/31/94
5. PLANNING BOARD, 4 yr. term, expiring 12/31/96
William Hall
William Kaufman, unexpired term until 12/31/95
Alternate #1, Linda Bolden, term expiring 12/31/93
Alternate #2, Steve Evert, term expiring 12/31/94
6. PUBLIC COMMUNICATIONS, 2 yr. term, exp. 12/31/94
Harry Kendall Lavonne Johnson
7. ADVISORY BOARD/SHELTER FOR ABUSED WOMEN, 3 yr. term, exp. 12/31/95
Richard Parker Janet Hamilton Judy Green Ravena Brunson
8. SPECIAL EVENTS DIRECTOR, 1 yr. term, exp. 12/31/93
Director: Thomas Doyle
Assistant Directors Steven Evert Keith Allen

Resolution No. 5 - 1993 cont'd

9. WILLINGBORO MUNICIPAL UTILITIES AUTHORITY, 5 year term, to 1/31/98

Jeffrey E. Ramsey

10. ZONING BOARD OF ADJUSTMENT, 4 yr. term, exp. 12/31/96

Erma Sobol

David Bryant

Gary Chehames, unexpired term expiring 12/31/95

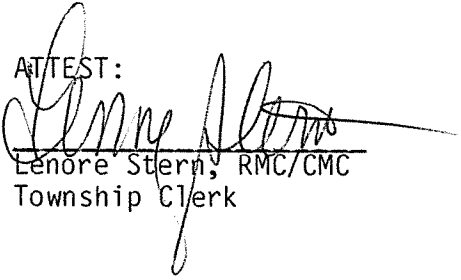
Alternates #1 Ida Peace, term exp. 12/31/93

#2 Edward McFadden term exp. 12/31/94

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


PAUL L. STEPHENSON
MAYOR

ATTEST:


Lenore Stern, RMC/CMC
Township Clerk

RESOLUTION NO. 6 - 1993


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

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

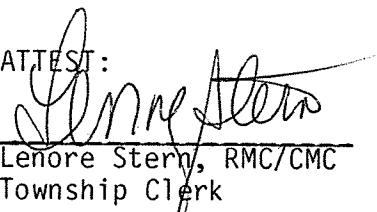
WHEREAS, Township Council is empowered to appoint its members to various positions on official boards and offices in the Township;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in Reorganizational session this 1st day of January, 1993, that the following Council members are appointed to the following positions for the year 1993:

Class III Member, Planning Board	<u>Doreatha D. Campbell</u>
Advisory Board of Health Liaison	<u>Doreatha D. Campbell</u>
Advisory Board, Shelter for Abused Women Liaison	<u>Priscilla B. Anderson</u>
Environmental Commission Liaison	<u>James E. Ayrer</u>
Heritage Commission Liaison	<u>James E. Ayrer</u>
Human Relations Commission Liaison	<u>Paul Krane</u>
International Festival Liaison	<u>Paul L. Stephenson</u>
Local Assistance Board Member	<u>James E. Ayrer</u>
N.J. Motion Picture/TV Council	<u>Paul L. Stephenson</u>
Public Communications Committee	<u>Paul Krane</u>
Youth Achievement Committee Liaison	<u>Priscilla B. Anderson</u>


P. L. STEPHENSON
MAYOR

ATTEST:


Lenore Stern, RMC/CMC
Township Clerk

RESOLUTION NO. 7 - 1993

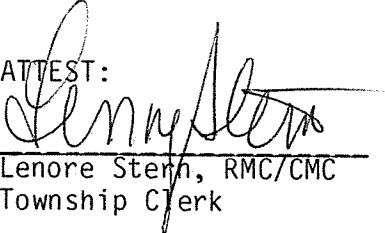
A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO
ESTABLISHING THE DATES, TIMES AND PLACES OF THE TOWNSHIP COUNCIL MEETINGS

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


NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in Reorganizational Session, this 1st day of January, 1993, that Willingboro Township Council shall meet at the Municipal Complex, One Salem Road, Willingboro, New Jersey, on the dates and at the times set forth on the attached schedule; and

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

ATTEST:



Lenore Stern, RMC/CMC
Township Clerk



PAUL L. STEPHENSON
MAYOR

COUNCIL MEETINGS 1993

Budget to be presented to Council by the Manager, by January 15th.

Budget to be introduced by February 10th, unless date is extended by the State.

