

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 4, 2016
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
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OPEN PUBLIC MEETINGS LAW – Adequate notice of this meeting was given by e-mailing notice to the Courier Post and Central Record on December 16, 2015 and posting on the website and Borough Hall bulletin board.

INVOCATION – Pastor Clifford Jones, St. Paul’s Presbyterian Church offered the invocation.

INTRODUCTION OF DISTINGUISHED GUESTS - Mayor Barbera introduced State Assemblywoman Gabriella Mosquera, Linda Sczniewski from Congressman Norcross’ Office, Former Mayor Gentless of Stratford, Auditor Kirk Applegate of Bowman and Company, Engineer Jeff Hansen of Environmental Resolution, Inc. and Pastor Cliff Jones of Saint Paul’s Presbyterian Church and Pastor David Meldrum of Laurel Springs Baptist.

ELECTION RESULTS – Municipal Clerk Dawn Amadio read the following results of the General Election held in the Borough of Laurel Springs, County of Camden and State of New Jersey on Tuesday, November 4, 2014.

ADMINISTRATION OF THE OATH OF OFFICE –

- Mayor Thomas A. Barbera was administered the Official Oath of Office by State Assemblywoman Gabriella Mosquera
- Councilman James W. Redstreak was administered the Official Oath of Office by Councilman Richard McCunney
- Councilwoman Susan M. DiGregorio was administered the Official Oath of Office by State Assemblywoman Gabriella Mosquera

ROLL CALL recorded as present *Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak*; *absent: none.*

RESOLUTIONS

▪ **#001-2016 Temporary Budget #1 -**

WHEREAS, N.J.S.A. 40A:4-19 provides that a governing body make Temporary Budget Appropriations to provide for the period between the beginning of the year and the adoption of the annual Municipal Budget;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Laurel Springs, that the following 2016 Temporary Budget Appropriations, be approved:

GENERAL FUND

REVENUES	Total		
Amount to be Raised by Taxation	\$517,000.00		
State & Federal Grant Programs	0.00		
Interlocal Service Agreements	0.00		
TOTAL GENERAL FUND			\$517,000.00
APPROPRIATIONS	SW	OE	
GENERAL GOVERNMENT:			
Administration			
Salaries & Wages	\$1,700.00		
Other Expenses		\$ 50.00	
Mayor and Council			
Salaries & Wages	100.00		
Other Expenses		400.00	
Municipal Clerk			
Salaries & Wages	21,700.00		

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Other Expenses		3,100.00
Financial Administration		
Salaries & Wages	11,200.00	
Other Expenses		3,900.00
Audit Services		
Other Expenses		14,500.00
Tax Collection		
Salaries & Wages	800.00	
Other Expenses		500.00
Tax Assessment		
Salaries & Wages	1,700.00	
Other Expenses		500.00
Legal Services		
Other Expenses		4,600.00
Engineering Services		
Other Expenses		200.00
Economic Development		
Other Expenses		100.00
LAND USE ADMINISTRATION:		
Planning Board		
Salaries & Wages	\$1,200.00	
Other Expenses		\$600.00
CODE ENFORCEMENT:		
Code Enforcement		
Salaries & Wages	1,200.00	
Other Expenses		50.00
UNIFORM CONSTRUCTION CODE:		
Construction Office		
Salaries & Wages	2,500.00	
Other Expenses		300.00
Plumbing Inspections		
Salaries & Wages	0.00	
Building Inspections		
Salaries & Wages	0.00	
Electrical Inspections		
Salaries & Wages	0.00	
Fire Inspections		
Salaries & Wages	0.00	
INSURANCE:		
Liability Insurance		
Other Expenses		32,000.00
Worker Compensation		
Other Expenses		27,500.00
Employee Group Insurance		
Salaries & Wages	2,100.00	
Other Expenses		42,000.00
Disability Insurance		
Other Expenses		1,000.00
Unemployment Insurance		
Other Expenses		4,000.00
PUBLIC SAFETY:		

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Police Department		
Salaries & Wages	138,000.00	
Other Expenses		5,300.00
Emergency Management		
Salaries & Wages	400.00	
Other Expenses		100.00
Aid to Volunteer Fire Company		
Other Expenses		5,600.00
UNIFORM FIRE SAFETY ACT:		
Fire Safety Official		
Salaries & Wages	1,100.00	
Other Expenses		200.00
Fire Hydrant Service		
Other Expenses		7,300.00
PUBLIC WORKS:		
Road Department		
Salaries & Wages	\$12,200.00	
Other Expenses		\$3,200.00
Shade Tree		
Other Expenses		2,300.00
Property Maintenance Officer		
Salaries & Wages	900.00	
Other Expenses		50.00
Garbage & Trash		
Salaries & Wages	100.00	
Other Expenses		200.00
Buildings & Grounds		
Salaries & Wages	6,600.00	
Other Expenses		5,700.00
Vehicle Maintenance		
Other Expenses		6,800.00
HEALTH & HUMAN SERVICES:		
Vital Statistics		
Salaries & Wages	500.00	
Other Expenses		200.00
Animal Control		
Other Expenses		1,000.00
Board of Health		
Salaries & Wages	500.00	
Other Expenses		50.00
PARKS & RECREATION:		
Parks Commission		
Salaries & Wages	400.00	
Other Expenses		50.00
Celebration of Public Events		
Other Expenses		200.00
OTHER OPERATING FUNCTIONS:		
Accumulated Leave Compensation		
Salaries & Wages	4,800.00	
BUSINESS PERSONAL PROPERTY TAX:		
Transfer to Board of Education		

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Other Expenses		0.00	
UTILITY EXPENSES:			
Utilities			
Electricity - Other Expenses		16,800.00	
Water - Other Expenses		700.00	
Natural Gas - Other Expenses		4,400.00	
Telephone - Other Expenses		3,300.00	
Gasoline - Other Expenses		8,000.00	
Other Telecommunications - Other Expenses		2,700.00	
SOLID WASTE DISPOSAL COSTS:			
Solid Waste Disposal			
Other Expenses		17,200.00	
STATUTORY EXPENDITURES:			
Public Employee Retirement System			
Other Expenses		0.00	
Police & Fire Retirement System			
Other Expenses		0.00	
Social Security & Medicare Taxes			
Other Expenses		19,450.00	
STATE & FEDERAL GRANT PROGRAMS:			
Recycling Tonnage Grant			
Other Expenses		0.00	
Safe & Secure Communities Grant			
Salaries & Wages		0.00	
INTERLOCAL SERVICE AGREEMENTS			
Court Administrator - Magnolia			
Salaries & Wages	6,500.00		
Other Expenses		800.00	
Municipal Court - Magnolia			
Salaries & Wages	0.00		
Other Expenses		4,900.00	
Municipal Clerk - Pine Valley			
Salaries & Wages	5,100.00		
Other Expenses		1,500.00	
Garbage & Trash - Voorhees			
Other Expenses		22,300.00	
Tax Collector - Voorhees			
Other Expenses		4,400.00	
Construction Code Official - Voorhees			
Other Expenses		3,200.00	
MUNICIPAL COURT FUNCTIONS:			
Municipal Court			
Salaries & Wages	6,900.00		
Other Expenses		600.00	
Subtotal	\$228,200.00	\$283,800.00	\$512,000.00
CAPITAL IMPROVEMENTS:			
Capital Improvement Fund			
Other Expenses		\$5,000.00	
DEBT SERVICE:			

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Bond Principal			
Other Expenses			0.00
Note Principal			
Other Expenses			0.00
Interest on Bonds			
Other Expenses			0.00
Interest on Notes			
Other Expenses			0.00
RESERVE FOR UNCOLLECTED TAXES:			
Reserve for Uncollected Taxes			
Other Expenses			\$0.00
TOTAL GENERAL FUND \$	228,200.00		\$288,800.00 \$517,000.00
SEWER UTILITY FUND			

REVENUES	Total		
Sewer Rents	\$44,000.00		
Miscellaneous Revenues	0.00		
TOTAL SEWER UTILITY FUND			\$44,000.00

APPROPRIATIONS	SW	OE	
GENERAL OPERATING:			
Administration			
Salaries & Wages	\$1,200.00		
Other Expenses		\$800.00	
Operations			
Salaries & Wages	3,300.00		
Other Expenses		30,600.00	
Professional Services			
Other Expenses		7,000.00	
INSURANCE:			
Employee Group Insurance			
Other Expenses		0.00	
Liability Insurance			
Other Expenses		500.00	
Worker Compensation			
Other Expenses		0.00	
Disability Insurance			
Other Expenses		100.00	
STATUTORY EXPENDITURES:			
Social Security & Medicare Taxes			
Other Expenses		500.00	
Public Employee Retirement System			
Other Expenses		0.00	
SUBTOTAL	\$4,500.00	\$39,500.00	\$44,000.00

CAPITAL IMPROVEMENTS:			
Capital Improvement Fund			
Other Expenses		\$0.00	

DEBT SERVICE:			
Bond Principal			
Other Expenses		0.00	
Note Principal			

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Other Expenses	0.00			
Interest on Bonds				
Other Expenses	0.00			
Interest on Notes				
Other Expenses	0.00			
TOTAL SEWER UTILITY FUND	\$4,500.00	\$39,500.00	\$44,000.00	

- The motion by Councilman Redstreak was seconded by Councilwoman DiGregorio, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.

- **#002-2016- APPOINTING MUNICIPAL ATTORNEY**

WHEREAS, professional services contracts may be awarded by criteria established pursuant to N.J.S.A. 19:44-01 et. seq.; and

WHEREAS, The Borough of Laurel Springs desires to appoint a municipal attorney who will be the chief, general legal officer of the Borough;

NOW, THEREFORE, BE IT RESOLVED by Mayor and Council of the Borough of Laurel Springs that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with George J. Botcheos, 1202 Laurel Oak Road Suite 208, Voorhees, NJ 08043;

BE IT FURTHER RESOLVED, that a notice of the appointment be published in a designated publication of the Borough of Laurel Springs.

- The motion by Councilman Redstreak was seconded by Councilwoman DiGregorio, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.

- **#003-2016- APPOINTING MUNICIPAL AUDITORS**

WHEREAS, the Borough of Laurel Springs desires to appoint a firm of certified public accountants to act as municipal auditors for the Borough of Laurel Springs that demonstrate knowledge of municipal auditing laws and regulations and experience in providing advice to municipal entities on records compliance issues.

NOW, THEREFORE, BE IT RESOLVED by Mayor and Council of the Borough of Laurel Springs that the appointment of Bowman and Company, LLP, 601 White Horse Road, Voorhees, NJ 08043-2493.

- The motion by Councilman Redstreak was seconded by Councilwoman DiGregorio, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.

- **#004-2016 APPOINTING MUNICIPAL ENGINEER AND MUNICIPAL PLANNER**

WHEREAS, professional services contracts may be awarded by criteria established pursuant to N.J.S.A. 19:44-01 et. seq.; and

WHEREAS, The Borough of Laurel Springs desires to appoint a firm to provide a Municipal Engineer for municipal and consulting engineering services and a Municipal Planner to the Borough of Laurel Springs and the Laurel Springs Combined Land Use Board who has knowledge to prepare all plans and documents necessary for the Borough of Laurel Springs and its Land Use Boards.

NOW, THEREFORE, BE IT RESOLVED by Mayor and Council of the Borough of Laurel Springs that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with Environmental Resolutions, Inc., 525 Fellowship Road, suite 300, Mount Laurel, NJ 08054.

BE IT FURTHER RESOLVED, that a notice of the appointment be published in a designated publication of the Borough of Laurel Springs.

- The motion by Councilman Redstreak was seconded by Councilwoman DiGregorio, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.

- **#005-2016 APPOINTING MUNICIPAL BOND COUNSEL**

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WHEREAS, professional services contracts may be awarded by criteria established pursuant to N.J.S.A. 19:44-01 et. seq.; and

WHEREAS, The Borough of Laurel Springs desires to appoint an attorney or firm who will be the primary legal representative of the Borough in all matters relating to the issuance of public debt instruments including bonds and bond anticipation notes of the Borough.

NOW, THEREFORE, BE IT RESOLVED by Mayor and Council of the Borough of Laurel Springs that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with:

Parker McCay, P. A.

9000 Midlantic Drive

Suite 300

P. O. Box 5054

Mount Laurel, NJ 08054-5054

BE IT FURTHER RESOLVED, that a notice of the appointment be published in a designated publication of the Borough of Laurel Springs.

- The motion by Councilman Redstreak was seconded by Councilwoman DiGregorio, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.
- **#006-2015- DESIGNATING RISK MANAGEMENT CONSULTANT FOR THE BOROUGH OF LAUREL SPRINGS**

WHEREAS, the Governing Body of the Borough of Laurel Springs is a member of the Camden County Municipal Joint Insurance Fund, a self -insurance pooling fund; and

WHEREAS, the bylaws of said Fund require that each municipality appoint a Risk Management Consultant to perform various professional services as detailed in the Bylaws; and

WHEREAS, the Bylaws indicate a fee not to exceed six percent (6%) of the municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Governing Body; and

WHEREAS, NJSA 40A:11-5 (1) (m), specifically exempts the hiring of insurance consultants from competitive bidding as an extraordinary unspecifiable service; and

WHEREAS, the experience, knowledge of public insurance and risk management issues and judgmental nature required of a Risk Management Consultants are clearly an extraordinary unspecifiable service which therefore render competitive bidding impractical;

NOW THEREFORE, be it resolved that the governing body of the Borough of Laurel Springs does hereby appoint The Hardenbergh Insurance Group as its Risk Management Consultant in accordance with 40A:11-5 and;

BE IT FURTHER RESOLVED that the governing body is hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:11-5 (1), (a), (i).

- The motion by Councilman Redstreak was seconded by Councilwoman DiGregorio, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.
- **#007-2016- NAMING ANIMAL SHELTER SERVICES**

WHEREAS, Mayor and Council of the Borough of Laurel Springs desire to provide placement of surrendered and stray animals; and

WHEREAS, The Animal Orphanage, 419 Cooper Road, P. O. Box 1363, Voorhees, NJ 08043, is willing and able to provide the required services in the amount of \$300.00 per month; and

WHEREAS, a municipal contract has been set forth in writing and mutually agreed upon; and

WHEREAS, the term of said contract is two years, which begins on January 1, 2016 and ends on December 31, 2017;

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NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Laurel Springs, in the County of Camden, and the State of New Jersey that they hereby name the Animal Orphanage as the facility for placement and housing of cats and dogs confiscated or seized within the Municipality.

BE IT FURTHER RESOLVED, that the Mayor and Municipal Clerk are hereby authorized to execute said agreement.

- The motion by Councilman Redstreak was seconded by Councilwoman DiGregorio, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.

- **#008-2016- NAMING TREE TRIMMING SERVICES**

WHEREAS, there exists a need for the provision of trimming of Borough trees within the Borough of Laurel Springs; and

WHEREAS, the following tree services have submitted proposals and are willing and able to provide the required services:

- Turner Tree Service – 2357 Auburn Avenue – Atco, NJ 08004
- Vince’s Tree and Landscaping – 307 Brighton Court – Sicklerville, NJ 08081
- Ryan Banksy Expert Tree Service – 44 West Maple Avenue – Lindenwold, NJ 08021

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Laurel Springs, in the County of Camden, and the State of New Jersey that the above mentioned tree services be designated and approved for the year 2016.

- The motion by Councilman Redstreak was seconded by Councilwoman DiGregorio, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.

- **#009-2015- AUTHORIZING APPOINTMENT OF MUNICIPAL COURT JUDGE**

WHEREAS, there is a need for the appointment of a Municipal Court Judge; and

WHEREAS, the mayor has submitted the name of Krisden McCrink, Esq. to serve as the Municipal Court Judge.

NOW, THEREFORE BE IT RESOLVED, that the nomination of Kristen McCrink, Esq. is hereby confirmed, and that she is appointed by the position of Municipal Court Judge of the Borough of Laurel Springs county of Camden and state of New Jersey.

BE IT FURTHER RESOLVED, that the term is three (3) years, effective: January 1, 2016, and the term ends December 31, 2018.

- The motion by Councilman Redstreak was seconded by Councilwoman DiGregorio, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.

- **#010-2016- APPOINTING LAND USE BOARD ATTORNEY**

WHEREAS, the Combined Land Use Board of the Borough of Laurel Springs is in need of Professional Legal services; and

NOW, THEREFORE, BE IT RESOLVED that the firm of DeMichele and DeMichele, 313 White Horse Pike, Haddon Heights, New Jersey is hereby appointed as Attorney for the Combined Land Use Board of the Borough of Laurel Springs for a period of one year to December 31, 2016 at an annual cost of \$2,000.

BE IT FURTHER RESOLVED that Greg DeMichele will be primarily responsible for the work done for the Board.

- The motion by Councilman Redstreak was seconded by Councilwoman DiGregorio, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.

- **#011-2016- APPOINTMENTS FOR THE YEAR 2016**

BE IT RESOLVED, by Mayor and Council of the Borough of Laurel Springs, County of Camden, State of New Jersey do hereby approve the appointment of the following Municipal Committees and Employees for 2016:

<u>POSITION</u>	<u>TERM</u>	<u>NAME</u>
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ADMINISTRATION

Borough Administrator	1 year	Kenneth J. Cheeseman
Municipal Clerk	Tenured	Dawn T. Amadio
Registrar	1 year	Dawn T. Amadio
Deputy Municipal Clerk	1 year	Cathy Sims
Deputy Registrar	1 year	Cathy Sims
Alternate Deputy Registrar	1 year	Michaela Bosler
Administrative Office Clerk – Part Time	1 year	Victoria Owens
Administrative Office Clerk – Part Time	1 year	Michaela Bosler
Administrative Office Clerk – Part Time	1 year	Darlene Owens
Chief Financial Officer	Tenured	Dean Ciminera
Treasurer	1 year	Dean Ciminera
Deputy Treasurer	1 year	Cathy Sims
Deputy Treasurer	1 year	Dawn T. Amadio
Deputy Tax Collector	1 year	Dean Ciminera
Tax Collector	SharSA	Jennifer Dukelow
Tax Search Officer	1 year	Jennifer Dukelow
Qualified Purchasing Agent	1 year	Dean Ciminera
Purchasing/Payroll Clerk	1 year	Cathy Sims

MUNICIPAL COURT

Municipal Court Judge	SharSA	Krisden McCrink, Esq.
Municipal Court Administrator	SharSA	Jacqueline Vicari

SERVICES

Construction		
Construction Code Official	SharSA	Steve Murray
Building Inspector	Shared	Voorhees
Plumbing Inspector	Services	Township
Electrical Inspector	Agreement	“
Fire Inspector	“	“
Construction Secretary	1 year	Michaela Bosler
Public Works		
Public Works Director – Part time	1 year	Kenneth J. Cheeseman
Public Works Foreman – Part time	1 year	Michael Brown
Public Works Employee – Part time	1 year	Zachary Blome
Public Works Employee – Part time	1 year	Jim Burns
Public Works Employee – Part time	1 year	Jodie Sullivan
Public Works Employee – Part time	1 year	Russ Hardwick
Public Works Support Personnel	When Needed	Matthew Holden
		Lawrence Winters
		Robert Lickfield
		Paul Fuhs
		Michael DeBlasio
		Michael Brown
Sewer Utility		
Utility Fund Collector	1 year	Cathy Sims
Utility Collection Systems Operator	1 year	David J. Kennedy
Code Enforcement		
Zoning Code Enforcement Officer	1 year	Albert O. Hallworth, IV
Property Maintenance Officer	1 year	Kenneth J. Cheeseman
		Lawrence Winters
Code Enforcement Secretary	1 year	Dawn T. Amadio

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Fire Safety		
Fire Chief	1 year	Kenneth J. Cheeseman
Fire Official	1 year	Kenneth J. Cheeseman
Fire Safety Inspector	1 year	Lawrence Winters
Emergency Management Council		
Coordinator/Fire Chief	1 year	Kenneth J. Cheeseman
Deputy Coordinator/Police Chief	1 year	Carmen Rabottino
Mayor, Public Official	1 year	Thomas A. Barbera
Public Works	1 year	Kenneth J. Cheeseman
Public Information Officer	1 year	Dawn T. Amadio
Communications Officer	1 year	Craig Reiner
Medical Officer	1 year	Lisa Winchester

Misc. Services		
911 Coordinator	1 year	Craig Reiner
JIF/MEL Safety Director	1 year	Carmen Rabottino
JIF/MEL Fund Commissioner	1 year	Kenneth J. Cheeseman
JIF/MEL Alternate Fund Commissioner	1 year	Thomas A. Barbera
CDBG Representative	1 year	Thomas A. Barbera
CDBG Alternate Representative	1 year	Dean Ciminera
Public Compliance Officer	1 year	Dawn T. Amadio

POLICE DEPARTMENT

Police Chief	Contractual	Carmen Rabottino
Sergeant	Contractual	Brian Mazziotta
Patrolman	Contractual	Michael Wolcott
Patrolman	Contractual	Harrison Lickfield
Patrolman	Contractual	Steven Casciato
Patrolman	Contractual	David Woepfel
Patrolman	Contractual	Daniel Davis
Secretary	1 year	Dorothy Stratton
Crossing Guards – Part Time	1 year	Jo Ann Weidler
	1 year	Cynthia Cheeseman
	1 year	Kim Brisbin
	1 year	Michael Brown
Crossing Guard – Alternate	1 year	Larry Winters
	1 year	Kenneth J. Cheeseman
	1 year	Cathy Sims

BOARDS AND COMMISSIONS

Combined Land Use Board

<u>Planning Config.</u>	<u>Zoning Config.</u>		
Class I	Cannot vote	Term as Mayor	Thomas A. Barbera
Class II	Regular #1	2016 (1 yr)	Ken Lippincott
Class III	Cannot vote	2016 (1 yr)	Councilman James Redstreak
Class IV	Regular #2	2013-2016 (4 yr)	Eric Hafer
Class IV	Regular #3	2015-2018 (4 yr)	Michael Hoffmann
Class IV	Regular #4	2016-2019 (4 yr)	Roy Kane
Class IV	Regular #5	2015-2018 (4 yr)	Doris Walsh
Class IV	Regular #6	2016-2019 (4 yr)	Michael Mercer
Alternate I	Regular #7	2016 (1 yr)	Chris O'Keefe
Alternate II	Alternate	2015-2016 (2 yr)	Ken Weidler
Board Solicitor		1 year	Greg DeMichele
Board Secretary		1 year	Dawn T. Amadio

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Recreation Commission

Recreation Commissioner	2012-2016 (5 yr)	Michael Brown
Recreation Commissioner	2014-2018 (5 yr)	James Nicoludis
Recreation Commissioner	2016-2020 (5 yr)	Dianne Hafer
Recreation Commissioner	2013-2017 (5 yr)	Jerry Straub
Recreation Commissioner	2013-2017 (5 yr)	Paul Bobby
Recreation Commissioner	2014-2018 (5 yr)	Brian Hofacker
Recreation Commissioner	2016-2020 (5 yr)	Paul Bliem
Recreation Commission Alternate 1	2015-2017 (3 yr)	Leah Straub
Recreation Commission Alternate 2	2016-2017 (2 yr)	Sandra Clement
Council Liason	1 year	Joseph Cruz
Recreation Commission Secretary	1 year	Cathy Sims
Recreation Clerk	1 year	Darlene Owens
Recreation Support Personnel	1 year	Michael Brown
	1 year	Brian Hofacker
	1 year	Cathy Sims
Board of Health		
Member	2016-2018 (3 yr)	Wayne Bommer
Member	2016-2017 (2 yr)	Carolyn Redstreake
Member	2016-2017 (2 yr)	JoAnn Weidler
Board of Health Secretary/Member	1 year	Michaela Bosler
Board of Health Clerk/Member	1 year	Cathy Sims

COMMITTEES

Whitman Stafford Executive Committee		
President	2016 (1 yr)	Richard Zimmermann
Vice President	2016-2017 (2 yr)	Wayne Bommer
Treasurer/Site Director	2015-2016 (2 yr)	Frederick Lynch
Secretary	2014-2016 (3 yr)	Barbara Bassett
Member	2016-2017 (2 yr)	Marie Nasuti
Member	2015-2017 (3 yr)	Marilyn Lynch
Member	2016-2018 (3 yr)	Edna Askew
Ordinance Review		
Member	1 year	Thomas Barbera
Member	1 year	James Redstreake
Member	1 year	Kenneth J. Cheeseman
Member	1 year	Carmen Rabottino
Member	1 year	Ken Weidler
Secretary	1 year	Dawn T. Amadio
Laurel Green (Sustainable Jersey)		
Council Liaison	1 year	James Redstreake
Member	1 year	Ken Cheeseman
Member	1 year	Kendra Mochel
Member	1 year	Mike Brown
Member/Secretary	1 year	Dawn T. Amadio
Beautification Committee and Sustainable Jersey Creative Team		
Member	1 year	Patricia Tamburino
Member	1 year	Nancy Sachleben
Member	1 year	Sharon Harris
Member	1 year	Marie Nasuti
Member	1 year	Caroline Redstreake

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Member	1 year	Pamela Laurenzi
Member	1 year	Kristen Laurenzi
Member	1 year	Riccardo Veggian
Economic Improvement		
Member	1 year	Thomas Barbera
Member	1 year	James Redstreake
Member	1 year	Gene Letts
Member	1 year	Kenneth J. Cheeseman
Member	1 year	Ken Weidler
Member	1 year	David A. Thatcher
Member	1 year	Paul Bobby
Member	1 year	Brian Hofacker

- The motion by Councilman Redstreake was seconded by Councilwoman DiGregorio, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreake in favor, none opposed, and no abstentions.

- **#012-2016- AWARDING STATE CONTRACTS**

WHEREAS, N.J.S.A. 40A: 11-12 allows municipalities, without advertising for bids, to purchase materials, supplies or equipment under any contract entered into on behalf of the State Department of the Treasury, Division of Purchase and Property;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council, that pursuant to N.J.S.A. 40A11-12, **the following State Contracts be awarded for the year 2016:**

<u>VENDOR</u>	<u>PRODUCT</u>
Action Office Supplies	Office Supplies
Airgas East, Inc.	Specialty & Industrial gases
American Aluminum	Police & homeland security equipment
American Asphalt Co.	Road & highway materials
Applied Concepts	Police & homeland security equipment
Aramco, Inc.	Police & homeland security equipment
Asphalt Paving Systems	Road repairs & Hot-Mix asphalt
Asplundh Tree Experts	Tree trimming & removal services
Atlantic Tactical	Police & homeland security equipment
Atlas Flasher & Supply	Traffic control devices
Binder Machinery	Parts & repairs for road maintenance equipment
Bridgestone/Firestone	Tires & Tubes
CDW Government, Inc.	Computer workstations & associated products
Charles Becker & Brothers	Park & playground equipment & parts
Cherry Valley Tractor	Lawn & grounds maintenance equipment
Contractor Service	Parts & repairs for lawn & grounds equipment
Day Chevrolet	Police vehicles – SUV's & sedans
DeHart & Sons	Heavy-duty truck parts
Eagle Point Gun	Police & homeland security equipment
ELSAG North America	Police & homeland security equipment
Fastenal Company	Industrial supplies
Garden State Highway	Street signs & road materials
Giles & Ransome	Parts & repairs for road maintenance equipment
Goodyear Tire Co.	Tires & tubes
Grainger Supplies	Industrial maintenance, repairs & equipment
Hertrich Fleet Services	Passenger vehicles & light-duty trucks
Hewlett Packard	Computer workstations & associated products
Home Depot	Building supplies & products
Hoover & Sons	Repair services & parts for heavy duty trucks
Houper Truck Service	Vehicle maintenance & repair services
Interstate Arms Corp.	Police & homeland security equipment
Just Tires	Tires & tubes
Konica-Minolta	Reproduction equipment
Lanigan Associates	Police & homeland security equipment

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Laser Technology Inc.	Police & homeland security equipment
Lawmen Supply	Police & homeland security equipment
Lexis Nexis	Data access services
Liberty Parks & Playgrounds	Parks & playgrounds equipment
Lowe's Home Centers	Building supplies & products
Majestic Oil	Fuel Oil & Gasoline
Major Police Supply	Police & homeland security equipment
Mall Chevrolet	Police vehicles – SUV's & sedans
Marturano Co., Inc.	Playground equipment
Matthew Bender & Co.	NJ Register & NJ Code publications
Mercer Spring	Parts & repairs for highway equipment & trucks
Monro Muffler & Brake	Tires & tubes
Morton Salt Co.	Bulk rock salt & sodium chloride
Motorola Corp.	Radio communication supplies & equipment
Mr. Tire Auto Center	Tires & tubes
Old Dominion Brush	Parts & repairs for road maintenance equipment
Pitney Bowes	Mailroom maintenance & equipment
Quality Communications	Radio communication supplies & equipment
Ricoh Corporation	Reproduction equipment
Riggins Inc.	Fuel oil & gasoline
Service Tire Truck Center (Goodyear)	Tires & tubes
Sig Sauer, Inc.	Police & homeland security equipment
Sound Off, Inc.	Police & homeland security equipment
Storr Tractor	Lawn & grounds equipment parts & repairs
Taser International	Police & homeland security equipment
Tire Corral (Goodyear)	Tires & tubes
Transaxle Corp.	Parts & repairs for highway equipment
Turf Equipment Supply	Lawn & grounds equipment parts & repairs
Verizon	Telecommunication data services
Vespia Tire Center (Goodyear)	Tires & tubes
W.B. Mason, Inc.	Office supplies
West Publishing	Data access services
Winner Ford	Police vehicles, sedans & SUV's

BE IT FURTHER RESOLVED that this list may be amended or supplemented from time to time, as the Mayor and Borough Council deem necessary.

- The motion by Councilman Redstreak was seconded by Councilwoman Mochel, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.
- **#013-2016- DETERMINING RATE OF INTEREST AND ADDITIONAL PENALTIES ON DELINQUENT TAXES**

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Laurel Springs, County of Camden and State of New Jersey that **8% interest per annum** shall be charged on all delinquent taxes, as well as delinquent local improvements, assessments and sewer rents for the year 2013 except that **18% interest per annum** shall be charged whenever the accumulated charges exceed the total sum of \$1,500.00 against any particular property and further, that the Borough of Laurel Springs shall allow an additional **grace period of ten (10) days** before the imposition of said interest charges on delinquent taxes in accordance with N.J.S.A. 54:4-67.

In addition to all other penalties, interest and other charges permitted by New Jersey State Law, rule of regulation and/or otherwise fixed by resolution or ordinance by the Mayor and Borough Council of Laurel Springs, a penalty shall be fixed to each delinquent tax and/or other municipal charges account whose delinquent balance on December 31 of each calendar year is in excess of \$10,000.00. The amount of such penalty shall be fixed by resolution of the Borough Council in accordance with N.J.S.A. 54:4-67, provided however, that the rate of such penalty on the date this section becomes effective shall be 6% of the delinquency balance on December 31 of the current year. For the purposes of this section, the term "delinquency balance" shall mean the sum of all taxes, municipal charges, interest and previously assessed penalties due on

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a given tax parcel or parcels under the same tax and/or other municipal charges account covering any number of quarters or years.

- The motion by Councilman Redstreak was seconded by Councilwoman Mochel, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.

- **#014-2016- DESIGNATING SIGNATURES ON CHECKS DRAWN ON BOROUGH FUNDS**

BE IT RESOLVED, by Mayor and Council of the Borough of Laurel Springs, that for the year 2016, the signatures of the following Borough Officials shall appear on all checks and drafts drawn on the Borough funds for the following accounts:

- General Account - Mayor/Municipal Clerk/CFO/Deputy Treasurer/Borough Administrator (Two of four)
- Payroll Account - Deputy Treasurer/Municipal Clerk/CFO /Mayor/Borough Administrator (Two of four)
- Dog Account - CFO/Deputy Treasurer/Municipal Clerk/Mayor/Borough Administrator(Two of four)
- Recreation Commission Account - CFO/Deputy Treasurer/Municipal Clerk/Mayor/Borough Administrator(Two of four)
- Escrow Trust Account - CFO/Deputy Treasurer/Municipal Clerk/Mayor/Borough Administrator(Two of four)
- Special Law Enforcement Account – CFO/Deputy Treasurer/Municipal Clerk/Mayor/Borough Administrator (One of four)
- Unemployment Reimbursement Account - CFO/Deputy Treasurer/Municipal Clerk /Mayor/Borough Administrator (One of four)
- Tax Title Lien Redemption Account - Tax Collector, Deputy Tax Collector, CFO, Deputy Treasurer, Borough Administrator (One of four)
- Capital Account - Mayor/Municipal Clerk/CFO/Deputy Treasurer/Borough Administrator(Two of four)
- Police Donations Account – Mayor/Municipal Clerk/CFO/Deputy Treasurer/Borough Administrator(One of four)
- Public Defender Trust Fund – CFO/Deputy Treasurer/Municipal Clerk/Mayor/Borough Administrator(Two of four)
- Outside Police Services Account – Mayor/Municipal Clerk/CFO/Deputy Treasurer/Borough Administrator(two of four)
- Municipal Court/Bail Account & Regular Account - Court Administrator & Deputy Court Administrator
- Sewer Utility Fund - Utility Collector/CFO/Deputy Treasurer/Mayor/Borough Administrator(Two of four)
- Sewer Capital Fund – CFO/Utility Collector/Deputy Treasurer/Borough Administrator(Two of three)

BE IT FURTHER RESOLVED, that all depositories of Borough Funds shall be notified by copy of this resolution that only check drafts which contain signatures of such Borough Officials shall be honored for the year 2016, unless otherwise instructed by such resolution of the Mayor and Council of the Borough of Laurel Springs, as may hereafter be adopted.

- The motion by Councilman Redstreak was seconded by Councilwoman Mochel, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.

- **#015-2016- GRANTING PERMISSION TO PAY CERTAIN BILLS PRIOR TO COUNCIL MEETINGS**

WHEREAS, payment of certain bills is occasionally needed prior to the Regular Meeting of Mayor and Council.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Laurel Springs that the Mayor, Clerk, Deputy Treasurer, and Chief Financial Officer are hereby authorized to sign checks for the following purpose subject to approval at the next meeting of Council:

1. Petty Cash - not to exceed \$500.00. Maximum of \$60.00 to be disbursed at any one time
2. County Taxes if the Council Meeting takes place after the 15th of the month when payment is due
3. School Taxes of the Board of Education if it is in need of money that is normally due during the month
4. Payrolls
5. New Jersey State Health Benefits and insurance premiums
6. Social Security

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7. Unemployment Benefits Reimbursement
 8. Any contractual obligations
 9. All escrow monies
 10. Refund of certified check received by Clerk for Street Opening permit once street is returned to its original condition.
 11. Utility Bills
 12. Tax liens to CCMUA
 13. Refund of deposit rental of Jack H. Hagen Community Center
 14. Bulk mailings: Fee, postage, printing
 15. Trust a/c Expenditures
- The motion by Councilman Redstreak was seconded by Councilwoman Mochel, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.

 - **#016-2016- APPOINTING A QUALIFIED PURCHASING AGENT AND INCREASING THE BID THRESHHOLD TO \$36,000 PURSUANT TO N.J.S.A. 40A:11-3(A)**

WHEREAS, Contracting units that have appointed a Qualified Purchasing Agent pursuant to N.J.S.A. 40A:11-9(b) and take advantage of a higher bid threshold pursuant to N.J.S.A. 40A:11-3(a), can have their maximum bid threshold increased from \$29,000 to \$36,000.

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes the criteria for certification of a Qualified Purchasing Agent; and

WHEREAS, Dean Ciminera possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services; and

WHEREAS, the Borough of Laurel Springs desires to increase the bid threshold as provided;

NOW, THEREFORE, BE IT RESOLVED, that the governing body of the Borough of Laurel Springs hereby increases its bid threshold to \$36,000; and

BE IT FURTHER RESOLVED, that the governing body hereby appoints Dean Ciminera as the Qualified Purchasing Agent to exercise the duties of a purchasing agent with specific relevance to the authority, responsibility and accountability of the purchasing activity of the Borough of Laurel Springs; and

BE IT FINALLY RESOLVED, that the Municipal Clerk of the Borough of Laurel Springs is hereby directed to forward a certified copy of the resolution and copy of Dean Ciminera's certification to the Director of the Division of Local Government Services.

 - The motion by Councilman Redstreak was seconded by Councilwoman Mochel, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.

 - **#017-2016- AUTHORIZING DENISE CAMPPELL, CTA, TAX ASSESSOR TO FILE TAX APPEALS, ASSESSOR'S APPEALS AND ROLL BACK TAX APPEALS ON BEHALF OF THE BOROUGH**

WHEREAS, it is necessary for the Borough Tax Assessor to file and settle Tax Appeals and Roll Back Appeals on behalf of the Borough of Laurel Springs for the 2016 tax year.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Laurel Springs that Denise Campbell, Tax Assessor, is hereby authorized to file and settle Tax Appeals, Assessor's Appeals and Roll Back Tax Appeals on behalf of the Borough of Laurel Springs for the 2016 tax year.

BE IT FURTHER RESOLVED that a copy of this resolution shall be forwarded to the Camden County Board of Taxation Administrator and the Tax Assessor.

 - The motion by Councilman Redstreak was seconded by Councilwoman Mochel, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.

 - **#018-2016- ADOPTING CASH MANAGEMENT PLAN**

WHEREAS, N.J.S.A. 40A: 5-14 requires every municipality to adopt a Cash Management Plan on an annual basis;

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NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Laurel Springs, County of Camden, State of New Jersey, that the following requirements be a part of the 2016 Cash Management Plan, and be adhered to:

- I. Cash Management and Investment Objectives
 - a. Preservation of capital;
 - b. Adequate safekeeping of assets;
 - c. Maintenance of liquidity to meet operating needs;
 - d. Diversification of the Township's portfolio to minimize risks associated with individual investments.
- II. Designation of Official Depositories
 - a. The following banks are hereby designated as legal depositories for all municipal funds:
 - i. TD Bank
 - ii. PNC Bank
 - iii. Republic Bank
 - iv. Fulton Bank
 - v. New Jersey State Cash Management Fund
 - b. Each depository must submit to the Chief Financial Officer a copy of the Governmental Unit Deposit Protection Act (GUDPA) notification of eligibility, which is filed semi-annually with the Department of Banking each June 30th and December 31st;
 - c. This list may be amended or supplemented from time to time as the Mayor and Borough Council deem necessary.
- III. Cash Management
 - a. All municipal funds received by any official or employee shall be either deposited within 48 hours to an account in the name of the Borough of Laurel Springs, or shall be turned over to the Chief Financial Officer or the Deputy Treasurer within 48 hours of receipt, in accordance with N.J.S.A. 40A: 5-15;
 - b. The Chief Financial Officer shall minimize any accumulated idle cash in checking accounts, by assuring that excess balances are promptly swept into the investment portfolio;
 - c. Investment decisions shall be guided by the cash flow projections prepared by the Chief Financial Officer;
 - d. Change Funds and Petty Cash Funds are not required to be maintained in interest-bearing accounts.
- IV. Permissible Investments
 - a. Bonds or other obligations of the United States of America, or obligations guaranteed by the United States of America;
 - b. Government money market mutual funds;
 - c. Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors;
 - d. Bonds or other obligations of the local unit, or school districts of which the local unit is a part;
 - e. Any other obligations with maturities not exceeding 397 days, as permitted by the Division of Investments;
 - f. Local Government investment pools;
 - g. New Jersey State Cash Management Fund;
 - h. Repurchase agreements of fully collateralized securities.
- V. Authority for Investment Management
 - a. The Chief Financial Officer is authorized and directed to make investments on behalf of the Borough. All investment decisions shall be consistent with this plan, and all appropriate regulatory constraints.
- VI. Safekeeping

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- a. Securities purchased on behalf of the Borough shall be delivered electronically or physically to the Borough's custodial bank, which shall maintain custodial and/or safekeeping accounts for such securities on behalf of the Borough.

VII. Procedures for Disbursement of Funds

- a. Payments shall be prepared by the Chief Financial Officer and/or the Deputy Treasurer and submitted to the Borough Council for their approval;
- b. No municipal funds shall be disbursed by the Chief Financial Officer or Deputy Treasurer prior to approval of the Borough Council, except for:
 - i. Debt Service payments;
 - ii. Investments;
 - iii. Payroll turnovers to agency accounts;
- c. Tax payments to the other local taxing agencies, shall be made in accordance with schedules provided by each taxing district;
- d. Checks approved for payment shall be signed by any two of the following:
 - i. Mayor
 - ii. Chief Financial Officer
 - iii. Borough Clerk
 - iv. Deputy Borough Clerk/Deputy Treasurer.
 1. All signatures must be an original signature;
- e. Checks paid from the following accounts are permitted to have only one signature:
 - i. Tax Title Lien Redemption Account;
 - ii. Municipal Court & Bail Accounts;
 - iii. Clerk Election Account;
- f. Wire transfers and Automated Clearing House (ACH) payments are to be made by the Chief Financial Officer, the Borough Clerk or the Deputy Borough Clerk/Deputy Treasurer.

VIII. Reporting

- a. The Chief Financial Officer shall report to the Borough Council all purchases of investments in accordance with N.J.S.A. 40A: 5-15.2;
- b. The Chief Financial Officer shall also report to the Borough Council the available cash balances in each fund and/or bank account.

IX. Audit

- a. This Cash Management Plan shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A: 5-14.

- The motion by Councilman Redstreak was seconded by Councilwoman Mochel, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.

- **#019-2016- DESIGNATING NEWSPAPERS FOR LEGAL NOTICES**

BE IT RESOLVED, by Mayor and Council of the Borough of Laurel Springs, that during the year 2016, the following newspapers are hereby designated for the advertising of the legal notices and advertisements:

Courier-Post
Central Record
The Retrospect

- The motion by Councilman Redstreak was seconded by Councilwoman Mochel, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.

- **#020-2016- DESIGNATING COUNCIL MEETING NIGHTS**

BE IT RESOLVED, by the Mayor and Council of the Borough of Laurel Springs that the Regular Meetings of Mayor and Council shall be held on the second Monday of each month at 7:00 P.M. commencing with Monday, February 8, 2016, and shall be held at the Borough Hall, 135 Broadway, Laurel Springs, NJ, except the month of October, when the Regular Meeting shall be held on Tuesday, October 11, 2016; and

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BE IT FURTHER RESOLVED, that the Work Session Meetings of Mayor and Council shall be held on the fourth Monday of each month at 7:00 P.M. commencing with Monday, January 25, 2016 and shall be held at the Borough Hall, 135 Broadway, Laurel Springs, NJ, except the month of March, when the Work Session shall be held on Tuesday, March 29, 2016.

BE IT FURTHER RESOLVED, that there are no Work Session Meetings of Mayor and Council in the months of May, June, July and August.

- The motion by Councilman Redstreak was seconded by Councilwoman Mochel, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.

- **#021-2016- AUTHORIZING SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF LAUREL SPRINGS AND THE BOROUGH OF MAGNOLIA FOR MUNICIPAL COURT ADMINISTRATOR FOR THE YEAR 2015**

WHEREAS, the Borough of Magnolia (Magnolia) and the Borough of Laurel Springs (Laurel Springs) are both municipal entities located within the County of Camden, State of New Jersey; and

WHEREAS, Magnolia and Laurel Springs wish to enter into a Shared Services Agreement whereby Laurel Springs would aid and assist Magnolia in employing a Municipal Court Administrator to perform all required Municipal Court duties; and

WHEREAS, Laurel Springs is able to provide said services in consideration of the mutual promises set forth in the attached agreement;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Laurel Springs that the Mayor and Clerk be authorized to execute the Shared Service Agreement setting forth the provisions of services provided and payments to be rendered.

- The motion by Councilman Redstreak was seconded by Councilwoman DiGregorio, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.

- **#022-2016-AUTHORIZING SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF LAUREL SPRINGS AND THE BOROUGH OF HI-NELLA RELATIVE TO THE USE OF VERIZON WIRELESS POLICE MODEMS BY THE BOROUGH OF HI-NELLA**

WHEREAS, the Borough of Hi-Nella (Hi-Nella) and the Borough of Laurel Springs (Laurel Springs) are both municipal entities located in Camden County, New Jersey, and

WHEREAS, Hi-Nella and Laurel Springs wish to enter into a Shared Services Agreement whereby Laurel Springs would aid and assist Hi-Nella in obtaining wireless police modems for use by the Hi-Nella Police Department; and

WHEREAS, Hi-Nella and Laurel Springs intend by virtue of a Shared Service Agreement herewith attached to set forth the terms and conditions of the agreement and the proper public officials of each Borough have been directed and authorized to execute this Shared Services Agreement pursuant to Resolutions of their respective governing bodies.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Clerk of the Borough of Laurel Springs be authorized to execute the Shared Service Agreements setting forth the provisions of services provided and payments rendered.

- The motion by Councilman Redstreak was seconded by Councilwoman DiGregorio, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.

- **#023-2016- APPROVING SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF PINE VALLEY AND THE BOROUGH OF LAUREL SPRINGS FOR CERTIFIED RECYCLING PROFESSIONAL (CRP) TO PREPARE ANNUAL RECYCLING TONNAGE REPORT**

WHEREAS, each New Jersey Municipality is required to have mandatory Annual Recycling Tonnage Reports approved and "signed" by a Certified Recycling Professional (hereinafter CRP); and

WHEREAS, the Borough of Laurel Springs, by ordinance, has duly enacted a recycling plan for all recyclable materials as designated by the Camden County Solid Waste Management Plan and amendments

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thereto; and

WHEREAS, the Borough of Pine Valley is desirous of retaining CRP services of the Borough of Laurel Springs for preparation, to be signed by a NJ Certified Recycling Professional, of said Annual Recycling Tonnage Report; and

WHEREAS, the award of this contract to the Borough of Laurel Springs pursuant to N.J.S.A. Section 12:1E-99.14 is an exception to the bidding requirements as set forth in the "Local Public Contracts Law" pursuant to N.J.S.A. Section 40A:11-5(2).

NOW THEREFORE, BE IT RESOLVED, that in consideration of the terms, conditions, mutual benefits and covenants hereinafter set forth, the Borough of Pine Valley and the Borough of Laurel Springs agree to the following terms:

- 1) Borough of Pine Valley shall retain the services of the Borough of Laurel Springs for a CRP that will be responsible for preparing the mandatory annual municipal recycling tonnage report, as provided in the Camden County Solid Waste Management Plan, and with the State of New Jersey.
 - 2) It is understood that the responsibility for the accuracy of all tonnage and materials reported lies with the designated preparer of the Recycling Tonnage Report, regardless if it is a municipal representative, or aforementioned CRP.
 - 3) It is the Borough of Pine Valley's responsibility to retain the appropriate documentation for five years in the event of a field review.
 - 4) The Borough of Pine Valley reserves the right to reasonably amend the specifications of this Agreement by giving thirty (30) days written notifications to the Borough of Laurel Springs of any changes thereto.
 - 5) The Borough of Pine Valley shall pay a fee of \$500.00 for the CRP's service to Laurel Springs Borough. The Borough of Pine Valley will pay all invoices within thirty (30) days.
 - 6) This agreement is the entire agreement between Borough of Pine Valley and the Borough of Laurel Springs and supersedes all previous agreements and discussions. Any amendments hereto must be in writing and must be duly executed by the Borough of Pine Valley and the Borough of Laurel Springs to become effective.
 - 7) This agreement will be entirely performed within the State of New Jersey and it shall be construed in accordance with the laws thereof.
 - 8) If any provisions of this Agreement are determined by a court of competent jurisdiction to be illegal, void, or unconstitutional, the remainder of this agreement shall continue in full force and effect.
- The motion by Councilman Redstreak was seconded by Councilwoman DiGregorio, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.

• **#024-2016- APPROVING THIRD YEAR RENEWAL OPTION FOR SHARED SERVICES AGREEMENT WITH THE COUNTY OF CAMDEN FOR ANIMAL CONTROL SERVICES**

WHEREAS, the Borough of Laurel Springs participates as a member within a Joint Municipal Animal Control Group; and

WHEREAS, the County of Camden, Office of Sustainability and Shared Services acted as the Coordinator of said group to bid and select a vendor, Independent Animal Control, to provide uniform, comprehensive animal control services for the initial term of January 1, 2014 through December 31, 2014; and

WHEREAS, this contract has a second and third year renewal option at the County's discretion; and

WHEREAS, the Camden County opted to accept the second year option in the year 2015;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Laurel Springs, County of Camden, that the Borough of Laurel Springs approves the terms of the third year renewal option for a total 2016 Annual cost of \$4,410.00.

- The motion by Councilman Redstreak was seconded by Councilwoman DiGregorio, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.
- **#025-2016- APPOINTING MUNICIPAL ARCHITECT**

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WHEREAS, professional services contracts may be awarded by criteria established pursuant to N.J.S.A. 19:44-01 et. seq.; and

WHEREAS, the Borough of Laurel Springs desires to appoint a firm to provide a Municipal Architect for municipal and consulting architectural services.

NOW, THEREFORE, BE IT RESOLVED by Mayor and Council of the Borough of Laurel Springs that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with Rodier Ebersberger Architects, LLC, 946 South Main Street, Williamstown, NJ 08094.

BE IT FURTHER RESOLVED, that a notice of the appointment be published in a designated publication of the Borough of Laurel Springs.

- The motion by Councilman Redstreak was seconded by Councilwoman DiGregorio, with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed, and no abstentions.

PRESIDENT OF COUNCIL – A motion was made by Councilman McCunney to nominate Councilman James Redstreak for Council President, which was seconded by Councilwoman Mochel. No other nominations were received.

- The motion to appoint James Redstreak as Council President by Councilman McCunney and seconded by Councilwoman Mochel upon a roll call vote recorded Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed and no abstentions.

APPOINTMENT OF DEPARTMENT DIRECTORS – Mayor Barbera made the following appointments for the following departments:

- Public Works, Services, Boards - Councilman Redstreak
- Public Buildings and Grounds - Councilman McCunney
- Recreation - Councilman Cruz
- Administration and Finance - Councilman Letts
- Public Safety - Councilwoman Mochel
- Deputy Director of Public Safety – Councilman McCunney
- Municipal Court - Councilwoman DiGregorio

CORRESPONDENCE – none

ANNOUNCEMENTS

- Dog Licenses are due during the months of January and February 2016
- LSYA Baseball/Softball signup Tuesday, January 5, 12, 19 and 26th, 6 – 8 pm at the Recreation Center.
- The Recreation Commission meets Wednesday, January 6, 2016, 7 pm at the Recreation Center
- Christmas Tree Throwing Contest, Saturday, January 9, 3 pm at the Ballfield
- The Whitman Stafford Farmhouse Committee, Tuesday, January 12, 7 pm in the Farmhouse.
- Borough Offices closed Monday, January 18, 2016 in observance of Martin Luther King Day.
- The School Board meets Wednesday, January 20, 2016, 7 pm at Laurel Springs School.
- The Combined Land Use Board meets Thursday, January 21, 2016, 7 pm in Borough Hall.
- Work Session meeting of Mayor and Council will be held Monday, January 25, 2016, 7:00 p.m.
- Rabies and Licensing Clinic will be held Saturday, January 30, 2016 from 10:00 a.m. to 11:00 a.m. at the Fire Station.

PUBLIC SESSION – Mayor Barbera opened the meeting to the Public.

- Leah Straub- 518 Glen Avenue – stated she is an Alternate Commissioner, on the Recreation Commission and a member of the Board of Education. She said it came to her attention that the Mayor is appointing an

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 4, 2016
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
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empty Commissioner spot on the Recreation Commission with the current Pageant Coordinator. Mrs. Straub does not think that is fair as the Mayor skipped over the two Alternates to make this appointment. She feels he is in line to fill the Commissioner spot. Mayor Barbera responded that it had become apparent that the Pageant Chairperson required the weight of being a Recreation Commissioner in order to Chair and direct the Pageant. There was additional conversation about what precipitated the Mayor's appointment. Mayor Barbera thanked Mrs. Straub for her service to the town.

- Mayor Gentless complimented Laurel Springs saying it was a great town and wished all a Happy New Year.
- Assemblywoman Mosquera thanked Mayor and Council for their service. Thanking their families as well for understanding the sacrifice it takes to run a town. She commented that it is an amazing thing to observe Democracy in action by being the voices of the people and represent them. She commented it does not matter if the members are Democrats or Republicans, we are all Americans and the obligation is to serve the citizens of Laurel Springs and work together to make it the great community that it is.
- Linda Sczniewski from Congressman Norcross' Office offered the greetings of the Congressman who was not able to be here this evening. She congratulated the new officials and Council at large.

ADJOURNMENT—Upon the motion of Councilman Redstreak, which was seconded by Councilwoman DiGregorio, the meeting was adjourned at 7:29 p.m.

BENEDICTION – PASTOR DAVE MELDRUM – LAUREL SPRINGS BAPTIST CHURCH

Respectfully submitted,

Dawn T. Amadio, RMC
Municipal Clerk