

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 4, 2021
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 The Retrospect on December 18, 2021 and posting on the website and Borough Hall bulletin board.

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 3, 2020:

- Samuel DelPidio was duly elected to the office of Member of Council for a three-year term from January 1, 2021 to December 31, 2023.
- Joseph A. Cruz was duly elected to the office of Member of Council for a three-year term from January 1, 2021 to December 31, 2023.

ADMINISTRATION OF THE OATH OF OFFICE

- Councilman Samuel DelPidio was administered the official oath of public office by Council President James Redstreak

ROLL CALL - recorded as present DiGregorio, DiMarco, Riondino, DelPidio and Redstreak.

RESOLUTIONS

▪ **#001-2021- 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 2020 Temporary Budget Appropriations, be approved:

| | | <u>GENERAL FUND</u> | | <u>Total</u> |
|---------------------------------|------------------|---------------------|-----------|--------------|
| <u>REVENUES</u> | | | | |
| Amount to be Raised by Taxation | | | | \$526,000.00 |
| Receipts from Delinquent Taxes | | | | 39,000.00 |
| | | TOTAL GENERAL FUND | | \$565,000.00 |
| <u>APPROPRIATIONS</u> | | <u>SW</u> | <u>OE</u> | |
| GENERAL GOVERNMENT: | | | | |
| Administration | | | | |
| | Salaries & Wages | \$4,300.00 | | |
| | Other Expenses | | \$200.00 | |
| Mayor and Council | | | | |
| | Salaries & Wages | 100.00 | | |
| | Other Expenses | | 400.00 | |
| Municipal Clerk | | | | |
| | Salaries & Wages | 20,100.00 | | |
| | Other Expenses | | 5,000.00 | |
| Financial Administration | | | | |
| | Salaries & Wages | 14,900.00 | | |
| | Other Expenses | | 4,200.00 | |
| Audit Services | | | | |
| | Other Expenses | | 15,500.00 | |
| Tax Collection | | | | |
| | Salaries & Wages | 1,500.00 | | |
| | Other Expenses | | 900.00 | |
| Tax Assessment | | | | |
| | Salaries & Wages | 1,800.00 | | |
| | Other Expenses | | 600.00 | |
| Legal Services | | | | |

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| | | | |
|-------------------------------|------------------|-------------|------------|
| | Other Expenses | | 4,800.00 |
| Engineering Services | | | |
| | Other Expenses | | 800.00 |
| Economic Development | | | |
| | Other Expenses | | 300.00 |
| LAND USE ADMINISTRATION: | | | |
| Planning Board | | | |
| | Salaries & Wages | \$1,300.00 | |
| | Other Expenses | | \$800.00 |
| CODE ENFORCEMENT: | | | |
| Code Enforcement | | | |
| | Salaries & Wages | 1,300.00 | |
| | Other Expenses | | 0.00 |
| UNIFORM CONSTRUCTION CODE: | | | |
| Construction Office | | | |
| | Salaries & Wages | 1,400.00 | |
| | Other Expenses | | 600.00 |
| INSURANCE: | | | |
| Liability Insurance | | | |
| | Other Expenses | | 31,300.00 |
| Worker Compensation | | | |
| | Other Expenses | | 25,000.00 |
| Employee Group Insurance | | | |
| | Salaries & Wages | 0.00 | |
| | Other Expenses | | 37,500.00 |
| Disability Insurance | | | |
| | Other Expenses | | 300.00 |
| Unemployment Insurance | | | |
| | Other Expenses | | 500.00 |
| PUBLIC SAFETY: | | | |
| Police Department | | | |
| | Salaries & Wages | 162,300.00 | |
| | Other Expenses | | 6,400.00 |
| Emergency Management | | | |
| | Salaries & Wages | 300.00 | |
| | Other Expenses | | 200.00 |
| Aid to Volunteer Fire Company | | | |
| | Other Expenses | | 5,600.00 |
| Municipal Prosecutor | | | |
| | Other Expenses | | 0.00 |
| UNIFORM FIRE SAFETY ACT: | | | |
| Fire Safety Official | | | |
| | Salaries & Wages | 1,200.00 | |
| | Other Expenses | | 300.00 |
| Fire Hydrant Service | | | |
| | Other Expenses | | 7,600.00 |
| PUBLIC WORKS: | | <u>SW</u> | <u>OE</u> |
| Road Department | | | |
| | Salaries & Wages | \$26,000.00 | |
| Shade Tree | Other Expenses | | \$1,200.00 |
| Prop Maint Offr | Other Expenses | | 700.00 |

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| | | | |
|-----------------------------------|-------------------------------------------|-----------|-------------|
| | Salaries & Wages | 900.00 | |
| Garbage & Trash | Other Expenses | | 0.00 |
| | Salaries & Wages | 0.00 | |
| Bldgs & Grounds | Other Expenses | | 100.00 |
| | Salaries & Wages | 2,100.00 | |
| Vehicle Maint | Other Expenses | | 5,000.00 |
| | Other Expenses | | 5,300.00 |
| HEALTH & HUMAN SERVICES: | | | |
| Vital Statistics | | | |
| | Salaries & Wages | 500.00 | |
| Animal Control | Other Expenses | | 200.00 |
| Board of Health | Other Expenses | | 1,300.00 |
| | Salaries & Wages | 1,200.00 | |
| | Other Expenses | | 100.00 |
| PARKS & RECREATION: | | | |
| Parks Commission | | | |
| | Salaries & Wages | 2,400.00 | |
| Celeb Pub Events | Other Expenses | | 100.00 |
| | Other Expenses | | 300.00 |
| OTHER OPERATING FUNCTIONS: | | | |
| Accumulated Leave Compensation | | | |
| | Salaries & Wages | 8,600.00 | |
| BUSINESS PERSONAL PROPERTY TAX: | | | |
| Transfer to Board of Education | | | |
| | Other Expenses | | 0.00 |
| UTILITY EXPENSES: | | | |
| Utilities | | | |
| | Electricity - Other Expenses | | 15,000.00 |
| | Water - Other Expenses | | 500.00 |
| | Natural Gas - Other Expenses | | 2,400.00 |
| | Telephone - Other Expenses | | 2,400.00 |
| | Gasoline - Other Expenses | | 7,100.00 |
| | Other Telecommunications - Other Expenses | | 3,400.00 |
| SOLID WASTE DISPOSAL COSTS: | | <u>SW</u> | <u>OE</u> |
| Solid Waste Disposal | | | |
| | Other Expenses | | \$30,200.00 |
| STATUTORY EXPENDITURES: | | | |
| Public Employee Retirement System | | | |
| Police & Fire Ret | Other Expenses | | 0.00 |
| System | | | |
| Social Security & | Other Expenses | | 0.00 |
| Medicare Taxes | | | |
| Def Contribution | Other Expenses | | 20,700.00 |
| Retirement Plan | | | |
| | Other Expenses | | 0.00 |
| STATE & FEDERAL GRANT PROGRAMS: | | | |
| Recycling Tonnage Grant | | | |
| Safe & Secure | Other Expenses | | 0.00 |
| Comm Grant | | | |
| | Salaries & Wages | 0.00 | |
| | Other Expenses | | 0.00 |
| INTERLOCAL SERVICE AGREEMENTS | | | |
| Municipal Court - Somerdale | | | |

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| | | | | |
|--------------------------------|-----------------------|--------------|--------------|--------------|
| | Salaries & Wages | 0.00 | | |
| Municipal Clerk - Pine Valley | Other Expenses | | 13,400.00 | |
| | Salaries & Wages | 7,100.00 | | |
| Municipal Treas - Pine Valley | Other Expenses | | 0.00 | |
| | Salaries & Wages | 2,800.00 | | |
| Recycling Coord - Voorhees | Other Expenses | | 0.00 | |
| Garbage & Trash - Voorhees | Other Expenses | | 0.00 | |
| Tax Collector - Voorhees | Other Expenses | | 24,600.00 | |
| Constr Code Offl Voorhees | Other Expenses | | 4,800.00 | |
| | Other Expenses | | 4,500.00 | |
| MUNICIPAL COURT FUNCTIONS: | | | | |
| Municipal Court | | | | |
| | Salaries & Wages | 0.00 | | |
| Public Defender | Other Expenses | | 800.00 | |
| | Other Expenses | | 0.00 | |
| | Subtotal | \$262,100.00 | \$292,900.00 | \$555,000.00 |
| CAPITAL IMPROVEMENTS: | | <u>SW</u> | <u>OE</u> | |
| Capital Improvement Fund | | | | |
| | Other Expenses | | \$10,000.00 | |
| DEBT SERVICE: | | | | |
| Bond Principal | | | | |
| Note Principal | Other Expenses | | 0.00 | |
| Int on Bonds | Other Expenses | | 0.00 | |
| Interest on Notes | Other Expenses | | 0.00 | |
| | Other Expenses | | 0.00 | |
| RESERVE FOR UNCOLLECTED TAXES: | | | | |
| Reserve for Uncollected Taxes | | | | |
| | Other Expenses | | \$0.00 | |
| | TOTAL GENERAL FUND | \$262,100.00 | \$302,900.00 | \$565,000.00 |
| | | | | |
| <u>SEWER UTIL FUND</u> | | | | |
| <u>REVENUES</u> | | | | |
| Sewer Rents | | | | <u>Total</u> |
| | | | | \$55,000.00 |
| Miscellaneous Revenues | | | | |
| | | | | 0.00 |
| | TOTAL SEWER UTIL FUND | | | \$55,000.00 |
| <u>APPROPRIATIONS</u> | | | | |
| GENERAL OPERATING: | | <u>SW</u> | <u>OE</u> | |
| Administration | | | | |
| | Salaries & Wages | \$2,700.00 | | |
| Operations | Other Expenses | | \$800.00 | |
| | Salaries & Wages | 4,400.00 | | |
| INSURANCE: | | | | |
| Employee Group Insurance | | | | |
| Liability Insurance | Other Expenses | | 0.00 | |

