BOROUGH OF HADDON HEIGHTS

Tuesday, December 6, 2016 at 7:00 p.m.

Governing Body Meeting Agenda

1. "In accordance with Section 5 of the Open Public Meetings Act, Chapter 231, P.L. 1975, notice of this meeting was posted on the bulletin board designed for that purpose and notice was transmitted to the official newspapers provided by Resolution adopted January 2, 2016."

2. ROLL CALL

3. CAUCUS SESSION:
   a) National Joint Powers Alliance – *Councilman Vince Ceroli, Superintendent John Ellis*
   b) Establishing a Trust Fund for Program Fees, N.J.S.A. 40A:4-39, Dedication by Rider amended P.L. 1999, c292 – *Council President Lange*
   c) Results of Solicitation of RFP's for Professional Services for Calendar Year 2017 – *Clerk Santosusso*

4. Recess of Caucus Session and commencement of Business Session

5. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

6. PUBLIC COMMENT ON CAUCUS AND AGENDA ITEMS ONLY

7. APPROVAL OF THE MINUTES OF THE NOVEMBER 14, 2016 COUNCIL MEETING

8. REPORTS OF COUNCIL MEMBERS

9. UNFINISHED BUSINESS:

   None.

10. NEW BUSINESS:

Introduction of Ordinance 2016:1436 Establishing the Borough Publication Heights Report and Establishing Advertising Rates – *TO BE PROVIDED*

Public Hearing and final adoption of Ordinance 2016:1436 will be held Tuesday, December 20, 2016 at 7:30 p.m. in the Municipal building located at 625 Station Avenue, Haddon Heights, New Jersey

Resolution 2016:240 – Resolution Authorizing the Mayor to Execute the East Atlantic Avenue Inter-Local Agreement to Create the East Atlantic Avenue Trail

Resolution 2016:241 – Resolution Adopting the Hazard Mitigation Plan

Resolution 2016:242 – Resolution Authorizing the Refund Program Fees

Resolution 2016:243 – Resolution Authorizing Payment of Bills and Claims for First Half of December

Resolution 2016:244 – Resolution Accepting Proposal from Pennoni Associates, Inc. to Complete Proposed Remedial Investigation Services at the Former Devon Avenue Landfill

Resolution 2016:245 – Resolution Authorizing the Refunds of Tax Overpayments

Resolution 2016:246 – Resolution Authorizing the Refunds of Tax Overpayments

Resolution 2016:247 – Resolution Authorizing the Refunds of Tax Overpayments

Resolution 2016:248 - Resolution Authorizing Networks Plus to Perform Electronic Discovery Services in Connection with the Matter Glover Mill LLC v. the Borough of Haddon Heights

11. PUBLIC COMMENT

12. ADJOURNMENT

Caucus "b"

40A:4-39. Anticipation of dedicated revenues a. In the budget of any local unit, dedicated revenues anticipated during the fiscal year from any dog tax, dog license, revenues collected pursuant to N.J.S.18A:39-1.2, solid fuel license, sinking fund for term bonds, bequest, escheat, federal grant, motor vehicle fine dedicated to road repairs, relocation costs deposited into a revolving relocation assistance fund established pursuant to section 2 of P.L.1987, c.98 (C.20:4-4.1a), fee revenues collected in connection with recreation programs operated pursuant to section 2 of P.L.1999, c.292 (C.40:48-2.56), receipts from franchise assessments levied pursuant to section 4 of P.L.1995, c.173 (C.40A:12A-53) to be retained by the municipality, refund payments from a joint insurance fund deposited into a joint insurance revolving fund established pursuant to section 12 of P.L.1996, c.113 (C.40A:10-36.2), fee revenues collected in connection with the "Attorney Identification Card Program" pursuant to section 1 of P.L.2009, c.11 (C.40A:4-22.2), fee revenues imposed on delinquent amounts owed to the county or municipality and collected pursuant to section 37 of P.L.2000, c.126 (C.40:23-6.53) (as amended by section 2 of P.L.2009, c.233) or section 1 of P.L.1983, c.208 (C.40:48-5a) (as amended by section 3 of P.L.2009, c.233), and, subject to the prior written consent of the director, other items of like character when the revenue is not subject to reasonably accurate estimate in advance, may be included in said budget by annexing to said budget a statement in substantially the following form: "The dedicated revenues anticipated during the year ..... from ..... (here insert one or more of the sources above, as the case may be) are hereby anticipated as revenue and are hereby appropriated for the purposes to which said revenue is dedicated by statute or other legal requirement." Local Budget Law N.J.S.A. 40A: 4 -1 et seq. October, 2010 Page 20 b. Dedicated revenues included in accordance with this section shall be available for expenditure by the local unit as and when received in cash during the fiscal year. The inclusion of such dedicated revenues shall be subject to the approval of the director, who may require such explanatory statements or data in connection therewith as the director deems advisable for the information and protection of the public.

BOROUGH OF HADDON HEIGHTS
Tuesday, November 14, 2016
Governing Body Meeting Minutes

Mayor Merryfield called the meeting to Order at 7:00 p.m. and then read the following statement:

"In accordance with Section 5 of the Open Public Meetings Act, Chapter 231, P.L. 1975, notice of this meeting was posted on the bulletin board designed for that purpose and notice was transmitted to the official newspapers provided by Resolution adopted January 2, 2016."

ROLL CALL:

Mayor Merryfield asked Clerk Santosusso for the roll call.

Under roll call, Council President Kathy Lange and Councilwomen Susan Griffith and Jackie Valvardi were present as well as Councilmen Stephen Berryhill and Rick DiRenzo. Solicitor Albert Olizi, Jr., Borough Clerk Kelly Santosusso and Deputy Borough Clerk Katilyn Compton were also present. Councilman Vince Ceroli was absent.

CAUCUS SESSION:

Mayor Merryfield asked for a roll call. He then asked each Council member if anyone has any questions. Councilwoman Valvardi said that some questions were provided to her from Council President Lange who attended the Haddon Heights Business and Professional Association (HHBPA) meeting. Lange took notes at the meeting. Councilwoman Valvardi said that the HHBPA asked several questions. She then read the questions: Was an engineer involved in the discussion? Store fronts are required to go before the Historic Preservation Commission (HPC), will this concept go before HPC? Are the trees affected by lights going up? Was the Fire Department consulted? How high will the lights hang? What is the light output (lumens)? How long are the lights on? Will tenants on second floors of apartments on Station Avenue be affected? What is the expected increase in the PSE&G lighting bill? What is the rationale for the proposed lighting? Final comments were that residents and business owners in the 500 block and residential areas were not notified.

Mayor Merryfield said that Mr. Gentile of Heights in Progress (HIP) came to Council to get a feel for whether councilmembers would be in favor of the idea. He said that HIP wanted to donate the lights as a gesture of "giving back" to the town. He said that first and foremost, we need to contact PSE&G to get permission. Mayor Merryfield said that he is aware that there are some concerns and questions that need to be answered before Council can make an informed decision. Mayor Merryfield said that he walked the Avenue and noticed that there is a tree in front of the Village Cheese Shop that would prevent the lights from being hung there. He said that there is no plan to move forward without all of the questions being answered. He said that what was discussed was that once all questions were answered and to Council's satisfaction, members of Council supported the idea. He said that there was further discussion about options such as using color for various holidays or recognition of a particular month. He asked that all please recognize that this decision has not been made to proceed as there are many questions to be answered. He said there will always be someone that will not like what is done as it is hard to please everyone. Councilwoman Susan Griffith said there would likely be spots where the lights would not be able to be hung due to trees, etc. Griffith went on to say that Mr. Gentile represents HIP which has several businesses as members who were aware of the proposed concept.

Council President Lange said that one of our residents is a member of the HHBPA and is familiar with HPC and thought that the proposed lights should go through the HPC because the banners that were affixed to the poles were required to go before HPC for approval. Lange said she thought we needed to be consistent going forward. Olizi reiterated that there is no need to go through HPC because the lights are not going on private property and are not permanent; DiRenzo disagreed saying that we do not own the light poles, they are owned by PSE&G. Mayor Merryfield said that going forward, a Council liaison will be appointed to HIP since there are two (2) Councilmembers currently attending the HHBPA meetings. Griffith added that Councilman Ceroli has attended many of the HIP meetings this year.

Councilwoman Valvardi thanked Mayor Merryfield and Councilwoman Griffith for their responses.

Caucus Session ended at 7:15 p.m.

BUSINESS SESSION:

Mayor Merryfield called the Business Session to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Mayor Merryfield asked for a moment of silence and then led the Pledge of Allegiance.

PUBLIC COMMENT:

Mayor Merryfield called for Public Comment on Caucus and Agenda items only.

Seeing no one come forward for comment, a motion to close the Public Comment portion of the meeting was made by Council President Lange, seconded by Councilwoman Griffith. All members were in favor.

APPROVAL OF MINUTES:

Mayor Merryfield asked for a motion to approve the Minutes of the November 1, 2016 Council meeting.

A motion to approve the Minutes of the November 1, 2016 Council meeting was made by Councilwoman Griffith, seconded by Council President Lange. All members were in favor with the exception of Councilman DiRenzo who abstained.

COUNCILMEMBERS REPORTS:

Councilman DiRenzo stated that since he has no position assigned to him as a committeeman, he has no report.

Councilwoman Valvardi had no report as she discussed topics in Caucus.

Councilman Berryhill reported that three of the Local Board of Health members attended the Camden County Health Summit on October 13th. He said it was a good networking event and they received a lot of good information. He said that what was interesting was that the Camden County Department Health and Human Services publishes a document annually on hospital admissions for drug and alcohol. He said it is shocking to see how serious the heroine epidemic has become, not only in Haddon Heights but throughout every town in Camden County. He said the report will be provided to the Municipal Alliance for their review.

Berryhill announced the Reorganization for the Local Board of Health will be held on February 9, 2017. He said that if anyone would like to attend, they are welcome.

Berryhill reported that the Community Garden will begin their fall Clean up during the last week of November.

Councilwoman Griffith reported on the Police Department for the month of October: 7804 miles driven on patrol, 1012 calls for service, 28 arrests, 12 motor vehicle accidents, 41 ACS complaints and 409 motor vehicle summonses were issued.

Councilwoman Griffith said that we have received the two (2) vehicles that were purchased off of state contract have been received and have been placed into service. Griffith said that residents are reminded to check out the Police Department on Facebook and make them your friend.

Griffith then reported that Patrolman evaluations will be completed by the end of the month. Special Law Enforcement Officers' interviews will be conducted during the month of December with start dates in the beginning of 2017 as there will likely be a promotion in the Department over the next couple of months.

Councilwoman Griffith said that a Prospect Ridge Blvd. traffic study was completed with 31 miles per hour being the 85th percentile speed calculated in both directions. She said the Police have moved the radar enforcement trailer around between Prospect Ridge and 9th Avenue in an effort to keep speeding down in the area.

Griffith then gave the report on the Ambulance Association for the month of October: 59 calls for service in Haddon Heights, 35 people transported, average response time was 1.39 minutes. Average on location time was 4.97 minutes. She submitted all reports to the Clerk.

Councilwoman Griffith then reported on the Holiday Parade which is scheduled for Friday, November 25th at 6:00 p.m. She said that staging will begin at North Park and the Canons and will begin there. She said the Parade will proceed up to the 500 block of Station Avenue and the White Horse Pike. Santa will then disembark and all vehicles will then proceed to Barrington for their holiday Parade. She said that Santa will then walk back toward the Library and the Star and then come into Borough Hall for photos with the children and refreshments. Griffith said that she wanted to thank DPW and the Police and Fire Departments in advance for all the coordination and efforts that will be made for the Parade. Snacks and refreshments will be provided, compliments

Council President Lange reported that Councilman Ceroli sends his regrets that he is not in attendance this evening; he sits on the Board of the YMCA and there was a meeting this evening. She said she has an information sheet which she will provide to Councilman Ceroli on the difference between a 501c3 and a 501c4. She said that she will also be providing this information to the various sports organizations at the Parks and Rec meeting as they are all 501c3's.

Lange said that she attended a venue walk with the HHYA President this past Saturday. She noted their concerns and then compared them to the budget with the exception of spray painting the inside of the Concession Stand. She added that the needs are known for McCullough Field at Devon Avenue, but is she is also keeping lists for Cervino Field and Hoff's Park as well.

Council President Lange then stated that this Thursday, November 17th will be the Buildings and Grounds budget meeting for the Department of Parks and Recreation; meeting will be held in the Borough Hall. She noted that there is an extensive Agenda for the meeting and the public is welcome to attend.

Lange announced that she applied for a mini grant for a walking project for the Mayor's Wellness Campaign.

Lastly, Lange said that a meeting of the Board of Education met on an unusual schedule, the first week of the month. She said board briefs are available on the Board of Education's website.

BOROUGH ENGINEER'S REPORT:

Steve Bach, 304 White Horse Pike – Mr. Bach said that he has submitted their written report and will rely on that if there are no questions. There were no questions.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

Resolution 2016:236 – Resolution Appointing Alternate Municipal Court Prosecutor

A motion to adopt Resolution 2016:236 was made by Councilwoman Griffith, seconded by Council President Lange. Under a roll call vote, all members present voted in favor with the exception of Councilman DiRenzo who voted no.

Resolution 2016:237 – Resolution Authorizing a Refund for a Street Opening Permit Fee to New Jersey American Water Company

A motion to adopt Resolution 2016:237 was made by Councilwoman Valvardi, seconded by Councilwoman Griffith. Under a roll call vote, all members present voted in favor.

Resolution 2016:238 – Resolution Canceling Outstanding Checks

A motion to adopt Resolution 2016:238 was made by Councilwoman Valvardi, seconded by Councilman Berryhill. Under a roll call vote, all members present voted in favor.

Resolution 2016:239 – Resolution Authorizing Payment of Bills and Claims for Second Half of November

A motion to adopt Resolution 2016:239 was made by Councilwoman Valvardi, seconded by Councilwoman Griffith. Under a roll call vote, all members present voted in favor.

PUBLIC COMMENT:

Mayor Merryfield opened the floor to public comment on any issue at all.
Brett Harrison, 516 Station Avenue – Mr. Harrison expressed his concern for the lighting that was proposed to Council at the last Caucus meeting. He began to read a list of questions which were addressed to Mayor Merryfield and Councilwoman Griffith. Mayor Merryfield answered saying that there are still many questions that we do not have the answers to at this time. He explained that Mr. Gentile from HIP just brought forward the idea of HIP donating the lighting to the town as a gesture of "giving back" to the town. Mayor Merryfield said that there are no plans to move forward at this point as we do not have answers to the many questions that have been posed. He said that Councilwoman Valvardi brought a list of the questions to Caucus that were provided by the Haddon Heights Business and Professional Association. Mr. Harrison said that he had several more questions. He had concern for the lumens of the lighting, will it block store signage and then asked who would be responsible for the upkeep of the lights. The Mayor responded that the Department of Public Works would maintain. Harrison then noted that other projects should be considered before additional lighting. Discussion ensued between the Mayor and Mr. Harrison regarding whether improvements or changes were needed in town.

Anne McAdams, 401 E. Atlantic Avenue – Mrs. McAdams expressed her concern for the overall look of the town as the town has been a historic district. She said that many residents worked hard over the last 30 years for this Classic Town designation. She said that there is no question that this designation has helped the town. She said that Margaret Westfield, who was unable to be here this evening discussed the issue with her and said that she has never heard of parallel lighting in an historic district. She said that colored lights do not fit into a historic district either. She asked Mayor and Council to please consider the work that has been put into making this a historic district. She asked Council to please protect the look of the town and to honor the historic district when considering hanging the proposed lights.

Solicitor Olizi said the original intent of the lights was for decorative lighting for the holidays and thanked Mrs. McAdams for her valid and thoughtful comments which he said he appreciated.

Brett Harrison, 516 Station Avenue – Mr. Harrison asked Clerk Santosusso to read a section of the Caucus Minutes from the last meeting. Santosusso read the section of the Minutes in which the lighting was discussed. Harrison thanked Santosusso.

Lynn Dalton, 208 Crest Avenue – Mrs. Dalton said that she found out about the lighting through the RETROSPECT and then asked what Edison lighting is. Borough Engineer, Steve Bach responded saying it is a clear lightbulb with the filament that is reminiscent of the Thomas Edison old fashioned looking light bulb. She mentioned her concern that this type of lighting being fragile might be subject to vandalism. She said that when she saw the town this evening, she admired the way it appears now. She said consideration should be given to the fact that these lights may be detract from what we already have.

Audrey DiRenzo, 415 Second Avenue – Mrs. DiRenzo said that the lighting at the 'pond' area is not Edison lighting. Mrs. DiRenzo described Edison lighting and noted that the lights that are hanging over the Fountain are typically what you see at Italian festivals and 9th Street in Philadelphia which is fitting and looks great there. She said that she wanted to know when the lighting that is hanging up at the railroad tracks was put up. She thought it might have been at the time of Rededication Ceremony when it was dark. She added that a lot of people put a lot of time and money into the existing lighting. She said that she did not think it would be

Jan Ewing, 1509 Prospect Ridge Blvd. – Ms. Ewing said the Edison type of lighting is not what is hanging up at the Fountain. Marshall Hatfield bought them for the train station's four lamp posts around. She said this is

Connie Chepurny, 206 Bellmawr Avenue – Mr. Chepurny said that the proposed lights will change the look and feel of the town whether you like the lights or not. He asked if this idea will be discussed with a broader range of residents or is it a Council decision only. He said that he personally does not like the idea. He said he would not want to it all to be a waste of time and money if a bunch of residents come in and complain after the fact. Mayor Merryfield responded that there is nothing set in stone at this point. He reiterated that Mr. Gentile from Heights in Progress just came to us to ask Council for their thoughts. Mr. Chepurny asked if Council would solicit a wider base of opinions. Mayor Merryfield said that we always try to listen to our residents' opinions and they are taken into consideration when making any decision. Councilwoman Griffith added that not everything that is discussed or said during Caucus will make it into the RETROSPECT or into the Minutes. However, she said that if we found that residents do not like the idea, we could either take them down or change how they may be hung.

Mayor Merryfield asked Mr. Gentile if he would come forward to describe the lighting. Mr. Gentile said that the box the lights come in display 'Edison style.' He further explained that they are outdoor, durable, waterproof, heavy duty black strand lighting. He said the lighting is not as "bright white" as LED lighting. He described it as a softer warmer silhouette type of lighting to allow for a more walkable sidewalks. He added that if people do not like the idea, we do not have do it. He said it was a gesture from HIP to give back to the town. Gentile added that discussion began with the idea of Christmas lighting and knows that this did not make it into the Minutes, but as the discussion went on, other ideas were discussed that would entail the lighting being up more often. He also added that many people have indicated to him that they really like the lighting currently hanging at the Fountain. He said that a resident called him concerned that this issue might be discussed this evening so he came tonight. Councilman DiRenzo asked who the resident was that called him. Gentile did not provide the resident's name but said that he has checked with other towns such Westmont and Collingswood who PSE&G approved.

Councilman Rick DiRenzo – Councilman DiRenzo asked if the property at the "pond" is owned by the railroad where the lights are currently hanging is owned by the railroad. Discussion ensued with Solicitor Olizi saying that the property is owned by the railroad. Olizi said that the area is not a pond, it is a Fountain and said the lights were put up for the Dedication of the Fountain and were not intended to remain. DiRenzo then asked where the information on the lighting was on the website. Mayor Merryfield asked Clerk Santosusso if the Minutes from the last meeting have been posted to the site; she responded "yes." Councilman DiRenzo then asked Councilwoman Griffith if she wanted to get these lights up by the holidays. She said that because we have no feedback from PSE&G and cannot move forward until we receive approval, it appears they may not be able to be up.

Councilman DiRenzo then directed a question to Clerk Santosusso about a request he submitted for a recording of the previous meeting's minutes. He asked when he would receive the recording? Santosusso responded that the recording has been in his mailbox.

Mrs. DiRenzo asked Council President Lange if Haddon Heights is still a "Classic Town." Lange responded "yes." Mrs. DiRenzo then if Westmont is a classic town; Lange responded "no." Mrs. DiRenzo asked if Collingswood is a classic town; Lange responded "yes." Mrs. DiRenzo asked what the borough currently pays for this designation. Lange responded $2,500 per year.

Mrs. DiRenzo then said that the current holiday lighting should be considered when deciding on adding any other lighting and urged all to consider whether this would conflict with the current lighting.

Council President Lange made a statement regarding the Minutes. She said that *Robert's Rules of Order Minutes*. She said the Minutes are not a verbatim accounting; they are a record of what was discussed and what action(s) were taken.

Audrey DiRenzo – Mrs. DiRenzo responded to Council President Lange and said that she believes we all know what the Minutes are but noted that the statement was clearly in the Minutes that Councilwoman Griffith indicated that the lights would remain up all year.

Lange responded that Classic Towns is not just the Philadelphia and surrounding suburbs but New Jersey as well. She noted that Classic Towns are part of the Regional Delaware Valley Regional Planning Commission (DVRPC.) Lange commented that we are a 'turn of the century' Classic Town. She said that not every Classic Town is of the same era. She said that architectural structures are part of being designated as such as well as a strong sense of community. She said we belong to the DVRPC in part because they offer unbelievable resources such as classes and workshops. Lange said that Mrs. DiRenzo's comments are well taken and said that she will follow-up after the Thanksgiving weekend.

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

ADJOURNMENT OF BUSINESS SESSION:

The Business Session was adjourned at 7:55 p.m.

Respectfully submitted:

_____

Kelly Santosusso, RMC, Borough Clerk

MEMO

FROM:	Chief Bruce H. Koch Jr.
DATE:	November 14th 2016
TO:	Director of Police Susan Griffith Cc: Mayor, Solicitor & Council
SUBJECT:	October 2016 Monthly Report

Below are statistics for the Haddon Heights Police Department along with important topics. As always do not hesitate to contact me with any questions 609-381-6138.

OCTOBER MONTHLY STATISTICS

- 7,804 miles were driven on patrol,
  - Fleet age 46 years
  - Fleet Mileage 408,722
- 1,012 Calls For Service
- 28 Arrest
- 12 Accidents
- 41 ACS Complaints
- 409 Motor Vehicle Summonses Issued

Summary of new initiatives:

HHPD went State contract for two vehicles – vehicles were received and placed into service on October 25, 2016

Ordinances and Resolutions: N/A

General Initiatives

- **Facebook:** Residents are reminded to check out the police departments' Facebook page and to make us a "friend".

- **Promotional and Hiring Timeline** – Patrolmen evaluations to be completed by late November.

  New Sergeant's Promotion to follow with a December 20 swear-in date. 3 month "acting" capacity / Effective April 1, 2017

  New SLEO II interviews to be conducted in December 2016 with start date after beginning of new year

- **Traffic – School Parking Initiative resumes in September**

  - **Prospect Ridge Blvd Traffic Study completed for Speeding complaints – 31 mph was 85th Percentile Speed calculated (both directions)**

  - **RADAR Enforcement increased / SPEED Trailer Deployed**

  - **New 25 MPH Speed Limit signs to be erected on 9th Avenue and Prospect Ridge Blvd**

- **Devon Avenue Walkway Connection with Bellmawr-** Spoke with the Borough Engineer and will speak with Director. I want the Borough to consider a walkway along Devon Avenue which connects to the Borough of Bellmawr walkway – NO CHANGE

- **Kings Highway at Hillside-** Borough Engineer worked with County to improve the pedestrian crosswalk. Submitted duel application to County again this year. County requires the utilities under the roadway to be certified. Therefore, this project is highly unlikely – NO CHANGE

- **Parking on "Avenue" and Borough Lots** – to be discussed by HHBPA, PD is not vested in project just wants overall Borough approved plan.

  - 2 Hour Parking Enforcement increased in all areas in and around Station Avenue business district

BARRINGTON AMBULANCE ASSOCIATION, INC.
Squad 9 - "Best Care Anywhere"
201 Second Avenue, Barrington, New Jersey 08007

BARRINGTON AMBULANCE October 2016

Barrington	70
Haddon Heights	59
Audubon	5
Bellmawr	2
Cherry Hill	1
Lawnside	9
Lindenwold	1
Magnolia	2
Oaklyn	2
Pennsauken	2
Runnemede	1
Somerdale	13
Total	168

Transports	111
Refusals	39
Recalls	13
Fire	2
Stand by	3
squad in service	124 hrs 6 mins
crew in service	248 hrs 12 mins
personnel injured	0
Miles traveled	1214

59 calls were answered in Haddon Heights and 35 people were transported
Average respone time was 1.39 minutes
Average on location tir me was 4.97 minutes

Respectfully submitted,

Barbara J. Willson
Chief

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
November 2016

General Engineering (HH2013-0)

Pedestrian and Traffic Safety Enhancements

- *Kings Highway at Hillside*

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

- *Kings Highway at Atlantic Avenue Bridge*

  Base plans for new shadow line and cross hatch stripping have been prepared and was coordinated with former Chief Kinker. Our office is coordinating with the Camden County Department of Public Works regarding the Borough's request for the County to install the new striping.

- In compliance with the Camden County requirement to certify the Borough's utilities in the County Right-of-way along King's Highway, our office has coordinated the video recording of the Borough's Sanitary Sewer line. The recording has been completed and it has been determined that the Borough's sanitary sewer lines within the Right-of-way along King's Highway are in need of rehabilitation.

FY 2015 NJDOT Municipal Aid Funding (No Change Since Last Report)

- As previously reported, the Borough has received a grant from the NJDOT for $202,000 for resurfacing of West High Street from Lake Street to between Twelfth Avenue and Eleventh Avenue.

- The Bid Opening was held on August 28, 2015. There were two (2) bidders, with the low bidder being Charles Marandino, LLC, P.O. Box 20, Milmay, New Jersey, in the amount of $173,568.30 for the Base Bid.

- The Borough awarded the Base Bid in the amount of $173,568.30 to Charles Marandino, LLC on September 1, 2015.

304 White Horse Pike, Haddon Heights, NJ 08035
(856) 546-8611 • Fax (856) 546-8612

- A pre-construction meeting was held on Wednesday, October 7, 2015, with representatives from Charles Marandino, LLC, Haddon Heights Police Department, John Ellis, Kelly Santosusso, and Bach Associates. Pre-construction meeting minutes will be prepared by Bach Associates and forwarded to all meeting attendees in addition to the Borough Clerk, Mayor, and Council.

- Construction is substantially complete. Our office is in the process of preparing a punch list with remaining items to be addressed. Payment Application #1 has been processed by our office and Borough for payment.

- The contractor has addressed punchlist items.

- The Borough has received notice from NJDOT Local Aid that projects financed using Transportation Trust Fund Authority funds may proceed. Therefore our office will process project closeout documents for reimbursement by NJDOT.

FY 2016 NJDOT Municipal Aid Funding (No Change Since Last Report)

- Our office has recommended the Borough submit for a NJDOT FY 2016 Municipal Aid application for the improvements of West High Street – Phase III, between Black Horse Pike and West Atlantic Avenue. A resolution authorizing our office to make application was passed at the September 2015, Council Meeting.

- Our office submitted Application (MA-2016-Reconstruction of West High Street-00377) including the cost estimate, location map, and scope of work description to reflect up to date unit costs. The Application was submitted on October 20, 2015 and three (3) certified resolutions will be forwarded to NJDOT Local Aid.

- The NJDOT has published the Fiscal Year 2016 NJDOT Municipal Aid awards. Unfortunately, the Borough was not granted Municipal Aid funding for the above project. Apparently there were 641 applications asking for $253 million and only $78.75 million of funding was available.

- Our office has submitted application to the NJDOT Local Aid Infrastructure Fund (Discretionary Aid) for the additional improvements of West High Street.

ADA Improvements to Borough Hall Entrance (No Change Since Last Report)

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

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- Our office is in the process of exploring alternate funding sources for the improvements.

CDBG Yr 38 – Architectural Barrier Removal & Access (Various Intersections) (No Change Since Last Report)

- Our office has submitted documents for the installation of ADA curb ramps for the Borough's Year 38 proposal to the Camden County CDBG Program.

- The Borough has received the agreement for Year 38 from CDBG. A resolution authorizing the Mayor to execute the agreement was on the September 20, 2016 Council Meeting agenda. Once the Borough provides authorization, our office will prepare Bid Documents and Specifications for this project.

Inflow and Infiltration Program (No Change Since Last Report)

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

- It is noted that the Borough has initiated development of an Inflow and Infiltration reduction program. The program development has been based on the "Infiltration / Inflow Analysis for Service Area 26 Haddon Heights Borough" previously prepared by the CCMUA as well as the evaluation previously prepared by this office for the Borough's Lake Street Sewerage Pumping Station.

- Our office has initiated flow monitoring at critical locations to quantify inflow and infiltration levels.

- Our office submitted a status memorandum dated July 10, 2013, to the CCMUA providing a general scope for the Borough's Project Work Plan in compliance with the January 22, 2013 CCMUA-Haddon Heights "Inter-municipal Agreement".

- Additional reporting must be prepared and submitted to the CCMUA to remain in compliance with the "Inter-municipal Agreement". Our office has previously prepared and submitted a cost estimate for this work effort. Our office awaits direction from the Governing Body.

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Kings Highway Pump Station (No Change Since Last Report)

- Our office has completed the as-built survey, permit, bid, and construction documents for the elimination of the existing Kings Highway Pump Station.
- A set of Bid Documents have been submitted to the Camden County Municipal Utilities Authority (CCMUA) for review.
- We have tabulated the two (2) bids received on July 15, 2014, for the above-referenced project and found the apparent low bidder to be Neri's Construction & Rentals, 849 Clayton Road, Williamstown, New Jersey. Neri's Construction's Base Bid was in the amount of $122,543.^{00} representing items 1 through 11 of their Base Bid.
- The Base Bid was awarded to Neri's Construction & Rentals for the Base Bid in the amount of $122,543.00.
- A pre-construction meeting was held on Wednesday, September 17, 2014, with representatives from Neri's Construction & Rentals, Haddon Heights Public Works Department, CCMUA, and Bach Associates.
- Construction has commenced with the majority of work completed including the connection to the CCMUA line. Our office has prepared a punch list with remaining items to be addressed.
- Payment application #2 has been processed by our office and submitted to the Borough for payment.
- Neri's Construction has commenced addressing outstanding punch list items.

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

- In coordination with Ms Judy Reiss, Emergency Management Coordinator and the 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).*

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

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

- Our office has been informed by Judy Reiss that the Borough has been allocated $60,000 towards a standby emergency power generator for the Service Operations Facility. It is noted that the projected cost for the new generator is estimated at $148,000. Therefore, in order to proceed with the project, $88,000 in capital funding must be allocated. Our office awaits direction from the Governing Body.

Glover Mill Village (No Change Since Last Report)

- As previously reported, the Borough is in receipt of a March 30, 2012 correspondence from the NJDEP Historic Preservation Office (SHPO) concerning their review of the recently released A.D. Marble & Company Phase II Archaeological Report for the Glover Mill Fulling Mill Site / Proposed Glover Mill Subdivision, Block 62, Lots 2, 4, and 6. The referenced March 30, 2012 correspondence concludes that items No. 3 through 13 of their December 20 2011 correspondence have now been addressed.

- The items that remain outstanding are:

  1. The park associated with the Glover Mill site (adjacent to the Glover Fulling Mill foundation site and extending to Sylvan Drive) must be designed in accordance with SHPO requirements.

  2. Development of a construction avoidance and protection plan for the Glover Fulling Mill foundation site in accordance with SHPO requirements.

- Our office is currently coordinating with SHPO and the contract developer of the Glover Mill Village project, Bob Meyers Communities, Inc. to determine if the two items delineated above can be accommodated by the current agreement between the Borough and Bob Meyers Communities, Inc.

- The contract developer, Bob Meyers Communities, Inc. has received Preliminary Subdivision and Historic District Commission approval at June 28, 2012 special meeting of the Borough Planning Board. It is noted that this approval contained the conditions that Bob Meyers Communities, Inc. would be designing and constructing the above referenced park area and implementing the construction avoidance and protection plan in accordance with SHPO requirements.

- The CCMUA approved the agreement to extinguish the Authority's easement located at the Glover Mill site during the July 15, 2013 CCMUA Regular Meeting.

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- The contract developer, Bob Meyers Communities, Inc. has received Final Subdivision approval at September 5, 2013, special meeting of the Borough Planning Board. The applicant is currently in the process of circulating the Final Subdivision Plan for the necessary municipal and county endorsements.

- Our office met with Councilwoman Fitzgerald, Council President Lange, Margaret Westfield, R.A., the project archaeologist, and project landscape architect regarding the Glover Fulling Mill Park Grant project. Discussed was the project scope and planned coordination between team members.

- A pre-construction meeting was held at Borough Hall on February 12, 2014.

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

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

- The developer submitted a request for Bond Reduction based on improvements completed to date of the May 4, 2015. Our office recommended the Borough reduce the performance guarantee for this project approximately $587,930.00 or 69.2% of the original guaranty.

- Our office met with the developer and Haddon Heights Department of Public Works regarding repairs along Glover Avenue due to construction traffic from Glover Mill Village. Asphalt repairs were made the week of June 12, 2015.

- Certificates of Occupancy have been issued for eighteen (18) lots in this development. Construction is ongoing for this project.

Devon Avenue Field Lights

- Our office has completed an existing condition survey, Bid Documents, and Specifications for this project. The Bid Documents and Specifications consisting of a Base Bid scope of work as well as Add Alternate No. 1 and Add Alternate Bid No. 2.

- The Bid Opening was held on October 20, 2015. There were five (5) bidders, with the low bidder being Deerfield Electric, Inc. in the amount of $311,997 for the Base Bid. Our office has previously submitted a letter summarizing the bid results as well as the average of the lowest three (3) bids for the Council's review.

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- As directed by the Borough, our office revised the previously advertised Bid Documents to only include a Base Bid and Add Alternate Bid No. 1. This project was re-advertised and the Bid Opening was held on Wednesday, June 29th. The contract was awarded at the July 5, 2016 Council Meeting to Ronald Janney Electrical Contractor in the amount of $358,500.

- Contracts have been executed by the contractor and the Borough. A preconstruction meeting was held on August 17, 2016, with all interested parties invited to attend.

- The submittal review process has begun and the contractor has completed soil borings for foundation design.

- Onsite construction has commenced as of November 1, 2016. The existing light poles have been removed. Foundations for the new poles are expected to be installed beginning the week of November 14, 2016.

TCDI Planning Grant Project – East/West Atlantic Avenue Corridor Multi-Use Improvement Study

- This project will highlight safe pedestrian and bicycle access along East and/or West Atlantic (CR 727/729), as well as consideration of multi-modal trail parallel to the existing railway through the Boroughs of Oaklyn, Audubon, and Haddon Heights.

- The Steering Committee kick-off meeting was held on January 14, 2016, to discuss project scope, key connection points within each municipality, and schedule of tasks to be completed by our office.

- Our office has conducted field visits and survey of study area in order to prepare preliminary GIS mapping.

- The second Steering Committee meeting was held on May 11, 2016, to discuss preliminary GIS mapping, planned alternated routes, and remaining schedule of tasks to be completed by our office.

- The second Steering Committee and final Steering Committee/Public meetings were held on Wednesday, May 11, 2016, and Tuesday May 31, 2016, respectively, to discuss preliminary project findings and GIS mapping.

- Our office has finalized the report and submitted to each municipality for acceptance through resolution.

- Resolutions from each Borough and copies of the reports have been submitted to DVRPC for review.

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TA-2016-Bicycle and Pedestrian Multi-Use Path - 00145

- Our office submitted Application (TA-2016-Bicycle and Pedestrian Multi-Use Path - 00145) for funding this project through the NJDOT FY 2016 Transportation Alternatives Program. The Application was submitted on November 10, 2016 with resolutions of support from Boroughs of Haddon Heights, Audubon, and Oaklyn.

S:\HH2016 Haddon Heights\-0 General Engineering\Status Report\HH Status 11-14-16.doc

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RESOLUTION 2016:240

RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE THE EAST ATLANTIC AVENUE INTER LOCAL AGREEMENT TO CREATE THE EAST ATLANTIC AVENUE TRAIL

WHEREAS, the municipalities of Audubon, Barrington, Clementon, Haddon Heights, Hi-Nella, Laurel Springs, Lindenwold, Magnolia, Oaklyn, Somerdale, Lawnside, Stratford and the County of Camden give support to the municipal staffs, residents, municipal committees and other interested parties to work together toward achieving the vision of a regional trail system; and

WHEREAS, the East Atlantic Avenue Trail will serve as "spine" of the Camden County Trail Initiative, the municipalities of Audubon, Barrington, Clementon, Haddon Heights, Hi-Nella, Laurel Springs, Lindenwold, Magnolia, Oaklyn, Somerdale, Lawnside and Stratford desire to enter into this Inter-local Agreement, hereinafter known as the "Agreement", to create the East Atlantic Avenue Trail Municipal Alliance.

NOW THEREFORE BE IT RESOLVED that the Governing Body of the Borough of Haddon Heights, County of Camden in the State of New Jersey hereby authorizes the Mayor to execute the above referenced Agreement.

Date: December 6, 2016

_____

Mayor Jack D. Merryfield

ATTEST: _____

Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION

I, Kelly Santosusso, RMC, Clerk of the Borough of Haddon Heights do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution adopted at a regularly scheduled meeting of Borough Council held on December 6, 2016.

_____

Kelly Santosusso, RMC, Borough Clerk

EAST ATLANTIC AVENUE

MUNICIPAL ALLIANCE AGREEMENT

WHEREAS, the municipalities of Audubon, Barrington, Clementon, Haddon Heights, Hi-Nella, Laurel Springs, Lindenwold, Magnolia, Oaklyn, Somerdale, Lawnside and Stratford and the County of Camden give support to the municipal staffs, residents, municipal committees, and other interested parties to work together towards achieving the vision of a regional trail system; and

Whereas the East Atlantic Avenue Trail will serve as a spine of the regional trails system and is located between Oaklyn Township and Clementon Township; and

WHEREAS, to better coordinate the development of the East Atlantic Avenue Trail in coordination with the proposed "Spine" of the Camden County Trail Initiative, the municipalities of Audubon, Barrington, Clementon, Haddon Heights, Hi-Nella, Laurel Springs, Lindenwold, Magnolia, Oaklyn, Somerdale, Lawnside and Stratford desire to enter into this Interlocal Agreement ("Agreement") to create the East Atlantic Avenue Trail Municipal Alliance.

NOW THEREFORE, the municipalities of Audubon, Barrington, Clementon, Haddon Heights, Hi-Nella, Laurel Springs, Lindenwold, Magnolia, Oaklyn, Somerdale, Lawnside and Stratford agree as follows:

ARTICLE 1- PURPOSE

The purpose of this Alliance is to advocate for and negotiate with Conrail for access to the right-of-way along East Atlantic Avenue and facilitate the planning, construction, and maintenance of a regional rail-with-trail and the development of related facilities and trails along this right-of-way. This rail-with-trail will accommodate pedestrians, bicyclists and other users, connecting the municipalities of Audubon, Barrington, Clementon, Haddon Heights, Hi-Nella, Laurel Springs, Lindenwold, Magnolia, Oaklyn, Somerdale, Lawnside and Stratford along the proposed "Spine" of the Camden County Trail Facilities and to be known as the East Atlantic Avenue Trail.

ARTICLE 2 – ADMINISTRATION

A. East Atlantic Avenue Trail Municipal Alliance

An alliance is hereby created and is designated as the East Atlantic Avenue Trail Municipal Alliance, which shall be created for the administration of the undertaking contemplated in this Resolution.

The East Atlantic Avenue Trail Municipal Alliance (hereafter the "Alliance") shall consist of two members from each municipality which elects to join this Alliance. The municipal officers of each municipality shall appoint their respective board members. It is recommended that one board member from each municipality be the Mayor and the other member be from Council or Commission. Alliance members shall serve at the pleasure of their respective appointing authority.

B. Meetings of the Alliance

Alliance members shall provide a means for electing a Chair and such other officers as deemed necessary, and what constitutes a quorum.

ARTICLE 3 – POWERS OF THE ALLIANCE

The Alliance shall have all the duties and powers to accomplish the following:

1) Advocate (or work together towards) for right-of-way access along CSX/Conrail rail corridor from Oaklyn, NJ to Clementon, NJ for Rail-with-Trail
2) Update the municipalities on project status.
3) Make recommendations to the municipalities.
4) Conduct planning for the rail-with-trail.
5) Create and implement policy for the rail-with-trail.
6) Work with Circuit Trails Coalition to Develop & adopt rules for the use of the East Atlantic Avenue Trail
7) Develop an annual budget including requests for municipal, county, state or federal funding as well as funding from other sources.
8) Facilitate and/or assist or oversee in the construction of the rail-with-trail.
9) Maintain, manage and operate the rail-with-trail.
10) Coordinate in-kind services.
11) Pursue other funding opportunities (grants, donations, etc.).
12) Hold meetings as deemed necessary.
13) Work with and coordinate services with the Freeholder Board of the County of Camden and other governmental entities which oversee trails which relate to the rail-with-trail.
14) Work with the National Park Service and other federal agencies and departments; (such as the Rails-to-Trails Conservancy & the Delaware Valley Regional Planning Commission); and other local governments to fulfill the objectives of this Alliance.
15) Work with East Coast Greenway Alliance, land trusts, trail and conservation organizations, and other nonprofit organizations to fulfill the objectives of this Alliance.
16) Work with interested private individuals and organizations to fulfill the objectives of this Alliance.
17) Carry out any other responsibilities to fulfill the objectives of the East Atlantic Avenue Trail Alliance.

ARTICLE 4 – TRAIL LOCATION

The trail will be located along Conrail's railroad right of way from Oaklyn to Clementon or, where there are more optimal alternatives, on road routes other than the railroad right of way will be considered. Each municipality shall give final approval to the specific location of any section of the trail which lies within their municipal jurisdiction.

ARTICLE 5 – AUTHORIZATION REQUIRED FOR MUNICIPAL FUNDING

If municipal funds are proposed to be expended by the Alliance, the Alliance shall prepare and present

the proposed expenses to each municipality using the process required by said municipalities in order to be considered in each municipality's budget process for the next fiscal year.

ARTICLE 7 – NEW MUNICIPAL MEMBERS

Municipalities may be admitted under this Agreement as new members by a simple majority vote of the Alliance and upon approval by the appropriate municipal authority of candidate members (e.g. by the municipal officers or, where required, town meeting of such municipality).

ARTICLE 10 – FILING OF AGREEMENT

This Agreement shall take effect upon the filing of executed copies of this Agreement with the clerks of Audubon, Barrington, Clementon, Haddon Heights, Hi-Nella, Laurel Springs, Lindenwold, Magnolia, Oaklyn, Somerdale, Lawnside, Stratford and Camden County and the Secretary of State, which shall be filed after adoption by the appropriate municipal authorizes of said municipalities.

ARTICLE 11 –CERTIFICATION

We, the undersigned duly elected and authorized officials, hereby approve this Agreement creating the East Atlantic Avenue Trail Municipal Alliance on the terms and conditions stated in this Agreement.

BOROUGH OF AUDUBON

Borough Clerk	Mayor	Date

BOROUGH OF BARRINGTON

Borough Clerk	Mayor	Date

BOROUGH OF CLEMENTON

Borough Clerk	Mayor	Date

BOROUGH OF HADDON HEIGHTS

Borough Clerk Mayor Date

BOROUGH OF HI-NELLA

_____ _____ _____
Borough Clerk Mayor Date

BOROUGH OF LAUREL SPRINGS

_____ _____ _____
Borough Clerk Mayor Date

BOROUGH OF LAWNSIDE

_____ _____ _____
Borough Clerk Mayor Date

BOROUGH OF LINDENWOLD

_____ _____ _____
Borough Clerk Mayor Date

BOROUGH OF MAGNOLIA

_____ _____ _____
Borough Clerk Mayor Date

BOROUGH OF OAKLYN

_____ _____ _____
Borough Clerk Mayor Date

BOROUGH OF SOMERDALE

_____	_____	_____
Borough Clerk	Mayor	Date

BOROUGH OF STRATFORD

_____	_____	_____
Borough Clerk	Mayor	Date

COUNTY OF CAMDEN

_____	_____	_____
TITLE	TITLE	Date

This Interlocal Agreement was filed with the Secretary of State on this ____day of _____, 2016, between the boroughs of Audubon, Barrington, Clementon, Haddon Heights, Hi-Nella, Laurel Springs, Lindenwold, Magnolia, Oaklyn, Lawndale, Somerdale and Stratford.

RESOLUTION 2016:241

RESOLUTION ADOPTING THE HAZARD MITIGATION PLAN

WHEREAS, Council recognizes the threat that natural hazards pose to people and property within Haddon Heights; and

WHEREAS, Haddon Heights has participated in the preparation of the Mitigation Plan for Four New Jersey Counties, a multi-jurisdictional, multi-hazard mitigation plan in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, the Mitigation Plan for Four New Jersey Counties includes:

- The *Regional Hazard Mitigation Plan* and *Annexes* that include summary information common to all participating jurisdictions in the four county region, and

- The Borough of Haddon Heights Appendix that identifies mitigation goals, strategies, and measures specifically for the Borough of Haddon Heights to reduce or eliminate long-term risk to people and property from the impacts of future hazard events and disasters; and

WHEREAS, adoption by the Council demonstrates commitment to hazard mitigation and achieving the goals outlined in the Mitigation Plan for Four New Jersey Counties.

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights, Camden County in the State of New Jersey, that:

The Council adopts the Mitigation Plan for Four New Jersey Counties and the Borough of Haddon Heights Appendix including authorizing the formation and duties of the Borough of Haddon Heights Hazard Mitigation Working Group (Working Group) as follows:

1. The Working Group shall be convened by the Emergency Management Coordinator and will include representatives of the following departments, agencies, and organizations and other interested parties:

   Mayor Jack D. Merryfield
   John Ellis, Emergency Management Coordinator and Superintendent of Public Works
   Judy Reiss, Deputy Emergency Management Coordinator and Fire Inspector
   Bruce Koch, Chief of Police
   Michael Scardino, Captain of Police
   Kelly Santosusso, Municipal Clerk
   Christie Ehret, CFO
   Nicholas Scardino, Fire Chief
   Joseph Hales, Career Firefighter
   Mario Scullan, Fire Official
   John Szczerbinski, Construction Official
   Chris Walter, Library Director

2. The Working Group shall convene to conduct plan implementation and maintenance activities as identified in the Regional Hazard Mitigation Plan and the Borough of Haddon Heights Appendix including monitoring, evaluation, and updating the Borough of Haddon Heights Appendix and providing annual reports to the Governing Body of the Borough of Haddon Heights and the Camden County Office of Emergency Management.

Date: December 6, 2016

_____
Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

Mitigation Plan for Four New Jersey Counties
Final Municipal Appendix – Website Directions

To obtain a .pdf file of the Final Municipal Appendix to share with elected officials as part of requesting their formal adoption, go to the project website at: http://nj4hmp.com

Then, either:

- left click on "Camden" in the tabs above the four photos at the top of the home page

or…

- scroll to the four counties map, put the cursor on the Camden County green cross, and left click on "Visit the Camden Page"

Then, either:

a. put the cursor on the green cross for the municipality on the County map and left click on the municipality name

or…

b. scroll down to the list of municipalities and left click on the municipality name

Then, after you reach the municipality page, left click on the "Final Appendix" link. When the .pdf file opens, you can view the file, print the file directly, or download the file to print at a later time.

In addition, the Municipal Appendix cross references the NJ4 HMP "Regional Hazard Mitigation Plan" that is part of the overall plan and is also referenced in the Adoption Resolution. To view, print, or download sections and annexes of the NJ4 HMP Regional Hazard Mitigation Plan:

Go to: http://nj4hmp.com/final-mitigation-plan-for-four-new-jersey-counties/

RESOLUTION 2016:242

RESOLUTION AUTHORIZING REFUNDS OF PROGRAM FEES

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

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

Registrant	Class	Amount
Anthony McNeil 1522 Lexington Avenue Pennsauken, NJ 08110	Tai Chi	$47.00
Anita Guzzardi 248 Highland Avenue Haddon Heights, NJ 08035	Piyo-Wed	$40.00
Russ March 402 Fourth Avenue Haddon Heights, NJ 08035	Acting for Kids	$23.00

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

Date: December 6, 2016

_____
Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2016:243

RESOLUTION AUTHORIZING PAYMENT OF BILLS & CLAIMS FOR SECOND HALF OF NOVEMBER

Trust Account	$	16,244.74
Capital Account	$	164,314.83
Payroll Account *(WE 11/23/16)*	$	97,576.80
School Taxes	$	1,079,354.00
County Taxes *4th Qtr.*	$	-0-
Animal Account	$	-0-
Current Fund	$	139,342.77
Total Amount of Bills & Claims	$	1,496,833.14

Date: December 6, 2016

_____
Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

Expenditures for Council Meetings

Date	12/6/2016	2015/2016 Accounts
Vendor	Amount	Reason
Trust		
Various Included in Report	7,760.25	All Accounts Marked T-13 & T15
Payrolls W/E 11/23/16	8,484.49	
Total Trust	16,244.74	
Capital		
Ronals Janney Electrical	64,876.83	2016:1430 New Lights McCullough Field
Mitchell Humphrey & Co.	1,500.00	2016:1432 Computer Software
Winner Ford	97,938.00	2015:1425 Fire Truck
Total Capital	164,314.83	
NJ Dept of Health & Human Services	0.00	Animal Licencing November
Total Animal	0.00	
Po's Paid Current Account Borough	139,342.77	
School Tax	1,079,354.00	
County Taxes 4TH Q		
Payrolls W/E 11/23/16	97,576.80	
Total Current	1,316,273.57	
Total Spending 12/06/2016	1,496,833.14	

December 1, 2016
11:24 AM

HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

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

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
ALLS ALL SEASONS RENTAL & REPAIR					
16-01712 11/07/16 Filtr for K950 Saw					
1 Filter for K950 Saw	63.90	6-01-25-265-255	B Fire - Maint/Repair Other	A	11/07
Vendor Total:	63.90				
BCETC BURLINGTON COUNTY BCIT					
16-01200 08/11/16 Firefighter I course					
1 Firefighter I course	175.00	6-01-25-265-231	B Fire - Schools/Training	A	08/11
16-01201 08/11/16 Firefighter I course					
1 Firefighter I course	350.00	6-01-25-265-231	B Fire - Schools/Training	A	08/11
Vendor Total:	525.00				
BECKB BRIAN BECK					
16-01778 11/21/16					
1 SECURITY SPECIAL COURT	100.00	G-02-41-702-301	B Alch Education, Rehab Enforce	A	11/21
Vendor Total:	100.00				
BLUE1 HORIZON BLUE CROSS SHIELD					
16-01781 11/21/16					
1 DENTAL NON POLICE DEC 2016	1,811.11	6-01-23-220-245	B Blue Cross Dental	A	11/21
Vendor Total:	1,811.11				
BLUE2 HORIZON BLUE CROSS BLUE SHIELD					
16-01807 11/29/16					
1 DENTAL POLICE DECEMBER 2016	2,743.31	6-01-23-220-245	B Blue Cross Dental	A	11/29
Vendor Total:	2,743.31				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
BOLLI BOLLINGER, SPECIALITY GROUP					
16-01739 11/15/16					
1 PRESCRIPTION DRUG DEC 2016	19,223.04	6-01-23-220-246	B Prescriptions - Bollinger	A	11/15
Vendor Total:	19,223.04				
BURNB BURNS BUICK GMC					
16-01505 10/07/16					
1 INJECTOR HHPD 18-2	35.96	6-01-26-315-205	B Vehicle Maint - Police	A	10/07
2 SWITCHES FOR DPW TRUCK #6	142.37	6-01-26-315-202	B Vehicle Maint - Public Works	A	11/16
	178.33				
Vendor Total:	178.33				
BUSAM MICHELE BUSARELLO					
16-01776 11/21/16					
1 DEP COURT CLERK SPECIAL COURT	300.00	G-02-41-702-301	B Alch Education, Rehab Enforce	A	11/21
Vendor Total:	300.00				
CAVAD DOLORES(DEE) CAVALIERE					
16-01820 11/30/16					
1 INSTRUCTOR ABS & LOWER BODY	105.00	6-01-28-370-265	B Parks & Rec - Contracted Staff	A	11/30
2 INSTRUCTOR PIYO	79.00	6-01-28-370-265	B Parks & Rec - Contracted Staff	A	11/30
	184.00				
Vendor Total:	184.00				
CLINI CLINICAL INSTITUTE, LLC					
16-01086 07/20/16					
1 SPEAKER SEN CITIZEN DRUG LUNCH	500.00	G-02-41-703-301	B Municipal Drug Alliance DEDR	A	07/20
Vendor Total:	500.00				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
COLTD COLT DEFENSE					
16-01680 11/03/16 COLT M4 ARMOR COURSE/CYBULSKI					
1 M-4 ARMORER COURSE/CYBULSKI	450.00	6-01-25-240-231	B Police - Training / Schools	A	11/03
Vendor Total:	450.00				
COMC COMCAST					
16-01741 11/15/16					
1 HI SPEED INTERNET SOF NOV 2016	137.85	6-01-31-440-216	B Regular Telephones	A	11/15
16-01770 11/18/16					
1 HI SPEED INTERNET HHFD	193.66	6-01-31-440-216	B Regular Telephones	A	11/18
16-01782 11/21/16					
1 HI SPEED INTERNET MUNI BLDG	140.90	6-01-31-440-216	B Regular Telephones	A	11/21
Vendor Total:	472.41				
COREL Corelogic Tax Services					
16-01831 11/30/16					
1 REFUND OF TAX OVERPAY B69 L29	1,973.94	6-01-55-001-005	B Tax Overpayments Payable	A	11/30
2 REFUND OF TAX OVERPAY B96 L10	1,872.83	6-01-55-001-005	B Tax Overpayments Payable	A	11/30
3 REFUND OF TAX OVERPAY B110 L12	2,697.32	6-01-55-001-005	B Tax Overpayments Payable	A	11/30
4 REFUND OF TAX OVERPAY B43 L20	3,484.31	6-01-55-001-005	B Tax Overpayments Payable	A	11/30
5 REFUND OF TAX OVERPAY B29 L36	1,431.01	6-01-55-001-005	B Tax Overpayments Payable	A	11/30
6 REFUND OF TAX OVERPAY B19 L1	3,423.07	6-01-55-001-005	B Tax Overpayments Payable	A	11/30
	14,882.48				
Vendor Total:	14,882.48				
DEERP READY FRESH BY NESTLE					
16-01813 11/30/16					
1 BOTTLED WATER NOV 2016 SOF	35.99	6-01-20-120-279	B Clerk - Bottled Water	A	11/30
Vendor Total:	35.99				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
DELTC DELTRONICS CORP					
16-01796 11/29/16 repair to pump Maple Station					
1 repair to pump Maple Station	2,631.15	6-01-26-290-254	B Public Works - Sewer Maint/Repairs	A	11/29
Vendor Total:	2,631.15				
DUANM DUANE MORRIS LLP					
16-01834 12/01/16					
1 GLOVER MILL VS HADDON HEIGHTS	9,212.69	6-01-20-155-390	B Legal - Special Counil	A	12/01
Vendor Total:	9,212.69				
EASTW EASTERN WAREHOUSE DISTRIBUTORS					
16-01709 11/07/16					
1 WASHER PUMP DODGE RAM 3500	14.64	6-01-26-315-202	B Vehicle Maint - Public Works	A	11/07
Vendor Total:	14.64				
ECKEK KAREN ECKERT					
16-01777 11/21/16					
1 DEP COURT ADMIN SPECIAL COURT	300.00	G-02-41-702-301	B Alch Education, Rehab Enforce	A	11/21
Vendor Total:	300.00				
EHRIC EHRET CHRISTIE					
16-01769 11/18/16					
1 TRAVEL FOR CONFERENCE	55.30	6-01-20-130-225	B Finance - Travel Expense	A	11/18
2 TOLLS FOR CONFERENCE	7.50	6-01-20-130-225	B Finance - Travel Expense	A	11/18
3 PARKING FOR CONFERENCE	20.00	6-01-20-130-225	B Finance - Travel Expense	A	11/18
4 PARKING FOR CONFERENCE	20.00	6-01-20-130-225	B Finance - Travel Expense	A	11/18
	102.80				
Vendor Total:	102.80				

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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 D
EVERG EVERGREEN PRINTING CO.					
16-01800 11/29/16					
1 P-RINT & DISTRIB HH REPORT DEC	2,089.30	T-13-56-860-820	B Reserve for Heights Report (517)	A	11/29
Vendor Total:	2,089.30				
FERNK KATIA FERNANDEZ					
16-01821 11/30/16					
1 INSTRUCTOR ZUMBA	600.00	6-01-28-370-265	B Parks & Rec - Contracted Staff	A	11/30
Vendor Total:	600.00				
FLEMP FLEMING TERMITE & PEST					
16-01812 11/30/16					
1 PEST CONTROL COMM CTR OCT 2016	34.37	6-01-26-310-254	B Build/Grounds - Maint/Repair	A	11/30
2 PEST CONTROL COMM CTR NOV 2016	34.37	6-01-26-310-254	B Build/Grounds - Maint/Repair	A	11/30
3 PEST CONTROL HH CABIN OCT 2016	28.64	6-01-26-310-254	B Build/Grounds - Maint/Repair	A	11/30
4 PEST CONTROL HH CABIN NOV 2016	28.64	6-01-26-310-254	B Build/Grounds - Maint/Repair	A	11/30
5 PEST CONTROL MUNI BLDG SEP 16	27.50	6-01-26-310-254	B Build/Grounds - Maint/Repair	A	11/30
6 PEST CONTROL MUNI BLDG OCT 16	27.50	6-01-26-310-254	B Build/Grounds - Maint/Repair	A	11/30
7 PEST CONTROL MUNI BLDG NOV 16	27.50	6-01-26-310-254	B Build/Grounds - Maint/Repair	A	11/30
8 PEST CONTROL SOF SEPT 2016	27.50	6-01-26-310-254	B Build/Grounds - Maint/Repair	A	11/30
9 PEST CONTROL SOF OCT 2016	27.50	6-01-26-310-254	B Build/Grounds - Maint/Repair	A	11/30
10 PEST CONTROL SOF NOV 2016	27.50	6-01-26-310-254	B Build/Grounds - Maint/Repair	A	11/30
	291.02				
Vendor Total:	291.02				
GEEST STEPHANIE GEE					
16-01748 11/16/16					
1 REIMBURSE SELF INKING PERMIT S	23.73	6-01-22-195-211	B Construction - Materials/Supplies	A	11/16
Vendor Total:	23.73				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
GEN-EL GEN-EL SAFETY & INDUSTRIAL PRO					
16-01681 11/03/16 four gas meter for sewer dept					
1 four gas meter for sewer dept	802.00	6-01-26-290-254	B Public Works - Sewer Maint/Repairs	A	11/03
Vendor Total:	802.00				
GRAHS STEVE GRAHAM					
16-01779 11/21/16					
1 SECURITY SPECIAL COURT	100.00	G-02-41-702-301	B Alch Education, Rehab Enforce	A	11/21
Vendor Total:	100.00				
GUZZA ANITA GUZZARDI					
16-01817 11/30/16					
1 REFUND OF PIYO-WED FEE	40.00	6-01-55-004-001	B Refund Of CY Revenue	A	11/30
Vendor Total:	40.00				
HALEJ JOSEPH HALES					
16-01792 11/22/16 Reimburse for EMS convention					
1 Reimburse for EMS convention	315.00	6-01-25-265-222	B Fire - Conference/Conventions	A	11/22
Vendor Total:	315.00				
HAUSM MARIAN HAUSER					
16-01746 11/16/16					
1 CONFERENCE TO AC MILAGE	57.89	6-01-20-120-222	B Clerk - Conferences/Conventions	A	11/16
2 CONFERENCE TO AC TOLLS	7.50	6-01-20-120-222	B Clerk - Conferences/Conventions	A	11/16
3 CONFERENCE TO AC PARKING	10.00	6-01-20-120-222	B Clerk - Conferences/Conventions	A	11/16
	75.39				
Vendor Total:	75.39				
HHBE HADDON HEIGHTS BD OF ED					
16-01751 11/16/16					
1 BOROUGH CONTRIBUTION DEC 2016	1,079,354.00	6-01-55-001-001	B Local School Taxes Payable	A	11/16
Vendor Total:	1,079,354.00				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
HHFIR HADDON HEIGHTS FIRE DEPT					
16-01622 10/25/16 Reimburse for Harness purchase					
1 Reimburse for Harness purchase	1,164.00	6-01-25-265-235	B Fire - Personal Protective Equip	A	10/25
16-01674 11/01/16 Reimburse Fire Dept.					
1 Reimburse Fire Dept.	300.00	6-01-25-265-255	B Fire - Maint/Repair Other	A	11/01
Vendor Total:	1,464.00				
HHLIB HADDON HEIGHTS LIBRARY					
16-01750 11/16/16					
1 BOROUGH CONTRIBUTION DEC 2016	22,666.70	6-01-29-390-288	B Maint Free Public Library	A	11/16
Vendor Total:	22,666.70				
HOMED HOME DEPOT CREDIT SERVICES					
16-01756 11/18/16 Renovation material for 216 ba					
1 Renovation material for 216 ba	291.50	6-01-25-265-254	B Fire - Maint/Repair Bldgs	A	11/18
Vendor Total:	291.50				
HOUPT HOUPERT TRUCK SERVICE					
16-01798 11/29/16 Emission test recycling trks					
1 Emission test recycling trks	457.50	T-13-56-860-807	B Reserve Recycling Funds (505)	A	11/29
Vendor Total:	457.50				
HUNTT HUNTER TRUCK SALES & SERVICE					
16-01682 11/03/16 repair fuel gauge trash trk7					
1 repair fuel gauge trash trk7	775.59	T-13-56-860-807	B Reserve Recycling Funds (505)	A	11/03
Vendor Total:	775.59				
ICCPUB ICC PUBLICATIONS					
16-01724 11/09/16					
1 2012-15 INTERNAT EXIST BLDG CO	164.90	6-01-22-195-300	B Construction - Publications	A	11/09
Vendor Total:	164.90				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
INTEM INTERSTATE MOBILE CARE INC					
16-01727 11/10/16 OSHA Physical - Tyler Jackson					
1 OSHA Physical - Tyler Jackson	130.00	6-01-25-265-229	B Fire - OSHA Medical Evaluation	A	11/10
Vendor Total:	130.00				
JANN RONALS JANNEY ELECTRICAL					
16-01067 07/15/16 Devon Ave Field Light Project		B			
3 Devon Ave Field Light Project	64,876.83	C-04-55-813-801	B New Lights McCullough Field	A	07/15
16-01767 11/18/16					
1 TROUBLE SHOT BREAK FIELD LIGHT	240.00	6-01-28-370-215	B Parks & Rec - Maintenance	A	11/18
Vendor Total:	65,116.83				
JNSUP JN SUPPLIES, LLC					
16-01556 10/14/16 new jetter hose					
1 new jetter hose	2,223.00	6-01-26-290-254	B Public Works - Sewer Maint/Repairs	A	10/14
Vendor Total:	2,223.00				
JOHNS JOHN'S FRIENDLY MARKET					
16-01744 11/15/16					
1 LUNCH FOR DPW	132.89	T-13-56-860-823	B Reserve for Neighbor Night Out (520)	A	11/15
Vendor Total:	132.89				
KONDB BLAKE J. KONDRAS					
16-01822 11/30/16					
1 INSTRUCTOR LOW IMPACT	158.52	6-01-28-370-265	B Parks & Rec - Contracted Staff	A	11/30
Vendor Total:	158.52				
KONMI KONICA MINOLTA BUSINESS					
16-01752 11/16/16					
1 MAINT & COPIES SOF OCT 2016	87.71	6-01-20-100-516	B Service Contracts	A	11/16

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
KONMI KONICA MINOLTA BUSINESS	Continued				
16-01805 11/29/16					
1 MAINT & COPY MUNI BLDG NOV 16	349.86	6-01-20-100-516	B Service Contracts	A	11/29
Vendor Total:	437.57				
KONPF KONICA MINOLTA PRIMIER FINANCE					
16-01802 11/29/16					
1 LEASE HHPD & SOF NOV 2016	116.59	6-01-20-100-516	B Service Contracts	A	11/29
Vendor Total:	116.59				
LAURE LAUREL LAWN MOWER SERVICE INC					
16-01713 11/07/16 Cap assembly, blk, chai					
1 Cap assembly, blk, chai	13.16	6-01-25-265-255	B Fire - Maint/Repair Other	A	11/07
Vendor Total:	13.16				
LAWSC CATHERINE LAWSON					
16-01775 11/21/16					
1 COURT CLERK SPECIAL COURT	350.00	G-02-41-702-301	B Alch Education, Rehab Enforce	A	11/21
Vendor Total:	350.00				
LEAGU NEW JERSEY LEAGUE OF MUN					
16-01811 11/30/16					
1 LEGISLATIVE REVIEW RENEWAL	56.00	6-01-20-120-224	B Clerk - Mayor/Councilman Expense	A	11/30
Vendor Total:	56.00				
LEREM LERETA LLC					
16-01830 11/30/16					
1 REFUND OF TAX OVERPAY B58 L17	1,962.12	6-01-55-001-005	B Tax Overpayments Payable	A	11/30
Vendor Total:	1,962.12				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
LINES LINE SYSTEMS, INC					
16-01745 11/15/16					
1 REGULAR PHONES NOVEMBER 2016	436.07	6-01-31-440-216	B Regular Telephones	A	11/15
Vendor Total:	436.07				
LYNSS LYNEER STAFFING SOLUTIONS					
16-01754 11/17/16 temp staffing week of 10/31					
1 temp staffing week of 10/31	3,412.80	6-01-26-290-280	B Public Works - Temporary Workers	A	11/17
2 temp staffing week of 10/31	506.16	6-01-26-290-280	B Public Works - Temporary Workers	A	11/17
	3,918.96				
16-01762 11/18/16 temp staffing week of 11-07					
1 temp staffing week of 11-07	2,758.68	6-01-26-290-280	B Public Works - Temporary Workers	A	11/18
2 temp staffing week of 11-07	410.40	6-01-26-290-280	B Public Works - Temporary Workers	A	11/18
	3,169.08				
16-01797 11/29/16 Temp stafing week of 11/14					
1 Temp stafing week of 11/14	3,570.57	6-01-26-290-280	B Public Works - Temporary Workers	A	11/29
Vendor Total:	10,658.61				
MALAL ALAN & LISA MALCOLM					
16-01827 11/30/16					
1 REFUND OF TAX OVERPAY B55 L4	410.38	6-01-55-001-005	B Tax Overpayments Payable	A	11/30
Vendor Total:	410.38				
MARSR RUSS MARSH					
16-01819 11/30/16					
1 REFUND OF ACTING FOR KIDS FEE	23.00	6-01-55-004-001	B Refund Of CY Revenue	A	11/30
Vendor Total:	23.00				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
MCNEA ANTHONY McNEIL					
16-01816 11/30/16					
1 REFUND OF TAI CHI CLASS FEE	47.00	6-01-55-004-001	B Refund Of CY Revenue	A	11/30
Vendor Total:	47.00				
MGLP MGL PRINTING SOLUTIONS					
16-01571 10/18/16					
1 ANIMAL LICENCES & TAGS	451.00	6-01-27-340-205	B Animal	A	10/18
Vendor Total:	451.00				
MITHU MITCHELL HUMPHREY & CO.					
16-01558 10/14/16					
1 INSTALL SERV GSS CONSTRUCTION	1,500.00	C-04-55-814-801	B Computer Software	A	10/14
Vendor Total:	1,500.00				
MULTT MULTI-TEMP					
16-01765 11/18/16					
1 SYSTEM SWITCH OVER HHPD	662.56	6-01-26-310-254	B Build/Grounds - Maint/Repair	A	11/18
2 REPAIR HEATING SYSTEM MUNI BLD	168.00	6-01-26-310-254	B Build/Grounds - Maint/Repair	A	11/18
	830.56				
Vendor Total:	830.56				
NAPA NAPA AUTO PARTS					
16-01512 10/11/16 Adapter, Tire valve					
1 Adapter, Tire valve	49.02	6-01-25-265-233	B Fire - Purchase Minor Equip	A	10/11
Vendor Total:	49.02				
NATA NAT ALEXANDER CO., INC					
16-01656 10/27/16 1 pr. Firefighter Boots					
1 1 pr. Firefighter Boots	345.73	6-01-25-265-235	B Fire - Personal Protective Equip	A	10/27
Vendor Total:	345.73				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
NETS NETWORKS PLUS, LLC					
16-01735 11/15/16 montly service contract					
1 Monthly Service Contract	1,200.00	6-01-20-100-515	B Computer Maintanence	A	11/15
16-01736 11/15/16 Splash Top					
1 Splash Top Remote Service	10.00	6-01-20-100-515	B Computer Maintanence	A	11/15
Vendor Total:	1,210.00				
NJAMB NJ AMERICAN WATER					
16-01732 11/10/16					
1 135 HYDTS OCTOBER 2016	6,088.50	6-01-25-265-389	B Fire Hydrant Water Service	A	11/10
16-01734 11/10/16					
1 LAKE STREET PUMP STATION	36.38	6-01-31-445-289	B Water Service	A	11/10
2 HIGH STREET BALL FIELD	36.27	6-01-31-445-289	B Water Service	A	11/10
	72.65				
16-01768 11/18/16					
1 REFUND OF STREET OPENING PERMI	50.00	6-01-55-004-001	B Refund Of CY Revenue	A	11/18
Vendor Total:	6,211.15				
OLDD OLD DOMINION BRUSH					
16-01763 11/18/16 doors for leaf machine					
1 doors for leaf machine	324.69	G-02-41-770-301	B Clean Community	A	11/18
Vendor Total:	324.69				
PEDRO PEDRONI					
16-01753 11/17/16 no lead fuel					
1 no lead fuel	2,059.98	6-01-31-460-275	B Unleaded Gas	A	11/17
16-01795 11/29/16 diesel fuel					
1 diesel fuel	1,692.90	6-01-31-460-276	B Diesel Fuel	A	11/29
Vendor Total:	3,752.88				

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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 D
PHOEA PHOENIX ADVISORS, LLC					
16-01832 12/01/16					
1 REQUIRED FILING BY DISCOLS AGT	950.00	6-01-20-130-205	B Finance - Professional Finance Services	A	12/01
Vendor Total:	950.00				
PITNB PITNEY BOWES					
16-01740 11/15/16					
1 LEASING EQUIPMENT 4TH Q 2016	840.00	6-01-20-100-516	B Service Contracts	A	11/15
Vendor Total:	840.00				
PSEGR PSE&G					
16-01733 11/10/16					
1 DEVON AVE P#61076 NOV 2016	19.42	6-01-31-430-288	B Electric & Gas	A	11/10
2 E ATLANTIC AVE P#01310 NOV 16	19.42	6-01-31-430-288	B Electric & Gas	A	11/10
	38.84				
16-01771 11/18/16					
1 STREET LIGHTING OCT 2016	6,175.22	6-01-31-435-288	B Street Lighting	A	11/18
2 OTHER LIGHTING OCT 2016	3,172.42	6-01-31-430-288	B Electric & Gas	A	11/18
	9,347.64				
16-01814 11/30/16					
1 S PARK AV P60406 NOV 2016	4.26	6-01-31-430-288	B Electric & Gas	A	11/30
2 514 W ATLANTIC AV SOF NOV 2016	1,284.85	6-01-31-430-288	B Electric & Gas	A	11/30
3 W HIGH & 8TH AVE NOV 2016	30.23	6-01-31-430-288	B Electric & Gas	A	11/30
4 W HIGH STREET NOV 2016	216.75	6-01-31-430-288	B Electric & Gas	A	11/30
5 321 7TH AV COMM CTR NOV 2016	684.13	6-01-31-430-288	B Electric & Gas	A	11/30
	2,220.22				
Vendor Total:	11,606.70				
REISS JUDITH F. REISS					
16-01731 11/10/16 Reimburse for Fire Insp Renew					
1 Reimburse for Fire Insp Renew	45.00	6-01-25-265-623	B Uniform Fire - Dues	A	11/10
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 D
ROON MATTHEW ROONEY					
16-01773 11/21/16					
1 PROSECUTOR SPECIAL COURT	500.00	G-02-41-702-301	B Alch Education, Rehab Enforce	A	11/21
Vendor Total:	500.00				
RUTGE RUTGERS THE STATE UNIV					
16-01780 11/21/16					
1 BASICS OF GREEN PURCH EHRET	123.00	6-01-20-130-231	B Finance - Schools/Continuing Education	A	11/21
Vendor Total:	123.00				
SANTK KELLY SANTOSUSSO					
16-01772 11/18/16 Travel for Convention					
1 Mileage for Convention	59.94	6-01-20-120-225	B Clerk - Travel Expenses	A	11/18
2 Tolls for Convention	6.00	6-01-20-120-225	B Clerk - Travel Expenses	A	11/18
3 Parking for Convention	10.00	6-01-20-120-225	B Clerk - Travel Expenses	A	11/18
	75.94				
Vendor Total:	75.94				
SCHRJ JACQUELINE SCHROEDER					
16-01823 11/30/16					
1 INSTRUCTOR TODDLER PLAYTIME	225.00	6-01-28-370-265	B Parks & Rec - Contracted Staff	A	11/30
Vendor Total:	225.00				
SERVL SERVICELINK					
16-01828 11/30/16					
1 REFUND OF TAX OVERPAY B16 L14	2,618.03	6-01-55-001-005	B Tax Overpayments Payable	A	11/30
Vendor Total:	2,618.03				
SIMED SIMEONE & RAYNOR					
16-01192 08/09/16					
1 CONFLICT PUBLIC DEFENDER	750.00	T-13-56-860-808	B Reserve Public Defender (506)	A	08/09
Vendor Total:	750.00				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
SORIJ Jillian Soriano					
16-01743 11/15/16					
1 6 FT UTILITY TABLE	104.97	T-13-56-860-823	B Reserve for Neighbor Night Out (520)	A	11/15
Vendor Total:	104.97				
STAHJ JUSTINE L. STAHL					
16-01824 11/30/16					
1 INSTRUCTOR YOGA WED PM	81.25	6-01-28-370-265	B Parks & Rec - Contracted Staff	A	11/30
2 INSTRUCTOR YOGA SAT AM	81.25	6-01-28-370-265	B Parks & Rec - Contracted Staff	A	11/30
	162.50				
Vendor Total:	162.50				
STAPL STAPLES					
16-01655 10/27/16					
1 SIGNS FOR GENERAL ELECTION	45.98	6-01-20-120-218	B Clerk - Election Expenses	A	10/27
Vendor Total:	45.98				
STOLL STOPPER LOPEZ LAW					
16-01747 11/16/16					
1 PUBLIC DEFEND SERV JUNE-NOV 16	3,450.00	T-13-56-860-808	B Reserve Public Defender (506)	A	11/16
16-01774 11/21/16					
1 PUB DEFENDER SPECIAL COURT	400.00	G-02-41-702-301	B Alch Education, Rehab Enforce	A	11/21
Vendor Total:	3,850.00				
THABG THANKS FOR BEING GREEN, LLC					
16-01755 11/17/16 e waste recycling					
1 e waste recycling	175.00	G-02-41-770-301	B Clean Community	A	11/17
Vendor Total:	175.00				
TIREC TIRE CORRAL					
16-01764 11/18/16 tires for leaf truck #6					
1 tires for leaf truck #6	1,246.16	G-02-41-770-301	B Clean Community	A	11/18

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
TIREC TIRE CORRAL	Continued				
16-01764 11/18/16 tires for leaf truck #6		Continued			
2 alignment for leaf truck #6	109.95	G-02-41-770-301	B Clean Community	A	11/18
3 tires for leafer	351.96	G-02-41-770-301	B Clean Community	A	11/18
	1,708.07				
Vendor Total:	1,708.07				
USPOS UNITED STATES POSTAL SERVICE					
16-01793 11/22/16					
1 REFILL POSTAGE METER	2,000.00	6-01-20-100-212	B Postage	A	11/22
16-01804 11/29/16					
1 MAILING ASSESSM POST CARDS	953.02	6-01-20-150-259	B Assessor - Mailing Post Cards	A	11/29
16-01815 11/30/16					
1 RENEWAL BULK PERMIT #1027	502.81	6-01-20-100-212	B Postage	A	11/30
Vendor Total:	3,455.83				
VER33 VERIZON					
16-01738 11/15/16					
1 HHFD FAX OCTOBER 2016	93.28	6-01-31-440-216	B Regular Telephones	A	11/15
2 SOF FAX OCTOBER 2016	26.89	6-01-31-440-216	B Regular Telephones	A	11/15
	120.17				
16-01742 11/15/16					
1 HH CABIN NOV 2016	37.02	6-01-31-440-216	B Regular Telephones	A	11/15
16-01783 11/21/16					
1 PHONES LAKE ST PUMP STA NOV 16	50.26	6-01-31-440-216	B Regular Telephones	A	11/21
Vendor Total:	207.45				
VERIW VERIZON WIRELESS					
16-01784 11/21/16					
1 POLICE MDT'S OCTOBER 2016	114.11	6-01-25-240-254	B Police - Computer Maintenance	A	11/21

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
VERIW VERIZON WIRELESS	Continued				
16-01801 11/29/16					
1 HHFD MDEC'S OCT 2016	40.05	6-01-31-440-216	B Regular Telephones	A	11/29
16-01806 11/29/16					
1 FIRE DEPT MDC'S OCTOBER 2016	154.04	6-01-31-440-216	B Regular Telephones	A	11/29
16-01808 11/29/16					
1 BORO CELL PHONES DEC 2016	600.11	6-01-31-440-318	B Cell Phones	A	11/29
Vendor Total:	908.31				
VSP VISION SERVICE PLAN (CT)					
16-01803 11/29/16					
1 HHPD CONTRACT DEC 2016	1,148.16	6-01-23-220-247	B Vision Plan	A	11/29
2 NON CONTRACT VISION DEC 2016	286.96	6-01-23-220-247	B Vision Plan	A	11/29
3 UNION VISION DEC 2016	371.94	6-01-23-220-247	B Vision Plan	A	11/29
	1,807.06				
Vendor Total:	1,807.06				
WBMASON WB MASON					
16-01794 11/29/16 FOLDERS, TONER,MARKERS					
1 TONER, MARKERS,	86.78	6-01-20-100-311	B Office Supplies	A	11/29
2 FOLDERS, INK.BINDER CLIPS	208.45	6-01-20-100-311	B Office Supplies	A	11/29
3 PAD STAMP,TONER	116.98	6-01-20-100-311	B Office Supplies	A	11/29
	412.21				
Vendor Total:	412.21				
WELLS WELLS FARGO REAL EST TAX SER					
16-01829 11/30/16					
1 REFUND OF TAX OVERPAY B46 L3	1,986.55	6-01-55-001-005	B Tax Overpayments Payable	A	11/30
Vendor Total:	1,986.55				

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc D
WICKD DAVID WICKWARE					
16-01826 11/30/16					
1 REFUND OF TAX OVERPAY B132 L18	88.00	6-01-55-001-005	B Tax Overpayments Payable	A	11/30
Vendor Total:	88.00				
WINNF WINNER FORD					
15-01790 11/30/15					
1 2015 FORD CAB & CHASSIS	97,938.00	C-04-55-811-802	B Fire Truck	A	11/30
Vendor Total:	97,938.00				

Total Purchase Orders: 106 Total P.O. Line Items: 147 Total List Amount: 1,390,771.85 Total Void Amount: 0.00

December 1, 2016
11:24 AM

HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	6-01	1,213,939.01	0.00	0.00	1,213,939.01
GENERAL CAPITAL FUND	C-04	164,314.83	0.00	0.00	164,314.83
	G-02	4,757.76	0.00	0.00	4,757.76
TRUST - OTHER TRUST	T-13	7,760.25	0.00	0.00	7,760.25
Total Of All Funds:		1,390,771.85	0.00	0.00	1,390,771.85

1,218,696.77

TOTAL 1,390,771.85
PAYROLL 106,061.29
1,496,833.14

RESOLUTION 2016:244

RESOLUTION ACCEPTING PROPOSAL FROM PENNONI ASSOCIATES, INC. TO COMPLETE PROPOSED REMEDIAL INVESTIGATION SERVICES AT THE FORMER DEVON AVENUE LANDFILL

WHEREAS, the borough is currently under contract with Pennoni Associates for the services of a licensed site remediation professional for the purpose of remediation of the former Devon Avenue Landfill site; and

WHEREAS, the proposal referenced above is for the investigational and reporting activities outlined in a revised Hazardous Discharge Site Remediation Fund application that was submitted to the New Jersey Department of Environmental Protection on behalf of the borough on June 29, 2015; and

WHEREAS, the total cost of services listed below total $31,000 which the borough has received from the Hazardous Discharge Site Remediation Fund.

Task 1 – NJDEP Administrative Requirements	$ 2,200
Task 2 – Additional Remedial Investigations	$ 8,320
Task 3 – Remedial Investigation Report Addendum Preparation	$20,460

WHEREAS, it has been determined that the Proposal attached is hereby accepted by the Borough Council of the Borough of Haddon Heights in the County of Camden, State of New Jersey, and Pennoni Associates is authorized to proceed.

Date: December 6, 2016

_____
Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights do hereby certify that the foregoing Resolution was adopted at a regularly scheduled meeting of Borough Council on December 6, 2016.

_____
Kelly Santosusso, RMC, Borough Clerk

515 Grove Street
Suite 1B
Haddon Heights, NJ 08035
T: 856-547-0505
F: 856-547-9174
www.pennoni.com

September 21, 2016

PRO 15-02343-*Revised September 21, 2016*

Mayor Jack D. Merryfield, Jr.
Borough of Haddon Heights
625 Station Avenue
Haddon Heights, New Jersey 08035

Re: Proposed Remedial Investigation Services
Former Devon Avenue Landfill
Block 116, Lot 1
Block 117, Lot 1
Block 118, Lots 3 & 5
Block 120, Lots 1, 1.01, 2, & 2.01
Block 121, Lots 1 & 2
Block 122, Lots 1 & 2
Block 125, Lots 1 & 2
Haddon Heights, Camden County, New Jersey 08035
NJDEP Program Interest #G000026185

Dear Mayor Merryfield,

Pennoni has prepared the following proposal to complete the investigational and reporting activities outlined in a revised Hazardous Discharge Site Remediation Fund (HDSRF) application that was submitted to the New Jersey Department of Environmental Protection (NJDEP or Department) on behalf of the **Borough of Haddon Heights (Client)** on June 29, 2015. The NJDEP approved the revised application in electronic correspondence dated July 8, 2015.

SCOPE OF SERVICES

Pennoni is currently under contract to serve as the LSRP of Record for the site, and in that capacity, to help you proceed through the regulatory process for the referenced program interest number. Pursuant to the Administrative Requirements for the Remediation of Contaminated Sites (ARRCS) (N.J.A.C. 7:26C), the LSRP must review all work completed at the site prior to the implementation of the Site Remediation Reform Act (SRRA) for consistency with the current regulatory requirements. Based on a review of the previous work completed, it has been determined that additional investigation is warranted to develop data in support of prior conclusions regarding the character of native material surrounding the landfill, the conceptual site model for migration of groundwater, and to aid the finalization of the Remedial Action Plan for the site.

In support of these goals, the scope of work includes the following tasks: 1) Preparing an update to the *Receptor Evaluation* Form; 2) updating and posting the requisite public notification

documentation; 3) completion of additional methane investigations at structures located within 100 feet of the perimeter of the landfill; and 4) preparation and submission of a *Remedial Investigation Report Addendum.*

We have developed the following scope of services based upon our knowledge of the site, our experience with similar projects, and our understanding of necessary actions to move the site forward toward ultimate closure, in the form of remedial action and issuance of a Response Action Outcome (RAO), following the requirements of the NJDEP *Technical Requirements for Site Remediation* (N.J.A.C. 7:26E) as well as the NJDEP approved revised application in electronic correspondence dated July 8, 2015.

Task 1 - NJDEP Administrative Requirements
Task 2 - Additional Remedial Investigations
Task 3 - Remedial Investigation Report Preparation

Task 1 – NJDEP Administrative Requirements

Receptor Evaluation (Update)

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

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

An initial *Receptor Evaluation* was completed and submitted to the NJDEP in February 2011. The *Receptor Evaluation* is required to be updated and submitted along with major case documents

(i.e., Remedial Investigation Reports, etc.). The updated *Receptor Evaluation* will be included in the report outlined in Task 3 below.

Public Notification

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

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

Task 2 - Additional Remedial Investigations

Additional Methane Investigations

In order to further evaluate the lateral migration of methane and potential impacts to structures located within 100 feet of the perimeter of the site (i.e., the Haddon Glen Swim Club), Pennoni will install methane monitoring points within the right of way of Glenview Avenue. The monitoring points will be installed at several depths within the vadose zone between the Haddon Glen Swim Club and the landfill to allow for measurements of methane concentrations. These measurements will be used to further evaluate the attenuation and migration potential of methane in the soil column. The deepest point will be installed at the approximate bottom depth of the landfill refuse or just above the apparent water table, whichever is encountered first. The shallowest point will be installed to a depth of three (3) feet below grade, and an intermediate point will be installed approximately halfway between the shallow point and the water table. The methane gas monitoring points will be constructed of three (3) feet of ½" diameter 10-slot polyvinyl chloride (PVC) screen with enough solid PVC riser to reach the surface.

Methane readings will be collected using a Landtec GEM 500 Gas Extraction Monitor or similar field instrument. This device will provide a direct reading from a monitoring point of the percentage of the LEL for methane. The results will be evaluated in order to support a determination of whether a methane venting system will be required to be installed as part of landfill closure activities.

Classification Exception Area (CEA) Development

Pennoni will develop the CEA for the site based on the results of the hydraulic conductivity testing and groundwater sampling results. Pennoni will prepare a *CEA/Well Restriction Area (WRA) Permit Fact Sheet* form, notifications to required entities, data tables that include all contaminants and their concentrations that exceed the NJDEP Groundwater Quality Standards (GWQS) from the most recent rounds of groundwater sampling, the depth below ground surface to the water table, and the approximate depth of the groundwater contamination. Based upon the data generated from the monitoring well network to date, dissolved phase metals are the only contaminants in groundwater in excess of the GWQS. The CEA will cover the entire site and be of an indeterminate duration.

Task 3 - Remedial Investigation Report Preparation

If the proposed investigation activities are sufficient to accomplish the goals of the Remedial Investigation, Pennoni will document the investigations completed at the site to date in a *Remedial Investigation Report* in general accordance with the NJDEP *Technical Requirements for Site Remediation*. The *Remedial Investigation Report* will include the following information:

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

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

SCHEDULE

Pennoni is prepared to begin working on this project upon receipt of Notice to Proceed and will endeavor to complete the work in accordance with your scheduling needs.

FEES

Billings for Pennoni's professional services will be based on actual time and expenses in accordance with the agreed upon Schedule of Fees, copy attached. The following presents a budgetary estimate of costs estimated to be incurred for the proposed scope of work, based upon our present understanding of tasks requiring immediate implementation. These tasks and/or budgets may change following our meeting with the NJDEP, or as additional information is developed. The estimated costs do not include NJDEP mandated fees payable directly to the NJDEP.

Activity Description	Estimated Effort
Task 1 - NJDEP Administrative Requirements	$2,200
Task 2 - Additional Remedial Investigations	$8,320
Task 3 - Remedial Investigation Report Addendum Preparation	$20,460
Estimated total	**$ 31,000**

The estimated project budgets are based on the following assumptions:

- Access to the Site will be available on the requested time and date with proper notification;
- Areas requiring investigation will be free and clear of utilities;
- Up to five (5) methane points are included in this proposal; and
- NJDEP fees or fines are not included in this proposal.

Pennoni's budgetary estimate is only an estimate and is based on our knowledge of prior projects with similar scope as to the level of effort required. The Borough of Haddon Heights will be billed for actual labor and expense costs incurred. Pennoni will not bill any costs in excess of what is listed above without notifying the Borough of Haddon Heights of the conditions requiring an increase in the above budgeted estimates and receiving authorization to proceed, should it becomes evident that such an increase is warranted.

Please note that no NJDEP fees, outside costs for public notification, or other similar remedial costs are included in our cost estimate. Pennoni will provide the Borough of Haddon Heights with an outline of any such costs to be paid directly by the Borough of Haddon Heights to the NJDEP.

BILLING AND PAYMENT

Billing and payment for the services outlined herein shall be in accordance with our current

Contract for Professional Services.

TERMS AND CONDITIONS

A. General

1. *The Pennoni General Terms and Conditions (Form No. LE01 Revised 11/2014)* attached hereto are included as part of this proposal.

2. This proposal is for providing the specific services described within the Scope of Services above. Services provided by Pennoni Associates Inc. for this project which are not specifically included in the above Scope of Services are additional services and will be billed as such in accordance with the above-stated fees. Such services will only be rendered upon prior Client written approval.

Thank you for the opportunity to present this proposal for professional environmental consulting services. If this proposal is acceptable, please sign and return a copy as our Notice-To-Proceed. If you should have questions or should you require additional information, please do not hesitate to contact us.

Sincerely,

PENNONI ASSOCIATES INC.

Timothy N. Mangold, LSRP
Senior Environmental Scientist

Kevin J. Davis, PE, LSRP
Vice President

Cc: Angelo C. Fatiga, Business Development Associate

Attachments: The Pennoni Associates Inc. General Terms and Conditions
Fee Schedule

Accepted by: _____
Authorized Signature

_____
Print Name and Title **Date:**

X:\PROPOSALS\Region 1 Philly Metro-South Jersey\Haddon Heights\0310\2015\Landfills\Haddon Heights\15-02343 HDSRF RI 20150715.docx

EXHIBIT B

ENVIRONMENTAL SERVICES
SCHEDULE OF FEES

LABOR CATEGORY RATES:

PROFESSIONAL PERSONNEL	$/HOUR
Principal-in-Charge	$215
Certified Industrial Hygienist/Certified Hazardous Materials Manager	$170
Senior Engineer/Environmental Scientist/Geologist/Hydrogeologist	$150
Project Manager/Engineer/Environmental Scientist/Geologist/Hydrogeologist	$130
Staff Engineer/Environmental Scientist/Geologist/Hydrogeologist	$110
Associate Engineer/Environmental Scientist/Geologist/Hydrogeologist	$100
Graduate Engineer/Environmental Scientist/Geologist/Hydrogeologist	$ 90
TECHNICAL PERSONNEL	
Senior Engineering Technician	$ 85
Engineering Technician II	$ 75
Engineering Technician I	$ 70
Clerical	$ 65

- Travel time: Standard hourly rate.
- USEPA Level C Protection and Above: Add 10% to above hourly rates.
- Technical Support/Expert Testimony Fee provided upon request.

EXPENSES:

Pennoni does not bill for routine office management or accounting services; however, direct expense charges described below are subject to an additional administrative and handling fee as indicated:

- Subconsultant / Subcontractor services: cost plus 10%
- Project Related Travel and Living Expenses: cost plus 10%
- Expendable Materials and Supplies: cost plus 10%
- Field Equipment: cost plus 10%
- Passenger Vehicles: $.575 per mile
- Communication Fee: 2% of billable labor. Includes cost for non-deliverable in-house photocopies, non-express postage, and telephone/fax/modem.

RESOLUTION 2016:245

RESOLUTION AUTHORIZING REFUNDS OF TAX OVERPAYMENTS

WHEREAS, on November 14, 2016 the Haddon Heights Tax Office received a tax overpayment; and

WHEREAS, said overpayment will require a refund to David Wickware

PROPERTY:	OVERPAYMENT:	REFUND OF $88.00 TO:
1909 Narberth Ave Block 132, Lot 18 Cherry Hill, NJ 08002	$88.00	David Wickware 2 Coles Ave

WHEREAS, on March 28, 2016 the Haddon Heights Tax Office received a Homestead Benefit credit on a tax exempt property; and

WHEREAS, said credit will require a refund to Alan and Lisa Malcolm

PROPERTY:	CREDIT:	REFUND OF $410.38 TO:
312 Eighth Ave Block 55, Lot 4	$410.38	Alan and Lisa Malcolm 312 Eighth Avenue Haddon Heights, NJ 08035

WHEREAS, on February 24, 2016 the Haddon Heights Tax Office received a tax overpayment; and

WHEREAS, said overpayment will require a refund to Servicelink

PROPERTY:	OVERPAYMENT:	REFUND OF $2,618.03 TO:
303 Third Ave Block 16, Lot 14	$2,618.03	ServiceLink 1400 Cherrington Parkway Moon Township, PA 15108

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Haddon Heights, County of Camden in the State of New Jersey that above refunds are hereby authorized.

Date: December 6, 2016

_____

Mayor Jack D. Merryfield

ATTEST: _____

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2016:246

RESOLUTION AUTHORIZING REFUNDS OF TAX OVERPAYMENT

WHEREAS, on November 3, 2016 the Haddon Heights Tax Office received a tax overpayment; and

WHEREAS, said overpayment will require a refund to Lereta, LLC as follows:

PROPERTY:	OVERPAYMENT	REFUND OF $1,962.12 TO:
307 Tenth Ave Block 58, Lot 17	$1,962.12	Lereta, LLC Attn: Tax Servicing Dept. 1123 Park View Drive Covina, CA 91724

WHEREAS, on November 2, 2016 the Haddon Heights Tax Office received a tax overpayment; and

WHEREAS, said overpayment will require a refund to Wells Fargo as follows:

PROPERTY:	OVERPAYMENT	REFUND OF $1,986.55 TO:
1004 Kings Hwy Block 46, Lot 3	$1,986.55	Wells Fargo Real Estate Tax Service, LLC ATTN: Financial Support Unit MAC X2301-02C 1 Home Campus Des Moines, IA 50328-0001

NOW, THEREFORE BE IT RESOLVED that the Governing Body of the Borough of Haddon Heights, County of Camden in the State of New Jersey that that above refunds are hereby authorized.

Date: December 6, 2016

_____
Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2016:247

RESOLUTION AUTHORIZING REFUND OF TAX OVERPAYMENT

WHEREAS, on November 3, 2016 the Haddon Heights Tax Office received several tax overpayments; and

WHEREAS, said overpayments will require refunds to CoreLogic Tax Services in the amounts so listed below:

PROPERTY:	OVERPAYMENT:
1107 Sycamore St Block 69, Lot 29	$1,973.94
1504 Sycamore St Block 96, Lot 10	$1,872.83
1837 Prospect Ridge Blvd Block 110, Lot 12	$2,697.32
125 Ninth Ave Block 43, Lot 20	$3,484.31
613 Garden St Block 29, Lot 36	$1,431.01
100 Third Ave Block 19, Lot 1	**$3,423.07**

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights, County of Camden in the State of New Jersey that a refund is hereby authorized in the amount of $14,882.48 and shall be paid to CoreLogic Tax Services, 1500 Solana Blvd, Building 1, Westlake, TX 76262.

Date: December 6, 2016

_____
Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2016:248

RESOLUTION AUTHORIZING NETWORKS PLUS LLC TO PERFORM ELECTRONIC DISCOVERY SERVICES IN CONNECTION WITH THE MATTER GLOVER MILL LLC V. THE BOROUGH OF HADDON HEIGHTS

WHEREAS, the borough requires electronic discovery services; and

NOW THEREFORE BE IT RESOLVED that the Governing Body of the Borough of Haddon Heights hereby authorizes Networks Plus to perform electronic discovery services in connection with the matter Glover Mill LLC v. the Borough of Haddon Heights;

BE IT FURTHER RESOLVED that said services shall not exceed $4,000.

Date: December 6, 2016

_____
Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights do hereby certify that the foregoing Resolution was duly adopted during a regularly scheduled meeting of the Borough Council held on December 6, 2016.

_____
Kelly Santosusso, RMC, Borough Clerk

Service Activation Form

Networks Plus, LLC
Cinnaminson, NJ 08077
(856) 786-3500

Proposal #: 99626
Date: 12/01/2016
Quote Valid Until: 12/31/2016
Order Type: New Proposal
Sales Representative: Jerry Caruso
Sales Rep. Email: jcaruso@networksplusco.com
Payment Method: Check
Summary:

Customer Name: Borough of Haddon Heights
Customer Since: N/A
Contract Start: TBD
Contract Maturity: TBD
Term of Commitment: 0 months from date of Service activation per the Terms of Service

Customer Information

	Billing Address	Shipping Address
Company:	Borough of Haddon Heights	Borough of Haddon Heights
Contact:	Katie Compton	Katie Compton
Street 1:	625 Station Avenue	625 Station Avenue
Street 2:		
City, State, ZIP Code:	Haddon Heights, NJ 08035	Haddon Heights, NJ 08035
Phone:	(856) 547-7164	(856) 547-7164
Fax:		
Mobile:		
Email:		

Monthly Recurring Charges (MRC)

QTY	Item ID	Description	Monthly	Tax	Monthly Ext.
					MRC Subtotal
					$0.00

Non-Recurring Charges (NRC)

QTY	Item ID	Description	Price	Tax	Price Ext.
1	999-02-MISCNRCT	User Email Extraction Extract and deliver all email available within the Haddon Heights network for up to 16 participants. Extractions will be in the form of a Microsoft Outlook file. Cost to not exceed $4,000	$4,000.00	No	$4,000.00
					NRC Subtotal
					$4,000.00

Service Activation Form

Networks Plus, LLC
504 Route 130 North Suite 110
Cinnaminson, NJ 08077
(856) 786-3500

Proposal #: 99626
Date: 12/01/2016
Quote Valid Until: 12/31/2016
Order Type: New Proposal
Sales Representative: Jerry Caruso
Sales Rep. Email: jcaruso@networksplusco.com
Payment Method: Check
Summary:

Customer Name: Borough of Haddon Heights
Customer Since: N/A
Contract Start: TBD
Contract Maturity: TBD
Term of Commitment: 0 months from date of Service activation per the Terms of Service

Notes

Due at Signing	
Monthly Recurring	$0.00
Non-Recurring	$0.00
Sales Tax	$0.00
USF Due	$0.00
Total Due at Signing	$0.00

Summary	
Monthly Recurring	$0.00
Non-Recurring	$4,000.00
Sales Tax	$0.00
USF	$0.00
Total	$4,000.00

The undersigned acknowledges that they have received, read, accepted, and agreed to the Networks Plus, LLC Terms of Service, and ALL Networks Plus, LLC Terms and Conditions incorporated by this reference.

Please charge my existing credit card on file: Yes ☐ No ☐

Signature: _____ **Title:** _____

Print Name: _____ **Date:** _____

Confidential and Proprietary to Networks Plus, LLC. This proposal is provided to the Entity(s) and Individual(s) listed above only, and may not be disclosed or forwarded to any other party without the express, written consent of Networks Plus, LLC.