

THE MEETING OF THE CITY OF BURLINGTON COMMON COUNCIL, COUNTY OF BURLINGTON, STATE OF NEW JERSEY, WAS HELD ON TUESDAY, FEBRUARY 21, 2023, AT 7:00 PM, IN THE CITY HALL, 525 HIGH STREET, BURLINGTON, NJ, PURSUANT TO THE OPEN PUBLIC MEETINGS ACT.

The Municipal Clerk advised the public of the location of the two fire exits: one on the left after exiting the Council Chamber and the other being the entrance to the building.

The following notice of the meeting was sent:

There will be a Meeting of the Common Council of the City of Burlington held on February 21, 2023, at 7:00 PM, prevailing time at the City Hall Building, 525 High Street, Burlington, N.J. 08016.

Cindy A. Crivaro, RMC
Municipal Clerk

Governing Body Members present: Dave Babula, Dawn Bergner-Thompson, George Chachis, Xavier Roque, Roosevelt Smith, Suzanne Woodard, Denise Hollingsworth

Also present: Mayor Barry Conaway, Administrator Johanna Conyer, CFO Ken MacMillan, Municipal Attorney Stuart Platt, Director of Housing Bill Harris, Director of Public Affairs John Alexander, Director of Public Works Bill Curry, Police Chief John Fine.

MOMENT OF SILENCE

SALUTE TO FLAG

EXPLANATION OF ORDINANCES ON SECOND READING

Johanna Conyer, Administrator - 02-2023; an explanation was provided.

EXPLANATION OF RESOLUTIONS

Johanna Conyer, Administrator – 74-2023 (TABLED), 77-2023, 78-2023, 79-2023, 80-2023; an explanation was provided.

PUBLIC COMMENTS

Sam Richter, 2 E. Pearl Street – complained of glass and trash in a handicapped parking spot on Stacy Street.

CONSENT AGENDA

Councilman Smith moved that all Consent Agenda items be approved. It was seconded by Councilman Roque. All were in favor.

APPROVAL OF INVOICES*

Approved by Consent Agenda. All were in favor.

APPROVAL OF MINUTES*

Approved by Consent Agenda. All were in favor.

ORDINANCE(S) - INTRODUCTION & FIRST READING

ORDINANCE NO. 04-2023 TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)

Upon the motion of Councilwoman Woodard, seconded by Councilman Smith, the foregoing ordinance was adopted on First Reading by the following roll call vote: AYES: Mr. Babula, Ms. Bergner-Thompson, Mr. Chachis, Mr. Roque, Mr. Smith, Ms. Woodard, Ms. Hollingsworth. (7); NAYS: (0); ABSTAIN: (0); ABSENT: (0).

ORDINANCE(S) - SECOND READING & FINAL DISPOSITION

ORDINANCE NO. 02-2023 OF THE COMMON COUNCIL OF THE CITY OF BURLINGTON ESTABLISHING A MUTUAL AID AGREEMENT FOR EMERGENCY POLICE SERVICES AMONG AND BETWEEN THE CITY OF BURLINGTON AND THE TOWNSHIP OF WILLINGBORO

WHEREAS, the City of Burlington is a Faulkner Act municipality with a Mayor-Council form of government pursuant to N.J.S.A. 40:69A-31, et seq., with its organization, positions, powers and duties outlined within the Code of the City of Burlington as set forth pursuant to the Faulkner Act; and

WHEREAS, N.J.S.A. 40A:14-156, 40A:14-156.1, 40A:156.2, and 40A:156.3 authorize municipalities to enter into mutual aid and assistance agreements for police services in cases of emergencies; and

WHEREAS, the City of Burlington (the “City”) and the Township of Willingboro (the Township”) had previously entered into a Memorandum of Understanding related to mutual aid for the Special Response Team in May of 2012; and

WHEREAS, the City and Township seek to update and reestablish the Memorandum of Understanding between the municipalities.