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| | | | | | |
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| Worker Compensation | Other Expenses | | 500.00 | | |
| | Other Expenses | | 0.00 | | |
| Disability Insurance | | <u>SW</u> | <u>OE</u> | | |
| Unemployment Insurance | Other Expenses | | 50.00 | | |
| | Other Expenses | | 50.00 | | |
| STATUTORY EXPENDITURES: | | | | | |
| Social Security & Medicare Taxes | | | | | |
| Public Employee Retirement System | Other Expenses | | 800.00 | | |
| | Other Expenses | | 0.00 | | |
| | | SUBTOTAL | \$7,100.00 | \$2,200.00 | \$9,300.00 |
| CAPITAL IMPROVEMENTS: | | | | | |
| Capital Improvement Fund | | | | | |
| | Other Expenses | | \$1,000.00 | | |
| DEBT SERVICE: | | | | | |
| Bond Principal | | | | | |
| Note Principal | Other Expenses | | 0.00 | | |
| Interest on Bonds | Other Expenses | | 0.00 | | |
| Interest on Notes | Other Expenses | | 0.00 | | |
| | Other Expenses | | 0.00 | | |
| | | TOTAL SEWER UTIL FUND | \$7,100.00 | \$3,200.00 | \$10,300.00 |

- The motion by Councilman Redstreak was seconded by Councilman Riondino, with DiGregorio, DiMarco, Riondino, DelPidio and Redstreak in favor, none opposed, and no abstentions.
- #002-2021 - 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 Riondino, with DiGregorio, DiMarco, Riondino, DelPidio and Redstreak in favor, none opposed, and no abstentions.
- #003-2021 - 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, 2021 through December 31, 2021;
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, 2021 through December 31, 2021 not to exceed a cost of \$17,500.
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 Riondino, with DiGregorio, DiMarco, Riondino, DelPidio and Redstreak in favor, none opposed, and no abstentions.
- #004-2021 - 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, 2021 and ending December 31, 2021 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 Councilman Riondino, with DiGregorio, DiMarco, Riondino, DelPidio and Redstreak in favor, none opposed, and no abstentions.

- **#005-2021 - 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 Councilman Riondino, with DiGregorio, DiMarco, Riondino, DelPidio and Redstreak in favor, none opposed, and no abstentions.

- **#006-2021 - 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 Riondino, with DiGregorio, DiMarco, Riondino, DelPidio and Redstreak in favor, none opposed, and no abstentions.

- **#007-2021 - 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 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 Riondino, with DiGregorio, DiMarco, Riondino, DelPidio and Redstreak in favor, none opposed, and no abstentions.

- **#008-2021 - APPOINTING MUNICIPAL AUDITORS**

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

WHEREAS, the Borough of Laurel Springs desires to appoint a firm 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 Riondino, with DiGregorio, DiMarco, Riondino, DelPidio and Redstreak in favor, none opposed, and no abstentions.
- **#009-2021 - APPOINTING THE FIRE OFFICIAL TO SUPERVISE THE LOCAL ENFORCING AGENCY OF THE UNIFORM FIRE CODE FOR THE BOROUGH OF LAUREL SPRINGS**

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Laurel Springs that Kenneth J. Cheeseman be duly appointed as Fire Official to supervise the Local Enforcing Agency of the Uniform Fire Code for the Borough of Laurel Springs.
- The motion by Councilman Redstreak was seconded by Councilman Riondino, with DiGregorio, DiMarco, Riondino, DelPidio and Redstreak in favor, none opposed, and no abstentions.
- **#010-2021 - 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 Riondino, with DiGregorio, DiMarco, Riondino, DelPidio and Redstreak in favor, none opposed, and no abstentions.
- **#011-2021 - APPOINTING CHARLES WIGGINTON AS MUNICIPAL PUBLIC DEFENDER FOR 2021**

WHEREAS, the Borough of Laurel Springs (Laurel Springs) 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;

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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, 2021 through December 31, 2021.

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

• **012-2021- APPOINTING STEVEN PETERSEN AS MUNICIPAL PROSECUTOR FOR 2021**

WHEREAS, the Borough of Laurel Springs (Laurel Springs 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, 2021 through December 31, 2021.

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

• **#013-2021 - AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT FOR AN INDEPENDENT REGISTERED MUNICIPAL ADVISOR**

WHEREAS, a need exists for the services of an **INDEPENDENT REGISTERED MUNICIPAL ADVISOR** on behalf of the Borough of Laurel Springs, County of Camden, in the State of New Jersey; and

WHEREAS, the law firm of **Phoenix Advisors, LLC** is a firm authorized to do business in the State of New Jersey;

WHEREAS, **Phoenix Advisors, LLC** has warranted that he is ready, willing and able to perform all necessary services and that it and/or members of its firm hold in good standing all of the necessary licenses for the lawful performance of said services within the State of New Jersey; and

WHEREAS, the Borough desires to retain **Phoenix Advisors, LLC** for the purpose of providing legal services; and

WHEREAS, pursuant to N.J.S.A 40A:II-5(1)(a)(i) of the Local Public Contracts Law, this Contract will be awarded without competitive bidding as a "Professional Services" Contract and as such, the Contract itself and the authorizing Resolution will be available for public inspection; and

WHEREAS, the Borough's Chief Financial Officer has certified that funds are available for this purpose;

NOW, THEREFORE, BE IT RESOLVED by the Borough of Laurel Springs, a body corporate and politic, as follows:

- The Borough's Mayor and Municipal Clerk, are hereby authorized to execute an Agreement for Professional Services with the law firm of **Phoenix Advisors, LLC**
- The term of this contract shall be January 1, 2021 through December 31, 2021
- This Contract is awarded without competitive bidding as a professional service pursuant to N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law, since the Contract involves services performed by persons authorized by law to practice a recognized profession.
- The motion by Councilman Redstreak was seconded by Councilman Riondino, with DiGregorio, DiMarco, Riondino, DelPidio and Redstreak in favor, none opposed, and no abstentions.

• **014-2021 - APPOINTMENTS FOR THE YEAR 2021**

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 2021:

| <u>POSITION</u> | <u>TERM</u> | <u>NAME</u> |
|-----------------------------------------|-------------|----------------------|
| ADMINISTRATION | | |
| Borough/Public Safety 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 | |
| Administrative Office Clerk – Part Time | 1 year | Cindy Cheeseman |

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MAYOR THOMAS BARBERA PRESIDING
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| | | |
|---------------------------------------|-------------|---------------------------------|
| 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 | 03/01/2019 | Colin Mahon |
| Building Inspector | thru | Township |
| Plumbing Inspector | 02/28/2023 | 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 | Walter Yates – Foreman |
| Public Works Employee – Part time | 1 Year | James Burns |
| Public Works Employee – Part time | 1 year | Ryan Bax |
| Public Works Employee – Part time | 1 year | Tyler Venuto |
| Public Works Employee – Part time | 1 year | Chris Grega |
| Public Works Support Personnel | When Needed | Lawrence Winters |
| | “ | James Brosious |
| | | Kasey Horan |
| | | Matthew Holden |
| | | Robert Lickfield |
| | | Justin Hofacker |
| Certified Recycling Professional-P.T. | 1 year | Township of Voorhees |
| Stormwater Coordinator | 1 year | Walter Yates |
| 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 | Cindy Cheeseman |
| 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 | 2021-2023 | Kenneth J. Cheeseman |
| Deputy Coordinator/Police Chief | 1 year | Brian Mazziotta |
| Mayor, Public Official | 1 year | Thomas A. Barbera |
| Public Works | 1 year | Walter Yates |
| Public Information Officer/Shelter | 1 year | Dawn T. Amadio |
| Communications Officer | 1 year | Craig Reiner |
| Medical Officer | 1 year | Lisa Winchester & Stratford EMS |
| Resource Officer | 1 year | Cathy Sims |
| Evacuation Officer | 1 year | Harrison Lickfield |
| Secretary/Shelter | 1 year | Cindy Cheeseman |
| Misc. Services | | |
| 911 Coordinator | 1 year | Craig Reiner |
| JIF/MEL Safety Director | 1 year | Kenneth J. Cheeseman |

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| | | |
|---------------------------------------|------------------------------|------------------------------|
| 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 Agency Compliance Officer | 1 year | Cathy Sims |
| Misc. Administrative Support | 1 year | Jo Ann Weidler |
| <u>MUNICIPAL COURT</u> | | |
| Municipal Court Personnel | 2021- 2023 | Borough of Somerdale |
| Municipal Court Judge | 2021- 2023 | Charles Shimberg, Esq. |
| <u>POLICE DEPARTMENT</u> | | |
| Chief of Police | 2021 | Brian Mazziotta |
| Patrolman | | Michael Wolcott |
| Patrolman | | Harrison Lickfield |
| Patrolman | THRU | Steven Casciato |
| Patrolman | | David Woeppel |
| Patrolman | | Marco Lombardi |
| Patrolman | 2022 | 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 |
| | 1 year | Cathy Sims |
| | 1 year | Jim Burns |
| | 1 year | Walter Yates |
| | 1 year | Kasey Horan |
| | 1 year | Ryan Bax |
| | 1 year | Tyler Venuto |
| | 1 year | Chris Grega |
| <u>BOARDS AND COMMISSIONS</u> | | |
| <u>Combined Land Use Board</u> | | |
| <u>Planning Config.</u> | <u>Zoning Config.</u> | |
| Class I | Cannot vote | Term as Mayor |
| Class II | Regular #1 | 1 year |
| Class III | Cannot vote | 1 year |
| Class IV | Regular #2 | 2021-2024 (4 yr) |
| Class IV | Regular #3 | 2018-2021 (4 yr) |
| Class IV | Regular #4 | 2020-2023 (4 yr) |
| Class IV | Regular #5 | 2019-2022 (4 yr) |
| Class IV | Regular #6 | 2020-2023 (4 yr) |
| Alternate I | Regular #7 | 2021-2022 (2yr) |
| Alternate II | Alternate | 1 year |
| Alternate III | Alternate | 1 year |
| Board Solicitor | | 1 year |
| Board Secretary | | 1 year |
| <u>Recreation Commission</u> | | |
| Recreation Commissioner | | 2017-2021 (5 yr) |
| Recreation Commissioner | | 2021-2025 (5 yr) |
| Recreation Commissioner | | 2018-2022 (5 yr) |
| Recreation Commissioner | | 2018-2022 (5 yr) |
| Recreation Commissioner | | 2019-2023 (5 yr) |
| Recreation Commissioner | | 2021-2025 (5 yr) |
| Recreation Commissioner | | 2020-2024 (5 yr) |
| Council Liaison | | 1 year |
| Recreation Commission Secretary | | 1 year |
| Recreation Clerk | | 1 year |
| <u>Board of Health</u> | | |
| Member | | 2020-2023 (3 yr) |
| | | Thomas A. Barbera |
| | | Ken Lippincott |
| | | Councilman James Redstreak |
| | | Eric Hafer |
| | | Ken Weidler |
| | | Roy Kane |
| | | Margaret Ierley |
| | | Chris O'Keefe |
| | | Marie Nasuti |
| | | David Ierley |
| | | George Weiss |
| | | Greg DeMichele |
| | | Dawn T. Amadio |
| | | Ryan Plotts (unexpired term) |
| | | Dianne Hafer |
| | | Jerry Straub |
| | | Tim DiMarco (unexpired term) |
| | | Brian Hofacker |
| | | Mary Ann Tisera |
| | | Samuel DelPidio |
| | | Dawn T. Amadio |
| | | Cindy Cheeseman |
| | | Wayne Bommer |

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| | | |
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| Member | 2020-2022 (2 yr) | Carolyn Redstreak |
| Member | 2020-2022 (2 yr) | JoAnn Weidler |
| Member | 1 year | Dawn T. Amadio |
| Board of Health Secretary/Member | 1 year | Cindy Cheeseman |
| <u>COMMITTEES</u> | | |
| Whitman Stafford Executive Committee | | |
| President | 2019-2021 (3 yr) | Richard Zimmermann |
| Vice President | 2020-2021 (2 yr) | Wayne Bommer |
| Treasurer/Site Director | 2021-2022 (2 yr) | Frederick Lynch |
| Secretary | 2020-2021 (2 yr) | Marie Nasuti |
| Member | 2020-2022 (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 |
| Member | 1 year | James Redstreak |
| Member | 1 year | Kenneth J. Cheeseman |
| Member | 1 year | Marie Nasuti |
| Secretary | 1 year | Dawn T. Amadio |
| Laurel Green (Sustainable Jersey) | | |
| Council Liaison | 1 year | James Redstreak |
| 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 | Carolyn Redstreak |
| Vice President | 1 year | Nancy Sachleben |
| 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 Redstreak was seconded by Councilman Riandino, with DiGregorio, DiMarco, Riandino, DelPidio and Redstreak in favor, none opposed, and no abstentions.

• **#015-2021 - 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 Mazziotta 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 2021 be:

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

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

• **#016-2021 - 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 \$200.00 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 24 months commencing on January 1, 2021 and ending on December 31, 2022;

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

- The motion by Councilman Redstreak was seconded by Councilman Riondino, with DiGregorio, DiMarco, Riondino, DelPidio and Redstreak in favor, none opposed, and no abstentions.
- **#017-2020-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 Councilman Riondino, with DiGregorio, DiMarco, Riondino, DelPidio and Redstreak in favor, none opposed, and no abstentions.

- **#018-2021 - DESIGNATING RISK MANAGEMENT CONSULTANT FOR THE CAMDEN COUNTY MUNICIPAL JOINT INSURANCE FUND**

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 Councilman Riondino, with DiGregorio, DiMarco, Riondino, DelPidio and Redstreak in favor, none opposed, and no abstentions.

- **#019-2021 - DESIGNATING NEWSPAPERS FOR LEGAL NOTICES**

BE IT RESOLVED, by Mayor and Council of the Borough of Laurel Springs, that during the year 2021, the following newspapers are hereby designated for the advertising of the legal notices and advertisements:

Courier-Post
The Retrospect

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

- **#020-2021 - 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

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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:

Regular Meetings - 7:00 p.m.

Monday, January 4, 2021(Reorganization)
Monday, February 8, 2021
Monday, March 8, 2021
Monday, April 12, 2021
Monday, May 10, 2021
Monday, June 14, 2021
Monday, July 12, 2021
Monday, August 9, 2021
Monday, September 13, 2021
Monday, October 18, 2021
Monday, November 8, 2021
Monday, December 13, 2021

Work Session Meetings - 7:00 p.m.

Monday, January 25, 2021
Monday, February 22, 2021
Monday, March 22, 2021
Monday, April 26, 2021
No Meeting
No Meeting
No Meeting
No Meeting
Monday, September 27, 2021
No Meeting
Monday, November 22, 2021
Monday, December 27, 2021

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

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

- **#021-2021 - 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 2021 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 "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 Riondino, with DiGregorio, DiMarco, Riondino, DelPidio and Redstreak in favor, none opposed, and no abstentions.

- **#022-2021 - AUTHORIZING THERESA STAGLIANO, CERTIFIED TAX ASSESSOR TO RAISE OR LOWER ASSESSMENTS ON BEHALF OF THE BOROUGH**

WHEREAS, it is necessary for the Borough Tax Assessor to raise or lower assessments on behalf of the Borough of Laurel Springs for the 2021 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 raise or lower assessments on behalf of the Borough of Laurel Springs for the 2021 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 Riondino, with DiGregorio, DiMarco, Riondino, DelPidio and Redstreak in favor, none opposed, and no abstentions.

- **#023-2021 - AUTHORIZING THE TAX COLLECTOR TO CANCEL SMALL BALANCES**

WHEREAS, NJSA 40A:5-17 allows for the cancellation of property tax overpayments or delinquent amounts in the amounts of less than \$10.00; and,

WHEREAS, the governing body may authorize the Tax Collector to process, without further action on their part, any cancellation of property tax overpayments or delinquencies of less than \$10.00.

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NOW, THEREFORE BE IT RESOLVED, that the Governing Body of the Borough of Laurel Springs, County of Camden, State of New Jersey, hereby authorize the Tax Collector to cancel said amounts as deemed necessary.

BE IT FURTHER RESOLVED that a certified copy of the Resolution be forwarded to the Tax Collector, the Chief Financial Officer, and the Municipal Auditor.

- The motion by Councilman Redstreak was seconded by Councilman Riondino, with DiGregorio, DiMarco, Riondino, DelPidio and Redstreak in favor, none opposed, and no abstentions.
- **#024 – 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 2021 Cash Management Plan, and be adhered to:

 - Cash Management and Investment Objectives
 - Preservation of capital;
 - Adequate safekeeping of assets;
 - Maintenance of liquidity to meet operating needs;
 - Diversification of the Borough's portfolio to minimize risks associated with individual investments.
 - Designation of Official Depositories
 - The following banks are hereby designated as legal depositories for all municipal funds:
 - Republic Bank
 - TD Bank
 - PNC Bank
 - Fulton Bank
 - New Jersey State Cash Management Fund
 - 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.
 - Cash Management
 - 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;
 - 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;
 - Investment decisions shall be guided by the cash flow projections prepared by the Chief Financial Officer;
 - Change Funds and Petty Cash Funds are not required to be maintained in interest-bearing accounts.
 - Permissible Investments
 - Bonds or other obligations of the United States of America, or obligations guaranteed by the United States of America;
 - Government money market mutual funds;
 - 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;
 - Bonds or other obligations of the local unit, or school districts of which the local unit is a part;
 - Any other obligations with maturities not exceeding 397 days, as permitted by the Division of Investments;
 - Local Government investment pools;
 - New Jersey State Cash Management Fund;
 - Notes issued by New Jersey municipalities, counties, fire districts and boards of education, pursuant to N.J.S.A. 40A:5-14.
 - Authority for Investment Management

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- 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.
- Safekeeping
 - 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.
- Procedures for Disbursement of Funds
 - Payments shall be prepared by the Chief Financial Officer and/or the Deputy Treasurer and submitted to the Borough Council for their approval;
 - No municipal funds shall be disbursed by the Chief Financial Officer or Deputy Treasurer prior to approval of the Borough Council, except for:
 - Debt Service payments;
 - Investments;
 - Payroll turnovers to agency accounts;
 - Tax payments to the other local taxing agencies, shall be made in accordance with schedules provided by each taxing district;
 - 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;
 - Checks paid from the following accounts are permitted to have only one signature:
 - Tax Title Lien Redemption Account;
 - Municipal Court & Bail Accounts;
 - Clerk Election Account;
 - 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.
- Reporting
 - 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;
 - The Chief Financial Officer shall also report to the Borough Council the available cash balances in each fund and/or bank account.
- Audit
 - 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 Councilman Riondino, with DiGregorio, DiMarco, Riondino, DelPidio and Redstreak in favor, none opposed, and no abstentions.

• **#025-2021-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 2021:**

| <u>VENDOR</u> | <u>PRODUCT</u> |
|--------------------------|------------------------------------------------|
| Airgas East, Inc. | Specialty & Industrial gases |
| All Hands Fire Equipment | Protective clothing & equipment |
| American Aluminum | Police & homeland security equipment |
| American Asphalt Co. | Road & highway materials |
| Applied Concepts | Police & homeland security equipment |
| Aramco, Inc. | Police & homeland security equipment |
| Atlantic Tactical | Police & homeland security equipment |
| Auto & Truck Parts | Heavy-duty truck parts |
| Axon Enterprises | Law enforcement equipment & supplies |
| Ben Shaffer Recreation | Park & Playground equipment |
| Beyer Ford | Pickups w/snowplow options |
| Binder Machinery | Parts & repairs for road maintenance equipment |
| Bridgestone/Firestone | Tires & Tubes |
| Campbell Freightliner | Heavy-duty vehicle maint. & repairs |
| CDW Government, Inc. | Computer workstations & associated products |
| Cherry Valley Tractor | Parts & repairs for lawn & grounds equipment |

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| | |
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| Continental Fire & Safety | Firefighter protective clothing & equipment |
| Custom Bandag/Goodyear | Tires & tubes |
| David Weber Oil | Automotive lubricants |
| Delaware Valley Truck Services | Vehicle maintenance & repair services |
| Dell Computers | Computer workstations & associated products |
| Ditschman/Flemington Ford | Vehicles, cargo vans |
| Draeger, Inc. | Police & homeland security equipment |
| Eagle Point Gun | Police & homeland security equipment |
| Elite Vehicle Solutions | Law enforcement equipment & supplies |
| 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 |
| Gen-El Safety & Industrial | Law enforcement equipment & supplies |
| General Sales Admin. | Law enforcement equipment & supplies |
| Genuine Parts Co./NAPA | Heavy duty truck parts |
| Gold Type Business Machines | Radio communication equipment |
| Goodyear Tire Co. | Tires & tubes |
| Grainger Supplies | Industrial maintenance, repairs & equipment |
| H.A. DeHart & Sons | Heavy-duty vehicle maint. & repairs |
| Hainesport Auto & Truck | Vehicle maintenance & repair services |
| Haix North America | Firefighter protective clothing & equipment |
| Hale Trailer Brake & Wheel | Heavy duty truck parts |
| Herc Rentals | Equipment & space rental |
| Hertrich Fleet Services | Passenger vehicles & light-duty trucks |
| Hewlett Packard | Computer workstations & associated products |
| Home Depot | Building supplies & products |
| HON Company | Office Furniture |
| Hoover & Sons | Repair services & parts for heavy duty trucks |
| Houpert Truck Service | Vehicle maintenance & repair services |
| J-Bolts Industrial Supplies | Heavy duty truck parts |
| 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 |
| 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 |
| Marturano Recreation Co. | Park & playground equipment |
| 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 |
| Municibid | Online auction services |
| Municipal Emergency Services | Firefighter protective clothing & equipment |

**REORGANIZATION MEETING
MAYOR AND COUNCIL OF THE BOROUGH OF LAUREL SPRINGS
MONDAY, JANUARY 4, 2021
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS BARBERA PRESIDING
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Panasonic Computers
Paratech, Inc.
Pitney Bowes
Reliable Tire Co./Bridgestone
Ricoh Corporation
Rich Tree Service
Riggins Inc.
RR Donnelley
Scott Technologies
Service Tire Truck Center/Goodyear
SHI International Corp.
Storr Tractor Co.
Tactical Public Safety
Tire Corral/Goodyear
Transaxle Corp.
Verizon
W.B. Mason, Inc.
West Publishing
Widmer Time Recorder
Winner Ford
Witmer Public Safety
Xerox Corporation

Computer workstations & associated products
Law enforcement equipment & supplies
Mailroom maintenance & equipment
Tires & tubes
Reproduction equipment
Tree trimming & removal services
Fuel oil & gasoline
Certified copies of vital records
Firefighter protective clothing & equipment
Tires & tubes
Software licenses & related services
Parts & repairs for lawn & grounds equipment
Law enforcement equipment & supplies
Tires & tubes
Parts & repairs for highway equipment
Telecommunication data services
Office supplies
Data access services
Mailroom maintenance & equipment
Police vehicles, sedans & SUV's
Law enforcement equipment & supplies
Copiers & multi-function devices

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 Riondino, with DiGregorio, DiMarco, Riondino, DelPidio and Redstreak in favor, none opposed, and no abstentions.

- **#026-2021 - 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 Riondino, with DiGregorio, DiMarco, Riondino, DelPidio and Redstreak in favor, none opposed, and no abstentions.

- **#027-2021 - TO APPOINT EMERGENCY MANAGEMENT COORDINATOR**

WHEREAS, in every municipality of the State of New Jersey the Governing Body shall appoint a municipal emergency management coordinator; and

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

WHEREAS, Kenneth J. Cheeseman, the current Municipal Emergency Management Coordinator's term expires December 31, 2020; and

WHEREAS, the Mayor and Council of the Borough of Laurel Springs desire to reappoint Kenneth J. Cheeseman as Municipal Emergency Management Coordinator;

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Laurel Springs, County of Camden, State of New Jersey, that Kenneth J. Cheeseman is hereby appointed for a three (3) year term commencing January 1, 2021 and ending December 31, 2023.

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

PRESIDENT OF COUNCIL – A motion was made by Councilwoman DiMarco 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 Councilwoman DiMarco was seconded by Councilwoman DiGregorio, with DiGregorio, DiMarco, Riondino, 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 Riondino
- Community Outreach - Councilwoman DiMarco
- Municipal Court - Councilwoman DiGregorio

ITEMS RECEIVED AFTER THE AGENDA WAS PRINTED- none.

ANNOUNCEMENTS

- Dog Licenses are due during the months of January and February 2021
- Wednesday, January 6th – Recreation Commission Meeting @7 pm @Rec Center
- Tuesday, January 12th – Whitman Stafford @ 7 pm
- Monday, January 18th - Borough Offices are closed in celebration of Martin Luther King Day
- Thursday, January 21st - Combined Land Use Board @ 7pm @Recreation Center
- Monday, January 25th Work Session Meeting of Mayor and Council @7:00 p.m. @Rec Center

PUBLIC SESSION – Mayor Barbera opened the meeting to the Public - no comments were received.

ADJOURNMENT–Upon the motion of Councilman Redstreak the meeting was adjourned at 7:12 p.m. with all in favor.

Respectfully submitted,

Dawn T. Amadio, RMC
Municipal Clerk