



BOROUGH OF HADDON HEIGHTS

COUNCIL WORK SESSION

Tuesday, September 1, 2020, 7:00 pm

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 Amendment to Annual Meeting Notice on July 24, 2020. *Meeting notice has been posted on the Borough website with details for the public to participate via the ZOOM platform.*"
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT
5. CAUCUS WORK SESSION:
 - a) Update on COVID 19 – *Mayor Houck*
 - b) Update on 2020 Census – *Mayor Houck*
 - c) Energy Aggregation – *Councilman Ottoson*
 - d) Devon Avenue Site Remediation & Solar Opportunity – *Councilman Ottoson*
 - e) Tree Planting – *Councilman Ottoson*
 - f) Bike Racks Design – *Mayor Houck*
 - g) Annual Renewal of Vision and Dental Plans for Active and Full-time Employees – *Kelly Santosusso, Borough Clerk*
6. APPROVAL OF MINUTES of the SPECIAL MEETINGS of August 7, 2020 and the August 18, 2020 Business Meeting
7. APPROVAL OF EXECUTIVE SESSION MINUTES of the SPECIAL MEETING of August 18, 2020
8. PRESENTATION OF POLICE DEPARTMENT HONORABLE SERVICE MEDALS to *Lieutenant Thomas Reilly and Patrolman Michael Selby*
9. PRESENTATION OF UNIT CITATION TO FIRE DEPARTMENT MEMBERS *Benjamin Zwaska, Ian Muenzenberger, Matt Medes and Ken Baus*
10. PROCLAMATION DESIGNATING THE MONTH OF SEPTEMBER AS CHILDHOOD CANCER AWARENESS MONTH – *Presented to Linda and Bill Verdone*
11. UNFINISHED BUSINESS:

None.

12. NEW BUSINESS:

INTRODUCTION of Ordinance 2020:1494 – An Ordinance Creating Part 1, Chapter 14, Entitled The “Heights Grows Committee” of the Code of the Borough of Haddon Heights, County of Camden and State of New Jersey

Public Hearing and Final Adoption is scheduled for September 15, 2020 at 7:00 pm 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.*

Resolution 2020:151 – A Resolution Requesting Permission from the Director of Local Government Services to Establish a Dedication by Rider for Beautification Committee “Heights Grows” Donations Fund as Required by N.J.S. 40A:5-29

Resolution 2020:152 – Resolution Authorizing the Hiring of Edward Gorman for the Positions of Construction Official and Electrical Sub Code Official

Resolution 2020:153 – Resolution Authorizing the Hiring of Michael DePalma for the Positions of Building Sub Code Official and Fire Official

Resolution 2020:154 – Resolution Authorizing Refund of a Tax Overpayment – *Nguyen*

Resolution 2020:155 – Resolution Authorizing Refund of a Tax Overpayment - *Patrinicola*

Resolution 2020:156 – Resolution Authorizing Payment of Bills and Claims for the first Half of September

Resolution 2020:157 – A Resolution Providing For A Meeting Not Open to the Public in Accordance With the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12. ***1.) Matter related to personnel in Police Department. Discussion is expected to be ½ hr. in duration. Formal action may be taken following Executive Session.***

Resolution 2020:158 – Resolution Authorizing Refund of Recreation Program Fees Due to Circumstances Related to the COVID-19 Pandemic

13. PUBLIC COMMENT

14. ADJOURNMENT



New Jersey Brownfields Assistance Center @ NJIT

Assistance to Borough of Haddon Heights, NJ

Site Information	
Name	Former Haddon Heights Sanitary Landfill aka Haddon Heights Borough SLF
Owner	Borough of Haddon Heights
Block and Lot Information	Block 116, Lot 1; Block 117, Lot 1; Block 118, Lots 3 & 5; Block 121, Lots 1 & 2; Block 122, Lots 1 & 2; Block 125, Lots 1 & 2
Address (on NJDEP website)	I-295 & Devon Avenue
Size	Approximately 2-3 acres for a potential solar farm Approximately 12 acres total former landfill
Former Use	Former Landfill
Contamination	Volatile organic compounds (VOCs), semi-volatile organic compounds (SVOCs), pesticides and metals
NJDEP Site ID #	65053
NJDEP Program Interest (PI) #s	G000026185 (Site Remediation), 133520 (Solid Waste) and 0418-11-0001.1 (Land Use)

Brownfield Location

The location of the brownfield site is between Interstate 295, the North Branch of Little Timber Creek & Devon Avenue in Haddon Heights, NJ (Former Haddon Heights Sanitary Landfill also known as Haddon Heights Borough SLF).



Source: 2005 Pennoni Preliminary Assessment Report



Source: Google Maps

New Jersey Brownfields Assistance Center @ NJIT

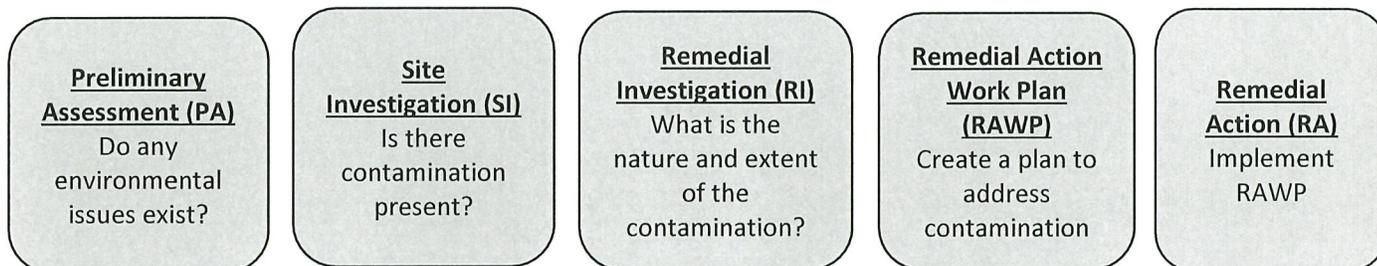
Assistance to Borough of Haddon Heights, NJ

Challenge

The subject property, the former Haddon Heights sanitary landfill site, was closed in 1965. Portions of the former landfill have been developed into recreational fields for soccer, tennis, and basketball; however, an approximately 2-3 acre portion remains undeveloped. A conversation between Mr. Ottoson, Borough Councilman, and the New Jersey Brownfields Assistance Center @ NJIT (“The Center”), revealed the Borough’s desire to have the site redeveloped into a solar farm that would provide electrical energy to the existing recreational facilities located on the other portions of the former landfill. A current challenge to the ultimate redevelopment is the contamination on the property, the improper closure of the landfill, and what funding is available to assess and remediate the site. The purpose of this document is to explain the New Jersey Department of Environmental Protection’s (NJDEP) regulatory process of determining and remediating site contamination, and inform the Borough of potential funding sources for environmental assessment and investigation.

The NJDEP Regulatory Process

The step by step process of environmental assessment, investigation, and remediation for a brownfield site in accordance with the NJDEP regulations is as follows:



Environmental Conditions Review

The following documents were provided by Mr. Ottoson for The Center’s review:

1. Preliminary Assessment (PA) Report for the Former Haddon Heights Sanitary Landfill prepared by Pennoni Associates, Inc. (Pennoni) dated November 1, 2005.
2. Site Investigation (SI) Report for the Former Haddon Heights Sanitary Landfill prepared by Pennoni dated September 26, 2007.
3. Remedial Investigation (RI) Report for the Former Haddon Heights Sanitary Landfill prepared by Pennoni dated January 26, 2010.
4. Remedial Investigation (RI) Report Addendum for the Devon Avenue Landfill prepared by Pennoni dated March 24, 2010 revised October 21, 2011.

