

Merchantville, NJ

January 3, 2012

The Annual Reorganization Meeting of Borough Council was held at 7:25 PM, January 3, 2012. Mayor Frank M. North presided. Pledge of Allegiance and Silent Prayer were observed. Announcement was made that the meeting had been advertised in accordance with the regulations prescribed by the "Open Public Meetings Act".

**ROLL CALL:**

Council Present: Fields, Volkert, Grasso, Brennan, Madden and Perno  
Borough Clerk Brouse and Solicitor Higgins were present

**SWEARING IN:**

Freeholder Carmen Rodriquez administered the oath of office to Patricia Fields, Senator James Beach administered the oath of office of John Grasso, Assemblyman Louis Greenwald administered the oath of office to Edward Brennan and Assemblywoman Pamela Lampitt administered the oath of office to Agnes Madden.

**ROLL CALL:**

Council Present: Fields, Volkert, Grasso, Brennan, Madden and Perno  
Borough Clerk Brouse and Solicitor Higgins were present

**COUNCIL PRESIDENT:**

On a motion of Mr. Perno and second of Mrs. Madden, Council nominated Edward Brennan as Council President. There being no other nominations, Mr. Brennan was elected by a unanimous roll call vote.

**Remarks by Mayor**-Proud to be Mayor and look forward to working with all of you. Will have trying moments and we will have open discussions about what is right for the town.

**COUNCIL ASSIGNMENTS:**

On the motion of Mr. Perno, second of Mr. Brennan and a unanimous roll call vote, the following Mayoral Council assignments for 2012 were confirmed:

## **2012 COUNCIL ASSIGNMENTS**

**COMMITTEE FOR WAYS AND MEANS**

**PATRICIA A. FIELDS, CHAIRMAN**

DEPARTMENT OF ACCOUNTS & AUDITING  
PATRICIA A. FIELDS, DIRECTOR

DEPARTMENT OF FINANCE  
STEVEN VOLKERT, DIRECTOR

DEPARTMENT OF RECORDS & LICENSES  
PATRICIA A. FIELDS, DIRECTOR

**COMMITTEE FOR PUBLIC WORKS & SERVICE**

**STEVEN VOLKERT, CHAIRMAN**

DEPARTMENT OF PROPERTY

ANTHONY J. PERNO, DIRECTOR

DEPARTMENT OF HIGHWAYS  
STEVEN VOLKERT, DIRECTOR

DEPARTMENT OF SEWER UTILITY  
STEVEN VOLKERT, DIRECTOR

DEPARTMENT OF PARKS & RECREATION  
PATRICIA A. FIELDS, DIRECTOR

DEPARTMENT OF LIGHTING  
AGNES MADDEN, DIRECTOR

**COMMITTEE FOR PUBLIC SAFETY**  
**EDWARD BRENNAN, CHAIRMAN**

DEPARTMENT OF POLICE  
EDWARD BRENNAN, DIRECTOR

DEPARTMENT OF FIRE  
JOHN GRASSO, DIRECTOR

PENNSAUKEN/MERCHANTVILLE EMS  
PATRICIA A. FIELDS, DIRECTOR

DEPARTMENT OF HEALTH  
AGNES MADDEN, DIRECTOR

DEPARTMENT OF LAND USE AND BUILDING INSPECTION  
PATRICIA A. FIELDS, CO DIRECTOR

DEPARTMENT OF LAND USE AND BUILDING INSPECTION  
ANTHONY PERNO, CO DIRECTOR

**ANNUAL COUNCIL APPOINTMENTS OTHER 2012**

<b>COUNCIL LIAISON TO SENIOR CITIZENS</b>	<b>MADDEN</b>
<b>COUNCIL REPRESENTATIVE TO BUSINESS &amp; PROF ASSN</b>	<b>VOLKERT</b>
<b>COUNCIL REPRESENTATIVE TO EMERGENCY MANAGEMENT</b>	<b>MADDEN</b>
<b>COUNCIL REPRESENTATIVE TO PLANNING BOARD</b>	<b>FIELDS</b>
<b>COUNCIL REPRESENTATIVE TO PUBLIC EVENTS COMMITTEE</b>	<b>GRASSO</b>
<b>COUNCIL REPRESENTATIVE TO SHADE TREE COMMISSION</b>	<b>MADDEN</b>
<b>COUNCIL REPRESENTATIVE TO RECREATION COMMISSION</b>	<b>FIELDS</b>
<b>COUNCIL REPRESENTATIVE TO CLASSIC TOWNS</b>	<b>MADDEN</b>
<b>CHAIRPERSON, RECYCLING AND SOLID WASTE COMMITTEE</b>	<b>VOLKERT</b>
<b>RECYCLING AND SOLID WASTE COMMITTEE</b>	<b>GRASSO</b>
<b>PERSONNEL POLICIES AND PROCEDURES</b>	<b>FIELDS</b>

<b>LIAISON TO PENNSUAKEN SEWERAGE AUTHORITY</b>	<b>VOLKERT</b>
<b>CDBG PROGRAM</b>	<b>PERNO</b>
<b>CDBG PROGRAM ALTERNATE</b>	<b>MADDEN</b>
<b>WINTERIZATION AND REHABILITATION</b>	<b>GRASSO</b>
<b>INSURANCE COMMITTEE – FUND COMMISSIONER</b>	<b>BRENNAN</b>
<b>INSURANCE COMMITTEE</b>	<b>PERNO</b>
<b>ECONOMIC REDEVELOPMENT COMMITTEE</b>	<b>NORTH</b>
<b>ECONOMIC REDEVELOPMENT COMMITTEE</b>	<b>PERNO</b>
<b>BOARD OF EDUCATION INTERFACE COMMITTEE</b>	<b>GRASSO</b>
<b>CHAIRPERSON, COMMUNICATIONS AND NEWSLETTER</b>	<b>GRASSO</b>
<b>COMMUNICATIONS AND NEWSLETTER</b>	<b>MADDEN</b>
<b>COMMUNICATIONS AND NEWSLETTER</b>	<b>VOLKERT</b>
<b>LIASION TO MERCH, - PENNS. WATER COMMISSION</b>	<b>NORTH</b>
<b>COUNCIL LIAISON TO HISTORIC PRESERVATION COMMISSION</b>	<b>MADDEN</b>
<b>ENERGY MANAGEMENT</b>	<b>PERNO</b>
	<b>NORTH</b>
<b>MERCHANTVILLE/CHERRY HILL MERGER LIASION</b>	<b>PERNO</b>

ANNUAL APPOINTMENTS:**2012 ANNUAL APPOINTMENTS**

Manager Public Works (Acting)	Douglas Grant
Fire Official - Paid	Kevin Patti
Fire Inspectors	Kevin Patti
	Adam Stulemmer
	Joseph Disibio
	AJ Adair
	Roy Adair
	William Watson
Code Enforcement Official	William Watson
Deputy Code Enforcement Official	Fredrick J.F. Koehler
Deputy Code Enforcement Official (Acting)	Douglas Grant
Zoning Officer	William Watson
Construction Official	William Joseph
• Interlocal Agreement with Collingswood	
Chief Financial Officer	Denise Moules
• Interlocal Agreement with Barrington	
Tax Collector	Kristy Emmett
• Interlocal Agreement with Barrington	
Safety Coordinator	Fredrick J.F. Koehler
Right to Know Officer	Fredrick J.F. Koehler
Relocation Director	Fredrick J.F. Koehler
Clean Communities Coordinator	Denise Brouse

Office of Emergency Management Coordinator (acting)	Christian Zia-Sass
Police and Fire Surgeon	Dr. Adam Gillis
Physician	Dr. Adam Gillis
Prosecutors	Alicia Hoffmyer
Chief Municipal Public Defender	Francis X. Moran
Public Defender	Richard D. Madden
Spanish language court interpreter	Rosa Maria Mendizabal
Violations Clerk	Maureen Finnegan
	Rosemary Kelly
Property Maintenance Code	William Joseph
Board of Appeals	William Watson
	Patricia A. Fields
	Frank M. North
Animal Control Officer	Almost Home Animal Care Services
Sanitary Sewer Inspector /	Recycling Coordinator Bradford C. Stokes
Senior Citizen Coordinator	Fredrick J.F. Koehler
Municipal Coordinator on Aging	Henry Kabel
Municipal Housing Liaison	Denise Brouse
Municipal Drug Alliance	Janice Engelke-Moore

BOARD AND COMMISSIONS:

On the motion of Mr. Perno, second of Mr. Brennan and a unanimous roll call vote, the following Board and Commission appointments were confirmed:

## **2012 COUNCIL DUTIES & RESPONSIBILTIES**

### **MADDEN**

**Council Rep to Shade Tree Commission**  
**Department of Health, Director**  
**Department of Lighting, Director**  
**Communication, Newsletter, Website Committee**  
**Council Liaison to Senior Citizens**  
**CDBG Program, Alternate**  
**Council Rep to Emergency Management**  
**Liaison to Historic Preservation Committee**

### **BRENNAN**

**Committee for Public Safety, Chairman**  
**Department of Police Director**  
**Department of Municipal Court, Director**  
**Council Representative to Police Board**  
**Insurance Committee – Fund Commissioner**

### **VOLKERT**

**Committee Public Works & Service, Chairman**  
**Department of Sewer Utility, Director**  
**Department of Highways, Director**  
**Recycling and Solid Waste Chairperson**  
**Liaison to Pennsauken Sewerage Authority**  
**Communication, Newsletter, Website Committee**  
**Council Rep to Police Board**

**Department of Finance, Director  
Council Rep Business & Professional Assoc  
Alternate Rep for Public Events**

## **FIELDS**

**Committee for Ways & Means, Chairwoman  
Department of Land Use & Build Inspection Director  
Personnel Policies & Procedures  
Department of Accounts & Auditing, Director  
Department of Records & Licenses, Director  
Council Rep to Planning/Zoning Board  
Department of Parks & Rec, Director  
Liaison to Pennsauken Emergency Rescue**

## **PERNO**

**CDBG Program, Representative  
Department of Property, Director  
Economic Redevelopment Committee  
Insurance Committee**

## **GRASSO**

**Department of Fire, Director  
Council Representative to Public Events  
Communication, Newsletter, Website Chairman  
Recycling and Solid Waste Committee  
Winterization & Rehabilitation  
Liaison Board of Education**

### **ANNUAL RESOLUTIONS:**

On the motion of Mr. Brennan and Mr. Grasso and a unanimous roll call vote, Council adopted the following resolutions by Consent Agenda: R12-01 to R12-16:

#### **R12-01**

#### **RESOLUTION ADOPTING BY-LAWS OF COUNCIL**

**BE IT RESOLVED** that the By-Laws of the Council of the Borough of Merchantville be and are hereby adopted for the ensuing year.

#### **R12-02**

#### **RESOLUTION OF THE BOROUGH OF MERCHANTVILLE, COUNTY OF CAMDEN, STATE OF NEW JERSEY DESIGNATING THE DATE OF THE RE ORGANIZATION MEETING FOR 2013 AND LISTING COUNCIL MEETINGS FOR 2012**

**BE IT RESOLVED** that the 2013 Organization Meeting of the Borough Council of the Borough of Merchantville shall be held on Wednesday, January 2, 2013 at 7:30 PM, at the Merchantville Borough Hall, 1 West Maple Avenue, Merchantville, New Jersey 08109.

Pursuant to the requirements of "The Open Public Meetings Act", Chapter 231, P.L. 1975, the following is an Annual Notice of Public Meetings of the Merchantville Borough Council for 2012 to be held at the Merchantville Borough Hall, 1 West Maple Avenue, Merchantville, New Jersey 08109 at 7:30 PM:

Monday, January	9	2012	&*	Monday, July	2	2012	◇
Monday, January	16	2012	◇	Monday, July	9	2012	&#
Monday, January	23	2012	◇	Monday, July	16	2012	◇

