BOROUGH OF HADDON HEIGHTS

Tuesday, February 2, 2016 at 7:00 p.m.

Governing Body Meeting Agenda

1. "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 transmitted to the official newspapers provided by Resolution adopted January 2, 2016."

2. Roll Call

3. CAUCUS SESSION:

   a) Vacant Property Ordinance – *Solicitor Albert Olizi, Jr.*
   b) Court Shared Services – *Councilwoman Susan Griffith*
   c) Networks Plus, LLC – *Kelly Santosusso, Borough Clerk*

4. Recess of Caucus Session and commencement of Business Session

5. Pledge of Allegiance and moment of silence

6. Public Comment on Caucus and Agenda items only

7. Approval of the Council meeting Minutes of January 19, 2016

8. REPORTS OF COUNCIL MEMBERS:

9. UNFINISHED BUSINESS:

Public Hearing and Final Adoption of Ordinance 2016:1427 – Ordinance of The Borough of Haddon Heights, County of Camden, New Jersey, Re-Appropriating Certain Funded Appropriation Balances Heretofore Provided For Various Capital Projects and Re-Appropriating Such Funded Appropriation Balances For Other Capital Projects

10. NEW BUSINESS:

Resolution 2016:48 – Resolution Authorizing Mayor to Execute an Agreement between the Voorhees Animal Shelter and the Borough of Haddon heights for the Purpose of Providing Animal Shelter Services for a Period of Twelve Months

Resolution 2016:49 – Resolution Authorizing a Tax Overpayment Refund

Resolution 2016:50 – Resolution Authorizing the Hiring of a Rentals Facilities Custodian

Resolution 2016:51 – Resolution Authorizing Month to Month Agreement, (Bid A-41/2013), by and Between the County of Camden (Department of Buildings and Operations) and Office Basics, Inc, for the Purchase of Office Supplies Under the Camden County Cooperative Pricing System, ID #57-CCCPS, on an "As-Needed" Basis

Resolution 2016:52 – Resolution Authorizing the Approval of Bills and Claims for the First Half of February 2016

Resolution 2016:53 – A Resolution Providing for a Meeting Not to Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12. ***1) Matter related to collective bargaining agreement with the International Association of Fire Fighters; Discussion is expected to be one half 1/2 hour in duration. Formal Action May be Taken. 2) Matter related to the Fair Share Affordable Housing litigation which has been filed in Camden County, CAM L2612-15; Discussion is expected to be one half 1/2 hour in duration. Formal Action May be Taken.***

Resolution 2016:54 – Resolution Authorizing Refund of Program Fee

Resolution 2016:55 – Resolution Awarding a Contract with Networks Plus for the Purpose of Providing Computer and Network Maintenance Support to the Borough of Haddon Heights for a Period of Three Years

11. Public Comment

12. Adjournment

Caucus A

ORDINANCE 2016:

AN ORDINANCE AMENDING SECTION 450-149 OF THE CODE OF THE BOROUGH OF HADDON HEIGHTS WITH REGARD TO NOTICE IN CERTAIN CASES

WHEREAS, the Joint Land Use Board of the Borough of Haddon Heights periodically receives applications for certification of prior non-conforming uses, requests for interpretation and appeals from decision of the Zoning Officer; and

WHEREAS, neither the Municipal Land Use Law nor the Borough Code require or provide for public notice in such matters; and

WHEREAS, it is believed by the Governing Body that some measure of public notice in those cases is appropriate in order to maintain transparency in the activities of the Joint Land Use Board and to provide notice of such matters to those who reside closest to the properties affected by these applications.

NOW THEREFORE BE IT ORDAINED, that Section 450-149 of the Code of the Borough of Haddon Heights dealing with Public Notice is hereby amended as follows:

1. Add C (1):
   - (g) Any application for Certification of a prior non-conforming use.
   - (h) Any application for an interpretation pursuant to N.J.S.A. 40:55D-70(b).
   - (i) Any appeal from a decision of the Zoning Officer pursuant to N.J.S.A 40:55D-70(a).
2. Add C (2):
   - (g) Notwithstanding any provisions of the foregoing, with respect to any application for which notice is required under Section 450-149 C (1)(h) or (i) (relating to interpretations or appeals from a decision of the Zoning Officer), the applicant shall be required to provide notice solely to any owners of real property that adjoin the property that is the subject of the application. The Zoning Officer shall determine and advise applicant which properties constitute adjoining properties for purpose of notice required by this subsection.

This Ordnance shall become effective immediately upon public hearing, final adoption and advertisement as required by law.

Date introduced: _____

Date Adopted: _____

_____
JACK MERRYFIELD, MAYOR

Attest:

_____
Kelly Santosusso, Clerk

ORDINANCE NO: 2016-

AN ORDINANCE REPEALING ORDINANCE 2014:1416 and PROVIDING FOR VACANT/ABANDONED PROPERTIES

WHEREAS, the Borough of Haddon Heights ("Borough") contains structures which are vacant in whole or large part; and

WHEREAS, in many cases, the owners or responsible parties of these structures are neglectful of them, are not maintaining or securing them to an adequate standard, or restoring them to productive use; and

WHEREAS, it has been established that vacant and abandoned structures cause severe harm to the health, safety, and general welfare of the community, including diminution of neighboring property values, increased risk of fire and potential increases in criminal activity and public health risks; and

WHEREAS, the Borough incurs disproportionate costs in order to deal with the problems of vacant and abandoned structures, including but not limited to, excessive police calls, fire calls, and property inspections; and

WHEREAS, it is in the public interest for the Borough to establish minimum standards of accountability on the owners or other responsible parties of vacant and abandoned structures in order to protect the health, safety and general welfare of the residents of the Borough.

NOW THEREFORE BE IT ORDAINED THAT Ordinance number 2014:1416 enacted January , 2015 and entitled An Ordinance of the Borough of Haddon Heights, County of Camden and State of New Jersey amending Chapter 348 of the Property Maintenance Code of the Borough of Haddon Heights and adding Article IV, Sections 348-9, et. Seq.", "Maintenance of Vacant Properties" is hereby repealed and is replaced by Ordnance No. 2016-_____.

VACANT PROPERTY REGISTRATION

Section 1

This ordinance governs the maintenance of vacant property in the Borough of Haddon Heights amending registration requirements and amending registration fees for owners of vacant properties.

Section 2 Definitions.

"Owner" shall include the title holder, any agent of the title holder having authority to act with respect to a vacant property, any foreclosing entity subject to the provision of C.46:10B-51 (P.L. 2008, c. 127, Sect. 17) or any other entity determined by the Borough of Haddon Heights to have authority to act with respect to the property.

"Vacant Property" shall mean any building used or to be used which is not legally occupied or at which substantially all lawful construction operations or occupancy has ceased, provided, however, that any property that contains all building systems in working order, is fully compliant with our property maintenance codes and is being actively marketed by its owner for sale or rental, shall not be deemed vacant. Property determined to be "abandoned property" in accordance with the meaning of such term in the Abandoned Properties Rehabilitation Act, N.J.S.A. 55:19-78, et seq. shall also be deemed to be vacant property for the purposes of this ordinance.

Section 3

A. Effective July 1, 2016, the owner of any vacant property as defined herein shall within sixty (60) days after the building becomes vacant property or within thirty (30) days after assuming ownership of the vacant property, whichever is later, file a registration statement for each such vacant property with the Zoning Officer or his designee on forms provided by the Zoning Officer or his designee for such purposes. The registration shall remain valid for one (1) year from July 1 until June 30 of the following year. The owner shall be required to renew the

registration annually as long as the building remains vacant property and shall pay a registration or renewal fee in the amount prescribed in this Chapter for each vacant property registered.

B. Any owner of any building that meets the definition of vacant property prior to July 1, 2016, shall file a registration statement for that property on or before July 30, 2016. The registration statement shall include the information required under this Chapter, as well as any additional information that the Zoning Officer or his designee may reasonable require.

C. The owner shall notify the Zoning Officer or his designee within thirty (30) days of any change in the registration information by filing an Amended registration statement on a form provided by the Zoning Officer or his designee for such purpose.

d. The registration statement shall be deemed prima facie proof of the statements therein contained in any administrative enforcement proceeding or court proceeding instituted by the Borough against the owner or owners of the building.

Section 4 . Registration statement requirements; Property Inspection

After filing a registration statement or a renewal of a registration statement, the Owner of any vacant property shall provide access to the Borough to conduct an exterior and interior inspection of the building to determine compliance with the municipal code, following reasonable notice, during the period covered by the initial registration or any subsequent renewal.

A. The registration statement shall include the name, street address, email address and telephone number of a natural person 21 years of age or older, designated by the owner or owners as the authorized agent for receiving notice of code violations and for receiving process, in any court proceeding or administrative enforcement proceeding, on behalf of such owner or owners in connection with the enforcement of any applicable code. This person must maintain an office in the State of New Jersey or reside within the State of New Jersey. The statement shall also include the name, street address, email address and telephone number of the person responsible for maintaining and securing the property, if different.

B. An owner who is a natural person and who meets the requirements of this ordinance as to location of residence or office may designate him or herself as agent.

