

TOWNSHIP OF BORDENTOWN

TOWNSHIP COMMITTEE REGULAR MEETING AGENDA

DATE: JANUARY 28, 2019 TIME: 7:00 P.M.

MEETING ROOM, MUNICIPAL BUILDING

ATTENDANCE: PRESENT ABSENT

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

- Mayor Benowitz
- Deputy Mayor Fuzy
- Committeeman Holliday
- Committeeman Kostoplis
- Committeeman Mason
- Michael Theokas, Administrator
- Township Clerk Eckert
- Deputy Township Clerk Dziura
- Attorney Fahey
- Chief Financial Officer Elsasser

1. Salute to the flag and moment of silence.
2. Roll Call.
3. Open Public Meeting Announcement:

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

On January 7, 2019, advance written notice of this meeting was posted on the bulletin board opposite the main entrance to the meeting room in the Municipal Building; was emailed to the BURLINGTON COUNTY TIMES and THE TIMES; was filed with the Clerk of Bordentown Township; and was mailed to all persons who requested and paid for such notice.

4. The proceedings of this meeting, which are open to the public, are being electronically recorded and will act as the minutes of the meeting in conjunction with the abbreviated form of the minutes. Requisite minutes are kept for all meetings, whether open or closed to the public.

5. Resolution to meet in closed session:

BE IT RESOLVED by the Township Committee of the Township of Bordentown that it does hereby recess this Regular Meeting to meet in Closed Session for the purpose of discussing:

-- Personnel Matter Municipal Clerk

It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Township Committee that the public interest will no longer be served by such confidentiality.

6. Administration of Oath of Office to Chase Potocny as Police Officer.
7. Administrative Review
 - a. Review of agenda
 - b. Review of correspondence
 - c. Presentation on proposed Legislation – Medical Marijuana

CONSENT AGENDA ITEMS:

- a. Township Committee review and discussion of Consent Agenda Items.
 - b. Questions or comments from the audience on consent agenda items.
 - c. Motion, Second and Roll Call to adopt Resolutions #2019-62 through #2019-70.
8. Resolution #2019-62 entitled APPROVING THE TRANSACTION OF ITEMS OF ROUTINE BUSINESS: PAYMENT OF BILLS.
 9. Resolution #2019-63 entitled APPROVING THE TRANSACTION OF ITEMS OF ROUTINE BUSINESS: MINUTES OF MEETINGS AND FILING OF REPORTS.
 10. Resolution #2019-64 entitled AUTHORIZING REFUND OF OVERPAYMENT OF TAXES.
 11. Resolution #2019-65 entitled REFUND OF ESCROW BALANCE FOR DEVELOPMENT APPLICATION.
 12. Resolution #2019-66 entitled REFUND OF ESCROW BALANCES FOR DEVELOPMENT APPLICATIONS.
 13. Resolution #2019-67 entitled A RESOLUTION AUTHORIZING AND APPROVING A SHARED SERVICES AGREEMENT FOR POLICE CAR LETTERING BETWEEN THE TOWNSHIP OF BORDENTOWN AND CITY OF BORDENTOWN.
 14. Resolution #2019-68 entitled AMENDING RESOLUTION #2019-57 APPOINTING NORMAN HAND AS FULL-TIME CLERK I IN THE MUNICIPAL COURT.
 15. Resolution #2019-69 AMENDING RESOLUTION #2019-61: RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF BORDENTOWN TO MEMORIALIZE ACCEPTANCE OF THE RESIGNATION OF TYLER MCBRIDE AS LABORER IN THE PUBLIC WORKS DEPARTMENT.
 16. Resolution #2019-70 AUTHORIZING JANUARY 28, 2019 BUDGET TRANSFERS.
 17. Administrator and Staff Reports.
 18. Township Committee Reports.
 19. Public Participation.

Questions, comments or statements from members of the public in attendance.

20. Any additional matters or correspondence to be reviewed, discussed or acted upon at the discretion of the Township Committee.
21. Motion to Adjourn.

ALL PROPOSED LEGISLATION LISTED BELOW IS SUBJECT TO CHANGE AND IS CONSIDERED TO BE A DRAFT UNTIL IT IS OFFICIALLY ADOPTED BY THE GOVERNING BODY.

RESOLUTION #2019-62

APPROVING THE TRANSACTION OF ITEMS OF ROUTINE BUSINESS: PAYMENT OF BILLS

BE IT RESOLVED by the Township Committee of the Township of Bordentown that all of the bills listed to be paid on the list dated January 14, 2019, as submitted by the Office of the Treasurer are hereby approved for payment and the Office of the Treasurer is directed to pay the same.

1/14/19

RESOLUTION #2019-63

APPROVING THE TRANSACTION OF ITEMS OF ROUTINE BUSINESS: MINUTES OF MEETINGS AND FILING OF REPORTS.

BE IT RESOLVED by the Township Committee of the Township of Bordentown that the Regular and Closed Session Meeting Minutes of January 14, 2019; as submitted by the Clerk and posted on the bulletin board, be and are hereby approved as (_____ submitted) (_____ corrected).

BE IT RESOLVED that the following reports for the month of December 2018 as submitted by the Township Officials are hereby received and filed: Finance/Tax Collector, Township Clerk, Community Development, Construction, and Municipal Court.

1/14/19

RESOLUTION #2019-64

AUTHORIZING REFUND OF OVERPAYMENT OF TAXES

BE IT RESOLVED, by the Township Committee of the Township of Bordentown that, as requested by the Tax Collector, it hereby authorizes a refund of overpayment of 2018 taxes in the amount of \$211.86 to Maria Katona for Block 52 Lot 19 commonly known as 28 Linden Road

1/28/19

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TOWNSHIP OF BORDENTOWN

RESOLUTION NO. 2019-65

REFUND OF ESCROW BALANCE FOR DEVELOPMENT APPLICATION

WHEREAS, there exists an unused balance in the following Planning or Zoning escrow account:

<u>Applicant</u>	<u>Project</u>	<u>Account No.</u>	<u>Amount</u>
T.I. Construction, LLC 720 Jamie Drive Moorestown, NJ 08057	41,000 sq ft Warehouse Block 137.01, Lot 4.02	#964500	\$1,500.00

_____ And, **WHEREAS**, the Director of Community Development has certified that the application is complete and that the amount listed above is a net amount to be refunded to the Applicant after deducting any outstanding invoices which shall be paid upon closure of the account; and

WHEREAS, the Director of Community Development recommends the balance of the funds should be returned to the applicant; in accordance with N.J.S.A. 40:55D-53.2.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Bordentown, in the County of Burlington and State of New Jersey, as follows:

1. That the Township Committee, for the aforementioned reasons, hereby directs the release of the unused balance of the escrow deposit, in the amount indicated above, plus applicable interest, if any, in accordance with N.J.S.A. 40:55D-53.1.
2. That the Township Committee directs the Chief Financial Officer to make payment to the aforesaid applicant.
3. That the Township Committee directs the Township Clerk to forward a copy of this resolution to the Applicant.

TOWNSHIP OF BORDENTOWN

RESOLUTION NO. 2019-66

REFUND OF ESCROW BALANCES FOR DEVELOPMENT APPLICATIONS

WHEREAS, there exists unused balances in the following Planning or Zoning escrow accounts:

<u>Applicant</u>	<u>Project</u>	<u>Account No.</u>	<u>Amount</u>
Cingular Wireless 200 North Warner Road King of Prussia, PA 19406	Block 32 Lot 4	#9951300	\$26.71

And, **WHEREAS**, the Director of Community Development has certified that the applications and projects are complete and that the amounts listed above are nets amounts to be refunded to the Applicant after deducting any outstanding invoices which shall be paid upon closure of the account(s); and

WHEREAS, the Director of Community Development recommends the balances of the funds should be returned to the applicants; in accordance with N.J.S.A. 40:55D-53.2.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Bordentown, in the County of Burlington and State of New Jersey, as follows:

1. That the Township Committee, for the aforementioned reasons, hereby directs the release of the unused balances of the escrow deposits, in the amounts indicated above, plus applicable interest, if any, in accordance with N.J.S.A. 40:55D-53.1.
2. That the Township Committee directs the Chief Financial Officer to make payment to the aforesaid applicants or owners.
3. That the Township Committee directs the Township Clerk to forward a copy of this resolution to each Applicant.

RESOLUTION #2019-67

A RESOLUTION AUTHORIZING AND APPROVING A SHARED SERVICES AGREEMENT FOR POLICE CAR LETTERING BETWEEN THE TOWNSHIP OF BORDENTOWN AND CITY OF BORDENTOWN

WHEREAS, the Township of Bordentown is agreeable to contract with the City of Bordentown to provide Police car lettering to the City of Bordentown; and

WHEREAS, the Township of Bordentown has agreed to provide these services to the City of Bordentown at prices listed in the agreement; and

WHEREAS, such agreements are authorized pursuant to N.J.S.A. 40A:65-1 et seq; and

WHEREAS, this agreement is in the best interest of the Township of Bordentown;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown, in the County of Burlington, State of New Jersey, that the Shared-Services Agreement between the Township of Bordentown and the City of Bordentown as stated above is authorized and accepted and the proper officials of the Township of Bordentown are authorized to execute this Agreement; and

BE IT FURTHER RESOLVED that the agreement shall take effect upon the execution of agreement by the parties in accordance with N.J.S.A. 40A:65-1 et seq.; and

BE IT FURTHER RESOLVED that a copy of this resolution and agreement shall be forwarded to the Director of the Division of Local Government Services pursuant to N.J.S.A. 40A:65-4(3)b.

1/28/19

SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF BORDENTOWN AND THE
CITY OF BORDENTOWN FOR POLICE CAR LETTERING

THIS SHARED SERVICES AGREEMENT is made this 28th day of January, 2019, by and between the Township of Bordentown, having its municipal offices at 1 Municipal Drive, Bordentown, NJ 08505 and the City of Bordentown, having its municipal offices at 324 Farnsworth Avenue, Bordentown, NJ 08505;

WHEREAS, the City of Bordentown desires to contract with the Township of Bordentown for the provision of police car lettering services on an “as needed” basis; and

WHEREAS, the Township of Bordentown is agreeable to providing the services as described to the City of Bordentown in return for payment of the associated costs; and

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. permits local units of this State to enter into a contract with any other local unit for the joint provisions within their combined jurisdictions of any service which any party to the agreement is empowered to render within its jurisdiction; and

WHEREAS, the City of Bordentown and the Township of Bordentown have authorized and approved of this Agreement by resolution duly adopted pursuant to N.J.S.A. 40A:65-5 of the Uniform Shared Services Consolidation Act;

NOW, THEREFORE, in consideration of the mutual agreements and covenants contained herein, the parties hereto agree as follows:

1. Term. This Agreement shall take effect upon both parties duly adopting a resolution authorizing same and shall remain in effect until December 31, 2018. The Agreement may be renewed on an annual basis.
2. Scope of Services and Fees. The Township of Bordentown shall provide police car lettering services to the City of Bordentown as follows:

Vinyl	\$200.00
Initial Design*	\$100.00
Set up	\$75.00
Labor	\$150.00
Other Material and Ink	\$50.00

*Initial design is only for the first car and will not be Charged on future cars.

3. Billing and Payment. The Township of Bordentown shall provide the City of Bordentown with itemized billings of all costs. Payment shall be due from the City of Bordentown within 30 days of the date of billing.
4. Liability. The City of Bordentown and the Township of Bordentown shall be responsible for acts of their own negligence consistent with the provisions of the New Jersey Tort Claims

Act, N.J.S.A. 59:1-1 et seq., arising out of or related to performance of any activity under the terms of this Agreement.

5. Term. This agreement shall be for the 2019 calendar year. If the City desires to continue the services, it shall notify the Township by providing notice, in writing, at least sixty (60) days before the termination date so that a new agreement may be negotiated and executed.

IN WITNESS WHEREOF, parties of the Agreement have caused it to be signed by their proper officers and their corporate seals to be affixed as of the day and year set forth above.

ATTEST: (Affix Seal)

CITY OF BORDENTOWN

Grace Archer, City Clerk

James Lynch, Mayor

Dated:

Dated:

ATTEST: (Affix Seal)

TOWNSHIP OF BORDENTOWN

Cynthia Dziura, Deputy Township Clerk

Stephen Benowitz, Mayor

Dated:

Dated:

RESOLUTION #2019-68

RESOLUTION AMENDING RESOLUTION #2019-57 APPOINTING NORMAN HAND AS FULL-TIME CLERK I IN THE MUNICIPAL COURT

WHEREAS, Resolution #2019-68 will amend Resolution #2019-57 adopted by the Township Committee on January 14, 2019.

WHEREAS, on October 16, 2017 by Resolution #2017-289-23B, the Township Committee appointed Mr. Hand on a part-time basis not to exceed 20 hours per week; and

WHEREAS, on June 25, 2018 by Resolution #2018-176-24B, the Township Committee increased the salary of Norman Hand to \$16.00/hour.

WHEREAS, it has been determined at this time that there is need to appoint Mr. Hand to full-time status in the position of Clerk I in the Municipal Court;

BE IT FURTHER RESOLVED that said appointment shall be made effective January 1, 2019, and compensation remaining the same at \$16.00 per hour in accordance with salary Ordinance #2018-17; and

BE IT FURTHER RESOLVED that said appointment shall be in conjunction with the rules and regulations of the New Jersey Civil Service Commission.

1/28/19

RESOLUTION #2019-69

AMENDING RESOLUTION #2019-61: RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF BORDENTOWN TO MEMORIALIZE ACCEPTANCE OF THE RESIGNATION OF TYLER MCBRIDE AS LABORER IN THE PUBLIC WORKS DEPARTMENT.

WHEREAS, Resolution #2019-69 will amend Resolution #2019-61 adopted by the Township Committee on January 14, 2019.

WHEREAS, Tyler McBride has resigned his position with the Township of Bordentown effective January 11, 2019;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown that it does hereby accept the resignation of McBride's employment with the Township and further terminates all benefits provided to Mr. McBride effective January 31, 2019; and

BE IT FURTHER RESOLVED by the Township Committee of the Township of Bordentown that the above employment termination is effected in accordance with and under the regulations of the New Jersey State Civil Service Commission.

1/28/19

RESOLUTION #2019-70

AUTHORIZING JANUARY 28, 2019 BUDGET TRANSFERS

BE IT RESOLVED by the Township of the Township of Bordentown that it hereby approves and authorizes the Chief Financial Officer to make the following 2018 Budget Appropriation transfers pursuant to N.J.S.A. 40A:4-58:

ACCOUNT NUMBER	NAME	DEBIT	CREDIT
8-01-20-100-200	ADMIN O/E	\$ 1,080.50	
8-01-20-130-200	FINANCE O/E	\$ 368.93	
8-01-21-200-200	UCC O/E	\$ 11.99	
8-01-30-420-200	CELEBRATION OF PUB EVENTS	\$ 4,168.15	
8-01-31-445-000	WATER	\$ 1,333.72	
8-01-42-100-200	EMS O/E	\$ 4,341.23	
8-01-43-490-200	COURT O/E	\$ 10,201.37	
8-01-20-150-200	ASSESSMENT O/E		\$ 7,520.00
8-01-26-325-200	COMMUNITY SERVICES ACCT		\$ 3,378.64
8-01-30-425-200	CERT OF FIRE INSPECTIONS		\$ 630.00
8-01-32-465-000	SOLID WASTE DISPOSAL		\$ 9,977.25
TOTAL		\$ 21,505.89	\$ 21,505.89