



BOROUGH OF HADDON HEIGHTS
COUNCIL BUSINESS MEETING AGENDA

Tuesday, July 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) 2020 Census – *Mayor Houck*
 - c) Small System Asset Management Plan for Sanitary Sewer System – *Mayor Houck*
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 16, 2020 Business Meeting and the July 8, 2020 Work Session Meeting
8. APPROVAL OF EXECUTIVE SESSION MINUTES of the June 9, 2020 Special Meeting, June 16, 2020 Business Meeting and the July 8, 2020 Council Work Session
9. COUNCIL MEMBER REPORTS:
10. BOROUGH ENGINEER'S REPORT:
11. UNFINISHED BUSINESS:

None.
12. NEW BUSINESS:

INTRODUCTION OF BOND ORDINANCE 2020:1492 – BOND ORDINANCE AUTHORIZING THE PREPARATION OF A SMALL SYSTEM ASSET MANAGEMENT PLAN FOR THE SANITARY SEWER SYSTEM IN AND FOR THE BOROUGH OF HADDON HEIGHTS, COUNTY OF CAMDEN, NEW JERSEY; APPROPRIATING THE SUM OF \$100,000 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 \$100,000; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING

Public Hearing and Final Adoption of Bond Ordinance 2020:1492 is scheduled for August 4, 2020 at 7:00 p.m. in the Municipal Building located at 625 Station Avenue, Haddon Heights, New Jersey. ***Meeting may be conducted via ZOOM Platform due to circumstances related to COVID19. The public will be provided details to join the meeting at www.haddonhts.com.***

Resolution 2020:137 – Resolution of the Borough of Haddon Heights, County of Camden and State of New Jersey Authorizing Execution of the Municipal and County Agency Coronavirus Relief Fund Program Reimbursement Agreement

Resolution 2020:138 – Resolution Authorizing Salaries, Wages and Reimbursements to Be Paid to Non-Contractual Employees of the Borough of Haddon Heights

Resolution 2020:139 – Resolution Authorizing Refund of Various Recreational Program Fees Due to Circumstances Related to the COVID-19 Pandemic

Resolution 2020:140 – Resolution Authorizing the Payment of Bills and Claims for the 2nd Half of July

Resolution 2020:141 – 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.) Matters related to attorney client privilege. Discussion is expected to be ½ hr. in duration. Formal action may be taken following Executive Session.***

13. PUBLIC COMMENT

14. ADJOURNMENT



ENGINEER'S STATUS REPORT
Borough of Haddon Heights
July 2020

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

Update:

- The application for this project has been submitted via SAGE on June 30, 2020.

Previously Reported:

- 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

Update:

- Our office attended an onsite meeting on June 24th with representatives of Camden County Engineering Department, Camden County Department of Parks, and Councilman Morgan and Councilman Mrozinski to discuss the scope of this project as well as additional potential pedestrian improvements in the vicinity of Haddon Lake Park. Our office is preparing a overall concept of all pedestrian improvements discussed for review by the Engineering Committee. Upon approval by the Engineering Committee, the overall concept will be submitted to Camden County for review and continued discussion.

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.

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
July 2020

- 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.

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.

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
July 2020

- 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.

FY 2020 NJDOT Municipal Aid Funding – Devon Avenue

Update:

- Our office expects to publicly advertise this project the week of July 27th conditioned upon no significant comments from NJDOT. The contract can be awarded at the August Council meeting conditioned upon receipt of favorable bids.

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.

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
July 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 in summer 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.
- 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.

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
July 2020

- 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 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.

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
July 2020

- 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.
- 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.

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
July 2020

- 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.
- 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.

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
July 2020

- 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.

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.

ENGINEER'S STATUS REPORT
Borough of Haddon Heights
July 2020

- 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.

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BOROUGH OF HADDON HEIGHTS, NEW JERSEY

ORDINANCE 2020:1492

BOND ORDINANCE AUTHORIZING THE PREPARATION OF A SMALL SYSTEM ASSET MANAGEMENT PLAN FOR THE SANITARY SEWER SYSTEM IN AND FOR THE BOROUGH OF HADDON HEIGHTS, COUNTY OF CAMDEN, NEW JERSEY; APPROPRIATING THE SUM OF \$100,000 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 \$100,000; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING

BE IT ORDAINED by the Borough Council of the Borough of Haddon Heights, County of Camden, New Jersey (not less than two-thirds of all the members thereof affirmatively concurring), pursuant to the provisions of the Local Bond Law, Chapter 169 of the Laws of 1960 of the State of New Jersey, as amended and supplemented ("Local Bond Law"), as follows:

Section 1. The purposes described in Section 7 hereof are hereby authorized as general improvements to be made or acquired by the Borough of Haddon Heights, County of Camden, New Jersey ("Borough").

Section 2. It is hereby found, determined and declared as follows:

- (a) the estimated amount to be raised by the Borough from all sources for the purposes stated in Section 7 hereof is \$100,000; and
- (b) the estimated amount of bonds or bond anticipation notes to be issued for the purposes stated in Section 7 hereof is \$100,000.

Section 3. The sum of \$100,000, to be raised by the issuance of bonds or bond anticipation notes, is hereby appropriated for the purposes stated in this bond ordinance ("Bond Ordinance").

Section 4. The issuance of negotiable bonds of the Borough in an amount not to exceed \$100,000 to finance the costs of the purposes described in Section 7 hereof is hereby authorized. Said bonds shall be sold in accordance with the requirements of the Local Bond Law. All or a portion of the bonds authorized to be issued hereunder may evidence one or more loans and/or grants from the New Jersey Department of Environmental Protection and/or the New Jersey Infrastructure Bank, under an Application for Financial Assistance (Project No. S340877-02) submitted by the Borough to said entities ("Application").

Section 5. In order to temporarily finance the purposes described in Section 7 hereof, the issuance of bond anticipation notes of the Borough in an amount not to exceed \$100,000 is hereby authorized. Pursuant to the Local Bond Law, the Chief Financial Officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver the same to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their date to delivery thereof. The Chief Financial Officer is hereby directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this Bond Ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 6. The amount of the proceeds of the obligations authorized by this Bond Ordinance which may be used for the payment of interest on such obligations, accounting, engineering, legal fees and other items as provided in Section 20 of the Local Bond Law, N.J.S.A. 40A:2-20, shall not exceed the sum of \$100,000.

Section 7. The improvements hereby authorized and the purposes for which said obligations are to be issued; the estimated costs of each said purpose; the amount of down payment for each said purpose; the amount of available grants for each said purpose; the maximum amount obligations to be issued for each said purpose and the period of usefulness of each said purpose within the limitations of the Local Bond Law are as follows:

<u>Purpose/Improvement</u>	<u>Estimated Total Cost</u>	<u>Down Payment</u>	<u>Amount of Obligations</u>	<u>Period of Usefulness</u>
A. Preparation of a Small System Asset Management Plan for the Borough's Sanitary Sewer System, together with the acquisition of all materials and equipment and completion of all work necessary therefor or related thereto, all as more particularly described in the plans on file with the Borough Clerk	\$100,000	\$0	\$100,000	5 years

Section 8. Grants or other monies received from any governmental entity, if any, will be applied to the payment of, or repayment of obligations issued to finance, the costs of the purposes described in Section 7 above.

Section 9. The supplemental debt statement provided for in Section 10 of the Local Bond Law, N.J.S.A. 40A:2-10, was duly filed in the office of the Clerk prior to the passage of this Bond Ordinance on first reading and a complete executed duplicate original thereof has been filed in the Office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. The supplemental debt statement shows that the gross debt of the Borough, as defined in Section 43 of the Local Bond Law, N.J.S.A. 40A:2-43, is increased by this Bond Ordinance by \$100,000 and that the obligations authorized by this Bond Ordinance will be within all debt limitations prescribed by said Local Bond Law.

Section 10. The full faith and credit of the Borough are irrevocably pledged to the punctual payment of the principal of and interest on the bonds or bond anticipation notes authorized by this Bond Ordinance, and to the extent payment is not otherwise provided, the Borough shall levy ad valorem taxes on all taxable real property without limitation as to rate or amount for the payment thereof.

Section 11. The applicable Capital Budget is hereby amended to conform with the provisions of this Bond Ordinance to the extent of any inconsistency therewith, and the resolution promulgated by the Local Finance Board showing full detail of the amended Capital Budget and Capital Program as approved by the Director of the Division of Local Government Services, is on file with the Clerk and available for inspection.

Section 12. The Borough hereby declares its intent to reimburse itself from the proceeds of the bonds or bond anticipation notes authorized by this Bond Ordinance pursuant to Income Tax Regulation Section 1.150-2(e), promulgated under the Internal Revenue Code of 1986, as amended ("Code"), for "original expenditures", as defined in Income Tax Regulation Section 1.150-2(c)(2), made by the Borough prior to the issuance of such bonds or bond anticipation notes.

Section 13. The Borough hereby covenants as follows:

(a) it shall take all actions necessary to ensure that the interest paid on the bonds or bond anticipation notes authorized by the Bond Ordinance is exempt from the gross income of the owners thereof for federal income taxation purposes, and will not become a specific item of tax preference pursuant to Section 57(a)(5) of the Code;

(b) it will not make any use of the proceeds of the bonds or bond anticipation notes or do or suffer any other action that would cause the bonds or bond anticipation notes to be "arbitrage bonds" as such term is defined in Section 148(a) of the Code and the Regulations promulgated thereunder;

(c) it shall calculate or cause to be calculated and pay, when due, the rebatable arbitrage with respect to the "gross proceeds" (as such term is used in Section 148(f) of the Code) of the bonds or bond anticipation notes;

(d) it shall timely file with the Internal Revenue Service, such information report or reports as may be required by Sections 148(f) and 149(e) of the Code; and

(e) it shall take no action that would cause the bonds or bond anticipation notes to be "federally guaranteed" within the meaning of Section 149(b) of the Code.

Section 14. The improvements authorized hereby are not current expenses and are improvements that the Borough may lawfully make. No part of the cost of the improvements authorized hereby has been or shall be specially assessed on any property specially benefited thereby.

Section 15. All ordinances, or parts of ordinances, inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 16. In accordance with the Local Bond Law, this Bond Ordinance shall take effect twenty (20) days after the first publication after final passage.

Date of Introduction: July 21, 2020

Date of Final Adoption: _____, 2020

**RESOLUTION OF THE BOROUGH OF HADDON HEIGHTS
RESOLUTION 2020:137**

**RESOLUTION OF THE BOROUGH OF HADDON HEIGHTS, COUNTY OF CAMDEN AND
STATE OF NEW JERSEY AUTHORIZING EXECUTION OF THE MUNICIPAL AND
COUNTY AGENCY CORONAVIRUS RELIEF FUND PROGRAM REIMBURSEMENT
AGREEMENT**

WHEREAS, the United States of America, the State of New Jersey, Camden County and the Program Participant have become victims of the COVID-19 public health emergency; and

WHEREAS, the COVID-19 public health emergency has caused economic damage and hardships to states, counties and municipalities throughout the United States of America; and

WHEREAS, on March 27, 2020 the Coronavirus Aid Relief and Economic Security Act (the "CARES Act") was enacted into law by the Federal government; and

WHEREAS, the CARES Act was enacted, among other purposes, in order to combat the economic damage caused to states, counties and municipalities, because of the COVID-19 public health emergency; and

WHEREAS, Camden County has received CARES Act funds from the United States Treasury (the "Relief Funds") to be used to reimburse Camden County due to economic damage caused to them by the COVID-19 public health emergency; and

WHEREAS, as the recipient of the Relief Funds it will be the responsibility of Camden County to disburse the Relief Funds to eligible recipients in accordance with the terms and provisions of the CARES Act and any guidelines or regulations issued by United States government or any of its agencies and/or departments; and

WHEREAS, the Camden County Board of Chosen Freeholders have determined that it is in the best interest of the citizens of Camden County to dedicate a share of the funding to reimburse Camden County municipalities and County agencies for COVID-19 related costs and expense; and

WHEREAS, the Mayor and Borough Council of the Borough of Haddon Heights have made significant expenditures of funds to address the global pandemic to protect the public's health, safety and

welfare and seeks reimbursement for all necessary and reasonable COVID-19 related costs and expense incurred.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Haddon Heights, 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 Council of the Borough of Haddon Heights hereby authorizes, approves and ratifies execution of the Municipal and County Agency Coronavirus Relief Fund Program Reimbursement Agreement in a form attached hereto and made a part hereof and take all other actions reasonably necessary to satisfy the requirements set forth therein.
3. The Haddon Heights Borough Administration and staff is likewise authorized to expeditiously take all actions necessary to complete the required submittal in a comprehensive, systematic professional matter, capturing all justifiable necessary and reasonable cost incurred as a result of the pandemic and submit same to the County of Camden no later than June 22, 2020.

Date: July 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 July 8, 2020 held in the Municipal Building, 625 Station Avenue, Haddon Heights, New Jersey 08035.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2020:138

RESOLUTION AUTHORIZING SALARIES, WAGES AND REIMBURSEMENTS TO BE PAID TO NON-CONTRACTUAL EMPLOYEES OF THE BOROUGH OF HADDON HEIGHTS

WHEREAS, the Mayor and Council of the Borough of Haddon Heights need to establish salaries, wages or reimbursement rates for non-contractual municipal employees that are commensurate with the offices or positions held and the experience of persons appointed to said offices or positions;

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Haddon Heights in the County of Camden, that the following sections are hereby adopted for purposes of compensating non-contractual municipal officers and employees:

Section 1 – Salaries and Wages

The annual base salaries and wages for the following Borough positions shall be amended and set at the following amounts:

<u>Title/Position</u>	<u>Annual Salary</u>
Borough Clerk/Operations Manager – Full-time	\$ 70,745.00
Tax Collector – Full-time	\$ 67,387.75
Tax Assessor	\$ 45,581.75 (1/1/20 to 6/30/20)
Tax Assessor	\$ 22,000.00 (7/1/20 to 12/31/20)
Construction Official	\$ 30,409.00
Chief Financial Officer/Treasurer	\$ 30,147.00
Administrative Consulting Services	\$ 20,000.00 (effective 5/1/20)
Zoning Officer	\$ 17,059.50 (1/1/20 to 4/1/20)
Fire Chief	\$ 9,973.25
Plumbing Sub Code Official	\$ 7,873.25
Building Sub Code Official	\$ 7,140.00
Fire Sub Code Official	\$ 6,662.00
Fire Safety Coordinator	\$ 6,529.50
Fire Safety Inspector	\$ 5,818.25
Zoning Officer	\$ 5,000.00 (effective 4/1/20)
Code Enforcement Officer	\$ 5,100.00
Electrical Sub Code Official	\$ 4,080.00
Payroll Supervisor	\$ 2,601.00
Licensed Collection System Operator	\$ 2,040.00
Emergency Management Coordinator	\$ 1,571.00

<u>Title/Position</u>	<u>Hourly Pay Rate</u>
Rental Custodian – Part Time	\$ 15.81 / hr.
Certified Relief Firefighter	\$ 17.14 / hr.
Uncertified Relief Firefighter	\$ 13.70 / hr.
Special Law Enforcement Officer (Class II)	\$ 16.23 / hr.
Temporary Laborers	\$ 12.00 / hr.

Crossing Guards – 1 st Class	\$ 14.16 / hr. <i>(effective 9/1/20)</i>
Crossing Guards – 2 nd Class	\$ 12.87 / hr. <i>(effective 9/1/20)</i>

Salaries, wages and reimbursement rates of Borough employees covered under collective bargaining contracts, which may include titles and positions listed in this section and may include titles and positions not listed in this section, shall be paid pursuant to these contracts as agreed to by the Mayor and Borough Council.

Section 2 – Duties and terms of employment

Except as otherwise provided by state statute or collective bargaining contract, the duties and terms of employment, including hours of employment and other pertinent information, shall be set forth by ordinance, personnel manual, and/or personnel policy approved by the Mayor and Borough Council.

Section 3 – Compensation for mileage and expenses

A Borough employee, who utilizes his or her own motor vehicle for travel outside the borough that is related to borough business or their official Borough duties, shall be reimbursed for mileage set at a rate determined by the Mayor and Council, and for the cost of parking and tolls incurred during such travel.

Section 4 – Effective date of salaries and wages

The annual salaries adopted in this ordinance shall be effective from January 1, 2020 for those officers and employees employed by the Borough as of January 1, 2020, unless otherwise specified.

Date: July 21, 2020

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CAMDEN COUNTY
MUNICIPAL AND COUNTY AGENCY
CORONAVIRUS RELIEF FUND PROGRAM
REIMBURSEMENT AGREEMENT

This Municipal and County Agency Coronavirus Relief Fund Program Reimbursement Agreement (the "Agreement"), dated this 19th day of June, 2020 between the County of Camden ("Camden County") located at 520 Market Street, Camden, New Jersey 08102 and Borough of Haddon Heights (the "Program Participant") located at 625 Station Ave, Haddon Heights New Jersey NJ 08035

WHEREAS, the United States of America, the State of New Jersey, Camden County and the Program Participant have become victims of the COVID-19 public health emergency; and

WHEREAS, the COVID-19 public health emergency has caused economic damage and hardships to states, counties and municipalities throughout the United States of America; and

WHEREAS, on March 27, 2020 the Coronavirus Aid Relief and Economic Security Act (the "CARES Act") was enacted into law by the Federal government; and

WHEREAS, the CARES Act was enacted, among other purposes, in order to combat the economic damage caused to states, counties and municipalities, because of the COVID-19 public health emergency; and

WHEREAS, Camden County has received CARES Act funds from the United States Treasury (the "Relief Funds") to be used to reimburse Camden County due to economic damage caused to them by the COVID-19 public health emergency; and

WHEREAS, as the recipient of the Relief Funds it will be the responsibility of Camden County to disburse the Relief Funds to eligible recipients in accordance with the terms and provisions of the CARES Act and any guidelines or regulations issued by United States government or any of its agencies and/or departments; and

WHEREAS, the Camden County Board of Chosen Freeholders have determined that it is in the best interest of the citizens of Camden County to dedicate a share of the

funding to reimburse Camden County municipalities and County agencies for COVID-19 related costs and expenses under the Municipal and County Agency Coronavirus Relief Fund Program.

NOW, THEREFORE, it is stipulated and agreed as follows:

1. Purpose of Relief Funds. The Program Participant understands and agrees that its eligibility for the receipt of any Relief Funds shall be determined by the terms of the "*Municipal and County Agency Coronavirus Relief Fund Program - General Program Guidance and Technical Instructions – June 1, 2020*" (the "Guidelines"), attached hereto as Exhibit A, and any subsequent amendments and/or changes to the Guidelines.

2. Role of County. As the recipient of the Relief Funds, it shall be the responsibility of Camden County to act as an intermediary and establish a reasonable process for the Program Participant to report eligible expenditures for reimbursement from the Relief Funds. The Program Participant agrees and understands that the decision as to the eligibility for reimbursement sought by the Program Participant is within the sole discretion of Camden County.

3. Use of Relief Funds. The Program Participant understands that the Relief Funds represent an amount of funds which Camden County has received from the Federal Government for COVID-19 related expenditures. The Freeholders have determined that it is in the best interest of the citizens of Camden County that Program Participants be permitted to request reimbursement which meets the eligibility requirements established by the CARES Act and the Federal Guidelines.

4. Processing of Claims. Camden County shall process and accept claims for reimbursement and shall pay eligible claims. All requests for expenditure reimbursement must be submitted to Camden County using the "*Municipal and County Agency Coronavirus Relief Fund Program – Information Sheet and Certification – June 1, 2020*", attached hereto as Exhibit B, and "*Municipal and County Agency Coronavirus Relief Fund Program - Request for Expenditure Reimbursement – June 1, 2020*", attached hereto as Exhibit C, and the process prescribed by Camden County on a cost reimbursement basis. Program Participants are required to complete the Preliminary Survey, attached hereto as Exhibit C-1, so that the County may obtain a reasonable idea of the extent of funding needed for this Program. The Preliminary Survey should be completed with best guess estimations of Personnel Cost, Contracts/Professional Services Cost and Other Cost Categories incurred from March 1, 2020 through the Program end date, November 30, 2020. Program Participants should complete and send a copy of the Preliminary Survey to the County by June 19, 2020.

5. Non-Liability of Camden County. The Program Participant understands that Camden County cannot guaranty that a claim for reimbursement is eligible for payment nor that any claims for reimbursement beyond the amount of the Relief Funds can be paid.

6. Indemnification by Program Participant. The Program Participant acknowledges that the role of Camden County as to the distribution of the Relief Funds shall be as an intermediary. Consequently, if, as the result of any audit performed by the United States Treasury or any other auditing agency, department or office of the United States Government, State of New Jersey, or County determines that any reimbursement made to the Program Participant by Camden County from the Relief Funds was not eligible for reimbursement, then the Program Participant shall repay any ineligible reimbursement within the time mandated by the United States Treasury or the agency, department or office of the United States Government for the return of any Relief Funds. The Program Participant shall indemnify and hold harmless Camden County from any claim made by the United States Treasury or any agency, department or office of the Government of the United States for the return of any payment received by the Program Participant from the Relief Funds. Included in the claim for reimbursement shall be any legal fees, court costs or professional fees incurred by Camden County in defense of any claim made for return of any Relief Funds received by the Program Participant. Nothing in this Agreement is to be construed as providing an obligation for any amount or level of funding, resources, or other commitment by Camden County to Program Participant that is not specifically set forth in State and Federal law. Nothing in this Agreement is to be construed as providing a cause of action in any State or Federal court or in an administrative forum against the County, or any of the officers, employees or contractors of the County.

7. Documents Required and Preservation of Records. Any request for reimbursement must be sufficiently documented so that Camden County can determine the eligibility of the claim for reimbursement including a provision whereby the Program Participant certifies that it has not applied to the State or Federal governments or any insurer for the reimbursement of the same claim submitted to Camden County unless the application is expressly permitted by law and the Program Participant is requesting reimbursement from the County for the local match or cost share. The Program Participant agrees that it will not destroy or discard any documents or records maintained and/or relied upon by the Program Participant until December 31, 2027. Camden County shall have the right to make copies of any documents or records pertinent to the claim for Relief Funds and the Program Participant shall provide Camden County with reasonable access to the documents and records.

8. Funding Reimbursement and Schedule. As Camden County is obligated to expend funds on or before December 30, 2020, Camden County will provide

reimbursement for eligible expenditures incurred by Program Participant for the period that begins March 1, 2020 and ends on November 30, 2020 using the following schedule:

- Program Participant should submit requests for expenditure reimbursement for eligible expenditures to Camden County by June 30, 2020 for the period of March 1, 2020 through May 31, 2020.
- Program Participant should forward requests for expenditure reimbursement for eligible expenditures to Camden County by September 15, 2020 for the period of March 1, 2020 through August 31, 2020. *Camden County will allow Program Participant to submit expenses for monies expended during the prior reporting period not previously submitted.*
- Program Participant should forward requests for expenditure reimbursement for eligible expenditures to Camden County by December 1, 2020 for the period of March 1, 2020 through November 30, 2020. *Camden County will allow Program Participant to submit expenses for monies expended during the two prior reporting periods not previously submitted.*
- Program Participant shall ensure that all eligible expenditures are disbursed, in cash, by no later than November 30, 2020.

Camden County shall review the claims for reimbursement and may make adjustments to the reimbursement based upon a determination of eligible expenditures. The County is providing Program Participant with a copy of the County's "Municipal and County Agency Coronavirus Relief Fund Program – Review Checklist – June 1, 2020", attached hereto as Exhibit D, so that Program Participant can understand the initial steps the County will use to conduct a cursory review of expenditure reimbursement submissions.

Program Participant understands that availability of funds is contingent on appropriations made by funding sources external to Camden County, such as Federal funds, and appropriations by the Camden County Board of Chosen Freeholders. If, at any time, Camden County determines that federal, state or local funds are insufficient to sustain existing or anticipated spending levels, Camden County may reduce, suspend, or terminate any cash, reimbursements, other payments, or allocations of funds provided by Camden County to Program Participant, or other form of financial assistance as Camden County determines appropriate. If funding sources external to Camden County, such as Federal funds, or the Camden County Board of Chosen Freeholders fails at any time to continue funding Camden County for the payments due under this Agreement, this Agreement will be terminated as of the date funding expires without further obligation of

Camden County.

Because there is only a finite amount of Federal funding, a pro rata allocation may be required. Program Participant understands that the availability of funds is based on the total Camden County-wide apportionment of funds resulting from cost based reimbursement claims reported by each Program Participant, as well as cost based reimbursement claims incurred by Camden County. Depending on the total amount of cost based reimbursement claims, Camden County may find it necessary to reapportion funds to each participating Program Participant to ensure that the total cost based reimbursement does not exceed the total amount of funds available under this Program.

9. Subsequent Funds. Should Camden County be in receipt of any additional funds provided by the United States Government and/or the State of New Jersey to combat the Coronavirus for which the Program Participant may be eligible to receive payment, at the discretion of Camden County, the terms and provisions of this Agreement shall apply to the disposition and processing of any additional reimbursement.

10. Compliance with Federal Law and New Jersey Law. The Program Participant acknowledges that the Relief Funds are subject to the oversight of the United States government and its agencies. Consequently, in incurring expenditures for which reimbursements will be sought from the Relief Funds, the Program Participant shall adhere to the procedures established by the Federal government. Additionally, the Program Participant shall, when incurring any expenditures for which reimbursement is sought, adhere to all New Jersey purchasing and procurement laws and regulations.

As a subrecipient of Federal funds, Program Participant hereby specifically acknowledges its obligations relative to the expenditure reimbursement provided under this Agreement and pursuant to Federal cost principles, 2 CFR Part 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards", as applicable under other federal, state and local laws, including, but not limited to:

- a. Fiscal and account procedures;
- b. Accounting records;
- c. Internal control cover cash, real and personal property, and other assets;
- d. Budgetary control to compare actual expenditures or outlays to budgeted amounts;
- e. Source documentation; and
- f. Cash management.

11. Applicable Law and Attorney Fees. Any action for the enforcement of any term or provision of this Agreement shall be governed by the law of the State of New Jersey

and shall be filed in the Superior Court of the State of New Jersey, Camden County.

12. Duration of Agreement. This Agreement shall begin on the date first written and shall continue until either party terminates it upon thirty (30) days written notice, the depletion of the Relief Funds, or the end of the program period, whichever event occurs sooner.

13. Approval. By signing below the individual signing this Agreement represents that this Agreement has been approved and ratified by the governing body of the party signing it.

14. Counterparts. This Agreement may be fully executed in any number of counterparts, each of which shall be deemed to be an original and all of which taken together shall constitute one agreement binding upon all parties, notwithstanding that all parties have not signed the same counterpart. Such executions may be transmitted to the parties electronically or by facsimile, and such electronic or facsimile execution shall have the same force and effect as an original signature.

15. Notices. Any notices that are provided pursuant to this Contract shall be in writing (including facsimile and electronic transmissions) and mailed or transmitted or delivered as follows:

To Camden County:

County of Camden
520 Market Street
Camden, NJ 08102
Attn: Chris Orlando, County Counsel
Email: chris.orlando@camdencounty.com

To the Program Participant:

Name
Address
Email:
Fax

16. Severability. If any part of this Agreement is declared unenforceable or invalid, the remainder of the Agreement will continue in full force and effect.

17. Force Majeure. No party shall be liable or responsible to the other party, nor be deemed to have defaulted under or breached the Agreement, for the delay in performance of this Agreement when and to the extent such failure or delay is caused by acts beyond the parties' control.

18. Amendment. This Agreement cannot be modified in any way except in writing signed by the parties to the Agreement.

19. Assignment. This agreement will not be assignable by "Program Participant" in whole or in part without the prior written consent of the "County".

IN WITNESS WHEREOF, the parties have signed and sealed this Agreement on the date set forth above.

ATTEST:

COUNTY OF CAMDEN

ATTEST:

Haddon Heights

ATTACHMENTS:

Exhibit A - Municipal and County Agency Coronavirus Relief Fund Program – General Program Guidance and Technical Instructions – June 1, 2020

Exhibit B - Municipal and County Agency Coronavirus Relief Fund Program – Information Sheet and Certification – June 1, 2020

Exhibit C - Municipal and County Agency Coronavirus Relief Fund Program – Request for Expenditure Reimbursement – June 1, 2020

Exhibit C-1 - Municipal and County Agency Coronavirus Relief Fund Program – Preliminary Survey – June 1, 2020

Exhibit D - Municipal and County Agency Coronavirus Relief Fund Program – Review Checklist – June 1, 2020

RESOLUTION 2020:139

**RESOLUTION AUTHORIZING REFUND OF VARIOUS
RECREATIONAL PROGRAM FEES TO CIRCUMSTANCES
RELATED TO THE COVID-19 PANDEMIC**

WHEREAS, the Borough of Haddon Heights offers recreational community programs for Haddon Heights residents and surrounding communities; and

WHEREAS, due to circumstances related to COVID-19, all Borough buildings were closed to the Public on March 17, 2020; and

WHEREAS, it was the hope to have the remainder of the Winter session classes made up when buildings reopened; due to circumstances related to the COVID-19 pandemic, the resuming of classes is not currently an option; and

WHEREAS, the refunds attached hereto are necessary due to the above circumstances;

NOW, THEREFORE BE IT RESOLVED, by Mayor and Council of the Borough of Haddon Heights in the County of Camden and State of New Jersey the refunds are hereby approved.

Date: July 21, 2020

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

Program Refunds - COVID CANCELATIONS

Due to Accounting:

Council Meeting Date:

7/21/2020

7/16/2020

WINTER 2020 - Program Refunds

Resident		Address	Session:	Class:	Total to be Paid:	
Andrayo	Tiffany	127 Eighth Avenue, Haddon Heights, NJ 08035	Winter	Tumbling	16.00	
Berner	Barbara	1636 Prospect Ridge Blvd, Haddon Heights, NJ 08035	Winter	Yoga	10.00	
Billetedoux	Kathleen	207 First Avenue, Haddon Heights, NJ 08035	Winter	Tumbling	16.00	
Brozosky	Kristin	1314 W. High Street, Haddon Heights, NJ 08035	Winter	Yoga	12.73	
Bumm	Liz	1817 W. High Street, Haddon Heights, NJ 08035	Winter	Tumbling	16.00	
Campellone	Tina	90 Oak Avenue, Bellmawr, NJ 08031	Winter	Zumba	13.33	
Carpenter	Tracy	103 White Horse Pike, Haddon Heights, NJ 08035	Winter	Yoga	12.73	
Coco	Lisa	2606 Gramercy Way, Mount Laurel NJ 08054	Winter	Zumba	13.33	21.33
				Core & More	8.00	
Deguzman	Emily	2035 Maple Avenue, Haddon Heights, NJ 08035	Winter	Yoga	12.73	
Dobleman	Stacey	124 Wyoming Avenue, Audubon, NJ 08106	Winter	Zumba	13.33	
Doyle	Regina	1533 Cedar Avenue, Haddon Heights, NJ 08035	Winter	Low Impact	25.00	
Elko	Katie	2033 Narberth Avenue, Haddon Heights, NJ 08035	Winter	Tumbling	16.00	
Elliott	Corey	2012 Bryn Mawr Avenue, Haddon Heights, NJ 08035	Winter	Zumba	12.50	
Fetters	Sandy	401 E. Atlantic Ave Unit 102, Haddon Heights, NJ 08035	Winter	Low Impact	12.50	
Fitzgerald	Rose	401 E. Atlantic Ave Unit 220, Haddon Heights, NJ 08035	Winter	Low Impact	12.50	
Flatley	Linda	1767 Hillside Drive, Cherry Hill, NJ 08003	Winter	Yoga	13.64	26.97
				Zumba	13.33	
Gatti	Lysa	1101 W. High Street, Haddon Heights, NJ 08035	Winter	Zumba	21.66	29.16
				Core & More	7.50	
Germano-Yucel	Frani	1413 W. High Street, Haddon Heights, NJ 08035	Winter	Yoga	12.73	
Grieve	Nora	1043 W. High Street, Haddon Heights, NJ 08035	Winter	Tumbling	16.00	
Haddix	Carol	1001 Sycamore Street, Haddon Heights, NJ 08035	Winter	Zumba	21.66	
Hawthorne	Jessica	318 Crestwood Avenue, Haddonfield, NJ 08033	Winter	Yoga	13.64	
Konopka	Mary Ann	11 Tenth Avenue, Haddon Heights, NJ 08035	Winter	Zumba	25.00	32.50
				Core & More	7.50	
Kumpas	Amanda	600 Sycamore Terrace, Haddon Heights, NJ 08035	Winter	Yoga	12.72	
Latela	Louisa	1408 Prospect Ridge Blvd, Haddon Heights, NJ 08035	Winter	Yoga	10.00	
Liebeknecht	Karen	514 Walnut Street, Audubon, NJ 08106	Winter	Zumba	26.66	34.66
				Core & More	8.00	
Lombardi	Marilou	13 Thornolden Avenue, Haddon Heights, NJ 08035	Winter	Yoga	10.91	
Martorano	Nicole	205 Park Place, Audubon, NJ 08106	Winter	Zumba	13.33	
McGee	Terry	2016 Narberth Ave, Haddon Heights, NJ 08035	Winter	Yoga	10.00	
Miller	Kathy	114 Ninth Avenue, Haddon Heights, NJ 08035	Winter	Yoga	10.00	

Program Refunds - COVID CANCELATIONS

Due to Accounting:

Council Meeting Date:

7/21/2020

7/16/2020

WINTER 2020 - Program Refunds

Resident	Address	Session:	Class:	Total to be Paid:	
Moore	Korie	1716 Chestnut Avenue, Haddon Heights, NJ 08035	Winter	Yoga	12.73
Morgan	Heather	216 Fourth Avenue, Haddon Heights, NJ 08035	Winter	Yoga	12.73
Needham	Marie	205 Princeton Road, Audubon, NJ 08106	Winter	Zumba	26.66
Oakes	Ellen	9 Thornolden Avenue, Haddon Heights, NJ 08035	Winter	Low Impact	25.00
O'Donnell	Debbie	31 Quaker Road, Mickleton, NJ 08056	Winter	Zumba	13.33
O'Malley	Brian	300 Tenth Avenue, Haddon Heights, NJ 08035	Winter	Yoga	10.00
Portela	Katherine	25 E Wayne Terrace, Collingswood, NJ 08108	Winter	Tumbling	17.00
Pracht	Theresa	106 Chelsea Circle, Clementon, NJ 08021	Winter	Zumba	13.33
Rowen	Michelle	518 Black Horse Pike, Glendora, NJ 08029	Winter	Yoga	13.64
Schafhauser	Janet	1533 Maple Avenue, Haddon Heights, NJ 08035	Winter	Zumba	21.66
Schettler	Joan	1923 Pippin Circle, Cherry Hill, NJ 08003	Winter	Zumba	13.33
Simons	Jeanette	1420 Maple Avenue, Haddon Heights, NJ 08035	Winter	Tumbling	16.00
Staudenmayer	Carol	11 Thornolden Avenue, Haddon Heights, NJ 08035	Winter	Low Impact	12.50
Tahaney	Kristen	723 W, Madison Avenue, Magnolia, NJ 08049	Winter	Zumba	13.33
Teesdale	Kelly	1817 Maple Avenue, Haddon Heights, NJ 08035	Winter	Tumbling	16.00
Thompson	Pat	215 Third Avenue, Haddon Heights, NJ 08035	Winter	Low Impact	12.50
Tsikitas	Mary-Jo	922 Stokes Avenue, Collingswood, NJ 08108	Winter	Core & More	8.00
Verdone	Linda	10 Ninth Avenue, Haddon Heights, NJ 08035	Winter	Low Impact	25.00
Weyler	Meryd	1210 Kings Hwy, Haddon Heights, NJ 08035	Winter	Tumbling	16.00

RESOLUTION 2020:140

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

Trust Account	\$	1,764.83
Capital Account	\$	-0-
Payroll Account <i>(7/16/2020 Current)</i>	\$	78,744.83
<i>(7/16/2020 Trust)</i>	\$	988.20
Total Payroll	\$	79,733.03
Animal Account	\$	-0-
Current & Grant Fund	\$	49,044.14
School Tax <i>(2nd Half of July)</i>	\$	617,937.50
County Tax	\$	-0-
Library Tax	\$	-0-
Total Current and Grant	\$	666,981.64
Total Spending	\$	<u>748,479.50</u>

Date: July 21, 2020

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

Bill List Expenditures for Council Meeting
7/21/2020

<u>Fund</u>	<u>Amount</u>
<u>Trust</u>	
Per Attached Report	1,764.83
	<hr/>
Total Trust	1,764.83
<u>General Capital</u>	
Per Attached Report	0.00
	<hr/>
Total Capital	0.00
<u>Payroll</u>	
Payroll 07/16/2020 - Current Fund	78,744.83
Payroll 07/16/2020 - Trust Fund	988.20
	<hr/>
Total Payroll	79,733.03
<u>Animal</u>	
Per Attached Report	0.00
	<hr/>
Total Animal	0.00
<u>Current and Grant Fund</u>	
Per Attached Report	49,044.14
Library Tax	0.00
School Tax	617,937.50
County Taxes	0.00
	<hr/>
Total Current and Grant	666,981.64
Total Spending 07/21/2020	\$ 748,479.50
	<hr/> <hr/>

P.O. Type: A]1
 Range: First to Last
 Format: Detail] without Line Item Notes First Enc Date Range: First to 12/31/20
 Include Non-Budgeted: Y Bid: Y State: Y other: Y Exempt: Y

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
ANDRT TIFFANY ANDRAYO														
20-00657	07/17/20	TUMBLING REFUND	16.00	0-01-55-004-001	B	Refund of CV Revenue	A		07/17/20	07/17/20				N
Vendor Total: 16.00														
ARTP ART PRESS														
20-00641	07/15/20	#10 WINDOW ENVELOPES	180.00	0-01-20-100-311	B	Office supplies	A		07/15/20	07/17/20			8684	N
Vendor Total: 180.00														
AUDUH AUDUBON HARDWARE														
20-00654	07/17/20	PAINT	23.96	0-01-26-310-254	B	Build/Grounds - Maint/Repair	A		07/17/20	07/17/20			0155967	N
Vendor Total: 23.96														
AXONI AXON ENTERPRISE, INC														
20-00576	06/19/20	25 ft (taser) smart cartridge	1,707.00	0-01-25-240-232	B	Police - Ammunition	A		06/19/20	07/17/20				N
Vendor Total: 1,707.00														
BERNERB BARBARA BERNER														
20-00658	07/17/20	YOGA REFUND	10.00	0-01-55-004-001	B	Refund of CV Revenue	A		07/17/20	07/17/20				N
Vendor Total: 10.00														

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract #	Charge Account	PO Type	Acct Type Description	Stat/Chk	First Rcvd	Enc Date	Date	Chk/Void	Invoice	1099
BILLETK KATHLEEN BILLETDOUX														
	20-00659 07/17/20	TUMBLING REFUND	16.00	0-01-55-004-001		B	Refund of CV Revenue	A	07/17/20	07/17/20				N
	1	TUMBLING REFUND												
	Vendor Total:		16.00											
BOLLI BOLLINGER, SPECIALTY GROUP														
	20-00648 07/15/20	AUGUST 2020 PRESCRIPTION	18,488.33	0-01-23-220-246		B	Prescriptions - Bollinger	A	07/15/20	07/17/20			48773	N
	1	AUGUST 2020 PRESCRIPTION												
	Vendor Total:		18,488.33											
BROZOSKK KRISTIN BROZOSKY														
	20-00660 07/17/20	YOGA REFUND	12.73	0-01-55-004-001		B	Refund of CV Revenue	A	07/17/20	07/17/20				N
	1	YOGA REFUND												
	Vendor Total:		12.73											
BUMML LIZ BUMM														
	20-00661 07/17/20	TUMBLING REFUND	16.00	0-01-55-004-001		B	Refund of CV Revenue	A	07/17/20	07/17/20				N
	1	TUMBLING REFUND												
	Vendor Total:		16.00											
CAMPT TINA CAMPellone														
	20-00662 07/17/20	ZUMBA REFUND	13.33	0-01-55-004-001		B	Refund of CV Revenue	A	07/17/20	07/17/20				N
	1	ZUMBA REFUND												
	Vendor Total:		13.33											
CARPT TRACY CARPENTER														
	20-00664 07/17/20	YOGA REFUND	12.73	0-01-55-004-001		B	Refund of CV Revenue	A	07/17/20	07/17/20				N
	1	YOGA REFUND												
	Vendor Total:		12.73											

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	
DEGUZE EMILY DEGUZMAN															
	20-00666	07/17/20 YOGA REFUND	12.73	0-01-55-004-001	B Refund of CV Revenue			A	07/17/20	07/17/20				N	
	1	YOGA REFUND													
	Vendor Total:		12.73												
DOBLES STACEY DOBLEMAN															
	20-00668	07/17/20 ZUMBA REFUND	13.33	0-01-55-004-001	B Refund of CV Revenue			A	07/17/20	07/17/20				N	
	1	ZUMBA REFUND													
	Vendor Total:		13.33												
DOYLER REGINA DOYLE															
	20-00669	07/17/20 LOW IMPACT REFUND	25.00	0-01-55-004-001	B Refund of CV Revenue			A	07/17/20	07/17/20				N	
	1	LOW IMPACT REFUND													
	Vendor Total:		25.00												
ELKOK KATIE ELKO															
	20-00670	07/17/20 TUMBLING REFUND	16.00	0-01-55-004-001	B Refund of CV Revenue			A	07/17/20	07/17/20				N	
	1	TUMBLING REFUND													
	Vendor Total:		16.00												
ELLIOTT COREY ELLIOTT															
	20-00671	07/17/20 ZUMBA REFUND	12.50	0-01-55-004-001	B Refund of CV Revenue			A	07/17/20	07/17/20				N	
	1	ZUMBA REFUND													
	Vendor Total:		12.50												
FETTERS SANDY FETTERS															
	20-00672	07/17/20 LOW IMPACT REFUND	12.50	0-01-55-004-001	B Refund of CV Revenue			A	07/17/20	07/17/20				N	
	1	LOW IMPACT REFUND													
	Vendor Total:		12.50												

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	Date	Invoice	1099
MCGEET TERRY MCGEE													
	20-00686	07/17/20 YOGA REFUND	10.00	0-01-55-004-001		B Refund of CV Revenue	A	07/17/20	07/17/20				N
	1	YOGA REFUND											
	Vendor Total:		10.00										
MILK KATHY MILLER													
	20-00687	07/17/20 YOGA REFUND	10.00	0-01-55-004-001		B Refund of CV Revenue	A	07/17/20	07/17/20				N
	1	YOGA REFUND											
	Vendor Total:		10.00										
MOOR KORIE MOORE													
	20-00688	07/17/20 YOGA REFUND	12.73	0-01-55-004-001		B Refund of CV Revenue	A	07/17/20	07/17/20				N
	1	YOGA REFUND											
	Vendor Total:		12.73										
MORG CHRISTOPHER & HEATHER MORGAN													
	20-00689	07/17/20 YOGA REFUND	12.73	0-01-55-004-001		B Refund of CV Revenue	A	07/17/20	07/17/20				N
	1	YOGA REFUND											
	Vendor Total:		12.73										
NEEDM MARIE NEEDHAM													
	20-00690	07/17/20 ZUMBA REFUND	26.66	0-01-55-004-001		B Refund of CV Revenue	A	07/17/20	07/17/20				N
	1	ZUMBA REFUND											
	Vendor Total:		26.66										
NETS NETWORKS PLUS, LLC													
	20-00639	07/15/20 NETWORKS PLUS	1,600.00	0-01-20-100-515		B Computer Maintenance	A	07/15/20	07/17/20			3898	N
	1	JULY SERVICE CONTRACT	210.00	0-01-20-100-515		B Computer Maintenance	A	07/15/20	07/17/20			4128	N
	2	ANNUAL WEBSITE HOSTING	1,810.00										
	Vendor Total:		1,810.00										

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 Excl
SCHAE2 JANET SCHAFAUSER													
	20-00697 07/17/20	ZUMBA REFUND	21.66	0-01-55-004-001		B Refund of CV Revenue	A	07/17/20	07/17/20				N
	1 ZUMBA REFUND												
	Vendor Total:		21.66										
SCHETTJ JOAN SCHEITLER													
	20-00698 07/17/20	ZUMBA REFUND	13.33	0-01-55-004-001		B Refund of CV Revenue	A	07/17/20	07/17/20				N
	1 ZUMBA REFUND												
	Vendor Total:		13.33										
SIMONSJ JEANETTE SIMONS													
	20-00699 07/17/20	TUMBLING REFUND	16.00	0-01-55-004-001		B Refund of CV Revenue	A	07/17/20	07/17/20				N
	1 TUMBLING REFUND												
	Vendor Total:		16.00										
STAUDC CAROL STAUDENMAYER													
	20-00700 07/17/20	LOW IMPACT REFUND	12.50	0-01-55-004-001		B Refund of CV Revenue	A	07/17/20	07/17/20				N
	1 LOW IMPACT REFUND												
	Vendor Total:		12.50										
TAHANEY KRISTEN TAHANEY													
	20-00701 07/17/20	ZUMBA REFUND	13.33	0-01-55-004-001		B Refund of CV Revenue	A	07/17/20	07/17/20				N
	1 ZUMBA REFUND												
	Vendor Total:		13.33										
TEESK KELLY S. TEESDALE													
	20-00702 07/17/20	TUMBLING REFUND	16.00	0-01-55-004-001		B Refund of CV Revenue	A	07/17/20	07/17/20				N
	1 TUMBLING REFUND												
	Vendor Total:		16.00										

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract	Charge Account	PO Type	Acct Type Description	Stat/Chk	First Rcvd	Enc Date	Date	Chk/Void	Invoice	1099	Excl	
THOMPP PAT THOMPSON																
	20-00703	07/17/20 LOW IMPACT REFUND														
	1	LOW IMPACT REFUND	12.50	0-01-55-004-001		B	Refund of CV Revenue	A	07/17/20	07/17/20				N		
	Vendor Total:		12.50													
TRIAD Triad Associates																
	20-00637	07/10/20 Professional Service 3/20														
	1	Professional Service 3/20	1,485.00	T-13-56-860-824		B	Reserve for COAH (521)	A	07/10/20	07/17/20			51176	N		
	Vendor Total:		1,485.00													
TSIKITAS MARY-10 TSIKITAS																
	20-00704	07/17/20 CORE & MORE REFUND														
	1	CORE & MORE REFUND	8.00	0-01-55-004-001		B	Refund of CV Revenue	A	07/17/20	07/17/20				N		
	Vendor Total:		8.00													
VER33 VERIZON																
	20-00712	07/17/20 4 PHONES JULY 2020														
	1	856-546-0295	37.41	0-01-31-440-216		B	Regular Telephones	A	07/17/20	07/17/20				N		
	2	856-546-2382	50.28	0-01-31-440-216		B	Regular Telephones	A	07/17/20	07/17/20				N		
	3	856-546-2383	13.81	0-01-31-440-216		B	Regular Telephones	A	07/17/20	07/17/20				N		
	4	856-546-5340	156.64	0-01-31-440-216		B	Regular Telephones	A	07/17/20	07/17/20				N		
	Vendor Total:		258.14													
VERDWL WILLIAM & LINDA VERDONE																
	20-00705	07/17/20 LOW IMPACT REFUND														
	1	LOW IMPACT REFUND	25.00	0-01-55-004-001		B	Refund of CV Revenue	A	07/17/20	07/17/20				N		
	Vendor Total:		25.00													

Vendor # Name	PO # PO Date Description	Amount	Contract Charge Account	PO Type	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Excl
VOORA VOORHEES ANIMAL ORHPANAGE	20-00642 07/15/20 STRAY ANIMAL HOLDING JULY 2020	350.00	0-01-27-340-205		B Animal	A	07/15/20 07/17/20		49032	N
	1 STRAY ANIMAL HOLDING JULY 2020									
	Vendor Total:	350.00								
WEYLERM MERYD WEYLER	20-00706 07/17/20 TUMBLING REFUND	16.00	0-01-55-004-001		B Refund of CV Revenue	A	07/17/20 07/17/20			N
	1 TUMBLING REFUND									
	Vendor Total:	16.00								
Total Purchase Orders:		74	Total P.O. Line Items:	98	Total List Amount:	50,808.97	Total Void Amount:	0.00		

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND					
	0-01	48,284.14	0.00	0.00	48,284.14
	G-02	760.00	0.00	0.00	760.00
TRUST - OTHER TRUST					
	T-13	1,764.83	0.00	0.00	1,764.83
Total of All Funds:		<u>50,808.97</u>	<u>0.00</u>	<u>0.00</u>	<u>50,808.97</u>

HADDON HEIGHTS BOROUGH
Purchase Order Listing By P.O. Number

P.O. Type: All
 Range: First to Last
 Format: Detail without Line Item Notes First Enc Date Range: First to 12/31/20 Bid: Y State: Y Other: Y Exempt: Y
 Include Non-Budgeted: Y

PO #	PO Date	Vendor	Amount	Charge Account	Acct Type	Contract PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
20-00713	07/17/20	HHBE									
1	July 2nd Half	HADDON HEIGHTS BD OF ED	617,937.50	0-01-55-001-001	B	Local school Taxes Payable	A	07/17/20	07/17/20		
Total Purchase Orders:		1	Total P.O. Line Items:	1	Total List Amount:	617,937.50	Total Void Amount:	0.00			

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	0-01	617,937.50	0.00	0.00	617,937.50
Total of All Funds:		<u>617,937.50</u>	<u>0.00</u>	<u>0.00</u>	<u>617,937.50</u>

RESOLUTION 2020:141

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 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 July 21, 2020 that an Executive Session closed to the public shall be held on July 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 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 July 21, 2020.

Date: July 21, 2020

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk