

BOROUGH OF MEDFORD LAKES, NEW JERSEY

SCHEDULED REGULAR MEETING (7:00pm)

January 14, 2016

A scheduled Regular Meeting of the Borough Council of the Borough of Medford Lakes, New Jersey, beginning at 7:00pm was held at Oaks Hall. Borough Clerk McIntosh read the Open Public Meetings Act: pursuant to the requirements of the Open Public Meetings Act, adequate notice of this scheduled meeting had been provided to and published in the Burlington County Times and also posted 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.

ROLL CALL

Clerk McIntosh called roll. Mayor Robert J. Burton, Deputy Mayor Gary A. Miller, Councilman Thomas J. Cranston, Councilman Robert D. Hanold, Sr. (Via Skype then cell phone) and Councilwoman Kathryn Merkh answered in attendance. Also present was Manager Julie Horner – Keizer and Solicitor Douglas Heinold, Esq.

PUBLIC COMMENT #1

Mayor Burton opened the meeting to public comment, hearing none he closed public comment.

MINUTES

Deputy Mayor Miller motioned adoption of the December 1, 2015 Special Session Minutes, December 10, 2015 Regular Session Minutes and the December 15, 2015 Special Meeting Minutes, seconded by Councilwoman Merkh.

Vote to adopt

Yeas – Burton, Miller, Cranston, Hanold, Merkh

Nays – None

Minutes Adopted

ORDINANCES

Deputy Mayor Miller introduced Ordinance #629 on first reading, seconded by Councilman Cranston.

ORDINANCE NUMBER 629

AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE RATE OF COMPENSATION FOR CERTAIN EMPLOYEES AND OFFICERS OF THE BOROUGH OF MEDFORD LAKES AND SPECIFYING THE METHOD OF PAYMENT THEREOF

BE IT ORDAINED by the Borough Council of the Borough of Medford Lakes in the County of Burlington, New Jersey that:

Section 1. The attached salary guide as designated herein is fixed on an annual basis respective to the position listed below. All employees may be paid bi-weekly, monthly or quarterly, as directed by the Borough Manager.

Overtime compensation for hours worked in excess of the regular workweek (40 hours) shall be at time and one-half rate.

Section 2. The rates of salaries stated herein are the rates and ranges. Employees may be paid up to these ranges at the discretion of the Municipal Manager. Members of the Police Department salaries are established in accordance with the agreement made between the Borough of Medford Lakes and the Medford Lakes Police Officers Association and Superior Officers Association. Such compensation however, shall not be less that permitted by applicable State and Federal Law.

Section 3. The Manager, at his/her discretion, can hire replacement employees up to and including the present maximum rates as set forth in this Ordinance.

Section 4. All Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

Section 5. This Ordinance shall take effect immediately upon its final adoption and publication according to law.

Title	Minimum		Maximum		
Mayor and Borough Council	\$1.00		\$3,000.00		
Municipal Manager	\$5,000.00		\$95,000.00		
Deputy Municipal Manager	\$5,000.00		\$35,000.00		
Municipal Clerk	\$5,000.00		\$60,000.00		
Deputy Clerk	\$1.00		\$20,000.00		
Chief Financial Officer	\$5,000.00		\$43,000.00		
Deputy Treasurer	\$1.00		\$20,000.00		
Clerical Staff (full or part time)	\$1,000.00		\$35,000.00		
Clerical Staff (hourly)	Minimum Wage	per hour	\$25.00	per hour	
Recording Secretary	\$50.00	per meeting	\$175.00	per meeting	
Tax Assessor	\$5,000.00		\$35,000.00		
Tax Collector	\$5,000.00		\$45,000.00		
Sewer Collector	\$5,000.00		\$45,000.00		
Recycling Coordinator	\$1,000.00		\$10,000.00		
Safety Coordinator	\$1,000.00		\$10,000.00		
Secretary to Board	\$1,000.00		\$10,000.00		
Rabies Clinic Assistants	\$75.00	per clinic	\$175.00	per clinic	
Municipal Sound Recorder	\$25.00	per court	\$175.00	per court	
Municipal Court Administrator	\$10.00	per hour	\$50.00	per hour	
Deputy Court Administrator	\$100.00	per court	\$175.00	per court	
Deputy Court Administrator (on-call)	\$10.00	per call	\$100.00	per call	
Municipal Judge	\$500.00		\$15,000.00		
Police Chief	\$60,000.00		\$120,000.00		
Police Lieutenant	\$50,000.00		\$108,000.00		
Police Sergeant	\$40,000.00		\$95,000.00		
Police Corporal	\$40,000.00		\$90,000.00		
Police Officer 2nd -8th Year	\$30,000.00		\$86,000.00		
Police Officer Academy & Field Trained	\$25,000.00		\$48,000.00		
Police Officer Untrained	\$25,000.00		\$45,000.00		
Police Officer – Off Duty Details	\$0.00	per hour	\$85.00	per hour	
Crossing Guards	Minimum Wage	per hour	\$16.00	per hour	
Special Police	\$12.00	per hour	\$25.00	per hour	

Police Secretary		\$500.00		\$50,000		
Construction Official		\$1,000.00		\$15,000.00		
Sub code Officials		\$500.00		\$5,500.00		
		\$10.00	per inspection	\$25.00	per inspection	
Code Enforcement		\$1,000.00		\$11,000.00		
Deputy Code Enforcement		\$500.00		\$5,000.00		
Zoning Officer		\$500.00		\$5,000.00		
Deputy Zoning Officer		\$250.00		\$2,500.00		
Emergency Management Coordinator		\$500.00		\$5,000.00		
Emergency Management Coordinator during Emergency		\$20.00	per hour	\$40.00	per hour	not to exceed 100 hours
Deputy Emergency Management Coordinator		\$250.00		\$2,500.00		
Deputy Emergency Management Coordinator during Emergency		\$20.00	per hour	\$40.00	per hour	not to exceed 100 hours
Fire Official		\$1,500.00		\$6,000.00		
Fire Inspector		\$500.00		\$2,500.00		
Fire/EMS Technician		Minimum Wage	per hour	\$15.00	per hour	
Emergency Medical Services Administrator		\$0.00		\$3,000.00		
Special Projects Foreman		\$15.00	per hour	\$65.00	per hour	
Special Projects Foreman		\$2,500		\$25,000		
Fire Fighter Safer Grant		\$5.00	Per call	\$35.00	Per Call	
Fire Administrator		\$500.00		\$7,500.00		
Borough Engineer/Superintendent of Public Works		\$15,000.00		\$55,000.00		
Borough Engineer/Superintendent of Wastewater		\$15,000.00		\$55,000.00		
Public Works Assistant Superintendent		\$5,000.00		\$60,000.00		
Certified Public Works Manager		\$15,000		\$70,000.00		
Public Works Foreman		\$15.00	per hour	\$40.00	per hour	
Public Works Laborer		Minimum Wage	per hour	\$30.00	per hour	
Mechanic		\$10.00	per hour	\$25.00	per hour	
Wastewater Laborers		Minimum Wage	per hour	\$25.00	per hour	
Wastewater Operator Assistant		\$10.00	per hour	\$35.00	per hour	
Backup Wastewater Operator		\$5,000.00		\$80,000.00		
Wastewater Operator		\$15.00	per hour	\$80.00	per hour	

This Ordinance shall be in full force and effect from and after its adoption and any publication as may be required by law.

Manager Horner Keizer explains that it is the standard salary ordinance adopted from time to time to allow for new titles and minimum/maximum rates of pay. She explained the new Special Project Foreman position and the Fire Department Safer Grant per call position.

Mayor Burton called for the vote.

VOTE

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor Robert J. Burton			X			
Deputy Mayor Gary A. Miller	X		X			
Councilman Thomas J. Cranston		X	X			
Councilman Robert D. Hanold, Sr.			X			
Councilwoman Kathryn A. Merkh			X			

CONSENT AGENDA RESOLUTIONS

Councilman Cranston introduced Resolution Numbers 1-16, 2-16, 3-16, 4-16, 5-16, 6-16, 7-16, 8-16, 9-16, 10-16, 11-16, 12-16, 13-16, 14-16, 15-16, 16-16, 17-16, 18-16, 19-16 and 20-16, seconded by Councilwoman Merkh

RESOLUTION NUMBER 1-16

RESOLUTION APPOINTING THE BOROUGH CLERK AS AMERICANS WITH DISABILITIES COORDINATOR

WHEREAS, every municipality is required to designate an ADA Coordinator; and

WHEREAS, the ADA Coordinator’s role is to ensure compliance with the Americans with Disabilities Act.

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey hereby appoints the Borough Clerk as ADA Coordinator for the Borough of Medford Lakes for year 2016.

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon adoption according to law.

RESOLUTION NUMBER 2-16

A RESOLUTION AUTHORIZING THE TAX COLLECTOR TO CANCEL 2016 PROPERTY TAX AND SEWER FEES OF DELINQUENT AMOUNTS LESS THAN \$10.00

WHEREAS, N.J.S.A. 40A:5-17 allows for the cancellation of property tax overpayments or delinquent amounts in the amounts of less than \$10.00; and

WHEREAS, the governing body of the Borough of Medford Lakes may authorize the Tax Collector to process, without further action on their part, any cancellation of property tax overpayments or delinquencies of less than \$10.00.

THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey, hereby authorizes the Tax Collector to cancel said tax amounts as deemed necessary.

BE IT FURTHER RESOLVED, that a certified copy of the Resolution be forwarded to the Tax Collector, the Chief Financial Officer and the Municipal Auditor.

RESOLUTION NUMBER 3-16

**RESOLUTION NAMING OFFICIAL DEPOSITORIES
FOR THE BOROUGH OF MEDFORD LAKES
FOR THE YEAR 2016**

WHEREAS, NJSA 40A: 5-14 mandates that the Governing Body of a Municipal Corporation shall, by resolution passed by a majority vote of the full membership thereof, designate as a depository for its monies a bank or trust company having its place of business in the State and organized under laws of the United States;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, New Jersey that, any financial institution or bank that is licensed to do business in the State of New Jersey and is covered by the GOVERNMENT UNIT DEPOSIT PROTECTION ACT, and the New Jersey Cash Management Fund, be and are, hereby designated as official depositories for Borough funds. Prior to the deposit of any Municipal funds in the above mentioned depositories said bank shall file with the Chief Financial Officer a statement indicating that the bank is covered.

RESOLUTION NUMBER 4-16

**AUTHORIZING INVESTMENT OF IDLE FUNDS
AND FUND TRANSFERS**

WHEREAS, it is desirable that idle funds of the Borough of Medford Lakes be invested in legal investment vehicles at all times; and

WHEREAS, it is occasionally necessary to transfer funds for the purpose of meeting current Borough expenses or for the purpose of effecting investments;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, New Jersey that it does hereby authorize the Chief Financial Officer to request bids and to place orders for the investment of idle funds solely in legally authorized investment vehicles such as investments to the investing institution; and

BE IT FURTHER RESOLVED by the Borough Council of the Borough of Medford Lakes that it does authorize the Chief Financial Officer to transfer funds by wire solely for the following purposes and subject to all pertinent regulations:

1. To or from Borough checking or savings accounts to other Borough accounts;
 2. To or from Borough checking or savings accounts to other Borough accounts specified by banks or the State of New Jersey Cash Management Funds solely for the purpose of investing for the account of the Borough of Medford Lakes, New Jersey.
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RESOLUTION NUMBER 5-16

AUTHORIZATION OF NEWSPAPERS FOR THE PUBLICATION OF LEGAL NOTICES

WHEREAS, it is required to designate newspapers for publication of Legal Notices;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, New Jersey that **The Central Record**, Medford, NJ published weekly, **The Burlington County Times**, Willingboro, NJ, published daily and the **Courier-Post**, Cherry Hill, NJ, published daily, be authorized as official newspapers for the publication of Legal Notices of the Borough: it being the intent of this resolution with respect to any Legal Notice that such may be published in either newspaper.

RESOLUTION NUMBER 6-16

**RESOLUTION APPOINTING A PUBLIC AGENCY COMPLIANCE OFFICER
AFFIRMATIVE ACTION**

WHEREAS, N.J.A.C. 17:27-1.1 provides that no public work contracts can be awarded nor any monies paid until the prospective contractor has agreed to contract performance which complies with an approved affirmative action program; and

WHEREAS, N.J.A.C. 17:27-3.5 provides that each public agency shall annually designate an officer or employee to serve as its public agency compliance officer;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey hereby appoints the Borough Clerk as the Public Agency Compliance Officer for a one-year term ending December 31, 2016.

RESOLUTION NUMBER 7-16

A RESOLUTION AUTHORIZING THE RE-ESTABLISHMENT OF A PETTY CASH FUND

WHEREAS, N.J.S.A.40A: 5-21 authorizes the establishment of a Petty Cash Fund for the Clerk's Office of the Borough of Medford Lakes to be used by such office or department to pay claims for small miscellaneous expenses; and

WHEREAS, said Petty Cash Fund was established by Resolution dated June 8, 1972 by the Borough Council of the Borough of Medford Lakes; and

WHEREAS, it is the desire of the Borough Council that said fund be continued under direction of the Clerk; and

WHEREAS, by order of the Administrative Office of the Courts of the State of New Jersey, Rule 7:7-8 (e) the Medford Lakes Borough Court is required to pay subpoenaed witnesses a \$2.00 fee when called to testify on behalf of the State or on behalf of indigent defendants.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, New Jersey, that:

1. During the year 2016 the Borough Clerk be and is hereby authorized and permitted to establish a Petty Cash Fund in the amount not to exceed \$220.00 pursuant to the provisions of N.J.S.A 40A: 5-21. Said Petty Cash Fund will be used by such office or department to pay claims for small miscellaneous expenses and witness fees as determined by the Medford Lakes Borough Court.
 2. The Borough Clerk, having custody of the Fund be bonded in an amount not less than \$1,000.00 and will maintain said Fund in accordance with the laws and regulations governing its operation.
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RESOLUTION NUMBER 8-16

RESOLUTION AUTHORIZING SIGNATURES ON BOROUGH ACCOUNTS

WHEREAS, it is the desire of the Borough Council of the Borough of Medford Lakes to designate certain Borough Officials as signatories for Borough Bank Accounts.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Medford Lakes, New Jersey that the following Borough Officials are hereby authorized to sign checks or withdrawal slips:

- A. The following bank accounts of the Borough of Medford Lakes shall require two (2) signatures as followings: First Signature shall be that of the Mayor. In the absence of the Mayor, a Borough Councilperson shall sign. Second signature shall be that of the Chief Financial Officer. In the absence of the Chief Financial Officer, the Municipal Clerk shall sign. In the absence of the Chief Financial Officer and the Municipal Clerk, the Borough Manager shall sign.
- Accounts: Current Fund, General Capital Fund, Waste Water, Waste Water Capital, Police Body Armor, Environmental, Street Opening, Planning and Zoning, Animal Control, Municipal Alliance, Flood Relief, Public Defender, Unemployment, Special Law Enforcement,
- B. The Payroll account of the Borough of Medford Lakes shall require two (2) signatures from the following officers; Chief Financial Officer, the Borough Clerk or Borough Manager.
- C. The Tax Title Lien Account of the Borough of Medford Lakes shall require two (2) signatures as following: Signature number one shall be that of the Tax Collector. Signature number two shall be that of the Chief Financial Officer. In the absence of the Chief Financial Officer, the Municipal Clerk shall sign. In the absence of the Chief Financial Officer and the Municipal Clerk, the Borough Manager shall sign.
- D. The Municipal Court Account and Municipal Court Bail Account of the Borough of Medford Lakes shall require the signature of the Court Administrator. In the absence of the Court Administrator, the Deputy Court Administrator or Municipal Court Judge shall sign.
- E. Any Bank Account not listed in this resolution shall require the signatures as listed in “A” above, unless a Resolution of the Governing Body is adopted.

RESOLUTION NUMBER 9-16

A RESOLUTION ADOPTING RULES AND REGULATIONS REGARDING IMPLEMENTATION OF LICENSING FEES

WHEREAS, Ordinance No. 478, as amended, at Section 9, provides that rules and regulations may be imposed by Resolution, implementing licensing fees;

THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey that the following fees shall be in effect until further notice:

DOGS:

\$8.20 Spayed and Neutered
\$11.20, if not spayed and neutered.
\$10.00 Late Charge (to be assessed 30 days after due date)

CATS:

\$8.20 Spayed and Neutered
\$11.20, if not spayed and neutered.
\$10.00 Late Charge (to be assessed 30 days after due date)

The late charge shall be due and payable for dogs and cats that are owned prior to January 31, 2016, annually, thirty (30) days after such date. For dogs and cats that are acquired after January 31, 2016, the late charge shall be due and payable thirty (30) days after the licensing is required under Section 6B, C and D.

RESOLUTION NUMBER 10-16

A RESOLUTION ESTABLISHING A GRACE PERIOD FOR PAYMENT OF TAXES AND SETTING THE RATE OF INTEREST ON DELINQUENT TAXES FOR THE YEAR 2016 AND ESTABLISHING MISCELLANEOUS CHARGES

WHEREAS, the Borough of Medford Lakes has determined that it is desirable for taxpayer to be permitted a grace period for the payment of taxes; and

WHEREAS, R.S. 54:4-67 provides that the Governing Body may establish a grace period and fix the rate of interest to be charged; and

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey, that no interest shall be charged on taxes which are paid within ten (10) days of the date on which they become due, but interest shall be paid from the date due on all taxes which are paid more than ten (10) days after they become due; and

BE IT FURTHER RESOLVED, that the rate of interest on delinquent taxes and delinquent assessments shall be eight percent (8%) per annum for the year 2015 except when the total delinquency exceeds \$1,500.00, the interest rate shall be eighteen percent (18%) per annum on the portion in excess of \$1,500.00 and shall remain at eighteen percent (18%) (even if the amount is below \$1,500.00) until the account becomes current; and

BE IT FURTHER RESOLVED, that an additional penalty of six percent (6%) of the amount of the delinquency in excess of \$10,000.000 including taxes, assessments and sewer charges be charged to a taxpayer who fails to pay the delinquency prior to the end of the fiscal year.

BE IT FURTHER RESOLVED, that a charge of \$25.00 will be collected for the issuance of a Certificate of Redemption.

RESOLUTION NUMBER 11-16

A RESOLUTION ESTABLISHING A GRACE PERIOD FOR PAYMENT OF SEWER SERVICES AND SETTING THE RATE OF INTEREST ON DELINQUENT SEWER SERVICES FOR THE YEAR 2016

WHEREAS, the Borough of Medford Lakes has determined that it is desirable for taxpayer to be permitted a grace period for the payment of sewer services; and

WHEREAS, NJSA 40:14A-21 provides that the Governing Body may establish a grace period and fix the rate of interest to be charged; and

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey, that no interest shall be charged on sewer services which are paid within ten (10) days of the date on which they become due, but interest shall be paid from the date due on all sewer services which are paid more than ten (10) days after they become due; and

BE IT FURTHER RESOLVED, that the rate of interest on delinquent sewer services shall be eighteen percent (18%) per annum for the year 2016; and

BE IT FURTHER RESOLVED, that an additional penalty of six percent (6%) of the amount of the delinquency in excess of \$10,000.000 including taxes, assessments and sewer charges be charged to a taxpayer who fails to pay the delinquency prior to the end of the fiscal year.

RESOLUTION NUMBER 12-16

**A RESOLUTION AUTHORIZING THE TAX COLLECTOR
TO REFUND OR TO APPLY CREDITS FOR TAXES**

WHEREAS, there are taxpayers of the Borough of Medford Lakes who are due to receive refunds without interest for duplicate tax payments; and

WHEREAS, there are taxpayers of the Borough of Medford Lakes who are due to receive refunds with five percent (5%) interest resulting from judgments by the Burlington County Board of Taxation pursuant to N.J.S.A. 54:3-27.2.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey, that the Borough of Medford Lakes Tax Collector be and hereby is authorized with the concurrence of the Chief Financial Officer to make such refunds or to apply such credits at their discretion.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Tax Collector and CFO for their records.

RESOLUTION NUMBER 13-16

**A RESOLUTION AUTHORIZING THE ISSUANCE OF
DUPLICATE TAX SALE CERTIFICATE PURSUANT TO CHAPTER 99 OF
THE PUBLIC LAWS OF 1997 AND SETTING A FEE**

WHEREAS, the Tax Collector of this municipality has previously issued a tax sale certificate covering a premises commonly known and referred to with a block and lot number as set out in the municipal tax map; and

WHEREAS, the purchaser of the aforesaid tax sale certificate has indicated to the Tax Collector that they have lost or otherwise misplaced the original tax sale certificate and have duly filed the appropriate Affidavit of Loss with the Tax Collector.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey, that the Tax Collector of the municipality be and is hereby authorized, upon receipt of the appropriately executed and notarized Loss Affidavit and the payment of a fee of \$100.00 per certificate, to issue an appropriate duplicate tax sale certificate to the said purchaser covering the certificate lost as previously described all in accordance with the requirements of Chapter 99 of Public Laws of 1997.

BE IT FURTHER RESOLVED, that a copy of this resolution and the Loss Affidavit be attached to the duplicate certificate to be issued to said purchaser and that said duplicate certificate shall be stamped or otherwise have imprinted upon it the word "DUPLICATE" as required by law.

RESOLUTION NUMBER 14-16

**A RESOLUTION ESTABLISHING A FEE FOR MAILING OF TAX NOTICES
IN LIEU OF ANY TWO PUBLICATIONS**

WHEREAS, N.J.S.A. 54:5-26 states that a notice of Tax Sale be published in a newspaper circulated within the municipality once in each of the four preceding calendar weeks prior to the week of the sale; and

WHEREAS, N.J.S.A. 54:5-26 allows in lieu of any two publications notice to the property owner, person or entity entitled by direct or certified mail is allowed; and

WHEREAS, the cost for such notice shall be added to the cost of the sale in addition to those provided in R.S. 54:5-38.

THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey hereby authorizes the Tax Collector to charge a \$25.00 fee for each set of notices mailed for a particular property pursuant to N.J.S.A. 54:5-26.

RESOLUTION NUMBER 15-16

A RESOLUTION CREATING A CHANGE FUND FOR THE POLICE DEPARTMENT TO PROCESS REQUESTS FOR REPORTS

Whereas, certain funds are collected by the Police Department for copies of police reports, accident reports, etc; and

Whereas, the Police Department needs a change fund on hand to make change when needed.

Now, Therefore Be It Resolved, by the Mayor and Council of the Borough of Medford Lakes that a change fund in the amount of \$50.00 is authorized to be used by the Borough Police Department.

RESOLUTION NUMBER 16-16

A RESOLUTION OF THE BOROUGH OF MEDFORD LAKES, COUNTY OF BURLINGTON, STATE OF NEW JERSEY AUTHORIZING THE CERTIFIED MUNICIPAL FINANCE OFFICER (CMFO) TO PAY CERTAIN CLAIMS BETWEEN MEETINGS OF THE GOVERNING BODY

WHEREAS, N.J.S.A. 40A:5-17 provides that the governing body may, by resolution, designate one person who may approve claims between meetings of the governing body; and

WHEREAS, the Borough has specified the designee as the Certified Municipal Financial Officer (CFO) as the person authorized to pay these claims and present them to the governing body at its next meeting for ratification, except that, prior to being paid, such vouchers shall be brought to the attention of the CFO, Borough Manager and the Administration Committee of Borough Council for their approval; and

WHEREAS, in order for a claim to be paid a purchase order must be presented in accordance with the Purchasing Policy of the Borough of Medford Lakes and approved by the Certified Municipal Finance Officer, Borough Manager and the Administration Committee of Borough Council. The claim shall be paid by a check drawn on the municipality, signed by the authorized signers designated by Resolution of the Borough of Medford Lakes but in no instance shall a check be issued in this manner without one signature being that of a governing body member.

NOW, THEREFORE BE IT RESOLVED that the following claims may be processed and paid between meetings of the governing body:

1. Statutory payments
 2. Utility payments
 3. Insurance payments
 4. Installment payments of authorized debt
 5. Contractual payments as prescribed in an approved contract
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RESOLUTION NUMBER 17-16

A RESOLUTION AUTHORIZING THE ASSESSOR TO EXECUTE STIPULATIONS OF SETTLEMENT AND FILE ASSESSOR APPEALS.

WHEREAS, Statutory provision is made for the review and correction of errors prior to certification of an assessment list; and

WHEREAS, provision is also allowed for the discovery and correction of errors after establishment of the Tax Rate; and

WHEREAS, changes in property ownership at times necessitates adjustment to the Veteran and/or Senior Citizens deductions allowed on the assessment list; and

WHEREAS, responsibility for maintenance and correction of the assessment list rests with the local Assessor subject to Laws and Regulations.

NOW, THEREFORE, BE IT RESOLVED by the Borough of Medford Lakes Council, County of Burlington, State of New Jersey, that the Assessor, fulfilling the duties and requirements of his office, be authorized to file with the Burlington County Board of Taxation such Appeals as may be necessary to maintain accuracy and equality in the assessment list of the Borough of Medford Lakes.

BE IT FURTHER RESOLVED, that the Assessor is hereby authorized to execute stipulations of settlement on behalf of the Municipality.

BE IT FURTHER RESOLVED, that a certified copy of this resolution accompany any Appeal filed by the Assessor with the Burlington County Board of Taxation.

RESOLUTION NUMBER 18-16

A RESOLUTION APPOINTING A FIRE OFFICIAL FOR 2016

WHEREAS, N.J.A.C. 5:71 – 3.2 (a) provides for the certification and appointment of a Fire Official; and

WHEREAS, N.J.A.C. 5:71 – 3.2 (a) requires that Fire Officials be certified by the State of New Jersey; and

WHEREAS, N.J.A.C. 5:71 – 3.2 (a) outlines the duties of the Fire Official including the inspection of life hazard uses.

NOW THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey that Craig Farnsworth, II, Fire Official #139530 is hereby appointed as the Fire Official for calendar year 2016.

RESOLUTION NUMBER 19-16

A RESOLUTION APPOINTING CROSSING GUARDS FOR 2016

WHEREAS, it is the desire of the Borough to utilize Crossing Guards to assist in the safe movement of our children and other residents as they cross identified Borough crosswalks during School hours; and

WHEREAS, the New Jersey State Statute governing Crossing Guards requires that they be appointed each year; and

WHEREAS, it is the desire of the Borough Council to appoint qualified individuals to fill the position of Crossing Guard; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the BOROUGH OF MEDFORD LAKES that the following appointment(s) be made as Crossing Guards:

<u>Appointee</u>	<u>Class Designation</u>	<u>Commencement of Term</u>	<u>Expiration of Term</u>
Clarence Smith	Crossing Guard	January 1, 2016	December 31, 2016
Diane Albrecht	Crossing Guard	January 1, 2016	December 31, 2016
Janet Dwier	Substitute CG	January 1, 2016	December 31, 2016
Lou Potter	Substitute CG	January 1, 2016	December 31, 2016
Ann Schaeffer	Crossing Guard	January 1, 2016	December 31, 2016
Kenneth Thompson	Crossing Guard	January 1, 2016	December 31, 2016
David Mayo	Crossing Guard	January 1, 2016	December 31, 2016
Walter M. Roecker	Crossing Guard	January 1, 2016	December 31, 2016
Virginia Thomas	Substitute CG	January 1, 2016	December 31, 2016
Barbara Gregory	Substitute CG	January 1, 2016	December 31, 2016
Lisa McGovern	Substitute CG	January 1, 2016	December 31, 2016
Bruce Marchitello	Substitute CG	January 1, 2016	December 31, 2016
Lisa McGovern	Substitute CG	January 1, 2016	December 31, 2016
Suzanne Syben-Mojcick	Substitute CG	January 1, 2016	December 31, 2016

RESOLUTION NUMBER 20-16

A RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A TEMPORARY BUDGET

WHEREAS, N.J.S.A. 40A:4-19 requires the Governing Body to make appropriations to provide for the period between January 1, 2016 and the adoption of the Budget; and

WHEREAS, The total appropriation shall not exceed 26.25 % of the total of the appropriations for the preceding fiscal year, less the appropriations for interest and debt redemption charges capital improvement fund and public assistance. Amount allowable for the Current Fund is \$1,027,099.54 and the amount for the Wastewater Utility Operating Fund is \$ 249,731.48.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey, that the following appropriations constitute the 2016 Temporary Budget for the Borough of Medford Lakes:

<u>APPROPRIATION</u>	<u>AMOUNT</u>
ADMINISTRATION & EXECUTIVE	
Salaries & Wages.....	\$25,200.00
Other Expenses ..	\$4,370.00
MAYOR & COUNCIL	
Salaries & Wages	\$2,300.00
Other Expenses .	5,000.00
CLERK	
Salaries and Wages	\$12,300.00
Other Expenses .	\$5,750.00
FINANCE ADMINISTRATION	
Salaries and Wages	\$9,200.00

Other Expenses ..	\$900.00
AUDIT	
Other Expenses ..	\$11,000.00
DATA PROCESSING	
Other Expenses ..	\$9,000.00
COLLECTION OF TAXES	
Salaries and Expenses	\$5,800.00
Other Expenses ..	\$1,000.00
ASSESSMENT OF TAXES	
Other Expenses ..	\$6,500.00
LEGAL SERVICES	
Other expenses ..	\$10,000.00
ENGINEERING SERVICES	
Other Expenses ..	\$3,000.00
HISTORIC	
Salaries and Wages	\$500.00
Other Expense	\$50.00
PLANNING BOARD	
Salaries and Wages	\$1,300.00
Other Expenses ..	\$1,500.00
UNEMPLOYMENT	
UNEMPLOYMENT	\$1,900.00
POLICE	
Salaries and Wages	\$200,000.00
Other Expenses ..	\$9,200.00
OEM	
Salaries and Wages	\$1,200.00
Other Expenses ..	\$200.00
EMERGENCY MEDICAL SERVICES	
Salaries and Wages	\$ 900.00
Other Expenses ..	3,000.00
FIRE	
Other Expenses ..	\$5,000.00
FIRE OFFICIAL	
Salaries and Wages	\$3,700.00
Other Expenses ..	\$500.00
PROSECUTOR	
Other Expenses ..	\$1,700.00

STREETS AND ROADS	
Salaries and Wages	\$79,000.00
Other Expenses	\$21,525.00
SOLID WASTE	
Salaries and Wages	\$ 10,500.00
Other Expenses	\$13,000.00
BUILDINGS	
Salaries & Wages	\$ 0.00
Other Expenses	\$11,000.00
VEHICLE	
Other Expenses	\$13,500.00
ENVIRONMENTAL	
Salaries and Wages	\$.00
ELECTRICITY	\$7,800.00
STREET LIGHTS	\$3,000.00
TELEPHONE	\$3,000.00
NATURAL GAS	\$3,100.00
GASOLINE	\$16,000.00
PRINTING	\$2,000.00
LANDFILL.....	\$38,000.00
CONSTRUCTION CODE OFFICIAL	
Salaries and Wages	\$3,600.00
Other Expenses	\$7,000.00
ZONING CODE ENFORCEMENT	
Salaries and Wages	\$3,000.00
Other Expenses	\$100.00
OASI.....	\$28,000.00
MUNICIPAL COURT	
Salaries and Wages.....	\$ 5,000.00
Other Expenses	\$ 5,000.00
LIABILITY INSURANCE.....	\$115,000.00
INSURANCE	
Group Insurance for Employees	\$ 85,000.00
DEFINED CONTR RETIREMENT FUND	\$425.00
BOND PRINCIPAL	\$ 0
BOND INTEREST	\$ 0

BAN PAYMENT \$ 0
 **TOTAL \$832,420.00**

WASTEWATER UTILITY

Salaries and Wages \$ 67,000.00
 Other Expenses .. \$ 164,000.00
 Capital Fund.....\$.00
 Bond Principal ...\$.00
 Bond Interest.....\$.00
 OASI..... \$10,000.00
 Unemployment Compensation..... \$500.00
 Defined Contribution Retirement Fund \$500.00

TOTAL \$ 242,000.00

Mayor Burton called for the vote.

VOTE

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor Robert J. Burton			X			
Deputy Mayor Gary A. Miller			X			
Councilman Thomas J. Cranston	X		X			
Councilman Robert D. Hanold, Sr.			X			
Councilwoman Kathryn A. Merkh		X	X			

Councilman Cranston introduced Resolution Number 21-16, seconded by Councilwoman Merkh.

RESOLUTION NUMBER 21-16

A RESOLUTION APPOINTING A MUNICIPAL COURT JUDGE

WHEREAS, the Borough of Medford Lakes operates a Municipal Court and needs to appoint a Municipal Judge; and

WHEREAS, the Borough of Medford Lakes desires to re-appoint Peter C. Lange, Jr., Esquire as Municipal Court Judge; and

WHEREAS, Peter C. Lange, Jr., Esquire is qualified to serve as Municipal Court Judge; and

WHEREAS, the term for said office is established by N.J.S.A 2B:12-4; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford lakes, County of Burlington, State of New Jersey, that Peter C. Lange, Jr., Esquire, be and is hereby appointed as Municipal Court Judge for the Borough of Medford Lakes for a three (3) year term commencing January 1, 2016 and terminating December 31, 2018; and

BE IT FURTHER RESOLVED, the salary for same shall be set by the Municipal Salary Ordinance. The Salary shall cover twelve-(12) court sessions per year and any additional Court Sessions that may be required to properly administrate the Municipal Court.

Mayor Burton called for the vote.

VOTE

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor Robert J. Burton			X			
Deputy Mayor Gary A. Miller			X			
Councilman Thomas J. Cranston	X		X			
Councilman Robert D. Hanold, Sr.			X			
Councilwoman Kathryn A. Merkh		X	X			

Councilman Cranston introduced Resolution Number 22-16, seconded by Councilwoman Merkh.

RESOLUTION NUMBER 22-16

**A RESOLUTION MEMORIALIZING AN APPOINTMENT
TO MEMBERSHIP ON THE PLANNING BOARD**

WHEREAS, the Governing Body is charged with appointing Alternate members to the Planning Board;
and

WHEREAS, the Governing Body would like to re-appoint the current Alternate I member who also serves as liaison to the Historic Commission.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the BOROUGH OF MEDFORD LAKES that the following appointments be memorialized:

PLANNING BOARD:

<u>Appointee</u>	<u>Class Designation</u>	<u>Commencement of Term</u>	<u>Expiration of Term</u>
William T. Smith	Alternate I	January 1, 2016	December 31, 2017

Mayor Burton called for the vote.

VOTE

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor Robert J. Burton			X			
Deputy Mayor Gary A. Miller			X			
Councilman Thomas J. Cranston	X		X			
Councilman Robert D. Hanold, Sr.			X			
Councilwoman Kathryn A. Merkh		X	X			

Councilman Cranston introduced Resolution Number 23-16, seconded by Councilwoman Merkh.

RESOLUTION NUMBER 23-16

**A RESOLUTION MEMORIALIZING APPOINTMENTS
TO MEMBERSHIP ON THE HISTORIC COMMISSION**

WHEREAS, the Mayor is charged with appointing the members to the Historic Commission; and

WHEREAS, one (1) current Class A member is seeking re-appointment and one (1) Alternate 1 member is seeking re-appointment; and

WHEREAS, the Mayor would like to re-appoint both members and re-list all members as detailed below.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the BOROUGH OF MEDFORD LAKES that the following appointments by the Mayor be memorialized:

<u>Appointee</u>	<u>Class Designation</u>	<u>Commencement of Term</u>	<u>Expiration of Term</u>
William T. Smith	A	January 1, 2016	December 31, 2019
Brad Barker	A	January 1, 2013	December 31, 2016
Mike Dzwill	B	January 1, 2014	December 31, 2017
Donald Ferry, Jr.	C	January 1, 2013	December 31, 2016
Danielle Byrne	C	January 1, 2015	December 31, 2018
Russell Trice	Alternate I	January 1, 2016	December 31, 2017
Ronald Etter	Alternate II	January 1, 2015	December 31, 2016

Mayor Burton called for the vote.

VOTE

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor Robert J. Burton			X			
Deputy Mayor Gary A. Miller			X			
Councilman Thomas J. Cranston	X		X			
Councilman Robert D. Hanold, Sr.			X			
Councilwoman Kathryn A. Merkh		X	X			

Councilman Hanold introduced Resolution Number 24-16, seconded by Deputy Mayor Miller.

RESOLUTION NUMBER 24-16

A RESOLUTION REJECTING ALL BIDS FOR THE CONTRACT FOR LICENSED WASTEWATER TREATMENT PLANT OPERATOR

WHEREAS, the Borough of Medford Lakes solicited bids for LICENSED OPERATOR IN CHARGE – BOROUGH OF MEDFORD LAKES WASTEWATER TREATMENT PLANT on December 11, 2015 at 10:00am; and

WHEREAS, the Borough of Medford Lakes wants to substantially revise the specifications for the goods and services pursuant to N.J.S.A. 40A:11-13.2.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, of the County of Burlington, in the State of New Jersey that all bids received on December 11, 2015 at 10:00am for LICENSED OPERATOR IN CHARGE – BOROUGH OF MEDFORD LAKES WASTEWATER TREATMENT PLANT are hereby rejected and the Clerk is authorized to issue a Request for Proposals in accordance with and based upon a fair and open process, pursuant to N.J.S.A. 19:44A-20.4, et. seq.

Mayor Burton called for the vote.

VOTE

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor Robert J. Burton			X			
Deputy Mayor Gary A. Miller		X	X			
Councilman Thomas J. Cranston			X			
Councilman Robert D. Hanold, Sr.	X		X			
Councilwoman Kathryn A. Merkh			X			

Councilwoman Merkh introduced Resolution Number 25-16, seconded by Deputy Mayor Miller.

RESOLUTION NUMBER 25-16

A RESOLUTION AUTHORIZING THE ISSUANCE OF A RAFFLE LICENSE TO CONDUCT A LEGALIZED GAME OF CHANCE (ON PREMISE MERCHANDISE RAFFLE) TO MEDFORD HOME & SCHOOL ASSOCIATION

WHEREAS, the MEDFORD HOME & SCHOOL ASSOCIATION has qualified in the prescribed manner and submitted Raffle Application Number 16-01 to hold an On-Premise Merchandise Raffle on March 5, 2016 at the Medford Lakes Country Club; and

WHEREAS, Council has reviewed the findings and determinations and concur that the On-Premise Merchandise Raffle is to be conducted according to law.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, New Jersey that a license to conduct the aforementioned On-Premise Merchandise Raffle be and is hereby granted to the MEDFORD HOME & SCHOOL ASSOCIATION.

Mayor Burton called for the vote.

VOTE

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor Robert J. Burton			X			
Deputy Mayor Gary A. Miller		X	X			
Councilman Thomas J. Cranston			X			
Councilman Robert D. Hanold, Sr.			X			
Councilwoman Kathryn A. Merkh	X		X			

Deputy Mayor Miller introduced Resolution Number 26-16, seconded by Councilwoman Merkh.

RESOLUTION NUMBER 26-16

A RESOLUTION AUTHORIZING THE ISSUANCE OF A RAFFLE LICENSE TO CONDUCT A LEGALIZED GAME OF CHANCE (ON PREMISE MERCHANDISE RAFFLE) TO MEDFORD YOUTH ATHLETIC ASSOCIATION

WHEREAS, the MEDFORD YOUTH ATHLETIC ASSOCIATION has qualified in the prescribed manner and submitted Raffle Application Number 16-02 to hold an On-Premise Merchandise Raffle on January 29, 2016 at the Medford Lakes Country Club; and

WHEREAS, Council has reviewed the findings and determinations and concur that the On-Premise Merchandise Raffle is to be conducted according to law.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, New Jersey that a license to conduct the aforementioned On-Premise Merchandise Raffle be and is hereby granted to the MEDFORD YOUTH ATHLETIC ASSOCIATION.

Mayor Burton called for the vote.

VOTE

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor Robert J. Burton			X			
Deputy Mayor Gary A. Miller	X		X			
Councilman Thomas J. Cranston			X			
Councilman Robert D. Hanold, Sr.			X			
Councilwoman Kathryn A. Merkh		X	X			

Councilman Hanold introduced Resolution Number 27-16, seconded by Deputy Mayor Miller.

RESOLUTION NUMBER 27-16

**A RESOLUTION OF THE BOROUGH OF MEDFORD LAKES COUNCIL
AUTHORIZING A WASTEWATER TREATMENT PLANT PUMP CONTRACT**

WHEREAS, the Borough of Medford Lakes in accordance with the Local Public Contracts Law, N.J.S.A. 40A: 11-1 et seq. received bids on December 23, 2015 for a 10-Inch Internal Recirculation Pump; and

WHEREAS, the following bids were received:

Municipal Maintenance Co.	\$29,100.00
A.C. Schultes	\$30,805.00; and

WHEREAS, the Licensed Operator of the Wastewater Treatment Plant recommends the Bid of Municipal Maintenance Co. as the most advantageous to the continued safe and compliant operation of the plant;

WHEREAS, Municipal Maintenance Co. was the low bidder received by the Borough for the 10-Inch Internal Recirculation Pump; and

WHEREAS, Municipal Maintenance Co. submitted a qualified bid which complied with the bid specifications as prepared by the Borough; and

WHEREAS, award of this contract is dependent upon a Certification of Available Funds by the Borough Finance Officer.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Medford Lakes that Municipal Maintenance Co. be and hereby is awarded the contract to furnish the 10-Inch Internal Recirculation Pump as detailed in the instructions and specifications.

BE IT FURTHER RESOLVED, that the Mayor and Borough Clerk are hereby authorized and directed to execute a contract and any other related document with Municipal Maintenance Co. in order to complete said Contract.

Mayor Burton called for the vote.

VOTE

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor Robert J. Burton			X			
Deputy Mayor Gary A. Miller		X	X			
Councilman Thomas J. Cranston			X			
Councilman Robert D. Hanold, Sr.	X		X			
Councilwoman Kathryn A. Merkh			X			

Councilman Hanold introduced Resolution Number 28-16, seconded by Deputy Mayor Miller.

RESOLUTION NUMBER 28-16

A RESOLUTION AMENDING RESOLUTION NUMBER 44-15, A RESOLUTION AWARDED A CONTRACT FOR PROFESSIONAL SERVICES RELATED TO THE WASTEWATER DEPARTMENT OFFICE/LAB PROJECT

WHEREAS, the Borough of Medford Lakes has a need to acquire a Special Projects Architect; 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

WHEREAS, REGAN YOUNG ENGLAND BUTERA had submitted a proposal and is identified as a qualified Architect in accordance with Borough of Medford Lakes Resolution Number 43-15; and

WHEREAS, it has been determined that signed Mechanical Plumbing Electrical drawings will be required for bidding of the project; and

WHEREAS, the Modular Building supplier is unable to supply the required signed drawings; and

WHEREAS, REGAN YOUNG ENGLAND BUTERA is able to supply these drawings; and

WHEREAS, award of this contract is dependent upon certification of the availability of funds requirements per N.J.A.C. 5:30-5.4.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey hereby amends the original awarded contract from \$32,000 to \$33,875, an increase of \$1,875, to REGAN YOUNG ENGLAND BUTERA for tasks associated with the Wastewater Department Office/Lab Project and as defined in their proposal dated March 23, 2015.

Mayor Burton called for the vote.

VOTE

	Moved	Seconded	Ayes	Nays	Absent	Abstain

Mayor Robert J. Burton			X			
Deputy Mayor Gary A. Miller		X	X			
Councilman Thomas J. Cranston			X			
Councilman Robert D. Hanold, Sr.	X		X			
Councilwoman Kathryn A. Merkh			X			

Councilman Hanold introduced Resolution Number 29-16, seconded by Deputy Mayor Miller.

RESOLUTION NUMBER 29-16

**A RESOLUTION AMENDING A CONTRACT FOR PROFESSIONAL SERVICES
RELATED TO CONSTRUCTION ADMINISTRATION AND CONSTRUCTION OBSERVATION
FOR THE QUOGUE DAM REHABILITATION PROJECT**

WHEREAS, the Borough of Medford Lakes had a need to acquire a Special Project Engineer; and

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

WHEREAS, Mid Atlantic Engineering Partners had submitted a proposal and was identified as a qualified Special Project Engineer in accordance with Borough of Medford Lakes Resolution Number 13-12 ; and

WHEREAS, the Borough awarded a contract to Mid Atlantic Engineering Partners for Construction Administration and Observation for an amount NTE \$10,750.00 as identified in Resolution Number 145-12; and

WHEREAS, out-of-scope services in the amount of \$1,623.50 were required to resolve a dispute between the Borough and the contractor; and

WHEREAS, award of this contract is dependent upon certification of the availability of funds requirements per N.J.A.C. 5:30-5.4.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey hereby amends the original contract from \$10,750.00 to 12,373.50, to Mid Atlantic Engineering Partners, Gateway 195 Centre, 5 Commerce Way, Suite 200, Hamilton, NJ 08691; and

BE IT FURTHER RESOLVED, that the Mayor and Clerk are authorized to execute all documents related to the award of this contract.

Mayor Burton called for the vote.

VOTE

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor Robert J. Burton			X			
Deputy Mayor Gary A. Miller		X	X			
Councilman Thomas J. Cranston			X			
Councilman Robert D. Hanold, Sr.	X		X			
Councilwoman Kathryn A. Merkh			X			

REPORTS

Manager Horner – Keizer provided a written report and commented on a couple items.

Clerk McIntosh submitted a written report and commented on a couple items.

Solicitor Heinold asked that Council have an Executive Session to discuss attorney client privileged and contract matters

SUBCOMMITTEE REPORTS

Deputy Mayor Miller stated that the Colony was busy working on the Paddle Boat issue, he had discussed it with the new Colony President and a safety test was conducted with a couple paddle boats.

Councilman Cranston stated that a Colony Board Member had asked for the Council to place a temporary moratorium on the boats as there are now five.

Council discussed with Solicitor Heinold the merits of a temporary Ordinance. It was decided that a draft would be circulated for possible action at the next meeting.

SPECIAL EVENT REQUEST

Kimberly Cable, Leader of Girl Scout Troop #21527 explained the event was to fundraise for a nineteen girl trip. The event was a competitive run also called a “color run” where tarps would be placed along the route as participants get doused with colored powder that is biodegradable and environmentally friendly.

Council expressed full support for the event and directed the Clerk to proceed with processing the application.

BILL LIST (s)

(Dated January 11, 2016 – Total Line Items 135 – Total List Amount = \$907,910.39 plus payroll \$68,308.73)

Deputy Mayor Miller motioned approval of the Bill List, seconded by Councilwoman Merkh.

Mayor Burton called for the vote.

VOTE TO APPROVE BILLS

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor Robert J. Burton			X			
Deputy Mayor Gary A. Miller	X		X			
Councilman Thomas J. Cranston			X			
Councilman Robert D. Hanold, Sr.			X			
Councilwoman Kathryn A. Merkh		X	X			

PUBLIC COMMENT #2

Mayor Burton opened the meeting to public comment.

Kevin Ellicott of Nantucket Trail asked if the Borough provided a LOSAP program to the volunteer firefighters and how the SAFER Grant is funded.

Manager Horner-Keizer stated that the Borough looked into a LOSAP program and decided not to pursue it. She asked that Mr. Ellicott stop at the office to see the Operating Guideline that explains the SAFER Program eligibility.

Joe Aromando of Shingowack Trail explained that it was Councils responsibility to all property owners to honor and support approvals and decisions. He stated that the State was pulling a fast one and the Pinelands Commission was out-of-hand. He said the particular property that he was talking about had been approved three times for new construction and even the courts favored the applicant when the Planning Boards decision was appealed. He stated that a permit for construction was issued by the Borough and the owner began to build. The Pinelands then notified the Borough that a "Stop Work" should be issued because a certain permit that they issued had expired. He said that the Construction Official (CO) issued a "stop work" order wrongly and the Borough wasn't supporting the property owner.

Manager Horner – Keizer took great issue with Mr. Aromando's insinuations of failure to help the property owner and stated that she and the CO had done their due diligence in contacting the Pinelands and the Department of Community Affairs to verify that a "stop work" order was the correct action to take.

Mr. Aromando continued to complain about the performance of the Planning Board as it related to a recent application that came before them. He said that property owners near the applicant presented proof of wetlands from an engineer's report and yet the Board ignored the evidence and approved the application. He said the Planning Board didn't do their jobs to include failing to visit the property in question. He concluded by adding that the Planning Board is doing a disservice to the residents and the application process needs to be reviewed. Mayor Burton closed public comment.

Councilman Cranston motioned to enter a Closed/Executive Session to discuss attorney client privileged matters and contract matters, seconded by Deputy Mayor Miller.

RESOLUTION NUMBER 30-16

A RESOLUTION AUTHORIZING AN EXECUTIVE/CLOSED SESSION

WHEREAS, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting, and

WHEREAS, the Governing Body of Medford Lakes Borough has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

WHEREAS, the regular meeting of this Governing Body will reconvene;

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of Medford Lakes Borough will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

- _____ Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public;
- _____ Any matter in which the release of information would impair a right to receive funds from the federal government;
- _____ Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy;
- _____ Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body;
- _____ Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;
- _____ Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;
- _____ Any investigations of violations or possible violations of the law;
- XXXX** Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the

attorney to exercise his ethical duties as a lawyer;

Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting;

Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility;

BE IT FURTHER RESOLVED that the Borough Council hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Borough Attorney advises the Borough Council that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the Borough or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Borough Council, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Borough Clerk to take the appropriate action to effectuate the terms of this resolution.

VOTE

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor Robert J. Burton			X			
Deputy Mayor Gary A. Miller		X	X			
Councilman Thomas J. Cranston	X		X			
Councilman Robert D. Hanold, Sr.			X			
Councilwoman Kathryn A. Merkh			X			

Council finished the Closed/Executive Session and re-entered the regular meeting.

Councilman Cranston motioned to adjourn the meeting, seconded by Deputy Mayor Miller.

VOTE TO ADJOURN

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor Robert J. Burton			X			
Deputy Mayor Gary A. Miller		X	X			
Councilman Thomas J. Cranston	X		X			
Councilman Robert D. Hanold, Sr.			X			
Councilwoman Kathryn A. Merkh			X			

Vote to adjourn

Yeas –Burton, Miller, Cranston, Hanold, Merkh

Nays – None

Meeting Adjourned