C. By designating an authorized agent under the provisions of this section the owner consents to receive any and all notices of code violations concerning the registered vacant property and all process in any court proceeding or administrative enforcement proceeding process on the authorized agent. Any owner who has designated an authorized agent under the provisions of this section shall be deemed to consent to the continuation of the agent's designation for the purposes of this section until the owner notifies the Zoning Officer or his designee of a change of authorized agent or until the owner files a new annual registration statement. The designation of an authorized agent in no way releases the owner from any requirement of this ordinance.

Section 5 Fee Schedule

The registration fee for each building shall be $500.00 per year, $1,000.00 for the second, and $1,500.00 for the third year and each year thereafter.

Section 6 Requirements of Owners of Vacant Property

The owner of any building that has become vacant property, and any person maintaining, operating or collection rent for any such building that has become vacant shall within thirty (30) days:

A. Enclose and secure the building against unauthorized entry as provided in the applicable provisions of the code of the Borough of Haddon Heights.

B. Post a sign affixed to the building indicating the name, address and telephone number of the owner, the owner's authorized agent for the purpose of service of process and the person responsibility for day-to-day supervision and management of the building, if such person is different from the owner holding title or authorized agent. The sign shall be of a size and place in such a location so as to be legible from the nearest public street or sidewalk, whichever is nearer, but shall be no smaller than 18x24.

C. Secure the building from unauthorized entry and maintain the sign until the building is again legally occupied or demolished or until repair or rehabilitation of the building is complete.

D. Post the property with No Trespassing signs or a nature sufficient to give notice to any person entering upon the property that is against the law to enter the property without permission of the owner.

Section 7 Administration

The Zoning Officer or his designee may issue rules and regulations for the administration of the provision of this ordinance.

Section 8 Violations and penalties

A. Any owner who is not in full compliance with this ordinance or who otherwise violates any provision of this ordinance or of the rules and regulations issued hereunder shall be subject to a fine of not less than $500.00 and not more than $1,000.00 for each offense. Fines assessed under this chapter shall be recoverable form the owner and shall be a lien on the property.

B. For purposes of this section, failure to file a registration statement in time, failure to provide correct information on the registration statement, failure to comply with the provisions of this Chapter or such other matters as may be established by the rules and regulations of the Zoning Officer or his designee, shall be deemed to be violations of this ordinance.

Section 9

Nothing in this ordinance is intended nor shall be read to conflict or prevent the Borough from taking action against buildings found to be unfit for human habitation or unsafe structures as provided in applicable provisions of the Code of the Borough of Haddon Heights. Further, any action taken under any such code provision other than the demolition of a structure shall relieve an owner from its obligation under this ordinance.

Section 10

This Ordinance shall take effect July 1, 2016.

Section 11

The provisions of this Ordinance are severable. To the extent any clause, phase, sentence, paragraph or provision of this Ordinance shall continue in full force and effect.

Section 12

Any funds collected as vacant property registration fees in excess of the funds necessary to operate and enforce the provisions of this Chapter shall be set aside in a dedicated fund for the purpose of property rehabilitation within the Borough of Haddon Heights at the discretion of the Governing Body.

BE IT FURTHER ORDAINED that if any section, subsection, paragraph, sentence or other party of this Ordinance is adjudged unconstitutional or invalid, such judgment shall not affect , impair or invalidate the remainder of this Ordinance, but shall be confined in its effect to the section, subsection, paragraph, sentence or other part of this Ordinance directly involved in the controversy in which said judgment shall have been rendered and all other provisions of this Ordinance shall remain in full force and effect.

BE IT FURTHER ORDAINED this Ordinance shall take effect immediately upon final adoption and publication in the manner prescribed by law.

Date introduced: _____

Date Adopted: _____

_____
JACK MERRYFIELD, MAYOR

Attest:

_____
Kelly Santosusso, Clerk

ORDINANCE 2016:1427

ORDINANCE OF THE BOROUGH OF HADDON HEIGHTS, COUNTY OF CAMDEN, NEW JERSEY, RE-APPROPRIATING CERTAIN FUNDED APPROPRIATION BALANCES HERETOFORE PROVIDED FOR VARIOUS CAPITAL PROJECTS AND RE-APPROPRIATING SUCH FUNDED APPROPRIATION BALANCES FOR OTHER CAPITAL PROJECTS

BE IT ORDAINED by the Governing Body of the Borough of Haddon Heights, County of Camden, New Jersey (the "Borough") (not less than two thirds of all of the members thereof affirmatively concurring), pursuant to the provisions of the Local Bond Law, Chapter 169 of the Laws of 1960 of the State of New Jersey, as amended and supplemented ("Local Bond Law"), as follows:

Section 1. The following appropriations remaining as balances in the following Bond Ordinances ("Ordinances") heretofore adopted by the Borough, are each hereby canceled:

Ordinance:	**Amount:**
2015:1425	$5,000.00
TOTAL:	$5,000.00

Section 2. The sum of $5,000, which represents the unfunded aggregate appropriations canceled in Section 1 hereof, is hereby re-appropriated from the Ordinances, as applicable, pursuant to Section 40A:2-39 of the Local Bond Law, for:

a) Computer software in the amount of $5,000.

Section 3. The aggregated period of usefulness of the purposes referred to in Section 2 within the limitations of the Local Bond Law and according to the reasonable life thereof, is not less than five (5) years.

Section 4. The Capital Budget is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency therewith, and the resolution promulgated by the Local Finance Board showing full detail of the amended Capital Budget and Capital Program as approved by the Director of the NJDCA Division of Local Government Services, is on file with the Borough Clerk and available for inspection.

Section 5. The improvements authorized hereby are not current expenses and are general improvements that the Borough may lawfully make. No part of the cost of any such improvements was authorized hereby has been or shall be specially assessed on any property specially benefitted thereby.

Section 6. All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 7. The Borough covenants to maintain the exclusion from gross income under Section 103(a) of the Internal Revenue Code of 1986, as amended, of the interest on the bond proceeds hereby re-appropriated.

Section 8. This ordinance shall take effect twenty (20) days after the first publication thereof after final passage.

Introduced: January 19, 2016

Public Hearing: _____

Final Adoption: _____

_____
Jack Merryfield, Jr., Mayor

ATTEST: _____
Kelly Santosusso, Borough Clerk

RESOLUTION 2016:48

RESOLUTION AUTHORIZING MAYOR TO EXECUTE AN AGREEMENT BETWEEN VOORHEES ANIMAL ORPHANAGE, INC. AND THE BOROUGH OF HADDON HEIGHTS FOR THE PURPOSE OF PROVIDING ANIMAL SHELTER SERVICES FOR A PERIOD OF 12 MONTHS

WHEREAS, the Borough of Haddon Heights has entered into a contract with Voorhees Animal Orphanage, Inc. for the purpose of providing animal shelter services; and

WHEREAS, the Borough has a need to place and/or house surrendered and stray domestic animals obtained within the Borough. Voorhees Animal Orphanage is a no kill shelter and makes every effort to have animals adopted; and

WHEREAS, the monthly fee for above services is $400 per month for 12 months of services; and

WHEREAS, the Chief Financial Officer has certified the above amount will be encumbered from account T-12-56-850-801, *Animal Account.*

WHEREAS, said Ageement shall be retroactive to January 26, 2016 and extend through January 26, 2017; and

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Haddon Heights, County of Camden in the State of New Jersey that the Mayor is authorized to execute a contract between Voorhees Animal Orphanage, Inc., 419 Cooper Road, Voorhees, New Jersey 08043 for the purpose of providing animal shelter services through January 26, 2017.

Date: January 29, 2016

_____
Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, RMC, Clerk of the Borough of Haddon Heights hereby certifies the above Resolution is a true copy of a Resolution adopted at a public meeting of the Governing Body held on February 2, 2016.

_____
Kelly Santosusso, RMC, Borough Clerk

VOORHEES ANIMAL ORPHANAGE

419 Cooper Rd, Voorhees, NJ 08043
Phone: 856 627-9111 Fax: 856 627-6656
www.vaonj.org

SHELTER SERVICES AGREEMENT

This agreement is made on 1/26/16, by and between Voorhees Animal Orphanage, Inc. ("VAO"), with its principal place of business located at 419 Cooper Road, Voorhees, New Jersey, 08043, and Haddon Heights Borough ("Municipality"), a body politic and corporate, with its principal place of business located at 625 Station Ave, Haddon Heights.

WITNESSETH:

WHEREAS, the Municipality requires the provisions of animal shelter services; and

WHEREAS, VAO is able to competently provide to the Municipality the required shelter services.

NOW THEREFORE, in consideration of the mutual covenants herein contained and intending to be legally bound, the parties hereby agree as follows:

1. **TERM.** The term of this agreement shall be for 12 months, commencing on 1/26/16 and running through 1/26/17.
2. **SCOPE.** VAO shall provide the following services in accordance with applicable federal, state and local laws, statutes, rules and regulations:
   A. House, shelter, feed, and care for all felines and canines found or otherwise acquired by or in the Municipality, with the exception of any injured or sick felines or canines obtained within the Municipality that have been diagnosed with or are suspected of having a communicable disease, which are determined by the VAO to endanger the health of the other animals at the shelter. In addition, any felines or canines adopted from another shelter, including but not limited to Animal Adoption Center, Camden County Animal Shelter, and Animal Welfare Association, must be returned to original shelter, unless a surrender to VAO is approved by the VAO Operations Director.
   B. Treat as medically necessary, or euthanize on the recommendation of a veterinarian all animals found or otherwise acquired by or in the Municipality, which are impounded at the shelter. With the exception of those found seriously ill or injured by the Animal Control Officer, in which case appropriate emergency treatment must be provided by a veterinarian at the sole cost and expense of the Municipality, before said animal is surrendered to the shelter. If, within 24 hours of being received into the shelter, it is determined an animal

should have received emergency veterinary care before being brought to the shelter, the township will be responsible for reimbursing VAO the costs of the emergency treatment that VAO incurs for said animal within thirty (30) days of invoice.

C. Euthanize animals when necessary, pursuant to VAO policy, found or otherwise acquired by or in the Municipality, which are impounded at the shelter.

D. Sterilize and release any feral animals which pose no threat to the health of the public.

3. MUNICIPALITY RESPONSIBILITIES.

A. The Municipality shall compensate VAO: $4,800.00 per 12 months for basic shelter services for 35 animals per calendar year, payable on a monthly basis at $400 per month, due within 30 days of the invoice date. An additional charge of $150 per animal will be assessed for any animal placed with VAO above the allotted 35 animals per calendar year.

B. The Municipality shall be responsible for the reimbursement of all costs for emergency medical attention that is required for an impounded animal that is delivered to the shelter by the Municipality's Animal Control Officer, when that animal should have received emergency medical attention pursuant to NJ.A.C. 8:23A-1.12 prior to delivery to the shelter.

C. The Municipality shall give notice to VAO of any planned action which may result in the Municipality's Animal Control Officer's placement of 7 or more animals from a single household, colony, trapping action or other planned action. 48 hours' notice must be given for any such placement by the Municipality's Animal Control Officer, unless the placement will occur on a holiday in which case 72 hours' notice must be given. Notice shall include the approximate number and type of animals, the municipality of origin, and the anticipated condition of these animals. Notice may be given via phone or in person by the Municipality's Animal Control Officer, to the VAO Operations Director, Kennel Manager, or Board President, but not via email or phone message, or to anyone else.

D. For any animals placed at VAO which must be held pending a resolution by the Courts or by another determination out of the control of VAO, the Municipality shall be billed at a rate of $25 per day per animal.

E. Unless previously approved by the VAO Operations Director, Kennel Manager, or Board President, no more than 40 animals per one Monday through Sunday week (7 day) period may be brought to VAO from one Municipality.

F. Payment for invoices shall be made by the Municipality within thirty (30) days after receipt of invoice for service. Payments made thereafter shall be subject to a late payment charge

on the unpaid balance remaining at a rate of ten percent (10%) per annum. Should the Municipality fail to pay any invoice, and such failure is not cured within sixty (60) days, VAO shall be permitted to suspend service without any further written notice of same. At VAO's discretion, VAO may pursue any available remedy at law or in equity in addition to collecting the late payment charge and/or any outstanding principal amount due from the Municipality under the provisions of this Agreement for its Term. This provision shall survive the termination of this Agreement, subject to the limitations and provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-2, all rules, regulations made pursuant to same, and all other applicable law.

G. The Municipality and VAO, respectively, shall defend, indemnify and hold harmless the other party, its officers, agents and employees, from any and all claims, suits, actions, damages or costs, of any nature whatsoever, whether for personal injury, property damage or other liability, arising out of or in any way connected with the Municipality's or VAO's, its officers', agents', and employees' intentional or negligent acts or omissions in connection with this agreement.

4. **OTHER CHARGES.** VAO retains the right to impose fees on the Municipality's residents for, among other things, the reclamation, adoption and/or surrender of an animal pursuant to this list of charges attached hereto and made a part hereof. VAO reserves its right to amend its charges consistent with the proper fiscal management of the shelter.
5. **WHO IS BOUND.** Each person who signs this Agreement is bound by this Agreement. Anyone who succeeds to any party's rights and responsibilities, such as heirs or the executor of a Part's estate, is also bound.
6. **AUTHORIZATION.** The parties hereby represent and warrant that they each have the requisite power and authority to make and perform the obligations under this Agreement, and that the execution of this Agreement has been duly authorized by all requisite corporate action, if necessary.
7. **CAPTIONS.** The captions in this Agreement are inserted only as a matter of convenience and for ease of reference and in no way define, limit, enlarge or describe the scope or intent of this Agreement, nor shall they in any way affect this Agreement or the construction of any provision.
8. **ENTIRE AGREEMENT.** This Agreement sets forth all promises, agreements, conditions and understandings either oral or written among them or other than as are herein set forth. No subsequent alteration, amendment, change or addition to this Agreement shall be binding on any party unless made in writing, approved in writing by the board of directors and signed by all parties.

9. **COUNTERPARTS AND FACSIMILE.** This Agreement may execute in one or more counterparts, including by facsimile, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year first written above.

Municipal Representative:

_____

Printed Name

_____

Signature

_____ _____

Title Date

VAO Representative:

_____

Printed Name: Dave Semless (VAO Board President)

_____

Signature: Dave Semless

RESOLUTION 2016:49

RESOLUTION AUTHORIZING A REFUND OF A TAX OVERPAYMENT

WHEREAS, on January 27, 2016, the Tax Office received a tax overpayment; and

WHEREAS, said overpayment requires a refund to Wells Fargo Real Estate Tax Service, LLC;

PROPERTY

1915 Prospect Ridge Blvd.
Block 141, Lot 21

OVERPAYMENT

$2,125.12

REFUND OF $2,125.12 TO:

Wells Fargo Real Estate Tax Service, LLC
ATTEN: Financial Support Unit
MAC X2301-02C
One Home Campus
Des Moines, IA 50328-0001

NOW, THEREFORE BE IT RESOLVED, by Mayor and Council of the Borough of Haddon Heights, County of Camden in the State of New Jersey that a tax refund is hereby authorized in the amount of $2,125.12.

Date: February 2, 2016

_____
Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

Tax Account Maintenance

Add | Edit | Close | Delete | << | >> | Detail | Notes | Letter

Block: 141 ...

Notes Exist

Lot: 21

Qualifier:

Tax Bill | Restricted Edit

Owner: HAMMILL, DAVID & MACHOTKA, ELSANN ... Prop Loc: 1915 PROSPECT RIDGE BLVD ...

General | Assessed Values | Additional | Billing | Deductions | Balance | All Charges | Add/Omit

Year	Qtr	Type	Billed	Principal Balance	Interest	Total Balance
2016	2		2,125.11	2,125.11	.00	2,125.11
2016	1		2,125.12	-2,125.12	.00	-2,125.12
2016		Total	4,250.23	-.01	.00	-.01
2015	4		2,160.25	.00	.00	.00
2015	3		2,160.25	.00	.00	.00
2015	2		2,089.97 *	.00	.00	.00
[illegible]	[illegible]		[illegible] *	[illegible]	[illegible]	[illegible]

Other Delinquent Balances: .00 Interest Date: 01/27/16 Interest Date | Interest Detail

Other APR2 Threshold Amt: .00 Per Diem: .0000 Last Payment Date: 01/27/16

TOTAL TAX BALANCE DUE

Principal: -2,125.12 Penalty: .00

Misc. Charges: .00 Interest: .00 Total: -2,125.12

* Indicates Adjusted Billing in a Tax Quarter

RESOLUTION 2016:50

RESOLUTION AUTHORIZING THE HIRING OF A RENTALS CUSTODIAN

WHEREAS, the Borough is in need of hiring a Custodian to maintain the Borough's Rental Facilities; the Community Center and Cabin; and

WHEREAS, the Borough Clerk advertised the position in the official newspaper and on the Borough's website; and

WHEREAS, upon approval of the Director, the Borough Clerk and Superintendent interviewed four (4) candidates and have chosen the most qualified individual for the position;

NOW, THEREFORE BE IT RESOLVED that the Governing Body of the Borough of Haddon Heights, County of Camden, hereby authorizes the hiring of Sharon Koehn for the part-time position of Rentals Facilities Custodian at an hourly rate of $15.00 per hour; position affords no additional benefits.

Date: February 2, 2016

_____
Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2016:51

RESOLUTION AUTHORIZING MONTH-TO-MONTH AGREEMENT, (BID A-41/2013), BY AND BETWEEN THE COUNTY OF CAMDEN (DEPARMENT OF BUILDINGS AND OPERATIONS) AND OFFICE BASICS, INC., FOR THE PURPOSE OF OFFICE SUPPLIES UNDER THE CAMDEN COUNTY COOPERATIVE PRICING SYSTEM, ID #57-CCCPS, ON AN "AS-NEEDED" BASIS

WHEREAS, Resolution No. 1 adopted January 16, 2014 and pursuant to Bid A-41/2013, as amended by Resolution N. 5 adopted February 20, 2014 to include the award of Toner, the Camden County Board of Chosen Freeholders authorized and approved of contract to Office Basics, Inc., 22 Creek Road Boothwyn, PA 19061, for Bid A-41/2013, Purchase of Office Supplies for various Camden County Departments and Participating Member's under the Camden County Cooperative Pricing System, ID #57-CCCPs, for the term ending January 31, 2016; and

WHEREAS, there is an need to authorize a month-to-month agreement on an "as needed" basis as the County is in the process of re-procuring there services; and

WHEREAS, pending the award of the new contract, all parties have agreed to extend the original contract, as amended, on a month-to-month as-needed basis under the same rates, terms and conditions in accordance with Bid A-41/2013 and N.J.S.A. 40A:11-15; and

WHEREAS, funding for this purpose is contingent upon passage of the County's 2016 Temporary and /or Permanent Budgets;

NOW, THEREFORE BE IT RESOLVED by the Board of Chosen Freeholders of the County of Camden that, contingent upon the funding as described herein, and pursuant to Bid A-41/2013, the original contract, as amended, is hereby extended on a month-to-month as-needed basis commencing on or about February 1, 2016 under the sane rate, terms and conditions, pending the re-procurement and award of the said services; and

BE IT FURTHER RESOLVED that proper officers of the County of Camden are hereby authorized and instructed to sign and execute all necessary contracts, purchase orders, or other legal instruments on connection therewith and to sign checks or vouchers for the payment thereof, when such materials and services have been delivered and accepted by the County of Camden; and

BE IT FURTHER RESOLVED that each participating municipality in the Cooperative is hereby authorized to enter into a contract directly with Office Basics, Inc., on a month-to-month as-needed basis, pursuant to the terms and conditions of Bid A-41/2013, after award by its governing body in accordance with applicable law.

Date: February 2, 2016

_____

Mayor Jack D. Merryfield

ATTEST: _____

Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, RMC, Clerk of the Borough of Haddon Heights do hereby certify that the above Resolution was adopted at a public meeting of the Governing Body held on February 2, 2016.

_____

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION

2016:57

RESOLUTION AUTHORIZING MONTH-TO-MONTH AGREEMENT, (BID A-41/2013), BY AND BETWEEN THE COUNTY OF CAMDEN (DEPARTMENT OF BUILDINGS AND OPERATIONS) AND OFFICE BASICS, INC., FOR THE PURCHASE OF OFFICE SUPPLIES UNDER THE CAMDEN COUNTY COOPERATIVE PRICING SYSTEM, ID #57-CCCPS, ON AN "AS-NEEDED" BASIS

WHEREAS, Resolution No. 1 adopted January 16, 2014 and pursuant to Bid A-41/2013, as amended by Resolution No. 5 adopted February 20, 2014 to include the award of Toner, the Camden County Board of Chosen Freeholders authorized and approved the award of contract to Office Basics, Inc., 22 Creek Circle, Boothwyn, PA 19061, for Bd A-41/2013, Purchase of Office Supplies for various Camden County Departments and Participating Members under the Camden County Cooperative Pricing System, ID #57-CCCPS, for the term ending January 31, 2016; and

WHEREAS, there is a need to authorize a month-to-month agreement on an "as-needed" basis as the County is in the process of re-procuring these services; and

WHEREAS, pending the award of a new contract, all parties have agreed to extend the original contract, as amended, on a month-to-month as-needed basis under the same rates, terms and conditions in accordance with Bid A-41/2013 and N.J.S.A. 40A:11-15; and

WHEREAS, funding for this purpose is contingent upon passage of the County's 2016 Temporary and/or Permanent Budgets; now, therefore,

BE IT RESOLVED by the Board of Chosen Freeholders of the County of Camden that, contingent upon the funding as described herein, and pursuant to Bid A-41/2013, the original contract, as amended, is hereby extended on a month-to-month as-needed basis commencing on or about February 1, 2016 under the same rates, terms and conditions, pending the re-procurement and award of said services; and

Introduced on: January 21, 2016
Adopted on:
Official Resolution#:

RESOLUTION

BE IT FURTHER RESOLVED that the proper officers of the County of Camden are hereby authorized and instructed to sign and execute all necessary contracts, purchase orders, or other legal instruments in connection therewith and to sign checks or vouchers for the payment thereof, when such materials and services have been delivered and accepted by the County of Camden; and

BE IT FURTHER RESOLVED that each participating municipality in the Cooperative is hereby authorized to enter into a contract directly with Office Basics, Inc., on a month-to-month as-needed basis, pursuant to the terms and conditions of Bid A-41/2013, after award by its governing body in accordance with applicable law.

LJP:amf

BO-7207

Z:\Files-Bids\2016 Mtgs\Jan.\Resol. Auth. Mo-to-Mo
For Bid A-41/2013 – Office Basics, Inc.
Auth. 1-21-16

Introduced on: January 21, 2016
Adopted on:
Official Resolution#:

RESOLUTION 2016:52

RESOLUTION AUTHORIZING PAYMENT OF BILLS & CLAIMS FOR FIRST HALF OF FEBRUARY

Trust Account	$ 51,615.34
Capital Account	$ 721.92
Payroll Account (WE 1/21/16)	$ 109,634.65
School Tax	$ 1,060,696.00
Animal Account	$ 0.00
Current Fund	$ 316,962.82
Total Amount of Bills & Claims	$ 1,539,630.73

Date: February 2, 2016

_____
Mayor Jack D. Merryfield, Jr.

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

Expenditures for Council Meetings

Date	2/2/2016	2015/2016 Accounts
Vendor	Amount	Reason
Trust		
Various Included in Report	48,470.83	All Accounts Marked T-13 T15
Payroll W/E 1/21/2016	3,144.51	
Total Trust	51,615.34	
Capital		
Dup-Saferty Ladder Corp.	721.92	1 Alum, 2 Section Ext Ladder
Total Capital	721.92	
Animal		
NJ Dept of Health & Human Services	0.00	Animal License Report December 2015
Total Animal	0.00	
Po's Paid Current Account Borough	316,962.82	
School Tax	1,060,696.00	
County Taxes 1st Q	0.00	
Payroll W/E 1/21/2016	109,634.65	
Total Current	1,487,293.47	
Total Spending 1/2/2016	1,539,630.73	

January 29, 2016
12:48 PM

HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

P.O. Type: All
Range: First to Last
Format: Detail without Line Item Notes
Include Non-Budgeted: Y
First Enc Date Range: First to 12/31/16
Open: N Paid: N Void: N
Rcvd: N Held: N Aprv: Y
Bid: Y State: Y Other: Y Exempt: Y

