



BOROUGH OF HADDON HEIGHTS  
COUNCIL BUSINESS MEETING AGENDA  
Tuesday, April 21, 2020, 7 p.m.  
**ZOOM**

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) Update on COVID 19 – *Mayor Houck*
- b) Primary Election Moved to July 7<sup>th</sup> – *Clerk Santosusso*
- c) Financial Disclosure Statements – *Clerk Santosusso*
- d) 2020 Census – *Mayor Houck*
- e) Certificate of Continued Occupancy on Resales
- f) Noise Ordinance

4. RECESS OF CAUCUS SESSION AND COMMENCEMENT OF BUSINESS SESSION

5. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

6. PUBLIC COMMENT ON CAUCUS AND AGENDA ITEMS ONLY

7. APPROVAL OF MINUTES of the April 7, 2020 Council Work Session meeting

8. APPROVAL OF EXECUTIVE SESSION MINUTES of April 7, 2020 Council Work Session

9. COUNCIL MEMBER REPORTS:

10. BOROUGH ENGINEER'S REPORT:

11. UNFINISHED BUSINESS:

Public Hearing and Final Adoption of Ordinance 2020:1485 – An Ordinance Amending §100-17 of the Code of the Borough of Haddon Heights Entitled Exclusion of Vehicles Over A Certain Weight

Public Hearing and Final Adoption of Ordinance 2020:1487 – Ordinance to Exceed the 2019 Municipal Budget Appropriation Limits and to Establish A Cap Bank (N.J.S.A. 40A: 4-45.14)

12. NEW BUSINESS:

Resolution 2020:93 – Resolution Authorizing the Tax Collector to Prepare and Issue Estimated Tax Bills

Resolution 2020:94 – Resolution of the Council of the Borough of Haddon Heights Establishing A COVID-19 Oversight Ad-Hoc Committee

Resolution 2020:95 – Resolution Authorizing Refund of a Community Center Rental Fee

Resolution 2020:96 – Resolution Authorizing the Payment of Bills and Claims for the 2<sup>nd</sup> Half of April

Resolution 2020:97 – Resolution Authorizing the Mayor to Execute A Shared Services Agreement By and Between the County of Camden and the Borough of Haddon Heights for the Development and Enhancement of the Haddon Heights Multi-Use Trail, Phase I (Subject Trail Segment)

Resolution 2020:98 – 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. ***Matters of Attorney Client Privilege. Discussion is expected to be 1 hr. in duration. Formal action may be taken following Executive Session.***

13. PUBLIC COMMENT

14. ADJOURNMENT



BOROUGH OF HADDON HEIGHTS  
Council Work Session Minutes  
Tuesday, April 7, 2020, 7:00 p.m.  
**ZOOM**

Mayor Zachary Houck called the meeting to Order at 7:00 p.m. He then read the following statement:

“In accordance with Section 5 of the Open Public Meetings Act, Chapter 231, P.L. 1975, notice of this meeting was posted on the bulletin board designed for that purpose and notice was transmitted to the official newspapers provided by Resolution adopted January 4, 2020.”

ROLL CALL:

Mayor Houck asked the Clerk for roll call.

Under roll call, Council President Madden, Councilwoman Kurtz and Councilmen Mrozinski, Schreiber, Morgan and Ottoson were present as well as Solicitor Howard Long, Borough Clerk Kelly Santosusso and Administrative Assistant Marian Hauser.

PLEDGE OF ALLEGIANCE:

All stood for the Pledge of Allegiance and a moment of silence.

Solicitor Howard Long asked that Councilmembers please identify themselves prior to speaking and/or voting and requested that anyone wishing to be recognized by the Mayor, should do so by name.

PUBLIC COMMENT:

Mayor Houck asked for Public Comment on Agenda items only and reviewed procedures for the public to be formally recognized within the ZOOM platform.

Hearing no sound or movement from the public, Mayor Houck closed the Public Comment portion of the meeting.

CAUCUS WORK SESSION:

Statement on COVID 19 – Mayor Houck

Mayor Houck said he has been updating the public through videos posted on the borough website and various social media platforms. He reviewed COVID 19 statistics on Camden County totals of cases and what is happening in Haddon Heights. To date, Haddon Heights has had five (5) cases, all of which have recovered; there has been two (2) deaths in Camden County overall. He reported that as testing increases, we will likely see increased numbers but HH is weathering the storm well. Mayor Houck thanked Council President Madden and Councilman Schreiber for sounding the alarm on social distancing early on. He thanked all of our residents that are out working on the front lines. He echoed praise for our residents who are largely complying with requests, making our Police officers' jobs easier. He concluded by saying he commends everyone and thanked all for their efforts.

2020 Census – Mayor Houck

Mayor Houck encouraged everyone to go to federal government website to file their census explaining how crucial it is for the 511,000 residents in Camden County to complete. He said that all federal and state funding is dictated by these numbers and said it takes just a few minutes. We are 59.6% completion rate. West side of town 62.4, middle 59.3 and east side 66 percent. We are ahead of the curve and asked all to continue to be diligent.

Councilwoman Kurtz asked about how residents can file online. Mayor Houck said that Rob Jakubowski has been spearheading this effort for the County and noted that the Census will likely be extended into the summer. In regard to completing online, he said we had some efforts coordinated to encourage and assist residents but cannot carry through at this point due to circumstances of COVID 19. Most have received a notification or post card in the mail with a code. Go to 2020 census.gov; it is fairly easy to complete.

2020 Financial Disclosure Statements – Clerk Santosusso

Santosusso announced that all Local Government Officers of the Borough are required by the state of New Jersey to complete a financial disclosure statement annually. She said that all Haddon Heights LGO's have been notified by her via email and are required to file by April 30, 2020 and encouraged anyone with any questions on filing to contact her office.

APPROVAL OF MINUTES:

Mayor Houck asked for a motion to approve the Minutes of the March 3, 2020 Work Session Meeting. A motion was made by Council President Stephanie Madden and seconded by Councilwoman Kurtz. All members were in favor. Mayor Houck then asked for a motion to approve the March 10, 2020 Special Meeting Minutes. A motion was made by Councilman Morgan, seconded by Councilman Schreiber. All members were in favor with the exception of Councilman Mrozinski who abstained.

APPROVAL OF EXECUTIVE SESSION MINUTES OF December 30, 2019 Special Meeting and January 21, 2020 Business Meeting, February 4, 2020 Work Session, February 18, 2020 Business Meeting, March 3, 2020 Work Session and the March 10, 2020 Special Meeting Minutes. Solicitor Long said that the Minutes may be approved as a group and that the Clerk will record abstentions accordingly. A motion to approve the above referenced Minutes as a group was made by Councilman Schreiber, seconded by Councilwoman Kurtz. All members voted in favor. The following absentions are hereby recorded: Councilman Ottoson abstention from December 30, 2019 Special Meeting Minutes and Councilman Mrozinski abstention from the March 10, 2020 Special Meeting Executive Session Minutes

UNFINISHED BUSINESS:

Public Hearing and Final Adoption of Bond Ordinance 2020:1486 – BOND ORDINANCE AUTHORIZING THE ACQUISITION OF AND UPGRADES TO VARIOUS INFORMATION TECHNOLOGY EQUIPMENT IN AND FOR THE BOROUGH OF HADDON HEIGHTS, COUNTY OF CAMDEN, NEW JERSEY; APPROPRIATING THE SUM OF \$40,500 THEREFOR; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE BOROUGH OF HADDON HEIGHTS, COUNTY OF CAMDEN, NEW JERSEY, IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$38,475; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING

Mayor Houck opened the Public Hearing on Bond Ordinance 2020:1486.

Rick DiRenzo, 414 Second Avenue – Mr. DiRenzo inquired as to what was being purchased. Mayor Houck explained upgrade to microphones and soundboard in council chambers, Windows 10 upgrade to all borough computers and server upgrades for both the Police Department and the Borough and upgrades to Cybersecurity. Solicitor Long said that Council taking action is authorizing the expenditures and that various options will be utilized for appropriate purchasing. Mr. DiRenzo thanked all for explanation.

Seeing no further comment, Mayor Houck closed the Public Hearing on Bond Ordinance 2020:1486.

A motion to adopt Bond Ordinance 2020:1486 was made by Councilman Morgan, seconded by Councilwoman Kurtz. Under a roll call vote, all members voted yes.

#### NEW BUSINESS:

Introduction of Ordinance 2020:1487 – Ordinance to Exceed the 2019 Municipal Budget Appropriation Limits and to Establish A Cap Bank (N.J.S.A. 40A:4-45.14).

Public Hearing and Final Adoption of Ordinance 2020:1487 is scheduled for April 21, 2020 at 7:30 p.m. in the Municipal Building located at 625 Station Avenue, Haddon Heights, New Jersey.

A motion to introduce Ordinance 2020:1487 was made by Council President Madden, seconded by Councilman Ottoson.

Resolution 2020:77 – RESOLUTION CERTIFYING COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION’S “Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964”

Resolution 2020:78 – Resolution Amending The Borough of Haddon Heights Overnight Parking Permit Application As Required By the Code of the Borough of Haddon Heights As Set Forth In §320-3 Through §320-5

Resolution 2020:79 – Resolution Authorizing Application to Delaware Valley Regional Planning Commission for the Transportation & Community Develop Initiative (TCDI) Grant Along with the Boroughs of Haddonfield, Audubon and Barrington

Resolution 2020:80 – Resolution Supporting the Submission of an Application to the Camden County Open Space, Farmland, Recreation and Historic Preservation Trust Fund for Enhancements to the Devon Avenue Recreation Facility

Resolution 2020:81 – Resolution Supporting the Submission of an Application to the Camden County Open Space, Farmland, Recreation and Historic Preservation Trust Fund for Recreational Trail Enhancements at Hoff’s Park

Resolution 2020:82 – Resolution Authorizing A Refund of a Community Center Rental Fee

Resolution 2020:83 – Resolution Authorizing Refund of a Program Fee

Resolution 2020:84 – Resolution Authorizing Payment of Bills and Claims for the Second Half of March

Resolution 2020:85 – Resolution Authorizing Payment of Bills and Claims for the First Half of April

Resolution 2020:86 – Resolution Authorizing Turnover of Municipal Court Uncashed Checks for Haddon Heights Municipal Court – 0418

Resolution 2020:87 – Resolution Authorizing Refunds of Rental Fees Related to Closure of Borough Facilities During Declaration of Emergency Pertaining to COVID-19 Pandemic

Resolution 2020:88 – Resolution Extending A Temporary Budget For The Borough of Haddon Heights Temporary Budget Appropriation for 2020

Resolution 2020:89 – RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF HADDON HEIGHTS IN THE COUNTY OF CAMDEN, NEW JERSEY AUTHORIZING THE ISSUANCE AND SALE OF TAX ANTICIPATION NOTES OF THE BOROUGH OF HADDON HEIGHTS IN THE PRINCIPAL AMOUNT OF UP TO \$; MAKING CERTAIN COVENANTS TO EFFECT AND MAINTAIN THE EXEMPTION OF INTEREST ON SAID NOTES FROM FEDERAL INCOME TAXATION; AND AUTHORIZING SUCH FURTHER ACTIONS AND MAKING SUCH DETERMINATIONS AS MAY BE NECESSARY OR APPROPRIATE TO EFFECTUATE THE ISSUANCE AND SALE OF THE NOTES *TO BE PROVIDED BY BOND COUNSEL Tuesday, 4/7.*

Resolution 2020:90 – Resolution Appointing Dave Taraschi to the Position of Zoning Officer

Resolution 2020:91 – Resolution Amending Resolution 2020:31 Resolution Concerning Appointments

Councilman Schreiber said that he wished to add Resolution 2020:92 to the Agenda.

Resolution 2020:92 – 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.) Matter related to Personnel – Administrator Position. Discussion is expected to be ½ hour in duration. Formal action may be taken on the foregoing item following Executive Session.***

A motion to adopt Resolutions 2020:77 through 2020:92 was made by Councilman Schreiber, seconded by Councilwoman Kurtz. Under a roll call vote, all members voted yes.

PUBLIC COMMENT:

Mayor Houck called for Public Comment on any Topic.

Rick DiRenzo, 415 Second Avenue – Mr. DiRenzo commented that he could not find the bill list on the website. Mayor Houck directed him to the meeting agenda packet location on the website.

Kathy Miller, 404 White Horse Pike – Ms. Miller commented that the Governor announced all state and County parks will be shut down and off limits. She asked if this means that HH parks will be closed. Mayor Houck responded that in regard to Executive Order 118, we will follow suit and close Hoffs' Park and that the County will be closing all parks and will utilize park ambassadors to help to enforce. He noted that this is to promote social distancing and to flatten the curve. He said we will mirror the Governor's approach and will rely on our Police Department to strongly enforce. Ms. Miller reported that Atlantic Avenue students were playing baseball. Mayor Houck responded that notices will be placed at all fields. State police will enforce their forests and we ask that everyone in town comply with the Executive Order 118.

Ms. Miller asked what the status was regarding potential senior housing at the location of St. Mary's Church. Mayor Houck advised that the matter has been referred to the Planning Board. Councilwoman Kurtz responded that Council has been addressed by Stanfill Towers and PRD Management on the topic over recent Council meetings where Council gave input on concerns related parking and congestion. She said she felt positive that these concerns were addressed and all were in agreement with referring the matter to Planning Board. Miller said that as an approaching senior, she thinks it is important to allow for more affordable senior housing in Haddon Heights.

Deegan Lewer, 1629 Oak – Mr. Lewer asked how the current crisis may affect our budget. Councilman Schreiber says that the Finance Committee is paying attention to the COVID 19 crisis and has taken the following steps: A Tax Anticipation Note resolution is on tonight’s agenda to allow for us to borrow up to the total amount of our budget. We are placing the borough in a position to fulfill our obligations should we need to. There is also a resolution on this evening extending the Temporary budget, which is done normally for a percentage of the budget for a three month period. Solicitor Long stated this needs to be done to allow for the temporary budget to be extended. Mayor Houck said that 70% of budget is levied through taxes. Just because less than normal activity is not happening right now, miscellaneous revenues make up less than 15% of the budget. Tax Anticipation Note resolution being considered with anticipation to stay liquid if need be. We are preparing ourselves for any potential outcomes related to COVID 19. Mr. Lewer thanked Council for their service during this difficult time.

Erin Miller, 18 Maple Avenue – Ms. Miller expressed concern about people congregating. She asked what is the direction being given to residents to report; is it the non-emergency number or Face Book? Solicitor Long responded saying he is glad she brought this up recommended not posting to Face Book. We are putting information on the borough website daily for the protection, health safety and welfare of the public. The next two (2) weeks will be historic and potentially tragic. Our police officers are prepared to advise our juveniles who are out congregating in the most appropriate manner. Mayor Houck said to date, there has been great compliance amongst our residents. We need to be good neighbors and encourage people to conform.

Jenn Griffith, 1825 Prospect Ridge – Ms. Griffith said she is aware of some families who are experiencing symptoms but are not being tested. How will this be addressed? Mayor says he has reached out to the County and to state officials regarding testing. Tests are limited. Jefferson, Cherry Hill, Stratford, testing site on the waterfront 801 Delaware Avenue and they also have a walk up. If you have symptoms, you can go there and if the criteria is met for symptoms, you will be swabbed. Mayor Houck encouraged all to reach out directly to him should they have any questions; he will do everything he can to assist. There is a concern that there are asymptomatic individuals out there which is a huge concern. Councilman Schreiber said that the laws are evolving around COVID 19 daily and encouraged Ms. Griffith to review current legislation. Ms. Griffith reiterated her concern for those that she feel may be sick and then thanked the Mayor.

Colleen Cerritelli, 224 9<sup>th</sup> Avenue – Ms. Cerritelli asked what are the repercussions of people gathering at parks in town. Mayor responded that he speaks with Chief Scardino daily who is under guidance of the Attorney General. Parties of ten or more will experience a strong crackdown. Groups smaller will be difficult to address. Park ambassadors and Police Department will ask people to leave. Mayor Houck said that Chief Scardino is the best person to contact for any concerns regarding gatherings. Again, we are asking for voluntary compliance from our residents and are adapting to the fluid and dynamic situation.

Mayor Houck asked if Councilmembers had any comments. Councilman Morgan thanked all for joining in the meeting this evening. Council President Madden thanked Kelly Santosusso for her leadership through this crisis noting that we have had to adjust to various staffing issues.

Jason Lewer, resident, commented that this was his first time on ZOOM and thanked everyone.

Solicitor Long announced that Council will adjourn into Executive Session as requested by Councilman Schreiber for an added personnel discussion.

8:07 pm

Following Executive Session an attempt to reopen the meeting to the public was intended although technical issues did not allow. No formal action was taken on the matter discussed in Executive Session

ADJOURNMENT:

A motion to adjourn was made by Council President Madden, seconded by Councilman Schreiber. All members were in favor. 9:18 p.m.

Respectfully submitted,

Kelly Santosusso, RMC, CMR  
Borough Clerk



## MEMO

FROM: Chief Michael Scardino #1848

DATE: April 21 2020

TO: Director of Public Safety Stephanie Madden Cc: Mayor & Council

SUBJECT: March 2020 Monthly Report

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

### MARCH MONTHLY STATISTICS

- 3586 miles were driven on patrol,
  - Fleet age 49 years
  - Fleet Mileage 626756
  
- 1223 Calls For Service
  
- 9 Arrest
  
- 8 Accidents
  
- 24 ACS Complaints
  
- 267 Motor Vehicle Summonses Issued

### Summary of new initiatives:

-**GARNET WATCH** program started – residents and business owners can help HHPD create a database of surveillance systems in order to assist police with crime investigations. Link to register can be found on Borough website or HHPD Facebook Page.

- **All personal and system information held in strict confidentiality within HHPD**

-**PROJECT SAVE PROGRAM (Substance Abuse Visionary Effort)** – is a strategy focused on not only arrest, but on practices and policies that involve prevention and intervention. This program also focuses on diverting defendants with a drug addiction disorder into treatment, and will ultimately reduce crime within the borough.

## Ordinances and Resolutions:

The following SOPs to be adopted by Resolution for HHPD:

### General Initiatives

- **Reminder** – HHPD would like to remind residents to please obey prohibited parking laws and ordinances around our schools, sports facilities, and recreational centers. Please obey all posted **NO PARKING** areas in order to allow for the safe passage of pedestrians and vehicular traffic.
  
- **Traffic** –
  - HHPD continues to work with the Department of Public Works to identify intersections in need of yellow curbing and crosswalks to increase safety of students and pedestrians
  - RADAR Enforcement increased / SPEED Trailer Deployed where potential speeding problems are reported
  - Officers have increased STOP intersection monitoring where potential violations have been reported
  
- **Devon Avenue Walkway Connection with Bellmawr-** Spoke with the Borough Engineer and will speak with Director. I would like the Borough to consider a walkway along Devon Avenue which connects to the Borough of Bellmawr walkway – **NO CHANGE**

**Devon Avenue and Sycamore Street-** HHPD has requested additional Stop for Pedestrian signs to be placed at the intersection to improve student safety in the school zone. Additionally, the crosswalk will be repainted for improved visibility.- **SIGNS INSTALLED**

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

**FY 2019 Camden County Open Space – Multi-Use Trail Grant**

Update:

- Camden County Open Space Preservation Trust Fund Advisory Committee had announced applications for grant funding were available for constructing recreational trails in Camden County municipalities. Our office submitted an application in September 2019 for constructing a recreational trail in phases from the Norcross-McLaughlin Memorial Dell at Haddon Lake Park to the Devon Avenue recreation facilities. This application was submitted for Phase 1 beginning at the Norcross-McLaughlin Memorial Dell.
- The Borough has been notified that the Borough has been successful in the award of grant funding of \$100,000 for design, construction, and inspection/construction management for Phase 1 of this project.
- As determined by the Borough Engineering Committee, our office will bid this project under the same contract as the FY 2020 NJDOT Municipal Aid Funding – Devon Avenue project as both projects are in close proximity of each other and may be more cost efficient to maximize the grant awards.

**FY 2020 Camden County Open Space – Recreational Facility Enhancement Applications**

Update:

- The application deadline has been extended to May 1, 2020.
- Resolutions for authorization for our office to submit application were approved at the April Work Session meeting.

Previously Reported:

- Camden County Open Space Preservation Trust Fund Advisory Committee has announced that 2020 application packets were due April 1, 2020. Grants are awarded on a competitive basis up to \$25,000. The Borough can submit up to two (2) applications.

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- The Engineering Committee has indicated the two (2) applications submitted should be as follows:
  - Pickle Ball striping and additional pedestrian accessibility improvements for Devon Avenue recreation facility.
  - Recreational trail materials for Hoff's Park.

**Camden County CDBG Program Yr 2020-2021 – Architectural Barrier Removal & Access (Borough Wide - Various Intersections)**

Update:

- This application was submitted on March 2, 2020.

Previously Reported:

- CDBG has indicated the Program will continue grouping the funding allotments to 5 to 7 larger public infrastructure projects (\$150,000 - \$250,000) throughout the County for Program Year 2020-2021 consistent with the Program Year 2019.
- The Community Development Block Grant (CDBG) program has notified the Borough that applications for Year 2020-2021 are due March 2, 2020. Our office recommends the Borough resubmit this application for the CDBG 2020-2021 Program Year Application.
- The Borough of Haddon Heights does not have any Qualified Census Tracts; therefore, eligible projects are very limited.
- Our office recommends resubmitting an updated FY2019 application for architectural barrier removal & access which consists of handicap ramps at roadway intersections in close proximity to Borough schools and parks.
- A Borough resolution was approved and submitted with this application.

**FY 2020 NJDOT Municipal Aid Funding – Devon Avenue**

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.

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- 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.
- Our office is completing the existing base survey and is proceeding with preparation of bid documents, plans, and specifications for public bidding of this project in spring 2020.

**FY 2019 NJDOT Municipal Aid Funding – West High Street (Phase 5)**

Update:

- Payment Application #2 has been processed by our office and submitted to the Borough for approval and payment.

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.

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- This project has been publicly advertised and the bid opening is scheduled for October 15<sup>th</sup>.
- 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 27<sup>th</sup> between the Contractor, our office, and Dave Taraschi and the Notice to Proceed was issued for December 2, 2019.
- 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.
- Construction is substantially complete.
- Our office has prepared a punchlist with all outstanding items to be addressed and will coordinate with the Contractor regarding completion.

**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.
- 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.

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- 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).
- 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 7<sup>th</sup> Avenue to West Atlantic and 10<sup>th</sup> Avenue (which is the end of Phase 3) to 9<sup>th</sup> Avenue as the base contract and a section from 9<sup>th</sup> Avenue to 8<sup>th</sup> 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 5<sup>th</sup> 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.

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- 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 27<sup>th</sup> 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 7<sup>th</sup> Avenue School regarding construction schedule and pedestrian traffic/school activities.
- Construction commenced the week of May 27<sup>th</sup>.
- Payment Application #1 has been processed by our office and submitted to the Borough for approval and payment.
- 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.

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**Sanitary Sewer System Asset Management Plan**

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.
- A conference call with representatives of the New Jersey Environmental Infrastructure Bank (NJEIB) is scheduled for 11 AM on Tuesday November 20<sup>th</sup>.
- 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.
- 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.

**ENGINEER'S STATUS REPORT**  
**Borough of Haddon Heights**  
**April 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".
- 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.

S:\HH2020 Haddon Heights\0 General Engineering\Status Reports\HH Status 04-15-20 .doc

**ORDINANCE 2020:1485**

**AN ORDINANCE AMENDING §100-17 OF THE CODE OF THE BOROUGH OF  
HADDON HEIGHTS ENTITLED EXCLUSION OF VEHICLES OVER  
A CERTAIN WEIGHT**

**WHEREAS**, the Mayor and Borough Council determine it to be in the best interest of the health, safety and welfare of the Borough of Haddon Heights to amended Chapter 100-17 of the Code of the Borough of Haddon Heights; and

**NOW, THEREFORE BE IT ORDAINED** that §100-17 entitled: “Exclusion of vehicles over a certain weight” is hereby amended to add the following.

**Section 1:**

Add the following to §100-17 Exclusion of vehicles over a certain weight.

<u>Name of Street</u>	<u>Weight</u>	<u>Location</u>
Haddon Street	4 tons	From 3 <sup>rd</sup> Avenue to White Horse Pike
East High Street	4 tons	From 3 <sup>rd</sup> Avenue to White Horse Pike
Green Street	4 tons	From 3 <sup>rd</sup> Avenue to White Horse Pike
Garden Street	4 tons	From 3 <sup>rd</sup> Avenue to White House Pike

**Section 2:** All other Ordinances or parts of Ordinances inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistency.

**Section 3:** If any section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such subdivision, clause or provision and the remainder of this Ordinance shall be deemed valid and effective.

**Section 4:** This Ordinance shall take effect immediately upon final passage and publication a required by law.

Introduction: FEBRUARY 4, 2020

Public Hearing: \_\_\_\_\_

Final Adoption: \_\_\_\_\_

\_\_\_\_\_  
Mayor Zachary Houck

ATTEST: \_\_\_\_\_  
Kelly Santosusso, RMC, Borough Clerk

**ORDINANCE 2020:1487**

**ORDINANCE TO EXCEED THE 2019 MUNICIPAL BUDGET  
APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK  
(N.J.S.A. 40A: 4-45.14)**

**WHEREAS**, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

**WHEREAS**, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

**WHEREAS**, the Borough Council of the Borough of Haddon Heights in the County of Camden finds it advisable and necessary to increase its CY 2020 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

**WHEREAS**, the Borough Council hereby determines that a 1% increase in the budget for said year, amounting to \$87,151.32 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and, appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW THEREFORE BE IT ORDAINED**, by the Borough Council of the Borough of Haddon Heights in the County of Camden, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2020 budget year, the final appropriations of the Borough of Haddon Heights shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 1%, amounting to \$87,151.32, and that the CY 2020 municipal budget for the Borough of Haddon Heights be approved and adopted in accordance with this ordinance; and,

**BE IT FURTHER ORDAINED**, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within five (5) days of introduction; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within five (5) days after such adoption.

Introduced: April 7, 2020

Public Hearing: \_\_\_\_\_

Final Adoption: \_\_\_\_\_

\_\_\_\_\_  
Mayor Zachary Houck

ATTEST: \_\_\_\_\_  
Kelly Santosusso, RMC, Borough Clerk

**RESOLUTION 2020:93**

**RESOLUTION AUTHORIZING THE TAX COLLECTOR TO  
PREPARE AND ISSUE ESTIMATED TAX BILLS**

**WHEREAS**, in light of the fiscal uncertainty due to the unprecedented COVID-19 health emergency and the disruption caused by the outbreak; and

**WHEREAS**, due to the anticipated late certification of the tax rates, the Tax Collector of the Borough of Haddon Heights is unable to issue tax bills on a timely basis; and

**WHEREAS**, in accordance with Chapter 72, P.L. 1994 the Borough of Haddon Heights Chief Financial Officer and the Tax Collector have computed an estimate tax levy in accordance with N.J.S.A 54:4-66.3, they have both signed a certification showing the tax levy for the previous year, the tax rates and the range of permitted estimated tax levies; and

**WHEREAS**, the general tax rate is anticipated to be \$3.327 per \$100 assessed valuation resulting in a \$27,817,170.38 total levy in 2020 which is equal to 102% of the 2019 tax levy; and

**WHEREAS**, the entire estimated tax levy and the estimated tax rate for 2020 are hereby set as shown in attachment A.

**NOW, THEREFORE BE IT RESOLVED** by the Council of the Borough of Haddon Heights, the County of Camden and the State of New Jersey, as follows: The Tax Collector of the borough of Haddon Heights is hereby authorized and directed to prepare and issue estimated tax bills for the Borough of Haddon Heights for the third quarter installment of 2020 taxes. The Tax Collector shall take such actions as are permitted and required by Chapter 72, Public Laws of 1994 and the N.J.S.A. 54:4-66.2 and 54:5-66.

Date: April 21, 2020

\_\_\_\_\_  
Mayor Zachary Houck

ATTEST: \_\_\_\_\_  
Kelly Santosusso, RMC, Borough Clerk

**BOROUGH OF HADDON HEIGHTS, COUNTY OF CAMDEN  
PROPOSED CALCULATION OF 2020 ESTIMATED TAX RATE**

ATTACHMENT A

GOVERNMENTAL ENTITY	2019		2020 ESTIMATED RANGE FOR TAX (% OF RANGE)	
	TAX LEVY	RATE	95%	105%
COUNTY	6,598,080.39	0.792	6,268,176.37	6,927,984.41
COUNTY OPEN SPACE	165,737.64	0.020	157,450.76	174,024.52
LOCAL SCHOOL DISTRICT	14,320,002.00	1.719	13,604,001.90	15,036,002.10
MUNICIPAL LIBRARY	275,924.10	0.033	262,127.90	289,720.31
LOCAL PURPOSE	5,911,991.54	0.710	5,616,391.96	6,207,591.12
<b>SUB-TOTAL</b>	<b>27,271,735.67</b>	<b>3.274</b>	<b>25,908,148.89</b>	<b>28,635,322.45</b>
<b>TOTAL</b>	<b>27,271,735.67</b>	<b>3.274</b>	<b>25,908,148.89</b>	<b>28,635,322.45</b>

2020 RATABLE 836,106,067.00

	2020 ESTIMATED		
	TAX LEVY	RATE	
<b>AMOUNT TO BE RAISED BY:</b>			Insert Desired % Between 95% and 105%
COUNTY	6,730,042.00	0.805	102.00% of 2019 Levy
COUNTY OPEN SPACE	169,052.39	0.020	102.00% of 2019 Levy
LOCAL SCHOOL DISTRICT	14,606,402.04	1.747	102.00% of 2019 Levy
MUNICIPAL LIBRARY	281,442.58	0.034	102.00% of 2019 Levy
LOCAL PURPOSE	6,030,231.37	0.721	102.00% of 2019 Levy
<b>SUB-TOTAL</b>	<b>27,817,170.38</b>	<b>3.327</b>	
<b>TOTAL ESTIMATED 2020 TAX LEVY</b>	<b>27,817,170.38</b>	<b>3.327</b>	
<b>2020 ESTIMATED PERCENTAGE RANGE ABOVE 2019</b>		<b>102.00%</b>	

Certified by Christie Ehret, CFO Date \_\_\_\_\_

Certified by Eric Fitzgerald, Tax Collector Date \_\_\_\_\_

## **RESOLUTION 2020:94**

### **RESOLUTION OF THE COUNCIL OF THE BOROUGH OF HADDON HEIGHTS ESTABLISHING A COVID-19 OVERSIGHT AD-HOC COMMITTEE**

**WHEREAS**, N.J.S.A. 40A:60-7b, provides that the Borough Council may organizes itself into standing committees or as heads of departments, with administrative control over said departments; and

**WHEREAS**, consistent with the President’s national emergency declaration for the coronavirus (COVID-19) pandemic on March 13, 2020, the Federal Emergency Management Agency (“FEMA”) urged officials to, without delay, take appropriate actions that are necessary to protect public health and safety pursuant to public health guidance and conditions and capabilities in their jurisdictions; and

**WHEREAS**, in accordance with Section 502 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5121-5207 (the “Stafford Act”), eligible emergency protective measures taken to respond to the COVID-19 emergency at the direction or guidance of public health officials may be reimbursed under Category B of FEMA’s Public Assistance Program; and

**WHEREAS**, FEMA assistance is routinely provided at a seventy-five (75) percent federal cost share; and

**WHEREAS**, under the COVID-19 Emergency Declaration, FEMA may provide assistance for emergency protective measures including, but not limited to, the following: Emergency Operation Center costs, training specific to the declared event, disinfection of eligible public facilities, technical assistance to local governments on emergency management and control of immediate threats to public health and safety, purchase and distribution of food, water, ice, medicine, and other consumable supplies, to include personal protective equipment and hazardous material suits movement of supplies and persons, communications of general health and safety information to the public, reimbursement for local government force account overtime costs; and .

**WHEREAS**, Borough Council believes it to be in the best interest of the public health, safety and welfare of the Borough of Haddon Heights to establish the COVID-19 Oversight Ad-Hoc Committee.

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

1. The provisions of the **WHEREAS** clauses set forth above are incorporated herein by reference and made a part hereof.
2. The Borough of Council of the Borough Haddon Heights hereby creates the COVID-19 Oversight Ad-Hoc Committee and appoints the following members thereto:
  - A. \_\_\_\_\_
  - B. \_\_\_\_\_
  - C. \_\_\_\_\_
3. The COVID-19 Oversight Ad-Hoc Committee shall undertake all necessary action required by law including calculation of cost and expenses occurred by the Borough of Haddon Heights as a result of the declaration of this national emergency.

Date: April 21, 2020

\_\_\_\_\_  
Mayor Zachary Houck

I, Kelly Santosusso, RMC, Clerk of the Borough of Haddon Heights, do hereby certify the forgoing to be a true and correct copy of a resolution adopted by the Council of the Borough of Haddon Heights at the Regular Meeting of April 21, 2020 held in the Municipal Building, 625 Station Avenue, Haddon Heights, New Jersey 08035.

\_\_\_\_\_  
Kelly Santosusso, RMC, Borough Clerk

**RESOLUTION 2020:95**

**RESOLUTION AUTHORIZING REFUND OF A  
COMMUNITY CENTER RENTAL FEE**

**WHEREAS**, the Borough of Haddon Heights offers rental facilities for use by Haddon Heights residents; and

**WHEREAS**, in light of recent circumstances related to COVID 19, the refund below is necessary; and

<u>Name</u>	<u>Amount</u>
Evelyn Gonzalez 4135 Elbridge Street Philadelphia, PA 19135	\$600.00

**NOW, THEREFORE BE IT RESOLVED**, by Mayor and Council of the Borough of Haddon Heights, County of Camden and in the State of New Jersey that the above refund is hereby approved.

Date: April 21, 2020

\_\_\_\_\_  
Mayor Zachary Houck

ATTEST: \_\_\_\_\_  
Kelly Santosusso, RMC, Borough Clerk

**RESOLUTION 2020:96**

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

Trust Account	\$	2,484.50
Capital Account	\$	10,123.09
Payroll Account (4/09/2020 Trust)	\$	2,512.50
(4/09/2020) Current Fund)	\$	81,119.31
Animal Account	\$	-0-
School Tax (2 <sup>nd</sup> Half of Apr.)	\$	602,824.67
County Tax	\$	-0-
Current & Grant Fund	\$	123,951.00
Total Spending	<b>\$</b>	<b><u>823,015.07</u></b>

Date: April 7, 2020

\_\_\_\_\_  
Mayor Zachary Houck

ATTEST: \_\_\_\_\_  
Kelly Santosusso, RMC, Borough Clerk

**Bill List Expenditures for Council Meeting**  
**4/21/2020**

<u>Fund</u>	<u>Amount</u>
<b><u>Trust</u></b>	
Per Attached Report	2,484.50
<b>Total Trust</b>	<b>2,484.50</b>
<b><u>General Capital</u></b>	
Per Attached Report	10,123.09
<b>Total Capital</b>	<b>10,123.09</b>
<b><u>Payroll</u></b>	
Payroll 04/09/2020 - Trust Fund	2,512.50
Payroll 04/09/2020 - Current Fund	81,119.31
<b>Total Payroll</b>	<b>83,631.81</b>
<b><u>Animal</u></b>	
Per Attached Report	0.00
<b>Total Animal</b>	<b>0.00</b>
<b>Current and Grant Fund</b>	
Per Attached Report	123,951.00
School Tax	602,824.67
County Taxes	0.00
<b>Total Current and Grant</b>	<b>726,775.67</b>
<b>Total Spending 04/21/2020</b>	<b>\$ 823,015.07</b>

Range of Checking Accts: First to Last Range of Check Dates: 04/09/20 to 04/17/20  
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
COMMERCE BANK 78-5219-7					
✓ 25350	04/17/20	AUTZO AUTO ZONE	134.75		2259
✓ 25351	04/17/20	BOLLI BOLLINGER, SPECIALITY GROUP	18,903.47		2259
✓ 25352	04/17/20	CAMDR CONVANTA ENERGY, LLC	24,143.31		2259
✓ 25353	04/17/20	CCMUA REGIONAL SEWER SERVICE	440.00		2259
✓ 25354	04/17/20	COMC COMCAST	306.70		2259
✓ 25355	04/17/20	COUNC COUNTY CONSERVATION CO	954.00		2259
✓ 25356	04/17/20	COURP COURIER POST	289.32		2259
✓ 25357	04/17/20	DOCVU DOCUVALT DELAWARE VALLEY LLC	264.95		2259
✓ 25358	04/17/20	DRAGS DRAEGER, INC.	179.00		2259
✓ 25359	04/17/20	GRAMB GRAMCO BUSINESS COMMUNICATIONS	1,145.00		2259
✓ 25360	04/17/20	HHBE HADDON HEIGHTS BD OF ED	602,824.67		2259
✓ 25361	04/17/20	LMECI L. MCDERMOTT ELECTRICAL	1,525.00		2259
✓ 25362	04/17/20	NJAMB NJ AMERICAN WATER	19,320.21		2259
✓ 25363	04/17/20	NJDCA TREASURER ST OF NJ	1,307.00		2259
✓ 25364	04/17/20	ONECA ONE CALL CONCEPTS	51.68		2259
✓ 25365	04/17/20	PARKM PARKER MCCAY P.A.	467.50		2259
✓ 25366	04/17/20	PEDRO PEDRONI	561.64		2259
✓ 25367	04/17/20	PSEGR PSE&G	8,777.91		2259
✓ 25368	04/17/20	REPUSCR REPUBLIC SERVICES CAMDEN REC	341.90		2259
✓ 25369	04/17/20	RETRO THE RETROSPECT	179.94		2259
✓ 25370	04/17/20	SJSAN SOUTH JERSEY SANITATION	36,750.00		2259
✓ 25371	04/17/20	VER24 VERIZON	129.99		2259
✓ 25372	04/17/20	VER33 VERIZON	250.23		2259
✓ 25373	04/17/20	VOORA VOORHEES ANIMAL ORHPANAGE	350.00		2259
✓ 25374	04/17/20	WATCG WATCHGUARD VIDEO	225.00		2259
✓ 25375	04/17/20	WLWL WADE, LONG, WOOD, & LONG, LLC	6,952.50		2259

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	26	0	726,775.67	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	26	0	726,775.67	0.00

✓ GENERAL CAPITAL GENERAL CAP XXX6514				
11400	04/17/20	LANDC LANDBERG CONSTRUCTION	10,123.09	2257

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	1	0	10,123.09	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	10,123.09	0.00

TRUST OTHER TRUST OTHER 2171					
11817	04/17/20		0.00	04/17/20 VOID	0
11818	04/17/20		0.00	04/17/20 VOID	0
✓ 11819	04/17/20	MALEYG MALEY GIVENS	1,282.00		2258
✓ 11820	04/17/20	PLATR PLATT AND RISO, P.C.	1,202.50		2258

Check #	Check Date	Vendor			Amount Paid	Reconciled/Void	Ref Num
Continued							
✓ TRUST OTHER	TRUST OTHER	2171					
Checking Account Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>	
	Checks:		2	2	2,484.50	0.00	
	Direct Deposit:		0	0	0.00	0.00	
	Total:		2	2	2,484.50	0.00	
Report Totals							
	Checks:		29	2	739,383.26	0.00	
	Direct Deposit:		0	0	0.00	0.00	
	Total:		29	2	739,383.26	0.00	

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Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	0-01	726,529.89	0.00	0.00	726,529.89
CURRENT FUND	9-01	66.78	0.00	0.00	66.78
GENERAL CAPITAL FUND	C-04	10,123.09	0.00	0.00	10,123.09
	G-02	179.00	0.00	0.00	179.00
TRUST - OTHER TRUST	T-13	2,484.50	0.00	0.00	2,484.50
Total of All Funds:		<hr/> 739,383.26	<hr/> 0.00	<hr/> 0.00	<hr/> 739,383.26

**RESOLUTION 2020:97**

**RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A SHARED SERVICES AGREEMENT BY AND BETWEEN THE COUNTY OF CAMDEN AND THE BOROUGH OF HADDON HEIGHTS FOR THE DEVELOPMENT AND ENHANCEMENT OF THE HADDON HEIGHTS MULTI-USE TRAIL, PHASE I, (SUBJECT TRAIL SEGMENT)**

**WHEREAS**, the need exists within the County of Camden and its municipalities for the development and/or enhancement of local multi-use trail facilities; and

**WHEREAS**, the Borough desires to acquire funding which would permit it to make said enhancements to the subject trail segment; and

**WHEREAS**, the County desires to fund, in an amount not to exceed \$100,000.00, the construction of the subject trail segment by the Borough, in accordance with an approved workplan, in order that the citizens of the County may benefit from increased recreational opportunities within the County; and

**WHEREAS**, this Agreement is authorized pursuant to N.J.S.A. 40A:65-1, et seq. Uniform Shared Services and Consolidation Act” which permits two or more local units to enter into an Agreement for any service which any party to the Agreement is empowered to render within its jurisdiction.

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Body of the Borough of Haddon Heights, County of Camden, hereby authorizes the Mayor to execute a Shared Services Agreement by and Between the County of Camden and the Borough of Haddon Heights for the development and enhancement of the Haddon Heights Multi-use Trail, Phase I (subject trail segment).

Date: April 21, 2020

\_\_\_\_\_  
Mayor Zachary Houck

ATTEST: \_\_\_\_\_  
Kelly Santosusso, RMC, Borough Clerk

**CERTIFICATION:**

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights hereby certify the foregoing to be a true and correct copy of a Resolution adopted at a public meeting of the Borough Council held on April 21, 2020.

\_\_\_\_\_  
Kelly Santosusso, RMC, Borough Clerk

SHARED SERVICES AGREEMENT  
BY AND BETWEEN  
THE COUNTY OF CAMDEN  
AND THE  
BOROUGH OF HADDON HEIGHTS

**THIS DOCUMENT** constitutes a Shared Services Agreement pursuant to N.J.S.A. 40A: 65-1 et seq. entered into between the County of Camden, a body politic and corporate of the State of New Jersey with offices located at 520 Market Street, Camden, New Jersey 08102, (**County**), and the Borough of Haddon Heights, a body of politic and corporate of the State of New Jersey with offices located at 625 Station Ave., Haddon Hts., New Jersey 08035 (**Borough**). The date of execution of this Agreement is the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

WITNESSETH:

**WHEREAS**, the need exists within the County of Camden (**County**) and its municipalities for the development and/or enhancement of local multi-use trail facilities; and

**WHEREAS**, the Borough of Haddon Heights (**Borough**) desires to construct a multi-use trail segment, known as the Haddon Heights Multi-Use Trail Phase I (**subject trail segment**);

**WHEREAS**, the **Borough** desires to acquire funding which would permit it to make said enhancements to the **subject trail segment**; and

**WHEREAS**, the **County** desires to fund, in an amount not to exceed \$100,000.00, the construction of the **subject trail segment** by the **Borough**, in accordance with the approved workplan (**workplan**) which is attached hereto, in order that the citizens of the **County** may benefit from increased recreational opportunities within the **County**; and

**WHEREAS**, the **Borough** agrees to indemnify and hold harmless the County of Camden, its agents, servants, and employees from any and all liability relating to construction of the **subject trail segment**, together with their ownership and use; and

**WHEREAS**, by resolution adopted March 19, 2020, the Board of Freeholders of the County of Camden authorized the execution of any necessary contractual documents to implement the recommendations of the Camden County Open Space Preservation Trust Fund Advisory Committee with respect to Multi-Use Trail Construction funding, now, therefore,

**IN CONSIDERATION** of the mutual promises set forth herein, the parties hereto agree as follows:

**1. TERM**

This Agreement shall be for a one (1) year period commencing upon the date of the execution of this Agreement.

**2. BOROUGH'S RESPONSIBILITIES**

The **Borough** shall negotiate with contractors for any and all goods and services necessary to implement work on the **subject trail segment** as said goods and services relate to the approved **workplan** and shall provide the **County** with a copy of all agreements with contractors for said goods and services in addition to copies of all applicable invoices from said contractors.

The **Borough** may use any funds provided by the **County** only for the purpose stated within the **workplan**. The **Borough** must provide the **County** with copies of all contracts and other documents identified above which relate to said **workplan**.

The **Borough** agrees to allow the **County** to place a sign at the **subject trail segment** identifying the **subject trail segment** as a beneficiary of funds from the Camden County Open Space Preservation Trust Fund.

**3. COUNTY'S RESPONSIBILITIES**

Upon receipt of a contract(s) for work contained in the **workplan**, the **County** shall pay to the **Borough** the sum of said contract(s) or a percentage thereof, for the purpose of permitting the **Borough** to implement the **workplan**. The amount paid shall not exceed the amount for said work identified in the **Borough's** application submitted to the **County** for Multi-Use Trail

Construction funding, nor shall it exceed \$100,000.00 in the aggregate. Any balance from the original appropriation of funds which remains after all work identified in the **workplan** has been completed, shall remain with the **County**.

**4. ADHERENCE TO LOCAL PUBLIC CONTRACTS LAW**

In accordance with N.J.S.A. 40:8A-8, if any party performing a service on behalf of another party or parties to this Agreement utilizes the services of a private contractor to perform all or most of such service, or all or most of a specific and separate segment of the services so contracted for, such party shall be required to award the Agreement for the work to be performed by a private contractor under such Agreement in accordance with the "Local Public Contracts Law" (N.J.S.A. 40a: 11-1 et seq.)

**5. AUDIT**

Pursuant to the Single Audit Act of 1984, the **Borough** agrees to permit the **County** and/or its agents to examine any and all records relevant to this Agreement and shall make the same available upon demand at a reasonable time and place for the purpose of auditing the records, reports and documents relative to this Agreement.

**6. RIGHT TO INSPECT**

The **Borough** shall permit the **County** or its authorized representative to make visits to the site during implementation of the **workplan** in order to assure the **Borough's** compliance with the terms of this Agreement.

**7. INDEMNIFICATION**

The **Borough** shall indemnify, hold harmless and defend the **County**, its employees, officers and agents, from and against all liability, claims, suits, losses, damages, costs and demands, on account of bodily injury, including death or property damage, arising out of or connected with the work conducted pursuant to this Agreement.

**8. INSURANCE**

The **Borough** shall provide and maintain during the term of this Agreement adequate insurance coverage for the work to be performed pursuant to this Agreement. Said insurance shall include but not be limited to general liability and workers compensation insurance, which includes limits, which are the same as those, procured by the **Borough** for other types of activities.

**9. NOTICE**

All notice hereunder shall be in writing and mailed, postage paid, certified mail, return receipt requested to the **County** by directing the same to the County Administrator, 16<sup>th</sup> Floor, 520 Market St., Camden, NJ, 08102 and to the **Borough** by directing the same to the Office of the Mayor, Borough of Haddon Heights, 625 Station Ave., Haddon Heights, New Jersey 08035.

**10. MISCELLANEOUS**

The following provisions shall apply to this Agreement:

**a. Construction of this Agreement**

The parties acknowledge that this Agreement was prepared under New Jersey Law and shall therefore be interpreted under the laws of that State.

**b. Amendments**

This Agreement may not be amended, altered or modified in any manner except in writing signed by the parties hereto.

**c. Headings**

This section and or any other headings contained in this Agreement are for references only and shall not affect the meaning and interpretation of this contract.

**d. Invalid Clause**

The invalidity of any clause contained herein shall not render any other provision invalid and the balance of this Agreement shall be binding upon all parties hereto.

e. **Entire Agreement**

This Agreement shall consist of the entire Agreement of the parties and it is acknowledged that there are no side or oral agreements relating to this undertaking set forth herein.

f. **Assignability**

This Agreement and all rights, duties and obligations contained herein may not be assigned without the County's prior written permission.

g. **Affirmative Action**

The affirmative action provisions set forth in the documents attached hereto are incorporated herein and made a part hereof.

h. **Funding**

In accordance with the provisions of N.J.S.A. 40A: 11-15, this Agreement is subject to the availability and appropriation of sufficient funds in the year in which it is in effect.

i. **Waiver**

It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.

**IN WITNESS WHEREOF**, the parties hereto have placed their signatures and appropriate seals on the date and year mentioned on the face of this Agreement.

ATTEST:

COUNTY OF CAMDEN

\_\_\_\_\_  
CLERK,  
BOARD OF FREEHOLDERS

\_\_\_\_\_  
ROSS G. ANGILELLA  
COUNTY ADMINISTRATOR

WITNESS:

BOROUGH of HADDON HEIGHTS

\_\_\_\_\_  
CLERK,  
BOROUGH of HADDON HEIGHTS

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Title:

(OP-TRAILAGRE-Haddon Hts 2020)

RESOLUTION 2020:98

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.) Matters of Attorney Client Privilege. Discussion is expected to be 1 hour in duration. Formal action 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 April 21, 2020 that an Executive Session closed to the public shall be held on April 21, 2020 at approximately 7:30 p.m. for the discussion of matters relating to the specified item(s) designated above. Session will be conducted through a telephonic means of communication due to circumstances related to COVID 19.

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 April 21, 2020.

Date: April 21, 2020

\_\_\_\_\_  
Mayor Zachary Houck

ATTEST: \_\_\_\_\_  
Kelly Santosusso, RMC, Borough Clerk