

# BOROUGH OF HADDON HEIGHTS

Tuesday, March 18, 2014 at 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 4, 2014."
3. Roll Call
4. CAUCUS SESSION

Discussions:

- a.) 2014 HHYA Open Space Grant Application – *Council President Lange*

5. Recess of Caucus Session and commencement of Business Session
6. Pledge of Allegiance and moment of silence
7. Swearing In and Oath of Office to Patrolman Alex Cybulski
8. Approval of amended minutes of February 18th Council Meeting
9. Approval of minutes of March 4, 2014 Council Meeting
10. Public Comment on Caucus and Agenda items only
11. Reports from Council Members
12. UNFINISHED BUSINESS:

Public Hearing and final adoption of Ordinance 2014:1408 – An Ordinance of the Borough of Haddon Heights, Camden County, New Jersey: Relating to Development Regulations, Particularly Providing for a Tax Map/GIS Database Update Fee

Public Hearing and final adoption of Ordinance 2014:1409 - An Ordinance of the Borough of Haddon Heights, County of Camden, New Jersey, Reappropriating Certain Funded Appropriation Balances Heretofore Provided for Various Capital Projects and Reappropriating Such Funded Appropriation Balances for Other Capital Projects

13. NEW BUSINESS:

Resolution 2014:69 – Resolution Awarding a Contract to Pennoni Associates Inc. for the Purpose of Providing Licensed Site Remediation Professional Services at the Devon Avenue Site

Resolution 2014:70 – Resolution Authorizing the Fire Department Purchase of Five Portable Radio Remote Microphones From Wireless Communications Utilizing State Contract #83909

Resolution 2014:71 – Resolution Authorizing Application to Be Filed With the Camden County Open Space/Farmland Preservation Division, Borough of Haddon Heights, County of Camden, State of New Jersey

Resolution 2014:72 – Resolution Supporting Haddon Heights Youth Association's 2014 Open Space Grant Application

Resolution 2014:73 – Resolution Appointing A Plumbing Sub Code Official

Resolution 2014:74 – Resolution Regarding Year 36 Community Development Block Grant Funding

Resolution 2014:75 – Resolution Authorizing Approval of Bills and Claims for 2<sup>nd</sup> Half of March

Resolution 2014:76 – Resolution Approving Change Order #2 for the Pedestrian and Bicycle Facilities and Street Lighting Project

Resolution 2014:77 – Resolution Authorizing Refunds to Program Registrants Due to Canceled Classes

Resolution 2014:78 – Resolution Appointing Alexander Cybulski to the Position of Patrolman for the Haddon Heights Police Department

14. Public Comment

15. Adjournment

BOROUGH OF HADDON HEIGHTS

February 18, 2014, 7:00 p.m.

Governing Body Meeting Minutes

Mayor Forte called the Caucus session Call to Order.

“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 4, 2014.”

ROLL CALL:

Under roll call the following members were present: Council President Kathy Lange, Councilwoman Susan Griffith, Councilmen Richard DiRenzo, Steve Berryhill, Jack Merryfield, Jr. and Councilman Earl Miller, Jr. Borough Solicitor, Albert Olizi, Jr., Acting Clerk Kelly Santosusso and Deputy Clerk, Katilyn Compton were also in attendance.

CAUCUS SESSION

Mayor Forte announced that that an invoice from Beaverbrook in the amount of \$66 should actually be \$33. The bill list will be amended accordingly.

Councilman Berryhill provided an amendment to his Council report of February 4<sup>th</sup>. Acting Clerk Santosusso said that the minutes would be made.

Mayor Forte introduced Jenai Johnson, Registered Municipal Clerk. A resolution is on this evening's agenda Appointing Jenai Johnson, RMC to the position of Municipal Clerk.

Discussions:

Dispensing of Necessary Medication to Borough First Responders in the Event of a Catastrophic Biological Incident

Judy Reiss, Emergency Management Coordinator reported on the Memorandum of Understanding between the Camden County Health Department and the Borough regarding a plan for distribution of mass prophylaxis (medication) to the Borough's first responders should an emergency such as a bioterrorism even occur. The County will have a stockpile of requested medication should such an event happen. She explained that Kelly Santosusso is gathering paperwork from employees and once all paperwork is complete, it will be submitted to the Camden County Department of Health. A resolution Agreeing to a Memorandum of Understanding with the County Health Department is on the Agenda this evening for Council's consideration.

Caucus Session was recessed at 7:20 p.m.

BUSINESS SESSION:

The business session commenced at 7:30 p.m.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Mayor Forte asked all to stand for a moment of silence. He then led the meeting in the Pledge of Allegiance.

APPROVAL OF MINUTES:

Mayor Forte called for a motion to approve the minutes of the February 4th Council meeting. A motion to approve the minutes of the February 4<sup>th</sup> Council meeting as amended was made by Council President Lange, seconded by Councilman Merryfield. All members were in favor.

PUBLIC COMMENT ON CAUCUS AND AGENDA ITEMS ONLY:

Mayor Forte invited the public forward for public comment on Caucus and Agenda items only.

Mr. David McGee, 414 3<sup>rd</sup> Avenue – Mr. McGee said that he understands we have a new clerk because previous persons holding the position were all in an *acting* capacity. Mr. McGee welcomed Jenai Johnson. He went on to question the bill list, specifically \$4,000 for computers. Mayor Forte responded that the Library purchased these computers out of a capital account. He then questioned the labor matter on the last Agenda regarding a personnel matter. It was clarified that the matter was an internal personnel matter. He further asked what the fee was for the labor attorney. Solicitor Olizi responded that this expense relates to labor counsel from last year who began revising the Borough Personnel Manual. Olizi said that the attorney was permitted to finish the project. Deputy Clerk Santosusso reported that the process of finalizing the Personnel Manual is in it's final stages. Lastly, Mr. McGee questioned the charge for internet security stating that free antivirus protection is available asking why we are spending money on anti-virus protection. Mayor thanked Mr. McGee for his comments.

Seeing no one else come forward, a motion was made to close the public comment portion of the meeting by Councilman Merryfield, seconded by Councilwoman Griffith. All members were in favor.

#### COUNCIL MEMBER REPORTS:

Councilman Jack Merryfield had no report this meeting.

Councilwoman Griffith reported that the Streetscape Committee met last night. She said that the Business Association has donated \$750 for lighting the wreaths on Kings Highway by Kunkel's Restaurant for the holiday season this year. The Committee is also hoping to paint the street lamp poles. Mayor Forte added that PSE&G will supply the material to paint the street lamp poles. Griffith further reported that the Committee would also like to replace the *Welcome to Haddon Heights* signs at the intersection of Station Avenue and the White Horse Pike saying that they have been there since Phase I of the downtown project. Raising the signs is also being considered. Councilwoman Lange asked if the various civic groups that have purchased advertisement signs that sit on top of the entrance signs would be considered. Lange also asked if the new signs go before the Planning Board. Griffith responded that the Committee will be sure to consider the civic groups and will go through the proper channels in achieving this goal.

Lastly, Councilwoman Griffith on the Neighbor's Night Out event to be held March 29<sup>th</sup>; a Murder Mystery Dinner Theatre. She said that tickets are \$40 and are available at the Library. She invited all to come out for an evening of fun at the Community Center.

Council President Lange reported on 2013 Rental revenue Cabin 96, Community Center 76, 172 rentals 6 more than in 2012. She reported that the rental facilities are rented every weekend. Gross revenue was \$39,737.50. Council President Lange said that the weather and snow has had a significant impact on our Programs although it has had a positive impact on the enrollment of children in the Summer Rec program. Lange said she will be sending a letter out to the Guidance Department at the High School for the summer counselor positions.

She attended the quarterly Safety Meeting held on February 5<sup>th</sup>. Parks and Rec. will meet this Thursday. The High School Baseball Booster Club will be funding some remedial field work at Cervino Field at 8<sup>th</sup> and High Street. Clay bricks will be placed in the batters box and the pitcher's mounds. She said she is concerned about field conditions due to the weather saying that all fields are muddy and wet. Clean up date for Barr Complex is March 15<sup>th</sup>. No clean up date for Devon Avenue as of yet. Spring soccer was to begin on February 24<sup>th</sup> but that will not happen due to the weather.

Lastly, Lange reported that the Board of Education has budget concerns. She advised all to check the school's website to keep up to date has the current status of the school budget.

Councilman DiRenzo had no report this evening.

Councilman Miller said that at a previous meeting, he spoke about the philosophy of how we want to approach our budgetary process. He said that he wanted to report that most of these meetings have commenced and wanted to thank all for their time, effort and understanding. He is looking forward to completing the process and to moving toward a strong budget that is going to be good for the residents of Haddon Heights.

Councilman Berryhill reported that Roni Olizi and Marshall Hatfield interviewed a number of individuals for replacement members to the Environmental Commission. A resolution is on this evening's Agenda swearing in the new members. He attended the Business Association meeting; parking changes are being considered. Business Association is holding an event, a Bowling Event, this Saturday, February 22<sup>nd</sup>. The Board of Health meeting was canceled due to the weather. Sustainable Haddon Heights who attained Bronze Certification last

year and is working toward Silver Certification this year. If anyone would like to help with the many projects that are being considered, please contact Marshall Hatfield or Councilman Berryhill.

Councilman Merryfield mentioned that he attended the Business Association meeting in that they voiced their opinions as to closing the street down between 3 and 7 p.m. is difficult on a Saturday afternoon. Frank Lafferty, Chief Kinkler, Officer Reilly. Information was distributed. It appears we have approximately 37 applications for various closings of streets.

#### REPORT FROM BOROUGH ENGINEER:

Mr. Steve Bach gave an update on all current projects throughout the Borough. A complete report is attached to these minutes.

Following his report, Mr. Bach asked Council to consider an Ordinance for the next meeting which would assess a fee for producing updated tax maps/GIS fees for those applying for a minor/major sub division. The goal is to offset the cost to the Borough. Council President Lange asked if this is standard procedure in other towns. Bach responded that this is the practice of most towns. Solicitor Olizi said that he will review and prepare a draft for the next meeting for a first reading.

#### UNFINISHED BUSINESS:

Public Hearing on Ordinance 2014:1407 – Ordinance to Exceed the 2014 Municipal Budget Appropriation Limits and to Establish a Cap Bank

Mayor Forte opened the Public Hearing on Ordinance 2014:1407.

Mr. Dave McGee - 414 3<sup>rd</sup> Avenue expressed his concern that we are passing an Ordinance to exceed the municipal budget appropriation limits. Solicitor Olizi said that this act just allows the possibility of doing so if needed. He said that we may not need to do but we thought it in our best interest to give ourselves the option.

Seeing no one else come forward, a motion to close the public hearing on Ordinance 2014:1407 was made by

Final Adoption on Ordinance 2014:1407 ..... was made by Councilwoman Griffith, seconded by Council President Lange. Upon a roll call vote, all members voted in favor.

#### NEW BUSINESS:

Resolution 2014:54 – Resolution Cancelling Outstanding Checks in Municipal Court Accounts

A motion to adopt Resolution 2014:54 was made by Councilwoman Griffith, seconded by Councilwoman Lange. Upon a roll call vote, all members were in favor.

Resolution 2014:55 – Resolution Endorsing Proposal to Divert the Parkland, Block 117, Lot 1 and the Filing of the Appropriate Applications with Green Acres, Department of Environmental Protection.

A motion to adopt Resolution 2014:55 was made by Councilman Merryfield, seconded by Councilwoman Griffith. Upon a roll call vote, all members were in favor.

Resolution 2014:56 – Resolution Appointing Jenai Johnson, RMC to the Position of Municipal Clerk

A motion to adopt Resolution 2014:56 was made by Councilman Miller, seconded by Councilwoman Griffith. Upon a roll call vote, all members were in favor.

Resolution 2014:57 – Resolution Reassigning Certain Administrative Positions

A motion to adopt Resolution 2014:57 was made by Councilwoman Griffith, seconded by Council President Lange. Upon a roll call vote, all members were in favor.

Resolution 2014:58 – Resolution Agreeing to a Memorandum of Understanding (MOU Between the Borough of Haddon Heights and the Camden County Department of Health and Human Services for Closed Point of Dispensing (CPOD) Regarding Mass Prophylaxis.

A motion to adopt Resolution 2014:58 was made by Councilman Miller, seconded by Councilman

Merryfield. Upon a roll call vote, all members were in favor.

Resolution 2014:59 – Resolution Approving Payment of Bills and Claims for the 2<sup>nd</sup> half of February

A motion to adopt Resolution 2014:59 was made by Councilwoman Griffith, seconded by Councilman DiRenzo. Upon a roll call vote, all members were in favor.

Resolution 2014:60 – Resolution Appointing Members to the Haddon Heights Environmental Commission

A motion to adopt Resolution 2014:60 was made by Councilman Berryhill, seconded by Councilman Merryfield. All members voted in favor.

Resolution 2014:61 – Resolution Authorizing the Borough of Haddon Heights to Enter Into An Agreement with SHI for the Purchase of Software for Use by the Haddon Heights Police Department

A motion to adopt Resolution 2014:61 was made by Councilman Miller, seconded by Councilman Merryfield. Upon a roll call vote, all members were in favor.

Resolution 2014:62 – Resolution Extending Acting Plumbing Sub Code Official Position

A motion to adopt Resolution 2014:62 was made by Councilman Merryfield, seconded by Councilman DiRenzo. All members voted in favor.

PUBLIC COMMENT:

Mayor Forte called for public comment.

Mr. David McGee, 414 3<sup>rd</sup> Avenue – Mr. McGee commented that the Department of Public Works has done a great job cleaning up the snow. He then went on to discuss his concern with respect to Closed Session minutes, stating that they are “hard to track.” Deputy Clerk Santosusso informed Council that the Closed Session minutes will be available upon the conclusion of the matter and that they are to be approved separately from the regular Council meeting minutes, and will be kept in a separate binder.

Mr. McGee that he is awaiting documents regarding the Visioning Workshops on the Form Based Code in response to an OPRA request he has submitted to the Clerk. Steve Bach, Engineer responded that he assisted Deputy Clerk Santosusso with compiling these documents and explained that the Visioning Workshops and all documentation regarding same has met the grant requirements.

Mr. McGee then asked where the Borough stands with respect to Kings Run and the Coalition on Affordable Housing (COAH) units. Solicitor Olizi responded that four (4) units are available at Kings Run. He also said that the attorney for Kings Run has raised the question of us dedicating four (4) additional units. Olizi said that we are holding firm to the original four (4) and seeking payment into the trust fund. He further stated that in 2010, there were rules in effect between the Governor and COAH, and that while he is not a COAH expert, he has found that in speaking with Kings Run, there are no rules that apply to COAH with respect to development. He said that the \$300,000 will go into a trust fund specifically dedicated for low income housing.

Council President Lange said that she knows that Mr. McGee regularly reviews the NJ League of Municipalities website and suggested that he look up COAH on the site. She said that COAH is non-specific because COAH is in a state of flux.

Seeing no one else come forward, a motion to close the Public Comment portion of the meeting was made by Councilwoman Griffith, seconded by Councilman DiRenzo. All members were in favor.

ADJOURNMENT:

With no further business, a motion to adjourn was made by Councilman Merryfield, seconded by Councilman DiRenzo. All members were in agreement. 8:14 p.m.

Respectfully submitted:

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Kelly Santosusso  
Deputy Borough Clerk

# BOROUGH OF HADDON HEIGHTS

March 4, 2014, 7:00 p.m.

## Governing Body Meeting Minutes

Mayor Forte called the Caucus session Call to Order.

“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 4, 2014.”

### ROLL CALL:

Under roll call the following members were present: Council President Kathy Lange, Councilwoman Susan Griffith, Councilmen Richard DiRenzo, Steve Berryhill, Jack Merryfield, Jr. and Councilman Earl Miller, Jr. Borough Solicitor, Albert Olizi, Jr., Deputy Clerk Kelly Santosusso and Executive Assistant, Katilyn Compton were also in attendance.

### CAUCUS SESSION

#### Discussions:

#### Ordinance for Council’s consideration relating to Development Regulations, Particularly Providing for a Tax Map/GIS Database Update Fee – Albert J. Olizi, Jr., Solicitor

Olizi mentioned that he asked Council review Ordinance 2014:1408 previous to the meeting. He explained the purpose saying that the Borough currently absorbs the cost of redrawing the tax maps through the GIS system each time there is a subdivision or a new home built. This ordinance would assess a fee to the applicant or homeowner thereby offsetting the cost to the Borough. There was discussion with respect to the Glover Mill development; it was discussed that the developer would absorb the cost of tax mapping/GIS updates.

Olizi explained further that this is a flexible ordinance and is not urgent. He asked Council if they wanted to consider this evening. Council agreed to introduce the ordinance tonight.

#### Grant Procedures – Council President Lange

Council President Lange addressed Resolution 2014:66 explaining that this resolution supports the Baseball Booster Club’s application to the Camden County Open Space, Farmland, Recreation and Historic Preservation Fund for enhancements to Cervino Field. She said that she expects some of the other recreational groups may also be applying for improvements to various recreational facilities.

Lange stated that she would like to move forward with plans for *Down by the Station Day*, specifically requesting to reserve the trolley for the day. She also said she would like to book the bands/groups for *the 4<sup>th</sup> of July Parade*. Councilmen Miller and DiRenzo asked Council President Lange to move forward with making the calls but to try to determine the latest possible date for having to confirm due to the budget planning process. Council President Lange agreed but asked that it be on the record that she is aware that these monies have been budgeted; she expressed her concern in not confirming these details/arrangements as it is necessary this is done well in advance of the respective event.

Council President also mentioned that the Opening Day Parade will be held on Saturday, March 29<sup>th</sup>. Parents and kids are to meet at 9:00 a.m. at Carole’s Candy on the corner of Atlantic and Station Avenues.

#### Memorandum of Understanding

Solicitor Olizi and Rich Kinkler, Police Chief, explained the purpose of Resolution 2014:67. This enables better police communication between the municipalities within the County. This is a Shared Service originating from Bellmawr. Resolution 2014:67 authorizes the Chief of Police to execute a Memorandum of Understanding of the Camden County Chiefs Records Management System.

Caucus Session was recessed at 7:20 p.m.

## BUSINESS SESSION:

The business session commenced at 7:30 p.m.

## PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Mayor Forte asked all to stand for a moment of silence. He then led the meeting in the Pledge of Allegiance.

## APPROVAL OF MINUTES:

A motion to approve the minutes of the February 18<sup>th</sup> Council meeting was made by Councilman DiRenzo, seconded by Councilman Merryfield. All members were in favor.

## PUBLIC COMMENT ON CAUCUS AND AGENDA ITEMS ONLY:

Mayor Forte invited the public forward for public comment on Caucus and Agenda items only.

Seeing no one come forward, a motion to close the public comment portion of the meeting was made by Councilwoman Griffith, seconded by Councilman Merryfield. All members were in favor.

## COUNCIL MEMBER REPORTS:

Councilman Berryhill reported that Sustainable Haddon Heights and Green Initiatives are working on their Silver Certification. A couple of Resolutions will be submitted for council's review. One on idling and a few others for Council's review. He is hoping to have these for the next meeting.

Councilman Miller had no report this evening.

Councilman DiRenzo reported that he and Construction Official John Sczcerbinski conducted interviews earlier this evening in Barrington to fill the Plumbing Sub Code Official position. He said that a candidate was selected and that he would be offered the position by John Sczcerbinski. Mayor Forte said that a Shared Service will be arranged in the near future.

Councilman Merryfield reported that the Fire Department had 32 runs. Ambulance number of calls were 44 with 29 transports. He said that the Police Department logged 6,432 miles in patrol vehicles, 778 calls for the Police Department, 396 motor vehicle summons, 40 adult arrests and 18 accidents.

Councilwoman Griffith stated that she would like to take the opportunity to read a letter to Superintendent Tom Cella from Fire Chief Nick Scardino in which he expressed his sincere appreciation for assisting the Fire Department in the funeral services of former Fire Chief, William Chain, Jr., who was not only a HHFD Fire Chief, but a decorated Marine who served in the Korean War. His extraordinary action while wounded in battle was awarded with the Navy Cross. She read the letter which is attached to these minutes.

Griffith went on to remind all about the Neighbor's Night Out Murder Mystery Dinner which is a cowboy theme this year. The event is being held at the Community Center on March 29<sup>th</sup> from 6 to 10 p.m. Tickets are \$40 a piece and are available at the Library.

Councilwoman Griffith also reminded residents to remove cars from the streets when we are expecting snow. Councilwoman Griffith thanked the Department of Public Works for their efforts in keeping the streets passable during the extraordinary amount of snow we have experienced this winter.

Lastly, Griffith announced that two of our young residents, Noah Hubert and Jack Corcoran are being honored at the Camden County Hero Scholarship Awards Dinner later this month. Mayor Forte thanked Chief Kinkler for taking the time to submit the applications. She mentioned that she has tickets to this event as well.

Council President reported that she met with the Parks & Rec Committee on February 17<sup>th</sup> and collected insurance documentation as well as information on current officers for all groups for 2014. She said she reviewed all operating procedures and discussed the current field conditions. HH Field Hockey is now donating a third light fixture on three different buildings at the fields.

Lange commented to Steve Bach that they still requesting that the benches along Atlantic Avenue be turned to face the Minor fields. She further mentioned that some of the nuts of bolts on the benches near the snack stands need to be tightening. Steve Bach, Engineer commented that the Pedestrian project has a punch list of items for the contractor to complete.

Council President responded to the Police Chief regarding procedural changes in major event coordination.

Lange also mentioned that research on Glover Mill Park is going well, tentative plans have been drawn up and the proper approvals will be acquired. She said the State Historical Society is meeting at this Community Center this Saturday for their annual meeting. Visitors will visit some of our historic sites throughout town.

Lastly, Lange announced that the Philadelphia Inquirer reported that the Board of Education will receive a 26.4 percent increase in state aid.

She also had a meeting with an individual from Parks and Rec liaison to discuss topics of mutual interest.

Mayor Forte said he had no report this meeting.

#### NEW BUSINESS:

Introduction of Ordinances 2014:1408 and 2014:1409.

Ordinance 2014:1408 – An Ordinance of the Borough of Haddon Heights, Camden County, New Jersey: Relating to Development Regulations, Particularly Providing for a Tax Map/GIS Database Update Fee

Motion to introduce Ordinance 2014:1408 was made by Councilwoman Griffith, seconded by Councilman Merryfield. All members voted in favor.

Motion to introduce Ordinance 2014:1409 - An Ordinance of the Borough of Haddon Heights, County of Camden, New Jersey, Reappropriating Certain Funded Appropriation Balances Heretofore Provided for Various Capital Projects and Reappropriating Such Funded Appropriation Balances for Other Capital Projects

Motion to introduce Ordinance 2014:1409 was made by Councilwoman Kathy Lange, seconded by Councilwoman Griffith. All members voted in favor.

Public Hearing and final adoption of Ordinances 2014:1408 and 2014:1409 will be held on Tuesday, March 18, 2014 at 7:30 p.m. in the Municipal Building, 625 Station Avenue, Haddon Heights, NJ.

Resolution 2014:63 – Resolution Authorizing a Refund of Tax Overpayments to Corelogic Real Estate Tax Service

A motion to adopt Resolution 2014:63 was made by Council President Lange, seconded by Councilman Merryfield. Upon a roll call vote, all members voted yes.

Resolution 2014:64 – Resolution Approving Payment of Bills and Claims for the First Half of March

A motion to adopt Resolution 2014:64 was made by Councilwoman Griffith, seconded by Councilman Miller. Upon a roll call vote, all members voted yes.

Resolution 2014:65 – Resolution Designating a Community Development Block Grant Representative and Alternate

A motion to adopt Resolution 2014:65 was made by Council President Lange, seconded by Councilwoman Griffith. All members were in favor.

Resolution 2014:66 – Resolution Supporting the Submission of An Application to the Camden County Open Space, Farmland, Recreation and Historic Preservation Trust Fund for Enhancements to the Cervino Baseball Complex by the Heights Baseball Booster Club, Inc.

A motion to adopt Resolution 2014:66 was made by Councilwoman Griffith, seconded by Council President Lange. All members were in favor.

Resolution 2014:67 – Resolution Authorizing the Chief of Police to Execute a Memorandum of Understanding of the Camden County Chiefs Records Management System

A motion to adopt Resolution 2014:67 was made by Councilman Miller, seconded by Councilwoman Griffith. Upon a roll call vote, all members were in favor.

Resolution 2014:68 – Resolution Authorizing the Advertising of Solicitation of Request for Proposals for Proposals IT Services for the Borough of Haddon Heights

A motion to adopt Resolution 2014:68 was made by Councilman Merryfield, seconded by Councilwoman Griffith. All members were in favor.

**PUBLIC COMMENT:**

Mayor Forte called for public comment.

Tom Quigley, 200 White Horse Pike – said that he just wanted to introduce himself. His business is Farmers Insurance and said that he is working with the Historical Commission for signage. It was recommended that he join the Business Association. Mr. Quigley stated that he has joined. Council thanked Mr. Quigley for coming out and wished him well with his business.

Seeing no one else come forward, a motion to close the Public Comment portion of the meeting was made by Councilwoman Griffith, seconded by Councilman Berryhill. All members were in favor.

**ADJOURNMENT:**

With no further business, a motion to adjourn was made by Councilwoman Griffith, seconded by Councilman Berryhill. All members were in agreement. 7:44 p.m.

Respectfully submitted:

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Kelly Santosusso  
Deputy Borough Clerk



**HADDON HEIGHTS FIRE DEPARTMENT**  
CAMDEN COUNTY, NEW JERSEY

608 STATION AVENUE  
HADDON HEIGHTS  
NEW JERSEY 08035

856.546.7135  
FAX: 856.546-5340

Mr Tom Cella  
Dept of Public Works

Dear Tom,

On Saturday, February 22, 2014 , a funeral service was held in Haddon Heights to lay to rest our Past Chief William B Chain Jr. Who not only was Chief of the HHFD , he is a decorated Marine who served in the Korean War. Where for his extraordinary action while wounded in battle was awarded the Navy Cross.

I am writing to express sincere appreciation on behalf of the Chain family and Haddon Heights Fire Department, to you and your department who provided equipment and support in preparations for the funeral service.

Gratefully yours,

A handwritten signature in black ink, appearing to read "Nick Scardino".

Nicholas A Scardino Jr.  
Chief of Department

CC: Council Member Susan Griffith



## MEMO

FROM: Chief Richard Kinkler

DATE: March 4<sup>th</sup>, 2014

TO: Director of Police Jack Merryfield Cc: Mayor, Solicitor & Council

SUBJECT: February Monthly Report

Below are statistics for the Haddon Heights Police Department along with important topics. As always do not hesitate to contact me with any questions 856-297-0051.

**Councilman Merryfield please read highlighted section at the council meeting.**

### MONTHLY STATISTICS

- 6,432 miles were driven on patrol, during February
  - Fleet age 71 years
  - Fleet Mileage 802,422
- 36 offenses reported
- 778 calls for service
- 40 adult arrests
- 36 ACS Complaints
- 0 juvenile arrest
- 18 accidents
- 396 motor vehicle summonses issued

## Summary of ongoing initiatives:

### Ordinances and Resolutions

N/A

### General Initiatives

#### ➤ **Class II:**

- PD listed jobs and conducted a P.T. test and interviews to seek applicants for one empty Class II slot, and an additionally anticipated Class II slot. SLEO Sexton and Ford accepted positions and started training. Ptl. Papaycik and Ptl. Lightner are in the NJSP application process. (Ptl. Lightner may have to withdraw from the NJSP process.)
- PD would like to talk about the Class II pay rate.

**Defer reading below just a matter of record for the Mayor, Council and the Solicitor.**

- PD is waiting on a line to order items for the “cone box” on E. Atlantic near Station Avenue.
- **Facebook:** Residents are reminded to check out the police departments’ Facebook page and to make us a “friend”.
- **Grants** – Captain applied for a Distracted Driving grant. PD to implement a crosswalk grant, most likely in April May time frame.
- **Traffic** –
  - The **Atlantic Avenue School corridor** specifically on E. Atlantic: project, “punch list” awaiting completion.
  - **Railroad Crossing Enhancement** – No update.

- **Barrington Intersection, our 1<sup>st</sup> Avenue at Clements Bridge Road** – County is finished with construction, Borough has to remove some signs DPW was notified.
- **Kings Highway at Hillside-** Borough Engineer is working with County to improve the pedestrian crosswalk.
- **13<sup>th</sup> Avenue and Prospect-** pedestrian walkway adjacent to hill is in need of repair. County Parks started working on this project.
- **Roadway closures, races and block party** - PD meeting with the committee to finalize forms. (Police are making a document for an improved approval process for: races, closures on County roads, closures adjacent to State roads and after dusk. FD, DPW, EMS, Solicitor and Clerk will be consulted.) Committee met with HHPBA last month. Copies of policy and forms emailed to stakeholders for review.
- **2 hour parking on "Avenue"** – received a petition from some business owners on Station, forwarded to Police Committee. They want the hours extended for 2 hour parking. PD went to HHBPA meeting, recommended they get a consensus, then process should be HHBPA attend planning board meeting and council meeting, then council review(s). PD is not vested in project, just explained best practice.

BARRINGTON AMBULANCE

February 2014

Barrington	69	Transports	85
Haddon Heights	44	Refusals	35
Audubon	4	Recalls	17
Bellmawr	1	Fire	6
Cherry Hill	1		
Haddonfield	2		
Lawnside	10	Medic treats	16
Magnolia	8		
Mt Ephraim	1	Squad in service	92 hours, 30 mins
Runnemede	2		
Somerdale	1	Crew in service	185 hours 12 mins.
		personnel injured	0
Total	143	Miles traveled	1692

44 calls were answered in Haddon Heights and 29 people were transported  
The average response time was 1.14 minutes  
The average on location time was 5.86 minutes

Respectfully submitted,

Barbara J. Willson  
Chief

**Fire and EMS Combined List by Incident Number**

**Alarm Date Between {02/01/2014} And {02/28/2014}**

<b>Incident</b>	<b>Type</b>	<b>Date</b>	<b>Location</b>	<b>Description</b>
14-0027113-0	FIRE	02/01/2014	50 Ward	611 Dispatched & cancelled
14-0029340-0	FIRE	02/04/2014	4217 Reamer DR	611 Dispatched & cancelled
14-0029564-0	FIRE	02/04/2014	117 E Atlantic /315	113 Cooking fire, confined
14-0029825-0	FIRE	02/04/2014	1321 Maple AVE	736 CO detector activation
14-0030079-0	FIRE	02/05/2014	312 4th	553 Public service
14-0030172-0	FIRE	02/05/2014	520 3rd	444 Power line down
14-0030183-0	FIRE	02/05/2014	311 4th AVE	444 Power line down
14-0030428-0	FIRE	02/05/2014	401 E Atlantic AVE /216	321 EMS call, excluding
14-0031110-0	FIRE	02/06/2014	15 E Euclid	611 Dispatched & cancelled
14-0032102-0	FIRE	02/07/2014	100 E Gloucester	745 Alarm system activation,
14-0032849-0	FIRE	02/08/2014	1204 Clements Bridge RD /105	611 Dispatched & cancelled
14-0034206-0	FIRE	02/09/2014	123 10th	671 HazMat release
14-0035439-0	FIRE	02/10/2014	12 11th AVE	321 EMS call, excluding
14-0035484-0	FIRE	02/10/2014	203 1st AVE	321 EMS call, excluding
14-0037910-0	FIRE	02/14/2014	180 Upland	111 Building fire
14-0038300-0	FIRE	02/14/2014	432 Kingston	671 HazMat release
14-0038309-0	FIRE	02/14/2014	COPLEY RD/ROUTE 295 ,03 03	622 No Incident found on
14-0038314-0	FIRE	02/14/2014	50 Payson	611 Dispatched & cancelled
14-0038462-0	FIRE	02/14/2014	26 8th	116 Fuel burner/boiler
14-0039784-0	FIRE	02/16/2014	101 4th	311 Medical assist, assist
14-0041157-0	FIRE	02/17/2014	514 Station AVE	463 Vehicle accident,
14-0041599-0	FIRE	02/18/2014	117 E Atlantic AVE /815	321 EMS call, excluding
14-0044034-0	FIRE	02/21/2014	2101 Reamer DR	353 Removal of victim(s)
14-0044633-0	FIRE	02/21/2014	148 W Kings	611 Dispatched & cancelled
14-0046915-0	FIRE	02/24/2014	210 White Horse	611 Dispatched & cancelled
14-0046961-0	FIRE	02/24/2014	17 White Horse PIKE /Suites 1 &	321 EMS call, excluding
14-0047180-0	FIRE	02/24/2014	289 James ST	611 Dispatched & cancelled
14-0048628-0	FIRE	02/26/2014	515 Black Horse PIKE	321 EMS call, excluding
14-0048669-0	FIRE	02/26/2014	1509 Maple	553 Public service
14-0049969-0	FIRE	02/27/2014	122 Ellis ST	111 Building fire
14-0050506-0	FIRE	02/28/2014	117 E Atlantic AVE /710	321 EMS call, excluding
14-0050897-0	FIRE	02/28/2014	263 S White Horse	111 Building fire
<b>Total Incident Count</b>			<b>32</b>	EMS Incident Cnt: 0 Fire Incident Cnt: 32 <i>Runs</i>

## ORDINANCE 2014:1408

### AN ORDINANCE OF HADDON HEIGHTS BOROUGH, CAMDEN COUNTY, NEW JERSEY: RELATING TO DEVELOPMENT REGULATIONS, PARTICULARLY PROVIDING FOR A TAX MAP/GIS DATABASE UPDATE FEE

#### ARTICLE I: PURPOSE

It is the purpose of this ordinance to impose upon developers the costs incurred by HADDON HEIGHTS BOROUGH in updating the municipal tax map/GIS database as a result of the approval of various subdivisions or the creation of any new lots within HADDON HEIGHTS BOROUGH. Said costs are directly related to the development procedure, and thereby HADDON HEIGHTS BOROUGH determines that they should be borne by the developer/applicant for all said subdivisions.

**Tax Map/GIS Database Update Fees:** Each applicant and/or developer for any approval which results in the creation of any new lots, revision of any existing lots, and/or other alterations to the tax map/GIS database, shall be responsible for paying all reasonable charges incurred by the HADDON HEIGHTS BOROUGH Engineer in updating said tax map/GIS database. These costs shall include, but not be limited to, update to the GIS database, revisions to existing tax map plates, creation/addition of new tax map plates, appropriate revisions to the Key Map(s), reprographic services for applicable Borough, County and State submission copies, as well as any reasonable shipping and handling fees involved.

#### ARTICLE II: COSTS

Once final subdivision and/or new lot approval has been received, an escrow account shall be established by the applicant and maintained by HADDON HEIGHTS BOROUGH for the express purpose of maintaining the tax map/GIS database. No construction permit shall be issued until said costs are posted with HADDON HEIGHTS BOROUGH, as outlined below:

- \$75.00 per lot for minor subdivisions (five (5) lots or less)
- \$65.00 per lot for six (6) to thirty (30) lots
- \$55.00 per lot or per change for each lot/tax map revision due to deed discrepancies, lot line adjustments, easement detailing, ownership labeling, acreage calculation and labeling, street name changes and other minor revisions
- \$800.00 per commercial site plan (detailing of commercial site needed on separate sheet)
- \$1,000.00 per condominium site plan plus \$20.00 per unit for residential condominium projects (detailing of condominium site needed on separate sheet)

If any portion of the escrow account remains unused following the appropriate revisions to the tax map/GIS database, it shall be refunded to the applicant.

In the event that any application for development is denied and the application is no longer pending before the respective Board, then any portion of the aforementioned fee which has not been expended by the engineer responsible for maintaining the tax map/GIS database shall be refunded to the applicant.

In addition to the maintenance fees noted, each approved applicant must supply a map of the new subdivision or new lot in a scale suitable for inclusion on the HADDON HEIGHTS BOROUGH tax map/GIS database. Said map must be submitted in both electronic and hardcopy formats, and must be compliant with current New Jersey Map Filing Law guidelines (N.J.S.A. 46-23.1). All electronic file submissions must all conform to any HADDON HEIGHTS BOROUGH electronic files submission ordinance as enacted or as may be enacted.

**ARTICLE III: AMENDMENT**

Any/all previous ordinances now in effect regarding tax map/GIS database escrow fees in HADDON HEIGHTS BOROUGH are superseded by this ordinance.

**ARTICLE IV: EFFECTIVE DATE**

This ordinance shall take effect upon proper passage, in accordance with the laws of HADDON HEIGHTS BOROUGH.

Introduction: 2-4-14

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

Adoption: \_\_\_\_\_

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

ATTEST: \_\_\_\_\_  
Kelly Santosusso, Deputy Borough Clerk

## ORDINANCE 2014:1409

### ORDINANCE OF THE BOROUGH OF HADDON HEIGHTS, COUNTY OF CAMDEN, NEW JERSEY, RE-APPROPRIATING CERTAIN FUNDED APPROPRIATION BALANCES ERETOFORE 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:

<u>Ordinance:</u>	<u>Amount:</u>
2012:1382	\$13,000.00
2013:1390	\$18,348.00
2013:1400	\$34,152.00
<b>TOTAL:</b>	<b>\$65,500.00</b>

**Section 2.** The sum of \$65,500, 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) municipal facility improvements in the amount of \$13,000;
- b) Devon Avenue Sanitary Landfill improvements in the amount of \$47,500;  
and
- c) former Department of Public Works Building remediation 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: March 4, 2014

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

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

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

ATTEST: \_\_\_\_\_  
Kelly Santosusso, Deputy Borough Clerk

**RESOLUTION 2014:69**

**RESOLUTION AUTHORIZING MAYOR TO ENTER INTO A  
CONTRACT WITH PENNONI ASSOCIATES INC. FOR THE PURPOSE  
OF PROVIDING LICENSED PROFESSIONAL REMEDIATION  
SERVICES AT THE DEVON AVENUE SITE**

WHEREAS, the Borough of Haddon Heights requires licensed professional remediation services for the Devon Avenue site; and

WHEREAS, Request for Qualifications for these services were posted on the Borough website; and

WHEREAS, Pennoni Associates Inc. was the sole respondent and has proposed providing these services in the amount of \$29,500.

WHEREAS, the Chief Financial Officer has certified the above amount will be encumbered from Capital Account #C-04-55-807-802.

NOW, THEREFORE BE IT RESOLVED by the Governing Body of Haddon Heights, County of Camden, State of New Jersey to award a contract to Pennoni Associates Inc. for the purpose of providing licensed professional remediation services at the Devon Avenue site.

Date: March 18, 2014

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

ATTEST: \_\_\_\_\_  
Kelly Santosusso, Acting Borough Clerk



**PENNONI ASSOCIATES INC.**  
**CONSULTING ENGINEERS**

## **PENNONI ASSOCIATES INC.**

### **GENERAL TERMS & CONDITIONS**

1. Unless withdrawn sooner, proposals are valid for thirty days.
2. The technical and pricing information in proposals is the confidential and proprietary property of Pennoni Associates Inc. or any subsidiary or affiliate of Pennoni Associates Inc. ("Pennoni"). Client agrees not to use or to disclose to third parties any technical or pricing information without Pennoni's written consent.
3. The agreement created by the Client's acceptance of a proposal and these Terms & Conditions is hereinafter referred to as the "Agreement." If a proposal is submitted to Client and Client fails to return a signed copy of the proposal but knowingly allows Pennoni to proceed with the services, then Client shall be deemed to have accepted the terms of the proposal and these General Terms & Conditions. If there is a conflict or inconsistency between any express term or condition in the proposal and these General Terms & Conditions, the proposal shall take precedence. The proposal and these General Terms & Conditions constitute the entire Agreement, and supersede any previous agreement or understanding.
4. Payment is due upon receipt of invoices as submitted. Client agrees to pay interest at the rate of 1½ percent per month on invoices that are more than 30 days past due. If an invoice is 30 or more days past due, Pennoni may suspend services and refuse to release work on this Agreement or any other agreement between Client and Pennoni until Client has paid all amounts due. Unless Pennoni receives written notice of Client's dispute of an invoice within 30 days of the invoice date, the invoice will be presumed correct. If payment is not made in accordance with the Agreement, Client agrees to pay reasonable costs and attorney's fees incurred by Pennoni to collect payment.
5. All drawings, sketches, specifications and other documents ("Documents") in any form, including electronic, prepared by Pennoni are instruments of Pennoni's services, and as such are and shall remain Pennoni's property. Upon payment in accordance with the Agreement, Client shall have the right to use and reproduce the Documents solely for the purposes of constructing, remediating, using or maintaining the project contemplated by the Agreement ("Project"). The Documents are prepared for use on this Project only, and are not appropriate for use on other projects, any additions or alterations of the Project, or completion of the Project by others. Use of the Documents in violation of this paragraph without the express written consent of Pennoni is prohibited, and shall be at Client's sole risk. Client agrees to indemnify, defend and hold harmless Pennoni from any claims, damages, losses, liabilities and expenses arising from such prohibited use.
6. The proposed fees and schedule constitute Pennoni's best estimate of the charges and time required to complete the Project. As the Project progresses, facts uncovered may dictate revisions in scope, schedule or fee. The hourly rate schedule for services provided on a time and material basis will be subject to increases annually.
7. Fee and schedule commitments will be subject to change for delays caused by Client's failure to provide specified facilities or information, or for delays caused by third parties, unpredictable occurrences or force majeure.
8. Where the method of payment is based on time and materials, Client agrees that the following will apply: The minimum time segment for charging work is one-quarter hour, except the minimum time segment for charging of field survey work is four (4) hours. Client reimbursable expenses include travel and living expenses of personnel when away from the home office on business connected with the Project; subcontractor and subconsultant costs; identifiable communications, mailing and reproduction costs; identifiable drafting and stenographic supplies; and expendable materials and supplies purchased specifically for the Project. A ten (10) percent administrative and handling charge will be added to client reimbursable expenses.
9. No termination of this Agreement by Client will be effective unless Client gives seven days prior written notice with the reasons and details, and Pennoni is afforded an opportunity to respond. Where the method of payment is "Lump Sum," Client agrees that the final invoice will be based on services performed to the effective date of cancellation, plus an equitable adjustment to provide for costs Pennoni incurred for commitments made prior to cancellation. Where the method of payment is time and materials, Client agrees that the final invoice will include all services and direct expenses up to the effective date of cancellation plus an equitable adjustment to provide for costs Pennoni incurred for commitments made prior to cancellation.
10. Pennoni will maintain at its own expense Workman's Compensation insurance, Comprehensive General Liability insurance and Professional Liability insurance.



**SCHEDULE**

Pennoni is prepared to begin working on this project upon receipt of Notice to Proceed and will endeavor to complete the work in accordance with your scheduling needs. Pennoni anticipates that the presented scope of services as outlined can be completed within eight (8) weeks of receipt of Notice to Proceed. This schedule assumes that a pre-application meeting with the NJDEP can be scheduled within four (4) weeks of Notice to Proceed.

**FEE**

Pennoni proposes to complete the Task 1 thru Task 5 scope of services for a Lump Sum Fee of **\$29,500.00**, as detailed below:

<b>Task 1 - NJDEP Administrative Requirements .....</b>	<b>\$1,500.00</b>
<b>Task 2 - Additional Remedial Investigations.....</b>	<b>\$15,500.00</b>
<b>Task 3 - Remedial Investigation Report Addendum Preparation.....</b>	<b>\$3,500.00</b>
<b>Task 4 - NJDEP Pre-Application Meeting.....</b>	<b>\$3,000.00</b>
<b>Task 5 - Remedial Action Select Report Preparation.....</b>	<b>\$6,000.00</b>

Please note that no NJDEP fees, outside costs for public notification (beyond those included in this proposal), or other similar remedial investigation costs are included in our fee. Additional work beyond the specified scope of services will not be performed and invoiced without your prior authorization.

**BILLING AND PAYMENT**

In accordance with Item 4 of the enclosed Pennoni General Terms and Conditions, invoices will be rendered monthly and are due upon receipt. Client acknowledges that the method of Billing and Payment has been outlined in detail; that the terms agreed upon can only be changed by a written addendum agreed to by both parties; and that work may be stopped until payment is made in accordance with the agreement. Failure to pay invoiced amounts otherwise due will be cause for self-dismissal by the LSRP of Record.

**TERMS AND CONDITIONS**

**A. General**

1. *The Pennoni General Terms and Conditions (Form No. LE01 Revised 11/06)* attached hereto are included as part of this proposal.
2. This proposal is for providing the specific services described within the Scope of Services above. Any services provided by Pennoni Associates Inc. for this project which are not specifically included in the above Scope of Services are additional services and will be billed as such in accordance with the above-stated fees. Such services will only be rendered upon prior Client written approval.

have in attendance so guidance can be provided for all of the permitting issues associated with the long term project. Pennoni will attend the meeting and prepare draft meeting minutes which are typically provided to the DEP for comment, and we will ultimately circulate the finalized minutes to the appropriate parties.

Our fee assumes the NJDEP will not decide to elevate the pre-application meeting request to Permits Coordination, which will require a higher level of effort and submission of a more detailed pre-application package. Pennoni's fee also does not include any revisions to the concept plan developed by Pennoni in 2011 that will be submitted with the request. Should the NJDEP elevate our pre-application meeting request to Permits Coordination and/or revisions to the 2011 concept plan be required, Pennoni will complete these services in accordance with our attached fee schedule.

#### **Task 5 - Remedial Action Select Report Preparation**

Following the completion Task 4, Pennoni will prepare a *Remedial Action Selection Report* for the site. The purpose of remedial action selection will be to evaluate several remedial alternatives and choose the most appropriate remedial action for the site being investigated pursuant to N.J.A.C. 7:26E. To facilitate remedial action planning, the results from the site and remedial investigations will be used and conservative assumptions will be made, where necessary, pertaining to the documented impacts at the site. The *Remedial Action Selection Report* will provide an overview of potential strategies to properly close the site and how redevelopment into recreational usage may be incorporated into a proposed capping system and will provide order of magnitude construction estimates for each potential remedial strategy. Upon completion of the *Remedial Action Selection Report*, Pennoni will work with the Borough of Haddon Heights to select the remedial strategy that meets their needs. Pennoni's fee also does not include any revisions to the concept plan developed by Pennoni in 2011

The selected remedial strategy will be incorporated into a *Remedial Action Workplan* and/or *Landfill Closure and Post-Closure Care Plan* which will be submitted to the NJDEP for review and approval prior to implementing any remedial action strategies. Pennoni will prepare a separate proposal for the completion of the *Remedial Action Workplan* and/or *Landfill Closure and Post-Closure Care Plan*, which will include professional engineering design services and permitting submissions, following the completion of Task 5.

#### **Additional Services:**

If requested or as found to be warranted, we will furnish the Client with an additional proposal for the following professional services not included in this proposal.

- *Remedial Action Workplan*
- *Landfill Closure and Post-Closure Care Plan*
- Groundwater sampling services
- Attendance at Public Meetings
- Other required services not specifically included with this proposal.

In order to evaluate the lateral migration of methane and potential impacts to structures located within 100 feet of the perimeter of the site (i.e., the Haddon Glen Swim Club), Pennoni will install methane monitoring points within the right of way of Glenview Avenue. The monitoring points will be installed at several levels in the vadose zone between the site and the landfill to allow for measurements of subsurface pressure and methane concentrations to evaluate the attenuation and migration potential of methane in the soil column. The deepest point will be installed at the approximate depth of the landfill refuse or just above the water table, whichever is encountered first. The shallowest point will be installed to a depth of three (3) feet below grade and an intermediate point will be installed approximately halfway between the shallow point and the water table.

Methane readings will be collected using a Landtec GEM 500 Gas Extraction Monitor or similar field instrument. This device will provide a direct reading from each point of the percentage of the LEL for methane. The permanent points will be monitored on a monthly basis for a period of six (6) months to evaluate methane migration / concentration trends and determine if a methane venting system will be required as part of the remedial action.

### **Task 3 - Remedial Investigation Report Preparation**

Pennoni will document the investigations completed at the site to date a *Remedial Investigation Report* in accordance with the NJDEP *Technical Requirements for Site Remediation*. The *Remedial Investigation Report* will include the following information:

- A summary of the site's history and regulatory status;
- The physical setting, topography, and regional/local geology and hydrogeology;
- An updated *Receptor Evaluation Form*;
- Details of the investigation and sampling programs for all media;
- Site plans showing the locations and distribution of the sampling locations;
- Documentation of the groundwater sampling events;
- A list of applicable standards and tables/figures showing the sampling results;
- Recommendations for additional remedial investigations/actions, if/as necessary.

A *Remedial Investigation Report* and a *Remedial Investigation Report Addendum* were previously submitted to the NJDEP by Pennoni prior to the implementation of the LSRP Program. Following the submission of these reports, Pennoni was informed by the NJDEP that the case manager who had been assigned to the site had moved to another area within the NJDEP and would not be reviewing the documentation. In order to move forward with the remediation of the case, the LSRP of Record must submit copies of documents pertaining to the case to the NJDEP, which at this time requires the resubmission of the *Remedial Investigation Report* and *Remedial Investigation Report Addendum*.

### **Task 4 - NJDEP Pre-Application Meeting**

Pennoni will make a written request to the NJDEP for a pre-application meeting. The request will include a list of environmental issues related to the landfill closure and proposed land development. This information will allow the DEP to determine the appropriate departments to

An initial *Receptor Evaluation* was completed and submitted to the NJDEP in February 2011. The *Receptor Evaluation* is required to be updated and submitted along with major case documents (i.e., Remedial Investigation Reports, etc.). The updated *Receptor Evaluation* will be included in the report outlined in Task 3 below.

#### Public Notification

The NJDEP has instituted a public outreach program which requires the posting of a sign on the affected property, or the submission of letters to nearby property owners, for sites that are undergoing remediation. The intention of the public outreach process is to notify people who may live on the subject property, visit the subject property, or reside on nearby properties that the site is undergoing remediation in accordance with the NJDEP *Technical Requirements for Site Remediation*.

A public notification sign was prepared and posted at the site in March 2011. Subsequent to the posting of the existing sign, the NJDEP modified the nature of the information that is required to be included on the sign. Pennoni will generate and post a new sign that includes the requisite information. Pennoni will then take pictures of the sign and forward the pictures along with the Public Notification and Outreach Form to the appropriate entities in accordance with the NJDEP *Technical Requirements for Site Remediation*.

#### **Task 2 - Additional Remedial Investigations**

##### *Additional Methane Investigations*

Pennoni will complete additional methane investigations on the site to supplement those completed in 2010. The investigations will involve the installation of semi-permanent monitoring points around the perimeter of the site so that methane concentrations can be monitored over time in order to determine if a methane venting system will be required to be installed as part of landfill closure activities<sup>1</sup>.

The methane gas monitoring points will be installed along the perimeter of the referenced site a distance of approximately 300 feet apart. The methane gas monitoring points will be constructed of three (3) feet of ½" diameter 10-slot polyvinyl chloride (PVC) screen with enough solid PVC riser to reach the surface. Each monitoring point will be secured with a twisting cap. Each monitoring point will be installed to a depth of three (3) feet below grade and secured with a gravel pack. In order to protect the monitoring points from vandalism / unauthorized removal, each monitoring point will be secured with either a locking protective metal stick-up casing or bolted steel manway.

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<sup>1</sup> New Jersey Solid Waste regulations [N.J.A.C. 7:26-2A7(f)] require active landfill gas (LFG) collection and venting, if 25% of the Lower Explosive Limit (LEL) is detected at the perimeter of the property, to prevent offsite migration and control the accumulation of any methane gas at any concentration in any building.

necessarily constitute a departure from this standard of care.

We have developed the following scope of services based upon our knowledge of the site, our experience with similar projects, and our understanding of necessary actions to move the site forward toward ultimate closure, in the form of a Response Action Outcome (RAO), following the requirements of the NJDEP *Technical Requirements for Site Remediation* (N.J.A.C. 7:26E).

**Task 1 - NJDEP Administrative Requirements**

**Task 2 - Additional Remedial Investigations**

**Task 3 - Remedial Investigation Report Addendum Preparation**

**Task 4 - NJDEP Pre-Application Meeting**

**Task 5 - Remedial Action Select Report Preparation**

**Task 1 – NJDEP Administrative Requirements**

*LSRP Retention*

The NJDEP requires that *Notification of LSRP Retention* be completed via the NJDEP Online Business Portal. The LSRP who will be engaged under this contract will be Ms. Crystal Leavey. Ms. Leavey will complete the requisite form via the NJDEP Online Business Portal. Prior to the submission of the *Notification of LSRP Retention* Form, the existing LSRP will be required to release him/herself from the site. Pennoni requests that the Borough of Haddon Heights direct the existing LSRP to complete the requisite dismissal form.

*Receptor Evaluation (Update)*

When contamination is identified on a property in excess of the applicable remedial standards, a Receptor Evaluation is required pursuant to N.J.A.C. 7:26E-1.12 et seq. to assess potential impacts to human and environmental receptors associated with potential contamination on the subject property. As outlined in the NJDEP *Technical Requirements for Site Remediation*, sensitive receptors are divided into four (4) primary categories. The four (4) receptor evaluation categories are summarized as follows:

- **Land Use:** Sensitive populations such as schools, playgrounds, daycare facilities, etc. within 200 feet of the subject property must be identified and evaluated.
- **Groundwater:** Groundwater use in the vicinity of an impacted property must be evaluated by conducting a well search. Further, any potable/domestic supply wells identified within 250 feet upgradient, 500 feet sidegradient, or 500 feet downgradient of a known point of groundwater contamination must be sampled.
- **Vapor Intrusion (VI):** If volatile organic compounds (VOCs) are present in groundwater above the NJDEP Groundwater Screening Levels (GWSLs) and/or free phase petroleum product is identified on a property and structures are located in the vicinity of the impacted media, VI must be evaluated.
- **Ecological:** An ecological evaluation consists of identifying contaminants of concern (COCs) on an impacted property, identifying sensitive ecological receptors on or adjacent to an impacted property, and identifying potential migratory pathways between the COCs and any identified sensitive ecological receptors.

At the request of the NJDEP, Pennoni completed test pits along the banks of the North Branch of Little Timber Creek to determine the nature of any waste materials that may be present. Generally, the materials encountered consisted of construction and demolition debris and other non-putrescible waste materials (i.e., plastics, glass, cans, etc.). During the test pit excavation activities, Pennoni collected soil samples for analysis to determine if acid producing soils were present along the stream bank. The formations and soils in the vicinity of the subject property have been identified as having the potential to be acid producing. Composite soil samples were collected from each of the soil strata encountered in the test pits. The soil samples were submitted to the Rutgers University New Jersey Agricultural Experiment Station Soil Testing Laboratory for analysis. The results of the analysis indicate that the soils present along the stream bank are not acid producing.

### SCOPE OF SERVICES

Pennoni proposes to provide you our services as the LSRP of Record for the site, and in that capacity, to help you proceed through the regulatory process for the referenced case. This proposal provides a scope of services for 1) executing a *LSRP Retention* Document; 2) Preparing an update to the *Receptor Evaluation Form*; 3) updating and posting the requisite public notification documentation; 4) completion of additional methane investigations at structures located within 100 feet of the perimeter of the landfill; 5) preparation and submission of a *Remedial Investigation Report Addendum*; 6) preparation of a *Remedial Action Selection Report*; and 7) preparation for and attendance at a pre-application meeting with the NJDEP to discuss environmental issues related to the landfill closure and proposed land development.

Please note that you will be required to continue the submission of the *Annual Remediation Fee* to the NJDEP until such time as a Response Action Outcome is issued for the site.

Pennoni assumes that all portions of the site will be accessible, and that the Client will make available all relevant documentation/information to Pennoni as requested pursuant to our work as LSRP of Record.

The LSRP will work with you to move this project through the regulatory process, and will make technical decisions on how to comply with the appropriate regulatory requirements and applicable timeframes. In contracting for LSRP professional services, the Client recognizes that the LSRP must fulfill a dual role, serving as Client's consultant while required to meet the responsibilities identified in the NJ Site Remediation Reform Act (SRRA; N.J.S.A. 58:10C-1 et seq.) to protect public health and safety, and the environment. Because the LSRP is frequently acting without NJDEP oversight, and is responsible for decisions and opinions consistent with the NJDEP requirements including statute, regulation, and guidance, he/she may require follow-up to support decisions, judgments, and opinions based on conditions observed during the course of services under this agreement. This proposal assumes a typical level of effort is required, based on our current understanding of conditions with the case.

In rendering opinions, a LSRP's standard of care and skill will be measured against the level of reasonable care and diligence applying the knowledge and skill ordinarily exercised by other competent and reputable LSRP's in good standing, operating under similar circumstances, and during the same time period. The NJDEP may have legitimate differences in judgment that do not

on the west side of Devon Avenue and from a few inches along the landfill perimeter to as much as sixteen (16) feet in the central portion of the site located to the east of Devon Avenue. The results of laboratory analysis of samples collected during the soil investigations revealed the presence of several contaminants, including volatile organic compounds, semi-volatile organic compounds, and metals in the landfill and at the perimeter of the landfill at concentrations above the NJDEP Residential Direct Contact Soil Remediation Standards (RDCSRS) and/or the NJDEP Default Impact to Groundwater Soil Remediation Standards (IGWSRS).

Screening for groundwater contamination was completed during the soil investigation program in June 2007. Temporary monitoring points were installed in selected soil boring locations and samples were collected for analysis. The results from the initial groundwater investigations revealed several contaminants, including volatile organic compounds, pesticides, and metals, at concentrations above the NJDEP Groundwater Quality Standards (GWQS) for Class IIA Aquifers. Based on the results of the initial groundwater investigation, Pennoni installed a total of 12 permanent monitoring wells around the perimeter of the landfill in January 2009 to monitor groundwater quality at the site.

Between February 2009 and November 2009, Pennoni completed four (4) rounds of groundwater sampling to evaluate contaminants in the groundwater beneath the site. The results of the groundwater sample analysis revealed the presence of total metals at concentrations in excess of the applicable NJDEP GWQS in several of the groundwater monitoring wells.

Pennoni collected surface water and sediment samples from the North Branch of Little Timber Creek in June 2007. The samples were collected in accordance with the NJDEP *Guidance for Sediment Quality Evaluations*, dated November 1998. Thirty-six (36) surface water samples and 36 sediment samples were collected from the downstream sampling area. To assess upgradient sediments and the potential for an upgradient and/or offsite source(s) to impact surface water and sediment quality adjacent to the former landfill, Pennoni collected three (3) surface and three (3) sediment samples upgradient from the landfill. Polycyclic aromatic hydrocarbons (PAHs) and metals were identified in the sediment samples at concentrations in excess of the NJDEP Freshwater Sediment Screening Guidelines (FSSG) in effect at the time of sampling. PAHs and pesticides were identified in the surface water samples in excess of the NJDEP Surface Water Quality Standards (SWQS) for FW2 surface waters in effect at the time of sampling.

In December 2010, Pennoni installed temporary monitoring points to evaluate methanogenic conditions in the subsurface at various locations and depths throughout the Site. The results of the investigation revealed elevated levels of methane at three (3) locations on the west side of Devon Avenue and at two (2) locations on the east side of Devon Avenue.

At the request of the NJDEP, Pennoni verified the quality of the existing cover on the west side of Devon Avenue in December 2010. Pennoni divided the existing soccer fields into six (6) grids and collected one (1) composite soil sample from the 0-2' interval below grade from each grid for analysis. The results of the analysis did not reveal the presence of targeted compounds in excess of the NJDEP unrestricted use soil remediation standards, indicating that the existing cap material is suitable for the existing soccer fields.



**PENNONI ASSOCIATES INC.**  
**CONSULTING ENGINEERS**

December 2, 2013

PRO 13-05252

Mayor Edward S. Forte, Jr.  
Borough of Haddon Heights  
625 Station Avenue  
Haddon Heights, New Jersey 08035

**Re: Proposal for Licensed Site Remediation Professional Services  
Former Devon Avenue Landfill  
Block 116, Lot 1  
Block 117, Lot 1  
Block 118, Lots 3 & 5  
Block 120, Lots 1, 1.01, 2, & 2.01  
Block 121, Lots 1 & 2  
Block 122, Lots 1 & 2  
Block 125, Lots 1 & 2  
Haddon Heights, Camden County, New Jersey 08035  
NJDEP Program Interest #G000026185**

Dear Mayor Forte,

Pennoni Associates Inc. (Pennoni) is pleased to present this proposal for Licensed Site Remediation Professional (LSRP) services for the referenced property ("subject property" or "site"). It is our understanding from our meeting on November 12, 2013 that the Borough of Haddon Heights is interested in moving forward with the closure of the above referenced property using the services of a New Jersey Department of Environmental Protection (NJDEP) approved LSRP. Pennoni understands that the Borough of Haddon Heights wishes to redevelop the property into recreational space for use by various athletic programs. This proposal is made to the Borough of Haddon Heights, as owner of the site and Responsible Party ("RP", "Client").

#### **BACKGROUND**

The site has been identified as a former sanitary landfill. Information obtained from the NJDEP indicates that the landfill was not properly closed and has impacted groundwater quality in the area. In addition, the landfill extends along the North Branch of Little Timber Creek to the south and erosion of the stream bank has led to exposure of subsurface waste along the stream bank and possible deposition of debris in the stream bed. Available information indicates that the former landfill area appears to cover approximately twelve (12) acres.

Pennoni completed soil, groundwater, surface water, sediment, and methane gas investigations between June 2007 and August 2011. Waste material thickness was found to vary from a few inches along the landfill perimeter to as much as eleven (11) feet in the central portion of the fields located

Capital Adjustment - Charge against either C-04-55-807-503 or C-04-55-807-602

1	\$	18,509.90	from Bach HH2013-5 Handicap Ramp Program	\$	18,509.90	<i>changed to CDBG</i>
2	\$	6,646.00	from Bach HH2013-0 General Engineering	\$	6,646.00	
3	\$	3,536.25	from Bach Handicap Ramp Invoices posted to General Engineering	\$	3,536.25	

Subtotal \$ 28,692.15

\$ ~~55,323.85~~ Net Remaining Pedestrian / Bike  
*52,500*

Reallocate to New Capital Line Items

*\$47,500*  
~~\$50,000~~

Devon Avenue Former Sanitary Landfill

1	\$	15,308.50	from Bach HH2013-0 General Engineering
2	\$	30,000.00	Pennonni Associates 12-2-13 Proposal

Subtotal of Devon Avenue Sanitary Landfill \$ 44,808.50  
 Net Remaining of Devon Avenue Sanitary Landfill \$ 5,191.50

*Reappropriate funding  
 ordinance  
 \$52,500*

Former DPW \$5,000

1	\$	3,536.25	from Bach HH2013-0 General Engineering
---	----	----------	--

Subtotal of Devon Avenue Sanitary Landfill \$ 3,536.25  
 Net Remaining of Devon Avenue Sanitary Landfill \$ 1,463.75

\$ 323.85 Net Remaining Pedestrian / Bike

Range of Accounts: C-04-00-000-000 to C-04-55-807-701  
 Incl Blank Line Between Accounts: No Cap Accounts Switch: Yes Include Requisitions: No  
 Department Page Break: No Subtotal CAFR: Yes Subtotal Department: Yes  
 Budgeted = Adopted + Amended  
 Balance = Budgeted + Transfers - Encumber - Net Expended/Reimbrsd - Canceled (if any)  
 Unexpended = Budgeted + Transfers - Net Expended/Reimbrsd - Canceled (if any)

Year To Date As Of: 02/18/14  
 Skip Zero Activity: Yes  
 Fund Control Totals: No CAFR Control Totals: No  
 Net Expd/Reimb = Expended - Reimbursed  
 %Used = (Net Expd/Reim + Encumber) / (Budgeted + Transfers - Cancel)

Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Unexpended	Balance YTD	%Used
C-04-00-000-000	GENERAL CAPITAL FUND							
C-04-55-001-000	NON-IMPROVEMENT AUTH EXPENSES							
C-04-55-001-001	Due To/From Current Fund	8,702.07	0.00	0.00	128,679.38-	137,381.45	137,381.45	**
C-04-55-001-002	Due To/From Trust Other	19,718.15	0.00	0.00	23,144.25-	42,862.40	42,862.40	117-
C-04-55-001-003	BAN PAYMENT	2,000,000.00	0.00	0.00	1,876,012.60	123,987.40	123,987.40	94
C-04-55-001-021	Res Bond Debt Srv Due Current	0.00	0.00	0.00	6,080.62	6,080.62-	6,080.62-	0
C-04-55-001-022	CAPITAL SURPLUS DUE CURRENT	0.00	0.00	0.00	25,480.48	25,480.48-	25,480.48-	0
	Department Total	2,028,420.22	0.00	0.00	1,755,750.07	272,670.15	272,670.15	87
C-04-55-800-000	IMPROVEMENT AUTHORIZATIONS							
C-04-55-806-100	ORD. 1212							
C-04-55-806-101	12120 - ROAD IMPROVEMENTS	3,575.58	0.00	0.00	3,575.58	0.00	0.00	100
	Control Total	3,575.58	0.00	0.00	3,575.58	0.00	0.00	100
C-04-55-806-200	ORD. 2007:1234							
C-04-55-806-201	1234J SEWER IMPROVEMENTS	47.24	0.00	0.00	47.24	0.00	0.00	100
	Control Total	47.24	0.00	0.00	47.24	0.00	0.00	100
C-04-55-806-300	ORD. 2008:1259							
C-04-55-806-301	2008:1259 TECHNOLOGY	92.85	0.00	92.85	0.00	92.85	92.85	100
	Control Total	92.85	0.00	92.85	0.00	92.85	92.85	100
C-04-55-806-400	ORD 2008:1261							
C-04-55-806-401	2008:1261 SOCCER & OTHER BORO FIELDS	5,966.09	0.00	5,181.09	785.00	5,181.09	5,181.09	100
	Control Total	5,966.09	0.00	5,181.09	785.00	5,181.09	5,181.09	100
C-04-55-806-500	ORD. 2008:1262							
C-04-55-806-501	2008:1262 SEWER IMPROVEMENTS	98.68	0.00	0.00	98.68	0.00	0.00	100

Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Unexpended	Balance YTD	%Used
Control Total		98.68	0.00	0.00	98.68	0.00	0.00	100
C-04-55-806-600	ORD. 2008:1280							
C-04-55-806-601	2008:1280H PARKS & RECREATION	163.15	0.00	163.15	0.00	163.15	0.00	100
Control Total		163.15	0.00	163.15	0.00	163.15	0.00	100
C-04-55-806-700	ORD. 2009:1307							
C-04-55-806-701	2009:1307B RENOV. CONFERENCE ROOM	5,000.00	0.00	0.00	0.00	0.00	0.00	0
					Cancelled:	5,000.00		
C-04-55-806-702	2009:1307E MOTORIZED LEAF COLLECTOR	509.00	0.00	0.00	509.00	0.00	0.00	100
C-04-55-806-703	2009:1307F SEWER IMPROVEMENTS	3,534.89	0.00	0.00	3,534.89	0.00	0.00	100
C-04-55-806-704	2009:1307H TECHNOLOGY	67.33	0.00	67.33	0.00	67.33	0.00	100
C-04-55-806-705	2009:1307 Tech Computers Libr Muni Bldg	5,000.00	0.00	11.86	4,988.14	11.86	0.00	100
Control Total		14,111.22	0.00	79.19	9,032.03	79.19	0.00	100
					Cancelled:	5,000.00		
C-04-55-806-800	2009:1309							
C-04-55-806-801	2009:1309 ACQUISITION OF PROPERTY ET AL	2,369.70	0.00	0.00	675.00	1,694.70	1,694.70	28
Control Total		2,369.70	0.00	0.00	675.00	1,694.70	1,694.70	28
C-04-55-806-900	ORD. 2010:1333							
C-04-55-806-901	2010:1333B SOF FURNITURE/EQUIPMENT	6,244.19	410.27	0.00	5,739.71	94.21	94.21	98
C-04-55-806-902	2010:1333C ROADWORK	28,642.13	0.00	0.00	28,642.13	0.00	0.00	100
C-04-55-806-903	2010:1333D DPW SIGNAGE/HARDWARE & MOWER	16,604.19	0.00	144.00	14,064.79	2,539.40	2,395.40	86
C-04-55-806-904	2010:1333E FUEL TANK & ELECTRONIC LIFT	0.73	0.00	0.00	0.00	0.73	0.73	0
C-04-55-806-905	2010:1333F SEWER IMPROVEMENTS	50,487.42	0.00	0.00	47,447.83	3,039.59	3,039.59	94
C-04-55-806-906	2010:1333G SEWER TRUCK & HOSES	15,000.00	0.00	0.00	15,000.00	0.00	0.00	100
C-04-55-806-907	2010:1333H DEVON AVE, CONSERV & REC ZONE	47,606.00	410.27	3,868.88	38,236.50	9,779.77	5,910.89	88
C-04-55-806-908	2010:1333I TECHNOLOGY & TAX MAPS	15,549.79	0.00	0.00	15,549.79	0.00	0.00	100
C-04-55-806-909	2010:1333J TURN OUT GEAR FIRE DEPT.	5,486.00	0.00	0.00	5,163.96	322.04	322.04	94
C-04-55-806-910	2010:1333K COMMUNIC. TOWER FIRE DEPT.	432.48	0.00	0.00	0.00	432.48	432.48	0
Control Total		186,052.93	0.00	4,012.88	169,844.71	16,208.22	12,195.34	93
Department Total		212,477.44	0.00	9,529.16	184,058.24	23,419.20	13,890.04	93
					Cancelled:	5,000.00		

Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Unexpended	Balance YTD	%Used
C-04-55-807-100	ORD. 2010:1344 COMMAND VEHICLE FIRE DEPT	21.61	0.00	0.00	0.00	21.61	21.61	0
C-04-55-807-101	2010:1344 COMMAND VEHICLE							
	Contro] Total	21.61	0.00	0.00	0.00	21.61	21.61	0
C-04-55-807-200	ORD. 2011:1368							
C-04-55-807-201	2011:1368 REMEDIATION OLD DPW SITE	26,578.00	0.00	0.00	26,578.00	0.00	0.00	100
C-04-55-807-202	2011:1368 ROADWORK	10,619.82	0.00	0.00	7,637.72	2,982.10	2,982.10	72
	Contro] Total	37,197.82	0.00	0.00	34,215.72	2,982.10	2,982.10	92
C-04-55-807-300	2011:1369							
C-04-55-807-301	2011:1369A FIRE DEPARTMENT EQUIPMENT	51,423.40	0.00	0.00	48,349.84	3,073.56	3,073.56	94
C-04-55-807-302	2011:1369B POLICE DEPT. EQUIPMENT	11,900.00	0.00	0.00	11,900.00	0.00	0.00	100
C-04-55-807-303	2011:1369C ROADS & PARKING LOTS	25,483.00	0.00	0.00	25,472.80	10.20	10.20	100
C-04-55-807-304	2011:1369D DPW EQUIPMENT & TRUCK	20,000.00	0.00	0.00	20,000.00	0.00	0.00	100
C-04-55-807-305	2011:1369E REMEDIATION OLD DPW SITE	38,736.00	0.00	1,123.75	35,829.11	2,906.89	1,783.14	95
	Contro] Total	147,542.40	0.00	1,123.75	141,551.75	5,990.65	4,866.90	97
C-04-55-807-400	ORD 2012:1382 CAPITAL IMPROVEMENTS							
C-04-55-807-401	2012:1382(1) DPW VEHICLES & EQUIPMENT	300,000.00	0.00	0.00	255,559.53	44,440.47	44,440.47	85
C-04-55-807-402	2012:1382(2) WATER/SEWER IMPROVEMENTS	110,000.00	0.00	0.00	18,476.13	91,523.87	91,523.87	17
C-04-55-807-403	2012:1382(3) ROAD IMPROVEMENTS	50,000.00	0.00	0.00	38,487.50	11,512.50	11,512.50	77
C-04-55-807-404	2012:1382(4) FIRE DEPT. COMMS EQUIPMENT	10,350.00	0.00	0.00	10,172.80	177.20	177.20	98
C-04-55-807-405	2012:1382(5) MUNI BUILDING IMPROVEMENTS	5,200.00	0.00	0.00	5,200.00	0.00	0.00	100
C-04-55-807-406	2012:1382(6) CERVINO BLDG IMPROVEMENTS	1,000.00	0.00	0.00	868.00	132.00	132.00	87
C-04-55-807-407	2012:1382(7) POLICE VEHICLE & EQUIPMENT	57,800.00	0.00	0.00	57,800.00	0.00	0.00	100
C-04-55-807-408	2012:1382(8) FIREPROOF STORAGE CABINETS	2,500.00	0.00	0.00	2,054.02	445.98	445.98	82
C-04-55-807-409	2012:1382(9) RECORDING EQUIPMENT	4,500.00	0.00	0.00	4,191.00	309.00	309.00	93
C-04-55-807-410	2012:1382(10) COMPUTERS & I. T. HARDWARE	10,000.00	0.00	1.00	9,999.00	1.00	0.00	100
	Contro] Total	551,350.00	0.00	1.00	402,807.98	148,542.02	148,541.02	73
C-04-55-807-500	ORD 2013:1390 CAPITAL IMPROVEMENTS							
C-04-55-807-501	2013:1390(1) REC/FIELD IMPROVEMENTS	130,000.00	0.00	65,072.63	64,927.37	65,072.63	0.00	100
C-04-55-807-502	2013:1390(2) WATER/SEWER IMPROVEMENTS	55,000.00	0.00	0.00	44,210.00	10,790.00	10,790.00	80
C-04-55-807-503	2013:1390(3) PEDESTRIAN/BIKE FACILITIES	30,000.00	0.00	118.75	11,533.25	18,466.75	18,348.00	39
C-04-55-807-504	2013:1390(4) ROAD IMPROVEMENTS	18,000.00	0.00	0.00	21,105.95	3,105.95-	3,105.95-	117
C-04-55-807-505	2013:1390(5) BUILDING IMPROVEMENTS	17,000.00	0.00	0.00	1,752.00	15,248.00	15,248.00	10

Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Unexpended	Balance YTD	%Used
<b>Control Total</b>								
C-04-55-807-600	ORD # 2013:1400	250,000.00	0.00	65,191.38	143,528.57	106,471.43	41,280.05	83
C-04-55-807-601	2013:1400(1) Repairs Water/Sewer System	95,000.00	0.00	0.00	3,344.96	91,655.04	91,655.04	4
C-04-55-807-602	2013:1400(2) Pedestrian/Bike Lane Path	100,000.00	0.00	0.00	46,439.96	53,560.04	53,560.04	46
C-04-55-807-603	2013:1400(3) Improve to Roads	321,000.00	0.00	97,534.47	99,794.62	221,205.38	123,670.91	61
C-04-55-807-604	2013:1400(4) Improve to Municipal Build	49,000.00	0.00	0.00	0.00	49,000.00	49,000.00	0
C-04-55-807-605	2013:1400(5) Improv Lake St Pump Station	55,000.00	0.00	7,360.00	21,620.00	33,380.00	26,020.00	53
C-04-55-807-606	2013:1400(6) Acq Computer & IT Equip	5,000.00	0.00	463.88	4,536.12	463.88	0.00	100
C-04-55-807-607	2013:1400(7) Acq Firearms & Police Equip	10,900.00	0.00	2,300.00	8,600.00	2,300.00	0.00	100
C-04-55-807-608	2013:1400(8) Streetscapes Station Ave	5,000.00	0.00	0.00	5,000.00	0.00	0.00	100
C-04-55-807-609	2013:1400 (9) Furniture & Equip Library	4,000.00	0.00	3,254.58	0.00	4,000.00	745.42	81
C-04-55-807-610	2013:1400(10) Acq Fire Dept	26,400.00	0.00	24,894.85	0.00	26,400.00	1,505.15	94
<b>Control Total</b>								
C-04-55-807-700	ORD# 2013:1404	671,300.00	0.00	135,807.78	189,335.66	481,964.34	346,156.56	48
C-04-55-807-701	Sewer Emergency	65,000.00	0.00	0.00	50,879.00	14,121.00	14,121.00	78
<b>Control Total</b>								
Department Total		65,000.00	0.00	0.00	50,879.00	14,121.00	14,121.00	78
CAFR Total		1,722,411.83	0.00	202,123.91	962,318.68	760,093.15	557,969.24	68
Fund Budgeted		3,963,309.49	0.00	211,653.07	2,902,126.99	1,056,182.50	844,529.43	79
					Cancelled:	5,000.00		
Fund Non-Budgeted		3,934,889.27	0.00	211,653.07	3,022,389.52	907,499.75	695,846.68	82
					Cancelled:	5,000.00		
Fund Total		28,420.22	0.00	0.00	120,262.53-	148,682.75	148,682.75	423-
Fund Total		3,963,309.49	0.00	211,653.07	2,902,126.99	1,056,182.50	844,529.43	79
					Cancelled:	5,000.00		

Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Unexpended	Balance YTD	%Used
Final Budgeted		3,934,889.27	0.00	211,653.07	3,022,389.52	907,499.75	695,846.68	82
					Cancelled:	5,000.00		
Final Non-Budgeted		28,420.22	0.00	0.00	120,262.53-	148,682.75	148,682.75	423-
Final Total		3,963,309.49	0.00	211,653.07	2,902,126.99	1,056,182.50	844,529.43	79
					Cancelled:	5,000.00		

**RESOLUTION 2014:70**

**RESOLUTION AUTHORIZING THE FIRE DEPARTMENT  
PURCHASE OF FIVE PORTABLE RADIO REMOTE  
MICROPHONES FROM WIRELESS COMMUNICATIONS  
UTILIZING STATE CONTRACT #83909**

WHEREAS, the Fire Department has adopted a two (2) channel fire ground communication system utilizing the County system; and

WHEREAS, this system necessitates the need of visual identification of radios which are designated to particular operational channels; thereby recognizing radios by color; and

WHEREAS, five (5) portable radio remote microphones need to be purchased to facilitate this system; and

WHEREAS, pricing was sought from Wireless Communications utilizing State Contract #83909; each portable radio remote microphone is \$268 for total of cost of \$1,340.00.

WHEREAS, the Chief Financial Officer has certified that these funds are available and will be paid out of capital account #C-04-55-807-301.

NOW THEREFORE BE IT RESOLVED that the Governing Body of the Borough of Haddon Heights, Camden County, State of New Jersey hereby authorizes the purchase of five (5) portable radio remote microphones for the Haddon Heights Fire Department.

Date: March 18, 2014

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

ATTEST: \_\_\_\_\_  
Kelly Santosusso, Deputy Borough Clerk

**RESOLUTION 2014:71**

**RESOLUTION AUTHORIZING APPLICATION TO BE FILED WITH THE  
CAMDEN COUNTY OPEN SPACE/FARMLAND PRESERVATION DIVISION,  
BOROUGH OF HADDON HEIGHTS, COUNTY OF CAMDEN,  
STATE OF NEW JERSEY**

WHEREAS, Camden County formed an Open Space/Farmland Preservation Division (hereinafter known as the "Open Space Committee") in order to assist municipalities, through grants, in creating or refurbishing green space within our communities; and

WHEREAS, the Borough sees a need for this kind of activity within the Borough of Haddon Heights; and

NOW THEREFORE BE IT RESOLVED, by Mayor and Council of the Borough of Haddon Heights that we apply for this funding for the following purposes:

***Haddon Lake Park Rapid Flash Beacons at  
West Kings Highway Crosswalk***

Date: March 18, 2014

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

ATTEST: \_\_\_\_\_  
Kelly Santosusso, Deputy Borough Clerk

I HEREBY CERTIFY that the foregoing resolution is a true copy of resolution adopted by the Mayor and Council of the Borough of Haddon Heights, New Jersey at a meeting of said Mayor and Council held on the March 18, 2014.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the seal of this Borough.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Kelly Santosusso, Deputy Borough Clerk

**RESOLUTION 2014:72**

**RESOLUTION SUPPORTING HADDON HEIGHTS YOUTH ASSOCIATION'S  
OPEN SPACE GRANT APPLICATION**

**WHEREAS**, the Haddon Heights Youth Association (HHYA) is a non-profit 501(c)3 corporation with a mission to provide the youth of Haddon Heights with the opportunities to develop as athletes and individuals, by providing challenging competition and encouraging responsible behavior; and

**WHEREAS**, the Haddon Heights Youth Association has entered into a Property Land Use Agreement with the Borough of Haddon Heights for the use and maintenance of the recreational facility known as the Barr Complex, and

**WHEREAS**, HHYA presented to Mayor and Council a plan to increase the height of the chain link fencing around the center field to improve safety for the players and spectators; and

**WHEREAS**, HHYA presented to Mayor and Council a plan to construct an Announcers Booth at the Barr Complex, expanding the utilization of the recreational facility; and

**WHEREAS**, the Haddon Heights Youth Association is applying for grant funding under the Camden County Open Space Program for improvements to the Barr Complex;

**NOW, THEREFORE BE IT RESOLVED** that Mayor and Council are pleased to support the Haddon Heights Youth Association's Grant application for Recreational Improvements to the Barr Complex.

Date: March 18, 2014

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

ATTEST: \_\_\_\_\_  
Kelly Santosusso, Deputy Borough Clerk

**RESOLUTION 2014:73**

**RESOLUTION APPOINTING A PLUMBING SUB CODE OFFICIAL**

**WHEREAS**, the Borough of Haddon Heights has a need to the fill the position of Plumbing Sub Code Official; and

**WHEREAS**, interviews were conducted by the Construction Official and Director of the Construction and Zoning Departments;

**NOW, THEREFORE BE IT RESOLVED** by the Governing Body of the Borough of Haddon Heights, a Municipal Corporation of Camden County, State of New Jersey, that pursuant to N.J.S.A. 52:27D-126(b) that Gerald J. Recigno is hereby appointed to the position of Plumbing Sub Code Official for a four (4) year term.

**BE IT FURTHER RESOLVED THAT** such term shall be retroactive to March 10, 2014 and shall expire on March 9, 2018.

Date: March 18, 2014

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

Attest: \_\_\_\_\_  
Kelly Santosusso, Deputy Borough Clerk

**RESOLUTION 2014:74**

**RESOLUTION REGARDING YEAR 36 (2014-2015)  
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING**

**WHEREAS**, the Borough of Haddon Heights is entitled to Community Development Block Grant Funding; and

**WHEREAS**, the Governing Body has chosen to submit an application for Program Year 36 (2014-2015); and

**WHEREAS**, the estimated grant allocation for Year 36 (2014-2015) for the Borough of Haddon Heights is \$20,400; and

**WHEREAS**, the Governing Body of the Borough of Haddon Heights has agreed to apply for funding for the following activity:

***ADA IMPROVEMENTS TO BOROUGH HALL ENTRANCE***

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Haddon Heights, County of Camden, State of New Jersey that the Mayor is hereby authorized to execute the Project Description Form for Program Year 36 (2014-2015):

Date: March 18, 2014

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

**ATTEST:** \_\_\_\_\_  
Kelly Santosusso, Deputy Borough Clerk

**CERTIFICATION**

I, Kelly Santosusso, Deputy Borough Clerk for the Borough of Haddon Heights do hereby certify the above resolution is a true and complete copy of a resolution adopted of March 18, 2014.

\_\_\_\_\_  
Kelly Santosusso, Deputy Borough Clerk

**PROJECT DESCRIPTION FORM  
2014-2015 YEAR 36**

<b>MUNICIPALITY:</b> <u>Borough of Haddon Heights</u>	<b>DATE:</b> <u>March 12, 2014</u>
<b>PROJECT:</b> <u>ADA Improvements to Borough Hall Entrance</u>	
<b>LOCATION:</b> <u>Borough of Haddon Heights (see map)</u> <small>Give Specific Street Address or Specific Location</small>	

**DESCRIBE THE PROJECT** (Give Specific Details of the Project Activity)

This project involves ADA improvements to the Borough Hall entrance. The current steps and railings are not in compliance with current ADA standards. Specifically, the individual riser dimensions are out of uniformity relative to each other, as is also true of the tread dimensions. The existing hand rails do not meet current requirements for size and shape of grasping surface, height above the walking surface, extensions at the bottom of the railing, and passable object opening sizes.

The proposed improvements include new stairs and railings that will bring the municipal building into code compliance. These improvements will be located within the boundary of the existing stairs.

*Each Project Must Have Its Own Form*

**Project Start Date** May 2014      **Completion Date** December 2014

**ANTICIPATED BUDGET**

<b>\$</b> <u>20,400</u>	<b>CDBG Year 36 Funds</b>	
<b>\$</b> _____	<b>Other</b> _____	<b>List Sources</b>
<b>\$</b> _____	<b>Other</b> _____	<b>List Sources</b>
_____	_____	<b>List Sources</b>
<b>\$</b> <u>20,400</u>	<b>Total</b>	

**Will this be a CDBG Multi-Year Project?**      YES       NO

**If Yes, will the Municipality be bonding this project?**      YES      NO

**Engineer / Project Manager Assigned to this Project?**      Steven M. Bach, PE, RA, PP, CME

**Estimated Cost of this Project**      \$20,400

**Municipal Staff Contact Person**      <sup>DEPUTY</sup> Kelly Santosusso, Borough Clerk

**Mayor's Signature**      

**For Community Development Office Use**

<b>Census Tract</b> _____	<b>Block Group</b> _____
<b>Objective</b>	<b>Eligibility</b> <b>Compliance</b>

**RESOLUTION 2014:75**  
**RESOLUTION AUTHORIZING PAYMENT OF BILLS & CLAIMS**  
**FOR SECOND HALF OF MARCH**

Trust Account	\$ 4,623.38
Capital Account	\$ -0-
Payroll Trust Account(Pensions)	\$ 436,675.00
Payroll W/E 3/7/14	\$ 109,027.22
Animal Account	-0-
P.O.'s Paid Current Borough Account	77,428.04
Borough Contribution to Schools	-0-
County Taxes	-0-
Total Amount of Bills & Claims	<u>\$ 627,753.64</u>

Date: March 18, 2014

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

Attest: \_\_\_\_\_  
Kelly Santosusso, Deputy Borough Clerk

Expenditures for Council Meetings

Date	3/18/2014	2013	Accounts
Vendor	Amount	Reason	
Trust			
Various Included in Report	3,198.79	All Accounts	Marked T-13
Payroll W/E 3/7/14	1,424.59		
Total Trust	4,623.38		
Capital			
Total Capital	0.00		
Payroll Trust			
PERS Annual Contribution	113,419.00	2014	Contribution
PFRS Annual Contribution	323,256.00	2014	Contribution
Total Payroll Trust	436,675.00		
Animal			
Total Animal	0.00		
Po's Paid Current Account Borough	77,428.04		
School Contribution	0.00		
County Taxes 1st Q	0.00		
Payroll W/E 3/7/14	109,027.22		
Total Current	186,455.26		
Total Spending 2/4/2014	627,753.64		

rd Description	Fund	Budget Total	Revenue Total
CURRENT FUND	3-01	9,500.00	0.00
CURRENT FUND	4-01	63,043.37	0.00
	G-02	4,340.70	0.00
TRUST - OTHER TRUST	T-13	3,198.79	0.00
Total of All Funds:		<u>80,082.86</u>	<u>0.00</u>

76,884.07

PAYROLL  
 PERS ANNUAL CONTRIBUTION 113,419.<sup>-</sup>  
 PERS " " 323,256.00  
436,675.<sup>-</sup>

S. TOTAL CURRENT 76,884.07  
 ADD'L POSTAGE FOR  
 HEIGHTS REPORT 543.97  
77,428.04  
77,428.04

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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  
Open: N Paid: N Void: N  
Rcvd: N Held: N Aprv: Y  
Bid: Y State: Y Other: Y Exempt: Y  
First Enc Date Range: First to 12/31/14

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date
AAAR AAA RUSH SIGNS INC	14-00087	01/09/14	1 HHPD VEHICLE LETTERING 18-6	250.00	4-01-25-240-233	B MINOR EQUIPMENT / SUPPLIES	A	01/09/14
			Vendor Total:	250.00				
ADAMBJ BATRICE J. ADAMS	14-00410	03/11/14	1 BRICKHOUSE INSTRUCTOR WIN 14	64.00	4-01-28-370-265	B CONTRACTED STAFF	A	03/11/14
			Vendor Total:	64.00				
ARTP ART PRESS	14-00400	03/11/14	1 RECEIPT FORMS 3x5" 2 PART	120.00	4-01-20-100-311	B Office Supplies	A	03/11/14
			Vendor Total:	120.00				
AUDUH AUDUBON HARDWARE	14-00398	03/11/14	1 SUPPLIES FOR MUNI BUILDINGS	61.73	4-01-26-310-254	B BUILDINGS & GROUNDS MAINT/REPAIR	A	03/11/14
			Vendor Total:	61.73				
BESTU BEST UNIFORMS	14-00291	02/17/14	2 SAFETY ASI FOR RIGGS 2013	26.67	4-01-26-290-235	B PURCHASE UNIFORMS	A	02/17/14
			Vendor Total:	26.67				

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HADDON HEIGHTS BOROUGH  
Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date
BLUE2 HORIZON BLUE CROSS BLUE SHIELD	14-00380	03/06/14						
	1	DENTAL POLICE MARCH 2014	2,851.55	4-01-23-220-245	B. BLUE CROSS DENTAL	A	03/06/14	
Vendor Total:			2,851.55					
CAMDR CONVANTA CAMDEN ENERGY RECOVER	14-00382	03/06/14						
	1	HOUSEHOLD TRASH PICK UP FEB 14	11,856.00	4-01-32-465-217	B CAMDEN RESOURCE RECOVERY	A	03/06/14	
	2	RECYCLE TAX FEB 14	592.80	4-01-32-465-302	B RECYCLING TAX	A	03/06/14	
			12,448.80					
Vendor Total:			12,448.80					
CAROK CAROLYN'S KITCHEN	14-00305	02/20/14						
	1	CATERING FOR CHIEF/DETECT MEET	100.00	4-01-25-240-218	B CAPTAIN'S EXPENSE	A	02/20/14	
	2	CATERING FOR CHIEF/DETECT MEET	200.00	4-01-25-240-219	B DEPT HEAD EXPENSE	A	02/20/14	
			300.00					
Vendor Total:			300.00					
CAVAD DOLORES(DEE) CAVALIERE	14-00407	03/11/14						
	1	ABS & LOWER AND PILATES WIN 14	175.00	4-01-28-370-265	B CONTRACTED STAFF	A	03/11/14	
Vendor Total:			175.00					
CCFCP CAMDEN COUNTY FIRE CHIEF	14-00314	02/21/14						
	1	FIRE OFF III STUDENT MANUAL	40.00	4-01-25-265-231	B SCHOOLS/TRAINING	A	02/21/14	
Vendor Total:			40.00					

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HADDON HEIGHTS BOROUGH  
Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/chk	First Enc Date
CCFIR CAMDEN COUNTY COLLEGE	14-00012	01/06/14	1 REGISTRATION FOR FIREFIGHTER I	400.00	4-01-25-265-231	B SCHOOLS/TRAINING	A	01/06/14
			Vendor Total:	400.00 ✓				
CCMCA CAMDEN CTY MUN COURT ADM	14-00347	02/25/14	1 2014 DUES LAWSON & BUSARELLO	100.00	4-01-43-490-223	B DUES	A	02/25/14
			Vendor Total:	100.00 ✓				
COMC COMCAST	14-00415	03/12/14	1 HI SPEED INTERNET HHFD FEB 14	219.80	4-01-31-440-216	B REGULAR TELEPHONES	A	03/12/14
			Vendor Total:	219.80 ✓				
COURP COURIER POST	14-00392	03/10/14	1 FIXING CHARGES 2/13/14	33.28	4-01-20-120-217	B Clerk - Legal Advertising	A	03/10/14
			2 DESIG HISTORIC MEETING 2/13/14	33.28	4-01-20-120-217	B Clerk - Legal Advertising	A	03/10/14
			3 DESIG NEWSPAPER 2/13/14	30.08	4-01-20-120-217	B Clerk - Legal Advertising	A	03/10/14
			4 MEETING SCHED 2/13/14	10.24	4-01-20-120-217	B Clerk - Legal Advertising	A	03/10/14
				106.88				
			Vendor Total:	106.88 ✓				
CRAFO PETRO CHOISE	14-00162	01/24/14	1 55 GAL DRUM MOTOR OIL	537.27	4-01-26-290-272	B PURCHASE MOTOR OIL	A	01/24/14
			Vendor Total:	537.27 ✓				

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HADDON HEIGHTS BOROUGH  
Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date
DEERP DEER PARK WATER	14-00396	03/10/14	1 BOTTLED WATER FEB 2014	82.26	4-01-20-120-279	B Clerk - Bottled Water	A	03/10/14
			Vendor Total:	82.26				
DIAMS WELLS FARGO BUSINESS CREDIT	14-00401	03/11/14	1 TEMPORARY WORKERS W/E 3/9/2014	466.05	4-01-26-290-280	B TEMPORARY WORKERS	A	03/11/14
			Vendor Total:	466.05				
DITIA ALLY DITILLIO	14-00408	03/11/14	1 ZUMBA INSTRUCTOR WINTER 2014	240.00	4-01-28-370-265	B CONTRACTED STAFF	A	03/11/14
			Vendor Total:	240.00				
DRAGS DRAEGER SAFETY DIAGNOSTICS INC	14-00387	03/07/14	1 DUI SUPPLIES	307.50	G-02-41-745-301	B DDEF Police Grant	A	03/07/14
			Vendor Total:	307.50				
EBNEL LETICIA ANGELIA EBNER	14-00409	03/11/14	1 VINYASSA INSTRUCTOR WINTER 14	120.00	4-01-28-370-265	B CONTRACTED STAFF	A	03/11/14
			Vendor Total:	120.00				
ECHEF ECHELON FORD	14-00385	03/07/14	1 SWAY BAR BOLTS & NUTS	18.08	4-01-26-315-205	B POLICE-VEHICLE MAINTENANCE	A	03/07/14
			Vendor Total:	18.08				

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HADDON HEIGHTS BOROUGH  
Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date
EVERG EVERGREEN PRINTING CO.	14-00362	03/03/14	1 HEIGHTS REPORT FEB 2014	2,151.59	T-13-56-860-820	B Reserve for Heights Report	A	03/03/14
			Vendor Total:	2,151.59				
EVS EMERGENCY VEHICLE SERVICES	14-00351	02/26/14	1 REPAIR CHARGER ON E-213	200.00	4-01-26-315-207	B FIRE DEPT-VEHICLE MAINTENANCE	A	02/26/14
			Vendor Total:	200.00				
FERNK KATIA FERNANDEZ	14-00405	03/11/14	1 ZUMBA INSTRUCTOR WINTER 2014	150.00	4-01-28-370-265	B CONTRACTED STAFF	A	03/11/14
			Vendor Total:	150.00				
FIRES FIRE & SAFETY SERVICES, LTD.	13-01520	10/04/13	1 ANNUAL APPARATUS MAINT	9,500.00	3-01-26-315-207	B FIRE DEPT-VEHICLE MAINTENANCE	A	10/04/13
			Vendor Total:	9,500.00				
HHBE HADDON HEIGHTS BD OF ED	14-00357	02/27/14	1 HH JR HIGH TRACK FUNDRAISING	500.00	T-13-56-860-812	B Reserve Municipal Alliance	A	02/27/14
	14-00422	03/12/14	1 OPEN GYM LINE ITEM DEDR GRANT	2,300.00	G-02-41-703-301	B Municipal Drug Alliance DEDR	A	03/12/14
	14-00423	03/12/14	1 PEER MONITORING DEDR GRANT	1,600.00	G-02-41-703-301	B Municipal Drug Alliance DEDR	A	03/12/14
			Vendor Total:	4,400.00				

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HADDON HEIGHTS BOROUGH  
Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date
HOMED THE HOME DEPOT	14-00184	01/28/14	1 PAINT & PAINT SUPPLIES	312.77	4-01-26-290-238	B PURCH MAT & SUPPLIES	A	01/28/14
Vendor Total:				312.77				
INTES INTERNATIONAL SALT CO	14-00293	02/18/14	1 ROAD SALT	1,271.31	4-01-26-290-304	B SNOW REMOVAL	A	02/18/14
Vendor Total:				1,271.31				
JOHNP EVELYN (PAT) JOHNSON	14-00360	02/28/14	1 HEALTH BENEFITS MARCH 2014	486.32	4-01-23-220-234	B RETIREES HEALTH INS	A	02/28/14
Vendor Total:				486.32				
KDI KDI, INC.	14-00369	03/03/14	1 CONTACT CHARGES SUPP MAR-MAY	157.02	4-01-26-310-256	B SERVICE CONTRACTS	A	03/03/14
Vendor Total:				157.02				
KONPF KONICA MINOLTA PRIMIER FINANCE	14-00367	03/03/14	1 LEASE MUNI BLDG FEB 2014	256.49	4-01-26-310-256	B SERVICE CONTRACTS	A	03/03/14
			2 LEASE HHPD FEB 2014	123.59	4-01-26-310-256	B SERVICE CONTRACTS	A	03/03/14
				380.08				
Vendor Total:				380.08				
LAMML LAUREN LAMMERS	14-00404	03/11/14	1 INSTRUCTOR BOOTCAMP WINTER 14	35.00	4-01-28-370-265	B CONTRACTED STAFF	A	03/11/14
Vendor Total:				35.00				

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HADDON HEIGHTS BOROUGH  
Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date
MAGNR	MAGNUM COMPUTER RECYCLING							
	14-00376	03/04/14	1 RECYCLING TV'S	133.20	G-02-41-771-301	B RECYCLING TONNAGE GRANT	A	03/04/14
			Vendor Total:	133.20				
MALLC	MALL CHEVROLET							
	14-00294	02/18/14	1 PARKING LITE ASSEMBLY #6 TRUCK	74.96	4-01-26-315-202	B PUBLIC WORKS-VEHICLE MAINT.	A	02/18/14
	14-00306	02/20/14	2 VEHICLE PARTS HHPD FEB 2014	20.47	4-01-26-315-205	B POLICE-VEHICLE MAINTENANCE	A	02/20/14
			Vendor Total:	95.43				
MARIJ	JENNIFER MARISI							
	14-00411	03/11/14	1 TUITION REFUND BRICKHOUSE	35.00	4-01-55-004-001	B Refund Of CY Revenue	A	03/11/14
			Vendor Total:	35.00				
MCAA	MCAA OF NJ							
	14-00348	02/25/14	1 2014 DUES LAWSON & BUSARELLO	90.00	4-01-43-490-223	B DUES	A	02/25/14
			Vendor Total:	90.00				
MCACC	MUN CLERKS ASSOC. CAMDEN CTY							
	14-00384	03/07/14	1 2014 DUES KELLY SANTOSUSSO	120.00	4-01-20-120-223	B Clerk - Dues	A	03/07/14
			Vendor Total:	120.00				
MORJO	JOAN MORELAND							
	14-00358	02/28/14	1 HEALTH BENEFITS MARCH 2014	972.65	4-01-23-220-234	B RETIREES HEALTH INS	A	02/28/14

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HADDON HEIGHTS BOROUGH  
Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date
MORJO	JOAN MORELAND			Continued				
	14-00419	03/12/14	1 CONSULTANT SERV FEB & MAR 14	116.25	4-01-20-120-219	B Clerk - Dept Head Expenses	A	03/12/14
	14-00421	03/12/14	1 RETIREE MEDICAL BENEFIT MAR 14	972.65	4-01-23-220-234	B RETIREES HEALTH INS	A	03/12/14
			Vendor Total:	2,061.55				
MOTOR	MOTOROLA							
	13-01771	11/19/13	1 TEMPLE TRANSDUCER HEADSET	547.20	T-13-56-860-810	B Reserve Police Donations	A	11/19/13
			Vendor Total:	547.20				
MULTT	MULTI-TEMP							
	14-00393	03/10/14	1 REPAIRED HEATER MUNI BLDG	238.00	4-01-26-310-254	B BUILDINGS & GROUNDS MAINT/REPAIR	A	03/10/14
			Vendor Total:	238.00				
NATA	NAT ALEXANDER CO., INC							
	14-00352	02/26/14	1 HARNESS STRAPS UP & LOW HEAD	129.00	4-01-25-265-235	B PERSONAL PROTECTIVE EQUIP	A	02/26/14
			Vendor Total:	129.00				
NJFIR	TREASURER STATE OF NEW JERSEY							
	14-00331	02/24/14	1 FIRE OFFICIAL RENEWAL FEE	45.00	4-01-25-265-623	B DUES	A	02/24/14
			Vendor Total:	45.00				
ONECA	ONE CALL CONCEPTS							
	14-00371	03/04/14	2 MARK OUTS FOR FEB 2014	29.28	4-01-26-290-254	B SEWER MAINT/REPAIR	A	03/05/14
			Vendor Total:	29.28				

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HADDON HEIGHTS BOROUGH  
Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date
PEDRO PEDRONI	14-00416	03/12/14						
			1 NO LEAD GAS	3,251.24	4-01-31-460-275	B UNLEADED GAS	A	03/12/14
			2 DIESEL FUEL	<u>2,295.41</u>	4-01-31-460-276	B DIESEL FUEL	A	03/12/14
				5,546.65				
			Vendor Total:	5,546.65				
PEIRE PEIRCE EAGLE EQUIPMENT CO.	14-00349	02/26/14						
			1 HYDROLIC SYSTEM FILTERS #40 JE	378.60	4-01-26-315-202	B PUBLIC WORKS-VEHICLE MAINT.	A	02/26/14
			Vendor Total:	378.60				
PERBR PERBRO, INC.	14-00424	03/13/14						
			1 KINDERBOWL INST PAM SMITH	400.00	4-01-28-370-265	B CONTRACTED STAFF	A	03/13/14
			Vendor Total:	400.00				
PROCS PRO COMPUTER SERVICE	14-00254	02/07/14						
			1 ENABLED COLOR PRINTING JUDY	89.00	4-01-26-310-234	B COMPUTER & WEBSITE MAINTENANCE	A	02/07/14
			Vendor Total:	89.00				
PSEGR PSE&G	14-00366	03/03/14						
			1 W HIGH & 8TH FEB 2014	26.12	4-01-31-430-288	B Electric & Gas	A	03/03/14
			2 514 W ATLAN AVE FEB 2014	<u>2,855.90</u>	4-01-31-430-288	B Electric & Gas	A	03/03/14
				2,882.02				
	14-00379	03/05/14						
			1 S PARK AVE P60406 FEB 2014	4.28	4-01-31-430-288	B Electric & Gas	A	03/05/14
			2 321 7TH AVE FEB 2014	626.08	4-01-31-430-288	B Electric & Gas	A	03/05/14

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HADDON HEIGHTS BOROUGH  
Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date
PSEGR PSE&G				Continued				
	14-00379	03/05/14			Continued			
			3 W HIGH STREET FEB 2014	446.26	4-01-31-430-288	B Electric & Gas	A	03/05/14
				1,076.62				
			Vendor Total:	3,958.64				
RETRO THE RETROSPECT								
	14-00370	03/03/14						
			1 RFP SEALED BID & PROOF	24.89	4-01-20-120-217	B Clerk - Legal Advertising	A	03/03/14
			2 ADOPT ORD 2014-1407 & PROOF	15.20	4-01-20-120-217	B Clerk - Legal Advertising	A	03/03/14
			3 PLAN BD DECIS CS#14-1-1P & PRO	27.44	4-01-21-180-217	B ADVERTISING	A	03/03/14
				67.53				
			Vendor Total:	193.30				
14-00391	03/10/14							
			1 INTRO ORD 2014-1408 & PROOF	67.22	4-01-20-120-217	B Clerk - Legal Advertising	A	03/10/14
			2 INTRO ORD 2014-1409 & PROOF	58.55	4-01-20-120-217	B Clerk - Legal Advertising	A	03/10/14
				125.77				
			Vendor Total:	193.30				
ROTTC CARRIE ROTTINA								
	14-00406	03/11/14						
			1 MOMMY & ME INSTRUCTOR WINT 14	225.00	4-01-28-370-265	B CONTRACTED STAFF	A	03/11/14
			Vendor Total:	225.00				
SALMJ JUDY SALMON								
	14-00412	03/11/14						
			1 REFUND TUITION VEGAN COOKING	86.00	4-01-55-004-001	B Refund Of CY Revenue	A	03/11/14
			Vendor Total:	86.00				
SINGG SINGLEY & GINDELE, ATTORNEYS								
	14-00368	03/03/14						
			1 PROSECUTOR SERVICE JAN & FEB	1,500.00	4-01-25-275-113	B PROSECUTOR	A	03/03/14
			Vendor Total:	1,500.00				

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HADDON HEIGHTS BOROUGH  
Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date
SJSAN SOUTH JERSEY SANITATION	14-00378	03/05/14	1 CURBSIDE TRASH	23,333.33	4-01-26-305-202	B S J SANITATION	A	03/05/14
			Vendor Total:	23,333.33				
TDWEA TD WEALTH MANAGEMENT	14-00356	02/27/14	1 ANNUAL FEE PROCESSING CHARGE	1,445.00	4-01-20-130-205	B Finance - Professional Finance Services	A	02/27/14
			Vendor Total:	1,445.00				
TRANT TRANS TEC DBA: FREIGHT LINE	14-00350	02/26/14	1 AIR FILTER TRUCK #40	119.84	4-01-26-315-202	B PUBLIC WORKS-VEHICLE MAINT.	A	02/26/14
			Vendor Total:	119.84				
TRICO TRICO EQUIPMENT CO	14-00375	03/04/14	1 RESOUVIR FOR #20 LOADER	71.46	4-01-26-315-202	B PUBLIC WORKS-VEHICLE MAINT.	A	03/04/14
			Vendor Total:	71.46				
VER33 VERIZON	14-00390	03/10/14	1 PHONES HH CABIN MARCH 2014	34.45	4-01-31-440-216	B REGULAR TELEPHONES	A	03/10/14
	14-00394	03/10/14	1 MESSAGING SERVICE MARCH 2014	45.08	4-01-31-440-216	B REGULAR TELEPHONES	A	03/10/14
	14-00399	03/11/14	1 SOF PHONES FEB 2014	287.20	4-01-31-440-216	B REGULAR TELEPHONES	A	03/11/14
			Vendor Total:	366.73				

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HADDON HEIGHTS BOROUGH  
Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date
VER48 VERIZON	14-00365	03/03/14	1 PHONES HHFD MARCH 2014	52.51	4-01-31-440-216	B REGULAR TELEPHONES	A	03/03/14
			Vendor Total:	52.51				
VERIW VERIZON WIRELESS	14-00395	03/10/14	1 POLICE MDTs FEBRUARY 2014	150.46	4-01-31-440-216	B REGULAR TELEPHONES	A	03/10/14
			Vendor Total:	150.46				
VOORA VOORHEES ANIMAL ORHPANAGE	14-00377	03/04/14	1 ANIMAL HOLDING MARCH 2014	400.00	4-01-27-340-205	B ANIMAL CONTROL	A	03/04/14
			Vendor Total:	400.00				
WINZI WINZINGER INC	14-00334	02/25/14	1 BRUSH PICK UP W/E 2/12/2014	121.00	4-01-32-465-218	B BRUSH PICKUP	A	02/25/14
	14-00372	03/04/14	1 BRUSH PICK UP W/E 2/21/2014	142.00	4-01-32-465-218	B BRUSH PICKUP	A	03/04/14
			Vendor Total:	263.00				

Total Purchase Orders: 71 Total P.O. Line Items: 84 Total List Amount: 80,082.86 Total Void Amount: 0.00

March 13, 2014  
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HADDON HEIGHTS BOROUGH  
Purchase Order Listing By Vendor Id

Fund Description	Fund	Budget Total	Revenue Total
CURRENT FUND	3-01	9,500.00	0.00
CURRENT FUND	4-01	63,043.37	0.00
	G-02	4,340.70	0.00
TRUST - OTHER TRUST	T-13	3,198.79	0.00
Total of All Funds:		<u>80,082.86</u>	<u>0.00</u>

76,884.07

*PAYROLL*  
*PERS ANNUAL CONTRIBUTION* 113,419.<sup>-</sup>  
*PFRS* " " 323,256.<sup>00</sup>  
436,675.<sup>-</sup>

**RESOLUTION 2014:76**

**RESOLUTION OF BOROUGH OF HADDON HEIGHTS  
APPROVING CHANGE ORDER #2 FOR THE PEDESTRIAN AND BICYCLE  
FACILITIES AND STREET LIGHTING PROJECT**

**WHEREAS**, it was necessary to make changes in the scope of work to be done in completing the Pedestrian and Bicycle Facilities and Street Lighting Project in the Borough of Haddon Heights, Camden County, New Jersey;

**WHEREAS**, a Change Order was developed to extend the contract due to delays caused by freezing temperatures and excessive snow accumulation preventing concrete pours and soil excavation;

**NOW, THEREFORE, BE IT RESOLVED** by the Borough of Haddon Heights that the following Change Order which is considered not to be the final change is hereby authorized and approval is hereby granted to allow a time extension of an addition 50 days to the current contract.

Dated: March 18, 2014

**Borough of Haddon Heights**

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

**ATTEST:** \_\_\_\_\_  
Kelly Santosusso, Deputy Borough Clerk

I, Kelly Santosusso, Acting Borough Clerk of Borough of Haddon Heights, do hereby certify that the above resolution is a true and complete copy of a resolution adopted 3/18/14.

\_\_\_\_\_  
Kelly Santosusso, Deputy Borough Clerk

**RESOLUTION 2014:77**

**RESOLUTION AUTHORIZING REFUNDS TO PROGRAM  
REGISTRANTS DUE TO CANCELED CLASSES**

WHEREAS, the Borough of Haddon Heights provides fitness and a variety of classes to it's residents; and

WHEREAS, due to low enrollment, the classes listed below were canceled;

Jennifer Marisi 1725 Maple Avenue Apartment A Haddon Heights, NJ 08035	BrickHouse	\$35.00
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Judy Salmon 1936 West High Street Haddon Heights, NJ 08035	Vegan Cooking	\$86.00
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NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights that the above refunds are hereby approved.

Date: March 13, 2014

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

ATTEST: \_\_\_\_\_  
Kelly Santosusso, Deputy Borough Clerk



**RESOLUTION 2014:78**

**RESOLUTION APPOINTING ALEXANDER CYBULSKI  
TO THE POSITION OF PATROLMAN FOR THE  
HADDON HEIGHTS POLICE DEPARTMENT**

WHEREAS, as of March 16, 2014, the Haddon Heights Police Department will have a vacancy in the position of Patrolman as of March 16, 2014.

WHEREAS, this Resolution is in accordance with Borough Code §75-6 (b), Appointments; probationary period; training; and

WHEREAS, Alexander Cybulski was hired by the Borough of Haddon Heights Police Department on April 16, 2013 as a Class II officer; and

WHEREAS, the Borough specifically waives (a), the requirement of an entrance examination and, the need to take a reading and writing comprehension test as Alexander Cybulski is currently employed with the Borough; and

NOW THEREFORE BE IT RESOLVED that the Governing Body of the Borough of Haddon Heights, County of Camden, State of New Jersey hereby approves the appointment of Alexander Cybulski to the position of Patrolman for the Borough of Haddon Heights Police Department.

Date: March 18, 2014

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

ATTEST: \_\_\_\_\_  
Kelly Santosusso, Deputy Borough Clerk