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
ALLL ALL-STATE LEAGAL SUPPLY					
16-00088 01/15/16					
1 LEGAL RESOLUTION PAPER	85.60	6-01-20-100-311	B Office Supplies	A	01/15
Vendor Total:	85.60				
ALLS ALL SEASONS RENTAL & REPAIR					
16-00093 01/15/16					
1 CHAIN SAW PARTS & SHARPENING	613.50	6-01-26-310-254	B Build/Grounds - Maint/Repair	A	01/15
Vendor Total:	613.50				
AMERA AMERICAN ASPHALT CO INC					
16-00124 01/21/16					
1 EZ STREET COLD ASPHALT	287.55	6-01-26-290-258	B Public Works - Street Maint/Repairs	A	01/21
16-00140 01/25/16					
1 EZ STREET COLD ASPHALT	136.35	6-01-26-290-258	B Public Works - Street Maint/Repairs	A	01/25
Vendor Total:	423.90				
BACHA BACH ASSOC PC					
16-00126 01/21/16					
1 HH AFFORD HSG REVIEW ECONSUIT	110.00	5-01-20-165-205	B Engineering - Professional Services	A	01/21
Vendor Total:	110.00				
BELLE BOROUGH OF BELLMAWR					
16-00038 01/06/16					
1 REPAIR FOOT BRAKE VALVE HHFD	120.00	5-01-26-315-207	B Vehicle Maint - Fire	A	01/06
Vendor Total:	120.00				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
BERGM MIMI BERGEN					
16-00154 01/27/16					
1 REFUND TUITION BRIDGE CLASS	50.00	6-01-55-004-001	B Refund Of CY Revenue	A	01/27
Vendor Total:	50.00				
BLUE1 HORIZON BLUE CROSS SHIELD					
16-00139 01/25/16					
1 DENTAL NON POLICE FEBRUARY 16	1,859.82	6-01-23-220-245	B Blue Cross Dental	A	01/25
Vendor Total:	1,859.82				
BLUE2 HORIZON BLUE CROSS BLUE SHIELD					
16-00135 01/22/16					
1 DENTAL POLICE FEB 2016	2,649.50	6-01-23-220-245	B Blue Cross Dental	A	01/22
Vendor Total:	2,649.50				
BURNB BURNS BUICK GMC					
16-00085 01/14/16					
1 STEERING RACK FOR HHPD 18-10	331.45	6-01-26-315-205	B Vehicle Maint - Police	A	01/14
16-00108 01/20/16					
1 STEER RACK & TIE RODS PD 18-7	401.33	6-01-26-315-205	B Vehicle Maint - Police	A	01/20
16-00147 01/27/16					
1 WIPER MOTOR TRUCK #5 DPW	138.33	6-01-26-315-202	B Vehicle Maint - Public Works	A	01/27
2 MOTOR MOUNTS HHPD 18-10	205.50	6-01-26-315-205	B Vehicle Maint - Police	A	01/27
3 WIPER ARE & BLADE HHPD 18-1	47.10	6-01-26-315-205	B Vehicle Maint - Police	A	01/27
	390.93				
Vendor Total:	1,123.71				
CAVAD DOLORES(DEE) CAVALIERE					
16-00149 01/27/16					
1 INBSTRUCTOR PILATES & ABS	210.00	6-01-28-370-265	B Parks & Rec - Contracted Staff	A	01/27
Vendor Total:	210.00				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
CCDET CAMDEN CO DETECTIVES ASSOC					
16-00069 01/11/16					
1 MEMBERSHIP FOR 2016	75.00	6-01-25-240-221	B Police - Detective Expense	A	01/11
Vendor Total:	75.00				
CCMUA REGIONAL SEWER SERVICE					
16-00118 01/20/16					
1 608 W. ATLANTIC REAR 1ST Q 16	88.00	6-01-26-310-287	B Build/Grounds - CCMUA	A	01/20
2 514 W. ATLANTIC AVE 1ST Q 16	88.00	6-01-26-310-287	B Build/Grounds - CCMUA	A	01/20
3 321 SEVENTH AVE 1ST Q 16	88.00	6-01-26-310-287	B Build/Grounds - CCMUA	A	01/20
4 W ATLANTIC & HIGH ST 1ST Q 16	88.00	6-01-26-310-287	B Build/Grounds - CCMUA	A	01/20
5 625 STATION AVE 1ST Q 16	88.00	6-01-26-310-287	B Build/Grounds - CCMUA	A	01/20
	440.00				
Vendor Total:	440.00				
COMC COMCAST					
16-00086 01/15/16					
1 HI SPEED INTERNET HHFD JAN 16	124.40	6-01-31-440-216	B Regular Telephones	A	01/15
16-00101 01/19/16					
1 HI SPEED INTER MUNI BLDG JAN	140.90	6-01-31-440-216	B Regular Telephones	A	01/19
Vendor Total:	265.30				
CONTR CONTRACTOR SERVICE					
16-00066 01/11/16					
1 MANHOLE HOOKS & MANH LIFT	1,061.08	6-01-26-290-254	B Public Works - Sewer Maint/Repairs	A	01/11
2 GLOVES VEST & CHAIN SAW	522.18	6-01-26-310-254	B Build/Grounds - Maint/Repair	A	01/11
	1,583.26				
Vendor Total:	1,583.26				
COUNC COUNTY CONSERVATION CO					
16-00123 01/21/16					
1 YARD TRIMMING DISP W/E 1/15/16	648.00	6-01-32-465-218	B Solid Waste - Brush Pickup	A	01/21

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
COUNC COUNTY CONSERVATION CO	Continued				
16-00161 01/27/16					
1 YARD TRIMMING DISP W/E 1/22/16	387.00	6-01-32-465-218	B Solid Waste - Brush Pickup	A	01/27
Vendor Total:	1,035.00				
DRAEG DRAGER SAFETY DIAGNOSTICES INC					
15-01785 11/24/15					
1 SIM & PROBE CALIB/CERT	169.00	G-02-41-745-301	B DDEF Police Grant	A	11/24
2 SIMULATOR SOLUTION	152.50	G-02-41-745-301	B DDEF Police Grant	A	11/24
	321.50				
Vendor Total:	321.50				
DUOSA DUP-SAFETY LADDER CORP					
16-00011 01/04/16					
1 ALUM 2 SECTION EXT LADDER	721.92	C-04-55-811-802	B Fire Truck	A	01/04
Vendor Total:	721.92				
ENGIH ENGINEERED HYDRAULICS INC					
15-01896 12/22/15					
1 PARTS FOR HHFD VECHICLE	111.51	5-01-26-315-207	B Vehicle Maint - Fire	A	12/22
Vendor Total:	111.51				
FERNK KATIA FERNANDEZ					
16-00142 01/27/16					
1 INSTRUCTOR ZUMBA WINTER 2016	600.00	6-01-28-370-265	B Parks & Rec - Contracted Staff	A	01/27
Vendor Total:	600.00				
FORDC FORD CREDIT					
16-00121 01/21/16					
1 2014 CHEVY CAPRICE	18,943.73	6-01-25-240-275	B Police - Vehicle Lease / Purchase	A	01/21
Vendor Total:	18,943.73				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
GARSH GARDEN STATE HWY PRODUCTS, INC					
15-01391 09/18/15 Pedestrian Sign					
1 Pedestrian Sign	396.00	5-01-25-240-233	B Police - Minor Equipment / Supplies	A	09/18
Vendor Total:	396.00				
GENCS GENERAL CHEMICAL AND SUPPLY					
16-00081 01/13/16					
1 TOWELS CLEANER MOPS LINERS	883.09	6-01-26-310-254	B Build/Grounds - Maint/Repair	A	01/13
Vendor Total:	883.09				
GSJIF GARDEN STATE MUNICIPAL JOINT					
16-00099 01/19/16					
1 JIF/MEL INS 1ST INSTALL 2016	55,379.22	6-01-23-210-278	B JIFF/MEL Insurance	A	01/19
2 JIF/MEL WORK COMP 1ST INST 16	77,520.28	6-01-23-215-274	B Workmen's Compensation	A	01/19
	132,899.50				
Vendor Total:	132,899.50				
HHBE HADDON HEIGHTS BD OF ED					
16-00156 01/27/16					
1 BORO CONTRIBUTION FEB 2016	1,060,696.00	6-01-55-001-001	B Local School Taxes Payable	A	01/27
Vendor Total:	1,060,696.00				
HHLIB HADDON HEIGHTS LIBRARY					
16-00155 01/27/16					
1 BORO CONTRIBUTION FEB 2016	22,636.75	6-01-29-390-288	B Maint Free Public Library	A	01/27
Vendor Total:	22,636.75				
JOHNK KAILAH JOHNSON					
16-00097 01/19/16					
1 2015 HH MUNI ALLI GRAD AWARD	500.00	T-13-56-860-812	B Reserve Municipal Alliance (510)	A	01/19
Vendor Total:	500.00				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
KINKD DANIEL KINKLER					
15-01141 07/30/15					
1 COLLEGE TUITION REIMBURSEMENT	1,502.62	5-01-25-240-229	B Police - College Reimbursement	A	07/30
Vendor Total:	1,502.62				
KONDB BLAKE J. KONDRAS					
16-00150 01/27/16					
1 INSTRUCTOR LOW IMPACT WINT 16	117.00	6-01-28-370-265	B Parks & Rec - Contracted Staff	A	01/27
Vendor Total:	117.00				
KONMI KONICA MINOLTA BUSINESS					
16-00098 01/19/16					
1 MAINT & COPIES SOF DEC 2015	79.74	5-01-20-100-516	B Service Contracts	A	01/19
16-00141 01/25/16					
1 MAINT & COPY MUNI BLDG JAN 16	213.03	6-01-20-100-516	B Service Contracts	A	01/25
Vendor Total:	292.77				
KONPF KONICA MINOLTA PRIMIER FINANCE					
16-00166 01/28/16					
1 LEASE HHPD & SOF JAN 2016	116.59	6-01-20-100-516	B Service Contracts	A	01/28
16-00167 01/28/16					
1 MUNI BLDG LEASE FEB 2016	256.49	6-01-20-100-516	B Service Contracts	A	01/28
Vendor Total:	373.08				
LEONP PATRICE LEONETTI					
16-00152 01/27/16					
1 INSTRUCTOR VEGAN COOK WINT 16	258.00	6-01-28-370-265	B Parks & Rec - Contracted Staff	A	01/27
Vendor Total:	258.00				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
LEXAC LEXA CONCRETE, LLC					
16-00089 01/15/16					
1 HANDICAP RAMP PROG	41,238.00	T-13-56-860-815	B Reserve Comm Dev Blk Grant (512)	A	01/15
Vendor Total:	41,238.00				
LIGHB BRETT LIGHTNER					
15-01143 07/30/15					
1 COLLEGE TUITION REIMBURSEMENT	1,502.62	5-01-25-240-229	B Police - College Reimbursement	A	07/30
Vendor Total:	1,502.62				
MANDS SCOTT A. MANDEL					
16-00148 01/27/16					
1 INSTRUCTOR WED YOGA & GENTLE	240.00	6-01-28-370-265	B Parks & Rec - Contracted Staff	A	01/27
Vendor Total:	240.00				
MATTA MATTHEY AUTO/TRUCK					
16-00134 01/22/16					
1 TRANSMISSION FOR 18-7 HHPD	1,815.40	6-01-26-315-205	B Vehicle Maint - Police	A	01/22
Vendor Total:	1,815.40				
MATTW MATTLEMAN, WERNROTH & MILLER					
16-00079 01/13/16					
1 SOLICITOR EXPENSE 4TH Q 2015	2,600.00	5-01-20-155-205	B Legal Contractual - Solicitor Expense	A	01/13
2 LEGAL EXPENSE 4TH Q 2015	4,099.07	5-01-20-155-381	B Legal - Other Legal Expenses	A	01/13
	6,699.07				
Vendor Total:	6,699.07				
MFBEQ MFB EQUIPMENT SALES LLC					
16-00073 01/12/16					
1 AUTOMOTIVE COMPUTER ANALY REP	1,210.00	6-01-26-315-202	B Vehicle Maint - Public Works	A	01/12

