BOROUGH OF HADDON HEIGHTS

Tuesday, August 6, 2013, 7:00 p.m.

Governing Body Meeting Agenda

1. Caucus session Call to Order

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

3. Roll Call

4. CAUCUS SESSION:

   Discussions:
   a. 4th of July Parade – Councilman Berryhill

5. Recess of Caucus Session and commencement of Business Session

6. Pledge of Allegiance and moment of silence

7. Proclamation proclaiming September as "*Pediatric Cancer Awareness Month.*"

8. Public Comment on Caucus items and agenda items only

9. Adoption of Minutes from the July 16th Council Meeting.

10. Reports from Council Members

11. UNFINISHED BUSINESS:

Public hearing and final adoption of Ordinances 2013:1399 and 2013:1400.

Ordinance 2013:1399 – An Ordinance Amending §100-20 of the Code of the Borough of Haddon Heights Entitled Stop Intersections.

Ordinance 2013:1400 – An Ordinance of the Borough of Haddon Heights, In the County of Camden, New Jersey, Providing for Various Capital Improvements and Related Expenses in and For the Borough, Appropriating $671,300 Thereof, and Authorizing the Issuance of $637,735 in General Improvement Bonds or Notes of the Borough to Finance the Same.

12. NEW BUSINESS:

Introduction of Ordinances 2013:1397 and 1402. Public hearings and final adoptions will be held on August 20th at 7:30 p.m. in the Municipal Building, 625 Station Avenue, Haddon Heights, NJ.

Ordinance 2013:1397 – An Ordinance Authorizing Salaries, Wages and Reimbursements to be paid to Certain Employees of the Borough of Haddon Heights

Ordinance 2013:1402 – An Ordinance Amending Chapter 75, Section 31 of the Code of the Borough of Haddon Heights Entitled Compensation, Rates and Fees

Ordinance 2013:1403 – An Ordinance Amending Chapter 100, Section 20 of the Code of the Borough of Haddon Heights Entitled Stop Intersections

Resolution 2013:126 – Resolution Imposing Lien on Block 79 Lot 14

Resolution 2013:127 – Resolution Imposing Lien on Block 100 Lot 23

Resolution 2013:128 – Resolution Imposing Lien on Block 113 Lot 7

Resolution 2013:129 – Resolution Imposing Lien on Block 132 Lot 12

Resolution 2013:131 – Authorizing Payment of Bills & Claims for 1st Half of August

Resolution 2013:132 – 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. ***Discussion on candidate for the part-time Program Coordinator position and Chief's and Captain's contract. Discussion should be 45 minutes in duration. Formal action may be taken.***

Resolution 2013:133 – Resolution to Approve and File A Corrective Action Plan for 2012 Audit Report

13. Public Comments

14. Adjournment

BOROUGH OF HADDON HEIGHTS

July 16, 2013, 7:00 p.m.

Governing Body Meeting Minutes

Mayor Forte called the Caucus session Call to Order at 7:00 p.m.

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

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

CAUCUS SESSION:

Discussions:

Mayor Forte introduced the new Certified Finance Officer, Christie Ehret to Council stating that she will spend a full day in the office on Fridays as well as attending some evening meetings.

a. Sustainable New Jersey Grant Program

Mayor Forte stated that there is an addition to the agenda this evening for a grant application for sustainable New Jersey. Roni Olizi is applying for a $10,000 grant for the Bag-it Program sponsored by Wal-mart. The due date for application is August 4th.

b. 2012 Audit Review

Robert Marrone, RMA of Bowman and Company, LLP reviewed the findings of the Audit with Council. He thanked Borough staff for being cooperative throughout the process. Mr. Marrone indicated that there were five findings that he believes Borough staff can easily address. He discussed three below:

1. Grants – Mr. Marrone commented on several grants that were not fully spent recalling that this was an issue with the 2011 Audit. He said that it appeared that there was a significant effort made by Borough staff to address but that there needed to be continual oversight of grants to ensure timely refunds.
2. Budget Transfers – He commented that transfers at the end of the year need to be done in a timely fashion, noting that payroll health care estimates were made and not resolved by year end.
3. Length of Service Awards Program (LOSAP), Fire Department – Mr. Marrone stated that a Resolution should be adopted within 30 days of receipt of eligible Volunteer Firefighters from the Fire Department.

Mr. Marrone suggested that these issues can be easily resolved and fully expects that they will be with the new Certified Finance Officer, Christie Ehret.

Caucus recessed at 7:25 p.m.

Mayor Edward S. Forte, Jr. lead everyone in the Pledge of Alliance and moment of silence.

Public Comment on Caucus items and agenda items only. There were no comments at this time. Motion to close the Public Comment portion of the meeting was made by Council President Lange, seconded by Councilman Merryfield. All members present were in favor.

Presentation of Honorable Service Award to Patrolman Tom Schneider. Mayor Forte read and presented the award to Patrolman Schneider. Following applause, Chief Kinkler expressed his appreciation for the fine work Patrolman Schneider does on a regular basis noting this is the second Honorable Service Award presented to him this year.

Motion to adopt the minutes from the July 2nd Council meeting was made by Councilwoman Fitzgerald, seconded by Councilman Lange. All members present, with the exception of Councilman Merryfield who abstained, voted in favor.

REPORTS FROM COUNCIL MEMBERS:

Councilman Steve Berryhill

Councilman Berryhill reported that the 5K run went off without a hitch on July 4th. Regarding the 4th of July Parade, he thanked Joseph Gentile, Amy Lafferty, Kathy McAleer, Susie Griffith, Tina Gentile, Rich Burke and many others noting that the volunteers that helped that day were a good team. He said that the Committee has already met to plan for next year's Parade.

Councilman Berryhill stated that he is very appreciative of the check from the PBA for the purchase of a shed for the Community Garden. He thanked the Community Garden Committee, specifically Judy Barnes and Art Ritter for their efforts with the Community Garden. He said that the Committee is working well with the neighbors and believes they are doing a great job.

Councilwoman Rose Fitzgerald

Wise and Associates will be presenting the report on the Architectural Survey they completed last year. This meeting will be held on Thursday, July 18th at 7 p.m. in the Auditorium at Borough Hall. Fitzgerald asked all Council members to attend.

Councilman Rick Di Renzo

Councilman DiRenzo had no report this evening.

Councilman Merryfield

Councilman Merryfield had no report this evening.

Council President Lange

Lange reported that the Summer Rec program is presently in it's fourth week, stating that the program is enjoying it's highest numbers ever. Lange noted that additional staff was hired to support the number of registrants.

She reported that the tractor reseeded and the fungicide will be applied tomorrow. Devon Avenue fields remain closed.

Lange announced that late summer fitness programs are beginning this week as well as nine other programs that will run on a weekly basis. Offered classes include: Irish Dancing, Watercolors, Travel Basics, Summer Wines and Cheeses (held at the Village Cheese Shop) Family Yoga, Art Meets Science and more.

Lange said that the Parks and Rec Committee met and has completed the fall fields schedule. She also thanked the Chief for his help with the County park stairway problem along 'Dead Man's Hill', noting that the response from the County has been better since asking the Chief to get involved.

Lange also announced that she attended the July Board of Education meeting where staffing and policies were discussed. She also attended a meeting on Phase II of the Historic Architectural Survey with Bob Hunter and Mr. Wise of *Wise Preservation Planning*. Lastly, she reported that she attended the quarterly Safety Meeting today.

Councilwoman Susan Griffith

Councilwoman Griffith reported that the Neighbor's Night Out Committee is busy preparing for the Spaghetti and Meatball Dinner on Station Avenue on Sunday, September 22nd.

Griffith went over some of the general maintenance done by the Department of Public Works. Tasks included cutting grass for Borough buildings, lots and fields, maintaining vacant properties, trimming low hanging branches on trees on roadways, replacing traffic signs for the Police Department and repairing a sewer break by a Borough right-of-way on Guyer Drive. This resulted in a savings to the Borough as our staff was able to do the repairs.

Griffith announced that the Department of Public Works is working on an electronics recycling program set to begin August 1st. She said that a drop-off site at the Service Operations Facility located on the West side Atlantic Avenue will be open during business hours. She further explained that although the program will be a drop-off only service, consideration is being given to offering provisions for helping seniors with their E-waste for a fee. More information will be included with the tax bills, on our website and on Channel 19. Griffith added that Council felt that this is an environmental issue that necessitated the development of this service. This service will also be convenient for residents.

Griffith announced that the County would like local municipality's Drug Alliance Committees to request that Council designate the month of September as *National Recovery Awareness Month*. She said a Proclamation will be on the Agenda for the next meeting.

Mayor Forte

The Mayor revisited the topic of the Borough's Electronic Recycling program stating that DPW will allow for pick-ups of larger TV's and will work to come up with some e-waste pick-up provisions for seniors. The Mayor noted that our tonnage costs will go down under this new program, thereby reducing our fees at the dump.

Lastly, Mayor Forte announced that tax bills have been mailed; all residents should receive by the end of the week.

BOROUGH ENGINEER'S REPORT:

Steve Bach, 304 White Horse Pike, reported several projects throughout the Borough. A copy of the Borough Engineer's monthly status report is attached to these minutes.

UNFINISHED BUSINESS:

Public hearing and final adoption of Ordinance 2013:1395 and 1398.

Ordinance 2013:1395 – An Ordinance Amending Chapter 59 Article I Entitled Officers and Employees of the Code of the Borough of Haddon Heights.

Hearing or seeing no comments from the public, motion to close the public hearing was made by Councilman Merryfield, seconded by Councilwoman Griffith. All were in favor.

Motion to adopt Ordinance 2013:1395 was made by Councilwoman Griffith, seconded by Councilwoman Fitzgerald. All were in favor.

Ordinance 2013:1398 – An Ordinance Amending Chapter 400 Article IV – 22.1 of the Code of the Borough of Haddon Heights Entitled Moratoriums on Road Openings Following Reconstruction or Resurfacing.

Hearing or seeing no comments from the public, motion to close the public hearing was made by Councilman Merryfield, seconded by Councilwoman Griffith. All were in favor.

Motion to adopt Ordinance 2013:1398 was made by Councilwoman Griffith, seconded by Councilman Berryhill. All were in favor.

NEW BUSINESS:

Introduction of Ordinances 2013:1399 and 1400. Public hearings and final adoptions are scheduled for 7:30pm August 6, 2013 at the Municipal Building.

Ordinance 2013:1399 – An Ordinance Amending §100-20 of the Code of the Borough of Haddon Heights Entitled Stop Intersections.

Motion to introduce Ordinance 2013:1399 was made by Councilman Merryfield, seconded by Councilwoman Griffith. All were in favor.

Ordinance 2013:1400 – An Ordinance of the Borough of Haddon Heights, In the County of Camden, New Jersey, Providing for Various Capital Improvements and Related Expenses in and For the Borough, Appropriating $671,300 Thereof, and Authorizing the Issuance of $637,735 in General Improvement Bonds or Notes of the Borough to Finance the Same.

Motion to introduce Ordinance 2013:1400 was made by Councilwoman Griffith, seconded by Councilman Merryfield. Councilwoman asked how long until the purchases can be made. The Clerk informed her 20 days. Councilman DiRenzo asked if the ordinance can be amended before adoption. Mayor responded, yes. He also asked if there was a list on file with the Clerk of the items with details. Clerk Moreland responded saying she did not have a list, but that the information should be available in the Finance Office. He also asked if the various improvements will benefit the Borough. Mayor Forte

and Solicitor Olizi said, "yes, they would be Capital Improvements." Under a roll call vote, all members voted yes.

Resolution 2013:116 – Resolution Approving Payment of Bills and Claims, for 2nd Half of July.

Motion to adopt Resolution 2013:116 as amended was made by Councilman Merryfield, seconded by Councilwoman Griffith. Under a roll call vote all members voted yes.

Resolution 2013:117 – Resolution Rescinding Resolution 2013:111.

Motion to adopt Resolution 2013:117 was made by Council President Lange, seconded by Councilman Merryfield. All were in favor.

Resolution 2013:118 – Resolution Approving Social Affair Permit for Haddon Heights Business & Professional Association.

Motion to adopt Resolution 2013:118 was made by Councilwoman Griffith, seconded by Councilman Berryhill. All were in favor.

Resolution 2013:120 – Resolution Authorizing a Refund of Tax Overpayment to Resident.

Motion to adopt Resolution 2013:120 was made by Councilman Merryfield, seconded by Councilwoman Fitzgerald. Under a roll call vote all voted yes.

Resolution 2013:121 – Resolution Stating that Governing Body Members Have Complied With the Promulgation of the Local Finance Board of the State of NJ.

Motion to adopt Resolution 2013:121 was made by Councilman Berryhill, seconded by Councilwoman Fitzgerald. All were in favor.

Resolution 2013:122 – Resolution Providing for a Meeting Not Open to the Public in Accordance With the Provisions of the New Jersey Open Public Meetings Act, NJSA 10:4-12.1.

Motion to adopt Resolution 2013:122 was made by Councilman Berryhill, seconded by Councilman Merryfield. All were in favor.

Resolution 2013:123 – Resolution Awarding a Contract to Deerfield Electric in the Amount of $71,712 for Barr Recreational Complex Boys Major Ball Field Lighting.

Motion to adopt Resolution 2013:123 was made by Councilman Merryfield, seconded by Council President Lange. Under a roll call vote all members voted yes.

Resolution 2013:124 – Resolution Appointing Christie Ehret to the Position of Treasurer and Certified Municipal Financial Officer for the Period of four (4) Years.

Motion to adopt Resolution 2013:124 was made by Councilwoman Griffith, seconded by Councilman Merryfield. Under a roll call vote all members voted yes.

Resolution 2013:125 – Resolution Supporting Haddon Heights Application to Sustainable New Jersey Grant Program.

Motion to adopt Resolution 2013:125 was made by Councilman Berryhill, seconded by Council President Lange. All were in favor.

PUBLIC COMMENT:

Mayor Forte opened the meeting to the public for comments and concerns. No residents came forward at this time. Motion to close the public portion was made by Council President Lange, seconded by Councilwoman Griffith. All were in favor.

Mayor Forte advised residents that council was going upstairs to finish the caucus agenda and then go into a Closed Session.

UNFINISHED CAUCUS ITEM:

c. Green Acres/Devon Avenue

Borough Engineer Steve Bach passed out a map of the area and explained our options. #1. Seek approval to switch Green Acres property (B 125, L 1& 2) with Borough Property (B 117, L 1). The trucks/equipment are being stored on Green Acres as of now. The steps involved to seek approval would be preparing a Pre-App, then hold two (2) scoping hearings and obtain a survey of the entire areas involved. Mr. Bach noted that our former engineer had not done a survey and estimated that it would cost approximately $15,000 to have one done; #2. option would be to remove the vehicles, stones, fences, plant trees and seed the area, which he estimated a cost of $8,000 to $10,000.

Council members were asked to think over the two proposed options. This topic will be discussed next month.

Motion to go into a Closed Session was made by Council President Lange, seconded by Councilman Merryfield. All were in favor.

CLOSED SESSION MINUTES:

Meeting called to order by Mayor Forte at 8:35 p.m. All council members were present at the meeting. Solicitor Albert J. Olizi, Jr., Interim Borough Clerk Joan Moreland and Deputy Borough Clerk Kelly Santosusso were also present.

Solicitor Olizi said he would like to review the contract with both the Chief and Captain. After a short discussion, the Solicitor was advised to set up a meeting with both men, Councilman Merryfield and Councilman DiRenzo to discuss the wording of the proposed contract.

No formal action was taken at this time.

Motion to adjourn the closed session at 8:53 p.m. was made by Councilwoman Griffith, seconded by Councilwoman Fitzgerald. All members were in favor.

Mayor Forte went downstairs to see if any residents were present. There were none and a motion to adjourn the meeting was made by Councilman Merryfield, seconded by Councilman DiRenzo. All were in favor.

Respectfully Submitted,

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Kelly Santosusso, Deputy Borough Clerk

7/16/13
MEETING

June 2013 Public Works Summary Report

- ✓ All core work for the month of June 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.
- ✓ Brush collection for the month totaled 259 cu yards.
- ✓ Picked up 52 yds.of grass clippings. -
- ✓ Picked up 1600 lbs. of white goods. -
- ✓ Cut grass at all Borough buildings, ball fields and lots. -
- ✓ Maintained vacant properties around town. -
- ✓ Trim low hanging branches on roadways around town. -
- ✓ We added and replaced traffic signs around town for the Police Dept. -
- ✓ Cleared storm inlets around town.
- ✓ Did monthly playground inspections at Hoffs Park.
- ✓ 7 sewer calls (2) ours (5) not ours. We flushed 1,851 ft. of sewer pipe to clear blockages.
- ✓ We cleaned and treated 7,900 ft. of sewer mains as part of our regular maintenance schedule
- ✓ All pump stations were checked & serviced this month.
- ✓ We had a sewer break on a borough right of way behind 516 Guyer Ave. the pipe was repaired by Public Works.

Electrical Recycling Program to begin 8/1/13.

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

DAY	WORK PERFORMED	AMOUNT	ATTENDANCE
MONDAY RAINY DAY 6 /13 /13	PICK UP TRASH THROUGH TOWN PICK UP GRASS THROUGH TOWN PUT UP BANNER @ BANK DIG UP SEWER LINE @ 516 GUYER DR		LUTHER, JESUS, EFRAIN, WAYNE } TEMPS BARRY - SICK BRIAN - SICK
TUESDAY DRY DAY 6 /14 /13	PICK UP GRASS THROUGH TOWN FIX SEWER LINE ON 516 GUYER DRIVE TRIM TREE ON 10TH AVE & SYCAMORE ST. CUT GRASS THROUGH TOWN TRIM TREES ON GUYER DRIVE & 10TH/HIGH PUT UP NO OUTLET SIGN ON S. PARK AVE & BELLMAWR.	12 cu. yds. GRASS	JESUS, LUTHER, GEORGE, WAYNE } TEMPS JOHN - LEFT @ 12:00 P.M. DENNIS - PERSONAL BRIAN - SICK
WEDNESDAY DRY DAY 6 /15 /13	WORK ON VEHICLES IN SHOP CUT GRASS THROUGH TOWN SEWER MAINTENANCE TRIM TREES @ DEVON AVE. & GLOVER AVE. PICK UP SUPPLIES FOR TRUCKS DUMP BRUSH TRUCK	25 cu. yds BRUSH	JESUS, GEORGE, ~~WAYNE~~, EPHRAIN } TEMPS
THURSDAY DRY DAY 6 /16 /13	WORK ON VEHICLES IN SHOP PICK UP BRUSH ON WESTSIDE OF TOWN TRIM TREES @ DEVON AVE & TAKE DOWN TREE @ GUYER DRIVE (522) CUT PROPERTY LAWNS @ 506 10TH & 1510 CEDAR SET UP CABIN		JESUS, LUTHER, GEORGE, EPHRAIN } TEMPS TOM - OUT
FRIDAY RAINY DAY 6 /17 /13	PICK UP TRASH THROUGH TOWN CLEAN INLETS THROUGH TOWN WORK ON VEHICLES IN SHOP PICK UP BRUSH ON WEST SIDE OF TOWN PICKED UP SUPPLIES	65 cu. yds. BRUSH	JESUS, LUTHER, GEORGE, EPHRAIN } TEMPS TOM - ½ DAY JAMES - 1 HR. COMP
SATURDAY 6 /18 /13			
SUNDAY 6 /19 /13			

** WEEKLY DUTIES FOR WEEK OF : 6 / 9 / 2013 **

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

DAY	WORK PERFORMED	AMOUNT	ATTENDANCE
MONDAY RAINY DAY 6 // 10 // 13	PICK UP GRASS THROUGH TOWN PICK UP TRASH THROUGH TOWN CLEAN ~~FARR~~ @ DELL TAKE CANVAS OF INLETS @ E. ATLANTIC & GARDEN TAKE BANNER @ POST OFFICE DOWN CLEAN INLETS THROUGH TOWN	16 cu. yds. GRASS	EFRAIN, GEORGE, LUTHER, MIKAEL } TEMPS. DENNIS - SICK TOM - VACATION
TUESDAY DRY DAY 6 // 11 // 13	PICK UP BRUSH ON EAST SIDE OF TOWN CLEAN INLETS THROUGH TOWN CUT PROPERTY @ 1501 MAPLE AVE & 1939 NARBERTH AVE CUT GRASS THROUGH TOWN TALK TO STEVE BAUCH ABOUT INLETS LAKE STREET PUMP STATION PROBLEMS		JESUS, LUTHER, LUIS } TEMPS JOE - SICK TOM - VACATION
WEDNESDAY DRY DAY 6 // 12 // 13	COMPLETE LAWN @ #2 GLOVER AVE WHERE MAIN BROKE CUT GRASS THROUGH TOWN SEWER MAINTENANCE PICK UP SUPPLIES COMPLETE MARKOUTS FOR JOBS IN TOWN WORK ON EASEMENT @ #2 GLOVER AVE CHECK INLET IN YARDS @ GUYER DRIVE	5 cu. yds. TOP SOIL	JESUS, LUTHER, EFRAIN, GEORGE } TEMPS. TOM - VACATION
THURSDAY WET DAY 6 // 13 // 13	FINISH REST OF LAWN @ 2 GLOVER AVE. CUT GRASS @ C.C., CABIN, + SGF BUILDINGS SEWER MAINTENANCE WORK ON VEHICLES IN SHOP TRIM TREE @ 433 3RD AVE.	3 cu. yds. TOP SOIL	JESUS, LUTHER, EFRAIN, GEORGE } TEMPS. TOM - VACATION
FRIDAY DRY DAY 6 // 14 // 13	PICK UP TRASH THROUGH TOWN PICK UP BRUSH ON EAST SIDE OF TOWN DROP OFF BARRICADES CHANGE LIGHT BULBS @ CABIN WORK ON VEHICLES IN SHOP	59 cu. yds. BRUSH	JESUS, EFRAIN, GEORGE } TEMPS. TOM - VACATION
SATURDAY 6 // 15 // 13			
SUNDAY 6 // 16 // 13			

** WEEKLY DUTIES FOR WEEK OF : 6 // 16 // 2013 **

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

DAY	WORK PERFORMED	AMOUNT	ATTENDANCE
MONDAY Dry DAY 6 /17 /13	Pick-up Trash - Station, Parks, + Ball Fields Grass Pick-up Through out town Pick-up White Goods - Through out Town Sewer Maintenance Dropped off 4 Cans to Seventh Ave School to be picked up Dropped off wheel barrows to Dover Ave Spray weed throughout Town	12 cu yds of Grass	Jesus, Efrain, Luther } Temps FRANK - VACATION
TUESDAY Dry/wet DAY 6 /18 /13	Cut Grass around Town Shop work on vehicles Top soil Dover Ave - grass Area alone Glenside Trim trees along Walnut Ave by Hidden Glen Spray weed throughout Town		Jesus, Efrain, Luther, George } Temps James - Personal FRANK - VACATION
WEDNESDAY Dry DAY 6 /19 /13	Shop work on vehicles Trim trees along Walnut Ave by Hidden Glen Clean inlets Throughout town Clean up dirt + stones off of W. Atlantic Ave		Jesus, Rodger } Temps JOE - VACATION FRANK - VACATION
THURSDAY Dry DAY 6 /20 /13	Pick up brush - westside of Town Sewer Maintenance Shop work on vehicles - PD Dump 1 truck Cut Grass throughout Town	25 yds of Brush	Jesus, Efrain, George, Rodger } Temps FRANK - VACATION
FRIDAY DRY DAY 6 /21 /13	Pick-up Trash - Station, Parks, + Ball Fields Cut Grass throughout Town Finish Brush - westside of Town Empty Trash Trucks Hung 4th of July Banner Shop work on PD vehicles Filled sink hole at Maple pump Station	35 cu yds of Brush	Jesus, Efrain, Luther, George } Temps FRANK - VACATION
SATURDAY 6 /22 /13			
SUNDAY 6 /23 /13			

** WEEKLY DUTIES FOR WEEK OF : 6 / 23 / 2013 **

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

DAY	WORK PERFORMED	AMOUNT	ATTENDANCE
MONDAY DRY DAY 6 //24//13	GRASS PICK UP THROUGH TOWN TRASH PICK UP THROUGH TOWN PUT UP DIP SIGNS ON WYNNFIELD AVE SPRAY WEEDS THROUGH TOWN SHOW TRUCKS @ DEVON AVE	12 cu. yds. GRASS	LUTHER, EFRAIN, GEORGE } TEMPS
TUESDAY DRY DAY 6 //25//13	SHOP- WORK ON VEHICLES GET VEHICLES READY FOR AUCTION PICK WEEDS @ SOF BUILDING + STATION AVE MAINTENANCE ON PUMP STATIONS CUT GRASS THROUGH TOWN PUT UP DEAD END SIGNS @ BELLMAWR + KESWICK		LUTHER, EFRAIN, GEORGE, JESUS } TEMPS
WEDNESDAY DRY DAY 6 //26//13	PUT UP STOP SIGNS IN TOWN - (4) WORK ON VEHICLES IN SHOP CUT GRASS THROUGH TOWN REPLACE DEAD END SIGNS IN TOWN - (2) SEWER MAINTENANCE THROUGH TOWN SPRAY WEEDED AREAS IN TOWN TRASH PICK UP THROUGH TOWN TRIM LOW HANGING BRANCHES IN TOWN	5 cu. yds. compost	LUTHER, EFRAIN, GEORGE, JESUS } TEMPS
THURSDAY DRY DAY 6 //27//13	PICK UP + DUMP METAL PICK UP BRUSH ON EAST SIDE OF TOWN CUT LOW HANGING BRANCHES IN TOWN WORK ON VEHICLES IN SHOP REPLACE DEAD END SIGNS IN TOWN - (2) SHOW VEHICLES FOR AUCTION	1600 POUNDS METAL	LUTHER, EFRAIN, GEORGE, JESUS } TEMPS BRIAN: PERSONAL
FRIDAY DRY DAY 6 //28//13	PICK UP TRASH THROUGH TOWN CUT GRASS THROUGH TOWN PICK UP BRUSH ON EAST SIDE OF TOWN PUMP BRUSH TRUCKS CUT LOW HANGING BRANCHES IN TOWN WORK ON VEHICLES IN SHOP	50 cu. yds. BRUSH	LUTHER, GEORGE, JESUS } TEMPS BARRY- VACATION
SATURDAY 6 //29//13			
SUNDAY 6 //30//13			

** WEEKLY DUTIES FOR WEEK OF : 6 // 30 // 2013 **

SEWER REPORT

TODAYS DATE: JULY 1, 2013

SEWER REPORT FOR THE MONTH OF: JUNE 2013

SEWER BLOCKAGES REPORTED: 7 BLOCKAGES

SEWER BLOCKAGES BEING OURS: 2 BEING OURS

FOOTAGE OF LINES FLUSHED: 1,851 FEET

PUMP STATION ALARM CALLS: 7 CALLS

SEWER STORM PROBLEMS: NONE

:

PREVENTIVE MAINTENANCE LINES FLUSHED: 27 LINES

FOOTAGE OF MAITENANCE LINES FLUSHED: 7,900 FEET

NUMBER OF CHEMICAL LINES MAINTAINED: 88 LINES

AMOUNT OF CHEMICALS USED: TRIPLE X : 430 POUNDS

: ROOT X : 125 POUNDS

: CHERRY MAT : 38 GALLONS

: LIME : 50 POUNDS

OUTSIDE CONTRACTERS USED: DELTRONICS FOR PUMP STATION

:

:

OTHER: CHANGE FILTERS @ ALL PUMP STATIONS

BLEED FILTERS @ ALL PUMPING STATIONS

GREASED PUMPS + MOTORS @ ALL PUMP STATIONS

FIXED MAIN SEWER LINE @ 516 GUYER DRIVE

PMA® Management Corp.

Garden State Municipal Joint Insurance Fund

Playground Monthly Safety Check List

Park 8TH AVE. + HIGH ST. Inspection Date 7-2-2013

Name of Inspector FRANK SPADEA JR. Title FOREMAN

Facility / Playground Equipment PLAY GYM, BALANCE BEAM, SWINGS, MONKEY BARS, PULL UP BARS, BENCHES, TABLES, BASKETBALL COURT, TRASH CANS

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

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

NEED NEW TRASH CAN LIDS - (2)

PICNIC TABLES + SEATS ARE BENT, PROTECTIVE COATING IS CRACKING, PEELING, + SPLINTERRING.

BACH Associates, PC
ENGINEERS • ARCHITECTS • PLANNERS

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
July 2013

General Engineering (HH2013-0)

Pedestrian and Traffic Safety Enhancements

- *Atlantic Avenue School*

  Our office has prepared a plan set for the proposed "Atlantic Ave (CR 727) & Green Street Pedestrian Safety Improvements" and have forwarded them to the County Engineer's office for the County's implementation.

  Our office is coordinating with the County and the NJDOT to facilitate these improvements under the SAFETEA-LU – Pedestrian & Bicycle Facilities & Street Lighting project. Please see the SAFETEA-LU item below for more information.

- *Kings Highway at Hillside* (No Change Since Last Report)

  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 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. The completed applications were hand-delivered on April 5, 2013. A copy of the submitted application is on file with the Borough Clerk.

- *Kings Highway at Atlantic Avenue Bridge* (No Change Since Last Report)

  Base plans for new shadow line and cross hatch stripping are currently being 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 stripping.

Station Avenue Rail Crossing (No Change Since Last Report)

- Our office is providing technical support to Captain Valvardi in regards to the Police Department's request to the New Jersey Department of Transportation for improvements to the Station Avenue railroad crossing.

- A NJDOT Diagnostic Team Meeting was held at 10:30 AM on May 17, 2012 at the crossing.

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Storm Water Runoff – 120 & 126 White Horse Pike

- Our office met with the property owner and their site engineer on June 4, 2013, to discuss alternative options to the schematic design received on July 16, 2012. The property owner committed to submitting a remedial design by July 5, 2013.

- No proposed alternative designs were received by our office by the above referenced July 5, 2013 date. Therefore, it is our recommendation that the Mayor and Council authorize the Borough Solicitor to correspond with the property owner to ascertain when the Borough can expect submission of their proposed remedial designs.

New Jersey American Water (NJAW)– Main Replacement

- Construction activity has commenced on water main replacement along the White Horse Pike. Per a July 9, 2013 correspondence form New Jersey American Water, the following water mains will be replaced during the next four months.

  - White Horse Pike (South) from Highland to Garland

  - White Horse Pike (North) from Garden to Kings Highway

  - Kings Highway form White Horse Pike to 1st Avenue

  - West High Street from Black Horse Pike to Bellmawr Avenue

New Jersey Department of Transportation (NJDOT) – Pipe Rehabilitation along Route 295
(No Change Since Last Report)

- Our office met with NJDOT and the project Contractor regarding the 72 inch x 111 inch drainage pipe rehabilitation project along Route 295 between the sound barrier and end of 9th, 10th, 11th, and 12th Street. Project start date is anticipated for the week of June 17, 2013 or June 24, 2013. All work will be done in NJDOT right-of-way while access to the project area will be provided via cleared paths at the end of 9th, 10th, 11th, and 12th Street. Wooded area to be cleared will be minimal.

SAFETEA-LU – Pedestrian & Bicycle Facilities & Street Lighting

- The Borough awarded the Base Bid plus Add Alternate Bids A, B, and C in the amount of $127,402.[82] to Lexa Concrete on February 5, 2013.

- A pre-construction meeting was held on Wednesday March 20, 2013 at 11 AM at the Borough Hall with representatives from NJDOT Local Aid, Haddon Heights Police Department, Haddon Heights Public Works, Lexa Concrete, LLC, and Bach Associates. Pre-construction meeting minutes have been prepared by Bach Associates and forwarded to all meeting attendees in addition to the Borough Clerk.

- Lexa Concrete, LLC has begun the material submittal process.

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- A pre-construction meeting was held on Wednesday May 1, 2013 at 10:30 AM at the project site with representatives from Haddon Heights Public Works, PSE&G, Lexa Concrete, LLC, and Bach Associates. The meeting resulted in construction schedule coordination between PSE&G and Lexa Concrete, including an anticipated Notice to Proceed one week following PSE&G's conduit crossing plan submission to Bach Associates.

- Our office is coordinating with the NJDOT and the County to facilitate the installation of the improvements associated with the Atlantic Avenue School Pedestrian and Traffic Safety Enhancements under the current contract. The project contract documents call for approximately $21,000 of sidewalk and roadway improvements at the intersection of Atlantic Ave (CR 727) & Green Street. These improvements are not as comprehensive as the improvements called for under the plan set development by our office. The more comprehensive improvements are estimated at $41,000.

- It is proposed that the $21,000 of intersection improvements under the project contract documents be reallocated to the Atlantic Avenue School Pedestrian and Traffic Safety Enhancements. It is our understanding that Councilman Berryhill has been coordinating with the County to provide the remaining $20,000 required to construct the comprehensive improvements under a shared services agreement.

- Subject to NJDOT and the County's approval of this $21,000 funding reallocation and shared service agreement, the intersection improvements can be completed during the schools summer recess (after June 19th).

- The project construction documents call for the installation of nine (9) decorative benches and six (6) bike racks to be field located during construction. Our office met with Council President Kathryn Lange and Councilwoman Susan Griffith on June 7, 2013, to coordinate the desired locations of the benches and bike racks. As a result of the meeting, it was determined all nine (9) benches will be located throughout the project limits; however only one (1) bike rack will be installed for this project. The bike rack type will match the existing Wave bike racks utilized throughout the Borough.

- Camden County granted approval on June 27, 2013, to implement the improvements at the Atlantic Avenue (CR 727) and Green Street intersection. Our office is coordinating with the Contractor to establish the cost for the supplemental items illustrated on the County approved Atlantic Avenue (CR 727) and Green Street intersection improvement plans in addition to the Wave bike rack. Notice to Proceed will be issued following authorization from NJDOT.

- It is our understanding that the County will be acting on a resolution authorizing a shared services agreement between the County and the Borough for the County's funding of up to $20,000 of the costs associated with the proposed intersection improvements at the County's July 16, 2013 Freeholder Meeting.

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FY 2012 NJDOT Municipal Aid

- This project consists of full depth reconstruction of High Street (from 1st Ave to 2nd Ave), full depth reconstruction of Garden Street (from 9th Ave to 10th Ave), and mill and overlay of Green Street (from 7th Ave to 8th Ave).

- We have tabulated the five (5) bids received on March 12, 2013 with reference to the above-referenced project. The low bidder was Bogey's Trucking & Paving, Inc., 1779 Delsea Drive, Deptford, New Jersey, in the amount of $153,925.70, representing items 1 through 21 of the Base Bid and items 101 through 110 of Add Alternate Bid #1.

- As you may recall, the Borough received $190,000 from the FY2012 NJDOT Trust Fund with $165,250 of this funding to be used towards construction costs, therefore the Base Bid and Add Alternate Bid #1 has been awarded to Bogey's Trucking & Paving, Inc following Solicitor review and certification of funds by the CFO.

- Resolution 2013:69 awarding contract to Bogey's Trucking & Paving, Inc. in the amount of $153,925.70 representing items 1 through 21 of the Base Bid and items 101 through 110 of Add Alternate Bid #1 was passed on April 16, 2013. The Contract Documents are in the process of being endorsed by Bogey's Trucking & Paving, Inc.

- A pre-construction meeting was held on May 28, 2013 at the Borough Hall with representatives from Haddon Heights Police Department, Bogey's Trucking & Paving, Inc., and Bach Associates. Pre-construction meeting minutes have been prepared by Bach Associates and forwarded to all meeting attendees in addition to the Borough Clerk, Mayor, and Council members. Notice to Proceed letter was issued for Wednesday, June 19, 2013.

- Construction has commenced with concrete work complete on Green Street, concrete work to be completed this week on Garden Street, and concrete work to start next week on High Street. Once concrete work is complete on Garden Street, pavement work will commence on Green Street with Garden Street and High Street to follow.

FY 2013 NJDOT Municipal Aid/Local Aid Infrastructure Funding

(No Change Since Last Report)

- Our office has submitted Fiscal Year 2013 NJDOT Municipal Aid applications for improvements to Lippincott Ave from Kings Highway to Station Avenue as Priority No. 1 and 11th Avenue from Glover Avenue to Green Street as Priority No. 2.

- The NJDOT has published the Fiscal Year 2013 NJDOT Municipal Aid awards. The above referenced applications were not funded by NJDOT.

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- Our office has submitted application for Fiscal Year 2013 NJDOT Local Aid Infrastructure Funding (Discretionary Aid) grant for the improvements to West Atlantic Avenue from Kings Highway to Station Avenue.

CDBG (Yr 33 & Yr 34) – Architectural Barrier Removal & Access (Various Intersections)

- This project consists the installation of ADA curb ramps in accordance with the Borough's Year 33 Agreement as well as the Borough's Year 34 Agreement with the Camden County CDBG Program.

- We have tabulated the eight (8) bids received on March 12, 2013 for the above-referenced project and found the low bidder to be Curbcon Inc., 514 N. Main Street, Barnegat, New Jersey. Curbcon Inc.'s Base Bid was in the amount of $43,920 representing items 1 through 9 of their Base Bid.

- As you may recall, the Borough has $55,574 of Year 33 and Year 34 CDBG funding allocated to this project. Therefore the Base Bid in the amount of $43,920 has been awarded to Curbcon Inc. following Solicitor review and certification of funds by the CFO.

- Resolution 2013:70 awarding contract to Curbcon, Inc. in the amount of $43,920 representing items 1 through 9 of their Base Bid was passed April 16, 2013. The Contract Documents are in the process of being endorsed by Curbcon, Inc.

- A pre-construction meeting was held on June 5, 2013, at the Borough Hall with representatives from Haddon Heights Borough, Curbcon, Inc., and Bach Associates. Pre-construction meeting minutes have been prepared by Bach Associates and forwarded to all meeting attendees in addition to the Borough Clerk, Mayor, and Council members. Notice to Proceed letter was issued for Wednesday, June 19, 2013.

- Construction has commenced with concrete work nearly complete on handicap ramps 1 through 18 along Devon Avenue and South Park Avenue. Handicap ramps 19 through 26 along Green Street and Lippincott Avenue are scheduled to be under construction beginning the end of this week.

Camden County Open Space (2012)

- The Camden County Open Space Committee has funded $25,000 of asphalt walkway improvements along Devon Avenue adjacent to the fence line of the existing recreational fields.

- Our office has completed the design and quote documents. The quote documents were distributed utilizing three contractor quotes as the total construction funding is below the $36,000 public bidding threshold with a Qualified Purchasing Agent.

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Request for Quotes were forwarded to prospective contractors on July 3, 2013, with a return date of Friday, July 12, 2013.

- We have tabulated the three (3) quotes received on July 12, 2013. The low bidder is Lexa Concrete, LLC, 11 Commerce Way Drive, Hammonton, New Jersey, in the amount of $36,280.00, representing items 1 through 12 of the Base Bid.

- Our office recommends the project scope be reduced and request for quotes be re-issued.

Camden County Open Space (2013) (No Change Since Last Report)

- In accordance with the Camden County Open Space Preservation Trust Fund Advisory Committee's February 7, 2012 Correspondence to the Borough, municipalities with population under under 15,000 are limited to two (2) applications per funding cycle.

- Our office prepared a joint application with the Borough of Audubon 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.

- The completed applications were hand-delivered on April 5, 2013. A copy of the submitted application is on file with the Borough Clerk.

Inflow and Infiltration Program

- 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.

- 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 "Intermunicipal Agreement".

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Kings Highway Pump Station (No Change Since Last Report)

- Our office has completed the as-built survey and is currently completing permit, bid, and construction documents for the elimination of the existing Kings Highway Pump Station.

- The project will be publically bid this Winter for early Spring construction.

- Our office met with representatives of the CCMUA on April 12, 2013 to coordinate the construction requirements for the proposed interconnection. Our office is currently working to complete the permit, bid, and construction documents in accordance with the CCMUA's directives.

- Our office is in receipt of the results of the two-week flow monitoring study and is in the process of preparing a report for submission to the CCMUA in compliance with the CCMUA's directive to demonstrate actual inflow and infiltration entering the pump station.

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

- In coordination with Ms Judy Reiss, Emergency Management Coordinator and Mr. Tom Cella, Superintendant 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

- To date, the Borough has not received any correspondence from the New Jersey Office of Emergency Management in regards to the submitted application.

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HYAA – Barr Recreational Complex Improvements

- Our office has completed an existing condition survey for the Boys Major and Minor fields which will serve as a base for the proposed grading, lighting, and irrigation improvements.

- Our office has been coordinating with several lighting manufactures to review cost and performance criteria for the Boy's Major Field lighting improvements.

- Based on coordination with the HHYA, our office has completed the field survey of the Boy's Major and Minor fields and completed plans, bid documents, and specifications for the proposed site lighting of the Boys Major Field.

- In addition, our office is completing the design of the new infield grading and irrigation improvements for the Boys Major and Minor Fields.

- Our office met with Council President Kathy Lange and a member of the HHYA on June 20th to review the project documents.

- The Bid Opening for Boys Major Ball Field Lighting was held on July 9, 2013. There were three (3) bidders and the low bidder was Deerfield Electric Inc. in the amount of $71,712.00.

- A resolution awarding contract to Deerfield Electric Inc. in the amount $71,712.00 is on the July 16, 2013, agenda.

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.

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- 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.

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ORDINANCE 2013:1399

AN ORDINANCE AMENDING §100-20 OF THE CODE OF THE BOROUGH OF HADDON HEIGHTS ENTITLED STOP INTERSECTIONS

NOW, THEREFORE BE IT ORDAINED that §100-20 entitled Stop Intersections is hereby ***amended*** as follows:

100-20 Atop Intersections

Intersection	**Stop Sign(s) On**
West High Street and Guyer Drive	~~West High Street~~ ***All three approaches***
West High Street and Twelfth Avenue	***Twelfth Avenue***
Twelfth Avenue and Guyer Drive	***Guyer Drive***

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

Introduction: 7/16/13

Pubic Hearing: _____

Final Adoption _____

_____
Mayor Edward S. Forte, Jr.

Attest _____
Joan D. Moreland, Interim Borough Clerk

ORDINANCE 2013:1400

AN ORDINANCE OF THE BOROUGH OF HADDON HEIGHTS, IN THE COUNTY OF CAMDEN, NEW JERSEY, PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS AND RELATED EXPENSES IN AND FOR THE BOROUGH, APPROPRIATING $671,300 THEREOF, AND AUTHORIZING THE ISSUANCE OF $637,735 IN GENERAL IMPROVEMENT BONDS OR NOTES OF THE BOROUGH TO FINANCE THE SAME.

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HADDON HEIGHTS, IN THE COUNTY OF CAMDEN, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The several improvements or purposes described in Section 3 of this bond ordinance are hereby authorized to be undertaken by the Borough of Haddon Heights, in the County of Camden, New Jersey (the "Borough") as general improvements. For the several improvements or purposes described in Section 3 hereof, there is hereby appropriated the respective sums amounting in the aggregate to $671,300, including the aggregate sum of $33,565 as the several down payments for the improvements and purposes required by the Local Bond Law. The down payment has been made available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the improvement or purpose not covered by application of the several down payments or otherwise provided for hereunder, negotiable bonds or notes are hereby authorized to be issued in the principal amount of $637,735, pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvements hereby authorized and the purposes for which the bonds or notes are to be issued are as follows:

I. Purpose. Repairs to the Borough's water and sewer systems, including all work and related materials necessary thereof and incidental thereto.

Appropriated and Estimated Cost:	$95,000.00
Estimated Maximum Amount of Bonds or Notes:	$90,250.00
Period or Average Period of Usefulness:	40 years
Amount of Down Payment:	$4,750.00

These amounts are in addition to the $55,000 appropriated and $52,250 in debt authorized for these purposes in Bond Ordinance 2013:1390 finally adopted by the Borough on February 5, 2013 (the "Prior Ordinance").

II. Purpose. Design and construction of pedestrian and bicycle lanes and paths on Borough roads and property, as set forth in a list on file in the office of the Borough Clerk, and including all work and related materials necessary thereof and incidental thereto.

Appropriated and Estimated Cost:	$100,000.00
Estimated Maximum Amount of Bonds or Notes:	$95,000.00
Period or Average Period of Usefulness:	15 years
Amount of Down Payment:	$5,000.00

These amounts are in addition to the $30,000 appropriated and $28,500 in debt authorized for these purposes in the Prior Ordinance.

III. Purpose. Improvements and repairs to Borough roadways, including all work and related materials necessary thereof and incidental thereto.

Appropriated and Estimated Cost:	$321,000.00
Estimated Maximum Amount of Bonds or Notes:	$304,950.00
Period or Average Period of Usefulness:	20 years
Amount of Down Payment:	$16,050.00

These amounts are in addition to the $18,000 appropriated and $17,100 in debt authorized for these purposes in the Prior Ordinance.

IV. Purpose. Improvements and repairs to Borough buildings, as set forth in a list on file in the office of the Borough Clerk, and including all work and related materials necessary thereof and incidental thereto.

Appropriated and Estimated Cost:	$49,000.00
Estimated Maximum Amount of Bonds or Notes:	$46,550.00
Period or Average Period of Usefulness:	10 years
Amount of Down Payment:	$2,450.00

These amounts are in addition to the $17,000 appropriated and $16,150 in debt authorized for these purposes in the Prior Ordinance.

V. Purpose. Improvements, repairs and replacements to Lake Street Pump Station, in accordance with plans and specifications on file in the office of the Borough Clerk, and including all work and related materials necessary thereof and incidental thereto.

Appropriated and Estimated Cost:	$55,000.00
Estimated Maximum Amount of Bonds or Notes:	$52,250.00
Period or Average Period of Usefulness:	40 years
Amount of Down Payment:	$2,750.00

VI. Purpose. Acquisition of computer and IT equipment, as set forth in a list on file in the office of the Borough Clerk, and including all work and related materials necessary thereof and incidental thereto.

Appropriated and Estimated Cost:	$5,000.00
Estimated Maximum Amount of Bonds or Notes:	$4.750.00
Period or Average Period of Usefulness:	5 years
Amount of Down Payment:	$250.00

VII. Purpose. Acquisition of firearms and equipment for Borough Police Department, as set forth in a list on file in the office of the Borough Clerk, and including all work and related materials necessary thereof and incidental thereto.

Appropriated and Estimated Cost:	$10,900.00
Estimated Maximum Amount of Bonds or Notes:	$10,355.00
Period or Average Period of Usefulness:	5 years
Amount of Down Payment:	$545.00

VIII. Purpose. Streetscape Improvements to Station Avenue, including all work and related materials necessary thereof and incidental thereto.

Appropriated and Estimated Cost:	$5,000.00
Estimated Maximum Amount of Bonds or Notes:	$4.750.00
Period or Average Period of Usefulness:	15 years
Amount of Down Payment:	$250.00

IX. Purpose. Acquisition of furniture and equipment for Library, as set forth in a list on file in the office of the Borough Clerk, and including all work and related materials necessary thereof and incidental thereto.

Appropriated and Estimated Cost:	$4,000.00
Estimated Maximum Amount of Bonds or Notes:	$3,800.00
Period or Average Period of Usefulness:	10 years
Amount of Down Payment:	$200.00

X. Purpose. Acquisition of Fire Department equipment and apparatus, as set forth in a list on file in the office of the Borough Clerk, and including all work and related materials necessary thereof and incidental thereto.

Appropriated and Estimated Cost:	$26,400.00
Estimated Maximum Amount of Bonds or Notes:	$25,080.00
Period or Average Period of Usefulness:	10 years
Amount of Down Payment:	$1,320.00

(b) With the exception of the additional debt as set forth in I through IV above, the estimated maximum amount of bonds or notes to be issued for the improvements or purposes is as stated in Section 2 hereof.

(c) With the exception of the additional appropriations as set forth in I through IV above, the estimated cost of the improvements or purposes authorized herein is equal to the amount of the appropriation herein made thereof.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no note shall mature later than one year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. 40A:2-8(a). The chief financial officer is hereby authorized to sell part or all of the notes from time to time, at not less than par and accrued interest, at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the notes sold, the price obtained and the name of the purchaser.

Section 5. The capital budget or temporary capital budget (as applicable) of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. In the event of any such inconsistency and amendment, the resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget or amended temporary capital budget (as applicable) and capital program as approved by the Director of the Division of Local Government Services is on file with the Clerk and is available there for public inspection.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The several improvements or purposes described in Section 3 of this bond ordinance are not current expenses. They are improvements or purposes the Borough may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The average period of usefulness of the improvements or purposes, within the limitations of the Local Bond Law, computed on the basis of respective amounts or obligations for the several purposes and the respective reasonable life thereof within the limitations of the Local Bond Law, is 22.14 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by $637,735, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding $250,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the improvements or purposes.

(e) The Borough reasonably expects to commence the acquisition of the several improvements or purposes described in Section 3 hereof, and to advance all or a portion of the costs in respect thereof, prior to the issuance of bonds or notes hereunder. To the extent such costs are advanced, the Borough further reasonably expects to reimburse such expenditures from the proceeds of the bonds or notes authorized by this bond ordinance, in an aggregate amount not to exceed the amount of bonds or notes authorized in Section 1 hereof.

Section 7. Any grant moneys received for the purposes described in Section 3 hereof shall be applied either to direct payment of the cost of the improvements or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized hereunder shall be reduced to the extent that such funds are so used.

Section 8. The full faith and credit of the Borough is hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy ad valorem taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation as to rate or amount.

Section 9. The Borough Council hereby covenants on behalf of the Borough to take any action necessary or refrain from taking such action in order to preserve the tax-exempt status of the bonds and notes authorized hereunder as is or may be required under the Internal Revenue Code of 1986, as amended, and the regulations promulgated thereunder (the "Code"), including compliance with the Code with regard to the use, expenditure, investment, timely reporting and rebate of investment earnings as may be required thereunder.

Section 10. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Introduction Date: July 16, 2013

Adoption Date: _____

_____
Mayor Edward S. Forte, Jr.

ATTEST: _____
Joan D. Moreland, Interim Borough Clerk

ORDINANCE 2013:1397

AN ORDINANCE AUTHORIZING SALARIES, WAGES AND REIMBURSEMENTS TO BE PAID TO CERTAIN EMPLOYEES OF THE BOROUGH OF HADDON HEIGHTS

WHEREAS, the Mayor and Council of the Borough of Haddon Heights need to establish salaries, wages or reimbursement rates for certain municipal employees that are commensurate with the offices or positions held and the experience of persons appointed to said offices or positions,

NOW, THEREFORE BE IT ORDAINED, by the Governing Body of the Borough of Haddon Heights in the County of Camden, that the following sections are hereby adopted for purposes of compensating certain municipal officers and employees:

Section 1 – Salaries and Wages
The annual base salaries and wages for the following borough positions shall be amended and set at the following maximum amounts:

Title/Position	Maximum Annual Salary
Police Chief	$ 108,000
Police Captain	$ 102,700
Public Works Superintendent	$ 71,400
Borough Clerk	$ 51,000
Deputy Borough Clerk	$ 40,800
Tax Assessor	$ 37,800
Construction/Building Sub Code Official	$ 28,000
Chief Financial Officer/Treasurer	$ 20,500
Tax Collector	$ 13,200
Zoning Officer	$ 12,500
Municipal Court Judge	$ 11,000
Fire Chief	$ 8,900
Recycling Coordinator	$ 7,500
Electrical Sub Code Official	$ 6,500
Fire Sub Code Official	$ 5,500
Plumbing Sub Code Official	$ 5,500
Purchasing Agent (certified QPA)	$ 2,500

Title/Position	Maximum Hourly Pay Rate
Court Recorder	$ 15.30 / hour
Community Program Coordinator	$ 15.30 / hour
Executive Assistant	$ 15.00 / hour
Crossing Guard 1st Class	$ 12.39 / hour
Crossing Guard 2nd Class	$ 11.26 / hour

Salaries, wages and reimbursement rates of borough employees covered under collective bargaining contracts, which may include titles and positions listed in this section and may include titles and positions not listed in this section, shall be paid pursuant to these contracts as agreed to by the Mayor and Borough Council.

Section 2 – Duties and terms of employment
Except as otherwise provided by state statute or collective bargaining contract, the duties and terms of employment, including hours of employment and other pertinent information, shall be set forth by ordinance, personnel manual, and/or personnel policy approved by the Mayor and Borough Council.

Section 3 – Maximum amounts
The base salaries and wages authorized by this ordinance are maximum amounts for each office or position, excluding compensation for working overtime. Actual salaries and wages paid are determined by the Mayor and Borough Council and may be less than, but not more than, the maximum amounts authorized in this ordinance, excluding overtime.

Section 4 – Compensation for mileage and expenses
A borough employee, who utilizes his or her own motor vehicle for travel outside the borough that is related to borough business or their official borough duties, shall be reimbursed for mileage set at a rate determined by the Mayor and Council, and for the cost of parking and tolls incurred during such travel.

Section 5 - Effective date of salaries and wages
The annual salaries adopted in this ordinance shall be effective from January 1, 2013 for those officers and employees employed by the borough as of January 1, 2013, unless otherwise specified by a collective bargaining contract. For all others, including hourly wage employees, the annual salary or hourly wage rate shall be effective 20 days after final adoption of this ordinance.

Section 6 – Past ordinances repealed
All ordinances or parts of ordinances of the Borough of Haddon Heights that are inconsistent with any part of this ordinance are herby repealed to the extent of such inconsistency.

Section 7 – Effective date of ordinance
This ordinance shall become operative 20 days after final adoption.

Introduction Date: _____

Adoption Date: _____

_____
Mayor Edward S. Forte, Jr.

ATTEST: _____
Joan D. Moreland, Interim Borough Clerk

ORDINANCE 2013:1402

AN ORDINANCE AMENDING CHAPTER 75 §31 OF THE CODE OF THE BOROUGH OF HADDON HEIGHTS ENTITLED COMPENSATION, RATES AND FEES

NOW, THEREFORE BE IT ORDAINED THAT, Chapter 74 §31 is here by amended as follows: (~~items crossed out~~ are deleted and items in ***bold*** are added)

75-31 Compensation, rates and fees

A. Applicants hiring Haddon Heights police officers for off-duty employment shall be charged pursuant to ***a schedule set annual by council by resolution,*** ~~the following schedule~~, which includes an hourly rate of pay for the police officer; a fair and reasonable sum (percentage of hourly rate) representing the administrative costs, overhead and out-of-pocket expenses; and, when applicable, the cost for the use of a police vehicle for providing this service.

(1) Traffic control: ~~$64 per hour per full-time police officer on any traffic control sites requiring work zone safety certifications~~. ***See resolution for compensation, rates and fees.***

(2) Other traffic control: ~~$64 per hour per full-time police officer~~. ***See resolution for compensation,*** **rates** ***and fees.***

(3) Other police services: ~~$64 per hour per full-time police officer~~. **See resolution for compensation, rates and fees.**

(4) Police vehicles: ~~$10 per hour per vehicle~~. ***See resolution for compensation, rates and fees.***

(5) Overhead rate: ~~15% per hour to cover administrative and overhead expenses~~. ***See resolution for compensation, rates and fees.***

B. The Haddon Heights Board of Education, when hiring Haddon Heights police officers for off-duty employment, shall be charged pursuant to **a** ***schedule set annual by council by resolution,*** ~~**the following schedule**~~**,** which includes an hourly rate of pay for the police officer:

(1) Police services~~: $43 per hour per full-time police officer on school property~~. ***See resolution for compensation, rates and fees.***

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

Introduced August 6, 2013

Public Hearing _____

Final Adoption _____

_____
Mayor Edward S. Forte, Jr.

Attest _____
Joan D. Moreland, Interim Borough Clerk

ORDINANCE 2013:1403

AN ORDINANCE AMENDING §100-20 OF THE CODE OF THE BOROUGH OF HADDON HEIGHTS ENTITLED STOP INTERSECTIONS

NOW, THEREFORE BE IT ORDAINED THAT §100-20 of the Code of the Borough of Haddon Heights is hereby ***amended*** to include the following stop intersections:

Intersection	Stop Sign(s) On
East Atlantic Avenue and Green Street	***East Atlantic Avenue***
East Atlantic Avenue and Station Avenue	***East Atlantic Avenue***
West Atlantic Avenue and Station Avenue	***West Atlantic Avenue***

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

Introduction _____

Public Hearing _____

Final Adoption _____

_____
Mayor Edward S. Forte, Jr.

Attest _____
Joan D. Moreland, Interim Borough Clerk

RESOLUTION 2013:126

BOROUGH OF HADDON HEIGHTS
IMPOSING LIEN ON BLOCK 79, LOT 14

WHEREAS, the property known as Block 79, Lot 14 on the Tax Map of the Borough of Haddon Heights, , had become overgrown with brush, weeds, dead or dying trees, trash, and other debris; and

WHEREAS, the Borough of Haddon Heights notified the owner with respect to the conditions on the property on the property pursuant to Chapter 138 of the Code of the Borough of Haddon Heights; and

WHEREAS, the owner of said property either refused or neglected to address and abate the conditions on the property; and

WHEREAS, the Borough of Haddon Heights, in accordance with Chapter 138 of the Code of the Borough of Haddon Heights, undertook to abate the conditions on the property and to clean up the property; and

WHEREAS, the Borough of Haddon Heights has incurred costs in the amount of $419.90 with respect to the clean up of Block 79, Lot 14, ; and

WHEREAS, the cost of such services has been certified to the Borough Council of the Borough of Haddon Heights;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Haddon Heights that the amount of $419.90 be and the same is hereby certified as a lien against Block 79, Lot 14; and

BE IT FURTHER RESOLVED by the Borough Council of the Borough of Haddon Heights that a certified copy of this resolution shall be filed with the collector of taxes and the amount charged hereunder, $419.90 shall become a lien and shall added to and become part of the taxes next to be assessed and levied upon Block 79, Lot 14 and shall bear interest at the same rate as taxes and may be enforced and collected to the same extent and in the same manner as unpaid taxes.

Date: August 6, 2013

_____
Mayor Edward S. Forte, Jr.

Attest _____
Joan D. Moreland, Interim Borough Clerk

RESOLUTION 2013:127

BOROUGH OF HADDON HEIGHTS
IMPOSING LIEN ON BLOCK 100, LOT 23

WHEREAS, the property known as Block 100, Lot 23 on the Tax Map of the Borough of Haddon Heights, , had become overgrown with brush, weeds, dead or dying trees, trash, and other debris; and

WHEREAS, the Borough of Haddon Heights notified the owner with respect to the conditions on the property on the property pursuant to Chapter 138 of the Code of the Borough of Haddon Heights; and

WHEREAS, the owner of said property either refused or neglected to address and abate the conditions on the property; and

WHEREAS, the Borough of Haddon Heights, in accordance with Chapter 138 of the Code of the Borough of Haddon Heights, undertook to abate the conditions on the property and to clean up the property; and

WHEREAS, the Borough of Haddon Heights has incurred costs in the amount of $900.65 with respect to the clean up of Block 100, Lot 23 ; and

WHEREAS, the cost of such services has been certified to the Borough Council of the Borough of Haddon Heights;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Haddon Heights that the amount of $900.65 be and the same is hereby certified as a lien against Block 100, Lot 23; and

BE IT FURTHER RESOLVED by the Borough Council of the Borough of Haddon Heights that a certified copy of this resolution shall be filed with the collector of taxes and the amount charged hereunder, $900.65 shall become a lien and shall added to and become part of the taxes next to be assessed and levied upon Block 100, Lot 23 and shall bear interest at the same rate as taxes and may be enforced and collected to the same extent and in the same manner as unpaid taxes.

Date: August 6, 2013

_____
Mayor Edward S. Forte, Jr.

Attest _____
Joan D. Moreland, Interim Borough Clerk

RESOLUTION 2013:128

BOROUGH OF HADDON HEIGHTS
IMPOSING LIEN ON BLOCK 113, LOT 7

WHEREAS, the property known as Block 113, Lot 7 on the Tax Map of the Borough of Haddon Heights, , had become overgrown with brush, weeds, dead or dying trees, trash, and other debris; and

WHEREAS, the Borough of Haddon Heights notified the owner with respect to the conditions on the property on the property pursuant to Chapter 138 of the Code of the Borough of Haddon Heights; and

WHEREAS, the owner of said property either refused or neglected to address and abate the conditions on the property; and

WHEREAS, the Borough of Haddon Heights, in accordance with Chapter 138 of the Code of the Borough of Haddon Heights, undertook to abate the conditions on the property and to clean up the property; and

WHEREAS, the Borough of Haddon Heights has incurred costs in the amount of $431.90 with respect to the clean up of Block 113, Lot 7 ; and

WHEREAS, the cost of such services has been certified to the Borough Council of the Borough of Haddon Heights;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Haddon Heights that the amount of $431.90 be and the same is hereby certified as a lien against Block 113, Lot 7; and

BE IT FURTHER RESOLVED by the Borough Council of the Borough of Haddon Heights that a certified copy of this resolution shall be filed with the collector of taxes and the amount charged hereunder, $431.90 shall become a lien and shall added to and become part of the taxes next to be assessed and levied upon Block 113, Lot 7 and shall bear interest at the same rate as taxes and may be enforced and collected to the same extent and in the same manner as unpaid taxes.

Date: August 6, 2013

_____
Mayor Edward S. Forte, Jr.

Attest _____
Joan D. Moreland, Interim Borough Clerk

RESOLUTION 2013:129

BOROUGH OF HADDON HEIGHTS
IMPOSING LIEN ON BLOCK 132, LOT 12

WHEREAS, the property known as Block 132, Lot 12 on the Tax Map of the Borough of Haddon Heights, , had become overgrown with brush, weeds, dead or dying trees, trash, and other debris; and

WHEREAS, the Borough of Haddon Heights notified the owner with respect to the conditions on the property on the property pursuant to Chapter 138 of the Code of the Borough of Haddon Heights; and

WHEREAS, the owner of said property either refused or neglected to address and abate the conditions on the property; and

WHEREAS, the Borough of Haddon Heights, in accordance with Chapter 138 of the Code of the Borough of Haddon Heights, undertook to abate the conditions on the property and to clean up the property; and

WHEREAS, the Borough of Haddon Heights has incurred costs in the amount of $431.90 with respect to the clean up of Block 132, Lot 12,; and

WHEREAS, the cost of such services has been certified to the Borough Council of the Borough of Haddon Heights;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Haddon Heights that the amount of $431.90 be and the same is hereby certified as a lien against Block 132, Lot 12; and

BE IT FURTHER RESOLVED by the Borough Council of the Borough of Haddon Heights that a certified copy of this resolution shall be filed with the collector of taxes and the amount charged hereunder, $431.90 shall become a lien and shall added to and become part of the taxes next to be assessed and levied upon Block 132, Lot 12 and shall bear interest at the same rate as taxes and may be enforced and collected to the same extent and in the same manner as unpaid taxes.

Date: August 6, 2013

_____
Mayor Edward S. Forte, Jr.

Attest _____
Joan D. Moreland, Interim Borough Clerk

RESOLUTION 2013:131

RESOLUTION AUTHORIZING PAYMENT OF BILLS AND CLAIMS

FOR 1st HALF OF AUGUST

Trust Account	$ 30,009.02
Capital Account	12,860.35
Animal Account	-0-
Current Account	2,902,770.96
Payroll 7/26/13	97,051.85
TOTAL BILLS & CLAIMS	$3,042,692.18

Date: August 6, 2013

_____

Mayor Edward S. Forte, Jr.

Attest _____

Joan D. Moreland, Interim Borough Clerk

Expenditures for Council Meetings

Date	8/6/2013	2013 Accounts
Vendor	Amount	Reason
Trust		
Various Included in Report	14,013.34	All Accounts Marked T-13
Payroll 7/26/2013	15,995.68	ACH Police Traffic
Total Trust	30,009.02	
Capital		
Bach Associates	4,183.75	2013:1390(1) HHYA Improvements/ REC/Field Improvements
CDW Government Inc.	499.00	2009:1307 Tech Computers Library Equip/IPAD for Credit Card Processing
Gibson Electric	1,637.50	2012:1382(7) Police Vehicle & Equipment/Pole Mounted Radar Atlantic Ave.
Gibson Electric	1,202.50	2012:1382(7) Police Vehicle & Equipment/Pole Mounted Radar Devon Ave.
Motorola Inc.	5,337.60	2012:1382(4) HHFD Communications Equipment/Minitor V Pagers With Chargers
Total Capital	12,860.35	
Animal		
	0.00	
Total Animal	0.00	
Po's Paid Current Account	2,902,770.96	
Payroll 7/26/2013	97,051.85	
Total Current	2,999,822.81	
Total Spending 8/6/2013	3,042,692.18	

P.O. Type: All
Range: First to Last
Format: Detail without Line Item Notes
Include Non-Budgeted: Y
First Enc Date Range: First to 12/31/13
Open: N Paid: N Void: N
Rcvd: N Held: N Aprv: Y
Bid: Y State: Y Other: Y Exempt: Y

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date
AIRGUS AIRGAS USA, INC					
13-01089 07/19/13					
1 PARTS FOR TOURCH	112.23	3-01-26-310-233	B PURCHASE MINOR EQUIPMENT	A	07/19/13
Vendor Total:	112.23				
AIRHA AIRHANDLERS MECHANICAL SERVICE					
13-01118 07/23/13					
1 FIXED CHILLER ON A/C MUNI BLDG	170.00	3-01-26-310-254	B BUILDINGS & GROUNDS MAINT/REPAIR	A	07/23/13
Vendor Total:	170.00				
ALLI ALL INDUSTRIAL SAFETY PRODUCTS					
13-01016 07/09/13					
1 GLOVES, MASKS, SAFETY SUPPLIES	272.10	3-01-26-290-233	B PURCH MINOR EQUIP	A	07/09/13
13-01085 07/18/13					
1 CLEANSER TOWELETTES	43.00	3-01-26-290-238	B PURCH MAT & SUPPLIES	A	07/18/13
Vendor Total:	315.10				
ALLS ALL SEASONS RENTAL & REPAIR					
13-01029 07/09/13					
1 CHAIN SAWS REPAIRED	151.90	3-01-25-265-255	B MAINT/REPAIR OTHER	A	07/09/13
Vendor Total:	151.90				
AMELI AMERICAN LAWN IRRIGATION INC.					
13-00471 03/20/13					
1 IRREGATION SYST FOR COMMUN GAR	985.00	3-01-26-310-254	B BUILDINGS & GROUNDS MAINT/REPAIR	A	03/20/13
Vendor Total:	985.00				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date
AMERA AMERICAN ASPHALT CO INC					
13-01102 07/21/13					
1 EZ STREET COLD ASPHALT	226.80	3-01-26-290-258	B STREET MAINT/REPAIR	A	07/21/13
Vendor Total:	226.80				
ARTP ART PRESS					
13-01077 07/16/13					
1 TAX STATEMENTS & INSERTS	1,078.00	3-01-20-145-282	B TAX BILL MAILING COSTS	A	07/16/13
2 INSERTS FOR AUG HEIGHTS REPORT	385.00	3-01-20-100-411	B Marketing Events & Communic.	A	07/16/13
	1,463.00				
13-01082 07/17/13					
1 NO PARKING SIGNS CARDBOARD	133.00	3-01-25-240-233	B MINOR EQUIPMENT / SUPPLIES	A	07/17/13
Vendor Total:	1,596.00				
AUDUH AUDUBON HARDWARE					
13-01019 07/09/13					
1 KEYS, WASP SPRAY OTHER SUPPLIE	250.60	3-01-26-310-238	B PURCH MAT & SUPPLIES	A	07/09/13
Vendor Total:	250.60				
AUTOS AUTO SHINE CAR WASH, INC					
13-01032 07/09/13					
1 CAR WASHES 2ND Q 2013 POLICE	400.00	3-01-25-240-279	B CAR WASHES	A	07/09/13
13-01033 07/09/13					
1 CAR WASHES 3RD Q 2013 HHPD	400.00	3-01-25-240-279	B CAR WASHES	A	07/09/13
Vendor Total:	800.00				
BACHA BACH ASSOC PC					
13-01113 07/22/13					
1 PED & BIKE FACILIT HH2012-3	1,325.00	G-02-41-784-302	B PEDESTRIAN/BIKE FACILITIES-CONSTRUCTION	A	07/22/13
2 GLOVER MILL VILLAGE HH2012-4	361.25	G-02-41-784-302	B PEDESTRIAN/BIKE FACILITIES-CONSTRUCTION	A	07/22/13
3 2012 ROAD PROGRAM HH2012-7	6,000.00	G-02-41-471-305	B NJ DOT - 2012 ROADWORK	A	07/22/13
4 HH 2013 GENERAL ENGIN HH2013-0	18,604.25	3-01-20-165-205	B PROFESSIONAL ENGINEERING SERVICES	A	07/22/13

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date
BACHA BACH ASSOC PC	Continued				
13-01113 07/22/13		Continued			
5 HHYA IMPROVEMENT HH2013-4	4,183.75	C-04-55-807-501	B 2013:1390(1) REC/FIELD IMPROVEMENTS	A	07/22/13
6 HANDICAP RAMP PROGRAM HH2013-5	6,706.00	T-13-56-860-815	B Reserve Comm Dev Blk Grant	A	07/22/13
7 WEST HIGH STREET HH2013-6	1,666.48	G-02-41-471-305	B NJ DOT - 2012 ROADWORK	A	07/22/13
8 LAKE STREET PUMP STAT HH2013-7	2,300.00	G-02-41-471-305	B NJ DOT - 2012 ROADWORK	A	07/22/13
	41,146.73				
13-01115 07/22/13					
1 BULK VARIANCE REV CS#13-6-3P	437.50	T-13-56-860-802	B Reserve Planning Board Escrow	A	07/22/13
2 BULK VARIANCE REV CS#13-5-3P	917.50	T-13-56-860-802	B Reserve Planning Board Escrow	A	07/22/13
3 LOT GRADING REVIEW AL HECKERS	339.50	T-13-56-860-802	B Reserve Planning Board Escrow	A	07/22/13
4 BARRINGTON DINER B 39.01 L15.0	65.00	T-13-56-860-802	B Reserve Planning Board Escrow	A	07/22/13
5 GLOVER MILL VILL B62 L2&6	1,215.00	T-13-56-860-802	B Reserve Planning Board Escrow	A	07/22/13
	2,974.50				
Vendor Total:	44,121.23				
BARRB BARRINGTON BORO					
13-01083 07/18/13					
1 BARRINGTON AMBULANCE ASSOCIATI	2,500.00	3-01-42-455-284	B BARRINGTON - EMS	A	07/18/13
Vendor Total:	2,500.00				
BILLE BILLOWS ELECTRIC SUPPLY					
13-01094 07/19/13					
1 BULB FOR FIRE HOUSE	11.61	3-01-25-265-233	B PURCHASE MINOR EQUIPMENT	A	07/19/13
Vendor Total:	11.61				
BLUE1 HORIZON BLUE CROSS & SHIELD					
13-01110 07/22/13					
1 DENTAL NON-POLICE AUG 2013	1,747.22	3-01-23-220-245	B BLUE CROSS DENTAL	A	07/22/13
Vendor Total:	1,747.22				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date
BLUE2 HORIZON BLUE CROSS BLUE SHIELD					
13-01135 07/25/13					
1 DENTAL POLICE AUGUST 2013	2,851.55	3-01-23-220-245	B BLUE CROSS DENTAL	A	07/25/13
Vendor Total:	2,851.55				
BOLLI BOLLINGER, INC RX ADMIN					
13-01076 07/16/13					
1 PRESCRIPTION DRUG AUGUST 2013	16,825.35	3-01-23-220-246	B PRESCRITIONS - BOLLINGER	A	07/16/13
Vendor Total:	16,825.35				
BOWMA BOWMAN AND COMPANY LLP					
13-01075 07/16/13					
1 2ND PAYMENT 12 AUDIT & 13 BUDG	6,000.00	3-01-20-135-205	B PROFESSIONAL AUDIT SERVICES	A	07/16/13
Vendor Total:	6,000.00				
CAMDR CAM CTY RESOURCE					
13-01020 07/09/13					
1 HOUSEHOLD TRASH JUNE 2013	13,842.86	3-01-32-465-217	B CAMDEN RESOURCE RECOVERY	A	07/09/13
2 RECYCLE TAX JUNE 2013	716.01	3-01-32-465-302	B RECYCLING TAX	A	07/09/13
	14,558.87				
Vendor Total:	14,558.87				
CARTD CARTRIDGE DEPOT					
13-01116 07/22/13					
1 210 XL BLACK CARTRIDGE	16.99	3-01-20-100-311	B OFFICE SUPPLIES	A	07/22/13
2 211 XL COLOR CARTRIDGE	21.99	3-01-20-100-311	B OFFICE SUPPLIES	A	07/22/13
3 CREDIT FOR USED CARTRIDGES	12.00-	3-01-20-100-311	B OFFICE SUPPLIES	A	07/23/13
	26.98				
Vendor Total:	26.98				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date
CCFIN CAMDEN COUNTY FINANCE DEPART					
13-01157 07/30/13					
1 ELECTION EXPENSES PRIMARY ELEC	2,880.50	3-01-20-120-218	B ELECTION EXPENSES	A	07/30/13
Vendor Total:	2,880.50				
CCHEA CAMDEN COUNTY PEPT OF CENT SER					
13-01079 07/16/13					
1 ANIMAL CONTROL JULY 2013	647.50	3-01-27-340-205	B ANIMAL CONTROL	A	07/16/13
Vendor Total:	647.50				
CCTR CAMDEN COUNTY TREASURER					
13-01149 07/29/13					
1 COUNTY TAXES 3RD Q 2013	1,623,513.44	3-01-55-001-002	B County Taxes Payable	A	07/29/13
2 OPEN SPACE TAX 3RD Q 2013	39,382.09	3-01-55-001-004	B County Open Space Tax Payable	A	07/29/13
	1,662,895.53				
Vendor Total:	1,662,895.53				
CDWG CDW GOVERNMENT INC					
13-01063 07/12/13					
1 IPAD FOR CREDIT CARD PROC LIB	499.00	C-04-55-806-705	B 2009:1307 Tech Computers Libr Muni Bldg	A	07/12/13
Vendor Total:	499.00				
CLARJ JODI CLARK					
13-01027 07/09/13					
1 SUPPLIES FOR COMMUNITY GARDEN	97.25	T-13-56-860-819	B Reserve Community Garden Expenses	A	07/09/13
Vendor Total:	97.25				
COMC COMCAST					
13-01060 07/12/13					
1 HI SPEED INTERNET SOF JULY 13	129.85	3-01-31-440-216	B REGULAR TELEPHONES	A	07/12/13
13-01062 07/12/13					
1 HI SPEED INTERNET HHFD JULY 13	109.90	3-01-31-440-216	B REGULAR TELEPHONES	A	07/12/13

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date
COMC COMCAST	Continued				
13-01103 07/21/13					
1 HI SPEED INTERN MUNI BLDG AUG	129.85	3-01-31-440-216	B REGULAR TELEPHONES	A	07/21/13
Vendor Total:	369.60				
COURP COURIER POST					
13-00927 06/14/13					
1 AD FOR TAX COLLECTOR	643.80	3-01-20-120-217	B LEGAL ADVERTISING	A	06/14/13
13-01068 07/12/13					
1 ARCHITECTURAL RFP	72.60	3-01-20-120-217	B LEGAL ADVERTISING	A	07/12/13
2 RESOLUTION 2013-106	211.20	3-01-20-120-217	B LEGAL ADVERTISING	A	07/12/13
3 NOTICE TO BIDDERS	138.93	3-01-20-120-217	B LEGAL ADVERTISING	A	07/12/13
	422.73				
13-01122 07/24/13					
1 FULL TIME TAX COLLECTOR	900.00	3-01-20-120-217	B LEGAL ADVERTISING	A	07/24/13
Vendor Total:	1,966.53				
DIAMS WELLS FARGO BUSINESS CREDIT					
13-01018 07/09/13					
1 TEMPORARY WORKERS W/E 6/23/13	1,301.40	3-01-26-290-280	B TEMPORARY WORKERS	A	07/09/13
2 TEMPORARY WORKERS W/E 6/30/13	1,425.60	3-01-26-290-280	B TEMPORARY WORKERS	A	07/09/13
	2,727.00				
13-01090 07/19/13					
1 TEMPORARY WORKERS W/E 7/14/13	1,306.80	3-01-26-290-280	B TEMPORARY WORKERS	A	07/19/13
Vendor Total:	4,033.80				
DITIA ALLY DITILLIO					
13-01159 07/30/13					
1 ZUMBA CLASS INSTRUCTOR	1,280.00	3-01-28-370-265	B CONTRACTED STAFF	A	07/30/13
Vendor Total:	1,280.00				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date
DTE DTE OF GTEATER PHILADELPHIA					
13-01074 07/16/13					
1 HINGE KIT FOR DUMP TRUCK	137.70	3-01-26-315-202	B PUBLIC WORKS-VEHICLE MAINT.	A	07/16/13
Vendor Total:	137.70				
ELLIS JOHN ELLIS					
13-01049 07/10/13					
1 BOOTS PER ALLOWANCE	125.00	3-01-26-290-235	B PURCHASE UNIFORMS	A	07/10/13
13-01104 07/22/13					
1 REIMBURSEMENT FOR UNIFORMS	90.00	3-01-26-290-235	B PURCHASE UNIFORMS	A	07/22/13
Vendor Total:	215.00				
EVERG EVERGREEN PRINTING CO.					
13-01121 07/23/13					
1 HEIGHTS REPORT AUG 2013	2,203.95	T-13-56-850-801	B Due To/From Current Fund	A	07/23/13
Vendor Total:	2,203.95				
FIRET FIRESTONE COMPLETE AUTO CARE					
13-01154 07/30/13					
1 NEW TIRES & ALLIGNMENT 18-9	263.42	3-01-26-315-205	B POLICE-VEHICLE MAINTENANCE	A	07/30/13
Vendor Total:	263.42				
FRANK FRANKLIN TRAILER INC					
13-01125 07/24/13					
1 TRUCK TRAILER ACCESSORIES	93.18	3-01-26-315-202	B PUBLIC WORKS-VEHICLE MAINT.	A	07/24/13
Vendor Total:	93.18				
GARDH GARDEN STATE HIGHWAY PROD.					
13-01091 07/19/13					
1 STREET PAINT WHITE	375.00	3-01-26-290-258	B STREET MAINT/REPAIR	A	07/19/13
2 STREET PAINT YELLOW	150.00	3-01-26-290-258	B STREET MAINT/REPAIR	A	07/19/13

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date
GARDH GARDEN STATE HIGHWAY PROD.	Continued				
13-01091 07/19/13		Continued			
3 STREET PAINT BLUE	160.00	3-01-26-290-258	B STREET MAINT/REPAIR	A	07/19/13
	685.00				
Vendor Total:	685.00				
GENSE GENSERVE INC					
13-01039 07/10/13					
1 SERVICE TO GEN MUNI BLDG	230.00	3-01-26-310-254	B BUILDINGS & GROUNDS MAINT/REPAIR	A	07/10/13
Vendor Total:	230.00				
GENTJ JOSEPH GENTILE					
13-01070 07/15/13					
1 REFRESHMENTS JULY 4 PARADE	421.00	3-01-20-100-411	B Marketing Events & Communic.	A	07/15/13
Vendor Total:	421.00				
GIBSE GIBSON ELECTRIC & GENERAL					
13-00866 06/04/13					
1 ELECT WORK 118 E ATLANTIC AVE	1,637.50	C-04-55-807-407	B 2012:1382(7) POLICE VEHICLE & EQUIPMENT	A	06/04/13
2 ELECT WORK DEVON AVE SOCCER PO	1,202.50	C-04-55-807-407	B 2012:1382(7) POLICE VEHICLE & EQUIPMENT	A	06/04/13
	2,840.00				
Vendor Total:	2,840.00				
HADDF BORO OF HADDONFIELD					
13-01021 07/09/13					
1 STREET SWEEPING JULY 4TH PARAD	200.00	G-02-41-770-301	B Clean Community	A	07/09/13
2 STREET SWEEPING JULY 4TH PARAD	86.00	G-02-41-770-301	B Clean Community	A	07/09/13
	286.00				
Vendor Total:	286.00				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date
HAZED DIANE HAZELWOOD					
13-00794 05/20/13					
1 REFUND OF CANC CLASS TUITION	40.00	3-01-55-004-001	B Refund Of CY Revenue	A	05/20/13
Vendor Total:	40.00				
HHBE HADDON HEIGHTS BD OF ED					
13-01152 07/29/13					
1 BOROUGH CONTRIBUTION AUGUST	989,079.00	3-01-55-001-001	B Local School Taxes Payable	A	07/29/13
Vendor Total:	989,079.00				
HHLIB HADDON HEIGHTS LIBRARY					
13-01153 07/29/13					
1 BOROUGH CONTRIBUTION AUGUST	22,500.00	3-01-29-390-288	B MAINT FREE PUBLIC LIBRARY	A	07/29/13
Vendor Total:	22,500.00				
INNOI INNOVATIVE INVESTIGATIONS, INC					
13-01117 07/23/13					
1 CRIMINAL REC SEARCH B. CLAY	20.00	3-01-28-370-265	B CONTRACTED STAFF	A	07/23/13
13-01124 07/24/13					
1 CRIMINAL REC SEARCH K CASSIDY	20.00	3-01-28-370-265	B CONTRACTED STAFF	A	07/24/13
2 CRIMINAL REC SEARCH G YACOVELL	20.00	3-01-28-370-265	B CONTRACTED STAFF	A	07/24/13
	40.00				
Vendor Total:	60.00				
JDMHA JDM HEATING & AIR CONDITIONING					
13-01114 07/22/13					
1 REPAIR A/C ATLANTIC AVENUE	280.86	3-01-26-310-254	B BUILDINGS & GROUNDS MAINT/REPAIR	A	07/22/13
Vendor Total:	280.86				
KONMI KONICA MINOLTA BUSINESS					
13-01072 07/15/13					
1 RENTAL & COPIES JUNE 2013	144.98	3-01-26-310-256	B SERVICE CONTRACTS	A	07/15/13

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date
KONMI KONICA MINOLTA BUSINESS	Continued				
13-01129 07/25/13					
1 RENTAL COPIES MUNI BLDG JULY	281.24	3-01-26-310-256	B SERVICE CONTRACTS	A	07/25/13
Vendor Total:	426.22				
LAMAJ JOYCE LAMANCUSA					
13-01097 07/19/13					
1 REFUND FOR WK 4 SUMMER REC	50.00	3-01-55-004-001	B Refund Of CY Revenue	A	07/19/13
Vendor Total:	50.00				
LAURE LAUREL LAWN MOWER SERVICE INC					
13-01088 07/19/13					
1 PARTS FOR HUSSLER LAWN MOWER	236.01	3-01-26-290-233	B PURCH MINOR EQUIP	A	07/19/13
Vendor Total:	236.01				
LINES LINE SYSTEMS, INC					
13-01069 07/12/13					
1 PHONES JUNE JULY 2013	1,175.03	3-01-31-440-216	B REGULAR TELEPHONES	A	07/12/13
Vendor Total:	1,175.03				
MENDR ROSA MARIA MENDIZABAL					
13-01066 07/12/13					
1 SPANISH INTERP COURT 7/23/13	130.00	3-01-43-490-206	B WITNESS/INTERPRET FEE	A	07/12/13
Vendor Total:	130.00				
MGLP MGL PRINTING SOLUTIONS					
13-01067 07/12/13					
1 TAX SALE CERT-WHITE	33.50	3-01-20-145-238	B Operation Mat'l & Supplies	A	07/12/13
Vendor Total:	33.50				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date
MIDAT MIDATLANTIC WASTE SYSTEMS					
13-01092 07/19/13					
1 PARTS FOR TRASH TRUCKS	6.19	T-13-56-860-807	B Reserve Recycling Funds	A	07/19/13
2 PARTS FOR TRASH TRUCKS	74.93	T-13-56-860-807	B Reserve Recycling Funds	A	07/19/13
3 PARTS FOR TRASH TRUCKS	25.95	T-13-56-860-807	B Reserve Recycling Funds	A	07/19/13
	107.07				
Vendor Total:	107.07				
MONOI MOTOROLA INC					
13-00952 06/19/13					
1 MINITOR V PAGERS WITH CHARGERS	5,337.60	C-04-55-807-404	B 2012:1382(4) FIRE DEPT. COMMS EQUIPMENT	A	06/19/13
Vendor Total:	5,337.60				
MORJO JOAN MORELAND					
13-01146 07/29/13					
1 RETIREE HEALTH BENEFIT AUG 13	958.83	3-01-23-220-259	B Medicare Retired Employees	A	07/29/13
Vendor Total:	958.83				
NATA NAT ALEXANDER CO., INC					
13-00253 02/12/13					
1 REPAIR REGULATOR	188.55	3-01-25-265-255	B MAINT/REPAIR OTHER	A	02/12/13
13-00717 05/06/13					
1 REAPIRS TO CAIRNS 6A HELMET	331.25	3-01-25-265-255	B MAINT/REPAIR OTHER	A	05/06/13
2 MASK STRAPS	212.00	3-01-25-265-233	B PURCHASE MINOR EQUIPMENT	A	05/06/13
3 SCOTT 50 FLOW VALVE GASKETS	43.20	3-01-25-265-233	B PURCHASE MINOR EQUIPMENT	A	05/06/13
	586.45				
Vendor Total:	775.00				
NJAMB NJ AMERICAN WATER					
13-01059 07/12/13					
1 HH COMUNITY CTR JUNE 2013	45.63	3-01-31-445-289	B WATER SERVICE	A	07/12/13
2 321 LIPPINCOTT AVE JUNE 2013	39.25	3-01-31-445-289	B WATER SERVICE	A	07/12/13
3 WALNUT & DEVON SOCC JUNE 2013	26.50	3-01-31-445-289	B WATER SERVICE	A	07/12/13

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date
NJAMB NJ AMERICAN WATER	Continued				
13-01059 07/12/13		Continued			
4 WALNUT & DEVON SOCC JUNE 2013	1,040.49	3-01-31-445-289	B WATER SERVICE	A	07/12/13
5 HH MUNI BLDG JUNE 2013	71.14	3-01-31-445-289	B WATER SERVICE	A	07/12/13
6 HH CABIN JUNE 2013	16.98	3-01-31-445-289	B WATER SERVICE	A	07/12/13
7 W HIGH ST BALLFIELD JUNE 2013	72.13	3-01-31-445-289	B WATER SERVICE	A	07/12/13
8 HHFD JUNE 2013	36.11	3-01-31-445-289	B WATER SERVICE	A	07/12/13
	1,348.23				
13-01148 07/29/13					
1 WATER FOR COMMUNITY GARDEN	7.07	T-13-56-860-819	B Reserve Community Garden Expenses	A	07/29/13
Vendor Total:	1,355.30				
NJDOM NJ DEPT OF HEALTH & SEN SER					
13-01134 07/25/13					
1 NON-EDRS BURIAL PERM 1ST Q 13	5.00	3-01-55-005-007	B TREA ST NJ BURIAL PERMITS	A	07/25/13
Vendor Total:	5.00				
NJLW NJ DEPT OF LABOR & WORKFORCE					
13-01112 07/22/13					
1 UNEMPLOYMENT 2ND QUARTER 2013	135.63	3-01-23-225-229	B EMPLOYERS CONTRIBUTION	A	07/22/13
Vendor Total:	135.63				
NJPOL NJ POLICE TRAFFIC OFFICERS					
13-01030 07/09/13					
1 ANNUAL MEMBERSHIP DUES HHPD	35.00	3-01-25-240-223	B DUES	A	07/09/13
Vendor Total:	35.00				
OFFIB OFFICE BASICS, INC.					
13-01057 07/11/13					
1 SPRAY, RECORD BOOK, RUB ALCHOL	53.58	3-01-20-100-311	B OFFICE SUPPLIES	A	07/11/13

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract Charge Account	PO Type / Acct Type Description	Stat/Chk	First Enc Date
OFFIB OFFICE BASICS, INC.	Continued				
13-01106 07/22/13					
1 TIME CARDS & BATTERIES	37.06	3-01-20-100-311	B OFFICE SUPPLIES	A	07/22/13
Vendor Total:	90.64				
ONECA ONE CALL CONCEPTS					
13-01022 07/09/13					
1 MARK OUTS JUNE	51.30	3-01-26-290-254	B SEWER MAINT/REPAIR	A	07/09/13
Vendor Total:	51.30				
PASSC CHRISTOPHER PASSER					
13-01098 07/19/13					
1 AIR MONITORING TRAINING CLASS	200.00	3-01-25-265-231	B SCHOOLS/TRAINING	A	07/19/13
Vendor Total:	200.00				
PAULS PAUL'S CUSTOMS AWARDS					
13-01031 07/09/13					
1 CUSTOM PLATE W ENGRAVING BAUMA	6.00	3-01-25-240-226	B AWARDS	A	07/09/13
Vendor Total:	6.00				
PEDRO PEDRONI					
13-01054 07/11/13					
1 DIESEL FUEL	1,828.97	3-01-31-460-276	B DIESEL FUEL	A	07/11/13
13-01100 07/19/13					
1 NO LEAD GAS	3,507.79	3-01-31-460-275	B UNLEADED GAS	A	07/19/13
Vendor Total:	5,336.76				
PELLC PELLEGRINO CHEVROLET					
13-01047 07/10/13					
1 WINDSHIELD WASHER MOTOR DUMP T	45.00	3-01-26-315-202	B PUBLIC WORKS-VEHICLE MAINT.	A	07/10/13
Vendor Total:	45.00				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date
PETTC PETTY CASH					
13-01151 07/29/13					
1 SURVEY WALKING WHEEL MEASURE	25.98	3-01-25-240-233	B MINOR EQUIPMENT / SUPPLIES	A	07/29/13
2 TRUCK TITLE	60.00	3-01-26-315-202	B PUBLIC WORKS-VEHICLE MAINT.	A	07/29/13
3 STAPLES/LAMINATING LETTER	41.98	3-01-25-240-233	B MINOR EQUIPMENT / SUPPLIES	A	07/29/13
4 U HOOK-FOR DETECTOR	13.98	3-01-25-240-233	B MINOR EQUIPMENT / SUPPLIES	A	07/29/13
5 PAD LOCK COMBO	3.98	3-01-25-240-233	B MINOR EQUIPMENT / SUPPLIES	A	07/29/13
6 REIMBURSE F LAFFERTY POSTAGE	15.95	3-01-25-265-253	B MAINT/REPAIR RADIO	A	07/29/13
7 O-RING & SEAL	2.19	3-01-26-315-202	B PUBLIC WORKS-VEHICLE MAINT.	A	07/29/13
8 2 KEYS MADE	47.72	3-01-25-240-233	B MINOR EQUIPMENT / SUPPLIES	A	07/29/13
9 DURACELL 16 PK BATTERIES GOOF	17.05	3-01-25-240-233	B MINOR EQUIPMENT / SUPPLIES	A	07/29/13
10 SANDWICH FOR PRISONER	6.50	3-01-25-240-218	B CAPTAIN'S EXPENSE	A	07/29/13
11 TOLL FOR PARTS PICK UP IN PA	5.00	T-13-56-860-807	B Reserve Recycling Funds	A	07/29/13
12 VIDEO'S FPR TRAINING	14.00	3-01-25-240-219	B DEPT HEAD EXPENSE	A	07/29/13
13 DOG BOWL	8.99	3-01-25-240-233	B MINOR EQUIPMENT / SUPPLIES	A	07/29/13
14 HOSE & NOZZLE	23.91	3-01-25-240-233	B MINOR EQUIPMENT / SUPPLIES	A	07/29/13
15 FOOD FOR TRAINING SEMINAR	25.00	3-01-20-120-219	B DEPT HEAD EXPENSES	A	07/29/13
16 FOOD FOR TRAINING SEMINAR	49.95	3-01-20-120-219	B DEPT HEAD EXPENSES	A	07/29/13
17 FOOD FOR TRAINING SEMINAR	27.53	3-01-20-120-219	B DEPT HEAD EXPENSES	A	07/29/13
18 FOOD FOR TRAINING SEMINAR	33.00	3-01-20-120-219	B DEPT HEAD EXPENSES	A	07/29/13
19 CLIP CASE FOR CELL PHONE	14.95	3-01-25-240-233	B MINOR EQUIPMENT / SUPPLIES	A	07/29/13
	437.66				
Vendor Total:	437.66				
PIERM MAURICE PIERCE					
13-00948 06/19/13					
1 COURT SPANISH INTERP 7/9/13	130.00	3-01-43-490-206	B WITNESS/INTERPRET FEE	A	06/19/13
Vendor Total:	130.00				
PROCS PRO COMPUTER SERVICE					
13-00923 06/14/13					
1 CONTR COMP SERV JUNE 2013	799.00	3-01-26-310-234	B COMPUTER & WEBSITE MAINTENANCE	A	06/14/13

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date
PROCS PRO COMPUTER SERVICE	Continued				
13-01105 07/22/13					
1 E-MAIL MAINT JULY 2013	392.00	3-01-26-310-234	B COMPUTER & WEBSITE MAINTENANCE	A	07/22/13
Vendor Total:	1,191.00				
PSEGR PSE&G					
13-01084 07/18/13					
1 STREET LIGHTING JUNE 2013	5,501.41	3-01-31-435-288	B STREET LIGHTING	A	07/18/13
2 OTHER LIGHTING JUNE 2013	4,714.99	3-01-31-430-288	B Electric & Gas	A	07/18/13
	10,216.40				
Vendor Total:	10,216.40				
PUBSU PUBLIC SAFETY UNLIMITED LLC					
13-00725 05/08/13					
1 PHONEX LT-11 BODY ARMOR VEST	594.00	G-02-41-709-301	B Body Armor Grant	A	05/08/13
13-00875 06/05/13					
1 PHOENIX LT-II BODY ARMOR VEST	594.00	G-02-41-709-301	B Body Armor Grant	A	06/05/13
13-00877 06/05/13					
1 PHOENIX LT-II BODY ARMOR VEST	594.00	G-02-41-709-301	B Body Armor Grant	A	06/05/13
Vendor Total:	1,782.00				
RALPS V E RALPH & SON INC					
13-00977 06/24/13					
1 24-M3863A BATTERY FOR D-FIB	225.00	3-01-25-240-233	B MINOR EQUIPMENT / SUPPLIES	A	06/24/13
Vendor Total:	225.00				
RETRO THE RETROSPECT					
13-01109 07/22/13					
1 ADOPT ORD 2013-1395 & PROOF	14.18	3-01-20-120-217	B LEGAL ADVERTISING	A	07/22/13
2 ADOPT ORD 2013-1398 & PROOF	14.69	3-01-20-120-217	B LEGAL ADVERTISING	A	07/22/13
3 INTRO ORD 2013-1399 & PROOF	44.78	3-01-20-120-217	B LEGAL ADVERTISING	A	07/22/13
4 INTRO ORD 2013-1400 & PROOF	91.70	3-01-20-120-217	B LEGAL ADVERTISING	A	07/22/13

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date
RETRO THE RETROSPECT	Continued				
13-01109 07/22/13		Continued			
5 AUDIT SYNOPSIS 2012 & PROOF	128.42	3-01-20-120-217	B LEGAL ADVERTISING	A	07/22/13
	293.77				
13-01147 07/29/13					
1 PLAN BD NOTICE & PROOF	47.84	3-01-20-120-217	B LEGAL ADVERTISING	A	07/29/13
Vendor Total:	341.61				
RUTGE RUTGERS THE STATE UNIV					
13-01040 07/10/13					
1 MUNI CLERK REVIEW COURSE KELLY	527.00	3-01-20-120-231	B SCHOOLS	A	07/10/13
13-01050 07/10/13					
1 CPWM PROGRAM OPER RES MANGEM	1,280.00	3-01-26-290-231	B SCHOOLS	A	07/10/13
2 CPWM PROGRAM MGT ACCOUNTABILIT	213.00	3-01-26-290-231	B SCHOOLS	A	07/10/13
3 CPWM PROGRAM MUNI PLAN URBAN D	382.00	3-01-26-290-231	B SCHOOLS	A	07/10/13
	1,875.00				
Vendor Total:	2,402.00				
SIRCF SIRCHIE FINGER PRINT LABS					
13-01034 07/09/13					
1 IEB4000 INTEGRITY BAGS	45.50	3-01-25-240-221	B DETECTIVE EXPENSE	A	07/09/13
2 IEB7500 INTEGRITY BAGS	58.80	3-01-25-240-221	B DETECTIVE EXPENSE	A	07/09/13
	104.30				
Vendor Total:	104.30				
SPORS SPORT SPECIALTIES					
13-01169 07/31/13					
1 FIRECRAKER 5K RUNNER T-SHIRTS	1,887.50	T-13-56-860-812	B Reserve Municipal Alliance	A	07/31/13
Vendor Total:	1,887.50				

HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date
VALIC V.A.L.I.C.					
13-01126 07/25/13					
1 LOSAP CONTRIBUTION 2013	9,600.00	3-01-25-269-205	B LOSAP Contribution	A	07/25/13
Vendor Total:	9,600.00				
VER33 VERIZON					
13-01073 07/15/13					
1 HH CABIN JULY 2013	33.91	3-01-31-440-216	B REGULAR TELEPHONES	A	07/15/13
2 REG PHONES JULY 2013	166.20	3-01-31-440-216	B REGULAR TELEPHONES	A	07/15/13
3 SOF PHONES JULY 2013	283.61	3-01-31-440-216	B REGULAR TELEPHONES	A	07/15/13
	483.72				
13-01133 07/25/13					
1 911 SERVICE	6.55	3-01-31-440-216	B REGULAR TELEPHONES	A	07/25/13
Vendor Total:	490.27				
VERIW VERIZON WIRELESS					
13-01111 07/22/13					
1 POLICE MDT'S JULY 2013	38.01	3-01-25-240-254	B COMPUTER MAINTENANCE	A	07/22/13
13-01130 07/25/13					
1 HHFD MDC'S JULY 2013	40.01	3-01-31-440-216	B REGULAR TELEPHONES	A	07/25/13
2 HHFD MDC'S JULY 2013	40.01	3-01-31-440-216	B REGULAR TELEPHONES	A	07/25/13
	80.02				
13-01144 07/28/13					
1 BORO CELL PHONES JULY 2013	731.40	3-01-31-440-216	B REGULAR TELEPHONES	A	07/28/13
Vendor Total:	849.43				
VSP VISION SERVICE PLAN (CT)					
13-01120 07/23/13					
1 CONTRACTED EMPLOYEES AUG 2013	1,184.16	3-01-23-220-247	B VISION PLAN	A	07/23/13

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date
VSP VISION SERVICE PLAN (CT)	Continued				
13-01120 07/23/13		Continued			
2 NON CONTRACTED EMPLOY AUG 2013	475.79	3-01-23-220-247	B VISION PLAN	A	07/23/13
	1,659.95				
Vendor Total:	1,659.95				
WATBL BRENDA LEE WATSON					
13-01026 07/09/13					
1 REFUND COMMUNITY GARD DEPOSIT	25.00	T-13-56-860-819	B Reserve Community Garden Expenses	A	07/09/13
Vendor Total:	25.00				
WINZI WINZINGER INC					
13-01038 07/10/13					
1 BRUSH PICK UP W/E 6/21/13	424.00	3-01-32-465-218	B BRUSH PICKUP	A	07/10/13
13-01071 07/15/13					
1 BRUSH PICK UP W/E 7/5/2013	712.00	3-01-32-465-218	B BRUSH PICKUP	A	07/15/13
13-01119 07/23/13					
1 BRUSH PICK UP W/E 7/12/2013	370.00	3-01-32-465-218	B BRUSH PICKUP	A	07/23/13
13-01150 07/29/13					
1 BRUSH PICK UP W/E 7/19/2013	275.00	3-01-32-465-218	B BRUSH PICKUP	A	07/29/13
Vendor Total:	1,781.00				
YOUFA TREASURER STATE OF NEW JERSEY					
13-01131 07/25/13					
1 MARRIAGE & CU FEES 2ND Q 2013	325.00	3-01-55-005-002	B Marriage Fees Due NJ	A	07/25/13
Vendor Total:	325.00				

Total Purchase Orders: 106 Total P.O. Line Items: 171 Total List Amount: 2,837,193.27 Total Void Amount: 0.00

August 1, 2013
01:13 PM

HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Fund Description	Fund	Budget Total	Revenue Total
CURRENT FUND	3-01	2,796,598.85	0.00
GENERAL CAPITAL FUND	C-04	12,860.35	0.00
	G-02	13,720.73	0.00
TRUST - OTHER TRUST	T-13	14,013.34	0.00
Total Of All Funds:		2,837,193.27	0.00

2,810,319.58

5. TOTAL CURRENT 2,810,319.58
GEN OBLIGATION BONDS 10,135.00
HEALTH BENEFITS
RETIREES 46,669.43
ACTIVE 35,646.95
2,902,770.96

DAVE – IF YOU WANT, PUT THIS ON 8/6 COUNCIL PAYLIST.

TD Wealth
TD Bank, N.A.

06/10/2013

PAYMENT OF BOND INTEREST
$10,135.
TO TD BANK, NA

– JEFF

HADDON HEIGHTS BOROUGH
MR. JEFF KASKO
CHIEF FINANCIAL OFFICER
625 STATION AVENUE
HADDON HEIGHTS NJ 08035

Re: HADDON HEIGHTS BOROUGH
GENERAL OBLIGATION BONDS
SERIES 2002

Please be advised that the following amounts are due and payable to TD Bank, National Association as Paying Agent for the above bond issue for the **08/15/2013** debt service payment to bondholders:

Debt Service Principal:	$	0.00	
Debt Service Interest:	$	10,135.00	3-01-45-930-261
Total:	$	10,135.00	

Payment will be electronically collected by ACH from the designated account listed below.
Please ensure proper funds are available on the payment date to avoid a bond default.

Subsequent to this disbursement, the outstanding balance of bonds will be $ 500,000

If you have any questions, please contact me 856-685-5151 or e-mail donna.chojnowski@td.com.

Sincerely,

Donna Chojnowski, CCTS
Assistant Vice President

BANK NAME: TD BANK, N.A.

ABA NUMBER: 01-1103093

CHECKING A/C #: 7852197

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Cherry Hill, NJ 08034
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RESOLUTION 2013:132

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

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

WHEREAS, the *Open Public Meetings Act, NJSA 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 NJSA 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. ***Discussion on candidate for the part-time Program Coordinator position and the Chief's and Captain's contracts. Discussion should be approximately 45 minutes 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 August 6, 2013 that an Executive Session closed to the public shall be held on August 6, 2013 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 Closed 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 August 6, 2013.

_____
Mayor Edward S. Forte, Jr.

Attest: _____
Joan D. Moreland, Interim Borough Clerk

RESOLUTION 2013:133

RESOLUTION TO APPROVE AND FILE
A CORRECTIVE ACTION PLAN FOR 2012 AUDIT REPORT

WHEREAS, the Borough Council of the Borough of Haddon Heights has approved Resolution 2013:121, acknowledging receipt and review of the 2012 audit report prepared by the borough's auditor, Bowman & Company, LLP, as required by N.J.S.A. 40A:5, the N.J. Fiscal Affairs Law; and

WHEREAS, a Corrective Action Plan addressing the "Schedule of Findings and Recommendations" section of the 2012 audit report is required by the N.J. Fiscal Affairs Law; and

WHEREAS, the borough's Chief Financial Officer has written and submitted a Corrective Action Plan for the 2012 audit report;

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Haddon Heights, New Jersey hereby approves the attached Corrective Action Plan; and

BE IT FURTHER RESOLVED that the Interim Borough Clerk shall forward a copy of the Corrective Action Plan to the Director of Local Government Services in the N.J. Department of Community Affairs.

Date: August 6, 2013

_____
Mayor Edward S. Forte, Jr.

ATTEST: _____
Joan D. Moreland, Interim Borough Clerk

CORRECTIVE ACTION PLAN

BOROUGH OF HADDON HEIGHTS

As a result of the 2012 Audit Findings and Recommendations

Finding 2012-1

Requirement:
The N.J. Division of Local Government Services Local Finance Notice No. 2003-14 requires the borough to maintain a general ledger.

Condition/Finding:
The general ledger was adequately maintained during the year; however, significant audit adjusting entries were required to adequately reflect the financial condition of the borough.

PLANNED CORRECTIVE ACTION:
Borough officials agree with this finding and the Chief Financial Officer shall more accurately complete year-end closing entries to the general ledger.

Finding 2012-2

Requirement:
Per N.J.S.A. 40A:4, there should not be over-commitments or over-expenditures of appropriation line items and transfers should only be made from and to allowable accounts.

Condition/Finding:
There were several appropriation reserve line items over-committed prior to budget transfers being approved. A transfer from debt service was made to the capital improvement fund for $1,242.50. This amount was immaterial and if disallowed would have increased the amount of unexpended appropriation of debt service.

PLANNED CORRECTIVE ACTION:
Borough officials agree with this finding and the Chief Financial Officer shall ensure that borough funds are not committed, with the exception of emergencies, without adequate funding in the budget and shall further ensure that no over-commitment of line items shall take place prior to allowable transfers approved by the governing body.

Finding 2012-3

Requirement:
The borough administration should designate an individual to monitor activity within the state and federal grant fund.

Condition/Finding:
Several grants have not been fully spent or received (reimbursed) and the borough has unspent balances in its Community Development Block Grant funds.

PLANNED CORRECTIVE ACTION:
Borough officials agree with this finding and The Chief Financial Officer shall work with the mayor or designated council member, and the Borough Clerk and Borough Engineer, to oversee grant documentation and reimbursements and monitor the status of each grant periodically throughout the year.

Finding 2012-4

Requirement:
The borough's payroll process should follow statutory guidelines and borough ordinances.

Condition/Finding:
The borough did not process payroll in accordance with established guidelines as required by borough ordinance and did not withhold all proper health benefit deductions in accordance with state statutes.

PLANNED CORRECTIVE ACTION:
Borough officials agree with this finding and The Chief Financial Officer shall review procedures to ensure that the borough's payroll clerk and contracted payroll service adhere to payroll process procedures, borough ordinances, and healthcare deduction guidelines.

Finding 2012-5

Requirement:
New Jersey statutes require certain accounting procedures for Developer Escrows.

Condition/Finding:
The accounting for Developer Escrows was not properly maintained in a subsidiary ledger.

PLANNED CORRECTIVE ACTION:
Borough officials agree with this finding and the Chief Financial Officer shall accurately maintain an escrow subsidiary ledger and post interest to individual escrows with deposits in excess of $5,000.