

**Meeting Minutes**  
**March 15, 2022**

**7:05 PM**

**Call to order**

**Roll Call**

<b>Councilmember</b>	<b>Present</b>	<b>Absent</b>
<i>Councilman Anderson</i>	<i>X</i>	
<i>Councilwoman Perrone</i>	<i>X</i>	
<i>Councilwoman Worthy</i>	<i>X</i>	
<i>Deputy Mayor Whitfield</i>	<i>X</i>	
<i>Mayor McIntosh</i>	<i>X</i>	

**Prayer** - Reverend Lewis Cook

**Flag Salute** – Township Clerk (Brenda Bligen)

**Statement** -

**In compliance with the Open Public Meetings Act, this is to announce that adequate notice of this meeting was provided in the following manner:**

**On January 10, 2022, advance written notice of this meeting was posted on the bulletin board in the Municipal Complex and was mailed to the Burlington County Times, the Intelligencer, and the Courier Times.**

**On January 10, 2022, advance written notice of this meeting was filed with the Township Clerk. The Clerk is directed to enter into the minutes of this meeting this public announcement.**

**Manager's Municipal Update** – Township Manager (Ms. Brenda)

- Recreational Department – 540 programs enrollment for the month of February, 184 of those programs of the Youth basketball,
- Reopening of the Wellness Center
- Wellness event March 26<sup>th</sup>
- Inspections – 726 inspections
- Public Works department delivered up to 25 recycling carts to residents
- Collected 180 30gallon trash bags of garbage from the roads
- Willingboro Police Department donated \$1,230 to local chapter NAACP
- Willingboro Neighborhood Watch – Meeting in person again Thursday, March 17, 2022, at 7pm in the Senior Center located at the JFK Center
- Fire Department EMS – firefighters responded to 125 calls in service, EMS responders handled 209 incidents
- Executive Assistant – The Flame (nonprofit 501.3C) fire department donated 75,000 masks to Willingboro Township for use in emergency services
- Finance department working with auditor to prepare annual finance statements
- Tax collection rate is at 96.7%
- Ordinance 2022 – 1 – tabled till April 5<sup>th</sup> meeting
- Ordinance 2022 – 2 – discuss with capital budget
- Resolution – description and highlight of each Resolution 2022

***Council comments on Manager's Municipal Update***

- **Councilwoman Worthy** - Mr. Harris can you please provide what you were reading to council? It makes it more effective to follow along, prepare and question. The March 31<sup>st</sup> visioning do you have a time for that or is that forthcoming?

## Meeting Minutes

March 15, 2022

- **Township Manager** – Absolutely. I believe it is going to be at 7pm, the official public notice will be put in the paper tomorrow and posted on the Municipal website for information.
- **Councilwoman Worthy** – Madam Clerk, can you send that to council so that we have it on the calendar opposed to posting it on the website?
- **Township Clerk** – Yes.
- **Councilman Anderson** – There was an email this week that came from a resident regarding Pennypacker Drive. I saw there was a report made for the speeding concerns, can you elaborate on that, so the community understands what we're doing as we do our assessment on a solution.
- **Township Manager** – Yes, I will share that report with you and the numbers as well through my presentation.

*Township Manager shares presentation*

- **Township Manager** – Captain Bucs is going to increase patrol in that area to decrease speeding and incidents.
- **Councilman Anderson** – Based on the report I reviewed; I believe there are an average of 1,000 cars during certain periods of time?
- **Township Manager** – Yes, 80,704 and the average vehicles on Pennypacker Drive is 1,075 per day.
- **Councilman Anderson** – You did indicate on your report those that were speeding were just about two people?
- **Township Manager** – During that particular time of day at seven in the morning, it was actually 2.4 vehicles in violation of the speed limit.

**Township Manager** – Overall, 85% of the vehicles that travel along Pennypacker Drive travel at or below the speed limit. The other 15% of the vehicles were above the speed limit but not excessively.

**Councilman Anderson** – All it takes is one car to cause a fatality. As we continue to move forward and collect data far as what we can do to resolve it, just keep in mind it only takes one car.

**Public Comment** – *Agenda Items only - 2 minutes*

**Martin Nock**

- Resolution 2022 – 56 – I am trying to understand exactly what this is, Mr. Harris did a great job explaining it, I just want to caution in that point when county took over in 99'

**Meeting Minutes  
March 15, 2022**

that we got very little help, I just want to caution as you move forward with this to pay attention

- Class 4 member of Planning Board and member of the governing body – Certain things you can and cannot do

*Public Comment closed*

**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

*Public Hearing is now open  
Public Hearing is now closed*

*Final Reading for Ordinance 2022 – 2*

**Ord 2022 – 2**

ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK

**I need a motion**

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

**RESOLUTION**

**Res 2022 – 56**

AUTHORIZING THE CREATION OF A PLAN ENDORSEMENT CITIZENS' ADVISORY COMMITTEE

**I need a motion**

<b>Councilmember</b>	<b>Motion</b>	<b>2<sup>nd</sup></b>	<b>Yea</b>	<b>Nay</b>	<b>Recuse</b>	<b>Abstain</b>	<b>Absent</b>
Councilman Anderson	X						
Councilwoman Perrone							

**Meeting Minutes  
March 15, 2022**

<i>Councilwoman Worthy</i>		<b>X</b>					
<i>Deputy Mayor Whitfield</i>							
<i>Mayor McIntosh</i>							

*Discussion -*

**Councilwoman Worthy** – For the citizens’ advisory committee, the residents just use the same process in terms of the citizen form, or will there be a different process for this committee?

**Mayor McIntosh** – I think it will be the same process. Mr. Harris if this can be advertised and Madam clerk if you can post this also? We have something happening March 31<sup>st</sup>, does the committee need to be put together by March 31st?

**Township Manager** – The committee does not need to be put together by March 31<sup>st</sup>. They will participate in the final stages of recertification.

**Mayor McIntosh** – Dr. Worthy we can do the same as we do our boards and commission. Is council okay with that?

**Council all agrees**

**Mayor McIntosh** – The only thing I ask is that we give priority to anyone who was appointed to Route 130 corridor already, give priority if they are interested in joining this committee, only two people we are appointing .

**Deputy Mayor Whitfield** – In the resolution there are five of the positions listed but will the other five just be resident positions or member of the public positions if we get that many applications?

**Township Manager** – The committee can be between 5-10 members.

**Mayor McIntosh** – Also the breakdown of the members was that given to us by the county?

**Township Manager** – Yes.

**Mayor McIntosh** – I also saw where it says “take the lead on completing the municipal self-assessment” I would caution this as a voluntary group, I think they can assist the Manager’s office in completing the municipal self – assessment but I wouldn’t put that on them.

**Deputy Mayor Whitfield** – Mayor we completed a municipal self-assessment (Economic Development Committee) last year I don’t think we have to do another one.

**Mayor McIntosh** – I am aware of it, but will we have to do it again at some point. Going forward I’m not sure it is wise for the committee to take the lead on that.

**Township Manager** – After this year it will probably be another ten years before you have to reconsider this again.

**Meeting Minutes**  
**March 15, 2022**

**Mayor McIntosh** – We can change the wording. Page 2 of the resolution at the bottom, where it has the citizen’s advisory committee roles, I think something else can come up in ten years. I would like to change “take the lead on completing the municipal self-assessment” to “assist the township on municipal assessment”

**Councilwoman Worthy** – I think that in the spirit of having the manager’s office involved, we know that they will revolve to an extent, but I do think we should clarify the membership to include a designee from the Manager’s office.

**Council agrees**

**Councilwoman Worthy** – Council has worked hard to strengthen and create relationships with the county who have strong representation. As we continue to strengthen our relationships with the county, we will have an after voice.

**Mayor McIntosh** – I agree with Councilwoman Worthy, and I believe we have better representation. Will the mayor choose the councilmember and the member of the governing body?

**Deputy Mayor Whitfield** – I think that’s just one, that the position 1 slash member of the governing body class 4 member.

**Res 2022 – 56**                    AUTHORIZING THE CREATION OF A PLAN ENDORSEMENT  
CITIZENS' ADVISORY COMMITTEE

**Councilman Anderson** – I restate my motion with the added amendments.

**Councilwoman Worthy** – I second the motion with the added amendments.

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

**Res 2022 – 57**                    RESOLUTION AUTHORIZING ASC PAYMENT PLAN  
AGREEMENT FOR WILLINGBORO TOWN CENTER URBAN  
RENEWAL SOUTH, LLC

**I need a motion**

<i>Councilmember</i>	<i>Motion</i>	<i>2<sup>nd</sup></i>	<i>Yea</i>	<i>Nay</i>	<i>Recuse</i>	<i>Abstain</i>	<i>Absent</i>
<i>Councilman Anderson</i>			<b>X</b>				
<i>Councilwoman Perrone</i>			<b>X</b>				

**Meeting Minutes  
March 15, 2022**

<i>Councilwoman Worthy</i>	<b>X</b>		<b>X</b>				
<i>Deputy Mayor Whitfield</i>		<b>X</b>	<b>X</b>				
<i>Mayor McIntosh</i>			<b>X</b>				

**Res 2022 – 58**      A RESOLUTION AUTHORIZING AN INCREASE IN THE CONTRACT AMOUNT OF PENNONI AS TOWNSHIP ENGINEER

**I need a motion**

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

**Res 2022 – 59**      TRANSFER OF APPROPRIATION RESERVES

**I need a motion**

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

**Res 2022 – 60**      REFUND OF OVERPAYMENT OF TAXES

**I need a motion**

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

**Res 2022 – 62**      GOVERNOR’S COUNCIL ON ALCOHOLISM AND DRUG ABUSE  
FISCAL GRANT CYCLE OCTOBER 2020-JUNE 2025

**I need a motion**

<b><i>Councilmember</i></b>	<b><i>Motion</i></b>	<b><i>2<sup>nd</sup></i></b>	<b><i>Yea</i></b>	<b><i>Nay</i></b>	<b><i>Recuse</i></b>	<b><i>Abstain</i></b>	<b><i>Absent</i></b>
<i>Councilman Anderson</i>		<b>X</b>	<b>X</b>				

**Meeting Minutes  
March 15, 2022**

<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>				

**MUNICIPAL CLERK UPDATE – Township Clerk**

- I have nothing for the first of the month
- I would like to add that Youth in Government Day is the second Tuesday in May, the agenda is finished, you will receive a draft agenda tomorrow from Brielle McBride, please send me participations you would like to do for that
- We have to come up with a plan for cannabis – Ms. Shabazz does have the ordinance and application, she should be meeting sometime this week or next, need to come up with a plan, there is only 2 retail licenses and 4 cannabis and 2 that want to meet with two council people

**Mayor McIntosh** – To meet with two council people?

**Township Clerk** – Yes. They will present their proposal.

**Mayor McIntosh** – Is anyone on council available to participate in those meetings with Ms. Shabazz?

**Deputy Mayor Whitfield** – When will Ms. Shabazz have the documents back for us to review?

**Township Clerk** – I’ll reach back out to her tomorrow.

**Deputy Mayor Whitfield, Councilman Anderson and Mayor McIntosh** are all available to meet with Ms. Shabazz.

**Mayor McIntosh** – You can schedule as soon as possible.

**UNFINISHED BUSINESS –**

**Councilman Anderson** –

- Mike Bird – citizen leadership form for Citizens Award Committee, Citizens Award Committee has 5 seats but 3 are filled

I would like to make a motion to **nominate Mike Bird** to **Citizens Award**

<b><i>Councilmember</i></b>	<b><i>Motion</i></b>	<b><i>2<sup>nd</sup></i></b>	<b><i>Yea</i></b>	<b><i>Nay</i></b>	<b><i>Recuse</i></b>	<b><i>Abstain</i></b>	<b><i>Absent</i></b>
<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>				

## Meeting Minutes

March 15, 2022

- Thank you to Mr. Harris for setting up the meeting with the realtors
- 3 of the realtors are in the packet, if council could take a look and we could have discussion at our next meeting as we plan for follow up meetings

**Mayor McIntosh** – Madam Clerk can you make sure this is on the agenda for the next meeting under unfinished business?

**Councilwoman Worthy** –

- Thank you, Mr. Harris
- Annual report 2021, would like to see council picture in the document, mindful of choice of words throughout the document

**Councilwoman Perrone** –

- Annual report 2021, it needs to say from our Township Manager Dwayne Harris
- Fire Department – wrong verbiage, council purchased the fire truck not the Fire department

**Township Manager** –

- That report is fashioned off of the report that was put out in 2020. The information in that report was generated from each department. It was not a draft document that was the final document. As far as the message being from the former Acting Township Manager that's what his title was and why it was put in the document.

**Councilwoman Perrone** –

- The verbiage is wrong. I want to make sure it is revised correctly and there is representation of council.

**Solicitor** –

- I think all expenditures are approved from the administration. Going forward, the funds are derived from the budget that was approved and appropriated by Council.

- 

**Councilwoman Perrone** –

- Was this put out in mass production?

**Township Manager** –

- It was not put out in mass production. It was shared on the website and printed for council.

**Councilwoman Worthy** –

- We need to work together; council knows what they want instead of someone putting something together that they would think council wants.

**Councilwoman Perrone** –

- If it is digital, I would like to see councils' input for 2021. What can we do to this have this fixed?



## Meeting Minutes

March 15, 2022

### **Township Manager –**

- I will look into this and make the necessary revisions.

### **Councilwoman Worthy –**

- I would be happy to share my feedback and send it to the clerk and she can share it with the body.

### **Councilwoman Perrone –**

- Mr. Harris, do you know who edited this document? Where did the approval go to?

### **Township Manager –**

- The information in the report was presented to my office. It was sent to the communications office, it was looked at, reviewed, formulated, and reformulated. I thought this was in line with the previous information. If this is not what the governing body is looking for, I am willing to make changes that everyone is satisfied with. It is in digital form; we did not produce mass copies.

### **Mayor McIntosh –**

- I agree with Councilwoman Worthy that we should be a part of the document and we did authorize and contribute to having this.
- The message should acknowledge last year we had a prior manager.

### **Mayor McIntosh –**

- Please take a look at the budget to see what you agree with and what you do not agree with, any questions or any concerns please contact Mr. Harris ahead of time so he is not caught off guard

### **Deputy Mayor Whitfield –**

- Had a meeting with BPU & PSE&G
- Number of issues in our municipality – light pole outages, trees marked for removal, Shade Tree Commission – plan to come up with a replanting and mission for removal of the trees that does not interfere with the power lines
- If you have a pole that is down that you think has not been fixed, please report it to the manager's office as well as any streetlights that have not yet been fixed

### **NEW BUSINESS -**

- Budget Discussion –  
Public Safety/Police –

#### ***Captain Bucs presentation***

#### **Discussion -**

#### **Councilwoman Worthy -**

- When we do township events, is it represented in this budget as is?

#### **Township Manager -**

- Captain Bucs and I will look at that figure and determine if those past prior events have been calculated in this 2022 overtime number.

## Meeting Minutes

March 15, 2022

### **Councilwoman Worthy –**

- Captain Bucs, what is this special office permanent part time, it's a \$50,000 allocation.

### **Captain Bucs –**

- We are allowed one permanent part time officer. We currently do not have one permanent part time officer.

### **Councilwoman Worthy –**

- Can you share with us what the impact is of not having that special officer part time that's not filled?

### **Solicitor (Mr. Taylor) –**

- To the extent, the questions may impact plans or strategies towards the vision of public safety, risk and/or positives and negatives that maybe a better conversation for closed executive session, this is not for public disclosure at this point of time.

### **Councilwoman Worthy –**

- Thank you, I can wait till executive session.

### **Solicitor (Mr. Taylor) –**

- Just so the council is clear, under the open public meetings act there's a specific exemption to public discussion and disclosure on plan strategies regarding public safety.

### **Deputy Mayor Whitfield –**

- I did notice some increases on clothing and cleaning line items, can you explain those increases? Sharp increases under patrol and detective clothing.

### **Captain Bucs –**

- I believe they are all going to be contractual through the collective bargain units, what their owed contractually.

### **Deputy Mayor Whitfield –**

- Ok so we have to appropriate what is owed contractually?

### **Captain Bucs –**

- Correct.

### **Deputy Mayor Whitfield –**

- There was a line item for computer maintenance, small appropriation for IT, IT does manage those devices, correct?

### **Captain Bucs -**

- Yes. They are going to be for the laptops and computers within the patrol vehicles. If a computer or cracked or had issues it would come from that

**Meeting Minutes**  
**March 15, 2022**

particular line item.

**Deputy Mayor Whitfield -**

- I did not see an appropriation for the Neighborhood Watch they had previously been given at least \$500, I just wanted to see if that was in your plan.

**Captain Bucs –**

- It would be captured in Crime Prevention or Crime Prevention Youth Academy, in one of those two-line items.

**Deputy Mayor Whitfield –**

- Under Crime Prevention, there's a DARE program but Neighborhood Watch there's no appropriation. Under Crime Prevention there is not an appropriation for Youth Academy.

**Captain Bucs –**

- We will pull from one of those. With the Youth Academy we will pull funding from various events or Neighborhood Watch so instead of having it in a separate line item we can pull it from one of those two.

**Deputy Mayor Whitfield –**

- But it is listed as a separate line item, I just wanted to point that out.

Fire/EMS -

***Chief Burnett shares Fire report***

**Township Manager –**

- We can discuss the difficulties that EMS has been experiencing. We can talk about how this plan will help alleviate some of the stresses of this department.

***Chief Burnett shares EMS report***

**Township Manager –**

- Thank you, Chief Burnett for keeping our residents safe here in Willingboro.

**Discussion -**

**Councilman Anderson –**

- We need to come up with solutions. How can council help to ensure we do not have a shortage of EMS again? (Spoke about resident who had to wait 35 minutes for EMS to come from another township since Willingboro did not respond)

**Councilwoman Worthy –**

- Chief based on what you presented tonight if the council were to accept this budget and pass this as you presented how many full time EMTs would you be able to get for 22?

**Chief Burnett –**

- I believe the Township Manager put in for four EMT's and one supervisor.

**Meeting Minutes**  
**March 15, 2022**

**Councilwoman Worthy –**

- Okay so four EMT's and one supervisor for 2022, Mr. Harris you said that will get the revenue up to get more next year?

**Township Manager –**

- That is correct four additional if you look at the actual budget numbers on page 57, you can see the decrease in revenue.

**Chief Burnett –**

- We get at least once a day, three calls in a matter of five minutes if not more twice a day. Our goal is to do one ambulance full time 24 hours a day seven days a week and utilize the per diems to possibly do a second ambulance.

**Councilwoman Worthy –**

- Does this budget include the township events?

**Township Manager –**

- I did communicate with our CFO, and she did communicate that if those events were covered in last year's overtime budget, they were included in this year's figures as well.

**Deputy Mayor Whitfield –**

- Decreases from fire budget – some of the funds were not depleted, made a statement about Chief Burnett's comprehensive look at the budget.

**Councilman Anderson –**

- Based on the four hires what percentage of reduction in this services would they make up for?

**Chief Burnett –**

- Most of our calls are in the daytime. The four personnel would do daytime. I would have to get you a prediction going back if you need that exact number.

**Councilman Anderson –**

- Just a rough number, you can give it to Mr. Harris, and we can get it.

**Mayor McIntosh –**

- For the Fire Department, can you share if or how we supplement surrounding towns with our fire department?

**Chief Burnett -**

- If we have a constructional house fire you will see other towns, because we have to meet a standard to make our scene safe for us. It is called All Hands and Service. We may go to other towns to help out to meet the NFPA standard.

**Mayor McIntosh –**

**Meeting Minutes**  
**March 15, 2022**

- You said that's to meet the state Standard?

**Chief Burnett –**

- That's to meet the national standard. We are supposed to send 17 personnel to make our scene safe.

**Mayor McIntosh –**

- Can you share what percentage of those Cadets are Willingboro residents?

**Chief Burnett –**

- I do have a chart for that. The chart was made to show Willingboro residents and out of town residents. I can send that to you.

Inspections/Code Enforcement

*Mr. Dennis Tunstall's presentation*

**Discussion**

**Councilwoman Worthy –**

- Thank you, Mr. Tunstall, for looking at the training and books. I do appreciate that reflected in your budget additional certifications and money for training.

**Mr. Tunstall –**

- Our goal is to get two of our current code enforcement officers to obtain their license from DCA for hotel and multiple dwelling licensures.

**Councilman Anderson –**

- Are there any plans for your officers to get uniforms?

**Mr. Tunstall –**

- Yes, it is a safety issue, and we need to be able to identify them by their attire not just their ID. We do plan to buy uniforms. We do have shirts; jackets and we plan to have hats provided as well. It is in the budget.

**Township Manager –**

- Councilman Anderson we are working out the detail for that with the union.

**Councilwoman Worthy –**

- You mentioned the change in software, is there going to be an overlap for the legacy software and paying for the new software? Also, is that \$24,000 a one-time thing or are we paying a maintenance fee?

**Mr. Tunstall –**

- We have paid for the current software that we're using up until October for the large dollar item. The FTD project has been going on for years, it is a part of Mitchell Humphrey. We have not accepted this software yet because there is still a lot of things that need to be resolved. Our staff has decided we want the item resolved before we accept the software. We will now have to pay approximately \$50,000. It is going to go up next year. It's going to take the place of Mitchell Humphrey, Intel, and Enforcer. I refuse to accept any software unless they display

**Meeting Minutes**  
**March 15, 2022**

all of the features as stated in their contract. Yes, it's going to be an additional cost.

**Councilwoman Worthy –**

- I am concerned about the interplay with the software. Is it going to be aligned with our website?

**Mr. Tunstall –**

- IT is working with us on this project. Shaun is intimately involved. Before we sign off, we are going to make sure it is compatible with our equipment and software. This software is specifically for Constructional and Code Enforcement.

**Councilwoman Worthy –**

- I am concerned about the whole municipality and how it interplays. We have all these departments and software's, but the residents don't see the township departmental they see it as Willingboro so now it will be another place, they need to go in order to get what they are looking for. I just want to make sure we're mindful of this if it gets approved.

**Mayor McIntosh –**

- How many vehicles do you have?

**Mr. Tunstall –**

- We have a vehicle for each code enforcement officer. Uniform Constructional Official has one, all of the Code Enforcement Officers have a vehicle which is eight and one for the director department head. So, ten vehicles.

**Mayor McIntosh -**

- How many are age approaching?

**Mr. Tunstall -**

- 2 of them are going to be the age of life. 8 are approximately four years of age. The average is about 6-7 years.

**Mayor McIntosh -**

- What investment if any is being provided for training or support for customer service, efficient customer service?

**Mr. Tunstall –**

Our smart goal is to certify all of the code enforcement officers in Code Official safety as a specialist. This is a series of classes that all Code Enforcement Officers are required to take regarding tactical mindset, verbal de-escalation and surviving a violent situation. HR us will provide us DVD's regarding training on conflict resolution, preventing harassment and creating a positive office, stress management and dealing with an irate customer. They have provided us a few of them and we have training. We are going through training now.

**Meeting Minutes**  
**March 15, 2022**

**Mayor McIntosh –**

- Is there a way by the end of this year or next year you will give or calculate how we move that needle?

**Mr. Tunstall –**

- We have a lot of great feedback. We should do a better job of sharing the positive feedback. Our job is to satisfy the public and we are working on making sure customers receive quality service.

**Township Manager –**

- We are planning customer training to serve the residents in a professional and respectful manner.

**Mayor McIntosh –**

- Can you point me to the line item where you utilize funds to fix up properties that are in disrepair?

**Mr. Tunstall –**

- That's going to be the VPR, on the final page. There is going to be a specific firm in helping us to repair and fix up properties. We will use the money from Vacant Property Registration and help assist those in needs. That's the funds we plan on using in 2023 that we collected in 2022.

**Mayor McIntosh –**

- Prior to making that money, we're taking money from what was already established?

**Mr. Tunstall –**

- That would be a budget discussion you would have to have with the CFO. That is the amount of money we collected last year, we will collect this year and turn it into a writer account then once the funds are set up, we can use it for 2023 to implement this program.

**Councilwoman Perrone –**

- I do not see the budget you are directing us to that has the VPR.

**Mr. Tunstall –**

- We already submitted and had the VPR last year.

**Councilwoman Perrone –**

- What in this budget references where the funding is coming from?

**Mr. Tunstall –**

-

**Meeting Minutes**

**March 15, 2022**

**Township Manager –**

- 

**Councilwoman Perrone –**

- This is based off of a resolution or an ordinance?

**Mr. Tunstall –**

- 

**Councilwoman Perrone –**

- How did we pay for the properties? (One concern was we paid for properties to fix the roof)

**Mr. Tunstall –**

- 

**Deputy Mayor Whitfield –**

- What line item is that budget?

**Mr. Tunstall –**

- 

**Councilwoman Perrone –**

- To fix a person's roof, that's still presently occupying the home and spending \$19,000 that's not something that would come out of maintenance or is that what you're saying?

**Township Manager –**

- 

**Councilwoman Perrone –**

- Where is the line item for maintenance?

**Councilwoman Perrone –**

- Where is the lean line item in this budget?

**Ms. Eusebia Diggs –**

- 

**Councilwoman Worthy –**

- On what report and at what point of time would council able to see this?

**Ms. Eusebia Diggs responds**

**Mayor McIntosh –**



**Meeting Minutes**  
**March 15, 2022**

- Madam clerk can you forward that ordinance to council?

**Township Clerk –**

- The one from inspections?

**Mayor McIntosh –**

- I think it is an ordinance saying that money can be used to do that

**Mr. Tunstall responds**

**Public Comment – 4 minutes**

***Pat Lindsay Harvey      Hadley Lane***

- Res. 2022 – 62
- How many police/fire/EMS personnel and officers are Willingboro residents?
- How many code enforcers officers, construction officials are residents?
- The training indicated in Inspections department; how much will this reduce our dependency on hiring outside help

***Mattie Mallory      5 Hudson***

- Public safety - How many officers do we have per shift?
- What is the status on the streetsweeper? Have we purchased a new one or repaired the old one? Are we going to have one in time to clean up the town?
- On the Finance Committee – did not receive a budget, asked for one over the phone and in person, would like to look over the budget before it's finalized

***Shirley Dilworth      36 Newport Lane***

- Replacement and repair of streetlights

***Martin Nock      Windsor Lane***

- Res. 2022 – 51 , OPRA'd certain parts of the report especially of the exempt properties, received the OPRA request back, and it did not make sense What's miscellaneous? To have 364 properties in that chart, take a good look at what is exempt

***Anna Payanzo- Cotton      29 Noland Lane***

- Made a statement about the library
- Expanded hours resuming evening and Saturday hours
- Have hotspots, Chromebooks, kindles, eBooks, programs for kids and workshops
- Recently received grant funding

***Beuluh Williams      8 Botany Circle***

- Has the council considered using Zoom again for council meetings in addition to Facebook?
- Mental Illness – sent Ms. Brenda Bligen a flyer for Mental Health Workshop,

## Meeting Minutes

March 15, 2022

would like for her to share it around, 6 female doctors, April 2, 2022, 4pm – 6pm, let your family and friends know to join

***Terina Williams***                      ***8 Botany Circle***

- As my mom stated, I would love for everyone to be in attendance of our upcoming workshop
- Willingboro should be on the news, there are great programs that happen here in Willingboro
- Affirm everyone for their hard work

***Will Weston***                              ***44 Boswith Lane***

- Will be a Willingboro Neighborhood Watch meeting at the Reva Foster Senior Center Thursday at 7pm, want to get all streets involved, great way to get to know each other and be involved

***Public Comment Closed***

***Township Manager addresses public comments –***

- 

**Mayor McIntosh** – Is there a spring cleanup for the township?

**Township Manager responds**

**Mayor McIntosh** – Madam clerk can you just make sure you circle back with Ms. Mallory and make sure she's taken care of in terms of the budget or steered in the right direction

**Madam Clerk responds**

**Mayor McIntosh** – I want to address the OPRA's and make sure that you're getting the proper information and giving the proper information out.

**Madam Clerk responds**

**Councilwoman Worthy** – Related to the OPRA's, Township Clerk and Township Manager should be in communication, so it does not appear to the public that there is no communication going on.

**COUNCIL COMMENT** –

**Councilman Anderson** –

- Made a statement

## Meeting Minutes

March 15, 2022

- Attended 200 Honor Valuable Awards Day to honor all emergency services personnel that have performed heroic duties for 2021 year, Willingboro was represented on more than one award, one of the awards was collaborative effort between EMS, police, and fire when it came to saving a life of a Willingboro resident
- Thank Ms. Reva Foster for participating in local Democratic meeting last week as the guest speaker
- Welcome first granddaughter “Noelle Anderson”
- One of Willingboro’s residents “Latrell Reid” and his team will be playing in March Madness
- Another Willingboro resident Marquese Randolph plays for the Richmond Spiders will be playing in March Madness against Iowa , Thursday March 17<sup>th</sup> at 3:10pm

### **Councilwoman Worthy –**

- Made a statement about Women’s History month
- Attend Wellness Center opening at JFK
- Championship Basketball game, the basketball teams are looking for sponsors
- WMUA Meeting at 6pm on March 16, 2022

### **Deputy Mayor Whitfield -**

- Made statement about Mr. Harris and administration
- Shoutout to Deja Joseph in Building Kings and Queens pop up shop and ceremony
- Congratulations to Ms. Reva Foster on being awarded
- Attended story time for Read Across America at the JFK center put together by Recreation Department
- Encourage residents to go to the JFK center on Saturdays for activities and events

### **Councilwoman Perrone –**

- Made comment about presentations for the budget
- With the new release from Governor Murphy on March 7<sup>th</sup>, with regards to reopening of New Jersey for businesses, with regards to opening our Municipal courts for sessions in person as well as council meetings have, we thought about that and what does that look like?

### **Mayor McIntosh –**

- Encourage residents to explore and participate in activities
- Happy about engagement from our residents

*Solicitor will reach out to Special Counsel*

Motion for Adjournment

<b>Councilmember</b>	<b>Motion</b>	<b>2<sup>nd</sup></b>	<b>Yea</b>	<b>Nay</b>	<b>Recuse</b>	<b>Abstain</b>	<b>Absent</b>
<i>Councilman Anderson</i>			<b>X</b>				
<i>Councilwoman Perrone</i>		<b>X</b>	<b>X</b>				

**Meeting Minutes**  
**March 15, 2022**

<i>Councilwoman Worthy</i>	<b>X</b>		<b>X</b>				
<i>Deputy Mayor Whitfield</i>			<b>X</b>				
<i>Mayor McIntosh</i>			<b>X</b>				

**ADJOURNMENT**

**Adjournment at 12:06am**