

**BOROUGH OF MEDFORD LAKES, NEW JERSEY**

**REGULAR MEETING (7:00pm)**

**February 23, 2022**

A scheduled Regular Meeting of the Borough Council of the Borough of Medford Lakes, New Jersey, beginning at 7:00pm was held in-person and via Zoom Electronic Meeting 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, those lost/suffering and serving during this COVID-19 Pandemic. Clerk McIntosh read the Open Public Meetings Act: pursuant to the requirements of the Open Public Meetings Act, adequate notice of this scheduled regular meeting has been published in the Burlington County Times and 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.

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**NOTICE** – Each public body shall keep reasonably comprehensible minutes of all its meetings showing the time and place, the members present, the subjects considered, the actions taken, the vote of each member, and any other information required to be shown in the minutes by law. “Reasonably comprehensible” does not mean “comprehensive.” Minutes are not transcripts. The minutes are not intended to be a verbatim recitation of a public meeting.

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**ROLL CALL**

Clerk Mark J. McIntosh (in-person) called roll; Mayor Thomas J. Cranston (in-person), Deputy Mayor Dr. Gary A. Miller (in-person), Councilwoman Dr. Gail A. Caputo (in-person), Councilman William R. Fields (in-person) and Councilman Dennis P. O’Neill (in-person) were in attendance. Also, present was Manager Dr. Robert J. Burton and Substitute Solicitor Stephen Raymond, Esq. (in-person).

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**PUBLIC COMMENT #1**

*Mayor Cranston opened public comment, hearing none he closed Public Comment and asked if any advance comments were submitted.*

*Clerk McIntosh stated that no advance public comment was received.*

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**MINUTES**

*Deputy Mayor Miller introduced adoption of the February 9, 2022, Closed/Executive Session and February 9, 2022 Regular Meeting Minutes, seconded by Councilman O’Neill.*

*Mayor Cranston called for the vote.*

**VOTE**

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor Thomas J. Cranston			X			
Deputy Mayor Dr. Gary A. Miller	X		X			
Councilwoman Dr. Gail A. Caputo						X
Councilman William R. Fields			X			
Councilman Dennis P. O’Neill		X	X			

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**RESOLUTIONS**

*Deputy Mayor Miller introduced Resolution Number 50-22, seconded by Councilman O'Neill.*

**RESOLUTION NUMBER 50-22**

**A RESOLUTION AUTHORIZING SUBMISSION OF THE GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE FISCAL GRANT CYCLE JULY 2020-JUNE 2025**

**FORM 1B**

**WHEREAS**, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

**WHEREAS**, The Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore, has an established Municipal Alliance Committee; and,

**WHEREAS**, the Borough Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

**WHEREAS**, the Borough Council has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Burlington;

**NOW, THEREFORE, BE IT RESOLVED** by the Borough of Medford Lakes, County of Burlington, State of New Jersey hereby recognizes the following:

1. The Borough Council does hereby authorize submission of a strategic plan for the Medford Lakes Municipal Alliance grant for fiscal year 2023 in the amount of:

DEDR	\$3,317.00
Cash Match	\$829.25
In-Kind	<u>\$2,487.75</u>

Total Alliance Budget     \$6,634.00

2. The Borough Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

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*Mayor Cranston called for the vote.*

**VOTE**

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor Thomas J. Cranston			<b>X</b>			
Deputy Mayor Dr. Gary A. Miller	<b>X</b>		<b>X</b>			
Councilwoman Dr. Gail A. Caputo			<b>X</b>			
Councilman William R. Fields			<b>X</b>			
Councilman Dennis P. O'Neill		<b>X</b>	<b>X</b>			

Councilman O'Neill introduced Resolution Number 51-22, seconded by Councilwoman Caputo

**RESOLUTION NUMBER 51-22**

**A RESOLUTION AUTHORIZING A PARTIAL CONSTRUCTION PLUMBING PERMIT REFUND**

**WHEREAS**, a resident applied for and received Plumbing Permit #19-0243; and

**WHEREAS**, the original fee was \$165.00 and should have been \$69.00; and

**WHEREAS**, it has been determined by the Technical Assistant to the Construction Official that the applicant is entitled to a partial Construction Plumbing Permit overpayment refund; and

**WHEREAS**, it is the desire of the Governing Body to have this overpayment returned to the respective applicant.

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Medford Lakes, Burlington County, NJ, that the CFO is hereby authorized to make a partial Construction Plumbing overpayment refund in the amount of \$96 to Brian Gaffney, 8 Timbo Trail, Medford Lakes, NJ 08055.

**BE IT FURTHER RESOLVED**, that a certified copy of this resolution be forwarded to the Finance Officer and Technical Assistant to the Construction Official.

Mayor Cranston called for the vote.

**VOTE**

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor Thomas J. Cranston			X			
Deputy Mayor Dr. Gary A. Miller			X			
Councilwoman Dr. Gail A. Caputo		X	X			
Councilman William R. Fields			X			
Councilman Dennis P. O'Neill	X		X			

Councilwoman Caputo introduced Resolution Number 52-22, seconded by Councilman Fields

**RESOLUTION NUMBER 52-22**

**A RESOLUTION RE-APPOINTING AN EMERGENCY MANAGEMENT COORDINATOR AND DEPUTY EMERGENCY MANAGEMENT COORDINATORS**

**WHEREAS**, there exists a need within the Borough of Medford Lakes to appoint an Emergency Management Coordinator and Deputy Emergency Management Coordinators pursuant to N.J.S.A. Appendix A:9-33 et seq. and Directive 102; and

**WHEREAS**, the appointees must at the time of appointment or within one year immediately following appointment complete the current approved Basic Emergency Management workshop and Emergency Program Manager – FEMA Independent Study Course, and

**WHEREAS**, the Municipal Emergency Management Coordinator shall be responsible for the planning, activating, coordinating and the conduct of emergency management operations within the Borough.

**WHEREAS**, the Deputy Emergency Management Coordinators shall act in support of and under the direction of the Emergency Management Coordinator; and

**WHEREAS**, it is the desire of the Mayor and Council to appoint qualified individuals to serve in the capacity of Emergency Management Coordinator and Deputy Emergency Management Coordinator.

**NOW THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey as follows:

1. Frank Babinchock, 60 Oswego Trail, Medford Lakes, NJ 08055, be and is hereby re-appointed as Emergency Management Coordinator for the Borough of Medford Lakes, New Jersey.
2. Steven B. Heicklen, 135 Nantucket Trail, Medford Lakes, NJ 08055, be and is hereby re-appointed as 1<sup>st</sup> Deputy Emergency Management Coordinator for the Borough of Medford Lakes, New Jersey.
3. Mark J. McIntosh, 1 Cabin Circle, Medford Lakes, NJ 08055, be and is hereby re-appointed as 2<sup>nd</sup> Deputy Emergency Management Coordinator for the Borough of Medford Lakes, New Jersey.
4. The term for the aforementioned appointment shall be for three (3) years commencing February 14, 2020 and shall expire on February 14, 2023.

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*Mayor Cranston called for the vote.*

**VOTE**

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor Thomas J. Cranston			X			
Deputy Mayor Dr. Gary A. Miller			X			
Councilwoman Dr. Gail A. Caputo	X		X			
Councilman William R. Fields		X	X			
Councilman Dennis P. O'Neill			X			

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**Note – Resolution number 53-22 was removed to receive additional billing from the police department**

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**REPORT(S)**

*Manager Burton submitted a written report and stated that Corporal Cherby and Detective Pfeiffer would be retiring on July 1, 2022. He anticipates introducing the CY22 Municipal Budget at the second meeting in March, Bulk Trash resumes March 7<sup>th</sup> and the WWTP Re-lining Project is approximately 60% complete. He further noted that an on-site Prebid meeting is being scheduled for the WWTP Streambed Replacement Project.*

*Council and the Manager discussed possible extensions being needed for the WWTP Re-lining Project. No indication that any requests will be made at this time.*

*Clerk McIntosh submitted a written report and commented on preparing for the upcoming May Municipal Election and attendance at the recent Department Head meeting.*

*Substitute Solicitor Raymond stated that a mediation session is being scheduled between the parties involved with the Short-term Rental litigation and that the foreclosure procedure for 32 Stokes Road was underway.*

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**COMMUNICATIONS**

Clerk McIntosh noted that Council received an email from Bonita and John Narcisi regarding “short stay rentals”

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**BILL LIST(S)**

1. Dated February 17, 2022, with 52 Line Items, Total List Amount = \$57,287.85
2. Dated February 22, 2022, with 1 Line Item, Total List Amount = \$227.65
3. Dated February 22, 2022, with 2 Line Items, Total List Amount = \$4,156.10

Councilman Fields motioned approval of the Bill List(s), seconded by Deputy Mayor Miller

Mayor Cranston called for the vote.

**VOTE**

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor Thomas J. Cranston			X			
Deputy Mayor Dr. Gary A. Miller		X	X			
Councilwoman Dr. Gail A. Caputo			X			
Councilman William R. Fields	X		X			
Councilman Dennis P. O’Neill			X			

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**PUBLIC COMMENT #2**

Mayor Cranston opened the meeting to public comment, hearing none he closed Public Comment.

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Deputy Mayor Miller motioned to adjourn, seconded by Mayor Cranston

Vote to adjourn:

Yeas –Cranston, Miller, Caputo, Fields, O’Neill

Nays – None

Meeting Adjourned