

RESOLUTION NO. 1 - 1992  
 A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO  
PROVIDING FOR TEMPORARY BUDGET APPROPRIATIONS FOR 1992

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, 1992, for the purposes required therein; and

WHEREAS, it has been determined that one-fourth of the total appropriations in the 1991 budget, exclusive of any appropriations made for Debt Service, Capital Improvement Fund, Public Welfare Administration and Public Assistance (State Aid Agreement) in the said 1991 budget is the sum of \$3,147,955.25;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in reorganizational session this 1st day of January, 1992, 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 1992

Township Council	SW	6,375.
" "	OE	1,500.
Township Manager	SW	32,600.
" "	OE	5,200.
Township Clerk	SW	12,050.
" "	OE	5,000.
Receptionist/Comm.	SW	4,550.
" "	OE	8,500.
Finance Department	SW	26,950.
" "	OE	16,000.
Tax Collection	SW	21,950.
" "	OE	900.
Tax Assessment	SW	18,450.
" "	OE	350.
Employee Group Ins.	OE	106,000.
Other Insurance	OE	311,853.
Legal Services	SW	10,625.
" "	OE	9,650.
Municipal Court	SW	36,600.
" "	OE	3,600.
Planning Board	SW	420.
" "	OE	750.
Zoning Board	SW	420.
" "	OE	750.
Construction Official	SW	9,490.
" "	OE	960.
Uniform Fire Safety Act	SW	3,650.
" " " "	OE	350.
Housing Inspection	SW	16,300.
Fire Marshal	SW	2,680.
" "	OE	375.
Elec. & Plumbing Insp.	SW	24,960.
" " "	OE	37,600.
Advisory Boards	OE	3,700.
Traffic Signals	OE	3,850.
Fire Company	SW	13,800.
" "	OE	61,800.
Emergency Squad	OE	8,750.

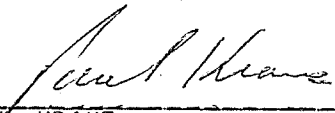
Resolution No. 1, 1992 cont'd

Police	SW	884,000.
"	OE	76,650.
Public Works Admin.	SW	14,950.
" " "	OE	125.
Roads and Streets	SW	160,102.
" "	OE	28,000.
Snow Removal	SW	10,000.
" "	OE	10,000.
Public Bldgs/Grounds	SW	13,450.
" " "	OE	37,100.
Street Lighting	OE	93,250.
Refuse Collection	OE	418,000.
Township Engineer	OE	3,750.
Welfare Administration	SW	22,727.
" "	OE	1,355.
Welfare Assistance	OE	12,500.
Library	OE	190,000.
Recreation	SW	40,550.
"	OE	32,200.
Public Events	OE	3,000.
Supplemental Safe/Clean	SW	35,900.
" " "	OE	2,500.
Clean Neighborhoods	SW	23,050.
Safe Streets	SW	79,400.
Debt Service	OE	1,112,727.
Clean Communities	SW	10,520.
" "	OE	1,350.
Recycling	SW	6,280.
"	OE	1,200.
Senior Citizen Grants	SW	7,500.
Handicapped Grant	OE	2,200.
Capital Improvement	OE	886,800.
Social Security	OE	111,500.
TOTAL OPERATIONS		<u>\$5,161,944.</u>

LESS: Debt Service \$1,112,727.  
 Public Welfare 24,082.  
 Public Assistance 12,500.  
 Capital Improvement 886,000.

TOTAL TEMPORARY BUDGET \$3,126,685.

Dated: January 1, 1992

  
 \_\_\_\_\_  
 PAUL KRANE  
 MAYOR

ATTEST:

  
 \_\_\_\_\_  
 Rhoda Lichtenstadter  
 Deputy Township Clerk

RESOLUTION NO. 2 - 1992

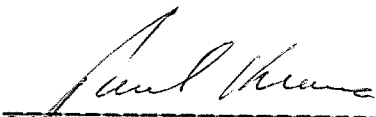
A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO PROVIDING FOR THE APPOINTMENT OF TOWNSHIP SOLICITOR, MUNICIPAL PROSECUTOR/ASSISTANT TOWNSHIP SOLICITOR, SUBSTITUTE PROSECUTOR, PUBLIC DEFENDER, AUDITOR AND BOND COUNSEL

WHEREAS, the terms of the Office of the Township Solicitor, Municipal Prosecutor/Assistant Township Solicitor; Substitute Prosecutor, Auditor and Bond Counsel 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, 1992, that WILLIAM JOHN KEARNS, JR. is appointed as Township Solicitor; JOHN E. COLLINS is appointed Municipal Prosecutor/Assistant Township Solicitor; JOEL FINKELSTEIN is appointed as Substitute Prosecutor; ROBIN BUSER is appointed Public Defender; JOHN D. SCHAIRER acting for EDMUND D. BOWMAN is appointed as Township Auditor and KRAFT & McMANIMON is appointed as Bond Counsel for terms expiring December 31, 1992; and

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

  
\_\_\_\_\_  
PAUL KRANE  
MAYOR

ATTEST:

  
\_\_\_\_\_  
Rhoda Lichtenstadter  
Deputy Township Clerk

RESOLUTION NO. 3 - 1992

RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO AUTHORIZING PROFESSIONAL SERVICE CONTRACTS WITH WILLIAM JOHN KEARNS, JR., ESQ.; JOHN E. COLLINS, ESQ.; JOEL FINKELSTEIN, ESQ.; ROBIN BUSER, ESQ.; JOHN D. SCHAIRER; KRAFT & McMANIMON 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, 1992, as follows:

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


- a. WILLIAM J. KEARNS, JR., Township Solicitor
- b. JOHN E. COLLINS, Township Prosecutor/Assistant Township Solicitor
- c. JOEL FINKELSTEIN, Substitute Prosecutor
- d. ROBIN BUSER, Public Defender
- e. JOHN D. SCHAIRER, Acting for Edmund D. Bowman & Company, Township Auditor
- f. KRAFT & McMANIMON, Bond Counsel
- g. ARNOLD W. BARNETT, Township Engineer

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.

ATTEST:

  
Rhoda Lichtenstadter

  
PAUL KRANE  
MAYOR

BOWMAN & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS  
REGISTERED MUNICIPAL ACCOUNTANTS

601 WHITE HORSE ROAD  
VOORHEES, NJ 08043-2401

(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.  
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

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

January 14, 1992  
RECEIVED

JAN 15 1992

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

OFFICE OF THE TOWNSHIP CLERK  
WILLINGBORO, NEW JERSEY

Dear Mrs. Stern:

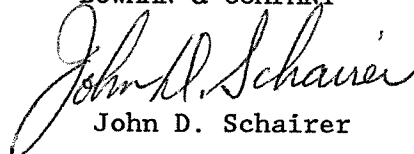
Enclosed are two copies of an engagement letter and contract for the year 1992. Please have them signed by the appropriate official and return one copy of each to me at your earliest convenience. The original copy of each should be retained in your files.

Also enclosed, in accordance with your request, is a copy of Certificate of Employee Information Report Approval.

We welcome this opportunity to serve the Township.

Very truly yours,

BOWMAN & COMPANY

  
John D. Schairer

JDS.:HAB  
Enclosures

# BOWMAN & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS  
REGISTERED MUNICIPAL ACCOUNTANTS

601 WHITE HORSE ROAD  
VOORHEES, NJ 08043-2401

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JOHN F. DAILEY, JR.  
JOSEPH J. HOFFMANN  
STEPHEN E. RYAN  
HARRY J. STOKES

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

January 14, 1992

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

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, 1991.

We will audit the Township's financial statements of the various funds for the year ending December 31, 1991 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, 1991, they will be presented as additional analytical data, as required by the Department of Community Affairs, New Jersey State OMB Circular Letter 87-11, 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 Township Council  
Township of Willingboro

-2-

January 14, 1992

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 1992 Municipal Budget and will prepare the 1991 Annual Financial Statement and the 1991 Annual Debt Statement and all related correspondence.

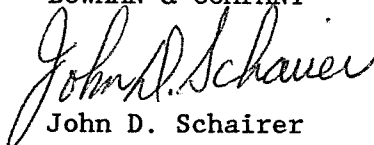
Our fee for these services will be at our regular hourly rates within the limits of the amount so appropriated in the Municipal Budget, subject to the condition of the financial records. Additional services provided, if requested, will be billed at our regular hourly rates.

Bowman & Company is an equal opportunity employer committed to a policy of welcoming men and women of all creeds and races into our firm on a fair and equitable basis. 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

  
John D. Schairer

JDS:HAB  
Enclosure

RESOLUTION NO. 4 - 1992

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, 1992 as follows:

1. Anchor Savings Bank; First Fidelity Bank NA South Jersey; Howard Savings 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 1992. 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, 1 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, 1992, 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, 1992, 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, 1992, in accordance with existing law.



Resolution No. 4 - 1992 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, 1992, 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


LOIS KRSTAK

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 KRANE  
MAYOR

ATTEST:

  
\_\_\_\_\_  
Rhoda Lichtenstadter  
Deputy Township Clerk

RESOLUTION NO. 5 - 1992

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, 1991, that the following are appointed to the positions and for the terms designated:

1. ADVISORY BOARD OF HEALTH, 3 year term, exp. 12/31/94  
Dr. Samuel Longer      Dr. Gladys Word      Linda S. Bolden
2. CONSTABLES, 1 year term expiring 12/31/92  
Frank Cuspilich      Thomas Scholtis
3. ETHICAL STANDARDS BOARD, 5 yr. terms after initial appt.  
Rev. Richard Jones      Rev. Frank Adams 5 yr. terms  
Doreatha D. Campbell 4 yr. term.  
Ruth Taenzer      Kathleen Hill      Henry Krsnak 3 yr. terms
4. HERITAGE COMMISSION, 3 yr. term, expiring 12/31/94  
Maurice Goldman      Clyde Zarkos      Jerry Zarkos
5. HUMAN RELATIONS COMMISSION, 3 yr. term, exp. 12/31/94  
Karen Leifer Byrd      Keith Allen and  
Victor Smith to fill unexpired term - 12/31/93
6. PLANNING BOARD, 4 yr. term, expiring 12/31/95  
Roy Willitts , term expiring 12/31/95  
Ken Garrett , term expiring 12/31/93  
Julia Kelly , term expiring 12/31/92  
Alternate #1, term exp. 12/31/93 William Hall  
Alternate #2, term exp. 12/31/92 William Kauffman
7. PUBLIC COMMUNICATIONS, 2 yr. term, exp. 12/31/93  
William S. Hall      David Lubeck
8. ADVISORY BOARD/SHELTER FOR ABUSED WOMEN, 3 yr. term, exp. 12/31/94  
James M. Campbell      Thelma Allen
9. SPECIAL EVENTS DIRECTOR, 1 yr. term, exp. 12/31/92  
Director: Thomas Doyle  
Assistant Directors Steven Evert      Keith Allen

AL  
1/1/91

Resolution No. 5 - 1992 cont'd

10. WILLINGBORO MUNICIPAL UTILITIES AUTHORITY, 5 year term

David Bryant, term expiring 1/31/96

Thomas Scholtis, term expiring 1/31/97

11. ZONING BOARD OF ADJUSTMENT, 4 yr. term, exp. 12/31/95

Cindi Collins


Lawrence Brown

Thelma Allen, term expiring 12/31/94

Alternates #1 Gary Chehames term exp. 12/31/93

#2 Ida Peace term exp. 12/31/92

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 KRANE  
MAYOR

ATTEST:

  
\_\_\_\_\_  
Rhoda Lichtenstadter  
Deputy Township Clerk

RESOLUTION NO. 6 - 1992

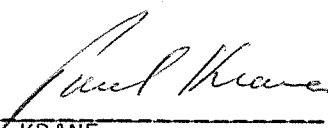
A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO PROVIDING FOR THE DESIGNATION OF THE TOWNSHIP COUNCIL MEMBERS TO SERVE AS LIAISONS ON TOWNSHIP BOARDS

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, 1992, that the following Council members are appointed to the following positions for the year 1992:

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 Liaisons	<u>Paul Krane &amp; Priscilla Anderson</u>

  
PAUL KRANE  
MAYOR

ATTEST:

  
Rhoda Lichtenstadter  
Deputy Township Clerk

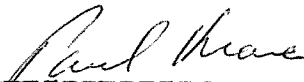
RESOLUTION NO. 7 - 1992

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, 1992, 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.

  
\_\_\_\_\_  
PAUL KRANE  
MAYOR

ATTEST:

  
\_\_\_\_\_  
Rhoda Lichtenstadter  
Deputy Township Clerk

COUNCIL MEETINGS 1992

Budget to be introduced by February 10th, unless 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 ( ) Wednesdays

JANUARY (1W), 7, (8W), 14, (15W) 21, (22W), 28, (29W)

FEBRUARY 4, (5W), 11, (12W), 18, 25

MARCH 3, 17, 31

APRIL 7, 21, 28

SCHOOL ELECTION - April 7 & REORG - April 13th

MAY 5, 19, 26

JUNE 3(Wednesday), 16, 30

JUNE 2nd Primary Day

JULY 7, 28

AUGUST 4, 25

SEPTEMBER 8, 29

Rosh Hoshana is the 28th and 29th

OCTOBER 5(Monday) 20, 27

Yom Kippur is the 6th p.m.

NOVEMBER 4(Wednesday), 17, 24

NOVEMBER 3rd Election Day

DECEMBER 1, 15, 29

### 1992 HOLIDAY SCHEDULE

1. Wednesday, January 1st - New Year's Day
2. Monday, January 20th - Martin Luther King Day
3. Monday, February 17th - Presidents' Day
4. Friday, April 17th - Good Friday
5. Monday, May 25th - Memorial Day
6. Friday, July 3rd - Fourth of July
7. Monday, September 7th - Labor Day
8. Monday, October 12th - Columbus Day
9. Wednesday, November 11th - Veterans' Day
10. Thursday, November 26th - Thanksgiving Day
11. Friday, November 27th - Day after Thanksgiving
12. Friday, December 25th - Christmas Day

### 1992 OTHER DATES OF INTEREST

- Zoning Bd. Reorg. Wed, Jan. 8th - Planning Bd. Reorg. Mon. Jan. 13th
- Tuesday, April 7th - School Board Election
- Friday night, April 17th - First night of Passover.
- Sunday, April 19th - Easter Sunday
- Wednesday, April 15th - Free Rabies Clinic
- Wednesday, May 20th - Free Rabies Clinic
- Tuesday, June 2nd - Primary Day
- Sunday pm, September 27th - First night of Rosh Hashana.
- Monday, September 28th - First Day of Rosh Hashana.
- Tuesday pm October 6th - Yom Kippur Night.
- Wednesday, October 7th - Yom Kippur Day.
- Tuesday, November 3rd - Election Day

RESOLUTION NO. 8 - 1992

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, 1992, 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 KRANE  
MAYOR

ATTEST:

  
\_\_\_\_\_  
Rhoda Lichtenstadter  
Deputy Township Clerk



RESOLUTION NO. 9 - 1992


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, 1992, that Sadie L. Johnson is hereby appointed as Insurance Fund Commissioner representing the Township of Willingboro for a term expiring December 31, 1992, and Richard Crane is hereby appointed as the additional Insurance Fund Commissioner for a term expiring December 31, 1992, to represent the Township of Willingboro

  
Rhoda Lichtenstadter  
Deputy Township Clerk

  
PAUL KRANE  
MAYOR

RESOLUTION NO. 10 - 1992


A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO APPOINTING A CERTIFIED MUNICIPAL FINANCE OFFICER AS CHIEF FINANCIAL OFFICER OF THE TOWNSHIP OF WILLINGBORO.

WHEREAS, Willingboro Township is required to designate a Chief Financial Officer for the Township of Willingboro;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in reorganizational session this 1st day of January, 1992, that Joanne G. Diggs is hereby designated as Chief Financial Officer of the Township of Willingboro, for a four year term expiring December 31, 1995; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be submitted to the Director of the Division of Local Government Services for his information.

  
Rhoda Lichtenstadter  
Deputy Township Clerk

  
PAUL KRANE  
MAYOR

205/105

RESOLUTION NO. 11 - 1992

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 1992;


NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 7th day of January, 1992, that the following fee schedule is hereby established for professional fees:

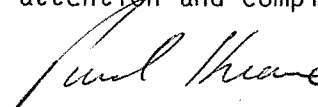
Principal Engineer	-----	\$110.00/hr.
Associate Engineer	-----	95.00/hr.
Professional Engineer	-----	80.00/hr.
Project Engineer	-----	70.00/hr.
Engineer	-----	53.00/hr.
Project Coordinator	-----	48.00/hr.
Survey Coordinator	-----	72.00/hr.
Survey Analyst	-----	35.00/hr.
Party Chief	-----	50.00/hr.
Transitman	-----	39.00/hr.
Rodman	-----	26.00/hr.
Environmental Scientist	-----	66.00/hr.
Sanitarian	-----	54.00/hr.
Sanitarian Technician	-----	25.00/hr.
Chief Drafter	-----	55.00/hr.
CAD Drafter	-----	60.00/hr.
Design Drafter	-----	53.00/hr.
Drafter	-----	41.00/hr.
GIS/Mapping Specialist	-----	65.00/hr.
Planner	-----	58.00/hr.
Landscape Architect	-----	46.00/hr.
Recreational Designer	-----	34.00/hr.
Technical Aide	-----	16.00/hr.
Chief Inspector	-----	55.00/hr.
Project Inspector	-----	50.00/hr.
Inspector	-----	38.00/hr.
Mileage	-----	0.25/mile
Meeting Attendance	-----	80.00/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:

  
Rhoda Lichtenstadter, Dep. Twp. Clerk

  
PAUL KRANE, MAYOR

LORD, ANDERSON, WORRELL & BARNETT  
1992 SCHEDULE OF FEES

Principal	RECEIVED	\$110.00/Hr.
Associate Engineer		95.00/Hr.
Professional Engineer	DEC 18 1991	80.00/Hr.
Project Engineer		70.00/Hr.
Engineer	OFFICE OF THE TOWNSHIP CLERK WILLINGBORO, NEW JERSEY	53.00/Hr.
Project Coordinator		48.00/Hr.
Survey Coordinator		72.00/Hr.
Survey Analyst		35.00/Hr.
Party Chief		50.00/Hr.
Transitman		39.00/Hr.
Rodman		26.00/Hr.
Environmental Scientist		66.00/Hr.
Sanitarian		54.00/Hr.
Sanitarian Technician		25.00/Hr.
Chief Drafter		55.00/Hr.
CAD Drafter		60.00/Hr.
Design Drafter		53.00/Hr.
Drafter		41.00/Hr.
GIS/Mapping Specialist		65.00/Hr.
Planner		58.00/Hr.
Landscape Architect		46.00/Hr.
Recreational Designer		34.00/Hr.
Technical Aide		16.00/Hr.
Chief Inspector		55.00/Hr.
Project Inspector		50.00/Hr.
Inspector		38.00/Hr.
Mileage		0.25/Mile
Meeting Attendance		80.00/Meeting

RESOLUTION NO. 12 - 1992

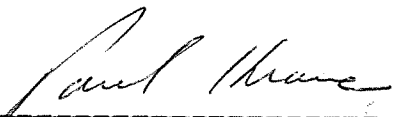
WHEREAS, the New Jersey State Uniform Construction Code provides for fines to be imposed by the Construction Official; and

WHEREAS, Section 21-9.12 of the Revised General Ordinances of the Township of Willingboro provides for the abatement of certain conditions, and Section 21-9.13 provides that the cost of any abatement shall become a lien against real property; and

WHEREAS, the Director of Inspections has cited several properties and has imposed fines and expenses of repair on those properties as per the attached list;

WHEREAS, Section 21-9.13 further provides that the Township Council must, by Resolution, approve the expenses and costs and that they shall thereafter become a lien against the properties listed and shall be collectible as provided by law;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 7th day of January, 1992, that the fines and expenses certified by the Director of Inspections and listed on the attached schedule are hereby approved and certified to the Tax Collector of the Township of Willingboro as liens against the specific properties listed and to draw interest as tax liens as provided by law.

  
\_\_\_\_\_  
PAUL KRANE  
MAYOR

ATTEST:

  
\_\_\_\_\_  
Rhoda Lichtenstadter  
Deputy Township Clerk

# township of Willingboro

MEMO TO: Lenore Stern  
 FROM: Leonard Mason  
 DATE: January 7, 1992  
 SUBJECT: PROPERTY MAINTENANCE VIOLATIONS

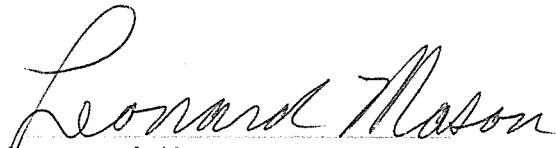
Under the Township's Property Maintenance Ordinance liens have been imposed on properties in amount of \$7,946.00 for the time period of December 3, 1991 thru January 7, 1992.

Under Ordinance 21-9.13 I am placing liens against the following properties.

ADDRESS	BLOCK & LOT	AMOUNT	WORK DONE
47 Middleton	539-37	\$ 2300.00	Reroof
19 Melrose	519-26	1700.00	Reroof
59 Harrington	608-125	40.00	Cut grass
31 Harrington	608-117	40.00	Cut grass
82 Hamilton	602-10	58.00	Cut grass
2 Henderson	621-1	58.00	Cut grass
15 Shawmont	106-5	2725.00	Reroof
44 Pebble	317-13	1025.00	Emergency Hot Water Replacement (partial)

TOTAL 7946.00

Please prepare a resolution for approval of Township Council as required for certification and filing with the Tax Collector.

  
 Leonard Mason  
 Director of Inspections

LM/ba

RESOLUTION NO. 13 - 1992

WHEREAS, Willingboro Township Council, by Resolution No. 104- and No. 131-1991 awarded a contract and approved a change order for Harris Brothers Construction for Roadway repairs; and

WHEREAS, the Engineer has submitted a request for two change orders; 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 7th day of January, 1992 as follows:

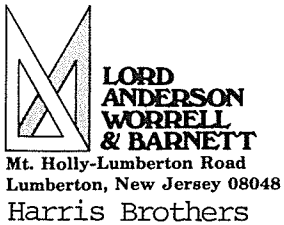
1. Change order No. 2 is for a time extension due to the specification requirement for a winter shutdown. Change order No. 3 adjusts inlet quantities as the Engineer has determined it to be necessary to add an inlet on Pinafore Lane and rebuild two inlets on Pebble Lane. Change order No. 2 does not change the amount. Change order No. 3 has a net increase of \$1,200, for a total of \$1,504,954.30.

2. Copies of this resolution shall be forwarded to the Finance Director, Engineer and Auditor for their information.

  
\_\_\_\_\_  
PAUL KRANE  
MAYOR

ATTEST:

  
\_\_\_\_\_  
Rhoda Lichtenstadter  
Dep. Twp. Clerk



CHANGE ORDER NO. 2

Date 11/18/91

Contractor Harris Brothers

Project No. 91-39-31

Address 1817 Old Mill Rd., P. O. Box 450

Willingboro Township

Belmar, NJ 07719

1991 Roadway Repairs

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. A time extension has been requested due to the "winter shutdown" from December 1st to March 15th according to our specifications - Item No. 9.

Item	Description	Quantity	Unit Price	Amount
------	-------------	----------	------------	--------

Modification to Contract - Time Extension of 77 Days

Original Contract Completion Date - February 15, 1992

"Winter Shutdown" = December 1, 1991 to February 15, 1992 = 77 Days

March 15, 1992 (end of winter shutdown) plus 77 days

New Contract Completion Date = May 31, 1992

Amount of Original Contract .....	\$ <u>1,499,434.30</u>	<u>David W. Barnett</u>	Engineer	Date
Adjusted amount of Contract due to previous Change Orders .....	<u>1,503,754.30</u>	<u>Willingboro Township</u>	Municipality	

Supplemental .....	<u>--</u>			
Extra .....	<u>--</u>	<u>Paul Howe</u>	Mayor	<u>1/9/92</u> Date

Reduction .....

