

TOWNSHIP OF BORDENTOWN

TOWNSHIP COMMITTEE REGULAR MEETING AGENDA

DATE: DECEMBER 9, 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
_____	_____	Clerk Carrington
_____	_____	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:

- Litigation: Affordable Housing
- Contract Negotiations/Attorney-Client Privilege: UCC Shared Services

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. Administrative Review
 - a. Review of agenda
 - b. Review of correspondence
6. Resolution #2019-300 entitled RESOLUTION TO APPOINT MARIA CARRINGTON AS MUNICIPAL CLERK

6. CONSIDERATION OF CONSENT AGENDA ITEMS:
 - a. Township Committee review and discussion of Consent Agenda Items.
 - b. Questions or comments from the audience on Consent Agenda items.
7. CONSENT AGENDA: Motion, Second and Roll Call to adopt Resolutions #2019-301 through #2019-313
 - a. Resolution #2019-301 entitled APPROVING THE TRANSACTION OF ITEMS OF ROUTINE BUSINESS: MINUTES OF MEETINGS
 - b. Resolution # 2019-302 entitled RESOLUTION APPOINTING MEGHAN SHADDOW AS FULL-TIME ACCOUNT CLERK/CASHIER
 - c. Resolution #2019-303 entitled RESOLUTION TO APPOINT AMY SCHILLER AS A FULL-TIME EMERGENCY MEDICAL TECHNICIAN (EMT)
 - d. Resolution #2019-304 entitled RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF BORDENTOWN TO TERMINATE PER DIEM EMTs
 - e. Resolution #2019-305 entitled RESOLUTION APPROVING AND AUTHORIZING PERSON-TO-PERSON TRANSFER OF ALCOHOLIC BEVERAGE PLENARY RETAIL CONSUMPTION LICENSE #0304-33-012-002
 - f. Resolution #2019-306 entitled RESOLUTION RESCINDING RESOLUTION #2019-286 AUTHORIZING THE PERSON-TO-PERSON TRANSFER OF ALCOHOLIC BEVERAGE PLENARY RETAIL CONSUMPTION LICENSE #0304-36-019-001
 - g. Resolution #2019-307 entitled RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 TO GOWERS, INC. FOR THE TERRY FIELD ENHANCEMENT AND BEAUTIFICATION PROJECT – PHASE I
 - h. Resolution #2019-308 entitled RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION N.J.S.A. 40A:4-87 – DRIVE SOBER OR GET PULLED OVER
 - i. Resolution #2019-309 entitled AUTHORIZING CANCELLATION OF MUNICIPAL CERTIFICATE OF SALE
 - j. Resolution #2019-310 entitled AUTHORIZING REFUND OF OVERPAYMENT OF TAXES RESOLUTION
 - k. Resolution #2019-311 entitled RESOLUTION AUTHORIZING THE TOWNSHIP OF BORDENTOWN TO ENTER INTO A SHARED SERVICE AGREEMENT WITH THE COUNTY OF BURLINGTON TO PERFORM CERTAIN WORK AND REPAIRS
 - l. Resolution #2019-312 RESOLUTION AUTHORIZING PAYMENT TO BORDENTOWN TOWNSHIP EMPLOYEES FOR RABIES CLINIC
 - m. Resolution #2019-313 entitled APPROVING THE TRANSACTION OF ITEMS OF ROUTINE BUSINESS: PAYMENT OF BILLS
7. New Business/Additional Matters or correspondence to be reviewed, discussed or acted upon
 - a. Naming of Township Parks
8. Administrator and Staff Reports
9. Township Committee Reports

10. Public Participation: Questions, comments or statements from members of the public in attendance
11. Motion to Adjourn – Next Township Committee Meeting is scheduled for Monday, December 23, 2019 and the 2020 Reorganization Meeting will be held Saturday, January 4, 2020 at 11 a.m.

**ALL LEGISLATION LISTED ABOVE IS SUBJECT TO CHANGE
UNTIL IT IS OFFICIALLY ADOPTED BY THE GOVERNING BODY.**

RESOLUTION #2019-300

RESOLUTION TO APPOINT MARIA CARRINGTON AS MUNICIPAL CLERK

WHEREAS, in accordance with N.J.S.A. 40A:9-133 every municipality in the State of New Jersey is required to have a Municipal Clerk; and

WHEREAS, Maria Santucci Carrington, has been serving as the Acting Township Clerk since April 1, 2019 pending re-certification as a Registered Municipal Clerk of the State of New Jersey; and

WHEREAS, Ms. Carrington has successfully been re-certified as a Registered Municipal Clerk of the State of New Jersey, meets all Clerk qualifications and has agreed to perform the duties of this position.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown, County of Burlington, that Maria Santucci Carrington is hereby appointed Municipal Clerk for the Township of Bordentown for a three-year term commencing December 9, 2019.

RESOLUTION #2019-301

APPROVING THE TRANSACTION OF ITEMS OF ROUTINE BUSINESS: MINUTES OF MEETINGS

BE IT RESOLVED by the Township Committee of the Township of Bordentown that the Regular and Closed Session Meeting Minutes of November 18, 2019; as submitted by the Clerk, are hereby approved as (_____ submitted) (_____ corrected) and authorized to be posted to the Municipal Bulletin Board and website.

RESOLUTION #2019-302

RESOLUTION APPOINTING MEGHAN SHADDOW AS FULL-TIME ACCOUNT CLERK/CASHIER

WHEREAS, the Township Committee has been determined that there is a need to appoint a full-time Account Clerk/Cashier in the Construction Department.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown that it does hereby appoint Meghan Shaddow to the position of Account Clerk/Cashier on a full-time basis effective January 6, 2020 and that compensation shall be set at \$24.73 per hour in accordance with Ordinance #2019-07.

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

RESOLUTION # 2019-303

RESOLUTION TO APPOINT AMY SCHILLER AS A FULL-TIME EMERGENCY MEDICAL
TECHNICIAN (EMT)

WHEREAS, the Township Committee of the Township of Bordentown determined that there is need to appoint a full-time Emergency Medical Technician (EMT); and

WHEREAS, Amy Schiller meets all qualifications and has agreed to perform the duties of this position.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown that it does hereby appoint Amy Schiller as a full-time EMT retroactively effective November 19, 2019;

BE IT FURTHER RESOLVED that compensation shall be set at \$14.08 per hour in accordance with Resolution #2019-145.

RESOLUTION #2019-304

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
BORDENTOWN TO TERMINATE PER DIEM EMTs

WHEREAS, the Township has made a determination that there is no longer a need for certain Per Diems to be retained on the NJ Civil Service County and Municipal Personnel System (CAMPS).

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown that it does hereby terminate the following per diem EMTs effective December 9, 2019:

Dianne Johnson
Robert Curran
Brianna Moran

BE IT FURTHER RESOLVED that the above named individuals are to be removed from CAMPS; and

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

RESOLUTION #2019-305

RESOLUTION APPROVING AND AUTHORIZING PERSON-TO-PERSON TRANSFER OF ALCOHOLIC BEVERAGE PLENARY RETAIL CONSUMPTION LICENSE #0304-33-012-002

WHEREAS, the Township Committee of the Township of Bordentown has received an application for a person-to-person transfer of Plenary Retail Consumption License #0304-33-012-002 from Mile Hollow Associates, Inc. to Grapevine Liquors LLC for the premises identified as 921 Route 206; and

WHEREAS, a review and investigation by the various responsible officials of the Township with reference to the application has produced the following findings:

1. The submitted application form is complete in all respects and required transfer fees have been received.
2. A statement of consent to the transfer has been filed with the application.
3. Notice of said application was duly published according to law.
4. The applicant is qualified to be licensed according to all statutory, regulatory and local governmental Alcoholic Beverage Control laws and regulations.
5. No written objection to the transfer of license has been filed with the Township.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Bordentown that it does hereby approve the person-to-person transfer of Plenary Retail Consumption License #0304-33-012-002 from Mile Hollow Associates, Inc. to Grapevine Liquors LLC for the premises identified as 921 Route 206; and

BE IT FURTHER RESOLVED that said person-to-person transfer shall be effective as of December 19, 2019.

RESOLUTION #2019-306

RESOLUTION RESCINDING RESOLUTION #2019-286 AUTHORIZING THE PERSON-TO-PERSON TRANSFER OF ALCOHOLIC BEVERAGE PLENARY RETAIL CONSUMPTION LICENSE #0304-36-019-001

WHEREAS, the Township Committee of the Township of Bordentown approved the person-to-person transfer of Plenary Retail Consumption License (Hotel Exemption) #0304-36-019-001 from Sean Enterprises to DIA Hospitality for the premises located at 1073 Route 206 North via Resolution 2019-286; and

WHEREAS, the transferee DIA Hospitality was found to be lacking the Alcoholic Beverage Control Retail License Clearance Certificate (Transfer) issued by the Department of the Treasury, Division of Taxation; and

WHEREAS, the Township Clerk has received instructions from the New Jersey Alcoholic Beverage Control to rescind the person-to-person transfer.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Bordentown that it does hereby rescind Resolution #2019-286 and the person-to-person transfer of Plenary Retail Consumption License (Hotel Exemption) #0304-36-019-001 from Sean Enterprises to DIA Hospitality for the premises located at 1073 Route 206 North.

RESOLUTION #2019-307

RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 TO GOWERS, INC. FOR THE TERRY FIELD ENHANCEMENT AND BEAUTIFICATION PROJECT – PHASE I

WHEREAS, on October 28, 2019, the Township Committee adopted Resolution #2019-280 which awarded a contract to Gower's, Inc. for Terry Field Enhancement and Beautification Project – Phase I; and

WHEREAS, by way of correspondence dated November 25, 2019, Turek Consulting, LLC, Township Engineer, recommends Change Order No. 1 for the reestablishment of a drainage swale due to residents' drainage issues; and

WHEREAS, N.J.A.C. 5:30-11 *et. seq.* provides that the Governing Body may authorize change orders and amend contracts in accordance with the procedures set forth in said regulations; and

WHEREAS, Change Order No. 1, in the amount of \$4,660.00, is due to additional work deemed necessary for successful completion of the project; and

WHEREAS, Change Order No. 1 results in the increase of \$4,660.00 for a new total contract amount of \$53,030.00; and

WHEREAS, funds are available for said Change Order as certified by Chief Financial Officer.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown, County of Burlington, State of New Jersey, that it does hereby approve Change Order No. 1 for the Terry Field Enhancement and Beautification Project – Phase I which results in an increase of \$4,660.00 thereby amending the total contract price to \$53,030.00

RESOLUTION #2019-308

**RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE
AND APPROPRIATION N.J.S.A. 40A:4-87 – DRIVE SOBER OR GET
PULLED OVER**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item has been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Bordentown in the County of Burlington, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2019 in the sum of \$5,500.00, which is now available from the Township of Bordentown, in the amount of \$5,500.00; and

BE IT FURTHER RESOLVED that the like sum of \$5,500.00 is hereby appropriated under the caption “DRIVE SOBER OR GET PULLED OVER - HOLIDAY 2019”; and

BE IT FURTHER RESOLVED that the above is the result of funds from the Township of Bordentown in the amount of \$5,500.00.

12/09/19
JCE

RESOLUTION #2019-309

AUTHORIZING CANCELLATION OF MUNICIPAL CERTIFICATE OF SALE

WHEREAS, Tax Sale Certificate #17-00020 was issued to Bordentown Township, for delinquent taxes on Block 128.01, Lot 24, assessed to BROWN, RICHARD, at a tax sale held on August 29, 2018; and,

WHEREAS, a lienholder with a prior lien, TL Six, LLC, has redeemed certificate 17-00020 by paying the full amount of the delinquency.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Municipal Clerk of Township of Bordentown are hereby authorized to endorse Certificate of Sale 17-00020 for cancellation.

JCE
12/09/19

RESOLUTION #2019-310

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 2019 taxes in the amount of \$2,032.62 to Corelogic for Block 93.03 Lot 6 commonly known as 30 Andover Court.

12/9/19

JCE

RESOLUTION #2019-311

RESOLUTION AUTHORIZING THE TOWNSHIP OF BORDENTOWN TO ENTER INTO A SHARED SERVICE AGREEMENT WITH THE COUNTY OF BURLINGTON TO PERFORM CERTAIN WORK AND REPAIRS

WHEREAS, the County of Burlington has offered participation in a shared service agreement to provide certain work and repairs; and

WHEREAS, the work and repairs include but not limited to Towing of Vehicles Heavy/Light; Tree Removal, Trimming and or Stump Removal; Inlet/Manhole Repairs; Drainage Pipe Repairs/Replacement; Culvert Repairs; Sidewalk/Curbing Replacement/Repairs; Line Striping Crosswalks, Turn Lanes, Parking Area; Paving; Pipe Line Jetting/Cleaning; Crack Sealing./ Street Sweeping/ Debris Removal; Sign Repair/Replacement; Pipeline Video Inspection; Excavation and any other repairs/work as may be agreed upon by the County to undertake; and

WHEREAS, due to the possible limitations of the Public Works Department, the Township Committee determines it to be in the best interest of the residents to participate in the Shared Services; and

WHEREAS, Burlington County Resolution #2018-00612 is attached and made part of this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown in the County of Burlington and State of New Jersey, that the Township Administrator is hereby authorized to execute the Interlocal Service Agreement with the County of Burlington for certain works and repairs.

Board of Chosen Freeholders County of Burlington



OFFICE OF THE
BURLINGTON COUNTY FREEHOLDERS

Kate Gibbs
Linda Hughes
Tom Pullion
Balvir Singh
Latham Tiver

P.O. BOX 6000
MOUNT HOLLY, New Jersey
08060-6000

EVE A. CULLINAN
County Administrator

Gina M. Wheatley
Clerk of the Board
609-265-5020

Fax: 609-702-7000

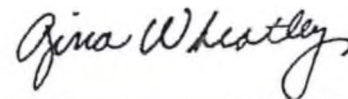
AGENDA, REGULAR MEETING, BOARD OF CHOSEN FREEHOLDERS, COUNTY OF BURLINGTON

Date: Dec 12, 2018 - 7:00 PM
Location: County Administration Building
Freeholder's Board Room
49 Rancocas Road
Mt. Holly, NJ 08060

Agenda: SHARED SERVICES AGREEMENT WITH VARIOUS MUNICIPALITIES FOR AGREEMENTS COVERED BY SHARED SERVICES FOR THE TERM JANUARY 1, 2019 THROUGH DECEMBER 31, 2023 FOR ANY APPLICABLE COUNTY DEPARTMENT

Official Resolution#	2018-00612							
Meeting Date	12/12/2018							
Introduced Date	12/12/2018							
Adopted Date	12/12/2018							
Agenda Item	g-10							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Gibbs	<		<		<			
Hughes	<			<	<			
Pullion	<				<			
Singh	<				<			
Tiver	<				<			

I HEREBY CERTIFY THAT THIS DOCUMENT IS A TRUE, COMPLETE AND ACCURATE COPY OF THIS RESOLUTION, ADOPTED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF BURLINGTON, NJ AT THE MEETING REFERENCED THEREON



CLERK OF THE BOARD

WHEREAS, Burlington County has previously determined that it is in the best interest of the County to cooperate with the various governmental entities within the County regarding provision of mutual services for staffing, material, equipment, site use, construction and other cooperative efforts regarding State, County, Municipal, educational and quasi-governmental issues and needs; and

WHEREAS, the County and the various governmental entities within the County wish to cooperate in furthering their mutual ability to provide such services beneficial to the County of Burlington, to each governmental entity and ultimately to all residents within the County of Burlington; and

WHEREAS, a number of governmental entities within the County of Burlington wish to cooperate with the County of Burlington regarding provision of such services as detailed herein; and

WHEREAS, the County wishes to memorialize provisions for the provision of services with the respective participating government entities within Burlington County on a case by case basis for the period January 1, 2019 to December 31, 2023; and

WHEREAS, N.J.S.A. 40A:65-1, et seq. authorizes the County to enter into Shared Services agreements for joint provisions of any service for which any party to the Shared Services agreement is authorized to enter within its own jurisdictional limit; and

WHEREAS, in order to memorialize respective agreements with the various governmental, education and quasi-governmental entities who wish to enter into such agreements, the County is required to enter into a Shared Services Agreement (hereinafter referred to as "Agreement") with each participating entity which Agreement shall define the responsibilities and duties between the County and the respective entity(ies); now, therefore, be it

WHEREAS, the Board of Chosen Freeholders of the County of Burlington and applicable governmental, educational and quasi-governmental entities within Burlington County are authorized by the Shared Services Act, N.J.S.A. 40A:65-1, et seq., to enter into contracts for the provision of any service which any party to the agreement is authorized to render within its own jurisdiction; and

Introduced on: December 12, 2018
Adopted on: December 12, 2018
Official Resolution#: 2018-00612

RESOLVED, by the Board of Chosen Freeholders of the County of Burlington that a Shared Services Agreement between the County and the various governmental, educational and quasi-governmental entities within the County of Burlington setting forth the terms and conditions of the agreements between the County and the various governmental entities relating to staffing, material, equipment, site use, construction and other cooperative efforts hereby approved subject to approval as to final form by the Burlington County Solicitor; and, be it

FURTHER RESOLVED, that the Shared Services Agreements are authorized pursuant to the Shared Services Act, N.J.S.A. 40A:65-1, et seq.; and, be it

FURTHER RESOLVED, that such Shared Services Agreements shall be filed and available for public inspection for thirty (30) days after adoption of this Resolution in the offices of the Burlington County Administrator per the requirements of N.J.S.A. 40A:65-5(b).

FURTHER RESOLVED, that the Burlington County Administrator is hereby authorized to sign, seal, execute and deliver the subject Agreement(s) between the County and the various governmental entities in accordance with the Rules of the Board.

FURTHER RESOLVED, that per the requirements of N.J.S.A. 40A:65-5(b), copies of any Shared Service shall be available for public inspection between the hours of 9:00 A.M. to 5:00 P.M. in Room 123 in the Burlington County Office Building, 49 Rancocas Road, Mount Holly, New Jersey 08060.

Introduced on: December 12, 2018
Adopted on: December 12, 2018
Official Resolution#: 2018-00612

RESOLUTION #2019-312

RESOLUTION AUTHORIZING PAYMENT TO BORDENTOWN TOWNSHIP EMPLOYEES FOR RABIES CLINIC

WHEREAS, the Bordentown Township Clerk's Office holds a free rabies vaccination clinic annually for the Township of Bordentown; and

WHEREAS, it is a requirement to have writers at the clinic to fill out the appropriate rabies vaccination certificates for each dog/cat that receives a vaccination; and

WHEREAS, it has been determined by the Municipal Clerk that there is a need to extend the request for writers to the Bordentown Township employees, which will consist of a maximum of three (3) hours at an hourly rate of \$25.00; and

WHEREAS, the annual free rabies clinic will be held on Saturday, January 11, 2020 from 10 a.m. to 12 noon.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown that it does hereby authorize payment to any Bordentown Township employee who works the 2020 Rabies Clinic in the amount of \$25.00 per hour for a maximum of three (3) hours.

RESOLUTION #2019-313

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 December 9, 2019, as submitted by the Office of Treasurer are hereby approved for payment and the Office of the Treasurer is directed to pay the same.