

TOWNSHIP OF BORDENTOWN

TOWNSHIP COMMITTEE REGULAR MEETING AGENDA

DATE: MARCH 25, 2019 TIME: 6:30 P.M. MEETING ROOM, MUNICIPAL BUILDING

ATTENDANCE:	PRESENT	ABSENT	
	_____	_____	Mayor Benowitz
	_____	_____	Deputy Mayor Fuzy
	_____	_____	Committeeman Holliday
	_____	_____	Committeeman Kostoplis
	_____	_____	Committeeman Mason
	_____	_____	Michael Theokas, Administrator
	_____	_____	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.

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.

4. 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 Matters: Municipal Clerk
Building Inspector

-- Contract Matters

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.

5. Mayor's Proclamation proclaiming and recognizing Cynthia Lynne Grayson as an outstanding citizen, teacher, and role model.
6. Mayor's Proclamation proclaiming the month of March as International Women's Month.
7. Presentation of 2019 Budget by Bowman & Company, Township Accountant & Auditors.
8. Administrative Review
 - a. Review of agenda
 - b. Review of correspondence

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 #2019-93 through #2019-101.
9. Resolution #2019-93 entitled APPROVING THE TRANSACTION OF ITEMS OF ROUTINE BUSINESS: PAYMENT OF BILLS.
 10. Resolution #2019-94 entitled APPROVING THE TRANSACTION OF ITEMS OF ROUTINE BUSINESS: MINUTES OF MEETINGS AND FILING OF REPORTS.
 11. Resolution #2019-95 entitled GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S "ENFORCEMENT GUIDANCE ON THE CONSIDERATION OF ARREST AND CONVICTION RECORDS IN EMPLOYMENT DECISIONS UNDER TITLE VII OF THE CIVIL RIGHTS ACT OF 1964".
 12. Resolution #2019-96 entitled. RESOLUTION APPOINTING JON LaMOUNT AS FULL-TIME BUILDING INSPECTOR.
 13. Resolution #2019-97 entitled RESOLUTION ACCEPTING THE PROPOSAL FROM TUREK CONSULTING, LLC, FOR ENGINEERING SERVICES (INSPECTION SERVICES AND CONTRACT ADMINISTRATION) FOR THE 2018 ROAD IMPROVEMENT PROGRAM.
 14. Resolution #2019-98 entitled AUTHORIZING PURCHASE OF ONE (1) 2019 DODGE CHARGER RWD AND EQUIPMENT OPTIONS FOR THE BORDENTOWN TOWNSHIP POLICE DEPARTMENT PATROL UNIT.
 15. Resolution #2019-99 entitled AUTHORIZING PURCHASE OF THREE (3) FORD POLICE VEHICLES AND EQUIPMENT OPTIONS FOR THE BORDENTOWN TOWNSHIP POLICE DEPARTMENT.
 16. Resolution #2019-100 entitled RESOLUTION APPROVING A TEMPORARY BUDGET AMENDMENT.

17. Resolution #2019-101 entitled A RESOLUTION TO AWARD A CONTRACT TO GOWER'S, INC., FOR WORK PERFORMED FOR THE COMPLETION OF THE 2017 CDBG PROJECT.
18. Township Committee Discussion on Path to Progress.
19. Administrator and Staff Reports.
20. Township Committee Reports.
21. Public Participation.

Questions, comments or statements from members of the public in attendance.
22. Any additional matters or correspondence to be reviewed, discussed or acted upon at the discretion of the Township Committee.
23. 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 #2019-93

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 March 25, 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.

3/25/19

RESOLUTION #2019-94

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 March 11, 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 February 2019 as submitted by the Township Officials are hereby received and filed: Finance/Tax Collector, Township Clerk, Community Development, Construction, and Municipal Court.

3/25/19

**GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions
Under Title VII of the Civil Rights Act of 1964"**

RESOLUTION #2019-95

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, That the Township Committee of the Township of Bordentown, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON MARCH 25, 2019.

Deputy Clerk

3/25/19

GOVERNING BODY CERTIFICATION PURSUANT TO P.L. 2017, C.183 OF COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S

“Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964”

GROUP AFFIDAVIT FORM FOR MUNICIPALITIES AND COUNTIES

NO PHOTO COPIES OF SIGNATURES

STATE OF NEW JERSEY
COUNTY OF BURLINGTON

We, members of the governing body of the Township of Bordentown being duly sworn according to law, upon our oath depose and say:

1. We are duly elected members of the Committee of the Township of Bordentown in the county of Burlington;
2. Pursuant to P.L. 2017, c.183, we have familiarized ourselves with the contents of the United States Equal Employment Opportunity Commission’s “Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964,” *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012);
3. We are familiar with the local unit’s hiring practices as they pertain to the consideration of an individual’s criminal history;
4. We certify that the local unit’s hiring practices comply with the above-referenced enforcement guidance.

(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____

Sworn to and subscribed before me this

_____ day of _____
Notary Public of New Jersey

Deputy Clerk

The Municipal Clerk (or Clerk of the Board of Chosen Freeholders as the case may be) shall set forth the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be executed before a municipality or county can submit its approved budget to the Division of Local Government Services. The executed certificate and the adopted resolution must be kept on file and available for inspection.

CHIEF FINANCIAL OFFICER CERTIFICATION
COMPLIANCE WITH FEDERAL CIVIL RIGHTS REQUIREMENTS

I, _____, Chief Financial Officer, hereby certify that the governing body of the Township (Borough, City) of _____ has properly executed the GOVERNING BODY CERTIFICATION PURSUANT TO P.L. 2017, C.183, and the executed certificate and adopted resolution are on file and available for inspection.

Chief Financial Officer

RESOLUTION #2019-96

RESOLUTION APPOINTING JON LaMOUNT AS FULL-TIME BUILDING INSPECTOR

WHEREAS, Jason Harris resigned his position as full-time Building Inspector effective December 31, 2018; and

WHEREAS, it has been determined that there is a need to appoint a full-time Building Inspector in the Construction Department;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown that it does hereby appoint Mr. Jon LaMount to the position of Building Inspector on a full-time basis effective March 29, 2019 and that compensation shall be set at \$36.00 per hour in accordance with Ordinance #2018-17.

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

3/25/19

Resolution #2019-97

RESOLUTION ACCEPTING THE PROPOSAL FROM TUREK CONSULTING, LLC, FOR
ENGINEERING SERVICES (INSPECTION SERVICES AND CONTRACT ADMINISTRATION)
FOR THE 2018 ROAD IMPROVEMENT PROGRAM.

WHEREAS, Turek Consulting, LLC submitted a proposal for engineering services to include Inspection Services and Contract Administration for the 2018 Road Improvement Program; and

WHEREAS, it is the desire of the Township Committee to accept said proposal from Turek Consulting, LLC, in an amount not to exceed \$30,000.00; and

WHEREAS, funds are available to accept said proposal, as evidenced by the attached Certification of Availability of Funds;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown that it does hereby accept the proposal from Turek Consulting, LLC, in an amount not to exceed \$30,000.00 to provide engineering services for the 2018 Road Improvement Program.

3/25/19

RESOLUTION #2019-98

AUTHORIZING PURCHASE OF ONE (1) 2019 DODGE CHARGER RWD AND EQUIPMENT
OPTIONS FOR THE BORDENTOWN TOWNSHIP POLICE DEPARTMENT PATROL UNIT

WHEREAS, there is a need to purchase one (1) new vehicle for the Bordentown Township Police Department Patrol Unit to replace the one that was deemed a total loss by our insurance company ; and

WHEREAS, this vehicle can be purchased through State Contract #47-CPCPS (Cranford Police Cooperative Pricing System), Item #8; and

WHEREAS, funds are available as evidenced by the attached Chief Financial Officer's Certification of Availability of Funds;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown as follows:

1. The Township Administrator is hereby authorized to approve and forward a purchase order to Beyer Chrysler Dodge Jeep Ram, 200 Ridgedale Avenue, Morristown, NJ 07960, for the purchase of one (1) new Dodge Charger, in the amount of \$27,037.00.

3/25/19

RESOLUTION #2019-99

AUTHORIZING PURCHASE OF THREE (3) FORD POLICE VEHICLES AND EQUIPMENT
OPTIONS FOR THE BORDENTOWN TOWNSHIP POLICE DEPARTMENT

WHEREAS, there is a need to purchase three (3) new vehicles for the Bordentown Township Police Department as follows:

2020 Ford Police Interceptor Chief Utility, AWD	\$ 39,991.25
2020 Ford Police Interceptor Patrol Utility, AWD	\$ 46,800.84
2019 Ford Expedition Special Service Vehicle 4x4 EL	\$ 61,345.46

WHEREAS, these vehicles can be purchased through State Contract #88728; and

WHEREAS, funds are available as evidenced by the attached Chief Financial Officer's Certification of Availability of Funds;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown as follows:

1. The Township Administrator is hereby authorized to approve and forward a purchase order to Winner Ford, 250 Berlin Road, Cherry Hill, NJ 08034, for the purchase of three (3) Police Vehicles, in the amount totaling \$148,137.55.

RESOLUTION #2019-100

RESOLUTION APPROVING A TEMPORARY BUDGET AMENDMENT

WHEREAS, pursuant to N.J.S.A. 40A:4-19, the local municipal temporary budget for the year 2019 was approved on the 5th day of January, 2019; and

WHEREAS, pursuant to N.J.S.A. 40A:4-19, appropriations made for interest and debt redemption charges, capital improvement fund and public assistance are excluded from the 26.25% of the prior year budget cap; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown, County of Burlington, that the following temporary appropriations be made:

3/25/19	PRIOR	\$ 2,764,308.23
ADMINISTRATION	S/W	10,000.00
	O/E	3,000.00
MAYOR / COMMITTEE	S/W	3,000.00
Municipal Clerk	S/W	15,000.00
	O/E	1,000.00
Finance	S/W	10,000.00
	O/E	5,000.00
Tax Collection	O/E	2,000.00
Tax Assessor	S/W	2,500.00
	O/E	2,500.00
Legal	O/E	10,000.00
Engineering	O/E	2,000.00
Planning	O/E	500.00
Zoning	O/E	500.00
Community Development	S/W	4,000.00
	O/E	1,000.00
UCC	S/W	20,000.00
	O/E	2,500.00
POLICE	S/W	125,000.00
	O/E	10,000.00
Emergency Mgmt	S/W	2,000.00

P/W - Streets Roads	S/W	50,000.00
	O/E	15,000.00
Solid Waste - Contractural	O/E	50,000.00
P/W - Vehicle Maintenance	S/W	3,000.00
	O / E	15,000.00
MACCS	O/E	30,000.00
Environmental Comm	O/E	1,000.00
Electricity	O/E	5,000.00
Street Lights	O/E	20,000.00
Telecommunications	O/E	10,000.00
Landfill/Solid Waste	O/E	25,000.00
Petroleum Products	O/E	25,000.00
Social Security (O.A.S.T.)	O / E	35,000.00
DCRP	O/E	2,900.00
EMS	O/E	5,000.00
		<hr/>
		523,400.00
TOTAL INCLUDING THIS RESOLUTION		\$ 3,287,708.23

3/25/19

RESOLUTION #2019-101

A RESOLUTION TO AWARD A CONTRACT TO GOWER'S, INC., FOR WORK PERFORMED TO COMPLETE THE 2017 CDBG ADA CONCRETE BARRIER REMOVAL PROJECT.

WHEREAS, A Team Concrete, who was originally awarded the 2017 CDBG ADA Concrete Barrier Removal Project, defaulted and was removed from the contract; and

WHEREAS, the Township Committee has reviewed the recommendation made by the Township Engineer for payment to Gower's, Inc. for the sodding and stabilization relating to the installation of ADA compliant sidewalk ramps for completion of the 2017 CDBG Project; and

WHEREAS, funds are available for said work performed as evidenced by the attached Chief Financial Officer's Certification of Availability of Funds;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown that it does hereby approve the payment to Gower's, Inc., 384 Eayrestown Road, Southampton, NJ 08088 in the amount of \$2,695.00 for work performed on the 2017 CDBG ADA Concrete Barrier Removal Project.

3/25/19