Monday, January	30	2012	◇	Monday, July	23	2012	◇
Monday, February	6	2012	&	Monday, July	30	2012	◇
Monday, February	13	2012	*	Monday, August	6	2012	◇
Monday, February	27	2012	◇	Monday, August	13	2012	&#
Monday, March	5	2012	&	Monday, August	20	2012	◇
Monday, March	12	2012	*	Monday, August	27	2012	◇
Monday, March	19	2012	◇	Monday, September	10	2012	&#
Monday, March	26	2012	◇	Monday, September	17	2012	◇
Monday, April	2	2012	&	Monday, September	24	2012	◇
Monday, April	9	2012	*	Monday, October	1	2012	&
Monday, April	16	2012	◇	Monday, October	15	2012	*
Monday, April	23	2012	◇	Monday, October	22	2012	◇
Monday, April	30	2012	◇	Monday, October	29	2012	◇
Monday, May	7	2012	&	Monday, November	5	2012	&
Monday, May	14	2012	*	Monday, November	19	2012	*
Monday, May	21	2012	◇	Monday, November	26	2012	◇
Monday, June	4	2012	◇	Monday, December	3	2012	&
Monday, June	11	2012	&#	Monday, December	10	2012	*
Monday, June	18	2012	◇	Tuesday, December	17	2012	◇
Monday, June	25	2012	◇	Tuesday, December	24	2012	◇
				Wednesday, January	2	2013	**

\* Regular meeting 7:30 PM

& Caucus meeting 7:30 PM

◇ Advertised but not scheduled meetings

&# Caucus and Regular meeting 6:00 PM

\*\* 2013 Reorganization Meeting

### **R12-03**

#### **RESOLUTION DESIGNATING DEPOSITORIES**

**RESOLVED** that the following lending institutions be and are hereby designated as depositories of Borough funds:

1st Colonial National Bank, Collingswood, NJ

New Jersey Cash Management Fund

TD Bank NA, Cherry Hill, NJ

### **R12-04**

#### **RESOLUTION DESIGNATING NEWSPAPERS**

**RESOLVED** that the Retrospect of Collingswood, New Jersey and the Courier-Post of Cherry Hill, New Jersey and the Burlington County Times of New Jersey be and are hereby designated as the official newspapers for legal advertising of Borough business.

**BE IT FURTHER RESOLVED** that said newspapers be and are hereby designated to receive notices of official meetings held in the Borough of Merchantville in accordance with the provisions of Chapter 231, Laws of 1975, "The Open Public Meetings Act."

### **R12-05**

#### **RESOLUTION APPOINTING AN INSURANCE AGENT FOR THE BOROUGH OF MERCHANTVILLE AND EXEMPTING INSURANCE FROM FORMAL BID REQUIREMENTS**

**WHEREAS**, there exists a need for an Insurance Agent to advise the Borough on insurance requirements, available coverage and changes in insurance programs; and

**WHEREAS**, the Local Public Contracts Law requires a resolution be adopted appointing an Insurance Agent as a professional service without competitive bids; and

**WHEREAS**, the Local Public Contracts Law requires that a resolution be adopted authorizing the award of contracts for insurance coverage without formal competitive bids as an "Extraordinary Unspecifiable Service"; and

**WHEREAS**, insurance coverage should be obtained through an informal quote basis due to the complexity of specification preparation, the potential of overlooking a hazard or liability in the competitive bidding process, the reluctance of insurance companies to openly participate in insurance bidding and the insurance history of municipal government in general in obtaining adequate insurance coverage; and

**WHEREAS**, this contract is being awarded pursuant to a "fair and open" process, pursuant to the requirements of New Jersey Local Unit Pay-to-Play Law N.J.S.A. 19:44A-20.4 et seq;

**NOW, THEREFORE, BE IT RESOLVED** by the Borough of Merchantville that  
 SO NJ Reg Emp Benefits Fund  
 Conner and Strong Insurance Services  
 Camden County Municipal Joint Insurance Fund  
 Municipal Insurance Fund

are hereby appointed as Insurance Agents of the Borough of Merchantville and are authorized to seek quotes for insurance coverage on behalf of the Borough, and are authorized to enter into these policies on behalf of the Borough.

**R12-06  
 RESOLUTION FIXING THE RATE OF INTEREST TO BE CHARGED  
 ON DELINQUENT TAXES AND ASSESSMENTS**

**WHEREAS**, NJSA 54:4-67 permits the governing body of a municipality to fix the rate of interest to be charged for nonpayment of taxes, assessments, sewer rents or other municipal liens or charges, unless otherwise provided by law, subject to any abatement or discount for late payment; and

**WHEREAS**, NJSA 54:4-67 permits the fixing of a rate up to 8% per annum on the first \$1,500 of delinquency and up to 18% per annum on any delinquent amount in excess of \$1,500 and allows an additional penalty up to 6% to be collected against a delinquency in excess of \$10,000 on parcels that failed to pay the delinquency prior to the end of the fiscal year.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Municipality that the Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500 of delinquency and 18% per annum on any amount in excess of \$1,500 delinquency after the due date; if a delinquency in the sum of \$10,000 remains unpaid at the end of the fiscal year a penalty of 6% shall be charged against that delinquency. No interest shall be charged if payment of any installment is received within ten calendar days after the date on which same is payable. If the tenth calendar day falls on a Saturday, Sunday or legal holiday, the grace period shall extend to the next calendar day.

**R12-07  
 RESOLUTION ESTABLISHING PETTY CASH FUNDS**

**BE IT RESOLVED** that the Treasurer be and is hereby directed to establish a Petty Cash Fund with a draft written upon the current fund account in the amount of Two Hundred Dollars (\$200.00) and that Denise Brouse be named custodian of said fund, and that she make a periodic report of the expenditures of such fund to Borough Council.

**BE IT FURTHER RESOLVED** that the Treasurer be and is hereby directed to establish a Petty Cash Fund for Health Insurance reimbursements with a draft written upon the current fund

account of Two Hundred Dollars (\$200.00) and that Denise Brouse be named custodian of said fund, and that she make a periodic report of the expenditures of such fund to Borough Council.

**BE IT FURTHER RESOLVED** that the Treasurer be and is hereby directed to establish a Petty Cash Fund for Police Health Insurance reimbursements with a draft written upon the current fund account in the amount of Three Hundred Dollars (\$300.00) and that Wayne K. Bauer be named custodian of said fund, and that he make a periodic report of the expenditures of such fund to Borough Council.

#### **R12-08**

### **RESOLUTION AUTHORIZING THE APPOINTMENT OF REPRESENTATIVE AND ALTERNATE TO THE CAMDEN COUNTY COMMUNITY DEVELOPMENT ADVISORY BOARD**

**WHEREAS**, there is hereby established an annual requirement of a Municipality to appoint a voting representative, and alternate to the Camden County Community Development Advisory Board; and

**WHEREAS**, the Borough of Merchantville wishes to continue to be a voting member of said Board in conjunction with the existing Cooperation Agreement;

**NOW, THEREFORE, BE IT RESOLVED** by the Borough of Merchantville that Anthony Perno is hereby appointed to serve as the representative from the Borough of Merchantville to the Camden County Community Development Advisory Board; and

**FURTHER**, Agnes Madden is hereby appointed to serve as the Alternate Member,

**FURTHER**, a certified copy of this Resolution is to be submitted to the County Community Development Office.

#### **R12-09**

### **RESOLUTION MODEL CASH MANAGEMENT PLAN**

**BE IT RESOLVED**, by the Borough Council of the Borough of Merchantville, County of Camden, that for the year 2012, the following shall serve as the Cash Management Plan of the Borough of Merchantville.

The Chief Financial Officer is directed to use this Cash Management Plan as the guide in depositing and investing the Borough of Merchantville's funds.

The following are suitable and authorized investments:

1. Interest-bearing bank accounts and certificates of deposit in authorized banks, listed below, for deposit of local unit funds.
2. Government money market mutual funds as comply with NJSA 40A:5-15.1(e)
3. Local government investment pools which comply with NJSA 40A:5-15.1(e) and conditions set by the Division of Local Government Services
4. New Jersey State Cash Management Fund.
5. Repurchase agreements (repos) of fully collateralized securities which comply with NJSA 40A:5-15.1(a).

Each month, the Chief Financial Officer shall prepare a schedule of investments purchased and redeemed, investment earnings, fees incurred and market value of all investments.

The following Government Unit Depository Protection Act approved banks are authorized depositories for the deposit of funds in 2012:

1st Colonial National Bank, Collingswood, New Jersey

TD Bank, Cherry Hill, New Jersey

The Chief Financial Officer shall report to the governing body any account that does not earn interest.

The Chief Financial Officer shall be guided by the attached Cash Management Policy, identified as Exhibit A.

**BE IT FURTHER RESOLVED** that the Cash Management Plan be adopted by resolution of the Borough Council of the Borough of Merchantville annually at its reorganization meeting.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Merchantville, County of Camden, State of New Jersey, that the Cash Management Plan is hereby adopted and shall forthwith be followed by Borough Officials. **R12-10**

**RESOLUTION AUTHORIZING APPOINTMENT OF BOROUGH PROFESSIONALS**

**WHEREAS**, N.J.S.A. 40:87-15 authorizes the appointment of a Borough Engineer and such other officers as the Borough Council may deem necessary, and

**WHEREAS**, there exists a need for the following:

- (1) Registered Municipal Accountants
- (2) Borough Engineer
- (3) Municipal Planner
- (4) Borough Solicitor
- (5) Bond Counsel
- (6) Payroll Department
- (7) Title
- (8) Environmental Engineer

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

**WHEREAS**, this contract is being awarded pursuant to a "fair and open" process, pursuant to the requirements of New Jersey Local Unit Pay-to-Play Law N.J.S.A. 19:44A-20.4 et seq;

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Merchantville, as follows:

(1) The Mayor and Borough Clerk are hereby authorized and directed to execute the agreements with:

- A. **ROBERT P. NEHILA JR, CPA, RMA, PSA, PARTNER** acting for Bowman and Company, Registered Municipal Accountant;
- B. **STEVEN BACH P.E.** of Bach Associates, Borough Engineer;
- C. **RAGAN DESIGN GROUP**, Municipal Planner;
- D. **TIMOTHY HIGGINS, ESQ.**, Borough Solicitor;
- E. **PHILIP A. NORCROSS, ESQUIRE** of Parker / Mc Cay
- F. **CHRISTI L. CHIARULLI** of USA Payroll
- G. **LIZANNE HEALEY-SMITH** of First Heritage Title Agency, Inc.
- H. **CHRISTOPHER J. NOLL, P.E.** of Environmental Resolutions; Environmental

Engineer

(2) These contracts are awarded without competitive bidding as a "professional service" under the provision of the Local Public Contracts Law because the services to be rendered pursuant thereto are performed by a person authorized by law to practice a recognized profession;

(3) A copy of this resolution shall be published in the Retrospect as required by law within ten (10) days of its passage.

**R12-11****RESOLUTION OF THE BOROUGH OF MERCHANTVILLE, COUNTY OF CAMDEN, NEW JERSEY APPOINTING PRINCIPAL PUBLIC WORKS MANAGER**

**WHEREAS**, pursuant to NJSA 40A:9-154.6 et seq., the governing body of the Borough of Merchantville is required to appoint a Principal Public Works Manager; and

**WHEREAS**, Bradford C. Stokes, 253 East Knight Street, Collingswood, NJ, holds a valid Public Works Manager Certificate pursuant to NJSA 40A:9-154.6c;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Borough Council of the Borough of Merchantville, County of Camden, State of New Jersey, that Bradford C. Stokes be appointed for a term expiring December 31, 2012 as Principal Public Works Manager for the Borough of Merchantville.

**R12-12****RESOLUTION OF THE BOROUGH OF MERCHANTVILLE, COUNTY OF CAMDEN AND STATE OF NEW JERSEY DESIGNATING THE BOROUGH'S PUBLIC AGENCY COMPLIANCE OFFICER**

**WHEREAS**, pursuant to P.L. 1975, C.127 (N.J.A.C. 17:27) the Borough of Merchantville, a public agency, shall designate an officer or employee to serve as a Public Agency Compliance Officer (P.A.C.O.); and

**WHEREAS**, the P.A.C.O. is the liaison official for matters concerning P.L. 1975, C.127 (N.J.A.C. 17:27) and should have the authority to recommend the appropriate corrections to the public agency's contracting procedures;

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Merchantville, that the Municipal Clerk, Denise L. Brouse, is hereby appointed as the P.A.C.O. for the Borough of Merchantville for a term expiring December 31, 2012.