NOW, THEREFORE BE IT ORDAINED by the Common Council for the City of Burlington, in the County of Burlington, State of New Jersey as follows:

SECTION 1. Mutual Aid Agreement – Established. Pursuant to N.J.S.A. 40A:14-156, N.J.S.A. 40A:14-156.1 et. seq., there are hereby established a mutual aid agreement among and between this municipality and the Township of Willingboro, which shall become effective upon the

adoption by a reciprocal ordinance of the Township to provide mutual aid as it pertains to the Burlington City Police Department Special Response Team. This agreement shall apply whenever this municipality may have an emergency within its boundaries requiring additional police assistance to protect life and property, and whenever Willingboro Township may experience a similar emergency, solely as it relates to the activation of the Burlington City Police Department Special Response Team, as detailed below.

SECTION 2. Emergency – Defined, S.O.P. For purposes of this Ordinance, the term “emergency” shall be defined to include situations in which the number of available police officers in a participating municipality is insufficient to meet the public need in a particular situation and situations where police aid involving special expertise, training or equipment is required in order to protect public safety, life, and property or to assist in suppressing a riot or disorder. No formal declaration of emergency is required to implement the provisions of the Mutual Aid Agreement.

SECTION 3. Assistance. The Burlington City Police Department (“BCPD”) will have command of the Special Response Team (“SRT”) at all times. As determined by the BCPD Chief of Police and/or his designee and the Willingboro Township Police Department (“WTPD”) Director of Public Safety, officers from the WTPD and BCPD SRT may be assigned to assist each other as deemed necessary and appropriate. The SRT will be dispatched to incidents in the City of Burlington and other jurisdictions as established by BCPD policy and any relevant agreements. Those incidents may include: hostage situations, barricade situations, sniper situations, high-risk apprehension, high-risk warrant service, personal protection, acts of terrorism, and situations with special circumstances. Any activation of the SRT will be at the sole discretion of the BCPD Chief of Police and/or his designee

SECTION 4. Powers, Rights, Immunities. The members of the providing municipality’s Police Department supplying aid shall have the same powers, authorities, rights, and immunities as the members of the police force of the requesting municipality when aid is being rendered therein. Said members shall also have, while so acting, such rights and immunities as they may otherwise enjoy in the performance of their normal duties in the municipality rendering such assistance.

SECTION 5. Benefits, Injury, Death. Members of the police force of the providing municipality suffering injury, or their legal representatives, if death results while rendering assistance in the requesting municipality, shall be entitled to all such salary, pension rights, Workers’ Compensation, or other benefits, as they would have accrued if such injury or death had occurred in the performance of duties in their own municipality, with such benefits to be the responsibility of the providing municipality.

SECTION 6. Reimbursement. A municipality receiving police assistance hereunder shall not be required to directly reimburse the other municipality for services so provided. Each municipality will be responsible for their own officer’s equipment, training, and overtime costs.

SECTION 7. All Ordinances contrary to the provisions of this Ordinance are hereby repealed to

the extent they are inconsistent herewith.

SECTION 8. If the provisions of any section, subsection, paragraph, subdivision or clause of this Ordinance shall be judged invalid by a court of competent jurisdiction, such order of judgment shall not affect or invalidate the remainder of any section, subsection, paragraph or subdivision, or clause of this Ordinance.

SECTION 9. This Ordinance shall take effect immediately upon final passage and publication as required by law.

Upon the motion of Councilman Smith, seconded by Councilwoman Woodard, the foregoing ordinance was introduced.

Public Comments

None.

Council Comments

None.

This ordinance was then adopted by the following roll call vote: AYES: Mr. Babula, Ms. Bergner-Thompson, Mr. Chachis, Mr. Roque, Mr. Smith, Ms. Woodard, Ms. Hollingsworth. (7); NAYS: (0); ABSTAIN: (0); ABSENT: (0).

