

## Public Agenda – December 21, 2021

### Attention

Attached Is the Township Council packet. This packet is posted online as a courtesy to the public.

Please take note that packets are generally posted the Monday prior to the Tuesday meeting. If there are any changes additions or deletions made between the time of the packet posting and the meeting, same may not be reflected within this packet.

Subsequent to the packet posting, should you require additional information or a copy of a public document that is the subject of the meeting that was not available at the time of the packet posting, but is available prior to the meeting, you may contact the Township Clerk's office via email at [bbligen@willingboronj.gov](mailto:bbligen@willingboronj.gov) or by calling 609.877.2200 x1028.

Subsequent to the Council meeting, you may request documents by filing an Open Public Records Act (OPRA) request. You may obtain an OPRA form by going to the Township's website, [www.willingboronj.gov](http://www.willingboronj.gov), and typing OPRA in the search engine. Once you complete the online form and click SUBMIT, your request is automatically forwarded to the Township Clerk for response (within seven (7) business days).

Thank you,

Brenda Bligen, MBA  
Acting Township Clerk

**WILLINGBORO TOWNSHIP COUNCIL MEETING AGENDA  
December 21, 2021**

**To Join Zoom Meeting.**

1. Type in the address bar: <https://zoom.us>
2. Click "Join Meeting" on the top menu bar
3. Meeting ID: 953 6953 7139
4. Password: 531748

**7:00 PM**

**Call to order**

**Roll Call**

**Prayer**

**Muhamad Bakarr, Former President, Willingboro Education Circle**

**Flag Salute**

**Statement**

**CUSTODIAL HEARING** (Divine Professional Cleaning)

**PROCLAMATION**

**Kwanzaa**

**ORDINANCE**

**ORD 2021 – 14**

**TABLED- Nov 23: PUBLIC HEARING/FINAL READING:** AN ORDINANCE AUTHORIZING AMENDMENTS TO THE TOWNSHIP OF WILLINGBORO MUNICIPAL CODE BOOK TO AMEND CHAPTER 150 ENTITLED "FEES" (2<sup>ND</sup> Trash Carts)

**ORD 2021 - 17**

AN ORDINANCE AUTHORIZING AMENDMENTS TO THE TOWNSHIP OF WILLINGBORO MUNICIPAL CODE BOOK TO AMEND CHAPTER 127 ENTITLED "CANNABIS LICENSING AND OPERATING"

**RESOLUTION**

**Res 2021 – 158**

**TABLE – Nov 23:** RESOLUTION AUTHORIZING THE TOWNSHIP OF WILLINGBORO TO ENTER INTO AN AGREEMENT WITH SCHAEFER SYSTEMS INTERNATIONAL, INC A CONTRACTED PARTICIPANT IN THE HOUSTON – GALVESTON AREA COUNCIL OF GOVERNMENTS (HGACBUY) COOPERATIVE CONTRACT NUMBER #RC01-21

**Res 2021 – 206**

**TABLED Dec 21** A RESOLUTION AWARDDING A CONTRACT TO SHORE SYSTEMS FOR THE REMOVAL OF CONSTRUCTION MATERIAL FROM THE JOSEPH A. MCGINLEY ELEMENTARY SCHOOL

**Res 2021 – 210**

**TABLED Dec 21** -RESOLUTION FOR THE BUDGET TRANSFER OF THE TOWNSHIP OF THE WILLINGBORO TO MEET THE REQUIREMENT FOR OPERATING THE AFFAIRS OF THE TOWNSHIP

**Res 2021 – 213**

A RESOLUTION APPOINTING DWAYNE M. HARRIS AS TOWNSHIP MANAGER

**WILLINGBORO TOWNSHIP COUNCIL MEETING AGENDA**  
**December 21, 2021**

- Res 2021 – 214**      *RESOLUTION APPROVING CHANGE ORDER NO. 1 SOLID WASTE COLLECTION AND DISPOSAL CONTRACT REPUBLIC SERVICES*
- Res 2021 – 215**      *RESOLUTION APPOINTING REGISTRAR OF VITAL STATISTICS*  
**Res 2021 – 216**      *RESOLUTION TO RENEW SOUTHERN NEW JERSEY REGIONAL EMPLOYEE BENEFITS FUND (Dental only)*
- Res 2021 – 217**      *RESOLUTION TO RENEW SOUTHERN NEW JERSEY REGIONAL EMPLOYEE BENEFITS FUND*
- Res 2021 – 218**      *AUTHORIZING THE AWARD OF A CONTRACT TO ACB SERVICES FOR CUSTODIAN CLEANING SERVICES*

**Minutes**

**MUNICIPAL UPDATE**

*Website demonstration to Council and the public*  
*Detailed Budget presentation*

**MUNICIPAL CLERK UPDATE**

*2022 Reorganization Agenda*

**UNFINISHED BUSINESS**

*Weiss development*

**NEW BUSINESS**

**PUBLIC COMMENT**

**COUNCIL COMMENT**

**Res 2021 – 201**      *RESOLUTION AUTHORIZING EXECUTIVE SESSION (Attorney-Client Privilege)*

- *Personnel*
- *Professionals*

**ADJOURNMENT**

**ALL BUSINESS ITEMS ARE TENTATIVE, PENDING THE REVIEW AND APPROVAL OF THE LAW DEPARTMENT**

**TOWNSHIP OF WILLINGBORO**

**ORDINANCE NO. 2021 - 17**

**AN ORDINANCE AUTHORIZING AMENDMENTS TO THE TOWNSHIP OF  
WILLINGBORO MUNICIPAL CODE BOOK TO AMEND CHAPTER 127 ENTITLED  
“CANNABIS LICENSING AND OPERATING”**

**WHEREAS**, the Township of Willingboro has determined that the Willingboro Township Code requires an amendment under Chapter 127, entitled “Cannabis Licensing and Operating”

**WHEREAS**, the purpose of this amendment is to add a new sub-section to include businesses owned by veterans as those eligible to receive a reduction of the annual registration fee; and

**WHEREAS**, the Mayor and Council for the Township now desire to amend said Chapter to add veteran owned businesses to the class of businesses eligible to receive reduced annual registration fees; and

**NOW, THEREFORE, BE IT ORDAINED**, by the Mayor and the Council of the Township of Willingboro, County of Burlington and State of New Jersey that the Township of Willingboro Municipal Code Book shall be amended to reflect Chapter as follows:

The Township of Willingboro Municipal Code Book shall, in pertinent part, be amended as follows:

Chapter 127. Section 7 B(7)(b)

(6) Any business that can provide proof that a veteran maintains at least 50% ownership in the business shall be entitled to a 25% reduction of the licensure fee and annual registration fee, or remaining fee if a reduction has already been applied under this section.

RESOLUTION 2021 - 210

RESOLUTION FOR THE BUDGET TRANSFER OF THE TOWNSHIP OF THE WILLINGBORO TO  
MEET THE REQUIREMENT FOR OPERATING THE AFFAIRS OF THE TOWNSHIP

WHEREAS, there are certain budget appropriations of the Township of Willingboro which are insufficient to meet the requirements for the operating affairs of the Township; and

WHEREAS, there are other 2021 budget appropriations where there are unexpected balances which will not be needed for such purposes; and

WHEREAS, the Revised Statutes 40A:4-58 provide for such transfers from such accounts that have unexpended balances to those accounts which have insufficient balances.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro assembled in the public session this 21st day of December 2021 that the following transfers be made as attached hereto.

BE IT FURTHER RESOLVED that certified copies of this resolution be provided to the Finance Director and the auditor for their information.

Attest:

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Brenda Bligen  
Acting Municipal Clerk

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Dr. Tiffani Worthy, Mayor

**2021 Transfers**

<u>Description</u>	<u>Acct #</u>	<u>To</u>	<u>From</u>
<b><u>Transfer In/Needed:</u></b>			
Technology	1-01-20-100-103-000	\$33,000.00	
Tax Collection	1-01-20-145-000-011	\$3,000.00	
Street Light Other Expenses	1-01-31-435-000-020	\$ 55,000.00	
Landfill/Waste	1-01-32-465-000-172	\$ 34,000.00	
Garbage & Trash-Contractual	1-01-26-305-001-001	\$40,000.00	
<b><u>Transfer Out/Available:</u></b>			
Town Manager	1-01-20-100-101-011		\$ 33,000.00
Social Security	1-01-36-472-000-020		\$ 42,000.00
Public Safety	1-01-25-240-241-011		\$90,000.00
		<b>\$ 165,000.00</b>	<b>\$ 165,000.00</b>

**RESOLUTION NO. 2021- 214**

**RESOLUTION APPROVING CHANGE ORDER NO. 1**

**SOLID WASTE COLLECTION AND DISPOSAL CONTRACT**

**REPUBLIC SERVICES**

**WHEREAS**, upon the recommendation of the Township’s Manager, a copy of which is attached, the Township has determined that Change Order No.1 for the Townships’ Solid Waste Collection and Disposal Contract is necessary in order to adjust for the provision of additional and unanticipated waste hauling and disposal services, and for the payment of related contract costs; and

**WHEREAS**, the Township has determined that Change Order No. 1 is necessary in order to ensure the timely and efficient collection of municipal solid waste throughout the Township, and to promote the public health and safety for all residents of Willingboro Township; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council for the Township of Willingboro, County of Burlington, New Jersey, that:

1. Change Order No. 1 for 1 for the Townships’ Solid Waste Collection and Disposal Contract, the terms of which are set forth in the attached Exhibit “A”, and which shall be incorporated into the Contract, be and is hereby approved. The adjusted total contract price will not exceed 20% of the original contract price, and there is no time extension associated with this Change Order. A Certificate of Availability of Funds is attached to, and made part of, this Resolution.

2. Pursuant to N.J.A.C. 5:30-5.4(a)(2), the maximum dollar value of this change order is \$838,988.00, and the Contract will be charged against line item appropriation of the Township’s official budget.

Dated: December 21, 2021

WILLINGBORO TOWNSHIP

Attest:

\_\_\_\_\_  
Dr. Tiffani A. Worthy, Mayor

\_\_\_\_\_  
Brenda Bligen, Acting Township  
Clerk

TOWNSHIP OF WILLINGBORO  
CONTRACT NO. \_\_\_\_  
CHANGE ORDER NO. 1

By the terms of this Change Order No. 1, to the Township's Contract No. \_\_\_\_ with Republic (formal name) ("Republic"), for the collection of municipal solid waste, the Township and Republic hereby agree as follows:

1. Change Order No. 1 shall be effective on January 1, 2022, and shall remain effective through the end of the term of Contract No. \_\_\_\_\_; and
2. The Township will purchase additional collection carts directly through Schafer Cart Systems; and
3. Republic Services will secure the additional purchased carts from the Township's inventory and subsequently deliver and register the additional trash carts on the 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month, thereby providing Republic Services the ability to promptly and accurately log the trash cart into their database for collection; and
4. Republic shall provide directions that shall be approved by the Township for the collection of additional trash carts; and
5. When the number of additional carts reaches 250, the Township and Republic shall meet to discuss balancing of the distribution of total carts per zone or district; and
6. Republic will provide 30 cubic yard roll-offs for the collection of additional bulk waste, at the bid price of \$200 per haul; and
7. At the option of the Township, Republic Services shall provide the Township with the use of Republic's Transfer Station, located at 4100 Church Road in Mount Laurel Township, for use by rear-load trucks for the disposal of type 13 and 13C bulk waste, as well as for use by roll-off trucks per the following fee schedule.

Type 13 waste, @ \$86.00 per ton  
Type 13C waste, @ \$97.00 per ton

8. Republic Services will invoice the Township per the schedule below:

**COMMENCING JANUARY 1, 2022 AND TERMINATING MAY 31, 2024**

<b>CONTRACT YEAR</b>	<b>MONTHLY COLLECTION COST PER ADDITIONAL CART (1 additional cart per household)</b>
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Year 1 – 1/1/22-5/31/22

\$10.00 per month, per household



Year 2 – 6/1/22-5/31/23 \$10.35 per month, per household

Year 3 – 6/1/23-5/31/24 \$10.72 per month, per household

**OPTION YEAR**

Year 4 – 6/1/24-5/31/25 \$11.10 per month, per household

Option Year

Year 2 – 6/1/25-5/31/26 \$10.49 per month, per household

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Type 13 \$86.00 per ton

Type 13C \$97.00 per ton

**\*If the roll off trucks are utilizing The Transfer Facility Republic Services will invoice the Township for disposal plus the price per haul (contained within the bid submission)**

**\*If the rear load trucks for bulk are coming in Republic would only invoice for disposal only.**

**RESOLUTION NO. 2021- 215**

**RESOLUTION APPOINTING REGISTRAR OF VITAL STATISTICS**

**WHEREAS**, the Township of Willingboro has a need for a Registrar of Vital Statistics; and

**WHEREAS**, Brenda Bligen is qualified to provide such service as evidenced by the attached certification; and

**WHEREAS**, it is the intention of Council to appoint Brenda Bligen to be the Registrar of Vital Statistics, effective December 22, 2021.

**NOW THEREFORE, BE IT RESOLVED**, on this 21<sup>st</sup> day of December, 2021, in open public session, by the Township Council of the Township of Willingboro that Brenda Bligen be and is hereby appointed as Registrar of Vital Statistics, for a term of three years, from December 22, 2021 to expire on December 21, 2024.

Attest:

\_\_\_\_\_  
Brenda Bligen, Acting Township Clerk

\_\_\_\_\_  
Tiffani A. Worthy, Mayor

**RESOLUTION NO. 2021 216**

**RESOLUTION TO RENEW SOUTHERN NEW JERSEY REGIONAL  
EMPLOYEE BENEFITS FUND (DENTAL ONLY)**

**WHEREAS**, a number of public entities in the State of New Jersey have joined together to form the **Southern New Jersey Regional Employee Benefits Fund**, hereafter referred to as "FUND", as permitted by N.J.S.A. 11:15-3, 17:1-8.1, and 40A:10-36 et seq., and;

**WHEREAS**, the FUND was approved to become operational by the Departments of Insurance and Community Affairs and has been operational since that date, and;

**WHEREAS**, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a FUND;

**WHEREAS**, the governing body of \_\_\_\_\_, hereinafter referred to as "LOCAL UNIT" has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the LOCAL UNIT hereby agrees as follows:

- i. Become a member of the FUND for the period outlined in the LOCAL UNIT's Indemnity and Trust Agreements.
- ii. Will participate in the following type (s) of coverage (s):
  - a.) Dental Insurance as defined pursuant to N.J.S.A. 17B:17-4, the FUND's Bylaws, and Plan of Risk Management.
- iii. Adopts and approves the FUND's Bylaws.
- iv. Execute an application for membership and any accompanying certifications.

**BE IT FURTHER RESOLVED** that the governing body of the LOCAL UNIT is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the FUND as required by the FUND's Bylaws, and to deliver these documents to the FUND's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the LOCAL UNIT by the FUND.
- ii. Receipt from the LOCAL UNIT of a Resolution accepting assessment.
- iii. Approval by the New Jersey Department of Insurance and Department of Community Affairs.

**ADOPTED:** \_\_\_\_\_  
Date

**BY:** \_\_\_\_\_

**ATTEST:** \_\_\_\_\_

**RESOLUTION NO. 2021 -217**

**RESOLUTION TO RENEW SOUTHERN NEW JERSEY REGIONAL  
EMPLOYEE BENEFITS FUND**

**WHEREAS**, a number of public entities in the State of New Jersey have joined together to form the **Southern New Jersey Regional Employee Benefits Fund**, hereafter referred to as "FUND", as permitted by N.J.S.A. 11:15-3, 17:1-8.1, and 40A:10-36 et seq., and;

**WHEREAS**, the FUND was approved to become operational by the Departments of Insurance and Community Affairs and has been operational since that date, and;

**WHEREAS**, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a FUND;

**WHEREAS**, the governing body of \_\_\_\_\_, hereinafter referred to as "LOCAL UNIT" has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the LOCAL UNIT hereby agrees as follows:

- i. Become a member of the FUND for the period outlined in the LOCAL UNIT's Indemnity and Trust Agreements.
- ii. Will participate in the following type (s) of coverage (s):
  - a.) Health Insurance and/or Prescription Insurance and/or Dental Insurance as defined pursuant to N.J.S.A. 17B:17-4, the FUND's Bylaws, and Plan of Risk Management.
- iii. Adopts and approves the FUND's Bylaws.
- iv. Execute an application for membership and any accompanying certifications.

**BE IT FURTHER RESOLVED** that the governing body of the LOCAL UNIT is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the FUND as required by the FUND's Bylaws, and to deliver these documents to the FUND's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the LOCAL UNIT by the FUND.
- ii. Receipt from the LOCAL UNIT of a Resolution accepting assessment.
- iii. Approval by the New Jersey Department of Insurance and Department of Community Affairs.

**ADOPTED:** \_\_\_\_\_  
Date

**BY:** \_\_\_\_\_

**ATTEST:** \_\_\_\_\_

**RESOLUTION 2021 - 218**

**AUTHORIZING THE AWARD OF A CONTRACT TO ACB SERVICES  
FOR CUSTODIAN CLEANING SERVICES**

**WHEREAS**, the Township has determined that there is a need for cleaning services at various Township owned buildings; and

**WHEREAS**, a notice of advertisement for bids and an invitation to bid were prepared and advertised in accordance with the Local Public Contracts Law; and

**WHEREAS**, sealed bids were opened and read on November 30, 2021 in accordance with the requirements of the Local Public Contracts Law; and

**WHEREAS**, three (4) bids were received as follows:

<b>Contractors</b>	<b>Bid Amount</b>
Able Facility Solutions.	\$489,030.60
Maverick Building Services	\$477,040.22
ACB Services	\$385,472.16
Divine Professional Cleaning	\$308,776.33

**WHEREAS**, the Township Manager, after reviewing the bid proposal packages and the recommendations of the Maintenance Superintendent, recommends that the Township award the contract to ACB Services in the amount of \$385,472.16; and

**WHEREAS**, the apparent low bidder, Divine Professional Cleaning, was not selected for the award due to performance issues in the prior contract term; and

**WHEREAS**, funds are available to make such purchase or acquisition and have been certified as such by the Chief Finance Officer, said certification being attached to the Resolution.

**NOW THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Willingboro, County of Burlington, State of New Jersey as follows:

1. An award of the contract for Custodian Cleaning Services is hereby made to ACB Services as the lowest responsible bidder in the amount of \$385,472.16.
2. The Mayor is hereby authorized to execute a form of Contract for Goods and Services referenced herein and made a part of this award of contract as well as any non-substantive modifications thereto and related constituent documents.
3. The Township Clerk is directed to forward a copy of this Resolution to ACB Services.



# **PROCLAMATION IN HONOR OF KWANZAA**

WHEREAS, Willingboro Township joins to celebrate Kwanzaa, an observance honoring the values of family, community, and culture; Kwanzaa Week was first established by Dr. Maulana Karenga, Professor of Africana Studies at California State University, Kwanzaa is celebrated from December 26th - January 1st with each of the seven days including and reinforcing one of the Nguzo Saba, or Seven Principles; and

WHEREAS, the Nguzo Saba stands at the heart of the origin and meaning of Kwanzaa, and these values serve as the building blocks that strengthen the sense of community; and help unify communities; and

WHEREAS Kwanzaa translates to “first fruits of the harvest” in Swahili and each principle is often referred to by its Swahili translation: Umoja (Unity), Kujichagulia (Self-Determination), Ujima (Collective Work & Responsibility), Ujamaa (Cooperative Economics), Nia (Purpose), Kuumba (Creativity), and Imani (Faith); and

WHEREAS, Kwanzaa is celebrated by lighting a kinara or candle holder that has seven candles, with each candle representing one of the seven principles; and the official flag and colors of Kwanzaa are Black, Red, and Green, which represent the People, their Struggle, and the Future and Hope that comes from their struggle, respectively; and

WHEREAS, Willingboro Township acknowledges the valuable contributions that African Americans make to strengthen our society and contribute to our community and share in the spirit of Kwanzaa. We reflect upon the Kwanzaa values and symbols that have universal meaning for people worldwide, all of whom are strengthened by the common sense of unity and hope which communities are built and thrive; and

WHEREAS, we wish everyone the very best during this year’s observance of Kwanzaa and encourage celebrating these principles 365 days of the year in the spirit of community and unity;





# PROCLAMATION IN HONOR OF KWANZAA

NOW, THEREFORE, BE IT RESOLVED that I, Dr. Tiffani Worthy, Mayor of Willingboro Township, do hereby proclaim December 26th - January 1st as "Kwanzaa Week" in Willingboro.

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Dr. Tiffani Worthy, Mayor

*In Witness whereof I  
Hereunto Set My Hand  
and Seal of Willingboro  
Township this 21st day  
of December 2021*