THE FIRST TUESDAY OF EACH MONTH, AT 7:30 P.M. PREVAILING TIME, AT THE MUNICIPAL COMPLEX, ONE SALEM ROAD, WILLINGBORO, NEW JERSEY, IS DESIGNATED AS THE FORMAL MEETING OF TOWNSHIP COUNCIL FOR THE RECEIPT OF PUBLIC COMMENT, SUBJECT TO FURTHER CHANGES AS MAY BE DETERMINED BY TOWNSHIP COUNCIL. THE FIRST HOUR OF EACH FORMAL SESSION SHALL BE A CONFERENCE SESSION. TOWNSHIP COUNCIL NORMALLY SCHEDULES THREE MEETINGS EACH MONTH. THE SUMMER SCHEDULE IS NORMALLY TWO MEETINGS DURING JULY AND TWO MEETINGS DURING AUGUST.

Tentative Budget Dates (Th - Thursday)

JANUARY 19, (21Th), 26, (28Th)

FEBRUARY 2, (4Th), 9, 16, 23

MARCH 2, 16, 30

APRIL 6, 20, 27 (6th is second night of Passover)

MAY 4, 18, 25

JUNE 1, 15, 29 JUNE 8th Primary Day

JULY 6, 27

AUGUST 3, 24

SEPTEMBER 7, 21, 28

OCTOBER 5, 19, 26

NOVEMBER 3(Wednesday), 16, 30 NOVEMBER 2nd Election Day, 16th is League

DECEMBER 7, 21, 28

1993 HOLIDAY SCHEDULE

1. Friday, January 1st - New Year's Day
2. Monday, January 18th - Martin Luther King Day
3. Monday, February 15th - Presidents' Day
4. Friday, April 9th - Good Friday
5. Monday, May 31st - Memorial Day
6. Monday, July 5th - Fourth of July
7. Monday, September 6th - Labor Day
8. Monday, October 11th - Columbus Day
9. Thursday, November 11th - Veterans' Day
10. Thursday, November 25th - Thanksgiving Day
11. Friday, November 26th - Day after Thanksgiving
12. Friday, December 24th - Christmas Day Observance

NEW YEAR'S 1994 WILL BE OBSERVED ON MONDAY, JANUARY 3, 1994

1993 OTHER DATES OF INTEREST

- Zoning Bd. Reorg. Wed, Jan. 6th - Planning Bd. Reorg. Mon. Jan. 11th
- Tuesday, April 20th - School Board Election
- Monday PM, April 5th - First night of Passover.
- Sunday, April 11th - Easter Sunday
- Wednesday, April 21st - Free Rabies Clinic
- Wednesday, May 19th - Free Rabies Clinic
- Tuesday, June 8th - Primary Day
- Wednesday PM, Sept. 15th - First night of Rosh Hashana.
- Thursday, Sept. 16th - First Day of Rosh Hashana.
- Friday PM, Sept. 24th - Yom Kippur Night.
- Saturday, Sept. 25th - Yom Kippur Day.
- Tuesday, November 2nd - Election Day

*School
Election
Thurs & Tues Day
in April*

RESOLUTION NO. 8 - 1993

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

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

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

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


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

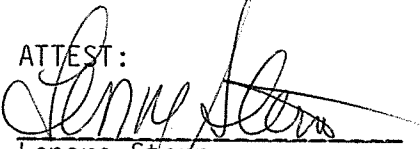
NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in reorganizational session this 1st day of January, 1993, that the Willingboro Township Assessor, in fulfillment of her duties and the requirements of her office, is authorized to file with the Burlington County Board of Taxation such appeals as may be necessary to maintain accuracy and equality in the assessment list of the Township of Willingboro or such appeals as may be necessary to protect the interests of the Township of Willingboro; and

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

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

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


PAUL L. STEPHENSON
MAYOR

ATTEST:

Lenore Stern
Township Clerk

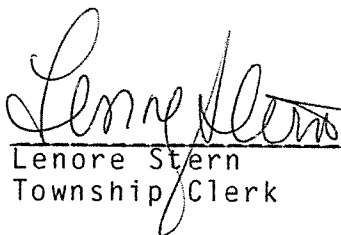
RESOLUTION NO. 9 - 1993

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

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

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

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in reorganizational session this 1st day of January, 1993, that Sadie L. Johnson is hereby appointed as Insurance Fund Commissioner representing the Township of Willingboro for a term expiring December 31, 1993, and Richard Crane is hereby appointed as the alternate Insurance Fund Commissioner for a term expiring December 31, 1993, to represent the Township of Willingboro whenever Sadie L. Johnson is unable to attend a meeting.



Lenore Stern
Township Clerk



PAUL L. STEPHENSON
MAYOR

RESOLUTION NO. 10 - 1993

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

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

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

WHEREAS, a Resolution should be adopted establishing a fee schedule for professional review for 1993;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 1st day of January, 1993, that the following fee schedule is hereby established for professional fees:

Principal Engineer	-----	\$115.00/hr.
Associate Engineer	-----	97.00/hr.
Professional Engineer	-----	84.00/hr.
Project Engineer	-----	74.00/hr.
Engineer	-----	55.00/hr.
Project Coordinator	-----	50.00/hr.
Survey Coordinator	-----	75.00/hr.
Survey Analyst	-----	37.00/hr.
Party Chief	-----	52.00/hr.
Transitman	-----	40.00/hr.
Rodman	-----	26.00/hr.
Environmental Scientist	-----	70.00/hr.
Sanitarian	-----	56.00/hr.
Sanitarian Technician	-----	26.00/hr.
Chief Drafter	-----	57.00/hr.
CAD Drafter	-----	62.00/hr.
Design Drafter	-----	55.00/hr.
Drafter	-----	43.00/hr.
GIS/Mapping Specialist	-----	67.00/hr.
Planner	-----	60.00/hr.
Landscape Architect	-----	48.00/hr.
Recreational Designer	-----	35.00/hr.
Technical Aide	-----	17.00/hr.
Chief Inspector	-----	58.00/hr.
Project Inspector	-----	52.00/hr.
Inspector	-----	39.00/hr.
Mileage	-----	0.25/mile
Meeting Attendance	-----	100.00/each
LEGAL		
Review, rendering of opinion, etc.	-----	100.00/hr.

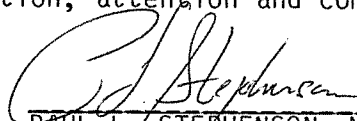
BE IT FURTHER RESOLVED, that all applicants before the Planning Board and Zoning Board of Adjustment be provided with copies of this Resolution; and

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

ATTEST:



Lenore Stern, Township Clerk



PAUL L. STEPHENSON, MAYOR

11/21/92

*Lord Anderson Worrell & Barnett
Schedule of Fees*

TITLE	1993
Principal	\$115.00
Associate Engineer	\$97.00
Professional Engineer	\$84.00
Project Engineer	\$74.00
Engineer/Technician	\$55.00
Project Coordinator	\$50.00
Survey Coordinator	\$75.00
Survey Analyst	\$37.00
Party Chief	\$52.00
Transitman	\$40.00
Rodman	\$26.00
Environmental Scientist	\$70.00
Sanitarian	\$56.00
Sanitarian Technician	\$26.00
Chief Drafter	\$57.00
CAD Drafter	\$62.00
Design Drafter	\$55.00
Drafter	\$43.00
GIS/Mapping Specialist	\$67.00
Planner	\$60.00
Landscape Architect	\$48.00
Recreational Designer	\$35.00
Technical Aide	\$17.00
Chief Inspector	\$58.00
Project Inspector	\$52.00
Inspector	\$39.00

MEETING ATTENDANCE \$100.00

RESOLUTION NO. 11 - 1993

WHEREAS, Willingboro Township Council, by Resolution No. 108 - 1992, awarded a contract to Republic Environmental Serv. for Oil Spill Remediation Project, in the amount of \$241,187, which was reduced by Resolution No. 148 - 1992 change order decreasing the contract to \$231,278; and

WHEREAS, the Engineer has submitted a request for additional payment in association with dewatering and backfilling, as per the attached letter dated January 13, 1993; and

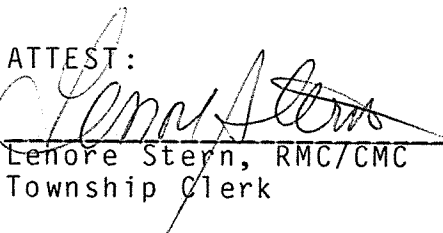
WHEREAS, THE Rules of the Local Finance Board require such change order to be approved by prior resolution of Township Council;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 19th day of January, 1993, as follows:

1. The change order is approved, increasing the contract to \$235,578.00, this being the second change order.
2. Copies of this resolution shall be forwarded to the Finance Director, Engineer and Auditor for their information.


PAUL L. STEPHENSON
MAYOR

ATTEST:


Lenore Stern, RMC/CMC
Township Clerk



**LORD
ANDERSON
WORRELL
& BARNETT**
Mt. Holly-Lumberton Road
Lumberton, New Jersey 08048

CHANGE ORDER NO. 2

Date January 8, 1992

Contractor Republic Environmental Systems

Project No. 91-39-15B Public Works Yard

Address 130 Route 130 South

Diesel Fuel Spill Remediation

Mansfield Township

Project

Bordentown, NJ 08505

Gentlemen:

In accordance with the provisions of the specifications for the above project, you are hereby advised of the following changes in the contract quantities or in the case of supplementary work you agree to its performance at the prices stated.

Location and reason for changes. For supplemental items in association with dewatering for contaminated soil removal, and backfilling of excavated area.

Item	Description	Quantity	Unit Price	Amount
15S.	Predisposal Storage of Contaminated Groundwater	1 LS	1,300.00	1,300.00
16S.	Pumping and Disposal of Noncontaminated Groundwater	1 LS	3,000.00	3,000.00

Amount of Original Contract \$ 241,187.00

Arnold W. Boudt 1/8/93
Engineer Date

Adjusted amount of Contract due to previous Change Orders 231,278.00

Willingboro Township
Municipality

Supplemental 4,300.00

Paul J. Stephenson 1/19/93
Mayor Date

Extra

Republic Environmental Systems
Contractor

Reduction

Adjusted Amount of Contract 235,578.00

By: Jin Malinos

Change in Contract -2.33 %

Project Administrator 1/12/93
Date

**LORD
ANDERSON
WORRELL
& BARNETT**

CIVIL ENGINEERING AND SURVEYING
PLANNING, PARKS AND RECREATION

January 13, 1993

Robert W. Lord, PE & LS, PP
C. Kenneth Anderson, PE & LS, PP
Raymond L. Worrell, II, PE & LS, PP
Arnold W. Barnett, PE & LS
Thomas J. Miller, PE & PP
Jeffrey S. Richter, PE & PP

James E. Thorpe, PLS
L. Gary Zube, LS
Donald J. Bamford, PE
Ashvin G. Patel, PE
Mark E. Malinowski, PE
James R. Datz, PLS
Leonard M. Strickland, PLS & PP
Edwin R. Ruble, LS

Mrs. Sadie L. Johnson, Manager
Township of Willingboro
Municipal Complex
Salem Road
Willingboro, NJ 08046

RE: Public Works Yard Diesel Fuel
Spill Remediation Project
Willingboro Township
Partial Estimate No. 3
LAWB File No. 91-39-15B

Dear Mrs. Johnson:

This is to certify that Republic Environmental Systems,
130 Route 130 South, Mansfield Township, Bordentown, NJ 08505
has partially completed work on the Public Works Yard Diesel
Fuel Remediation Project and is therefore entitled to payment
in the amount of

Thirty Three Thousand Three Hundred Sixty Nine and 16/100
Dollars (\$33,369.16)


in accordance with the attached estimate.

Please note that payment cannot be made until Council
has acted on Change Order No. 2.

Should you have any questions, please do not hesitate to
call.

Very truly yours,

LORD, ANDERSON, WORRELL & BARNETT


Arnold W. Barnett, PE & LS

AWB:lt

Attachment

RESOLUTION NO. 12 - 1993

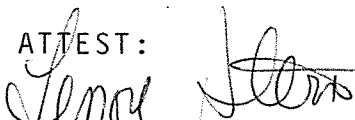
WHEREAS, a request has been received from MHS Associates, Kennedy Plaza, for the reduction of the performance bond with the Township of Willingboro, and

WHEREAS, the Engineer inspected the property and by letter dated December 28, 1992, recommended that the bond be reduced,

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 19th day of January, 1993, that the performance bond be reduced in compliance with the conditions set forth in the Engineer's letter to the amount of \$2,500, subject to the payment of any arrears in the escrow account and the maintenance of a \$250 balance in this escrow account; and

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


PAUL L. STEPHENSON
MAYOR

ATTEST:

Lenore Stern, RMC/CMC
Township Clerk

**LORD
ANDERSON
WORRELL
& BARNETT**

CIVIL ENGINEERING AND SURVEYING
PLANNING, PARKS AND RECREATION

December 28, 1992

Mr. Herbert D. Victor
MHS Associates
551 West Lancaster Avenue
Haverford, PA 19041

RE: Kennedy Plaza Site Plan
New Stores
LAWB File No. 90-39-84

Dear Mr. Victor:

As you may recall, you met with Christopher Bouffard of this office on-site in June of 1992.

As a result of this meeting, the following items were to be addressed:

1. The loading zone striping along the rear of the new stores was to be installed as per plan. The existing striping in this area does not comply with the approved plan.
2. The broken concrete at the entrance island along Harrison Drive was to be repaired. This has not been accomplished.
3. Handicapped parking spaces, painted hash marks, and handicapped parking signs, with posted penalty, were to be added in front of the Supermarket. Hash marks and signs have not been installed.

