

BOROUGH OF HADDON HEIGHTS  
December 3, 2013, 7:00 p.m.  
Governing Body Meeting Agenda

1. Caucus session Call to Order
2. "In accordance with Section 5 of the Open Public Meetings Act, Chapter 231, P.L. 1975, notice of this meeting was posted on the bulletin board designed for that purpose and notice was mailed to the official newspaper provided by Resolution adopted January 5, 2013."
3. Roll Call
4. CAUCUS SESSION
  - a. Explanation of Phase III of the Historic Architectural Study – Margaret Westfield, R.A.
5. Recess of Caucus Session and commencement of Business Session
6. Pledge of Allegiance and moment of silence
7. Approval of minutes from the November 2<sup>nd</sup> and November 12<sup>th</sup> Council Meetings
8. Public Comment on Caucus items and agenda items only
9. Reports from Council Members
10. UNFINISHED BUSINESS: None
11. NEW BUSINESS:

Introduction of Ordinance 2013:1405. Public hearing and final adoption scheduled for December 17, 2013 at 7:30pm in the Municipal Building, 625 Station Avenue, Haddon Heights, NJ 08035.

Ordinance 2013:1405 – An Ordinance Amending Chapter 100-21 of the Code of the Borough of Haddon Heights Regarding Yield Intersections.

Resolution 2013:193 – Resolution to Agree to Obtain a Borough-Wide Intensive Level Historic Resource Survey Update Grant from the State of New Jersey.

Resolution 2013:194 – Governor's Council on Alcoholism and Drug Abuse Fiscal Grant Extension January 1, 2014 to June 30, 2014.

Resolution 2013:195 – Resolution Approving a Raffle License for Marine Corps League Detachment 1775.

Resolution 2013:196 – Resolution Authorizing Payment of Bills & Claims for 1<sup>st</sup> Half of December

Public Comments

12. Adjournment

BOROUGH OF HADDON HEIGHTS  
November 12, 2013, 7:00 p.m.  
Governing Body Meeting Minutes

Mayor Edward S. Forte, Jr. called the Caucus session to Order at 7:00pm

He then stated, "In accordance with Section 5 of the Open Public Meetings Act, Chapter 231, P.L. 1975 notice of this meeting was posted on the bulletin board designed for that purpose and notice was mailed to the official newspaper provided by Resolution adopted January 5, 2013."

Under Roll Call the following council members were present: Mayor Forte, Council President Kathy Lange, Councilwoman Rosemary Fitzgerald, Councilmen Stephen Berryhill, Jack Merryfield and Richard DiRenzo. Borough Solicitor Albert J. Olizi, Jr. was present as was Interim Borough Clerk Joan Moreland and Deputy Clerk Kelly Santosusso. Councilwoman Susan Griffith was absent.

CAUCUS SESSION

Municipal Animal Ordinance – County Officials present were: Gina Santore, Jim Rhodes, Deputy County Administration and Christie Rogera from Animal Welfare Association. Ms. Santore presented an in-depth review of the Municipal Animal Ordinance and its purpose. Questions were asked by the following council members:

Mayor said that we currently pay \$5,000 yearly for shelter services and asked if this cost would end. Ms. Santore said it would not. She said that the Borough would be charged \$70 per animal picked up without a collar or microchip and taken to the shelter. She also said that the ordinance is a template provided by the County and that we can have an ordinance with just the Chapters we need.

Council President Lange asked about the adoption center in Lakeland. She was told that animals would be fixed or neutered, given shots and put up for adoption. Ms. Santore said that animals have to be held for 7 days before the treatment is started to ensure the animal does not have any diseases.

Mr. Rhodes said that adoption weekend held at various Pet Smart stores average over 300 adoptions per weekend.

Mayor Forte asked when the county shelter would be completed. Mr. Rhodes said in about 6 - 9 months. He also explained that the County has allocated \$3.5 million dollars for the capital project which includes redoing the Adoption Center in Lakeland (which hasn't been updated or repair in 17 years) as well as the shelter.

Councilman Berryhill questioned several sections dealing with tethering unneutered dogs, training special assistant dogs, etc.

Solicitor Olizi and Interim Borough Clerk Moreland will be going over the template and eliminate chapters do not pertain to us.

Mayor Forte thanked Ms. Santore, Mr. Rhodes and Ms. Rogero for coming to the meeting tonight.

Mayor called for a recess of Caucus Session and commencement of Business Session.

At 7:30pm Mayor Forte asked for a moment of silence and then led the Pledge of Allegiance.

Mayor Forte used his prerogative to go out of order by calling for a motion to adopt Resolution 2013:193.

Resolution 2013:193 – Resolution Appointing Michael Selby to the Position of Patrolman for the Borough of Haddon Heights Police Department.

Motion to adopt Resolution 2013:193 was made by Councilman Berryhill, seconded by Councilman Merryfield. All members present were in favor.

At this point Patrolman Selby was asked to come forward to receive the Oath of Office by Mayor He was joined by his parents, Public Safety Director Jack Merryfield and Police Chief Richard Kinkler

and received a round of applause from all present. Many officers were also present showing support for Patrolman Selby's appointment. Patrolman Selby said, "he is really excited and that this position is his priority. Chief Kinkler thanked Sgt. Bruce Koch, Public Safety Director Jack Merryfield and Councilman Richard DiRenzo for conducting the interviews. He then said to Patrolman Selby, "you have earned the position".

Mayor Forte called for Public Comment on Caucus items and agenda items only. There were none.

Reports from Council Members and Borough Engineer:

A report for our Engineer, Bach Associates was provided to Council and Borough Clerk and will be part of the minutes in full.

Councilman Merryfield reported that the Fire Department responded to 529 calls, which equals the number of calls made this time last year. He also reported that on Saturday, November 9<sup>th</sup> 23 of our volunteer firefighters responded to a house fire on 2<sup>nd</sup> Avenue. The fire was located in the interior wall by the home's fireplace. Firefighters from surrounding towns also responded and there were no injuries.

Council President Lange reported that she is coordinating the Holiday Parade and thanked Frank Lafferty, Judy Reiss, George Wise and DPW for their assistance. She said the Event permit has been approved and she will be visiting merchants, giving them flyers of the event. She asked how to get a grand stand. DPW Superintendent Tom Cella said that Audubon has one and they will deliver it. Lange also said that a Global Connect message will be sent out advising the subscribers of the Parade. She also acknowledged Becky Kitchmire who got the High School Band for the Parade and the flyer has been approved for distribution by the Board of Education.

Councilman Berryhill thanked Audrey and Rick DiRenzo for taking pictures of the kids with Santa after the parade at the Borough Hall.

Mayor Forte announced that Santa will be riding on a fire engine through town on Saturday December 21<sup>st</sup>.

With no further reports to be made, Mayor Forte opened the meeting to New Business.

Resolution 2013:191 – Resolution Authorizing Payment of Bills and Claims for 2<sup>nd</sup> Half of November.

Motion to adopt Resolution 2013:191 was made by Councilman Merryfield, seconded by Council President Lange. Under a roll call vote all members present voted yes.

Resolution 2013:192 – Resolution Authorizing the Mayor to Execute a Memorandum of Understanding With the County of Camden Regarding Interfacing with Camden County Communications.

Motion to adopt Resolution 2013:192 was made by Council President Lange, seconded by Councilman DiRenzo. Under a roll call vote all members present voted yes.

With no further business to come before Council, Mayor Forte called for comments from the public. There were none at this time. Motion to close the public portion was made by Council President Lange, seconded by Councilman Berryhill. All members present were in favor.

Motion to adjourn was made by Councilman Berryhill, seconded by Councilman Merryfield. All members present were in favor.

Respectfully Submitted By:

\_\_\_\_\_  
7:45pm  
Joan D. Moreland, Interim Borough Clerk

**ORDINANCE 2013:1405**  
**AN ORDINANCE AMENDING CHAPTER 100-21 OF THE**  
**CODE OF THE BOROUGH OF HADDON HEIGHTS**  
**REGARDING YIELD INTERSECTIONS**

WHEREAS, it is the desire of the Governing Body to maintain safe conditions for residents driving through the Borough; an

NOW, THEREFORE BE IT ORDAINED by the Governing Body of the Borough of Haddon Heights, Camden County that the following **amendment** to Chapter 100-21 of the Code of the Borough of Haddon Heights is to be included in the Code:

**100-21 Yield Intersection**

Pursuant to the provisions of N.J.S.A. 39:4-140, the intersections described are hereby designated as yield intersections. Yield signs shall be installed as provided therein.

<b>Intersection</b>	<b>Yield Sign on</b>
<b>Glover Avenue and Glover Avenue</b>	<b>Glover Avenue</b>

BE IT FURTHER ORDAINED, that this ordinance shall become effective immediately upon a public hearing, final adoption and advertisement as required by law.

Introduction                      December 3, 2013

Public Hearing                      \_\_\_\_\_

Final Adoption                      \_\_\_\_\_

\_\_\_\_\_  
Mayor Edward S. Forte, Jr.

Attest \_\_\_\_\_  
Joan D. Moreland, Interim Borough Clerk

**RESOLUTION 2013:193**

**RESOLUTION TO AGREE TO OBTAIN A BOROUGH-WIDE INTENSIVE  
LEVEL HISTORIC RESOURCE SURVEY UPDATE GRANT FROM THE  
STATE OF NEW JERSEY**

**WHEREAS**, the Governing Body of the Borough of Haddon Heights desires to further the public interest by obtaining a grant from the State of New Jersey in the amount of approximately \$25,000.00 to fund the following project: Borough-Wide Intensive Level Historic Resource Survey Update Phase III; and

**WHEREAS**, the Borough received grants in 2011 and 2013 to fund Phases I and II of this work, and needs this additional funding to move the surveying towards completion; and

**WHEREAS**, execution of the Phase III Survey work will be subject to competitive public bidding and acceptance of the lowest qualified bid may leave grant funds unused; and

**WHEREAS**, The Governing Body resolves that Mayor Edward S. Forte, Jr. or the successor to the title of Mayor is authorized (a) to make application for such a grant, (b) if awarded, to execute a grant agreement with the State for a grant in an amount not less than \$9,000.00 and not more than \$24,999.00 and (c) to execute any amendments thereto.

**NOW THEREFORE BE IT RESOLVED**, the Borough of Haddon Heights authorizes and hereby agrees to apply for and accept this grant from the State of New Jersey, for which no match is required.

**BE IT FURTHER RESOLVED**, that the Grantee agrees to comply with all applicable federal, State, and municipal laws, rules, and regulations in its performance pursuant to the agreement.

Introduced and passed December 3, 2013

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Mayor Edward S. Forte, Jr.

Attest: \_\_\_\_\_  
Joan D. Moreland, Interim Borough Clerk

(seal)

**RESOLUTION 2013:194**

**Governor's Council on Alcoholism and Drug Abuse  
Fiscal Grant Extension January 1, 2014 to June 30, 2014**

**WEREAS**, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances on Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, school, nonprofits organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

**WHEREAS**, The Haddon Heights Drug Commission of the Borough of Haddon Heights, County of Camden, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

**WHEREAS**, the Haddon Heights Drug Commission was approved for a Municipal Alliance grant for the January 1, 2013 through December 31, 2013 grant term; and

**WHEREAS**, the Governor's Council on Alcoholism and Drug Abuse has extended the 2013 grant term until June 30, 2014, in order to transition the grant to a fiscal year rather than a calendar year cycle; and

**WHEREAS**, funding has been made available to the Haddon Heights Drug Commission in the amount of 50% of its approved 2013 grant for the six-month extension period of January 1, 2014 to June 30, 2014, contingent upon meeting the 25% Cash Match and the 75% In-Kind grant requirement for the extension funding.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough of Haddon Heights, does hereby authorize the submission of the grant extension for the Haddon Heights Drug Commission grant in the amount of:

DEDR	<u>\$5,787.00</u>
Cash Match	<u>\$1,446.75</u>
In-Kind	<u>\$4,340.25</u>

The Borough of Haddon Heights acknowledges the term and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED: \_\_\_\_\_  
*Mayor Edward S Forte, Jr.*

**CERTIFICATION**

I, Joan Moreland, Interim Municipal Clerk of the Borough of Haddon Heights, County of Camden, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Mayor and Borough Council on this 3<sup>rd</sup> day of December 2013.

\_\_\_\_\_  
*Joan Moreland, Interim Borough Municipal Clerk*

**RESOLUTION 2013:195**

**RESOLUTION APPROVING A RAFFLE LICENSE FOR  
MARINE CORPS LEAGUE DETACHMENT 1775**

**NOW, THEREFORE BE IT RESOLVED** by the Governing Body of the Borough of Haddon Heights, County of Camden, State of New Jersey that the following license is hereby authorized for the Marine Corps League Detachment 1775 for the purpose of conducting a raffle for the "Annual Wagon of Cheer".

Prize Drawing – March 24, 2014 – Annual Wagon of Cheer”

Date: December 3, 2013

\_\_\_\_\_  
Mayor Edward S. Forte, Jr.

Attest: \_\_\_\_\_  
Joan D. Moreland, Interim Borough Clerk

**RESOLUTION 2013:196**  
**RESOLUTION AUTHORIZING PAYMENT OF**  
**BILLS & CLAIMS FOR 1<sup>ST</sup> HALF OF DECEMBER**

Trust Account	\$ 17,125.13
Capital Account	\$ 37,681.95
Payroll Trust Account	4,008.37
Payroll Account (WE 11/15/13 & 11/29/13)	202,826.20
Current Fund	<u>1,191,237.71</u>
 Total Amount of Bills & Claims	 <u>\$ 1,452,879.36</u>

Date: November 6, 2013

\_\_\_\_\_  
Mayor Edward S. Forte, Jr.

Attest \_\_\_\_\_  
Joan D. Moreland, Interim Borough Clerk

*RES 2013: 196  
12/3/13*

Expenditures for Council Meetings

Date	12/4/2013	2013	Accounts
Vendor Trust	Amount	Reason	
Various Included in Report	5,262.77	All Accounts Marked T-13	
Payroll W/E 11/15/13	10,308.66		
Payroll W/E 11/29/13	1,553.70		
Total Trust	17,125.13		
Capital			
Bach Associates	1,325.00	2013: 1400(2) Pedestrian/Bike lane Path/Ped & Bike Fac St Light HH2012-3	
Bach Associates	11,000.00	Sewer Emergency/Inflow & Infil Red hh2013-1	
Bach Associates	4,505.00	2013:1390(1) Rec/Field Improvements/HHYA Improvements HH2013-4	
Bach Associates	11,500.00	2013:1400(5) Improve Lake St Pump Station/Lake Street Pump Station HH2013-7	
Bach Associates	3,332.95	2013:1400(3) Improve to Roads/West High Street HH2013-6	
Bach Associates	1,725.00	2010:1333H Devon Ave, Conserv & Rec Zone/Devon Ave. Sanitary Landfill HH2013-8	
Bach Associates	2,158.25	2013:1390(3) Pedestrian/Bike Facilities/Devon Ave. Ped Improv HH2013-11	
Bach Associates	218.25	2011:1369E Remediation Old DPW Site/Former DPW Facility HH2013-10	
Display Sales	1,917.50	2013:1400(8) Streetscape Station Ave./Christmas Décor Street Scape	
Total Capital	37,681.95		
Payroll Trust			
Public Employees Retirement	4,008.37	Retro Payment	
Total Payroll Trust	4,008.37		
Po's Paid Current Account	1,191,237.71		
Payroll W/E 11/15/13	99,651.73		
Payroll W/E 11/29/13	103,174.47		
Total Current	1,394,063.91		
Total Spending 11/12/2013	1,452,879.36		