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In addition to the reports referenced above, The Center also reviewed publicly available information on the NJDEP DataMiner¹ website. The Borough of Haddon Heights is both the property owner and the Responsible Party (RP)².

Pennoni identified one area of concern (AOC) for the site in PA Report:

- AOC-1: Improperly Closed Landfill – The site “has been identified as a former sanitary landfill. Information obtained from the NJDEP indicates that the landfill was not properly closed and has impacted groundwater in the area. In addition, the landfill extends along the North Branch of Little Timber Creek to the south and erosion of the stream bank has led to exposure along the stream bank and possible deposition of debris in the stream bed. Pennoni recommends conduct a Site Investigation in accordance with the NJDEP’s *Technical Requirements for Site Remediation* (N.J.A.C. 7:26-E) to determine the extents of the landfill and to determine the impact to soil and groundwater, if any, as a result of the operations at the former landfill.”

Pennoni stated that they had reviewed files at NJDEP’s office as part of the PA. Pennoni reviewed the Annual Operation Statements for a Solid Waste Facility from the years 1989, 1990, and 1991 to determine if the Landfill Closure Plan was on file. At that time, no records were available indicating that the facility was closed.

The Pennoni SI Report documented the investigation of the soil, groundwater, surface water and sediment associated with the former landfill and the North Branch of Little Timber Creek. Pennoni compared the soil sample results to the Residential Direct Contact Soil Cleanup Criteria (RDCSCC) and the Impact to Groundwater Quality Soil Cleanup Criteria (IGWSCC). Since the time that those samples were collected, new remediation standards have been developed and adopted by the NJDEP. Pennoni concluded from the site investigation that contamination was present in the soil, groundwater, surface water, and sediment above the applicable NJDEP standards, at the time. Pennoni proposed additional investigation activities to further evaluate the groundwater conditions at the site.

The Pennoni RI Report documented the further investigation of the groundwater at the site. Twelve monitoring wells were installed and sampled by Pennoni. Pennoni concluded that various metals were present at concentrations above the NJDEP Groundwater Quality Standards (GWQS); however, VOCs, SVOCs, pesticides, and polychlorinated biphenyls (PCBs) were not. Additional groundwater delineation was recommended to the south by Pennoni; however, this was not performed as part of the RI Addendum.

¹ <https://www13.state.nj.us/DataMiner>

² The NJDEP defines a responsible party (RP) as a person, company or other entity that has been determined to be legally responsible for discharge of a hazardous substance.

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Assistance to Borough of Haddon Heights, NJ

The Pennoni RI Report Addendum documented the additional investigation activities that were conducted at the request of the NJDEP. The investigation activities included a methane sampling, soil sampling of the existing soil cover, test pits installation along the stream bank and additional groundwater sampling using low-flow sampling procedures. Pennoni concluded that the presence of methane gas was limited to the areas of the former landfill where the largest amounts of waste were identified and that the soil cap in place over of the soccer fields did not contain concentrations of targeted compounds over the NJDEP Residential Direct Contact Soil Remediation Standards (RDCSRS) which indicated that the existing cap material was suitable. Additionally, acid producing soils were not present along the bank of the North Branch of Little Timber Creek.

Pennoni made remediation recommendations for the site in the SI Report. Those recommendations included capping the landfill with a geo-synthetic material or a minimum of two feet of clean soil, moving surficial debris observed on the site to the center of the landfill and burying it under the cap, and installing a retaining wall along the northern bank of the North Branch of Little Timber Creek to prevent further erosion of the stream bank. However, from the information available on the NJDEP Dataminer website, it does not appear that these remediation recommendations were undertaken nor was a Remedial Action Work Plan (RAWP) or Remedial Action Report (RAR) completed/submitted for the site.

In 2009, New Jersey created the Licensed Site Remediation Professional (LSRP)³ program within the Site Remediation Reform Act (SRRA)⁴ in order to increase the pace of remediation; reduce the threat of contamination to public health and safety, and the environment; and return underutilized properties to productive use. The SRRA was not fully implemented until 2012. Amendments to the SRRA were signed into law in 2019.

The Pennoni PA, SI, and RI were not conducted by a LSRP. These reports were completed before and during the establishment of the LSRP program in New Jersey. A New Jersey LSRP must be retained for the site assessment and investigation, in accordance with NJDEP environmental regulations. A LSRP will need to review these previously submitted reports and provide his/her professional opinion regarding the next steps related to assessment for the site.

In summary:

- A PA, SI, and RI have been completed for the site; however, the assessment and investigation were not in compliance with current NJDEP regulations.
- The contaminants of concern identified at the site were compared to the applicable NJDEP standards, at the time. The standards have been updated by the NJDEP since these reports were completed.

³ The NJDEP defines LSRPs as individuals that are licensed by the Department and are qualified to conduct the remediation of contaminated sites in New Jersey without prior NJDEP approval.

⁴ <https://www.nj.gov/dep/srp/regs/statutes/srra.pdf>

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Assistance to Borough of Haddon Heights, NJ

Recommendations

The Center recommends the Borough do the following:

- Contact Pennoni to obtain complete copies of the SI and RI reports (both reports are missing the laboratory analytical report appendices) and any other available documentation for site. A New Jersey LSRP will most likely want to review the laboratory data to help determine the next steps related to assessment for the site.
- Conduct a new PA Report for the site performed by a New Jersey LSRP that complies with current NJDEP environmental regulations.
- If deemed necessary by the LSRP, conduct additional investigation activities that comply with current NJDEP environmental regulations and compare the sample results to the current/applicable NJDEP standards.

Course of Action

If the Borough of Haddon Heights determines that it wishes to conduct a Preliminary Assessment of the site and wishes to use non-municipal funds, the Borough has the following potential options:

◆ Potential Option 1

Targeted Brownfields Assessment (TBA)

The Borough may be able to apply for EPA's Targeted Brownfields Assessment (TBA) program. The TBA program helps states, tribes, and municipalities minimize the uncertainties of contamination often associated with brownfield sites. This program supplements other efforts under the Brownfields Program to promote the cleanup and redevelopment of brownfield sites. TBAs are conducted by an EPA contractor on behalf of an eligible entity (such as the Borough). Services include site assessments, cleanup options and cost estimates, and community outreach. The sites for this program are selected locally, on a rolling basis.

A TBA may encompass one or more of the following activities:⁵

- An ASTM Phase I, which includes a background and historical investigation and site inspection;
- A full site assessment, including sampling activities to identify types and concentrations of contaminants and the areas of contamination that must be cleaned up; and
- The determination of how much more investigation is needed and/or the establishment of cleanup options and cost estimates based on future uses and redevelopment plans.

⁵ [EPA Targeted Brownfield Assessment](#)

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Assistance to Borough of Haddon Heights, NJ

The TBA program works closely with NJDEP. The EPA’s goal is a "seamless" transition into NJDEP’s program. TBAs are considered a grant of services and are conducted by environmental consultants currently under contract with EPA. The cost of TBAs ranges between \$50,000-\$100,000. It is also important to note that this program does not provide assistance to conduct site cleanup or building demolition activities.

TBA Eligibility

EPA offers assistance in the form of a TBA to public entities (such as the Borough) and non-profit organizations. It is important that the applicant currently have redevelopment plans for the contaminated property. The applicant should apply on behalf of a specific site which it currently owns or can obtain ownership through some other means (e.g. tax foreclosure). This eligibility requirement is not an issue since the site is currently owned by the Borough of Haddon Heights. However, since the Borough is the RP for the contamination at the site; TBA eligibility is at the EPA’s discretion. Should the borough choose to pursue a TBA for this project, it is strongly recommended that it do so with a full understanding of the program requirements and potential liability issues associated with it.

EPA's TBA assistance is available through two sources: directly from EPA through EPA regional Brownfields offices, and from state or tribal voluntary response program offices receiving funding. The EPA contacts for this program are as follows:

EPA REGION 2 CONTACT INFORMATION

Brownfields Coordinator: Schenine Mitchell Mitchell.Schenine@epa.gov 212-637-3283	Land Revitalization Coordinator: John Struble Struble.John@epa.gov 212-637-4291
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◆ **Potential Option 2**

Hazardous Discharge Site Remediation Fund (HDSRF)

The Borough may be able to apply for NJDEP’s Hazardous Discharge Site Remediation Fund (HDSRF). The HDSRF was established to provide funding to public and qualifying private entities for the remediation of a suspected or known discharge of a hazardous substance or hazardous waste. The HDSRF is funded through a constitutionally dedicated portion of the New Jersey Corporate Business Tax and is administered through a partnership between the NJDEP and the New Jersey Economic Development Authority (NJEDA). The NJDEP evaluates an applicant's preliminary eligibility requirements, and the estimated remediation costs. Upon the NJDEP’s recommendation for funding, the NJEDA evaluates an applicant's financial status, determines grant and/or loan eligibility and awards funding.

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Assistance to Borough of Haddon Heights, NJ

Services include site assessments and remediation (PA/SI/RI/RA). The PA/SI/RI grants for municipalities are funded at 100% (capped at \$2 million per applicant per year) and remediation grants are funded at different percentages based on the end usage of the site.

However, since the Borough is the RP for the site and has utilized HDSRF funds in the past (HDSRF Grant Application # P17457); grant eligibility is at the NJDEP and NJEDA's discretion. The NJDEP contact for this program is as follows:

NJDEP BROWNFIELD AND COMMUNITY REVITALIZATION CONTACT INFORMATION

Camden County Coordinator:
 Michael Deely
Michael.Deely@dep.nj.gov
 609-633-1332

Potential Funding Sources Table

Name	Purpose	Amount
EPA Targeted Brownfield Assessment (TBA)	Environmental Assessment	Up to \$100,000
NJDEP Hazardous Discharge Site Remediation Fund (HDSRF)	Environmental Assessment and Remediation	Various

Assistance provided by the New Jersey Brownfields Assistance Center

Regardless of which, if any, of the two potential options is selected, the New Jersey Brownfields Assistance Center @ NJIT can provide the expertise and assistance to support the Borough in reaching its brownfields goals as follows:

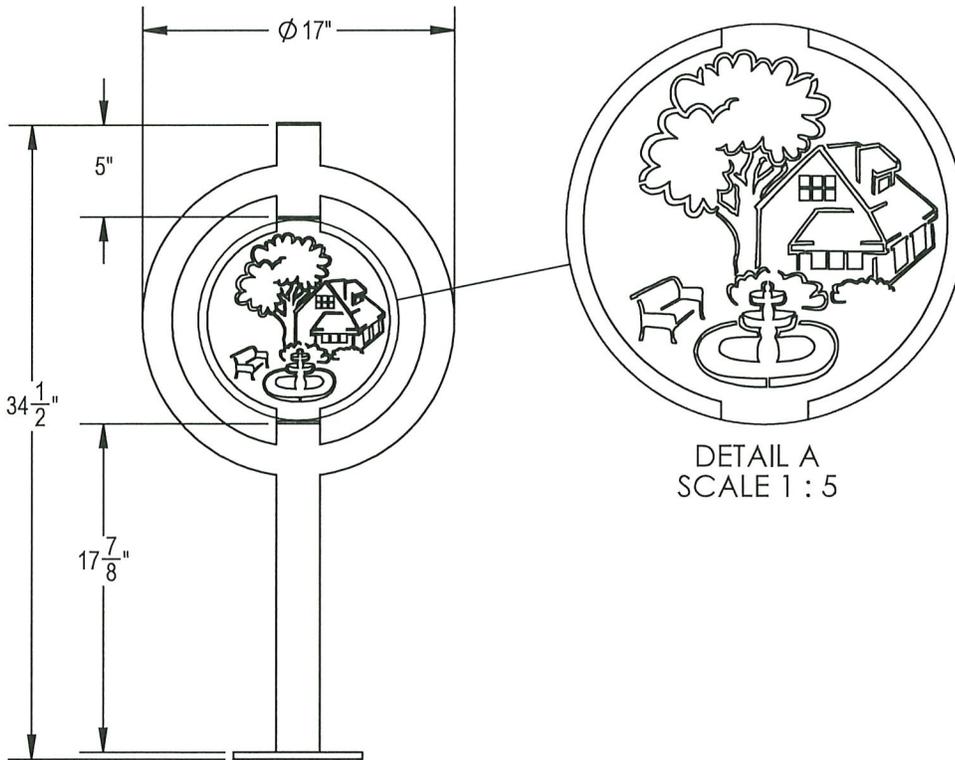
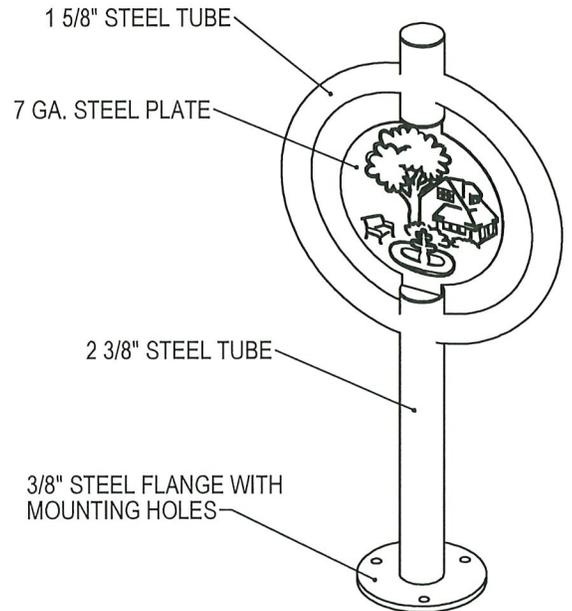
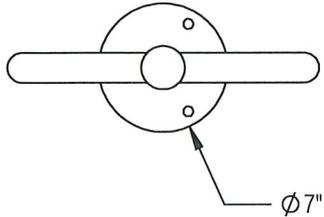
- ◆ **Potential Option 1** – The Center would reach out to the appropriate EPA Region 2 staff and make introductions on behalf of the Borough to begin the dialog related to application for a Targeted Brownfields Assessment (TBA). The Center would participate in all applicable communications and support the Borough through the application process by providing technical and procedural guidance.
- ◆ **Potential Option 2** – The Center would reach out to the appropriate NJDEP HDSRF contact, make introductions to NJDEP staff on behalf of the Borough, participate in communications, and provide guidance and support throughout the application process.

The New Jersey Brownfields Assistance Center @ NJIT Contact Information

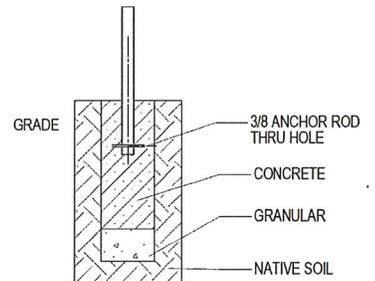
Tel. (973) 596-6415

Email: njbrownfields@njit.edu

\$329 each (if 25-30 are ordered)



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□ IN GROUND MOUNT (IG)

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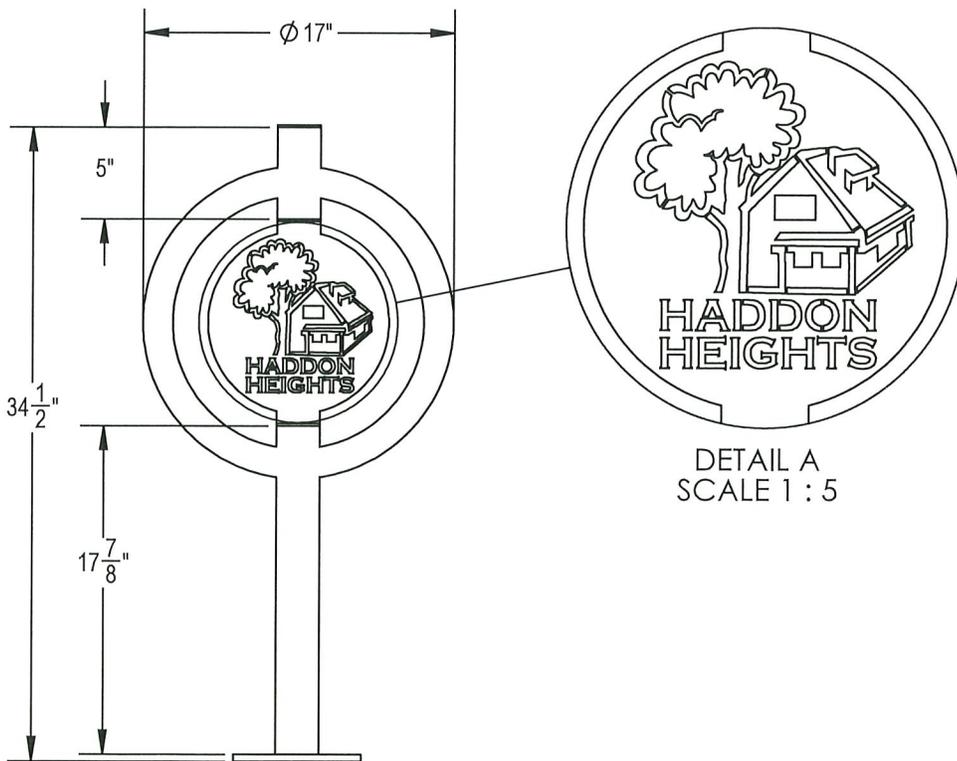
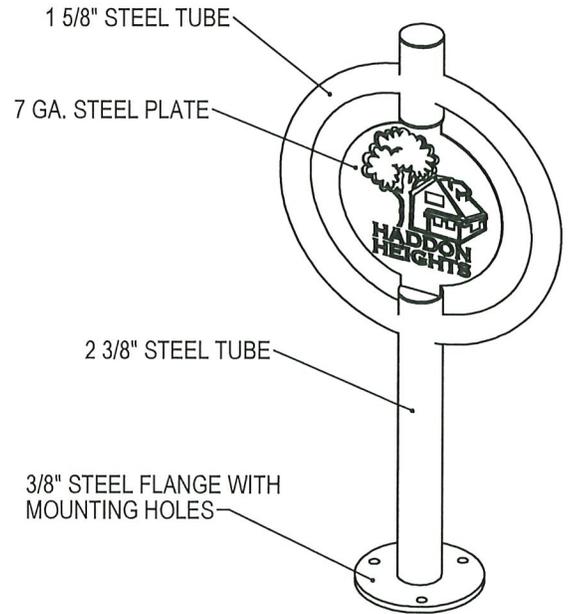
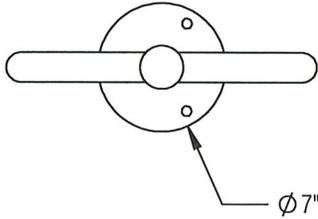
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ENG: SMC

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NOTES:

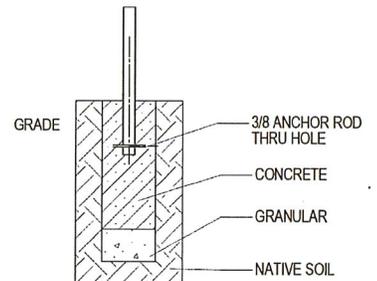
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2. CONSULTANT TO SELECT COLOR (FINISH), SEE MANUFACTURER'S SPECIFICATIONS.
3. SEE SITE PLAN FOR LOCATION OR CONSULT OWNER.

\$359 Each (if 25-30 are ordered)



DETAIL A
SCALE 1 : 5

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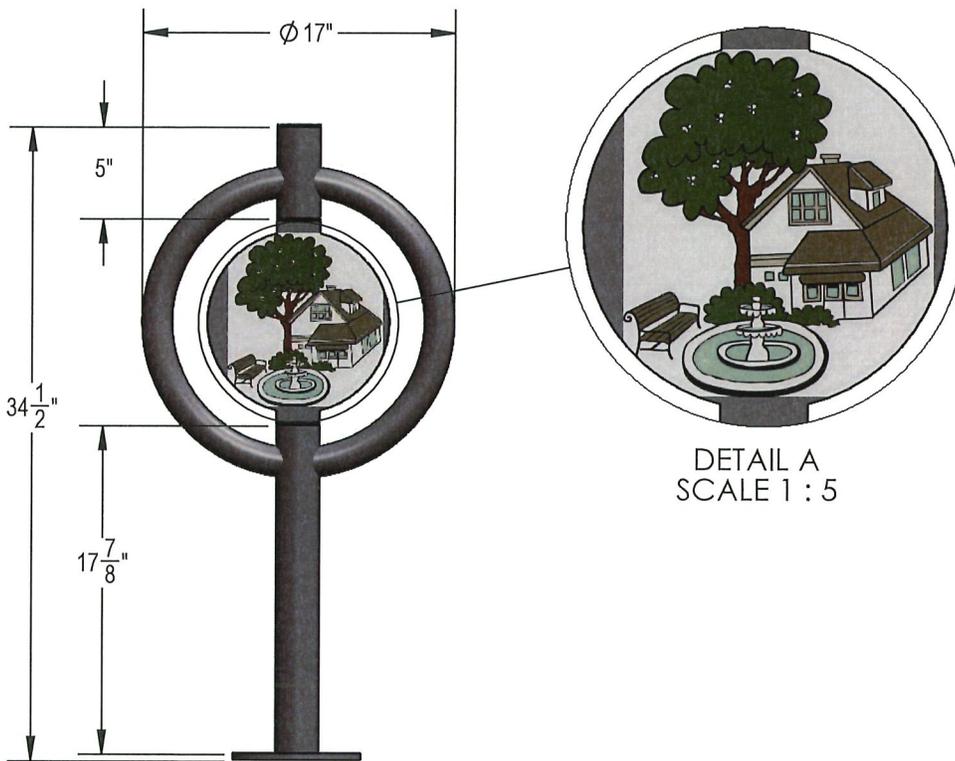
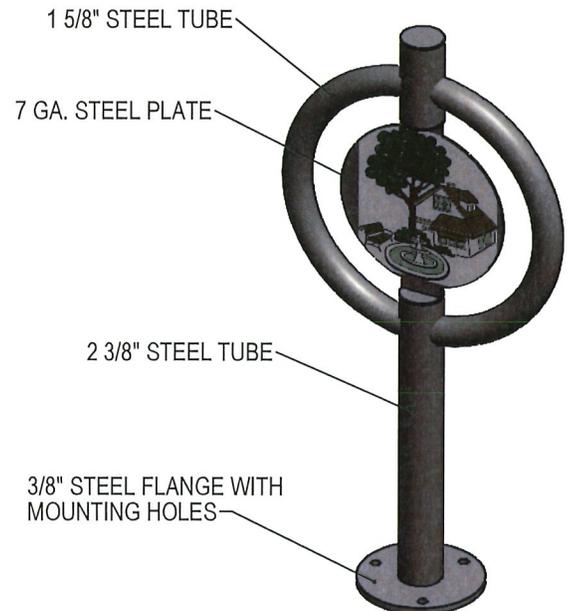
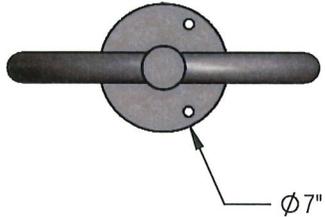
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ENG: SMC

