

BOROUGH OF HADDON HEIGHTS

Tuesday, March 3, 2015 at 7:00 p.m.

Governing Body Meeting Agenda

1. "In accordance with Section 5 of the Open Public Meetings Act, Chapter 231, P.L. 1975, notice of this meeting was posted on the bulletin board designed for that purpose and notice was mailed to the official newspaper provided by Resolution adopted January 3, 2015."
2. Roll Call
3. CAUCUS SESSION
 - a.) Cyber Liability – *Mayor Forte*
 - b.) Fire Department Apparatus – *Chief Scardino*
 - c.) 2015 Municipal Budget – *Councilman Miller*
4. Recess of Caucus Session and commencement of Business Session
5. Pledge of Allegiance and moment of silence
6. Public Comment on Caucus and Agenda items only
7. PRESENTATION OF PLAQUE TO MAYOR FORTE FOR *RETIREMENT FROM ACTIVE DUTY FROM THE VOLUNTEER FIRE DEPARTMENT*– *Chief Nicholas Scardino*
8. Approval of the Council meeting Minutes of February 17, 2015
9. REPORTS OF COUNCIL MEMBERS
10. UNFINISHED BUSINESS:
None
11. NEW BUSINESS:
Resolution 2015:59 – A Resolution Amending Resolution 2015:56 Authorizing Bond Reduction for Glover Mill Block, 62, Lots 2 & 6, Bob Meyer Communities
Resolution 2015:60 – Resolution Authorizing Refunds of Program Fees
Resolution 2015:61 – A Resolution Authorizing the Mayor to Execute an Agreement with the Camden Authority Improvement Authority Community Development Grant Agreement
Resolution 2015:62 – A Resolution Authorizing Transfers of Appropriations Reserves
Resolution 2015:63 – Resolution Authorizing the Payment of Bills and Claims for the First Half of March
Resolution 2015:64 – A Resolution Supporting the Submission of an Application to the Camden County Open Space, Farmland, Recreation and Historic Preservation Trust Fund for Enhancements to the McCullough Soccer Fields at Devon Avenue Haddon Heights Soccer Club
Resolution 2015:65 – Resolution Regarding Year 37 (2015-2016) Community Development Block Grant Funding
Resolution 2015:66 – Resolution To Cancel General Capital Improvement Authorizations
Resolution 2015:67 – Resolution Approving Certified List of Fire Department Volunteers Eligible for Length of Service Awards Program (LOSAP) for the Year 2014
Resolution 2015:68 – A Resolution Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12. ***Employment matters related to the Departments of Public Works and Construction. Discussion will be approximately one ½ hr. in duration. Formal Action May Be Taken.***
Resolution 2015:69 – Resolution Approving Introduction and Providing Notice for Public Hearing and Public Inspection of 2014 Municipal Budget
Public Hearing and Final Adoption will be held on April 7, 2015 at 7:30 p.m. in the Municipal Building, 625 Station Avenue, Haddon Heights, New Jersey

12. Public Comment

13. Adjournment

BOROUGH OF HADDON HEIGHTS
February 17, 2015 at 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 3, 2015.”

ROLL CALL:

Under roll call the following members were present: Councilwoman Susan Griffith, Councilmen Rick DiRenzo, Stephen D. Berryhill and Earl R. Miller, Jr. were present as well as Solicitor, Albert J. Olizi, Jr., Borough Clerk, Kelly Santosusso and Deputy Borough Clerk, Katilyn Compton. Councilman Merryfield was absent. Council President Lange arrived at 7:03 p.m.

Mayor Forte began the Caucus session by asking if any Councilmembers had any questions or comments regarding this evening’s Agenda.

Councilman Miller said that he asked CFO Christie Ehret to attend this evening. He said that he understood that we have found unutilized capital monies to pay for both the sewer repair emergency on Maple Avenue and the emergency on the McCullough Fields which necessitates the removal of the lights on deteriorating poles.

He clarified that we will be able to pay for both emergencies utilizing the unexpended capital accounts without debt and without impacting this year’s budget.

9,100 for removal of lights on Devon Avenue soccer fields and 63,000 for the sewer repair on Maple Avenue.

Discussion ensued regarding amounts of various bills for vendors associated with the Maple Avenue sewer repair. Councilman Miller summarized by explaining the Council will cancel the bond ordinance for the emergency sewer repairs that was adopted at the last meeting as this will no longer be necessary due to the fact that we will utilize the unexpended capital monies.

CFO Christie Ehret noted that the bills for the emergency on Maple Avenue are on the bill list tonight and that the bill list will need to be amended to reflect the change in the account numbers (changing accounts to the unexpended capital monies).

Councilman DiRenzo asked about the bond reduction for Glover Mill on the Agenda tonight. Steve Bach explained that as work progresses at Glover Mill, the builder has the ability of reducing the Performance Bond outstanding. He said he, the Engineer then inspects the work and makes a recommendation as to how much the bond should be reduced. Olizi noted that this is the third bond reduction Council has considered for Glover Mill.

Council President Lange said that she wanted to thank Councilman Miller, Clerk Kelly Santosusso, CFO Christie Ehret and Auditor Bob Marrone for all of the work just previous to the meeting to ensure the removal of the lights on McCullough field get removed so that the field is safe for use.

Booster Club Application for Field Improvements – Council President Lange

Council President said the Haddon Heights High School Booster Club is applying for a grant which, if approved, would be utilized for installing sod and an irrigation system at Cervino field as well as work on the door to the building and the gates at Cervino Field. She advised Council take a walk by the field and notice the lip between the outfield and infield is “off.” She added she hoped that they would be successful this year as they applied for the same grant last year and did not receive.

Lange mentioned that she received the HHYA shed final drawings and color. She said it will be on the Agenda for the next meeting for Council’s consideration and/or approval.

Discussion of Waiving Rental Fees for Certain Users – Council President Lange

Council President Lange said that she and Solicitor Olizi met to discuss fees for use of Borough Fields – Currently, our fee schedule in the Code describes \$250 security deposit and \$250 per use. She said there is no definition for “use” in the Code. She would like to address this for those who want to do fundraiser, a non-

profit or a baseball Clinic. She said she is looking to apply in a fair and equitable manner going forward. She said she will be placing on the Agenda for the next meeting. She asked all to think about the fee and what we determine the meaning of "use" to be.

Councilman DiRenzo asked if the grant application for Cervino Field would impact the Kings Highway Crossing project for the rapid flash beacons (a joint application submitted along with Audubon previously.) Bach reported that this project is likely now being funded by the Camden County Freeholders.

Memorial Clock Report

Steve Bach reported that he has been working with the Memorial Clock Committee. The lighting has been selected to have the same feel as our downtown lights. He presented a diagram detailing the project of installing the lights and replacing the EP Henry pavers with brick that matches the streetscape. The Memorial Clock was installed previous to the Streetscape project so we are looking to make everything consistent. The area of the brick is the exact layout of the original plan for the Memorial Clock. Bach mentioned that the bollards will not be replaced due to structural failure. Bach noted that the lights have been purchased by the *Neighbors' Night Out Committee*. He said the Clock Committee has approved the LED bronze lights, noting that there will be no impediments for pedestrians.

He said that 2,200 is available and there may be a possibility that the full amount of \$6,200 will be available at no cost to the Borough. He mentioned that Captain Valvardi communicated that the Police Benevolent Association may contribute additional monies to the project. Either way, the lights at a minimum will be replaced. He said he is looking for a consensus and a no objection to proceeding with the project. All seemed to be in favor.

Caucus recessed at 7:28 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.

PUBLIC COMMENT:

Mayor Forte called 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 Council President Lange. All members were in favor.

PRESENTATION OF CERTIFICATES OF RECOGNITION TO STUDENTS FROM THE GARNET AND GOLD SOCIETY FOR RESTORATION OF THE COMMUNITY BULLETIN BOARD

Mayor Forte introduced the Dominic Cinalli, representative from the *Sons of Italy* and John Rayser from *Adopt-a-Spot*.

Mayor Forte read the Certificate of Recognition and then presented to each student from the *Garnet and Gold Society* noting that the students provided three (3) hours of service on November 7, 2014. Mayor Forte invited each student present to speak. Each briefly spoke about giving back to the Community.

Mr. Rayser commented that he noticed that the Community Bulletin Board was in need of restoration so he reached out to Councilman Berryhill who put him in touch with the *Sons of Italy*, the entity who donated the Community Bulletin Board originally. He said he then contacted the *Garnet and Gold Society* requesting members to participate in the restoration of the Community Bulletin Board in front of the Post Office. He commended the students for their service.

The students, Mayor Forte, Mr. Cinalli and John Rayser posed for a photo for the RETROSPECT.

APPROVAL OF MINUTES:

Mayor Forte asked for a motion approving the Minutes of the February 3, 2015 Council meeting. Motion was made by Councilman DiRenzo, seconded by Councilman Berryhill. All members present were in favor.

COUNCILMEMBER REPORTS:

Councilwoman Griffith reported that the Department of Public Works has been completed by the Department of Public Works, a copy of which is attached to these minutes. Some of the items completed included weekly and monthly police car maintenance and removal of brush. She mentioned that during the month of January, DPW collected 3,460 lbs. of electronics for recycling. DPW also replaced banner cables on the 700 block Station Avenue, filled pot holes, replaced street signs, conducted pump station maintenance. They also painted the Service Operations Facility, the Community Center, Cabin and the Police Department dispatch area. Griffith asked that pot holes throughout town be reported to the Department of Public Works so that they may be addressed noting that they will be filled from now through the summer.

Griffith reported on the next Neighbors Night Out event, *Murder Mystery – Oscar Night* ticket sales are available at the Library or through Councilwoman Griffith. She said that Anthony's restaurant will be catering the event which will be held at the Community Center on March 14th. She added that this is always an enjoyable event and encouraged residents to attend.

Council President Lange reported that she had a third contact meeting with *Seamless Gov.com* to pursue online payments.

She also reported that she had a field meeting with the Engineer and the Soccer Club at Devon Avenue. Lange said she and Mayor Forte attended the HH Soccer Club Board meeting to discuss light replacement on the McCullough Fields.

Lange went on to report that she met with two (2) members of the HHYA Board with Solicitor Olizi to review some of their pending matters. She is also working with the Haddon Heights High School Booster Club to submit an application for funding for field improvements.

Lange also announced that she met with the Program Coordinator and the Municipal Clerk to review current and future Programs. Lastly, she said she attended the Board of Education meeting and there was a presentation on Standardized Testing. She said that if anyone is interested in more information on this topic to please visit the HH schools website.

Councilman DiRenzo had no report this evening.

Councilman Miller had no report this evening.

Council Berryhill reported that he and Marshall Hatfield have been looking for alternate members for the Environmental Commission as they have had a problem on a few occasions over the last few years the Commission was unable to meet because they did not have a quorum. He mentioned that they have a couple of individuals that seem to be really good to serve as alternates. They are going to discuss at the upcoming meeting and if agreed, they will be confirmed by the Governing Body so the Commission has official alternate members.

Councilman Berryhill said that *Sustainable HH* is still working on their *Silver Certification* for this year. He also reported that the *Haddon Heights Creative Team* is working on the Music and Arts Festival to be held on May 2nd.

Berryhill went on to report that the *Local Board of Health* met last week and one of the matters addressed was increasing animal licensing. He said that the Board will work toward better education toward the public with regard to rabies vaccination which is necessary to obtain a license.

Mayor Forte reported that we are in the process of preparing to go out to bid for trash removal services. He asked the RETROSPECT to include this in the paper in the hopes that residents will communicate any concerns they may have about the current company the Borough is using.

BOROUGH ENGINEER'S REPORT:

Steve Bach, 304 White Horse Pike – Bach stated that he has submitted his monthly report and asked if there were any questions.

Councilwoman Griffith asked if the CDBG Year 37 is the new grant? Bach responded that this is correct and that this project will consist of handicapped ramps. He said we are currently working on Years 35 and 36 for the restoration of the Borough Hall steps.

Mayor Forte asked about bids for Lake Street Pump Station – Bach responded that this is expected to happen in March. Expectation to begin work should be April.

Councilman DiRenzo asked if the current situation with funding of road projects is going to affect our ability to do resurfacing projects and road projects. Bach responded that it absolutely will affect us and not only us but DiRenzo said the reason he brought it up is that residents need to contact their representatives to express concern.

Councilwoman Lange began with thanking Bach for his work on the removing of the lights from the poles at the Devon Avenue soccer fields. She then asked what the next step is. She said she knew he did the light measurements on the field and was interested in what the next steps would be. Bach said passing the resolution tonight and then look into what it would take to do similar lighting to the Barr Complex in terms of type of fixtures, number of fixtures, types of light bulbs noting that he not only wants to the existing lights but also to get up to speed for what is recommended for a soccer field. He said he wanted to be sure that we would be using the recommended illumination standards for both soccer and football. Bach clarified that the existing poles cannot be re-used. New lighting fixtures that are much more efficient will be quoted. Lange asked him to price both traditional and the LED lights. She said that we are interested in having the poles removed from the center of the fields. Bach agreed and will follow the NJ state guidelines. He said he will base specs on the company used for the Barr Recreational complex. He indicated that generally we have to give an expectation of the standards so that vendors understand what to quote. Lowest responsible bidder would then be chosen

Lange asked for a rough time frame for this work to be completed. Bach responded that he may need to get back to her on the time frame adding that he expects that inside of two (2) months all information should be available for decision points. Lange asked if the removal of the poles be rolled into the new project. Bach responded that would be the case.

UNFINISHED BUSINESS:

Public Hearing and Final Adoption of Ordinance 2015:1418 – An Ordinance Amending Chapter 450, Repealing and Replacing Sections 89 and 90 of the Zoning Code of the Borough of Haddon Heights.

Mayor Forte opened the Public Hearing for Ordinance 2015:1418. Seeing no movement, a motion was made to close the public hearing by Councilwoman Griffith, seconded by Councilman Berryhill. All members present were in favor.

A motion to adopt Ordinance 2015:1418 was made by Councilwoman Griffith, seconded by Councilman DiRenzo. All members present were in favor.

NEW BUSINESS:

Resolution 2015:53 – A Resolution Amending Resolution 2015:41 Resolution Appointing Conflict Public Defender for the Borough of Haddon Heights

A motion to approve Resolution 2015:53 was made by Councilman DiRenzo, seconded by Councilwoman Griffith. Under a roll call vote, all members present voted in favor.

Resolution 2015:54 – A Resolution Supporting 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 High School Baseball Booster Club, Inc.

A motion to approve Resolution 2015:54 was made by Councilwoman Griffith, seconded by Council President Lange. All members present voted in favor.

Resolution 2015:55 – Resolution Authorizing Emergency Repairs to Lighting Elements and Poles on McCullough Field at Devon Avenue

A motion to approve Resolution 2015:55 was made by Councilman DiRenzo, seconded by Councilwoman Lange. Under a roll call vote, all members present voted in favor.

Resolution 2015:56 – Resolution Authorizing Bond Reduction for Glover Mill Village, Block 62, Lot 2 & 6, Bob Meyers Communities.

A motion to approve Resolution 2015:56 was made by Councilman DiRenzo, seconded by Council President Lange. Upon a roll call vote, all members present voted in favor.

Resolution 2015:57 – Resolution Authorizing Payment of Bills and Claims for the Second Half of February

A motion to approve Resolution 2015:57 as amended was made by Councilman Miller, seconded by Council President Lange. Under a roll call vote, all members present voted in favor.

Resolution 2015:58 – A Resolution Approving a Raffle License for the Camden County Hero Scholarship Fund, Inc.

A motion to approve Resolution 2015:58 was made by Councilwoman Griffith, seconded by Councilman DiRenzo. All members present voted in favor.

PUBLIC COMMENT:

Mayor Forte called for Public Comment.

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

ADJOURNMENT:

A motion to adjourn was made by Councilman DiRenzo, seconded by Councilwoman Griffith. All members present were in favor. 7:54 p.m.

Respectfully submitted:

Kelly Santosusso, RMC, Borough Clerk

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General Engineering (HH2013-0)

Pedestrian and Traffic Safety Enhancements

- *Kings Highway at Hillside*

Our office has prepared a base plan and funding application for proposed improvements to the King's Highway pedestrian crossing. A joint application with the Borough of Audubon was prepared for the pedestrian safety improvements at the King's Highway pedestrian crossing for Haddon Lake Park to include rapid flash beacons with push-button facilities, crosswalk striping, ADA compliant handicapped ramps, and sidewalk. Our office is currently completing construction documents and coordinating with Camden County for funding.

- *Kings Highway at Atlantic Avenue Bridge*

Base plans for new shadow line and cross hatch striping have been prepared and will be coordinated with Chief Kinker and Captain Valvardi. Our office will coordinate with the Camden County Department of Public Works regarding the Borough's request for the County to install the new striping.

Storm Water Runoff – 120 & 126 White Horse Pike

- Meetings were held at the Borough's offices on August 13, 2013 and September 16, 2013. General discussions as to potential remedial measures were discussed. No definite action plan was established; however the site engineer for 126 White Horse Pike is requesting cost estimates from several contractors for possible improvements that were discussed.
- The 126 White Horse Pike property owner and his site engineer have been requested to provide the cost estimates to the adjoining property owners for further discussion.
- Our office met with the property owner's Engineer on Tuesday, January 21, 2014, to discuss the latest conceptual plan with proposed drainage improvements. The property owner's Engineer agreed to revise conceptual plan addressing Bach Associates' concerns and provide corresponding cost estimate.
- A meeting was held Monday, July 21, 2014, at the Borough Municipal Building to discuss property owner's progress with improvement plans and cost estimate.

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- A meeting was held Thursday, February 05, 2015 at Bach Associates with the Borough Solicitor, property owner, and property owner's Engineer to discuss progress with the improvement plans.
- Our office received revised drainage mitigation plans dated February 10, 2015 from the property owner's engineer.

SAFETEA-LU – Pedestrian & Bicycle Facilities & Street Lighting (No Change Since Last Report)

- Construction has been completed.
- PSE&G has installed a substantial portion of the decorative lighting associated with this project. A punch list has been forwarded to PSE&G for remaining items to be addressed.
- Lexa Concrete has addressed all punch list items.
- Our office has processed Change Order #3 (Final) and is processing close out documentation to NJDOT Local Aid.

FY 2012 NJDOT Municipal Aid (No Change Since Last Report)

- The Contractor has completed all punch list items. Payment Application #3 (Final) and close out documentation including Change Order #1 (Final) have been processed by our office and the Borough.
- Our office has processed close out documentation and submitted to NJDOT Local Aid for final payment.

FY 2014 NJDOT Municipal Aid Funding

- As previously reported, the Borough received a grant from the NJDOT for \$200,000 for the resurfacing of West Atlantic Avenue from Station Avenue to Kings Highway. Our office has prepared the Bid Documents and Specifications for the project consisting of a Base Bid scope of work as well as Add Alternate No. 1 and Add Alternate Bid No. 2. The Base Bid consists of resurfacing of West Atlantic Avenue beginning at Station Avenue and extending approximately 1425 linear feet. Add Alternate No. 1 and Add Alternate No. 2 consists of resurfacing from the end of the Base Bid to Kings Highway.
- The Bid Opening was held on September 16, 2014. There were three (3) bidders, with the low bidder being American Asphalt Company, Inc. in the amount of \$142,800.60 for the Base Bid, Add Alternate Bid #1, and Add Alternate Bid #2.

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- The Base Bid was awarded to American Asphalt for the Base Bid in the amount of \$142,800.60.
- A pre-construction meeting was held on Tuesday, October 7, 2014, with representatives from American Asphalt, Haddon Heights Police Department, and Bach Associates. Pre-construction meeting minutes will be prepared by Bach Associates and forwarded to all meeting attendees in addition to the Borough Clerk, Mayor, and Council.
- Construction has commenced with the majority of work completed. Our office has prepared a punch list with remaining items to be addressed. American Asphalt has begun addressing punch list items as weather permits.
- Payment application #2 has been processed by our office and the Borough for payment.

CDBG Yr 35 & 36 – ADA Improvements to Borough Hall Entrance

- 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 dimensions. The existing hand rails do not meet current requirements for size and shape of grasping surface, height above walking surface, extensions at the bottom of the railing, and passable object opening sizes. The proposed improvements include the replacement exterior entrance stairs and railings in accordance with current ADA standards.
- Our office is in the process of completing the plans and specifications for this project. This project will be advertised for bids in late winter/early spring.

CDBG Yr 37 – Architectural Barrier Removal & Access (Various Intersections)

- Our office is completing the process of preparing application documents for the installation of ADA curb ramps for the Borough's Year 37 proposal to the Camden County CDBG Program.

Inflow and Infiltration Program (No Change Since Last Report)

- To facilitate the direct interconnection with the CCMUA for the elimination of the Kings Highway Pump station, the Borough must enter into an agreement with the CCMUA which calls for the Borough to develop a meaningful inflow and infiltration reduction program.

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- It is noted that the Borough has initiated development of an Inflow and Infiltration reduction program. The program development has been based on the "Infiltration / Inflow Analysis for Service Area 26 Haddon Heights Borough" previously prepared by the CCMUA as well as the evaluation previously prepared by this office for the Borough's Lake Street Sewerage Pumping Station.
- Our office has initiated flow monitoring at critical locations to quantify inflow and infiltration levels.
- Our office submitted a status memorandum dated July 10, 2013, to the CCMUA providing a general scope for the Borough's Project Work Plan in compliance with the January 22, 2013 CCMUA-Haddon Heights "Inter-municipal Agreement".
- Our office has inspected and prepared associated inspection reports for the majority of the sanitary manholes in the study areas delineated in the above referenced Project Work Plan.
- Our office is in the process of summarizing the results of the flow monitoring and sanitary manhole surveys in an Inflow and Infiltration Analysis Report to be submitted to the CCMUA to comply with the "Inter-municipal Agreement".

