

**Meeting Minutes**  
**April 19, 2022**

**7:00 PM**

**Call to order**

**Roll Call**

<i>Councilmember</i>	<i>Present</i>	<i>Absent</i>
<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 – Pastor Bruce A. Banner (Willingboro Seventh Day Adventist Church)**

**Flag Salute**

**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 gives a brief update

- Parks and Recreations had 513 programs for the month of March, 496 sign ups, they collected \$12,348 in revenue from their programming at the Kennedy Center, Earth Day event coming up on Friday, April 23<sup>rd</sup>, Community Clean Up on Saturday April 23<sup>rd</sup> everyone will meet at the Kennedy Center, In May the state is banning Plastic Bags so anyone who signs up for the clean up and shows up will receive a free cloth reusable bag
- The Phenomenal Women Awards dinner will be held April 24<sup>th</sup>, you can register on the Recreations website
- Inspections department completed 700 inspections, they visited 273 violations, 5 summons, generated \$86,000 in revenue
- Public Works delivered 15 recycling carts to residents, collected 258lb trash bags from main roads,
- In March, the Police Department took 235 calls for service, participated in 12 community events, recognized and celebrated women who work in the Police Department on their website, donated \$1,260 to Tyron's Good Feetz a (nonprofit) organization that was founded by Lieutenant Harris and his wife in memory of their son
- Finance Department and Township Manager has been working on the current 2022 budget, look to have the first budget completed by the first meeting in May
- Safety Committee team met to have discussion about public safety and safety resources

**Highlights of Ordinance and Resolution**

\*Ordinance 2022 – 1 and Resolution 2022 – 40 are tabled until May 3, 2022

- Resolution 2022 – 68
- Resolution 2022 – 69

**PUBLIC COMMENT – AGENDA ITEMS ONLY – 2 MINUTES**

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**Pat Lindsay – Harvey                      Hadley Lane**

- The appropriation says \$152,760.21 unused, what was the money originally used? (Ordinance 2022 - 1)

**Mr. Harris responds –**

- It was being considered for reappropriation of money that were in previous capital budgets. Ordinance that weren't used are going to be reappropriated into capital expenditures for 2022.

**Public Comment for agenda items closed at 7:19pm.**

**ORDINANCE**

**ORD 2022 – 1**

**TABLED ON MARCH 15<sup>TH</sup> UNTIL May 3<sup>RD</sup> 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 PURPOSE AS LISTED BELOW**

**RESOLUTION**

**Res 2022 – 40**

**TABLED ON APRIL 5<sup>TH</sup> UNTIL MAY 3<sup>RD</sup> MUNICIPAL BUDGET**

**Res 2022 – 68**

**A RESOLUTION AUTHROZING A REFUND OF OVERPAYMENT OF TAXES**

**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	<b>X</b>		<b>X</b>				
Councilwoman Perrone							<b>X</b>
Councilwoman Worthy		<b>X</b>	<b>X</b>				
Deputy Mayor Whitfield			<b>X</b>				
Mayor McIntosh			<b>X</b>				

**Res 2022 – 69**

**RESOLUTION TO AMEND RESOLUTION 2021-210 AUTHORIZING BUDGET TRANSFERS TO MEET THE REQUIREMENTS FOR OPERATING THE AFFAIRS OF THE TOWNSHIP**

**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	<b>X</b>		<b>X</b>				
Councilwoman Perrone							<b>X</b>
Councilwoman Worthy		<b>X</b>	<b>X</b>				
Deputy Mayor Whitfield			<b>X</b>				
Mayor McIntosh			<b>X</b>				

**Discussion –**

**Deputy Mayor Whitfield** – Is the \$40,000 for the appropriation being added?

**Township Manager** – No. The \$40,000 is being shown as a correction for what should have been there prior to.

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**MINUTES**

030122

030822

031522

032222

032922

**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	<b>X</b>						
Councilwoman Perrone							
Councilwoman Worthy		<b>X</b>					
Deputy Mayor Whitfield							
Mayor McIntosh							

**DISCUSSION –**

**Councilwoman Worthy** – I would like to see a summary of the response. If you could edit the “made comment” or “made response” with elaboration that would be greatly appreciated.

**Township Clerk** – If you would just take back the motion and I will double check that.

**Councilwoman Worthy** – I rescind my motion.

**Councilman Anderson** – I rescind my second.

**Township Clerk** – The updated minutes will be in your packet for the May 3<sup>rd</sup> meeting.

**MUNICIPAL CLERK UPDATE**

- New registrar that will be starting May 13<sup>th</sup>
- Resignation coming for an employee on June 7<sup>th</sup>
- Clerk’s Office received 883 calls for the month of March and returned 1,018 calls
- Approximately \$5,000 for mercantile, dog license, birth certificates, death certificates, marriage certificates/applications and wedding ceremonies
- Software – Granicus, working with Township Manager who is working with the Township Solicitor to see what we should do with Granicus, the Township Solicitor is seeing what we can do as far it comes to agenda and minutes
- Konica Minolta should be going live soon for OPRAS by the second meeting in May
- On hold with file bank for digitizing Proclamation folders
- Munidex – used for Vital Statistics, Dogs and Mercantile will be presented at the May 3<sup>rd</sup> meeting
- The Golf Club is soliciting a liquor license – council will receive a packet to review
- Youth in Government Day on May 17<sup>th</sup> , agenda will be sent

**UNFINISHED BUSINESS**

**Councilman Anderson**

- Mr. Harris, do we have an update on the process to distribute funds to the boards and commissions?

**Township Manager** – Yes, the point of contact would be the Township Clerk (Brenda Bligen). If anything needs to be purchased, they will need to communicate with the Township Clerk.

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**Councilman Anderson** – If we can get something in writing so that it is concise and clear to the boards and commissions.

**Township Manager** – Yes, I can have that completed for you.

**Deputy Mayor Whitfield** – Thank you for the traffic report, Mr. Harris. I hope to implement some of the strategies that were suggested. The crossing to Willingboro Lakes does have a pedestrian crossroad but needs lights to help pedestrians cross safely. There needs to be some type of signaling. That would be at the county level.

**Mayor McIntosh** – Councilman Anderson, I just wanted to double confirm did you have the tax assessor discussion with the realtors?

**Councilman Anderson** –Mr. Harris and I are currently working on a date to lock something in.

**Mayor McIntosh** – I wanted to get a consensus from Council if it is okay for me to send a letter about the Medical Marijuana dispensary in Willingboro.

**Mr. Sullivan** – PEMAA applied for a medical dispensary application in 2019 on route 130 in Willingboro. They never received a medical dispensary permit from the commission, so they took steps to apply for a state recreational application. They were awarded a medical dispensary permit. The letter would be to reiterate their interest in Willingboro for a medical dispenser.

**Councilman Anderson** –Do they have a current location in town?

**Mr. Sullivan** – Yes on route 130.

**Deputy Mayor Whitfield** – To my understanding, this was previously an AT&T store, is this a new lease or is this a lease they had been holding?

**Mr. Sullivan** – I am not sure. They may be able to address that.

**Councilman Anderson** – If council moves forward, can we stipulate that this is for medical use and not recreational use?

**Mr. Sullivan** – Yes, the letter would state that Willingboro is interested in having them town as long as it is medical marijuana use.

**Mayor McIntosh** – Do they need a resolution or just the letter?

**Mr. Sullivan** – They Just need a letter stating Willingboro is still interested in the company.

**Mayor McIntosh** – Council are you in favor of me writing the letter?

**Councilman Anderson** – I am in favor of supporting it.

**Councilwoman Worthy** – My concern is of the process. Any clarity would be helpful.

**Deputy Mayor Whitfield** – If this was an adult use facility, I would be more inclined to consider. It looks like they need a resolution from the supporting documents I have.

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**Mr. Sullivan** – They haven't asked me for a resolution they only asked me for a letter.

**Mayor McIntosh** – I am going to support the letter with the language that there's no express guarantee. We want to maintain how this represents Willingboro.

**Deputy Mayor Whitfield** – I agree also have it contingent upon the application process that the Township has put in place. They haven't formally applied.

**Mr. Sullivan** – I'll draft a letter and send it over for review. I'm in full agreement with council to write this letter basically stating they have support but no guarantee.

\*Council all agrees with the letter being sent stating that they have council's support but there is no guarantee.

**Mayor McIntosh** – We have to present our version of the budget next Tuesday, April 26 so it can be ready for adoption for May 3<sup>rd</sup> meeting. The meeting is next Tuesday at 5pm.

**NEW BUSINESS**

**Councilman Anderson**

- Mr. Harris, would it be possible to put a chart together for projects so we can see the updates, progress, and finished project so they don't fall in between the cracks? Just so councilmembers could see what's going on and where everything is as it moves along. This is in reference to council projects.

\***Mr. Harris** – Yes, I will put together something to try to meet your needs.

\*Council all approves of Councilman Anderson's idea.

**Councilwoman Worthy** –

- I am interested in council participating in the upcoming parade the School District is hosting on Sunday, May 22<sup>nd</sup>. Can we have any vehicles in it?

**Mr. Harris** –

\*Ms. Bligen does have a list that you can sign up for to write down your suggestions.

**Councilman Anderson** –

- Does council have it in their budget to get a float?

**Councilwoman Worthy** –

- Maybe for Veteran's Day council can have some kind of representation. I'm open and would like to participate in this parade for the 22<sup>nd</sup>.

\*Council approves of participating in the parade for May 22<sup>nd</sup> and putting in some money by May 2<sup>nd</sup>.

**PUBLIC COMMENT**

**Pat Lindsay – Harvey**

**Hadley Lane**

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- I want to thank the Communications department; this is my 10<sup>th</sup> year with my Golf program. I don't know what kind of advertising they're doing but this is the best year I've had thus far. I want to thank them for whatever work that they are doing it's quite different from what they have done previously. Thank you, Mr. Harris.
- You mentioned about the golf course liquor license, I remember when the referendum was passed, that a license was being held for the golf course in that they decide to build a clubhouse... am I to assume that they will be building a clubhouse and that's what they are getting the license for?

**Sharon L. Anderson**

**7 Belhurst Lane**

- I am enjoying how Council is working together and listening to each other. This inspires me as a community member. Thank you very much.

**Shirley Dilworth**

**36 Newport Lane**

- Thank you, Council, for all of the work that you do. I appreciate it.
- I am concerned about the streetlights along Vansciver Parkway, I notice that work has been done on restoring the streetlights but as of last night, my husband and I counted that there are still 6 streetlights along Vansciver Parkway that are out, they need to be taken care of
- Clean-up at the town center – Who is responsible for that? Is that the responsibility of another company or that is the responsibility of the Township (Public Works Department)? There is a lot of cleaning up, picking up of debris around the library, at the Market, especially the shrubs around the perimeter of Acme, there's too much paper around the leaves, the library entranceway, and around the children's garden.
- For your information, friends at the library are getting ready to have their first post pandemic Book Sale on April 30th from 10am to 4pm, we desire for the outside of the library to be clean and presentable, we are inviting the entire community to come out and support us as we support our library
- The other issue is the debris along the main thorough fairs, I want to thank Mr. Harris and the department of Public Works, I noticed Vansciver Parkway is cleaner than it used to be, I would like for it to continue to be clean, it would be an asset if we had a street sweeper to remove some of the debris on the parkway
- The flower beds along Vansciver Parkway, some of the beds have flowers some of them do not, it will enhance the community if we have flowers in those flower beds along Vansciver Parkway

**Beuluh Williams**

**8 Botany Circle**

- I want to compliment the council, Town manager and everyone who is responsible for the newsletter, it is informative, and it represents "Willingboro Strong", are you transitioning monthly where ads can be placed in it and would help to differentiate expenses?
- I noticed on page 7, there was a \$100,000 grant, I think it's not as comprehensive as I would like, I don't understand the \$25,000 that needs to be raised for, I would like a little bit more clarity on that. Mr. Diggs made me proud with his statement about the water, it made me proud and feel safe that he actually lives in Willingboro so he has invested interest in the purity of the water, it makes me feel as if I can trust what they say because they live here, drink and bathe in the same water. I hear that they are focusing on hiring people that actually live here, that's a good idea. In some cases, it's not possible, but if it is possible hire Willingboro residents. I think they are competent, and they have vested interest to put their community first.
- On May 22<sup>nd</sup>, the parade at Willingboro High School they should be praised,

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acknowledged for their track team. Well done, Willingboro, well done. Thank you, council, for all that you do and working well together. My condolences to Councilwoman Perrone.

**Susan Lagambina**

**Fairmount Park**

- I have some concerns about the trash pickup, we just got our trash cans two Saturdays ago. We live in Townhouses. I'm on the Fairmount Park ward and I met with Rich months ago along with Rittenhouse and it was supposed to be the trash company so they can instruct us how we're going to do this trash pickup. We do not have automated recycling pickup. I put my trash can out last week because I have parking in front of my house. I had it on the curb, they told me to put it there. I put my trash out last night and they left my trash there along with my other neighbors who put their trash out on the curb. They left the trash in the middle of the road; you can't pull it on the curbside so those are the only cans they picked up. I left a message for Rich; our management company left a message for Rich. We haven't heard back from anybody and I would like to know how are we supposed to do this? What can we do to meet with Rich to figure out the trash around here? They didn't hit Rittenhouse yet, that's going to be more problems because they have a whole bunch of courts. I would like some answers if somebody can help us out.

**Atrina Pharr**

**75 Hamilton Lane**

- This is my first council meeting. I thought we ask questions based on the agenda items. When was the time for public to ask questions?

**Mayor McIntosh** –

- Yes, up at the top the Manager will explain the resolutions or ordinances and then we'll open up just that portion for agenda items. Just what's on the agenda. Now we have public comment for anything that's going on or business you want to talk about.

**Public comment closed at 8:23pm**

**Township Manager addresses public comments**

- Ms. Harvey had questions about the liquor license – I just want to cautious in the verbiage being used. The Rancocas golf Club is not being issued a liquor license they are going to be issued a special permit for Golf facility issued by the ABC (Alcoholic Beverage Control). That special permit will allow them to sell open containers of alcohol for immediate consumption on premises to the members, guest of members and guest of the facility only during special gatherings or related to specifically playing golf. If someone was using the facility to host a birthday party, wedding, or baby shower they would not be able to sell alcohol at those type of events. If they're we're a golf tournament, then they would be able to sell alcohol in containers for immediate consumption for that date. It is a permit issued directly by the state ABC.
- Also Ms. Harvey asked that we inform you that the Credit Union of NJ will be leaving. They have a new owner there that increased the rent so they will be closing that branch and relocating back to Trenton.
- Ms. Dilworth asked about lights on Vansciver Parkway, the lights in the Township have been a very present issue. We have been working diligently with PSE&G. They are making progress, but we still do have issues and ways to go. We have not abandoned that effort and will continue to work with them as they correct their issues along with the township. I also had a discussion with our Township Director of

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Inspections, Mr. Tunstall last week about the amount of trash and debris that is around the town center. He did go out and speak to various property owners, most of them were compliant. Acme is one of the properties that has not been compliant. Mr. Tunstall has committed to have a follow up conversation. As far as the library, they do have a maintenance person who keeps the facility up to date. I will have Mr. Minter or Mr. Brevogel to reach out to Sandy to have that situation taken care of. As far as the flower beds, Mr. Brevogel has created a survey for the different type of foliates they would like to see in those different beds. He has reached out to the Green Team and Environmental commission on several occasions on the types of plants that should be planted in the flower beds. Something will be happening with them in the near future as we approach the warm weather. Deputy Mayor Whitfield, if you can reach out to the Green Team so we can further the dialogue and make those flower beds beautiful.

- Ms. Williams, thank you on the compliment of the newsletter, it will be a seasonal project. We are looking to do three per year. That is something that is open for discussion. As far as the ads, as a municipality we cannot take advertising for business through the township. If the body wish to go through with this idea, we would have to go through a third party taking on the publication if they wanted to solicit paid advertising. As for the grant, that is the Willingboro Hands Organization who received the \$100,000 grant to promote community engagement within the township. They will raise \$25,000 into their endowment for the different events they will put on throughout the year.
- Ms. Lagambina, I apologize for any inconvenience regarding the trash. We aware of any situation that has arise there. We had certain understandings with our trash collector and how to collect the trash. It seems as they may have forgotten what our agreements were. We are having a follow-up meeting with them to make things clear on what that process is. They were supposed to provide two man trucks, one to drive and another to bring the carts to the cart drop-off. Please leave your trash out there, they should come by tomorrow and pick up the trash that they did not pick up today.
- If residents see lights out, they can contact PSE&G directly. There is a link on our website where they can link right into PSE&G system and enter in the poll number.

### **Mayor McIntosh –**

- In regard to Ms. Dilworth's comment about the newsletter we are looking to mitigate the expenses for the newsletter. That is still in discussion, so I just want to let you know that we are aware, and we are looking at it to try to lower that cost.

### **Deputy Mayor Whitfield –**

- I wanted to add to Ms. Williams question about the Willingboro's HandS Project, it is an initiative of the Willingboro Community Development Corporation, that project the \$25,000 endowment is required for the grant to be raised. The plan is being implemented by the project coordinator Ms. M. Fields. If we raise the \$25,000, it will be matched by the Community Foundation of South Jersey. That would make the endowment \$50,000 and that portion would be matched by the Robert Wood Johnson foundation. That would give the CDC an endowment of \$100,000 from which they could use a portion annually to disperse for community based grants. The CDC will be able to fund some local projects. If you are interested in getting involved with the Willingboro HandS project, you can give the project coordinator a call her number is (609-491-1732) and her name is Ms. Meeka Fields. Or you can go to the Willingboro Community Development Creations website at ([www.willingborocdc.org](http://www.willingborocdc.org)).

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**COUNCIL COMMENT**

**Councilman Anderson -**

- I just want to thank everyone for coming out and participating. Have a good evening.

**Councilwoman Worthy –**

- I appreciate the opportunity to have a robust discussion with council. Thank you, Mr. Harris, for sharing meditation practices.

**Deputy Mayor Whitfield –**

- I would like to remind the community that meditation is a way. I would love to see you out at the community clean-up this Saturday at 9am starting at the JFK parking lot. With 200 people we can clean up this entire community within less than 4 hours.

**Mayor McIntosh –**

- There's quite a few activities happening this weekend even at the library. I hope to see a lot of the residents out participating. I appreciate the resident's engagement and the compliments.
- I also appreciate the council and their hard work when attending these meetings. Also, our staff, Clerk and administration thank you for all that you do.

**Township Manager –**

- I meant to mention this earlier. I just wanted to bring to your attention that Ms. Reva Foster in Association with the Assembly Kirk Conway received 3,000 COVID test kits from Amazon. She began going around and distributing COVID test kits to different businesses. Thank you, Ms. Foster, and Kirk Conway, for their contribution.

**Mayor McIntosh –**

- Thank you, Mr. Harris. I also want to encourage the residents to comment during Public Comments. We do appreciate those who make comments and express their concerns.

**Res 2022 – 70**

*RESOLUTION AUTHORIZING EXECUTIVE SESSION*

**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		<b>X</b>	<b>X</b>				
Councilwoman Perrone							<b>X</b>
Councilwoman Worthy	<b>X</b>		<b>X</b>				
Deputy Mayor Whitfield			<b>X</b>				
Mayor McIntosh			<b>X</b>				

**I need a motion to come out of executive session**

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

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**ADJOURNMENT**

**I need a motion to adjourn**

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

**Meeting Adjourned at 11:28pm**

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