

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 8, 2018
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 21, 2017 and posting on the website and Borough Hall bulletin board.

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

ACKNOWLEDGEMENTS- 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 7, 2017.

ADMINISTRATION OF THE OATH OF OFFICE –

- Councilman Joe Cruz was administered the Official Oath of Office by Solicitor Mayor Thomas Barbera
- Councilman Douglas DelPidio was administered the Official Oath of Office by Council President James Redstreak

CEREMONIAL RESOLUTION OF THE BOROUGH OF LAUREL SPRINGS HONORING RICHARD J. MC CUNNEY

WHEREAS, those who accept the responsibility of serving their hometown with devotion and availability are essential to the quiet stability of a community; and

WHEREAS, these constant public servants often carry out their duties unheralded and continue unwavering for uncounted years for the sake of their neighbors; and

WHEREAS, we are indebted to them, because they have generously given of their time and have risen to the rank of leadership in our community; and

WHEREAS, Richard J. McCunney admirably served the residents of Laurel Springs as a member of Council for some portion of every year since 2003; and

WHEREAS, he twice stepped up and filled vacated seats, and five times he was elected to either unexpired or full terms on Borough Council; and

WHEREAS, during his tenure he was Director of Public Works, Public Safety – Police and Fire, Municipal Court and Public Buildings and Grounds; and

WHEREAS, his last three-year term expired December 31, 2017, and he did not seek re-election;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Laurel Springs honor Richard J. McCunney for admirable and meritorious service to the Borough of Laurel Springs.

- Councilman McCunney thanked each member of Borough Council, his wife, Naomi, and his mother, Patricia. He thanked Councilman DelPidio for stepping up to fill the seat and Borough staff and employees for their assistance.

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

RESOLUTIONS

- **#001-2018- 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

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REVENUES

Amount to be Raised by Taxation		Total
State & Federal Grant Programs		\$533,400.00
Interlocal Service Agreements		0.00
		0.00
TOTAL	GENERAL FUND	\$533,400.00

APPROPRIATION

<u>\$</u>	<u>SW</u>	<u>OE</u>
GENERAL GOVERNMENT:		
Administration		
Salaries & Wages	\$3,000.00	
Other Expenses		\$100.00
Mayor and Council		
Salaries & Wages	100.00	
Other Expenses		400.00
Municipal Clerk		
Salaries & Wages	20,900.00	
Other Expenses		3,800.00
Financial Administration		
Salaries & Wages	12,700.00	
Other Expenses		4,400.00
Audit Services		
Other Expenses		15,500.00
Tax Collection		
Salaries & Wages	2,000.00	
Other Expenses		500.00
Tax Assessment		
Salaries & Wages	1,700.00	
Other Expenses		600.00
Legal Services		
Other Expenses		6,900.00
Engineering Services		
Other Expenses		100.00
Economic Development		
Other Expenses		600.00
LAND USE ADMINISTRATION:		
Planning Board		
Salaries & Wages	\$1,200.00	
Other Expenses		\$700.00
CODE ENFORCEMENT:		
Code Enforcement		
Salaries & Wages	1,900.00	
Other Expenses		100.00
UNIFORM CONSTRUCTION CODE:		
Construction Office		
Salaries & Wages	1,600.00	
Other Expenses		500.00

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INSURANCE:

Liability Insurance		
Other Expenses		35,500.00
Worker Compensation		
Other Expenses		28,000.00
Employee Group Insurance		
Salaries & Wages	0.00	
Other Expenses		42,300.00
Disability Insurance		
Other Expenses		700.00
Unemployment Insurance		
Other Expenses		700.00

PUBLIC SAFETY:

Police Department		
Salaries & Wages	141,100.00	
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		100.00

UNIFORM FIRE SAFETY ACT:

Fire Safety Official		
Salaries & Wages	1,100.00	
Other Expenses		200.00
Fire Hydrant Service		
Other Expenses		7,600.00

PUBLIC WORKS:

Road Department		
Salaries & Wages	\$16,200.00	
Other Expenses		\$2,100.00
Shade Tree		
Other Expenses		2,100.00
Property Maintenance Officer		
Salaries & Wages	800.00	
Other Expenses		100.00
Garbage & Trash		
Salaries & Wages	100.00	
Other Expenses		200.00
Buildings & Grounds		
Salaries & Wages	6,700.00	
Other Expenses		6,000.00
Vehicle Maintenance		
Other Expenses		6,800.00

HEALTH & HUMAN SERVICES:

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Vital Statistics		
	Salaries & Wages	400.00
	Other Expenses	200.00
Animal Control		
	Other Expenses	1,000.00
Board of Health		
	Salaries & Wages	800.00
	Other Expenses	100.00
PARKS & RECREATION:		
Parks Commission		
	Salaries & Wages	2,000.00
	Other Expenses	100.00
Celebration of Public Events		
	Other Expenses	300.00
OTHER OPERATING FUNCTIONS:		
Accumulated Leave Compensation		
	Salaries & Wages	4,700.00
BUSINESS PERSONAL PROPERTY TAX:		
Transfer to Board of Education		
	Other Expenses	0.00
UTILITY EXPENSES:		
Utilities		
	Electricity - Other Expenses	16,300.00
	Water - Other Expenses	800.00
	Natural Gas - Other Expenses	4,500.00
	Telephone - Other Expenses	3,900.00
	Gasoline - Other Expenses	7,500.00
	Other Telecommunications - Other Expenses	2,700.00
SOLID WASTE DISPOSAL COSTS:		
Solid Waste Disposal		
	Other Expenses	\$18,700.00
STATUTORY EXPENDITURES:		
Public Employee Retirement System		
	Other Expenses	0.00
Police & Fire Retirement System		
	Other Expenses	0.00
Social Security & Medicare Taxes		
	Other Expenses	19,300.00
Defined Contribution Retirement Plan		
	Other Expenses	0.00
STATE & FEDERAL GRANT PROGRAMS:		
Recycling Tonnage Grant		
	Other Expenses	0.00
Safe & Secure Communities Grant		
	Salaries & Wages	0.00
	Other Expenses	0.00
INTERLOCAL SERVICE AGREEMENTS		
Municipal Court - Somerdale		

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Salaries & Wages	6,900.00		7,000.00
Other Expenses			
Municipal Clerk - Pine Valley			
Salaries & Wages	5,200.00		
Other Expenses			1,600.00
Municipal Treasurer - Pine Valley			
Salaries & Wages	2,700.00		
Other Expenses			500.00
Recycling Coordinator - Pine Valley			
Salaries & Wages	100.00		
Garbage & Trash - Voorhees			
Other Expenses			23,200.00
Tax Collector - Voorhees			
Other Expenses			4,500.00
Construction Code Official - Voorhees			
Other Expenses			4,500.00
MUNICIPAL COURT FUNCTIONS:			
Municipal Court			
Salaries & Wages	100.00		
Other Expenses			100.00
Public Defender			
Other Expenses			100.00
Subtotal			
	\$234,300.00	\$294,100.00	\$528,400.00
CAPITAL IMPROVEMENTS:			
Capital Improvement Fund			
Other Expenses			\$5,000.00
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	GENERAL	FUND	
	\$234,300.00	\$299,100.00	\$533,400.00

<u>REVENUES</u>	<u>SEWER</u>	<u>UTILITY</u>	<u>FUND</u>	<u>Total</u>
Sewer Rents				\$50,100.00
Miscellaneous Revenues				0.00

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	TOTAL	SEWER UTILITY FUND	\$50,100.00
APPROPRIATIONS		<u>SW</u>	<u>OE</u>
GENERAL OPERATING:			
Administration			
Salaries & Wages		\$1,200.00	
Other Expenses			\$2,000.00
Operations			
Salaries & Wages		3,400.00	
Other Expenses			34,600.00
Professional Services			
Other Expenses			7,000.00
INSURANCE:			
Employee Group Insurance			
Other Expenses			0.00
Liability Insurance			
Other Expenses			0.00
Worker Compensation			
Other Expenses			0.00
Disability Insurance			
Other Expenses			100.00
Unemployment Insurance			
Other Expenses			100.00
STATUTORY EXPENDITURES:			
Social Security & Medicare Taxes			
Other Expenses			700.00
Public Employee Retirement System			
Other Expenses			0.00
	SUBTOTAL	\$4,600.00	\$44,500.00
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
		\$4,600.00	\$45,500.00
		\$50,100.00	\$50,100.00

