

**MINUTES  
PENNSAUKEN TOWNSHIP COMMITTEE  
BUSINESS REORGANIZATION MEETING  
JANUARY 5, 2024**

A Reorganization Meeting of the Pennsauken Township Committee was held at the Pennsauken Country Club, 3800 Haddonfield Road, Pennsauken, NJ 08109 on Friday, January 5, 2024.

The Reorganization Meeting was called to order by Municipal Clerk at 6:30 pm who also called for the Salute to the flag and a moment of silence.

Announcement of Compliance with "Senator Byron M. Baer Open Public Meetings Act" In accordance with Chapter 231, Public Law, 1975, Open Public Meeting Act, specifying the time and date as January 5, 2024, at 6:30 P.M. was sent to the RETROSPECT and the COURIER POST, posted in the Municipal Building and on the Township of Pennsauken website. In addition, a copy of this notice has been, available to the public and is on file in the Office of the Municipal Clerk and published on December 1, 2023, in the Retrospect and the Courier Post

Consideration of/and possible actions on any request for electronic participation. For this Reorganization meeting we have not received any request in the office of the Clerk. This meeting is being streamed live on YouTube.

Committeeman Vince Martinez who served as Mayor in 2023 also acknowledged the dignitaries and VIPs in attendance. He also gave remarks on how Committee worked together to reach the accomplishments and goals throughout 2023 even through the continued difficulties of the pandemic. Mr. Martinez also acknowledged several individuals for going above and beyond.

The Municipal Clerk acknowledged the certifications of the election, designating Vince Martinez, Patrick Olivo and Nicole Roberts as the successful candidates for the Office of Township Committee.

Mayor Emeritus Jack Killion administered the Oath of Office to Vince Martinez as his wife Elizabeth and their kids were present to hold the bible.

Deputy Speaker of the NJ State Assembly Emeritus Jack Conner administered the Oath of Office to Patrick Olivo as his brother Chief Phil Olivo held the Bible.

Mayor Emeritus Jack Killion administered the Oath of Office to Nicole Roberts as her sister held the bible.

The meeting commenced with a Roll Call by the Township Clerk.

Committeewoman Jessica Rafeh  
Committeeman Marco DiBattista  
Committeeman Patrick Olivo  
Committeeman Vincent Martinez  
Committeewoman Nicole Roberts

Also, present were Administrator Tim Killion, Township Clerk Pamela Scott-Forman, Deputy Clerk Ana Matos, and Christopher Orlando Esq.

The Municipal Clerk announced the floor was opened to accept nominations for Mayor.

Committeeman Martinez nominated Committeeman DiBattista; no other nominations were given.

The floor was closed to nominations.

Committeeman Martinez moved a motion to approve resolution 2024:01  
Committeeman Olivo seconded the motion.  
An affirmative 5/0 roll call vote was recorded.

**2024:01 RESOLUTION DESIGNATING THE MAYOR OF THE TOWNSHIP OF PENNSAUKEN FOR 2024**

BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that **Marco DiBattista** is hereby designated Chairperson of the Township Committee for the Year 2024, and that hereafter he will be known as **MAYOR** of the Township of Pennsauken and shall be delegated to act as Chairperson of the Township Committee and shall be authorized to undertake and complete all acts or activities permitted or required of her in the Office of the Mayor.

BE IT FURTHER RESOLVED that certified copies of this Resolution will be forwarded by the Township Clerk to all Department Heads.

Committeeman Martinez moved a motion to approve resolution 2024:01  
Committeeman Olivo seconded the motion.  
An affirmative 5/0 roll call vote was recorded.

Mayor DiBattista opened the floor for nominations for Deputy Mayor.

Committeeman Olivo nominated Jessica Rafeh; no other nominations were made.

**2024:02 RESOLUTION DESIGNATING THE DEPUTY MAYOR OF THE TOWNSHIP OF PENNSAUKEN FOR 2024**

BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that **Jessica Rafeh** hereby designated Vice Chairperson of the Township Committee for the Year 2024, and that hereafter she will be known as **DEPUTY MAYOR** of the Township of Pennsauken and that she shall be delegated to act as Vice Chairperson of the Township Committee and shall be authorized to undertake and complete all acts or activities permitted or required of her in the Office of Deputy Mayor.

BE IT FURTHER RESOLVED that certified copies of this Resolution will be forwarded by the Township Clerk to all Department Heads.

Committeeman Martinez moved a motion to approve resolution 2024:02  
Committeeman Olivo seconded the motion  
An affirmative 5/0 roll call vote was recorded.

**2024:03 APPOINTING A MUNICIPAL ADMINISTRATOR FOR THE TOWNSHIP OF PENNSAUKEN**

BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that **Tim Killion** be and hereby is appointed the Municipal Administrator of the Township of Pennsauken in accordance with N.J.S.A. 40A:9-136 et seq.

BE IT FURTHER RESOLVED that in addition to the authorities under N.J.S.A. 40A:9-136 et seq. and the Township's Municipal Code, the Administrator will be designated the Appointing Authority for the Township of Pennsauken for compliance with New Jersey Department of Personnel form execution.

BE IT FURTHER RESOLVED that a certified copy of this Resolution will be forwarded by the Township Clerk to the Chief Financial Officer and Tim Killion.

Committeeman Martinez moved a motion to approve resolution 2024:03  
Committeeman Olivo seconded the motion  
An affirmative 5/0 roll call vote was recorded.

**2024:04 Resolution authorizing temporary appropriations pending final adoption of the 2024 Budget**

WHEREAS, N.J.S.A. 40A:4-19 provides that, where any contracts, commitments or payments are to be made prior to the adoption of the budget of any fiscal year, temporary

appropriations shall be made for the purposes and amounts required in the manner and time provided; and

WHEREAS, the effective date of this Resolution shall be January 1, 2024; and

WHEREAS, twenty-six & twenty-five one hundredths percent (26.25%) of the total appropriations in the 2023 Budget, exclusive of any appropriations made for Debt Service and Capital Improvement Fund is the sum of \$10,179,023 and

WHEREAS, twenty-six & twenty-five one hundredths percent (26.25%) of the total appropriations in the 2023 Golf Course Utility Budget, exclusive of any appropriations made for Debt Service and Capital Improvement Fund is the sum of \$809,624; and

WHEREAS, twenty-six & twenty-five one hundredths percent (26.25%) of the total appropriations in the 2023 Solid Waste Collection District Budget, exclusive of any appropriations made for Debt Service and Capital Improvement Fund is the sum of \$1,260,000; and

NOW, THEREFORE, BE IT RESOLVED, that the following temporary appropriations in the amounts delineated in the attached Temporary Budget in the amount of \$10,178,500. In the attached Golf Course Utility Temporary Budget in the amount of \$808,369; and in the attached Solid Waste Collection District Budget in the amount of \$1,259,840. Be made and that a certified copy of this Resolution be transmitted to the Chief Financial Officer for her records.

BE IT FURTHER RESOLVED, that the sums of \$4,382,878. Be appropriated for Debt Service for the Current Fund; that \$195,749.00 will be appropriated for the Debt Service for the Golf Course Utility.

I HEREBY CERTIFY that the foregoing Resolution was adopted by Township Committee of the Township of Pennsauken, County of Camden, State of New Jersey, at their meeting held in the Municipal Building, 5605 North Crescent Boulevard, Pennsauken, New Jersey on January 5, 2024.

Committeeman Martinez moved a motion to approve resolution 2024:04  
Committeeman Olivo seconded the motion  
An affirmative 5/0 roll call vote was recorded.

### **The Following Resolutions (05-13) Will Be Considered for Adoption by Consent Agenda**

#### **2024:05 A Resolution of the Township of Pennsauken appointing a Municipal Attorney Pursuant to The Statute Established for the appointment of same Pursuant To N.J.S.A. 40A: 9-139 (Parker McCay)**

WHEREAS, N.J.S.A. 40A: 9-139 provides that the Township of Pennsauken shall designate a qualified individual as Municipal Attorney to be appointed as such for a period of one year and pursuant to ordinance; and

WHEREAS, **Parker McCay** possess the qualifications required by the Township and all resolutions and ordinances pertaining to the appointment of the Municipal Attorney;

NOW THEREFORE BE IT RESOLVED, that the Law Offices of PARKER McCAY, 9000 Midlantic Drive, Suite #300 Mt. Laurel, New Jersey 08054 be appointed as the Municipal Attorney for the Township of Pennsauken from the date of this Resolution and for a period of one year following or until a successor has been appointed and that the terms of appointment shall be as established by Ordinance as it may be from time to time amended; and

That any additional services beyond those covered within the scope of the appointment, to be provided by PARKER McCAY subject to the submission and approval of a Contract for Legal Services.

This appointment is made through a Fair and Open Process of Requests for Qualifications.

**2024:06 Resolution appointing the following Professionals to Pennsauken Township for the year 2024**

WHEREAS, there exists a need for the appointment of various Professionals for the Township of Pennsauken; and

WHEREAS, funds are available for this purpose; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Pennsauken, County of Camden, State of New Jersey appoints the following Professionals as follows:

Municipal Auditors (**Bowman & Company**)

Broker of Records for the Employee Benefit Program  
(**Connor, Strong & Buckelew**)

Conflicts/Special Counsel for The Township of Pennsauken  
(**Brown Connery and Timothy Higgins, Attorney at Law**)

Municipal Consulting Engineers  
(**T & M Associates and Remington Vernick**)

Consulting Environmental Engineers  
(**Remington Vernick; T & M Associates and CME Associates**)

Insurance Brooker (**Connor Strong & Buckelew**)

Labor Counsel (**Brown & Connery**)

Municipal Bond Counsel (**Parker McCay**)

Rent Stabilization Attorney (**David Luthman**)

Township Physician (**Concentra**)

Workers Compensation Legal  
(**Capehart Scatchard and Brown & Connery**)

**2024:07 A Resolution of the Township of Pennsauken providing for the employment of A Chief Prosecutor for The Municipal Court in Accordance With N.J.S.A. 2B: 12-27 And N.J.S.A. 2B: 25-4(f)**

**Chief Prosecutor - Timothy Higgins**

WHEREAS, the Township has established a municipal court in accordance with N.J.S.A. 2B:12-1 et seq.; and

WHEREAS, the Township has the need to employ an attorney at law of the State of New Jersey to act as **Chief Municipal Prosecutor** with **TIMOTHY HIGGINS** in the Municipal Court of the Township of Pennsauken in accordance with N.J.S.A. 2B:12-27 and N.J.S.A. 2B:25-4(f); and

WHEREAS, the Attorney is duly licensed to practice law in the State of New Jersey and has demonstrated sufficient knowledge, skill and experience to serve as Chief Municipal Prosecutor; and

NOW THEREFORE in consideration for the mutual promises, conditions and obligations set forth herein and for other good and valuable consideration, the parties agree as follows:

1. The Attorney represents that he is licensed to practice law in the State of New Jersey and is able to offer services as contemplated herein. The Attorney further agrees that, in the event he does not personally provide all services required by this agreement, he will provide a capable and duly licensed attorney at law of the State of New Jersey, who has been duly appointed as a municipal prosecutor in another municipality to provide those services in his behalf.

2. The Attorney agrees that he shall provide to the Township the following services:
  - a) Representation of the State of New Jersey in the prosecution of all causes coming before the Municipal Court.
  - b) The representation of the State in those matters appealed to the Superior Court Law Division or on further appeal to any Appellate Court of the State of New Jersey, the New Jersey Supreme Court, or United States Federal Courts, wherein the representation of the State's interest is not undertaken by the Camden County Prosecutor or the Attorney General of the State of New Jersey.
  
1. In consideration for those services provided to the Township and in accordance with N.J.S.A. 2B:25-4(d), the Township shall compensate the Attorney on an annual basis beginning January 5, 2024, to December 31, 2024, or until another individual has been appointed by resolution adopted by the Township to act as Prosecutor in the Municipal Court, to the following:
  - a) For all services rendered in connection with regularly scheduled sessions of the Pennsauken Municipal Court, an annual salary as set by the Township Ordinance, which shall be paid in weekly installments beginning on or about January 5, 2024 and concluding on December 31, 2024.
  - b) With respect to the representation of the State of New Jersey and/or the Township of Pennsauken in any de novo appeal from the Municipal Court of the Township of Pennsauken, an hourly rate as established by the Township's Ordinances respecting hourly rates for professional legal services. In addition, the hourly rate set and established by the Township's Ordinance respecting hourly rates for professional legal services shall be applicable to any Special Session of the Pennsauken Municipal Court that the Attorney may be required to attend and as may be established by the Municipal Magistrate of the Township of Pennsauken from time to time. With regard to those services to be rendered at the hourly rate as established by the Township's Ordinances, the Attorney shall submit periodic statements of charges for all legal services rendered and shall include in such statements an itemization for all out-of-pocket expenses such as filing fees, transcript fees, recording fees, photocopying expenses, etc. which shall be reimbursed to the Attorney. Payment shall be made within thirty (30) days from the date of submission of such statements.
  - c) In addition, the Attorney shall be provided with any and all employee benefits packages afforded all municipal employees, including but not limited to medical, dental, prescription, eyeglass and other healthcare benefits with the same coverage as afforded
  - d) to all municipal employees. The Township shall maintain the Attorney as a member of the public employees' retirement system (PERS).
  
4. It is expressly understood that the Attorney shall not serve the Township as the Municipal Prosecutor in a full-time capacity and that the Attorney is engaged in the private practice of law and shall not be prohibited from continuing to engage in such practice except to the extent that the Attorney shall not engage in any activity which would conflict with his duties hereunder.
  
5. This agreement may be terminated or modified at any time by the mutual consent of the parties hereto. However, it is specifically understood between the parties that the Attorney may continue to serve and receive compensation as Chief Municipal Prosecutor until an individual has been duly appointed by resolution of the Township to act as Chief Prosecutor in the Municipal Court.

**2024:08 A Resolution of The Township of Pennsauken providing for the employment of an Assistant Prosecutor for The Municipal Court in Accordance With N.J.S.A. 2B: 12-27 And N.J.S.A. 2B: 25-4(f)**

**Assistant Prosecutor – Dave Luthman**

WHEREAS, the Township has established a municipal court in accordance with N.J.S.A. 2B:12-1 et seq.; and

WHEREAS, the Township has the need to employ an attorney at law of the State of New Jersey to act as an **Assistant Prosecutor** with **DAVE LUTHMAN** in the Municipal Court of the Township of Pennsauken in accordance with N.J.S.A. 2B:12-27 and N.J.S.A. 2B:25-4(f); and

WHEREAS, the Attorney is duly licensed to practice law in the State of New Jersey and has demonstrated sufficient knowledge, skill and experience to serve as Assistant Municipal Prosecutor; and

NOW THEREFORE in consideration for the mutual promises, conditions and obligations set forth herein and for other good and valuable consideration, the parties agree as follows:

1. The Attorney represents that he is licensed to practice law in the State of New Jersey and is able to offer services as contemplated herein. The Attorney further agrees that, in the event he does not personally provide all services required by this agreement, he will provide a capable and duly licensed attorney at law of the State of New Jersey, who has been duly appointed as an Assistant municipal prosecutor in another municipality to provide those services in his behalf.
2. The Attorney agrees that he shall provide to the Township the following services:
  - a) Representation of the State of New Jersey in the prosecution of all causes coming before the Municipal Court.
  - b) The representation of the State in those matters appealed to the Superior Court Law Division or on further appeal to any Appellate Court of the State of New Jersey, the New Jersey Supreme Court, or United States Federal Courts, wherein the representation of the State's interest is not undertaken by the Camden County Prosecutor or the Attorney General of the State of New Jersey.
3. In consideration for those services provided to the Township and in accordance with N.J.S.A. 2B:25-4(d), the Township shall compensate the Attorney on an annual basis beginning January 5, 2024 to December 31, 2024, or until another individual has been appointed by resolution adopted by the Township to act as Assistant Prosecutor in the Municipal Court, to the following:
  - e) For all services rendered in connection with regularly scheduled sessions of the Pennsauken Municipal Court, an annual salary as set by the Township Ordinance, which shall be paid in weekly installments beginning on or about January 5, 2024, and concluding on December 31, 2024.
  - f) With respect to the representation of the State of New Jersey and/or the Township of Pennsauken in any de novo appeal from the Municipal Court of the Township of Pennsauken, an hourly rate as established by the Township's Ordinances respecting hourly rates for professional legal services. In addition, the hourly rate set and established by the Township's Ordinance respecting hourly rates for professional legal services shall be applicable to any Special Session of the Pennsauken Municipal Court that the Attorney may be required to attend and as may be established by the Municipal Magistrate of the Township of Pennsauken from time to time. With regard to those services to be rendered at the hourly rate as established by the Township's Ordinances, the Attorney shall submit periodic statements of charges for all legal services rendered and shall include in such statements an itemization for all out-of-pocket expenses such as filing fees, transcript fees, recording fees, photocopying expenses, etc. which shall be reimbursed to the Attorney. Payment shall be made within thirty (30) days from the date of submission of such statements.
  - g) In addition, the Attorney shall be provided with any and all employee benefits packages afforded all municipal employees, including but not limited to medical, dental, prescription, eyeglass and other healthcare benefits with the same coverage as afforded to all municipal employees. The Township shall maintain the Attorney as a member of the public employees' retirement system (PERS).
4. It is expressly understood that the Attorney shall not serve the Township as the Assistant Municipal Prosecutor in a full-time capacity and that the Attorney is engaged in the private practice of law and shall not be prohibited from continuing to engage in such practice except to the extent that the Attorney shall not engage in any activity which would conflict with his duties hereunder.

5. This agreement may be terminated or modified at any time by the mutual consent of the parties hereto. However, it is specifically understood between the parties that the Attorney may continue to serve and receive compensation as Assistant Municipal Prosecutor until an individual has been duly appointed by resolution of the Township to act as Assistant Prosecutor in the Municipal Court.

**2024:09 A Resolution of The Township of Pennsauken providing for the employment of a Public Defender for The Municipal Court in accordance with N.J.S.A. 2B:24-3**

**Co-Public Defender - Jason Sunkett**

WHEREAS, the Township has established a municipal court in accordance with N.J.S.A. 2B:12-1 et seq.; and

WHEREAS, the Township acknowledges that Municipal Public Defenders are a critical component of New Jersey's system for the administration of justice and the effective, fair and equal representation of the poor; and

WHEREAS, the Township has determined that there is the need to employ an attorney at law of the State of New Jersey to act as **Co-Municipal Public Defender** to represent indigent defendants in proceedings in the Municipal Court of the Township of Pennsauken in accordance with N.J.S.A. 2B:12-24; and

WHEREAS, **Jason Sunkett** (the "Attorney") is duly licensed to practice law in the State of New Jersey and has demonstrated sufficient knowledge, skill and experience to serve as Municipal Public Defender; and

NOW THEREFORE in consideration for the mutual promises, conditions and obligations set forth herein and for other good and valuable consideration, the parties agree as follows:

1. The Attorney represents that he is licensed to practice law in the State of New Jersey and is able to offer services as contemplated herein. The Attorney further agrees that, in the event he does not personally provide all services required by this agreement, he will provide a capable and duly licensed and qualified attorney at law of the State of New Jersey to provide those services in his behalf.
2. The Attorney agrees that he shall represent indigent defendants charged in Municipal Court of the Township of Pennsauken with a crime as specified in N.J.S.A. 2B:12-18 or, if in the opinion of the municipal court there is a likelihood that the defendant, if convicted, of any other offense will be subject to imprisonment or other consequence of magnitude. Such representation shall include all necessary services and facilities of representation, including expert and lay investigation and testimony as well as other preparations, shall be provided in every case. The municipality shall be responsible for payment for services pursuant to this section. The factors of need and real value to a defendant may be weighed against the financial constraints of the municipality in determining the necessary services and facilities of representation. The final determination as to necessity for services required pursuant to this section shall be made by the court.
3. In consideration for those services provided to the Township and, in accordance with N.J.S.A. 2B:24-5, the Township shall compensate the Attorney on an annual basis beginning January 5, 2024 to December 31, 2024 or until another individual has been appointed by resolution adopted by the Township to act as Public Defender in the Municipal Court, to the following:
  - a) For all services rendered in connection with regularly scheduled sessions of the Pennsauken Municipal Court, an annual salary as set by the Township Ordinance, which shall be paid in weekly installments beginning on or about January 5, 2024 and concluding on December 31, 2024.
  - b) With respect to the representation of indigent defendants in any de novo appeal from the Municipal Court of the Township of Pennsauken, an hourly rate as established by the Township's Ordinances respecting hourly rates for professional legal services. In addition, the hourly rate set and established by the Township's Ordinance respecting hourly rates for professional legal services shall be applicable to any Special Session of the Pennsauken Municipal Court

that the Attorney may be required to attend and as may be established by the Municipal Magistrate of the Township of Pennsauken from time to time. With regard to those services to be rendered at the hourly rate as established by the Township's Ordinances, the Attorney shall submit periodic statements of charges for all legal services rendered and shall include in such statements an itemization for all out-of-pocket expenses such as filing fees, transcript fees, recording fees, photocopying expenses, etc. which shall be reimbursed to the Attorney. Payment shall be made within thirty (30) days from the date of submission of such statements.

- c) In addition, the Attorney shall be provided with any and all employee benefits packages afforded all municipal employees, including but not limited to medical, dental, prescription, eyeglass and other healthcare benefits with the same coverage as afforded to all municipal employees. The Township shall maintain the Attorney as a member of the public employees' retirement system (PERS).
4. It is expressly understood that the Attorney shall not serve the Township as the Municipal Public Defender in a full-time capacity and that the Attorney is engaged in the private practice of law and shall not be prohibited from continuing to engage in such practice except to the extent that the Attorney shall not engage in any activity which would conflict with his duties hereunder.
5. It is further expressly understood that the Attorney may represent private clients in the Municipal Court of Pennsauken, subject to the Rules of Court Governing the Conduct of Lawyers, Judges and Court Personnel.
6. This agreement may be terminated or modified at any time by the mutual consent of the parties hereto. However, it is specifically understood between the parties that the Attorney may continue to serve and receive compensation as Municipal Public Defender until an individual has been duly appointed by resolution of the Township to act in that capacity in the Municipal Court.

**2024:10 A Resolution of The Township of Pennsauken providing for the employment of An Assistant Public Defender for The Municipal Court in accordance with N.J.S.A. 2B:24 -3**

**Co-Public Defender – Charles Wigginton**

WHEREAS, the Township has established a municipal court in accordance with N.J.S.A. 2B:12-1 et seq.; and

WHEREAS, the Township acknowledges that Municipal Public Defenders are a critical component of New Jersey's system for the administration of justice and the effective, fair and equal representation of the poor; and

WHEREAS, the Township has determined that there is the need to employ an attorney at law of the State of New Jersey to act as **Co-Municipal Public Defender** to represent indigent defendants in proceedings in the Municipal Court of the Township of Pennsauken in accordance with N.J.S.A. 2B:12-24; and

WHEREAS, **Charles Wigginton** (the "Attorney") is duly licensed to practice law in the State of New Jersey and has demonstrated sufficient knowledge, skill and experience to serve as Municipal Public Defender; and

NOW THEREFORE in consideration for the mutual promises, conditions and obligations set forth herein and for other good and valuable consideration, the parties agree as follows:

1. The Attorney represents that he is licensed to practice law in the State of New Jersey and is able to offer services as contemplated herein. The Attorney further agrees that, in the event he does not personally provide all services required by this agreement, he will provide a capable and duly licensed and qualified attorney at law of the State of New Jersey to provide those services in his behalf.
2. The Attorney agrees that he shall represent indigent defendants charged in Municipal Court of the Township of Pennsauken with a crime as specified in N.J.S.A. 2B:12-18 or, if in the opinion of the municipal court there is a likelihood that the defendant, if convicted, of any other offense will be subject to imprisonment or other consequence of magnitude.



Such representation shall include all necessary services and facilities of representation, including expert and lay investigation and testimony as well as other preparations, shall be provided in every case. The municipality shall be responsible for payment for services pursuant to this section. The factors of need and real value to a defendant may be weighed against the financial constraints of the municipality in determining the necessary services and facilities of representation. The final determination as to necessity for services required pursuant to this section shall be made by the court.

3. In consideration for those services provided to the Township and, in accordance with N.J.S.A. 2B:24-5, the Township shall compensate the Attorney on an annual basis beginning January 5, 2024 to December 31, 2024 or until another individual has been appointed by resolution adopted by the Township to act as Public Defender in the Municipal Court, to the following:
  - a) For all services rendered in connection with regularly scheduled sessions of the Pennsauken Municipal Court, an annual salary as set by the Township Ordinance, which shall be paid in weekly installments beginning on or about January 5, 2024 and concluding on December 31, 2024.
  - b) With respect to the representation of indigent defendants in any de novo appeal from the Municipal Court of the Township of Pennsauken, an hourly rate as established by the Township's Ordinances respecting hourly rates for professional legal services. In addition, the hourly rate set and established by the Township's Ordinance respecting hourly rates for professional legal services shall be applicable to any Special Session of the Pennsauken Municipal Court that the Attorney may be required to attend and as may be established by the Municipal Magistrate of the Township of Pennsauken from time to time. With regard to those services to be rendered at the hourly rate as established by the Township's Ordinances, the Attorney shall submit periodic statements of charges for all legal services rendered and shall include in such statements an itemization for all out-of-pocket expenses such as filing fees, transcript fees, recording fees, photocopying expenses, etc. which shall be reimbursed to the Attorney. Payment shall be made within thirty (30) days from the date of submission of such statements.
  - c) In addition, the Attorney shall be provided with any and all employee benefits packages afforded all municipal employees, including but not limited to medical, dental, prescription, eyeglass and other healthcare benefits with the same coverage as afforded to all municipal employees. The Township shall maintain the Attorney as a member of the public employees' retirement system (PERS).
4. It is expressly understood that the Attorney shall not serve the Township as the Municipal Public Defender in a full-time capacity and that the Attorney is engaged in the private practice of law and shall not be prohibited from continuing to engage in such practice except to the extent that the Attorney shall not engage in any activity which would conflict with his duties hereunder.
5. It is further expressly understood that the Attorney may represent private clients in the Municipal Court of Pennsauken, subject to the Rules of Court Governing the Conduct of Lawyers, Judges and Court Personnel.
6. This agreement may be terminated or modified at any time by the mutual consent of the parties hereto. However, it is specifically understood between the parties that the Attorney may continue to serve and receive compensation as Municipal Public Defender until an individual has been duly appointed by resolution of the Township to act in that capacity in the Municipal Court.

**2024:11 Authorizing the Township Administrator to Enter into a Professional Services Contract with the following:**

WHEREAS, there exists a need for Professional services and funds are available; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised and

WHEREAS, This contract is awarded without competitive bidding as a "Professional Service" in accordance with 40A:11-5(1) (a) of the Local Public Contracts Law. This appointment is made through a Fair and Open Process of requests for qualifications.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey the Township Administrator is hereby authorized and directed to execute a contract for one year with the following:

Computer Network – I.T. Services. **(E3IT)**

Computer Network I.T. Services for the Pennsauken Police Department  
**(Oceanwatch Computer Group, Inc.)**

Financial Advisor to the Township **(ACACIA)**

Professional Services of Extraordinary Unspecifiable Services Public Relations  
Consultant **(Frank Sinatra)**  
Real Estate Broker for the Township of Pennsauken **Eric Strohm** of Garden  
State Property Group

**2024:12 A Resolution of the Township of Pennsauken authorizing an Extraordinary, Unspecifiable Service Contract for Animal Control Officer (NJ Animal Control LLC)**

WHEREAS, the Township of Pennsauken is in need of an individual or firm to perform the duties of Animal Control Officer for the Township of Pennsauken; and

WHEREAS, an animal control officer is not a common skill or occupation and the Township having had difficulty obtaining the services of a qualified individual to act in that capacity, especially given the uncertainty of the amount of time those services will be required by the Township; and

NOW THEREFORE BE IT RESOLVED, that the services referenced herein for management of animal control services and acting as an animal control officer are determined to be extraordinary and unspecifiable and that it is in the best interest of the Township to negotiate a contract agreement with NJ ANIMAL CONTROL, LLC.

**2024:13 A Resolution Appointing Municipal Humane Law Enforcement Officer(s) for the Township of Pennsauken, County of Camden, State of New Jersey (NJ Animal Control, LLC and Sgt. Craig Adair)**

WHEREAS the State of New Jersey has abolished the position and title of Animal Cruelty Investigators, and:

WHEREAS the State of New Jersey as of August 1, 2018 animal cruelty investigations will be under the supervision and authority of Municipal and County Prosecutors (Public Law 2017, chapter 331), and:

WHEREAS the appointed Municipal Humane Law Enforcement Officer(s) who will need to satisfactorily complete the 3 module training course developed by the Police Training Commission within one year of the appointment to qualify for the position, and

WHEREAS anyone who currently hold the Animal Cruelty Investigators certificate will not automatically qualify.

NOW, THEREFORE BE IT RESOLVED the Township of Pennsauken appoints **NJ Animal Control, LLC** and **Sgt. Craig Adair** to fulfill the required appointment of Municipal Humane Law Enforcement Officer.

BE, IT FURTHER RESOLVED, a certified copy of this resolution shall be forwarded by the Township Clerk to Pennsauken Township Chief of Police, Pennsauken Township Prosecutor, Camden County Prosecutor, NJ Animal Control, LLC, Sgt. Craig Adair, and Animal Welfare Society of Camden County.

Motion To Adopt:

Name	Motion	Second	Aye	Nay	Abstain	Absent
<i>Roberts</i>	√		√			
<i>Rafeh</i>			√			
<i>DiBattista</i>			√			
<i>Olivo</i>		√	√			
<i>Martinez</i>			√			

No public wished to comment

**The Following Resolutions (14-20) Will Be Considered for Adoption by Consent Agenda**

**2024:14 Resolution Authorizing the Appointment of Senior Affairs Coordinators (Amy Schmalbach and Pamela Scott-Forman)**

BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that **AMY SCHMALBACH / PAMELA SCOTT-FORMAN**, are hereby appointed as Municipal Coordinators on Aging.

BE IT FURTHER RESOLVED that this appointment shall be for a term of one (1) year commencing January 5, 2024 and expiring December 31, 2024.

BE IT FURTHER RESOLVED, a certified copy of this resolution shall be forwarded by the Township Clerk to the Chief Financial Officer, Amy Schmalbach and Pamela Scott-Forman.

**2024:15 Resolution Authorizing the Appointment of a Tax Searcher(s) (Leigha Bogdanowicz and Patricia Huerta)**

WHEREAS, every municipality shall from time to time by resolution designate a bonded official of the municipality to make examination of its records as to unpaid municipal liens and to certify the results thereof

NOW, THEREFORE BE IT RESOLVED by the governing body of the Township of Pennsauken, County of Camden, State of New Jersey, as follows:

- Leigha Bogdanowicz be and is hereby designated as the Township Tax Search Official.
- Patricia Huerta be and is hereby designated as the Assistant Township Tax Search Official.

BE IT FURTHER RESOLVED, that a certified copy of this resolution is forwarded to the Township of Pennsauken Tax Collector by the Township Clerk.

**2024:16 Resolution Authorizing the Appointment of a Municipal Treasurer (Walt Nicgorski)**

BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey that **WALTER T. NICGORSKI**, is hereby appointed as Municipal Treasurer of the Township of Pennsauken.

BE IT FURTHER RESOLVED this appointment shall be for a term of one (1) year commencing January 5, 2024 and expiring December 31, 2024.

BE IT FURTHER RESOLVED, a certified copy of this resolution shall be forwarded by the Township Clerk to the Chief Financial Officer and Walter Nicgorski.

**2024:17 Appointing of a Qualified Purchasing Agent (Elizabeth Peddicord)**

WHEREAS, N.J.S.A. 40A:11-9 (b), permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as grants the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C. 5:32-4 et seq established the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, **Elizabeth Peddicord** possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:32-4 et seq.; and

WHEREAS, Local Finance Notice 2020-14 increased the bid threshold to \$44,000 for local units that have appointed a Qualified Purchasing Agent;

NOW, THEREFORE, BE IT RESOLVED, that the governing body hereby appoints Elizabeth Peddicord the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A:11-9 (b) with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the contracting unit; and

BE IT FURTHER RESOLVED, that in accordance with N.J.A.C. 5:32-4 the Township Clerk is hereby authorized and directed to forward a certified copy of this resolution and a copy of Elizabeth Peddicord's certification to the Director of the Division of Local Government Services.

#### **2024:18 Resolution of the Township of Pennsauken Reappointing a Court Administrator (Meagan Perez)**

BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that **MEAGAN PEREZ**, is hereby appointed Court Administrator for the Pennsauken Municipal Courts.

BE IT ALSO RESOLVED this appointment shall take effect January 1, 2024;

BE IT FURTHER RESOLVED, a certified copy of this resolution shall be forwarded by the Township Clerk to the Chief Financial Officer and Meagan Perez.

#### **2024:19 Designating a Recycling Coordinator (Anthony Feriozzi)**

WHEREAS, on April 20, 1987, Governor Kean signed the "New Jersey Statewide Mandatory Source Separation and Recycling Act", P.L. 1987, c.102; and

WHEREAS, in accordance with the above Act, the Township of Pennsauken is required to designate a District Recycling Coordinator.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that the following individual is hereby designated as the District Recycling Coordinator in and for the Township of Pennsauken for the Year 2023 as required by P.L. 1987, c.102.

#### **ANTHONY FERIOZZI**

BE IT FURTHER RESOLVED that the Recycling Coordinator shall be responsible for, but not limited to, assuring compliance with the municipal responsibilities in the time frame provided for by P.L. 1987, c.102 after consultation with and approval by the Township Committee of the procedures and actions necessary to implement the activities which are the responsibility of the Township of Pennsauken as outlined in the "New Jersey Statewide Source Separation and Recycling Act".

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded to the New Jersey Office of Recycling, the Camden County Recycling Coordinator and Anthony Feriozzi.

#### **2024:20 Public Agency Compliance Officer (Pamela Scott-Forman)**

BE IT RESOLVED, by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that **PAMELA SCOTT-FORMAN**, is hereby

appointed Public Agency Compliance Officer (P.A.C.O.) said appointment shall be for a term of one (1) year

Motion To Adopt:

Name	Motion	Second	Aye	Nay	Abstain	Absent
<i>Roberts</i>			√			
<i>Rafeh</i>			√			
<i>DiBattista</i>			√			
<i>Olivo</i>		√	√			
<i>Martinez</i>	√		√			

No public wished to comment

**The Following Resolutions (21-23) Will Be Considered for Adoption Individually**

**2024:21 Designating a Township Program Officer for the 2024 Safe Neighborhoods Program (Chief Phil Olivo)**

WHEREAS, the Township of Pennsauken is entitled to certain State Aid under the Supplemental Safe Neighborhoods Program; and

WHEREAS, the State of New Jersey requires the designation of a single Township Official to coordinate the Township's Supplemental Neighborhoods Program and requests amendments thereto; and

WHEREAS, the Township desires to expedite and maximize such aid.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Pennsauken does hereby designate **CHIEF PHIL OLIVO** as the Municipal Coordinator for this program, and that he is hereby assigned the overall responsibility for program request submissions, program implementation, program review, reporting and evaluation for the Year 2024; and

BE IT FURTHER RESOLVED that he may designate program supervisors and delegate them such responsibilities as may be necessary.

BE IT FURTHER RESOLVED that A certified copies of this Resolution will be forwarded by the Township Clerk to the Chief Financial Officer and Phil Olivo.

Motion To Adopt:

Name	Motion	Second	Aye	Nay	Abstain	Absent
<i>Roberts</i>		√	√			
<i>Rafeh</i>	√		√			
<i>DiBattista</i>			√			
<i>Olivo</i>					√	
<i>Martinez</i>					√	

No public wished to comment

**2024:22 Resolution Re-Appointing Dennis Archible as a Member of the Sewerage Authority**

BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that the following individual is hereby appointed to the Pennsauken Sewerage Authority of the Township of Pennsauken for a five (5) year term, expiring December 31, 2027:

**DENNIS ARCHIBLE**

BE IT FURTHER RESOLVED that a certified copy of this Resolution will be forwarded by the Township Clerk to the Chief Financial Officer, Pennsauken Sewerage Authority and Dennis Archible.

Motion To Adopt:

Name	Motion	Second	Aye	Nay	Abstain	Absent
<i>Roberts</i>		√	√			
<i>Rafeh</i>			√			
<i>DiBattista</i>					√	
<i>Olivo</i>					√	
<i>Martinez</i>	√		√			

No public wished to comment

**2024:23 Resolution Re-Appointing Greg Schofield as a Member to the Sewerage Authority**

BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that the following individual is hereby appointed to the Pennsauken Sewerage Authority of the Township of Pennsauken for a five (5) year term, expiring December 31, 2027:

**GREG SCHOFIELD**

BE IT FURTHER RESOLVED that a certified copy of this Resolution will be forwarded by the Township Clerk to the Chief Financial Officer, Pennsauken Sewerage Authority and Greg Schofield.

Motion To Adopt:

Name	Motion	Second	Aye	Nay	Abstain	Absent
<i>Roberts</i>		√	√			
<i>Rafeh</i>	√		√			
<i>DiBattista</i>					√	
<i>Olivo</i>					√	
<i>Martinez</i>			√			

No public wished to comment

**The Following Resolutions (24-25) Will Be Considered for Adoption by Consent Agenda**

**2024:24 Resolution Authorizing the Appointment of a Deputy Chief to the Fire Department (John N. Clark)**

BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that **John N. Clark** is hereby appointed Deputy Chief of the Fire Department of the Township of Pennsauken for a term commencing January 5, 2024, and December 31, 2024 at the salary provided by Ordinance.

BE IT FURTHER RESOLVED that certified copies of this Resolution will be forwarded by the Township Clerk, the Chief Financial Officer and Deputy Chief John N. Clark.

**2024:25 Resolution Authorizing the Appointment of a Fire Marshal of the Township of Pennsauken for the year 2024 (Steven R. Schwegel)**

BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that **Steven R. Schwegel** is hereby appointed Fire Marshal for the Township of Pennsauken for a term of one (1) year commencing January 5, 2024, and ending December 31, 2024

BE IT FURTHER RESOLVED that certified copies of this Resolution will be forwarded by the Township Clerk to the Chief Financial Officer and Steven R. Schwegel.

Motion To Adopt:

Name	Motion	Second	Aye	Nay	Abstain	Absent
<i>Roberts</i>		√	√			
<i>Rafeh</i>	√		√			
<i>DiBattista</i>			√			
<i>Olivo</i>					√	
<i>Martinez</i>			√			

No public wished to comment

**The Following Resolutions (26-33) Will Be Considered for Adoption by Consent Agenda**

**2024:26 Resolution naming Bassma Jarbough the Mayor's Liaison to the Library**

BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that the following individual is hereby appointed as Mayor's Liaison to the Pennsauken Free Library, commencing January 5, 2024 and expiring December 31, 2024

**BASSMA JARBOUH**

BE IT FURTHER RESOLVED that a certified copies of this resolution will be forwarded by the Township Clerk to the Chief Financial Officer, Bassma Jarbough.

**2024:27 Resolution reappointing Robert Fisher-Hughes as a full member to the Library Board**

BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that the following individual is hereby appointed as a Member of the Library Board of Trustees for a five (5) year term, commencing January 5, 2024, and expiring December 31, 2028.

**ROBERT FISHER-HUGHES**

BE IT FURTHER RESOLVED that certified copies of this resolution will be forwarded by the Township Clerk to the Chief Financial Officer, Robert Fisher Hughes.

**2024:28 Resolution reappointing Elwood Martz as a Member to the Zoning Board of Adjustment of the Township of Pennsauken**

BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and the State of New Jersey that the following individual is hereby appointed to the Zoning Board of Adjustment for a full four (4) year term commencing January 5, 2024, and expiring December 31, 2027.

**ELWOOD MARTZ**

BE IT FURTHER RESOLVED that a certified copy of this resolution will be forwarded by the Township Clerk to the Chief Financial Officer and Elwood Martz.

**2024:29 Resolution appointing Brandon Horsey as an Alternate Member to the Zoning Board of Adjustment of the Township of Pennsauken**

BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and the State of New Jersey that the following individual is hereby appointed to the Zoning Board of Adjustment for a full Two (2) year term commencing January 5, 2024, and expiring December 31, 2025.

**BRANDON HORSEY**

BE IT FURTHER RESOLVED that a certified copy of this resolution will be forwarded by the Township Clerk to the Chief Financial Officer and Brandon Horsey.

**2024:30 Resolution appointing Brandon Greenday as an Alternate Homeowner member to the Rent Stabilization Board**

BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that the following individual is hereby appointed as a HOMEOWNER Member of the Rent Stabilization Board of the Township of Pennsauken for a full two (2) year term, commencing January 5, 2024, and expiring December 31, 2025:

**BRANDON GREENDAY**

BE IT FURTHER RESOLVED that a certified copy of this resolution will be forwarded by the Township Clerk to the Chief Financial Officer and Brandon Greenday.

**2024:31 Resolution reappointing Nicholas Pasamihalis as a Landlord Member to the Rent Stabilization Board**

BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that the following individual is hereby appointed as a Homeowner Alternate Member of the Rent Stabilization Board of the Township of Pennsauken for a full two (2) year term, commencing January 5, 2024, and expiring December 31, 2025:

**NICHOLAS PASAMILHALIS**

BE IT FURTHER RESOLVED that a certified copy of this resolution will be forwarded by the Township Clerk to the Chief Financial Officer and Nicholas Pasamilhalis

**2024:32 Resolution reappointing Allen Calloway as the Tenant Member to the Rent Stabilization Board**

BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that the following individual is hereby appointed as a Tenant Member of the Rent Stabilization Board of the Township of Pennsauken for a full two (2) year term, commencing January 5, 2024, and expiring December 31, 2025:

**ALLEN CALLOWAY**

BE IT FURTHER RESOLVED that a certified copy of this resolution will be forwarded by the Township Clerk to the Chief Financial Officer and Allen Calloway.

**2024:33 Appointing School Crossing Guards for the Year 2024 (see resolution for list)**

BE IT RESOLVED by the Township Committee Township of Pennsauken in the County of Camden and the State of New Jersey, that the following be appointed as School Crossing Guards as recommended by the Chief of the Police Department for the Calendar Year of 01/05/2024 to 12/31/2024.

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded by the Township Clerk, to the Township Chief Financial Officer, to Human Resources, and the Chief of Police.

Robert Bacon Pennsauken, NJ	Diamond Benson Pennsauken, NJ	Carl Blanck Pennsauken, NJ	Coramae Blanck Pennsauken, NJ
Connie Blevins Pennsauken, NJ	Vicki Cubberley Pennsauken, NJ	Ronald Dickerson Pennsauken, NJ	Jay T Doskis Pennsauken, NJ
Lisa Egbert Pennsauken, NJ	Steven Eisensmith Pennsauken, NJ	Diana Falana Pennsauken, NJ	Gloria Frazier Pennsauken, NJ
Gabrielle Gantt	James Garrow	Dennis Gingell	Domingo Gonzalez



Pennsauken, NJ	Pennsauken, NJ	Pennsauken, NJ	Pennsauken, NJ
Albert Harvey Pennsauken, NJ	Dolores Hicks Pennsauken, NJ	Charles Holland Pennsauken, NJ	Cheryl Johnson-Mashore Pennsauken, NJ
Tina Kranefeld Pennsauken, NJ	Sandra McCarron Pennsauken, NJ	Barbara McCloskey Pennsauken, NJ	Eris McCoy Pennsauken, NJ
Carol Medlar Pennsauken, NJ	Ed Mellon Pennsauken, NJ	Carol Mercado Pennsauken, NJ	Emma Minatee Pennsauken, NJ
Barbara Mount Pennsauken, NJ	Brian Mount Pennsauken, NJ	Ed Mount Pennsauken, NJ	Charles Murphy Pennsauken, NJ
Pat O'Brien Pennsauken, NJ	Edward Paolini Pennsauken, NJ	Nancy Paolini Pennsauken, NJ	Cheryl Reineck Pennsauken, NJ
Anna Santiago Pennsauken, NJ	Katherine Sereni Pennsauken, NJ	Gloria Sosa Pennsauken, NJ	Jose Sosa Pennsauken, NJ
Monserrate Soto Pennsauken, NJ	Cecilia Stevenson Pennsauken, NJ	Richard Still Pennsauken, NJ	Linda Swinney Pennsauken, NJ
Rita Tahenakos Pennsauken, NJ	Carm Taylor Pennsauken, NJ	Kayla Thompson Pennsauken, NJ	Ed Williams Pennsauken, NJ
Jane Yavis Pennsauken, NJ			

**\*\* Addresses have been removed**

Motion To Adopt:

Name	Motion	Second	Aye	Nay	Abstain	Absent
<i>Roberts</i>		√	√			
<i>Rafeh</i>	√		√			
<i>DiBattista</i>			√			
<i>Olivo</i>					√	
<i>Martinez</i>			√			

No public wished to comment

**The Following Resolutions (34-37) Will Be Considered for Adoption by Consent Agenda**

**2024:34 Resolution appointing Vincent Martinez, Committeeman to the Pennsauken Board of Health**

WHEREAS, a Local Board of Health has been established within the Township of Pennsauken and;

WHEREAS, Township Committee is required to be part of the Local board of health, and:

WHEREAS, each Committee member is to serve terms coextensive with their terms on Township committee

THEREFORE BE IT RESOLVED, Committeeman **VINCE MARTINEZ** is hereby appointed to serve on the Board of Health, commencing January 5, 2024 thru December 31, 2026

**2024:35 Resolution appointing Patrick Olivo, Committeeman to the Pennsauken Board of Health**

WHEREAS, a Local Board of Health has been established within the Township of Pennsauken and;

WHEREAS, Township Committee is required to be part of the Local board of health, and:

WHEREAS, each Committee member is to serve terms coextensive with their terms on Township committee

THEREFORE BE IT RESOLVED, Committeeman **PATRICK OLIVO** is hereby appointed to serve on the Board of Health, commencing January 5, 2024 thru December 31, 2026

**2024:36 Resolution appointing John Dymond, Tax Assessor to the Pennsauken Board of Health**

WHEREAS, a Local Board of Health has been established within the Township of Pennsauken; and

WHEREAS, the Township Assessor is required to be part of the Local board of health; and

WHEREAS, the Assessor is to serve a three year term;

THEREFORE BE IT RESOLVED, **JOHN DYMOND** is hereby appointed to serve on the Board of Health, commencing January 5, 2024 thru December 31, 2026

**2024:37 Resolution appointing Ana Matos as Alternate #2 Member of the Pennsauken Township Board of Health**

WHEREAS, a Local Board of Health has been established within the Township of Pennsauken; and

WHEREAS, the Deputy Clerk is required to be part of the Local board of health, and:

WHEREAS, the Deputy Clerk serves as an Alternate who serves a two year appointment;

THEREFORE BE IT RESOLVED, **ANA MATOS** is hereby appointed to serve on the Board of Health, commencing January 5, 2024 thru December 31, 2025.

Motion To Adopt:

Name	Motion	Second	Aye	Nay	Abstain	Absent
<i>Roberts</i>		√	√			
<i>Rafeh</i>	√		√			
<i>DiBattista</i>			√			
<i>Olivo</i>					√	
<i>Martinez</i>			√			

No public wished to comment

**The Following Resolutions (38-42) Will Be Considered for Adoption by Consent Agenda**

**2024:38 Resolution adopting Rules of the Township Committee for the year 2024**

WHEREAS, the Township Committee desires to adopt certain rules for the conduct of its business and proceedings for the Year 2024;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that the following rules for the conduct of business and proceedings of said Township Committee for the Year 2024 are hereby adopted:

1. The meetings of the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, shall normally be held at the Pennsauken Municipal Building, 5605 N. Crescent Blvd., in said Township, on designated Thursdays at 6:00 PM unless otherwise specified in the annual notice of meetings. When a meeting shall fall on a legal holiday, such meeting shall be held at a time and place which shall be fixed by agreement of the Township Committee and so advised to the Township Clerk. Any meeting may be held at a time and place other than the mentioned above provided, in which event the time and place of such meeting shall be agreed to by the Committee and advised to the Township Clerk.
2. A majority of the members shall constitute a quorum for the transaction of business.
3. The order of business shall be as follows:
  - (a) Roll Call
  - (b) Pledge to the Flag and Moment of Silence
  - (c) "Senator Byron M. Baer Open Public Meeting Act" Report of Notice
  - (d) Consideration of/and possible actions on any request for electronic participation in meeting hereto attached is Township Remote attendance policy. Exhibit "A"
  - (e) Approval of Minutes of the Previous Meeting
  - (f) Presentation of Written Proclamations, Communications, Memorials, Remembrances
  - (g) Bids Opened
  - (h) Ordinances
    - (1) Second Reading – Public Hearing (public may comment)
    - (2) First Reading – No Public Comment
  - (i) Resolutions
  - (j) Conference / Items of Discussion
  - (k) Payment of Bills / Monthly Dollar figures
  - (l) Public Comments
  - (m) Committee members comments
  - (n) Closed Session if needed
  - (p) Adjournment
4. Every member desirous of speaking in debate or of presenting any petition, bill, report or other material to the Committee shall address himself to the Mayor or other Chairperson of the meeting and if two members shall speak at once, the Mayor or Chairperson shall name the member who is entitled to the floor.
5. If any person other than a member of the Committee is granted the privilege of the floor, he or she shall rise, address the Mayor or Chairperson and give his or her name and address. Further, said individual shall be limited to a **five (5) minute speaking period**.
6. No question, motion or resolution shall be debated or put to vote unless the same shall be seconded. When a motion or resolution shall be seconded, it shall be stated by the Mayor or Chairperson of the meeting before debate.
  - (a) No person other than a member shall be entitled to address the Committee unless the privilege of the floor shall be extended to him or her by the consent of the Chairperson of the Committee present.

- (b) No person shall speak to another or leave his or her seat so as to interrupt the business of the Committee while any papers are being read, or any member is engaged in debate.
- 7. In the absence of the Mayor from the meeting, the Deputy Mayor shall preside. In the absence of the Mayor and Deputy Mayor, a Chairperson pro-tem shall be selected by the members present.
- 8. In all other incidence the Township Committee will comply with the "Senator Byron M. Baer Open Public Meeting Act for all Special and Emergency Meetings
- 9. All other rules of order not herein enumerated shall be decided according to Roberts Rule of Order.

**2024:39 Designating The Retrospect and The Courier Post as the Official Newspapers of Pennsauken Township Committee 2024**

BE IT RESOLVED, by the Township Committee of the Township of Pennsauken in the County of Camden and State of New Jersey, that

**THE RETROSPECT**

**THE COURIER POST**

are hereby designated as the official newspapers of the Township of Pennsauken as such at the pleasure of the Township Committee.

**2024:40 Authorizing the Twp. Administrator to Issue and sign checks in the absence of the Township Clerk**

BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that the Township Administrator is hereby authorized to sign and release checks as required from the Clerk's Office in the absence of the Township Clerk.

BE IT FURTHER RESOLVED that a certified copy of this Resolution will be forwarded by the Township Clerk to all financial institutions with which the Township conducts regular business notifying them of this authorization in order for checks to clear under his signature, and the Chief Financial Officer.

**2024:41 Authorizing the Township Administrator to sign checks in the absence of the Chief Financial Officer**

BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey; That the Township Administrator is hereby authorized to sign and release checks in the absence of the Chief Financial Officer.

BE IT FURTHER RESOLVED that certified copies of this Resolution will be forwarded by the Township Clerk to all the banking institutions that the Township utilizes, notifying them of this authorization in order for checks to clear under his signature and to the Chief Financial Officer.

**2024:42 Authorizing an Officer of the Municipal Court to sign checks (Meagan Perez /Authorized Designee)**

BE IT RESOLVED, by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that **Meagan Perez or her designee(s)** are hereby authorized to sign and release checks as required from the Municipal Court for the Year 2024.

BE IT FURTHER RESOLVED that a copy of this Resolution will be forwarded by the Township Clerk to Republic Bank notifying them of this authorization in order for checks to clear under their signature, the Chief Financial Officer and Megan Perez.

Motion To Adopt:

Name	Motion	Second	Aye	Nay	Abstain	Absent
<i>Roberts</i>			√			
<i>Rafeh</i>	√		√			
<i>DiBattista</i>			√			
<i>Olivo</i>		√	√			
<i>Martinez</i>			√			

No public wished to comment

**The Following Resolutions (43-46) Will Be Considered for Adoption Individually**

**2024:43 Authorizing payment of Petty Cash to the Department of Financial Administration**

WHEREAS, the Township Committee deems it desirable that the sum of FIVE HUNDRED DOLLARS (\$500.00) be paid by the Chief Financial Officer to the Department of Financial Administration to be used as petty cash by the Chief Financial Officer.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Pennsauken in the County of Camden and State of New Jersey, that the proper public officials are hereby authorized and directed to execute and deliver the Department of Financial Administration's check in the amount of FIVE HUNDRED DOLLARS (\$500.00) for the purpose of the aforementioned.

BE IT FURTHER RESOLVED that the Department of Financial Administration through the Chief Financial Officer shall account for the said monies in the manner provided by law.

Motion To Adopt:

Name	Motion	Second	Aye	Nay	Abstain	Absent
<i>Roberts</i>			√			
<i>Rafeh</i>		√	√			
<i>DiBattista</i>			√			
<i>Olivo</i>			√			
<i>Martinez</i>	√		√			

No public wished to comment

**2024:44 Authorizing payment of Petty Cash to the Pennsauken Police Department**

WHEREAS, the Township Committee deems it desirable that the sum of FIVE HUNDRED DOLLARS (\$500.00) be paid by the Chief Financial Officer to the Pennsauken Police Department to be used as petty cash in said department, and the monies to be accounted by the Chief of Police as provided by law.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Pennsauken in the County of Camden and State of New Jersey that the sum of FIVE HUNDRED DOLLARS (\$500.00) to be transmitted to the Pennsauken Police Department to be used as petty cash.

Motion To Adopt:

Name	Motion	Second	Aye	Nay	Abstain	Absent
<i>Roberts</i>	√		√			
<i>Rafeh</i>		√	√			
<i>DiBattista</i>			√			
<i>Olivo</i>					√	
<i>Martinez</i>					√	

No public wished to comment

**2024:45 Authorizing payment of Petty Cash to the Pennsauken Police Department (Detective Division)**

WHEREAS, the Township Committee deems it desirable that the sum of TWO HUNDRED FIFTY DOLLARS (\$250.00) be paid by the Chief Financial Officer to the Detective Division of the Pennsauken Police Department to be used as petty cash by said department and the monies to be accounted for by the Chief of Police as provided by law.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Pennsauken in the County of Camden and State of New Jersey that the sum of TWO HUNDRED FIFTY DOLLARS (\$250.00) to be transmitted to the Pennsauken Police Department to be used as petty cash.

Motion To Adopt:

Name	Motion	Second	Aye	Nay	Abstain	Absent
<i>Roberts</i>	√		√			
<i>Rafeh</i>		√	√			
<i>DiBattista</i>			√			
<i>Olivo</i>					√	
<i>Martinez</i>					√	

No public wished to comment

**2024:46 Authorizing payment of Petty Cash to the Pennsauken Country Club**

WHEREAS, the Township Committee deems it desirable that the sum of ONE HUNDRED AND FIFTY DOLLARS (\$150.00) be paid by the Chief Financial Officer to the Pennsauken Country Club to be used as petty cash in said department, and the monies to be accounted for by that department as provided by law.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Pennsauken in the County of Camden and State of New Jersey that the sum of ONE HUNDRED AND FIFTY DOLLARS (\$150.00) to be transmitted to the Pennsauken Country Club to be used as petty cash.

Motion To Adopt:

Name	Motion	Second	Aye	Nay	Abstain	Absent
<i>Roberts</i>			√			
<i>Rafeh</i>		√	√			
<i>DiBattista</i>			√			
<i>Olivo</i>	√		√			
<i>Martinez</i>			√			

No public wished to comment

**The Following Resolutions (47-49) Will Be Considered for Adoption by Consent Agenda**

**2024:47 Cash Management Plan of the Township of Pennsauken, in the County of Camden, State of New Jersey**

**I. STATEMENT OF PURPOSE**

This Cash Management Plan (the Plan) is prepared pursuant to provisions of N.J.S.A 40A:5-14 in order to set the basis for the deposits (Deposits) and investments (permitted investments) of certain public funds of the Township of Pennsauken, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing accounts or otherwise safeguarded, in permitted investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to ensure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to ensure that any Deposits and Permitted Investments matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

## **II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN**

The Plan is intended to cover the deposit and/or investments of the following funds and accounts of the Township of Pennsauken:

- Current Fund/Current Account
- Grant Fund/Grant Account
- General Capital Fund/General Capital Account
- Golf Course Utility/Golf Course Operating
- Golf Course Capital/ Golf Course Capital Account
- Animal Control Fund/Animal Control Account
- Community Development Block Grant/CDBG Account
- Worker's Compensation Trust/Worker's Compensation Account
- Solid Waste District/Garbage Account
- Other Trust Funds/Trust Other Account
- Affordable Housing Trust/COAH Account
- Developers Escrow/Planning and Zoning
- Tax Title Lien Account/Tax Redemption Account
- Recreation Trust/Recreation Account
- Special Law Enforcement Trust/Special Law Account
- Accumulated Leave Trust/Accumulated Leave Account
- Unemployment Trust/Unemployment Trust
- Off Duty Police Trust/Off Duty Police Account
- Housing Agency Rehab Trust/Rehab Account
- Housing Agency Section 8 Trust/Section 8 Account

## **III. DESIGNATION OF OFFICIALS OF THE TOWNSHIP OF PENNSAUKEN AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN**

The Chief Financial Officer of the Township of Pennsauken is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. The Chief Financial Officer is hereby authorized to designate in writing an alternate employee to act in his/her capacity during his/her absence.

## **IV. DESIGNATION OF DEPOSITORIES**

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including certificates of deposit which are not otherwise invested in Permitted Investments as provided by this Plan.

- New Jersey Cash Management Fund
- Ocean First Bank
- PNC Bank
- Republic Bank

## **V. RECEIPTS AND DISBURSEMENT OF THE FUNDS OF THE TOWNSHIP OF PENNSAUKEN**

A. All warrants or checks for the disbursement of money shall be made by the following officials for the following account types:

**Current Fund, Grant Fund, Capital Fund, Golf Course Operating, Golf Course Capital, Tax Account, Worker's Compensation Trust, Payroll Fund, Developers Escrow (Planning and Zoning), Community Development Block Grant, Operating Account, Accumulated Leave Trust, Special Law Enforcement Trust, Unemployment Trust, Police Off-Duty Trust, Affordable Housing Trust, Housing Agency Rehab Trust, Housing Agency Section 8, Animal Control, Recreation Trust, & Trust Others**

TOWNSHIP ADMINISTRATOR  
CHIEF FINANCIAL OFFICER  
TOWNSHIP CLERK  
TREASURER

**Tax Redemption Account**

TOWNSHIP ADMINISTRATOR  
TAX COLLECTOR

**Municipal Court General and Bail Accounts**

COURT ADMINISTRATOR  
DEPUTY COURT ADMINISTRATOR

- B. All municipal funds received by any official or employee shall be deposited within 48 hours to an interest-bearing account in the same name of the Township of Pennsauken. Additionally, funds can be received utilizing methods of electronic and/or automated clearing house.
- C. The following funds shall not be required to be maintained in interest bearing accounts:
1. Change Funds.
  2. Petty Cash Funds.
  3. Trust Funds to the extent that the deposit of such funds to an interest-bearing account would require by law the payment of interest to the provider of the funds.
  4. Any grant funds required by the grant agreement not to be placed in interest bearing accounts.
  5. Bond and Interest Accounts for Debt Service payments.
  6. Compensating balances maintained for the purpose of obtaining specific services from financial institutions. Such accounts may be established at the discretion of the Chief Financial Officer, based on his or her determination of their cost effectiveness. The Chief Financial Officer shall have the authority to execute written agreements for said accounts.
  7. Any other funds or balances which due to reasons of practicality or requirements of some regulatory authority must be placed in non-interest-bearing accounts.
- D. No municipal funds shall be disbursed by the Chief Financial Officer prior to the approval of the Township of Pennsauken except for:
1. Debt Service Payments
  2. Health Insurance monthly premiums
  3. Investments
  4. Utilities
  5. Copier Leases
  6. Tax Payments made to Camden County, Pennsauken Township Board of Education and Pennsauken Township Free Public Library.
  7. Payments deemed necessary by the Chief Financial Officer
  8. Payroll turnovers to agencies
- Items 1-6 shall be submitted to the Township of Pennsauken Committee for review at the semi-monthly Committee meetings on a Bill List report.
- E. The Chief Financial Officer is authorized to designate employees who may, from time to time, initiate and confirm wire transfers.
- F. Electronic Disbursement/Claimant Certification: In accordance with N.J.S.A. 40A: 5-16 (c) and Regulatory N.J.A.C. 5:30 9.6 (c) do not require Claimant Certification



unless to satisfy the Township on the integrity of the received goods or services it requires will not be necessary. The following require Claimant Certification:

- a. Employee Reimbursements for Goods and Services
- b. Refunds to individuals
- c. Services provided exclusively and entirely by an individual, including sole proprietors

**VI. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS' MAY DEAL.**

The following brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Official of the Township of Pennsauken referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as permitted Investments or otherwise providing for Deposits.

Wells Fargo Securities  
Morgan Stanley  
Bank of America Securities  
JP Morgan Chase  
UBS Paine Webber  
Acacia Financial Advisors  
NJ Asset & Rebate Management Program

**VII. AUTHORIZED INVESTMENTS.**

Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in deposits, in the following permitted investment:

- 1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
- 2) Government money market mutual funds;
- 3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
- 4) Bond or other obligations of the Local Unit or bonds or other obligations of municipality of which the Local Unit is a part or within which the municipality is located;
- 5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasurer for Investment by Local Units;
- 6) Local government investment pools;
- 7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c. 281 (C.52:18A-90.4);
- 8) Agreement for the repurchase of fully collateralized securities if:
  - (a) The underlying securities are permitted investments pursuant to paragraph (1) and (3) of this subsection a;
  - (b) The custody of collateral is transferred to a third party;
  - (c) The maturity of the agreement is not more than 30 days;
  - (d) The underlying securities are purchased through a public depository as defined in section I of P.L. 1070. C.236(C.17:9-41); and
  - (e) A master repurchase agreement providing for the custody and security of collateral is executed.

- 9) Obligations issued by the State of New Jersey, its agencies or any other local agencies or authorities which specifically provide in their enabling legislation that their obligations are an authorized investment for other local governments. This is specifically intended to include obligations issued by the State of New Jersey to fund its outstanding pension obligations issued in 1997. Consisting of Series A, B and C, inclusive.

For the purpose of this above language, the terms “government money market mutual fund” and “local government investment pool” shall have the following definitions:

**Government Money Market Mutual Fund** - An investment company or investment trust:

- a) Which is registered with the Securities and Exchange Commission under the “Investment Company Act of 1940” 15 U.S.C. sec 80a-1 et seq. and operated in accordance with 17 C.F.R. sec 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;
- b) The portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec 270. 2a-7;
- c) Which has:
  - i. attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
  - ii. retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the “Investment Advisors Act of 1940” 15 S.S.C. sec 80B-1 et seq., with experience investing in US Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

**Local Government Investment Pool** - An investment pool:

- a. Which is managed in accordance with 17 C.F.R. sec. 270.2a7;
- b. Which is rated in the highest category by a nationally recognized statistical rating organization;
- c. Which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec 270.2a-7 and repurchase agreements that are collateralized by such U.S Government securities;
- d. Which is in compliance with rules adopted pursuant to the “Administrative Procedure Act: P.L. 1968, c.410(c.52:14B-1 et seq.) by the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investment;
- e. Which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
- f. Which purchases and redeems investments directly from the issuer, government money market mutual fund or the State of New Jersey Cash Management Fund, or through the use of a National or State bank located within this State or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to Section 9 of P.L. 1967 c.9 (C.49:3-56) and has at least \$25 million in Capital stock (or equivalent capitalization if not a corporation) surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

It is the responsibility of the Chief Financial Officer to analyze the cash flow and to invest funds in legal investments as to maximize interest earnings. The Chief Financial Officer will observe the following guidelines:

1. When investing funds in commercial banks, savings banks and loans and other depository institutions, the Chief Financial Officer shall attempt to obtain a minimum of three quotations and shall invest at the institution offering the highest effective rate. If such investments together with all other deposits of the Township of Pennsauken in said institution exceeds the Federal Deposit Insurance Corporation limit, then the following criteria must be met:
  - a. The institution must be covered by a current Government Unit Deposit Protection Act Certificate.
2. The Chief Financial Officer shall determine which type of legal investment will best serve the needs of the municipality and is authorized to place funds in any legal investment, unless otherwise restricted by the governing body.
3. The Chief Financial Officer is authorized to contract the services of a Financial Advisor, as needed.
4. The Chief Financial Officer shall develop procedures to ensure internal controls are adequate to safeguard the Township of Pennsauken funds.

**VIII. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGEMENT OF RECEIPT OF PLAN**

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Township of Pennsauken, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Township of Pennsauken to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a “delivery versus payment” method to ensure that such Permitted Investments are either received by the Township of Pennsauken or by third party custodian prior to or upon release of the Township of Pennsauken Funds.

**IX. REPORTING REQUIREMENTS**

On the first day of each month during which this Plan is in effect, the Designated Officials referred to in Section III hereof shall supply to the governing body of the Township of Pennsauken a written report of any Deposits or Permitted Investment made pursuant to this Plan, which shall include, at a minimum, the following information:

- a. The name of any institution holding funds of the Township of Pennsauken as Deposit of a Permitted Investment.
- b. The amount of securities purchased or sold during the immediately preceding month.
- c. The class or type of securities purchased, or Deposits made.
- d. The book value of such Deposits or Permitted Investments.
- e. The earned income on such Deposits or Permitted Investments to the extent that such amounts are actually earned at maturity; this report shall provide an accrual of such earnings during the immediately preceding month.
- f. The fees incurred to undertake such Deposits or Permitted Investments.
- g. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- h. All other information which may be deemed reasonable from time to time by the governing body of the Township of Pennsauken.

**X. TERM OF PLAN**

This Plan shall be in effect from January 1, 2024, to December 31, 2024. Attached to this Plan is a resolution of the governing body of the Township of Pennsauken approving this Plan for such period of time. The Plan may be amended from time to time.

**2024:48 Designating the Depository for Funds of Payroll Account (Republic Bank)**

WHEREAS, N.J.S.A. 40A:4-63 provided that monies held in any separate fund shall be treated as monies held in trust for the purpose for which was created and no banking institution accepting any such fund shall divert the monies in such fund to any other purpose.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey; that **Republic Bank** shall be a depository of fund for the PAYROLL ACCOUNT of the Township, and all disbursements from said account shall be made by checks signed by the Township's Chief Financial Officer.

BE IT FURTHER RESOLVED that a certified copy of this Resolution will be forwarded to the Chief Financial Officer.

**2024:49 Fixing amounts on bonds for certain officers and employees**

WHEREAS, under the State Statute in such case made and provided, the Township Committee of the Township of Pennsauken is desirous of fixing the amounts and form of the Bonds to be furnished by certain officers and employees and with such sureties as the Township Committee shall approve.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that Surety Bonds shall be furnished to the Township for the following:

<b>POSITION OF OFFICER</b>	<b>AMOUNT</b>
Chief Financial Officer	\$1,000,000.00
Township Tax Collector	\$1,000,000.00
All Others (Public Employees)	\$1,000,000.00

BE IT FURTHER RESOLVED that all other municipal employees, unless required by statute or regulation of the Division of Local Finance to furnish a specific bond, shall be included under a Public Employee Blanket Bond.

Motion To Adopt:

Name	Motion	Second	Aye	Nay	Abstain	Absent
<i>Roberts</i>		√	√			
<i>Rafeh</i>			√			
<i>DiBattista</i>			√			
<i>Olivo</i>	√		√			
<i>Martinez</i>			√			

No public wished to comment

**The Following Resolutions (50-61) Will Be Considered for Adoption by Consent Agenda**

**2024:50 Authorizing Assessor, Deputy Assessor or Assessor's Attorney to File and/or sign appeals**

BE IT RESOLVED, by the Township Committee of the Township of Pennsauken, County of Camden, and State of New Jersey as follows:

1. The Assessor, Deputy Assessor or the Assessor's Attorney, are hereby authorized to file and/or sign both Regular Tax Appeals and Added/Omitted Tax Appeals on behalf of the Township of Pennsauken.

BE IT FURTHER RESOLVED that a certified copy of this Resolution will be forwarded by the Township Clerk to the Camden County Board of Taxation and the Assessor's Office.

**2024:51 Fixing the rate of interest to be charged on delinquent taxes**

WHEREAS, N.J.S.A. 54:4-67(a) permits the governing body to fix the rate of interest to be charged for the nonpayment of taxes, assessments, or other municipal liens or charges on or before the date when they would become delinquent, and may provide that no interest shall be charged if payment of any installment is made within the (10<sup>th</sup>) calendar day following the date upon which the same became payable. The rate so fixed shall not exceed 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount more than \$1,500.00 to be calculated from the date the tax was payable until the date the actual payment of the tax collector is made; and

WHEREAS, N.J.S.A. 54:4-67(c) permits the governing body to fix a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay the delinquency as billed, prior to the end of the fiscal year, the penalty so fixed shall not exceed 6% of the amount of the delinquency with respect to each most recent fiscal year only; and

WHEREAS, it has determined that it is in the best interest of the Township to authorize imposition of such penalty.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of The Township of Pennsauken in the County of Camden, in the State of New Jersey that pursuant to N.J.S.A. 54:4-67(a) that the interest rate for delinquent taxes and any delinquency for the year 2024 be set at the rate of 8% per annum for the amounts under \$1,500 and 18% per annum for amounts over \$1,500; and

BE IT FURTHER RESOLVED that no interest shall be charged if payment of any installment is made by the 10<sup>th</sup> of the month after the date upon which the same became payable, effective January 1, 2022. In the event that the 10<sup>th</sup> of the month falls on a weekend or holiday, the date of the grace period ends with the following working day; and

BE IT FURTHER RESOLVED that pursuant to N.J.S.A. 54:4-67, the Tax Collector is hereby authorized to impose a penalty of 6% on any delinquent taxes and municipal charges more than \$10,000 in addition to the interest charges set forth above.

BE IT FURTHER RESOLVED, a certified copy of this resolution will be forwarded to the Tax Collector and the Chief Financial Officer.

**2024:52 Authorizing the Tax Collector to sign Tax Office checks and authorizing the Township Administrator to sign Tax Office checks in her absence**

BE IT RESOLVED, by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that the following individuals are hereby authorized to sign checks from the tax office:

1. The TAX COLLECTOR, is hereby authorized to sign and release checks as required from the Tax Office for the Year 2024.
2. The TOWNSHIP ADMINISTRATOR, is hereby authorized to sign and release checks in the absence of the Tax Collector.

BE IT FURTHER RESOLVED; that a copy of this Resolution shall be forwarded by the Township Clerk to Tax Collector and Administrator.

**2024:53 Authorizing cancellation of Property Taxes under New Jersey Statute 40A:5-17.1**

BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that the Tax Collector, is authorized to cancel any Municipal charge refund or delinquency for any municipal charge of less than \$5.00 in accordance with N.J.S.A. 40A:5-17.1.

WHEREAS, the Township of Pennsauken, County of Camden, in the State of New Jersey has chosen the, Tax Collector, to process the cancellations.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee that the Tax Collector is hereby authorized to adjust the records accordingly.

**2024:54 A Resolution authorizing 2024 Electronic Tax Sale**

WHEREAS, NJSA 54:5-191.1 authorizes electronic tax sales pursuant to rules and regulations promulgated by the Director of the Division of Government Services, and

WHEREAS, the Director of the Division of Local Government Services has promulgated rules and regulations for electronic tax sales, and

WHEREAS, an electronic tax sale is innovative and provides a greater pool of potential lien buyers, thus creating the environment for a more complete tax sale process, and

WHEREAS, the Township of Pennsauken wishes to participate in an electronic tax sale for 2023 and prior year delinquencies.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Township of Pennsauken, New Jersey, that the Tax Collector is hereby authorized to conduct an electronic tax sale.

BE IT FURTHER RESOLVED, that a certified copy of this resolution is forwarded to the Township of Pennsauken Tax Collector and Chief Financial Officer by the Township Clerk.

**2024:55 A Resolution authorizing a fee for mailing Tax Sale notices**

WHEREAS, NJSA 54:5-191.1 authorizes electronic tax sales pursuant to rules and regulations promulgated by the Director of the Division of Government Services, and

WHEREAS, the rules and regulations allow the municipality to send two (2) notices of tax sale to all properties included in said sale; and

WHEREAS, the rules and regulations allow said municipality to charge a fee up to \$25.00 per notice for the creation, printing and mailing of said notice, and

WHEREAS, to assign greater fiscal responsibility more fairly to the delinquent taxpayers, the Township of Pennsauken wishes to charge \$25.00 per notice mailed which will be assessed specifically to the delinquent accounts that are causing the need for a tax sale and not to the general tax base.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Township of Pennsauken, New Jersey, that a fee of \$25.00 per notice be established and is hereby authorized and directed to be charged for each notice of tax sale that is sent in conjunction with the 2023 electronic tax sale.

BE IT FURTHER RESOLVED, that a certified copy of this resolution is forwarded to the Township of Pennsauken Tax Collector and Chief Financial Officer by the Township Clerk.

**2024:56 A Resolution authorizing issuance of duplicate Tax Sale certificate(s)**

WHEREAS, P.L 1997, Chapter 99, required the authorization of the governing body for replacement and issuance of a duplicate tax sale certificate held by a third-party lien holder which has been destroyed or lost.

NOW, THEREFORE BE IT RESOLVED by the governing body of the Township of Pennsauken, County of Camden, State of New Jersey, hereby authorizes the Tax Collector, upon receipt of an appropriate affidavit from owner of the certificate, to prepare a replacement certificate; and

BE IT FURTHER RESOLVED, that this replacement certificate, duplicate in original form, shall be marked as “duplicate” and a \$100 fee assessed to the lienholder for the preparation of said duplicate certificate.

BE IT FURTHER RESOLVED, that a certified copy of this resolution is forwarded to the Township of Pennsauken Tax Collector by the Township Clerk.

**2024:57 A Resolution authorizing service charge on returned checks for insufficient funds**

WHEREAS, N.J.S.A. 40:5-19 has been enacted to allow a municipality the authority to impose a service charge to be added on an account where payment by check or other written instrument was returned for insufficient funds; and,

NOW, THEREFORE BE IT RESOLVED by the governing body of the Township of Pennsauken, County of Camden, State of New Jersey, hereby authorizes the Tax Collector to charge the aforementioned fee at a rate of \$20.00 per check or other written instrument for all checks returned for insufficient funds during the current fiscal year, and,

BE IT FURTHER RESOLVED, that the Tax Collector may require future payments to be tendered in certified check, cashier’s check, or cash, and,

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

**2024:58 Resolution authorizing the Tax Collector to cancel small balances**

WHEREAS, N.J.S.A. 40A:5-17.1 provides that a municipality may authorize the cancellation of tax balances of less than five dollars (\$5.00) and the cancellation of tax delinquencies of less than five dollars (\$5.00);

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Pennsauken in the County of Camden and State of New Jersey that the Tax Collector is hereby authorized to process, without further action on the part of the Township Committee, any property tax cancellation of less than five dollars (\$5.00); and

BE IT FURTHER RESOLVED that the Tax Collector is hereby authorized to process without further action on the part of the Township Committee the cancellation of any property tax delinquency of less than five dollars (\$5.00); and

BE IT FURTHER RESOLVED that a certified copy of this Resolution be provided by the Municipal Clerk to the Tax Collector and the Treasurer.

**2024:59 Authorizing execution of Grant and Loan Agreement for master authorization (Authorizes Administrator to file for NJ and Federal grants/loans)**

WHEREAS, the Township of Pennsauken periodically desires to apply for and receive grants or loans from the State of New Jersey and/or the Federal Government to carry out various programs; and

WHEREAS, it is desirable to facilitate the processing of agreements with the State of New Jersey and/or the Federal Government providing for such grants or loans.

NOW, THEREFORE, BE IT RESOLVED by the Township of Pennsauken of the County of Camden and State of New Jersey that the Township Administrator is hereby authorized to file applications for grants or loans with the State of New Jersey and/or the Federal Government, and to execute such agreements and other documents as are required to receive such funds and agree on behalf of the Township of Pennsauken to such obligations and conditions as may pertain provided however that any such action requiring an appropriation of local funds not provided for in the municipal budget shall require approval of the governing body.

BE IT FURTHER RESOLVED that the Township of Pennsauken does hereby agree to be bound by all such actions as prescribed in the agreements and other documents required by the State of New Jersey and/or the Federal Government, and that a copy of this resolution, certified by the Township Clerk shall be filed with the Grant Services Office, at the time of filing for grants.

BE IT FURTHER RESOLVED that this authorization shall remain in effect through December 31 of the year succeeding the year in which this resolution is enacted.

**2024:60 Authorizing the administrator to execute mortgage documents**

BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey that the Township Administrator is hereby authorized to:

1. Execute documents creating mortgages payable to the Township of Pennsauken in accordance with our Economic Development Program or the sale of property where the Township Committee has approved the taking back of a mortgage.
2. Execute postponement of mortgages after he has satisfied himself that the Township of Pennsauken's interest is still adequately protected and that the subordinate second position is not inconsistent with the policy concerning community development improvement loans.
3. Execute cancellation and/or discharge of documents after he has satisfied himself that the mortgage payable to the Township of Pennsauken has been fully satisfied.

**2024:61 Authorizing refund of overpayments of Emergency Medical Services Fees**

BE IT RESOLVED by the Township Committee of the Township of Pennsauken, in the County of Camden and State of New Jersey, that the Township Administrator is hereby authorized for the year of 2022 to approve refunds of overpayments of Emergency Ambulance Services fees to the insurance company and/or the patients after receiving the proper documentation from DM Medical Billing Resources, Inc. (the Township's billing service company) verifying the overpayment.

BE IT FURTHER RESOLVED that a certified copy of this Resolution is to be forwarded by the Township Clerk to DM Medical Billing Resources, Inc. and Lieutenant Steve Engel of the Pennsauken Emergency Medical Services division of the Pennsauken Fire Company.

Motion To Adopt:

Name	Motion	Second	Aye	Nay	Abstain	Absent
<i>Roberts</i>		√	√			
<i>Rafeh</i>			√			
<i>DiBattista</i>			√			
<i>Olivo</i>	√		√			
<i>Martinez</i>			√			

No public wished to comment

**The Following Resolution (62) Will Be Considered for Adoption Individually**

**2024:62 Resolution Granting A Place-to-Place Transfer of liquor License 0427-32-020-012 Manvi, LLC (High Spirits Discount Liquors)**

WHEREAS, AN APPLICATION HAS BEEN FILED FOR A PLACE-TO-PLACE TRANSFER OF PLENTARY RETAIL LICENSE NUMBER 0427-32-020-012, ISSUED TO MANVI, LLC SPIRITS FOR PREMISES HERETOFORE LOCATED AT 7500-A CRESCENT BLVD. (Rt. #130 N) AIRPORT CIRCLE PENNSAUKEN NEW JERSEY 08109



WHEREAS, THE SUBMITTED APPLICATION FORM IS COMPLETE IN ALL RESPECTS, THE TRANSFER FEES HAVE BEEN PAID, AND THE LICENSE HAS BEEN PROPERLY RENEWED FOR THE CURRENT LICENSE TERM;

NOW, THEREFORE BE IT RESOLVED THE GOVERNING BODY OF THE TOWNSHIP OF PENNSAUKEN DOES HEREBY APPROVE, **EFFECTIVE January 17, 2024** THE PLACE-TO-PLACE TRANSFER OF THE AFORESAID PLENARY RETAIL LICENSE PREMISES, FROM ITS FORMER LOCATION AT 7500-A S. CRESCENT BLVD. (RT. 130 N) AIRPORT CIRCLE PENNSAUKEN, NEW JERSEY 08109 AND DOES HEREBY DIRECT THE TOWNSHIP CLERK TO ENDORSE THE LICENSE CERTIFICATE AS FOLLOWS “ THIS LICENESE, SUBJECT TO ALL OF ITS TERMS AND CONDITIONS, **IS HEREBY TRANSFERRED TO PREMISES LOCATED AT 5507 N. CRESCENT BLVD. SUITE A; PENNSAUKEN, NEW JERSEY 08110.**

PLACE-TO-PLACE TRANSFER  
PLENARY RETAIL CONSUMPTION LICENSE W/BROAD PKG PRIVILEGE

0427-32-020-012    MANVI, LLC  
                                  T/A HIGH SPIRIT DISCOUNT LIQUORS  
                                  5507 N. CRESCENT BLVD., Suite A  
                                  PENNSAUKEN, NJ 08110

Motion To Adopt:

Name	Motion	Second	Aye	Nay	Abstain	Absent
<i>Roberts</i>		√	√			
<i>Rafeh</i>			√			
<i>DiBattista</i>			√			
<i>Olivo</i>	√		√			
<i>Martinez</i>			√			

No public wished to comment

**The Following are Mayoral Appointments to various Board and Commissions.**

**Mayor Appointments 2024**

**Ana Matos** as Deputy Clerk to the Township of Pennsauken

**Shakir Ali** as Class I Member Mayor’s Liaison to the Planning Board of the Township of Pennsauken

**Bill Lunemann** as Class II Member to the Planning Board of the Township of Pennsauken

**Committeeman Patrick Olivo** as Class III Member to the Planning Board of the Township of Pennsauken

**Greg Hannah** as Alternate #1 to the Planning Board - unexpired term through 2025

**Hannan Rafeh** as Alternate #2 to the Planning Board – unexpired term through 2025

**Beverly Burris** (Planning Board Rep) Environmental Commission 3-year term

**Chuck Deiwert** as Alternate #1 Environmental Commission 2-year term

**Chad Holliday** as Environmental Chair 1 year

**Chuck Deiwert** as Alternate #1 Shade Tree Commission 2-year term

**Mayor and Township Committee's Department Responsibilities**

**Mayor – Marco DiBattista**  
Administrative & Executive  
Finance  
Country Club  
Senior Affairs

**Deputy Mayor - Jessica Rafeh**

Economic Development  
Public Events  
Public Works

**Committeeman Vince Martinez**

Public Safety Director  
Parks & Recreation  
Youth Programming

**Committeeman Patrick Olivo**

Buildings & Property Maintenance  
Planning Board  
Zoning Board

**Committeewoman Nicole Roberts**

Library  
Environmental Commission  
Shade Tree Commission  
Pennsauken Historical Society

**Public Comment – NONE**

**Adjournment**

Committeeman Martinez moved a motion to adjourn.  
Committeeman Olivo seconded the motion.  
An affirmative 5/0 roll call vote was recorded.

**Adjournment Time:** 7:48 pm.

Respectfully Submitted.

Deputy Clerk Ana Matos.

**Approved: January 18, 2024**