



BOROUGH OF HADDON HEIGHTS COUNCIL BUSINESS MEETING MINUTES

Tuesday, January 16, 2024 at 7:00 pm

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

OPEN PUBLIC MEETINGS ACT STATEMENT:

"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 provided by Resolution adopted January 6, 2024." *Notice has also been posted on the Borough website.*

ROLL CALL:

Mayor Houck asked the Clerk for roll call.

Under roll call: Council President Morgan, Councilmembers Ottoson, Philipps, Russo, Pagan and Harron were present as well as Borough Solicitor Howard Long and Borough Clerk Kelly Santosusso.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE:

Mayor Houck asked all to stand for the Pledge of Allegiance.

CAUCUS SESSION:

No topics.

SWEARING IN OF CAREER FIREFIGHTER *Tyler Jackson*

Mayor Houck invited the Directors of Public Safety, Councilmembers Philipps and Ottoson, Tyler Jackson and his family forward for administering the Oath of Office.

Chief Joseph Hales offered complimentary comments about Tyler Jackson and said he looks forward to a long time service career here. Mayor Houck said it is a pleasure to see a long-time resident and volunteer get the position. This is the direction Mayor and Council want to go in to foster relationships within the organization.

Mayor Houck asked for a two minute recess to allow for photos with the family and the Department.

Following the recess, Mayor Houck commenced the Business Meeting. He went on to thank the Fire Department for the volunteers who responded to the fire in town this past weekend which displaced a local family. He said the Department performed at their best and the response rendered to our residents is most appreciated by Mayor and Council.

RECESS OF CAUCUS SESSION AND COMMENCEMENT OF BUSINESS SESSION:

APPROVAL OF MINUTES of the December 19, 2023 Business Meeting Minutes

Mayor Houck asked for a motion to approve the December 19, 2023 Business Meeting Minutes. Motion

was moved by Councilmember Pagan, seconded by Councilmember Harron. All members were in favor with the exception of Councilwoman Russo who abstained.

APPROVAL OF THE EXECUTIVE SESSION MINUTES of the December 19, 2023 Business Meeting.

Mayor Houck asked for a motion to approve the Executive Session Minutes of the December 19, 2023 Business Meeting. Motion was moved by Councilmember Philipps, seconded by Councilmember Pagan. All members were in favor with the exception of Councilwoman Russo who abstained.

PUBLIC COMMENT ON CAUCUS AND AGENDA ITEMS ONLY

Mayor Houck opened Public Comment on Caucus and agenda items only.

Seeing and hearing no movement or comment, Mayor Houck closed the Public Comment portion.

COUNCILMEMBER REPORTS:

Councilwoman Harron reported timeline for HHYA project of infield improvements at Fitzgerald Memorial Field. She went on to say Beginning plans for Memorial Day.

Councilwoman Russo thanked the Haddon Heights Fire Department for the quick response to the fire this past weekend – a tragedy that displaced a family. She said it has been nice to see the donations being made to the family. She went on to thank the Department of Public Works for their response to the storm and a downed tree in the snow event from yesterday.

Councilman Ottoson gave the Police Department report a copy of which is attached to these Minutes. Congratulations to Tyler Jackson and he has been a long-time volunteer. He thanked the Department of Public Works for the snow removal.

He went on to report the remediation at Devon Avenue has been delayed due to a last minute glitch with the questions from the state. He said we are working through that at present.

Council President Morgan had no report.

Councilwoman Philipps echoed congratulations to Tyler Jackson as well as the remarks about the Fire Department's response to the fire in town. She added that she and Council are grateful for our volunteers and our Department always. Philipps went on to thank the Department of Public Works for the recent snow clearing. She then gave the December Fire Department report as well as the 2023 year end statistics, copies of which are attached to these Minutes.

Philipps concluded by informing that Council is in the last stages of finalizing the extension of the Shared Services Agreement for Firefighter Services with the Borough of Barrington. Hoping to have on the next Agenda.

Councilman Pagan had no report.

MAYOR'S REPORT:

Mayor Houck reported many initiatives are underway with road projects, parks and recreation and more. He is excited to get started with this great team.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

INTRODUCTION of Ordinance 2024:1538 – An Ordinance of The Borough of Haddon Heights, County of Camden, Adopting A Redevelopment Plan For Certain Property Within the Borough of Haddon Heights that Has Been Designated An Area In Need of Redevelopment – *St. Mary's*

Public Hearing and Final Adoption of Ordinance 2024:1538 is scheduled for Tuesday, February 6, 2024 at 7:00 pm in the Municipal Building located at 625 Station Avenue, Haddon Heights, New Jersey.

Mayor Houck asked for a motion to introduce Ordinance 2024:1538. Motion was moved by Councilmember Pagan, seconded by Councilmember Russo. Upon a roll call vote, all members were in favor.

Mayor Houck read aloud Resolutions 2024:43 through 2024:59.

Resolution 2024:43 – A Resolution of the Borough of Haddon Heights, County of Camden, Referring the Proposed Redevelopment Plan For Certain Property Within the Borough of Haddon Heights to the Borough Planning Board for Review Pursuant to N.J.S.A. 40A:12A-7.e

Resolution 2024:44 – Resolution Authorizing the Mayor to Execute A Shared Services Agreement By and Between the Borough of Audubon Relative to the Sharing of the Services of the Audubon Municipal Court By And for the Borough of Haddon Heights for the Period January 1, 2024 through December 31, 2026

Resolution 2024:45 – Resolution Appointing Municipal Court Judge Pursuant To Shared Services Agreement Between The Borough of Haddon Heights and the Borough of Audubon Regarding Municipal Court Services – *Honorable Charles Shimberg*

Resolution 2024:46 – Resolution Appointing Municipal Court Prosecutor Pursuant To Shared Services Agreement Between the Borough of Haddon Heights and the Borough of Audubon Regarding Municipal Court Services – *Gabrielle DeSorte, Esq.*

Resolution 2024:47 – Resolution Appointing Municipal Court Public Defender Pursuant To Shared Services Agreement Between the Borough of Haddon Heights and the Borough of Audubon Regarding Municipal Court Services – *Timothy Farrow, Esq.*

Resolution 2024:48 – Resolution Appointing Municipal Court Administrator Pursuant To Shared Services Agreement Between the Borough of Haddon Heights and the Borough of Audubon Regarding Municipal Court Services – *Jean Phillips*

Resolution 2024:49 – Resolution Appointing Municipal Deputy Court Administrators Pursuant To Shared Services Agreement Between the Borough of Haddon Heights and the Borough of Audubon Regarding Municipal Court Services – *Barbara Borgesi and Chelsea Jannetti*

Resolution 2024:50 – Resolution Approving a Raffle License for St. Rose of Lima Parent Teacher Association for a Casino Night – *March 2, 2024*

Resolution 2024:51 – Resolution Approving a Bingo License for St. Rose of Lima Parent Teacher Association for the Purpose of Conducting Designer Bag Bingo – *April 13, 2024*

Resolution 2024:52 – Resolution Approving a Raffle License for St. Rose of Lima Parent Teacher Association for the Purpose of Conducting a Penny Auction – *April 13, 2024*

Resolution 2024:53 – Resolution Approving a Raffle License for St. Rose of Lima Parent Teacher Association for the Purpose of Conducting a 50/50 Monetary Raffle – *April 13, 2024*

Resolution 2024:54 – Resolution Authorizing a Partial Refund of a Community Center Rental Deposit - *Franco*

Resolution 2024:55 – Resolution Authorizing Refund of a Certificate of Continued Occupancy Inspection Fee – *Bruce*

Resolution 2024:56 – Resolution Authorizing Payment of Bills and Claims for the Month of January

Resolution 2024:57 – Resolution Authorizing a Refund of a Parking Permit - *Brown*

Resolution 2024:58 – 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 regarding Personnel discussion related to Police Department administration. Discussion is expected to be ½ hr. in duration. Formal action may be taken on the foregoing item following Executive Session.***

Resolution 2024:59 – Resolution Amending Resolution 2024:31 Resolution Concerning Appointments

Mayor Houck asked for a motion to adopt Resolutions 2024:43 through 2024:59. Motion was moved by Councilmember Ottoson, seconded by Councilmember Pagan. Under a roll call vote, all members voted yes.

