

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 1 of 23**

OPEN PUBLIC MEETINGS LAW – Adequate notice of this meeting was given by e-mailing notice to the Courier Post and Central Record on December 6, 2016 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 Senator Fred Madden, State Assemblywoman Gabriella Mosquera, 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 –

- Councilman Gene Letts was administered the Official Oath of Office by Solicitor George Botcheos
- Councilwoman Kendra Mochel was administered the Official Oath of Office by State Assemblywoman Gabriella Mosquera.

ROLL CALL recorded as present *Letts, McCunney, Mochel and Redstreak*; absent: *DiGregorio and Cruz*.

RESOLUTIONS

▪ **#001-2017 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 **2017 Temporary Budget Appropriations**, be approved:

GENERAL FUND

REVENUES

Amount to be Raised by Taxation		<u>Total</u>
State & Federal Grant Programs		\$516,400.00
Interlocal Service Agreements		0.00
		<u>16,600.00</u>
TOTAL GEN'L FD		\$533,000.00

APPROPRIATIONS

GENERAL GOVERNMENT:

	<u>SW</u>	<u>OE</u>
Administration		
Salaries & Wages	\$3,000.00	
Other Expenses		\$50.00
Mayor and Council		
Salaries & Wages	100.00	
Other Expenses		400.00
Municipal Clerk		
Salaries & Wages	21,300.00	
Other Expenses		5,500.00
Financial Administration		
Salaries & Wages	12,700.00	
Other Expenses		3,500.00
Audit Services		
Other Expenses		15,500.00
Tax Collection		

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 2 of 23**

Salaries & Wages	2,200.00	
Other Expenses		600.00
Tax Assessment		
Salaries & Wages	1,600.00	
Other Expenses		400.00
Legal Services		
Other Expenses		7,000.00
Engineering Services		
Other Expenses		200.00
Economic Development		
Other Expenses		100.00
LAND USE ADMINISTRATION:		
Planning Board		
Salaries & Wages	\$1,200.00	
Other Expenses		\$700.00
CODE ENFORCEMENT:		
Code Enforcement		
Salaries & Wages	2,200.00	
Other Expenses		50.00
UNIFORM CONSTRUCTION CODE:		
Construction Office		
Salaries & Wages	1,100.00	
Other Expenses		400.00
INSURANCE:		
Liability Insurance		
Other Expenses		34,500.00
Worker Compensation		
Other Expenses		27,500.00
Employee Group Insurance		
Salaries & Wages	2,100.00	
Other Expenses		38,300.00
Disability Insurance		
Other Expenses		1,100.00
Unemployment Insurance		
Other Expenses		2,600.00
PUBLIC SAFETY:		
Police Department		
Salaries & Wages	140,900.00	
Other Expenses		4,900.00
Emergency Management		
Salaries & Wages	300.00	
Other Expenses		100.00
Aid to Volunteer Fire Company		
Other Expenses		5,600.00
Municipal Prosecutor		
Other Expenses		50.00
UNIFORM FIRE SAFETY ACT:		
Fire Safety Official		
Salaries & Wages	1,100.00	
Other Expenses		200.00
Fire Hydrant Service		
Other Expenses		7,400.00
PUBLIC WORKS:		

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 3 of 23**

Road Department		
Salaries & Wages	\$13,800.00	
Other Expenses		\$2,500.00
Shade Tree		
Other Expenses		2,100.00
Property Maintenance Officer		
Salaries & Wages	800.00	
Other Expenses		50.00
Garbage & Trash		
Salaries & Wages	100.00	
Other Expenses		200.00
Buildings & Grounds		
Salaries & Wages	8,500.00	
Other Expenses		5,700.00
Vehicle Maintenance		
Other Expenses		6,800.00
HEALTH & HUMAN SERVICES:		
Vital Statistics		
Salaries & Wages	400.00	
Other Expenses		200.00
Animal Control		
Other Expenses		1,000.00
Board of Health		
Salaries & Wages	400.00	
Other Expenses		100.00
PARKS & RECREATION:		
Parks Commission		
Salaries & Wages	1,400.00	
Other Expenses		50.00
Celebration of Public Events		
Other Expenses		300.00
OTHER OPERATING FUNCTIONS:		
Accumulated Leave Compensation		
Salaries & Wages	4,500.00	
BUSINESS PERSONAL PROPERTY TAX:		
Transfer to Board of Education		
Other Expenses		0.00
UTILITY EXPENSES:		
Utilities		
Electricity - Other Expenses		16,500.00
Water - Other Expenses		800.00
Natural Gas - Other Expenses		4,500.00
Telephone - Other Expenses		3,400.00
Gasoline - Other Expenses		8,900.00
Other Telecommunications - Other Expenses		2,600.00
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		

REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 4 of 23

Other Expenses	0.00	
Social Security & Medicare Taxes		
Other Expenses	19,200.00	
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	0.00	
Municipal Court - Magnolia		
Salaries & Wages	0.00	
Other Expenses	5,000.00	
Municipal Clerk - Pine Valley		
Salaries & Wages	5,100.00	
Other Expenses	0.00	
Garbage & Trash - Voorhees		
Other Expenses	22,700.00	
Tax Collector - Voorhees		
Other Expenses	4,400.00	
Construction Code Official - Voorhees		
Other Expenses	4,000.00	
MUNICIPAL COURT FUNCTIONS:		
Municipal Court		
Salaries & Wages	5,800.00	
Other Expenses	1,000.00	
Public Defender		
Other Expenses	50.00	
Subtotal	\$237,100.00	\$285,900.00
CAPITAL IMPROVEMENTS:		
Capital Improvement Fund		
Other Expenses		\$10,000.00
DEBT SERVICE:		
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 GEN'L FD	\$237,100.00	\$295,900.00

REVENUES

Total

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 5 of 23**

**SEWER
UTILITY FUND**

Sewer Rents		\$47,000.00
Miscellaneous Revenues		0.00
TOTAL SEWER UTILITY FUND		\$47,000.00

APPROPRIATIONS

GENERAL OPERATING:

	<u>SW</u>	<u>OE</u>
Administration		
Salaries & Wages	\$1,200.00	
Other Expenses		\$800.00
Operations		
Salaries & Wages	3,300.00	
Other Expenses		32,100.00
Professional Services		
Other Expenses		7,000.00

INSURANCE:

Employee Group Insurance		
Other Expenses		0.00
Liability Insurance		
Other Expenses		300.00
Worker Compensation		
Other Expenses		0.00
Disability Insurance		
Other Expenses		50.00

STATUTORY EXPENDITURES:

Social Security & Medicare Taxes		
Other Expenses		1,250.00
Public Employee Retirement System		
Other Expenses		0.00

SUBTOTAL

	\$4,500.00	\$41,500.00	\$46,000.00
--	------------	-------------	-------------

CAPITAL IMPROVEMENTS:

Capital Improvement Fund		
Other Expenses		\$1,000.00

DEBT SERVICE:

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

**TOTAL SEWER
UTILITY FUND**

	\$4,500.00	\$42,500.00	\$47,000.00
--	------------	-------------	-------------

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

*REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 6 of 23*

▪ **#002-2017- 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 Mochel, with Letts, McCunney, Mochel and Redstreak in favor, none opposed, and no abstentions.

• **#003-2017- APPOINTING MUNICIPAL AUDITORS**

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 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.

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 Mochel, with Letts, McCunney, Mochel and Redstreak in favor, none opposed, and no abstentions.

• **#004-2017 -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 Mochel, with Letts, McCunney, Mochel and Redstreak in favor, none opposed, and no abstentions.

• **#005-2017- APPOINTING MUNICIPAL BOND COUNSEL**

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.

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 7 of 23**

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 Mochel, with Letts, McCunney, Mochel and Redstreak in favor, none opposed, and no abstentions.

- **#006-2017-APPOINTING MUNICIPAL ARCHITECT**

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 Mochel, with Letts, McCunney, Mochel and Redstreak in favor, none opposed, and no abstentions.

- **#007-2017-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 term beginning January 1, 2017 and ending December 31, 2017 at an annual cost of \$2,000.

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

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

- **#008-2017-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

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 8 of 23**

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 Mochel, with Letts, McCunney, Mochel and Redstreak in favor, none opposed, and no abstentions.

- **#009-2017- APPOINTING THE FIRE OFFICIAL TO SUPERVISE THE LOCAL ENFORCING AGENCY OF THE UNIFORM FIRE CODE FOR THE BOROUGH OF LAUREL SPRINGS**

WHEREAS, the Uniform Fire Code is locally enforced in the Borough of Laurel Springs; and

WHEREAS, there exists a Bureau of Fire Prevention within the Laurel Springs Fire Department, which is the local enforcing agency; and

WHEREAS, the local enforcing agency enforces the Uniform Fire Safety Act and the codes and regulations adopted under it in all buildings, structures and premises within the established boundaries of the Borough of Laurel Springs and faithfully complies with the requirements of the Uniform Fire Safety Act and the Uniform Fire Code; and

WHEREAS, the local enforcing agency shall be under the supervision of a Fire Official, who shall be appointed yearly by the governing body of the Borough of Laurel Springs;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Laurel Springs that Kenneth J. Cheeseman be duly appointed as Fire Official to supervise the Local Enforcing Agency of the Uniform Fire Code for the Borough of Laurel Springs.

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

- **#010-2017- APPOINTING A QUALIFIED PURCHASING AGENT AND INCREASING THE BID THRESHHOLD TO \$40,000 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. 40A11-3(a), can have their maximum bid threshold increased from \$17,500 to \$40,000.

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 \$40,000; 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 and Redstreak in favor, none opposed, and no abstentions.

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 9 of 23**

- **#011-2017- NAMING ANIMAL SHELTER SERVICES**

WHEREAS, Mayor and Council of the Borough of Laurel Springs desire to provide proper 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 contract is entering the second year of its two-year term, which began on January 1, 2016 and ends on December 31, 2017;

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 for the year 2017.

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

- **#012-2017- 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
- Meinhart Tree Service - 105 Hurffville-Grenloch Road - Sewell, NJ 08080
- Bumblebee Tree Service & Landscape Design, LLC

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 2017.

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

- **#013-2017-NAMING TOWING OPERATORS**

WHEREAS, in accordance with the Code of the Borough of Laurel Springs, the need for approved Towing Operators have been established; and

WHEREAS, Tomkinson Auto Repair has made application to the Borough of Laurel Springs; and

WHEREAS, Police Chief Rabottino has approved the application and all necessary papers have been filed with the Municipal Clerk and the municipal fees paid according to Borough Ordinance.

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 Towing Operators for the Year 2017 be:

Tomkinson Auto Repair
503 South White Horse Pike
Stratford, NJ 08084

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

- **#014-2016- APPOINTMENTS FOR THE YEAR 2017**

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 2017:

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 10 of 23**

<u>POSITION</u>	<u>TERM</u>	<u>NAME</u>
<u>ADMINISTRATION</u>		
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 – Part Time	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	Cindy Cheeseman
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 Clerk – Part Time	1 year	Cindy Cheeseman
Payroll Clerk	1 year	Cathy Sims
<u>MUNICIPAL COURT</u>		
Municipal Court Judge	SharSA	Krisden McCrink, Esq.
Municipal Court Administrator	SharSA	Jacqueline Vicari
<u>SERVICES</u>		
Construction		
Construction Code Official	SharSA	Township
Building Inspector	Shared	of
Plumbing Inspector	Services	Voorhees
Electrical Inspector	Agreement	“
Fire Inspector	“	“
Construction Secretary	1 year	Cathy Sims
Public Works		
Public Works Director – Part time	1 year	Kenneth J. Cheeseman
Public Works Foreman – Part time	1 year	Michael Brown-Foreman
Public Works Employee – Part time	1 year	Matthew Holden-Asst. Foreman
Public Works Employee – Part time	1 year	Jim Burns
Public Works Employee – Part time	1 year	Robert Lickfield
Public Works Employee – Part time	When	Jodie Sullivan
Public Works Employee – Part time	Needed	Russ Hardwick
Public Works Support Personnel	“	Lawrence Winters
	“	Paul Fuhs
	“	James Brosious
Certified Recycling Professional-P.T.	1 year	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-P.T.	1 year	Albert O. Hallworth, IV

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 11 of 23**

Property Maintenance Officer	1 year	Kenneth J. Cheeseman
	"	Lawrence Winters
Code Enforcement Secretary-P.T.	1 year	Michaela Bosler
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
<u>POLICE DEPARTMENT</u>		
Police Chief	Contractual	Carmen Rabottino
Sergeant	Contractual	Brian Mazziotta
Patrolman	Contractual	Michael Wolcott
Patrolman	Contractual	Harrison Lickfield
Patrolman	Contractual	Steven Casciato
Patrolman	Contractual	David Woeppel
Patrolman	Contractual	Marco Lombardi
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
<u>BOARDS AND COMMISSIONS</u>		
<u>Combined Land Use Board</u>		
<u>Planning Config.</u>	<u>Zoning Config.</u>	
Class I	Cannot vote	Term as Mayor
Class II	Regular #1	2017 (1 yr)
Class III	Cannot vote	2017 (1 yr)
Class IV	Regular #2	2017-2020 (4 yr)
Class IV	Regular #3	2014-2017 (4 yr)
Class IV	Regular #4	2016-2019 (4 yr)
		Thomas A. Barbera
		Ken Lippincott
		Councilman James Redstreak
		Eric Hafer
		Michael Hoffmann
		Roy Kane

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 12 of 23**

Class IV	Regular #5	2015-2018 (4 yr)	Doris Walsh
Class IV	Regular #6	2016-2019 (4 yr)	Michael Mercer
Alternate I	Regular #7	2017-2018 (2 yr)	Ken Weidler
Alternate II	Alternate	2017 (1 yr)	Chris O'Keefe
Board Solicitor		1 year	Greg DeMichele
Board Secretary		1 year	Dawn T. Amadio

Recreation Commission

Recreation Commissioner		2017-2021 (5 yr)	Michael Brown
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)	Leah Straub
Alternate Commissioner		2015-2019 (5 yr)	Mary Ann Tisera (unexp term)
Council Liason		1 year	Joseph Cruz
Recreation Commission Secretary		1 year	Dawn T. Amadio
Recreation Clerk		1 year	Michaela Bosler
Recreation Support Personnel		1 year	Michael Brown Brian Hofacker

Board of Health

Member		2016-2018 (3 yr)	Wayne Bommer
Member		2016-2017 (2 yr)	Carolyn Redstreake
Member		2016-2017 (2 yr)	JoAnn Weidler
Member		1 year	Dawn T. Amadio
Board of Health Secretary/Member		1 year	Michaela Bosler

COMMITTEES

Whitman Stafford Executive Committee

President		2017 (1 yr)	Richard Zimmermann
Vice President		2016-2017 (2 yr)	Wayne Bommer
Treasurer/Site Director		2017-2018 (2 yr)	Frederick Lynch
Secretary		2016-2017 (2 yr)	Marie Nasuti
Member		2017-2019 (3 yr)	Ed Markart
Member		2015-2017 (3 yr)	Marilyn Lynch
Member		2016-2018 (3 yr)	Brian Hofacker
Member		2016-2018 (3 yr)	Dale Lynch

Ordinance Review

Member		1 year	Thomas Barbera
Member		1 year	James Redstreake
Member		1 year	Kenneth J. Cheeseman
Member		1 year	Carmen Rabottino
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

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 13 of 23**

Member/Secretary	1 year	Dawn T. Amadio
Beautification Committee and Sustainable Jersey Creative Team		
Member	1 year	Nancy Sachleben
Member	1 year	Sharon Harris
Member	1 year	Marie Nasuti
Member	1 year	Caroline Redstreake
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 Mochel, with Letts, McCunney, Mochel and Redstreake in favor, none opposed, and no abstentions.

- **#015-2017- 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
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 Redstreake was seconded by Councilwoman Mochel, with Letts, McCunney, Mochel and Redstreake in favor, none opposed, and no abstentions.

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 14 of 23**

• **#016-2017- 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 2017:**

<u>VENDOR</u>	<u>PRODUCT</u>
Airgas East, Inc.	Specialty & Industrial gases
American Aluminum	Police & homeland security equipment
American Asphalt Co.	Road & highway materials
AON Consulting Services	Health benefits consulting
Applied Concepts	Police & homeland security equipment
AramSCO, Inc.	Police & homeland security equipment
Asplundh Tree Experts	Tree trimming & removal
Atlantic Tactical	Police & homeland security equipment
Atlas Flasher & Supply	Traffic control devices
Beyer Ford	Pickups w/snow plow options
Binder Machinery	Parts & repairs for road maintenance equipment
Bridgestone/Firestone	Tires & Tubes
CDW Government, Inc.	Computer workstations & associated products
Custom Bandag/Goodyear	Tires & tubes
Day Chevrolet	Police vehicles – SUV's & sedans
DeHart & Sons	Heavy-duty truck parts
Dejana Truck Equipment	Vehicle maintenance & repair services
Delaware Valley Truck Services	Vehicle maintenance & repair services
Dell Computers	Computer workstations & associated products
Eagle Point Gun	Police & homeland security equipment
Fastenal Company	Industrial supplies
Firestone Tire Co.	Tires & tubes
Genuine Parts Co./NAPA	Heavy duty truck parts
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
Hainesport Auto & Truck	Vehicle maintenance & repair services
Hale Trailer Brake & Wheel	Heavy duty truck parts
Hertrich Fleet Services	Passenger vehicles & light-duty trucks
Hertz Corporation	Vehicle & equipment rental
Hewlett Packard	Computer workstations & associated products
Home Depot	Building supplies & products
HON Company	Office Furniture
Hoover & Sons	Repair services & parts for heavy duty trucks
Houpert Truck Service	Vehicle maintenance & repair services
IBM Corporation	Computer workstations & associated products
Johnson & Towers	Heavy duty truck parts
Just Tires	Tires & tubes
Konica-Minolta	Reprographics & digital copiers
Lanigan Associates	Police & homeland security equipment
Laser Technology	Police & homeland security equipment
Lawmen Supply	Police & homeland security equipment
Lexis Nexis	Data access services
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
Matthew Bender & Co.	NJ Register & NJ Code publications
Mercer Spring	Parts & repairs for highway equipment & trucks

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 15 of 23**

Mohawk Resources	Vehicle lifts & equipment
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
MRA International	Computer workstations & associated products
Old Dominion Brush	Parts & repairs for road maintenance equipment
Pitney Bowes	Mailroom maintenance & equipment
Quality Communications	Police & homeland security equipment
Reliable Tire Co./Bridgestone	Tires & tubes
Ricoh Corporation	Reproduction equipment
Riggins Inc.	Fuel oil & gasoline
Selex ES	Police & homeland security equipment
Service Tire Truck Center/Goodyear	Tires & tubes
SHI International Corp.	Software licenses & related services
Sig Sauer, Inc.	Police & homeland security equipment
Sound Off, Inc.	Police & homeland security equipment
Stewart Business Systems	Reproduction equipment
Taser International	Police & homeland security equipment
Tire Corral/Goodyear	Tires & tubes
Transaxle Corp.	Parts & repairs for highway equipment
Troxell Communications	Teaching Supplies
Verizon	Telecommunication data services
Vespia Tire Center/Goodyear	Tires & tubes
Visual Computer Solutions	Software licenses & related services
W.B. Mason, Inc.	Office supplies
West Publishing	Data access services
Widmer Time Recorder	Mailroom maintenance & equipment
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 and Redstreak in favor, none opposed, and no abstentions.
- **#017-2017- AUTHORIZING DENISE CAMPELL, 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 2017 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 2017 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 and Redstreak in favor, none opposed, and no abstentions.
- **#018-2017- 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

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 16 of 23**

additional **grace period of ten (10) days** before the imposition of said interest charges on delinquent taxes in accordance with NJSA 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 NJSA 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 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 and Redstreak in favor, none opposed, and no abstentions.

- **#019-2017- 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;

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 **2017 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:
 - 1. TD Bank
 - 2. PNC Bank
 - 3. Republic Bank
 - 4. Fulton Bank
 - 5. 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;

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 17 of 23**

- 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

- 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:
 - 1. Debt Service payments;
 - 2. Investments;
 - 3. 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 1) the Mayor, 2) the Chief Financial Officer, 3) the Borough Clerk, or 4) the Deputy Borough Clerk/Deputy Treasurer. All signatures must be an original signature;
- E. Checks paid from the following accounts are permitted to have only one signature:
 - 1. Tax Title Lien Redemption Account;
 - 2. Municipal Court & Bail Accounts;
 - 3. Clerk Election Account;
- F. Wire transfers and Automated Clearing House (ACH) payments are to be made by either 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 and Redstreak in favor, none opposed, and no abstentions.

• **#020-2017- DESIGNATING NEWSPAPERS FOR LEGAL NOTICES**

BE IT RESOLVED, by Mayor and Council of the Borough of Laurel Springs, that during the year 2017, the following newspapers are hereby designated for the advertising of the legal notices and advertisements:

Courier-Post
Central Record
The Retrospect

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 18 of 23**

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

- **#021-2017- DESIGNATING MEETING DATES**

BE IT RESOLVED, by the Governing Body of the Borough of Laurel Springs that Pursuant to N.J.S.A. 10:4-6, The Open Public Meetings Act, the Regular and Work Session meetings of the Mayor and Council of the Borough of Laurel Springs will be held in the Borough Hall at 9:00 a.m. on the second and fourth Monday of each month, unless otherwise noted as follows:

<u>Regular Meeting</u>	<u>Work Session Meeting</u>
Monday, January 9, 2017 (reorganization)	Monday, January 23, 2017
Monday, February 13, 2017	Monday, February 27, 2017
Monday, March 13, 2017	Monday, March 27, 2017
Monday, April 10, 2017	Monday, April 24, 2017
Monday, May 15, 2017	No Work Session
Monday, June 12, 2017	No Work Session
Monday, July 10, 2017	No Work Session
Monday, August 14, 2017	No Work Session
Monday, September 11, 2017	Monday, September 25, 2017
Monday, October 16, 2017	Monday, October 30, 2017
Monday, November 13, 2017	Monday, November 27, 2017
Monday, December 11, 2017	Thursday, December 28, 2017

BE IT FURTHER RESOLVED, that official action can take place at all Borough Meetings.

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

- **#022-2017- 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 Mochel, with Letts, McCunney, Mochel and Redstreak in favor, none opposed, and no abstentions.

- **#023-2017- 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**

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 19 of 23**

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 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 Mochel, with Letts, McCunney, Mochel and Redstreak in favor, none opposed, and no abstentions.
 - **#024-2017- AUTHORIZING SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF LAUREL SPRINGS AND THE BOROUGH OF MAGNOLIA FOR MUNICIPAL COURT ADMINISTRATOR FOR THE YEAR 2017**

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;

*REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 20 of 23*

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 Mochel, with Letts, McCunney, Mochel and Redstreak in favor, none opposed, and no abstentions.

- **#025-2017- AUTHORIZING SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF LAUREL SPRINGS AND THE BOROUGH OF PINE VALLEY FOR REGISTERED MUNICIPAL CLERK AND DEPUTY CLERK**

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

WHEREAS, Pine Valley and Laurel Springs wish to enter into a Shared Services Agreement whereby Laurel Springs would aid and assist Pine Valley in employing a Registered Municipal Clerk and Deputy Clerk and Certified Municipal Registrars; 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 Governing Body 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 Mochel, with Letts, McCunney, Mochel and Redstreak in favor, none opposed, and no abstentions.

- **#026-2017- AUTHORIZING EXECUTION OF A SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF LAUREL SPRINGS AND THE TOWNSHIP OF VOORHEES**

WHEREAS, the Borough of Laurel Springs (Laurel Springs) wishes to enter into a Shared Services Agreement (“Agreement”) with the Township of Voorhees (Voorhees) to share services and reduce costs by working together to provide trash and recyclable materials collection services for the Borough of Laurel Springs; and

WHEREAS, by entering into the Agreement, Laurel Springs and Voorhees agree that the shared service will benefit each respective entity; and

WHEREAS, Laurel Springs shall pay Voorhees for the provision of trash and recyclable materials collection services as defined in the Agreement, attached hereto and made a part hereof; and

WHEREAS, the parties hereto are permitted in accordance with N.J.S.A. 40:8A-1 et seq., the Interlocal Services Act (“Act”), to enter into an Agreement to provide jointly, or through each respective agency itself, such services authorized by the Act, including areas of general government administration;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Laurel Springs as follows:

1. The Mayor is hereby authorized to execute a Shared Services Agreement by and between the Borough of Laurel Springs and the Township of Voorhees in a form to be attached hereto and made a part hereof as Exhibit “A”.
2. The Shared Services Agreement shall be placed on file in the office of the Laurel Springs Borough Clerk and made available for public inspection upon execution.
3. The terms and provisions of the Shared Services Agreement shall take effect upon execution of the Agreement by all parties.

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

*REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 21 of 23*

- **#027-2017- APPROVING MONTH TO MONTH 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 acts as the Coordinator of said group to bid and select a vendor; and

WHEREAS, the County's Animal Control bid for 2017 will have to be re-advertised in the month of January, 2017; and

WHEREAS, in the interim, Independent Animal Control, will continue to be contracted with on a month to month basis at their 2016 rates until the new bid can be awarded;

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 month to month terms with Independent Animal Control for at a monthly cost of \$367.50.

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

- **#028-2017- GRANTING PERMISSION TO VERIZON WIRELESS TO UTILIZE THE PUBLIC RIGHT OF WAY**

WHEREAS, Cellco Partnership d/b/a Verizon Wireless, ("Verizon Wireless"), is a provider of commercial mobile service subject to regulation by the Federal Communications Commission; and

WHEREAS, Verizon Wireless has entered into agreements with parties that have the lawful right to maintain poles in the public right-of-way pursuant to which Verizon Wireless may use such poles erected within the public right-of-way in the Borough of Laurel Springs; and

WHEREAS, New Jersey law permits such use provided that there is the consent of the relevant municipality;

NOW THEREFORE BE IT RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF LAUREL SPRINGS, COUNTY OF CAMDEN, STATE OF NEW JERSEY THAT:

1. Permission and authority are hereby granted to Verizon Wireless and its successors and assigns, to use poles erected by parties that have the lawful right to maintain poles within the public right-of-way in the Borough of Laurel Springs, subject to the following:

A. Verizon Wireless, and its successors and assigns, shall adhere to all applicable Federal, State, and Local laws regarding safety requirements related to the use of the public right-of-way.

B. Verizon Wireless, and its successors and assigns, shall comply with all applicable Federal, State, and Local laws requiring permits prior to beginning construction, and shall obtain any applicable permits that may be required by the Borough of Laurel Springs.

C. Such permission be and is hereby given upon the condition and provision that Verizon Wireless, and its successors and assigns, shall indemnify, defend and hold harmless the Borough of Laurel Springs, its officers, agents, and servants, from any claim of liability or loss or bodily injury or property damage resulting from or arising out of the acts or omissions of Verizon Wireless or its agents in connection with the use and occupancy poles located within the public right-of-way, except to the extent resulting from the acts or omissions of the Borough of Laurel Springs.

D. Verizon Wireless shall, at its own cost and expense, maintain commercial general liability insurance with limits not less than \$1,000,000 for injury to or death of one or more persons in any one occurrence and \$500,000 for damage or destruction to property in any one occurrence. Verizon Wireless shall include the Borough of Laurel Springs as an additional insured.

E. Verizon Wireless shall be responsible for the repair of any damage to paving, existing utility lines, or any surface or subsurface installations, arising from its construction, installation or maintenance of its facilities.

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 22 of 23**

F. Notwithstanding any provision contained herein, neither the Borough of Laurel Springs nor Verizon Wireless shall be liable to the other for consequential, incidental, exemplary, or punitive damages on account of any activity pursuant to this instrument.

G. This instrument shall be adopted on behalf of the Borough of Laurel Springs by the Borough Council of the Borough of Laurel Springs and attested to by the Borough of Laurel Springs Clerk who shall affix the Borough of Laurel Springs Seal thereto.

H. The permission and authority hereby granted shall continue for the same period of time as the grant to parties whose poles Verizon Wireless is using.

- The motion by Councilman Redstreak was seconded by Councilwoman Mochel, with Letts, McCunney, Mochel and Redstreak in favor, none opposed, and no abstentions.
- RESOLVED TO PAY \$379,031.43 FROM CURRENT ACCOUNT AND \$22,487.15 FROM TRUST AND CAPITAL ACCOUNTS
- The motion to approve by Councilman Redstreak was seconded by Councilwoman Mochel, with Letts, McCunney, Mochel and Redstreak in favor, none opposed and no abstentions

ORDINANCES

- #806-2017- AN ORDINANCE ADOPTING ANNUAL FEE SCHEDULE FOR THE BOROUGH OF LAUREL SRPINGS FOR YEAR 2017
 - The motion to Introduce by Councilman Redstreak, was seconded by Councilwoman Mochel with Letts, McCunney, Mochel, and Redstreak in favor, none opposed and no abstentions
 - The Second Reading, Public Hearing and Motion to Adopt will be held on Monday, January 23rd, 2017 at 7 pm in the Borough Hall.

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 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

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

- Senator Fred Madden – Reflected back to Y2K and the intervening years and the good things that have been done in Laurel Springs. He commented on the great working relationship he has in Laurel Springs and happy to be advocating for it in Trenton. He wished the citizens a safe enjoyable New Year. Thanked

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 9, 2017
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
Page 23 of 23**

Pastors Jones and Meldrum for their words and interest in Laurel Springs. Mayor Barbera mentioned he would not be with us this year at Memorial Day which has been his privilege the last few years, but explained the constraints of his schedule that day.

- Assemblywoman Gabriella Mosquera – congratulated Gene and Kendra for their re-election and taking time out of their busy lives, and offered a word of personal thanks. Mayor Barbera commented that these State Assembly people, Madden and Mosquera, have been great friends to Laurel Springs.

ANNOUNCEMENTS

- Dog Licenses are due during the months of January and February 2017
- Whitman Stafford Farmhouse Committee, Tuesday, January 10, 2017 @7 pm @Farmhouse.
- O'TannenBomb Christmas Tree Throwing Contest, Saturday, January 14, 2017 @3 pm @Ballfield. THIS IS A CORRECTION TO THE TOWN CALENDAR.
- Borough Offices are closed Monday, January 16, 2017 in celebration of Martin Luther King Day
- School Board meets Wednesday, January 18, 2017 @7pm @Laurel Springs School
- Combined Land Use Reorganization Meeting Thursday, January 19, 2017 @ 7pm @Borough Hall
- Work Session Meeting of Mayor and Council, Monday, January 23, 2017 @7:00 p.m. @Borough Hall.
- LSYA Baseball/Softball signup BEGIN Tuesday, January 31ST THROUGH Tuesday, February 28th, 6 – 8 pm at the Recreation Center. THIS IS A CORRECTION TO THE TOWN CALENDAR

ADJOURNMENT–Upon the motion of Councilman Redstreak, which was seconded by Councilwoman DiGregorio, the meeting was adjourned at 7:25 p.m.

BENEDICTION – PASTOR DAVE MELDRUM – LAUREL SPRINGS BAPTIST CHURCH

Respectfully submitted,

Dawn T. Amadio, RMC
Municipal Clerk