Kings Highway Pump Station (No Change Since Last Report)

- Our office has completed the as-built survey, permit, bid, and construction documents for the elimination of the existing Kings Highway Pump Station.
- A set of Bid Documents have been submitted to the Camden County Municipal Utilities Authority (CCMUA) for review.
- We have tabulated the two (2) bids received on July 15, 2014, for the above-referenced project and found the apparent low bidder to be Neri's Construction & Rentals, 849 Clayton Road, Williamstown, New Jersey. Neri's Construction's Base Bid was in the amount of \$122,543.⁰⁰ representing items 1 through 11 of their Base Bid.
- The Base Bid was awarded to Neri's Construction & Rentals for the Base Bid in the amount of \$122,543.00.
- A pre-construction meeting was held on Wednesday, September 17, 2014, with representatives from Neri's Construction & Rentals, Haddon Heights Public Works Department, CCMUA, and Bach Associates.
- Construction has commenced with the majority of work completed including the connection to the CCMUA line. Our office has prepared a punch list with remaining items to be addressed.

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- Our office is verifying quantities for final payment and processing close out documents.

Hazard Mitigation Grant Program (FEMA) (No Change Since Last Report)

- In coordination with Ms Judy Reiss, Emergency Management Coordinator and Mr. Tom Cella, Superintendent of Public works; our office prepared and submitted a funding letter of intent with associated application materials to the New Jersey Office of Emergency Management.
- The submitted funding request addressed the following projects:

Backup Power Generator for the Municipal Bldg which houses Police and Emergency Operations Center (Camden County, New Jersey – Multi-Jurisdictional Hazard Mitigation Plan, p. 9-43)

Elevate Lake Street Sewage Pumping Station (Camden County, New Jersey – Multi-Jurisdictional Hazard Mitigation Plan, p. 9-43).

Decommission Kings Highway Sewage Pumping Station (Camden County, New Jersey – Multi-Jurisdictional Hazard Mitigation Plan, p. 9-43).

Station Avenue (C.R.656) & East Atlantic Avenue drainage infrastructure improvement – Borough Parking Lot / PNC Parking Lot Collection System

- Our office has been informed by Judy Reiss that the Borough has been allocated \$60,000 towards a standby emergency power generator for the Service Operations Facility. It is noted that the projected cost for the new generator is estimated at \$148,000. Therefore, in order to proceed with the project, \$88,000 in capital funding must be allocated.
- Our office is in the process of preparing the generator specifications for submittal to Camden County for approval.

HYAA – Barr Recreational Complex Improvements

- Construction has been completed regarding the Lighting. Payment Application #1 has been processed by our office and submitted to the Borough. Our office is currently processing the close out documentation.
- Construction has been completed regarding the Infield Improvements and Payment Application #1 has been processed by our office and the Borough.
- Our office has processed the closeout documents including final change order and submitted to the Borough for payment.

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Glover Mill Village

- As previously reported, the Borough is in receipt of a March 30, 2012 correspondence from the NJDEP Historic Preservation Office (SHPO) concerning their review of the recently released A.D. Marble & Company Phase II Archaeological Report for the Glover Mill Fulling Mill Site / Proposed Glover Mill Subdivision, Block 62, Lots 2, 4, and 6. The referenced March 30, 2012 correspondence concludes that items No. 3 through 13 of their December 20 2011 correspondence have now been addressed.
- The items that remain outstanding are:
 1. The park associated with the Glover Mill site (adjacent to the Glover Fulling Mill foundation site and extending to Sylvan Drive) must be designed in accordance with SHPO requirements.
 2. Development of a construction avoidance and protection plan for the Glover Fulling Mill foundation site in accordance with SHPO requirements.
- Our office is currently coordinating with SHPO and the contract developer of the Glover Mill Village project, Bob Meyers Communities, Inc. to determine if the two items delineated above can be accommodated by the current agreement between the Borough and Bob Meyers Communities, Inc.
- The contract developer, Bob Meyers Communities, Inc. has received Preliminary Subdivision and Historic District Commission approval at June 28, 2012 special meeting of the Borough Planning Board. It is noted that this approval contained the conditions that Bob Meyers Communities, Inc. would be designing and constructing the above referenced park area and implementing the construction avoidance and protection plan in accordance with SHPO requirements.
- The CCMUA approved the agreement to extinguish the Authority's easement located at the Glover Mill site during the July 15, 2013 CCMUA Regular Meeting.
- The contract developer, Bob Meyers Communities, Inc. has received Final Subdivision approval at September 5, 2013, special meeting of the Borough Planning Board. The applicant is currently in the process of circulating the Final Subdivision Plan for the necessary municipal and county endorsements.
- Our office met with Councilwoman Fitzgerald, Council President Lange, Margaret Westfield, R.A., the project archaeologist, and project landscape architect regarding the Glover Fulling Mill Park Grant project. Discussed was the project scope and planned coordination between team members.
- A pre-construction meeting was held at Borough Hall on February 12, 2014.

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- The developer submitted a request for Bond Reduction based on improvements completed to date of the September 9, 2014. Our office recommended the Borough reduce the performance guarantee for this project approximately \$49,616.02 or 5.9% of the original guaranty.
- The developer submitted a request for Bond Reduction based on improvements completed to date of the February 4, 2015. Our office recommended the Borough reduce the performance guarantee for this project approximately \$292,119.00 or 34.9% of the original guaranty.
- Construction is ongoing for this project.

Tax Map Maintenance/Revisions for the Borough of Haddon Heights for Tax Year 2013
(No Change Since Last Report)

- As requested by the Borough Tax Assessor, Remington & Vernick has submitted a proposal to perform Tax Map Maintenance services for the tax year 2013, in conformance with the Camden County Board of Taxation. Services would be completed and documents submitted to the Camden County Board of Taxation no later than January 2014 with a total cost not to exceed \$3,000.00. It is our understanding the 2013 Budget contains a \$3,000.00 line item under the Tax Assessor. The costs associated with the Remington & Vernick services would be passed through this office with no mark up or handling costs. A copy of Remington and Vernick's October 31, 2013 proposal for the above referenced services was attached to our December 2013 report.
- In addition a draft Ordinance for the purpose of creating an escrow structure to cover costs for future Tax Map/GIS updates associated with Planning Board applications is attached for consideration. If no objection, our office will coordinate with the Borough Clerk to have this introduced and adopted in 2014.

Lake Street Pump Station

- Our office has completed the as-built survey and is currently completing permit, bid, and construction documents for the replacement of the Lake Street Pump Station.
- The project will be publicly bid in March 2015.

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January 2015 Public Works Summary Report

- ✓ All core work for the month of December has been completed.
- ✓ Answered and responded to all phone calls & e-mails.
- ✓ Trash cans along Station Ave. and at ball parks have been emptied twice a week.
- ✓ Weekly and monthly Police car maintenance was performed.
- ✓ Collected 90 cubic yds. of leaves
- ✓ Collected 100 cubic yds of brush
- ✓ Collected 3,460 lbs. of electronics.
- ✓ We ^{pick up} street signs around town
- ✓ Filled pot holes around town
- ✓ Did monthly playground inspections at Hoff's Park.
- ✓ 11 sewer calls (5) ours (6) not ours. We flushed 3,595 ft. of sewer pipes.
- ✓ Checked and maintained all sewer pump stations.
- ✓ Painted interior of the S.O.F., Community Center, Cabin, and Police dispatch office
- ✓ Took down Christmas decorations
- ✓ Replaced banner cables on 700 block of Station Ave.
- ✓ Maintenance performed on Public Works vehicles
- ✓ Picked up white goods and recycled 1420 lbs.

** HADDON HEIGHTS DEPARTMENT OF PUBLIC WORKS WEEKLY DUTIES **

DAY	WORK PERFORMED	AMOUNT	ATTENDANCE
MONDAY // //			
TUESDAY // //			
WEDNESDAY // //			
THURSDAY // 1 // 15	HOLIDAY		
FRIDAY 1 // 2 // 15	PICK UP TRASH THROUGH TOWN PICK UP BRUSH ON EAST SIDE OF TOWN PICK UP LEAVES THROUGH TOWN WORK IN SHOP ON VEHICLES CLEAN LEAFERS & PUT DOWN @ DEVON LOT	20 CU. YDS LEAVES 25 CU. YDS BRUSH	MITCHELL } LOUIS } TEMPS JOSE } ROBEATO }
SATURDAY 1 // 3 // 15			
SUNDAY 1 // 4 // 15			

** WEEKLY DUTIES FOR WEEK OF : 1 // 4 // 2015 **

** HADDON HEIGHTS DEPARTMENT OF PUBLIC WORKS WEEKLY DUTIES **

DAY	WORK PERFORMED	AMOUNT	ATTENDANCE
MONDAY DRY DAY 1 // 5 // 15	PICK UP TRASH THROUGH TOWN START TAKING X-MAS DECORATIONS DOWN START CLEANING UP FIELDS @ W ATLANTIC + LIPPINCOTT LANE FILL POTHOLES THROUGH TOWN WITH EASYSTREET	20 cu yds LEAVES 1.25 TONS OF EASYSTREET	MITCHELL } LUIS } TEMPS ROBERTO }
TUESDAY WET SNOWY DAY 1 // 6 // 15	CLEAN FIELDS ON WEST ATLANTIC NEXT TO ROUTE 295 PICK UP LEAVES THROUGH TOWN WORK ON VEHICLES IN SHOP SALT STREETS FROM SNOW SHOVEL + SALT BOROUGH PROPERTIES	15 cu. yds. LEAVES	MITCHELL } LUIS } TEMPS ROBERTO } JOSE }
WEDNESDAY COLD ICY DAY 1 // 7 // 15	SALT BOROUGH PROPERTIES + STREETS PICK UP BRUSH ON WEST SIDE OF TOWN WORK ON VEHICLES IN SHOP PUT UP 'STAY OFF FIELDS' SIGNS @ DEVON AVE PICK UP LEAVES THROUGH TOWN	20 cu yds LEAVES	MITCHELL } LUIS } TEMPS ROBERTO } JOSE }
THURSDAY COLD DRY DAY 1 // 8 // 15	PICK UP BRUSH ON WEST SIDE OF TOWN PICK UP LEAVES THROUGHOUT TOWN WORK ON VEHICLES + EQUIPMENT IN SHOP FILL IN POT HOLES ON THORNHOLDEN + 11 TH PICK UP REFRIGERATOR ON STATION AVE PUT UP STREET SIGNS THROUGH TOWN SEWER CALL @ 617 W.H.R. - CLEANED TROUGH FIX STOP + CHURCH SIGN @ 7 TH + KINGS HWY.	15 cu yds Leaves 25 cu yds Brush	MITCHELL } LUIS } TEMPS JOSE }
FRIDAY COLD SNOWY DAY 1 // 9 // 15	PICK UP TRASH IN TOWN PICK UP RECYCLING CANS @ FIELDS PICK UP BRUSH ON WEST SIDE OF TOWN PUT UP STREET SIGNS THROUGH TOWN TAKE DOWN X-MAS DECORATIONS		JOSE - TEMP
SATURDAY 1 // 10 // 15			
SUNDAY 1 // 11 // 15			

** WEEKLY DUTIES FOR WEEK OF : 1 // 11 // 2015 **

** HADDON HEIGHTS DEPARTMENT OF PUBLIC WORKS WEEKLY DUTIES **

DAY	WORK PERFORMED	AMOUNT	ATTENDANCE
MONDAY WET DAY 1 // 12 // 15	PAINT ROOMS IN SOF BUILDING PICK UP TRASH THROUGH TOWN PICK UP ELECTRONICS @ BOROUGH HALL FIND OUT HOW MANY MANHOLES ON KINGS HWY. BETWEEN BHP TO WHP. SALT BOROUGH PROPERTIES IN MORNING WORK ON VEHICLES IN SHOP		NO TEMPS BRIAN - BEREAVEMENT
TUESDAY DRY DAY 1 // 13 // 15	PAINT ROOMS IN SOF BUILDING PUT UP STREET POLES + SIGNS IN TOWN WORK ON VEHICLES IN SHOP SEWER CALL @ 520 11 TH AVENUE PICK UP FURNITURE @ BOROUGH HALL CLEAR SHED FOR X-MAS DECORATIONS		NO TEMPS
WEDNESDAY DRY DAY 1 // 14 // 15	WORK IN SHOP ON VEHICLES TAKE DOWN X-MAS DECORATIONS PAINT ROOMS IN SOF BUILDING SEWER CALLS @ GLENVIEW SCHOOL + 1508 CEDAR AVE. PICK UP PARTS @ GARDEN STATE SIGNS		NO TEMPS
THURSDAY DRY DAY 1 // 15 // 15	PAINT ROOMS IN SOF BUILDING PICK UP BRUSH ON EAST SIDE OF TOWN PICK UP PAINT SUPPLIES @ HOME DEPOT PICK UP BARRICADES @ MAPLE AVENUE WORK ON VEHICLES IN SHOP PICK UP SUPPLIES @ AUDUBON HARDWARE	25 cu. yds. BRUSH	NO TEMPS JAMES - SICK
FRIDAY DRY DAY 1 // 16 // 15	WORK IN SHOP ON VEHICLES PICK UP BRUSH ON EAST SIDE OF TOWN PAINT SOF ROOMS MISCELLANEOUS OFFICE WORK SEWER CALL @ ST. ROSE SCHOOL	CU. YDS. BRUSH	NO TEMPS BRIAN - BEREAVEMENT
SATURDAY 1 // 17 // 15			
SUNDAY 1 // 18 // 15			

** WEEKLY DUTIES FOR WEEK OF : 1 // 18 // 2015 **

** HADDON HEIGHTS DEPARTMENT OF PUBLIC WORKS WEEKLY DUTIES **

DAY	WORK PERFORMED	AMOUNT	ATTENDANCE
MONDAY 1 // 19 // 15	HOLIDAY		
TUESDAY DRY DAY 1 // 20 // 15	PICK UP TRASH THROUGH TOWN PAINT INSIDE OF CABIN & SOF BUILDING PUT UP TAPE OF TOWN BANNER @ BANK START SEWER MAINTENANCE WITH JETTER PICK UP METAL THROUGH TOWN ACCOUNT FOR # OF MANHOLES ON KINGS HWY. TAKE TRUCK TO LAUREL FOR PLOW		NO TEMPS
WEDNESDAY DRY DAY 1 // 21 // 15	HOOPER IN FOR TRUCK EMISSIONS BUY CABLES + SUPPLIES @ HOME DEPOT FOR POLES ON STATION AVE + BUY LADDER FOR PAT WORK ON VEHICLES IN SHOP PUT UP MORE STREET SIGNS PAINT SOF BUILDING ROOMS PICK UP TRUCK FROM LAUREL - (PLOW ON) CLEAN CON. CENTER + DROP OFF KEYS TO ERIN FINISHED METAL + DUMPED @ FANELLS	FOR METAL	NO TEMPS BRIAN - TOOK 4 COMP HRS
THURSDAY DRY DAY 1 // 22 // 15	SALT STREETS + BOROUGH PROPERTIES PICK UP BRUSH ON W. SIDE OF TOWN WORK ON VEHICLES IN SHOP PAINT SOF BUILDING ROOMS		NO TEMPS
FRIDAY DRY DAY 1 // 23 // 15	PICK UP TRASH IN TOWN PICK UP BRUSH ON WEST SIDE OF TOWN PAINT ROOMS IN SOF. BUILDING WORK ON VEHICLES IN SHOP PUT UP NEW STREET BANNER CABLES IN FRONT OF POST OFFICE	25 cu yds. BRUSH	NO TEMPS
SATURDAY 1 // 24 // 15			
SUNDAY 1 // 25 // 15			

** WEEKLY DUTIES FOR WEEK OF : 1 // 25 // 2015 **

** HADDON HEIGHTS DEPARTMENT OF PUBLIC WORKS WEEKLY DUTIES **

DAY	WORK PERFORMED	AMOUNT	ATTENDANCE
MONDAY SNOWY DAY 1 // 26 // 15	PICK UP TRASH THROUGH TOWN GET TRUCK READY FOR SNOW STORM PAINT SOME OF COMMUNITY CENTER PICK UP PAINT @ HOME DEPOT PICK UP STONES @ AMERICAN ASPHALT FILL IN POT HOLES BRINGS TRUCKS/LEAFERS TO DEVON LOT	2.93 TONS OF STONE	NO TEMPS
TUESDAY SNOW DAY 1 // 27 // 15	PLOW STREETS SALT BOROUGH BUILDINGS + GROUNDS PUT UP BANNER @ BANK FINISH HRS FOR SEWEL DEPT. FOR 2014		NO TEMPS
WEDNESDAY DRY DAY 1 // 28 // 15	FINISH PUTTING UP STREET SIGNS SALT CORNER OF GLENVIEW + HIGH ST. WORK ON VEHICLES IN SHOP PAINT COMMUNITY CENTER ORGANIZE OFFICE + HALLWAY @ SO.F		NO TEMPS
THURSDAY DRY DAY 1 // 29 // 15	PICK UP BRUSH ON EAST SIDE OF TOWN PAINT RITAS OFFICE @ BOROUGH HALL WORK ON DPW + POLICE VEHICLES PICK UP CABINET FROM BOROUGH HALL + BRING TO COM. CENT. SHED FIX BANNER CABLE @ POST OFFICE	—	NO TEMPS JAMES - SICK
FRIDAY DRY COLD DAY 1 // 30 // 15	PICK UP TRASH THROUGH TOWN WORK ON VEHICLES IN SHOP PAINT ROOMS @ BOROUGH HALL START GETTING ADDRESSES FOR MANHOLE REPLACEMENTS ON KINS HWY. CUT TREE DOWN @ 1905 W. HIGH ST. PICK UP BRUSH ON EAST SIDE OF TOWN PUT UP 'PROGRAMS BANNER' @ POST OFFICE		NO TEMPS JAMES - SICK
SATURDAY 1 // 31 // 15			
SUNDAY // //			

** WEEKLY DUTIES FOR WEEK OF : 1 // 31 // 15 **

SEWER REPORT

TODAYS DATE: FEBRUARY 4, 2015

SEWER REPORT FOR THE MONTH OF: JANUARY 2015

SEWER BLOCKAGES REPORTED: 11 BLOCKAGES

SEWER BLOCKAGES BEING OURS: 5 BEING OURS

FOOTAGE OF LINES FLUSHED: 3,595 FEET

PUMP STATION ALARM CALLS: 2 CALLS

SEWER STORM PROBLEMS: NONE

: -

PREVENTIVE MAINTENANCE LINES FLUSHED: 8 LINES

FOOTAGE OF MAINTENANCE LINES FLUSHED: 2,495 FEET

NUMBER OF CHEMICAL LINES MAINTAINED: NONE

AMOUNT OF CHEMICALS USED: -

: -

: -

: -

OUTSIDE CONTRACTERS USED: NONE

: -

: -

OTHER: PULL + UNCLOG PUMP 1 @ CEDAR AVE PUMP STATION

RESET HIGH WATER ALARM @ LAKE ST. PUMP STATION

CHECK + BLEED FILTERS @ ALL PUMPING STATIONS



Playground Monthly Safety Check List

Park 8TH AVE. + HIGH ST., DEVON AVE. COMPLEX, W. ATLANTIC BATHROOMS Inspection Date 2-15

Name of Inspector FRANK SPADEA JR Title FOREMAN

Facility / Playground Equipment PLAYGYM, BALANCE BEAM, SWINGS, MONKEY BARS, PULL UP BARS, BENCHES, TABLES, BASKETBALL COURTS, TENNIS COURTS, TRASH CANS, BATHROOMS, FENCES

YES	NO	NA	Condition
X			Visible cracks, bending, warping, rusting or breakage of any component
	X		Deformation of open hooks, shackles, rings or links
X			Worn swing hangers and chains
	X		Missing, damaged or loose swing seats; heavy seats with sharp edges or corners
	X		Broken supports / anchors
	X		Footings exposed, cracked, loose in ground
	X		Accessible sharp edges or points
	X		Exposed ends of tubing that should be covered by plugs or caps
	X		Protruding bolt ends that do not have smooth finished caps and covers
	X		Loose bolts, nuts, corrosion, etc.
	X		Splintered, cracked or otherwise deteriorated wood
	X		Lack of lubrication on moving parts
X			Worn bearings
	X		Broken or missing rails, steps, rungs or seats
	X		Surfacing material worn or scattered (in landing pits, etc.)
	X		Hard surfaces, especially under swings, slides, etc.
	X		Chipped or peeling paint
	X		Vandalism (broken glass, trash, graffiti, etc.)
	X		Tripping hazards such as roots, rocks, etc.
	X		Poor drainage areas
	X		Fencing damaged, exposed sharp edges, end caps missing
	X		Electrical hazards, exposed, low hanging wires
	X		Low hanging, dead tree limbs
	X		Bleachers with damaged boards, bent or damaged supports, missing protective railings (over 48" in height)
	X		Surfaces for basketball or tennis courts cracked or uneven

NOTE: ALL "YES" ANSWERS REQUIRE EXPLANATION ON THE BACK OF THIS FORM

PLAYGYM LANDING STARTING TO CRACK - BUT STABLE @ 8TH + HIGH PLAYGROUND

NEED MORE TIES @ DEVON AVE TENNIS COURTS + BASKETBALL COURT FENCE GUARDS HANGERS GOING BAD ON SWINGS

FENCE @ BASKETBALL COURTS GETTING REALLY OUT OF SHAPE



Playground Monthly Safety Check List

Park 8TH AVE. + HIGH ST., DEVON AVE COMPLEX, W. ATLANTIC BATHROOMS Inspection Date 2-15

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Facility / Playground Equipment PLAYGYM, BALANCE BEAM, SWINGS, MONKEY BARS, PULL UP BARS, BENCHES, TABLES, BASKETBALL COURTS, TENNIS COURTS, TRASH CANS, BATHROOMS, FENCES

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	X		Accessible sharp edges or points
	X		Exposed ends of tubing that should be covered by plugs or caps
	X		Protruding bolt ends that do not have smooth finished caps and covers
	X		Loose bolts, nuts, corrosion, etc.
	X		Splintered, cracked or otherwise deteriorated wood
	X		Lack of lubrication on moving parts
X			Worn bearings
	X		Broken or missing rails, steps, rungs or seats
	X		Surfacing material worn or scattered (in landing pits, etc.)
	X		Hard surfaces, especially under swings, slides, etc.
	X		Chipped or peeling paint
	X		Vandalism (broken glass, trash, graffiti, etc.)
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	X		Low hanging, dead tree limbs
	X		Bleachers with damaged boards, bent or damaged supports, missing protective railings (over 48" in height)
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FENCE @ BASKETBALL COURTS GETTING REALLY OUT OF SHAPE

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: -

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: -

OTHER: PULL + UNCLOG PUMP 1 @ CEDAR AVE PUMP STATION

RESET HIGH WATER ALARM @ LAKE ST. PUMP STATION

CHECK + BLEED FILTERS @ ALL PUMPING STATIONS



BACH Associates, PC
ENGINEERS - ARCHITECTS - PLANNERS

304 White Horse Pike
Haddon Heights, New Jersey 08035
Tel: 856-546-8611
Fax: 856-546-8612

SCALE:

STEVEN M. BACH, PE, RA, PP, CMR
PA PE No. PE-050632-E

ALL DIMENSIONS MUST BE VERIFIED BY
CONTRACTOR AND OWNER. MUST BE NOTIFIED
OF ANY DISCREPANCIES BEFORE PROCEEDING
WITH THE WORK.

PROJECT:

**HADDON HEIGHTS
CLOCK MEMORIAL**
625 STATION AVENUE
HADDON HEIGHTS, NJ 08035

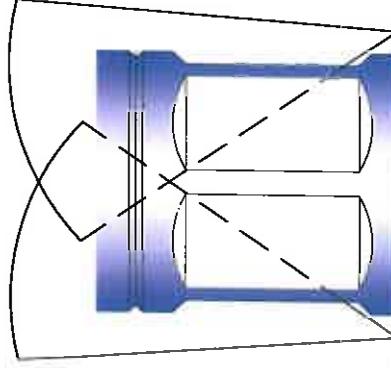
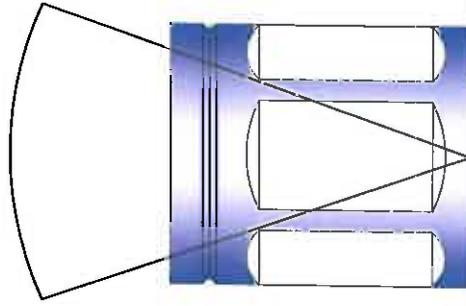
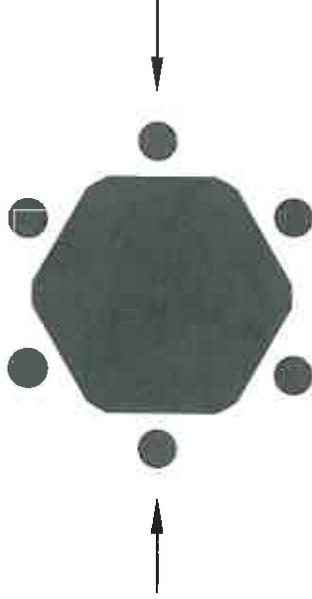
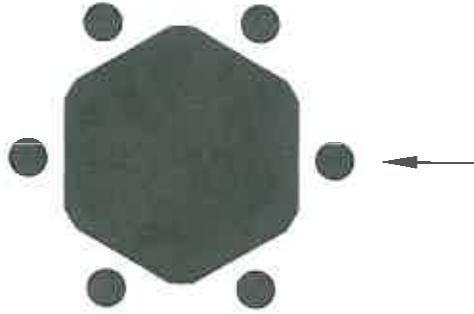
REVISIONS		DATE
NO.	DESCRIPTION	

DRAWING TITLE:

**DETAIL -
ILLUMINATION
PATTERN**

JOB NO:	DESIGNED BY:
HJ2014-0	SMB
DATE:	DRAWN BY:
8-13-14	KPH
SCALE:	CHECKED BY:
1/2" = 1'-0"	SMB
DRAWING NUMBER:	

SP-2



DETAIL - ILLUMINATION PATTERN

SCALE: 1/2" = 1'-0"

Canuse "A"



Managed Network Services (MNS)

QUOTE #: 21171.1

Quote Date: 02/19/15

Customer Name: Haddon Heights Twp

per mo

TOTAL QUOTE AMOUNT:	\$482.00	
Product Subtotal:	\$482.00	
Tax:		
Shipping & Handling:	\$0.00	
Shipping Method:	Ground	Total Number of System Groups: 1

anti-virus intrusion detection MS patch monitoring in \$1 requirement

24/7 monitoring tool

GROUP: 1	QUANTITY: 138	PRICE: \$482.00	GROUP TOTAL: \$482.00
-----------------	----------------------	------------------------	------------------------------

34 pc's

Managed Network Services (MNS)	
Workstation Module	\$9.00 /PC (34 PCs) <ul style="list-style-type: none"> - Includes workstation monitoring and maintenance 24x7x365 - Regular Microsoft patches and updates - Monthly reports on network health - Desktop Support
Server Module	\$21.00 /Server (2 Servers) <ul style="list-style-type: none"> - Includes server monitoring and maintenance 24x7x365
Virus & Spyware Protection	\$2.00 /PC (34 PCs) <ul style="list-style-type: none"> - Anti-virus and spyware protection software installed and updated automatically - Includes Identity Protection
Web Content Filtering	\$2.00 /PC (34 PCs) <ul style="list-style-type: none"> - Block known problematic, non-business related and client configurable website access
PC Remote Access	\$1.50 /PC (34 PCs)
Online Backups	\$15.00 /25GB* <ul style="list-style-type: none"> - Automatically backup your important data online and offsite. Secure and available 24x7x365. No limits on the number of workstations. * Additional 25GB data blocks are \$15.00 each per month
Prices quoted are preferred MONTHLY pricing. A minimum 12 month commitment is required to receive preferred pricing for these services.	

Email Address: orders@networksplusco.com

Phone: (856)786-3500

**All product and pricing information is based on latest information available.
Price valid for (45) calendar days.**

GSMJIF 2015 CYBER LIABILITY QUESTIONNAIRE

Full Name of Applicant:

I MANAGEMENT OF CREDIT CARD EXPOSURES

1. Does the Applicant accept credit cards for goods sold or services rendered?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
A. Is the Applicant compliant with applicable data security standards issued by financial institutions the Applicant transacts business with (e.g. PCI standards)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If the Applicant is not compliant with applicable data security standards, please describe the current status of any compliance work and the estimated date of completion: _____		

II. COMPUTER SYSTEMS CONTROLS

1. Does the Applicant conduct training for every employee user of the information systems in security issues and procedures for its computer systems?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. Does the Applicant have a written information security policy in place?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. Does the Applicant have a program in place to test or audit security controls on an annual or more frequent basis? If yes, please summarize the scope of such audits and/or tests: _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4. Does the Applicant terminate all associated computer access and user accounts as part of the regular exit process when an employee leaves the company?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5. Does the Applicant have and enforce policies concerning when internal and external communication should be encrypted? A. Are all laptop computers and portable media (e.g. "thumb drives," back up tapes) protected by encryption?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6. Does the Applicant enforce a software update process including installation of software "patches"? If Yes, are critical patches installed within 30 days of release?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
7. How often are anti-virus software signatures updated?	<input type="checkbox"/> Automatic Updates	<input type="checkbox"/> Weekly
8. Does the Applicant have and regularly maintain and/or update a Firewall?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
9. Has the Applicant suffered any known intrusions (i.e., unauthorized access or security breach) or denial of service attacks relating to its computer systems in the most recent three year time period from the date of this Application? If yes, describe any such intrusions or attacks, including any damage caused by any such intrusions, including lost time, lost business income, or costs to repair any damage to systems or to reconstruct data or software, describe the damage that occurred, and state value of any lost time, income and the costs of any repair or reconstruction: vvvvvvvvcccccc	<input type="checkbox"/> Yes	<input type="checkbox"/> No
10. Does the Applicant provide training to key employees regarding the Privacy Policy and the handling of personally identifiable information	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

III. TYPES OF PRIVATE INFORMATION ACCESSED, PROCESSED OR STORED

Does the Applicant typically access, process and/or store:		
1. Names and addresses?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
2. Financial account information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
3. Drivers license numbers?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
4. Social Security Numbers?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5. Protected Health Information?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6. Please provide a rough percentage of the information stored in each format.	Electronically stored <u>33%</u> Paper format <u>72%</u> * Must total to 100%	

7. Do all employees have access, or is access limited to certain individuals?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Describe:		
IV. MISCELLANEOUS		
1. Are Third-Party Service Providers used for processing payments on the Applicant's behalf?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. Does the Applicant currently sponsor public access Wi-Fi for residents (e.g., "hotspots")?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
V. WEBSITE MEDIA CONTENT		
1. Do you have a procedure for review and approval of material published to pages on your Internet site as well as social media messages posted on behalf of the municipality in order to avoid the publication of infringing or improper material?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Completed By:
Signature:
Title:
Date Completed:

RESOLUTION 2015:59

**A RESOLUTION AMENDING RESOLUTION 2015:56
AUTHORIZING BOND REDUCTION FOR
GLOVER MILL VILLAGE, BLOCK 62, LOT 2 & 6,
BOB MEYERS COMMUNITIES**

WHEREAS, on February 17, 2015 the Governing Body adopted Resolution 2015:56 Authorizing Bond Reduction for Glover Mill Village, Blocks 62, Lots 2 & 6, Bob Meyers Communities for soil erosion controls, completion of demolition and installation of sanitary and storm systems at Glover Mill Village.

WHEREAS, the Borough Engineer conducted an inspection and made a recommendation to reduce the Performance Guarantee for this project as follows:

WHEREAS, the Borough Clerk was informed by Fulton Bank on February 19, 2015 that there appeared to be a mathematical error in the calculation of the Bond Reduction approved in the aforesaid Resolution for Fulton Bank, Letter of Credit #D006436.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights, County of Camden in the State of New Jersey that the amended bond reduction above is hereby approved for Glover Mill Village, LLC, Bob Meyers Communities.

<u>Original Guarantee Amount</u>	<u>Recommended Guarantee Amount</u>
\$836,750.00	\$544,631.00

BE IT FURTHER RESOLVED the above represents a reduction of \$292,119.00 or 34.9% of the original guaranty.

Date: March 3, 2015

BOROUGH OF HADDON HEIGHTS

Mayor Edward S. Forte, Jr.

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution adopted at a public meeting of the Governing Body held on March 3, 2015.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2015:60

RESOLUTION AUTHORIZING REFUNDS OF PROGRAM FEES

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

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

<u>Registrant</u>	<u>Class</u>	<u>Amount</u>
Jean Trout 219 Reading Avenue Barrington, NJ 08007	Zumba & Gentle Yoga	135.00
	Total	\$135.00

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

Date: March 3, 2015

Mayor Edward S. Forte, Jr.

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2015:61

**RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A
CAMDEN IMPROVEMENT AUTHORITY DEVELOPMENT
GRANT AGREEMENT FOR YEAR 36 (2014-2015)**

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 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 project:

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 A Camden Authority Improvement Authority Community Development Grant Agreement for Program Year 36 (2014-2015).

Dated: March 3, 2015

BOROUGH OF HADDON HEIGHTS

Mayor Edward S. Forte, Jr.

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION

I, Kelly Santosusso, Borough Clerk for the Borough of Haddon Heights do hereby certify the foregoing to be a true and complete copy of a resolution adopted at a public meeting of the Governing Body held on March 3, 2015.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2015:62

**RESOLUTION AUTHORIZING TRANSFERS OF
APPROPRIATION RESERVES**

WHEREAS, there are certain appropriation reserves in the 2014 budget of the Borough of Haddon Heights in which there remains insufficient balances to meet the requirements for operating the Borough's affairs for the remainder of 2015; and

WHEREAS, R.S. 40A:4-58 permits transfers during the first three months of the fiscal year from certain appropriations, where unexpected balances will not be needed to those appropriations facing deficiencies, said transfer to be authorized by not less than two-thirds of the full membership of the Governing Body.

NOW, THEREFORE BE IT RESOLVED, by Mayor and Council of the Borough of Haddon Heights, Camden County, New Jersey that the transfers be made between the budget appropriations reserves as follows:

<u>Account #</u>	<u>Account Title</u>	<u>Transfer To:</u>	<u>Transfer From:</u>
4-01-20-100-500	General Administration OE	2,000.00	
4-01-21-180-200	Planning Board OE	500.00	
4-01-23-210-200	General Liability Insurance		10,000.00
4-01-23-220-200	Employee Group Health		9,000.00
4-01-23-220-260	Employee Health Waiver		2,500.00
4-01-25-275-100	Prosecutor OE	500.00	
4-01-31-440-200	Telephone	1,000.00	
4-01-32-465-200	Solid Waste Disposal	12,000.00	
4-01-43-490-100	Municipal Court SW		29,500.00
4-01-43-490-200	Municipal Court OE	35,000.00	
	Total	<u>\$51,000.00</u>	<u>\$51,000.00</u>

Date: March 3, 2015

Mayor Edward S. Forte, Jr.

ATTEST: _____
Kelly Santosusso, Borough Clerk, RMC

CERTIFICATION:

I, Kelly Santosusso, RMC, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing to be a true and correct copy of a Resolution duly adopted at a public meeting of the Governing Body held on March 3, 2015.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2015:63

**RESOLUTION AUTHORIZING PAYMENT OF
BILLS & CLAIMS FOR FIRST HALF OF MARCH**

Trust Account	\$	13,358.81
Capital Account	\$	6,225.00
Payroll Account (WE 2/19/15)	\$	91,828.35
Animal Account	\$	-0-
County Taxes (4 th Qtr.)	\$	-0-
School Taxes	\$	1,041,205.00
Current Fund	\$	187,088.69
Total Amount of Bills & Claims	\$	1,339,705.85

Date: March 3, 2015

Mayor Edward S. Forte, Jr.

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

Expenditures for Council Meetings		3/3/2015	2015 Accounts
Date	Vendor	Amount	Reason
	Trust		
Various Included in Report		6,571.22	All Accounts Marked T-13
Payroll W/E 2/19/2015		6,787.59	
Total Trust		13,358.81	
Capital			
Vaspoli Builders		6,225.00	2013:1400(4) Improve Municipal Buildings/Replace Doors community Center & Municipal Building
Total Capital		6,225.00	
Animal			
NJ Dept of Health & Senior Services			
Total Animal		0.00	
Po's Paid Current Account Borough		187,088.69	
School Tax		1,041,205.00	
County Taxes 1st Q		0.00	
Payroll W/E 2/19/2015		91,828.35	
Total Current		1,320,122.04	
Total Spending 2/17/2015		1,339,705.85	

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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 12/31/15

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date
AJB A & J BAR	15-00259	02/13/15	1 TRASH BAGS	186.72	5-01-26-290-238	B Public Works - Materials & Supplies	A	02/13/15
			Vendor Total:	186.72				
ALLET PATRICIA ALLEN	15-00319	02/24/15	1 LEARN TO TUMBLE WINTER 2015	100.00	5-01-28-370-265	B Parks & Rec - Contracted Staff	A	02/24/15
			Vendor Total:	100.00				
AMERA AMERICAN ASPHALT CO INC	15-00295	02/20/15	1 EZ STREET COLD ASPHALT	85.05	5-01-26-290-258	B Public Works - Street Maint/Repairs	A	02/20/15
			Vendor Total:	85.05				
ARTP ART PRESS	15-00278	02/17/15	1 2 PART RECEIPT FORMS	125.00	5-01-20-100-311	B Office Supplies	A	02/17/15
			Vendor Total:	125.00				
BACHA BACH ASSOC PC	14-01542	10/15/14	1 TAX MAP MAINTENANCE 2014	2,885.00	4-01-20-150-262	B Assessor - Tax Map Revisions	A	10/15/14
15-00302	02/20/15							
			1 DEL BUONO'S BAKERY HHPB2014-3	257.50	T-13-56-860-802	B Reserve Planning Board Escrow (500)	A	02/20/15
			2 GLOVER MILL VILL LOTS 2, 4, 6	3,253.50	T-13-56-860-802	B Reserve Planning Board Escrow (500)	A	02/20/15
			3 GLOV M VILL LOT 7 HH2014-1-17	291.00	T-13-56-860-802	B Reserve Planning Board Escrow (500)	A	02/20/15
			4 GLOV M VILL LOT 18 HH2014-1-18	291.00	T-13-56-860-802	B Reserve Planning Board Escrow (500)	A	02/20/15

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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
BACHA	BACH ASSOC PC			Continued				
	15-00302	02/20/15			Continued			
			5 GLOV M VILL LOT 22 HH2014-1-22	291.00	T-13-56-860-802	B Reserve Planning Board Escrow (500)	A	02/20/15
			6 GLOV M VILL LOT 9 HH2014-1-9	291.00	T-13-56-860-802	B Reserve Planning Board Escrow (500)	A	02/20/15
				4,675.00				
			Vendor Total:	7,560.00				
BEAVM	BEAVERBROOK MOTORS							
	15-00258	02/13/15						
			1 UNLEADED GAS HHPD CAR 18-1	28.00	5-01-31-460-275	B Unleaded Gas	A	02/13/15
			2 UNLEADED GAS HHPD CAR	17.00	5-01-31-460-275	B Unleaded Gas	A	02/13/15
			3 UNLEADED GAS HHPD CAR 18-2	16.50	5-01-31-460-275	B Unleaded Gas	A	02/13/15
				61.50				
			Vendor Total:	61.50				
BLUE1	HORIZON BLUE CROSS & SHIELD							
	15-00282	02/17/15						
			1 DENTAL NON-POLICE FEB 2015	1,846.60	5-01-23-220-245	B Blue Cross Dental	A	02/17/15
			Vendor Total:	1,846.60				
BLUE2	HORIZON BLUE CROSS BLUE SHIELD							
	15-00283	02/17/15						
			1 DENTAL POLICE JAN 2015	2,828.70	5-01-23-220-245	B Blue Cross Dental	A	02/17/15
	15-00308	02/23/15						
			1 POLICE DENTAL MARCH 2015	1,824.08	5-01-23-220-245	B Blue Cross Dental	A	02/23/15
			Vendor Total:	4,652.78				
BOLLI	BOLLINGER, INC RX ADMIN							
	15-00293	02/20/15						
			1 PRESCRIPTION DRUG MAR 2015	15,863.61	5-01-23-220-246	B Prescriptions - Bollinger	A	02/20/15
			Vendor Total:	15,863.61				

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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
CAVAD DOLORES(DEE) CAVALIERE	15-00317	02/24/15	1 TOTAL PILATES & ABS WINTER 15	420.00	5-01-28-370-265	B Parks & Rec - Contracted Staff	A	02/24/15
			Vendor Total:	420.00				
CCDET CAMDEN CO DETECTIVES ASSOC	15-00255	02/13/15	1 MEMBERSHIP DUES 2015	75.00	5-01-25-240-221	B Police - Detective Expense	A	02/13/15
			Vendor Total:	75.00				
CCEME CAMDEN COUNTY EMERGENCY MGMT	15-00185	02/02/15	1 2015 DUES FOR JOHN ELLIS	50.00	5-01-25-252-223	B Emg Mgmt - Dues	A	02/02/15
			Vendor Total:	50.00				
CCFCP CAMDEN COUNTY FIRE CHIEF	15-00211	02/04/15	1 2015 MEMBERSHIP DUES	25.00	5-01-25-265-223	B Fire - Dues	A	02/04/15
			Vendor Total:	25.00				
COMC COMCAST	15-00279	02/17/15	1 HI SPEED INTERN MUNI BLDG FEB	138.76	5-01-31-440-216	B Regular Telephones	A	02/17/15
			Vendor Total:	138.76				
DEJAN DEJANA TRUCK & UTILIY EQUIP	15-00285	02/18/15	1 SNOW PLOW PUMP TRUCK #30	1,450.00	5-01-26-315-202	B Vehicle Maint - Public Works	A	02/18/15
			Vendor Total:	1,450.00				

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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
EAGLP EAGLE POINT GUN	15-00225	02/06/15						
	1		FEDERAL .223 BALLISTIC TIP	342.55	5-01-25-240-231	B Police - Training / Schools	A	02/06/15
	2		FEDERAL .40 HP AMMO	307.90	5-01-25-240-231	B Police - Training / Schools	A	02/06/15
				650.45				
			Vendor Total:	650.45				
EBNEL LETICIA ANGELIC ABUSCHINOW	15-00315	02/24/15						
	1		WEDPM SATAM & GENT WINTER 15	480.00	5-01-28-370-265	B Parks & Rec - Contracted Staff	A	02/24/15
			Vendor Total:	480.00				
ELLIS JOHN ELLIS	15-00323	02/25/15						
	1		UBL INTERIOR LIGHT FOR TRASH T	208.94	T-13-56-860-807	B Reserve Recycling Funds (505)	A	02/25/15
			Vendor Total:	208.94				
FERNK KATIA FERNANDEZ	15-00313	02/24/15						
	1		INSTRUCTOR ZUMBA WINTER 15	800.00	5-01-28-370-265	B Parks & Rec - Contracted Staff	A	02/24/15
			Vendor Total:	800.00				
FRANK FRANKLIN TRAILER INC	14-01662	11/05/14						
	1		WIREING HARNESS FOR LEAFER	5.93	4-01-26-315-202	B Vehicle Maint - Public Works	A	11/05/14
			Vendor Total:	5.93				
GENEC GENERAL CODE LLC	15-00281	02/17/15						
	1		e-CODE ANNUAL MAINT FEE 2015	1,579.27	5-01-20-120-215	B Clerk - Codif of Ordinances	A	02/17/15
			Vendor Total:	1,579.27				

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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
GILER GILES & RANSOME INC	15-00119	01/20/15	1 DIAGNOSE & REPAIR CODES SQ 2-1	1,823.98	5-01-26-315-207	B Vehicle Maint - Fire	A	01/20/15
			Vendor Total:	1,823.98 ✓				
GRISU SUSAN GRIFFITH	15-00327	02/25/15	1 PERScription REIMBURSEMENT	128.37	5-01-23-220-234	B Retirees Health Insurance	A	02/25/15
			Vendor Total:	128.37 ✓				
HHBE HADDON HEIGHTS BD OF ED	15-00291	02/20/15	1 BOROUGH CONTRIBUTION MAR 2015	1,041,205.00	5-01-55-001-001	B Local School Taxes Payable	A	02/20/15
			Vendor Total:	1,041,205.00 ✓				
HHLIB HADDON HEIGHTS LIBRARY	15-00292	02/20/15	1 BOROUGH CONTRIBUTION MAR 2015	22,500.00	5-01-29-390-288	B Maint Free Public Library	A	02/20/15
			Vendor Total:	22,500.00 ✓				
HOMED THE HOME DEPOT	15-00036	01/07/15	1 FENCING FOR DEVON AVE FIELDS	86.91	5-01-26-310-238	B Build/Grounds - Materials & Supplies	A	01/07/15
	15-00088	01/14/15	1 PAINT & SUPPLIES	401.00	5-01-26-310-238	B Build/Grounds - Materials & Supplies	A	01/14/15
	15-00120	01/20/15	1 LADDER & SIGN CABLES	480.08	5-01-26-310-238	B Build/Grounds - Materials & Supplies	A	01/20/15
	15-00159	01/26/15	1 PAINT	277.94	5-01-26-310-238	B Build/Grounds - Materials & Supplies	A	01/26/15

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Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract Amount	Charge Account	PO Type	Acct Type Description	Stat/Chk	First Enc Date
Continued									
HOMED THE HOME DEPOT	15-00208	02/04/15							
	1		PAINT & SUPPLIES & LIGHT BULBS	319.88	5-01-26-310-238		B Build/Grounds - Materials & Supplies	A	02/04/15
			Vendor Total:	1,565.81					
HUNTR ROBERT HUNTER	15-00307	02/23/15							
	1		HEIGHT REP ADS PMT 2ND HALF 14	1,048.75	T-13-56-860-820		B Reserve for Heights Report (517)	A	02/23/15
			Vendor Total:	1,048.75					
INDIH INDIAN HARBOR INS COMPANY	15-00298	02/20/15							
	1		LEGAL SETTLEMENT LAST PAYMENT	32,201.46	5-01-20-155-405		B Legal Judgements - Legal Settlements	A	02/20/15
			Vendor Total:	32,201.46					
INNOI INNOVATIVE INVESTIGATIONS, INC	15-00217	02/06/15							
	1		CRIMINAL RECORD SEARCH ALLEN	20.00	5-01-28-370-265		B Parks & Rec - Contracted Staff	A	02/06/15
	2		CRIMINAL RECORD SEARCH RYDELL	20.00	5-01-28-370-265		B Parks & Rec - Contracted Staff	A	02/06/15
				40.00					
			Vendor Total:	40.00					
INTEM INTERSTATE MOBILE CARE INC	15-00257	02/13/15							
	1		SHANKIN PHYSICAL AUDIO & TITMU	134.00	5-01-25-240-228		B Police - Medical Exams	A	02/13/15
			Vendor Total:	134.00					
INTEP INTERACT PUBLIC SAFETY SYSTEMS	15-00130	01/22/15							
	1		MAINT MOBLE COP LICENSE 2015	573.64	5-01-25-240-256		B Police - Service Contracts	A	01/22/15

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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
INTEP INTERACT PUBLIC SAFETY SYSTEMS Continued								
	15-00130	01/22/15			Continued			
	2		MAINT INFO SERVER 2015	187.04	5-01-25-240-256	B Police - Service Contracts	A	01/22/15
				760.68				
			Vendor Total:	760.68				
KONDB BLAKE J. KONDRAS								
	15-00314	02/24/15						
	1		INSTRUCTOR LOW IMPACT WINT 15	134.96	5-01-28-370-265	B Parks & Rec - Contracted Staff	A	02/24/15
			Vendor Total:	134.96				
KONMI KONICA MINOLTA BUSINESS								
	15-00280	02/17/15						
	1		SOF MAINT & COPIES JAN 2015	72.49	5-01-20-100-516	B Service Contracts	A	02/17/15
	15-00326	02/25/15						
	1		MAINT FEE & COPIES MUNI BLDG	240.23	5-01-20-100-516	B Service Contracts	A	02/25/15
			Vendor Total:	312.72				
KONPF KONICA MINOLTA PRIMIER FINANCE								
	15-00297	02/20/15						
	1		LEASE HHPD & SOF MAR 2015	116.59	5-01-20-100-516	B Service Contracts	A	02/20/15
			Vendor Total:	116.59				
LAMAF FRANK LAMARRA								
	14-01584	10/22/14						
	1		ELEVATOR OPERATIONS TRAINING C	400.00	4-01-25-265-231	B Fire - Schools/Training	A	10/22/14
			Vendor Total:	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
LAURM LAUREL MOWERS	15-00284	02/18/15	1 SNOW PLOW PARTS	457.96	5-01-26-315-202	B Vehicle Maint - Public Works	A	02/18/15
			Vendor Total:	457.96				
LEONP PATRICE LEONETTI	15-00316	02/24/15	1 KIDS CAN COOK 2 WINTER 15	400.00	5-01-28-370-265	B Parks & Rec - Contracted Staff	A	02/24/15
			Vendor Total:	400.00				
MAGNG MAGNOLIA GARDEN VILLAGE	15-00294	02/20/15	1 STONE 3/4 GRAY	105.00	5-01-26-290-258	B Public Works - Street Maint/Repairs	A	02/20/15
			Vendor Total:	105.00				
MOOWA RR DONNELLEY	15-00113	01/20/15	1 CERT COPY VITAL RECORS REG-42B	73.50	5-01-20-120-238	B Clerk - Operation Mat'l & Supplies	A	01/20/15
			Vendor Total:	73.50				
MORJO JOAN MORELAND	15-00325	02/25/15	1 REIMBUR MEDICAL BENEFIT MAR 15	1,031.48	5-01-23-220-234	B Retirees Health Insurance	A	02/25/15
			Vendor Total:	1,031.48				
NETS NETWORKS	15-00275	02/17/15	1 IT SERVICE CONTRACT FEB 2015	1,000.00	5-01-20-100-515	B Computer Maintenance	A	02/17/15
			Vendor Total:	1,000.00				
	15-00277	02/17/15	1 NAS HARD DRIVE & TRAY CADDY	470.00	5-01-25-240-254	B Police - Computer Maintenance	A	02/17/15
			Vendor Total:	470.00				

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HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract Amount	Charge Account	PO Type	Acct Type Description	Stat/Chk	First Enc Date
NETS NETWORKS Continued									
	15-00290	02/20/15							
	1		FIXED HARD DRIVE FOR HHFD COMP	150.00	5-01-20-100-515		B Computer Maintenance	A	02/20/15
			Vendor Total:	1,620.00					
NJCMA NEW JERSEY CONFERENCE OF MAYOR									
	15-00253	02/11/15							
	1		2015 SPRING CONFERENCE	295.00	5-01-20-120-222		B Clerk - Conferences/Conventions	A	02/11/15
	2		2015 SPRING CONFERENCE RECEIPT	95.00	5-01-20-120-222		B Clerk - Conferences/Conventions	A	02/11/15
				390.00					
			Vendor Total:	390.00					
NJPCH NJ ST ASSN OF CHIEFS OF POLICE									
	15-00205	02/03/15							
	1		MEMBERSHIP DUES 2015 CHIEF KIN	275.00	5-01-25-240-223		B Police - Dues	A	02/03/15
			Vendor Total:	275.00					
NJWM NJ OFFICE OF WEIGHTS &									
	15-00202	02/02/15							
	1		TUNING FORKS	100.00	5-01-25-240-233		B Police - Minor Equipment / Supplies	A	02/02/15
			Vendor Total:	100.00					
OFFIB OFFICE BASICS, INC.									
	15-00312	02/24/15							
	1		CHAIRMATS FILE STOR BOXES	367.24	5-01-20-100-311		B Office Supplies	A	02/24/15
	2		INDEX TABS	7.64	5-01-20-100-311		B Office Supplies	A	02/24/15
	3		CALCULATOR SEC ENVELOP STAMP	340.10	5-01-20-100-311		B Office Supplies	A	02/24/15
	4		STENO BOOK	1.90	5-01-20-100-311		B Office Supplies	A	02/24/15
	5		CARTRIDGE SHEET PROTECTORS	118.79	5-01-20-100-311		B Office Supplies	A	02/24/15
				835.67					
			Vendor Total:	835.67					

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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
ONECA ONE CALL CONCEPTS	15-00289	02/19/15	1 MARK OUTS NOV 2014	65.88	4-01-26-290-254	B Public Works - Sewer Maint/Repairs	A	02/19/15
			Vendor Total:	65.88				
PASSC CHRISTOPHER PASSER	14-01583	10/22/14	1 AIR MONITORING TRAINING CLASS	200.00	4-01-25-265-231	B Fire - Schools/Training	A	10/22/14
			Vendor Total:	200.00				
RANSC RANSOME CAT	15-00306	02/23/15	1 OIL PAN & GASKET FOR #14	502.89	5-01-26-315-202	B Vehicle Maint - Public Works	A	02/23/15
			Vendor Total:	502.89				
RANSI RANSOME INTERNATIONAL	15-00254	02/12/15	1 FUEL FILTERS TRASH TRUCK #4	63.53	T-13-56-860-807	B Reserve Recycling Funds (505)	A	02/12/15
			Vendor Total:	63.53				
RETRO THE RETROSPECT	15-00309	02/23/15	1 SPECIAL MEET NOTICE & PROOF	14.69	5-01-20-120-217	B Clerk - Legal Advertising	A	02/23/15
			2 ADOPT ORD 2015-1418 & PROOF	14.18	5-01-20-120-217	B Clerk - Legal Advertising	A	02/23/15
			3 RESOLUTION 1-2015 & PROOF	27.95	5-01-20-120-217	B Clerk - Legal Advertising	A	02/23/15
			4 RESOLUTION 2-2015 & PROOF	31.52	5-01-20-120-217	B Clerk - Legal Advertising	A	02/23/15
				88.34				
			Vendor Total:	88.34				

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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
ROTTC CARRIE ROTTINA	15-00318	02/24/15	1 MOMMY & ME WINTER 2015	300.00	5-01-28-370-265	B Parks & Rec - Contracted Staff	A	02/24/15
			Vendor Total:	300.00				
TIREC TIRE CORRAL	15-00286	02/19/15	1 TIRE REPAIR & BALANCE HHPD CAR	49.98	5-01-26-315-205	B Vehicle Maint - Police	A	02/19/15
			Vendor Total:	49.98				
TOWEC CRISTIAN M. TOWERS, ESQ.	15-00301	02/20/15	1 PUBLIC DEFENDER FEB 2015	575.00	T-13-56-860-808	B Reserve Public Defender (506)	A	02/20/15
			Vendor Total:	575.00				
TROUJ JEAN TROUT	15-00320	02/24/15	1 REFUND OF ZUMBA & GENT YOGA	135.00	5-01-55-004-001	B Refund of CY Revenue	A	02/24/15
			Vendor Total:	135.00				
VASPB VASPOLI CUSTOM BUILDERS	15-00321	02/24/15	1 REPLACE DOORS C CENT & BORO HA	6,225.00	C-04-55-807-604	B 2013:1400(4) Improve to Municipal Build	A	02/24/15
			Vendor Total:	6,225.00				
VERIW VERIZON WIRELESS	15-00296	02/20/15	1 HHPD MDT'S FEB 2015	38.03	5-01-25-240-254	B Police - Computer Maintenance	A	02/20/15
	15-00304	02/23/15	1 HHPD MDC'S JANUARY 2015	40.01	5-01-31-440-216	B Regular Telephones	A	02/23/15

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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
VERIW	VERIZON WIRELESS			Continued				
15-00304	02/23/15			Continued				
	2 HHPD MDC'S JANUARY 2015			40.01	5-01-31-440-216	B Regular Telephones	A	02/23/15
				80.02				
	Vendor Total:			118.05				
VOORA	VOORHEES ANIMAL ORHPANAGE							
15-00288	02/19/15							
	1 STRAY ANIMAL HOLDING FEB 2015			400.00	5-01-27-340-205	B Animal	A	02/19/15
	Vendor Total:			400.00				
VSP	VISION SERVICE PLAN (CT)							
15-00303	02/23/15							
	1 HHPD VISION MAR 2015			1,103.44	5-01-23-220-247	B Vision Plan	A	02/23/15
	2 RETIREES VISION MAR 2015			324.76	5-01-23-220-247	B Vision Plan	A	02/23/15
	3 NON POLICE VISION MAR 2015			304.70	5-01-23-220-247	B Vision Plan	A	02/23/15
				1,732.90				
	Vendor Total:			1,732.90				

Total Purchase Orders: 68 Total P.O. Line Items: 89 Total List Amount: 1,154,482.11 Total Void Amount: 0.00

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HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	4-01	3,556.81	0.00	0.00	3,556.81
CURRENT FUND	5-01	1,138,129.08	0.00	0.00	1,138,129.08
GENERAL CAPITAL FUND	C-04	6,225.00	0.00	0.00	6,225.00
TRUST - OTHER TRUST	T-13	6,571.22	0.00	0.00	6,571.22
Total of All Funds:		<u>1,154,482.11</u>	<u>0.00</u>	<u>0.00</u>	<u>1,154,482.11</u>

SUBTOTAL CURRENT *1,141,685.89*
MEDICAL INS. ACTIVE *32,248.03*
RETIREE *54,359.77*

1,228,293.69

RESOLUTION 2015:64

RESOLUTION SUPPORTING THE SUBMISSION OF AN APPLICATION TO THE CAMDEN COUNTY OPEN SPACE, FARMLAND, RECREATION AND HISTORIC PRESERVATION TRUST FUND FOR ENHANCEMENTS TO THE MCCULLOUGH SOCCER FIELDS AT DEVON AVENUE HADDON HEIGHTS SOCCER CLUB

WHEREAS, upon Application, funding for Open Space Acquisition, Farmland Preservation, Recreation Facility Enhancement and Historic Preservation within the County of Camden may be awarded through the Camden County Open Space, Farmland, Recreation and Historic Preservation Trust Fund, (“Open Space Fund”); and

WHEREAS, the Haddon Heights Soccer Club wishes to submit an Application to the Open Space Fund seeking such funding for necessary recreation enhancements to the McCullough Soccer Fields at Devon Avenue; and

WHEREAS, the Borough of Haddon Heights supports submission of the Application to the Open Space Fund by the Haddon Heights Soccer Club.

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Haddon Heights, County of Camden, State of New Jersey, hereby supports the submission of an Application to the Camden County Open Space, Farmland, Recreation and Historic Preservation Trust Fund for funding of recreation enhancements to the McCullough Soccer Fields by the Haddon Heights Soccer Club; and

BE IT FURTHER RESOLVED THAT:

1. Any funding received as a result of the Application will only be used for eligible costs for the project comprised of the improvements as set forth in the Application; and
2. If the Application is accepted and approved by the Camden County Open Space, Farmland, Recreation and Historic Preservation Trust Fund, the sponsor agrees to the agreement as stated in the Application and to provide the required long-term maintenance of the proposed improvements; and
3. The Mayor and Clerk are hereby authorized to execute and attest this resolution, the Application and Agreement.

Date: March 3, 2015

Mayor Edward S. Forte, Jr.

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, RMC, Clerk of the Borough of Haddon Heights do hereby certify the foregoing to be a true and complete copy of a resolution adopted at a public meeting of the Governing Body held on March 3, 2015

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2015:65

**RESOLUTION REGARDING YEAR 37 (2015-2016)
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 37 (2015-2016); and

WHEREAS, the estimated grant allocation for Year 37 (2015-2016) for the Borough of Haddon Heights is \$17,900; and

WHEREAS, the Governing Body has agreed to apply for funding for the following activity:

VARIOUS ADA CURB RAMP IMPROVEMENTS

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights that the Mayor is hereby authorized to sign the Project Description Form for Program Year 37 (2015-2016):

Dated: March 3, 2015

Borough of Haddon Heights

Mayor Edward S. Forte, Jr.

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION

I, Kelly Santosusso, Borough Clerk for the Borough of Haddon Heights do hereby certify the foregoing to be a true and complete copy of a resolution adopted of March 3, 2015.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2015:66

**RESOLUTION TO CANCEL GENERAL
CAPITAL IMPROVEMENT AUTHORIZATIONS**

WHEREAS, certain General Capital Improvement Authorization balances remain dedicated to projects that are completed; and

WHEREAS, it is necessary to formally cancel these authorizations so that the unexpended balances may be credited to the proper accounts, and unused debt authorizations may be canceled;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council that the following unexpended and dedicated General Capital Improvement Authorizations be canceled:

<u>Gen. Capital Ordinance</u>	<u>Date Authorized</u>	<u>Project Description</u>	<u>Amount</u>
#2015:1417	01/20/15	Sewer Repairs – Maple Ave.	\$52,500.00

Date: March 3, 2015

Mayor Edward S. Forte, Jr.

ATTEST:

Kelly Santosusso, Borough Clerk, RMC

CERTIFICATION:

I, Kelly Santosusso, RMC, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution was duly adopted by the Governing Body at a public meeting held on March 3, 2015.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2015:67

RESOLUTION APPROVING CERTIFIED LIST OF FIRE DEPARTMENT VOLUNTEERS ELIGIBLE FOR LENGTH OF SERVICE AWARDS PROGRAM (LOSAP) FOR THE YEAR 2014

WHEREAS, pursuant to N.J.S.A. 40A:14-191, emergency service organizations participating in the New Jersey Length of Service Awards Program (LOSAP) shall annually certify to the sponsoring agency a list of all volunteer members who have qualified for credit for the previous calendar year; and

WHEREAS, the certification shall be based on records maintained by the emergency service organization in accordance with the sponsoring agency's point system; and

WHEREAS, the required annual certification list has been presented by the Haddon Heights Fire Department to the Borough's Local Plan Administrator/Chief Financial Officer, who has reviewed said list, requested supporting documentation, and is satisfied that the list is complete and accurate;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Haddon Heights, New Jersey that the following certified list of volunteer members of the Haddon Heights Fire Department, who have qualified for credit under LOSAP for the year 2014, is hereby accepted and approved;

Thomas Albright	William Petrina
William Clarke	Nicholas Scardino
Carl Dolente	Harry Scharle
Jordan Fryar	Tyler Scharle
Joseph Hales	John Schmidt, Jr
Derek Hoinkis	John Schmidt, III
Dillon Knoettner	John Smaldore
Michael Kinky	Leonard Spaeth
Stephen Mach	Benjamin Zwaska
Robert McKane	

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be posted for a period of 30 days in the office of the Borough Clerk and at the Haddon Heights Fire Department building for public review, in accordance with N.J.S.A. 40A:14-192; and

BE IT FURTHER RESOLVED that the 2014 LOSAP award amount, set at \$400 per qualified volunteer and totaling \$7,600 for all of the qualifying volunteers on the above certified list, shall be paid by the Borough's Local Plan Administrator/Chief Financial Officer to the Borough's authorized LOSAP plan service provider.

Date: March 3, 2015

Mayor Edward S. Forte, Jr.

ATTEST: _____
Kelly Santosusso, RMC, 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

Date: 02/20/2015

FEB 24 2015

To: Christie Ehret CFO
From: Nick Scardino, Fire Chief
Subject: 2014 Length of Service Award (LOSAP)

Borough Clerk

The following individuals have earned the required 75 points as calculated using Schedule A of the LOSAP ordinance during the year of 2014 and therefore are eligible for the LOSAP contribution.

The following individuals have existing accounts.

William Clarke	Nicholas Scardino
Carl Delente	Harry Scharle
Jordan Fryar	Tyler Scharle
Joseph Hales	John Schmidt Jr.
Derek Hoinkis	John Schmidt III
Dillon Knoettner	John Smaldore
Michael Kinky	Leonard Spaeth
Stephen Mach	Benjamin Zwaska
Robert McKane	
William Petrina	

The following member is eligible for the first time.

Thomas Albright

The LOSAP ordinance calls for a contribution of \$400 per qualified member and this represents a total of \$7,600.

CC: Jack Merryfield, Public Safety Director

CC: Station Copy

CC: File

CC: Bill Clerk

RESOLUTION 2015:68

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

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

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

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

- _____ (1) **Matters required by Law to be Confidential:** Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.
- _____ (2) **Matters Where the Release of Information Would Impair the Right to Receive Funds:** Any matter in which the release of information would impair a right to receive funds from the Government of the United States.
- _____ (3) **Matters Involving Individual Privacy:** Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including, but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.
- _____ (4) **Matters Relating to Collective Bargaining Agreements:** Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.
- _____ (5) **Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds:** Any matter involving the purchase, lease, or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.
- _____ (6) **Matters Relating to Public Safety and Property:** Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations of possible violations of the law.

- _____ (7) **Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege:** Any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.
- X (8) **Matters Relating to the Employment Relationship:** Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting. **Employment Matters related to the Departments of Construction and Public Works. Discussion will be approximately one (1) hour in duration. Formal Action May Be Taken.**
- _____ (9) **Matters Relating to the Potential Imposition of a Penalty:** Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party bears responsibility.

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights, assembled in public session on March 3, 2015 that an Executive Session closed to the public shall be held on March 3, 2015 at approximately 7:45 p.m. in the Municipal Building, 625 Station Avenue, Haddon Heights, NJ for the discussion of matters relating to the specified items designated above.

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

The following resolution was duly adopted by the Governing Body of the Borough of Haddon Heights at a public meeting held on March 3, 2015.

Mayor Edward S. Forte, Jr.

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2015:69

**RESOLUTION APPROVING INTRODUCTION AND PROVIDING
NOTICE FOR PUBLIC HEARING AND PUBLIC
INSPECTION OF 2015 MUNICIPAL BUDGET**

BE IT RESOLVED, by the Governing Body of the Borough of Haddon Heights, that the following statements of revenues and appropriations shall constitute the Haddon Heights Municipal Budget for the year 2015; and

BE IT FURTHER RESOLVED that a summary of said Municipal Budget shall be published in *The Retrospect* on March 13, 2015; and

BE IT FURTHER RESOLVED that full copies of said Municipal Budget shall be available for public inspection, beginning on March 4, 2015 at the Borough Hall and the Public Library of the Borough of Haddon Heights; and

BE IT FURTHER RESOLVED that a Public Hearing and Final Adoption on the 2015 Municipal Budget will be held in the Municipal Budget will be held in the Municipal Building at 625 Station Avenue at 7:30 p.m. on Tuesday, April 7, 2015, at which time and place inquiries and objections to said Municipal Budget may be presented by taxpayers and other interested persons.

Date: March 3, 2015

Mayor Edward S. Forte, Jr.

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk