

Public Agenda - January 17, 2023

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
January 17, 2023**

To Join Zoom Meeting:

1. Type in the address bar:
[https://us02web.zoom.us/j/95369537139?
pwd=TUxPc1lGdWluTk1FcExvbUFpdVcwdz09](https://us02web.zoom.us/j/95369537139?pwd=TUxPc1lGdWluTk1FcExvbUFpdVcwdz09)
2. Click "Join Meeting" on the top menu bar
3. Meeting ID: 953 6953 7139
4. Password: 531748

CALL TO ORDER

ROLL CALL

PRAYER - Rev Lewis Cook, Alpha Baptist Church

FLAG SALUTE

COMPLIANCE STATEMENT

MANAGER'S MUNICIPAL UPDATES

PUBLIC COMMENT - AGENDA ITEMS ONLY - 2 MINUTES

RESOLUTIONS

Res. 2023 -15

RESOLUTION AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS FOR IMPROVEMENTS AT BROIDO PARK AND THE JFK CENTER

Res. 2023 -16

RESOLUTION AUTHORIZING AN INCREASE TO THE NOT TO EXCEED AMOUNT FOR RIGGINS INC. TO OBTAIN FUEL AND DIESEL FOR THE OPERATIONS OF TOWNSHIP VEHICLES

- Res. 2023 -17** **AUTHORIZING THE TOWNSHIP OF WILLINGBORO TO ENTER INTO A CONTRACT WITH NEW JERSEY ANIMAL CONTROL, LLC FOR THE PROVISION OF ANIMAL CONTROL SERVICES TO THE TOWNSHIP OF WILLINGBORO.**
- Res 2023-18** **AMENDING RESOLUTION 2022-170 AUTHORIZING EXTENSION OF THE CONTRACT FOR TRASH AND DEBRIS REMOVAL SERVICES**
- Res. 2023 -19** **AUTHORIZING THE OPT IN TO EXAMINATION EXEMPTION TO CIVIL SERVICE HIRING PROCEDURES**
- Res. 2023 - 20** **RESOLUTION AUTHORIZING THE FINAL EXTENSION OF THE CONTRACT WITH VIRTUA HEALTH INC. FOR THE PROVISION OF ADVANCED LIFE SUPPORT SERVICES TRANSPORTATION**
- Res. 2023 -21** **AUTHORIZING THE TOWNSHIP OF WILLINGBORO TO PLACE MUNICIPAL CHARGES ON CERTAIN PROPERTIES FOR FAILING TO ADDRESS PROPERTY MAINTENANCE VIOLATIONS**
- Res. 2023 -22** **RESOLUTION AUTHORIZING THE AWARD OF CONTRACT FOR MUNICIPAL ACCOUNTING SOFTWARE LICENSING AND MAINTENANCE AND RELATED EQUIPMENT**
- Res. 2023 -23** **RESOLUTION AUTHORIZING THE TOWNSHIP OF WILLINGBORO TO AWARD A BID FOR LEAF VACUUMS FOR THE WILLINGBORO TOWNSHIP PUBLIC WORKS DEPARTMENT**
- Res. 2023 -24** **RESOLUTION AUTHORIZING INTERLOCAL SERVICES AGREEMENT BETWEEN PEMBERTON TOWNSHIP, WILLINGBORO TOWNSHIP, AND BURLINGTON COUNTY TO PURCHASE EQUIPMENT THROUGH THE JUSTICE ASSISTANCE GRANT PROGRAM AWARD**

**Res 2023 – 25 A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE
TOWNSHIP OF WILLINGBORO PROVIDING FOR
APPOINTMENTS TO VARIOUS TOWNSHIP BOARDS**

**Res 2023 – 26 AUTHORIZING THE APPROVAL OF VOUCHERS FOR
PAYMENT & RATIFICATION (2)**

**Res 2023 – 27 A RESOLUTION OF THE TOWNSHIP COUNCIL OF THE
TOWNSHIP OF WILLINGBORO PROVIDING FOR THE
APPOINTMENT OF TOWNSHIP AUDITOR**

APPROVAL OF MINUTES

MUNICIPAL CLERK'S UPDATES

UNFINISHED BUSINESS

NEW BUSINESS

- Personnel Matter– Ms Marilyn Bell**
- 2023 Segment Rating 4 Roadway Project**
- 2023 – Debt Service Presentation – Finance/Financial Planner**
- Pennypacker- Speed Bumps**
- An Ordinance of Willingboro Township To Establish Travel
Reimbursement Regulations For Township Officials And Township
Employees Conducting Official Business.**

PUBLIC COMMENT - 4 MINUTES

COUNCIL COMMENTS

2023 –28 EXECUTIVE SESSION

ADJOURNMENT

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

Item Cover Page

WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM

RESOLUTION NUMBER: 2023 -15

DATE: January 17, 2023

SUBMITTED BY: Brenda Bligen, Clerk

ITEM TYPE: Resolution

AGENDA SECTION: *RESOLUTIONS*

SUBJECT: **RESOLUTION AUTHORIZING THE SUBMISSION OF A
GRANT APPLICATION TO THE NEW JERSEY
DEPARTMENT OF COMMUNITY AFFAIRS FOR
IMPROVEMENTS AT BROIDO PARK AND THE JFK
CENTER**

SUGGESTED ACTION:

ATTACHMENTS:
NJDOT Grant - .docx

RESOLUTION 2023- 15

RESOLUTION AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS FOR IMPROVEMENTS AT BROIDO PARK AND THE JFK CENTER

WHEREAS the Township of Willingboro desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$500,000 to carry out a project to improve the existing Broido Park with the replacement of two children's playground areas, restroom structures, park trails including ADA accessible walkways, smart benches, trash receptacles, bike racks and a band/concert structure: and,

WHEREAS additional improvements would include the resurfacing and striping of the existing running track at the JFK Center and would include the reconstruction of the basketball court at the Country Club Recreation site. Improving the existing running track at the JFK Center will better accommodate growing recreational and competitive needs. Proposed improvements will restore the damaged running surface to improved track conditions. The existing running surface can negatively affect walkers' and runners' health due to wear and tear caused by prolonged use and weather exposure. This project will serve to enhance the quality of the Township's outdoor recreational resources for public enjoyment and activity use.

NOW THEREFORE BE IT RESOLVED that the Township of Willingboro

1. does hereby acknowledge and authorize the application for such a grant; and the proposed plan or design for the recreation space or community facility for which the funding is sought; and
2. recognizes and accepts that the department may adjust or cap grant award amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of

RESOLUTION 2023- 15

the agreement between the Township of Willingboro and the New Jersey department of community affairs.

BE IT FURTHER RESOLVED that the persons whose names titles and signatures appear below are authorized to sign the application and that they are their successor is said titles are authorized to sign the agreement and other documents necessary in connection therewith:

Attest:

Brenda Bligen, MBA
Acting Township Clerk

(Signature)

Dwayne M. Harris
(type or print name)

Township Manager
(title)

(Signature)

(type or print name)

Mayor
(title)

Item Cover Page

WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM

RESOLUTION NUMBER: 2023 -16

DATE: January 17, 2023

SUBMITTED BY: Brenda Bligen, Clerk

ITEM TYPE: Resolution

AGENDA SECTION: *RESOLUTIONS*

SUBJECT: **RESOLUTION AUTHORIZING AN INCREASE TO THE NOT TO EXCEED AMOUNT FOR RIGGINS INC. TO OBTAIN FUEL AND DIESEL FOR THE OPERATIONS OF TOWNSHIP VEHICLES**

SUGGESTED ACTION:

ATTACHMENTS:

Increase NTE Resolution for Riggins 2.0.docx

RESOLUTION 2023-16

RESOLUTION AUTHORIZING AN INCREASE TO THE NOT TO EXCEED AMOUNT FOR RIGGINS INC. TO OBTAIN FUEL AND DIESEL FOR THE OPERATIONS OF TOWNSHIP VEHICLES

WHEREAS Pursuant to Resolution 2022-190, Riggins Inc. PO Box 150 Millville, NJ 08322 was approved by the Township Council of the Township of Willingboro to obtain fuel and diesel for the operations of township vehicles for a not to exceed the amount of \$215,000; and

WHEREAS the current not to exceed the amount of 215,000 will not cover the cost of the fuel and diesel for the operations of township vehicles to close out payments for the 2022 contract year: and

WHEREAS it is necessary to increase the previously authorized not to exceed amount because of additional unanticipated fuel and diesel costs needed to cover the costs of fuel and diesel to close out the 2022 year; and

WHEREAS the additional amount to be encumbered to cover the costs of fuel and diesel to close out the 2022 year shall not exceed 35,000; and

WHEREAS the CFO has certified the availability of the funds for this purpose in the 2022 budget line item account: 2-01-31-460-000-267 (\$35,000.00) and no amount shall be chargeable or payable until such time as goods or services are ordered or otherwise called for under NJAC 5:30-5.5(b)2.

NOW THEREFORE BE IT RESOLVED, by the Township Council of the Township of Willingboro, County of Burlington, State of New Jersey, on this 17th day of January 2023, in open public session that the governing body authorizes an increase of \$35,000 for fuel and diesel costs from Riggins Inc. increasing the maximum amount to be expended for fuel and diesel costs from Riggins Inc. for the 2022 contract year from \$215,000 to \$250,000.00 that is consistent with this resolution.

Attest:

Brenda Bligen, Acting Township Clerk

Kaya T. McIntosh, Mayor

Item Cover Page

WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM

RESOLUTION NUMBER: 2023 -17

DATE: January 17, 2023

SUBMITTED BY: Brenda Bligen, Clerk

ITEM TYPE: Resolution

AGENDA SECTION: *RESOLUTIONS*

SUBJECT: **AUTHORIZING THE TOWNSHIP OF
WILLINGBORO TO ENTER INTO A CONTRACT
WITH NEW JERSEY ANIMAL CONTROL, LLC FOR
THE PROVISION OF ANIMAL CONTROL
SERVICES TO THE TOWNSHIP OF
WILLINGBORO.**

SUGGESTED ACTION:

ATTACHMENTS:

2023 - NJ animal control SERVICES .docx

RESOLUTION 2023- 17

AUTHORIZING THE TOWNSHIP OF WILLINGBORO TO ENTER INTO A CONTRACT WITH NEW JERSEY ANIMAL CONTROL, LLC FOR THE PROVISION OF ANIMAL CONTROL SERVICES TO THE TOWNSHIP OF WILLINGBORO.

WHEREAS The Township of Willingboro wishes to enter into a contract with New Jersey Animal Control, L.L.C., 617 Stokes Road, Suite 4 - Box #302, Medford, NJ 08055, with a maximum contract value of \$50,000 for the provision of Animal Control Services; and

WHEREAS the purchase of goods and services by local contracting units is authorized by the Local Public Contracts Law, N.J.S.A.40A: 11-6.1a; and

WHEREAS after the solicitation of quotes by the Public Safety Director for Animal Control Services, New Jersey Animal Control is best suited to meet the Township's needs and the purchasing agent recommends the award of this contract; and

WHEREAS New Jersey Animal Control, L.L.C. has completed and submitted a

1. Business Entity Disclosure Certification which certifies that New Jersey Animal Control, L.L.C. has not made any reportable contributions to a political or candidate committee in the Township of Willingboro in the previous year and that the contract will prohibit the New Jersey Animal Control, L.L.C. from making any reportable contributions through the term of the contract required Pursuant to N.J.S.A. 19:44A-20.8
2. Political Contribution Disclosure Form from required under N.J.S.A. 19:44A-20.26
3. Valid New Jersey Business Registration Certification pursuant to P.L. 2004, c.57

and

WHEREAS the Chief Financial Officer for Willingboro Township has certified that unencumbered funds are available for this purpose in the 2023 General Budget account: Animal Control Services contractual line #3-01-27-340-000-132 per N.J.A.C. 5:34-5.1 et seq. and all purchase orders placed by Willingboro Township for the completion of this contract shall be subject to such controls or approvals as required by the governing body or other administrative agency, and the Chief Financial Officer.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Willingboro, County of Burlington, State of New Jersey, on this 17th day of January 2023, in an open public session that the Township Council authorizes the Acting Public Safety Director and the Township Manager to execute the "Animal Control Services Agreement," with New Jersey Animal Control, said Agreement is attached hereto and made a part thereof.

Item Cover Page

WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM

RESOLUTION NUMBER: 2023 -19

DATE: January 17, 2023

SUBMITTED BY: Brenda Bligen, Clerk

ITEM TYPE: Resolution

AGENDA SECTION: *RESOLUTIONS*

SUBJECT: **AUTHORIZING THE OPT IN TO EXAMINATION
EXEMPTION TO CIVIL SERVICE HIRING
PROCEDURES**

SUGGESTED ACTION:

ATTACHMENTS:

[Resolution for New Hire 2023.docx](#)

RESOLUTION 2023- 18

AMENDING RESOLUTION 2022-170 AUTHORIZING EXTENSION OF THE CONTRACT FOR TRASH AND DEBRIS REMOVAL SERVICES

WHEREAS the Township of Willingboro approved Resolution 2022-107 awarding one-year contracts with an optional renewal period for trash and debris removal services for the Department of Inspections with an amount not to exceed \$20,000 to each of five vendors; and,

WHEREAS those contracts were awarded pursuant to a Fair and Open process in accordance with N.J.S.A. 40A:11-23 et seq.; and

WHEREAS 4NS Services LLC was incorrectly added to the resolution awarding the contract which needs to be corrected; and

WHEREAS United Field Services was the correct vendor to have been awarded a contract not to exceed \$20,000.00 to provide said services for the term of one year with an optional renewal period of up to three years

WHEREAS, the CFO has certified that funds have been appropriated through the public fund budget and are available for this purpose in the 2022 Maintenance Cost account: 2-01-55-006-000-004.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Willingboro, County of Burlington, State of New Jersey, on this 17 day of January 2023, that resolution 2022-170 be amended to remove 4NS Services LLC and award an extension of the existing contract for an additional twelve (12) months to United Field Services in an amount not to exceed \$20,000.00;

RESOLUTION NO. 2023- 19

AUTHORIZING THE OPT IN TO EXAMINATION EXEMPTION TO CIVIL SERVICE HIRING PROCEDURES

WHEREAS the Township of Willingboro, New Jersey is a jurisdiction governed by Title 11A and the Civil Service regulations and rules established under Title 4A of the Administrative Code; and

WHEREAS recently enacted P.L.2021, C.7 (the "Act") permits municipalities to hire police officers who may not have taken an open competitive examination for the title of Police Officer, but are otherwise duly qualified, provided they have completed training and hold a valid NJ Police Training Commission Certificate as Police Officer (Basic Course for Police Officer); and

WHEREAS the Act permits a municipality to exempt any person or an entry-level law enforcement person from taking the Civil Service law enforcement exam, as long as they have completed the full Basic Course for Police Officers training course at a school approved and authorized by the New Jersey Police Training Commission; and

WHEREAS on February 4, 2021, the New Jersey Legislature adopted P.L.2021 C.7 and amended it on July 18, 2022 which allows a municipality to “exempt from the requirement to take an examination for an entry-level law enforcement position a person who has successfully completed a full Basic Course for Police Officers training course at a school approved and authorized by the New Jersey Police Training commission within nine months from the date of hire as a temporary entry-level officer.”

WHEREAS the Act would also require that a municipal or county police department may hire a person under this exemption only upon adoption of a conflict of interest and nepotism policy, which is already in place; and

WHEREAS the Township has duly established written policies governing nepotism and conflicts of interest; and

WHEREAS in order to effectuate this policy, a municipality must affirmatively "opt in" by adopting a Resolution authorizing such a hiring policy; and

WHEREAS Acting Public Safety Director Captain Ian S. Bucs, has recommended that the Township effectuate this policy and "opt-in" to this program in the interests of efficiency, expediency, and the promotion of public safety within the Township; and

WHEREAS this “opt in” provision will only be used in emergency hiring situations, specifically when the police departments staffing levels fall 5 or more officers below our authorized staffing level and only after notification to the Township Council of the need to exercise the exemption; and

WHEREAS this “opt in” resolution will be renewed annually; and

WHEREAS the Director of Public Safety will provide a written report on how this “opt in” resolution was utilized; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, County of Burlington, State of New Jersey that the Township hereby authorizes such hiring policies related to the examination exemption as set forth in the Act.

BE IT FURTHER RESOLVED that copy of this Resolution shall be transmitted to the New Jersey Civil Service Commission.

Adopted :

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

Item Cover Page

WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM

RESOLUTION NUMBER: 2023 - 20

DATE: January 17, 2023

SUBMITTED BY: Brenda Bligen, Clerk

ITEM TYPE: Resolution

AGENDA SECTION: *RESOLUTIONS*

SUBJECT: SECOND AMENDMENT TO THE TRANSPORTATION BILLING AGREEMENT

SUGGESTED ACTION:

ATTACHMENTS:

Item Cover Page

WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM

RESOLUTION NUMBER: 2023 -21

DATE: January 17, 2023

SUBMITTED BY: Brenda Bligen, Clerk

ITEM TYPE: Resolution

AGENDA SECTION: *RESOLUTIONS*

SUBJECT: **AUTHORIZING THE TOWNSHIP OF
WILLINGBORO TO PLACE MUNICIPAL CHARGES
ON CERTAIN PROPERTIES FOR FAILING TO
ADDRESS PROPERTY MAINTENANCE
VIOLATIONS**

SUGGESTED ACTION:

ATTACHMENTS:

January 2023.docx

RESOLUTION NO. 2023 - 21

AUTHORIZING THE TOWNSHIP OF WILLINGBORO TO PLACE MUNICIPAL CHARGES ON CERTAIN PROPERTIES FOR FAILING TO ADDRESS PROPERTY MAINTENANCE VIOLATIONS

WHEREAS, the Code Enforcement Officer of the Township of Willingboro attempted to notify the property owners outlined in the attached “Schedule A” of violations of Chapter 272 of the Township Code; specifically the failure to remove high grass and weeds, brush, dying trees, obnoxious growths, filth, garbage, trash, and debris structural soundness, general maintenance or similar substances; and

WHEREAS, the property owners of record set forth in “Schedule A” failed to respond to the Township of Willingboro’s Violation Notice or abate the outstanding property maintenance issues; and

WHEREAS, the Township of Willingboro in accordance with Chapter 272 of the Township Code, subsequently made arrangements for the property maintenance violations to be abated on the properties listed on the above-referenced “Schedule A,” which has been completed and subsequently inspected by the Township’s Code Enforcement Official; and

WHEREAS, in accordance with N.J.S.A. 54:5-8 and Chapter 272 the Township of Willingboro shall send a copy of this Resolution to the property owner stating the costs incurred by the municipality to abate the violations on their property, which shall become a municipal lien on the property.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Township of Willingboro in the county of Burlington on this 17th day of January, 2023, that the cost to abate the property maintenance violations as certified by the Township Manger that the Tax Collector shall be directed to add to and become a part of the taxes next assessed and levied thereon, and enforced and collected with interest upon the properties listed in “Schedule A” provided by N.J.S.A. 54:4-67 and in Chapter 272 of the Township Code of the Township of Willingboro.

Item Cover Page

WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM

RESOLUTION NUMBER: 2023 -22

DATE: January 17, 2023

SUBMITTED BY: Brenda Bligen, Clerk

ITEM TYPE: Resolution

AGENDA SECTION: *RESOLUTIONS*

SUBJECT: **RESOLUTION AUTHORIZING THE AWARD OF
CONTRACT FOR MUNICIPAL ACCOUNTING
SOFTWARE LICENSING AND MAINTENANCE
AND RELATED EQUIPMENT**

SUGGESTED ACTION:

ATTACHMENTS:

[Edmunds resolution 2023.docx](#)

RESOLUTION NO. 2023-22

RESOLUTION AUTHORIZING THE AWARD OF CONTRACT FOR MUNICIPAL ACCOUNTING SOFTWARE LICENSING AND MAINTENANCE AND RELATED EQUIPMENT

WHEREAS the Willingboro Township needs to enter into a contract for municipal accounting software, licensing and maintenance agreement, and purchase-related equipment; and

WHEREAS, the Edmunds Gov/Tech has agreed to provide:

1. Financial software licenses, provide the necessary maintenance and equipment for the amount of
2. \$19,593.54 as outlined in their quote dated 10/1/22
3. Software Hosting services (Level II) for the amount of \$7280.00 as outlined in their quote dated 1/4/23
4. Tax Bill Processing for an estimated fee not to exceed \$1,126.46; and

WHEREAS N.J.S.A. 19:44A-20.4 et seq states “only a Governing Body, by resolution, can award contracts awarded by any authorized process including formal quotations; and contract that are exempt from the bidding process, or for professional or extraordinary unspecifiable services, above seventeen thousand five hundred (\$17,500.00) dollars.”

WHEREAS Edmunds GovTech has completed and submitted:

1. Business Entity Disclosure Certification, which certifies that Edmunds GovTech has not made any reportable contributions to a political or candidate committee in the Township of Willingboro in the previous year and the contract will prohibit Edmunds GovTech from making any reportable contributions through the term of the contract required Pursuant To N.J.S.A. 19:44A-20.8
2. Political Contribution Disclosure Form from required under N.J.S.A. 19:44A-20.26
3. Valid New Jersey Business Registration Certification pursuant to P.L. 2004, c.57

WHEREAS, the CFO has certified unencumbered funds have been appropriated in the 2022 budget and funds are available for this purpose in the following budget accounts: Finance Admin Contractual 3-01-20-130-000-132 (\$26,873.54) and Tax Collection Contractual 3-01-20-145-000-132 (\$1,126.46) ; and

WHEREAS that the duration of the contracts between the Willingboro Township and Edmunds GovTech shall be from Jan 1, 2023, to Dec 31, 2023; and

NOW THEREFORE BE IT RESOLVED, by the Township Council of the Township of Willingboro, County of Burlington, State of New Jersey, on this 17th day of January 2023, in open public session that the governing body authorizes a contract for financial software services, maintenance, and support in the total amount Not to Exceed \$28,000 from Edmunds GovTech for the 2023 contract year that is consistent with this resolution: and

BE IT FURTHER RESOLVED that a notice of this action shall be printed once in an official newspaper of the Township. In addition, this Resolution and the contract shall be available for public inspection in the office of the Municipal Clerk.

Attest:

Brenda Bligen, Acting Township Clerk

Kaya T. McIntosh, Mayor

Item Cover Page

WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM

RESOLUTION NUMBER: 2023 -23

DATE: January 17, 2023

SUBMITTED BY: Brenda Bligen, Clerk

ITEM TYPE: Resolution

AGENDA SECTION: *RESOLUTIONS*

SUBJECT: **RESOLUTION AUTHORIZING THE TOWNSHIP OF
WILLINGBORO TO AWARD A BID FOR LEAF
VACUUMS FOR THE WILLINGBORO TOWNSHIP
PUBLIC WORKS DEPARTMENT**

SUGGESTED ACTION:

ATTACHMENTS:

Resolution to award Bid to Gran Turk Equipment Nov 2022 LEAF VACS.docx

RESOLUTION 2023- 23

RESOLUTION AUTHORIZING THE TOWNSHIP OF WILLINGBORO TO AWARD A BID FOR LEAF VACUUMS FOR THE WILLINGBORO TOWNSHIP PUBLIC WORKS DEPARTMENT

WHEREAS, the Township of Willingboro has a need to acquire two Leaf Vacuums, as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.7: and

WHEREAS the Township of Willingboro solicited bids utilizing a fair and open process for the purchase of two Leaf Vacuums: and

WHEREAS The Qualified Purchasing Agent, did hereby receive and open bids on November 2, 2022; and

WHEREAS 2 bids were received with Gran Turk Equipment Co. as the lowest responsible bidder in the amount of \$90,440 (Base Price \$83,490.00, Options; Roof Deflector Full Length \$2200; Fluid Coupler in lieu of clutch \$4500; 45 Degree intake flange \$250) per unit for a total bid award of \$180,880.00; and

WHEREAS, The Township Manager and Director of Public Works, have reviewed the bid and recommend that the award of the contract be made to Gran Turk Equipment Co., 1 Schuylkill Parkway, Bridgepoint PA. 19405; and

WHEREAS, the CFO has certified the availability of the funds for the contract; and

WHEREAS, Funds have been appropriated in the 2023 budget and funds are available for this purpose in the following budget accounts: C-04-55-922-004-003 (\$90,440.00) and C-04-55-922-000-003 (\$90,440.00) as indicated by the attached Treasurer's Certification; and

NOW THEREFORE BE IT RESOLVED, by the Township Council of the Township of Willingboro, County of Burlington, State of New Jersey, on this 6th day of December 2022, in open public session that the Township Council authorizes the Mayor to enter into the agreement and sign the contract documents necessary to effectuate the award of this contract with Gran Turk Equipment Co. that is consistent with this resolution; and

BE IT FURTHER RESOLVED that certified copies of this Resolution shall be provided to the Public Works Director and the Finance Director for their information and attention.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Township of Willingboro in an open public meeting of the Township Council held on January 17, 2023, that the bid is hereby accepted in accordance with the recommendation of the Township Manager and the Mayor is authorized and requested to sign and deliver this contract on behalf of the Township of Willingboro.

Item Cover Page

WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM

RESOLUTION NUMBER: 2023 -24

DATE: January 17, 2023

SUBMITTED BY: Brenda Bligen, Clerk

ITEM TYPE: Resolution

AGENDA SECTION: *RESOLUTIONS*

SUBJECT: RESOLUTION AUTHORIZING INTERLOCAL SERVICES AGREEMENT BETWEEN PEMBERTON TOWNSHIP, WILLINGBORO TOWNSHIP, AND BURLINGTON COUNTY TO PURCHASE EQUIPMENT THROUGH THE JUSTICE ASSISTANCE GRANT PROGRAM AWARD

SUGGESTED ACTION:

ATTACHMENTS:

Resolution 2022- 24

RESOLUTION AUTHORIZING INTERLOCAL SERVICES AGREEMENT BETWEEN PEMBERTON TOWNSHIP, WILLINGBORO TOWNSHIP, AND BURLINGTON COUNTY TO PURCHASE EQUIPMENT THROUGH THE JUSTICE ASSISTANCE GRANT PROGRAM AWARD

WHEREAS the Willingboro Police Department has partnered with The Pemberton Township Police Department to apply for the U.S. Department of Justice, Bureau of Justice Assistance (BJA) FY 2022 Edward Byrne Memorial Justice Assistance Grant (JAG) and was awarded \$14,108.00 to purchase breaching tools and ballistic shields; and

WHEREAS The Bureau of Justice Assistance only allows one of the entities in each county to maintain the grant funds and since Burlington County has opted not to apply for or maintain any funding, Pemberton Township will maintain the funds and send them to Willingboro Township, in the form of a reimbursement, once the equipment is purchased; and

WHEREAS this grant money will allow the Willingboro Police department to outfit each department-owned vehicle with a breaching tool enhancing our ability to respond more quickly to emergencies within secure structures.

WHEREAS since Willingboro Township will pay for the equipment and then send a copy of the purchase orders to Pemberton Township who will reimburse Willingboro Township for the total cost, up to \$14,108.00, all purchase orders placed by Willingboro Township for the completion of this contract shall be subject to such controls or approvals as required by the governing body or other administrative agency, inclusive of the Chief Financial Officer for Willingboro Township having certified that unencumbered funds are available for this purpose in accordance with N.J.A.C. 5:34-5.1 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, Pemberton Township, and Burlington County the Township Council authorizes the Mayor and the Public Safety Director to execute the said agreement with The Pemberton Township Police Department to facilitate this process and allow Pemberton Township to retain Willingboro Township's share of the grant funds, upon which Pemberton Township will reimburse Willingboro Township for the total cost, up to \$14,108.00.

Township of Willingboro:

Kaya McIntosh, Mayor

Brenda Bligen, Township Clerk

RESOLUTION NO. 2023 - 25

**A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE TOWNSHIP
OF WILLINGBORO PROVIDING FOR APPOINTMENTS TO VARIOUS
TOWNSHIP BOARDS**

WHEREAS, vacancies exist on various Township Boards and Commissions;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 17th day of January, 2023, that appointments are made to various boards and commissions as per the attached.

Shelter Board

Zoning Board

Planning Board

Finance Board

WMUA

Economic Development

Attest:

Kaya T. McIntosh
Mayor

Brenda Bligen, MBA
Acting Township Clerk

RESOLUTION NO. 2023 - 26

AUTHORIZING THE APPROVAL OF VOUCHERS FOR PAYMENT & RATIFICATION

WHEREAS Willingboro Township Council received the January 2023, Bill List #1 and had an opportunity to review said Bill List.

NOW THEREFORE BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 17th day of January 2023 that the Council hereby authorizes the Approval of Vouchers for payment and ratification including those items purchased under state contract and identified as such and all Trust Other Accounts (Recreation Trust, Tax Redemption, Escrow, and Dedicated by Rider Accounts).

BE IT FURTHER RESOLVED that a copy of this resolution shall be forwarded to the Director of Finance for her information and attention.

Kaya McIntosh
Mayor

Attest:

Brenda Bligen, MBA
Acting Township Clerk

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

RESOLUTION NO. 2023-27

A RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO PROVIDING FOR THE APPOINTMENT OF TOWNSHIP AUDITOR

WHEREAS, the terms of the Office of Township Auditor have expired; and

WHEREAS, the services to be performed in such offices are regulated by law and the persons to be appointed are practicing recognized professions; and

WHEREAS, the Township of Willingboro has determined that it is appropriate to implement a fair and open process for the awarding of this contract; and

WHEREAS, the Township requested and received statements of qualifications in a manner that fostered a fair and open process, utilizing the criteria and specific minimum requirements to meet the requirements of the Township; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 17th day of January, 2023, that the following appointments are made pursuant to N.J.S.A.-2B:12-27 for a term expiring 01/02/2024 (Reorganization Meeting) unless otherwise indicated.

BE IT FURTHER RESOLVED, that each of said appointees shall be compensated in accordance with salary ordinance/resolution or by agreement.

Auditor

Kaya T. McIntosh
Mayor

Attest:

Brenda Bligen
Acting Township Clerk