



BOROUGH OF HADDON HEIGHTS
COUNCIL BUSINESS MEETING AGENDA

Tuesday, June 16, 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) 2020 Census – *Mayor Houck*
 - c) Parking on 100 block of 4th Avenue - Discussion of Permit Parking 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 June 3, 2020 Council Work Session and the SPECIAL MEETING Minutes of June 9, 2020
8. COUNCIL MEMBER REPORTS:
9. BOROUGH ENGINEER’S REPORT:
10. UNFINISHED BUSINESS:

PUBLIC HEARING AND FINAL ADOPTION of Ordinance 2020:1490 – An Ordinance Amending §432-9, of the Code of the Borough of Haddon Heights Entitled, Tree Protection, Violations and Penalties

PUBLIC HEARING AND FINAL ADOPTION of Ordinance 2020:1491- An Ordinance of The Borough Of Haddon Heights, County of Camden And State of New Jersey Authorizing Interim Zoning, Pursuant To N.J.S.A. 40:55D-90(B), to Allow for Issuance of Zoning Permits, Effective for A Time Period of 120 Days, To Permit Temporary Outdoor Restaurant Seating And Retail Outdoor Display Sales Areas At Existing Lawful Businesses, Subject To Bulk Zoning and Construction Code Requirements and Other Outside Agency Approvals

11. NEW BUSINESS:

Resolution 2020:121 – A Resolution of the Borough of Haddon Heights Authorizing Application by the Borough Engineer to the New Jersey Department of Transportation for the Reconstruction of Devon Avenue – Phase III and St. Martins Avenue

Resolution 2020:122 – Resolution Authorizing the Cancellation of Small Tax Balances

Resolution 2020:123 – Resolution Authorizing a Refund of a Cabin Rental Fee

Resolution 2020:124 – Resolution Authorizing the Payment of Bills and Claims for the 2nd Half of June

Resolution 2020:125 – 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 contract negotiations with the International Association of Fire Fighters. Discussion is expected to be ½ hr. in duration. Formal action may be taken following Executive Session.***

12. PUBLIC COMMENT

13. ADJOURNMENT



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

FY 2021 NJDOT Municipal Aid Funding – Devon Avenue Phase III & St. Martins Avenue

Update:

- NJDOT has announced the department would be accepting applications for the NJDOT FY 2021 Municipal Aid program with a deadline of July 1, 2020. A resolution for authorizing our office to submit the application is required for the June Council Meeting.
- Our office coordinated with Borough Public Works Superintendent and based on roadway condition and NJDOT scoring criteria, recommend including the remainder of Devon Road and St. Martins Avenue starting at Kings Highway.

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

Previously Reported:

- 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.
- 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 in spring 2020.

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
June 2020

FY 2020 Camden County Open Space – Recreational Facility Enhancement Applications

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.
- 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.
- Resolutions for authorization for our office to submit application were approved at the April Work Session meeting
- Our office submitted the two (2) applications delineated below to the County Advisory Committee on May 1, 2020.

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

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.
- This application was submitted on March 2, 2020.

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

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.
- 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 has completed 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)

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.

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
June 2020

- 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.
- 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.
- Payment Application #2 has been processed by our office and submitted to the Borough for approval and payment.
- Our office is processing closeout documents for this project and coordinating with the Contractor and NJDOT regarding asphalt pavement testing waiver.

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

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
June 2020

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).
- 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.

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
June 2020

- 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.
- 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.

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
June 2020

- 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

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 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.
- 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
June 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 06-12-20 .doc

ORDINANCE 2020:1490

AN ORDINANCE AMENDING §432-9, OF THE CODE OF THE BOROUGH OF HADDON HEIGHTS ENTITLED, TREE PROTECTION, VIOLATIONS AND PENALTIES

WHEREAS, it is the intent of the Mayor and Borough Council to encourage the protection of the maximum number of healthy trees within the tree protection zone throughout the Borough, regardless of location; and

WHEREAS, it is readily acknowledged that protection of the Borough's tree cover mitigates air and water pollution, reduces energy consumption and preserves the overall quality of life for the residents of Haddon Heights; and

WHEREAS, the intent of §432 of the Code of the Borough of Haddon Heights to protect trees but not be punitive or cause hardship to any individual, private or public company who has taken reasonable care and diligence to protect the trees within the Borough of Haddon Heights; and

WHEREAS, the Mayor and Borough Council have determined it to be in the best interest of the health, safety and welfare of the Borough of Haddon Heights to amended §432-9 A., of the Code of the Borough of Haddon Heights.

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Council of the Borough of Haddon Heights as follows

SECTION 1: §432-9 A. of the Code of the Borough of Haddon Heights, entitled "Violations and Penalties, shall be amended to read:

- A. Any person who shall violate any provision of this chapter shall be subject to a penalty of \$100 to \$2,000, or serve a period of community service for up to 90 days, or any combination thereof, for each offense.

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: JUNE 3, 2020

Public Hearing: _____

Final Adoption: _____

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

ORDINANCE 2020:1491

ORDINANCE OF THE BOROUGH OF HADDON HEIGHTS, COUNTY OF CAMDEN AND STATE OF NEW JERSEY AUTHORIZING INTERIM ZONING, PURSUANT TO N.J.S.A. 40:55D-90(b), TO ALLOW FOR ISSUANCE OF ZONING PERMITS, EFFECTIVE FOR A TIME PERIOD OF 120 DAYS, TO PERMIT TEMPORARY OUTDOOR RESTAURANT SEATING AND RETAIL OUTDOOR DISPLAY SALES AREAS AT EXISTING LAWFUL BUSINESSES, SUBJECT TO BULK ZONING AND CONSTRUCTION CODE REQUIREMENTS AND OTHER OUTSIDE AGENCY APPROVALS

WHEREAS, the Mayor and Borough Council of the Borough of Haddon Heights is authorized to adopt interim zoning, pursuant to N.J.S.A. 40:55D-90, when matters of an imminent public health and safety issue are implicated as confirmed by a qualified health professional; and

WHEREAS, Mayor and Borough Council seeks to establish a balance between the competing and conflicting public interests in promoting the reestablishment of public commerce in Haddon Heights, while maintaining safe social distancing to minimize the threat and spread of the Coronavirus pandemic; and

WHEREAS, Mayor and Borough Council has determined that interim zoning to permit temporary outdoor restaurant seating and outdoor retail sales displays will promote these compelling public interest goals in a complementary fashion, provided that the implementation of same will occur on a temporary basis, and does not contravene any other public health and safety concerns as set forth in the Borough bulk zoning requirements, Construction Code requirements and requirements of any other outside County or State agencies or Executive Orders of the Governor; and

WHEREAS, Mayor and Borough Council desires to implement such measure as expeditiously as possible to minimize red tape and bureaucratic delay, but subject to a lawful process that will protect the interests of the residents of the Borough of Haddon Heights and its taxpayers; and

WHEREAS, a public health and safety emergency from the Coronavirus pandemic has been deemed to exist authorizing the adoption of interim zoning ordinance, because it will further promote social distancing.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Borough Council of the Borough of Haddon Heights, County of Camden, State of New Jersey, as follows:

SECTION 1: Interim zoning is hereby adopted for a period of 120 days from the June 15, 2020, the effective date of Executive Order 150 permitting outdoor dining and non-essential retail operation.

SECTION 2: Upon submission of a written application and plot plan detailing the proposed temporary use activities described in Section 1 above including, at minimum, a detailing of the location to be utilized, the number of tables and seating capacity of the outdoor dining space or outdoor retail sales locations which complies with all existing health guidelines and regulations, and establishes that the plan comports with public safety and is equitable among establishments who may be seeking the same, the Zoning Officer of the Borough of Haddon Heights is authorized to issue a temporary zoning permit, provided that such issuance is authorized by existing bulk zoning requirements, the Borough's Construction Code official's determination that it meets applicable Code requirements, and further that it complies with the legal requirements of any county or state agency with jurisdiction over the proposed use and retail sales activity and any Executive Order issued by the Governor. Since the proposed use is temporary in nature, no application for site plan approval shall be required.

SECTION 3: This ordinance shall be construed in a manner to fully comport with any future executive orders issued by the Governor.

SECTION 4: Any and all application or permit fees for any temporary use in this Ordinance are hereby waived to the extent permitted by law.

SECTION 5: All Ordinances contrary to the provisions of this Ordinance are hereby repealed to the extent that they are inconsistent herewith.

SECTION 6: The provisions of this Ordinance shall supersede the terms of any previous site plan approval, to the extent there is any conflict therewith.

SECTION 7: This Ordinance shall take effect as set forth above and upon final passage and publication in accordance with law.

Zachary Houck, Mayor

Introduced by the Mayor and Council of the Borough of Haddon Heights this 3rd day of June, 2020.

Kelly Santosusso, Borough Clerk

RESOLUTION 2020:121

A RESOLUTION OF THE BOROUGH OF HADDON HEIGHTS AUTHORIZING APPLICATION BY THE BOROUGH ENGINEER TO THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE RECONSTRUCTION OF DEVON AVENUE – PHASE III AND ST. MARTINS AVENUE

WHEREAS, the State of New Jersey provides funding for certain road projects under Municipal Aid Funding; and

WHEREAS, the Mayor and Council have chosen to submit an application for Municipal Aid Funding; and

WHEREAS, the governing body has agreed to apply for funding for the following activity(s);
Reconstruction of Devon Avenue – Phase III from Chestnut Avenue to Route 295 Overpass
St. Martins Avenue from Kings Highway (County Route 551) to Maple Avenue

NOW, THEREFORE, BE IT RESOLVED that Council of Haddon Heights formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2021-Haddon Heights Borough-00322 to the New Jersey Department of Transportation on behalf of the Borough of Haddon Heights.

BE IT FURTHER RESOLVED that Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Haddon Heights and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Date: June 16, 2020

BOROUGH OF HADDON HEIGHTS

Mayor Zachary Houck

ATTEST:

Kelly Santosusso, Borough Clerk

CERTIFICATION

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights hereby certify that the foregoing Resolution was duly adopted at the Regular Meeting of the Borough of Haddon Heights held on June 16, 2020 at Borough Hall, 625 Station Avenue, Haddon Heights, NJ 08035.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2020:122

**RESOLUTION AUTHORIZING THE CANCELLATION
OF SMALL TAX BALANCES**

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

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

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

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

June 16, 2020

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2020:123

RESOLUTION AUTHORIZING REFUND OF A CABIN 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>
Kathleen Leidy 316 Lowell Avenue Mt. Ephraim, NJ 08059	\$300.00

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: June 16, 2020

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

Refunds

Council Meeting Date: 6/16/2020

SPRING 2020 - Rental Refunds

Resident	Address	Facility	Total to be Paid:
Kathleen Leidy <i>Cancelled because of COVID</i>	316 Lowell Avenue, Mt. Ephraim, NJ 08059	Cabin Rental 6/20	\$300.00

RESOLUTION 2020:124

**RESOLUTION AUTHORIZING PAYMENT OF BILLS & CLAIMS
FOR THE FIRST HALF OF JUNE**

Trust Account	\$	4,351.18
Capital Account	\$	-0-
Payroll Account <i>(06/04/2020 Trust)</i>	\$	10,722.42
<i>(06/04/2020) Current)</i>	\$	77,735.08
Animal Account	\$	25.20
Current & Grant Fund	\$	116,010.78
School Tax <i>(1st Half of June)</i>	\$	602,824.67
County Tax	\$	-0-
Library Tax	\$	23,333.33
Total Spending	<u>\$</u>	<u>835,002.66</u>

Date: June 16, 2020

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

Bill List Expenditures for Council Meeting
6/16/2020

<u>Fund</u>	<u>Amount</u>
<u>Trust</u>	
Per Attached Report	4,351.18
Total Trust	4,351.18
<u>General Capital</u>	
Per Attached Report	0.00
Total Capital	0.00
<u>Payroll</u>	
Payroll 06/4/2020 - Current Fund	77,735.08
Payroll 06/4/2020 - Trust Fund	10,722.42
Total Payroll	88,457.50
<u>Animal</u>	
Per Attached Report	25.20
Total Animal	25.20
Current and Grant Fund	
Per Attached Report	116,010.78
Library Tax	23,333.33
School Tax	602,824.67
County Taxes	0.00
Total Current and Grant	742,168.78
Total Spending 06/16/2020	\$ 835,002.66

Vendor # Name	PO # PO date Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Enc Date Date	Date	Chk/Void	Invoice	1099
CAMDR COVIDA ENERGY, LLC												
	20-00541 06/05/20 MAY TIP FEE	771.99	continued	0-01-32-465-302	B Recycling Tax	R	06/05/20	06/05/20			294611CAMDN	N
	2 MAY TIP FEE	20,573.53										
	Vendor Total:	20,573.53										
COMC COMCAST												
	20-00529 06/05/20 INTERNET - FIRE DEPT	278.25		0-01-31-440-216	B Regular Telephones	R	06/05/20	06/05/20				N
	1 INTERNET - FIRE DEPT											
	Vendor Total:	278.25										
COUNC COUNTY CONSERVATION CO												
	20-00530 06/05/20 YARD TRIMMINGS 5/27 & 5/28	648.00		0-01-32-465-218	B Solid Waste - Brush Pickup	R	06/05/20	06/05/20			306884	N
	1 YARD TRIMMINGS 5/27 & 5/28											
	20-00552 06/12/20 YARD TRIMMINGS 6/3 & 6/5	711.00		0-01-32-465-218	B Solid Waste - Brush Pickup	R	06/12/20	06/12/20			307041	N
	1 YARD TRIMMINGS 6/3 & 6/5											
	Vendor Total:	1,359.00										
DEERP READY FRESH BY NESTLE												
	20-00534 06/05/20 POLICE WATER - MAY 2020	30.99		0-01-20-120-279	B Clerk - Filtered water	R	06/05/20	06/05/20			00E0446728602	N
	1 POLICE WATER - MAY 2020											
	Vendor Total:	30.99										
EASTE005 Eastern Warehouse Distributors												
	20-00521 05/29/20 Misc Invoices	132.57		0-01-26-315-205	B Vehicle Maint - Police	R	05/29/20	06/12/20			81V318728	N
	1 IN# 81V318728											
	2 IN# 81V321530	267.90		0-01-26-315-205	B Vehicle Maint - Police	R	05/29/20	06/12/20			81V321530	N
	3 IN# 81V321530											
	3 IN# 8CN047016	36.00		0-01-26-315-205	B Vehicle Maint - Police	R	05/29/20	06/12/20			8CN047016	N
	4 IN# 8CN047016											
	4 IN# 81V322242	43.12		0-01-26-315-202	B Vehicle Maint - Public Works	R	05/29/20	06/12/20			81V322242	N
	5 IN# 81V322242											
	5 IN# 81V3227061	138.81		0-01-26-315-202	B Vehicle Maint - Public Works	R	05/29/20	06/12/20			81V327061	N
	6 IN# 81V3227061											
	6 IN# 81V329112	434.66		0-01-26-315-202	B Vehicle Maint - Public Works	R	05/29/20	06/12/20			81V329112	N
	7 IN# 81V329112											
	7 IN# 81V329158	47.70		0-01-26-315-205	B Vehicle Maint - Police	R	05/29/20	06/12/20			81V329158	N

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Rcvd	chk/Void	Invoice	1099
Item Description											Enc Date	Date		Excl

PEDRONI

20-00551	06/12/20		UNLEADED FUEL 6-8-20			1,691.40	0-01-31-460-275	B	Unleaded Gas	R	06/12/20	06/12/20	566704	N
1			UNLEADED FUEL 6-8-20											
Vendor Total:						1,691.40								

PRINHS PRINCETON HOSTED SOLUTIONS

20-00528	06/05/20		PHONES MAY			242.40	0-01-31-440-216	B	Regular Telephones	R	06/05/20	06/05/20	201520443	N
1			PHONES MAY											
Vendor Total:						242.40								

PSEGR PSE&G

20-00557	06/12/20		PSE&G MAY 2020			207.27	0-01-31-435-288	B	Street Lighting	R	06/12/20	06/12/20		N
1			GLOVER AVE LIGHTS MAY 2020			4.79	0-01-31-435-288	B	Street Lighting	R	06/12/20	06/12/20		N
2			CANNON LIGHTS MAY 2020			12.08	0-01-31-430-288	B	Electric & Gas	R	06/12/20	06/12/20		N
3			CERVINO FIELD MAY 2020			2,413.97	0-01-31-435-288	B	Street Lighting	R	06/12/20	06/12/20		N
4			DEVON AVE LIGHT APRIL/MAY 2020			507.13	0-01-31-430-288	B	Electric & Gas	R	06/12/20	06/12/20		N
5			COMMUNITY CENTER MAY 2020			160.04	0-01-31-430-288	B	Electric & Gas	R	06/12/20	06/12/20		N
6			LOG CABIN MAY 2020			592.12	0-01-31-430-288	B	Electric & Gas	R	06/12/20	06/12/20		N
7			SOF BUILDING MAY 2020			7,908.22	0-01-31-435-288	B	Street Lighting	R	06/12/20	06/12/20		N
8			STREET LIGHTS MAY 2020			11,805.62								N
Vendor Total:						11,805.62								

QUADIENT Quadient Leasing USA, Inc.

20-00550	06/12/20		2ND QTR 2020 POSTAGE MACHINE			533.61	0-01-20-100-516	B	Service Contracts	R	06/12/20	06/12/20	N8338520	N
1			2ND QTR 2020 POSTAGE MACHINE											
Vendor Total:						533.61								

REPUSCR REPUBLIC SERVICES CAMDEN REC

20-00554	06/12/20		MAY TIPPING FEES			470.70	0-01-32-465-203	B	Solid Waste-Recycling Tipping Fees	R	06/12/20	06/12/20	4624-000001887	N
1			MAY TIPPING FEES											
Vendor Total:						470.70								

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract	PO Type	Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Enc Date	Date	chk/Void	Invoice	1099
RETRO THE RETROSPECT														
	20-00524	05/29/20 Public Notice Ord#1488 & 1489												
	1	Public Notice Ord#1488 & 1489	176.57	0-01-20-120-217			B Clerk - Legal Advertising	R	05/29/20	06/05/20			18284	N
20-00537 06/05/20 LEGAL ADVERTISING														
	1	LEGAL ADVERTISING	26.32	0-01-21-180-217			B Planning Bd - Advertising	R	06/05/20	06/12/20			18287	N
Vendor Total: 202.89														
SCULM MARIO SCULLAN														
	20-00544	06/12/20 Reimb for Camera & Lens												
	1	Reimb for Camera & Lens	467.32	0-01-25-265-233			B Fire - Purchase Mirror Equip	R	06/12/20	06/12/20				N
Vendor Total: 467.32														
SJSAN SOUTH JERSEY SANITATION														
	20-00533	06/05/20 MAY COLLECTION												
	1	MAY COLLECTION	36,750.00	0-01-26-305-202			B Trash - SJ Sanitation	R	06/05/20	06/05/20			247279	N
Vendor Total: 36,750.00														
SUPEV SUPERIOR VISION INSURANCE NGL														
	20-00538	06/05/20 VISION JUNE 2020												
	1	VISION JUNE 2020 - CONTRACT FT	61.09	0-01-23-220-247			B Vision Plan	R	06/05/20	06/05/20			405816	N
	2	VISION JUNE 2020 - GMU	122.18	0-01-23-220-247			B Vision Plan	R	06/05/20	06/05/20			405815	N
	3	VISION JUNE 2020 - RETIREE	154.62	0-01-23-220-247			B Vision Plan	R	06/05/20	06/05/20			405817	N
	4	VISION JUNE 2020 - POLICE	620.33	0-01-23-220-247			B Vision Plan	R	06/05/20	06/05/20			405814	N
Vendor Total: 958.22														
TEXTI STATE TOXICOLOGY														
	20-00542	06/05/20 RANDOM DRUG TESTING-FEB 2020												
	1	RANDOM DRUG TESTING-FEB 2020	180.00	0-01-25-240-228			B Police - Medical Exams	R	06/05/20	06/12/20				N
Vendor Total: 180.00														

June 12, 2020
04:28 PM

HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Enc Date	Date	chk/Void	Invoice	1099
MADE, LONG, WOOD, & LONG, LLC 20-00536 06/05/20 LEGAL FEES - MAY 2020 1 LEGAL FEES - MAY 2020														
				4,957.50	0-01-20-155-381		B Legal - other Legal Expenses	R	06/05/20	06/05/20			30080	N
Vendor Total:				4,957.50										
Total Purchase Orders:		42	Total P.O. Line Items:	80	Total List Amount:	746,545.11	Total Void Amount:	0.00						

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	0-01	742,168.73	0.00	0.00	742,168.73
DOG TRUST (ANIMAL)	T-12	25.20	0.00	0.00	25.20
TRUST - OTHER TRUST	T-13	4,351.18	0.00	0.00	4,351.18
Year Total:		4,376.38	0.00	0.00	4,376.38
Total of All Funds:		746,545.11	0.00	0.00	746,545.11

RESOLUTION 2020:125

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 negotiations with International Fire Fighters Association. Discussion is expected to be ½ 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 June 16, 2020 that an Executive Session closed to the public shall be held on June 16, 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 COVID19.

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 June 16, 2020.

Date: June 16, 2020

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk