

BOROUGH OF HADDON HEIGHTS

REORGANIZATION MEETING

Saturday, January 6, 2024, 11:00 am

1. CALL TO ORDER – *Council President Christopher Morgan*
2. SALUTE TO THE FLAG AND MOMENT OF SILENCE led by *Council President Morgan*
3. Council President Morgan states “in accordance with Section 5 of the Open Public Meetings Act, Chapter 231, 1975, notice of this meeting was posted on the bulletin board designed for that purpose and notice was transmitted to the official newspapers on December 4, 2024.”
4. Council President Morgan Welcomes Dignitaries Present
5. OATH OF OFFICE to be administered to Mayor-Elect Zachary Houck by the *Honorable Senator Nilsa Cruz-Perez of the 5th Legislative District*
6. OATH OF OFFICE to be administered to Councilmember-Elect Regina Philipps by *the Honorable Senator Nilsa Cruz-Perez*
7. OATH OF OFFICE to be administered to Councilmember-Elect Kate Harron by the *Honorable Senator Nilsa Cruz-Perez*
8. ROLL CALL
 - a) Comments from Mayor Houck
 - b) Comments from newly elected officials, Mayor Houck, Councilmembers Philipps and Harron
 - c) Comments from Sitting Councilmembers
9. PUBLIC COMMENT ON AGENDA ITEMS ONLY
10. UNFINISHED BUSINESS:
None
11. NEW BUSINESS:
 - a) Motion to Appoint Councilman Christopher Morgan to the Position of Council President
 - b) Motion to Approve the following Directorship Appointments:

Administration/Personnel/Inter-Government

Councilmember Regina Philipps, Director
Councilmember Kate Harron
Council President Christopher Morgan

Finance/Budgets/Grants

Councilmember Kate Russo, Director
Council President Christopher Morgan
Councilmember Tom Ottoson

Public Works Department

Council President Christopher Morgan, Director
Councilmember Kate Russo

Construction/Zoning Department

Councilmember Tom Ottoson, Director
Councilmember Kate Russo

Public Safety (Police, Fire & Municipal Court)

Councilmember Regina Philipps, Director
Councilmember Tom Ottoson

Parks/Recreation

Councilmember Kate Harron, Director
Councilmember Matthew Pagan
Councilmember Tom Ottoson

Resolution 2024:01 – Resolution Appointing Borough Solicitor – *Wade, Long, Wood & Long, LLC*
Howard C. Long, 1 yr.

Resolution 2024:02 – Resolution Appointing Conflict Borough Solicitor – *The Platt Law Group, PC, 1 yr.*

Resolution 2024:03 – Resolution Appointing Auditor for 2024 – *Bowman & Company, 1 yr.*

Resolution 2024:04 – Resolution Appointing Borough Bond Counsel for 2024 – *Parker McCay, PC and*
Archer & Greiner, 1 yr.

Resolution 2024:05 – Resolution Appointing Borough Engineers – *Bach Associates & T&M Associates, 1 yr.*

Resolution 2024:06 – Resolution Appointing Risk Manager for 2024 – *Hardenbergh Insurance Group, 1 yr.*

Resolution 2024:07 – Resolution Appointing Broker of Record for Health Insurance for 2024 – *Hardenbergh*
Insurance Group, 1 yr.

Resolution 2024:08 – Resolution Appointing Licensed Site Remediation Professional for 2024 – *T&M*
Associates, 1 yr.

Resolution 2024:09 – Resolution Appointing Borough Planners – *Bach Associates, T&M Associates and LFB*
Land Planning, 1 yr.

Resolution 2024:10 – Resolution Appointing Deputy Clerk – *Julie Yuhaze*

Resolution 2024:11 – Resolution Appointing Affordable Housing Solicitor – *The Platt Law Group, P.C.,*
Stuart A. Platt, Esq., 1 yr.

Resolution 2024:12 – Resolution Appointing Affordable Housing Planner – *LFB Land Planning, 1 yr.*

Resolution 2024:13 – Resolution Appointing Redevelopment Counsel – *Maley Givens, Emily Givens, Esq.,*
1 yr.

Resolution 2024:14 – Resolution Appointing Redevelopment Planners – *Penmoni Associates, LFB Land*
Planning and T&M Associates, 1 yr.

Resolution 2024:15 – Resolution Authorizing Thomas J. Colavecchio, Tax Assessor to File Tax Appeals and Assessor's Appeals on Behalf of the Borough of Haddon Heights

Resolution 2024:16 – Resolution Appointing Certified Recycling Professional – *Dave Taraschi, 1 yr.*

Resolution 2024:17 – Resolution Appointing Special Law Enforcement Officers – *David Bauman, Class II, Stephen Graham, Class III*

Resolution 2024:18 – Resolution Appointing Tax Search Officer – *Eric Fitzgerald, 1 yr.*

Resolution 2024:19 – Resolution Appointing Zoning and Code Enforcement Officer – *Dave Taraschi, 1 yr.*

Resolution 2024:20 – Resolution Appointing Fund Commissioner and Alternate to the Camden County Municipal Joint Insurance Fund – *Michael Mansdoerfer and Council President Christopher Morgan*

Resolution 2024:21 – Resolution Designating Delegates to the Camden County Community Development Block Grant Program – *Mayor Zachary Houck and Kelly Santosusso, 1 yr.*

Resolution 2024:22 – Resolution Appointing Fire Chief – *Joseph Hales, 1 yr.*

Resolution 2024:23 – Resolution Appointing Members of the Haddon Heights Fire Department

Resolution 2024:24 – Resolution Appointing Fire Inspectors for the Haddon Heights Fire Department – *Stephen Mach, Ben Zwaska and Jim Arpino, 1 yr.*

Resolution 2024:25 – Resolution Authorizing Chief of Police to Issue Gun Permits – *Chief Thomas Schneider*

Resolution 2024:26 – Resolution Appointing Crossing Guards for the Haddon Heights Police Department – *1 yr.*

Resolution 2024:27 – Resolution Appointing Licensed Collection System Operator (C-2 Sewer License) – *Martin Finger, 1 yr.*

Resolution 2024:28 – Resolution Designating a Public Agency Compliance Officer – *Kelly Santosusso, 1 yr.*

Resolution 2024:29 – Resolution Appointing Captain Daniel Kinkler to the Position of Municipal Humane Law Enforcement Officer for the Haddon Heights Police Department

Resolution 2024:30 – Resolution Appointing Deputy Emergency Management Coordinator

Resolution 2024:31 – Resolution Concerning Attached 2024 Appointments

MOTION TO ADOPT RESOLUTIONS 2024:01 THROUGH 2024:31: All individuals named in the above Resolutions please stand to receive the Oath of Office from Mayor Zachary Houck.

Resolution 2024:32 – Resolution Regarding Rules of Council for 2024

Resolution 2024:33 – Resolution Regarding Interest Rate for 2024

Resolution 2024:34 – Resolution Authorizing Funding Petty Cash Fund for and Naming a Custodian for 2024

Resolution 2024:35 – Resolution Authorizing Use of a Cash Management Plan for 2024

Resolution 2024:36 – Resolution Authorizing the Designation of Newspapers to Receive Notices of Meetings as Required Under the Open Public Meetings Act

Resolution 2024:37 – Resolution Establishing 2024 Council Meeting Dates

Resolution 2024:38 – Resolution Approving Borough of Haddon Heights Temporary Budget Appropriations for 2024

Resolution 2024:39 – Resolution Designating Depositories of Funds for Various Accounts for 2024

Resolution 2024:40 – Resolution Authorizing the Cancellation of Small Tax Balances for the Year 2023

Resolution 2024:41 – Resolution Authorizing the Utilization of State Contract Vendors

Resolution 2024:42 – Resolution Authorizing Payment of Bills and Claims for End of 2024

12. PUBLIC COMMENT

13. ADJOURNMENT

RESOLUTION 2024:01

RESOLUTION APPOINTING BOROUGH SOLICITOR

NOW, THEREFORE BE IT RESOLVED that Wade, Long, Wood & Long, LLC, Howard C. Long, Esq. is hereby appointed to the position of *Borough Solicitor* for the Borough of Haddon Heights; and

BE IT FURTHER RESOLVED that fees will be in accordance with the proposal submitted; and

BE IT FURTHER RESOLVED that this appointment is for one (1) year commencing January 1, 2024 and shall extend through December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:02

RESOLUTION APPOINTING CONFLICT BOROUGH SOLICITOR

NOW, THEREFORE BE IT RESOLVED that the Platt Law Group, PC is hereby appointed to the position of *Conflict Borough Solicitor* for the Borough of Haddon Heights; and

BE IT FURTHER RESOLVED that fees will be in accordance with the proposal submitted; and

BE IT FURTHER RESOLVED that this appointment is for one (1) year commencing January 1, 2024 and shall extend through December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:03

RESOLUTION APPOINTING AUDITOR FOR 2024

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights, that a contract for the professional services of AUDITOR is hereby awarded to Bowman & Company LLP located at 601 White Horse Road, Voorhees, New Jersey 08043.

