

BOROUGH OF HADDON HEIGHTS

REORGANIZATION MEETING

Saturday, January 6, 2018, 11:00 a.m.

1. CALL TO ORDER – Mayor Jack D. Merryfield
2. SALUTE TO THE FLAG AND MOMENT OF SILENCE led by Mayor Jack D. Merryfield
3. INVOCATION – Reverend E. Joseph Byerley, *St. Rose of Lima Parish*
4. Mayor Jack D. Merryfield states “in accordance with Section 5 of the Open Public Meetings Act, Chapter 231, 1975, notice of this meeting was posted on the bulletin board designed for that purpose and notice was transmitted to the official newspapers on December 4, 2017.”
5. Mayor Jack D. Merryfield Welcomes Dignitaries Present
6. OATH OF OFFICE to be administered to Council Member-Elect Stephanie Madden, Esq. –
Congressman Donald Norcross, Member of U.S. Congress
7. OATH OF OFFICE to be administered to Council Member-Elect Christopher Mrozinski –
Freeholder Jeffrey L. Nash
8. ROLL CALL
 - a) Comments from elected officials Councilwoman Stephanie Madden and Councilman Christopher Mrozinski
 - b) Comments from Sitting Council Members
9. PUBLIC COMMENT ON AGENDA ITEMS ONLY
10. UNFINISHED BUSINESS:
None
11. NEW BUSINESS:
 - a) Motion to Appoint Councilman Christopher Mrozinski to the Position of Council President
 - b) Motion to Approve the following Directorship Appointments:

Administration/Personnel/Inter-Government

Councilwoman Stephanie Madden, Director
Councilwoman Jacquelyn E. Valvardi

Finance/Budgets/Grants

Councilwoman Jacquelyn E. Valvardi, Director
Councilman Scott Schreiber
Council President Christopher Mrozinski

Public Works Department

Councilman Scott Schreiber, Director
Councilwoman Susan R. Griffith

REORGANIZATION AGENDA

January 6, 2018

Page 2

Construction/Zoning Department

Council President Christopher Mrozinski, Director
Mayor Jack D. Merryfield

Public Safety (Police, Fire & Municipal Court)

Councilwoman Susan R. Griffith, Director
Councilman Bryan P. Schroeder

Parks/Recreation

Councilman Bryan P. Schroeder, Director
Councilwoman Stephanie Madden

Resolution 2018:01 – Resolution Appointing Borough Solicitor – *Wade, Long, Wood & Long, LLC*
Howard C. Long, 1 yr.

Resolution 2018:02 – Resolution Appointing Auditor for 2018 – *Bowman & Company, 1 yr.*

Resolution 2018:03 – Resolution Appointing Borough Bond Counsel for 2018 – *Waters, McPherson, McNeill, P.C., 1 yr.*

Resolution 2018:04 – Resolution Appointing Borough Engineer – *Bach Associates, 3 yrs.*

Resolution 2018:05 – Resolution Appointing Risk Manager for 2018 – *Hardenbergh Insurance Group, 1 yr.*

Resolution 2018:06 – Resolution Appointing Broker of Record for 2018 – *Hardenbergh Insurance Group, 1 yr.*

Resolution 2018:07 – Resolution Appointing Licensed Site Remediation Professional for 2018 – *T&M Associates, 1 yr.*

Resolution 2018:08 – Resolution Appointing Municipal Court Judge Pursuant to Shared Services Agreement Between the Borough of Haddon Heights and the Borough of Audubon Regarding Municipal Court Services – *Honorable Charles Shimberg*

Resolution 2018:09 – Resolution Appointing Municipal Court Prosecutor Pursuant to Shared Services Agreement Between the Borough of Haddon Heights and the Borough of Audubon Regarding Municipal Court Services – *Steve Peterson, Esq.*

Resolution 2018:10 – Resolution Appointing Municipal Court Public Defender Pursuant to Shared Services Agreement Between the Borough of Haddon Heights and the Borough of Audubon Regarding Municipal Court Services – *Charles Wigginton, Esq.*

Resolution 2018:11 – Resolution Appointing Court Administrator Pursuant to Shared Services Agreement Between the Borough of Haddon Heights and the Borough of Audubon Regarding Municipal Court Services – *Jean Phillips*

Resolution 2018:12 – Resolution Appointing Deputy Court Administrators Pursuant to Shared Services Agreement Between the Borough of Haddon Heights and the Borough of Audubon Regarding Municipal Court Services – *Barbara Borgesi and Candace Polite*

REORGANIZATION AGENDA

January 6, 2018

Page 3

Resolution 2018:13 – Resolution Appointing Deputy Borough Clerk – *Katilyn Compton, 1 yr.*

Resolution 2018:14 – Resolution Appointing Registrar of Vital Statistics – *Marian Hauser, 3 yrs.*

Resolution 2018:15 – Resolution Appointing Recycling Coordinator – *John J. Ellis, 1 yr.*

Resolution 2018:16 – Resolution Appointing Superintendent of the Department of Public Works – *John J. Ellis, 1 yr.*

Resolution 2018:17 – Resolution Appointing Officer of Emergency Management – *John J. Ellis, 3 yrs.*

Resolution 2018:18 – Resolution Appointing Special Law Enforcement Officers – *David Bauman, Class II, Megan Propati, Class II, and Shane Graham, Class I.*

Resolution 2018:19 – Resolution Appointing Tax Search Officer – *Eric Fitzgerald, 1 yr.*

Resolution 2018:20 – Resolution Appointing Fire Chief – *Michael Kinky, 1 yr.*

Resolution 2018:21 – Resolution Appointing Fund Commissioner and Alternate to the Garden State Municipal Joint Insurance Fund – *Mayor Jack D. Merryfield and Councilman Bryan Schroeder*

Resolution 2018:22 – Resolution Appointing Zoning Code Enforcement Officer – *Ron Newell, 1 yr.*

Resolution 2018:23 – Resolution Designating Delegates to the Camden County Community Development Block Grant Program – *Councilwoman Stephanie Madden and Borough Clerk Kelly Santosusso, 1 yr.*

Resolution 2018:24 – Resolution Appointing Fire Inspectors for the Haddon Heights Fire Department – *Benjamin Zwaska, Ian Muenzenberger, James Burleigh, Ralph Jones, Ernie Busch and Stephen DePierri, 1 yr.*

Resolution 2018:25 – Resolution Appointing Members of the Haddon Heights Fire Department

Resolution 2018:26 – Resolution Authorizing Chief of Police to Issue Gun Permits – *Chief Bruce Koch*

Resolution 2018:27 - Resolution Appointing Crossing Guards for the Haddon Heights Police Department, *1 yr.*

Resolution 2018:28 – Resolution Appointing Borough Arborist – *Steve Dorsey, 1 yr.*

Resolution 2018:29 – Resolution Appointing Licensed Collection System Operator (C-2 License), *Frank Spadea 1 yr.*

Resolution 2018:30 – Resolution Designating a Public Agency Compliance Officer – *Kelly Santosusso, 1 yr.*

Resolution 2018:31 – Resolution Establishing the Haddon Heights Economic Development Advisory Committee

Resolution 2018:32 – Resolution Re-establishing the Creative Team

Resolution 2018:33 – Resolution Concerning Attached 2018 Appointments

REORGANIZATION AGENDA

January 6, 2018

Page 4

MOTION TO ADOPT RESOLUTION 2018:01 THROUGH 2018:33: All individuals named in the above Resolutions please stand to receive the Oath of Office from Mayor Merryfield.

Resolution 2018:34 – Resolution Regarding Rules of Council for 2018

Resolution 2018:35 – Resolution Regarding Interest Rate for 2018

Resolution 2018:36 – Resolution Authorizing Funding Petty Cash Fund for 2018

Resolution 2018:37 – Resolution Authorizing Use of a Cash Management Plan for 2018

Resolution 2018:38 – Resolution Designating Newspapers to Receive Notices of Meetings as Required Under the Open Public Meetings Act

Resolution 2018:39 – Resolution Establishing 2018 Council Meeting Dates

Resolution 2018:40 – Resolution Approving Temporary Budget Appropriations for 2018

Resolution 2018:41 – Resolution Approving Payment of Bills and Claims for First Half of January 2018

Resolution 2018:42 – Resolution Designating Depositories of Funds for Various Accounts for 2018

Resolution 2018:43 – Resolution Authorizing the Cancellation of Small Tax Balances for the Year 2017

Resolution 2018:44 – Resolution Authorizing the Utilization of State Contract Vendors

12. PUBLIC COMMENT

13. BENEDICTION – Reverend E. Joseph Byerley, *St. Rose of Lima Parish*

14. ADJOURNMENT

RESOLUTION 2018:01

RESOLUTION APPOINTING BOROUGH SOLICITOR

NOW, THEREFORE BE IT RESOLVED that Wade, Long, Wood & Long, LLC, Howard C. Long, Esq. is hereby appointed to the position of Borough Solicitor for the Borough of Haddon Heights.

BE IT FURTHER RESOLVED that fees will be in accordance with proposal submitted.

BE IT FURTHER RESOLVED that this appointment is for one (1) year commencing January 1, 2018 and shall expire December 31, 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:02

RESOLUTION APPOINTING AUDITOR FOR 2018

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights, that a contract for the professional services of AUDITOR is hereby awarded to Bowman & Company LLP located at 601 White Horse Road, Voorhees, New Jersey 08043.

BE IT FURTHER RESOLVED that such contract will be in an amount not to exceed \$39,000.00 and shall be appropriated in the 2018 Municipal Budget under '*Professional Services – Auditor.*'

BE IT FURTHER RESOLVED that this appointment shall expire December 31, 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:03

RESOLUTION APPOINTING BOND COUNSEL FOR 2018

NOW, THEREFORE BE IT RESOLVED that Waters, McPherson, McNeill, P.C., Jason P. Capizzi, Esq., is hereby appointed as Bond Counsel for the Borough of Haddon Heights; and

BE IT FURTHER RESOLVED that fees will be in accordance with proposal submitted and said appointment shall be effective immediately and extend through December 31, 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:04

RESOLUTION APPOINTING BOROUGH ENGINEER

NOW, THEREFORE BE IT RESOLVED that Bach Associates, 304 White Horse Pike, Haddon Heights, New Jersey 08035 is hereby appointed to the position of Borough Engineer for the Borough of Haddon Heights.

BE IT FURTHER RESOLVED that fees shall be in accordance with proposal submitted to the Borough; and

BE IT FURTHER RESOLVED that this appointment is for a three (3) year term commencing January 1, 2018 through December 31, 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:05

RESOLUTION APPOINTING RISK MANAGER FOR 2018

NOW, THEREFORE BE IT RESOLVED that Hardenbergh Insurance Group is hereby appointed to the position of Risk Manager for the Borough of Haddon Heights.

BE IT FURTHER RESOLVED that this appointment is for one (1) year commencing January 1, 2018 through December 31, 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:06

RESOLUTION APPOINTING BROKER OF RECORD FOR 2018

NOW, THEREFORE BE IT RESOLVED that Hardenbergh Insurance Group is hereby appointed as the Broker of Record for health insurance for the Borough of Haddon Heights.

BE IT FURTHER RESOLVED that this appointment is for one (1) year commencing January 1, 2018 through December 31, 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:07

RESOLUTION APPOINTING LICENSED SITE REMEDATION PROFESSIONAL FOR 2018

NOW, THEREFORE BE IT RESOLVED that T&M Associates is hereby appointed as Licensed Site Remediation Professional for the year 2018.

BE IT FURTHER RESOLVED that this appointment is for one (1) year effective January 1, 2018 through December 31, 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:08

RESOLUTION APPOINTING MUNICIPAL COURT JUDGE PURSUANT TO SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF HADDON HEIGHTS AND THE BOROUGH OF AUDUBON REGARDING MUNICIPAL COURT SERVICES

NOW, THEREFORE BE IT RESOLVED that the Honorable Charles Shimberg is hereby appointed to the position of Municipal Court Judge for the Borough of Haddon Heights, subject to the terms and conditions set forth in the "Shared Services Agreement Between the Borough of Audubon and the Borough of Haddon Heights Regarding Municipal Court Services" dated October 17, 2017.

BE IT FURTHER RESOLVED that this appointment shall be effective immediately and will extend through January 6, 2018.

January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:09

RESOLUTION APPOINTING MUNICIPAL COURT PROSECUTOR PURSUANT TO SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF HADDON HEIGHTS AND THE BOROUGH OF AUDUBON REGARDING MUNICIPAL COURT SERVICES

NOW, THEREFORE BE IT RESOLVED that Steve Peterson is hereby appointed to the position of Municipal Court Prosecutor for the Borough of Haddon Heights, subject to the terms and conditions set forth in the "Shared Services Agreement Between the Borough of Audubon and the Borough of Haddon Heights Regarding Municipal Court Services" dated October 17, 2017.

BE IT FURTHER RESOLVED that this appointment shall be remain in effect pursuant to the current Shared Service Agreement between the Borough of Haddon Heights and the Borough of Audubon providing for Municipal Court Services for the Borough of Haddon Heights.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:10

RESOLUTION APPOINTING MUNICIPAL COURT PUBLIC DEFENDER PURSUANT TO SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF HADDON HEIGHTS AND THE BOROUGH OF AUDUBON REGARDING MUNICIPAL COURT SERVICES

NOW, THEREFORE BE IT RESOLVED that Charles Wigginton is hereby appointed to the position of Municipal Court Public Defender for the Borough of Haddon Heights, subject to the terms and conditions set forth in the “Shared Services Agreement Between the Borough of Audubon and the Borough of Haddon Heights Regarding Municipal Court Services” dated October 17, 2017.

BE IT FURTHER RESOLVED that this appointment shall be remain in effect pursuant to the current Shared Service Agreement between the Borough of Haddon Heights and the Borough of Audubon providing for Municipal Court Services for the Borough of Haddon Heights.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:11

RESOLUTION APPOINTING MUNICIPAL COURT ADMINISTRATOR PURSUANT TO SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF HADDON HEIGHTS AND THE BOROUGH OF AUDUBON REGARDING MUNICIPAL COURT SERVICES

NOW, THEREFORE BE IT RESOLVED that Jean Phillips is hereby appointed to the position of Municipal Court Administrator for the Borough of Haddon Heights, subject to the terms and conditions set forth in the “Shared Services Agreement Between the Borough of Audubon and the Borough of Haddon Heights Regarding Municipal Court Services” dated October 17, 2017.

BE IT FURTHER RESOLVED that this appointment shall be remain in effect pursuant to the current Shared Service Agreement between the Borough of Haddon Heights and the Borough of Audubon providing for Municipal Court Services for the Borough of Haddon Heights.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:12

RESOLUTION APPOINTING MUNICIPAL DEPUTY COURT ADMINISTRATORS PURSUANT TO SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF HADDON HEIGHTS AND THE BOROUGH OF AUDUBON REGARDING MUNICIPAL COURT SERVICES

NOW, THEREFORE BE IT RESOLVED that Barbara Borgesi and Candace Polite are hereby appointed to the position of Municipal Deputy Court Administrators for the Borough of Haddon Heights, subject to the terms and conditions set forth in the “Shared Services Agreement Between the Borough of Audubon and the Borough of Haddon Heights Regarding Municipal Court Services” dated October 17, 2017.

BE IT FURTHER RESOLVED that this appointment shall be remain in effect pursuant to the current Shared Service Agreement between the Borough of Haddon Heights and the Borough of Audubon providing for Municipal Court Services for the Borough of Haddon Heights.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:13

RESOLUTION APPOINTING DEPUTY BOROUGH CLERK

NOW, THEREFORE BE IT RESOLVED that Katilyn Compton is hereby appointed to the position of Deputy Borough Clerk for the Borough of Haddon Heights; and

BE IT FURTHER RESOLVED that this appointment commences January 1, 2018 and shall expire December 31, 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:14
RESOLUTION APPOINTING REGISTRAR OF VITAL STATISTICS

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights, in the County of Camden and State of New Jersey that Marian Hauser, CMR is hereby appointed to the position of Registrar of Vital Statistics.

BE IT FURTHER RESOLVED that this appointment is for a three (3) year term commencing January 1, 2018 through December 31, 2020.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:15
RESOLUTION APPOINTING RECYCLING COORDINATOR

BE IT RESOLVED that John J. Ellis is hereby appointed to the position of *Recycling Coordinator* for the Borough of Haddon Heights.

BE IT FURTHER RESOLVED that this appointment shall commence January 1, 2018 through December 31, 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:16

RESOLUTION APPOINTING SUPERINTENDENT OF THE DEPARTMENT OF PUBLIC WORKS

NOW THEREFORE BE IT RESOLVED that John J. Ellis is hereby appointed to the position of Superintendent of the Department of Public Works for the Borough of Haddon Heights;

BE IT FURTHER RESOLVED that this appointment shall commence January 1, 2018 through December 31, 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:17

RESOLUTION APPOINTING OFFICER OF EMERGENCY MANAGEMENT

NOW, THEREFORE BE IT RESOLVED that John J. Ellis is hereby appointed to the position of Officer of Emergency Management for the Borough of Haddon Heights.

BE IT FURTHER RESOLVED that this appointment is for three (3) years commencing January 1, 2018 through December 31, 2020.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:18

RESOLUTION APPOINTING SPECIAL LAW ENFORCEMENT OFFICERS

WHEREAS, pursuant to N.J.S.A. 40A:14-146.10, the Police Department currently employs two (2) Class II Special Law Enforcement Officers and one (1) Class I Special Law Enforcement Officer; and

WHEREAS, Special Law Enforcement Officers require a one (1) year appointment;

NOW, THEREFORE BE IT RESOLVED that David Bauman and Megan Propati are hereby appointed to the position of Class II, Special Law Enforcement Officer and Shane Graham is hereby appointed to the position of Class I, Special Law Enforcement Officer.

BE IT FURTHER RESOLVED that these appointments are effective immediately and shall expire December 31, 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:19

RESOLUTION APPOINTING TAX SEARCH OFFICER

WHEREAS, the Governing Body of every municipality in New Jersey must designate a person to act as the Tax Search Officer for the municipality; and

WHEREAS, pursuant to N.J.S.A. 54:5-11, an official is to designated to examine records, certify unpaid municipal liens; immunity; and

WHEREAS, the governing body of each municipality shall from time to time by resolution, designate an official of the municipality to make examinations of its records as to unpaid municipal liens and to certify the result thereof; and

WHEREAS, the Official so designated shall be vested with the power to make official certificates of searches for municipal liens until a new official has been designated for the purpose.

WHEREAS, no personal liability shall attach or be chargeable to the official so designated.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Haddon Heights, a Municipal Corporation of Camden County, State of New Jersey, that Eric Fitzgerald, Tax Collector for the Borough of Haddon Heights, is hereby appointed to the position of Tax Search Officer.

BE IT FURTHER RESOLVED that this appointment shall be effective upon adoption of this Resolution through December 31, 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:20

RESOLUTION APPOINTING FIRE CHIEF

NOW, THEREFORE BE IT RESOLVED that Michael Kinky's successful election for the position of Fire Chief is hereby confirmed and therefore is officially appointed to the position of Fire Chief.

BE IT FURTHER RESOLVED that the term is for one (1) year commencing January 1, 2018 and shall expire December 31, 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:21

RESOLUTION APPOINTING A FUND COMMISSIONER AND ALTERNATE TO THE GARDEN STATE MUNICIPAL JOINT INSURANCE FUND

WHEREAS, a need exists to appoint a Fund Commissioner and Alternate to the Garden State Municipal Joint Insurance Fund; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights that Mayor Jack D. Merryfield is hereby appointed to the position of Fund Commissioner and Councilman Bryan Schroeder is hereby appointed as his Alternate.

BE IT FURTHER RESOLVED that such appointment is for a one (1) year period expiring December 31, 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:22

RESOLUTION APPOINTING ZONING CODE ENFORCEMENT OFFICER

NOW, THEREFORE BE IT RESOLVED that Ron Newell is hereby appointed to the position of Zoning Code Enforcement Officer for the Borough of Haddon Heights.

BE IT FURTHER RESOLVED that this appointment is for one (1) year commencing January 1, 2018 through December 31, 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:23

RESOLUTION DESIGNATING DELEGATES TO THE CAMDEN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, there is hereby established an annual requirement of a Municipality to appoint a voting representative, and alternate to the Camden County Community Development Advisory Board; and

WHEREAS, the Borough of Haddon Heights wishes to continue to be a voting member of said Board in conjunction with the existing Cooperation Agreement:

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Haddon Heights, County of Camden, State of New Jersey that Councilwoman Stephanie Madden be appointed to serve as the representative from the Borough of Haddon Heights to the Camden County Community Development Advisory Board; and

BE IT FURTHER RESOLVED, that Kelly Santosusso, Borough Clerk is hereby appointed to serve as the Alternate Member.

BE IT FURTHER RESOLVED that a certified copy of this Resolution is to be submitted to the Camden County Improvement Authority.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:24

RESOLUTION APPOINTING FIRE INSPECTORS FOR THE HADDON HEIGHTS FIRE DEPARTMENT

NOW, THEREFORE BE IT RESOLVED that Benjamin Zwaska, Ian Muezenberger, James Burleigh, Ralph Jones, Ernie Busch and Stephen DePierri are hereby appointed to the position of Fire Inspector.

BE IT FURTHER RESOLVED that this appointment shall be effective immediately and shall expire December 31, 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:25

RESOLUTION APPOINTING MEMBERS OF THE HADDON HEIGHTS FIRE DEPARTMENT

NOW, THEREFORE BE IT RESOLVED that the individuals listed below are hereby appointed
as members of the Haddon Heights Fire Department.

Chief Michael Kinky
Assistant Chief Nick Scardino
Captain Stephen Kinky
Captain John Smaldore
Captain John Schmidt
Lieutenant Tyler Scharle
Lieutenant Steve Mach

Firefighters:
Donald Alexander
Preston Antrilli
Stephen DiRenzo
Carl Dolente
John Ellis
Jordan Fryar
Pat Giordano
Joe Hales
Dillon Knoettner
Adam Layden
Steve Miller
Nevin O'Kane
Eamon Oswald
Billy Petrina
Matt Resh
Ron Sambucci
Harry Scharle
Len Spaeth
John Schmidt Jr
Andrew Underwood
Sean Ward
Rob White
John Blake
Bill Clarke
Tim Daly
Jim Kinky
Bob McKane

BE IT FURTHER RESOLVED that appointments are for one (1) year commencing January 1, 2018 through December 31, 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:26

RESOLUTION AUTHORIZING CHIEF OF POLICE TO ISSUE GUN PERMITS

NOW, THEREFORE BE IT RESOLVED that Police Chief Bruce Koch is hereby authorized to issue gun permits for the year 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:27

RESOLUTION APPOINTING CROSSING GUARDS FOR THE HADDON HEIGHTS POLICE DEPARTMENT

WHEREAS, pursuant to N.J.S.A. 40A:9-154.1 the Police Department currently employs 14 Crossing Guards; and

WHEREAS, Crossing Guards require a one (1) year appointment;

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights, Camden County, State of New Jersey that the following individuals are hereby appointed to the position of *Crossing Guard*.

BE IT FURTHER RESOLVED that these appointments are effective immediately and shall expire December 31, 2018.

Lisa Barr
Carlo Bellomo
Walter Campbell
Lynn Duncan
Sarah Gibbons
Joyce Kanauss-Hindsley
Priscilla James
Albert Jones
Elizabeth King
Howard Mehrer
Eugene Riley
Lee Ann Shankin

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:28

RESOLUTION APPOINTING BOROUGH ARBORIST

NOW, THEREFORE BE IT RESOLVED that Steve Dorsey is hereby appointed to the position of Borough Arborist.

BE IT FURTHER RESOLVED that this appointment shall expire December 31, 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:29

RESOLUTION APPOINTING FRANK SPADEA TO THE POSITION OF LICENSED COLLECTION SYSTEM OPERATOR (C-2 LICENSE)

WHEREAS, the Borough is required to employ a Licensed Collection System Operator who holds a current C-2 License on staff.

NOW, THEREFORE BE IT RESOLVED that Frank Spadea possesses the required C-2 License and is hereby appointed to the position of Licensed Collection System Operator.

BE IT FURTHER RESOLVED that this appointment shall be effective January 1, 2018 through December 31, 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:30

RESOLUTION DESIGNATING A PUBLIC AGENCY COMPLIANCE OFFICER

WHEREAS, every public agency is required by law to designate a Public Agency Compliance Officer, hereinafter referred to as P.A.C.O., in accordance with N.J.A.C. 17:27-3.2; and

WHEREAS, the individual so designated to serve as the P.A.C.O. will be the point of contact for all matters concerning implementation and administration of the legal requirements of the Equal Employment Opportunity Monitoring Program; and

WHEREAS, the P.A.C.O. must have the authority to recommend changes to effectively support the implementation of the statute and regulations;

NOW THEREFORE BE IT RESOLVED that Kelly Santosusso is hereby designated the P.A.C.O. for the Borough of Haddon Heights by the Governing Body of the Borough of Haddon Heights in the County of Camden and State of New Jersey;

BE IT FURTHER RESOLVED that the Municipal Clerk shall submit the Public Agency Compliance Officer name and contact information annually, by January 10th of each year, to the State of New Jersey, Division of Purchase and Property, Contract Compliance and Audit Unit, Equal Employment Opportunity Monitoring Program.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:31

RESOLUTION ESTABLISHING THE HADDON HEIGHTS ECONOMIC DEVELOPMENT ADVISORY COMMITTEE

WHEREAS, the Borough of Haddon Heights has expressed strong interests in maintaining and improving the current business environment in the Borough, promoting and inviting new businesses to the Borough's four (4) business districts and advancing economic development as identified by Borough Council; and

WHEREAS, the Haddon Heights Economic Development Advisory Committee ("Committee") shall serve as an advisory body to the Borough Council on the topic of economic development, focusing on marketing, trends, issues and governmental processes in an attempt to identify opportunities to assist and promote economic vitality in the Borough, including opportunities to invite or promote innovative businesses or projects to further enhance the Borough's business districts and promote walkability within the Borough; and

WHEREAS, the Committee is tasked with assessing the current and ongoing business climate in the Borough of Haddon Heights and submitting recommendations to the Borough Council and/or Planning and Zoning Board intended to maintain a strong economic base in the Borough; and

WHEREAS, the Committee will serve to further the engagement between the Borough of Haddon Heights, the commercial business districts and the community by providing opportunities for collaboration on important local economic development matters; and

WHEREAS, the Committee will be an initial contact and source of information for new and existing businesses, as well as a leading force in improving and enhancing our business districts for the benefit of business owners and residents alike.

NOW, THEREFORE, BE IT RESOLVED that the Haddon Heights Economic Development Advisory Committee members shall include the following persons:

Member No. 1; Lee Griffith

Member No. 2; David Clapper

Member No. 3; Randy Wolfe

Member No. 4; Matthew Madden

Member No. 5; Maureen Garrity

Business Owner No. 1; Joseph Gentile

Business Owner No. 2; Brett Harrison

Council Liaison; Council President Christopher Mrozinski

BE IT FURTHER RESOLVED that these appointments are effective immediately and shall expire December 31, 2018, with the Mayor appointing to the aforementioned Committee annually at Reorganization thereafter.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

CERTIFICATION:

I, Kelly Santosusso, RMC, Clerk of the Borough of Haddon Heights do hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted at a regularly scheduled meeting of Borough Council held on January 6, 2018.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2018:32

RESOLUTION RE-ESTABLISHING HADDON HEIGHTS CREATIVE TEAM

WHEREAS, the Haddon Heights Creative Team was first established on November 6, 2013; and

WHEREAS, the Creative Team had become defunct in 2015; and

WHEREAS, it is the desire of the borough to reestablish the Creative Team and appoint the following members who have agreed to serve; and

Councilman Scott Schreiber	Haddon Heights Borough Council
Marshall Hatfield	Member, Sustainable Haddon Heights
Maggie Jenkins	Friends of the Ritz
Nicole Klein	Friends of the Ritz
Christine Walker	Haddon Heights High School student
Steve Weber	BRS
Brett Harrison	Haddon Heights Business and Professional Association

WHEREAS, these members are hereby appointed to the Haddon Heights Creative Team for the year 2018; and

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights, State of New Jersey, County of Camden that the above named individuals are hereby appointed to the Haddon Heights Creative Team for the year 2018 and shall serve through December 31, 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:33

RESOLUTION CONCERNING ATTACHED 2018 APPOINTMENTS

NOW THEREFORE BE IT RESOLVED, that the individuals named on the attached list are hereby appointed to the positions so listed.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

2018 APPOINTMENTS

ONE YEAR TERMS EXPIRING 12/31/18 UNLESS OTHERWISE NOTED

Environmental Commission

Expiration

Councilman Scott Schreiber, Council Liaison	12/31/2018
Kevin Murphy, Vice Chair	12/31/2020
Michael Madden (filling unexpired term)	12/31/2019
David Cox (filling unexpired term)	12/31/2019
Maggie McCann	12/31/2020

Historic Preservation Review Commission

Carol Larro, Class A (filling unexpired term)	12/31/2019
Christopher Morgan, Class C	12/31/2021
Drew James, Class C	12/31/2021
Asiyah Kurtz, Alternate	12/31/2019

Planning & Zoning Board

Christopher Mrozinski	Class III, Council Liaison	12/31/2018
Richard Kinkler	Class I, Mayor's Alternate	12/31/2018
Chief Bruce Koch	Class II, Borough Official	12/31/2018
Michael Gatti	Class IV	12/31/2018
Michael Cicalese	Class IV	12/31/2018
Tom Ferrese	Class IV, Alternate #1	12/31/2019

Shade Tree Commission

Councilman Scott Schreiber, Council Liaison	12/31/2018
Bill Troutman	12/31/2018
Maggie McCann	12/31/2022

HH Municipal Alliance on Drugs & Alcohol Commission

Councilwoman Stephanie Madden, Council Liaison	12/31/2018
Trish Sheilds, Coordinator	12/31/2018
Sgt. Thomas Schneider, Police Dept. Representative	12/31/2018
Sgt. Thomas Reilly, Police Dept. Representative	12/31/2018
Ptl. Michael Famular, Police Dept. Representative	12/31/2018
Denise Hoeschele, School Substance Abuse Counselor	12/31/2018
Linda Schreiber (filling an unexpired term)	12/31/2018
Anthony Horneff	12/31/2018
Barbara Cortese	12/31/2018
Dave Mosko	12/31/2018

Local Board of Health

Councilwoman Susan Griffith, Council Liaison	12/31/2018
Dave Mosko, Alternate #1	12/31/2018
Scott Lewis, Alternate #2	12/31/2018

Library Board of Trustees

August Longo, President	12/31/2022
Rosemary Fitzgerald, Mayor's Alternate	12/31/2018
Pamela Driver, School Board Representative	12/31/2018

Local Emergency Management

Mayor Jack D. Merryfield	
Council President Christopher Mrozinski, Council Liaison	
John Ellis, Coordinator	
Kelly Santosusso, Borough Clerk	
Christie Ehret, CFO	
Captain Michael Scardino	

(Local Emergency Management Continued)

Chris Walter, Library Director

Ralph Jones, Construction Official

Michael Kinky, Fire Chief

Mario Scullan, Fire Official

Parks & Recreation Committee

Councilman Bryan Schroeder, Council Liaison

Trish Sheilds, Board of Education

Mike DeCastro

Jim Bruno

Shannon Parkinson

Barbara Hoff-Robinson

Frank Ferrese

Civic Events Committee

Councilwoman Stephanie Madden, Co-Council Liaison

Councilwoman Jackie Valvardi, Co-Council Liaison

Trish Sheilds

Robert Hunter

Jim Cox

Michael Valvardi

Laura Gindele

Joseph Gentile

Danielle Linaris

Kate Bieg

Elizabeth Madden

Tracy Miller

Lauren McCall

Nicole Highland-Ning

(Civic Events Committee Continued)

Heather Fizur

Garden State JIF Safety Committee

Councilman Bryan Schroeder, Council Liaison

Kelly Santosusso, Borough Clerk

John Ellis, Superintendent, Safety Coordinator

Captain Michael Scardino

Katilyn Compton, Deputy Borough Clerk

HH Public Safety Memorial Clock Committee

Mayor Jack D. Merryfield

Councilwoman Susan Griffith

Michael Valvardi

Captain Michael Scardino

Sue Griffith

Patty Shute

Roni Olizi

Albert Olizi

Haddon Heights Green Team

Councilman Scott Schreiber, Council Liaison

Steve Bach, Borough Engineer

Richard Burke, Community Garden

Dave Cox, Environmental Commission

John Ellis, Department of Public Works

Jeannie Marcucci, Green Jean Gardens

Kelly Santosusso, Borough Clerk

Captain Michael Scardino, Police Department

Michael Kinky, Fire Chief

David Steinberg, Sustainable Haddon Heights

(Green Team Continued)

Chris Walter, Director of Library

Haddon Heights Neighbors

Councilwoman Jackie Valvardi, Council Liaison

Jillian Soriano

Lisa Bach

Tina Gentile

Nicole Highland-Ning

Anthony Iannone

Danielle Linaris

Lauren McCall

Albert Olizi

Roni Olizi

Crissy Walter

George Wise

Melinda Wise

Nana Shames

Karen Scioli

Kate Linnehan

Jim Anderson

Danielle Parks

Community Garden

Councilman Scott Schreiber, Council Liaison

Richard Burke

Jodi Clarke

Steve Megaw

Friends of Glover Fulling Mill Park

Rosemary Fitzgerald

Kathy Lange

(Friends of Glover Fulling Mill Park Continued)

Joan Rossler

Regina Philipps

Christopher Philipps

Anne McAdams

Frank McShane

Carol Larro

Jeannie Marcucci

Sue Poniatowski

Barbara Burger

Business Community Liaisons

Councilman Bryan Schroeder

Councilwoman Stephanie Madden

Haddon Heights Business Redevelopment Advisory Committee

Council President Christopher Mrozinski, Council Liaison

Lee Griffith

David Clapper

Randy Wolfe

Matthew Madden

Maureen Garrity

Brett Harrison

Joe Gentile

4th of July Committee

Councilman Bryan Schroeder, Co-Council Liaison

Councilwoman Jackie Valvardi, Co-Council Liaison

Richard Kinkler, Chair

Jeff Barr

(4th of July Committee Continued)

Benjamin Zwaska

Mario Scullan

John Ellis

Beth Borchers

Fabian Brown

Kelly Santosusso

Fire Chief Mike Kinky

Trish Sheilds

Sgt. Tom Schneider

Steve Barr

Chris Morgan

Cait Winton

Creative Team

Scott Schreiber, Council Liaison

Marshall Hatfield, Sustainable Haddon Heights

Maggie Jenkins, Friends of the Ritz

Nicole Klein, Friends of the Ritz, Haddon Heights Arts

Christine Walker, Haddon Heights High School

Steve Weber, BRS

Brett Harrison

RESOLUTION 2018:34

RESOLUTION REGARDING RULES OF COUNCIL

BE IT RESOLVED, that the Rules of Borough Council attached hereto shall govern
Borough Council for the year 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RULES OF THE BOROUGH COUNCIL OF THE BOROUGH OF HADDON HEIGHTS

ARTICLE I

SECTION 1. Meeting Dates and Times

The Borough Council shall meet on the 1st and 3rd Tuesday of each month, beginning at 7:00 p.m., at the Municipal Building, except as may otherwise be provided by resolution and after due notice to the members of Council and the public as provided by statute.

SECTION 2. Quorum

A quorum shall consist of three members and the Mayor or four members if the Mayor is absent.

SECTION 3. Special Meetings

Special meetings can be called by the Mayor, or upon the written request of four members. Requests for special meetings shall comply with the New Jersey Open Public Meetings Act's requirements for timely notice and specification of the topics to be considered at the special meeting.

ARTICLE II

SECTION 1. Council Meetings

Council meetings shall begin at 7:00 p.m. on each date when Council is scheduled to meet. The order of business at each meeting shall be as follows:

1. Caucus session call to order
2. Statement of compliance with the Open Public Meetings Act
3. Roll call
4. Caucus Session – Discussion of items on business agenda first. Recess of Caucus Session and commencement of Business Session
6. Pledge of Allegiance and moment of silence
7. Public Comment on caucus items and agenda items only
8. Consideration of minutes of previous meetings
9. Mayor and Council Member Reports
10. Business discussion
11. Unfinished business
12. New business
13. General public comment
14. Adjournment

SECTION 2. **Conduct of the Caucus Session**

The caucus session of the meeting shall be convened in the municipal conference room. At the discretion of Council, if there is insufficient room for the participants and the public in the municipal conference room, the caucus session may be convened in Council Chambers.

The purpose of the caucus session is to discuss such topics as may be submitted and sponsored by the Mayor or a member of Council, and to review informally the matters listed for consideration at that day's Council meeting. Because the caucus format is intended to be informal and to encourage candid discussion among the Mayor and members of Council, it shall not be in order during the caucus session to entertain any substantive motion or to take formal action on any matter.

The Mayor or any member of Council wishing to place a topic on the Caucus Agenda shall submit the topic to the Borough Clerk, along with any supporting documentation, no later than the close of business on the Thursday prior to the Caucus Meeting.

The caucus session shall end no later than 7:25 p.m., whereupon the meeting shall move to the Council chambers for the conduct of the rest of the Council Meeting. If caucus items remain to be discussed after that time, they may, on duly approved motion, be taken up during the remaining portion of the Council Meeting, postponed to a later caucus session, or taken up at a further caucus session after the disposition of all items on the remainder of that evening's regular agenda.

ARTICLE III

Public Comment. The Mayor and Council recognize and appreciate the importance of the public's right to comment at its meetings, and welcome public comment. However, if necessary, the presiding officer shall have the discretion to place a reasonable limit on the time period for public comment at any meeting.

If it appears to the presiding officer that a large number of members of the public wish to participate in the public comment portion of a meeting, the presiding officer may impose, prior to the commencement of public comment, a time limit of no less than five minutes per speaker, until each member of the public who desires to comment has had the opportunity to do so once. Unless the meeting has been unnecessarily prolonged, the presiding officer may then recognize members of the public who did not have the opportunity to complete their comments within the allotted time limit to speak a second time, for a reasonable length of time.

If any single speaker shall speak for an unreasonably lengthy period of time, the presiding officer may, in his or her discretion, advise the speaker that the speaker has five minutes to conclude his or her comments, in order to provide the opportunity for other members of the public to comment. Once other members of the public have had the opportunity to comment, any speaker who was unable to conclude their comments may again be afforded a reasonable period of time to conclude his or her comments.

ARTICLE IV

SECTION 1. **Form of Consideration of Motions.** When a motion is made and seconded, it shall, before debate, be stated by the presiding officer. Every motion shall be reduced to writing if the presiding officer shall require.

SECTION 2. **Withdrawal of Motions.** A motion may be withdrawn by the member making it before amendment, postponement, an order to lay on the table or decision.

SECTION 3. **Entry Upon the Minutes.** Every motion shall be entered at length in the minutes, together with the name of the member making it and seconding it unless it be subsequently withdrawn.

SECTION 4. **Order of Precedence.** Ranking motions shall have precedence as set forth in Roberts Rules of Order, Newly Revised, specifically:

- to fix the time to which to adjourn
- to adjourn
- to recess
- to raise a question of privilege
- to call for orders of the day
- to lay on the table
- for the previous question
- to limit or extend the limit of debate
- to postpone definitely
- to commit or refer
- to amend
- to postpone indefinitely

SECTION 5. **Disposition of Postponed Motions.** A motion that shall have been postponed indefinitely may be called up by a majority vote later in the meeting during which it is postponed or during the next regular meeting under the order of unfinished business. Otherwise, a motion that has been postponed indefinitely shall expire.

SECTION 6. **Reconsideration.** A motion to reconsider shall be in order at any time during the meeting at which the motion which is proposed to reconsider was passed, but such motion is in order only if made by a member who voted with the prevailing side.

ARTICLE V

SECTION 1. **Questions of Order.** No debate shall be allowed on a question of order unless there shall be an appeal, or reference by the presiding officer to the Council; and on such appeal or reference, no member shall speak more than once except by unanimous consent, provided that the member making the appeal may close the debate.

ARTICLE VI

SECTION 1. Roll Call Vote Mandatory The yeas and nays shall be called on the passage of ordinance or the passage of resolutions providing for the expenditures of money or which may pecuniarily obligate the Borough.

SECTION 2. Roll Call Vote Upon Request The yeas and nays shall be ordered on any questions at the request of one member.

SECTION 3. Changing a Vote A member shall be allowed to change his vote on any questions after the roll call shall have been completed and before the result of the vote shall have been announced by the chair.

SECTION 4. Voting Procedure If a member who is present at a meeting does not vote during a roll call vote, the Clerk shall call that member's name one additional time prior to the announcement of the result of the vote in order to give the member a further opportunity to have the member's vote recorded.

During a vote, no member shall explain or give reasons for their vote or abstention. Any member who wishes to make his or her reasons for voting a particular way or for abstaining a part of the record shall submit those reasons in writing to the Borough Clerk within two business days of the meeting. The Borough Clerk shall enter in the minutes any statement of reasons timely received. Nothing in this paragraph shall be construed as requiring any member to explain their reasons for any vote or abstention.

ARTICLE VII

SECTION 1. Ordinances Ordinances shall be introduced and passed in accordance with the applicable New Jersey Statutes.

ARTICLE VIII

SECTION 1. Directorships The standing Directorships of the Council shall be Departments of Finance and Budgets; Public Safety; Public Works; Construction & Zoning; Parks & Recreation; and Inter-Government. Council may establish other directorships and committees by resolution, without the need for formal amendment to these Rules.

SECTION 2. Department Meetings Department meetings shall be held at the call of the Director. In the absence of the Director, or upon their refusal or neglect to act, the Mayor may temporarily assume the duties of the Directorship.

SECTION 3. Appointment of Directors All appointments to Directorships shall be made by the Mayor with the advice and consent of Council.

ARTICLE IX

SECTION 1. Notice of Meetings; Agenda The Borough Clerk shall give at least two days of notice of all regular, adjourned and special meetings of council in the manner required by applicable New Jersey Statutes. In addition, the agenda and copies of all ordinances and resolutions to be considered at a Council Meeting shall be distributed to the Mayor and Council Members, and posted on the portion of the Borough's website reserved for that purpose, no later than the close of business on the Friday preceding any meeting. Notwithstanding the foregoing, the posted agenda and matters to be considered may be amended or supplemented prior to the commencement of the meeting should such amendment or supplementation be necessary. Such amendments or supplements shall be distributed promptly to the Mayor and Council Members and posted to the appropriate portion of the Borough website. A paper copy of all agendas, ordinances, and resolutions shall be posted on the public bulletin board in the Municipal Building substantially contemporaneously with its posting or update on the Borough's website.

ARTICLE X

Procedure Where Rules Do Not Govern The most recent version of Roberts Rules of Order, Newly Revised shall be the authority on all questions of parliamentary practice and procedure arising in the Council and not governed by these rules.

ARTICLE XI

SECTION 1. Suspension of Rules No rule shall be suspended except by the affirmative vote of four members.

SECTION 2. Amendment These rules may be amended at any regular meeting of the Council by a majority of the members present, provided, however, that notice of the proposed amendment shall have been submitted in writing to the Mayor and all Council Members at the previous regular meeting.

RESOLUTION 2018:35

RESOLUTION FOR INTEREST RATE FOR 2018

BE IT RESOLVED, by the Governing Body of the Borough of Haddon Heights that pursuant to N.J.S.A. 54:4-67, the rate of interest on delinquent tax installments and assessments for the year 2017 and be the same is hereby fixed at eight percent per annum on the first \$1,500.00 of the delinquency, and eighteen percent per annum on any amount due and owing in excess of \$1,500.00 and 6% flat penalty shall be added at the end of each year for delinquencies which exceed \$10,000.

BE IT FURTHER RESOLVED, that no interest be charged if payment of an installment is made within ten (10) days after the date upon which the same became payable.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:36

RESOLUTION AUTHORIZING FUNDING PETTY CASH FUND FOR 2018

BE IT RESOLVED, by the Governing Body of the Borough of Haddon Heights, that a payment shall be made from the Borough's Current Account in the amount of five hundred dollars (\$500.00) to fund the Petty Cash Fund for 2018.

BE IT FURTHER RESOLVED that Bruce Koch, Police Chief, shall serve as custodian of the Petty Cash Fund.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:37

RESOLUTION AUTHORIZING USE OF A CASH MANAGEMENT PLAN

NOW, THEREFORE, BE IT RESOLVED by Governing Body of the Borough of Haddon Heights that a Cash Management Plan as outlined in the attached be followed for the year 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

BOROUGH OF HADDON HEIGHTS CASH MANAGEMENT PLAN

This plan is established to comply with the requirement of N.J.S.A. 40A:5-14 and to provide a guide to municipal officials and employees in carrying out their duties concerning the receipt and disbursement of all funds of the Borough of Haddon Heights.

The following requirements shall be adhered to:

1. The Borough of Haddon Heights Council shall annually, at its reorganization meeting designate the legal depositories for all municipal funds. The resolution may be amended or supplemented from time to time as the Governing Body deems necessary. Such resolution(s) shall be deemed a part of the Governing Body Cash Management Plan.
2. The Governing Body shall annually establish by resolution adopted at its annual reorganization meeting the required signatories to all municipal accounts.
3. All municipal funds received by any official or employee shall be either deposited within 48 hours to an interest bearing account in the name of the Borough of Haddon Heights, or shall be turned over to the Treasurer within 48 hours of receipt.
4. All revenues received by the Treasurer shall be deposited to interest bearing accounts in legal depositories which have been authorized by an annual resolution of the Governing Body.
5. The following funds shall not be required to be maintained in interest bearing accounts:
 1. Change Funds
 2. Petty Cash Funds
6. The Tax Collector shall deposit all of her funds to an interest bearing account. Any funds collected during the month, not previously turned over, shall be remitted to the treasurer no later than the tenth day of the following month.
7. No municipal funds shall be disbursed by the Treasurer prior to approval of the Governing Body, except for:
 1. Investments
 2. Payroll
 3. Debt Service
 4. Other contractual obligations
 5. Other taxing entities

These expenditures should however be ratified by the Governing Body at the next scheduled meeting.

It shall be the responsibility of the Treasurer to analyze the cash flow and to invest funds in legal investments so as to maximize interest earnings. When investing funds, the Treasurer shall obtain a minimum of three quotations and shall invest at the institution offering the highest effective rate. It shall be the duty of the Treasurer to determine which type of legal investment best services the needs of the borough and it authorized to place the funds in any such legal investment, unless otherwise restricted by the Governing Body.

The following are suitable and authorized investments:

1. Interest-bearing bank accounts and certificates of deposit in authorized banks for deposit of local unit funds (GUDPA approved).
2. Bonds or other obligations of the local unit or school district of which the local unit is a part.
3. Local government investment pools which comply with N.J.S.A. 40A:5-15.1(e) and conditions set by the Division of Local Government Services.
4. New Jersey State Cash Management Fund.
5. Repurchase agreements (repos) of fully collateralized securities which comply with N.J.S.A. 40A:5-15.1(a).

RESOLUTION 2018:38

RESOLUTION AUTHORIZING THE DESIGNATION OF NEWSPAPERS TO RECEIVE NOTICES OF MEETINGS AS REQUIRED UNDER THE OPEN PUBLIC MEETINGS ACT

WHEREAS, Section 3 of the Open Public Meetings Act, Chapter 231, P.L. 1975, requires that certain notice of meetings be submitted to two newspapers, one of which shall be the primary newspaper; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights as follows:

The Retrospect, P.O. Box 296, Collingswood, NJ 08108 and the *Courier Post*, Cherry Hill, NJ 08034 are hereby designated to receive all notices of meetings as required by the Open Public Meetings Act.

BE IT FURTHER RESOLVED that it is the opinion of this body that *The Retrospect* and *Courier Post* have the greatest likelihood of informing the public within the jurisdictional area of this body of such meetings.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:39

RESOLUTION ESTABLISHING 2018 COUNCIL MEETING DATES

All meetings are held on a Tuesday at Borough Hall, 625 Station Avenue unless otherwise indicated Caucus 7 p.m., Business Session at 7:30 p.m.

Saturday, January 6, 2018 *Reorganization Meeting*

January 16, 2018

February 6, 2018

February 20, 2018

March 6, 2018

March 20, 2018

April 3, 2018

April 17, 2018

May 1, 2018

May 15, 2018

Wednesday, June 6, 2018 *Due to Primary Election*

June 19, 2018

July 3, 2018

July 17, 2018

August 7, 2018

September 4, 2018

September 18, 2018

October 2, 2018

October 16, 2018

Wednesday, November 7, 2018 *Due to General Election*

November 20, 2018

December 4, 2018

December 18, 2018

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2018:40

RESOLUTION APPROVING BOROUGH OF HADDON HEIGHTS TEMPORARY BUDGET APPROPRIATIONS FOR 2018

WHEREAS, N.J.S.A. 40A:4-19 provides that where any contract, commitment or payment is to be made prior of the final adoption of the annual Municipal budget, Temporary Appropriations shall be made for the purposes and amounts required in the manner ad time therein provided; and

WHEREAS, the Temporary Appropriations shall be adopted within the first 30 days of the Municipality's fiscal year, and shall not exceed 26.25% of the prior year's adopted Budget, exclusive of appropriations made for Debt Service, Capital Improvements and Public Assistance; and

WHEREAS, the total amount appropriated in the 2018 Municipal Budget, as detailed above was \$7,890,076.44; and

WHEREAS, 26.25% of the above amount is \$2,071,145.07.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council, that the following Temporary Appropriations be approved.

BE IT FURTHER RESOLVED that an additional sum of \$40,000.00 be appropriated for Debt Service, Capital Improvements and Public Assistance, for a total Temporary Budget of \$2,111,145.07.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:41

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

Trust Account	\$	18,389.87
Capital Account	\$	-0-
Payroll Account WE 12/21/17	\$	110,864.39
WE 01/04/2018	\$	104,081.76
Animal Account	\$	15.80
School Tax	\$	1,115,570.00
County Tax	\$	-0-
Current Fund	\$	228,644.55
Total Amount of Bills & Claims	<u>\$</u>	<u>1,577,566.37</u>

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

Expenditures for Council Meetings

Date	1/16/2018	2017 & 2018 Accounts
Vendor	Amount	Reason
Trust		
Various Included in Report	1,120.70	All Accounts Marked T-13
Payroll 12/21/2017	14,003.58	
Payroll 01/04/2018	3,265.59	
Total Trust	18,389.87	

Capital

Total Capital	0.00	
NJ Dept of Health & Human Services	15.80	Balance Due per Audit

Total Animal	15.80	
--------------	-------	--

Po's Paid Current Account Borough	228,644.55	
School Tax	1,115,570.00	January
County Taxes		
Payroll 12/21/2017	110,864.39	
Payroll 01/04/2018	104,081.76	
Total Current	1,559,160.70	
Total Spending 01/06/2018	1,577,566.37	

January 5, 2018
11:15 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
Open: N
Paid: N
Void: N
Rcvd: N
Held: N
Aprv: Y
Bid: Y
State: Y
Other: Y
Exempt: Y
First Enc Date Range: First to 12/31/18

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc D
ARTP ART PRESS								
17-01802 12/20/17								
			1 x3 packs of Business Cards	172.00	7-01-20-120-224	B Clerk - Mayor/Councilman Expense	A	12/20
18-00032 01/05/18								
			1 WINTER 2018 COURSE GUIDE	725.00	7-01-28-370-238	B Materials & Supplies-Programs/Facilities	A	01/05
			Vendor Total:	897.00				
ASCLC ASCENSION LUTHERAN CHURCH								
17-01690 11/28/17								
			1 REIMBURSE USE OF BLDG ELECTION	100.00	7-01-20-120-218	B Clerk - Election Expenses	A	11/28
			Vendor Total:	100.00				
AUDUH AUDUBON HARDWARE								
17-01749 12/12/17 November Purchases								
			1 November Purchases	99.47	7-01-25-265-233	B Fire - Purchase Minor Equip	A	12/12
17-01779 12/14/17 calcium chloride								
			1 calcium chloride	824.45	7-01-26-290-304	B Public Works - Snow Removal	A	12/14
			Vendor Total:	923.92				
AUTOPI AUTOPART INTERNATIONAL, INC.								
17-01570 11/01/17								
			1 VEHICLE MAINT & REPAIR NOV 17	1,001.99	7-01-26-315-202	B Vehicle Maint - Public Works	A	11/01
			2 VEHICLE MAINT & REPAIR NOV 17	162.24	7-01-26-315-205	B Vehicle Maint - Police	A	11/01
				1,164.23				
			Vendor Total:	1,164.23				

January 5, 2018
11:15 AM

HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc D
AUTZO AUTO ZONE	17-01791	12/19/17						
			1 VEHICLE PARTS FOR HHPD NOV 17	187.26	7-01-26-315-205	B Vehicle Maint - Police	A	12/19
			Vendor Total:	187.26				
BLUE1 HORIZON BLUE CROSS SHIELD	18-00002	01/02/18						
			1 DENTAL NON POLICE JANUARY 2018	1,944.67	8-01-23-220-245	B Blue Cross Dental	A	01/02
			Vendor Total:	1,944.67				
BLUE2 HORIZON BLUE CROSS BLUE SHIELD	18-00004	01/02/18						
			1 DENTAL POLICE JANUARY 2018	2,690.58	8-01-23-220-245	B Blue Cross Dental	A	01/02
			Vendor Total:	2,690.58				
BOLLI BOLLINGER, SPECIALITY GROUP	18-00005	01/02/18						
			1 PRESCRIPTION DRUG JAN 2018	19,924.12	8-01-23-220-246	B Prescriptions - Bollinger	A	01/02
			Vendor Total:	19,924.12				
BURNB BURNS BUICK GMC	17-01758	12/12/17						
			1 ENGINE MOUNT HHPD CAR 18-2	272.50	7-01-26-315-205	B Vehicle Maint - Police	A	12/12
			2 GASKET DOWEL SEAL DPW TRUCK	169.80	7-01-26-315-202	B Vehicle Maint - Public Works	A	12/12
				442.30				
			Vendor Total:	442.30				
CCMU CAMDEN CTY MUN UTILITIES AUTH	17-01814	12/22/17	Tax Sale					
			1 Tax Sale	55,725.48	7-01-55-001-006	B Due CCMUA - Tax Sale	A	12/22
			Vendor Total:	55,725.48				

January 5, 2018
11:15 AM

HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract Amount	Charge Account	PO Type	Acct Type Description	Stat/Chk	First Enc D
COMC COMCAST									
17-01792	12/19/17								
1 HI SPEED INTERNET SOF DEC 17				149.85	7-01-31-440-216		B Regular Telephones	A	12/19
17-01811	12/21/17								
1 HI SPEED INTERNET MUNI BLDG				149.85	7-01-31-440-216		B Regular Telephones	A	12/21
17-01824	12/28/17								
1 HI SPEED INTERNET HHFD DEC 17				274.75	7-01-31-440-216		B Regular Telephones	A	12/28
Vendor Total:				574.45					
DEERP READY FRESH BY NESTLE									
17-01812	12/21/17								
1 WATER TAX OFFICE DEC 2017				41.88	7-01-20-120-279		B Clerk - Bottled Water	A	12/21
17-01821	12/27/17								
1 WATER SOF DEC 2017				42.00	7-01-20-120-279		B Clerk - Bottled Water	A	12/27
Vendor Total:				83.88					
DELT DELAWARE VALLEY TRUCK SERVICE									
17-01788	12/19/17		repairs to trk #6 rear brakes						
1 repairs to trk #6 rear brakes				1,100.00	7-01-26-315-202		B Vehicle Maint - Public Works	A	12/19
Vendor Total:				1,100.00					
DRURF DRURY FLOOR COVERING									
17-01807	12/21/17								
1 FLOOR COVERING RUGS				710.00	T-13-56-860-810		B Reserve Police Donations (508)	A	12/21
Vendor Total:				710.00					
DUANM DUANE MORRIS LLP									
18-00012	01/02/18								
1 GLOVER MILL VS HADDON HEIGHTS				75,193.81	8-01-20-155-390		B Legal - Special Council	A	01/02
Vendor Total:				75,193.81					

HADDON HEIGHTS BOROUGH

Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	First
Item Description	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc D	
EASTW EASTERN WAREHOUSE DISTRIBUTORS						
17-01569 11/01/17						
1 VEHICLE MAINT & REPAIR NOV 17	339.36	7-01-26-315-202	B Vehicle Maint - Public works	A	11/01	
2 VEHICLE MAINT & REPAIR NOV 17	15.41	7-01-26-315-205	B Vehicle Maint - Police	A	11/01	
	354.77					
Vendor Total:	354.77					
EDMUA EDMUNDS & ASSOC INC						
18-00009 01/02/18						
1 SS PROPERTY TAX BILLING I	2,205.00	8-01-20-145-256	B Tax Collector- Service Contract/Edmunds	A	01/02	
2 SS FINANCIAL ACCOUNTING I	3,308.00	7-01-20-130-256	B Finance - Acct Service Contract/Edmunds	A	01/02	
3 SS PAYROLL I	2,316.00	7-01-20-130-256	B Finance - Acct Service Contract/Edmunds	A	01/02	
4 SS ANIMAL LICENSING I	525.00	8-01-27-340-205	B Animal	A	01/02	
5 WIPP TAX ANNUAL FEE	1,200.00	8-01-20-145-256	B Tax Collector- Service Contract/Edmunds	A	01/02	
6 SS ELECTRONIC REQUISITIONS I	945.00	8-01-20-130-256	B Finance - Acct Service Contract/Edmunds	A	01/02	
7 MAINTENANCE SCANNER	212.00	8-01-20-145-256	B Tax Collector- Service Contract/Edmunds	A	01/02	
	10,711.00					
Vendor Total:	10,711.00					
EMERA EMERGENCY ACCESSORIES						
17-01726 12/05/17						
1 HAVIS CHARGE GUARD	260.70	T-13-56-860-816	B Reserve for Off Duty Police (513)	A	12/05	
Vendor Total:	260.70					
FITRO ROSE FITZGERALD						
17-01813 12/22/17						
1 REIMBURSEMENT FORSENIOR LUNCH	150.00	T-13-56-860-823	B Reserve for Neighbor Night Out (520)	A	12/22	
Vendor Total:	150.00					
HESSF FELICIA HESSLER						
17-01828 12/29/17						
1 REFUND CABIN RENTAL DEPOSIT	130.00	7-01-55-004-001	B Refund Of CY Revenue	A	12/29	
Vendor Total:	130.00					

January 5, 2018
11:15 AM

HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Vendor # Name		PO #	PO Date	Description	Amount	Contract Charge Account	PO Type	Acct Type Description	Stat/Chk	First Enc D
		Item	Description							
<hr/>										
HHBE HADDON HEIGHTS BD OF ED										
18-00015		01/02/18								
1 BOROUGH CONTRIBUTION JAN 2018		1,115,570.00	8-01-55-001-001	B Local School Taxes Payable	A	01/02				
Vendor Total:		1,115,570.00								
<hr/>										
HHBUS HADDON HEIGHTS BUSINESS &										
18-00013		01/02/18								
1 2 PAGES FOR 2018 CALENDAR		800.00	8-01-20-100-411	B Marketing Events & Communic.	A	01/02				
2 BOROUGH DUES FOR 2018		75.00	8-01-20-120-223	B Clerk - Dues	A	01/02				
		875.00								
Vendor Total:		875.00								
<hr/>										
INDAC INDEPENDENT ANIMAL CARE SERVIC										
18-00014		01/02/18								
1 ANIMAL CONTROL SERV DEC 2017		525.00	7-01-27-340-205	B Animal	A	01/02				
Vendor Total:		525.00								
<hr/>										
KINKD DANIEL KINKLER										
17-01822		12/28/17								
1 TUITION REIMBURSE CRIME THEORI		1,380.00	7-01-25-240-229	B Police - College Reimbursement	A	12/28				
Vendor Total:		1,380.00								
<hr/>										
LAURE LAUREL LAWN MOWER SERVICE INC										
17-01808		12/21/17	snow plow guides							
1 snow plow guides		23.00	7-01-26-315-202	B Vehicle Maint - Public works	A	12/21				
17-01818		12/27/17	repair to pick up trk plow							
1 repair to pick up trk plow		85.00	7-01-26-315-202	B Vehicle Maint - Public works	A	12/27				
Vendor Total:		108.00								
<hr/>										
LEAGU NEW JERSEY LEAGUE OF MUN										
18-00006		01/02/18								
1 LEAG OF MUNIC ANN BORO DUES		670.00	8-01-20-120-223	B Clerk - Dues	A	01/02				

HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Vendor # Name		PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chk	First Enc D
<hr/>							
LEAGU	NEW JERSEY LEAGUE OF MUN	Continued					
18-00010	01/02/18						
1	ORIENTATION FOR ELECTED OFFICI	260.00	8-01-20-120-224	B Clerk - Mayor/Councilman Expense	A	01/02	
	Vendor Total:	930.00					
<hr/>							
LYNSS	LYNEER STAFFING SOLUTIONS						
17-01789	12/19/17 temp staffing week of 12/4						
1	temp staffing week of 12/4	3,906.95	7-01-26-290-280	B Public Works - Temporary Workers	A	12/19	
17-01819	12/27/17 temp staffing week of 12/11						
1	temp staffing week of 12/11	3,341.70	7-01-26-290-280	B Public Works - Temporary Workers	A	12/27	
17-01825	12/29/17 temp staffing week of 12/18						
1	temp staffing week of 12/18	3,000.42	7-01-26-290-280	B Public Works - Temporary Workers	A	12/29	
	Vendor Total:	10,249.07					
<hr/>							
MCI	MCI COMMERCIAL SERVICE -MA						
17-01794	12/19/17						
1	LAKE STREET PUMP STATION NOV	31.03	7-01-31-440-216	B Regular Telephones	A	12/19	
	Vendor Total:	31.03					
<hr/>							
NJCON	NJ CONF OF MAYORS						
18-00007	01/02/18						
1	2018 MEMBERSHIP DUES	395.00	8-01-20-120-224	B Clerk - Mayor/Councilman Expense	A	01/02	
	Vendor Total:	395.00					
<hr/>							
NJHSS	NJ DEPT. HEALTH & SENIOR SVCS.						
17-01815	12/22/17 Prior Bal & June 2017						
1	Bal Due from June 2017	3.00	T-12-56-850-801	B Reserve Dog Trust Expenses	A	12/22	
2	Bal Due per Auditors	12.80	T-12-56-850-801	B Reserve Dog Trust Expenses	A	12/22	
		15.80					
	Vendor Total:	15.80					

HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Vendor # Name	PO # PO Date Description	Contract PO Type	Stat/Chk	First
Item Description	Amount Charge Account	Acct Type Description	Enc D	
NJMVC NEW JERSEY MOTOR VEHICLE				
18-00003 01/02/18				
1 ANN FEE MVC ONLIN ACC OL023000	150.00 8-01-21-185-171	B Zoning Bd - Code Enforcement	A	01/02
Vendor Total:	150.00			
OAKLB OAKLYN BOROUGH				
18-00022 01/03/18				
1 HH COURT 4TH QTR 2017	26,915.55 7-01-43-490-201	B Court - Shared Service	A	01/05
Vendor Total:	26,915.55			
ONECA ONE CALL CONCEPTS				
18-00018 01/03/18				
1 MARK OUTS FOR DECEMBER 2017	22.50 7-01-26-290-254	B Public Works - Sewer Maint/Repairs	A	01/03
Vendor Total:	22.50			
PAULS PAUL'S CUSTOMS AWARDS				
17-01810 12/21/17				
1 name plate	10.00 7-01-20-120-224	B Clerk - Mayor/Councilman Expense	A	12/21
2 Plaque for K.Lange	110.00 7-01-20-120-224	B Clerk - Mayor/Councilman Expense	A	12/21
3 Plaque for R.DiRenzo	65.00 7-01-20-120-224	B Clerk - Mayor/Councilman Expense	A	12/21
	185.00			
Vendor Total:	185.00			
PEDRO PEDRONI				
17-01826 12/29/17				
1 NO LEAD GAS	2,531.75 7-01-31-460-275	B Unleaded Gas	A	12/29
18-00029 01/05/18				
1 DIESEL FUEL	2,565.77 7-01-31-460-276	B Diesel Fuel	A	01/05
Vendor Total:	5,097.52			

January 5, 2018
11:15 AM

HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Acct Type Description	Stat/Chk	First Enc D
Item Description	Amount	Charge Account						
PENNA PENNONI ASSOC INC								
17-00359 03/10/17 Remedial Investigation Service		B						
12 Remedial Investigation Service	150.00	G-02-41-725-301		B Hazardous Discharge Site Remediation		A		03/10
Vendor Total:	150.00							
PETTC PETTY CASH								
18-00020 01/03/18								
1 petty cash for 2018	500.00	8-01-55-002-001		B Petty Cash Account		A		01/03
Vendor Total:	500.00							
PSEGR PSE&G								
18-00017 01/03/18								
1 W. HIGH ST LOG CABIN DEC 2017	348.97	7-01-31-430-288		B Electric & Gas		A		01/03
2 W. HIGH ST CERVINO DEC 2017	24.27	7-01-31-435-288		B Street Lighting		A		01/03
3 S PARK P60406 CANNONS DEC 2017	4.25	7-01-31-435-288		B Street Lighting		A		01/03
4 514 W ATLANT SOF DEC 2017	2,291.61	7-01-31-430-288		B Electric & Gas		A		01/03
5 321 7TH COMMUNITY CTR DEC 2017	1,076.29	7-01-31-430-288		B Electric & Gas		A		01/03
6 DEVON AV PARK LIGHTS DEC 2017	1,099.47	7-01-31-435-288		B Street Lighting		A		01/03
	4,844.86							
Vendor Total:	4,844.86							
REGNJ REGISTRARS' ASSOC. OF NJ								
18-00008 01/02/18								
1 2018 MEMBERSHIP K. SANTOSUSSO	25.00	8-01-20-120-223		B Clerk - Dues		A		01/02
2 2018 MEMBERSHIP M HAUSER	25.00	8-01-20-120-223		B Clerk - Dues		A		01/02
	50.00							
Vendor Total:	50.00							
RETRO THE RETROSPECT								
17-01805 12/20/17								
1 NOTICE OF PROOF BOOK OPEN	17.22	7-01-20-120-217		B Clerk - Legal Advertising		A		12/20
Vendor Total:	17.22							

January 5, 2018
11:15 AM

HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Vendor # Name										First
PO #	PO Date	Description	Contract	PO Type						Stat/Chk
Item Description		Amount	Charge Account	Acct Type	Description					Enc D
SAFKL SAFETY KLEEN SERVICES, INC.										
17-01817	12/27/17	parts solvent, oil/water mats								
1		parts washer solvent	200.00	7-01-26-315-202	B Vehicle Maint - Public Works			A		12/27
2		oil/water mats/socks for sewer	370.00	7-01-26-290-254	B Public Works - Sewer Maint/Repairs			A		12/27
			570.00							
Vendor Total:			570.00							
SOITA SONS OF ITALY										
17-01688	11/28/17									
1		REIMBURSE USE OF BLDG ELECTION	100.00	7-01-20-120-218	B Clerk - Election Expenses			A		11/28
Vendor Total:			100.00							
VER33 VERIZON										
17-01793	12/19/17									
1		LAKE STREET PUMP STA DEC 2017	35.48	7-01-31-440-216	B Regular Telephones			A		12/19
2		HHFD FAX DEC 2017	101.58	7-01-31-440-216	B Regular Telephones			A		12/19
			137.06							
Vendor Total:			137.06							
VERIW VERIZON WIRELESS										
17-01804	12/20/17									
1		HHPD MDT'S NOVEMBER 2017	114.03	7-01-25-240-254	B Police - Computer Maintenance			A		12/20
17-01816 12/26/17										
1		HHFD MDC'S NOVEMBER 2017	40.03	7-01-31-440-216	B Regular Telephones			A		12/26
2		HHFD MDC'S NOVEMBER 2017	152.04	7-01-31-440-216	B Regular Telephones			A		12/26
			192.07							
17-01823 12/28/17										
1		BOROUGH CELL PHONES DEC 2017	775.09	7-01-31-440-318	B Cell Phones			A		12/28
Vendor Total:			1,081.19							

HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Vendor Total: 2,008.08 ✓

Vendor Total: 175.00

Total Purchase Orders: 58 Total P.O. Line Items: 82 Total List Amount: 1,345,351.05 Total Void Amount: 0.00

January 5, 2018
11:15 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 7-01	118,746.29	0.00	0.00	118,746.29
CURRENT FUND 8-01	1,225,318.26	0.00	0.00	1,225,318.26
G-02	150.00	0.00	0.00	150.00
DOG TRUST (ANIMAL) T-12	15.80	0.00	0.00	15.80
TRUST - OTHER TRUST T-13	1,120.70	0.00	0.00	1,120.70
Year Total:	1,136.50	0.00	0.00	1,136.50
Total of All Funds:	1,345,351.05	0.00	0.00	1,345,351.05

S. TOTAL 1,345,351.05
PAYROLL 12/21/17 124,867.97
PAYROLL 1/4/18 107,347.35
1,577,566.37

RESOLUTION 2018:42

RESOLUTION DESIGNATING DEPOSITORIES OF FUNDS FOR VARIOUS ACCOUNTS FOR 2018

RESOLVED, by the Governing Body of the Borough of Haddon Heights, that the following depositories of funds are hereby authorized:

PAYROLL ACCOUNT – Republic Bank, Haddonfield, NJ; Authorized signers are: CFO/Treasurer, Borough Clerk or Mayor, with only one signature required.

MUNICIPAL COURT ACCOUNT – 1st Colonial Community Bank, Collingswood, NJ; Authorized signer is the Municipal Court Administrator and/or the Deputy Court Administrator.

MUNICIPAL COURT BAIL ACCOUNT – 1st Colonial Community Bank, Collingswood, NJ. Authorized signers are the Municipal Court Administrator and/or the Deputy Court Administrator.

TAX TITLE LIEN REDEMPTION ACCOUNT – Republic Bank, Haddonfield, NJ; Authorized signer is the Borough Tax Collector, with the CFO/Treasurer or Borough Clerk as backup.

The following accounts are with Republic Bank, Haddonfield, New Jersey. The authorized signers are the Mayor, Council President, Borough Clerk and the CFO/Treasurer, with three signatures required:

CURRENT FUND
GENERAL CAPITAL FUND
TRUST ACCOUNT FUND
ANIMAL LICENSE FUND

BE IT FURTHER RESOLVED, that the above stated people are, on behalf of the Borough, authorized to sign, endorse, make, execute and deliver all checks, drafts, notes, acceptances, and electronic transfers from designated banks for the payment of money or other evidences of indebtedness due to any person, firm or corporation until notified otherwise in writing by official of this Borough.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

RESOLUTION 2018:43

**RESOLUTION AUTHORIZING THE CANCELLATION OF
SMALL TAX BALANCES FOR THE YEAR 2017**

WHEREAS, the provisions of N.J.S.A. 40A:5-17.1 allows for the cancellation of property tax refunds or delinquent amounts of less than \$10.00; and

WHEREAS, the Governing Body may authorize a municipal employee, without further action on their part, any cancellation of property tax refunds or delinquencies of less than \$10.00; and

WHEREAS, the Tax Collector of the Borough of Haddon Heights has reviewed the tax list and determined that there are parcels with small tax balances still open that should be cancelled; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights, in the County of Camden and State of New Jersey, that the governing body finds it equitable and proper for the Tax Collector of the Borough of Haddon Heights to cancel said amounts as deemed necessary.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			

December 21, 2017
11:35 AM

HADDON HEIGHTS BOROUGH
Adjustment Batch Verification Listing

Page No: 1

Batch Id: CANCEL

Block/Lot/Qual Yr/Prd/Instl	Tran	Date	Code	Ded	Type Description	Acct Id	Owner Name Principal	Install	Int	Interest	Total	Seq
6.	28.03				Tax		CHRISTOPHER, MARY B.					
2017	4	12/19/17	069				0.01	0.00		0.00	0.01	1
7.	28.				Tax		CAREY, ROSEMARIE E.					
2017	4	12/19/17	069				0.82-	0.00		0.00	0.82-	2
8.	17.				Tax		SULOCK DAVID C & CHRISTINA J					
2017	4	12/19/17	069				0.01-	0.00		0.00	0.01-	3
28.	30.				Tax		DC PROPERTY MANAGEMENT, LLC					
2017	4	12/19/17	069				7.01-	0.00		0.00	7.01-	4
37.	9.			-C0403- -	Tax		ALI, ELIZABETH					
2017	4	12/19/17	069				0.01-	0.00		0.00	0.01-	5
87.	11.				Tax		FORTUNA AMEDEO L & SANDRA G					
2017	4	12/19/17	069				0.70-	0.00		0.00	0.70-	6
92.	14.				Tax		HAMBROSE, THOMAS F.					
2017	4	12/19/17	069				0.10	0.00		0.00	0.10	7
106.	3.				Tax		O'TOOLE, ANTHONY & JENNIFER					
2017	4	12/19/17	069				0.66-	0.00		0.00	0.66-	8
106.	18.				Tax		SKIERSKI, ROBERT & CECILA					
2017	4	12/19/17	069				0.09-	0.00		0.00	0.09-	9
114.	1.				Tax		DI SIMONE, CAROL					
2017	4	12/19/17	069				0.61-	0.00		0.00	0.61-	10
132.	11.				Tax		GATTI, VILMA T & EUGENE A					
2017	4	12/19/17	069				0.09-	0.00		0.00	0.09-	11
135.	17.				Tax		WALKER HARRY W & PATRICIA A					
2017	4	12/19/17	069				0.06-	0.00		0.00	0.06-	12
137.	17.				Tax		COHN, KIMBERLY					
2017	4	12/19/17	069				0.67-	0.00		0.00	0.67-	13
137.	22.				Tax		THOMAS, KELLI					
2017	4	12/19/17	069				0.01-	0.00		0.00	0.01-	14
142.	18.				Tax		SILVANIO, ANTHONY					
2017	4	12/19/17	069				0.01-	0.00		0.00	0.01-	15
145.	6.				Tax		ROSENBAUM, ARNOLD M & ANNA L					
2017	4	12/19/17	069				0.08-	0.00		0.00	0.08-	16

There are NO errors in this listing.

December 21, 2017
11:35 AM

HADDON HEIGHTS BOROUGH
Adjustment Batch Verification Listing

Page No: 2

Code	Description	Count	Principal	Install Int	Interest	Total	Ded Count
Total for Year 2017							
069	Cancelled - Resolutn	<u>16</u>	<u>10.72-</u>	<u>0.00</u>	<u>0.00</u>	<u>10.72-</u>	<u> </u>
		16	10.72-	0.00	0.00	10.72-	
Totals for All Years:							
		16	10.72-	0.00	0.00	10.72-	

RESOLUTION 2018:44

RESOLUTION AUTHORIZATING THE UTILIZATION OF STATE CONTRACT VENDORS

WHEREAS, the Borough of Haddon Heights makes purchases from various sources for materials, supplies and equipment to support Borough operations throughout the year; and

WHEREAS, the Division of Purchase and Property in the Department of the Treasury, State of New Jersey has authorized vendors that can provide these materials, supplies or equipment without local government advertising for bids under a "State Contract" for eligible items pursuant to N.J.S.A. 40A:11-12;

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights, New Jersey that Borough officials are hereby authorized to approve purchases from the State Contract vendors list, which is available for review in the Borough Clerk's office or on the Division of Purchase and Property's website, to provide certain materials, supplies and equipment to the Borough of Haddon Heights for the year 2018.

Date: January 6, 2018

Mayor Jack D. Merryfield

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

COUNCIL MEMBER	YES	NO	ABSTAIN
Stephanie Madden			
Susan R. Griffith			
Christopher Mrozinski			
Scott Schreiber			
Jacquelyn E. Valvardi			
Bryan P. Schroeder			