

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 7, 2019
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
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SALUTE TO THE FLAG – Mayor Barbera lead the flag salute.

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, 2018 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 Assemblyman Paul Moriarty, Gina Marie Cordero from Congressman Norcross’ Office, and Ryan McCarthy of Environmental Resolutions and Kirk Applegate of Bowman & Company. State Assemblyman said he was happy to serve the Borough of Laurel Springs and congratulated those being sworn in, and thanked the first responders.

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 6, 2018.

- SUSAN DI GREGORIO was duly elected to the office of Member of Council for a three-year term from January 1, 2019 to December 31, 2021.
- JAMES W. REDSTREAKE was duly elected to the office of Member of Council for a three-year term from January 1, 2019 to December 31, 2021.

ADMINISTRATION OF THE OATH OF OFFICE

- Councilwoman Susan DiGregorio was administered the Official Oath of Office by State Assemblyman Paul Moriarity.
- Councilman James Redstreak was administered the Official Oath of Office by Borough Solicitor George Botcheos

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

RESOLUTIONS

#001-2019- 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 **2019 Temporary Budget Appropriations**, be approved:

	<u>GENERAL</u>	<u>FUND</u>	
<u>REVENUES</u>			<u>Total</u>
Amount to be Raised by Taxation			\$539,600.00
State & Federal Grant Programs			0.00
	TOTAL GEN'L FD		\$539,600.00
<u>APPROPRIATIONS</u>		<u>SW</u>	<u>OE</u>
GENERAL GOVERNMENT:			
Administration			
Salaries & Wages		\$4,100.00	
Other Expenses			\$100.00
Mayor and Council			
Salaries & Wages		100.00	
Other Expenses			400.00
Municipal Clerk			
Salaries & Wages		19,800.00	
Other Expenses			3,500.00
Financial Administration			
Salaries & Wages		12,700.00	

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Other Expenses		4,300.00
Audit Services		
Other Expenses		15,500.00
Tax Collection		
Salaries & Wages	1,700.00	
Other Expenses		1,200.00
Tax Assessment		
Salaries & Wages	1,700.00	
Other Expenses		200.00
Legal Services		
Other Expenses		7,200.00
Engineering Services		
Other Expenses		200.00
Economic Development		
Other Expenses		5,500.00
LAND USE ADMINISTRATION:		
Planning Board		
Salaries & Wages	1,200.00	
Other Expenses		800.00
CODE ENFORCEMENT:		
Code Enforcement		
Salaries & Wages	1,500.00	
Other Expenses		100.00
UNIFORM CONSTRUCTION CODE:		
Construction Office		
Salaries & Wages	1,400.00	
Other Expenses		500.00
INSURANCE:		
Liability Insurance		
Other Expenses		31,000.00
Worker Compensation		
Other Expenses		25,000.00
Employee Group Insurance		
Salaries & Wages	0	
Other Expenses		40,700.00
Disability Insurance		
Other Expenses		500
Unemployment Insurance		
Other Expenses		1,000.00
PUBLIC SAFETY:		
Police Department		
Salaries & Wages	147,300.00	
Other Expenses		4,800.00
Emergency Management		
Salaries & Wages	300	
Other Expenses		100.00
Aid to Volunteer Fire Company		
Other Expenses		5,700.00
Municipal Prosecutor		
Other Expenses		100.00
UNIFORM FIRE SAFETY ACT:		
Fire Safety Official		
Salaries & Wages	1,100.00	

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Other Expenses		200
Fire Hydrant Service		
Other Expenses		7,600.00
PUBLIC WORKS:		
Road Department		
Salaries & Wages	\$19,700.00	
Other Expenses		\$2,100.00
Shade Tree		
Other Expenses		2,100.00
Property Maintenance Officer		
Salaries & Wages	800.00	
Other Expenses		100
Garbage & Trash		
Salaries & Wages	100.00	
Other Expenses		200.00
Buildings & Grounds		
Salaries & Wages	2,700.00	
Other Expenses		7,800.00
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	900	
Other Expenses		100
PARKS & RECREATION:		
Parks Commission		
Salaries & Wages	2,100.00	
Other Expenses		100.00
Celebration of Public Events		
Other Expenses		300
OTHER OPERATING FUNCTIONS:		
Accumulated Leave Compensation		
Salaries & Wages	0	
BUSINESS PERSONAL PROPERTY TAX:		
Transfer to Board of Education		
Other Expenses		0
UTILITY EXPENSES:		
Utilities		
Electricity - Other Expenses		14,800.00
Water - Other Expenses		800
Natural Gas - Other Expenses		3,700.00
Telephone - Other Expenses		3,400.00
Gasoline - Other Expenses		8,300.00
Other Telecommunications - Other Expenses		3,400.00
SOLID WASTE DISPOSAL COSTS:		
Solid Waste Disposal		
Other Expenses		\$20,200.00
STATUTORY EXPENDITURES:		

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Public Employee Retirement System				
Other Expenses			0	
Police & Fire Retirement System				
Other Expenses			0	
Social Security & Medicare Taxes				
Other Expenses			20,700.00	
Defined Contribution Retirement Plan				
Other Expenses			0.00	
STATE & FEDERAL GRANT PROGRAMS:				
Recycling Tonnage Grant				
Other Expenses			0	
Safe & Secure Communities Grant				
Salaries & Wages		0		
Other Expenses			0.00	
INTERLOCAL SERVICE AGREEMENTS				
Municipal Court - Somerdale				
Salaries & Wages		0		
Other Expenses			14,000.00	
Municipal Clerk - Pine Valley				
Salaries & Wages		6,700.00		
Other Expenses			0	
Municipal Treasurer - Pine Valley				
Salaries & Wages		2,700.00		
Other Expenses			0.00	
Recycling Coordinator - Voorhees				
Other Expenses				\$100.00
Garbage & Trash - Voorhees				
Other Expenses			23,600.00	
Tax Collector - Voorhees				
Other Expenses			\$4,600.00	
Construction Code Official - Voorhees				
Other Expenses			4,500.00	
Fire Protection - Clementon				
Other Expenses			6,000.00	
MUNICIPAL COURT FUNCTIONS:				
Municipal Court				
Salaries & Wages		100		
Other Expenses			300.00	
Public Defender				
Other Expenses			100	
Subtotal		\$229,100.00	\$305,500.00	\$534,600.00
CAPITAL IMPROVEMENTS:				
Capital Improvement Fund				
Other Expenses			\$5,000.00	
DEBT SERVICE:				
Bond Principal				
Other Expenses			0	
Note Principal				
Other Expenses			0	
Interest on Bonds				
Other Expenses			0	
<u>Interest on Notes</u>				

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Other Expenses			0	
RESERVE FOR UNCOLLECTED TAXES:				
Reserve for Uncollected Taxes				
Other Expenses			\$0.00	
	TOTAL GEN'L FUND	\$229,100.00	310,500.00	<u>539,600.00</u>
	SEWER UTILITY FUND			
REVENUES				Total
Sewer Rents				51,200.00
Miscellaneous Revenues				0.00
	TOTAL SEWER UTILITY FUND			51,200.00
APPROPRIATIONS		SW	OE	
GENERAL OPERATING:				
Administration				
Salaries & Wages		<u>1,200.00</u>		
Other Expenses			<u>800.00</u>	
Operations				
Salaries & Wages		4,200.00		
Other Expenses			36,000.00	
Professional Services				
Other Expenses			7,000.00	
INSURANCE:				
Employee Group Insurance				
Other Expenses			0	
Liability Insurance				
Other Expenses			\$0.00	
Worker Compensation				
Other Expenses			0	
Disability Insurance				
Other Expenses			100	
Unemployment Insurance				
Other Expenses			100.00	
STATUTORY EXPENDITURES:				
Social Security & Medicare Taxes				
Other Expenses			\$800.00	
Public Employee Retirement System				
Other Expenses			0.00	
	SUBTOTAL	5,400.00	44,800.00	50,200.00
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	5,400.00	45,800.00	51,200.00