BE IT FURTHER RESOLVED that such contract will be in an amount not to exceed \$46,000.00 and shall be appropriated in the 2024 Municipal Budget under '*Professional Services – Auditor.*'

BE IT FURTHER RESOLVED that this appointment shall expire December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:04

RESOLUTION APPOINTING BOND COUNSEL FOR 2024

NOW, THEREFORE BE IT RESOLVED that Parker McCay, P.A. and Archer & Greiner are hereby appointed to the positions of *Bond Counsel* for the Borough of Haddon Heights; and

BE IT FURTHER RESOLVED that fees will be in accordance with proposal submitted; and

BE IT FURTHER RESOLVED that said appointment shall be effective immediately and shall extend through December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:05

RESOLUTION APPOINTING BOROUGH ENGINEERS

NOW, THEREFORE BE IT RESOLVED that *Bach Associates, PC* of 304 White Horse Pike, Haddon Heights, New Jersey 08035 and *T&M Associates*, 200 Century Parkway, Mt. Laurel, New Jersey 08054 are hereby appointed to the positions of *Borough Engineer* for the Borough of Haddon Heights.

BE IT FURTHER RESOLVED that fees shall be in accordance with proposals submitted to the Borough; and

BE IT FURTHER RESOLVED that this appointment is for a one (1) year term commencing January 1, 2024 and extending through December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:06

RESOLUTION APPOINTING RISK MANAGER

NOW, THEREFORE BE IT RESOLVED that *Hardenbergh Insurance Group* is hereby appointed to the position of *Risk Manager* for the Borough of Haddon Heights.

BE IT FURTHER RESOLVED that said appointment is effective immediately and shall extend through December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:07
RESOLUTION APPOINTING BROKER OF RECORD
FOR HEALTH INSURANCE

NOW, THEREFORE BE IT RESOLVED that Hardenbergh Insurance Group is hereby appointed as the *Broker of Record for Health Insurance* for the Borough of Haddon Heights.

BE IT FURTHER RESOLVED that this appointment is for one (1) year commencing January 1, 2024 and extending through December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:08

RESOLUTION APPOINTING LICENSED SITE REMEDIATION PROFESSIONAL

NOW, THEREFORE BE IT RESOLVED that T&M Associates is hereby appointed as
Licensed Site Remediation Professional for the Borough of Haddon Heights.

BE IT FURTHER RESOLVED that fees will be in accordance with proposal submitted;

BE IT FURTHER RESOLVED that this appointment is for one (1) year commencing January 1,
2024 and shall extend through December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:09

RESOLUTION APPOINTING BOROUGH PLANNERS

NOW, THEREFORE BE IT RESOLVED that Bach Associates PC, T&M Associates and LFB Land Planning are hereby appointed *as Borough Planners* for the Borough of Haddon Heights; and

BE IT FURTHER RESOLVED that fees will be in accordance with respective proposals submitted; and

BE IT FURTHER RESOLVED that these appointments will commence January 1, 2024 and shall extend through December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST:

Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:10
RESOLUTION APPOINTING DEPUTY BOROUGH CLERK

NOW, THEREFORE BE IT RESOLVED that Julie Yuhaze is hereby appointed to the position of Deputy Borough Clerk for the Borough of Haddon Heights; and

BE IT FURTHER RESOLVED that this appointment commences January 1, 2024 and shall extend through December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:11

RESOLUTION APPOINTING AFFORDABLE HOUSING SOLICITOR

NOW, THEREFORE BE IT RESOLVED that The Platt Law Group PC, Stuart A. Platt, Esq., is hereby appointed to the position of *Affordable Housing Solicitor* for the Borough of Haddon Heights; and

BE IT FURTHER RESOLVED that fees will be in accordance with the proposal submitted; and

BE IT FURTHER RESOLVED that this appointment is effective immediately and shall extend through December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:12

RESOLUTION APPOINTING AFFORDABLE HOUSING PLANNER

NOW, THEREFORE BE IT RESOLVED that LFB Land Planning is hereby appointed as *Affordable Housing Planner* for the Borough of Haddon Heights; and

BE IT FURTHER RESOLVED that fees will be in accordance with the proposal submitted; and

BE IT FURTHER RESOLVED that this appointment is for one (1) year commencing January 1, 2024, and shall extend through December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:13

RESOLUTION APPOINTING REDEVELOPMENT COUNSEL

NOW, THEREFORE BE IT RESOLVED that Maley Givens, Emily Givens, Esq.
is hereby appointed to the position of *Redevelopment Counsel* for the Borough of Haddon Heights; and

BE IT FURTHER RESOLVED that fees will be in accordance with proposal submitted; and

BE IT FURTHER RESOLVED that this appointment is effective immediately and shall extend
through December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:14

RESOLUTION APPOINTING REDEVELOPMENT PLANNERS

NOW, THEREFORE BE IT RESOLVED that Pennoni Associates, Inc., T&M Associates and LFB Land Planning are hereby appointed *as Redevelopment Planners* for the Borough of Haddon Heights; and

BE IT FURTHER RESOLVED that fees will be in accordance with respective proposals submitted; and

BE IT FURTHER RESOLVED that these appointments will commence January 1, 2024 and shall extend through December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:15

RESOLUTION AUTHORIZING THOMAS J. COLAVECCHIO, TAX ASSESSOR TO FILE TAX APPEALS AND ASSESSOR'S APPEALS ON BEHALF OF THE BOROUGH OF HADDON HEIGHTS

WHEREAS, it is necessary for the Borough Tax Assessor to file and settle Tax Appeals, Assessor's Appeals, and contests of real estate assessments on behalf of the Borough of Haddon Heights for the 2024 tax year.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Borough Council of the Borough of Haddon Heights that Thomas J. Colavecchio, Tax Assessor and/or the duly appointed Tax Appeal Attorney and/or Conflict Tax Appeal Attorney, for the Borough of Haddon Heights, is hereby authorized to file and settle Tax Appeals, Assessor's Appeals and contests to real estate's assessments on the behalf of the Borough of Haddon Heights for the 2024 tax year.

BE IT FURTHER RESOLVED that a copy of the resolution shall be forwarded to the Camden County Board of Taxation Administrator and the Tax Assessor.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:16

RESOLUTION APPOINTING CERTIFIED RECYCLING PROFESSIONAL

NOW, THEREFORE BE IT RESOLVED that Dave Taraschi, Superintendent of Public Works is hereby appointed to the position of *Certified Recycling Professional* for the Borough of Haddon Heights.

BE IT FURTHER RESOLVED that this appointment shall commence January 1, 2024 and extend through December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:17

RESOLUTION APPOINTING SPECIAL LAW ENFORCEMENT OFFICERS

WHEREAS, pursuant to N.J.S.A. 40A:14-146.10, the Police Department currently employs one (1) Class II Special Law Enforcement Officer and one (1) Class III Special Law Enforcement Officer; and

WHEREAS, Special Law Enforcement Officers require a one (1) year appointment;

NOW, THEREFORE BE IT RESOLVED that David Bauman is hereby appointed to the position of Class II Special Law Enforcement Officer and Stephen Graham is hereby appointed to the position of Class III Special Law Enforcement Officer.

BE IT FURTHER RESOLVED that these appointments are effective immediately and shall extend through December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:18

RESOLUTION APPOINTING TAX SEARCH OFFICER

WHEREAS, the Governing Body of every municipality in New Jersey must designate a person to act as the Tax Search Officer for the municipality; and

WHEREAS, pursuant to N.J.S.A. 54:5-11, an official is to be designated to examine records, certify unpaid municipal liens; immunity; and

WHEREAS, the governing body of each municipality shall from time to time by resolution, designate an official of the municipality to make examinations of its records as to unpaid municipal liens and to certify the result thereof; and

WHEREAS, the Official so designated shall be vested with the power to make official certificates of searches for municipal liens until a new official has been designated for the purpose.

WHEREAS, no personal liability shall attach or be chargeable to the official so designated.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Haddon Heights, a Municipal Corporation of Camden County, State of New Jersey, that Eric Fitzgerald, Tax Collector for the Borough of Haddon Heights, is hereby appointed to the position of Tax Search Officer.

BE IT FURTHER RESOLVED that this appointment shall be effective upon adoption of this Resolution and extend through December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:19

RESOLUTION APPOINTING CODE ENFORCEMENT OFFICER

NOW, THEREFORE BE IT RESOLVED that Dave Taraschi is hereby appointed to the position of *Code Enforcement Officer* for the Borough of Haddon Heights; and

BE IT FURTHER RESOLVED that this appointment is effective immediately and shall extend through December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:20

RESOLUTION APPOINTING A FUND COMMISSIONER AND ALTERNATE TO THE CAMDEN COUNTY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, a need exists to appoint a Fund Commissioner and Alternate to the Camden County Municipal Joint Insurance Fund; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights that Michael Mansdoerfer is hereby appointed to the position of Fund Commissioner and Council President Christopher Morgan is hereby appointed as his Alternate.

BE IT FURTHER RESOLVED that such appointment is for a one (1) year period commencing upon adoption of this resolution and expiring December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:21

RESOLUTION OF THE MAYOR AND BOROUGH COUNCIL OF THE BOROUGH OF HADDON HEIGHTS IN THE COUNTY OF CAMDEN AND STATE OF NEW JERSEY DESIGNATING DELEGATES TO THE CAMDEN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, there is hereby established an annual requirement of a Municipality to appoint a voting representative, and alternate to the Camden County Community Development Advisory Board; and

WHEREAS, the Borough of Haddon Heights wishes to continue to be a voting member of said Board in conjunction with the existing Cooperation Agreement:

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Haddon Heights, County of Camden, State of New Jersey that Mayor Zachary Houck be appointed to serve as the representative from the Borough of Haddon Heights to the Camden County Community Development Advisory Board; and

BE IT FURTHER RESOLVED, that Kelly Santosusso, Borough Clerk of Haddon Heights is hereby appointed to serve as the Alternate Member.

BE IT FURTHER RESOLVED that a certified copy of this Resolution is to be submitted to the Camden County Improvement Authority.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

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 Borough Council at the annual Reorganization Meeting held on January 6, 2024 in the Municipal Building, 625 Station Avenue, Haddon Heights, New Jersey 08035.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:22

RESOLUTION APPOINTING FIRE CHIEF

NOW, THEREFORE BE IT RESOLVED that Joseph Hales' successful election for the position of Fire Chief is hereby confirmed; and

BE IT FURTHER RESOLVED that Joseph Hales is hereby officially appointed to the position of Fire Chief.

BE IT FURTHER RESOLVED that the term is for one (1) year commencing January 1, 2024 and shall extend through December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST:

Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:23

RESOLUTION APPOINTING MEMBERS OF THE HADDON HEIGHTS FIRE DEPARTMENT

NOW, THEREFORE BE IT RESOLVED that the individuals listed below are hereby appointed
as members of the Haddon Heights Fire Department.

Chief Joseph Hales
Assistant Chief Tyler Scharle
Safety Captain/Training Officer Carl Dolente
Captain John Schmidt III
Captain Dave Taylor
Lieutenant Stephen DiRenzo
Lieutenant Kevin Ritz
Lieutenant Michael Collis

Firefighters:

DJ Alexander
Chad DeMore
Tyler Decant
Steve Dolinsky
David Ehrman
Kevin Ehrman
John Ellis
Zachary Grace
Derek Hoinkis
Michael Kinky
Breanna Koch
Adam Layden
Steve Mach
Jonathan Myers
Aiden Monroe
Austin Moyer
Nevin O'Kane
Eamon Oswald
Joseph Preen
Devon Robenolt
Logan Robenolt
Wayne Robenolt
Chris Sambucci
Ron Sambucci
Nick Scardino
Thomas Shirk

Michael Skotnicki
John Smaldore
Ben Szabo
Rob White

Paid Firefighters:

Benjamin Zwaska
Tyler Jackson

Fire Police:

Len Spaeth

Explorer Post:

John Capelli
Sierra Krupinski
Brennan Miller
Margaret Pancoast
Sophie Roberts
Grace Simons
Grace Teesdale

Retired Life Members:

John Blake
Bill Clarke
Tim Daly
John Schmidt, Jr.
Bob McKane
Walt Sandell
Harry Scharle

BE IT FURTHER RESOLVED that appointments are for one (1) year commencing January 1, 2024 through December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:24

**RESOLUTION APPOINTING FIRE INSPECTORS FOR THE
HADDON HEIGHTS FIRE DEPARTMENT**

NOW, THEREFORE BE IT RESOLVED that Stephen Mach, Ben Zwaska are hereby
appointed to the position of Fire Inspector; and

BE IT FURTHER RESOLVED that Jim Arpino is hereby appointed as auxiliary/mutual aid
Fire Inspector.

BE IT FURTHER RESOLVED that these appointments are effective immediately and shall
extend through December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:25

RESOLUTION AUTHORIZING CHIEF OF POLICE TO ISSUE GUN PERMITS

NOW, THEREFORE BE IT RESOLVED that Police Chief Thomas Schneider is hereby authorized to issue gun permits for the calendar year 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST:

Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:26

RESOLUTION APPOINTING CROSSING GUARDS FOR THE HADDON HEIGHTS POLICE DEPARTMENT

WHEREAS, pursuant to N.J.S.A. 40A:9-154.1 the Police Department currently employs 14 Crossing Guards; and

WHEREAS, Crossing Guards require a one (1) year appointment;

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights in the County of Camden and State of New Jersey that the following individuals are hereby appointed to the position of *Crossing Guard*.

BE IT FURTHER RESOLVED that these appointments are effective immediately and shall expire December 31, 2024.

Carlo Bellomo
Jeffrey Bishop
Doreen DiRenzo
Ida Duffy
Lynn Duncan
Tori Duncan
Steve Grenhart
Albert Jones, III
Harry Mailahn Jr.
Eugene Riley
Joann Ward
Ann Bishop
Amy Duncan
Patrick Malone

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:27

**RESOLUTION APPOINTING LICENSED COLLECTION SYSTEM OPERATOR
(C-2 SEWER LICENSE)**

WHEREAS, the Borough is required to employ a Licensed Collection System Operator who holds a current C-2 Sewer License.

WHEREAS, Martin Finger was appointed as Licensed Collection System Operator on September 3, 2019; and

WHEREAS, said position requires an annual appointment; and

NOW, THEREFORE BE IT RESOLVED that Martin Finger is hereby appointed to the position of Licensed Collection System Operator for the Borough of Haddon Heights.

BE IT FURTHER RESOLVED that this appointment is effective immediately and shall extend through December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:28

RESOLUTION DESIGNATING A PUBLIC AGENCY COMPLIANCE OFFICER

WHEREAS, every public agency is required by law to designate a Public Agency Compliance Officer, hereinafter referred to as P.A.C.O., in accordance with N.J.A.C. 17:27-3.2; and

WHEREAS, the individual so designated to serve as the P.A.C.O. will be the point of contact for all matters concerning implementation and administration of the legal requirements of the Equal Employment Opportunity Monitoring Program; and

WHEREAS, the P.A.C.O. must have the authority to recommend changes to effectively support the implementation of the statute and regulations;

NOW THEREFORE BE IT RESOLVED that Kelly Santosusso is hereby designated the P.A.C.O. for the Borough of Haddon Heights by the Governing Body of the Borough of Haddon Heights in the County of Camden and State of New Jersey;

BE IT FURTHER RESOLVED that the Municipal Clerk shall submit the Public Agency Compliance Officer name and contact information annually, by January 10th of each year, to the State of New Jersey, Division of Purchase and Property, Contract Compliance and Audit Unit, Equal Employment Opportunity Monitoring Program.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:29

RESOLUTION APPOINTING CAPTAIN DANIEL KINKLER TO THE POSITION OF MUNICIPAL HUMANE LAW ENFORCEMENT OFFICER FOR THE HADDON HEIGHTS POLICE DEPARTMENT

WHEREAS, as of August 1, 2018, the New Jersey Department of Health will no longer have the authority to certify Animal Cruelty Investigators and will no longer be authorized to investigate animal cruelty situations; and

WHEREAS, after August 1, 2018, animal cruelty investigations will be under the supervision and authority of municipal and county prosecutors; and

WHEREAS, pursuant to P.L. 2017, c331 the Borough is required to appoint a Municipal Humane Law Enforcement Officer; and

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 approves the appointment of Captain Daniel Kinkler to the position of Municipal Humane Law Enforcement Officer for the Haddon Heights Police Department.

BE IT FURTHER RESOLVED that this appointment is retroactive to January 1, 2024 and shall extend through December 31, 2024.