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
MFBEQ MFB EQUIPMENT SALES LLC	Continued				
16-00073 01/12/16		Continued			
2 AUTOMOTIVE COMPUTER ANALY REP	1,210.00	6-01-26-315-205	B Vehicle Maint - Police	A	01/12
	2,420.00				
Vendor Total:	2,420.00				
MGLP MGL PRINTING SOLUTIONS					
16-00132 01/22/16					
1 PD 5 FORMS: LASER/MANUAL	29.00	6-01-20-145-238	B Tax Collector-Operation Mat'l & Supplies	A	01/22
2 REAL PROPERTY TAX DEDUCT	42.00	6-01-20-145-238	B Tax Collector-Operation Mat'l & Supplies	A	01/22
	71.00				
Vendor Total:	71.00				
NAPAA NAPA AUTO & TRUCK PARTS					
16-00047 01/08/16					
1 AIR SWITCH FOR E-213	79.10	6-01-26-315-207	B Vehicle Maint - Fire	A	01/08
Vendor Total:	79.10				
NATIF NATIONAL FIRE PROTECTION ASSOC					
16-00065 01/11/16					
1 MEMBERSHIP RENEWALL	175.00	6-01-25-265-223	B Fire - Dues	A	01/11
Vendor Total:	175.00				
NETS NETWORKS PLUS, LLC					
16-00163 01/28/16					
1 SPLASH TOP REMOTE SERVICE	10.00	6-01-20-100-515	B Computer Maintanence	A	01/28
2 ADDED SWIFT911 INFO TO WEB SIT	60.00	6-01-20-100-515	B Computer Maintanence	A	01/28
	70.00				
Vendor Total:	70.00				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
NJLW NJ DEPT OF LABOR & WORKFORCE					
16-00131 01/22/16					
1 UNEMPLOYMENT 4TH Q 2015	5,707.83	T-13-56-860-811	B Reserve Unemployment Comp (509)	A	01/22
Vendor Total:	5,707.83				
NJRBF SOUTHERN NJ REGIONAL BENFITS					
16-00104 01/19/16					
1 ACTIVE EMPLOYEES JAN 2016	32,833.00	6-01-23-220-242	B Active Employee State Health Insurance	A	01/19
2 RETIREES JAN 2016	46,524.00	6-01-23-220-234	B Retirees Health Insurance	A	01/19
	79,357.00				
Vendor Total:	79,357.00				
OFFIB OFFICE BASICS, INC.					
16-00102 01/19/16					
1 ENVELOPES CARTRIDS BATTERYS	223.46	6-01-20-100-311	B Office Supplies	A	01/19
16-00127 01/21/16					
1 ENERGIZER MAX AA 24 PACK	21.95	6-01-20-100-311	B Office Supplies	A	01/21
16-00130 01/22/16					
1 FILM FAX REFILL, PC401	32.95	6-01-20-100-311	B Office Supplies	A	01/22
Vendor Total:	278.36				
PEDRO PEDRONI					
16-00125 01/21/16					
1 NO LEAD GAS	1,179.40	6-01-31-460-275	B Unleaded Gas	A	01/21
16-00165 01/28/16					
1 DIESEL FUEL	629.43	6-01-31-460-276	B Diesel Fuel	A	01/28
Vendor Total:	1,808.83				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
POLLC POLLUTION CONTROL FIN AUTH					
16-00109 01/20/16					
1 RECYCLE TV'S	188.16	G-02-41-771-301	B RECYCLING TONNAGE GRANT	A	01/20
Vendor Total:	188.16				
PSEGR PSE&G					
16-00091 01/15/16					
1 STREET LIGHTING DEC 2015	6,711.76	5-01-31-435-288	B Street Lighting	A	01/15
2 OTHER LIGHTI LIGHTING DEC 2015	4,474.83	5-01-31-430-288	B Electric & Gas	A	01/15
	11,186.59				
Vendor Total:	11,186.59				
PWA PUBLIC WORS ASSOC					
16-00049 01/08/16					
1 2016 MEMBERS DUES ELLIS & SPAD	60.00	6-01-26-290-223	B Public Works - Dues	A	01/08
Vendor Total:	60.00				
RALPS V E RALPH & SON INC					
16-00096 01/19/16					
1 24-BT1 BATTERY FORERUNNER/D-FI	180.00	6-01-25-240-233	B Police - Minor Equipment / Supplies	A	01/19
Vendor Total:	180.00				
RETRO THE RETROSPECT					
16-00106 01/19/16					
1 ENVIRON COMMISS MEETING DATES	19.79	6-01-20-120-217	B Clerk - Legal Advertising	A	01/19
2 DISPLAY RENTAL FACILITIES	79.60	6-01-20-120-217	B Clerk - Legal Advertising	A	01/19
	99.39				
16-00138 01/25/16					
1 INTRO ORDINANCE & PROOF	67.22	6-01-20-120-217	B Clerk - Legal Advertising	A	01/25

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
RETRO THE RETROSPECT	Continued				
16-00138 01/25/16		Continued			
2 MUNICIPAL ALLIANCE & PROOF	13.67	6-01-20-120-217	B Clerk - Legal Advertising	A	01/25
	80.89				
Vendor Total:	180.28				
RISKM RISK MANAGERS, INC.					
16-00064 01/11/16					
1 VOL ACCIDENT & SICK POLICY	2,971.00	6-01-25-265-228	B Fire - Accident Policy	A	01/11
Vendor Total:	2,971.00				
ROEDA ROEDA SIGNS, INC.					
15-01431 09/28/15					
1 HHPD INSIGNA SIGN	515.00	5-01-25-240-233	B Police - Minor Equipment / Supplies	A	09/28
Vendor Total:	515.00				
RYAND DONALD S RYAN ESQUIRE					
16-00090 01/15/16					
1 PLAM BD MEETINGS 4TH QTR 2015	750.00	5-01-21-180-205	B Planning Bd - Professional Service	A	01/15
2 RESOLUTIONS 4TH QTR 2015	1,025.00	T-13-56-860-802	B Reserve Planning Board Escrow (500)	A	01/15
	1,775.00				
Vendor Total:	1,775.00				
SCARM MICHAEL SCARDINO					
15-01139 07/30/15					
1 COLLEGE TUITION REIMBURSEMENT	1,502.62	5-01-25-240-229	B Police - College Reimbursement	A	07/30
Vendor Total:	1,502.62				
SCHNT THOMAS SCHNEIDER					
15-01142 07/30/15					
1 COLLEGE TUITION REIMBURSEMENT	1,502.62	5-01-25-240-229	B Police - College Reimbursement	A	07/30
Vendor Total:	1,502.62				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
SCHRJ JACQUELINE SCHROEDER					
16-00151 01/27/16					
1 INSTRUCTOR TODDLER TIME WIN 16	225.00	6-01-28-370-265	B Parks & Rec - Contracted Staff	A	01/27
Vendor Total:	225.00				
SIEGM MORRIS L. SIEGEL					
16-00153 01/27/16					
1 INSTRUCTOR TAI CHI WINTER 2016	115.00	6-01-28-370-265	B Parks & Rec - Contracted Staff	A	01/27
Vendor Total:	115.00				
STAHJ JUSTINE L. STAHL					
16-00143 01/27/16					
1 INSTRUCTOR SAT AM YOGA WINT 16	120.00	6-01-28-370-265	B Parks & Rec - Contracted Staff	A	01/27
Vendor Total:	120.00				
TIREC TIRE CORRAL					
16-00107 01/20/16					
1 TIRES & ALIGN FOR HHPD 18-10	666.40	6-01-26-315-205	B Vehicle Maint - Police	A	01/20
16-00133 01/22/16					
1 NEW TIRE & ALIGNMENT PD 18-2	71.76	6-01-26-315-205	B Vehicle Maint - Police	A	01/22
16-00144 01/27/16					
1 TIRES & ALIGNMENT HHPD 18-7	341.40	6-01-26-315-205	B Vehicle Maint - Police	A	01/27
2 TIRES & HHPD 18-9	238.54	6-01-26-315-205	B Vehicle Maint - Police	A	01/27
	579.94				
Vendor Total:	1,318.10				
TRAFO NJ POLICE TRAF OFFICERS ASSOC					
16-00070 01/11/16					
1 ANNUAL MEMBERSHIP FEES 2016	50.00	6-01-25-240-223	B Police - Dues	A	01/11
Vendor Total:	50.00				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
UNDEL UNDERWRITERS LABORATORIES LLC					
15-01627 10/27/15					
1 GROUND LADDER TESTING	402.80	5-01-25-265-279	B Fire - Mandatory Inspect/Certif	A	10/27
Vendor Total:	402.80				
USPOS UNITED STATES POSTAL SERVICE					
16-00046 01/07/16					
1 REFILL POSTAGE METER	2,000.00	6-01-20-100-212	B Postage	A	01/07
Vendor Total:	2,000.00				
VALIC V.A.L.I.C.					
16-00122 01/21/16					
1 LOSAP CONTRIBUTION FOR 2015	6,400.00	6-01-25-269-205	B LOSAP Contribution	A	01/21
Vendor Total:	6,400.00				
VER33 VERIZON					
16-00087 01/15/16					
1 PHONES HH CABIN JAN 2016	40.96	6-01-31-440-216	B Regular Telephones	A	01/15
16-00100 01/19/16					
1 REGULAR PHONES DEC 2015	187.67	5-01-31-440-216	B Regular Telephones	A	01/19
Vendor Total:	228.63				
VERIW VERIZON WIRELESS					
16-00136 01/22/16					
1 POLICE DEPARTMENT MDT'S DEC 15	38.01	5-01-25-240-254	B Police - Computer Maintenance	A	01/22
16-00160 01/27/16					
1 HHFD MDC'S DECEMBER 2015	40.01	5-01-31-440-216	B Regular Telephones	A	01/27
2 HHFD MDC'S DECEMBER 2015	78.04	5-01-31-440-216	B Regular Telephones	A	01/27
	118.05				
Vendor Total:	156.06				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
VSP VISION SERVICE PLAN (CT)					
16-00162 01/28/16					
1 HHPD VISION FEB 2016	1,097.22	6-01-23-220-247	B Vision Plan	A	01/28
2 NON CONTRACTED VISION FEB 2016	352.41	6-01-23-220-247	B Vision Plan	A	01/28
3 AFSCME UNION VISION FEB 2016	371.94	6-01-23-220-247	B Vision Plan	A	01/28
	1,821.57				
Vendor Total:	1,821.57				

Total Purchase Orders: 81 Total P.O. Line Items: 103 Total List Amount: 1,426,258.70 Total Void Amount: 0.00

January 29, 2016
12:48 PM

HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	5-01	26,724.92	0.00	0.00	26,724.92
CURRENT FUND	6-01	1,349,831.37	0.00	0.00	1,349,831.37
GENERAL CAPITAL FUND	C-04	721.92	0.00	0.00	721.92
	G-02	509.66	0.00	0.00	509.66
TRUST - OTHER TRUST	T-13	48,470.83	0.00	0.00	48,470.83
Total Of All Funds:		1,426,258.70	0.00	0.00	1,426,258.70

1,377,065.95

5. TOTAL CURRENT 1,377,065.95
ADD'L CURRENT 560.32
HEIGHTS REPORT POSTAGE
TOTAL CURRENT 1,377,626.27

RESOLUTION 2016:53

A RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12

WHEREAS, the Governing Body of the Borough of Haddon Heights is subject to certain requirements of the *Open Public Meetings Act*, N.J.S.A. 10:4-6 et seq., and

WHEREAS, the *Open Public Meetings Act, N.J.S.A. 10:4-12*, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution, and

WHEREAS, it is necessary for the Governing Body of the Borough of Haddon Heights to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

_____ (1) ***Matters required by Law to be Confidential:*** Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.

_____ (2) ***Matters Where the Release of Information Would Impair the Right to Receive Funds:*** Any matter in which the release of information would impair a right to receive funds from the Government of the United States.

_____ (3) ***Matters Involving Individual Privacy:*** Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including, but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.

___X___ (4) ***Matters Relating to Collective Bargaining Agreements***: Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body. ***Matter related to collective bargaining negotiations with the International Association of Fire Fighters. Discussion is expected to be one half 1/2 hour in duration. Formal Action May be Taken.***

_____ (5) ***Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds***: Any matter involving the purchase, lease, or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.

_____ (6) ***Matters Relating to Public Safety and Property***: Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations of possible violations of the law.

___X___ (7) ***Matters Relating to Litigation, Negotiations and the Attorney Client Privilege***: Any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer. ***Matter related to the Fair Share Affordable Housing litigation which has been filed in Camden County, CAM L2612-15. Discussion is expected to be one 1/2 hour in duration. Formal Action May be Taken.***

_____ (8) ***Matters Relating to the Employment Relationship***: Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.

_____ (9) ***Matters Relating to the Potential Imposition of a Penalty***: Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party bears responsibility.

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights, assembled in public session on February 2, 2016 that an Executive Session closed to the public shall be held on February 2, 2016 at approximately 6:15 p.m. in the Municipal Building, 625 Station Avenue, Haddon Heights, NJ for the discussion of matters relating to the specified items designated above.

It is anticipated that the deliberations conducted in Executive Session may be disclosed to the public upon the determination of the Governing Body that public interest will no longer be served by such confidentiality.

This resolution was duly adopted by the Governing Body of the Borough of Haddon Heights at a public meeting held on February 2, 2016.

_____
Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2016:54

RESOLUTION AUTHORIZING REFUND OF PROGRAM FEE

WHEREAS, the Borough of Haddon Heights offers a variety of Adult Education, Fitness, Nutrition, Kids & Teens and Senior Programs for Haddon Heights residents; and

WHEREAS, refunds are necessary for various reasons and are as follows:

Registrant	Class	Amount
Mimi Bergen 15 Seventh Avenue Haddon Heights, NJ 08035	Bridge Class	50.00

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Haddon Heights that the above refund are hereby approved.

Date: February 2, 2016

_____
Mayor Jack D. Merryfield, Jr.

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2016:55

RESOLUTION AWARDING A CONTRACT TO NETWORKS PLUS FOR THE PURPOSE OF PROVIDING COMPUTER AND NETWORK MAINTENANCE SUPPORT TO THE BOROUGH OF HADDON HEIGHTS FOR A PERIOD OF THREE YEARS

WHEREAS, the Borough of Haddon Heights has the need for computer and network maintenance support for the purpose of Computer and Network Maintenance which is the entity which currently provides these services to the Borough; and

WHEREAS, pursuant to N.J.S.A. 40A:11-5 (dd) which provides for exceptions for awarding such contracts without bids and upon resolution of the governing body where the contract provides for performance of goods or services for the support or maintenance of proprietary computer hardware and software but not acquisitions or upgrade thereof;

WHEREAS, the Borough has considered a proposal submitted by Networks Plus LLC and finds that the proposal is appropriate and suitable and in the best interest in the Borough of Haddon Heights and that these services previously provided by this entity have been satisfactory; and

WHEREAS, the Chief Financial Officer has certified the above amount will be encumbered from operating account #6-01-26-310-234, *Computer and Website Maintenance.*

Year 1 (2016)	$1,200 per mo.
Year 2 (2017)	$1,200 per mo.
Year 3 (2018)	$1,300 per mo.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Haddon Heights, County of Camden in the State of New Jersey hereby awards a contract to Networks Plus LLC, 504 Route 130 North, Suite 110, Cinnaminson, New Jersey.

Date: February 2, 2016

_____
Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

NETWORK INSTALLATION AND MAINTENANCE AGREEMENT

THIS AGREEMENT ("Agreement") is entered into on January 1, 2016, between Networks Plus LLC ("Provider"), with its principal place of business located at 504 Rt. 130 North, Suite 110, Cinnaminson, NJ 08077 and Borough of Haddon Heights ("Client"), with its principal place of business located at 625 Station Avenue, Haddon Heights, NJ 08035 and shall be effective as of January 1, 2016 (the "Effective Date").

RECITALS

WHEREAS, Provider is engaged in the business of providing services involving the design, installation and maintenance of computer networks;

WHEREAS, Client desires to retain Provider to perform the services set forth in this agreement.

NOW, THEREFORE, Provider and Client agree as follows:

1. Scope of Services

Provider will perform such infrastructure development, network maintenance and support services as are set forth in Exhibit A (Statement of Work).

2. Price and Payment

Client will pay Provider for the Network Services at the price and on the terms set forth in Exhibit A. The price set forth in this Agreement does not include any sales, use, service, or similar taxes that may be payable by reason of the provision of the Network Services, and Client will pay all such taxes which may become due in connection with the Services.

3. Term and Termination

Unless terminated as provided herein, this Agreement is for 24 months at the rate of $1,200.00 monthly with an additional 12 months offered at the rate of $1,300.00 monthly. Provider may terminate this Agreement without cause upon sixty (60) days written notice, and Client may terminate this Agreement without cause upon thirty (30) days written notice. In the event of termination by either party without cause, Client will pay Provider for all of the Services performed up to the date of termination. Either party may terminate this agreement upon written notice for material breach provided, however, that the terminating party has given the other party at least fourteen (14) days written notice of and the opportunity to cure the breach. Termination for breach will not alter or affect the terminating party's right to exercise any other remedies for breach.

4. Obligations of Client

A. Client will immediately notify Provider upon learning of any significant problem with the performance of the network.

B. Client will cooperate with Provider in connection with its performance of the Services by providing access to Client's physical premises as reasonably necessary from time to time.

C. Client will, from time to time, purchase such software and hardware as may be reasonably necessary for the effective operation of its network.