HARRIS BROS. CONSTRUCTION CO., INC.  
Contractor

Adjusted Amount of Contract .....

1,503,754.30

By: [Signature]

Change in Contract .....

.3 %

CONTRACT ADMIN. 12/4/91  
Date





CHANGE ORDER NO. 3

Date 11-19-91

Contractor Harris Brothers Construction  
1817 Old Mill Road  
Address P. O. Box 450  
Belmar, NJ 07719

Project No. 91-39-31  
Willingboro Township  
1991 Roadway Repairs

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. Two inlets on Pebble Lane need to be reconstructed instead of repaired. One extra inlet on Pinafore Lane needs repair.

Item	Description	Quantity	Unit Price	Amount
<u>EXTRA</u>				
17	Reconstruct Inlet	2 UT	800.00	1,600.00
18	Repair Inlet (Pinafore Lane added)	1 UT	400.00	400.00
				2,000.00
<u>REDUCTION</u>				
18	Repair Inlet	2 UT	400.00	800.00

Amount of Original Contract .....	\$ 1,499,434.30	<u>Frank W. Daniel</u>	Engineer	Date
Adjusted amount of Contract due to previous Change Orders .....	1,503,754.30	<u>Willingboro Township</u>	Municipality	
Supplemental .....	--			
Extra .....	2,000.00	<u>Paul Meane</u>	Mayor	<u>1/9/92</u>
Reduction .....	800.00	<u>HARRIS BROS. CONSTRUCTION CO., INC.</u>	Contractor	
Adjusted Amount of Contract .....	1,504,954.30	<u>C. J. Collins</u>	By:	
Change in Contract .....	.4 %	<u>CONTRACT ADMIN.</u>		<u>12/4/91</u>

CERTIFICATE OF AVAILABILITY  
OF FUNDS FOR CONTRACT

I, Joanne Diggs, Treasurer of the Township of Willingboro, being the Chief Financial Officer of the Township of Willingboro, do hereby certify, pursuant to the Rules of The Local Finance Board, that there are -- ~~are not~~ (cross out one) available adequate funds for the proposed contract between the Township of Willingboro and Harris Brothers Construction

The money necessary to fund said contract is in the amount of 1,200 additional <sup>new total</sup> 1,504,757<sup>30</sup> and, upon approval of the contract, the funds shall be charged to the following line item appropriation of account number Roadway/Drainage - Ord 5-1991  
04-0591-D1. These funds are not being certified as being available for more than one pending contract.

UNAC = 339735.03

Joanne M. Diggs  
Joanne Diggs  
Finance Director

cc: Township Solicitor  
Township Auditor

**LORD  
ANDERSON  
WORRELL  
& BARNETT**

CIVIL ENGINEERING AND SURVEYING  
PLANNING, PARKS AND RECREATION

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  
Gary Zube, LS  
Donald J. Bamford, PE  
Ashvin G. Patel, PE

December 10, 1991

*To  
Lenore*

**RECEIVED**

**DEC 19 1991**

OFFICE OF THE TOWNSHIP CLERK  
WILLINGBORO, NEW JERSEY

Willingboro Townships  
Municipal Complex  
One Salem Road  
Willingboro, NJ

Attn: Mrs. Sadi

*1/19 SLD  
Arnold called & he  
said it's o.k. for  
whenever in Jan.!*

ship  
airs  
2 & 3

91-39-31

Dear Mrs. Johnson,

Enclosed please find four (4) copies of Change Order No. 2 and Change Order No. 3 for the above referenced project for Council's consideration.

Change Order No. 2 is a time extension requested due to the specifications requirement for "a winter shutdown". This request is justified and I recommend this change order be executed.

Change Order No. 3 adjusts inlet quantities to meet desired field changes. After inspection we find it necessary to add an inlet on Pinafore Lane and rebuild two inlets on Pebble Lane. I recommend this Change Order be executed.

If you have any questions, please contact me.

Very truly yours,

LORD, ANDERSON, WORRELL & BARNETT

*Arnold W. Barnett*

Arnold W. Barnett

AWB:bhm

enc.