

TOWNSHIP OF MAPLE SHADE
RESOLUTION 2021-R-01

APPOINTING VARIOUS MEMBERS OF THE TOWNSHIP PROFESSIONS STAFF; TOWNSHIP ATTORNEY, AUDITOR, ENGINEERS, PROSECUTOR, PUBLIC DEFENDER, BOND COUNSEL, INSURANCE BROKER, LABOR ATTORNEY, REDEVELOPMENT ATTORNEY, FINANCIAL ADVISOR, AND RISK MANAGEMENT SERVICES

WHEREAS, the Township of Maple Shade published a notice for the solicitation of proposals for professional service agreements for various professionals to be appointed by the Township Council; and

WHEREAS, the proposals were solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, prior to awarding the professional service agreements herein, the Township Council considered six criteria that included the applicant's qualifications; general experience; specific experience with the Township of Maple Shade, if any; quantified achievements within the scope and nature of the services required; compensation; and references; and

WHEREAS, after receiving said proposals, the Township Council desires to award the following professional services agreements for the year 2021:

Eileen K. Fahey, Esquire – Township Attorney
Bowman & Company – Township Auditor
Alaimo Group – Township Engineer
CME Associates – Road Project Engineer
Environmental Resolutions, Inc – Environmental Engineer
Malamut & Assoc – Prosecutor
Cristian M. Towers – Public Defender
DeCotiis, FitzPatrick, Cole & Giblin, LLP – Bond Counsel
CBIZ Employee Services Organization – Insurance Broker
Surenian, Edwards & Nolan, LLC – Redevelopment Attorney
Lenox, Socy, Formidoni, Giordano – Labor Attorney
Fairview Insurance Agency Associates, Inc – Risk Management Services
Remington & Vernick Engineers – Utility / Recreation Engineer

Phoenix Advisors, LLC – Financial Advisor

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council of the Township of Maple Shade, County of Burlington and State of New Jersey at a meeting held January 7, 2021.

Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE
RESOLUTION 2021-R-02

APPROVE CALENDAR OF MEETINGS
MUNICIPAL BOARDS AND AGENCIES

WHEREAS, the Township Council of the Township of Maple Shade, County of Burlington, State of New Jersey desires to schedule the meetings of the various boards and agencies as provided in Section 10C:4-18 of Chapter 231, P.L.1975, State of New Jersey, so that the public’s right to know will be protected insofar as the public will have the right to attend the various meetings without conflict.

WHEREAS, due to the Covid 19 pandemic and occupancy restrictions imposed by Executive Order of the Governor and in order to protect the health, safety and welfare of the public, until further notice, all public meetings will be held virtually only, using the Zoom platform. Members of the public are able to participate in these meetings by audio and/or video or through the Zoom chat feature. Public comments may also be submitted to the Township Clerk via electronic mail or in written letter form. All comments must be received no later than 4 p.m. of the day of the meeting. Electronic Mail should be sent to publiccomments@mapleshade.com Please type “(Name of the Public Body) Meeting Comment” and the date of the meeting in the email subject line. Written letters should state that the letter is being submitted as a Township Council meeting comment and the date of meeting for which the comment is scheduled.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Maple Shade in the County of Burlington and State of New Jersey, that the times and dates of 2021 Schedule for the following Boards and Agencies’ meetings shall be held at the Maple Shade Municipal Complex, 200 Stiles Avenue, Maple Shade, New Jersey as indicated. Official action may be taken at these meetings.

TOWNSHIP COUNCIL REGULAR/AGENDA MEETINGS – 2nd/4th Thursday 7:00 P.M.

1/7	2/11	3/11	4/8	5/13	6/10	7/22	8/26	9/9	10/14	11/18	12/9
1/28	2/25	3/25	4/22	5/27	6/24			9/23	10/28		

BOARD OF HEALTH REGULAR MEETINGS – 2nd Thursday 7:00 P.M.
(Part of Township Council meeting)

2/11	3/11	4/8	5/13	6/10	7/22	8/26	9/9	10/14	11/18	12/9
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PLANNING BOARD – 4TH Wednesday 7:00 P.M.

1/27 2/24 3/24 4/28 5/26 6/23 7/28 8/25 9/22 10/27 11/23 12/22

SITE PLAN/SUBDIVISION REVIEW – 1ST Thursday 7:00 P.M.

1/14 2/4 3/4 4/1 5/6 6/3 7/1 8/5 9/2 10/7 11/4 12/2

ZONING BOARD OF ADJUSTMENT – 2ND Wednesday 7:00 P.M.

1/13 2/10 3/10 4/14 5/12 6/9 7/14 8/11 9/8 10/13 11/10 12/8

The Maple Shade Advisory Board of Commerce holds regular meetings on the first Thursday of each month beginning in January at 12:00 Noon, Location will be announced

The Township Clerk is hereby directed to forward a copy of this Resolution to those agencies and individuals as required by the terms and conditions of the Open Public Meetings Act.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council of the Township of Maple Shade, County of Burlington and State of New Jersey at a meeting held January 7, 2021.

Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Nunes			x			
Schmidt			x			
Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE
RESOLUTION 2021-R-03

ADOPTION OF THE 2021 TEMPORARY CURRENT FUND BUDGET AND
THE 2021 TEMPORARY UTILITY FUND BUDGET

(ATTACHED SCHEDULE A)

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council of the Township of Maple Shade, County of Burlington and State of New Jersey at a meeting held January 7, 2021.

Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE
RESOLUTION 2021-R-04

APPROVE CASH MANAGEMENT PLAN

WHEREAS, under the requirements of NJSA 40A:5-14 and upon the recommendation of the Chief Financial Officer, the Township of Maple Shade is mandated to establish a Cash Management Plan to provide a guide to Municipal Officials and employees in carrying out their duties concerning the receipt and disbursement of all funds of the Township of Maple Shade.

The Chief Financial Officer is directed to use this cash management plan as the guide in depositing and investing the Township of Maple Shade's funds. The following Government Unit Deposit Protection Act (GUDPA) approved banks are authorized depositories for deposit of funds:

1. Columbia Savings Bank
2. New Jersey Cash Management Plan
3. New Jersey Asset and Rebate Management Program

All warrants or checks for the disbursement of money shall be made by any three (3) of the following officials and facsimile signatures may be used:

1. Township Manager
2. Treasurer
3. Chief Financial Officer

The Township Manager and Chief Financial Officer are empowered to invest cash funds as bank balances will allow from time to time in order to realize a revenue. The above stated officers are authorized to transfer funds electronically for the purpose of investments and payroll only.

The following are authorized as suitable investments:

- Interest bearing bank accounts in banks as authorized above for deposit of local unit funds (GUDPA approved)
- Certificates of deposit in GUDPA approved banking institutions

- Bonds or other obligations of the United states of America or obligations guaranteed by the United States of America. This includes instruments such as treasury Bills, Notes and Bonds
- Government money market mutual funds that comply with N.J.S.A. 40A:5-15.1(e)
- Any federal agency or instrumentality obligation authorized by congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors
- Bonds or other obligations of the local unit or school district of which the township is a part
- Any other obligation with maturities not exceeding 397 days as permitted by the State Division of Investments
- Local government investment pools which comply with N.J.S.A. 40A:5-15.1(e) and conditions set by the Division of Local Government Services
- New jersey Cash Management fund
- Repurchase agreements of fully collateralized securities which comply with N.J.S.A. 40A:5-15.1(e)
- New Jersey Asset & Rebate Management Program
- New Jersey CLASS

There are no approved security broker/dealers. In the event that a security broker/dealer should be approve during the year, the registered principal of said brokerage firm so approved shall be provided with and sign an acknowledgement that they have seen and reviewed the cash management plan.

Each month the Chief Financial Officer shall prepare a report for the Administrator that consists of the following:

- A summary of all investments made or redeemed for the month
- A listing of any and all financial institutions holding local unit funds
- The class or type of securities purchases or funds deposited
- Income earned on deposits and investments
- Market value of investments and disclosure as to how the value was determined if applicable
- A list of accounts or deposits that do not earn interest

This document shall constitute the cash management policy of the Township.

Any official involved with the selection of depositories, investments, broker/dealers shall disclose any material business or personal relationship to the manager and to the Local Finance Board or Local Ethics Board if applicable.

Any official who, in the course of his/her duties deposits or invests in accordance with this plan shall be relieved of any liability for loss.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council of the Township of Maple Shade, County of Burlington and State of New Jersey at a meeting held January 7, 2021.

Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE
RESOLUTION 2021-R-05

DESIGNATING DEPOSITORY FOR MUNICIPAL FUNDS

WHEREAS, the laws of the State of New Jersey require that financial institutions to be used as depositories for municipal funds be approved by the Governing Body each year; and

WHEREAS, the Township Council of the Township of Maple Shade in the County of Burlington and State of New Jersey desires to act in accordance with the aforementioned requirements.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Maple Shade in the County of Burlington and State of New Jersey as follows:

1. That the Township Council hereby names the following institutions as depositories of Municipal funds for the year 2021:
 - a. Columbia Savings Bank
 - b. New Jersey Cash Management Plan
 - c. New Jersey Asset and Rebate Management Program

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council of the Township of Maple Shade, County of Burlington and State of New Jersey at a meeting held January 7, 2021.

Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE
RESOLUTION 2021-R-06

DESIGNATE OFFICIAL NEWSPAPERS

WHEREAS, N.J.S.A. 40A:53-1 states that a Governing Body of a municipality may designate an official newspaper for the publication of all advertisements and local notices required by law to be published by the municipality; and

WHEREAS, Section C40:49 of Public Law 1975, Chapter 231, State of New Jersey provides the notices of meetings will be transmitted to two newspapers in the Act.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Maple Shade in the County of Burlington and State of New Jersey, as follows:

1. That the Courier Post and the Central Record newspapers are hereby designated as the official newspapers for the publication of all advertisements, Legals and notices required by law to be published by the municipality for the year 2021.
2. That, in addition, the Burlington County Times and Newsweekly are designated as the newspapers to receive bid notices, Legals, and other advertisements of the municipality publicizing township activities for the year 2021.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council of the Township of Maple Shade, County of Burlington and State of New Jersey at a meeting held January 7, 2021.

Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE

RESOLUTION 2021-R-07

APPOINT MEMBERS SITE PLAN/SUBDIVISION REVIEW BOARD

WHEREAS, the Township Council of the Township of Maple Shade, by Ordinance No. 1975-5 created a Site Plan/Subdivision Review Advisory Board; and

WHEREAS, the Township Council desires to appoint individuals to serve as members of said Board.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Maple Shade in the County of Burlington and State of New Jersey that the following individuals are hereby appointed members of the Maple Shade Site Plan/Subdivision Review Board for the following terms:

<u>APPOINTEE</u>	<u>TERM</u>
Teresa Porrini	12/31/2021
Fred Turek	12/31/2021
Thomas Mastrangelo	12/31/2021
Councilman Schmidt, Chairman	12/31/2021

ALTERNATE

John Gee, Alternate	12/31/2021
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Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE

RESOLUTION 2021-R-08

APPOINT MEMBERS MAPLE SHADE PLANNING BOARD

WHEREAS, N.J.S.A.40:69A-89 states that the Township Council may provide for the manner of appointment of a Planning Board and Article IX of the Maple Shade Administrative Code provides that regular members of the Planning Board shall be appointed.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Maple Shade, County of Burlington and State of New Jersey that the following individuals are hereby appointed to the Planning Board for the following terms:

<u>APPOINTEE</u>	<u>CLASS</u>	<u>TERM</u>
Justin Bennett	IV	12/31/2024
Robert Wilt	IV	12/31/2024
Thomas Mastrangelo	IV	12/31/2023
Fred Turek	Alt. #1	12/31/2022
Rob Wells	Alt. #2	12/31/2021
Mayor Nelson Wiest (Class I)		12/31/2021
Susan Danson (Class II)		12/31/2021
Sandy Nunes (Class III)		12/31/2021

CERTIFICATION

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Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE

RESOLUTION 2021-R-09

APPROVE APPOINTMENTS ZONING BOARD OF ADJUSTMENT

WHEREAS, N.J.S.A. 40:69A-89 states that the Township Council may provide for the manner of appointment of a Zoning Board and Article IX of the Administrative Code provides that the regular members of the Zoning Board of Adjustment shall be appointed by the Township Council.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Maple Shade in the County of Burlington and State of New Jersey that the following individuals are hereby appointed members of the Maple Shade Township Zoning Board of Adjustment for the following terms:

<u>APPOINTEE</u>	<u>CLASS</u>	<u>TERM</u>
Michael Bimmer	IV	12/31/2024
Karen Radie	IV	12/31/2024
Richard Borden	IV	12/31/2022
Dawn Sadlowski	Alt. #1	12/31/2021
Miriam Bebitch	Alt. #2	12/31/2022

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Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE

RESOLUTION 2021-R-10

APPOINT MEMBERS ADVISORY BOARD OF COMMERCE

WHEREAS, the Township Council of the Township of Maple Shade, by Ordinance No. 1975-5 created an Advisory Board of Commerce and the Township Council desires to appoint individuals to serve as members of said Board.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Maple Shade, in the County of Burlington and State of New Jersey, that the following individuals are hereby appointed members of the Maple Shade Township Advisory Board of Commerce for the following terms:

<u>APPOINTEE</u>	<u>TERM</u>
Keith Johnson	12/31/2023
Mary Anne Constantine	12/31/2023
Kristie Levandoski	12/31/2023
Joanne Mortimer	12/31/2023
Charles Thomas	12/31/2023
Michael Bimmer	12/31/2023
Jim Reilly	12/31/2023
Susan Danson, Township Manager	12/31/2021
Chris Fletcher, Police Chief	12/31/2021
Nelson Wiest, Councilman	12/31/2021

EX-OFFICIO

Dr. Gary Edelstein	12/31/2021
Beth Norcia	12/31/2021

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Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE

RESOLUTION 2021-R-11

APPOINT MEMBERS OF GREEN TEAM ADVISORY COMMITTEE

WHEREAS, pursuant to Ordinance No. 2013-4, the Township Council created a Green Team Advisory Committee to begin the process of focusing on “green” issues within the Township; and

WHEREAS, Ordinance No. 2013-4 provides for the Green Team to consist of eight (8) regular voting members and five (5) non-voting members consisting of Township employees and elected officials; and

WHEREAS, the Township Council now seeks to reappoint the following voting members of the Green Team Advisory Committee.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Maple Shade, in the County of Burlington and State of New Jersey, as follows:

1. The following individuals are hereby appointed as voting members of the Green Team Advisory Committee for the term indicated:

<u>APPOINTEE</u>	<u>TERM</u>
Charles Kauffman	12/31/2021
Jenn Lucas	12/31/2021
Rick Winter	12/31/2021
Carl Christianson	12/31/2021
Jason Wallet	12/31/2021

The following non-voting members are appointed for a one-year term expiring December 31, 2021:

Susan Danson, Township Manager	12/31/2021
Tavis Karrow, Community Development Director	12/31/2021
Planning Board Engineer	12/31/2021
Nelson Wiest, Mayor	12/31/2021

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council of the Township of Maple Shade, County of Burlington and State of New Jersey at a meeting held January 7, 2021.

Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE
RESOLUTION 2021-R-12

APPOINT COMMISSIONERS
PROFESSIONAL MUNICIPAL MANAGEMENT
JOINT INSURANCE FUND

WHEREAS, the Township of Maple Shade is a charter member of the Professional Municipal management Joint Insurance Fund; and

WHEREAS, it is the desire of the Township Council to designate certain appointees, said appointees to serve as Fund Commissioners for the year 2021.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Maple Shade, in the County of Burlington and State of new jersey, that the following appointments be approved:

Township Manager, Susan Danson – Commissioner

Mayor J. Nelson Wiest – Alternate Commissioner

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council of the Township of Maple Shade, County of Burlington and State of New Jersey at a meeting held January 7, 2021.

Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE
RESOLUTION 2021-R-13

DESIGNATION OF PUBLIC AGENCY COMPLIANCE OFFICER

WHEREAS, N.J.A.C. 17:27.3.2 requires all public agencies awarding contracts for goods and services and/or construction contracts to appoint a Public Agency Compliance Officer (PACO) for a one-year term; and

WHEREAS, a Public Agency Compliance Officer is the liaison between the Division of Contract Compliance and Equal Employment Opportunity in Public Contracts and the public agency, and the PACO is the point of contact for all matters concerning implementation and administration of N.J.S.A. 10:5-31, et seq. and its implementing regulations at N.J.A.C. 17:27-1.1, et seq.; and

WHEREAS, the Township Council desires to appoint the Township Manager as its Public Agency Compliance Officer for 2021.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Maple Shade, in the County of Burlington and State of New Jersey, as follows:

1. That the Township Council, for the aforementioned reasons, hereby appoints the Township Manager as the Public Agency Compliance Officer in accordance with N.J.A.C. 17:27-3.2 for a period of one year, beginning January 1, 2021.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council of the Township of Maple Shade, County of Burlington and State of New Jersey at a meeting held January 7, 2021.

Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE
RESOLUTION 2021-R-14

SET INTEREST RATE AND GRACE PERIOD AND YEAR END PENALTY

WHEREAS, N.J.S.A. 54:4-67 as amended and supplemented permits the Governing body of a municipality to establish, by Resolution, the rate of interest to be charged for tax delinquents.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Maple Shade in the County of Burlington and State of New Jersey, as follows:

1. That interest rates for overdue taxes and utility fees are hereby set at eight (8) percent for the first \$1,500.00 and eighteen (18) percent in excess of \$1,500.00
2. Taxes in excess of \$10,000.00 will be charged a rate of six (6) percent interest on December 31st. This is known as a year-end penalty under N.J.S.A. 54:4-67.
3. Property taxes shall be due and payable quarterly on February 1st, May 1st, August 1st and November 1st of each year with a ten-day grace period, after which dates, if unpaid, shall become delinquent with interest charged as set forth above and reverting back to the due date on any quarterly installment of taxes.

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Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE
RESOLUTION 2021-R-15

APPOINT MUNICIPAL TAX SEARCH OFFICER

WHEREAS, N.J.S.A. 54:5-11 provides that the Governing Body of each Municipality shall from time to time, by resolution, designate a bonded official of the Municipality to made examinations to Township records as to unpaid municipal liens and to certify the result thereof; and

WHEREAS, the Township Council now desires to make said appointment.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Maple Shade, in the County of Burlington and State of New Jersey, as follows:

1. That the Township Council, for the aforementioned reasons, hereby appoints Christine Taylor to the position of Municipal Tax Search Officer.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council of the Township of Maple Shade, County of Burlington and State of New Jersey at a meeting held January 7, 2021.

Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE
RESOLUTION 2021-R-16

AUTHORIZE TAX ASSESSOR TO FILE APPEALS, OMITTED AND ADDED ASSESSMENT APPEALS, AND ROLLBACK COMPLAINTS WITH THE BURLINGTON COUNTY BOARD OF TAXATION

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

WHEREAS, a provision is also allowed for the discovery and correction of errors after establishment of the tax rate; and

WHEREAS, changes in property ownership at times necessitates adjustments in the veterans and/or senior citizen deduction allowed on the assessment list; and

WHEREAS, responsibility for maintenance and correction of the assessment list rests with the Tax Assessor subject to specific laws and regulations and subject to review by Township Council and advice of the Municipal Attorney.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Maple Shade in the County of Burlington and State of New Jersey that the Tax Assessor is hereby authorized to file with the Burlington County Board of Taxation all such appeals, including Omitted and Added Assessment Appeals as may be necessary to maintain accuracy and equality in the assessment list of the Township of Maple Shade subject to the advice of the Municipal Attorney and review by the Township Council.

BE IT FURTHER RESOLVED that the Tax Assessor is hereby authorized to file with the Burlington County Board of Taxation rollback complaints.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council of the Township of Maple Shade, County of Burlington and State of New Jersey at a meeting held January 7, 2021.

Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE
RESOLUTION 2021-R-17

AUTHORIZE TOWNSHIP TAX COLLECTOR AND DEPUTY TAX COLLECTOR TO FILE PROOFS OF CLAIM WITH THE UNITED STATES BANKRUPTCY COURT WITH RESPECT TO VARIOUS BANKRUPTCIES

WHEREAS, the Township Tax Collector has requested that the Township Council authorize the Tax Collector and Deputy Tax Collector to file Proofs of Claim with the United States Bankruptcy Court on behalf of the Township; and

WHEREAS, the Township Council has reviewed said request and desires to act favorably with respect thereto.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Maple Shade in the County of Burlington and State of New Jersey, as follows:

1. That the Township Council, for the aforementioned reason, hereby authorized the Tax Collector and Deputy Tax Collector to file Proofs of Claim with the United States Bankruptcy Court on behalf of the Township.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council of the Township of Maple Shade, County of Burlington and State of New Jersey at a meeting held January 7, 2021.

Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE
RESOLUTION 2021-R-18

CANCEL TAX BALANCES UNDER \$10.00

WHEREAS, the Tax Collector has requested that the Township Council adopt a Resolution granting cancellation of tax balances under \$10.00, which is permitted under N.J.S.A. 40A:5-17.1

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Maple Shade in the County of Burlington and State of New Jersey, as follows:

1. That the Township Council, for the aforementioned reasons, hereby grants canceling tax balances under \$10.00.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council of the Township of Maple Shade, County of Burlington and State of New Jersey at a meeting held January 7, 2021.

Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE
RESOLUTION 2021-R-19

AUTHORIZE TAX COLLECTOR TO MAKE ROUTINE ADJUSTMENTS OF
 UTILITY ACCOUNTS AND REFUND DUPLICATE PAYMENTS

WHEREAS, the Municipal Tax Collector has recommended that the Township Council grant authorization to the Tax Collector to make routine adjustments of certain water and sewer utility accounts and refund duplicate payments – erroneous payments with proper documentation; and

WHEREAS, these adjustments may be required in the event of errors in billings, transfer of payments, credits for the filling of swimming pools as permitted by the Administrative Code.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Maple Shade in the County of Burlington and State of New Jersey, as follows:

1. That the Municipal Tax Collector be and is hereby authorized and directed to adjust water and sewer utility accounts where indicated and for certain reasons.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council of the Township of Maple Shade, County of Burlington and State of New Jersey at a meeting held January 7, 2021.

 Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE
RESOLUTION 2021-R-20

AUTHORIZE THE ASSESSMENT OF \$100.00 FEE FOR DUPLICATE TAX
SALE CERTIFICATES

WHEREAS, changes to the tax sale law now permit the issuance of a duplicate tax sale certificate for third-party lien holders and duplicate tax sale certificates must be approved by the Governing Body on a specific Resolution; and N.J.S.A. 54:5-52.1.

WHEREAS, the Township Tax Collector has requested that the Township Council authorize the Tax Collector to charge a fee of \$100.00 per certificate prior to the issuance of said duplicate tax sale certificate; and

WHEREAS, the Township can no longer accept Affidavits of Redemption from third-party lien holders in lieu of the cancelled certificate; and

WHEREAS, the Township Council has reviewed said request and desires to act favorably with respect thereto.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Maple Shade in the County of Burlington and State of New Jersey, as follows:

1. That the Township Council, for the aforementioned reasons, hereby authorizes the Tax Collector to charge a fee of \$100.00 per certificate prior to the issuance of a duplicate tax sale certificate and that the Township can no longer accept Affidavits of Redemption from third-party lien holders in lieu of the cancelled certificate.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council of the Township of Maple Shade, County of Burlington and State of New Jersey at a meeting held January 7, 2021.

Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE
RESOLUTION 2021-R-21

AUTHORIZE TAX COLLECTOR TO TRANSFER EFFONEOUS TAX
PAYMENTS WITH PROPER DOCUMENTATION TO THE CORRECT
ACCOUNT AND REFUND DUPLICATE PAYMENTS

WHEREAS, the Tax Collector has requested authorization to transfer erroneous tax payments, with proper documentation, from the payee to the correct account; and

WHEREAS, the Tax Collector has also requested authorization to refund duplicate payments – erroneous payments with proper documentation.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Maple Shade in the County of Burlington and State of New Jersey, as follows:

1. That the Township Council, for the aforementioned reasons, hereby authorizes the Township Tax Collector to transfer tax payments with proper documentation from the payee to the correct accounts.
2. That the Township Council, for the aforementioned reasons, hereby authorizes the Township Tax Collector to refund duplicate payments – erroneous payments, with proper documentation.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council of the Township of Maple Shade, County of Burlington and State of New Jersey at a meeting held January 7, 2021.

Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE
RESOLUTION 2021-R-22

DESIGNATE SIGNATORIES FOR TAX TITLE LIEN ACCOUNT

WHEREAS, there exists the Tax Title Lien Account No. 26-01-951249 at Columbia Saving Bank and the Township of Maple Shade desires to designate the signatories for said account.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Maple Shade in the County of Burlington and State of New Jersey, as follows:

1. That the Township Council for the aforementioned reasons hereby designates the following individuals as signatories to the Tax Title Lien Account as Columbia Savings Bank:
 - a. Christine Taylor, Tax Collector

2. That the Township Council hereby directs the Township Clerk to forward a copy of this Resolution to Columbia Saving Bank for their attention and compliance.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council of the Township of Maple Shade, County of Burlington and State of New Jersey at a meeting held January 7, 2021.

Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE
RESOLUTION 2021-R-23

RESOLUTION AUTHORIZING ELECTRONIC TAX SALE

WHEREAS, NJSA 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations to be 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 regarding the use of 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 Tax Collector has recommended that the Township participate in an electronic tax sale for 2020 and prior year delinquencies.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Maple Shade, County of Burlington, that the Tax Collector is hereby authorized to conduct an electronic tax sale.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council of the Township of Maple Shade, County of Burlington and State of New Jersey at a meeting held January 7, 2021.

Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE

RESOLUTION 2021-R-24

AUTHORIZE EXECUTION OF SHARED SERVICE AGREEMENT WITH THE TOWNSHIP OF WILLINGBORO FOR ANIMAL CONTROL SERVICES

WHEREAS, the “Uniform Shared Services and Consolidation Act,” *N.J.S.A. 40A:65-1 et seq.*, permits local units of this State to enter into a contract with any other local unit for the joint provision within their combined jurisdictions of any service which any party to the agreement is empowered to render within its own jurisdiction; and

WHEREAS, Maple Shade Township has the need for animal control services; and

WHEREAS, the Township of Willingboro currently provides animal control services to certain municipalities within Burlington County and is willing and able to provide qualified animal control services to Maple Shade Township; and

WHEREAS, the parties have negotiated a Shared Services Agreement, a copy of which is attached hereto; and

WHEREAS, the parties desire to enter into this Shared Services Agreement to establish all obligations in connection with the provision of animal control services, which agreement shall become effective following adoption of this resolution and a corresponding resolution by Willingboro Township, and execution of the Shared Services Agreement by both parties.

NOW THEREFORE, BE IT RESOLVED by the Township Council of the Township of Maple Shade, County of Burlington that the Mayor and Township Clerk are hereby authorized to execute a Shared Services Agreement with the Township of Willingboro for the provision of animal control services.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council of the Township of Maple Shade, County of Burlington and State of New Jersey at a meeting held January 7, 2021.

Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE

RESOLUTION 2021-R-25

RESOLUTION APPOINTING ADRIANE MCKENDRY AT INTERIM CHIEF FINANCIAL OFFICER

WHEREAS, Brenda Sprigman, Chief Financial Officer of Maple Shade Township retired on December 31, 2020;

WHEREAS, in accordance with N.J.S.A. 40A:9-140.10, the Township must fill the position on an interim basis while it seeks a more permanent situation; and

WHEREAS, a candidate possessing the necessary qualifications has been identified;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Maple Shade, in the County of Burlington and State of New Jersey, as follows:

1. That the Township Council of the Township of Maple Shade hereby appoints Adriane McKendry as Interim Chief Financial Officer effective January 1, 2021, until a permanent appointment is made.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Maple Shade Township Council at a meeting held on January 7, 2021.

Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE
RESOLUTION 2021-R-26

**DESIGNATE SUSAN DANSON AS HUMAN RESOURCE OFFICER (HRO) TO
OVERSEE THE IMPLEMENTATION AND ENFORCEMENT OF THE STATEWIDE
DOMESTIC VIOLENCE POLICY FOR PUBLIC EMPLOYEES**

WHEREAS, the New Jersey Civil Service Commission adopted a Domestic Violence Policy (the “Policy”) for Public Employers to encourage public employees who are victims of domestic violence as well as those impacted by domestic violence to seek assistance within both state and local government; and

WHEREAS, the Policy, adopted in accordance with N.J.S.A. 11A:2-6(a) requires public employers to designate a Human Resource Officer who shall receive appropriate training to respond to and assist employees who are impacted by domestic violence.

NOW THEREFORE, BE IT RESOLVED by the Township Council of the Township of Maple Shade, County of Burlington that Susan Danson, Township Manager, is hereby designated as the Human Resource Officer (HRO) for Maple Shade Township.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council of the Township of Maple Shade, County of Burlington and State of New Jersey at a meeting held January 7, 2021.

Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			

TOWNSHIP OF MAPLE SHADE

RESOLUTION 2021-R-27

RESOLUTION ESTABLISHING STANDARD PROCEDURES AND REQUIREMENTS FOR REMOTE PUBLIC MEETINGS

WHEREAS, due to the COVID-19 pandemic, local government entities are holding public meetings remotely; and

WHEREAS, pursuant to P.L. 2020, c.34 the Director of the Department of Community Affairs issued regulations establishing standard protocols for remote public meetings held by a local public body during a Governor-declared emergency to ensure continuity of government operations and transparency in conducting public business; and

WHEREAS, N.J.A.C. 5:39-1.1, *et seq.* establishes remote meeting protocol for public bodies during a Governor-declared emergency and requires that local public bodies adopt a resolution establishing procedure and protocol for public comment made during or prior to remote meetings.

NOW THEREFORE, BE IT RESOLVED that the Township Council of the Township of Maple Shade hereby adopts the following protocol for assuring that the public has the opportunity to comment during remote public Township Council meetings and that public conduct is handled consistently:

1. All members of the public that provide public comment whether orally or in writing shall identify themselves by name and address.
2. The public comment protocol and muting functions shall be announced .at the beginning of the public portions of the meeting.
3. Members of the public may make public comments through audio and/or video during the meeting or via the text-based chat feature on the electronic platform.
4. Public comments may be submitted to the Township Clerk via email or written letter if received by 4 p.m. of the day of the meeting. Emails shall be sent to publiccomments@mapleshade.com. In the subject line, "Township Council Meeting Comment" shall be typed along with the date of the meeting. Written letters should state that the letter is being submitted as a Township Council Meeting comment and the date of the meeting for which the comment is submitted. Written comments will be read aloud at the meeting. Duplicative comments may be summarized at the discretion of the Mayor or presiding officer.
5. As provided for live meetings, the Mayor or presiding officer may, if necessary, because of the number of persons wishing to address the Council, limit statements to five minutes per speaker. As such, written comments will be read up to any stated time limit.
6. The Mayor or presiding officer may direct that a member of the public who becomes disruptive be muted and warned that continued disruption may result in the public member being prevented from speaking or removed from the remote public meeting. Disruptive conduct includes sustained inappropriate behaviors such as, but not necessarily limited to, shouting, interruptions, use of profanity and refusing to comply with the directions of the Mayor or presiding officer.

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council of the Township of Maple Shade, County of Burlington and State of New Jersey at a meeting held January 7, 2021.

Andrea T. McVeigh, Township Clerk

DATE: January 7, 2021

COUNCIL	MOTION	SECOND	AYES	NAYS	ABSTAIN	ABSENT
Kauffman		x	x			
Ms. Nunes			x			
Schmidt			x			
Mrs. Volpe	x		x			
Wiest			x			