

Public Agenda – March 15, 2022

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
March 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
Flag Salute
Statement

MANAGER'S MUNICIPAL UPDATE

PUBLIC COMMENT – AGENDA ITEMS ONLY – 2 MINUTES

ORDINANCE

Ord 2022 – 1

TABLED APRIL 5, 2022 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

Ord 2022 – 2

PUBLIC HEARING/FINAL READING - ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK

RESOLUTION

Res 2022 – 56

AUTHORIZING THE CREATION OF A PLAN ENDORSEMENT CITIZENS' ADVISORY COMMITTEE

Res 2022 – 57

RESOLUTION AUTHORIZING ASC PAYMENT PLAN AGREEMENT FOR WILLINGBORO TOWN CENTER URBAN RENEWAL SOUTH, LLC

Res 2022 – 58

A RESOLUTION AUTHORIZING AN INCREASE IN THE CONTRACT AMOUNT OF PENNONI AS TOWNSHIP ENGINEER

Res 2022 – 59

TRANSFER OF APPROPRIATION RESERVES

Res 2022 – 60

REFUND OF OVERPAYMENT OF TAXES

Res 2022 – 62

GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE FISCAL GRANT CYCLE OCTOBER 2020-JUNE 2025

WILLINGBORO TOWNSHIP COUNCIL MEETING AGENDA
March 15, 2022

MUNICIPAL CLERK UPDATE

UNFINISHED BUSINESS

NEW BUSINESS

- **Budget Discussions**
Police/Public Safety
Fire
Inspections

PUBLIC COMMENT

COUNCIL COMMENT

Res 2022 – 61 RESOLUTION AUTHORIZING EXECUTIVE SESSION

ADJOURNMENT

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

DRAFT

**TOWNSHIP OF WILLINGBORO
ORDINANCE 2022 - 2**

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year’s final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Township Council of the Township of Willingboro in the County of Burlington finds it advisable and necessary to increase its CY 2022 budget by up to 3.5% over the previous year’s final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Township Council hereby determines that a 3.5% increase in the budget for said year, amounting to \$1,255,803.64 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Township Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years;

NOW THEREFORE BE IT ORDAINED, by the Township Council of the Township of Willingboro in the County of Burlington, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2022 budget year, the final appropriations of the Township of Willingboro shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5 %, amounting to \$1,255,803.64 and that the CY 2022 municipal budget for the Township of Willingboro be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years: and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction: and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

First Reading – March 1, 2022

<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>x</i>		<i>X</i>				
<i>Councilwoman Perrone</i>			<i>X</i>				
<i>Councilwoman Worthy</i>		<i>x</i>	<i>X</i>				
<i>Deputy Mayor Whitfield</i>			<i>X</i>				
<i>Mayor McIntosh</i>			<i>X</i>				

Kaya T. McIntosh, Mayor

ATTEST:

Brenda Bligen, Acting Township Clerk

RESOLUTION NO. 2022-56

AUTHORIZING THE CREATION OF A PLAN ENDORSEMENT CITIZENS' ADVISORY COMMITTEE

WHEREAS the Willingboro Township desires to obtain Plan Re-Endorsement from the State Planning Commission; and

WHEREAS Plan Endorsement is a voluntary review process developed by the State Planning Commission to provide the technical assistance and coordination of the State for municipalities, counties, and regional agencies to meet the goals of the State Planning Act and State Development and Redevelopment Plan; and

WHEREAS the State Planning Act recognizes that coordination of State action is necessary to help municipalities develop New Jersey's economy while protecting the natural, historic and recreational resources, providing adequate and diverse housing, and redeveloping our cities and older suburban areas; and

WHEREAS the purpose of the Plan Endorsement process is to increase the degree of consistency among the municipal, county, regional, and state agency plans with each other and with the State Plan and to facilitate the implementation of these plans with the primary focus on where and how development and redevelopment can be accommodated in accordance with the State Plan; and

WHEREAS the State Planning Rules and Plan Endorsement Guidelines establish a comprehensive and coordinated planning process in order for a municipality to consider and update as necessary, master plans, functional plans, development regulations, and capital plans to be consistent with the State Plan and achieve plan endorsement; and

WHEREAS through plan endorsement, master plans, functional plans, development regulations, and capital plans should be coordinated and supportive of each other; and

WHEREAS the State Planning Rules and Plan Endorsement Guidelines incorporate, and expand upon, the principles of the Municipal Land Use Law to help towns plan for a sustainable future; and

WHEREAS pursuant to the Municipal Land Use Law, N.J.S.A. 40:55D-27, the Council may appoint one or more persons as a citizens' advisory committee to assist or collaborate with the planning board in its duties, including the adoption of, and an amendment to, the master plan to guide the use of lands within the municipality in a manner which protects the public health and safety and promotes the general welfare of the community; and

WHEREAS the Plan Endorsement Guidelines and State Planning Rules require reappointment of a Plan Endorsement Advisory Committee to guide the municipality through the Plan Endorsement process; and

WHEREAS the Plan Endorsement Advisory Committee shall consist of between five (5) and ten – (10) members, including one representative of the governing body, a Class IV member of the planning board; one representative of a local board, commission, or committee who is not a member of the planning board; and two representatives of the public that do not hold a position, employment, or office with the municipality.

NOW THEREFORE BE IT RESOLVED that the Willingboro Township hereby approves and adopts the following:

Willingboro Township establishes a Plan Endorsement Citizens' Advisory Committee consisting of between five (5) and ten (10) members as follows:

1. Councilmember _____, Member of the Governing Body
2. _____, Class IV Member of the Planning Board
3. Economic Development Committee shall serve as Representative of local board, commission, or committee
4. _____, Member of the Public
5. _____, Member of the Public

The members of the Citizens' Advisory Committee shall serve at the pleasure of the Council; and

The Citizens' Advisory Committee shall report findings and conclusions of its actions performed pursuant to the State Planning Rules and Plan Endorsement Guidelines, and make recommendations to the Land Use Board on next steps, but shall have no power to vote or take other action required of the Land Use Board; and

The Citizens' Advisory Committee shall also report to the Willingboro Township at least annually on the status of plan endorsement; and

The Citizens' Advisory Committee is established for the purpose of:

Guiding the planendorsement process for the municipality

Increasing public awareness of, and participation in, the plan endorsement process for the community

Serving as the liaison with the state, county, regional agencies, and local officials throughout the plan endorsement process

Assisting the municipality in meeting the deadlines of plan endorsement

Take the lead on completing the municipal self-assessment and submitting the required planning documents to the Office of Smart Growth; and

Helping to facilitate community visioning as described in the Plan Endorsement Guidelines and Community Visioning standards

Reporting the findings and conclusions of the self-assessment and community visioning to the Land Use Board for its review; and

Negotiating a draft Action Plan with the Office of Smart Growth, in collaboration with the planning board and governing body, to consist of actions that should be taken to adopt and/or update plans, ordinances and regulations to meet the plan endorsement requirements

Facilitating completion of the Action Plan items to achieve endorsement by the State Planning Commission and enjoy the benefits available to the municipality because of the endorsed plan.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Clerk of Willingboro Township shall transmit a copy of this resolution and the notice as required in the State Planning Rules to the State Planning Commission.

Township of Willingboro:

Kaya McIntosh, Mayor

Brenda Bligen, Township Clerk

**RESOLUTION AUTHORIZING ASC PAYMENT PLAN AGREEMENT
FOR WILLINGBORO TOWN CENTER URBAN RENEWAL SOUTH, LLC**

WHEREAS N.J.S.A. 40: A20-1 authorizes municipalities to exempt an urban renewal entity from taxation and enter into a financial agreement for the payment by the urban renewal entity to the municipality of an Annual Service Charge [ASC]; and,

WHEREAS through Ordinance No. 1998-4 adopted May 5, 1998, Willingboro Township ["Township"] entered into such an agreement with Willingboro Town Center Urban Renewal, LLC for the property located on Block 3, Lot 4.08, commonly referred to as the Willingboro Town Center; and,

WHEREAS Willingboro Town Center Urban Renewal, LLC is in default of its ASC payment plan for 2021 and wishes to negotiate a monthly payment plan that will bring them current on their ASC and delinquent Special Assessments; and,

WHEREAS the Township has negotiated the following payment plan wherein Willingboro Town Center Urban Renewal, LLC will make the following payments:

March 2022 - \$62,102.31 – ASC payment
March 2022 - \$25,903.75 – Special Assessment
April 2022 - \$ 8,871.75 – ASC Payment
May 2022 - \$ 8,871.75 – ASC Payment
June 2022 - \$ 711.55 – ASC Payment

WHEREAS this payment arrangement will bring Willingboro Town Center Urban Renewal, LLC current and pursuant to N.J.S.A. 40A:20-12 will resume paying its quarterly ASC installments in August of 2022 as scheduled; and

WHEREAS if Willingboro Town Center Urban Renewal, LLC fails to comply with any provision of this arrangement, the Township shall give written notice thereof to Willingboro Town Center Urban Renewal, LLC providing them 120 days to cure the breach or the Township may terminate the ASC Agreement and the tax exemptions provided thereunder.

NOW, THEREFORE, BE IT RESOLVED, that the Tax Collector is hereby authorized and directed to accept installment payments from Willingboro Town Center Urban Renewal, LLC for said arrears following the payment plan agreed upon.

Kaya McIntosh, Mayor

Attest:

Brenda Bligen, RMC
Township Clerk

RESOLUTION NO. 2022 – 58

A RESOLUTION AUTHORIZING AN INCREASE IN THE CALENDAR YEAR 2021 CONTRACT AMOUNT OF PENNONI AS TOWNSHIP ENGINEER

WHEREAS, the Township of Willingboro adopted Resolution No. 2021-21 authorizing professional services agreement with Pennoni to represent the Township as Engineer; and

WHEREAS, the not to exceed contract amount authorized by Resolution No. 2021-21 \$75,000.00 for General Engineering

WHEREAS, there exists a need to pay outstanding invoices from 2021 for General Engineering and related services and,

WHEREAS, it has been recommended that the Township Council increase the not to exceed Contract amount by an additional \$55,500.00; and

NOW, THEREFORE BE IT RESOLVED, on this 1st day of March 2022 in open public session, by the Township Council of the Township Willingboro that it hereby authorizes an increase of \$55,500.00 for not to exceed amount of \$130,500.00 for the contract term January 1, 2021 through December 31, 2021 for Pennoni the professional services as the Township Engineer.

Brenda Bligen, Acting Clerk

Kaya McIntosh, Mayor
Township of Willingboro

RESOLUTION NO. 2022 -59

TRANSFER OF APPROPRIATION RESERVES

WHEREAS, various 2021 bills have been presented for payment this year, which represent obligations of the prior fiscal year and were not covered by other number and/or recorded at the time of transfers between the 2021 Budget in the last two months of 2021; and

WHEREAS, N.J.S.A. 40A:4-59 provides that all unexpended balances carried forward after the close of the fiscal year are available, until lapsed at the closed of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding fiscal year, and allow transfers to be made from unexpended balances to those which are expected to be insufficient during the first three months of the succeeding year

NOW, THEREFORE, BE IT RESOLVED by the Council of the Township of Willingboro in the State of New Jersey, (2/3 of the majority of the full membership concurring herein) that the transfers in the amount of \$20,805.00 be made between the 2021 Budget Appropriation Reserves as follows:

	<u>FROM</u>	<u>TO</u>
1-01-25-240-244-011 Detectives Salaries/Wages	\$43,500.00.	
1-01-20-165-000-145 Engineering Cost		\$38,500.00
1-01-31-430-000-264 Electricity-Municipal Building		\$5,000.00

Kaya McIntosh, Mayor

Attest:

Brenda Bligen, Acting Clerk

Township of Willingboro

Resolution 2022-60

REFUND OF OVERPAYMENT OF TAXES

WHEREAS, the Tax Collector has advised the Governing Body that duplicates payments or overpayments, of 2021 taxes should be refunded to the taxpayer[s] named below:

.CORELOGIC TAX SERVICE
ATTN: REFUNDS DEPT.
PO BOX 9202
COPPELL, TX 75019-9208

\$1,069.08

BLOCK 1006
LOT 17
48 NEW COACH LANE

BLOCK 1009
\$3,104.59
LOT 89
24 NEWPORT LANE

OVERPAYMENT TAXES - Homeowners are 100% exempt and they do not pay taxes.

YOUR HOMETOWN TITLE, LLC
SUITE 130
TWO GREENTREE CENTER
9000 LINCOLN DRIVE EAST
MARLTON, NJ 08053

\$1,826.18

BLOCK 611
LOT 12
38 HEPBURN LANE
OVERPAYMENT TAXES

Taxes were paid by their mortgage company and title company. The title company requested their payment back.

MORTGAGE CONNECT, L.P.
600 CLUBHOUSE DRIVE
MOON TOWNSHIP, PA 15108

\$1,366.62

BLOCK 1115
LOT 4
23 TIDEWATER LANE
OVERPAYMENT TAXES

Mortgage Connect, L.P. paid 1st quarter, and Wells Fargo. Mortgage Connect L.P. requested their payment back.

CHARLES JOHNSON & BERNICE WILLIAMS
45 THORNHILL LANE
WILLINGBORO, NJ 08046

\$331.78

BLOCK 1105
LOT 8
45 THORNHILL LANE
OVERPAYMENT TAXES

This overpayment is for the homeowner's Homestead Rebate from last year. The mortgage company has been paying this amount extra every quarter since the 2nd quarter last year. The homeowner is requesting a refund.

SILK ABSTRACT COMPANY
300 CENTERVILLE ROAD
SUITE 304
WARWICK, RI 02886

BLOCK 816
LOT 7
27 EFLAND LANE
OVERPAYMENT TAXES

\$1,831.17

Taxes were paid by their mortgage company and title company. The title company requested their payment back.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of Willingboro Township, in the County of Burlington, State of New Jersey that the overpayments of 2021 property taxes shall be refunded, and that the Chief Financial Officer is hereby authorized and directed to make said refund[s].

Township of Willingboro:

Kaya McIntosh, Mayor

Brenda Bligen, Township Clerk

RESOLUTION 2022 - 62

FORM 1B

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Township Council of the City of Willingboro, County of Burlington, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Township Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Township Council has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Burlington;

NOW, THEREFORE, BE IT RESOLVED by the Township Council, /City of Willingboro, County of Burlington, State of New Jersey hereby recognizes the following:

1. The Township Council does hereby authorize submission of a strategic plan for the Willingboro Municipal Alliance grant for fiscal year 2023 in the amount of:

DEDR	\$ 6,084.00
Cash Match	\$ 1,521.00
In-Kind	\$ 4,563.00

2. The Township/Borough/City Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED: _____
Kaya T. McIntosh, Mayor

CERTIFICATION

I, Brenda Bligen, Acting Municipal Clerk of the Township of Willingboro, County of Burlington, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council on this 15th day of March 2022.

Brenda Bligen, *Acting Municipal Clerk*