PUBLIC COMMENT:

Mayor Houck opened Public Comment on any matter.

Seeing no movement or comment, Mayor Houck closed the Public Comment portion.

He then announced that Council will now move into Executive Session asking all to exit Council Chambers.
7:18 pm

EXECUTIVE SESSION:

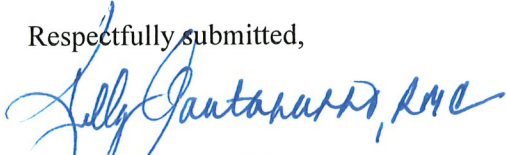
Following Executive Session, Mayor and Council returned to open session. Mayor Houck asked for a motion to come out of Executive Session. Motion was moved by Councilmember Russo, seconded by Councilmember Pagan. All members were in favor.

ADJOURNMENT:

With no business to act upon, Mayor Houck asked for a motion to adjourn the meeting. Motion was moved by Councilmember Morgan, seconded by Councilmember Russo. All members were in favor.

Time: 7:32 pm

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Kelly Santosusso, RMC". The signature is fluid and cursive, with the initials "RMC" clearly visible at the end.

Kelly Santosusso, RMC, CMR
Borough Clerk



MEMO

FROM: Chief Thomas Schneider #1851

DATE: January 16, 2024

TO: Director of Public Safety Tom Ottoson Cc: Mayor & Council

SUBJECT: December 2023 Monthly Report

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

MONTHLY STATISTICS

- 5101 Miles were driven on patrol, Total fleet Mileage 713,955
- 940 Calls For Service
- 12 Arrests and Charges
- 13 Accidents
- 93 Motor Vehicle Summonses Issued

Summary of new initiatives:

-Pizza with Police – (Brooklyn Pizza December 19th 6-8pm) Face painting, touch a truck, giveaways, special guest appearance and more!

-NATIONAL Night Out 2024 – (August 6th at the Dell) All activities for kids including, face painting, touch a truck, popcorn, ice cream, pie eating contest, games, giveaways, and more!

-Autism Spectrum Disorder/ and or all disabilities registry- The registry provides information to the Police Dept. in case of an emergency specifically about the registered person's emergency contacts, detailed physical descriptions, known routines, favorite attractions, and any other pertinent information that could help us if an emergency situation arises.

-GCPOP (Garnet Country Police Outreach Program) – is a program made up of Haddon Heights, Barrington, Lawnside, and Merchantville police officers, that meet/play sports/activities/etc., with students within our community to allow them to get to know us, answer any questions, and help them with any school or life event that they may need assistance with.

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

Ordinances and Resolutions:

The following SOPs to be adopted by Resolution/Ordinance for HHPD:

General Initiatives

- **Reminder** – HHPD would like to remind residents to please obey prohibited parking laws and ordinances around our schools, sports facilities, and recreational centers. Please obey all posted **NO PARKING** areas in order to allow for the safe passage of pedestrians and vehicular traffic.
- **Traffic** –
 - Pedestrian sign/signal upgrades in the area of the (Prospect/Glenview)
 - KHY construction will be starting around Spring 2024 (County)
 - Speed RADAR sign proposal in the area of (1600 block of Prospect Ridge Blvd. (completed)
 - RADAR Enforcement increased / Radar sign deployed where potential speeding problems are reported. (Bellmawr and Maple)
 - Officers have increased STOP intersection monitoring where potential violations have been reported.
 - HHPD continues to work with the Department of Public Works and the County to identify intersections in need of yellow curbing and crosswalks to increase safety of students and pedestrians.

➤ **Haddon Heights Overnight Parking Request (ONLINE LINK)**

- Borough website online link <https://haddonhts.com> (click on the overnight parking request and complete the requested information)
- Overnight parking permission requests are valid for one night only.
- The vehicle must be parked with the traffic flow.
- The vehicle's gross weight must be less than 8,001 pounds.
- The vehicle cannot be placed on the list if it is operable and there is room in the driveway.
- You must give a valid reason why the vehicle is being left on the street.
- Excessive requests, abuse, or not adhering to the policy may result in a summons.
- In the event of snow or predicted snow, all on-street parking is prohibited.

➤ **Permit Parking**

Residents who do not have room in their private driveway to park all their vehicles or tenants who do not have access to a parking area can apply for parking permits at the Borough Hall. After the application is completed, it is submitted for approval.

Permit Application Fees

- **\$25.00 per permit** if there is no room on your property to construct or add onto your driveway according to current zoning laws
- **ONLINE PAYMENT**
PORTAL: <https://wipp.edmundsassoc.com/Wipp/?wippid=0418#miscPymtPage>

Renewal of Overnight Parking Permit Application

- <https://form.jotform.com/232205537110038>



Haddon Heights & Barrington Fire Department

608 REAR STATION AVE
HADDON HEIGHTS, NJ 08035
856-546-7135

Office of the Fire Chief

Incidents from January 1, 2024 to January 31, 2024:

Calls in Haddon Heights: 28

Calls in Barrington: 14

Calls to Mutual Aid: 8

Calls to Highway: 1

TOTAL: 51

Average Firefighters per call: 6

Career staff calls: 30

Respectfully Submitted,

Joseph P. Hales, Jr.

Fire Chief

| INCIDENT # | INCIDENT LOCATION | DISPATCH # | 1ST ARRIVAL | SHIFT | OFFICER IN CHARGE |
|------------|-------------------------|-------------|-------------|----------------------|-------------------|
| HHFD-2024 | 2000 REAM Apartment | Squad 2 | Daytime | - (Zwaska, Benjamin | |
| HHFD-2024 | 1414 CEDA UNCONSCIOUS | Squad 2 | Daytime | - (Zwaska, Benjamin | |
| HHFD-2024 | 1328 MAPI Natural Gas | Chief 2 | Non Duty | C Hales, Joseph | |
| HHFD-2024 | 105 WHITE Highway Hi | Engine 2 | Non Duty | C Scharle, Tyler | |
| HHFD-2024 | 15 TRINITY Investigate | Squirt 2 | Non Duty | C Ritz, Kevin | |
| HHFD-2024 | 4000 REAM Investigate | Squad 2 | Daytime | - (Zwaska, Benjamin | |
| HHFD-2024 | 1931 NEW Investigate | Squad 2 | Daytime | - (Zwaska, Benjamin | |
| HHFD-2024 | 334 CREST Dwelling | Squad 2 | Daytime | - (Zwaska, Benjamin | |
| HHFD-2024 | 1200 CLEM INTERIOR F | Engine 2 | Nights | - Du Szabo, Benjamin | |
| HHFD-2024 | 1200 CLEM Dewatering | Utility 216 | Nights | - Du Ehrman, Kevin | |
| HHFD-2024 | 603 GARDE Incidental | Squad 2 | Daytime | - (Jackson, Tyler W | |
| HHFD-2024 | 1403 W HICK EMS Assist | Squad 2 | Daytime | - (Jackson, Tyler W | |
| HHFD-2024 | 1 COMMEF ALARM SYSTEM | Squad 2 | Daytime | - (Jackson, Tyler W | |
| HHFD-2024 | 2011 PROS EMS Assist | Battalion 2 | Nights | - Du Mach, Stephen | |
| HHFD-2024 | 235 CHESTER Dwelling | Squad 2 | Daytime | - (Zwaska, Benjamin | |
| HHFD-2024 | 210 READIE Incidental | Squirt 2 | Non Duty | C Oswald, Eamon | |
| HHFD-2024 | 220 E WILL Carbon Mo | Engine 2 | Non Duty | C DiRenzo, Stephen | |
| HHFD-2024 | 11 BLACK F Investigate | Squirt 2 | Non Duty | C Ehrman, Kevin | |
| HHFD-2024 | 288 ROUTE MVA w/ Inj | Squad 2 | Daytime | - (Zwaska, Benjamin | |
| HHFD-2024 | 100 E GLOU ALARM SYSTEM | Squad 2 | Daytime | - (Zwaska, Benjamin | |
| HHFD-2024 | 129 ELLIS S Dwelling | -- | Non Duty | C Hales, Joseph | |
| HHFD-2024 | 401 E ATLA UNCONSCIOUS | Squad 2 | Daytime | - (Zwaska, Benjamin | |
| HHFD-2024 | 24 WALNUT Dwelling | -- | Daytime | - (Zwaska, Benjamin | |
| HHFD-2024 | Clements B MVA w/ Inj | Squad 2 | Daytime | - (Jackson, Tyler W | |
| HHFD-2024 | 15 10TH A Wires Burn | Squad 2 | Daytime | - (Jackson, Tyler W | |
| HHFD-2024 | 240 HIGHLY Investigate | Squirt 2 | Nights | - Du Ehrman, Kevin | |
| HHFD-2024 | 516 11TH F OVERDOSE | Chief 2 | Daytime | - (Zwaska, Benjamin | |
| HHFD-2024 | 1917 MAPI CARDIAC E | Squad 2 | Daytime | - (Zwaska, Benjamin | |
| HHFD-2024 | 430 W BRC Apartment | -- | Non Duty | C Hales, Joseph | |
| HHFD-2024 | 1645 CHESER Dwelling | Squirt 2 | Non Duty | C -- | |
| HHFD-2024 | 104 WHITE ALARM SYSTEM | Squirt 2 | Non Duty | C Hales, Joseph | |
| HHFD-2024 | 348 RIDGE D Dwelling | Squad 2 | Daytime | - (Jackson, Tyler W | |
| HHFD-2024 | 1200 CLEM UNCONSCIOUS | Squad 2 | Daytime | - (Jackson, Tyler W | |
| HHFD-2024 | 411 BLACK MVA w/ Inj | Squad 2 | Daytime | - (Zwaska, Benjamin | |
| HHFD-2024 | 12 LOUCRE Dwelling | Squad 2 | Daytime | - (Zwaska, Benjamin | |
| HHFD-2024 | 2035 W HICK EMS Assist | Squad 2 | Daytime | - (Zwaska, Benjamin | |
| HHFD-2024 | GARDEN ST Tree Down | Engine 2 | Non Duty | C Hoinkis, Derek | |
| HHFD-2024 | 1908 BRYN Tree Down | Engine 2 | Non Duty | C Hoinkis, Derek | |
| HHFD-2024 | 1844 PROS Tree Down | Engine 2 | Non Duty | C Hoinkis, Derek | |
| HHFD-2024 | 341 BLACK Rescue | Battalion 2 | Nights | - Du Scharle, Tyler | |
| HHFD-2024 | 1826 WAYI Natural Gas | Squad 2 | Daytime | - (Zwaska, Benjamin | |
| HHFD-2024 | 117 E ATLA EMS Assist | Squad 2 | Daytime | - (Zwaska, Benjamin | |
| HHFD-2024 | 131 WHITE UNCONSCIOUS | Squad 2 | Daytime | - (Jackson, Tyler W | |
| HHFD-2024 | 28 REMING Dwelling | Squirt 2 | Non Duty | C Scharle, Tyler | |
| HHFD-2024 | 1027 N REE Dwelling | -- | Non Duty | C DiRenzo, Stephen | |
| HHFD-2024 | 117 E ATLA Incidental | Squad 2 | Daytime | - (Velazquez, Chris | |

| | | | |
|-----------|-------|------------------------------|------------------------------|
| HHFD-2024 | ##### | 1833 S PAREMS Assist Squad 2 | Daytime - (Velazquez, Chris |
| HHFD-2024 | ##### | 500 WHITE UNCONSCIOUS | Daytime - (Zwaska, Benjamin |
| HHFD-2024 | ##### | 302 WHITE -- Chief 2 | Non Duty (Hales, Joseph |
| HHFD-2024 | ##### | 201 2ND ALARM SYSTEM Squad 2 | Daytime - (Zwaska, Benjamin |
| HHFD-2024 | ##### | 201 2ND ALARM SYSTEM Squad 2 | Daytime - (Zwaska, Benjamin |