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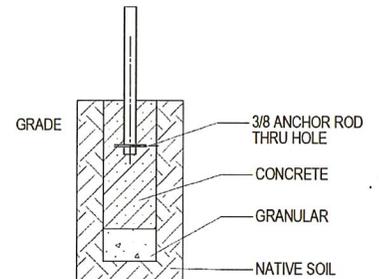
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1. INSTALL BIKE RACKS ACCORDING TO MANUFACTURER'S SPECIFICATIONS.
2. CONSULTANT TO SELECT COLOR (FINISH). SEE MANUFACTURER'S SPECIFICATIONS.
3. SEE SITE PLAN FOR LOCATION OR CONSULT OWNER.

\$369 Each (if 25-30 are ordered)



CHECK DESIRED MOUNT □



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DATE: 7-28-20
ENG: SMC

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NOTES:

1. INSTALL BIKE RACKS ACCORDING TO MANUFACTURER'S SPECIFICATIONS.
2. CONSULTANT TO SELECT COLOR (FINISH), SEE MANUFACTURER'S SPECIFICATIONS.
3. SEE SITE PLAN FOR LOCATION OR CONSULT OWNER.

HADDON HEIGHTS POLICE DEPARTMENT



Honorable Service Medal

DATE: April 21 2020

TO: Patrolman Michael Selby Haddon Heights Police Department

FROM: Chief Michael Scardino Haddon Heights Police Department

Patrolman Michael Selby of the Haddon Heights Police Department is awarded the Honorable Service Medal. It is a solid blue bar with gold trim to be worn over the left breast. It is awarded for a creditable act performed in the line of duty.

He specifically, on April 21 2020, during a violent storm, responded to the White Horse Pike and Green Street for a report of a tree that fell on a vehicle with the driver trapped inside. Upon arrival, the area was littered with down tree limbs and live power lines that were actively falling, causing an increasingly hazardous situation for the victim and first responders. Patrolman Selby along with other first responders rapidly assessed the scene and determined that the injuries sustained to the victim were life threatening and required that he be removed from the vehicle immediately. Patrolman Selby and other first responders pried the car door open and performed a rapid removal of the unconscious victim. He was then transported to Cooper Trauma for treatment.

Due to your actions, dedication and bravery, you were able to resolve a potentially life threatening situation under extreme weather conditions. Your actions reflect great credit upon yourself and the Haddon Heights Police Department.

Respectfully Submitted,

Chief Michael Scardino Haddon Heights Police Department

HADDON HEIGHTS POLICE DEPARTMENT



Honorable Service Medal

DATE: April 21 2020

TO: Lieutenant Thomas Reilly Haddon Heights Police Department

FROM: Chief Michael Scardino Haddon Heights Police Department

Lieutenant Thomas Reilly of the Haddon Heights Police Department is awarded the Honorable Service Medal. It is a solid blue bar with gold trim to be worn over the left breast. It is awarded for a creditable act performed in the line of duty.

He specifically, on April 21 2020, during a violent storm, responded to the White Horse Pike and Green Street for a report of a tree that fell on a vehicle with the driver trapped inside. Upon arrival, the area was littered with down tree limbs and live power lines that were actively falling, causing an increasingly hazardous situation for the victim and first responders. Lieutenant Reilly along with other first responders rapidly assessed the scene and determined that the injuries sustained to the victim were life threatening and required that he be removed from the vehicle immediately. Lieutenant Reilly and other first responders pried the car door open and performed a rapid removal of the unconscious victim. He was then transported to Cooper Trauma for treatment.

Due to your actions, dedication and bravery, you were able to resolve a potentially life threatening situation under extreme weather conditions. Your actions reflect great credit upon yourself and the Haddon Heights Police Department.

Respectfully Submitted,

Chief Michael Scardino Haddon Heights Police Department

April 23, 2020

To: The Honorable Mayor Zachary Houck, Council President Stephanie Madden

Subject: Recommendation for Unit Citation

Mayor Houck:

On Tuesday April 21, our borough was hit by a hellacious storm that brought strong thunderstorms and high winds to our community. At the height of the storm, a full Rescue Assignment was dispatched to the White Horse Pike and Green Street for a report of a tree on a vehicle with the driver trapped inside. Sqrut 2-1 and HHPD arrived on scene within minutes of dispatch as I also arrived and established Incident Command. HHPD Lt. Reilly and Ptl. Selby confirmed the driver of the vehicle was trapped and had gone unconscious. The area of the vehicle was littered with down tree limbs and power lines with more still falling, making a rescue attempt extremely dangerous. After a rapid size-up of the scene, fire and police personnel courageously pried the car door open and performed a rapid removal of the unconscious patient from the vehicle and moved them away from immediate danger. The crew of Sqrut 2-1 then initiated emergency medical care before transferring patient care to BLS 9 (Barrington EMS) and Virtua Paramedics. The patient was transported to Cooper Trauma where they were last listed in critical but stable condition with an array of traumatic injuries. Immediately after this incident, these departments went on to handle dozens more storm-related incidents, many resulting in serious damage to homes and buildings.

If not for the courageous actions of the fire and police personnel on scene, this incident would almost certainly have been fatal. I am recommending the following personnel be awarded a Unit Citation for their courage and bravery in a dangerous situation:

Sqrut 2-1:

Firefighter Ben Zwaska

Firefighter Ian Muenzenberger

Firefighter Matt Medes (Barrington FD)

Chief Ken Baus (Barrington FD)

Haddon Height Police Department:

Lieutenant Tom Reilly

Patrolman Mike Selby

The actions taken at this incident further show the level of dedication and bravery that make up the fabric of our police and fire departments.

Respectfully Submitted,

Michael Kinky

Fire Chief

Haddon Heights Fire Department

CC: HONORABLE MAYOR PATTI HARRIS, BARRINGTON BOROUGH
COUNCILMAN WAYNE ROBENOLT, BARRINGTON BOROUGH
CHIEF MICHAEL SCARDINO, HADDON HEIGHTS POLICE DEPARTMENT
PERSONNEL FILES

PROCLAMATION

Recognizing the Month of September, 2020 as

Childhood Cancer Awareness Month

WHEREAS, cancer kills more children than AIDS, asthma, diabetes, cystic fibrosis and congenital anomalies combined (Kids v Cancer); and

WHEREAS, incidence of invasive pediatric cancers is up 29% in the past 20 years (National Cancer Institute); but, funding for pediatric cancer research has gone down every year since 2003 (PAC2); and

WHEREAS, one in five of our nation's children will die from their disease, from a secondary cancer, or from complications from treatments (National Cancer Institute); and

WHEREAS, More than 40,000 children undergo treatment for cancer each year (CureSearch); and

WHEREAS, in the past 35 years, the FDA has initially approved only four drugs for any childhood cancer (Kids v Cancer); and

WHEREAS, of all the Federal Government funds given to the National Cancer Institute, only 3.8% goes to all childhood cancers research, compared to the 96+% given to adult cancers research (PAC2); and

WHEREAS, the Infinite Love for Kids Fighting Cancer Foundation is dedicated to educating and mobilizing people about the critical need for funding for pediatric cancer research;

NOW, THEREFORE, I, Zachary Houck, Mayor of the Borough of Haddon Heights, New Jersey, do hereby proclaim the month of September 2020 as

Childhood Cancer Awareness Month

September 1, 2020

Mayor Zachary Houck

ORDINANCE 2020:1494

AN ORDINANCE CREATING PART 1, CHAPTER 14, ENTITLED THE “HEIGHTS GROWS COMMITTEE” OF THE CODE OF THE BOROUGH OF HADDON HEIGHTS, COUNTY OF CAMDEN AND STATE OF NEW JERSEY

WHEREAS, the Borough of Haddon Heights is a municipal entity organized and existing under the laws of the State of New Jersey and located in Camden County; and

WHEREAS, the Mayor and Borough Council of the Borough of Haddon Heights, desire to create and establish a committee entitled “Heights Grows Committee”; and

WHEREAS, the vision and mission of the Heights Grows Committee, is to build and improve community aesthetics, foster civic pride, and support the economic development of our community in order to increase the welcoming feel of Haddon Heights through ongoing beautification efforts; and

WHEREAS, the Heights Grows Committee is committed to certain goals such as keeping Station Avenue and adjacent downtown area and Borough gateway location areas, free of litter through the involvement of other civic groups with an emphasis on involving our community’s youth organizations, creating and maintaining a feeling of comfort through planting and maintenance of our green spaces and streetscapes and to assist, wherever possible, with the maintenance of benches, fountains, gazebos and the like where possible

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Borough Council of the Borough of Haddon Heights, County of Camden, State of New Jersey, that Part 1, Chapter 14 is hereby to add the following:

Section 1: Part 1, Chapter 14. Heights Grow Committee

§ 14-1. Establishment.

In order to build and improve community aesthetics, foster civic pride, and support the economic development of our community in order to increase the welcoming feel of Haddon Heights through ongoing beautification efforts as well as achieve certain goals such as keeping Station Avenue and the adjacent downtown areas and Borough gateway location areas, free of litter through the involvement of other civic groups with an emphasis on involving our community’s youth organizations, creating and maintaining a feeling of comfort through planting and maintenance of our green spaces and streetscapes and to assist, wherever possible, with the maintenance of benches, fountains, gazebos and the like where possible, there is hereby created the Heights Grows Committee.

§ 14-2. Membership; Chairperson and Vice Chairperson.

A.

The Heights Grows Committee so created shall consist of five (5) regular members, all of whom shall be residents of the Borough of Haddon Heights as well as a member of the Borough Council who shall be a non-voting member and shall serve as a liaison thereto.

B.

The Heights Grows Committee shall select from its regular members one member to serve as its Chairperson and one member to serve as its Vice Chairperson. The Chairperson and Vice Chairperson so chosen shall serve for periods of one year.

§ 14-3. Appointments; qualifications; terms of office; vacancies.

A.

The members of the Heights Grows shall be appointed by the Mayor with the advice and consent of Council in a manner consistent with the appointment process provided for by boroughs under state law. Each member shall be appointed for a term of three years, with the exception of the Council Liaison who shall be appointed for a one (1) year term.

B.

The term of the regular members shall be for three years each. The term of the regular members shall begin on January 1 of the year of their appointment and expire on December 31 of the third year after the year of their appointment. However, the following terms shall apply for the first appointments of the regular members made to the Committee:

(1)

Member No. 1: from the date of appointment to December 31, 2020.

(2)

Member No. 2: from the date of appointment to December 31, 2020.

(3)

Member No. 3: from the date of appointment to December 31, 2021.

(4)

Member No. 4: from the date of appointment to December 31, 2021.

(5)

Member No. 5: from the date of appointment to December 31, 2022.

C.

A vacancy occurring other than by expiration of the term shall be filled for the unexpired term only. Members shall serve for their respective terms and until their successors are thereafter appointed and qualified.

D.

All members shall possess the same rights, duties and powers.

E.

Each member and officer of the Committee shall, before assuming office, take and subscribe an oath that he/she will faithfully and impartially discharge the duties of his/her office.

§ 14-4. Compensation.

The members and officers of the Committee shall serve without compensation, but each shall receive reimbursement for actual disbursements for expenses incurred in the performance of their duties.

§ 14-5. Quorum.

A majority of the members (three of five) shall constitute a quorum of the Committee.

§ 14-6. Adoption of bylaws.

To effectuate its purposes, the Committee shall have the power to adopt suitable bylaws for the management of its affairs and to determine the qualifications and duties of its employees and to fix, subject to the budget for the Committee as adopted by the Borough Council, the expenditure of funds.

§ 14-7. Power and duties.

The Heights Grows Committee created by this chapter shall review and advise the governing body on impacts to the Borough to the Borough government. The Committee shall work in a manner consistent with its intended purpose as set forth in § 14-1.

§ 14-8. Limitation on powers; annual report.

The Committee shall not have any powers other than those set forth and especially shall have no power to pledge the credit of the municipality or to enter into contracts or to otherwise create debts, except as herein authorized, and shall operate within the appropriation made by the Borough Council in its annual budget. The Committee shall make an annual report to the municipality during December of each year setting forth, in detail, its operations and recommendations covering the preceding 12 months.

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 as required by law.

Introduced: _____

Public Hearing: _____

Adopted: _____

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION

I, Kelly Santosusso, RMC, Clerk of the Borough of Haddon Heights do hereby certify that the foregoing is a true copy of an Ordinance adopted by the Council of the Borough of Haddon Heights in the County of Camden, State of New Jersey on _____, 2020.

Kelly Santosusso, RMC, Borough Clerk

BOROUGH OF HADDON HEIGHTS, CAMDEN COUNTY

RESOLUTION 2020:151

A RESOLUTION REQUESTING PERMISSION FROM THE DIRECTOR OF LOCAL GOVERNMENT SERVICES TO ESTABLISH A DEDICATION BY RIDER FOR THE BEAUTIFICATION COMMITTEE "HEIGHTS GROWS" DONATIONS FUND AS REQUIRED BY N.J.S.A. 40A:5-29

WHEREAS, permission is required from the Director of the Division of Local Government Services for approval as a dedication by rider for any revenues received by a municipality, such as the Borough of Haddon Heights ("Borough"), when the annual revenue is not subject to reasonably accurate estimates in advance; and

WHEREAS, N.J.S.A. 40A:5-29 entitled: "Acceptance of bequests, legacies, gifts", authorizes any local unit to be empowered to accept bequests, legacies and gifts made to it and is empowered to utilize such bequests, legacies and gifts in the manner set forth in the conditions of the bequest, legacy or gift, provided, however, that such bequest, legacy or gift shall not be put to any use which is inconsistent with the laws of this State and of the United States; and

WHEREAS, receipt of the donation of funds by the Borough would be utilized to provide for and supplement operating costs of the Heights Grows Committee, established by Ordinance; and

WHEREAS, the stated vision, mission and goals of the Heights Grows Committee, is to build and improve community aesthetics, foster civic pride, and support the economic development of our community in order to increase the welcoming feel of Haddon Heights through ongoing beautification efforts; and

WHEREAS, the Heights Grows Committee is committed to keeping the Station Avenue and adjacent downtown and Borough gateway location areas, free of litter through the involvement of other civic groups with an emphasis on involving our community's youth organizations, creating and maintaining a feeling of comfort through planting and maintenance of our green spaces and streetscapes and to assist, wherever possible, with the maintenance of benches, fountains, gazebos and the like where possible.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Haddon Heights, in the County of Camden, 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 Mayor and Borough Council of the Borough of Haddon Heights respectfully requests permission of the State of New Jersey, Department of Community Affairs, Director of the Division of Local Government Services to utilize donated and other funds for expenditures associated with the duly established Heights Grows, including the acceptance of bequests and gifts in accordance with N.J.S.A. 40A:5-29.
3. The Clerk of the Borough of Haddon Heights, County of Camden and State of New Jersey authorized and directed to forward two (2) certified copies of this Resolution to the Director of the Division of Local Government Services.

Date: September 1, 2020

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Municipal Clerk

Adopted this ____ day of September, 2020 and certified as a true copy of an original.

Kelly Santosusso, RMC, Municipal Clerk

RESOLUTION 2020:152

**RESOLUTION AUTHORIZING THE HIRING OF EDWARD GORMAN
FOR THE POSITIONS OF CONSTRUCTION OFFICIAL AND
ELECTRICAL SUB CODE OFFICIAL**

WHEREAS, the current Construction Official will be retiring effective August 31, 2020; and

WHEREAS, the current Electrical Sub Code Official is also retiring, effective August 28, 2020; and

WHEREAS, the Borough Clerk advertised the positions in the officially designated newspapers, on the Borough's website and on the New Jersey League of Municipalities website; and

WHEREAS, the Clerk received several applicants and consulted with the Administrative Consultant who found Edward Gorman to be well qualified for both positions, holding all necessary certifications; and

WHEREAS, pursuant to N.J.S.A. 52:27D-126b, the positions of Construction Official and Electrical Sub-Code Official are four (4) year terms; and

WHEREAS, compensation shall be in the amount of \$21,000 annually for the Construction Official position and \$7,000 annually for the Electrical Sub Code position; a total salary of \$28,000.

NOW, THEREFORE BE IT RESOLVED that the Governing Body of the Borough of Haddon Heights in the County of Camden and State of New Jersey, hereby authorizes the appointment of Edward Gorman to the positions of Construction Official and Electrical Sub Code Official at an annual salary of \$28,000.

BE IT FURTHER RESOLVED that the above appointment shall be effective September 1, 2020 and expire August 31, 2024.

Date: September 1, 2020

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2020:153

**RESOLUTION AUTHORIZING APPOINTMENT OF MICHAEL DEPALMA
TO THE POSITIONS OF BUILDING SUBCODE OFFICIAL
AND FIRE SUBCODE OFFICIAL**

WHEREAS, the current Construction Official who also holds the position of Fire Sub Code Official will be retiring effective August 31, 2020; and

WHEREAS, the Borough Clerk advertised the positions in the officially designated newspapers, on the Borough's website and on the New Jersey League of Municipalities website; and

WHEREAS, the Clerk received several applicants and consulted with the Administrative Consultant who found Michael DePalma to be best qualified for the positions herein stated; holding all necessary certifications; and

WHEREAS, pursuant to N.J.S.A. 52:27D-126b, the positions of Building Sub Code Official and Fire Sub Code Official are four (4) year terms; and

WHEREAS, compensation shall be in the amount of \$7,000 annually for Building Sub Code Official position and \$7,000 annually for the Fire Sub Code Official position for a total salary of \$14,000.

NOW, THEREFORE BE IT RESOLVED that the Governing Body of the Borough of Haddon Heights hereby authorizes the appointment of Michael DePalma to the positions of Building Sub Code Official and Fire Sub Code Official at an annual salary of \$14,000.

BE IT FURTHER RESOLVED that above appointment shall be effective September 1, 2020 and expire August 31, 2024.

September 1, 2020

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2020:154

RESOLUTION AUTHORIZING REFUND OF TAX OVERPAYMENT

WHEREAS, on May 29, 2020 the Haddon Heights Tax Office received a tax overpayment; and

WHEREAS, said overpayment will require a refund to Andy Nguyen;

PROPERTY:

710 Station Avenue
Block 51, Lot 11.01

OVERPAYMENT:

\$94.58

REFUND OF \$94.58 TO:

Andy Nguyen
2 Troon Court
Moorestown, NJ 08057

NOW THEREFORE BE IT RESOLVED THAT Mayor and Council hereby approves a tax overpayment refund to be issued to Andy Nguyen in the amount of \$94.58.

September 1, 2020

Mayor Zachary Houck

ATTEST:

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2020:155

RESOLUTION AUTHORIZING REFUND OF TAX OVERPAYMENT

WHEREAS, on July 29, 2020 the Haddon Heights Tax Office received a tax overpayment; and

WHEREAS, said overpayment will require a refund to Bonnie Patrinicola;

PROPERTY:

241 Seventh Avenue
Block 29, Lot 28

OVERPAYMENT:

\$1,765.00

REFUND OF \$1,765.00 TO:

Bonnie Patrinicola
241 Seventh Avenue
Haddon Heights, NJ 08035

NOW THEREFORE BE IT RESOLVED THAT Mayor and Council hereby approves a tax overpayment refund to be issued to Bonnie Patrinicola in the amount of \$1,765.00.

September 1, 2020

Mayor Zachary Houck

ATTEST:

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2020:156

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

Trust Account	\$	2,309.50
Capital Account	\$	5,414.65
Payroll Account <i>(8/27/2020 Current)</i>	\$	77,847.80
<i>(8/27/2020) Trust)</i>	\$	4,703.36
Total Payroll	\$	82,551.16
Animal Account	\$	-0-
Current & Grant Fund	\$	34,442.63
School Tax	\$	617,937.50
County Tax	\$	-0-
Library Tax	\$	23,333.33
Total Current and Grant	\$	675,713.46
Total Spending	\$	<u>765,988.77</u>

Date: September 1, 2020

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

Bill List Expenditures for Council Meeting
9/1/2020

<u>Fund</u>	<u>Amount</u>
<u>Trust</u>	
Per Attached Report	2,309.50
	<hr/>
Total Trust	2,309.50
<u>General Capital</u>	
Per Attached Report	5,414.65
	<hr/>
Total Capital	5,414.65
<u>Payroll</u>	
Payroll 08/27/2020 - Current Fund	77,847.80
Payroll 08/27/2020 - Trust Fund	4,703.36
	<hr/>
Total Payroll	82,551.16
<u>Animal</u>	
Per Attached Report	0.00
	<hr/>
Total Animal	0.00
Current and Grant Fund	
Per Attached Report	34,442.63
Library Tax	23,333.33
School Tax	617,937.50
County Taxes	0.00
	<hr/>
Total Current and Grant	675,713.46
Total Spending 09/01/2020	\$ 765,988.77
	<hr/> <hr/>

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
PATRIE BONNIE PATRINICOLA														
	20-00816	08/27/20 TAX REFUND - 241 SEVENTH AVE												
	1	TAX REFUND - 241 SEVENTH AVE	1,765.00	0-01-55-001-005		B Tax Overpayments Payable	A	08/27/20	08/28/20				N	
		Vendor Total:	1,765.00											
PEDRO PEDRONI														
	20-00822	08/28/20 FUEL DELIVERY 8/24/20												
	1	DIESEL FUEL DELIVERY 8/24/20	693.12	0-01-31-460-276		B Diesel Fuel	A	08/28/20	08/28/20			568380	N	
	2	UNLEADED FUEL DELIVERY 8/24/20	2,117.50	0-01-31-460-275		B Unleaded Gas	A	08/28/20	08/28/20			568507	N	
		Vendor Total:	2,810.62											
PSEGR PSE&G														
	20-00823	08/28/20 AUGUST 2020												
	1	MUNI BUILDING AUGUST 2020	644.53	0-01-31-430-288		B Electric & Gas	A	08/28/20	08/28/20				N	
	2	FIRE DEPT AUGUST 2020	924.63	0-01-31-430-288		B Electric & Gas	A	08/28/20	08/28/20				N	
	3	E ATLANTIC TRAF SIGNAL	21.04	0-01-31-435-288		B Street Lighting	A	08/28/20	08/28/20				N	
	4	DEVON AVE TRAF SIGNAL	21.04	0-01-31-435-288		B Street Lighting	A	08/28/20	08/28/20				N	
		Vendor Total:	1,611.24											
SMITHR RANDY SMITH														
	20-00815	08/25/20 TAI CHI REFUND - SPRING 2020												
	1	TAI CHI REFUND - SPRING 2020	80.00	0-01-55-004-001		B Refund of CY Revenue	A	08/25/20	08/28/20				N	
		Vendor Total:	80.00											
SUPEV SUPERIOR VISION INSURANCE NGL														
	20-00821	08/27/20 VISION SEPTEMBER 2020												
	1	VISION SEPT 2020 - RETIREE	154.62	0-01-23-220-247		B Vision Plan	A	08/27/20	08/28/20			433107	N	
	2	VISION SEPT 2020 - GWU	122.18	0-01-23-220-247		B Vision Plan	A	08/27/20	08/28/20			433105	N	
	3	VISION SEPT 2020 - POLICE	563.75	0-01-23-220-247		B Vision Plan	A	08/27/20	08/28/20			433104	N	

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				
SUPEV	SUPERIOR VISION INSURANCE NGL Continued																	
	20-00821	08/27/20 VISION SEPTEMBER 2020		Continued														
	4	VISION SEPT 2020 - NONCONTRACT	61.09	0-01-23-220-247	B	Vision Plan	A	08/27/20	08/28/20			433106		N				
			901.64															
		Vendor Total:	901.64															
VER33	VERIZON																	
	20-00820	08/27/20 AUGUST PHONE 856-546-5750																
	1	AUGUST PHONE 856-546-5750	37.28	0-01-31-440-216	B	Regular Telephones	A	08/27/20	08/28/20					N				
		Vendor Total:	37.28															
VER1W	VERIZON WIRELESS																	
	20-00819	08/27/20 CELL PHONES AUGUST 2020																
	1	CELL PHONES AUGUST 2020	114.03	0-01-31-440-216	B	Regular Telephones	A	08/27/20	08/28/20			9860688035		N				
	2	CELL PHONES AUGUST 2020	40.01	0-01-31-440-216	B	Regular Telephones	A	08/27/20	08/28/20			9860818018		N				
	3	CELL PHONES AUGUST 2020	152.04	0-01-31-440-216	B	Regular Telephones	A	08/27/20	08/28/20			9860858936		N				
			306.08															
		Vendor Total:	306.08															
Total Purchase Orders:												22	Total P.O. Line Items:	44	Total List Amount:	683,437.61	Total Void Amount:	0.00

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	0-01	675,522.60	0.00	0.00	675,522.60
GENERAL CAPITAL FUND	C-04	5,414.65	0.00	0.00	5,414.65
	G-02	190.86	0.00	0.00	190.86
TRUST - OTHER TRUST	T-13	2,309.50	0.00	0.00	2,309.50
Total of All Funds:		<u>683,437.61</u>	<u>0.00</u>	<u>0.00</u>	<u>683,437.61</u>

RESOLUTION 2020:157

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.
- _____ (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 related to attorney-client privilege. Discussion is expected to be ½ hr. in duration. Formal action may be taken following Executive Session.**
- X (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. **1.) Matter related to personnel in the Police Department. Discussion is expected to be ½ hr. in duration. Formal action may be taken following Executive Session.**
- _____ (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 September 1, 2020 that an Executive Session closed to the public shall be held on September 1, 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 virtual 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 foregoing resolution was duly adopted by the Governing Body of the Borough of Haddon Heights at a public meeting held on September 1, 2020.

Date: September 1, 2020

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2020:158

**RESOLUTION AUTHORIZING REFUND OF RECREATION PROGRAM FEES
DUE TO CIRCUMSTANCES RELATED TO COVID-19 PANDEMIC**

WHEREAS, the Borough of Haddon Heights offers a variety of Adult Education, Fitness, Nutrition, Kids & Teens and Senior Programs for Haddon Heights residents and surrounding communities; and

WHEREAS, due to circumstances related to COVID-19, all classes have been canceled; and

WHEREAS, the following registrants will require refunds:

<u>Registrant</u>	<u>Address</u>	<u>Class</u>	<u>Amount</u>
Linda Corson	1106 Sycamore Street Haddon Heights, NJ 08035	Tai Chi	\$150.00
Randy Smith	342 Juneberry Way Deptford, NJ 08096	Tai Chi	\$ 80.00

NOW, THEREFORE BE IT RESOLVED that the Governing Body of the Borough of Haddon Heights
Hereby approves that the above refunds.

Date: September 1, 2020

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

Program Refunds - COVID CANCELLATIONS

Due to Accounting:

Council Meeting Date: 9/1/2020

8/27/2020

SPRING 2020 - Program Refunds

Resident	Address	Session:	Class:	Total to be Paid:
Linda Corson	1106 Sycamore Street, Haddon Heights, NJ 08035	SPRING	Tai Chi	150.00
Randy Smith	342 Juneberry Way, Deptford, NJ 08096	SPRING	Tai Chi	80.00