

## Public Agenda – February 21, 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](mailto: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](http://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



**COUNCIL MEETING AGENDA  
February 21, 2023**

**To Join Zoom Meeting:**

1. Type in the address bar:  
[https://us02web.zoom.us/j/95369537139?](https://us02web.zoom.us/j/95369537139?pwd=TUxPc1lGdWluTk1FcExvbUFpdVcwz09)  
[pwd=TUxPc1lGdWluTk1FcExvbUFpdVcwz09](https://us02web.zoom.us/j/95369537139?pwd=TUxPc1lGdWluTk1FcExvbUFpdVcwz09)
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, ASSISTANT PASTOR (RETIRED), ALPHA BAPTIST CHURCH**

**FLAG SALUTE  
COMPLIANCE STATEMENT  
MANAGER'S MUNICIPAL UPDATES  
PUBLIC COMMENT - AGENDA ITEMS ONLY - 2**

**ORDINANCES**

**Ord. 2023-1**

**PUBLIC HEARING/FINAL READING: AN ORDINANCE OF WILLINGBORO TOWNSHIP TO ESTABLISH TRAVEL REIMBURSEMENT REGULATIONS FOR TOWNSHIP OFFICIALS AND TOWNSHIP EMPLOYEES CONDUCTING OFFICIAL BUSINESS.**

**Ord. 2023-2**

**PUBLIC HEARING/FINAL READING: ORDINANCE OF THE TOWNSHIP OF WILLINGBORO, IN THE COUNTY OF BURLINGTON, NEW JERSEY PROVIDING FOR THE RE-APPROPRIATION OF \$251,748.97 IN UNUSED DEBT AUTHORIZATIONS NOT NEEDED FOR THEIR ORIGINAL PURPOSES IN ORDER TO PROVIDE FOR TWO (2) TOWNSHIP SERVERS AND HOT PATCH FOR THE DEPARTMENT OF PUBLIC WORK.**

**RESOLUTIONS**

**Res 2023 -40**

**RESOLUTION AUTHORIZING THE TOWNSHIP OF WILLINGBORO TO SELL AT AUCTION ITEMS / EQUIPMENT NO LONGER OPERATIONAL OR REQUIRED BY THE DEPARTMENT OF PUBLIC WORKS**

**Res. 2023-41**

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

**Res. 2023-42**

**RESOLUTION AUTHORIZING AN INCREASE TO THE 2022 NOT TO EXCEED AMOUNT APPROVED FOR THE FUNDING OF THE WILLINGBORO TOWNSHIP'S SHARE OF THE MACCS CONTRACT JOINT PURCHASING AGREEMENT**

**Res. 2023-43**

**RESOLUTION OF THE TOWNSHIP OF WILLINGBORO, COUNTY OF BURLINGTON, AUTHORIZING EXECUTION OF PROFESSIONAL SERVICE AGREEMENTS FOR NOT TO EXCEED AMOUNTS AS DETERMINED**

**Res. 2023-44**

**RESOLUTION AUTHORIZING AN INCREASE TO THE NOT TO EXCEED AMOUNT FOR PENNONI ENGINEERS FOR THE PROVISION OF ENGINEERING SERVICES TO THE TOWNSHIP OF WILLINGBORO**

**Res 2023 – 45**

**RESOLUTION DELETED**

**Res 2023 - 46**

**RESOLUTION AUTHORIZING A CHANGE ORDER FOR A CONTRACT WITH THINK PAVERS HARDSCAPING, LLC FOR THE BUCKINGHAM CULVERT REPAIR PROJECT**

**Res 2023 - 47**

**A RESOLUTION AUTHORIZING REFUNDS FOR OVERPAYMENTS OF TAXES**

**Res 2023-48**

**A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO PROVIDING FOR THE DESIGNATION OF OFFICIAL NEWSPAPER, PETTY CASH, AND OTHER PROCEDURAL REQUIREMENTS**

**Res 2023 – 49**

**RESOLUTION ESTABLISHING THE RATE OF INTEREST TO BE CHARGED FOR THE NONPAYMENT OF TAXES, ASSESSMENTS, OR OTHER MUNICIPAL LIENS OR CHARGES**

**Res 2023 – 50**

**AUTHORIZING THE APPROVAL OF VOUCHERS FOR PAYMENT & RATIFICATION**

**TREASURER FOR APPROVAL AND ADOPTION**

**APPROVAL OF MINUTES**

**01032023**

**01172023**

**02072023**

**MUNICIPAL CLERK'S UPDATES**

**UNFINISHED BUSINESS**

- 1. RESOLUTION AUTHORIZING THE TOWNSHIP OF WILLINGBORO TO AWARD A BID FOR LEAF VACUUMS FOR THE WILLINGBORO TOWNSH PUBLIC WORKS DEPARTMENT**
- 2. TIME LIMIT FOR COUNCIL MEETINGS**

***NEW BUSINESS***

- 1. ORDINANCE ESTABLISHING THE DIVINE NINE PARK BENCH DONATION PROGRAM FOR THE TOWNSHIP OF WILLINGBORO**

**PUBLIC COMMENT - 4 MINUTES  
COUNCIL COMMENTS**

**EXECUTIVE SESSION (IF NEEDED) 2023 - 51**

**ADJOURNMENT**

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

**Item Cover Page**

**WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM**

**DATE:** February 21, 2023

**SUBMITTED BY:** Brenda Bligen, Clerk

**ITEM TYPE:** Prayer

**AGENDA SECTION:** *PRAYER*

**SUBJECT:** Rev Lewis Cook, Assistant Pastor (Retired), Alpha Baptist Church

**SUGGESTED ACTION:**

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**ATTACHMENTS:**

Item Cover Page

**WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM**

**ORDINANCE NUMBER:** 2023-1

**DATE:** February 21, 2023

**SUBMITTED BY:** Brenda Bligen, Clerk

**ITEM TYPE:** Ordinance

**AGENDA SECTION:** *ORDINANCES*

**SUBJECT:** **PUBLIC HEARING/FINAL READING: AN ORDINANCE OF WILLINGBORO TOWNSHIP TO ESTABLISH TRAVEL REIMBURSEMENT REGULATIONS FOR TOWNSHIP OFFICIALS AND TOWNSHIP EMPLOYEES CONDUCTING OFFICIAL BUSINESS.**

**SUGGESTED ACTION:**

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**ATTACHMENTS:**

[Amended - Travel Policy ORDINANCE NO.pdf](#)

# **ORDINANCE NO.**

## **AN ORDINANCE OF WILLINGBORO TOWNSHIP TO ESTABLISH TRAVEL REIMBURSEMENT REGULATIONS FOR TOWNSHIP OFFICIALS AND TOWNSHIP EMPLOYEES CONDUCTING OFFICIAL BUSINESS.**

### **PURPOSE**

The purpose of this ordinance is to adopt travel and expense regulations covering expenses incurred by the mayor, member of the Township Council, and any official or employee of Willingboro Township whose salary is set by Ordinance, charter, or general law.

WHEREAS the Township Council desires to provide consistent travel regulations and reimbursement expectations, this ordinance is intended to assure fair and equitable treatment to all individuals traveling on Township business at Township expense.

**NOW THEREFORE BE IT ORDAINED** that:

The Township Manager, The Police Director, the Qualified Purchasing Agent (QPA), and the Chief Financial Officer (CFO) shall be responsible for the enforcement of these travel regulations:

### **TRAVEL POLICY**

In the interpretation and application of this ordinance, the term "traveler" or "authorized traveler" means any elected or appointed municipal officer or employee, including members of municipal boards and committees appointed by the Township Council, and the employees of such boards and committees who are traveling on official municipal business and whose travel was authorized in accordance with this ordinance. "Traveler" or "authorized traveler" shall not include the spouse, children, other relatives, friends, or companions accompanying the authorized traveler on Township business, unless the person(s) otherwise qualifies as an authorized traveler under this ordinance.

Members of municipal boards and committees appointed by the mayor or the Willingboro Township Council, and the employees of such boards and committees who are traveling on official municipal business may only receive reimbursement of expenses only if and after authorization

granting such travel has been approved by the Resolution of the Governing Body, prior to the expense being incurred.

Authorized travelers are entitled to reimbursement of certain expenditures incurred while traveling on official business for the Township. Reimbursable expenses may include expenses for transportation; lodging; meals; registration fees for conferences, conventions, and seminars; and other actual and necessary expenses related to official business as determined. Under certain conditions, entertainment expenses may be eligible for reimbursement.

The municipality has the desire to pay directly to the provider for expenses such as meals, lodging, and registration fees for conferences, conventions, seminars, and other education programs when possible. Authorized travelers can request either advanced billing paid directly by the Township for registration fees, airfares, meals, lodging, conferences, and similar expenses by way of Purchase Orders executed through the purchasing process or by reimbursement supported by the originally paid receipt expenses for transportation; lodging; meals; registration fees for conferences, conventions, and seminars; and certain other actual and necessary expenses related to official business authorized before travel. Advance requests, reservations, and itineraries are not considered documentation of travel expenses.

The traveler must immediately reimburse the Township if travel advances exceed actual documented expenses. It will be the responsibility of the CFO to initiate action to recover any undocumented travel advances.

Any travel over three days or requiring airfare is available only after completing and having received an approved travel authorization form from the Township Manager or Police Director for officers in the Willingboro Police Department. The Township Manager and Police Director must receive approval from the Township Council for any travel over three days that require airfare.

The travel expense reimbursement form will be used to document all expense claims. To qualify for reimbursement, travel expenses must be:

- Directly related to the conduct of the Township business for which travel was authorized; and
- Actual, reasonable, and necessary under the circumstances. The CFO may make exceptions for unusual circumstances.



The Township desires to adhere to the General Service Administration (GSA) per diem reimbursement rates which consist of a maximum lodging allowance component and a meals and incidental expenses component. The Township will allow for actual expense reimbursement when per diem rates are insufficient to meet necessary expenses. All travel expense reimbursement claims must be supported by the original paid receipt for lodging, vehicle rental, public carrier travel, conference fee, and other reimbursable costs. Expenses considered excessive will not be allowed.

Any person attempting to defraud the Township or misuse Township travel funds is subject to disciplinary action and/or legal action for recovery of fraudulent travel claims and/or advances.

Mileage and lodging expenses incurred within the Township are not ordinarily considered eligible expenses for reimbursement but may be approved upon approval of the Township Manager, under certain mitigating circumstances.

### **HOTELS**

Members of the Township Council, and any official or employee of Willingboro Township shall try to patronize hotels that offer special rates to government employees unless alternative lodging offers greater cost benefits or is more advantageous to the conduct of Willingboro Township business.

Hotel accommodations and fees will be permitted only when:

- a) the event is more than 50 miles from the Township and the program schedule is more than ten (10) hours in a single day; or
- b) the program ends after 8:00 pm during a weekday other than a Friday or a legal Holiday; or
- c) the event is more than 50 miles from the Township, and the program schedule and reasonable travel time are more than ten (10) hours in a single day. The determination as to whether hotel accommodations for the night before will be made by the Township Manager.

### ***Hotel Incidental and Deposit Holds***

Incidental holds and deposits are funds held by a hotel to pay for services guests charge to their room during their stay and/or for damages caused. Incidental holds are a non-negotiable part of the check-in process, and funds are typically returned 5-7 days after checking out.

Hotel Incidental and Deposit Holds will **NOT** be paid for by the Township and each authorized traveler must have the ability to cover these temporary holds as required by the hotel of choice. Please take into consideration your ability as a traveler to cover incidental holds and deposits when making your choice of hotel accommodations.

### **FOOD AND MEALS**

When the Willingboro Township provides or requires **mandatory** attendance at a training or conference by employees, wherein time spent is outside of the normal workday, non-exempt employees [whose salary is set by Ordinance, charter, or general law] will be provided a meal reimbursement **at the General Service Administration (GSA) rate for Breakfast, Lunch, and Dinner, up to a maximum of \$69.00 per day.** Receipts will be required, and purchases exclude alcoholic beverages. **Tips not to exceed 18% will be permitted and considered a reimbursable expense.** Dollar values of any meals included in conference registrations will not be applicable.

### **MILEAGE REIMBURSEMENT RATE SCHEDULES**

Authorized travelers that use their personal vehicles shall be reimbursed according to the mileage allowance established by the United States Internal Revenue Service as of January 1<sup>st</sup> of the calendar year. The Township's travel reimbursement rates will automatically change when the IRS rates are adjusted.

Mileage reimbursement does not apply if a Municipal vehicle is used for travel. Any fuel purchased for a Municipal vehicle will be reimbursed with a paid receipt and mileage notation.

Tolls will be reimbursed with a paid receipt.

### **MISCELLANEOUS:**

***Rental Vehicles*** – prior approval by the Town Manager is required. When authorized, the rental rate for a compact sedan will be applicable.

### ***Parking Charges*** –

Reimbursement of the daily rate for hotel parking is authorized when not included in hotel charges. A paid receipt is required.

***Emergency Vehicle Repairs and Towing Charges*** – will be authorized for Municipal vehicles only. Before authorizing any towing or repair charges, every effort to contact the Township Manager or the Fleet Maintenance Director must be made.

**NEW JERSEY LEAGUE OF MUNICIPALITIES CONFERENCE**

The League of Municipalities Conference (“The League”) is an opportunity for Local government officials, both elected and appointed, to build their skills and their networks at a three-day event recognized for its excellence by attendees and exhibitors alike and is an opportunity. It is in the best interest for attendees to boost their professional development and get the tools to build stronger communities.

Although it is desirable, it is impractical to cover the expense and manpower for all employees to attend so we hereby establish criteria and guidelines for attendance.

***GOVERNING BODY***

Members of the Township Council may attend the entirety of The League and are entitled to reimbursement of certain expenditures incurred while traveling on official business for the Township. Reimbursable expenses may include expenses for transportation [gas, tolls, taxi expenses traveling to and from events]; lodging; meals (at the GSA daily limit); registration fees for conferences, conventions, seminars, and other actual and necessary expenses related to official business as determined. Under certain conditions, entertainment expenses, approved by the Governing Body, may be eligible for reimbursement.

Hotel Incidental and Deposit Holds will NOT be paid for by the Township and each authorized traveler must have the ability to cover these expenses as required by the hotel of choice.

***TOWNSHIP MANAGER and DEPARTMENT DIRECTORS***

The Township Manager, and Department Directors may attend the League for up to three days [Tuesday-Thursday] and are entitled to reimbursement of certain expenditures incurred while traveling on official business for the Township. Reimbursable expenses may include expenses for transportation [gas, tolls, traveling to and from the conference]. Lodging will be paid for two nights at a hotel reserved through the NJ State League of Municipalities Conference Reservation system, payable by Purchase Order in advance. The Township will not pay for any additional expenses [taxes and fees] incurred by not utilizing a Township Purchase Order. The Township will pay for registration fees for the conference, and certain association functions/luncheons, seminars, and other actual and

necessary expenses related to official business as determined. Under certain conditions, entertainment expenses, approved by the Township Manager, may be eligible for reimbursement.

Hotel Incidental and Deposit Holds will NOT be paid for by the Township and each authorized traveler must have the ability to cover these expenses as required by the hotel of choice.

***EMPLOYEES REQUIRING CONTINUING EDUCATION UNITS OR EDUCATION CREDITS***

Any Employee that has an NJ State Certification or License that is not a Department Director may attend the League for up to two days [Tuesday, Wednesday, or Thursday] and is entitled to reimbursement of certain expenditures incurred while traveling on official business for the Township. Reimbursable expenses may include expenses for transportation [gas, tolls, traveling to and from the conference]. Lodging will be paid for one night at a hotel reserved through the NJ State League of Municipalities Conference Reservation system, payable by Purchase Order in advance. The Township will not pay for additional expenses incurred by not utilizing a Township Purchase Order. The Township will pay for registration fees for the conference, and certain association functions/luncheons, seminars, and other actual and necessary expenses related to official business as determined. Under certain conditions, entertainment expenses, approved by the Township Manager, may be eligible for reimbursement.

Hotel Incidental and Deposit Holds will NOT be paid for by the Township and each authorized traveler must have the ability to cover these expenses as required by the hotel of choice.

***OTHER EMPLOYEES***

An Employee that **does not** have an NJ State Certification or License but has demonstrable value in attending may attend the League for one day [Tuesday, Wednesday, or Thursday] and is entitled to reimbursement of certain expenditures incurred while traveling on official business for the Township. Reimbursable expenses will only include expenses for transportation [gas, tolls, traveling to and from the conference]. The Township will pay for registration fees for the conference, and certain association functions/luncheons, seminars, and other actual and necessary expenses related to official business as determined.

***ADMINISTRATIVE PROCEDURES***

The Township adopts and incorporates by reference all administrative procedures outlined in the New Jersey Local Public Contracts Law and Township Ordinance 2022-10.

This ordinance shall take effect upon its final reading by the Willingboro Township Council. It shall cover all travel and expenses occurring on or after the date of adoption.

Item Cover Page

**WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM**

**ORDINANCE NUMBER:** 2023-2

**DATE:** February 21, 2023

**SUBMITTED BY:** Brenda Bligen, Clerk

**ITEM TYPE:** Ordinance

**AGENDA SECTION:** *ORDINANCES*

**SUBJECT:** **PUBLIC HEARING/FINAL READING: ORDINANCE OF THE TOWNSHIP OF WILLINGBORO, IN THE COUNTY OF BURLINGTON, NEW JERSEY PROVIDING FOR THE RE-APPROPRIATION OF \$251,748.97 IN UNUSED DEBT AUTHORIZATIONS NOT NEEDED FOR THEIR ORIGINAL PURPOSES IN ORDER TO PROVIDE FOR TWO (2) TOWNSHIP SERVERS AND HOT PATCH FOR THE DEPARTMENT OF PUBLIC WORK.**

**SUGGESTED ACTION:**

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**ATTACHMENTS:**

[ord 2023-2 Server\\_Appropriations.pdf](#)

# ORDINANCE 2023-

## ORDINANCE OF THE TOWNSHIP OF WILLINGBORO, IN THE COUNTY OF BURLINGTON, NEW JERSEY PROVIDING FOR THE RE-APPROPRIATION OF \$251,748.97 IN UNUSED DEBT AUTHORIZATIONS NOT NEEDED FOR THEIR ORIGINAL PURPOSES IN ORDER TO PROVIDE FOR TWO (2) TOWNSHIP SERVERS AND HOT PATCH FOR THE DEPARTMENT OF PUBLIC WORK.

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

Section 1. Pursuant to N.J.S.A. 40A:2-39, it is hereby determined that certain debt authorizations in the aggregate amount of \$251,748.97 provided for in the various ordinances listed below are no longer needed for the purposes referenced therein. The Township of Willingboro, in the County of Burlington, New Jersey (the "Township") desires, therefore, to re-appropriate the following debt authorizations:

Ordinance Number	Improvement Description and Date of Adoption	Amount to be Re-appropriated
2018-5	GIS Stormwater Compliance Adopted June 2018	\$3,437.40
2019-1	Improvements to Sidewalks, Streets, Rds. & Stormwater Adopted April 2019	\$1,909.36
2019-1	Replacement of Pole Barn & related expenses Adopted April 2019	\$50,000.00
2022-4	fencing, diving board, shade tarp-pools Adopted June 2022	\$1,571.04
2013-5	2013 Renovation F&E for Various Mun Bldgs. Adopted April 2013	\$1,126.17
2021-9	Repairs, Renovations, Improvements, Mold Remediation Adopted May 2021	\$50,000.00
2020-12	Renovations & Improvements-Mun. Bldgs. Adopted June 2020	247.64
2022-1	JFK Replace exterior trim/fascia painting. Adopted June 2022	\$7,550.00
2021-9	Acquisition-body armor, taser, handguns/audio, etc. Adopted May 2021	\$142.70
2022-4	Acquisition-tasers, livescan, fingerprint, etc. & Acquisition-body armor, handguns & related costs Adopted June 2022	\$236.03

2022-4	Improvements-Turf Field Adopted June 2022	\$104,000.00
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Section 2. The aggregate amount of \$251,748.97 described in Section 1 hereof and made available pursuant to N.J.S.A. 40A:2-39 hereby re-appropriated to provide for the following:

<b>Purpose</b>	<b>Appropriation &amp; Estimated Costs</b>	<b>Period of Usefulness</b>
Server	220,220.34	5 years
Hot Patcher	\$31,528.63	15 years

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

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



**Item Cover Page**

**WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM**

**DATE:** February 21, 2023

**SUBMITTED BY:** Dwayne Harris

**ITEM TYPE:** Resolution

**AGENDA SECTION:** ***RESOLUTIONS***

**SUBJECT:** RESOLUTION AUTHORIZING THE TOWNSHIP OF WILLINGBORO TO SELL AT AUCTION ITEMS / EQUIPMENT NO LONGER OPERATIONAL OR REQUIRED BY THE DEPARTMENT OF PUBLIC WORKS

**SUGGESTED ACTION:** The Department of Public Works has identified certain personal property owned by the Township of Willingboro that no longer works or may no longer be necessary for the operations of the Department and, therefore, will be classified as surplus personal property and will be placed on Municibid for public auction.

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**ATTACHMENTS:**

[Resolution Authorizing Sale of Retired DPW Assets 2023.pdf](#)

# RESOLUTION 2023- \_\_\_\_\_

## RESOLUTION AUTHORIZING THE TOWNSHIP OF WILLINGBORO TO SELL AT AUCTION ITEMS / EQUIPMENT NO LONGER OPERATIONAL OR REQUIRED BY THE DEPARTMENT OF PUBLIC WORKS

**WHEREAS** the Department of Public Works has identified certain personal property owned by the Township of Willingboro that no longer works or may no longer be necessary for the operations of the Department and, therefore, will be classified as surplus personal property; and

**WHEREAS** the N.J.A.C. Section 19:9-2.6 – “Sale of the Surplus Property” allows for surplus personal property to be sold using a website that, will allow the Township to reach the widest audience and obtain the most favorable price for the surplus personal property; and

**WHEREAS** the Township of Willingboro wishes to put surplus personal property items that are no longer operational or required on the MUNICIPAL Auction site and is desirous of selling said surplus property in an “as is” condition without express or implied warranties; 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: 11-12a; and

**NOW THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Willingboro, County of Burlington, State of New Jersey, on this 21st day of February 2023, in open public session that the Township Council authorizes the Township Manager, the Director of Public Works and other appropriate individuals to place the listed items on the MUNICIPAL Auction site and is hereby authorized to sign the contract documents necessary to effectuate the award of this contract.

Attest:

\_\_\_\_\_  
Brenda Bligen, Acting Township Clerk

\_\_\_\_\_  
Kaya McIntosh, Mayor

1. Toro Groundsmaster 328- D 31000038 Bad PTO, No Hydraulics. Frame cracked.
2. Toro Groundsmaster 325-D 240000295 Broken frame,
3. Toro Groundsmaster 325-D 240000296 Broken frame
4. Toro Groundsmaster 325-D 220000514 Parts machine
5. Toro Groundsmaster 328-D 310000386 Missing axle, cracked frame, motor blown.
6. Western 6.5-foot plow Damaged beyond repair.
7. Boss 8-foot plow Damaged beyond repair.
8. Liquid tank was Replaced by a new tank.
9. Liquid tank was Replaced by a new tank.
10. Spalding hot patcher T4-98-1404 Beyond repair
11. 2013 Ford Interceptor 1FAHP2MK9E6122396 Retired from the fleet.
12. 2013 Ford Interceptor 1FAHP2L87DG152727 Retired from the fleet.
13. Misc. Toro 325 / 328 Groundsmaster mower parts All used parts from mowers are not in service anymore
14. Hydraulic jack Does not work.
15. Hydraulic tire jack Does not work.
16. Cadillac car Old impounded car, not in use.
17. ODB Leaf vac 9013260 Parts machine
18. ODB Leaf vac 10982563 Parts machine

**Item Cover Page**

**WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM**

**RESOLUTION NUMBER:** 2023-41

**DATE:** February 21, 2023

**SUBMITTED BY:** Dwayne Harris

**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:** 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 the Township of Willingboro in accordance with Chapter 272, subsequently made arrangements for the property maintenance violations to be abated. the cost of which shall become a part of the taxes next assessed and levied thereon, and enforced and collected with interest upon the properties.

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**ATTACHMENTS:**

[Schedule A Feb2023.xlsx](#)

[CHARGES ON CERTAIN PROPERTIES.pdf](#)

27 BOTANY CIRCLE (V)	237-11	11.25.2022	REPAIR OF FASCIA AT FRONT AND SIDE OF PROPERTY	LB23-0001	962.5
140 MILLBROOK DRIVE (V)	523-17	11.29.2022	EMERGENCY BOARD UP ON ENTIRE VACANT PROPERTY (INSP DEPT)	LB23-0002	1288.79
27 BOTANY CIRCLE (V)	237-11	10.25.2022	EMERGENCY BOARD UP OF VACANT PROPERTY (INSP DEPT)	LB23-0003	1172.7
66 HARRISON DRIVE (O)	634-10	12.7.2022	BOARD UP OF GARAGE - VEHICLE STRIKE (POLICE DEPT)	LB23-0004	1761.9
30 PEBBLE LANE (V)	317-9	1.8.2023	DOUBLE LAWN CUT	LB23-0005	110
68 PRINCETON LANE (V)	314-20	1.7.2023	REMOVAL OF TREE AND DEBRIS ON ENTIRE VACANT PROPERTY	LB23-0006	962.5
49 PENSDALE LANE (O)	302-16	1.7.2023	REMOVAL OF BRANCHES AND DEBRIS AT CURB	LB23-0007	165
8 PLUMTREE LANE (O)	328-20	1.7.2023	REMOVAL OF TRASH AND DEBRIS AT CURB	LB23-0008	82.5
15 NORTH PLACE (O)	1020-70	1.7.2023	REMOVAL OF MIRROR AT FRONT PROPERTY	LB23-0009	55
38 HAMILTON LANE (V)	603-12	12.3.2022	REMOVAL OF TRASH AND DEBRIS AT CURB	LB23-0010	275
51 PINAFORE LANE (V)	323-17	12.7.2022	REMOVAL OF TRASH FROM ENTIRE VACANT PROPERTY	LB23-0011	550
2 HARRINGTON CIRCLE(V)	642-24	12.11.2022	REMOVAL OF TRASH AND DEBRIS AT CURB	LB23-0012	55
89 EXECUTIVE LANE (O)	835-13	12.21.2022	REMOVAL OF ALL TRASH IN RECEPTACLES AND PROPERTY	LB23-0013	385
64 GAFFNEY LANE (O)	702-12	12.26.2022	REMOVAL OF TRASH FROM ENTIRE PROPERTY	LB23-0014	3520
32 MIDFIELD LANE (V)	525-10	12.31.2022	REMOVAL BOXSPRING, HEADREST AND TRASH BAG FROM CURB	LB23-0015	110
11 EDGELY PLACE (V)	832-25	9.27.2022	REMOVAL OF BRANCHES AND TRIM OVERGROWN BUSH AT SIDE	LB23-0016	99
126 HAMPSHIRE LANE (V)	610-13	9.20.2022	SINGLE LAWN CUT	LB23-0017	82.5
6 HASTING LANE (V)	623-3	9.20.2022	SINGLE LAWN CUT	LB23-0018	82.5
33 HAMILTON LANE (V)	601-11	9.21.2022	SINGLE LAWN CUT	LB23-0019	82.5
26 PALFREY LANE (V)	328-7	9.21.2022	SINGLE LAWN CUT	LB23-0020	82.5
8 SHAWMONT LANE (V)	107-44	9.21.2022	SINGLE LAWN CUT	LB23-0021	82.5
19 HOLYOKE LANE (V)	617-6	9.21.2022	SINGLE LAWN CUT	LB23-0022	82.5
50 PETUNIA LANE (V)	313-15	9.24.2022	DOUBLE LAWN CUT	LB23-0023	110
26 PALFREY LANE (V)	328-7	10.11.2022	SINGLE LAWN CUT	LB23-0024	82.5
8 SHAWMONT LANE (V)	107-44	10.11.2022	SINGLE LAWN CUT	LB23-0025	82.5
37 HOLSTONE LANE (O)	608-66	10.6.2022	SINGLE LAWN CUT	LB23-0026	82.5
6 HASTING LANE (V)	623-3	10.6.2022	SINGLE LAWN CUT	LB23-0027	82.5
126 HAMPSHIRE LANE (V)	610-13	10.6.2022	SINGLE LAWN CUT	LB23-0028	82.5
33 HAMILTON LANE (V)	601-11	10.6.2022	SINGLE LAWN CUT	LB23-0029	110
1 HAWLEY PLACE (O)	608-133	10.6.2022	SINGLE LAWN CUT	LB23-0030	110
34 SPINDLETOP LANE (V)	125-27	10.21.2022	DOUBLE LAWN CUT	LB23-0031	110

TOTAL: \$12,902.39

# RESOLUTION NO. 2023 - \_\_\_\_\_

## 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, 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 costs 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 21st day of February, 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.

\_\_\_\_\_  
Kaya McIntosh, Mayor

Attest:

\_\_\_\_\_  
Brenda Bligen  
Township Clerk

**Item Cover Page**

**WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM**

**RESOLUTION NUMBER:** 2023-42

**DATE:** February 21, 2023

**SUBMITTED BY:** Dwayne Harris

**ITEM TYPE:** Resolution

**AGENDA SECTION:** *RESOLUTIONS*

**SUBJECT:** **RESOLUTION AUTHORIZING AN INCREASE TO THE 2022 NOT TO EXCEED AMOUNT APPROVED FOR THE FUNDING OF THE WILLINGBORO TOWNSHIP'S SHARE OF THE MACCS CONTRACT JOINT PURCHASING AGREEMENT**

**SUGGESTED ACTION:** Pursuant to Resolution 2022-45, the governing body authorized an amount not to exceed \$108,866.02 to fund The Township's portion of MACCS program joint Purchasing Agreement for the 2022 contract year which will not cover the cost of funding The Township's portion of MACCS program to close out the 2022 contract year. It is necessary to increase the aforementioned approved not to exceed amount by \$7,133.98.

---

**ATTACHMENTS:**

[MACCS 2022 increase resolution.pdf](#)

## **Resolution 2023-**

### **RESOLUTION AUTHORIZING AN INCREASE TO THE 2022 NOT TO EXCEED AMOUNT APPROVED FOR THE FUNDING OF THE WILLINGBORO TOWNSHIP'S SHARE OF THE MACCS CONTRACT JOINT PURCHASING AGREEMENT**

**WHEREAS** the Governing Body of the Township of Willingboro, County of Burlington, State of New Jersey, agreed to participate in a Joint Purchasing Program for the provision and performance of goods and services, more specifically, for the collection and disposal of solid waste and bulk waste from apartments and condominiums within the municipality; and

**WHEREAS** the Township of Willingboro entered into a Joint Purchasing Agreement for the program known as "Municipal Apartment and Condominium Collection Services" ("MACCS") which agreement designates Maple Shade Township as the Lead agency for the program; and

**WHEREAS** Pursuant to Resolution 2022-45, the governing body authorized an amount not to exceed \$108,866.02 to fund The Township's portion of MACCS program joint Purchasing Agreement for the 2022 contract year; and

**WHEREAS** additional funds are needed to cover the costs of funding The Township's portion of MACCS program to close out the 2022 year; and

**WHEREAS** the current not to exceed amount of 108,866.02 will not cover the cost of funding The Township's portion of MACCS program to close out the 2022 contract year; and

**WHEREAS** it is necessary to increase the aforementioned approved not to exceed amount because of additional unanticipated costs related to the collection and disposal of solid waste and bulk waste from apartments and condominiums within the municipality; and

**WHEREAS** the additional amount to be encumbered for this increase shall not exceed \$7,133.98; and

**WHEREAS** the CFO has certified the availability of the funds for the increase; and

**WHEREAS** Funds have been appropriated in the 2022 budget and funds are available for this purpose in the following budget account: Landfill/Waste Apartment Trash: 2-01-32-465-000-173 (\$7,133.98) 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 21<sup>st</sup> day of February 2023, in open public session that the governing body authorizes a not to exceed increase from \$108,866.02 to \$116,000.00 to cover the Township's portion of the costs related to the MACCS program contract to close out the 2022 contract year that is consistent with this resolution.



**Item Cover Page**

**WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM**

**RESOLUTION NUMBER:** 2023-43

**DATE:** February 21, 2023

**SUBMITTED BY:** Dwayne Harris

**ITEM TYPE:** Resolution

**AGENDA SECTION:** *RESOLUTIONS*

**SUBJECT:** RESOLUTION OF THE TOWNSHIP OF WILLINGBORO,  
COUNTY OF BURLINGTON, AUTHORIZING  
EXECUTION OF PROFESSIONAL SERVICE  
AGREEMENTS FOR NOT TO EXCEED AMOUNTS AS  
DETERMINED

**SUGGESTED ACTION:** Appoint the following firms or individuals and authorizes the Mayor  
and Clerk to execute professional services agreements with the  
following Township professionals.

---

**ATTACHMENTS:**

[NTE Resolution Professional Contracts 2023 - 2.pdf](#)

# **RESOLUTION NO. 2023 -**

## **RESOLUTION OF THE TOWNSHIP OF WILLINGBORO, COUNTY OF BURLINGTON, AUTHORIZING EXECUTION OF PROFESSIONAL SERVICE AGREEMENTS FOR NOT TO EXCEED AMOUNTS AS DETERMINED**

**WHEREAS** the Township of Willingboro, pursuant to N.J.S.A. 40A:11-5(a)(i), has determined that it is appropriate to implement a fair and open process for the awarding of professional contracts; and

**WHEREAS** the Clerk's Office of the Township publicly advertised and received statements of qualifications of professionals 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

**WHEREAS** N.J.S.A. 40:55D-24 stipulates the Planning Board and Zoning Board may employ, or contract for, and fix the compensation of legal counsel, other than the municipal attorney, experts, and other staff and services as it may deem necessary, and the governing body shall make provision in its budget and appropriate funds for the expenses of the board.

**NOW THEREFORE, BE IT RESOLVED** on this 21st day of February 2023, by the Township Council of the Township of Willingboro assembled in public session, that it hereby appoints the following firms or individuals and authorizes the Mayor and Clerk to execute professional services agreements with the following Township professionals not to exceed the amounts listed herein; and

**BE IT FURTHER RESOLVED**, that following the adoption of this resolution, the duration of the contracts between the Township of Willingboro and the referenced professional firms or individuals shall be from January 1, 2023, to December 31, 2023, pursuant to N.J.S.A. 40A:11-15.

<b>Professionals</b>	<b>Name</b>	<b>Account#</b>	<b>TOTAL NOT TO EXCEED AMOUNT</b>	<b>NOTES</b>
<b>SOLICITOR</b>	MALAMUT & ASSOCIATES	3-01-20-155-000-141	204,000.00	
<b>ADMINISTRATIVE AGENT</b>	TRIAD	H-19-55-000-000-021	2,000.00	
<b>BOND COUNSEL</b>	MCMANIMON, SCOTLAND & BAUMANN, LLC	3-01-20-130-000-132	30,000.00	
<b>CONSULTING ENGINEER</b>	CME/RVE	3-01-20-165-000-132	45,000.00	\$22,500 each
<b>ENGINEER</b>	PENNONI	3-01-20-165-000-145/C-04-55-922-006-001,005	175,000.00	72,850.00 C-04-55-922-006-001,005
<b>FAIRSHARE HOUSING (COAH)</b>	SURENIAN, EDWARDS & NOLAN	3-01-20-155-000-131	2,500.00	
<b>FINANCIAL ADVISOR</b>	PHOENIX	3-01-20-130-000-132	20,000.00	
<b>HEARING OFFICER</b>	THE GARTY LAW FIRM	3-01-20-155-000-131	5,000.00	
<b>LABOR COUNSEL</b>	FLORIO, PERRUCCI, STEINHARDT, CAPPELLI TIPTON & TAYLOR	3-01-20-155-000-139	80,000.00	
<b>OPRA ATTORNEY</b>	FLORIO, PERRUCCI, STEINHARDT, CAPPELLI TIPTON & TAYLOR	3-01-20-155-000-142	20,000.00	
<b>PLANNER</b>	CONSULTING & MUNICIPAL ENGINEERS ASSOC	3-01-20-155-000-131	10,000.00	
<b>PROSECUTOR</b>	McGill LAW PRACTICE, LLC	3-01-25-275-000-132	43,000.00	
<b>SUBSTITUTE/CONFLICT PROSECUTOR</b>	LAWRENCE J. LUONGO	3-01-25-275-000-132	5,000.00	
<b>PUBLIC DEFENDER</b>	ANDREW DUCLAIR, LLC LAW OFFICE	3-01-43-495-000-132	17,400.00	
<b>REDEVELOPMENT COUNSEL</b>	MCMANIMON, SCOTLAND & BAUMANN, LLC	3-01-20-155-000-131	40,000.00	
<b>SPECIAL COUNSEL</b>	PLATT & RISCO, P.C.	3-01-20-155-000-131	20,000.00	
<b>TAX ATTORNEY</b>	PLATT & RISCO, P.C.	3-01-20-155-000-131	20,000.00	
<b>AUDITOR</b>	BOWMAN & COMPANY	3-01-20-145-000-132/150-000-132	88,000.00	\$85,000 audit services, \$3,000 Continuing Disclosure Report Filing

**Item Cover Page**

**WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM**

**RESOLUTION NUMBER:** 2023-44

**DATE:** February 21, 2023

**SUBMITTED BY:** Dwayne Harris

**ITEM TYPE:** Resolution

**AGENDA SECTION:** *RESOLUTIONS*

**SUBJECT:** RESOLUTION AUTHORIZING AN INCREASE TO THE NOT TO EXCEED AMOUNT FOR PENNONI ENGINEERS FOR THE PROVISION OF ENGINEERING SERVICES TO THE TOWNSHIP OF WILLINGBORO

**SUGGESTED ACTION:** The current not to exceed amount of \$100,000 will not cover the remaining costs of engineering services to close out payments for the 2022 contract year additional funds not exceeding \$85,000 are needed to cover the costs of engineering services.

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**ATTACHMENTS:**

[2022 Increase NTE Resolution for Pennoni engineers.pdf](#)

## **RESOLUTION 2023-**

### **RESOLUTION AUTHORIZING AN INCREASE TO THE NOT TO EXCEED AMOUNT FOR PENNONI ENGINEERS FOR THE PROVISION OF ENGINEERING SERVICES TO THE TOWNSHIP OF WILLINGBORO**

**WHEREAS**, Pursuant to Resolution 2022-43, Pennoni Engineers, was approved by the Township Council of the Township of Willingboro to provide Engineering Services to the Township of Willingboro for a not to exceed the amount of \$100,000 for the 2022 contract year; and

**WHEREAS** the current not to exceed amount of \$100,000 will not cover the remaining costs of engineering services to close out payments for the 2022 contract year additional funds not exceeding \$85,000 are needed to cover the costs of engineering services; and

**WHEREAS** Funds have been appropriated in the 2022 budget and funds are available for this purpose in the prior year Current Fund (2-01-20-165-000-145 \$15,500.00) & General Capital Fund (C-04-55-920-001-003 \$46,200.00 and C-04-55-920-001-002 \$23,300.00) 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 21st day of February 2023, in open public session that the governing body authorizes an increase of \$85,000 for engineering Services from Pennoni Engineers, increasing the maximum amount to be expended for Engineering Services from Pennoni Engineers from \$100,000 to \$185,000.00 that is consistent with this resolution.

**BE IT FURTHER RESOLVED**, that a notice of this action shall be printed once in an official newspaper of the Township pursuant to NJAC 5:30-11.9(c)(6). In addition, this Resolution and the contract shall be available for public inspection in the office of the Municipal Clerk.

**Item Cover Page**

**WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM**

**RESOLUTION NUMBER:** 2023-46

**DATE:** February 21, 2023

**SUBMITTED BY:** Dwayne Harris

**ITEM TYPE:** Resolution

**AGENDA SECTION:** *RESOLUTIONS*

**SUBJECT:** Resolution Authorizing A Change Order For A Contract With Think Pavers Hardscaping, LLC for the Buckingham Culvert Repair Project

**SUGGESTED ACTION:** Authorizes a change order in the amount of \$8,500.00 increasing the total contracted services amount with Think Pavers Hardscaping, LLC, from \$120,796.00 to \$129,296.00

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**ATTACHMENTS:**

[Change order NTE Resolution for Think Pavers.pdf](#)  
[Pay App 1 \(002\) Approved.pdf](#)

## **RESOLUTION 2023-**

### **RESOLUTION AUTHORIZING A CHANGE ORDER FOR A CONTRACT WITH THINK PAVERS HARDSCAPING, LLC FOR THE BUCKINGHAM CULVERT REPAIR PROJECT**

**WHEREAS** Pursuant to Resolution 2022-131, Think Pavers Hardscaping, LLC was awarded a contract for \$120,796.00 by the Township Council of the Township of Willingboro for the Buckingham Culvert Repair Project; and

**WHEREAS** it is necessary to amend the aforementioned services agreement by \$8,500 because of additional work that could not be effectuated under a separate contract, which was not anticipated in the bid proposal opened on August 9, 2022, at the public bid opening; and

**WHEREAS** Funds have been appropriated in the 2022 Capital budget and funds are available for this purpose in the following Capital budget accounts: Buckingham Lane Culver Repairs C-05-55-922-006-005 (\$8,500.00) as indicated by the attached Treasurer's Certification; and

**WHEREAS** this change order increases the original agreed-upon amount and N.J.A.C. 5:30-11.5 et. seq requires the adoption of a resolution authorizing this change order; and

**NOW THEREFORE BE IT RESOLVED**, by the Township Council of the Township of Willingboro, County of Burlington, State of New Jersey, on this 21st day of February 2023, in open public session that the governing body authorizes a change order in the amount of \$8,500.00 increasing the total contracted services amount with Think Pavers Hardscaping, LLC, from \$120,796.00 to \$129,296.00 that is consistent with this resolution; and

**BE IT FURTHER RESOLVED**, this Resolution and the contract shall be available for public inspection in the office of the Municipal Clerk.

**Item Cover Page**

**WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM**

**RESOLUTION NUMBER:** 2023-47

**DATE:** February 21, 2023

**SUBMITTED BY:** Dwayne Harris

**ITEM TYPE:** Resolution

**AGENDA SECTION:** *RESOLUTIONS*

**SUBJECT:** A RESOLUTION AUTHORIZING REFUNDS FOR OVERPAYMENTS OF TAXES

**SUGGESTED ACTION:** Approve refunds for overpayment of taxes.

---

**ATTACHMENTS:**

[FEB 2023 ovp \(FEB 2023 cks\).pdf](#)



# **RESOLUTION NO. 2023 –**

## **A RESOLUTION AUTHORIZING REFUNDS FOR OVERPAYMENTS OF TAXES**

**WHEREAS** the records of the Tax Collector of the Township of Willingboro indicate February 2023 overpayments of taxes due and overpayments; and

**WHEREAS** refunds are due for these overpayments as listed on the attached schedule and made a part hereto.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Willingboro, assembled in public session this 21<sup>st</sup> day of February 2023, that refunds be made as per the attached schedule; and

**BE IT FURTHER RESOLVED** those copies of this resolution be forwarded to the Finance Director for information, attention, and compliance.

SERV PROPERTIES & MANAGEMENT INC. \$2,347.65  
12 CREEKVIEW ROAD  
WILLINGBORO, NJ 08046  
BLOCK 421  
LOT 2  
12 CREEKVIEW ROAD  
OVERPAYMENT TAXES

Owners are 100% exempt (non-profit organization); they do not pay taxes. Owners are requesting a refund.

WILSON, DONNA V. & BOOKER, MICHAEL T. \$1,778.46  
50 NORTHGATE LANE  
WILLINGBORO, NJ 08046  
BLOCK 1020  
LOT 93  
50 NORTHGATE LANE  
OVERPAYMENT TAXES

Homeowners are 100% exempt; they do not pay taxes. Homeowners are requesting a refund.

**Item Cover Page**

**WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM**

**RESOLUTION NUMBER:** 2023-48

**DATE:** February 21, 2023

**SUBMITTED BY:** Dwayne Harris

**ITEM TYPE:** Resolution

**AGENDA SECTION:** *RESOLUTIONS*

**SUBJECT:** A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO PROVIDING FOR THE DESIGNATION OF OFFICIAL NEWSPAPER, PETTY CASH, AND OTHER PROCEDURAL REQUIREMENTS

**SUGGESTED ACTION:**

1. Establishes the Burlington County Times as the primary official newspaper for the publication of all advertisements and notices required by law to be published by the municipality.
2. Established a Dedicated Rider Fund [Petty Cash] in the amount of five hundred dollars (\$500) pursuant to R. S. 40A:5021 for utilization by the Township Department of Public Works/Recreation to make payment for small purchases.
3. Authorizes the and directs the approval of certain refunds subject to ratification by the Township Council.
4. Authorized to discontinue the collection of interest for taxes in sums less than fifty cents (\$.50).

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**ATTACHMENTS:**

[General Procedures resolution.pdf](#)

# **RESOLUTION NO. 2023-**

## **A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO PROVIDING FOR THE DESIGNATION OF OFFICIAL NEWSPAPER, PETTY CASH, AND OTHER PROCEDURAL REQUIREMENTS**

**BE IT RESOLVED**, by Township Council of the Township of Willingboro, assembled in public session this 21<sup>st</sup> day of February 2023 as follows:

1. Pursuant to NJ statute, section 40:53-, the governing body hereby establishes the Burlington County Times as the primary official newspaper for the publication of all advertisements and notices required by law to be published by the municipality. The Philadelphia Inquirer, Trenton Times, and Courier Post are also designated as the newspapers to receive notice under the Open Public Meeting Act.
2. A Dedicated Rider Fund for five hundred dollars (\$500) is established Pursuant to R. S. 40A:5021 for utilization by the Township Department of Public Works/Recreation to make payment for small purchases. The custodian of such funds shall be the Director of Public Works/Recreation and existing funds shall be closed out before December 31, 2023, in accordance with the existing law.
3. The Township Manager and the Treasurer (CFO) are hereby authorized and directed to approve refunds of the Recreation Department program fees; tax refunds on residential properties due to tax appeals; refunds for duplicate payments, the overpayments and cancellations of building and inspection permits in the calendar year within which the permit was obtained, subject to ratification by the Township Council.
4. The Tax Collector of the Township is authorized to discontinue the collection of interest for taxes in sums less than fifty cents (\$.50).

**BE IT FURTHER RESOLVED**, the copies of this Resolution be submitted to appropriate Township officials for their information, attention, and compliance.

\_\_\_\_\_  
Kaya McIntosh, Mayor

Attest: \_\_\_\_\_  
Brenda Bligen, Acting Township Clerk

**Item Cover Page**

**WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM**

**RESOLUTION NUMBER:** 2023-49

**DATE:** February 21, 2023

**SUBMITTED BY:** Dwayne Harris

**ITEM TYPE:** Resolution

**AGENDA SECTION:** *RESOLUTIONS*

**SUBJECT:** **RESOLUTION ESTABLISHING THE RATE OF INTEREST TO BE CHARGED FOR THE NONPAYMENT OF TAXES, ASSESSMENTS, OR OTHER MUNICIPAL LIENS OR CHARGES**

**SUGGESTED ACTION:** N.J.S.A. 54:4-67 provides that the governing body may fix the rate of interest to be charged for the nonpayment of taxes, assessments, or other municipal liens or charges unless otherwise provided by law, on or before the date when they would become delinquent.

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**ATTACHMENTS:**

[Tax Collector.pdf](#)

# **RESOLUTION 2023-**

## **RESOLUTION ESTABLISHING THE RATE OF INTEREST TO BE CHARGED FOR THE NONPAYMENT OF TAXES, ASSESSMENTS, OR OTHER MUNICIPAL LIENS OR CHARGES**

**WHEREAS** N.J.S.A. 54:4-67 provides that the governing body may fix the rate of interest to be charged for the nonpayment of taxes, assessments, or other municipal liens or charges unless otherwise provided by law, on or before the date when they would become delinquent; and,

**WHEREAS** the rate so fixed shall not exceed 8% per annum on the first one thousand five hundred (\$1,500.00) of the delinquency and 18% per annum on any amount in excess of one thousand five hundred (\$1,500.00), to be calculated from the date the tax was payable until the date that actual payment to the tax collector is made; and

**WHEREAS** no interest shall be charged if payment of any installment is made on or before the tenth calendar day following the date upon which the same became payable.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body that the rate of interest on unpaid taxes shall not exceed eight percent (8%) per annum on the first one thousand five hundred (\$1,500.00) of delinquency and eighteen percent (18%) per annum on any amount in excess of one thousand five hundred dollars (\$1,500), to be calculated from the date the tax was payable until the date of the actual payment.

**BE IT FURTHER RESOLVED** that in addition to the interest provided above, the tax collector shall also collect a penalty of six percent (6%) of the amount of the delinquency for all delinquencies in excess of Ten Thousand (\$10,000.00) dollars which is not paid before the end of the fiscal year.

**BE IT FURTHER RESOLVED** that the municipal clerk provide a certified copy of this resolution to the Tax Collector.

**Item Cover Page**

**WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM**

**RESOLUTION NUMBER:** 2023-50

**DATE:** February 21, 2023

**SUBMITTED BY:** Dwayne Harris

**ITEM TYPE:** Resolution

**AGENDA SECTION:** *RESOLUTIONS*

**SUBJECT:** Authorizing the Approval of Vouchers for Payment & Ratification

**SUGGESTED ACTION:** 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).

---

**ATTACHMENTS:**

[Approval Vouchers for Payment\\_.pdf](#)

[FEBRUARY 2023 BILL LIST# 2 RATIFIED CHECKS.pdf](#)

[FEBRUARY 2023 BILL LIST#2.xlsx](#)

# RESOLUTION NO. 2023 -

## AUTHORIZING THE APPROVAL OF VOUCHERS FOR PAYMENT & RATIFICATION

WHEREAS Willingboro Township Council received the February 2023, Bill List #2 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 21st day of February 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 <sup>nd</sup>	Yea	Nay	Recuse	Abstain	Absent
Councilman Anderson							
Councilwoman Perrone							
Councilwoman Worthy							
Deputy Mayor Whitfield							
Mayor McIntosh							



Range of Checking Accts: 01010101 to 01010101 Range of Check Dates: 02/08/23 to 02/28/23  
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
01010101		CASH - TD BANK #4281975256					
70467	02/08/23	BUSIN085 BUSINESS VIEW MAGAZINE					2849
22-02284	1	QUARTER PAGE AD	1,250.00	2-01-20-100-101-156	Budget		1 1
				TOWN MANAGER Office of Communications			
70468	02/08/23	TREASBUR TREASURER, BURLINGTON COUNTY					2849
23-00271	1	1ST QTR 2023 COUNTY TAXES	1,662,703.35	3-01-55-001-000-001	Budget		2 1
				County Taxes Payable			
23-00271	2	1ST QTR 2023 FARMLAND TAXES	129,007.53	3-01-55-001-000-001	Budget		3 1
				County Taxes Payable			
			1,791,710.88				
70469	02/10/23	MPAC JAMES GRAVES					2850
22-02569	1	BOOKLET FOR VETERANS DAY-2022	1,694.00	2-01-20-110-110-131	Budget		1 1
				TOWN COUNCIL Special Project			

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	3	0	1,794,654.88	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	3	0	1,794,654.88	0.00

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	3	0	1,794,654.88	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	3	0	1,794,654.88	0.00

"RATIFIED CHECKS"

TOWNSHIP OF WILLINGBORO  
Check Register By Check Date

"RATIFIED CHECKS"

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Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	2-01	2,944.00	0.00	0.00	2,944.00
CURRENT FUND	3-01	1,791,710.88	0.00	0.00	1,791,710.88
Total of All Funds:		<u>1,794,654.88</u>	<u>0.00</u>	<u>0.00</u>	<u>1,794,654.88</u>

"RATIFIED CHECKS"

Description	PO #	Vendor Name	Item Description	Amount	Check Id	Check Date	Void Date	Invoice
TOWN MANAGER Office Supplies	22-02574	OFFICE BASICS, INC.	MANAGER OFFICE SUPPLIES	33.10	70610	2/21/2023		1-2210816
TOWN MANAGER Office Supplies	22-02574	OFFICE BASICS, INC.	ADDRESS LABELS	50.22	70610	2/21/2023		1-2210816
TOWN MANAGER Office Supplies	22-02574	OFFICE BASICS, INC.	SHIPPING LABELS	47.62	70610	2/21/2023		1-2210816
TOWN MANAGER Office Supplies	22-02574	OFFICE BASICS, INC.	CORRECTION TAPE 10 PACK	22.90	70610	2/21/2023		1-2210816
TOWN MANAGER Office Supplies	22-02574	OFFICE BASICS, INC.	STAPLER	47.88	70610	2/21/2023		1--2210816
TOWN MANAGER Office Supplies	22-02574	OFFICE BASICS, INC.	MEAD ACTION PLANNER	110.76	70610	2/21/2023		1-2210816
TOWN MANAGER Office of Communications	22-01721	OFFICE BASICS, INC.	20 Reams of High Gloss Paper	264.00	70610	2/21/2023		1-2188906
TOWN MANAGER Office of Communications	22-02581	ULINE, INC	ACRYLIC SIGN HOLDERS	82.00	70652	2/21/2023		158610491
TOWN MANAGER Office of Communications	22-02581	ULINE, INC	ACRYLIC SIGN HOLDERS	80.00	70652	2/21/2023		158610491
TOWN MANAGER Office of Communications	22-02581	ULINE, INC	ACRYLIC SIGN HOLDERS	82.00	70652	2/21/2023		158610491
TOWN MANAGER Office of Communications	22-02581	ULINE, INC	ACRYLIC SIGN HOLDERS	82.00	70652	2/21/2023		158610491
TOWN MANAGER Office of Communications	22-02581	ULINE, INC	SHIPPING	35.43	70652	2/21/2023		158610491
TOWN MANAGER Office of Communications	23-00112	THE CARLSEN GROUP INC	2022 BACKUP FLASH DRIVE	195.00	70487	2/21/2023		7847
PURCHASING-OfficeSupplies	22-01165	OFFICE BASICS, INC.	BLANKET TOWNSHIP OFFICE SUPPLY	11.88	70610	2/21/2023		1-2193871
PURCHASING-OfficeSupplies	22-01165	OFFICE BASICS, INC.	BLANKET TOWNSHIP OFFICE SUPPLY	387.24	70610	2/21/2023		1-2198383
PURCHASING-OfficeSupplies	22-02602	OFFICE BASICS, INC.	CLERK'S OFFICE SUPPLIES	696.51	70610	2/21/2023		1-2198383
PURCHASING-OfficeSupplies	22-02603	W.B. MASON CO., INC.	CLERK'S OFFICE SUPPLIES	3,398.55	70656	2/21/2023		235238729
PURCHASING Contractual	23-00207	Kyocera Document Solutions AME	JAN 23 5023178273	1,547.67	70589	2/21/2023		5023178273
PURCHASING Contractual	23-00207	Kyocera Document Solutions AME	FEB 23 5023540592	481.91	70589	2/21/2023		5023540592
TOWN COUNCIL Special Project	22-02439	AMAZON CAPITAL SERVICES INC.	CHRISTMAS-SHELTER BOARD	732.76	70471	2/21/2023		1VFX-YY94-QH7Y
TOWN COUNCIL Special Project	22-02585	CLAUDINE ARCHER	JINGLE JANGLE JAM	300.00	70490	2/21/2023		12/10/22
TOWN COUNCIL Special Project	22-02585	CLAUDINE ARCHER	JINGLE JANGLE JAM	65.51	70490	2/21/2023		12/10/22
TOWN COUNCIL Special Project	23-00262	ADAMS,REHMAN,&HEGGAN ASSOCIATE	AMPHITHEATER PROJECT	15,352.50	70474	2/21/2023		76332
TOWNSHIP CLERK Printing	23-00176	MGL FORMS-SYSTEMS LLC	LINK-FLAT "S" HOOK	56.00	70601	2/21/2023		186375
TOWNSHIP CLERK OFFICE EQUIPMEN	22-02541	INCLUSION SOLUTIONS LLC	2022 Election Material	4,951.94	70521	2/21/2023		143506
TOWNSHIP Registrar Printing	22-02034	RR DONNELLEY & SONS	CERIFIED PAPER REG-42A	99.00	70603	2/21/2023		191629245
FINANCE ADMIN Training	22-02556	DANIEL K LEMU	REIMB/REFUND NOV 29- JAN/23	1,037.00	70591	2/21/2023		REIMB JAN 2023
TAX ASSESSMENT Leg Serv-Assess	23-00199	THE PLATT LAW GROUP,P.C.	12/31/22 TAX APPEAL MATTER 22	150.00	70613	2/21/2023		15334
TWP ATTORNEY Labor Negotiation	22-02583	QBE SPECIALTY INSURANCE CO	DAVIS GREEN, BERNDAAETTE	5,073.00	70617	2/21/2023		QM-2401
TWP ATTORNEY Labor Negotiation	23-00198	Malamut & Associates	12/31/22 LEGAL SVC LABOR	3,412.50	70596	2/21/2023		11067
TWP ATTORNEY Municipal Attorney Other	23-00202	FLORIO,PERRUCCI,STEINHART, &	DEC 2022 PROFES SVC 57848.0001	16,542.61	70511	2/21/2023		605843
ENGINEER COSTS Engineer Serv	23-00204	PENNONI ASSOCIATES, INC	DEC 2022 WTCEX21015 JFK CTR	26,731.25	70612	2/21/2023		1152637
ENGINEER COSTS Engineer Serv	23-00205	PENNONI ASSOCIATES, INC	DEC 2022 WTCEX22031 CCLUB POOL	3,286.25	70612	2/21/2023		1151622
ENGINEER COSTS Engineer Serv	23-00206	PENNONI ASSOCIATES, INC	DEC 2022 WTCEX22002 -TWP ENG	2,842.50	70612	2/21/2023		1151621
ENGINEER COSTS Engineer Serv	23-00268	PENNONI ASSOCIATES, INC	10/22 WTCEX22027-ENG CON C EST	4,914.00	70612	2/21/2023		1144553
ENGINEER COSTS Miscellaneous	23-00269	CONSULTING&MUNICIPAL ENGINEERS	12/2022 PROFES SVC INV 0319010	1,521.75	70491	2/21/2023		0319010
ADMINISTRATION Contractual	22-01660	DS WATERS OF AMERICA, INC.	POLICE DEPT WATER PURCHASING	302.46	70480	2/21/2023		15420980120122
ADMINISTRATION Contractual	23-00069	VIRTUA MEDICAL GROUP, P.A.	PRE-EMPLOYMENT MEDICAL EXAM	106.45	70654	2/21/2023		173726
ADMINISTRATION Contractual	23-00069	VIRTUA MEDICAL GROUP, P.A.	PRE-EMPLOYMENT MEDICAL EXAM	106.45	70654	2/21/2023		173726
ADMINISTRATION Contractual	23-00105	W.B. MASON CO., INC.	POL OFFICE SUPPLY INV234183468	890.20	70656	2/21/2023		234183468
ADMINISTRATION Contractual	23-00105	W.B. MASON CO., INC.	INV# 234756592	147.40	70656	2/21/2023		234756592
ADMINISTRATION Contractual	23-00105	W.B. MASON CO., INC.	INV# 233929218	69.15	70656	2/21/2023		233929218
ADMINISTRATION Contractual	23-00105	W.B. MASON CO., INC.	INV# 234027192	82.96	70656	2/21/2023		234027192
ADMINISTRATION Contractual	23-00107	GALLS PARENT HOLDINGS LLC	POL EQUIP/UNIFORMS BC1758069	817.50	70626	2/21/2023		BC1758069
ADMINISTRATION Contractual	23-00107	GALLS PARENT HOLDINGS LLC	POL EQUIP/UNIFORMS BC1763950	600.00	70626	2/21/2023		BC1763950
ADMINISTRATION Contractual	23-00107	GALLS PARENT HOLDINGS LLC	POL EQUIP/UNIFORMS BC1764020	363.60	70626	2/21/2023		BC1764020
ADMINISTRATION Contractual	23-00107	GALLS PARENT HOLDINGS LLC	POL EQUIP/UNIFORMS BC1764025	593.54	70626	2/21/2023		BC1764025
ADMINISTRATION Contractual	23-00107	GALLS PARENT HOLDINGS LLC	POL EQUIP/UNIFORMS BC1766940	599.66	70626	2/21/2023		BC1766940
ADMINISTRATION Contractual	23-00241	DOCUVAULT SECURE SHREDDING LLC	POLICE DEPT DOCUMENT SHREDDING	147.95	70505	2/21/2023		0245200
ADMINISTRATION Contractual	23-00248	NJ DIV. OF WEIGHTS & MEASURES	RADAR TUNING FORKS RECERTIFIC	320.00	70606	2/21/2023		11/28/2022
PATROL EMT Expenses	23-00064	JARROD D BROADWAY	EMT REFRESHER COURSE	100.00	70655	2/21/2023		1074
PATROL EMT Expenses	23-00064	JARROD D BROADWAY	EMT REFRESHER COURSE	100.00	70655	2/21/2023		1074
PATROL EMT Expenses	23-00064	JARROD D BROADWAY	EMT REFRESHER COURSE	100.00	70655	2/21/2023		1074
PATROL EMT Expenses	23-00108	GALLS PARENT HOLDINGS LLC	EMT UNIT EQUIPMENT	987.80	70626	2/21/2023		BC1763101
CRIME PREV Neighborhood Watch	22-02274	POSITIVE PROMOTIONS, INC	NEIGHBORHOOD WATCH SUPPLIES	93.48	70615	2/21/2023		07069590
CRIME PREV Neighborhood Watch	22-02274	POSITIVE PROMOTIONS, INC	PROMOTIONAL PENCILS	135.50	70615	2/21/2023		07069590
CRIME PREV Neighborhood Watch	22-02274	POSITIVE PROMOTIONS, INC	WHISTLE/LIGHT/KEY CHAIN	225.40	70615	2/21/2023		07069590
CRIME PREV Neighborhood Watch	22-02274	POSITIVE PROMOTIONS, INC	SHIPPING	43.05	70615	2/21/2023		07069590
STAFF SERVICES Training	23-00109	CAMDEN CTY POLICE ACADEMY	CAMDEN COUNTY ACADEMY TUITION	850.00	70486	2/21/2023		7/25-12/15/2022
STAFF SERVICES Uniforms/Equip	22-01134	ATLANTIC TACTICAL INC.	POLICE UNIFORMS AND EQUIPMENT	2,497.50	70476	2/21/2023		SI-80791209
STAFF SERVICES Uniforms/Equip	22-02442	GALLS PARENT HOLDINGS LLC	POLICE UNIFORM AND EQUIPMENT	404.26	70626	2/21/2023		BC 1777803

STAFF SERVICES Psych Exams	23-00070	INST FOR FORENSIC PSYCHOLOGY	PSYCHOLOGICAL EXAM	525.00	70522	2/21/2023	17411
STAFF SERVICES Psych Exams	23-00242	INST FOR FORENSIC PSYCHOLOGY	PRE-EMPLOYMENT PSYCH EXAM	525.00	70522	2/21/2023	17797
STAFF SERVICES Contractual	23-00068	VIRTUA MEDICAL GROUP, P.A.	PRE EMPLOYMENT PHYSICAL EXAM	106.45	70654	2/21/2023	174190-00
STAFF SERVICES Contractual	23-00068	VIRTUA MEDICAL GROUP, P.A.	PRE EMPLOYMENT PHYSICAL EXAM	106.45	70654	2/21/2023	174190-00
STAFF SERVICES Vehicle Repair	22-01517	MORGAN'S TIRE SERVICE	SERVICE/REPAIR FOR POLICE	100.00	70604	2/21/2023	344626
STAFF SERVICES- CAR CONVERSION	23-00240	HAINESPORT ENTERPRISES, INC.	PATROL CAR 24 REPAIRS	2,092.61	70517	2/21/2023	382378
PUBLIC SAFETY-Security Miscellaneous	22-02578	GALLS PARENT HOLDINGS LLC	SECURITY UNIFORM/EQUIPMENT	1,807.50	70626	2/21/2023	BC 1772638
FIRE DEPT Training	22-01776	CAMDEN COUNTY COLLEGE	Fire Instructor II - Hybrid	125.00	70485	2/21/2023	000001666
FIRE DEPT Clothes & Equip	22-02499	MCDONALD UNIFORM CO., INC.	Full Dress Class A Uniforms	1,550.88	70598	2/21/2023	214248,250,253
STREETS & ROAD Signs	22-02322	GARDEN STATE HWY PRODUCTS INC.	UPDATING SIGNS ON VETERANS PKW	3,092.08	70512	2/21/2023	PS-INV110838
STREETS & ROAD Contractual	22-01966	TRI STATE SAFETY SOLUTIONS LLC	CDL RANDOM DRUG POLICY UPDATE	495.00	70651	2/21/2023	SAFTY6283
STREETS & ROAD Contractual	22-02515	FIGUEMAX TREE SERVICE LLC	REMOVAL OF 2 DEAD TREES	2,100.00	70510	2/21/2023	261
STREETS & ROAD Contractual	22-02584	AMCS GROUP INC	FLEET MAINTENANCE SUPPORT	2,330.26	70475	2/21/2023	122294
STREETS & ROAD B&G Maint	22-02579	MERCHANTVILLE OVERHEAD DOOR CO	REPAIR MAIN GATE	350.51	70600	2/21/2023	R-135569
STREETS & ROAD Major Veh Repai	22-02580	HAINESPORT ENTERPRISES, INC.	REPAIR BACKHOE	538.46	70517	2/21/2023	382451,382547
STORM WATER MANAGEMENT Contractual	23-00201	SUNNYSIDE DAIRIES INC.	DEC 1-13 2023 LEAF COLLECT DIS	11,000.00	70633	2/21/2023	619
STORM WATER MANAGEMENT Equip Repair	22-02345	JESCO INC.	LEAF VAC PARTS	1,090.80	70586	2/21/2023	PF1861
STORM WATER Major Veh Repai	22-02586	HAINESPORT ENTERPRISES, INC.	REPAIRS TRUCK 76 ELECTRICAL	962.97	70517	2/21/2023	384298
BUILDING & GRD Clothes & Equip	22-01557	S & H UNIFORMS	BLANKET- uniforms	1,086.00	70628	2/21/2023	6005967
BUILDING & GRD Equipment	22-02367	GRAINGER	BATTERIES	728.75	70514	2/21/2023	9497443052
BUILDING & GRD Contractual	22-01610	CKS MERCANTINI ELECTRIC	BLANKET - ELECTRICAL REPAIRS	4,600.00	70599	2/21/2023	834
BUILDING & GRD Contractual	23-00092	AFA PROTECTIVE SERVICES INC	WPL Fire Alarm service	377.50	70470	2/21/2023	3431138
BUILDING & GRD Contractual	23-00092	AFA PROTECTIVE SERVICES INC	WPL Fire Alarm service	199.43	70470	2/21/2023	3432416
BUILDING & GRD Contractual	23-00234	BEVAN SECURITY SYSTEMS, INC	FIRE ALARM INSPECTION	1,140.00	70481	2/21/2023	00117856
BUILDING & GRD JFK BLDG MAINTENANCE	23-00087	FANTE'S PLUMBING, HEATING & AC	SERVICE CALL RTU TO REPLACE	159.00	70508	2/21/2023	300873
BUILDING & GRD Equip Repair	23-00184	DAYSTAR ELECTRIC LLC	Replace light tubs JFK gym	4,250.00	70500	2/21/2023	JAN 9 2023
BUILDING & GRD B&G Maint	22-01293	DRAIN INNOVATIONS, INC.	MC Drain snake/clearing	510.00	70506	2/21/2023	1376
BUILDING & GRD B&G Maint	22-02332	AMERICAN LEAK DETECTION, INC.	LEAK DETECTION C. CLUB POOL	320.00	70472	2/21/2023	00063758
BUILDING & GRD B&G Maint	22-02367	GRAINGER	FLUORESCENT BALLAST	440.52	70514	2/21/2023	9497841339
BUILDING & GRD B&G Maint	22-02452	DRAIN INNOVATIONS, INC.	CC Pool toilet drain cleaning	695.00	70506	2/21/2023	1501
BUILDING & GRD B&G Maint	22-02546	CRAVEN PLUMBING	REPLACE VALVES	1,290.00	70499	2/21/2023	12255
BUILDING & GRD B&G Maint	23-00087	FANTE'S PLUMBING, HEATING & AC	REPLACED PRESSURE SWITCH	435.00	70508	2/21/2023	302646
BUILDING & GRD Building Improv	22-01663	ERCO INTERIOR SYSTEMS, INC.	Roller shades clerks new offic	1,074.91	70507	2/21/2023	19254
BUILDING & GRD Oth Equip Maint	22-02271	AFA PROTECTIVE SERVICES INC	WPL Fire Alarm service	667.50	70470	2/21/2023	3416606
RECR SERV&PROG Prgm Supplies	22-02407	NORTHEAST OUTDOOR PRODUCTIONS	MOVIE SCREEN RENTAL/PJ JAM	759.00	70609	2/21/2023	12304857
NATURAL GAS JFK Building	23-00330	DIRECT ENERGY MARKETING INC	FEB MON GAS DEC2022 RECREATION	236.11	70503	2/21/2023	HS23401578
GASOLINE Industrial Dr	22-02545	RIGGINS INC.	FUEL TWP. FLEET, 12/13	2,493.99	70621	2/21/2023	75086862
GASOLINE Industrial Dr	22-02599	RIGGINS INC.	FUEL TOWNSHIP FLEET 12/20	2,510.92	70621	2/21/2023	75087439
GASOLINE Industrial Dr	23-00125	RIGGINS INC.	FUEL TOWNSHIP FLEET, 12/27	6,536.46	70621	2/21/2023	75088442
GASOLINE Industrial Dr	23-00126	RIGGINS INC.	FUEL, DIESEL FOR FLEET 12-27	2,128.90	70621	2/21/2023	75088806
MUN.COURT Interpreter	23-00138	LANGUAGE LINE SERVICES INC	INTERPRETING SVC DEC 2022	15.30	70590	2/21/2023	10712713
Due to State DCA Training Fees	23-00222	TREASURER, STATE OF NEW JERSEY	4th OTR TRAINING FEES 2022	11,316.00	70650	2/21/2023	04 FEES 2022
TOWN MANAGER-Communications Contractual	23-00112	THE CARLSEN GROUP INC	JANUARY UPLOADS	95.00	70487	2/21/2023	7846
TECHNOLOGY Contractual	23-00133	BELLIA TECH LLC	DATA RECOVERY SERVICES	3,920.00	70479	2/21/2023	3771
TECHNOLOGY Contractual	23-00136	CROWN CASTLE INT'L CORP	FEBRUARY 2023 CHARGES	6,337.01	70632	2/21/2023	1261082
TECHNOLOGY Contractual	23-00157	DELL MARKETING L.P.	OFFICE 365 - JAN 2023	6,708.00	70501	2/21/2023	10642083993
TECHNOLOGY Contractual	23-00180	SHI INTERNATIONAL CORPORATION	REC. DEPT NETWORK	115.26	70627	2/21/2023	B16410213
TECHNOLOGY Contractual	23-00180	SHI INTERNATIONAL CORPORATION	REC. DEPT NETWORK	30.12	70627	2/21/2023	B16406920
TECHNOLOGY Contractual	23-00235	SHI INTERNATIONAL CORPORATION	ZOOM LICENSES-2	72.06	70627	2/21/2023	ZOOM LIC -2
TECHNOLOGY Miscellaneous	23-00133	BELLIA TECH LLC	DATA RECOVERY SERVICES	750.00	70479	2/21/2023	3771
HUMAN RESOURCE Contractual	23-00072	NEW JERSEY MOTOR VEHICLE COMM	2023 ANNUAL ADMIN FEE	150.00	70608	2/21/2023	OL018600
TOWN COUNCIL Special Project	23-00129	BRENDA BLIGEN	REORG MEETING 2023	225.84	70482	2/21/2023	935524489920
TOWN COUNCIL Miscellaneous	23-00128	SPORTS PARADISE	PLAQUES (2)	211.00	70630	2/21/2023	37998
TOWNSHIP CLERK Contractual	23-00175	GENERAL CODE, LLC	eC0de360 ANNUAL MAINTENANCE	995.00	70513	2/21/2023	GC00119724
FINANCE ADMIN Training	23-00302	NJ LEAGUE OF MUNICIPALITIES	2/24/2 QUICK REV BUD FAST WEB	25.00	70607	2/21/2023	UPDATES WEB
FINANCE ADMIN Contractual	23-00298	WILLINGBORO TWP AGENCY ACCT	FEB23 1P PPO3-23 WK6 INV552641	715.45	70658	2/21/2023	FEB23 1P 552641
TAX COLLECTION Awards & Dues	23-00334	TAX COLLECTORS/TREASURER ASSOC	TCTANJ 2023 MEMBERSHIP APPL	100.00	70634	2/21/2023	2023 MEM APPL
CONST OFFICIAL Clothes & Equip	23-00039	AMERICAN WEAR UNIFORM	UNIFORM SHIRT MAINTENANCE	73.80	70473	2/21/2023	10048150
CONST OFFICIAL Clothes & Equip	23-00039	AMERICAN WEAR UNIFORM	UNIFORM SHIRT MAINTENANCE	73.80	70473	2/21/2023	10050470
CONST OFFICIAL OFFICE EQUIPMEN	23-00037	OFFICE BASICS, INC.	OFFICE SUPPLIES- CODE ENF/OFF.	101.52	70610	2/21/2023	1-2211785
CONST OFFICIAL OFFICE EQUIPMEN	23-00040	AMAZON CAPITAL SERVICES INC.	OFFICE SUPPLIES- BLANKET	160.60	70471	2/21/2023	1C3K-FRWW-1JT1
CONST OFFICIAL OFFICE EQUIPMEN	23-00174	AMAZON CAPITAL SERVICES INC.	BLANKET- UCC SUPPLIES	115.60	70471	2/21/2023	1DKC-33J6-1RLG

CONST OFFICIAL OFFICE EQUIPMEN	23-00174	AMAZON CAPITAL SERVICES INC.	BLANKET- UCC SUPPLIES	9.99	70471	2/21/2023	1VKG-WD9V-1MG4
CONST OFFICIAL OFFICE EQUIPMEN	23-00229	GWEN CALDER-LAYNE	REIMBURSEMENT/ OFFICE SUPPLY	36.24	70484	2/21/2023	1/17/23
CONST OFFICIAL Equipment	23-00036	OFFICE BASICS, INC.	BLANKET- OFFICE SUPPLIES *UCC	269.55	70610	2/21/2023	2211786
CONST OFFICIAL Cont Inspection	23-00038	ROBERT SALMONS	Building Subcode	1,080.00	70623	2/21/2023	23-01 JANUARY23
ADMINISTRATION Contractual	23-00106	INTERNATIONAL ASSOCIATION OF	IACP POLICY DATA BASE	1,225.00	70520	2/21/2023	0270455
STAFF SERVICES Equipment	23-00067	W.B. MASON CO., INC.	OFFICE SUPPLIES RECORDS DIV.	300.04	70656	2/21/2023	235272934
STAFF SERVICES Contractual	23-00111	COMCAST CABLE	MUNICIPAL BUILDING CABLE	308.00	70493	2/21/2023	849905112020150
STAFF SERVICES Contractual	23-00113	COMCAST CABLE	POLICE BWC NETWORK	1,180.00	70494	2/21/2023	849905112027455
STAFF SERVICES Contractual	23-00114	COMCAST CABLE	POLICE INTERNET SERVICIE	1,600.00	70495	2/21/2023	849905112018569
STAFF SERVICES Internet Line	23-00110	COMCAST CABLE	OEM INTERNET AND CABLE SERVICE	850.00	70492	2/21/2023	849905112042257
STAFF SERVICES Vehicle Repair	23-00071	MILLER FORD SALES	FLEET VEHICLE REPAIRS	93.13	70602	2/21/2023	5420906
STAFF SERVICES Vehicle Repair	23-00071	MILLER FORD SALES	FLEET VEHICLE REPAIRS	184.37	70602	2/21/2023	5421256
STAFF SERVICES Veh Maintenance	23-00120	BHUPINDER ENTERPRISE INC	FLEET VEHICLE CAR WASH SERVICE	16.00	70653	2/21/2023	CTN:691895
STAFF SERVICES Veh Maintenance	23-00120	BHUPINDER ENTERPRISE INC	FLEET VEHICLE CAR WASH SERVICE	16.00	70653	2/21/2023	CTN:182678
STAFF SERVICES Veh Maintenance	23-00120	BHUPINDER ENTERPRISE INC	FLEET VEHICLE CAR WASH SERVICE	13.00	70653	2/21/2023	CTN:482958
STAFF SERVICES Veh Maintenance	23-00120	BHUPINDER ENTERPRISE INC	FLEET VEHICLE CAR WASH SERVICE	16.00	70653	2/21/2023	CAR 15
STAFF SERVICES Veh Maintenance	23-00120	BHUPINDER ENTERPRISE INC	FLEET VEHICLE CAR WASH SERVICE	16.00	70653	2/21/2023	CTN:143949
STAFF SERVICES Veh Maintenance	23-00120	BHUPINDER ENTERPRISE INC	FLEET VEHICLE CAR WASH SERVICE	16.00	70653	2/21/2023	CTN:14033
STAFF SERVICES Veh Maintenance	23-00120	BHUPINDER ENTERPRISE INC	FLEET VEHICLE CAR WASH SERVICE	13.00	70653	2/21/2023	CTN:674938
STAFF SERVICES Veh Maintenance	23-00120	BHUPINDER ENTERPRISE INC	FLEET VEHICLE CAR WASH SERVICE	16.00	70653	2/21/2023	CTN:675041
STAFF SERVICES Veh Maintenance	23-00120	BHUPINDER ENTERPRISE INC	FLEET VEHICLE CAR WASH SERVICE	13.00	70653	2/21/2023	CTN:674996
STAFF SERVICES Veh Maintenance	23-00120	BHUPINDER ENTERPRISE INC	FLEET VEHICLE CAR WASH SERVICE	13.00	70653	2/21/2023	CTN:675054
STAFF SERVICES Veh Maintenance	23-00120	BHUPINDER ENTERPRISE INC	FLEET VEHICLE CAR WASH SERVICE	16.00	70653	2/21/2023	CTN:745181
EMS Training	23-00052	BURLINGTON COUNTY BCIT	2023 BLANKET PO #1 (BCSTC)	10.00	70478	2/21/2023	10103
EMS Vehicle Repair	23-00055	MILLER FORD SALES	2023 BLANKET PO #1 (MILLER)	196.37	70602	2/21/2023	35027914
EMS Vehicle Repair	23-00055	MILLER FORD SALES	2023 BLANKET PO #1 (MILLER)	226.37	70602	2/21/2023	54206604
EMS Vehicle Repair	23-00055	MILLER FORD SALES	2023 BLANKET PO #1 (MILLER)	-30.00	70602	2/21/2023	5420708
EMS Vehicle Repair	23-00055	MILLER FORD SALES	2023 BLANKET PO #1 (MILLER)	82.51	70602	2/21/2023	5422198
EMS Veh Scheduled Maint	23-00050	BURLINGTON CNTY AUTO PARTS INC	2023 BLANKET PO #1 (BCAP)	289.34	70483	2/21/2023	101234571
EMS Veh Scheduled Maint	23-00050	BURLINGTON CNTY AUTO PARTS INC	2023 BLANKET PO #1 (BCAP)	15.74	70483	2/21/2023	101239560
EMS Major Veh Repair	23-00162	PL CUSTOM BODY AND EQUIP INC	Emergency Repair Ambulance	4,185.00	70614	2/21/2023	0081268-IN
EMS Major Veh Repair	23-00162	PL CUSTOM BODY AND EQUIP INC	Coolant Flush Replaced	425.00	70614	2/21/2023	0081268-IN
EMS Major Veh Repair	23-00162	PL CUSTOM BODY AND EQUIP INC	Diesel "B" Chassis Service	275.00	70614	2/21/2023	0081268-IN
FIRE DEPT Training	23-00123	BURLINGTON COUNTY BCIT	Firefighter 1 Academy	55.00	70478	2/21/2023	10099
FIRE DEPT Equipment	23-00041	HOME DEPOT USA INC	2023 BLANKET PO #1 (HOMEDEPOT)	76.68	70519	2/21/2023	4511761
FIRE DEPT Equipment	23-00061	AMAZON CAPITAL SERVICES INC.	2023 Blanket PO #1 (AMAZON)	164.48	70471	2/21/2023	1T61-P1FL-9XMV
FIRE DEPT Equipment	23-00061	AMAZON CAPITAL SERVICES INC.	2023 Blanket PO #1 (AMAZON)	66.42	70471	2/21/2023	1NVL-MDJ6-7HT9
FIRE DEPT Software	23-00121	TECHNOLOGY REFLECTIONS, INC.	Firehouse Solutions Web Serv.	1,384.40	70635	2/21/2023	7109
FIRE DEPT Vehicle Repair	23-00042	QUAKER CITY MOTOR PARTS CO	2023 BLANKET PO #1 (NAPA)	7.91	70605	2/21/2023	2709-783937
FIRE DEPT Vehicle Repair	23-00042	QUAKER CITY MOTOR PARTS CO	2023 BLANKET PO #1 (NAPA)	35.96	70605	2/21/2023	2709-784111
FIRE DEPT Vehicle Repair	23-00042	QUAKER CITY MOTOR PARTS CO	2023 BLANKET PO #1 (NAPA)	360.98	70605	2/21/2023	2709-784591
FIRE DEPT Bldg. Maint	23-00046	SAM'S CLUB	2023 BLANKET PO #1 (SAM'S)	356.76	70625	2/21/2023	001291
FIRE DEPT Bldg. Maint	23-00104	MERCHANTVILLE OVERHEAD DOOR CO		422.30	70600	2/21/2023	R-135909
FIRE DEPT Veh Scheduled Maint	23-00045	BHUPINDER ENTERPRISE INC	2023 BLANKET PO #1 (USS)	13.00	70653	2/21/2023	69351
FIRE DEPT Veh Scheduled Maint	23-00045	BHUPINDER ENTERPRISE INC	2023 BLANKET PO #1 (USS)	13.00	70653	2/21/2023	60621
STREETS & ROAD Clothes & Equip	23-00093	AMERICAN WEAR UNIFORM	BLANKET PANTS/MAT RENTALS DPW	14.00	70473	2/21/2023	10049907
STREETS & ROAD Clothes & Equip	23-00093	AMERICAN WEAR UNIFORM	BLANKET PANTS/MAT RENTALS DPW	65.78	70473	2/21/2023	10049905
STREETS & ROAD Clothes & Equip	23-00093	AMERICAN WEAR UNIFORM	BLANKET PANTS/MAT RENTALS DPW	14.00	70473	2/21/2023	10042606-0101
STREETS & ROAD Clothes & Equip	23-00093	AMERICAN WEAR UNIFORM	BLANKET PANTS/MAT RENTALS DPW	65.78	70473	2/21/2023	10042604-0202
STREETS & ROAD Clothes & Equip	23-00093	AMERICAN WEAR UNIFORM	BLANKET PANTS/MAT RENTALS DPW	65.78	70473	2/21/2023	10045274
STREETS & ROAD Clothes & Equip	23-00093	AMERICAN WEAR UNIFORM	BLANKET PANTS/MAT RENTALS DPW	14.00	70473	2/21/2023	10045276
STREETS & ROAD Clothes & Equip	23-00093	AMERICAN WEAR UNIFORM	BLANKET PANTS/MAT RENTALS DPW	65.78	70473	2/21/2023	10047592
STREETS & ROAD Clothes & Equip	23-00093	AMERICAN WEAR UNIFORM	BLANKET PANTS/MAT RENTALS DPW	14.00	70473	2/21/2023	10047594
STREETS & ROAD Clothes & Equip	23-00093	AMERICAN WEAR UNIFORM	BLANKET PANTS/MAT RENTALS DPW	14.00	70473	2/21/2023	10052227
STREETS & ROAD Clothes & Equip	23-00093	AMERICAN WEAR UNIFORM	BLANKET PANTS/MAT RENTALS DPW	65.78	70473	2/21/2023	10052225
STREETS & ROAD Clothes & Equip	23-00093	AMERICAN WEAR UNIFORM	BLANKET PANTS/MAT RENTALS DPW	65.78	70473	2/21/2023	10054536
STREETS & ROAD Clothes & Equip	23-00093	AMERICAN WEAR UNIFORM	BLANKET PANTS/MAT RENTALS DPW	14.00	70473	2/21/2023	10054538
STREETS & ROAD Clothes & Equip	23-00230	LAURENCE JOHNSON	EMPLOYEE BOOT REIMBURSEMENT	79.46	70593	2/21/2023	09806
STREETS & ROAD Clothes & Equip	23-00237	ANDREW CARUSO	EMPLOYEE BOOT REIMBURSEMENT	199.99	70489	2/21/2023	95954
STREETS & ROAD Contractual	23-00127	LOWE'S HOME CENTERS, INC	BLANKET FOR VARIOUS TOOLS	23.26	70594	2/21/2023	01746
STREETS & ROAD Contractual	23-00127	LOWE'S HOME CENTERS, INC	BLANKET FOR VARIOUS TOOLS	256.71	70594	2/21/2023	01489
STREETS & ROAD Contractual	23-00127	LOWE'S HOME CENTERS, INC	BLANKET FOR VARIOUS TOOLS	39.55	70594	2/21/2023	014458

STREETS & ROAD Contractual	23-00127	LOWE'S HOME CENTERS, INC	BLANKET FOR VARIOUS TOOLS	2.96	70594	2/21/2023	01978
STREETS & ROAD Contractual	23-00127	LOWE'S HOME CENTERS, INC	BLANKET FOR VARIOUS TOOLS	259.95	70594	2/21/2023	01960
STREETS & ROAD Contractual	23-00127	LOWE'S HOME CENTERS, INC	BLANKET FOR VARIOUS TOOLS	45.36	70594	2/21/2023	10492
STREETS & ROAD Contractual	23-00127	LOWE'S HOME CENTERS, INC	BLANKET FOR VARIOUS TOOLS	594.22	70594	2/21/2023	02424
STREETS & ROAD Contractual	23-00213	DIAMOND TOOL & FASTENERS	BLANKET/TOOLS/EQUIPMENT	164.45	70502	2/21/2023	4014974
Garbage & Trash - Contractual	23-00270	REPUBLIC SERVICES, INC.	JAN 2023 TRASH SERVICE	122,762.64	70620	2/21/2023	0628-000920365
BUILDING & GRD Contractual	23-00200	LEY'S PRISTINE CLEAN LLC	1/1-2/2023 OVERTIME EXPENSES	4,650.00	70592	2/21/2023	002
BUILDING & GRD Equip Repair	23-00185	FANTE'S PLUMBING, HEATING & AC	T6 PRO PROGRAMMABLE THERMOSTAT	656.00	70508	2/21/2023	302393
BUILDING & GRD B&G Maint	23-00219	MAIN ACCESS SYSTEMS, INC		288.75	70595	2/21/2023	19352
BUILDING & GRD B&G Maint	23-00219	MAIN ACCESS SYSTEMS, INC	STRIKE REPLACEMENT	395.00	70595	2/21/2023	19352
OFFICE ON AGING Events	23-00312	SAM'S CLUB DIRECT	2023 Supplies	198.64	70624	2/21/2023	001669
Office of Aging-Projects	23-00164	WINIFRED THOMAS	23 Quilting & Craft Instructor	556.00	70660	2/21/2023	6744-102-01
Office of Aging-Projects	23-00165	HARRY W. KENDALL	23 Hatha Yoga & Meditation Ins	350.00	70518	2/21/2023	23-01
Office of Aging-Projects	23-00173	KATHLEEN MCCABE	23 Certified Arthritis & Yoga	900.00	70597	2/21/2023	#1
OFFICE ON AGING -Programs	23-00166	DEBORAH A GREENE	23 Ceramic Instructor & Recept	800.00	70516	2/21/2023	23-1
OFFICE ON AGING -Programs	23-00167	REED, LAMONTE V	23 Computer Instructor	800.00	70619	2/21/2023	#001
OFFICE ON AGING -Programs	23-00168	SYLVIA MARSHALL	23 Senior Crochet & CA Helper	800.00	70629	2/21/2023	#001
OFFICE ON AGING -Programs	23-00311	JONATHAN B WALKER	2023 Master Tai Chi & QiGong	1,000.00	70618	2/21/2023	2023-001
OFFICE ON AGING -Programs	23-00313	KATHLEEN MCCABE	2023 Certified Arthritis & Yoga	587.50	70597	2/21/2023	#1
OFFICE ON AGING Medical Exams	23-00189	VIRTUA MEDICAL GROUP, P.A.	23 CDL Medical Examination	72.15	70654	2/21/2023	00174532-00
OFFICE ON AGING Contractual	23-00163	JOHN BURGO	23 Computer Instructor	500.00	70587	2/21/2023	#01
OFFICE ON AGING Contractual	23-00169	RODNEY JACKSON	23 Senior/CA/VA/Event Helper	250.00	70622	2/21/2023	3-1
OFFICE ON AGING Contractual	23-00170	CAROL L. NISE	23 Senior/CA/VA Yoga Instructo	1,000.00	70488	2/21/2023	23-01
OFFICE ON AGING Contractual	23-00171	DWAYNE JOHNSON	23 Certified Exercise Instruct	1,500.00	70504	2/21/2023	2023-1
Office of Aging-Veteran Affairs Programs	23-00172	KIM M BRANTLEY	23 Veteran/CA/Senior	1,000.00	70588	2/21/2023	#001
LIBRARY Contractual	23-00323	WILLINGBORO PUBLIC LIBRARY	2023 1ST QTR APPRO INITIAL #2	149,062.50	70659	2/21/2023	23 1STQ APP IN2
ELECTRICITY Municipal Bldg	23-00322	STANDARD ALTERNATIVE, LLC	JAN 23 SOLAR ENERGY 1REV MLK	98.18	70631	2/21/2023	2301-7220B
ELECTRICITY Municipal Bldg	23-00326	PUBLIC SERVICE ELECTRIC & GAS	JAN 2023 PSEG BILLING MUNICIP	5,033.03	70616	2/21/2023	MUNICIPAL
ELECTRICITY JFK Building	23-00322	STANDARD ALTERNATIVE, LLC	JAN 23 SOLAR ENERGY JFK WAY	2,097.55	70631	2/21/2023	2301-7220B
ELECTRICITY JFK Building	23-00326	PUBLIC SERVICE ELECTRIC & GAS	JAN 2023 PSEG BILLING RECREATI	4,040.50	70616	2/21/2023	RECREATION
ELECTRICITY JFK Building	23-00326	PUBLIC SERVICE ELECTRIC & GAS	JAN 2023 PSEG BILLING RECREAT	644.69	70616	2/21/2023	RECREATION
ELECTRICITY JFK Building	23-00326	PUBLIC SERVICE ELECTRIC & GAS	JAN 2023 PSEG BILLING RECREAT	25,097.88	70616	2/21/2023	RECREATION
ELECTRICITY Fire Station	23-00326	PUBLIC SERVICE ELECTRIC & GAS	JAN 2023 PSEG BILLING FIRE	5,964.66	70616	2/21/2023	FIRE DEPT
ELECTRICITY Industrial Dr	23-00322	STANDARD ALTERNATIVE, LLC	JAN 23 SOLAR ENERGY INDUST	181.16	70631	2/21/2023	2301-7220B
ELECTRICITY Industrial Dr	23-00326	PUBLIC SERVICE ELECTRIC & GAS	JAN 2023 PSEG BILLING DPW	1,477.96	70616	2/21/2023	DPW
ELECTRICITY Police Kennels	23-00326	PUBLIC SERVICE ELECTRIC & GAS	JAN 2023 PSEG BILLING POLICE	2,268.26	70616	2/21/2023	POLICE DEPT
STREET LIGHT OTHER EXPENSES:	23-00326	PUBLIC SERVICE ELECTRIC & GAS	JAN 2023 PSEG BILLING TRAFFIC	752.64	70616	2/21/2023	TRAFFIC LIGHT
STREET LIGHT OTHER EXPENSES:	23-00326	PUBLIC SERVICE ELECTRIC & GAS	JAN 2023 PSEG BILLING STREET	51,151.00	70616	2/21/2023	STREET LIGHT
TELEPHONE Municipal Bldg	23-00140	WINDSTREAM HOLDINGS II, LLC	JANUARY	2,221.06	70611	2/21/2023	75402007
TELEPHONE Municipal Bldg	23-00284	XTEL COMMUNICATIONS INC	FEBURARY 2023	8,309.70	70662	2/21/2023	230311603
TELEPHONE JFK Building	23-00249	COMCAST CABLE	CABLE CHARGES- JANUARY 2023	137.10	70496	2/21/2023	01/08/23
TELEPHONE JFK Building	23-00251	COMCAST CABLE	REC REMOTE JAN-JUN 2023	18.54	70497	2/21/2023	JAN12-FEB11 23
TELEPHONE Police	23-00320	AT&T MOBILITY II LLC	JANUARY 2023 BILLING	164.96	70477	2/21/2023	287290701735X01
WATER OTHER EXPENSES:	23-00324	WILLINGBORO MUNICIPAL	1ST QTR 2023 WATER&SEWER MUNIC	556.08	70661	2/21/2023	2023 1ST QTR
WATER OTHER EXPENSES:	23-00324	WILLINGBORO MUNICIPAL	1ST QTR 2023 WATER&SEWER GARAG	215.30	70661	2/21/2023	2023 1ST QTR
WATER OTHER EXPENSES:	23-00324	WILLINGBORO MUNICIPAL	1ST QTR 2023 WATER&SEWER IRONS	215.30	70661	2/21/2023	2023 1ST QTR
WATER OTHER EXPENSES:	23-00324	WILLINGBORO MUNICIPAL	1ST QTR 2023 WATER&SEWER INDUS	241.49	70661	2/21/2023	2023 1ST QTR
WATER OTHER EXPENSES:	23-00324	WILLINGBORO MUNICIPAL	1ST QTR 2023 WATER&SEWER JFK	215.30	70661	2/21/2023	2023 1ST QTR
WATER OTHER EXPENSES:	23-00324	WILLINGBORO MUNICIPAL	1ST QTR 2023 WATER&SEWER MCP C	215.30	70661	2/21/2023	2023 1ST QTR
WATER OTHER EXPENSES:	23-00324	WILLINGBORO MUNICIPAL	1ST QTR 2023 WATER&SEWER MCP E	264.41	70661	2/21/2023	2023 1ST QTR
WATER OTHER EXPENSES:	23-00324	WILLINGBORO MUNICIPAL	1ST QTR2023 WATER&SEWER MCBALL	1.49	70661	2/21/2023	2023 1ST QTR
WATER OTHER EXPENSES:	23-00324	WILLINGBORO MUNICIPAL	1ST QTR 2023 WATER&SEWER BRIOD	4.47	70661	2/21/2023	2023 1ST QTR
WATER OTHER EXPENSES:	23-00324	WILLINGBORO MUNICIPAL	1ST QTR 2023 WATER&SEWER MCPAL	215.30	70661	2/21/2023	2023 1ST QTR
WATER OTHER EXPENSES:	23-00324	WILLINGBORO MUNICIPAL	1ST QTR 2023 WATER&SEWER INDUS	297.15	70661	2/21/2023	2023 1ST QTR
WATER OTHER EXPENSES:	23-00324	WILLINGBORO MUNICIPAL	1ST QTR2023 WATER&SEWER FIRE2	861.40	70661	2/21/2023	2023 1ST QTR
WATER OTHER EXPENSES:	23-00324	WILLINGBORO MUNICIPAL	1ST QTR2023 WATER&SEWER JFKCON	0.50	70661	2/21/2023	2023 1ST QTR
GASOLINE Industrial Dr	23-00223	RIGGINS INC.	DIESEL FUEL, 1-10	2,305.70	70621	2/21/2023	75089483
GASOLINE Industrial Dr	23-00260	RIGGINS INC.	FUEL TWP. FLEET, 1-10	4,209.08	70621	2/21/2023	75089489
GASOLINE Industrial Dr	23-00261	RIGGINS INC.	FUEL TWP. FLEET, 1-24	4,579.19	70621	2/21/2023	75090778
SOCIAL SECURIT OTHER EXPENSES:	23-00296	WILLINGBORO TWP AGENCY ACCT	FEB23 1P PP03-23 WK6 FICA MC	10,984.11	70658	2/21/2023	FEB23 1PWK6 MC
SOCIAL SECURIT OTHER EXPENSES:	23-00296	WILLINGBORO TWP AGENCY ACCT	FEB23 1P PP03-23 WK6 FICA SS	46,966.15	70658	2/21/2023	FEB23 1PWK6 SS
DCRP PENSION	23-00297	WILLINGBORO TWP AGENCY ACCT	FEB 23 1P PP03-23 WK 6 DCRP	223.87	70658	2/21/2023	FEB23 1PWK DCRP

Tax Overpayments Payable	23-00082	WELLS FARGO	OVERPAYMENT TAXES B-412 L-34	3,084.51	70657	2/21/2023	B-412 L-34
Tax Overpayments Payable	23-00328	CORELOGIC TAX SERVICE	OVERPAYMENT TAXES B-1009 L-79	3,617.08	70498	2/21/2023	B-1009 L-79
CONTRACTS PAYABLE	23-00207	Kyocera Document Solutions AME	FEB 23 5023540592	1,065.76	70589	2/21/2023	5023540592
CONTRACTS PAYABLE	23-00267	Granicus LLC	GOV ACCESS ESSENTIALS/MAINTEN	6,201.25	70515	2/21/2023	150543
Renovations & Improvements-Mun. Bldgs	22-02470	GLASS TINT SPECIALISTS,INC	ROOM SIGNS 8X8	2,197.25	50787	2/21/2023	2115-14808
Renovations & Improvements-Mun. Bldgs	22-02472	GLASS TINT SPECIALISTS,INC	INVOICE #2115-14911	1,826.23	50787	2/21/2023	2115-14911
Renovations & Improvements-Mun. Bldgs	22-02472	GLASS TINT SPECIALISTS,INC	INVOICE #2115-14911	900.00	50787	2/21/2023	2115-14911
Various Impr-Streets,rds, sidewalks	23-00203	PENNONI ASSOCIATES, INC	DEC1,22 WTCEX21027 PPACKER DR	392.50	50788	2/21/2023	1151619
Various Impr-Streets,rds, sidewalks	23-00354	JAK CONSTRUCTION CORPORATION	WTCEX21035 FY2021 CONCRETE REP	9,532.21	50786	2/21/2023	# 3% FINAL
Acqu-helmets, powerload syst & rel. cost	22-01781	PL CUSTOM BODY AND EQUIP INC	Installation of PowerLoad Syst	2,950.00	50789	2/21/2023	0081170-IN
EMS Fees	23-00144	FARNSWORTH & SEMPTIMPHALTER,LLC	Billing Srvc-DEC'22	2,366.34	70509	2/21/2023	9291
				721,823.77			

**Item Cover Page**

**WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM**

**DATE:** February 21, 2023

**SUBMITTED BY:** Brenda Bligen, Clerk

**ITEM TYPE:** Minutes

**AGENDA SECTION:** *APPROVAL OF MINUTES*

**SUBJECT:** 01032023  
02072023

**SUGGESTED ACTION:**

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**ATTACHMENTS:**



**Item Cover Page**

**WILLINGBORO TOWNSHIP COUNCIL AGENDA ITEM**

**DATE:** February 21, 2023

**SUBMITTED BY:** Brenda Bligen, Clerk

**ITEM TYPE:** Old Business

**AGENDA SECTION:** *UNFINISHED BUSINESS*

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

**SUGGESTED ACTION:**

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**ATTACHMENTS:**

[ERROR-Resolution to award Bid to Gran Turk Equipment Nov 2022 LEAF VACS.pdf](#)  
[RES 2023-23 AMENDED-Resolution to award Bid to Gran Turk Equipment Nov 2022 LEAF  
VACS.pdf](#)

# 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 6<sup>th</sup> 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.

# RESOLUTION 2023- 23

**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.

<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			X				
Councilwoman Worthy			X				
Deputy Mayor Whitfield		X	X				
Mayor McIntosh	X		X				

\_\_\_\_\_  
Kaya T. McIntosh, Mayor

Attest:

\_\_\_\_\_  
Brenda Bligen, MBA  
Acting Township Clerk

# **RESOLUTION 2023- 23**

AMENDED

## **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

**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

# RESOLUTION 2023- 23

AMENDED

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.

<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							
Councilwoman Perrone							
Councilwoman Worthy							
Deputy Mayor Whitfield							
Mayor McIntosh							

\_\_\_\_\_  
Kaya T. McIntosh, Mayor

Attest:

\_\_\_\_\_  
Brenda Bligen, MBA  
Acting Township Clerk

## **ORDINANCE 2023-**

### **ORDINANCE ESTABLISHING THE DIVINE NINE PARK BENCH DONATION PROGRAM FOR THE TOWNSHIP OF WILLINGBORO**

**WHEREAS** Willingboro Township wishes to foster a greater partnership with the National Pan-Hellenic Council Inc. of Burlington County, NJ which through its service, supports many activities and programs in the Willingboro Community; and,

**WHEREAS** the Township Council desires to establish an area in Millcreek Park to honor the "Divine Nine" who have worked hard and well to improve the quality of life in the Willingboro community as volunteers always there and willing to do whatever can be done to make Willingboro a better place.; and,

**WHEREAS** the "Divine Nine" are nine Greek lettered organizations that began forming on college campuses across the United States to provide a sense of community and unique opportunities for students and is comprised of the following:

Alpha Phi Alpha Fraternity, Inc.  
Alpha Kappa Alpha Sorority, Inc.  
Kappa Alpha Psi Fraternity, Inc.  
Omega Psi Phi Fraternity, Inc.  
Delta Sigma Theta Sorority, Inc.  
Phi Beta Sigma Fraternity, Inc.  
Zeta Phi Beta Sorority, Inc.  
Sigma Gamma Rho Sorority, Inc.  
Iota Phi Theta Fraternity, Inc.

**WHEREAS** members of these sororities and fraternities were and are continually involved in several social justice movements such as the Women's Suffrage, Civil Rights Movement, and Black Lives Matter. These organizations have made significant strides to help unite Black communities across the United States and continue to collectively organize to serve various social causes for these reasons, the Willingboro Township Council feels it appropriate to honor them for the services they provide to this community.

**NOW THEREFORE BE IT ORDAINED** by the Township Council of Willingboro Township in the County of Burlington, State of New Jersey that an appropriate plot of land be designated in Millcreek Park to honor the "Divine Nine" and the Divine Nine honorary Bench Donation Program is hereby established as follows:

#### **Participating Organizations:**

Each of the nine Greek letter organizations named above having a membership in the National Pan-Hellenic Council Inc. of Burlington County, NJ will have the opportunity to place one amenity to the park through a new bench in the organization's name.

**Bench Requirements:**

Each Bench shall be 6 feet long and made from 100% recycled plastic, durable, maintenance-free, and Eco-friendly. Each bench shall be permanently mounted on a concrete foundation.

Each bench will have the name of the organization engraved on a 2.5" x 10" bronze plaque. An additional plaque bearing the organization's colors and Greek letters may be installed flush in a concrete pad in front of the bench. The plaque must have concealed installation pins on the back and have the dimensions of 9" in height x 15" in length x ½" in depth.

**Installation and Maintenance:**

All foundations, benches, and plaques will be ordered, paid for, and installed by the National Pan-Hellenic Council Inc. of Burlington County, NJ. The design of the benches and wording of the plaques must be approved by the Township Council before purchase and installation. The Willingboro Township Manager and the Department of Public Works will meet with the National Pan-Hellenic Council Inc. of Burlington County, NJ to select a mutually suitable installation location.

Willingboro Township has the sole responsibility for the care and maintenance of the bench once installed however, Willingboro Township will not be responsible for vandalism to any bench, or plaque. Each organization will be required to make repairs to its bench or plaque due to vandalism as needed. Willingboro Township will only replace the bench or plaque if we are at fault or if the bench needs to be relocated due to park improvements.

**Participation:**

Members of the "Divine Nine" should contact the National Pan-Hellenic Council Inc. of Burlington County, NJ for pricing information and to make arrangements for payment. Willingboro Township will coordinate with the National Pan-Hellenic Council Inc. of Burlington County, NJ for participation and installation of the benches.

This Ordinance shall take effect after the publication of the final adoption in the time and manner provided by law.