



BOROUGH OF HADDON HEIGHTS
GOVERNING BODY MEETING AGENDA

Tuesday, January 21, 2020 at 7:00 p.m.

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 4, 2020."
2. ROLL CALL
3. CAUCUS SESSION:
 - a) Environmental Commission Update – *Councilman Ottoson*
 - b) Sign Ordinance – *Councilman Mrozinski*
 - c) Wild Turkeys
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. RECOGNITION OF OFFICER OF THE YEAR 2019 – *Ptl. Theodore Hagenbucher*
8. APPROVAL OF MINUTES of the December 30, 2019 Special Meeting
9. COUNCIL MEMBER REPORTS:
10. BOROUGH ENGINEER'S REPORT:
11. UNFINISHED BUSINESS:

None.
12. NEW BUSINESS:

Ordinance 2020:1484 – An Ordinance Amending Chapter 100 of the Code of the Borough of Haddon Heights Regarding Handicapped Parking

Public Hearing and Final Adoption of Ordinance 2020:1484 is scheduled for the February 18, 2020 Business Meeting at 7:30 p.m. in the Municipal Building located at 625 Station Avenue, Haddon Heights, New Jersey 08035

Resolution 2020:43 – Resolution Authorizing Transfers of Appropriation Reserves

Resolution 2020:44 – Resolution Authorizing Payment of Bills and Claims for the Second Half of January

Resolution 2020:45 – Resolution Authorizing Refunds of Program Fees

Resolution 2020:46 – Resolution Approving Raffle a License for Designer Bag Bingo for St. Rose of Lima School Parent Teacher Association – *March 28, 2020*

Resolution 2020:47 – Resolution Approving a Raffle License for St. Rose of Lima School Parent Teacher Group – *March 28, 2020*

Resolution 2020:48 – Resolution Approving a Raffle License for St. Rose of Lima Parent Teacher Group for the Purpose of Conducting an On Premises 50/50 Raffle Drawing – *March 28, 2020*

Resolution 2020:49 – Resolution Authorizing Agreement Between the Borough of Haddon Heights and Phoenix Advisors, LLC, Independent Registered Municipal Advisor of Record for the Purpose of Providing Continuing Disclosure Agent Services for 2020

Resolution 2020:50 – A Resolution Providing For A Meeting Not Open To The Public In Accordance With The Provisions of The New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12. ***1.) Solid Waste and Recyclable Materials Collection Services for the Borough of Haddon Heights. 2.) Matter related to Council on Affordable Housing Obligations. 3.) Contract Matter related to Shared Services Agreement with the Borough of Audubon for Public Works Services. Matters are expected to be ½ hr. each in duration. Formal action on the foregoing items may be taken following Executive Session.***

The following resolutions will be considered by Council following Executive Session.

Resolution 2020:51 – Resolution Authorizing the Award of a Non-Fair and Open Contract For Administrative Agent Services for Affording Housing Matters

Resolution 2020:52 – Resolution Authorizing the Award of a Non-Fair and Open Contract for Affording Housing Planning Services

13. PUBLIC COMMENT

14. ADJOURNMENT

BOROUGH OF HADDON HEIGHTS
Officer of the Year 2019
Commendation



WHEREAS, Theodore Hagenbucher is known by Sergeants to have a “positive attitude, a friendly demeanor and a no nonsense attitude;” and

WHEREAS, Patrolman Hagenbucher consistently sustained production with arrests, calls for service and motor vehicle stops; and

WHEREAS, Patrolman Hagenbucher’s team work and positive attitude are appreciated by other officers, as well as the administration and residents; and

WHEREAS, Patrolman Hagenbucher is an Operator on the Zone 5 Tactical Team; and is highly respected by his peers as well as the administration; and

WHEREAS, Patrolman Hagenbucher has visited numerous schools as part of the Departments “Adopt-a-Cop” Program; and

WHEREAS, Patrolman Hagenbucher has taken it upon himself to assure that the Police Department is successful by consistently working hard.

THEREFORE, I, Mayor Zachary Houck, present Patrolman Theodore Hagenbucher this Certificate of Commendation as Officer of the Year 2019. His actions reflect great credit upon himself, and are deeply appreciated by the residents of Haddon Heights.

Mayor Zachary Houck

January 21, 2020



**ENGINEER'S STATUS REPORT
Borough of Haddon Heights
January 2020**

FY 2020 NJDOT Municipal Aid Funding – Devon Avenue (Phase 2)

Previously Reported:

- The NJDOT announced the department has revised the solicitation and notification schedule for accepting applications for the NJDOT FY 2020 Municipal Aid program with a deadline of July 19, 2019. NJDOT has indicated grant awards are expected to be announced in November. Our office will submit an application for resurfacing the remaining of Devon Avenue. A resolution for authorization for our office to submit the application will be required.
- A resolution for authorization for our office to submit the application was approved at the June Council meeting.
- Our office submitted the application on July 18, 2019 and three (2) certified copies of the resolution have been forwarded to NJDOT.
- The Borough has been notified that the Borough has been successful in the award of grant funding of \$315,000 under the NJDOT FY2020 Municipal Aid Program for Devon Avenue (Phase II).
- Our office has forwarded a proposal to the Borough for the estimated cost of survey, design, and construction administration associated with the NJDOT Local Aid grant.

FY 2019 NJDOT Municipal Aid Funding – West High Street (Phase 5) and Devon Avenue

Updated:

- Construction is substantially complete. Our office is preparing a punchlist with all outstanding items to be addressed.
- Our office has processed Payment Application #1 to the Borough for approval.

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
January 2020

Previously Reported:

- Our office recommended the Borough submit for a NJDOT FY 2019 Municipal Aid application for the improvements of West High Street – Phase V, between end of Phase IV and Seventh Street and Devon Avenue from the Borough of Bellmawr to Prospect Ridge Boulevard. A resolution authorizing our office to make application was approved at the October 2018, Council Meeting.
- Our office submitted Application (MA-2019-Reconstruction of Devon Avenue & West High-00331) including the cost estimate, location map, and scope of work description to reflect up to date unit costs on October 18, 2018.
- The Borough has been notified that the Borough has been successful in the award of grant funding of \$400,000 under the NJDOT FY2019 Municipal Aid Program for West High Street (Phase V) and Devon Avenue.
- Our office has forwarded a proposal to the Borough for the estimated cost of survey, design, and construction administration associated with the NJDOT Local Aid grant.
- Our office has completed the existing base survey and is proceeding with preparation of bid documents, plans, and specifications for public bidding of this project.
- This project has been publicly advertised and the bid opening is scheduled for October 15th.
- There were two (2) bidders, with the low bidder being Landberg Construction, LLC, 82 Tuckahoe Rod, Dorothy, NJ, in the amount of \$196,619.00 for the Base Bid.
- A preconstruction meeting was held on November 27th between the Contractor, our office, and Dave Taraschi and the Notice to Proceed was issued for December 2, 2019.

Resurfacing of the Tennis Courts at Devon Avenue

Previously Reported:

- It is understood that the Borough will be proceeding with the Base Bid (Existing Tennis Court Resurfacing), Add Alternate Bid #1 (Tennis Court Paint System), and Add Alternate Bid #2 (Perimeter Fencing) and that the Borough will not be proceeding with the parking lot paving add alternate bid item.
- Our office has initiated preparation of bid documents, plans, and specifications in accordance with our August 28, 2018 Engineer's Estimate. The bid documents will be prepared with continued input from the joint Borough/School Board committee.

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
January 2020

- With the confirmation that the Borough has been awarded two (2) Open Space grant awards (\$50,000 total) by Camden County to be utilized for this project and the Basketball Court improvements, our office coordinated with the Borough Clerk/Operations Manager, Kelly Santosusso, and negotiated with Shore Top Construction to include the Basketball Court improvements under this contract and not exceed the 20% change order of the initial contract amount. All improvements for the Basketball Court are included as designed with the exception of the perimeter fence surrounding the Basketball Court. Our office will solicit three (3) quotes for the installation of the basketball court fence.
- Color samples were provided. The samples were reviewed and approved by a representative of the BOE and Mayor and Council. The samples are on file at the Borough Hall.
- Our office has processed Payment Application #2 and submitted to the Borough for processing and approval. Change Order #1 has also been submitted for Borough review and approval.
- Basketball perimeter fencing is anticipated to be installed late October / mid-November.
- The project is substantially complete. Our office has completed a punchlist with all outstanding items yet to be completed. Our office will coordinate with the contractor regarding schedule and completion of all punchlist items.
- The staircase railing has been installed.

FY 2018 NJDOT Municipal Aid Funding – West High Street (Phase 4)

Previously Reported:

- Our office recommended the Borough submit for a NJDOT FY 2018 Municipal Aid application for the improvements of West High Street – Phase IV, between Black Horse Pike and West Atlantic Avenue. A resolution authorizing our office to make application was approved at the September 2017, Council Meeting.
- Our office submitted Application (MA-2018-Haddon Heights Borough-00318) including the cost estimate, location map, and scope of work description to reflect up to date unit costs on October 6, 2017.
- The Borough has been notified that the Borough has been successful in the award of grant funding of \$250,000 under the NJDOT FY2018 Municipal Aid Program for West High Street (Phase IV).

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
January 2020

- Our office has completed the survey, has substantially completed the bid documents, and anticipates construction for late summer of 2018. The construction limits are generally from 7th Avenue to West Atlantic and 10th Avenue (which is the end of Phase 3) to 9th Avenue as the base contract and a section from 9th Avenue to 8th Avenue as an add/alternate bid item.
- The Bid Opening was held on August 3, 2018. There were three (3) bidders, with the low bidder being Landberg Construction, LLC, 82 Tuckahoe Rod, Dorothy, NJ, in the amount of \$219,037.10 for the Base Bid and Add Alternate Bid #1.
- Our office attended the September 5th Shade Tree Commission meeting to discuss the project limits and anticipated removal and replacement of five (5) trees as a result of construction along the 600 block of West High Street. The Shade Tree Commission did not approve the removal and replacement.
- In association with Councilman Schreiber, our office has coordinated with NJDOT in order to utilize an alternate cartway width (curb to curb dimension) on the 600 block of West High Street. This would allow all existing trees to remain.
- The existing width is 29 to 30 ft wide, where the alternate cartway width would be 27 to 28 ft. While the cartway width will be decreased by 2 ft, the new 27 to 28 ft width would still allow for safe travel while retaining on street parking on both sides of the street.
- It is noted that in areas adjacent to the larger street trees, existing curbing may remain with steel tree plates installed along the new curb line.
- Our office will coordinate with the Contractor on implementation of the alternate design during early spring 2019.
- In association with Councilman Schreiber, our office will relay the alternate design to the Shade Tree Commission at the February 27th Shade Tree Commission meeting.
- The preconstruction meeting was held on March 29, 2019 with our office, Landberg Construction, and representatives of the Borough administration, Public Works Department, and Police Department.
- Notice to Proceed was issued for the week of April 22, 2019.
- The contractor will coordinate with the Borough, Police Department, and 7th Avenue School regarding construction schedule and pedestrian traffic/school activities.
- Construction commenced the week of May 27th.
- Payment Application #1 has been processed by our office and submitted to the Borough for approval and payment.

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
January 2020

- Construction is substantially complete. Our office has prepared a punchlist with outstanding items to be completed and will coordinate with the Contractor to complete in a timely fashion.
- Payment Application #2 has been processed by our office and submitted to the Borough for approval and payment.
- Closeout documents have been processed with the Contractor. Our office has submitted Payment Application #3 and Change Order #1 (Final) have been processed by our office and submitted to the Borough for approval.

Sanitary Sewer System Asset Management Plan

Updated:

- In coordination with the Borough Clerk / Administrator, all technical aspects of the NJEIB application have been completed and submitted.
- The Borough Clerk / Administrator and Borough CFO are currently coordinating with the Borough's Bond Council (Parker McCay) to complete the NJEIB required submission of a Long Term Financial Addendum Form (Long Term FAF) and associated Resolutions / Ordinances.