RESOLUTIONS / CONSENT AGENDA RESOLUTIONS*

Resolution No. 69-2023*

RESOLUTION NO. 69-2023 OF THE COMMON COUNCIL OF THE CITY OF BURLINGTON AUTHORIZING AN AGREEMENT WITH THE BURLINGTON COUNTY DEPARTMENT OF PUBLIC WORKS – DIVISION OF MOSQUITO CONTROL FOR THE PROVISION OF AERIAL LARVAL/ADULT MOSQUITO CONTROL ACTIVITIES

WHEREAS, the City of Burlington (the “City”) is organized as a Mayor-Council form of government pursuant to the Optional Municipal Charter Law, N.J.S.A. 40:69A; and

WHEREAS, the Burlington County Department of Public Works – Division of Mosquito Control (the “Division”) has requested the City authorize the Division to perform aerial applications of pesticides for larval mosquito control over portions of the City during 2023; and

WHEREAS, all pesticides and aircraft to be used in this procedure are those approved for aerial application by both State and Federal governments; and

WHEREAS, prior to performing aerial applications over the City, the Division will notify Burlington County Central Communications.

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Burlington that the Mayor of the City of Burlington is hereby authorized to execute on behalf of the City the

authorization for aerial mosquito control with the Burlington County Department of Public Works – Division of Mosquito Control.

Approved by Consent Agenda. All were in favor.

Resolution No. 70-2023*

RESOLUTION NO. 70-2023 OF THE COMMON COUNCIL OF THE CITY OF BURLINGTON AUTHORIZING AN AGREEMENT WITH MILLENIUM STRATEGIES FOR GRANT PROPOSAL PREPARATION SERVICES FOR THE U.S. FEDERAL EMERGENCY MANAGEMENT AGENCY – ASSISTANCE TO FIREFIGHTERS GRANT (FEMA AFG GRANT)

WHEREAS, the City of Burlington (the “City”) is organized as a Mayor-Council form of government pursuant to the Optional Municipal Charter Law, N.J.S.A. 40:69A; and

WHEREAS, the City requires the services of a grant consultant for the preparation and submission of a grant application through the U.S. Federal Emergency Management Agency – Assistance to Firefighters Grant Program; and

WHEREAS, Millennium Strategies has submitted a proposal to provide these services at a cost not to exceed \$3,750.00.

NOW THEREFORE BE IT RESOLVED that the Common Council of the City of Burlington hereby awards a contract to Millennium Strategies LLC to prepare and submit a grant application, on behalf of the City of Burlington, through the U.S. Federal Emergency Management Agency – Assistance to Firefighters Grant Program for an amount not to exceed \$3,750.00.

BE IT FURTHER RESOLVED that City of Burlington is hereby authorized to enter and the Mayor and Municipal Clerk authorized and directed to execute, on behalf of the City of Burlington, an Agreement with Millennium Strategies, LLC in a form to be approved by the City Solicitor.

Approved by Consent Agenda. All were in favor.

Resolution No. 71-2023*

RESOLUTION NO. 71-2023 OF THE COMMON COUNCIL OF THE CITY OF BURLINGTON AUTHORIZING AN AGREEMENT WITH NEW JERSEY ANIMAL CONTROL, LLC FOR ANIMAL CONTROL SERVICES

WHEREAS, the City of Burlington (the “City”) is organized as a Mayor-Council form of government pursuant to the Optional Municipal Charter Law, N.J.S.A. 40:69A; and

WHEREAS, the City had previously entered into an agreement with New Jersey Animal Control, LLC (“NJAC”) for the provision of animal control services within the City; and

WHEREAS, NJAC has competently provided the City with the required services and the City has therefore determined it will accept the proposal for animal control services submitted by NJAC.

NOW THEREFORE BE IT RESOLVED that the Common Council of the City of Burlington hereby authorizes and approves an agreement for the provision of animal control services with New Jersey Animal Control, LLC for a cost not to exceed \$20,000.

BE IT FURTHER RESOLVED that City of Burlington is hereby authorized to enter and the Mayor and Municipal Clerk authorized and directed to execute, on behalf of the City of Burlington, an Agreement with New Jersey Animal Control, LLC in a form to be approved by the City Solicitor.

Approved by Consent Agenda. All were in favor.

Resolution No. 72-2023*

RESOLUTION NO. 72-2023 OF THE COMMON COUNCIL OF THE CITY OF BURLINGTON AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY NO LONGER NEEDED FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE

WHEREAS, the City of Burlington (the “City”) is organized as a Mayor-Council form of government pursuant to the Optional Municipal Charter Law, N.J.S.A. 40:69A; and

WHEREAS, the City has determined that the personal property described on Schedule A is no longer needed for public use; and

WHEREAS, the City intends to utilize the online auction services of Municibid, located at municibid.com; and

WHEREAS, the sales are being conducted pursuant to N.J.S.A. 40A:11-36 and the guidance set forth in the Division of Local Government Services; Local Finance Notice 2019-5.

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Burlington that the City of Burlington is hereby authorized to sell surplus personal property as indicated on Schedule A on an online auction website entitled municibid.com.

BE IT FURTHER RESOLVED that the terms and conditions of the agreement entered into between Municibid and the City of Burlington are available at municibid.com and in the City of Burlington Municipal Clerk’s Office.

Approved by Consent Agenda. All were in favor.

Resolution No. 73-2023*

RESOLUTION NO. 73-2023 OF THE COMMON COUNCIL OF THE CITY OF BURLINGTON
REFUNDING OVERPAYMENT OF TAXES DUE TO DUPLICATE PAYMENT

WHEREAS, the City of Burlington (the “City”) is organized as a Mayor-Council form of government pursuant to the Optional Municipal Charter Law, N.J.S.A. 40:69A; and

WHEREAS, an overpayment of 2023 taxes has occurred on the property identified herein due to a duplicate payment.

NOW THEREFORE BE IT RESOLVED, that the Common Council of the City of Burlington hereby authorizes the Chief Financial Officer to issue a refund check for 2023 taxes as follows:

<u>Block</u>	<u>Lot</u>	<u>Property Owner</u>	<u>Amount</u>
117	20	Desiree King	\$805.64

Approved by Consent Agenda. All were in favor.

Resolution No. 74-2023 - TABLED

RESOLUTION NO. 74-2023 OF THE COMMON COUNCIL OF THE CITY OF BURLINGTON
AUTHORIZING CHANGE ORDER NO. 2 WITH JERRELL’S LANDSCAPES FOR THE
ASSISCUNK CREEK LEVEE IMPROVEMENTS PROJECT – PHASE II

WHEREAS, the City of Burlington (the “City”) is organized as a Mayor-Council form of government pursuant to the Optional Municipal Charter Law, N.J.S.A. 40:69A; and

WHEREAS, it is the recommendation of City Engineer, Pennoni Associates, Inc., as per their letter dated January 26, 2023, that the Common Council of the City of Burlington authorize an amended agreement with Jerrell’s Landscapes in the form of Change Order No. 2, in connection with the Assiscunk Creek Levee Improvements Project – Phase II; and

WHEREAS, this Change Order No. 2 is a decrease in the amount of \$26,795.00, making a revised total contract amount of \$156,105.00.

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Burlington that the Mayor and Municipal Clerk are hereby authorized to execute a change order in a form acceptable to the City Solicitor, with Jerrell’s Landscapes for a decrease in the amount of \$26,795.00 in connection with the Assiscunk Creek Levee Improvements Project – Phase II.

Upon the motion of Councilman Roque, seconded by Councilman Smith, the foregoing resolution was TABLED by the following roll call vote: AYES: Mr. Babula, Ms. Bergner-Thompson, Mr. Chachis, Mr. Roque, Mr. Smith, Ms. Woodard, Ms. Hollingsworth. (7); NAYS: (0); ABSTAIN: (0); ABSENT: (0).

Resolution No. 75-2023*

RESOLUTION NO. 75-2023 OF THE COMMON COUNCIL OF THE CITY OF BURLINGTON AUTHORIZING THE ISSUANCE OF A MERCANTILE LICENSE TO OPERATE A BUSINESS AT 1104 E ROUTE 130 T/A HM LIQUOR

WHEREAS, the City of Burlington (the “City”) is organized as a Mayor-Council form of government pursuant to the Optional Municipal Charter Law, N.J.S.A. 40:69A; and

WHEREAS, the City of Burlington has received a complete application for the issuance of a mercantile license to Vireshkumar Patel to operate an alcoholic beverage sale store at 1104 E. Route 130; and

NOW THEREFORE BE IT RESOLVED, the Common Council of the City of Burlington hereby authorizes the Municipal Clerk to issue a Mercantile License to Vireshkumar Patel to operate a business at 1104 E. Route 130 t/a H M Liquor.

Approved by Consent Agenda. All were in favor.

Resolution No. 76-2023*

RESOLUTION NO. 76-2023 OF THE COMMON COUNCIL OF THE CITY OF BURLINGTON APPOINTING A SLEO II FOR A ONE YEAR TERM

WHEREAS, the City of Burlington (the “City”) is organized as a Mayor-Council form of government pursuant to the Optional Municipal Charter Law, N.J.S.A. 40:69A; and

WHEREAS, City Chief of Police John Fine has recommended to the Common Council the appointment of a Special Officer pursuant to Chapter 2, Section 28 of the City Code.

NOW THEREFORE BE IT RESOLVED, that the Common Council of the City of Burlington hereby appoints George Hubel as a SLEO II for a one year term commencing on February 21, 2023. (02/21/23 - 02/21/24)

Approved by Consent Agenda. All were in favor.

Resolution No. 77-2023

RESOLUTION NO. 77-2023 OF THE COMMON COUNCIL OF THE CITY OF BURLINGTON AUTHORIZING AN AGREEMENT WITH PENNONI ASSOCIATES, INC. FOR ENGINEERING SERVICES IN CONNECTION WITH THE NJDEP FY22 LAKE STORMWATER MANAGEMENT GRANT

WHEREAS, the City of Burlington (the “City”) is organized as a Mayor-Council form of government pursuant to the Optional Municipal Charter Law, N.J.S.A. 40:69A; and

WHEREAS, the City received a NJDEP FY22 Lake Stormwater Management Grant (the “Grant”) in the amount of \$95,000.00; and

WHEREAS, professional services are required in association with this grant funded project for development of a Quality Assurance Project Plan, performance of a lake characterization study, grant compliance, preparation of a final report, and development of a maintenance plan; and

WHEREAS, Pennoni Associates, Inc. (“Pennoni”) has submitted a cost proposal, dated January 13, 2023, in the amount of \$97,500.00 to provide these professional services to the City; and

WHEREAS, by Resolution No. 21-2023, adopted on January 3, 2023, the City approved the appointment of Pennoni as Pool Engineers for Special Projects and Engineering Matters; and

WHEREAS, these professional services are an allowable grant expense and will be charged to the grant, with a City match of \$2,425.23; and

WHEREAS, the Chief Financial Officer has executed a Certification of Funds for this contract, which is attached hereto, and that sufficient funds are available.

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Burlington that the City of Burlington that the Mayor and Municipal Clerk are hereby authorized to execute a contract in a form acceptable to the City Solicitor with Pennoni Associates, Inc. for professional services in connection with the NJDEP FY22 Lake Stormwater Management Grant in an amount not to exceed \$97,500.00

Upon the motion of Councilman Babula, seconded by Councilman Smith, the foregoing resolution was adopted by the following roll call vote: AYES: Mr. Babula, Ms. Bergner-Thompson, Mr. Chachis, Mr. Roque, Mr. Smith, Ms. Woodard, Ms. Hollingsworth. (7); NAYS: (0); ABSTAIN: (0); ABSENT: (0).

Resolution No. 78-2023

RESOLUTION NO. 78-2023 OF THE COMMON COUNCIL OF THE CITY OF BURLINGTON APPROVING AND AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE A CERTIFICATE OF COMPLETION FOR PHASE 1 OF THE PEARL POINTE DEVELOPMENT, EXCEPT FOR APPROXIMATING 8,000 SQUARE FEET OF RETAIL/COMMERCIAL SPACE FOR BLOCK 112, LOT 1 AND BLOCK 118, LOT 2.01 LOCATED AT 1 EAST PEARL STREET (“PEARL POINTE”)

WHEREAS, the City Common Council of the City of Burlington designated Peron Pearl Urban Renewal, LLC as the Redeveloper for Block 112, Lot 1 and Block 118, Lot 2.01; and

WHEREAS, Peron Pearl Urban Renewal, LLC has effectuated the redevelopment of the residential portion of the project under the terms of its agreement with the City of Burlington; and

WHEREAS, the appropriate officials of the City of Burlington have reviewed the Certificate of Completion for Block 112, Lot 1 and Block 118, Lot 2.01 and recommends its execution.

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Burlington that the Mayor and City Clerk are hereby authorized to execute the Certificate of Completion.

Upon the motion of Councilwoman Woodard, seconded by Councilman Smith, the foregoing resolution was adopted by the following roll call vote: AYES: Mr. Babula, Ms. Bergner-Thompson, Mr. Chachis, Mr. Roque, Mr. Smith, Ms. Woodard, Ms. Hollingsworth. (7); NAYS: (0); ABSTAIN: (0); ABSENT: (0).

Resolution No. 79-2023

RESOLUTION NO. 79-2023 OF THE COMMON COUNCIL OF THE CITY OF BURLINGTON AUTHORIZING THE AWARD OF A CONTRACT FOR FINANCIAL SERVICES TO BOWMAN & COMPANY, LLP

WHEREAS, the City of Burlington has a need to acquire Financial Services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A- 20.4 or 20.5 as appropriate; and,

WHEREAS, it has been determined and certified in writing that the value of the acquisition will exceed \$17,500; and

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

WHEREAS, Bowman & Company, LLP has submitted a proposal dated February 14, 2023 indicating they will provide the Financial Services for the City of Burlington; and

WHEREAS, Bowman & Company, LLP has completed and submitted a Business Entity Disclosure Certification which certifies that Bowman & Company, LLP has not made any reportable contributions to a political or candidate committee in the City of Burlington in the previous one year, and that the contract will prohibit Bowman & Company, LLP from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Financial Officer has certified as to the availability of funds for the year 2023 in an amount not to exceed \$100,000.00.

NOW THEREFORE, BE IT RESOLVED that the Common Council of the City of Burlington authorizes the Mayor Barry W. Conaway to enter a contract with Bowman & Company, LLP as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution. and,

BE IT FURTHER RESOLVED that the Municipal Clerk shall publish such notice as required under the law. This appointment is made without competitive bidding as professional services under the provisions of the Local Public Contracts Law, as provided in N.J.S.A. 40A:11-5.

Upon the motion of Councilwoman Woodard, seconded by Councilman Smith, the foregoing resolution was adopted by the following roll call vote: AYES: Mr. Babula, Ms. Bergner-Thompson, Mr. Chachis, Mr. Roque, Mr. Smith, Ms. Woodard, Ms. Hollingsworth. (7); NAYS: (0); ABSTAIN: (0); ABSENT: (0).

Resolution No. 80-2023

RESOLUTION NO. 80-2023 OF THE COMMON COUNCIL OF THE CITY OF BURLINGTON CONSENTING TO THE APPOINTMENT OF TARA KRUEGER TO SERVE AS THE PART-TIME CHIEF FINANCIAL OFFICER FOR THE CITY OF BURLINGTON

WHEREAS, there is a need to fill the position of the Chief Financial Officer for the City of Burlington; and

WHEREAS, pursuant to N.J.S.A. 40A:69A-43(b) Mayor Conaway has recommended the appointment of Tara Krueger as Part-Time Chief Financial Officer.

NOW THEREFORE, BE IT RESOLVED the Common Council of the City of Burlington, County of Burlington and State of New Jersey hereby consents to the appointment by Mayor Conaway of Tara Krueger as Part-Time Chief Financial Officer for the term of the Mayor and will run to December 31, 2023 and until the appointment of a successor.

BE IT FUTHER RESOLVED that the terms and conditions of employment for the Chief Financial Officer shall be in accordance with the City of Burlington Employment Policies and Practices.

Upon the motion of Councilman Smith, seconded by Councilwoman Woodard, the foregoing resolution was adopted by the following roll call vote: AYES: Mr. Babula, Ms. Bergner-Thompson, Mr. Chachis, Mr. Roque, Mr. Smith, Ms. Woodard, Ms. Hollingsworth. (7); NAYS: (0); ABSTAIN: (0); ABSENT: (0).

Resolution No. 81-2023*

RESOLUTION AUTHORIZING SIGNATURES ON CITY CHECKS

BE IT RESOLVED, by the Common Council of the City of Burlington that the following City Officials are hereby authorized to sign checks or withdrawal slips where a combination of three principal signatures are required:

MAYOR

AND CITY CLERK OR DEPUTY CLERK

AND BUSINESS ADMINISTRATOR OR TAX COLLECTOR

BE IT FURTHER RESOLVED that signature cards with the signatures of the persons authorized to sign be forwarded to the appropriate City Depositories when required.

Approved by Consent Agenda. All were in favor.

Resolution No. 82-2023*

RESOLUTION NO. 82-2023 APPOINTING FUND COMMISSIONER

WHEREAS, the City of Burlington is a member of the New Jersey Municipal Self Insurers' Joint Insurance Fund, hereinafter referred to as the FUND; and

WHEREAS, the Bylaws of the FUND require that in the manner generally prescribed by law, each member shall appoint one (1) Fund commissioner to the Fund. Each Fund commissioner shall be either a member of the local unit's governing body or one of its employees and that no individual may serve as Fund Commissioner for more than one (1) member; and

WHEREAS N.J.A.C. 11:15-2.6 states that a Fund Commissioner who is a member of the appointing local unit's governing body, shall hold office for two years or for the remainder of his/her term of office as a member of the local unit's governing body, whichever shall be less; and

WHEREAS N.J.A.C. 11:15-2.6 states that a Fund Commissioner who is an employee of the appointing member shall hold office at the pleasure of the member and can be removed by the member at any time without cause; and

WHEREAS, the City of Burlington recommends the appointment of Johanna S. Conyer to serve as Fund Commissioner in accordance with the FUND Bylaws;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington that it does hereby appoint Johanna S. Conyer as Fund Commissioner to the New Jersey Municipal Self Insurers' Joint Insurance Fund.

Approved by Consent Agenda. All were in favor.

COUNCIL COMMENTS

Council President Hollingsworth and Members of Council thanked and Ken MacMillan, CFO, for his 34 years of service and dedication to the City of Burlington in recognition of his upcoming retirement effective March 1, 2023.

CONFERENCES

Tax Office Report – Lynette Miller, CTC

Ms. Miller gave a brief overview of the Tax, Water and Sewer collections for the year 2022; collected over \$25,000,000 in taxes and over \$5,555,000 in water and sewer payments; gave an update on the water meter installation project.

Consensus: None. For information only.

Proposed Changes to Council Monthly Meeting Schedule – Johanna Conyer, Administrator

Ms. Conyer proposed a restructuring to the Council’s current meeting; suggested the 1st Tuesday of the month be a Caucus Meeting/Work Session with the 2nd Tuesday of the month being Regular/Action Meeting; explained detail of the process.

Consensus: Ms. Conyer to provide Council with an outline of the current procedure and an outline of the new proposed procedure.

ADJOURNMENT

Upon the motion of Councilman Roque, seconded by Councilman Smith, this meeting of February 21, 2023, was adjourned.

Cindy A. Crivaro, RMC
Municipal Clerk