

Public Agenda – February 15, 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 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, 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
February 15, 2022

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 Pastor-Elect Reverend Cassius L. Rudolph, Pastor of Saints' Memorial Community Church

Flag Salute

Statement

PROCLAMATION

- *Public Safety – Willingboro Firefighters*

WMUA UPDATE

- *Acting Executive Director – Mr. D. Diggs*

MUNICIPAL CLERK HIGHLIGHTS

- *Liquor Licenses*
- *Granicus, Konica, Digital Storage*

MANAGER'S MUNICIPAL UPDATE

- *Service Line Warranties of America (SLWA)-Presentation*
- *Resolution/Ordinance Overview*

PUBLIC COMMENT – AGENDA ITEMS ONLY – 2 MINUTES

ORDINANCE

Ord 2021 – 1

ORDINANCE OF THE TOWNSHIP OF WILLINGBORO, IN THE COUNTY OF BURLINGTON, NEW JERSEY PROVIDING FOR THE RE-APPROPRIATION OF \$153,760.21 IN UNUSED DEBT AUTHORIZATIONS NOT NEEDED FOR THEIR ORIGINAL PURPOSES IN ORDER TO PROVIDE FOR OTHER PURPOSES AS LISTED BELOW

RESOLUTION

Res 2022 – 32

RESOLUTION AUTHORIZING INTERLOCAL SERVICES AGREEMENT BETWEEN THE BURLINGTON COUNTY SOIL CONSERVATION DISTRICT AND WILLINGBORO TOWNSHIP FOR STORMWATER MANAGEMENT FACILITY INSPECTION & OTHER RELATED SERVICES

Res 2022 – 33

REDEMPTION IN INSTALLMENTS MUNICIPAL LIEN 17-00003

Res 2022 – 34

REDEMPTION IN INSTALLMENTS MUNICIPAL LIEN 17-00004

Res 2022 – 35

RESOLUTION AUTHORIZING THE CANCELLATION OF REMAINING BALANCES ON PRIOR COMPLETED AWARDED CONTRACTS

Res 2022 – 36

RESOLUTION RE-APPOINTING AN ACTING MUNICIPAL CLERK AND FIXING THE COMPENSATION OF THE ACTING MUNICIPAL CLERK IN ACCORDANCE WITH THE SALARY ORDINANCE OF THE TOWNSHIP OF WILLINGBORO

WILLINGBORO TOWNSHIP COUNCIL MEETING AGENDA

February 15, 2022

*Res 2022- 37 RESOLUTION AUTHORIZING LIQUOR LICENSE RENEWAL – SACRED
HEART COUNCIL #5337 KNIGHTS OF COLUMBUS*

*Res 2022 -38 RESOLUTION AUTHORIZING LIQUOR LICENSE RENEWAL – FOSTER MILITARY
LODGE NO. 67*

Approval of the JIF Personnel Policies and Employee Handbook

MINUTES

MUNICIPAL CLERK UPDATE

UNFINISHED BUSINESS

Boards and Commission Appointments

Boards and Commissions Oath of Office – Township Clerk Office

Performance Evaluation Update – Township Manager and Township Clerk

NEW BUSINESS

PUBLIC COMMENT

COUNCIL COMMENT

Res 2022 - 39 RESOLUTION AUTHORIZING EXECUTIVE SESSION

ADJOURNMENT

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

ORDINANCE 2022 - 1

ORDINANCE OF THE TOWNSHIP OF WILLINGBORO, IN THE COUNTY OF BURLINGTON, NEW JERSEY PROVIDING FOR THE RE-APPROPRIATION OF \$153,760.21 IN UNUSED DEBT AUTHORIZATIONS NOT NEEDED FOR THEIR ORIGINAL PURPOSES IN ORDER TO PROVIDE FOR OTHER PURPOSES AS LISTED BELOW

BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO, IN THE COUNTY OF BURLINGTON, NEW JERSEY (not less than Two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section1. Pursuant to N.J.S.A. 40A:2-39 , it is hereby determined that certain debt authorizations in the aggregate amount of \$153,760.21 provided for in the various ordinances listed below are no longer needed for the purposes referenced therein. The Township of Willingboro, in the County of Burlington, New Jersey (the "Township") desires, therefore, to re-appropriate the following debt authorizations:

Ordinance Number	Improvement Description and Date of Adoption	Amount to be Re-appropriated
2018-5	Acquisition of Signs Town center & Security System	\$2,232.00
2019-5	Audio & Visual Equipment-Network	\$9,211.04
2021-9	Acquisition Sweeper, Mowers & related expenditures	\$112,817.17
2020-12	Library Overhang	\$29,500.00

(Continued)

Section 2. The aggregate amount of \$153,760.21 described in Section 1 hereof and -made available pursuant to N.J.S.A. 40A:2-39 are hereby re-appropriated to provide for the following:

Purpose	Appropriation & Estimated Costs	Period of Usefulness
Acquisition of Server & related Technology Equipment	\$11,443.04	5 years
Acquisition of Leaf Vacuum	\$112,817.17	15 years
JFK-Replace exterior trim/fascia painting	\$29,500.00	10 years

Section 3. The Township hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 4. This ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

<i>Councilmember</i>	<i>Motion</i>	<i>2nd</i>	<i>Yea</i>			
<i>Councilman Anderson</i>						
<i>Councilwoman Perrone</i>						
<i>Councilwoman Worthy</i>						
<i>Deputy Mayor Whitfield</i>						
<i>Mayor McIntosh</i>						

Attest:

Kaya McIntosh
Mayor

Brenda Bligen, MBA, CMR
A., Township Clerk

Township of Willingboro

Resolution 2022-32

RESOLUTION AUTHORIZING INTERLOCAL SERVICES AGREEMENT BETWEEN THE BURLINGTON COUNTY SOIL CONSERVATION DISTRICT AND WILLINGBORO TOWNSHIP FOR STORMWATER MANAGEMENT FACILITY INSPECTION & OTHER RELATED SERVICES

WHEREAS per requirements in the federal Clean Water Act, the NJ Department of Environmental Protection, Division of Water Monitoring and Standards requires Municipalities to prepare a biennial Integrated Water Quality Assessment Report which documents whether the surface waters in the Municipality meet assigned NJDEP surface water quality standards, and consequently support their designated uses; and

WHEREAS the Burlington County Soil Conservation District (“District”) can provide the necessary services to inventory and inspect for maintenance issues stormwater management facilities and stormwater outfalls located within the Municipality; and

WHEREAS the Township Manager and Director of Public Works deems it to be in the best interest for Willingboro to have the District provide such services; and

WHEREAS the District and the Municipality have the legal authority to enter into this agreement, pursuant to N.J.S.A. 40A:65-1 et seq.

NOW, THEREFORE, BE IT RESOLVED in consideration of the mutual promises, covenants, and agreements contained in the proposed Interlocal Service Agreement between the Township of Willingboro and Burlington County Soil Conservation District, the Township Council authorizes the Manager to execute the said agreement for the inspection of Stormwater Management facilities and other services related to the MS4 Permit renewal, in an amount not to exceed \$5,000.00

Councilmember	Motion	2 nd	Yea	Nay	Abstain	Absent
Councilman Anderson						
Councilwoman Perrone						
Councilwoman Worthy						
Deputy Mayor Whitfield						
Mayor McIntosh						

Attest:

Kaya McIntosh
Mayor

Brenda Bligen, MBA, CMR
A., Township Clerk

RESOLUTION NO. 2022 - 33

REDEMPTION IN INSTALLMENTS
MUNICIPAL LIEN 17-00003

WHEREAS, the Township of Willingboro holds Tax Sale Certificate #17-00003 and the amount required to redeem totals \$65,270.57 including interest to February 15, 2022, on property owned by Pitman Realty LLC, located at Ironside Court (Block 13, Lot 8.25); and,

WHEREAS, the owner of record has requested installment payments to redeem said property; and

WHEREAS, N.J.S.A. 54:5-65, et. seq. authorizes such installment payments,

NOW, THEREFORE, BE IT RESOLVED, that the Tax Collector, is hereby authorized and directed to accept installment payments in redemption of said arrears and accrued interest in accordance with the following schedule:

- (A) Payment to be made by February 15, 2022, of \$15,000, and the second payment to be made by February 16, 2022 of \$2,987.54, which amount includes the 1st quarterly installment of taxes.
- (B) Twenty-four (24) equal monthly installments sufficient to pay the balance of \$42,948.74 waiving the interest of \$22,321.83 within two years of the date of this Agreement, said amount being \$1,175.35 monthly commencing on March 1, 2022.
- (C) Default in any installment payment terminates this Agreement and subjects the property to foreclosure action;
- (D) All taxes charges not yet due shall be regularly and promptly made in addition to the payments set forth above.

<i>Councilmember</i>	<i>Motion</i>	<i>2nd</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Absent</i>
<i>Councilman Anderson</i>						
<i>Councilwoman Perrone</i>						
<i>Councilwoman Worthy</i>						
<i>Deputy Mayor Whitfield</i>						
<i>Mayor McIntosh</i>						

Kaya McIntosh, Mayor

Attest:

Brenda Bligen, MBA, CMR, RMC
Township Clerk

RESOLUTION NO. 2022 - 34

REDEMPTION IN INSTALLMENTS
MUNICIPAL LIEN 17-00004

WHEREAS, the Township of Willingboro holds Tax Sale Certificate #17-00004 and the amount required to redeem totals \$67,596.42 including interest to February 1, 2022, on property owned by Pitman Realty LLC, located at Bev-Rancocas Road (Block 13, Lot 8.26); and,

WHEREAS, the owner of record has requested installment payments to redeem said property; and

WHEREAS, N.J.S.A. 54:5-65, et. seq. authorizes such installment payments,

NOW, THEREFORE, BE IT RESOLVED, that the Tax Collector, is hereby authorized and directed to accept installment payments in redemption of said arrears and accrued interest in accordance with the following schedule:

- (A) Payment to be made by February 15, 2022, of \$15,000, and the second payment to be made by February 16, 2022 of \$3,052.47, which amount includes the 1st quarterly installment of taxes.
- (B) Twenty-four (24) equal monthly installments sufficient to pay the balance of \$43,208.48 waiving the interest of \$24,387.94 within two years of the date of this Agreement, said amount being \$1,175.35 monthly commencing on March 10, 2022.
- (C) Default in any installment payment terminates this Agreement and subjects the property to foreclosure action;
- (D) All taxes charges not yet due shall be regularly and promptly made in addition to the payments set forth above.

Councilmember	Motion	2 nd	Yea	Nay	Abstain	Absent
Councilman Anderson						
Councilwoman Perrone						
Councilwoman Worthy						
Deputy Mayor Whitfield						
Mayor McIntosh						

Attest:

Kaya McIntosh
Mayor

Brenda Bligen, MBA, CMR
A., Township Clerk

TOWNSHIP OF WILLINGBORO

RESOLUTION 2022 - 36

RESOLUTION RE-APPOINTING AN ACTING MUNICIPAL CLERK AND FIXING THE COMPENSATION OF THE ACTING MUNICIPAL CLERK IN ACCORDANCE WITH THE SALARY ORDINANCE OF THE TOWNSHIP OF WILLINGBORO

WHEREAS, the previous Township of Willingboro (the "Township") Municipal Clerk retired December 1, 2020; and

WHEREAS, the Department of Community Affairs has granted the Township permission to re-appoint Ms. Brenda Bligen to a second, one year term; and

WHEREAS, the Township Council seeks to reappoint Ms. Brenda Bligen, Acting Municipal Clerk to the position of the Township Municipal Clerk; and

NOW, THEREFORE, BE IT RESOLVED, on this 15th day of February 2022, in open public session by the Township Council of the Township of Willingboro, County of Burlington, State of New Jersey, that, in accordance with N.J.S.A. 40A:9-133(c), Brenda Bligen is hereby appointed Acting Municipal Clerk effective December 1, 2021.

BE IT FURTHER RESOLVED, that Brenda Bligen shall be compensated in accordance with the Willingboro Township Salary Ordinance; and

BE IT FURTHER RESOLVED, that a certified copy of this Resolution shall be provided to Brenda Bligen, the Township Manager, the Township Solicitor, and the Chief Financial Officer

<i>Councilmember</i>	<i>Motion</i>	<i>2nd</i>	<i>Yea</i>	<i>Nay</i>	<i>Recuse</i>	<i>Abstain</i>	<i>Absent</i>
<i>Councilman Anderson</i>							
<i>Councilwoman Perrone</i>							
<i>Councilwoman Worthy</i>							
<i>Deputy Mayor Whitfield</i>							
<i>Mayor McIntosh</i>							

Attest:

Kaya T. McIntosh
Mayor

Brenda Bligen, MBA
Acting Township Clerk

RESOLUTION AUTHORIZING LIQUOR LICENSE RENEWAL – SACRED HEART COUNCIL #5337 KNIGHTS OF COLUMBUS

WHEREAS, the Liquor License renewal application of Sacred Heart Council #5337 Knights of Columbus (“Knights of Columbus”), for liquor license # 0338-31-003-002 has been submitted and is complete in all respects; and

WHEREAS, the N.J. Division of Alcoholic Beverage Control has issued a Special Ruling dated August 25, 2021, for renewal of this liquor license for the 2020-2021 license terms and the Township Council concurs with the N.J. Division of ABC ruling; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, County of Burlington, assembled in public session this 15th day of February, 2022 that the Liquor License of the Knights of Columbus is renewed for the 2021-2022 license term

BE IT FURTHER RESOLVED, that the Township Clerk is hereby authorized to issue and deliver such renewal licenses, upon proper receipt therefore: 0338-31-003-002 - Sacred Heart Council #5337 Knights of Columbus

BE IT FURTHER RESOLVED, that the Township Clerk is hereby directed to transmit a certified true copy of this resolution to the Director of the Division of Alcoholic Beverage Control.

Councilmember	Motion	2 nd	Yea	Nay	Abstain	Absent
Councilman Anderson						
Councilwoman Perrone						
Councilwoman Worthy						
Deputy Mayor Whitfield						
Mayor McIntosh						

ATTEST

Brenda Bligen, MBA
A., Township Clerk

Kaya T. McIntosh
Mayor

**RESOLUTION AUTHORIZING LIQUOR LICENSE RENEWAL – FOSTER
MILITARY LODGE NO. 67**

WHEREAS, the Liquor License renewal application of Foster Military Lodge No. 67, for liquor license # 0338-31-004-001 has been submitted and is complete in all respects; and

WHEREAS, the N.J. Division of Alcoholic Beverage Control has issued a Special Ruling dated September 24, 2021, for renewal of this liquor license for the 2020-2021 license terms and the Township Council concurs with the N.J. Division of ABC ruling; and

NOW, THEREFORE, BE IT RESOLVED, on 15th day of February 2022, by the Township Council of the Township of Willingboro, County of Burlington, that the Liquor License of the Foster Military Lodge No. 67 is renewed for the 2020-2021 license term; NUNC- PRO –TUNC July 1 2020 – Jun 30, 2021; and

BE IT FURTHER RESOLVED, that the Township Clerk is hereby authorized to issue and deliver such renewal licenses, upon proper receipt therefore: # 0338-31-004-001 - Foster Military Lodge no 67

BE IT FURTHER RESOLVED, that the Township Clerk is hereby directed to transmit a certified true copy of this resolution to the Director of the Division of Alcoholic Beverage Control.

Councilmember	Motion	2 nd	Yea	Nay	Abstain	Absent
Councilman Anderson						
Councilwoman Perrone						
Councilwoman Worthy						
Deputy Mayor Whitfield						
Mayor McIntosh						

Kaya T. McIntosh
Mayor

Brenda Bligen, MBA
Acting Township Clerk