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- The motion by Councilman Redstreak was seconded by Councilwoman Mochel, with Letts, DiGregorio, Cruz, DelPidio, Mochel and Redstreak in favor, none opposed, and no abstentions.
- **APPOINTING MUNICIPAL ATTORNEYS**
 - **#002A-2018- 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, DiGregorio, Cruz, DelPidio, Mochel and Redstreak in favor, none opposed, and no abstentions.
 - **#002B-2018- APPOINTING SPECIAL MUNICIPAL REDEVELOPMENT 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 a Special Redevelopment Counsel for the term of January 1, 2018 through December 31, 2018;

NOW, THEREFORE, BE IT RESOLVED that Timothy J. Higgins, Esq., 1040 Kings Hwy N, Cherry Hill, NJ 08034 is hereby appointed as Special Redevelopment Counsel for the Borough of Laurel Springs for a term beginning January 1, 2018 through December 31, 2018.

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, DiGregorio, Cruz, DelPidio, Mochel and Redstreak in favor, none opposed, and no abstentions.
 - **#003-2018- 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.

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, DiGregorio, Cruz, DelPidio, Mochel and Redstreak in favor, none opposed, and no abstentions.

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- **#004-2018 -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., **815 East Gate Drive, Suite 103, Mt. 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, DiGregorio, Cruz, DelPidio, Mochel and Redstreak in favor, none opposed, and no abstentions.

- **#005-2018- 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.

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, DiGregorio, Cruz, DelPidio, Mochel and Redstreak in favor, none opposed, and no abstentions.

- **#006-2018-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, DiGregorio, Cruz, DelPidio, Mochel and Redstreak in favor, none opposed, and no abstentions.

- **#007-2018-APPOINTING LAND USE BOARD ATTORNEY**

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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, 2018 and ending December 31, 2018 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, DiGregorio, Cruz, DelPidio, Mochel and Redstreak in favor, none opposed, and no abstentions.

- **#008-2018-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 Mochel, with Letts, DiGregorio, Cruz, DelPidio, Mochel and Redstreak in favor, none opposed, and no abstentions.

- **#009-2018- 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;

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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, DiGregorio, Cruz, DelPidio, Mochel and Redstreak in favor, none opposed, and no abstentions.

- **#010-2018- APPOINTING A QUALIFIED PURCHASING AGENT AND INCREASING THE BID THRESHOLD 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. 40A:11-3(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, DiGregorio, Cruz, DelPidio, Mochel and Redstreak in favor, none opposed, and no abstentions.

- **#011-2018- APPOINTING MUNICIPAL EMERGENCY MANAGEMENT COORDINATOR**

WHEREAS, every municipality of the State of New Jersey shall appoint a Municipal Emergency Management Coordinator, from among the residents of the municipality; and

WHEREAS, the Borough of Laurel Springs desires to appoint such as required by law;

WHEREAS, The Municipal Emergency Management Coordinator shall serve for a term of three years; and

WHEREAS, the position of Municipal Emergency Management Coordinator is based on provisions of public laws and directives which carry the force of law;

NOW, THEREFORE, BE IT RESOLVED by Mayor and Council of the Borough of Laurel Springs that the appointment of the Municipal Emergency Management Coordinator effective January 1, 2018 through December 31, 2020 be as follows:

Kenneth J. Cheeseman
621 Tomlinson Avenue

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

- **#012-2018- AUTHORIZING APPOINTMENT OF MUNICIPAL COURT JUDGE**

WHEREAS, the Laurel Springs Mayor has submitted to Borough Council the name of Charles Shimberg, Esq., to serve as the Municipal Court Judge.

WHEREAS, the Borough of Laurel Springs (Laurel Springs) by resolution #094-2017 dated December 11, 2017, has entered into a Shared Services Agreement with the Borough of Somerdale (Somerdale) to provide Municipal Court Service for Laurel Springs; and

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WHEREAS, Somerdale has appointed Charles Shimberg, who possesses the necessary skills and qualifications for the position; and

NOW, THEREFORE BE IT RESOLVED, that the nomination of Charles Shimberg, Esq., is hereby confirmed, and that he 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, 2018 and the term ends December 31, 2020.

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

• **#013-2018- APPOINTMENTS FOR THE YEAR 2018**

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 2018:

<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
Administrative Office Clerk – Part Time	1 year	Victoria Owens
Administrative Office Clerk – Part Time	1 year	Cindy Cheeseman
Chief Financial Officer	Tenured	Dean Ciminera
Treasurer	1 year	Cathy Sims
Deputy Treasurer	1 year	Dawn T. Amadio
Tax Assessor	Tenured	Denise Campbell
Tax Collector	SharSA	Jennifer Dukelow
Deputy Tax Collector	1 year	Dean Ciminera
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>SERVICES</u>		
Construction		
Construction Code Official	SharSA	Athol Riley
Building Inspector	Shared	Township
Plumbing Inspector	Services	of
Electrical Inspector	Agreement	Voorhees
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	Walter Yates

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AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
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Public Works Employee – Part time	Needed	Russ Hardwick
Public Works Support Personnel	“	Lawrence Winters
	“	James Brosious
	“	Michael DeBlasio
Certified Recycling Professional-P.T.	1 year	Michael Brown
Stormwater Coordinator	1 year	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
Property Maintenance Officer	1 year	Kenneth J. Cheeseman
	“	Lawrence Winters
Code Enforcement Secretary-P.T.	1 year	Victoria Owens
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>MUNICIPAL COURT</u>		
Municipal Court personnel	SharSA	Borough of Somerdale
Municipal Court Judge	SharSA	Charles Shimberg, Esq.
<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 Woepfel
Patrolman	Contractual	Marco Lombardi
Secretary	1 year	Dorothy Stratton
Crossing Guards – Part Time	1 year	Jo Ann Weidler
	1 year	Cynthia Cheeseman

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	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	<i>Cannot vote</i>	Term as Mayor	Thomas A. Barbera
Class II	<i>Regular #1</i>	2018 (1 yr)	Ken Lippincott
Class III	<i>Cannot vote</i>	2018 (1 yr)	Councilman James Redstreake
Class IV	<i>Regular #2</i>	2017-2020 (4 yr)	Eric Hafer
Class IV	<i>Regular #3</i>	2018-2021 (4 yr)	Ken Weidler
Class IV	<i>Regular #4</i>	2016-2019 (4 yr)	Roy Kane
Class IV	<i>Regular #5</i>	2015-2018 (4 yr)	Doris Walsh
Class IV	<i>Regular #6</i>	2016-2019 (4 yr)	Michael Mercer
Alternate I	<i>Regular #7</i>	2017-2018(unexp 2 yr tm)	Chris O’Keefe
Alternate II	<i>Alternate</i>	1 year	Marie Nasuti
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	2018-2022 (5 yr)	Jerry Straub
Recreation Commissioner	2018-2022 (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
Council Liaison	1 year	Joseph Cruz
Recreation Commission Secretary	1 year	Dawn T. Amadio
Recreation Clerk	1 year	Cindy Cheeseman
Recreation Support Personnel	1 year	Michael Brown
	1 year	Brian Hofacker

Board of Health

Member	2016-2018 (3 yr)	Wayne Bommer
Member	2018-2019 (2 yr)	Carolyn Redstreake
Member	2018-2019 (2 yr)	JoAnn Weidler
Member	1 year	Dawn T. Amadio
Board of Health Secretary/Member	1 year	Cindy Cheeseman

COMMITTEES

Whitman Stafford Executive Committee		
President	2016-2018 (3 yr)	Richard Zimmermann
Vice President	2018-2019 (2 yr)	Wayne Bommer
Treasurer/Site Director	2017-2018 (2 yr)	Frederick Lynch
Secretary	2018-2019 (2 yr)	Marie Nasuti
Member	2017-2019 (3 yr)	Ed Markart
Associate Member	2016-2018 (3 yr)	Dawn Amadio
Associate Member	2018 (1 yr)	Ken Cheeseman

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Associate Member	2018 (1 yr)	Thomas Barbera
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	Marie Nasuti
Member	1 year	Mike Brown
Member/Secretary	1 year	Dawn T. Amadio
Beautification Committee and Sustainable Jersey Creative Team		
President	1 year	Nancy Sachleben
Vice President	1 year	Carolyn Redstreake
Treasurer	1 year	Sharon Harris
Secretary	1 year	Dawn T. Amadio
Member	1 year	Marie Nasuti
Member	1 year	Jeff Smith

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

- **#014-2018- 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 2018 be:

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

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

- **#015-2018- 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

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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 the above mentioned tree services be designated and approved for the year 2018.

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

- **#016-2018- 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 \$250.00 per month; and

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

WHEREAS, the contract term shall be for 12 months commencing on January 1, 2018 and ending on December 31, 2018;

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 2018.

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

- **#017-2018- 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 2018 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 2018 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, DiGregorio, Cruz, DelPidio, Mochel and Redstreak in favor, none opposed, and no abstentions.

- **#018-2018-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 2018 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 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

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“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, DiGregorio, Cruz, DelPidio, Mochel and Redstreak in favor, none opposed, and no abstentions.

- **#019-2018- 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 **2018 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 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;

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- 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. Notes issued by New Jersey municipalities, counties, fire districts and boards of education, pursuant to N.J.S.A. 40A:5-14.

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 Treasurer and submitted to the Borough Council for their approval;
- B. No municipal funds shall be disbursed by the Chief Financial Officer or 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, 4) the Treasurer or 5) the Borough Administrator. 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 the Chief Financial Officer, the Borough Clerk or the 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, DiGregorio, Cruz, DelPidio, Mochel and Redstreak in favor, none opposed, and no abstentions.

- **#020-2018- DESIGNATING NEWSPAPERS FOR LEGAL NOTICES**

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BE IT RESOLVED, by Mayor and Council of the Borough of Laurel Springs, that during the year 2018, 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, DiGregorio, Cruz, DelPidio, Mochel and Redstreak in favor, none opposed, and no abstentions.

• **#021-2018- 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 7:00 p.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 8, 2018 (reorganization)	Monday, January 22, 2018
Monday, February 12, 2018	Monday, February 26, 2018
Monday, March 12, 2018	Monday, March 26, 2018
Monday, April 9, 2018	Monday, April 23, 2018
Monday, May 14, 2018	No Work Session
Monday, June 11, 2018	No Work Session
Monday, July 9, 2018	No Work Session
Monday, August 13, 2018	No Work Session
Monday, September 10, 2018	Monday, September 24, 2018
Monday, October 15, 2018	Monday, October 29, 2018
Monday, November 12, 2018	Monday, November 26, 2018
Monday, December 10, 2018	Thursday, December 27, 2018

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, DiGregorio, Cruz, DelPidio, Mochel and Redstreak in favor, none opposed, and no abstentions.

• **#022-2018- 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 2018:**

VENDOR	PRODUCT
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
Aramco, 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

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Binder Machinery	Parts & repairs for road maintenance equipment
Blue Line Emergency Lighting	Police & homeland security equipment
Bridgestone/Firestone	Tires & Tubes
CDW Government, Inc.	Computer workstations & associated products
Cherry Valley Tractor	Parts & repairs for lawn & grounds equipment
Communications Specialists	Radio communication equipment
Contractor Service	Parts & repairs for lawn & grounds equipment
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
DocuSafe	Record storage & retrieval
Eagle Point Gun	Police & homeland security equipment
Fastenal Company	Industrial supplies
Fire Dex, LLC	Firefighter protective clothing & equipment
Firestone Tire Co.	Tires & tubes
Garden State Highway	Street signs & road materials
Genuine Parts Co./NAPA	Heavy duty truck parts
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
Haix North America	Firefighter protective clothing & equipment
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
HON Company	Office Furniture
Hoover & Sons	Repair services & parts for heavy duty trucks
Houpert Truck Service	Vehicle maintenance & repair service
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
Laurel Lawnmower	Parts & repairs for lawn & grounds equipment
Lawmen Supply	Police & homeland security equipment
Lexis Nexis	Data access services
Lexmark	Copiers, maintenance & supplies
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
Mine Safety Appliances	Firefighter protective clothing & equipment

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Mohawk Resources	Vehicle lifts & equipment
Monro Muffler & Brake	Tires & tubes
Morning Pride Manufacturing	Firefighter protective clothing & equipment
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
Storr Tractor Co.	Parts & repairs for lawn & grounds equipment
Taser International/Axon	Police & homeland security equipment
Tire Corral/Goodyear	Tires & tubes
Transaxle Corp.	Parts & repairs for highway equipment
Troxell Communications	Teaching Supplies
Verizon	Telecommunication data services
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

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

- **#023-2018- 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

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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, DiGregorio, Cruz, DelPidio, Mochel and Redstreak in favor, none opposed, and no abstentions.

 - **#024-2018- 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, DiGregorio, Cruz, DelPidio, Mochel and Redstreak in favor, none opposed, and no abstentions.

 - **#025-2018-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 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

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
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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.
 9. This agreement is in effect from January 1, 2018 to December 31, 2018.
- The motion by Councilman Redstreak was seconded by Councilwoman Mochel, with Letts, DiGregorio, Cruz, DelPidio, Mochel and Redstreak in favor, none opposed, and no abstentions.

• **#026-2018- TO REFUND TAX OVERPAYMENT**

WHEREAS, certain adjustments are necessary to the records of the Tax Collector;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Laurel Springs, County of Camden, State of New Jersey that the following adjustments be approved.

<u>OWNER</u>	<u>BL/LOT</u>	<u>AMOUNT</u>	<u>REASON</u>	<u>REFUND TO</u>
TAYLOR	49/1.03	\$500.00	2 Yr Veteran Refund	RICHARD TAYLOR

- The motion by Councilman Redstreak was seconded by Councilwoman Mochel, with Letts, DiGregorio, Cruz, DelPidio, Mochel 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 Councilwoman Mochel and seconded by Councilman Cruz upon a roll call vote recorded Letts, Mochel, DiGregorio, DelPidio, 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 DelPidio
- Recreation - Councilman Cruz
- Administration and Finance - Councilman Letts

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- Public Safety - Councilwoman Mochel
- Municipal Court - Councilwoman DiGregorio

ITEMS RECEIVED AFTER THE AGENDA WAS PRINTED- none.

ANNOUNCEMENTS

- Dog Licenses are due during the months of January and February 2018
- Whitman Stafford Farmhouse Committee, Tuesday, January 9, 2018 @7 pm @Farmhouse.
- O'TannenBomb Christmas Tree Throwing Contest, Friday, January 12, 2018 @6 pm @Ballfield.
- Borough Offices are closed Monday, January 15, 2018 in celebration of Martin Luther King Day
- School Board meets Wednesday, January 17, 2018 @7pm @Laurel Springs School
- Combined Land Use and Redevelopment Hearing Thursday, January 18, 2018 @ 7pm @Borough Hall
- Work Session Meeting of Mayor and Council, Monday, January 22, 2018 @7:00 p.m. @Borough Hall.

PUBLIC SESSION – Mayor Barbera opened the meeting to the Public. No comments.

BENEDICTION – Pastor Clifford Jones, St. Paul's Presbyterian Church offered the benediction.

ADJOURNMENT–Upon the motion of Councilman Redstreak, which was seconded by Councilwoman Mochel, the meeting was adjourned at 7:24 p.m.

Respectfully submitted,

Dawn T. Amadio, RMC
Municipal Clerk