D. Client will be solely responsible for performing the day-to-day tasks associated with creating archival or backup copies of data stored on the network servers and/or on the hard drives of individual workstations.

E. Client will notify Provider within a commercially reasonable time regarding any change in the identity of client's Network Administrator.

5. Confidential Information

A. All information relating to Client that is known to be confidential or proprietary, or which is clearly marked as such, will be held in confidence by Provider and will not be disclosed or used by Provider except to the extent that such disclosure or use is reasonably necessary to the performance of Provider's Work.

B. All information relating to Provider that is known to be confidential or proprietary, or which is clearly marked as such, will be held in confidence by Client and will not be disclosed or used by Client except to the extent that such disclosure or use is reasonably necessary to the performance of Client's duties and obligations under this Agreement.

C. These obligations of confidentiality will extend for a period of 15 days after the termination of this agreement, but will not apply with respect to information that is independently developed by the parties, lawfully becomes a part of the public domain, or of which the parties gained knowledge or possession free of any confidentiality obligation.

6. Warranty and Disclaimer

Client acknowledges that no computer system or software can be made completely stable or secure, and that Provider cannot guarantee the stability, safety or security of client's network or data. Provider warrants that the Network Services will be provided in a workmanlike manner, and in conformity with generally prevailing industry standards and the time frame, if any, set forth in the description of Network Services herein. Client is solely responsible for implementing and monitoring appropriate operational and security procedures, and for making appropriate backup copies of all data. THIS WARRANTY IS EXCLUSIVE AND IS IN LIEU OF ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND ANY ORAL OR WRITTEN REPRESENTATIONS, PROPOSALS OR STATEMENTS MADE ON OR PRIOR TO THE EFFECTIVE DATE OF THIS AGREEMENT.

7. Limitation of Liability

In no event will Provider be liable for any loss of profit or revenue by Client, or for any other consequential, incidental, indirect or economic damages incurred or suffered by Client arising as a result of or related to the Network Services, whether in contract, tort, or otherwise, even if Client has advised of the possibility of such loss or damages. In no event will Provider be liable for any loss of data that may occur, regardless of the cause of such loss of data. The total liability of Provider for all claims of any kind arising as a result of or related to this Agreement, or to any act or omission of Provider, whether in contract, tort or otherwise, will not exceed an amount equal to the amount actually paid by Client to Provider for the Network Services during the twelve (12) month period preceding the date the claim arises.

8. Indemnification

Client will indemnify and hold Provider harmless against any claims by third parties, including all costs, expenses and attorneys' fees incurred by Provider therein, arising out of or in conjunction with Client's performance under or breach of this Agreement.

9. Relation of Parties

The performance by Provider of its duties and obligations under this Agreement will be that of an independent contractor, and nothing herein will create or imply an agency relationship between Provider and Client, nor will this Agreement be deemed to constitute a joint venture or partnership between the parties.

10. Employee Solicitation/Hiring

During the period of this agreement and for twenty four (24) months thereafter, neither party will directly or indirectly solicit or offer employment to or hire any employee, former employee, subcontractor, or former subcontractor of the other. The terms "former employee" and "former subcontractor" will include only those employees or subcontractors of either party who were employed or utilized by that party on the Effective Date of this Agreement.

11. Non-assignment

Neither party will assign this Agreement, in whole or in part, without the prior written consent of the other party. This Agreement will inure to the benefit of, and be binding upon the parties hereto, together with their respective legal representatives, successors, and assigns, as permitted herein.

12. Arbitration

Any dispute arising under this Agreement will be subject to binding arbitration by a single Arbitrator with the American Arbitration Association (AAA), in accordance with its relevant industry rules, if any. The parties agree that this Agreement will be governed by and construed and interpreted in accordance with the laws of the State of New Jersey. The arbitration

Will be held in New Jersey. The Arbitrator will have the authority to grant injunctive relief and specific performance to enforce the terms of this Agreement. Judgment on any award rendered by the Arbitrator may be entered in any Court of competent jurisdiction.

13. Attorneys' Fees

If any litigation or arbitration is necessary to enforce the terms of this Agreement, the prevailing party will be entitled to recover reasonable attorneys' fees and costs from the other party.

14. Severability

If any term of this Agreement is found to be unenforceable or contrary to law, it will be modified to the least extent necessary to make it enforceable, and the remaining portions of this Agreement will remain in full force and effect.

15. Force Majeure

Neither party will be held responsible for any delay or failure in performance of any part of this Agreement to the extent that such delay is caused by events or circumstances beyond the delayed party's reasonable control.

16. No Waiver

The waiver by any party of any breach of covenant will not be construed to be a waiver of any succeeding breach or any other covenant. All waivers must be in writing, and signed by the party waiving its rights. This Agreement may be modified only by a written instrument executed by authorized representatives of the parties hereto.

17. Entire Agreement

This Agreement together with any attachments referred to herein constitute the entire agreement between the parties with respect to its subject matter, and supersedes all prior agreements, proposals, negotiations, representations or communications relating to the subject matter. Both parties acknowledge that they have not been induced to enter into this Agreement by any representations or promises not specifically stated herein.

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized representatives.

Provider: Networks Plus LLC
By: _____
Title: _____

Client: Borough of Haddon Heights
By: _____
Title: _____

EXHIBIT A: STATEMENT OF WORK

TABLE OF CONTENTS

Preamble
1.0 Scope
2.0 Price and Payment
3.0 Expenses and Taxes

PREAMBLE

This Statement of Work accompanies an Agreement that has been executed by the parties. All statements of fact contained in this Statement of Work are subject to the terms and conditions set forth in such Agreement. The terms and conditions set forth in the Agreement control in the event of any inconsistency between such terms and conditions and the matters set forth in this Statement of Work.

1.0 Scope

1.1 Initial Setup – Network system design, installation and configuration. This service includes setup of printers, scanners, DSL and dial-up accounts, e-mail setup and general consumer applications. May also include transfer of documents, bookmarks and settings from previous systems.

1.2 General Maintenance & Repair – Routine hardware checks, software updates, OS updates and file-structure related services. One full day of on-site service included at the beginning of each month client is under contract.

1.3 Hardware & Software Installation – On-site installation of hardware and application software. This service includes RAM upgrades, hard-drives, PCI cards and peripherals. Some specialty hardware and industry specific software may require custom pricing. This potential billing scenario will be discussed on a case-by-case basis.

1.4 Hardware & Software Troubleshooting – Isolate the cause of the problem(s) in the computing environment. Note: In some rare situations (such as hardware failure or incompatible hardware or software), issues may not be resolved. The client is still responsible for the time-related fee. This potential billing scenario will be discussed on a case-by-case basis.

1.5 Needs Assessment – Custom support regarding hardware or software purchases to accomplish specific tasks or business goals.

1.6 Systems Integration – Installation of hardware into an existing computing environment. Services include setup of any necessary software or hardware.

1.7 Network Security – Installation of hardware and/or software to provide reasonable network security and virus protection. Note: network security and virus protection services are provided on a best-effort basis and are not guaranteed to prevent network intrusions or virus attacks. See section 6.0 of the Network Services Agreement.

1.8 Data Backup & Data Recovery – Develop and implement a backup strategy. Data recovery services are also available. Note: In some situations (such as complete hardware failure, media failure or total data corruption) data may not be recoverable. The client is still responsible for the time-related fee. Costs for data-recovery services will be discussed on a case-by-case basis.

1.9 Rapid-Response Service – General on-site services are usually delivered within a 1 to 2 hour timeframe including rapid-response service delivered within a 1 hour timeframe as available. Additional fees may be billed for special circumstances that require temporary loan of hardware or other items. Specific details are discussed at time of service request.

1.10 24-Hour Emergency Service – After-hours onsite service is from 9pm to 8am, Monday through Sunday, and is delivered within a 1- to 2-hour timeframe. Contract includes 24 Hour Emergency Services and 1 hour response time. Available 24/7 with a 1 hour response time.

2.0 Price and Payment

Provider is being hired on a fixed-price basis to perform the Services and provide the Services described above. Any material change in the Services or Deliverables described above requires a written change order signed by the parties to the Agreement. Such change order may include an adjustment to the price or delivery dates. The fixed price for this Statement of Contract Work is: $1,200.00 per month.

2.1 Invoices

Services will be invoiced according to the following payment schedule:

Milestone or Date	Amount Due
1. Jan 1, 2016	$1,200.00
2. Feb 1, 2016	$1,200.00
3. Mar 1, 2016	$1,200.00
" "	"

2.2 Payment

Payment is due fifteen (15) days after date of invoice. Client may not withhold any amounts due hereunder and Provider reserves the right to cease work without prejudice if amounts are not paid when due. Any late payment will be subject to any costs of collection (including reasonable legal fees) and will bear interest at the rate of one (1) percent per month or fraction thereof until paid.

3.0 Expenses and Taxes

Prices quoted for Services do not include and Client will reimburse Provider for its reasonable and necessary cost of travel and out-of-pocket costs for photocopying, overnight courier, unusual long distance telephone and the like. All non-local trips must be approved by Client before commencing. Any applicable sales tax is to be paid by Client.