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- The motion by Councilman Redstreak was seconded by Councilwoman DiGregorio, with Letts, Cruz, DelPidio, DiGregorio and Redstreak in favor, none opposed, and no abstentions.
- **#002-2019- 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 Councilman Cruz with Letts, Cruz, DelPidio, DiGregorio and Redstreak in favor, none opposed, and no abstentions.
- **#003-2019- 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, 2019 through December 31, 2019;

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, 2019 through December 31, 2019 not to exceed a cost of \$25,000.

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 Councilman Cruz with Letts, Cruz, DelPidio, DiGregorio and Redstreak in favor, none opposed, and no abstentions.
- **#004-2019 - 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, 2019 and ending December 31, 2019 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 DiGregorio with Letts, Cruz, DelPidio, DiGregorio and Redstreak in favor, none opposed, and no abstentions.
- **#005-2019- 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

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**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 Councilman Cruz with Letts, Cruz, DelPidio, DiGregorio and Redstreak in favor, none opposed, and no abstentions.

- **#006-2019-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 not to exceed a cost of \$60,000.

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 Councilman Cruz with Letts, Cruz, DelPidio, DiGregorio and Redstreak in favor, none opposed, and no abstentions.

- **#007-2019- 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 it 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 DiGregorio with Letts, Cruz, DelPidio, DiGregorio and Redstreak in favor, none opposed, and no abstentions.

- **#008-2019-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 approved not to exceed a cost of \$60,000.

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 Councilman Cruz with Letts, Cruz, DelPidio, DiGregorio and Redstreak in favor, none opposed, and no abstentions.

- **#009-2019- APPOINTING THE FIRE OFFICIAL TO SUPERVISE THE LOCAL ENFORCING AGENCY OF THE UNIFORM FIRE CODE FOR THE BOROUGH OF LAUREL SPRINGS**

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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 Councilman Cruz with Letts, Cruz, DelPidio, DiGregorio and Redstreak in favor, none opposed, and no abstentions.

- **#010-2019- 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 Councilman Cruz with Letts, Cruz, DelPidio, DiGregorio and Redstreak in favor, none opposed, and no abstentions.

- **#011-2019- APPOINTING CHARLES WIGGINTON AS MUNICIPAL PUBLIC DEFENDER FOR 2019**

WHEREAS, the Borough of Laurel Springs (Laurel Springs) by resolution #029-2018 dated January 22, 2018, has entered into a Shared Services Agreement with the Borough of Somerdale (Somerdale) to provide Municipal Court Service for Laurel Springs; and

WHEREAS, Somerdale has appointed and employed Charles Wigginton, duly licensed to practice law in the State of New Jersey, an attorney-at-law of the State of New Jersey to act as Municipal Public Defender in accordance with N.J.S.A. 2B:2-27;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Laurel Springs that in accordance with the aforementioned Shared Services Agreement and N.J.S.A 2B:24-1, et. Seq. that Charles Wigginton be appointed as Municipal Public Defender for the Borough of Laurel Springs for a term of January 1, 2019 through December 31, 2019.

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

- **#012-2019-APPOINTING STEVEN PETERSEN AS MUNICIPAL PROSECUTOR FOR 2019**

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WHEREAS, the Borough of Laurel Springs (Laurel Springs) by resolution #028-2018 dated January 11, 2018, has entered into a Shared Services Agreement with the Borough of Somerdale (Somerdale) to provide Municipal Court Service for Laurel Springs; and

WHEREAS, Somerdale has appointed and employed Steven Petersen, duly licensed to practice law in the State of New Jersey, an attorney-at-law of the State of New Jersey to act as Municipal Prosecutor in accordance with N.J.S.A. 2B:2-27;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Laurel Springs that in accordance with the aforementioned Shared Services Agreement and N.J.S.A 2B:12-1, et. Seq. that Steven Petersen be appointed as Municipal Prosecutor for the Borough of Laurel Springs for a term of January 1, 2019 through December 31, 2019.

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

• **#013-2019- APPOINTMENTS FOR THE YEAR 2019**

WHEREAS, it is necessary from time to time to amend the appointment list; and

WHEREAS, appointment

NOW, BE IT RESOLVED, by Mayor and Council of the Borough of Laurel Springs, County of Camden, and State of New Jersey do hereby amend the list of appointments for Municipal Committees and Employees for 2019 as follows:

<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	2018-2021	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	03/01/2015	Athol Riley
Building Inspector	thru	Township
Plumbing Inspector	02/28/2019	of
Electrical Inspector	“	Voorhees
Fire Inspector	“	“
Construction Secretary	1 year	Cathy Sims
Public Works		
Public Works Director – Part time	1 year	Kenneth J. Cheeseman
Public Works Employee – Part time	1 year	Matthew Holden-Foreman
Public Works Employee – Part time	1 year	Walter Yates – Asst. Foreman
Public Works Employee – Part time	1 Year	James Burns
Public Works Employee – Part time	When	Russ Hardwick
Public Works Support Personnel	Needed	Lawrence Winters
		James Brosious

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	“	Michael DeBlasio R. Liam McCunney Kasey Horan Tom Clement Andrew Leneweaver Township of Voorhees Walter Yates
Certified Recycling Professional-P.T.	1 year	
Stormwater Coordinator	1 year	
Sewer Utility		
Utility Fund Collector	1 year	Cathy Sims
Utility Collection Systems Operator	1 year	Jason 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	Cathy Sims
External Administrative Support	1 year	Kaitlin Amadio
<u>MUNICIPAL COURT</u>		
Municipal Court Personnel	2018- 2020	Borough of Somerdale
Municipal Court Judge	2018- 2020	Charles Shimberg, Esq.
<u>POLICE DEPARTMENT</u>		
Police Chief	2019	Carmen Rabottino
Sergeant		Brian Mazziotta
Patrolman		Michael Wolcott
Patrolman	thru	Harrison Lickfield
Patrolman		Steven Casciato
Patrolman		David Woeppel
Patrolman	2020	Marco Lombardi
Part-Time Patrolman	1 year	Franco 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	Joyce A. Kelly
Crossing Guard – Alternate	1 year	Larry Winters
	1 year	Kenneth J. Cheeseman

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MONDAY, JANUARY 7, 2019
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING**

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Crossing Guard – Special	1 year When Needed	Cathy Sims Jim Burns Walter Yates James Brosious Michael DeBlasio R. Liam McCunney Kasey Horan Tom Clement Andrew Leneweaver
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BOARDS AND COMMISSIONS

Combined Land Use Board

<u>Planning Config.</u>	<u>Zoning Config.</u>		
Class I	Cannot vote	Term as Mayor	Thomas A. Barbera
Class II	Regular #1	1 year	Ken Lippincott
Class III	Cannot vote	1 year	Councilman James Redstreake
Class IV	Regular #2	2017-2020 (4 yr)	Eric Hafer
Class IV	Regular #3	2018-2021 (4 yr)	Ken Weidler
Class IV	Regular #4	2016-2019 (4 yr)	Roy Kane
Class IV	Regular #5	2019-2022 (4 yr)	Margaret Ierley
Class IV	Regular #6	2016-2019 (4 yr)	Chris O'Keefe
Alternate I	Regular #7	2019-2020(unexp 2 yr tm)	Marie Nasuti
Alternate II	Alternate	1 year	David Ierley
Alternate III	Alternate	1 year	George Weiss
Board Solicitor		1 year	Greg DeMichele
Board Secretary		1 year	Dawn T. Amadio

Recreation Commission

Recreation Commissioner	2017-2021 (5 yr)	Ryan Plotts (unexpired term)
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	2019-2023 (5 yr)	Brian Hofacker
Recreation Commissioner	2016-2020 (5 yr)	Leah Straub
Recreation Commissioner	2015-2019 (5 yr)	Mary Ann Tisera
Council Liaison	1 year	Doug DelPidio
Recreation Commission Secretary	1 year	Dawn T. Amadio
Recreation Clerk	1 year	Cindy Cheeseman
Recreation Support Personnel	1 year	Brian Hofacker

Board of Health

Member	2019-2021 (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	2019-2021 (3 yr)	Richard Zimmermann
Vice President	2018-2019 (2 yr)	Wayne Bommer
Treasurer/Site Director	2019-2020 (2 yr)	Frederick Lynch
Secretary	2018-2019 (2 yr)	Marie Nasuti
Member	2017-2019 (3 yr)	Ed Markart
Associate Member	2019-2021 (3 yr)	Dawn Amadio
Associate Member	1 year	Ken Cheeseman
Associate Member	1 year	Thomas Barbera
Ordinance Review		
Member	1 year	Thomas Barbera

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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	Matthew Minder
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	Meg Simon

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

- **#014-2019-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 2019 be:

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

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

- **#015-2019-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, NJS A 40A:11-5 (1) (m), specifically exempts the hiring of insurance consultants from competitive bidding as an extraordinary unspicifiable 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 unspicifiable 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;

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

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

- **#016-2019 - NAMING ANIMAL SHELTER SERVICES**

WHEREAS, Mayor and Council of the Borough of Laurel Springs desire to provide Animal Control Services for 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, 2019 and ending on December 31, 2019;
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 2019 and authorize the Mayor and Clerk to execute an agreement.
- The motion by Councilman Redstreak was seconded by Councilwoman DiGregorio with Letts, Cruz, DelPidio, DiGregorio and Redstreak in favor, none opposed, and no abstentions.

- **#017-2019-NAMING ANIMAL CONTROL SERVICES AND AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT**

WHEREAS, the Borough of Laurel Springs requires Animal Control Services to control stray, sick, and injured animals, provide general public with humane education, and enforce animal welfare and control ordinances which overall will promote good public health and make the municipality safe and more enjoyable.
WHEREAS, the Borough of Laurel Springs desires and consents to the extension of the contract for the permitted two (2) optional years; and
WHEREAS, Independent Animal Care Services LLC. is compliant with all statutory requirements and with all rules and regulations governing animal control and animal control officers pursuant to N.J.S.A. Title 4, Chapter 19, and Article 1;
NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Laurel Springs, County of Camden, that they authorize the Mayor and Clerk to execute a contract with Independent Animal Control P.O. Box 1612 Blackwood, NJ 08012 in the amount of \$4,200 annually, and payable at the rate of \$350.00 per month plus applicable overtime charges.
- The motion by Councilman Redstreak was seconded by Councilwoman DiGregorio with Letts, Cruz, DelPidio, DiGregorio and Redstreak in favor, none opposed, and no abstentions.

- **#018-2019-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 2019 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

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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 Councilman Cruz with Letts, DiGregorio, DelPidio, Cruz and Redstreak in favor, none opposed, and no abstentions.

- **#019-2018- PLAN 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 2019 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. Republic Bank
 - 2. TD Bank
 - 3. PNC 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;
This list may be amended or supplemented from time to time as the Mayor and Borough Council deem necessary.

III. Cash Management

- A. All municipal funds received by any official or employee shall be either deposited within 48 hours to an account in the name of the Borough of Laurel Springs, or shall be turned over to the Chief Financial Officer or the Deputy Treasurer within 48 hours of receipt, in accordance with N.J.S.A. 40A: 5-15;
- B. The Chief Financial Officer shall minimize any accumulated idle cash in checking accounts, by assuring that excess balances are promptly swept into the investment portfolio;
- C. Investment decisions shall be guided by the cash flow projections prepared by the Chief Financial Officer;
- D. Change Funds and Petty Cash Funds are not required to be maintained in interest-bearing accounts.

IV. Permissible Investments

- A. Bonds or other obligations of the United States of America, or obligations guaranteed by the United States of America;
- B. Government money market mutual funds;
- C. Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors;
- D. Bonds or other obligations of the local unit, or school districts of which the local unit is a part;

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- 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 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 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 NJSA 40A:5-14.
- The motion by Councilman Redstreak was seconded by Councilman Cruz with Letts, DiGregorio, DelPidio, Cruz and Redstreak in favor, none opposed, and no abstentions.
 - **#020-2019- AWARDED 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. 40A:11-12, **the following State Contracts be awarded for the year 2019:**

<u>VENDOR</u>	<u>PRODUCT</u>
Airgas East, Inc.	Specialty & Industrial gases
American Aluminum	Police & homeland security equipment

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American Asphalt Co.	Road & highway materials
Applied Concepts	Police & homeland security equipment
Aramco, Inc.	Police & homeland security equipment
Asplundh Tree Experts	Tree trimming & removal
Atlantic Tactical	Police & homeland security equipment
Beyer Ford	Pickups w/snow plow options
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
Continental Fire & Safety	Firefighter protective clothing & 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
Ditschman/Flemington Ford	Vehicles, cargo vans
DocuSafe Records Mgmt.	Record storage & retrieval
RR Donnelley	Certified copies of vital records
Draeger, Inc.	Police & homeland security equipment
Eagle Point Gun	Police & homeland security equipment
ESI Equipment	Firefighter protective clothing & equipment
Eventide	Radio communication 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
Gold Type Business Machines	Radio communication 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
Hewlett Packard	Computer workstations & associated products
Home Depot	Building supplies & products
HON Company	Office Furniture
Robert Hoover & Sons	Repair services & parts for heavy duty trucks
Houpert Truck Service	Vehicle maintenance & repair services
Johnson & Towers	Heavy duty truck parts
Johnson Controls/Simplex	Inspection of fire suppression
Just Tires/Bridgestone	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

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Lexmark	Copiers, maintenance & supplies
Lion Group	Firefighter protective clothing & equipment
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
McCarthy Tire Service/Goodyear	Tires & tubes
Mercer Spring Co.	Parts & repairs for highway equipment & trucks
Mine Safety Appliances	Firefighter protective clothing & 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/Goodyear	Tires & tubes
MRA International	Computer workstations & associated products
Municipal Emergency Services	Firefighter protective clothing & equipment
Old Dominion Brush	Parts & repairs for road maintenance equipment
Panasonic Computers	Computer workstations & associated products
Paratech, Inc.	Firefighter protective clothing & equipment
Pitney Bowes	Mailroom maintenance & equipment
Reliable Tire Co./Bridgestone	Tires & tubes
Ricoh Corporation	Reproduction equipment
Riggins Inc.	Fuel oil & gasoline
Scott Technologies	Firefighter protective clothing & equipment
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
Tire Corral/Goodyear	Tires & tubes
Transaxle Corp.	Parts & repairs for highway equipment
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

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

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 Councilman Cruz with Letts, DiGregorio, DelPidio, Cruz and Redstreak in favor, none opposed, and no abstentions.

- **#021-2019-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

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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 Redstreak was seconded by Councilman Cruz with Letts, DiGregorio, DelPidio, Cruz and Redstreak in favor, none opposed, and no abstentions.
 - **#022-2019- 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 2019 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 2019 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 Councilman Cruz with Letts, DiGregorio, DelPidio, Cruz and Redstreak in favor, none opposed, and no abstentions.
 - **#023-2018- 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 7, 2019 (reorganization)	Monday, January 28, 2018
Monday, February 11, 2019	Monday, February 25, 2018
Monday, March 11, 2019	Monday, March 25, 2018
Monday, April 8, 2019	Monday, April 29, 2018
Monday, May 13, 2019	No Work Session
Monday, June 10, 2019	No Work Session
Monday, July 8, 2019	No Work Session
Monday, August 12, 2019	No Work Session
Monday, September 9, 2019	Monday, September 23, 2018
Monday, October 7, 2019 (due to Columbus Day)	Monday, October 28, 2018
Monday, November 11, 2019	Monday, November 25, 2018
Monday, December 9, 2019	Monday, December 30, 2018
- BE IT FURTHER RESOLVED**, that official action can take place at all Borough Meetings.

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- The motion by Councilman Redstreak was seconded by Councilman Cruz with Letts, DiGregorio, DelPidio, Cruz and Redstreak in favor, none opposed, and no abstentions.
- **#024-2019-DESIGNATING NEWSPAPERS FOR LEGAL NOTICES**
BE IT RESOLVED, by Mayor and Council of the Borough of Laurel Springs, that during the year 2019, 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 Councilman Cruz with Letts, DiGregorio, DelPidio, Cruz and Redstreak in favor, none opposed, and no abstentions.
- **#025-2019-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 Councilman Cruz with Letts, DiGregorio, DelPidio, Cruz and Redstreak in favor, none opposed, and no abstentions.
- **#026-2019-APPOINTING CONTINUING DISCLOSURE COMPLIANCE SERVICES AND MUNICIPAL ADVISOR**
WHEREAS, the Chief Financial Officer of the Borough of Laurel Springs has requested re-appointment of Continuing Disclosure and Municipal Advisor 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 Chief Financial Officer is hereby authorized and directed to execute an agreement with:

**PHOENIX ADVISORS, LLC
625 Farnsworth Avenue
Bordentown, NJ 08505**
- The motion by Councilman Redstreak was seconded by Councilman Cruz with Letts, DiGregorio, DelPidio, Cruz and Redstreak in favor, none opposed, and no abstentions.
- **RESOLVED TO PAY \$384,990.08 FROM CURRENT ACCOUNT AND \$30,168.74 FROM TRUST AND CAPITAL ACCOUNTS**
- The motion to approve by Councilman Redstreak was seconded by Councilwoman DiGregorio with Letts, Cruz, DelPidio, DiGregorio, and Redstreak in favor, none opposed and no abstentions

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- **PRESIDENT OF COUNCIL** – A motion was made by Councilman Letts to nominate Councilman James Redstreak for Council President, which was seconded by Councilwoman DiGregorio. No other nominations were received. Mayor Barbera closed nominations.
- The motion to appoint James Redstreak as Council President by Councilman Letts was seconded by Councilwoman DiGregorio, with Letts, DiGregorio, DelPidio, Cruz, DelPidio 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 Cruz
- Recreation - Councilman DelPidio
- Administration and Finance - Councilman Letts
- 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 2019
- Tuesday, January 8, 2019 -Whitman Stafford Farmhouse Committee @7 pm @Farmhouse.
- Friday, January 11, 2019- O'TannenBomb Christmas Tree Throwing Contest @6 pm @Ballfield.
- Wednesday, January 16, 2019- School Board meets Wednesday @7pm @Laurel Springs School
- Thursday, January 17, 2019- Combined Land Use and Redevelopment Hearing @ 7pm @Borough Hall
- Monday, January 21, 2019- Borough Offices are closed in celebration of Martin Luther King Day
- Monday, January 28, 2019 Work Session Meeting of Mayor and Council @7:00 p.m. @Borough Hall.

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

- Doris Walsh- Broadway- Mrs. Walsh said that she was not reappointed as a member of the Land Use Board. She has searched and asked the School Board Associations Legal Department, who advised that it is only a conflict when both positions are elected positions. She asked for a copy of the law so she can talk to her legal people about it. Mayor Barbera said that he also was not aware of it in the past, and when he became aware of it, he felt compelled to act on it. He said he will check to make sure that he was not giving inaccurate information, and will provide that to her.

BENEDICTION – Pastor Dave Meldrum, Laurel Springs Baptist Church offered the benediction.

ADJOURNMENT–Upon the motion of Councilman Redstreak, which was seconded by Councilwoman Mochel, the meeting was adjourned at 7:21 p.m.

Respectfully submitted,

Dawn T. Amadio, RMC
Municipal Clerk