Date: January 6, 2024

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 above resolution is a true and correct copy of a resolution adopted at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:30

**RESOLUTION APPOINTING DEPUTY
EMERGENCY MANAGEMENT COORDINATOR**

NOW, THEREFORE BE IT RESOLVED that Joseph Hales is hereby appointed to the position of Deputy Emergency Management Coordinator for the Borough of Haddon Heights.

BE IT FURTHER RESOLVED that this appointment is effective immediately and shall extend through December 31, 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:31

RESOLUTION CONCERNING ATTACHED 2024 APPOINTMENTS

NOW THEREFORE BE IT RESOLVED, that the individuals named on the attached list are hereby appointed to the positions so listed.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

2024 APPOINTMENTS
ONE YEAR TERMS EXPIRING 12/31/24 UNLESS OTHERWISE NOTED

Local Board of Health

Councilmember Matthew Pagan, Council Liaison	12/31/2024
Kelly Schiers	12/31/2025

Business Advisory Committee

Expiration

Councilmember Regina Philipps, Council Liaison	12/31/2024
Laura Houck	12/31/2026
Helen Merz	12/31/2026
Randy Wolfe	12/31/2026

Civic Events Committee

Councilmember Kate Harron, Council Liaison
Councilmember Matthew Pagan, Council Liaison
Kate Bieg
Heather Fizur
Joe Gentile
Laura Houck
Robert Hunter
Joe Magee
Trish Sheilds

Community Garden

Councilmember Tom Ottoson, Council Liaison
Richard Burke
Greg Gardner
Rosanne Grant
Anne Jorgensen

Environmental Commission

Councilmember Tom Ottoson, Council Liaison

Ptl. Theodore Hagenbucher

Friends of Glover Fulling Mill Park

Councilmember Regina Philipps, Council Liaison

Barbara Burger

Rosemary Fitzgerald

Kathy Lange

Carol Larro

Anne McAdams

Frank McShane

Christopher Philipps

Sue Poniatowski

Joan Rossler

Haddon Heights Green Team

Councilmember Tom Ottoson, Council Liaison

Steve Bach, Borough Engineer

Richard Burke, Community Garden

RJ Callaway, Assistant Superintendent of Public Works

Dave Cox

Chief Joseph Hales, Fire Chief

Dave McCollum, Sustainable Haddon Heights

Kelly Santosusso, Borough Clerk

Chief Thomas Schneider, Police Chief

Chris Walter, Director of Library

Haddon Heights Neighbors

Councilmember Regina Philipps, Council Liaison

Anthony Iannone

Kate Linnehan

Albert Olizi

Roni Olizi

Karen Scioli

Heights Grows

Councilmember Tom Ottoson, Council Liaison

12/31/2024

Maureen Joos

12/31/2025

Tracey Miller

12/31/2025

Hens in Heights

Councilmember Kate Harron, Council Liaison

Meridith Dannenfelser, Chair

Elisabeth Costolo

Daria Durand

Robert Kline

Chris Pfeiffer

Joel Thorpe

Historic Preservation Commission

Brad Slamp, Alternate

Library Board of Trustees

Councilmember Kate Harron, Council Liaison

12/31/2024

Christa Madden

12/31/2028

Rebecca Kitchmire, *School Board Representative*

12/31/2024

Libby Whitman, *Mayor's Alternate*

12/31/2024

Local Emergency Management

Mayor Zachary Houck

Council President Christopher Morgan, Council Liaison

RJ Callaway, Assistant Superintendent of Public Works

Edward Gorman, Construction Official

Chief Joseph Hales, Fire Chief

Mike Mansdoerfer, CFO

Kelly Santosusso, Borough Clerk

Chief Thomas Schneider, Police Chief

Ben Zwaska, Coordinator

HH Municipal Alliance on Drugs & Alcohol Commission

Councilmember Matthew Pagan, Council Liaison

Trish Sheilds, Coordinator

Anthony Horneff

Lt. Daniel Kinkler, Police Dept. Representative

Sgt. Michael Selby

Ptl. Megan Propati, Police Dept. Representative

Michelle Mendenhall, Haddon Heights High School

Linda Schreiber

Aurora Schreiber

Parks & Recreation Committee

Councilmember Kate Harron, Council Liaison

Joe Cramp, Athletic Director, HHHS

Vincent Dougherty

Maureen Hildbold

Barbara Hoff-Robinson

Kelli McRory

Shannon Parkinson

Lee Polisano

Trish Sheilds

Jackie Valvardi

Planning & Zoning Board

Mayor Zachary Houck	Class I	12/31/2027
Councilmember Kate Harron	Class III, Council Liaison	12/31/2024
Christopher Philipps	Mayor's Alternate	12/31/2024
Ptl. Michael Famular	Class II, Borough Official	12/31/2024
Jennifer Bonaccorsi	Class IV	12/31/2027
Brian Shannon	Class IV	12/31/2027

HH Public Safety Memorial Clock Committee

Mayor Zachary Houck
Chief Tom Schneider
Jack D. Merryfield
Susan Griffith
Roni Olizi
Albert Olizi
Patti Shute

Camden County JIF Safety Committee

Council President Christopher Morgan, Council Liaison
RJ Callaway, Assistant Superintendent of Public Works
Kelly Santosusso, Borough Clerk
Chief Tom Schneider, Police Chief
Ben Zwaska, Safety Coordinator

Shade Tree Commission

Councilmember Tom Ottoson, Council Liaison	12/31/2024
Carol Larro	12/31/2028
Michael Madden	12/31/2028

RESOLUTION 2024:32

RESOLUTION REGARDING RULES OF COUNCIL FOR 2024

BE IT RESOLVED, that the Rules of Borough Council attached hereto shall govern Borough Council for the year 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RULES OF THE BOROUGH COUNCIL OF THE BOROUGH OF HADDON HEIGHTS

ARTICLE I

SECTION 1. Meeting Dates and Times

The Borough Council shall meet on the 1st and 3rd Tuesday of each month, beginning at 7:00 p.m., at the Municipal Building, except as may otherwise be provided by resolution and after due notice to the members of Council and the public as provided by statute.

SECTION 2. Quorum

A quorum shall consist of three members and the Mayor or four members if the Mayor is absent.

SECTION 3. Special Meetings

Special meetings can be called by the Mayor, or upon the written request of four members. Requests for special meetings shall comply with the New Jersey Open Public Meetings Act's requirements for timely notice and specification of the topics to be considered at the special meeting.

SECTION 4. Statutory Authority

In all instances, the provisions of N.J.S.A. 40A:60-1 et seq., shall be the enabling legislation that controls the official operation of the Borough Form of government in the Borough of Haddon Heights. To the extent inconsistent herein.

ARTICLE II

SECTION 1. Council Meetings

Council meetings shall begin at 7:00 p.m. on each date when Council is scheduled to meet. The order of business at each meeting shall be as follows:

1. Caucus session call to order
2. Statement of compliance with the Open Public Meetings Act
3. Roll call
4. Caucus Session – Discussion of items on business agenda first. Recess of Caucus Session and commencement of Business Session
6. Pledge of Allegiance and moment of silence
7. Public Comment on caucus items and agenda items only
8. Consideration of minutes of previous meetings
9. Mayor and Council Member Reports
10. Business discussion
11. Unfinished business
12. New business
13. General public comment
14. Adjournment

SECTION 2. Conduct of the Caucus Session

The caucus session of all meetings shall be convened in the Council Chambers.

The purpose of the caucus session is to discuss such topics as may be submitted and sponsored by the Mayor or a member of Council, and to review informally the matters listed for consideration at that day's Council meeting. Because the caucus format is intended to be informal and to encourage candid discussion among the Mayor and members of Council, it shall not be in order during the caucus session to entertain any substantive motion or to take formal action on any matter.

The Mayor or any member of Council wishing to place a topic on the Caucus Agenda shall submit the topic to the Borough Clerk, along with any supporting documentation, no later than the close of business on the Thursday prior to the Caucus Meeting, unless emergency circumstance dictate otherwise.

The caucus session shall end no later than 7:25 p.m., whereupon the regular meeting shall commence immediately upon the conclusion of the Caucus Meeting. If caucus items remain to be discussed after that time, they may, on duly approved motion, be taken up during the remaining portion of the Council Meeting, postponed to a later caucus session, or taken up at a further caucus session after the disposition of all items on the remainder of that evening's regular agenda.

ARTICLE III

Public Comment. The Mayor and Council recognize and appreciate the importance of the public's right to comment at its meetings, and welcome public comment. However, if necessary, the presiding officer shall have the discretion to place a reasonable limit on the time period for public comment at any meeting.

If it appears to the presiding officer that a large number of members of the public wish to participate in the public comment portion of a meeting, the presiding officer may impose, prior to the commencement of public comment, a time limit of no less than five minutes per speaker, until each member of the public who desires to comment has had the opportunity to do so once. Unless the meeting has been unnecessarily prolonged, the presiding officer may then recognize members of the public who did not have the opportunity to complete their comments within the allotted time limit to speak a second time, for a reasonable length of time.

If any single speaker shall speak for an unreasonably lengthy period of time, the presiding officer may, in his or her discretion, advise the speaker that the speaker has five minutes to conclude his or her comments, in order to provide the opportunity for other members of the public to comment. Once other members of the public have had the opportunity to comment, any speaker who was unable to conclude their comments may again be afforded a reasonable period of time to conclude his or her comments.

ARTICLE IV

SECTION 1. Form of Consideration of Motions. When a motion is made and seconded, it shall, before debate, be stated by the presiding officer. Every motion shall be reduced to writing if the presiding officer shall require.

SECTION 2. Withdrawal of Motions. A motion may be withdrawn by the member making it before amendment, postponement, an order to lay on the table or decision.

SECTION 3. Entry Upon the Minutes. Every motion shall be entered at length in the minutes, together with the name of the member making it and seconding it unless it be subsequently withdrawn.

SECTION 4. **Order of Precedence.** Ranking motions shall have precedence as set forth in Roberts Rules of Order, Newly Revised, specifically:

- to fix the time to which to adjourn
- to adjourn
- to recess
- to raise a question of privilege
- to call for orders of the day
- to lay on the table
- for the previous question
- to limit or extend the limit of debate
- to postpone definitely
- to commit or refer
- to amend
- to postpone indefinitely

SECTION 5. **Disposition of Postponed Motions.** A motion that shall have been postponed indefinitely may be called up by a majority vote later in the meeting during which it is postponed or during the next regular meeting under the order of unfinished business. Otherwise, a motion that has been postponed indefinitely shall expire.

SECTION 6. **Reconsideration.** A motion to reconsider shall be in order at any time during the meeting at which the motion which is proposed to reconsider was passed, but such motion is in order only if made by a member who voted with the prevailing side.

ARTICLE V

SECTION 1. **Questions of Order.** No debate shall be allowed on a question of order unless there shall be an appeal, or reference by the presiding officer to the Council; and on such appeal or reference, no member shall speak more than once except by unanimous consent, provided that the member making the appeal may close the debate.

ARTICLE VI

SECTION 1. **Roll Call Vote Mandatory** The yeas and nays shall be called on the passage of ordinance or the passage of resolutions providing for the expenditures of money or which may pecuniarily obligate the Borough.

SECTION 2. **Roll Call Vote Upon Request** The yeas and nays shall be ordered on any questions at the request of one member.

SECTION 3. **Changing a Vote** A member shall be allowed to change his vote on any questions after the roll call shall have been completed and before the result of the vote shall have been announced by the chair.

SECTION 4. **Voting Procedure** If a member who is present at a meeting does not vote during a roll call vote, the Clerk shall call that member's name one additional time prior to the announcement of the result of the vote in order to give the member a further opportunity to have the member's vote recorded. During a vote, no member shall explain or give reasons for their vote or abstention. Any member who wishes to make his or her reasons for voting a particular way or for abstaining a part of the record shall submit those reasons in writing to the Borough Clerk within two business days of the meeting. The Borough Clerk shall enter in the minutes any statement of reasons timely received. Nothing in this paragraph shall be construed as requiring any member to explain their reasons for any vote or abstention.

ARTICLE VII

SECTION 1. **Ordinances** Ordinances shall be introduced and passed in accordance with the applicable New Jersey Statutes.

ARTICLE VIII

SECTION 1. **Directorships** The standing Directorships of the Council shall be Departments of Finance and Budgets; Public Safety; Public Works; Construction & Zoning; Parks & Recreation; and Inter-Government. Council may establish other directorships and committees by resolution, without the need for formal amendment to these Rules.

SECTION 2. **Department Meetings** Department meetings shall be held at the call of the Director. In the absence of the Director, or upon their refusal or neglect to act, the Mayor may temporarily assume the duties of the Directorship.

SECTION 3. **Appointment of Directors** All appointments to Directorships shall be made by the Mayor with the advice and consent of Council.

ARTICLE IX

SECTION 1. **Notice of Meetings; Agenda** The Borough Clerk shall give at least two days of notice of all regular, adjourned and special meetings of council in the manner required by applicable New Jersey Statutes, except in the case of emergencies. In addition, the agenda and copies of all ordinances and resolutions to be considered at a Council Meeting shall be distributed to the Mayor and Council Members, and posted on the portion of the Borough's website reserved for that purpose, no later than the close of business on the Friday preceding any meeting. Notwithstanding the foregoing, the posted agenda and matters to be considered may be amended or supplemented prior to the commencement of the meeting should such amendment or supplementation be necessary. Such amendments or supplements shall be distributed promptly to the Mayor and Council Members and posted to the appropriate portion of the Borough website. A paper copy of all agendas, ordinances, and resolutions shall be posted on the public bulletin board in the Municipal Building substantially contemporaneously with its posting or update on the Borough's website.

ARTICLE X

Procedure Where Rules Do Not Govern The most recent version of Roberts Rules of Order, Newly Revised shall be the authority on all questions of parliamentary practice and procedure arising in the Council and not governed by these rules.

ARTICLE XI

SECTION 1. **Suspension of Rules** No rule shall be suspended except by the affirmative vote of four members.

SECTION 2. **Amendment** These rules may be amended at any regular meeting of the Council by a majority of the members present, provided, however, that notice of the proposed amendment shall have been submitted in writing to the Mayor and all Council Members at the previous regular meeting.

RESOLUTION 2024:33

RESOLUTION FOR INTEREST RATE FOR 2024

NOW THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Haddon Heights that pursuant to N.J.S.A. 54:4-67, the rate of interest on delinquent tax installments and assessments for the year 2023 and be the same is hereby fixed at eight percent per annum on the first \$1,500.00 of the delinquency, and eighteen percent per annum on any amount due and owing in excess of \$1,500.00 and 6% year end penalty shall be added at the end of each year for delinquencies which exceed \$10,000.00.

BE IT FURTHER RESOLVED, that no interest be charged if payment of an installment is made within ten (10) days after the date upon which the same became payable.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:34

RESOLUTION AUTHORIZING FUNDING PETTY CASH FUND AND NAMING A CUSTODIAN FOR 2024

BE IT RESOLVED, by the Governing Body of the Borough of Haddon Heights, that a payment shall be made from the Borough's Current Account in the amount of five hundred dollars (\$500.00) to fund the Petty Cash Fund for 2024.

BE IT FURTHER RESOLVED that Police Chief Thomas Schneider shall serve as custodian of the Petty Cash Fund.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

CERTIFICATION:

I, Kelly Santosusso, Clerk of the Borough of Haddon Heights, do hereby certify the foregoing Resolution to be a true and correct copy of a Resolution duly adopted by Borough Council at the annual Reorganization Meeting held January 6, 2024.

Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:35

RESOLUTION AUTHORIZING USE OF A CASH MANAGEMENT PLAN FOR 2024

NOW, THEREFORE, BE IT RESOLVED by Governing Body of the Borough of Haddon Heights
that a Cash Management Plan as outlined in the attached be followed for the year 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:36

RESOLUTION AUTHORIZING THE DESIGNATION OF NEWSPAPERS TO RECEIVE NOTICES OF MEETINGS AS REQUIRED UNDER THE OPEN PUBLIC MEETINGS ACT

WHEREAS, Section 3 of the Open Public Meetings Act, Chapter 231, P.L. 1975, requires that certain notice of meetings be submitted to two newspapers, one of which shall be the primary newspaper; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights as follows:

The Retrospect, P.O. Box 296, Collingswood, NJ 08108 and the *Courier Post*, Cherry Hill, NJ 08034 are hereby designated to receive all notices of meetings as required by the Open Public Meetings Act.

BE IT FURTHER RESOLVED that it is the opinion of this body that *The Retrospect* and *Courier Post* have the greatest likelihood of informing the public within the jurisdictional area of this body of such meetings.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:37

RESOLUTION ESTABLISHING 2024 COUNCIL MEETING DATES

All meetings are held on the first and third Tuesday of the month at 7 pm at Borough Hall, 625 Station Avenue, Haddon Heights, New Jersey unless otherwise noted – Please be advised that formal action may be taken at any and all Work Sessions. Regular Business meetings begin with a Work Session at 7 pm, followed by the Regular Council meeting.

Sat. , January 6, 2024	Reorganization
January 16, 2024	Business Meeting
February 6, 2024	Work Session
February 20, 2024	Business Meeting
March 5, 2024	Work Session
March 19, 2024	Business Meeting
April 2, 2024	Work Session
April 16, 2024	Business Meeting
May 7, 2024	Work Session
May 21, 2024	Business Meeting
Wed. , June 5, 2024	Work Session (<i>Due to Primary Election</i>)
June 18, 2024	Business Meeting
July 2, 2024	Work Session
July 16, 2024	Business Meeting
Wed. , August 7, 2024	Work Session (<i>Due to National Night Out</i>)
September 3, 2024	Work Session
September 17, 2024	Business Meeting
October 1, 2024	Work Session
October 15, 2024	Business Meeting
Wed. , November 6, 2024	Work Session (<i>Due to General Election</i>)
Mon. , November 18, 2024	Business Meeting (<i>League of Municipalities</i>)
December 3, 2024	Work Session
December 17, 2024	Business Meeting

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:38

RESOLUTION APPROVING BOROUGH OF HADDON HEIGHTS TEMPORARY BUDGET APPROPRIATIONS FOR 2024

WHEREAS, N.J.S.A. 40A:4-19 provides that where any contract, commitment or payment is to be made prior of the final adoption of the annual Municipal budget, Temporary Appropriations shall be made for the purposes and amounts required in the manner ad time therein provided; and

WHEREAS, the Temporary Appropriations shall be adopted within the first 30 days of the Municipality's fiscal year, and shall not exceed 26.25% of the prior year's adopted Budget, exclusive of appropriations made for Debt Service, Capital Improvements and Public Assistance; and

WHEREAS, the total amount appropriated in the 2023 Municipal Budget exclusive of appropriations made for Debt Service, Capital Improvements and Public Assistance was \$6,780,229.65; and

WHEREAS, 26.25% of the above amount is \$1,779,810.28.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council, that the following Temporary Appropriations be approved.

	FCOA#	12/31/23
Total Appropriations	34-499	<u>\$ 9,446,679.64</u>
Less:		
Debt Service	45-999	\$ 403,992.13
Deferred Charge	46-999	\$ -
Capital Improvement	44-901	\$ 100,000.00
Public Assistance	34-305	\$ 1,632,431.36
Reserve for Uncollected	50-899	\$ 530,026.50
Total Deductions		<u>\$ 2,666,449.99</u>
Net Appropriations		<u>\$ 6,780,229.65</u>
Temporary Budget 2024 (26.25%)		<u><u>\$ 1,779,810.28</u></u>

	YES	NO	ABSTAIN	ABSENT
MORGAN				
OTTOSON				
PHILIPPS				
RUSSO				
PAGAN				
HARRON				

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:39

RESOLUTION DESIGNATING DEPOSITORIES OF FUNDS FOR VARIOUS ACCOUNTS FOR 2024

RESOLVED, by the Governing Body of the Borough of Haddon Heights, that the following depositories of funds are hereby authorized:

PAYROLL ACCOUNT – Republic Bank, Haddonfield, NJ; Authorized signer is the CFO/Treasurer, with the Borough Clerk or the Mayor as a backup.

MUNICIPAL COURT ACCOUNT – 1st Colonial Community Bank, Collingswood, NJ; Authorized signer is the Municipal Court Administrator and/or the Deputy Court Administrator.

MUNICIPAL COURT BAIL ACCOUNT – 1st Colonial Community Bank, Collingswood, NJ. Authorized signers are the Municipal Court Administrator and/or the Deputy Court Administrator.

TAX TITLE LIEN REDEMPTION ACCOUNT – Republic Bank, Haddonfield, NJ; Authorized signer is the Borough Tax Collector, with the CFO/Treasurer or Borough Clerk as backup.

The following accounts are with Republic Bank, Haddonfield, New Jersey. The authorized signers are the Mayor, Council President, Borough Clerk, and the CFO/Treasurer, with three signatures required:

CURRENT FUND
GENERAL CAPITAL FUND
TRUST ACCOUNT FUND
ANIMAL LICENSE FUND
POLICE FORFEITURE

BE IT FURTHER RESOLVED, that the above stated individuals are, on behalf of the Borough, authorized to sign, endorse, make, execute, and deliver all checks, drafts, notes, acceptances, and electronic transfers from designated banks for the payment of money or other evidences of indebtedness due to any person, firm or corporation until notified otherwise in writing by an official of this Borough.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:40

RESOLUTION AUTHORIZING THE CANCELATION OF SMALL TAX BALANCES FOR 2023

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

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

WHEREAS, the Tax Collector of the Borough of Haddon Heights has reviewed the tax list and determined that there are parcels with small tax balances still open on the 4th quarter 2023 that should be canceled; and

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

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

December 29, 2023
11:23 AM

HADDON HEIGHTS BOROUGH
Adjustment Batch Verification Listing

Page No: 1

Batch Id: CANCEL

Block/Lot/Qual Yr/Prd/Instl	Tran	Date	Code	Ded	Type Description	Acct Id	Owner Name Principal	Install	Int	Interest	Total	Seq
7.	3.				Tax		PALMER, GREGORY R & T PIETSCH					
2023	4	12/29/23	069				0.27-		0.00	0.00	0.27-	1
					CANCEL SMALL BALANCES							
15.	15.				Tax		TONON, LOUIS & STEELMAN, RACHEL					
2023	4	12/29/23	069				0.09-		0.00	0.00	0.09-	2
					CANCEL SMALL BALANCES							
37.	9.			-C0411-	Tax		VINCENT, THOMAS & MARY					
2023	4	12/29/23	069				0.06-		0.00	0.00	0.06-	3
					CANCEL SMALL BALANCES							
41.	11.				Tax		COLAJEZZI, GEORGE M & LEAH J					
2023	4	12/29/23	069				0.10-		0.00	0.00	0.10-	4
					CANCEL SMALL BALANCES							
52.	14.				Tax		GIORDANO, NANCY S					
2023	4	12/29/23	069				0.09-		0.00	0.00	0.09-	5
					CANCEL SMALL BALANCES							
68.	14.				Tax		PORCELLI,VICTOR M &JANET J-TRUSTEES					
2023	4	12/29/23	069				0.01-		0.00	0.00	0.01-	6
					CANCEL SMALL BALANCES							
74.	11.				Tax		MELODY, JOANN M					
2023	4	12/29/23	069				3.69-		0.00	0.00	3.69-	7
					CANCEL SMALL BALANCES							

There are NO errors in this listing.

December 29, 2023
11:23 AM

HADDON HEIGHTS BOROUGH
Adjustment Batch Verification Listing

Page No: 2

Code	Description	Count	Principal	Install Int	Interest	Total	Ded Count
Total for Year 2023							
069	Cancelled - Resolutn	<u>7</u>	<u>4.31-</u>	<u>0.00</u>	<u>0.00</u>	<u>4.31-</u>	<u> </u>
		7	4.31-	0.00	0.00	4.31-	
Totals for All Years:							
		7	4.31-	0.00	0.00	4.31-	

RESOLUTION 2024:41

RESOLUTION AUTHORIZATING THE UTILIZATION OF STATE CONTRACT VENDORS

WHEREAS, the Borough of Haddon Heights makes purchases from various sources for materials, supplies and equipment to support Borough operations throughout the year; and

WHEREAS, the Division of Purchase and Property in the Department of the Treasury, State of New Jersey has authorized vendors that can provide these materials, supplies or equipment without local government advertising for bids under a “State Contract” for eligible items pursuant to N.J.S.A. 40A:11-12;

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Haddon Heights, New Jersey that Borough officials are hereby authorized to approve purchases from the State Contract vendors list, which is available for review in the Borough Clerk’s office or on the Division of Purchase and Property’s website, to provide certain materials, supplies and equipment to the Borough of Haddon Heights for the year 2024.

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

RESOLUTION 2024:42
RESOLUTION AUTHORIZING PAYMENT OF BILLS & CLAIMS
FOR THE END OF 2023

January 6, 2024

Per Attached:

<i>Current Fund</i>	29,452.85
School Taxes	0.00
Appropriated Reserves	6,385.50
Escrow Fund	6,314.00
Grant Fund	22,292.19
Capital Fund	0.00
Trust – Dog	1.20
<i>Trust Fund</i>	439.46
Total Per Attached	64,885.20

<i>Payroll</i>	
Current Fund	92,718.70
Grant Fund	0.00
Trust Fund	13,304.67
Total Payroll	106,023.37

Total	170,908.57
--------------	-------------------

Date: January 6, 2024

Mayor Zachary Houck

ATTEST: _____
Kelly Santosusso, RMC, Borough Clerk

December 28, 2023
02:36 PM

HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

P.O. Type: A11 Include Project Line Items: Yes
Range: First to Last
Format: Detail without Line Item Notes First Enc Date Range: First to 12/31/23
Vendors: A11 Include Non-Budgeted: Y
Rcvd Batch Id Range: First to Last

Vendor #	Name	Contract	PO Type	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void	Invoice	1099
Item Description	Amount	Charge Account									Excl
AXONI AXON ENTERPRISE, INC											
23-01330 12/13/23 AXON BODY CAMS-UNLIMITED DATA											
1 AXON BODY CAMS-UNLIMITED DATA	3,140.64	3-01-25-240-256	B	Police - Service Contracts	R		12/13/23	12/28/23		INMS178917	N
Vendor Total: 3,140.64											

BACHA BACH ASSOC PC

22-00949 11/10/22 Devon Ave.DOT Road Program B
9 Devon Ave.DOT Road Program 3,060.00 G-02-41-471-312
B NDOT FY2021 Devon Ave - Ph II R 11/10/22 12/28/23 23609 N

23-00430 05/16/23 FY2022 NDOT-Inspection SVCS B
2 FY2022 NDOT-Inspection SVCS 19,200.00 G-02-41-471-313
B NDOT FY2022 St Martins - Ph II R 05/16/23 12/28/23 27230 N

23-01369 12/28/23 Engineering: General Nov 2023
1 Engineering: General Nov 2023 326.25 3-01-20-165-205
B Engineering - Professional Services R 12/28/23 12/28/23 27231 N

23-01370 12/28/23 Escrow:Engineering Nov 2023
1 Escrow:Engineering Nov 2023 2,056.25 PB22-5-1P
P UNA VOCE -414 WHITE HORSE PIKE R 12/28/23 12/28/23 27227 N

23-01371 12/28/23 Escrow:Engineering Nov 2023
1 Escrow:Engineering Nov 2023 1,047.00 PB23-11-1P
P NCPG 1500 KINGS, LLC R 12/28/23 12/28/23 27228 N

23-01372 12/28/23 Engineering:HH2019-3 NDOTFY19
1 Engineering:HH2019-3 NDOTFY19 6,385.50 2-01-20-165-205
B Engineering - Professional Services R 12/28/23 12/28/23 23609 N
2 Engineering:HH2019-3 NDOTFY19 6,689.50 3-01-20-165-205
B Engineering - Professional Services R 12/28/23 12/28/23 23609 N
13,075.00

Vendor Total: 38,764.50

BLACK005 BLACK'S AUTOMOTIVE
23-01174 11/02/23 VEHICLE MAINTENANCE
1 UNIT #18-9 MAINTENANCE 10/31 35.63 3-01-26-315-205
B Vehicle Maint - Police R 11/02/23 12/28/23 60978 N

[illegible]

Page No: 3

Vendor #	Name	PO #	PO Date	Description	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Rcvd	Enc Date	Date	Chk/Void	Invoice	Excl
CHPOL	NJ ST ASSN OF CHIEFS OF POLICE																
23-01328	12/13/23 FOLLOW THE MONEY COURSE																
1	FOLLOW THE MONEY COURSE						249.00	3-01-25-240-231	B	Police - Training / Schools	R	12/13/23	12/28/23				N
	Vendor Total:						249.00										
COMC	COMCAST																
23-01375	12/28/23 INTERNET DECEMBER 2023																
1	MINI BLDG INTERNET DEC 2023						279.89	3-01-31-440-216	B	Regular Telephones	R	12/28/23	12/28/23				N
2	FIRE BLDG INTERNET DEC 2023						291.75	3-01-31-440-216	B	Regular Telephones	R	12/28/23	12/28/23				N
	Vendor Total:						571.64										
DOLEC	CARL DOLENTE																
23-01379	12/28/23 FD TRAINING NETWORK MEMBERSHIP																
1	FD TRAINING NETWORK MEMBERSHIP						300.00	3-01-25-265-231	B	Fire - Schools/Training	R	12/28/23	12/28/23			32653	N
	Vendor Total:						300.00										
FLORI	FLORIO, PERRUCCI, CAPPELLI &																
23-01342	12/19/23 ESCROW:Legal																
1	ESCROW:Legal						1,912.50	PB2-5-1P	P	UNA VOCE -414 WHITE HORSE PIKE	R	12/19/23	12/28/23			618270	N
23-01343	12/19/23 ESCROW:Legal																
1	ESCROW:Legal						180.00	PB2-5-1P	P	UNA VOCE -414 WHITE HORSE PIKE	R	12/19/23	12/28/23			620080	N
2	ESCROW:Legal Publication Fees						69.25	PB2-5-1P	P	UNA VOCE -414 WHITE HORSE PIKE	R	12/19/23	12/28/23			620080	N
	Vendor Total:						249.25										
	Vendor Total:						2,161.75										
HHQUR	HADDON HEIGHTS																
23-01378	12/28/23 PETTY CASH 2023																
1	SHIPPING DRUG TESTS						43.82	3-01-25-240-228	B	Police - Medical Exams	R	12/28/23	12/28/23				N
2	PRISONER MEAL						3.74	3-01-25-240-233	B	Police - Minor Equipment / Supplies	R	12/28/23	12/28/23				N
3	PRISONER MEAL						7.88	3-01-25-240-233	B	Police - Minor Equipment / Supplies	R	12/28/23	12/28/23				N
4	PLANS FOR 129 E ATLANTIC AVE						28.50	3-01-20-120-224	B	Clerk - Mayor/Councilman Expense	R	12/28/23	12/28/23				N
5	PRISONER MEAL						10.68	3-01-25-240-233	B	Police - Minor Equipment / Supplies	R	12/28/23	12/28/23				N

December 28, 2023
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HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

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

HHCUR HADDON HEIGHTS

23-01378 12/28/23 PETTY CASH 2023

Continued

6	ALCOTEST SHIPPING	32.19	G-02-41-745-301	B	Drunk Driving Enforcement Grant	R	12/28/23	12/28/23		N
7	SIGNS FOR ELECTION	39.00	3-01-20-120-218	B	Clerk - Election Expenses	R	12/28/23	12/28/23		N
8	CHIEF/DET ASSOC MTG - WATER	30.00	3-01-25-240-221	B	Police - Detective Expense	R	12/28/23	12/28/23		N
9	SHIPPING DRUG TEST	42.88	3-01-25-240-228	B	Police - Medical Exams	R	12/28/23	12/28/23		N
10	LOGITECH USB CLICKER PRES	45.99	3-01-25-240-233	B	Police - Minor Equipment / supplies	R	12/28/23	12/28/23		N
11	SUMMER REC SUPPLIES-JOHNS MKRT	17.96	3-01-28-370-255	B	Parks & Rec Material/Supplies-Summer Rec	R	12/28/23	12/28/23		N
12	SPECIAL NEEDS FLIERS	98.19	3-01-25-240-233	B	Police - Minor Equipment / supplies	R	12/28/23	12/28/23		N
13	SUMMER REC SUPPLIES-SHOP RITE	32.14	3-01-28-370-255	B	Parks & Rec Material/Supplies-Summer Rec	R	12/28/23	12/28/23		N
14	SHIPPING DRUG TESTS	44.47	3-01-25-240-228	B	Police - Medical Exams	R	12/28/23	12/28/23		N
15	SPRAY PAINT TO COVER GRAFFITI	6.00	3-01-26-310-254	B	Build/Grounds - Maint/Repair	R	12/28/23	12/28/23		N
16	BOROUGH HALL HOLIDAY WREATHS	13.98	3-01-20-100-411	B	Marketing Events & Communitc.	R	12/28/23	12/28/23		N
		497.42								

Vendor Total: 497.42

HOILLEN LORRAINE HOILLEN

23-01046 10/04/23 LOGAN-EAGLE SCOUT DONATION

1 LOGAN-EAGLE SCOUT DONATION 350.00 T-13-56-860-823

B Reserve for Neighbor Night out (520) R 10/04/23 12/28/23

N

Vendor Total: 350.00

HUTCH005 HUTCHINSON PLUMBING HEAT COOL

23-01356 12/20/23 REFUND CANCEL PERMIT#2023-0380

1 REFUND CANCEL PERMIT#2023-0380 150.00 3-01-55-004-001

B Refund of CV Revenue R 12/20/23 12/28/23

N

23-01357 12/20/23 REFUND CANCEL PERMIT#2023-0454

1 REFUND CANCEL PERMIT#2023-0454 300.00 3-01-55-004-001

B Refund of CV Revenue R 12/20/23 12/28/23

N

Vendor Total: 450.00

INDAC INDEPENDENT ANIMAL CARE SERVICE

23-01348 12/20/23 ANIMAL CONTROL DECEMBER 2023

1 ANIMAL CONTROL DECEMBER 2023 500.00 3-01-27-340-205

B Animal R 12/20/23 12/28/23

23-12

N

Vendor Total: 500.00

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HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Page No: 5

Vendor #	Name	Contract	PO Type	Acct Type	Description	Stat/Chk	First Rcvd	Chk/Void	Invoice	1099
PO #	PO Date	Description	Amount	Charge Account	Acct Type Description		Enc Date	Date		Excl
JHSER J H SERVICES INCORPORATED										
23-01373	12/28/23	2023 A/O FIELD INSPECTIONS								
1	2023	A/O FIELD INSPECTIONS	1,411.00	3-01-20-150-257	B Assessor - Field Inspections	R	12/28/23	12/28/23		N
Vendor Total:			1,411.00							
MALEYG MALEY GIVENS										
23-01308	12/12/23	Escrow:Legal								
1	Escrow:Legal		1,049.00	PB22-5-1P	P UNA VOCE -414 WHITE HORSE PIKE	R	12/12/23	12/28/23	21785	N
Vendor Total:			1,049.00							
MARTI005 MARTIAL ARTS SUPERMARKET										
23-01347	12/20/23	MOUTHGUARDS								
1	MOUTHGUARDS		25.00	3-01-25-240-231	B Police - Training / Schools	R	12/20/23	12/28/23	174806	N
Vendor Total:			25.00							
MCI MCI COMMERCIAL SERVICE -MA										
23-01351	12/20/23	LAKE ST PUMP DECEMBER 2023								
1	LAKE ST PUMP DECEMBER 2023		35.13	3-01-31-440-216	B Regular Telephones	R	12/20/23	12/28/23		N
Vendor Total:			35.13							
NJHSS NJ DEPT. HEALTH & SENIOR SVCS.										
23-01380	12/28/23	DOG LICENSES DECEMBER 2023								
1	DOG LICENSES DECEMBER 2023		1.20	T-12-56-850-821	B Dog Fees Due State of NJ	R	12/28/23	12/28/23		N
Vendor Total:			1.20							
OLIVN NANCY OLIVER										
23-00567	06/28/23	SUMMER REC 2023 REFUND								
1	SUMMER REC 2023 REFUND		130.00	3-01-55-004-001	B Refund of CV Revenue	R	06/28/23	12/28/23		N
Vendor Total:			130.00							

Page No: 6

Vendor #	Name	PO #	PO Date	Description	Contract	PO Type	Acct Type	Description	Stat/chk	First Rcvd	Enc Date	Date	Chk/Void	Invoice	1099
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/chk	Enc Date	Date	Chk/Void	Invoice	1099				
PIROP PIROLLI PRINTING															
23-01352	12/20/23 SIGNS FOR GINGERBREAD FESTIVAL														
1	SIGNS FOR GINGERBREAD FESTIVAL	44.00	T-13-56-860-823	B	Reserve for Neighbor Night Out (520)	R	12/20/23	12/28/23		28270	N				
Vendor Total: 44.00															
PSEGR PSE&G															
23-01361	12/22/23 PSE&G NOVEMBER 2023 (3)														
1	MUNICIPAL BLDG	1,039.45	3-01-31-430-288	B	Electric & Gas	R	12/22/23	12/28/23			N				
2	HH FIRE DEPT	1,312.82	3-01-31-430-288	B	Electric & Gas	R	12/22/23	12/28/23			N				
2,352.27															
Vendor Total: 2,352.27															
REPUSCR REPUBLIC SERVICES CAMDEN REC															
23-01349	12/20/23 NOV 2023 RECYCLING FEES														
1	NOV 2023 RECYCLING FEES	6,658.85	3-01-32-465-203	B	Solid Waste-Recycling Tipping Fees	R	12/20/23	12/28/23		4457	N				
Vendor Total: 6,658.85															
RETRO THE RETROSPECT															
23-01350	12/20/23 12/15 2024 PROOF BOOK OPEN														
1	12/15 2024 PROOF BOOK OPEN	30.34	3-01-20-120-217	B	Clerk - Legal Advertising	R	12/20/23	12/28/23		20300	N				
Vendor Total: 30.34															
RYDEK KAREN S. RYDELL															
23-01045	10/04/23 HH NEIGHBORS REIMBURSEMENT														
1	CHRISTMAS YARD SIGNS	45.46	T-13-56-860-823	B	Reserve for Neighbor Night Out (520)	R	10/04/23	12/28/23			N				
Vendor Total: 45.46															
SKYSOLAR SKYLINE SOLAR, LLC															
23-01355	12/20/23 REFUND CANCEL PERMIT#2023-0028														
1	REFUND CANCEL PERMIT#2023-0028	300.00	3-01-55-004-001	B	Refund of CV Revenue	R	12/20/23	12/28/23			N				
Vendor Total: 300.00															

December 28, 2023
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HADDON HEIGHTS BOROUGH
Purchase Order Listing By Vendor Id

Vendor #	Name	Contract	PO Type	Acct Type	Description	Stat/Chk	First Rcvd	Chk/Void	Invoice	1099
PO #	PO Date	Description	Amount	Charge Account	Acct Type Description		Enc Date	Date		Excl
Item Description										
SUNRUN05 SUNRUN INSTALLATION SERVICE										
23-01354	12/20/23	REFUND CANCEL PERMIT#2022-0376								
1	REFUND CANCEL PERMIT#2022-0376	175.20	3-01-55-004-001	B Refund of Cy Revenue	R		12/20/23	12/28/23		N
Vendor Total:			175.20							
TWPRIYER TOWNSHIP OF RIVERSIDE										
23-01358	12/22/23	CFO EXPENSES REIMBURSEMENT								
1	NJ LEAGUE OF MUNICIPALITIES	173.04	3-01-42-465-204	B Riverside Twp - CMFO OE	R		12/22/23	12/28/23		N
2	CELL PHONE	306.40	3-01-42-465-204	B Riverside Twp - CMFO OE	R		12/22/23	12/28/23		N
Vendor Total:			479.44							
VER33 VERIZON										
23-01377	12/28/23	DECEMBER 2023 PHONES (2)								
1	856-546-5750	42.20	3-01-31-440-216	B Regular Telephones	R		12/28/23	12/28/23		N
Vendor Total:			42.20							
VERIW VERIZON WIRELESS										
23-01376	12/28/23	CELL PHONES DEC 2023								
1	923331258-00001	523.19	3-01-31-440-216	B Regular Telephones	R		12/28/23	12/28/23		N
2	920242421-00001	114.05	3-01-31-440-216	B Regular Telephones	R		12/28/23	12/28/23		N
3	821617043-00001	152.04	3-01-31-440-216	B Regular Telephones	R		12/28/23	12/28/23		N
Vendor Total:			789.28							
YUHAJ JULIE YUHAZE										
23-01344	12/19/23	Reimburse:MFA for Clerks								
1	Reimburse:MFA for Clerks	745.00	3-01-20-120-231	B Clerk - Schools	R		12/19/23	12/19/23	MC-4003-SP24-1	N
Vendor Total:			745.00							
Total Purchase Orders:			40	Total P.O. Line Items:			73	Total List Amount:		64,885.20
								Total Void Amount:		0.00

Vendor #	Name
P0 #	P0 Date
Description	Description
Amount	Contract P0 Type
Charge Account	Acct Type Description
Stat/chk	First Rcvd Chk/Void
Enc Date	Date Invoice
	1099 Excl

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Project Total	Total
CURRENT FUND	2-01	6,385.50	0.00	0.00	0.00	6,385.50
CURRENT FUND	3-01	29,452.85	0.00	0.00	0.00	29,452.85
ESCROW FUND-PLANNING BOARD	3-17	0.00	0.00	0.00	6,314.00	6,314.00
Year Total:		29,452.85	0.00	0.00	6,314.00	35,766.85
GRANT FUND	6-02	22,292.19	0.00	0.00	0.00	22,292.19
DOG TRUST (ANIMAL)	T-12	1.20	0.00	0.00	0.00	1.20
TRUST - OTHER TRUST	T-13	439.46	0.00	0.00	0.00	439.46
Year Total:		440.66	0.00	0.00	0.00	440.66
Total of All Funds:		58,571.20	0.00	0.00	6,314.00	64,885.20

Project Description	Project No.	Project Total
UNA VOCE -414 WHITE HORSE PIKE	PB22-5-1P	5,267.00
NCPG 1500 KINGS, LLC	PB23-11-1P	1,047.00
Total of All Projects:		<u><u>6,314.00</u></u>