Previously Reported:

- As directed, our office initiated the process of completing the application to the New Jersey Environmental Infrastructure Bank (NJEIB) to fund the creation of an Asset Management Plan for the Borough's Sanitary Sewer System.
- The Project Information has been submitted to the financing program and a Project Reviewer has been assigned to the project.
- It is our understanding that the Borough is in the process of issuing a Request for Proposal to procure a consultant to work with the Department of Public Works in creating the Asset Management Plan.
- Our office will continue the application process and provide all pertinent information to the NJEIT as directed.
- Councilman Schreiber, Borough Clerk Kelly Santosusso, and our office are attended a tele-conference with representatives of the NJEIT on Wednesday June 20th at 11 AM.
- Our office is assisting in preparing a five (5) year budgetary estimate for potential projects for review by Council.

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
January 2020

- A conference call with representatives of the New Jersey Environmental Infrastructure Bank (NJEIB) is scheduled for 11 AM on Tuesday November 20th.
- Our office has executed the Engineering Agreement and submitted to the Borough. It is our understanding the Agreement has been uploaded and submitted to the NJEIB.

Glover Mill Village

Previously Reported:

- 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. All required items have been addressed.
- Certificates of Occupancy have been issued for all twenty-seven (27) lots in this development.
- The Applicant has requested a pre-pave punchlist prior to requesting the release of the Performance Bond and submitting a Maintenance Bond.
- Our office has conducted the inspection and issued the pre-pave punchlist.
- The Applicant has addressed all pre-pave punchlist items. Roadway paving has been completed.
- The Applicant has requested the release of the Performance Bond. Our office has completed an inspection of the bonded improvements and has issued a punch list delineating deficiencies associated with bonded construction items to the Applicant. All punch list items must be addressed by the Applicant prior to release of the Performance Bond. It is noted that prior to the release of the Performance Bond, the Applicant will be required to post a two (2) year Maintenance Bond in the amount of 15% of the Performance Bond.
- Our office has conducted a final Performance Bond release inspection of the site to determine completeness.
- Our office issued letter on July 13, 2018 recommending the Borough release the Performance Bond for this project conditioned upon the Applicant submitting a two (2) year Maintenance Bond acceptable to the Borough Solicitor.
- Our office has coordinated with the developer, Glover Mill, LLC; in regards to necessary stormwater basin maintenance which must be performed by the developer before the basin can be dedicated to the Borough.

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
January 2020

- The developer has submitted the deed for conveyance of the stormwater basin to the Borough of Haddon Heights. No action will be taken on the deed until the required basin maintenance is performed by the developer.
- The Applicant has requested the release of the Performance Bond following corrective actions regarding stormwater basin maintenance. Our office has completed an inspection of the stormwater basin maintenance and has no objection to release of Performance Bond condition on submitting a Maintenance Bond acceptable to the Solicitor.

FY 2017 NJDOT Municipal Aid Funding – West High Street (Phase 3)

Previously Reported:

- The Borough has received a grant from the NJDOT for \$187,000 for resurfacing of West High Street from just east of Twelfth Avenue to just west of Tenth Avenue.
- The Bid Opening was held on September 14, 2017. There were two (2) bidders, with the low bidder being Landberg Construction, LLC, P.O. Box 280, Mays Landing, New Jersey, in the amount of \$154,577.50 for the Base Bid.
- The Base Bid was awarded to Landberg Construction, LLC in the amount of \$154,577.50.
- A pre-construction meeting is scheduled for Wednesday, October 18, 2017, with representatives from Landberg Construction, Haddon Heights Police Department, Haddon Heights DPW and Bach Associates. Pre-construction meeting minutes were prepared by Bach Associates and forwarded to all meeting attendees in addition to the Borough Clerk, Mayor, and Council.
- Construction has commenced with the majority of work completed. Our office is preparing a punch list with remaining items to be addressed.
- Payment application #1 has been processed by our office and submitted to the Borough for payment.
- The additional work has been completed for this project. Our office is coordinating with the Contractor to complete all punchlist items and closeout documents.
- All punch list items have been completed.
- All punch list items have been completed. Our office has processed Final Payment, Change Order #1 (final and at no additional cost the Borough), and all close out documentation to the Borough for payment and approval.
- Our office has processed all closeout documentation for submission to NJDOT for final approval and reimbursement.

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
January 2020

Kings Highway Pump Station

Previously Reported:

- 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.

Inflow and Infiltration Program

Previously Reported:

- 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.
- 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".

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
January 2020

- Additional meaningful inflow and infiltration reduction and associated reporting must be prepared and submitted to the CCMUA to remain in compliance with the "Inter-municipal Agreement". Our office awaits direction from the Governing Body.

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ORDINANCE 2020:1484

AN ORDINANCE AMENDING CHAPTER 100 OF THE
CODE OF THE BOROUGH OF HADDON HEIGHTS
REGARDING HANDICAPPED PARKING

NOW, THEREFORE BE IT ORDAINED by the Mayor and Council of the Borough of Haddon Heights, Camden County, State of New Jersey that amendments to Chapter 100 of the Code of the Borough of Haddon Heights, entitled Vehicles and Traffic are as follows and are so noted in *italics*:

§100-26. A

Street	Number of Spaces	Location
<i>ADD:</i>		<i>222 West Atlantic Avenue</i>
	<i>1</i>	<i>Garden Street to a point 200 feet westerly therefrom</i>

BE IT FURTHER ORDAINED that this ordinance becomes effective immediately upon public hearing, final adoption and publication as required by law.

Introduction: January 21, 2020

Public Hearing: _____

Final Adoption: _____

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2020:43

RESOLUTION AUTHORIZING TRANSFERS OF APPROPRIATION RESERVES

WHEREAS, there are certain appropriation reserves in the 2019 budget of the Borough of Haddon Heights in which there remains insufficient balances to meet the requirements for operating the Borough's affairs for the remainder of 2020; and

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

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

<u>Account#</u>	<u>Account Title</u>	<u>Transfer To:</u>	<u>Transfer From:</u>
9-01-20-155-300	Legal OE	\$5,000.00	
9-01-23-220-200	Employee Group Insurance OE		\$9,950.00
9-01-31-430-200	Electric OE	4,500.00	
9-01-31-445-200	Water OE	450.00	
	Total	<u>\$9,950.00</u>	<u>\$ 9,950.00</u>

Date: January 21, 2020

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC Borough Clerk

RESOLUTION 2020:44

**RESOLUTION AUTHORIZING PAYMENT OF BILLS & CLAIMS
FOR THE SECOND HALF OF JANUARY**

Trust Account	\$ 6,083.60
Capital Account	\$ 173,107.95
Payroll Account (1/16/2020)	\$ 101,144.44
Animal Account	\$ -0-
School Tax	\$ 607,717.00
County Tax	\$ -0-
Current Fund	\$ 261,138.12
Total Amount of Bills & Claims	<u>\$ 1,149,191.11</u>

Date: January 5, 2019

Council President Stephanie Madden

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

Expenditures for Council Meetings

Date	1/21/2020	2020/2019 Accounts
Vendor	Amount	Reason
Trust		
Various Included in Report	18.29	All Accounts Marked T-13
Payroll 01/16/2020	6,065.31	
Total Trust	6,083.60	
Capital		
Landberg Construction	173,107.95	(2019:1478)Repave West High Street & Devon Avenue
Total Capital	173,107.95	
State of NJ		
Total Animal	0.00	
Po's Paid Current Account Borough	261,138.12	
School Tax	607,717.00	Second Half January 2020
County Taxes		
Payroll 01/16/2020	101,144.44	
Total Current	969,999.56	
Total Spending 01/21/2020	1,149,191.11	

January 17, 2020
03:37 PM

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 12/31/20

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	First Enc Date
AIRGUS AIRGAS USA, LLC	20-00021	01/06/20	TANK-FOR WELDING ACTIVITY							
	1		TANK-FOR WELDING ACTIVITY	0-01-26-315-202		77.04		B Vehicle Maint - Public Works	A	01/06/20
		Vendor Total:				77.04				
ALLBRAND ALL BRAND SUPPLY	19-01719	12/27/19								
	1		TRASH CAN LINERS	9-01-26-310-254		42.21		B Build/Grounds - Maint/Repair	A	12/27/19
		Vendor Total:				42.21				
ANTHR ANTHONY'S RISTORANTE	20-00043	01/10/20								
	1		EMPLOYEE APPRECIATION LUNCHEON	9-01-20-100-411		1,320.00		B Marketing Events & Communic.	A	01/10/20
		Vendor Total:				1,320.00				
ARTP ART PRESS	20-00057	01/14/20								
	1		NEW BOROUGH LETTER HEAD	0-01-20-100-311		280.00		B Office Supplies	A	01/14/20
		Vendor Total:				280.00				
AUDUP AUDUBON PLUMBING SUPPLY	19-01709	12/26/19								
	1		INV-A041833	9-01-26-290-254		20.40		B Public Works - Sewer Maint/Repairs	A	12/26/19
		Vendor Total:				20.40				
BATTR ROBERT J BATTERSBY	20-00034	01/08/20								
	1		RX REIMBURSEMENT 2019 ROBERT	9-01-23-220-234		281.00		B Retirees Health Insurance	A	01/08/20

January 17, 2020
03:37 PM

HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date
BATTR: ROBERT J BATTERSBY								
20-00034	01/08/20			Continued				
			2 RX REIMBURSEMENT 2019 BRENDA	105.52	9-01-23-220-234	B Retirees Health Insurance	A	01/08/20
				386.52				
			Vendor Total:	386.52				
BOLLI: BOLLINGER, SPECIALITY GROUP								
20-00053	01/14/20							
			1 PRESCRIPTION DRUG FEB 2020	20,964.74	0-01-23-220-246	B Prescriptions - Bollinger	A	01/14/20
			Vendor Total:	20,964.74				
BOSCK: BOSCHET KAYLIE								
20-00072	01/17/20							
			1 REFUND TAI CHI CLASS	75.00	0-01-55-004-001	B Refund Of CY Revenue	A	01/17/20
			Vendor Total:	75.00				
CCMUA: REGIONAL SEWER SERVICE								
20-00059	01/14/20							
			1 625 STATION AV 1ST QTR 2020	88.00	0-01-26-310-287	B Build/Grounds - CCMUA	A	01/14/20
			2 608R STATION AV 1ST QTR 2020	88.00	0-01-26-310-287	B Build/Grounds - CCMUA	A	01/14/20
			3 514 W ATLAN AV 1ST QTR 2020	88.00	0-01-26-310-287	B Build/Grounds - CCMUA	A	01/14/20
			4 321 7TH AV 1ST QTR 2020	88.00	0-01-26-310-287	B Build/Grounds - CCMUA	A	01/14/20
			5 W ATLAN & HIGH 1ST QTR 2020	88.00	0-01-26-310-287	B Build/Grounds - CCMUA	A	01/14/20
				440.00				
			Vendor Total:	440.00				
COMC: COMCAST								
20-00049	01/14/20							
			1 HI SPEED INTERNET DEC 2019	151.85	9-01-31-440-216	B Regular Telephones	A	01/14/20
			2 HI SPEED INTERNET SOF JAN 20	163.35	0-01-31-440-216	B Regular Telephones	A	01/14/20
				315.20				
			Vendor Total:	315.20				

January 17, 2020
03:37 PM

HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date
CONNOS SHARON CONNOLY	20-00076	01/17/20	1 REFUND TUMBLING	80.00	0-01-55-004-001	B Refund Of CY Revenue	A	01/17/20
			Vendor Total:	80.00				
COUNC COUNTY CONSERVATION CO	20-00023	01/07/20	BRUSH TIP FEE DECEMBER	360.00	9-01-32-465-218	B Solid Waste - Brush Pickup	A	01/07/20
			1 BRUSH TIP FEE DECEMBER	360.00				
			Vendor Total:	360.00				
COURP COURIER POST	20-00070	01/17/20	1 BIDDER NOTICE REC W HIGH ST	114.04	9-01-20-120-217	B Clerk - Legal Advertising	A	01/17/20
			Vendor Total:	114.04				
DEERP READY FRESH BY NESTLE	20-00084	01/17/20	1 TAX OFFICE JAN 2020	0.99	0-01-20-120-279	B Clerk - Filtered Water	A	01/17/20
			Vendor Total:	0.99				
DINEM MICHAEL DINELLA	20-00075	01/17/20	1 REFUND BABYSITTER TRAINING	95.00	0-01-55-004-001	B Refund Of CY Revenue	A	01/17/20
			Vendor Total:	95.00				
DONRR RR DONNELLEY	19-01601	11/26/19	1 CERT COPY VITAL REG-42B BLUE	73.50	9-01-20-120-238	B Clerk - Operation Mat'l & Supplies	A	11/26/19
			Vendor Total:	73.50				

January 17, 2020
03:37 PM

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 Dat
ENGIH ENGINEERED HYDRAULICS INC	20-00025	01/07/20	HOSE REPLACEMENT					
			1 HOSE REPLACEMENT	64.52	0-01-26-315-202	B Vehicle Maint - Public Works	A	01/07/2
			Vendor Total:	64.52				
GLOUT GLOUCESTER TWP MUA	20-00051	01/14/20	2019 GRASS AND LEAF DISPOSAL					
			1 2019 GRASS AND LEAF DISPOSAL	13,609.00	9-01-32-465-216	B Solid Waste - Leaf Disposal GT MUA	A	01/14/2
			Vendor Total:	13,609.00				
GSJIF GARDEN STATE MUNICIPAL JOINT	20-00067	01/17/20						
			1 JIF/MEL 1ST INSTALL 2020	58,896.25	0-01-23-210-278	B JIFF/MEL Insurance	A	01/17/2
			2 JIF/MEL 1ST WORK COMP 2020	82,341.75	0-01-23-215-274	B Workmen's Compensation	A	01/17/2
				141,238.00				
			Vendor Total:	141,238.00				
HHBE HADDON HEIGHTS BD OF ED	20-00065	01/15/20						
			1 BORO CONTRIBUTION 2ND HALF JAN	607,717.00	0-01-55-001-001	B Local School Taxes Payable	A	01/15/2
			Vendor Total:	607,717.00				
JONER RALPH JONES	20-00033	01/08/20						
			1 BUSINESS MILAGE 4TH QTR 2019	116.00	9-01-22-195-257	B Construction - Fuel Reimbursement	A	01/08/2
			Vendor Total:	116.00				
KDI KDI, INC.	20-00081	01/17/20						
			1 SER V COLOR COPIES MUNI BLDG	90.17	9-01-20-100-516	B Service Contracts	A	01/17/2

January 17, 2020
03:37 PM

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 Date
Item Description	Amount	Charge Account						
KDI KDI, INC.			Continued					
20-00081 01/17/20			Continued					
2 SERV COLOR COPIES SOF	275.18	9-01-20-100-516		B Service Contracts		A	01/17/20	
	365.35							
Vendor Total:	365.35							
KERRE ERIKA KERR								
20-00073 01/17/20								
1 REFUND BABYSITTER TRAINING	95.00	0-01-55-004-001		B Refund Of CY Revenue		A	01/17/20	
Vendor Total:	95.00							
KLEMC CHRISTIAN KLEMASH								
20-00079 01/17/20								
1 REFUND TUMBLING	80.00	0-01-55-004-001		B Refund Of CY Revenue		A	01/17/20	
Vendor Total:	80.00							
LANDC LANDBERG CONSTRUCTION								
20-00085 01/17/20 West High Street - Phase V				B				
2 West High Street - Phase V	173,107.95	C-04-55-825-801		B Repave W High St & Devon Ave		A	01/17/20	
Vendor Total:	173,107.95							
LEAGU NEW JERSEY LEAGUE OF MUN								
20-00003 01/03/20 Newly Elected Officals								
1 Newly Elected Officals	130.00	0-01-20-120-224		B Clerk - Mayor/Councilman Expense		A	01/03/20	
2 Budgeting for Elected Officals	150.00	0-01-20-120-224		B Clerk - Mayor/Councilman Expense		A	01/03/20	
3 Oreientation Newly Elected	130.00	0-01-20-120-224		B Clerk - Mayor/Councilman Expense		A	01/03/20	
	410.00							
20-00036 01/09/20								
1 CLASSIFIED AD JOB POSTING	260.00	0-01-20-120-217		B Clerk - Legal Advertising		A	01/09/20	
20-00054 01/14/20								
1 SMART CITIES PANEL MAYOR	70.00	0-01-20-120-224		B Clerk - Mayor/Councilman Expense		A	01/14/20	

January 17, 2020
03:37 PM

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 Date
LEAGU NEW JERSEY LEAGUE OF MUN	20-00060	01/14/20	1 JOINT ADMINISTRATOR EXPENSE	Continued		260.00	0-01-20-120-224	B Clerk - Mayor/Councilman Expense	A	01/14/20
			Vendor Total:			1,000.00				
MCI MCI COMMERCIAL SERVICE -MA	20-00068	01/17/20	1 LAKE STREET PUMP STA DEC 19			31.66	9-01-31-440-216	B Regular Telephones	A	01/17/20
			Vendor Total:			31.66				
MILLE ERIN MILLER	20-00078	01/17/20	1 REFUND TUMBLING			80.00	0-01-55-004-001	B Refund Of CY Revenue	A	01/17/20
			Vendor Total:			80.00				
MOSESJ JAMIE MOSES	20-00074	01/17/20	1 REFUND BABYSITTER TRAINING			190.00	0-01-55-004-001	B Refund Of CY Revenue	A	01/17/20
			Vendor Total:			190.00				
MUNCA MUNICIPAL CAPITAL	20-00038	01/09/20	1 SAVIN COPY JAN 20 PMT 33 OF 60			366.60	0-01-20-100-516	B Service Contracts	A	01/09/20
			Vendor Total:			366.60				
NAPA NAPA AUTO PARTS	20-00050	01/14/20	1 JAN PARTS FOR DPW			818.42	0-01-26-315-202	B Vehicle Maint - Public Works	A	01/14/20
			Vendor Total:			818.42				

January 17, 2020
03:37 PM

HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date
NJAMB NJ AMERICAN WATER								
	20-00031	01/07/20						
			1 136 HYDTS NOV & DEC 2019	12,512.00	9-01-25-265-389	B Fire Hydrant Water Service	A	01/07/20
20-00040 01/09/20								
			1 COMMUNITY GARDEN DEC 2019	18.29	T-13-56-860-819	B Reserve Community Garden Expenses (516)	A	01/09/20
			2 SOF DEC 2019	78.78	9-01-31-445-289	B Water Service	A	01/09/20
			3 COMMUNITY CENTER DEC 2019	58.94	9-01-31-445-289	B Water Service	A	01/09/20
			4 HH LOG CABIN DEC 2019	24.90	9-01-31-445-289	B Water Service	A	01/09/20
			5 MUNICIPAL BLDG DEC 2019	78.78	9-01-31-445-289	B Water Service	A	01/09/20
			6 CERVINO FIELD DEC 2019	146.34	9-01-31-445-289	B Water Service	A	01/09/20
			7 SOCCER FIELD WALNUT DEC 2019	45.71	9-01-31-445-289	B Water Service	A	01/09/20
			8 LAKE ST PUMP STATION DEC 2019	45.71	9-01-31-445-289	B Water Service	A	01/09/20
				497.45				
			Vendor Total:	13,009.45				
NJDCA TREASURER ST OF NJ								
	20-00026	01/07/20						
			1 4TH QTR 2019 STATE TRAIN FEE	2,046.00	9-01-55-005-001	B DCA Training Fees Due NJ	A	01/07/20
			Vendor Total:	2,046.00				
PEDRO PEDRONI								
	20-00047	01/13/20	UNLEADED 1-2-2020					
			1 UNLEADED 1-2-2020	2,574.85	0-01-31-460-275	B Unleaded Gas	A	01/13/20
			Vendor Total:	2,574.85				
PETTC PETTY CASH								
	20-00030	01/07/20						
			1 PEWTY CASH FOR 2020	500.00	0-01-55-002-001	B Petty Cash Account	A	01/07/20
			Vendor Total:	500.00				
PSEGR PSE&G								
	20-00027	01/07/20						
			1 DEVON AVE LIGHTS DEC 2019	1,392.28	9-01-31-430-288	B Electric & Gas	A	01/07/20

January 17, 2020
03:37 PM

HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date
PSEGR PSE&G Continued								
20-00035		01/08/20						
	1	S PARK AV P60406	DEC 2019	4.79	9-01-31-430-288	B Electric & Gas	A	01/08/20
	2	LOG CABIN	DEC 2019	336.48	9-01-31-430-288	B Electric & Gas	A	01/08/20
	3	CERVINO FIELD	DEC 2019	21.45	9-01-31-430-288	B Electric & Gas	A	01/08/20
	4	GLOVER AV LIGHTS	DEC 2019	227.02	9-01-31-430-288	B Electric & Gas	A	01/08/20
	5	SOF	DEC 2019	1,750.06	9-01-31-430-288	B Electric & Gas	A	01/08/20
	6	COMMUNITY CTR	DEC 2019	1,028.34	9-01-31-430-288	B Electric & Gas	A	01/08/20
				<u>3,368.14</u>				
20-00044 01/10/20								
	1	MUNI BLDG	DEC 2019	1,132.78	9-01-31-430-288	B Electric & Gas	A	01/10/20
	2	HFFD 608 REAR	DEC 2019	1,552.44	9-01-31-430-288	B Electric & Gas	A	01/10/20
				<u>2,685.22</u>				
20-00058 01/14/20								
	1	DEVON AV TRAF SIGH 1310	DEC 19	19.34	9-01-31-430-288	B Electric & Gas	A	01/14/20
	2	DEVON AV TRAF SI 61076	DEC 19	19.34	9-01-31-430-288	B Electric & Gas	A	01/14/20
				<u>38.68</u>				
20-00064 01/15/20								
	1	STREET LIGHTING	DEC 2019	6,884.47	9-01-31-435-288	B Street Lighting	A	01/15/20
	2	ELECTRIC & GAS	DEC 2019	2,669.20	9-01-31-430-288	B Electric & Gas	A	01/15/20
				<u>9,553.67</u>				
	Vendor Total:			17,037.99				
REPUSCR REPUBLIC SERVICES CAMDEN REC								
20-00083		01/17/20						
	1	TIP FEES	DEC 2019	379.50	9-01-32-465-203	B Solid Waste-Recycling Tipping Fees	A	01/17/20
	Vendor Total:			379.50				
RETRO THE RETROSPECT								
20-00037		01/09/20						
	1	PLAN BD MEETING NOTICES		17.14	0-01-21-180-217	B Planning Bd - Advertising	A	01/09/20

January 17, 2020
03:37 PM

HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date
RETRO THE RETROSPECT								
	20-00080	01/17/20						
			1 NOTICE OF SPECIAL COUNCIL MEET	47.74	0-01-20-120-217	B Clerk - Legal Advertising	A	01/17/20
			Vendor Total:	64.88				
RYANJ JAMES RYAN								
	20-00032	01/08/20						
			1 BUSINESS MILAGE 4TH QTR 2019	66.12	9-01-22-195-257	B Construction - Fuel Reimbursement	A	01/08/20
			Vendor Total:	66.12				
SAMUG GINGER SAMUEL								
	20-00077	01/17/20						
			1 REFUND TUMBLING	80.00	0-01-55-004-001	B Refund Of CY Revenue	A	01/17/20
			Vendor Total:	80.00				
SJSAN SOUTH JERSEY SANITATION								
	20-00024	01/07/20	DEC COLLECTION FEE					
			1 DEC COLLECTION FEE	27,766.00	9-01-26-305-202	B Trash - SJ Sanitation	A	01/07/20
			Vendor Total:	27,766.00				
STEVJ STEVENS JASMINE								
	20-00071	01/17/20						
			1 INSTRUCTOR LOW IMPACT	180.00	0-01-28-370-265	B Parks & Rec - Contracted Staff	A	01/17/20
			2 INSTRUCTOR TUMPLING (6-8)	135.00	0-01-28-370-265	B Parks & Rec - Contracted Staff	A	01/17/20
				315.00				
			Vendor Total:	315.00				
SUPEV SUPERIOR VISION INSURANCE NGL								
	20-00039	01/09/20						
			1 GWU UNION CONTRACT JAN 20	164.41	0-01-23-220-247	B Vision Plan	A	01/09/20
			2 HHPD UNION CONTRACT JAN 20	562.52	0-01-23-220-247	B Vision Plan	A	01/09/20
			3 NON UNION CONTRACT JAN 20	61.09	0-01-23-220-247	B Vision Plan	A	01/09/20

January 17, 2020
03:37 PM

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 Date
	Item Description			Amount	Charge Account			
SUPEV	SUPERIOR VISION INSURANCE NGL	Continued						
20-00039	01/09/20		Continued					
	4 RETIREES JAN 20			138.96	0-01-23-220-247	B Vision Plan	A	01/09/20
				926.98				
	Vendor Total:			926.98				
TIREC	TIRE CORRAL							
19-01697	12/24/19 TIRES PD							
	1 TIRES PD			316.00	9-01-26-315-205	B Vehicle Maint - Police	A	12/24/19
	Vendor Total:			316.00				
USPOS	UNITED STATES POSTAL SERVICE							
20-00020	01/03/20							
	1 REFILL POSTAGE METER NEOPOST			2,000.00	0-01-20-100-212	B Postage	A	01/03/20
20-00082	01/17/20							
	1 RENEWAL OF BULK PERMIT #1027			632.62	0-01-20-100-511	B Heights Report	A	01/17/20
	Vendor Total:			2,632.62				
VER24	VERIZON							
20-00028	01/07/20							
	1 INTERNET SERVICE LINE DEC 19			129.99	9-01-31-440-216	B Regular Telephones	A	01/07/20
	Vendor Total:			129.99				
VER33	VERIZON							
20-00029	01/07/20							
	1 HHPD DISPATCH DEC 2019			82.86	9-01-31-440-216	B Regular Telephones	A	01/07/20
20-00045	01/10/20							
	1 HH CABIN JANUARY 2020			36.32	0-01-31-440-216	B Regular Telephones	A	01/10/20
20-00046	01/13/20 856-546-2583,2582							
	1 SOF FAX DECEMBER 2019			47.36	9-01-31-440-216	B Regular Telephones	A	01/13/20

January 17, 2020
03:37 PM

HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date
VER33 VERIZON				Continued				
20-00046	01/13/20	856-546-2583,2582		Continued				
2 SOF FUEL LINE DECEMBER 2019			12.74	9-01-31-440-216	B Regular Telephones	A	01/14/20	
			60.10					
20-00061	01/14/20							
1 HHFD FAX JAN 2020			155.13	0-01-31-440-216	B Regular Telephones	A	01/14/20	
20-00069	01/17/20							
1 LAKE ST PUMP STATION JAN 2020			36.11	0-01-31-440-216	B Regular Telephones	A	01/17/20	
Vendor Total:			370.52					
WITPS WITMER PUBLIC SAFETY GROUP INC								
19-01691	12/19/19	HELMETW/GOGGLES GROIN PROTECT						
1 HELMETW/GOGGLES GROIN PROTECT			462.00	9-01-25-240-231	B Police - Training / Schools	A	12/19/19	
Vendor Total:			462.00					
WLWL WADE, LONG, WOOD, & LONG, LLC								
20-00056	01/14/20							
1 OTHER LEGAL EXPENSES DECEMBER			9,779.32	9-01-20-155-381	B Legal - Other Legal Expenses	A	01/14/20	
Vendor Total:			9,779.32					
Total Purchase Orders:		63	Total P.O. Line Items:	93	Total List Amount:	1,041,981.36	Total Void Amount:	0.00

January 17, 2020
03:37 PM

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	0-01	781,147.55	0.00	0.00	781,147.55
CURRENT FUND	9-01	87,707.57	0.00	0.00	87,707.57
GENERAL CAPITAL FUND	C-04	173,107.95	0.00	0.00	173,107.95
TRUST - OTHER TRUST	T-13	18.29	0.00	0.00	18.29
Total of All Funds:		<u>1,041,981.36</u>	<u>0.00</u>	<u>0.00</u>	<u>1,041,981.36</u>

868,855.12

S. TOTAL 1,041,981.36
PAYROLL 1/16/20 108,209.75
TOTAL 1,149,191.11

RESOLUTION 2020:45

RESOLUTION AUTHORIZING REFUND 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, a refund is required for the following registrants so listed below:

<u>Registrant</u>	<u>Address</u>	<u>Class</u>	<u>Amount</u>
Kaylie Boschet	604 Station Avenue Haddon Heights, NJ 08035	Tai Chi	\$ 75.00
Erika Kerr	509 Fourth Avenue Haddon Heights, NJ 08035	Babysitter Training	\$ 95.00
Jamie Moses	24 Ninth Avenue Haddon Heights, NJ 08035	Babysitter Training	\$190.00 (2 kids)
Michael Dinella	236 S. Moore Avenue Barrington, NJ 08007	Babysitter Training	\$ 95.00
Sharon Connolly	302 Eighth Avenue Haddon Heights, NJ 08035	Tumbling	\$ 80.00
Ginger Samuel	2015 Prospect Ridge Blvd. Haddon Heights, NJ 08035	Tumbling	\$ 80.00
Erin Miller	1818 Maple Avenue Haddon Heights, NJ 08035	Tumbling	\$ 80.00
Christian Klemash	31 Eleventh Avenue Haddon Heights, NJ 08035	Tumbling	\$ 80.00

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

Date: January 21, 2020

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

Refunds

Due to Accounting:

Council Meeting Date: 1/21/2020

1/16/2020

WINTER 2020 - Program Refunds

Resident	Address	Session:	Class:	Total to be Paid:
Kaylie Boschet	604 Station Avenue, Haddon Heights, NJ 08035	Winter	Tai Chi	\$75.00
Erika Kerr	509 Fourth Avenue, Haddon Heights, NJ 08035	Winter	Babysitter Training	\$95.00
Jamie Moses	24 Ninth Avenue, Haddon Heights, NJ 08035	Winter	Babysitter Training	\$190.00
Michael Dinella	236 S. Moore Avenue, Barrington, NJ 08007	Winter	Babysitter Training	\$95.00
Sharon Connolly	302 Eighth Avenue, Haddon Heights, NJ 08035	Winter	Tumbling	\$80.00
Ginger Samuel	2015 Prospect Ridge Blvd, Haddon Heights, NJ 08035	Winter	Tumbling	\$80.00
Erin Miller	1818 Maple Avenue, Haddon Heights, NJ 08035	Winter	Tumbling	\$80.00
Christian Klemash	31 Eleventh Avenue, Haddon Heights NJ 08035	Winter	Tumbling	\$80.00

*2 kids

RESOLUTION 2020:46

**RESOLUTION APPROVING A BINGO LICENSE FOR ST. ROSE OF LIMA
SCHOOL PARENT TEACHER ASSOCIATION FOR THE PURPOSE OF
CONDUCTING A DESIGNER BAG BINGO – *March 28, 2020***

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights, County of Camden, State of New Jersey that a Bingo license is hereby approved for St. Rose of Lima School Parent Teacher Association for the purpose of conducting a Designer Bag Bingo event to be held March 28, 2020 at St. of Lima School, 300 Kings Highway, Haddon Heights, New Jersey.

Date: January 21, 2020

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2020:47

**RESOLUTION APPROVING A RAFFLE LICENSE FOR
ST. ROSE OF LIMA SCHOOL PARENT TEACHER ASSOCIATION**

March 28, 2020

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights, County of Camden, State of New Jersey that a raffle license is hereby approved for St. Rose of Lima School Parent Teacher Association for an event to be held March 28, 2020 at St. of Lima School, 300 Kings Highway, Haddon Heights, New Jersey.

Date: January 21, 2020

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2020:48

**RESOLUTION APPROVING A RAFFLE LICENSE FOR ST. ROSE OF LIMA
SCHOOL PARENT TEACHER ASSOCIATION FOR THE PURPOSE OF
CONDUCTING AN ON PREMISES 50/50 RAFFLE DRAWING – *March 28, 2020***

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 a raffle license is hereby approved for the St. Rose of Lima School Parent Teacher Association for the purpose of conducting an On Premises 50/50 Raffle Drawing on March 28, 2020 at St. Rose of Lima School, 300 Kings Highway, Haddon Heights, New Jersey.

Date: January 21, 2020

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2020:49

**RESOLUTION AUTHORIZING AGREEMENT BETWEEN THE BOROUGH OF
HADDON HEIGHTS AND PHOENIX ADVISORS, LLC, INDEPENDENT REGISTERED
MUNICIPAL ADVISOR OF RECORD FOR THE PURPOSE OF PROVIDING
CONTINUING DISCLOSURE AGENT SERVICES FOR 2020**

WHEREAS, when issuing bonds, execution of Continuing Disclosure Agreements (“CDA’s”) in connection with one or more bond issuances is necessary to provide certain financial and other information and notices, within specified timeframes, in a manner prescribed by the regulators of the underwriter that purchased said bond issues; and

WHEREAS, but for the execution of the CDA’s, the underwriter of such bonds would be prohibited from purchasing the bonds of the Bond Issuer; and

WHEREAS, in order to ascertain its compliance with various CDA’s executed in conjunction with the issuance of bonds, the Bond Issuer must codify the requirements stipulated in those various CDA’s and compare those requirements with its filings and correct any deficiencies; and

WHEREAS, new rules and regulations promulgated by the Securities & Exchange Commission (“SEC”) restrict the provision of advice concerning the issuance of municipal debt to those that are appropriately registered with the SEC; and

WHEREAS, it is beneficial to retain assistance of appropriately registered experts in the field of municipal bond finance, with knowledge and experience in these matters, to assist in assuring compliance with CDA’s and to stand ready to provide advice as needed with the issuance of municipal debt as Municipal Advisor of Record, and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights, County of Camden, State of New Jersey that the Mayor is hereby authorized to execute an Agreement between the Borough of Haddon Heights and Phoenix Advisors, LLC, Independent Registered Municipal Advisor of Record for the Purpose of Providing Continuing Disclosure Agent Services.

Date: January 21, 2020

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk



**PHOENIX
ADVISORS, LLC**

December 10, 2019

Christie Ehret, Chief Financial Officer
Haddon Heights Borough
625 Station Avenue
Haddon Heights, NJ 08035-1981

Dear Ms. Ehret,

Thank you for choosing Phoenix Advisors to serve as your Continuing Disclosure Agent and Independent Registered Municipal Advisor ("IRMA"). By selecting Phoenix Advisors, you recognize the importance of sound financial practices. You can be assured of your continued compliance with disclosure requirements and of having us on-hand as your resource for any finance-related needs.

On the left-hand side of this folder, you'll find a Report detailing the posting record of documents and Event postings, if any, that we made on EMMA on your behalf.

Please take the time to confirm that this report includes every one of your securities issues for which you have executed a Continuing Disclosure Agreement. Unless you notify us to the contrary, you agree these are the only securities issues for which we are to post to EMMA on your behalf, and that the Report is complete and correct.

Also, on the left is crucial information concerning the new requirement imposed by the Securities & Exchange Commission, which necessitates posting to EMMA an "Event Notice" anytime you incur a "financial obligation." Please read this carefully; it has significant implications. Call your Bond Counsel or us if you have any questions.

On the right-hand side of the folder is our Agreement for the 2020 year. To ensure uninterrupted service, please return an executed copy of the Agreement as soon as possible. We are happy to report that we are holding our Disclosure Agent base and per issue fee at last year's level, our standard new issue "set-up" fee is also unchanged. We do, however, find it necessary, if applicable, to institute an Event Notice charge of \$250 per event. We will invoice all charges at yearend.

Monitoring, collecting, assembling, recording, and filing your documents and Event Notices is not an uncomplicated or easy task. But it is one at which Phoenix Advisors is expert. You honor us by entrusting this engagement to us. Thank you!

Very Truly Yours,

A handwritten signature in cursive script, appearing to read "David Thompson", written in black ink.

David Thompson, CEO

RESOLUTION 2020:50

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

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

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

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

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

- _____ (6) **Matters Relating to Public Safety and Property:** Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of possible violations of the law.
- X (7) **Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege:** Any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer. **1.) Matter related to Solid Waste and Recyclable Materials Collection Services for the Borough of Haddon Heights. 2.) Matter related to Council on Affordable Housing Obligations. 3.) Contract Matter related to Shared Services Agreement with the Borough of Audubon for Public Works Services. Matters are expected to be ½ hr. each in duration. Formal action on the foregoing items may be taken following Executive Session.**
- _____ (8) **Matters Relating to the Employment Relationship:** Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.
- _____ (9) **Matters Relating to the Potential Imposition of a Penalty:** Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party bears responsibility.

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights, assembled in public session on January 21, 2020 that an Executive Session closed to the public shall be held on January 21, 2020 at approximately 7:30 p.m. in the Municipal Building, 625 Station Avenue, Haddon Heights, NJ for the discussion of matters relating to the specified items designated above.

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

The following resolution was duly adopted by the Governing Body of the Borough of Haddon Heights at a public meeting held on January 21, 2020.

Date: January 21, 2020

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk