



**WILLINGBORO TOWNSHIP COUNCIL MEETING  
AGENDA  
May 16, 2023**

**To Join Zoom Meeting:**

1. Type in the address bar:  
[https://us02web.zoom.us/j/95369537139?  
pwd=TUxPc1lGdWluTk1FcExvbUFpdVcwZ09](https://us02web.zoom.us/j/95369537139?pwd=TUxPc1lGdWluTk1FcExvbUFpdVcwZ09)
2. Click "Join Meeting" on the top menu bar
3. Meeting ID: 953 6953 7139
4. Password: 531748

***CALL TO ORDER***

***ROLL CALL***

***PRAYER***

***FLAG SALUTE***

***COMPLIANCE STATEMENT***

***PROCLAMATIONS***

**Lupus**

**Commissioner Felicia Hopkin**

***MANAGER'S MUNICIPAL UPDATES***

***PUBLIC COMMENT - AGENDA ITEMS ONLY - 2 MINUTES***

***ORDINANCES***

**Ord. 2023-10            FIRST READING: A BOND ORDINANCE PROVIDING FOR THE  
ROADWAY PROJECT**

***RESOLUTIONS***

**Res. 2023-106            RESOLUTION AUTHORIZING AN INCREASE TO THE NOT TO  
EXCEED AMOUNT FOR PENNONI ASSOCIATES FOR THE PROVISION  
OF ENGINEERING SERVICES TO THE TOWNSHIP OF WILLINGBORO**

Res. 2023-107

**RESOLUTION AUTHORIZING THE TOWNSHIP OF WILLINGBORO TO ESTABLISH NOT TO-EXCEED CONTRACT AMOUNT FOR CONSOLIDATED STEEL AND ALUMINUM FENCE CO., INC., A CONTRACTED PARTICIPANT IN THE NJ STATE APPROVED PURCHASING COOPERATIVE CONTRACT T0640 FOR FENCE REPAIR SERVICES**

Res. 2023-108

**A RESOLUTION AUTHORIZING THE WILLINGBORO TOWNSHIP COUNCIL TO EXECUTE AN AGREEMENT WITH BURLINGTON COUNTY FOR COOPERATIVE PARTICIPATION IN THE COMMUNITY DEVELOPMENT ACT OF 1974**

Res. 2023-109

**RESOLUTION AUTHORIZING AN INCREASE TO THE NOT TO EXCEED AMOUNT FOR CME ASSOCIATES, INC FOR THE PROVISION OF ENGINEERING SERVICES TO THE TOWNSHIP OF WILLINGBORO**

Res. 2023-110

**RESOLUTION TO TERMINATE PARTICIPATION UNDER THE STATE HEALTH BENEFITS PROGRAM (SHBP) FOR MEDICAL AND PRESCRIPTION DRUG PLAN COVERAGE**

Res. 2023-111

**RESOLUTION TO ENTER INTO AN AGREEMENT WITH PERFORMANCE HEALTH FOR A MEDICAL AND PRESCRIPTION DRUG PLAN COVERAGE FOR EMPLOYEES AND RETIREES**

Res. 2023-112

**RESOLUTION OMITTING PROPERTY DELINQUENT ON TAXES FROM TAX SALE AND AUTHORIZING A PAYMENT AGREEMENT AND REDUCTION ON INTEREST DUE AND PAYABLE**

Res. 2023-113

**A RESOLUTION AUTHORIZING REFUNDS FOR OVERPAYMENT OF TAXES**

Res. 2023-114

**RESOLUTION AUTHORIZING CONTRACT WITH APPROVED NATIONAL COOPERATIVE CONTRACT VENDOR PURSUANT TO N.J.S.A. 52:34-6.2 AND P.L.2011, c139**

Res. 2023-115

RESOLUTION AUTHORIZING THE SALE OF PERSONAL PROPERTY TO THE

**RESOLUTION AUTHORIZING THE SALE OF PERSONAL PROPERTY TO THE WILLINGBORO BOARD OF EDUCATION FOR USE BY ITS TRUENCY OFFICER**

**Res. 2023-116**

**A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO PROVIDING FOR APPOINTMENTS TO VARIOUS TOWNSHIP BOARDS**

**Res. 2023-117**

**RESOLUTION TO AMEND THE CASH MANGEMENT PLAN AND DESIGNATING OFFICIAL FEDERAL DEPOSITORIES**

**Res. 2023-118**

**A RESOLUTION OF THE TOWNSHIP OF WILLINGBORO AUTHORIZING A PROFESSIONAL SERVICES CONTRACT WITH DAMIEN ESCOBAR FOR A MUSICAL PERFORMANCE AT THE 2023 WILLINGBORO JAZZ FESTIVAL**

**Res. 2023-119**

**A RESOLUTION AUTHORIZING THE MAYOR & COUNCIL OF THE TOWNSHIP OF WILLINGBORO, NEW JERSEY TO INVEST FUNDS IN THE NEW JERSEY ASSET & REBATE MANAGEMENT PROGRAM.**

**Res. 2023-120**

**A RESOLUTION AUTHORIZING APPROVAL FOR GENERAL CODE**

**Res. 2023-121**

**FOP RESOLUTION**

***TREASURER FOR APPROVAL AND ADOPTION***

***APPROVAL OF MINUTES***

***MUNICIPAL CLERK'S UPDATES***

***UNFINISHED BUSINESS***

**APPROVING THE DIVINE NINE PARK BENCH DESIGN**

***NEW BUSINESS***

***PUBLIC COMMENT - 4 MINUTES***

***COUNCIL COMMENTS***

***EXECUTIVE SESSION***

***ADJOURNMENT***

**ALL BUSINESS ITEMS ARE TENTATIVE PENDING THE REVIEW AND APPROVAL OF  
THE LAW DEPARTMENT**



## PROCLAMATION IN HONOR OF Lupus awareness MONTH

WHEREAS, May is Lupus Awareness Month. The color that is worn to support Lupus is Purple. Lupus is a disease of the immune system. Our immune system protects our bodies from infection. However, when a person has Lupus, their immune system attacks their tissues which results in tissue damage and illness; and

WHEREAS, Lupus can be very uncomfortable and painful. Symptoms vary for those who suffer from this illness. Symptoms include achy joints, a butterfly-shaped rash across one's cheeks and nose, hair loss, sensitivity to sun or other lights, and fatigue. Lupus can also affect body parts such as skin, joints, kidneys, blood, and can also cause easy bruising and blood clots; and

WHEREAS, There are a lot of people in our country that suffer from Lupus, there is no known cure for the disease. Genes have been researched, but there is little evidence that confirms that genes cause Lupus. However, it has been studied and confirmed that 90% of people diagnosed with Lupus are women; and

WHEREAS, There is no confirmed cure for Lupus, there are some daily lifestyle changes that one can do to improve their quality of life. Lifestyle changes include exercising, getting enough rest, having a healthy diet, be a partner in your care along with your physician, and most importantly asking for help to learn more about the disease; and

NOW, THEREFORE, I, Kaya T. McIntosh, Mayor of the Township of Willingboro, along with the Willingboro Township Council, and Willingboro residents, do hereby proclaim May 2023 as Lupus Awareness Month. I encourage all Willingboro residents to learn more about how they can support individuals with Lupus.

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Kaya T. McIntosh  
Mayor

In Witness whereof I  
Hereunto Set My Hand  
and Seal of Willingboro  
Township this 16th, day  
of May 2023

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Brenda Bligen, MBA  
Acting Township Clerk

## **ORDINANCE 2023-10**

BOND ORDINANCE PROVIDING FOR THE ROADWAY PROJECT IN AND BY THE TOWNSHIP OF WILLINGBORO, IN THE COUNTY OF BURLINGTON, NEW JERSEY, APPROPRIATING NOT TO EXCEED \$3,750,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$3,750,000 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE THE COST THEREOF.

BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO, IN THE COUNTY OF BURLINGTON, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The improvement described in Section 3(a) of this bond ordinance is hereby authorized to be undertaken by the Township of Willingboro, in the County of Burlington, New Jersey (the "Township") as a general improvement. For the improvement or purpose described in Section 3(a), there is hereby appropriated the sum of \$3,750,000. Pursuant to N.J.S.A. 40A:2-11(c), no down payment is provided for the costs of the improvement or purpose since the improvement or purpose described in Section 3(a) hereof is being funded by the New Jersey Transportation Bank.

Section 2. In order to finance the cost of the improvement or purpose, negotiable bonds are hereby authorized to be issued in the principal amount of \$3,750,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds,

negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is the Roadway Project, including, but not limited to, milling and overlaying, the installation of surface course, resetting manholes and valve boxes, the installation of eco style pieces and bicycle safe grates, the installation of ADA ramps, the installation of new traffic signs and striping to various roads, including, but not limited to, Pastoral Lane, Mainbridge Lane, Montrose Lane, Primrose Lane, Sedgewick Lane, Lake Drive, Mosshill Lane, Hazelwood Circle, Marshal Lane, Gardenbrook Lane, Rancocas Court and Clearwater Place and further including all work and materials necessary therefor and incidental thereto.

(b) The estimated maximum amount of bonds or bond anticipation notes to be issued for the improvement or purpose is as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date, unless such bond anticipation notes are permitted to mature at such later date in accordance with applicable law. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation

notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law or other applicable law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Township hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Township is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3(a) of this bond ordinance is not a current expense. It is an improvement or purpose that the Township may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.



(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 10 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Township as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$3,750,000, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$163,666 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement.

Section 7. The Township hereby declares the intent of the Township to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3(a) of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of the Treasury Regulations.

Section 8. Any grant moneys received for the purpose described in Section 3(a) hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued pursuant to this bond ordinance. The amount of

obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Township is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Township and to execute such disclosure document on behalf of the Township. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Township pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Township and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Township fails to comply with its undertaking, the Township shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy *ad valorem* taxes upon all the taxable property within the Township for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Re: TOWNSHIP OF WILLINGBORO  
 \$3,750,000/\$3,750,000 BOND ORDINANCE  
 THE ROADWAY PROJECT

- 1 Certified copy of the Supplemental Debt Statement prepared as of the date of introduction of the bond ordinance, together with the electronic confirmation of filing provided by the Division of Local Government Services and evidence of filing in the Clerk's Office.
- 2 Certified copy of the minutes of the meeting of the Township Council held on \_\_\_/\_\_\_/\_\_\_ showing introduction of the bond ordinance.
- 3 Affidavit of Publication in local newspaper following introduction of the bond ordinance.
- 4 Certified copy of the minutes of the meeting of the Township Council held on \_\_\_/\_\_\_/\_\_\_ showing public hearing and final adoption of the bond ordinance.
- 5 Affidavit of Publication in local newspaper following final adoption of the bond ordinance.
- 6 Clerk's Certificate executed no sooner than 21 days following final publication of the bond ordinance.

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**BELOW FOR McMANIMON, SCOTLAND & BAUMANN, LLC USE ONLY**

Posted: \_\_\_/\_\_\_/\_\_\_      Useful Life: 10 years      Reviewed By: \_\_\_\_\_

Section 20 Costs: \$163,666      Mayor's Approval: \_\_\_/\_\_\_/\_\_\_

Amends/Amended By: Ord. # \_\_\_\_\_ F/A: \_\_\_/\_\_\_/\_\_\_

Amendment: \_\_\_\_\_

Supplements/Supplemented By: Ord. # \_\_\_\_\_ F/A: \_\_\_/\_\_\_/\_\_\_

Original Appropriation/Authorization: \$ \_\_\_\_\_ /\$ \_\_\_\_\_

Authorization for CFO to Sell Notes:  Yes     No

Resolution Authorizing CFO to Sell Notes: F/A \_\_\_/\_\_\_/\_\_\_

Grant Moneys Expected: N/A

NOTES/BONDS ISSUED HEREUNDER						
AMOUNT	DATE	MATURITY	RATE	PAYDOWN	NEW/ RENEWAL	REMAINING AUTHOR- IZATION

**RESOLUTION 2023-**

**RESOLUTION AUTHORIZING AN INCREASE TO THE NOT TO EXCEED AMOUNT FOR PENNONI ASSOCIATES FOR THE PROVISION OF ENGINEERING SERVICES TO THE TOWNSHIP OF WILLINGBORO**

**WHEREAS** Willingboro Township requires professional engineering, inspections, and related services in connection with the Country Club Pool leak investigation and the JFK Performing Arts Theater Renovation project; and

**WHEREAS**, Pursuant to Resolution 2023-57, Pennoni Associates was approved by the Township Council of the Township of Willingboro to provide Engineering Services to The Township of Willingboro; and

**WHEREAS**, Pennoni Associates was authorized for a not to exceed amount of \$175,000 for the provision Of Engineering Services to The Township of Willingboro for the 2023 contract year; and

**WHEREAS**, it is necessary to increase the approved not to exceed amount for Pennoni Associates because of additional unanticipated costs for professional engineering, inspections, and related services in connection with the Country Club Pool leak investigation (\$28,100.00) and the JFK Performing Arts Theater Renovation project (\$180,000.00); and

**WHEREAS**, the additional amount to be encumbered for this increase shall not exceed 208,100; and

**WHEREAS**, the CFO has certified the availability of the funds in the 2023 budget and funds are available for this purpose in the following Capital budget accounts: Performing Art Center C-04-55-920-001-021 (\$180,000.00) and Improvement & Repairs-all Municipal Bldgs./Facilities C-04-55-922-004-017 (\$28,100.00) as indicated by the attached Treasurer’s Certification; and

**NOW THEREFORE BE IT RESOLVED**, by the Township Council of the Township of Willingboro, County of Burlington, State of New Jersey, on this 2nd day of May 2023, in open public session that the governing body authorizes an increase of \$208,100 for engineering Services provided by Pennoni Associates, increasing the maximum amount to be expended for Engineering Services from Pennoni Associates from \$175,000 to \$383,100 that is consistent with this resolution.

**BE IT FURTHER RESOLVED**, that a notice of this action shall be printed once in an official newspaper of the Township pursuant to NJAC 5:30-11.9(c)(6). In addition, this Resolution and the contract shall be available for public inspection in the office of the Municipal Clerk.

*Attest:*

\_\_\_\_\_  
Brenda Bligen, Acting Township Clerk

\_\_\_\_\_  
Kaya McIntosh, Mayor

# **RESOLUTION 2023-**

## **A RESOLUTION AUTHORIZING THE WILLINGBORO TOWNSHIP COUNCIL TO EXECUTE AN AGREEMENT WITH BURLINGTON COUNTY FOR COOPERATIVE PARTICIPATION IN THE COMMUNITY DEVELOPMENT ACT OF 1974**

BE IT RESOLVED AND ENACTED, by the Township Council of Willingboro Township, County of Burlington, and State of New Jersey to authorize an Agreement with Burlington County for cooperative participation in the Community Development Act of 1974.

SECTION I. Certain federal funds are available to Burlington County under Title I of the Housing and Community Development Act of 1987. Public Law 93-383, as amended; and

SECTION II. It is necessary to establish a legal basis for the County and its people to benefit from this Program; and

SECTION III. An Agreement has been proposed under which Willingboro Township and the County of Burlington in cooperation with the other municipalities will establish an Interlocal Services Program pursuant to N.J.S.A. 40:8A-1 et seq., and

SECTION IV. The Agreement entitled “Agreement between the County of Burlington and certain municipalities located therein for the establishment of a cooperative means of conducting certain community development activities”, is in the best interest of Willingboro Township a copy of which is on file at the Municipal Clerk’s Office.

SECTION V. Willingboro Township shall enter into the Agreement with the County of Burlington mentioned with all supplements and agreements thereto. The Mayor and Clerk are hereby authorized and directed to execute the Agreement on behalf of Willingboro Township and affix thereunto the Official Seal.

SECTION VI. All resolutions or parts of resolutions that are inconsistent herewith are hereby repealed to the extent of their inconsistency.

SECTION VII. This Resolution shall take effect immediately after passage and publication as provided by law.

# **RESOLUTION 2023-**

## **RESOLUTION AUTHORIZING AN INCREASE TO THE NOT TO EXCEED AMOUNT FOR CME ASSOCIATES, INC FOR THE PROVISION OF ENGINEERING SERVICES TO THE TOWNSHIP OF WILLINGBORO**

**WHEREAS** Willingboro Township requires professional engineering, inspections, and related services in connection with the improvements to Buckingham Drive located in Willingboro; and

**WHEREAS** three proposals were received from qualified Engineers for this project from the following vendors: CME Associates - \$56,500.00, Remington & Vernick Engineers - \$79,180.00, Pennoni - \$87,000.00; and

**WHEREAS** Pursuant to Resolution 2023-1, CME Associates, Inc, was approved by the Township Council of the Township of Willingboro to provide Engineering Services to the Township of Willingboro; and

**WHEREAS** CME Associates, Inc was authorized for a not to exceed amount of \$22,500 for the provision of Engineering Services to the Township of Willingboro for the 2023 contract year; and

**WHEREAS** it is necessary to increase the approved not to exceed the amount for CME Associates, Inc because of additional unanticipated costs for professional engineering, inspections, and related services in connection with the improvements to Buckingham Drive; and

**WHEREAS** the additional amount to be encumbered for this increase shall not exceed 56,500; and

**WHEREAS** this project will be funded partially through a grant awarded to the Township by the NJDOT FY2023 Municipal Aid Program; and

**WHEREAS** the CFO has certified the availability of the funds in the 2023 budget and funds are available for this purpose in the following Grant account: NJDOT 2023 Buckingham Dr. Rd Improvement: G-01-41-866-023-299 (\$56,500) as indicated by the attached Treasurer's Certification; and

**NOW THEREFORE BE IT RESOLVED** by the Township Council of the Township of Willingboro, County of Burlington, State of New Jersey, on this 16th day of May 2023, in open public session that the governing body authorizes an increase of \$56,500 for engineering Services provided by CME Associates, Inc, increasing the maximum amount to be expended for Engineering Services from CME Associates, Inc from \$22,500 to \$79,000 that is consistent with this resolution.

**BE IT FURTHER RESOLVED** that a notice of this action shall be printed once in an official newspaper of the Township pursuant to NJAC 5:30-11.9(c)(6). In addition, this Resolution and the contract shall be available for public inspection in the office of the Municipal Clerk.

*Attest:*

\_\_\_\_\_  
Brenda Bligen, Acting Township Clerk

\_\_\_\_\_  
Kaya McIntosh, Mayor

## **RESOLUTION 2023-**

### **RESOLUTION TO TERMINATE PARTICIPATION UNDER THE STATE HEALTH BENEFITS PROGRAM (SHBP) FOR MEDICAL AND PRESCRIPTION DRUG PLAN COVERAGE**

WHEREAS In 2023, under the State Health Benefits Plan, Willingboro Township saw a 23% increase in healthcare coverage; and,

WHEREAS to reduce the cost of healthcare for employees and the budgetary impact on residents in Willingboro, the Township has decided to pursue alternative medical and prescription drug coverage; and,

WHEREAS the Willingboro Township hereby resolves to terminate its participation in the Medical Plan and Prescription Drug Plan thereby canceling coverage provided by the SHBP and for all its active employees and retired employees; and,

WHEREAS we shall notify all active employees of the date of their termination of coverage under the Program; and,

WHEREAS the New Jersey Division of Pensions & Benefits (NJDPB) will notify retired employees of the cancellation of their coverage.

WHEREAS we understand that all COBRA participants will be notified by the NJDPB and advised to contact our office concerning a possible alternative health and prescription drug plan.

WHEREAS we understand that this resolution shall take effect the first of the month following a 60-day period beginning with the receipt of the resolution by the State Health Benefits Commission.

NOW THEREFORE BE IT RESOLVED by the Township Council of Willingboro Township in the County of Burlington, State of New Jersey on this 16th day of May 2023, in an open public session that Willingboro Township does hereby terminate participation under the State Health Benefits Program (SHBP) for medical and prescription drug plan coverage.



# **RESOLUTION 2023-**

## **RESOLUTION TO ENTER INTO AN AGREEMENT WITH PERFORMANCE HEALTH FOR A MEDICAL AND PRESCRIPTION DRUG PLAN COVERAGE FOR EMPLOYEES AND RETIREES**

WHEREAS In 2023, under the State Health Benefits Plan, Willingboro Township saw a 23% increase in healthcare coverage; and,

WHEREAS to reduce the cost of healthcare for employees and the budgetary impact on residents in Willingboro, the Township has decided to terminate participation under the State Health Benefits Program (SHBP) and pursue alternative medical and prescription drug coverage; and,

WHEREAS the Willingboro Township Administration sought guidance and assistance from **USI Insurance Services**, which is one of the largest **insurance** brokerage and consulting firms in the world to identify viable healthcare alternatives for Willingboro Township employees and retirees and,

WHEREAS USI has recommended Performance Health, as a competitive solution to the State Health Benefits Program (SHBP) for medical and prescription drug plan coverage; and,

WHEREAS N.J.S.A. 40A:11-5(1)(m) provides that Any contract the amount of which exceeds the bid threshold may be negotiated and awarded by the governing body without public advertising for bids and bidding therefor and shall be awarded by resolution of the governing for the purchase of insurance coverage and consultant services, which exception shall be in accordance with the requirements for extraordinary unspecifiable services; and

WHEREAS the estimated cost for the remained of the calendar year 2023 will be \$1,270,952.35; and

WHEREAS the CFO has certified the availability of the funds in the 2023 budget and funds are available for this purpose in the following account: Group Health Insurance 3-01-23-220-000-171 as indicated by the attached Treasurer's Certification; and

WHEREAS Performance Health will begin to provide coverage to Township employees and retirees effective August 1, 2023, and under N.J.S.A. 40A:11-1 et seq the term of the contract for insurance, including the purchase of insurance coverages, insurance consulting or administrative services, claims administration services and including participation in a joint self-insurance fund, risk management program or related services provided by a contracting unit insurance group, or participation in an insurance fund established by a local unit pursuant to N.J.S.40A:10-6, or a joint insurance fund established pursuant to P.L.1983, c.372 (C.40A:1036 et seq.), can be for any term of not more than three years; and

NOW THEREFORE BE IT RESOLVED by the Township Council of Willingboro Township in the County of Burlington, State of New Jersey on this 16th day of May 2023, in an open public session that Willingboro Township does hereby authorize an agreement with Performance Health to provide a medical and prescription drug plan coverage to Willingboro Township employees and retirees effective August 1, 2023; and

**BE IT FURTHER RESOLVED**, this Resolution and the contract shall be available for public inspection in the office of the Municipal Clerk and a notice of this action shall be printed once in an official newspaper of the Township as required by law. (N.J.S.A. 40A:11-5(1)(a))

# RESOLUTION NO. 2023 -

## RESOLUTION OMITTING PROPERTY DELINQUENT ON TAXES FROM TAX SALE AND AUTHORIZING A PAYMENT AGREEMENT AND REDUCTION ON INTEREST DUE AND PAYABLE

WHEREAS N.J.S.A. 54:5-19 provides for the governing body to omit from Tax Sale those properties delinquent for taxes or other municipal liens, or parts thereof, on real property, upon which regular, equal monthly installment payments are being made in pursuance to such agreement as may be authorized by a resolution between the collector and owner of said property.

WHEREAS the said property owner shall make a one-time payment in the amount of \$175,000 to include all delinquent taxes in the amount of \$82,607.04, assessments, and other municipal liens held by the municipality, due on May 31, 2023, as set forth in the attached agreement. It shall further be conditioned that the interest in the amount of \$119,315.52 be reduced to \$92,392.96 and all subsequent taxes, assessments, and other municipal liens imposed or becoming a lien thereafter shall be promptly paid when due. When the payment of the aforementioned exceeds 30 days after the due date, then said agreement shall be void and the tax collector shall proceed to enforce such lien by selling in the manner set forth in N.J.S.A 54:5-19.

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Township of Willingboro, County of Burlington, State of New Jersey, hereby authorize the tax collector to accept said interest reduced as provided on the attached letter of agreement for block 510 lot 2, also known as 18 Mandolin Lane, municipality of Willingboro Township and assessed to Theodore Madison.

BE IT FURTHER RESOLVED that a certified copy of this resolution with the installment plan schedule be forwarded to the Tax Collector and the property owner.

\_\_\_\_\_  
Kaya McIntosh, Mayor

Attest:

\_\_\_\_\_  
Brenda Bligen, RMC  
Township Clerk

## **RESOLUTION 2023-**

### **RESOLUTION AUTHORIZING CONTRACT WITH APPROVED NATIONAL COOPERATIVE CONTRACT VENDOR PURSUANT TO N.J.S.A. 52:34-6.2 AND P.L.2011, c139**

WHEREAS Willingboro Township has an aging fleet of Municipal vehicles which is becoming increasingly less fuel efficient, costly to maintain, and does not have many of the safety features required in many newer vehicles; and

WHEREAS Sourcewell - Enterprise Fleet Management Services Inc. has provided the attached proposal for Fleet Management Services and open-ended (equity) leases that will allow for cost savings in the procurement of newer Township vehicles and decrease ongoing repair and maintenance costs associated with older, less fuel-efficient vehicles, that are increasingly costly to maintain; and

WHEREAS, the Township Manager, recommends the utilization of this contract based on the requirements of State Law and requests the use of Enterprise Fleet Management Services to upgrade the Township's aging fleet; and

WHEREAS, the Township of Willingboro as a contracting unit, may without advertising for bids, purchase any materials, supplies, or equipment entered into on behalf of Sourcewell National Cooperative, pursuant to the provision of Local Public Contract Law P.L. 2011, C.139 (the "Law" or "Chapter 139") and N.J.S.A.52:34-6.2 the regulations promulgated there under in Local Finance Notice LFN 2012-10, which permits contracting units to use contracts awarded by national or regional cooperatives or other states that were competitively bid. The law supplements existing law on the use of such contracts and is intended to provide additional flexibility to local government around procurement; and

WHEREAS the regulations as set forth within Local Finance Notice LFN 2012-10 have been fully complied with; and

WHEREAS, the Township has complied with the public notification provisions of public advertisement and has received no protests in accordance with law and regulation; and

WHEREAS, under Sourcewell Contract #030122-EFM, an authorized vendor, Enterprise, can provide Fleet Management Services for 48 months to the Township of Willingboro; and

WHEREAS, the Chief Financial Officer for the Township of Willingboro has certified that free and unencumbered funds in the total amount of \$74,000.00 are available for this purpose in account/line-item number #:3-01-25-240-247-146.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Willingboro, County of Burlington, State of New Jersey, on this 16th day of May 2023, in an open public session that the Township Manager has authority to enter into an agreement with Enterprise Fleet Management, to provide Fleet Management Services under Sourcewell Contract #030122-EFM.

**RESOLUTION 2023-**  
**RESOLUTION AUTHORIZING THE SALE OF PERSONAL**  
**PROPERTY TO THE WILLINGBORO BOARD OF EDUCATION**  
**FOR USE BY ITS TRUENCY OFFICER**

WHEREAS Willingboro Township has determined that the 2004 Jeep Liberty VIN# 1J4GL48K74W180514, is no longer a piece of apparatus to be utilized by the Township of Willingboro's Inspection Department; and,

WHEREAS The Willingboro Board of Education would like to purchase this vehicle from Willingboro Township to be utilized by its Truancy Officer and has negotiated a favorable agreement; and,

WHEREAS N.J.S.A.40A 11-36(2) provides that a contracting unit need not advertise for bids when it makes any such sale, of personal property, to any Governmental unit in the United States.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Willingboro, County of Burlington, State of New Jersey, on this 16th day of May 2023, in an open public session that the Township Manager has authority to sell the 2004 Jeep Liberty VIN# 1J4GL48K74W180514 to the Willingboro Board of Education, for the sum of \$1.00 and that the legal title of ownership is transferred accordingly.

**RESOLUTION NO. 2023 - 116**

**A RESOLUTION FOR THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WILLINGBORO PROVIDING FOR APPOINTMENTS TO VARIOUS TOWNSHIP BOARDS**

WHEREAS, vacancies exist on various Township Boards and Commissions;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Willingboro, assembled in public session this 16<sup>th</sup> day of May, 2023, that appointments are made to various boards and commissions as per the attached.

**WMA Willingboro Municipal Alliance Coordinator**

- 1. Titus L. Welcome

Attest:

\_\_\_\_\_  
Kaya T. McIntosh  
Mayor

\_\_\_\_\_  
Brenda Bligen, Acting Township Clerk

## RESOLUTION 2023 - 117

### RESOLUTION TO AMEND THE CASH MANGEMENT PLAN AND DESIGNATING OFFICIAL FEDERAL DEPOSITORIES

WHEREAS it is in the best interest of the Township of Willingboro to earn additional revenue through the investment and prudent management of it cash receipts; and

WHEREAS, P. L. 1983, Chapter 8, approved January 18, 1983, is an act concerning the Local Fiscal Affairs Law and amends N.J.S.A. 40A:5-2 and N.J.S.A. 40A:5-14; and

WHEREAS, this law requires that each local unit shall adopt a cash management plan,

NOW, THEREFORE, BE IT RESOLVED, that the following shall constitute the Cash Management Plan for the Township of Willingboro and the Chief Financial Officer shall deposit and manage its funds pursuant to this plan.

#### Definitions

1. Chief Financial Officer shall mean the Chief Financial Officer of the Township of Willingboro.
2. Township Manager shall mean the Township Manager of the Township of Willingboro
3. The fiscal year shall mean the twelve-month period ending December 31<sup>st</sup>.
4. Cash Management Plan shall mean that plan as approved by resolution.

#### Designation of Depositories

At least once each fiscal year, the governing body shall by resolution designate the depositories for the Township of Willingboro in accordance with N.J.S.A. 40A: 5-14. The Township of Willingboro designates **TD Bank, NA.**, and **U.S Bank, NA.**

#### Audit Requirement

The Cash Management Plan shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A: 5-4.

#### Authority to Invest

The governing body shall pass a resolution at its first meeting of the fiscal year designating the Township of Willingboro official(s) who shall make and be responsible for municipal deposits and investments. **The Chief Financial Officer and the Township Manager are so authorized.**



### **Investment Instruments**

The Chief Financial Officer in collaboration with the Township Manager shall invest at their discretion in any investment instrument as approved by the State of New Jersey in accordance with N.J.S.A. 40A:5-15.1.

### **Records and Reports**

1. The Chief Financial Officer shall report all investments in accordance with N.J.S.A. 40A:5-15.2.
2. At a minimum the Chief Financial Officers shall:
  - a. Keep a record of all investments.
  - b. Keep a cash position record which reveals, daily, the status of cash in its bank account.
  - c. Confirm investments with governing body.
  - d. Report monthly to the governing body as to the status of cash balances in the Current Fund account, revenue collection and interest earned.

### **Cash Flow**

1. All monies shall be turned over to the Chief Financial Officer and deposited in accordance with N.J.S.A. 40A:5-15.
2. The Chief Financial Officer is authorized and directed to invest surplus funds of the Township of Willingboro as the availability of funds permit. In addition, it shall be the responsibility of the Chief Financial Officer to minimize the possibility of idle cash by depositing monies in interest bearing accounts wherever practical and in the best interest of the Township of Willingboro.
3. The Chief Financial Officer shall ensure that funds are borrowed for Capital Projects in a timely fashion.

### **Signatories**

The signatories of the Township of Willingboro shall be the Township Manager and the Chief Financial Officer. Transactions must be supported by the two officials.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution will be forwarded to the Township Auditor and the Township Chief Financial Officer.

# **RESOLUTION 2023-**

## **A RESOLUTION OF THE TOWNSHIP OF WILLINGBORO AUTHORIZING A PROFESSIONAL SERVICES CONTRACT WITH DAMIEN ESCOBAR FOR A MUSICAL PERFORMANCE AT THE 2023 WILLINGBORO JAZZ FESTIVAL**

**WHEREAS** as part of the 2023 Jazz Festival, the Township of Willingboro wishes to contract with Damien Escobar DBA KTN Touring LLC, 123 Town Square Place, Jersey City, NJ 07310, to provide a musical performance at the Jazz Festival on August 13, 2023; and

**WHEREAS** in accordance with N.J.S.A. 40A:11-5(1)(a)(1) and N.J.S.A. 40A:11-2(6), the Township may award a contract for professional services, including services of a creative and artistic nature without publicly advertising for bids; and

**WHEREAS** the Township's Acting Director of Recreation and Parks has negotiated a contract, annexed hereto with Damien Escobar for the said performance, and it is the recommendation of the Acting Director of Recreation and Parks that it is in the Township's best interest to enter into the contract; and

**WHEREAS** the Finance Director has certified the availability of funds in a certification of funds attached hereto in the amount of \$22,500.00; and

**WHEREAS** it is the intention of the Council to accept the recommendation of the Acting Director of Recreation and Parks.

**NOW, THEREFORE BE IT RESOLVED BY** on this 16<sup>th</sup> day of May 2023 in open public session by the Township Council of Willingboro hereby authorizes the execution of a contract and necessary documents with Damien Escobar for a musical performance at the Jazz Festival on August 13, 2023, in accordance with the contract attached hereto for a sum not to exceed \$22,500.00, subject to legal review; and

**BE IT FURTHER RESOLVED** that the Township Clerk shall provide a copy of this resolution to the Acting Director of Recreation and Parks and the Finance Director.

**Township of Willingboro:**

Kaya McIntosh, Mayor

Brenda Bligen, Township Clerk

## **RESOLUTION 2023-**

A RESOLUTION AUTHORIZING THE MAYOR & COUNCIL OF THE TOWNSHIP OF WILLINGBORO, NEW JERSEY TO INVEST FUNDS IN THE NEW JERSEY ASSET & REBATE MANAGEMENT PROGRAM.

BE IT RESOLVED by the Township Council of the Township of Willingboro as follows:

1. The Township Council hereby finds and determines that (a) the Township Manager and Chief Financial Officer have received and reviewed (i) the Information Statement dated as of January 3, 2005, describing the New Jersey Asset & Rebate Management Program ("NJ/ARM") and (ii) the Amended and Restated Interlocal Services Investment Agreement governing the NJ/ARM Program ("Program Agreement") and (b) the Township of Willingboro have been afforded the opportunity to discuss NJ/ARM with the Investment Administrator and Special Counsel to NJ/ARM and the Governing Body has determined that it is in the best interests of the Township of Willingboro to authorize the Township to participate in NJ/ARM.
2. The Program Agreement is hereby approved, and the Chief Financial Officer is authorized to execute the Program Agreement on behalf of the Township of Willingboro.
3. U.S. Bank, N.A., as Custodian for the NJ/ARM Program, is hereby approved to act as a depository of Public Funds for the Township of Willingboro
4. The Township Council acknowledges that its decision to authorize the participation in NJ/ARM is based solely on the information set forth in the Information Statement and in the Program Agreement.
5. This resolution shall take effect immediately upon its adoption.

**TOWNSHIP OF WILLINGBORO**

**RESOLUTION 2023-121**

**WHEREAS** the Township of Willingboro (hereinafter “Township”) and the Willingboro Lodge No. 38 Fraternal Order of Police (hereinafter "Union”) are parties to a Collective Bargaining Agreement covering the period January 1, 2019 through December 31, 2022; and

**WHEREAS** the parties to said agreement are obligated to negotiate terms and conditions of employment for a successor agreement in accordance with applicable law; and

**WHEREAS** the Township and the Union have met in good faith on several occasions to negotiate a successor contractual agreement;

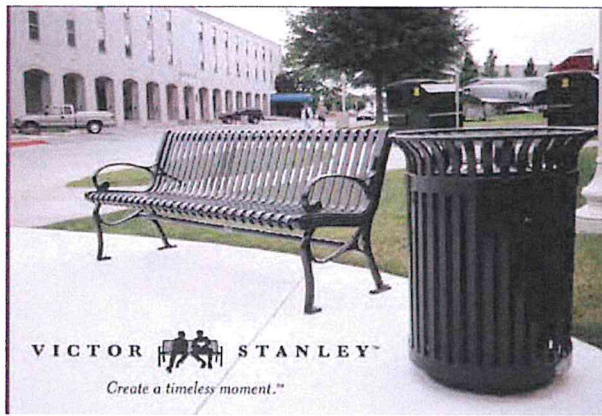
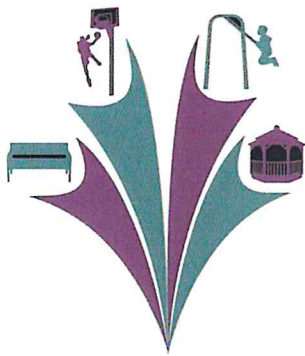
Now therefore be it **RESOLVED** that the Township of Willingboro Municipal Council hereby ratifies and approves the attached Memorandum of Agreement (“MOA”) between the Township and the Union for the period 2023 through 2027; and

Be it further **RESOLVED** that the Mayor, Township Manager and other staff as assigned by the Township Manager are authorized to sign the successor contract with the Union and implement the terms and conditions of employment required by same.

Attest:

\_\_\_\_\_  
Kaya T. McIntosh, Mayor

\_\_\_\_\_  
Brenda Bligen  
Acting Township Clerk



Victor Stanley questions for order placement - Form is required to begin the order process. Kindly return form to Ben Shaffer Recreation at [sales@benshaffer.com](mailto:sales@benshaffer.com); or Fax to 973-663-4615.

Complete Ship-To Address:

Willingboro Township Public Works Yard 25 Industrial Dr. Willingboro, NJ 08046
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Is a lift gate needed to off-load at delivery point? (Lift gate is an additional charge) \$158 Liftgate

- Yes
- No

If you do not need a lift gate, please verify what equipment you have to offload:

- Forklift or Pallet Jack
- Manpower

Please provide the name of the person the carrier should call prior to delivery to set up the delivery date:

Name:

Phone Number:

Standard lead times are running anywhere from 6-10 weeks from the date the order goes into production. If your order is done sooner, can you accept it early? YES  NO

Is there a REQUIRED delivery date (ie. Memorial, Grand Opening, etc.) YES  NO

If YES, Date needed by:

(Note that overtime charges may apply for guaranteed lead-times)

Name of person completing this form:

We realize that projects funded by the infrastructure bill may be tied to Buy America requirements; does this project have Buy America requirements? Yes  NO



Ben Shaffer Recreation  
P.O. Box 844  
Lake Hopatcong NJ 07849 US

# Proposal

<b>TERMS</b>	<b>REP</b>	<b>DATE</b>	<b>Proposal #</b>
CWO	Greg Powell	1/30/2023	1026

**BILL TO**  
Ed Murray

**SHIP TO**

As requested, we are pleased to quote the following:

VENDOR	ITEM# / DESCRIPTION	QTY	RATE	AMOUNT
Victor Stanley, Inc.	CS-10-6-BASE Classic Contoured Bench, 6-ft Horizontal Steel Rods, Ships Fully Assembled	1.00	\$2,047.00	\$2,047.00
BSR	CUSTOM Custom Color Upcharge RAL 4007 Purple Violet	1.00	\$832.00	\$832.00
BSR	FREIGHT	1.00	\$325.00	\$325.00
			<b>SUBTOTAL</b>	3,204.00
			<b>TAX</b>	212.27

**Ed Murray - VSI Purple Bench**

**\$3,416.27**

Prices are honored for 30 days from date of quote.

Approximate delivery time is 4-6 weeks after receipt of order. When placing your order, kindly advise whom the trucker should notify to schedule delivery. The trucker will make one contact and that person must inform any other parties to coordinate delivery.

Please make your check payable to "Ben Shaffer Recreation Inc." Prices are honored for 30 days from date of quote.

Standard colors and finish are quoted unless noted. Final count is the responsibility of the contractor/purchaser. Note that assembly/installation is NOT provided. Sales Tax will be added if applicable.



SBE Certified

Greg Powell  
SBE Certified Recreation Consultant