

**BOROUGH OF MEDFORD LAKES, NEW JERSEY**

**SPECIAL MEETING – BUDGET WORKSHOP**

**January 13, 2012**

A Special Meeting of the Borough Council of the Borough of Medford Lakes, New Jersey, was held on the above date in Oaks Hall at Municipal Cabin, 1 Cabin Circle, Medford Lakes, NJ 08055 beginning at 8:00am. Following the pledge of allegiance and a moment of silence (Council and the public observed a moment of silence to honor service men and women defending our country). Clerk McIntosh read the Open Public Meetings Act: pursuant to the requirements of the Open Public Meetings Act, adequate notice of this meeting had been provided to the Central Record, the Borough Website and posting on the official bulletin board of the Borough of Medford Lakes. Those wishing to be notified for changes to scheduled meetings were notified via email or regular mail.

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**ROLL CALL**

Clerk McIntosh called roll. Mayor Gregory C. Lackey, Deputy Mayor Thomas J. Cranston, Councilman Gary A. Miller, Councilman Jeffrey Fitzpatrick and Councilman Robert D. Hanold, Sr. answered in attendance. Also present were Manager Julie Horner-Keizer, Borough Clerk Mark J. McIntosh, Fire Chief Craig Farnsworth, Licensed Operator of the Wastewater Treatment Plant Paul Hayden and Backup WWTP Operator Jeff Dyremose.

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**PUBLIC COMMENT #1**

*Mayor Lackey opened the meeting for public comment. Hearing none he closed public comment.*

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**RESOLUTIONS**

*Deputy Mayor Cranston introduced Resolution Number 30-12, seconded by Councilman Fitzpatrick.*

**RESOLUTION NUMBER 30-12**

**A RESOLUTION AWARDING A PROFESSIONAL SERVICES CONTRACT FOR PLANNING BOARD ATTORNEY**

**WHEREAS**, the Borough of Medford Lakes has a need to acquire a **PLANNING BOARD ATTORNEY** pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Borough of Medford Lakes has solicited proposals for professional services through a Fair and Open Process pursuant to N.J.S.A. 19:44A-20.4 et seq., and Chapter 9 of the Borough Code; and

**WHEREAS**, there exists in the Borough of Medford Lakes a need for a **PLANNING BOARD ATTORNEY** to perform legal services for the Borough in connection with the Planning Board.

**WHEREAS**, the Borough received only one (1) proposal which has been reviewed by the Planning Board; and

**WHEREAS**, the Planning Board has recommended by Resolution the appointment of Robert E. Kingsbury, Esq., having met all of the requirements of Chapter 9 of the Borough Code; and

**WHEREAS**, the anticipated term of this contract is one (1) year; and

**WHEREAS**, the certification of the availability of funds requirements per N.J.A.C. 5:30-5.4 has been met; and

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the BOROUGH OF MEDFORD LAKES that a professional services contract for “**PLANNING BOARD ATTORNEY**” is awarded to:

- Robert E. Kingsbury, A-2 Jackson Commons, 30 Jackson Road, Medford, NJ 08055.
- The agreed to contract attached shall be for the period of 1/1/12 to 12/31/12.
- The Clerk shall publish once in the Official Newspaper a legal notice stating the nature, duration, type of service and amount of contract.
- The Business Disclosure Entity Certification and the Determination of value be placed on file with this resolution.

**VOTE ON ADOPTION**

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor Gregory C. Lackey			X			
Deputy Mayor Thomas J. Cranston	X		X			
Councilman Gary Miller			X			
Councilman Robert D. Hanold, Sr.			X			
Councilman Jeffrey Fitzpatrick		X	X			

*Deputy Mayor Cranston introduced Resolution Number 31-12, seconded by Councilman Hanold.*

**RESOLUTION NUMBER 31-12**

**A RESOLUTION AWARDING A PROFESSIONAL SERVICES CONTRACT FOR PLANNING BOARD ENGINEER**

**WHEREAS**, the Borough of Medford Lakes has a need to acquire a **PLANNING BOARD ENGINEER** pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Borough of Medford Lakes has solicited proposals for professional services through a Fair and Open Process pursuant to N.J.S.A. 19:44A-20.4 et seq., and Chapter 9 of the Borough Code; and

**WHEREAS**, there exists in the Borough of Medford Lakes a need for a **PLANNING BOARD ENGINEER** to perform engineering services for the Borough in connection with the Planning Board.

**WHEREAS**, the Borough received five (5) proposals which have been reviewed by the Planning Board; and

**WHEREAS**, the Planning Board has recommended by Resolution the appointment of Environmental Resolutions Inc. having met all of the requirements of Chapter 9 of the Borough Code; and

**WHEREAS**, the anticipated term of this contract is one (1) year; and

**WHEREAS**, the certification of the availability of funds requirements per N.J.A.C. 5:30-5.4 has been met;  
and

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the BOROUGH OF MEDFORD LAKES that a professional services contract for “**PLANNING BOARD ENGINEER**” is awarded to:

- Christopher J. Noll, PE, PP, CME, of Environmental Resolutions Inc., 525 Fellowship Road, Suite 300, Mt. Laurel, NJ 08054.
- The agreed to contract attached shall be for the period of 1/1/12 to 12/31/12.
- The Clerk shall publish once in the Official Newspaper a legal notice stating the nature, duration, type of service and amount of contract.
- The Business Disclosure Entity Certification and the Determination of value be placed on file with this resolution.

**VOTE ON ADOPTION**

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor Gregory C. Lackey			X			
Deputy Mayor Thomas J. Cranston	X		X			
Councilman Gary Miller			X			
Councilman Robert D. Hanold, Sr.		X	X			
Councilman Jeffrey Fitzpatrick			X			

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*Deputy Mayor Cranston introduced Resolution Number 32-12, seconded by Councilman Miller.*

**RESOLUTION NUMBER 32-12**

**A RESOLUTION AWARDING A PROFESSIONAL SERVICES CONTRACT FOR PLANNING BOARD PLANNER**

**WHEREAS**, the Borough of Medford Lakes has a need to acquire a **PLANNING BOARD PLANNER** pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Borough of Medford Lakes has solicited proposals for professional services through a Fair and Open Process pursuant to N.J.S.A. 19:44A-20.4 et seq., and Chapter 9 of the Borough Code; and

**WHEREAS**, there exists in the Borough of Medford Lakes a need for a **PLANNING BOARD PLANNER** to perform planning services for the Borough in connection with the Planning Board.

**WHEREAS**, the Borough received four (4) proposals which have been reviewed by the Planning Board;  
and

**WHEREAS**, the Planning Board has recommended by Resolution the appointment of Alaimo Group having met all of the requirements of Chapter 9 of the Borough Code; and

**WHEREAS**, the anticipated term of this contract is one (1) year; and

**WHEREAS**, the certification of the availability of funds requirements per N.J.A.C. 5:30-5.4 has been met;  
and

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the BOROUGH OF MEDFORD LAKES that a professional services contract for “**PLANNING BOARD PLANNER**” is awarded to:

- Joseph Augustyn, PP, AICP of the Alaimo Group, 200 High Street, Mt. Holly, NJ 08060.
- The agreed to contract attached shall be for the period of 1/1/12 to 12/31/12.
- The Clerk shall publish once in the Official Newspaper a legal notice stating the nature, duration, type of service and amount of contract.
- The Business Disclosure Entity Certification and the Determination of value be placed on file with this resolution.

**VOTE ON ADOPTION**

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor Gregory C. Lackey			X			
Deputy Mayor Thomas J. Cranston	X		X			
Councilman Gary Miller		X	X			
Councilman Robert D. Hanold, Sr.			X			
Councilman Jeffrey Fitzpatrick			X			

*Deputy Mayor Cranston introduced Resolution Number 33-12, seconded by Councilman Hanold.*

**RESOLUTION NUMBER 33-12**

**A RESOLUTION APPOINTING A RISK MANAGEMENT CONSULTANT TO THE CAMDEN COUNTY MUNICIPAL JOINT INSURANCE FUND**

**WHEREAS**, the Borough of Medford Lakes has a need to acquire a Risk Management Consultant pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Borough of Medford Lakes has solicited proposals for professional services through a Fair and Open Process pursuant to N.J.S.A. 19:44A-20.4 et seq. and Chapter 9 of the Borough Code; and

**WHEREAS**, the anticipated term of this contract is one (1) year; and

**WHEREAS**, Conner Strong & Buckelew Companies, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that Conner Strong & Buckelew Companies, Inc. has not made any reportable contributions to a political or candidate committee in the Borough of Medford Lakes in the previous one year, and that the contract will prohibit Conner Strong & Buckelew Companies, Inc. from making any reportable contributions through the term of the contract; and

**WHEREAS**, the certification of the availability of funds requirements per N.J.A.C. 5:30-5.4 has been met; and

**WHEREAS**, the Governing Body of Medford Lakes Borough has resolved to join Camden County Municipal Joint Insurance Fund, a self insurance pooling fund, following a detailed analysis; and

**WHEREAS**, the Bylaws of said Fund permit each municipality to appoint a RISK MANGEMENT CONSULTANT to perform various professional services as detailed in the Bylaws; and

**WHEREAS**, the Bylaws indicate a fee not to exceed six percent (6%) of the Municipal Assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Governing Body; and

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the BOROUGH OF MEDFORD LAKES that a professional services contract for Risk Management Consultant in accordance with 40A: 11-5 is awarded to Conner Strong & Buckelew Companies, Inc., 40 Lake Center Executive Park, 401 Route 73 North, Suite 300, P.O. Box 989, Marlton, NJ 08053.

- The agreed to contract attached shall be for the period of 1/1/12 to 12/31/12.
- The Clerk shall publish once in the Official Newspaper a legal notice stating the nature, duration, type of service and amount of contract.
- The Business Disclosure Entity Certification and the Determination of value be placed on file with this resolution.

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*Council collectively agreed to have the Manager and Administration Committee provide a cost/benefit analysis of both the Camden County Joint Insurance Fund and the Burlington County Joint Insurance Fund.*

**VOTE ON ADOPTION**

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor Gregory C. Lackey			X			
Deputy Mayor Thomas J. Cranston	X		X			
Councilman Gary Miller				X		
Councilman Robert D. Hanold, Sr.		X	X			
Councilman Jeffrey Fitzpatrick			X			

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**FIRE DEPARTMENT BUDGET PRESENTATION**

*Chief Farnsworth presented a power-point presentation of the proposed Fire Department budget.*

*Council, Manager Horner- Keizer and Chief Farnsworth discussed the proposed 2012 Fire Department Budget including the operating budget and capital budget.*

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**WASTEWATER TREATMENT PLANT (WWTP) PRESENTATION**

*Operator Hayden presented a power-point presentation of the proposed WWTP budget.*

*Council, Manager Horner – Keizer, Operator Hayden and Back-up Operator Dyremose discussed the proposed 2012 operating budget and capital budget.*

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*Councilman Hanold motioned to adjourn the special meeting, seconded by Mayor Lackey.*

Vote to Adjourn

Yeas – Lackey, Cranston, Miller, Fitzpatrick, Hanold

Nays – None

Meeting Adjourned