In addition to these items, two dumpsters are now located in designated parking areas behind the new stores. These must be removed. The two dumpsters approved on the site plan must be in their proper places and must be of sufficient size to handle all refuse generated by the new stores.

Pursuant to your letter request dated December 17, 1992, I am by copy of this letter, recommending a reduction of your

Robert W. Lord, PE & LS, PP
C. Kenneth Anderson, PE & LS, PP
Raymond L. Worrell, II, PE & LS, PP
Arnold W. Barnett, PE & LS
Thomas J. Miller, PE & PP
Jeffrey S. Richter, PE & PP

James E. Thorpe, PLS
L. Gary Zube, LS
Donald J. Bamford, PE
Ashvin G. Patel, PE
Mark E. Malinowski, PE
James R. Datz, PLS
Leonard M. Strickland, PLS & PP
Edwin R. Ruble, LS

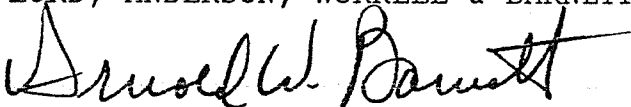
RECEIVED
DEC 31 1992
OFFICE OF THE TOWNSHIP CLERK
WILLINGBORO, NEW JERSEY

Mr. Herbert D. Victor
December 28, 1992
Page Two

performance guarantee to the amount of \$2,500 subject to
payment of any arrearage in your escrow account and the
maintenance of that account with a balance of \$250.00.

Very truly yours,

LORD, ANDERSON, WORRELL & BARNETT


Arnold W. Barnett, PE & LS

AWB:lt

cc: Rhoda Lichtenstadter
Lenore Stern

VICTOR.D28

RESOLUTION NO. 13 - 1993
A RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE
PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW
JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12.

WHEREAS, the Township Council of the Township of Willingboro is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6, et. seq.; and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

WHEREAS, it is necessary for the Township Council of the Township of Willingboro to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

- _____ (1) Matters required by Law to be Confidential: Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.
- _____ (2) Matters Where the Release of Information Would Impair the Right to Receive Funds: Any matter in which the release of information would impair a right to receive funds from the Government of the United States.
- _____ (3) Matters Involving Individual Privacy: Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal a family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.
- _____ (4) Matters Relating to Collective Bargaining Agreements: 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 of the public body.
- _____ (5) Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds: Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it would adversely affect the public interest if discussion of such matters were disclosed.

RESOLUTION NO. 14 - 1993

WHEREAS, the Township Council has become aware of the increasing reports of the dangers of secondary smoke; and

WHEREAS, the Township Council has previously adopted Resolution 82-1986, which prohibited smoking within the Municipal Complex, with certain exceptions set forth in that resolution; and

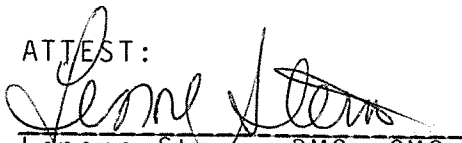
WHEREAS, it is more appropriate to prohibit smoking within the Municipal Building and any other facility owned and operated by the Township of Willingboro and to authorize the Township Manager, as the Chief Executive Officer of the Municipality, to establish such limited exceptions that the Township Manager may deem to be necessary;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 19th day of January, 1993, that Resolution 82-1986 be and hereby is rescinded; and

BE IT FURTHER RESOLVED, that smoking is prohibited in the Willingboro Township Municipal Complex and in any building under the jurisdiction and control of the Township of Willingboro, with such limited exceptions as the Township Manager, as the Chief Executive Officer of the Township, may deem necessary; and

BE IT FURTHER RESOLVED, that certified copies of this Resolution shall be provided to the Township Manager and should be posted on the bulletin boards in all Township facilities.

ATTEST:


Lenore Stern, RMC, CMC
Township Clerk


PAUL L. STEPHENSON
MAYOR

RESOLUTION NO. 15 - 1993
A RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE
PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW
JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12.

WHEREAS, the Township Council of the Township of Willingboro is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6, et. seq.; and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

WHEREAS, it is necessary for the Township Council of the Township of Willingboro to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

- _____ (1) Matters required by Law to be Confidential: Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.
- _____ (2) Matters Where the Release of Information Would Impair the Right to Receive Funds: Any matter in which the release of information would impair a right to receive funds from the Government of the United States.
- _____ (3) Matters Involving Individual Privacy: Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal a family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.
- _____ (4) Matters Relating to Collective Bargaining Agreements: 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 of the public body.
- _____ (5) Matters Relating to the Purchase, Lease of Acquisition of Real Property or the Investment of Public Funds: Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it would adversely affect the public interest if discussion of such matters were disclosed.