**R12-13****RESOLUTION APPOINTING MUNICIPAL COURT ADMINISTRATOR AND DEPUTY COURT ADMINISTRATOR OF THE BOROUGH OF MERCHANTVILLE MUNICIPAL COURT**

**WHEREAS**, there exists a need for a Court Administrator and Deputy Court Administrator of the Borough of Merchantville Municipal Court;

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Merchantville that Maureen Finnegan be appointed Certified Municipal Court Administrator for the Borough of Merchantville, County of Camden and State of New Jersey for a period of one (1) year; and

**BE IT FURTHER RESOLVED**, that Rosemary S. Kelly be appointed Deputy Court Administrator for the Borough of Merchantville, County of Camden and State of New Jersey for a period of one (1) year.

**R12-14****RESOLUTION DESIGNATING OFFICER TO SIGN BOROUGH WARRANTS**

**WHEREAS**, prior Resolutions adopted by the Borough Council of the Borough of Merchantville designate the officers of the Borough empowered to sign warrants on the following Borough Accounts with 1st Colonial National Bank of Collingswood, NJ:

1. Recreation Commission Account 0123000291 (2 signatures)
2. Dog Account 0123000317 (2 signatures)
3. Medical Account (0223000423)

4. Salary Account 0123000283 (1 signature)
5. General Capital Fund 0123000325 (2 signatures)
6. Trust Account, Other Funds 0123000366 (2 signatures)
7. Unemployment Trust Fund 0123000309 (1 signature)
8. Merchantville Sewer Utility 0123000333 (2 signatures)
9. Merchantville Sewer Capital 0123001497 (2 signatures)
10. Borough of Merchantville (Current) 0123000275 (2 signatures)
11. Borough of Merchantville (EAF L.G. Foxhaven LLC) 0123000762 (1 signature)

**NOW, THEREFORE, BE IT RESOLVED** that effective January 3, 2012, the following officers be used to implement the prior Resolutions:

Mayor:	Frank M. North
President of Council:	
Chief Financial Officer:	Denise Moules
Director of Accounts and Auditing	Patricia Fields

#### **R12-15**

#### **RESOLUTION DESIGNATING OFFICERS TO SIGN BOROUGH WARRANTS FOR COURT**

**WHEREAS**, prior Resolutions adopted by the Borough Council of the Borough of Merchantville designate the officers of the Borough empowered to sign warrants on the following Borough Accounts with 1st Colonial National Bank, Collingswood, New Jersey:

1. Borough of Merchantville (1st Colonial) (General)  
0123000648 (1 signature)
2. Borough of Merchantville (1st Colonial) (Bail)  
0123000655 (1 signature)

**NOW, THEREFORE, BE IT RESOLVED** that effective January 3, 2012, the following individuals be used to implement the prior Resolutions:

Court Administrator:	Maureen F. Finnegan
Deputy Court Administrator:	Rosemary S. Kelly

#### **R12-16**

#### **RESOLUTION OF THE BOROUGH OF MERCHANTVILLE, COUNTY OF CAMDEN, STATE OF NEW JERSEY ADOPTING 2011 TEMPORARY BUDGET**

**WHEREAS**, Section 40A:4-19 of the Local Budget Law provides that, where any contracts, commitments or payments are to be made prior to the adoption of the 2012 Budget, temporary appropriations should be made for the purposes and amounts required in the manner and time therein provided;

**WHEREAS**, the date of this resolution is within the first thirty days of January 2012; and

**WHEREAS**, 26.25% of the total appropriations of the 2011 Budget is the sum of \$1,044,269.17 excluding Debt Service; and

**WHEREAS**, 26.25% of the total appropriations of the 2011 Sewer Utility Budget is the sum of \$81,287.18 excluding Debt Service;

**NOW, THEREFORE, BE IT RESOLVED** that the following temporary appropriations be made and that a certified copy of this Resolution be transmitted to the Chief Financial Officer for their records:

<b>TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL PURPOSES:</b>	\$1,044,269.17
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**ADD:**

DEBT SERVICE	<u>\$335,834.58</u>
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<b>TOTAL 2012 TEMPORARY BUDGET</b>	<b><u>\$1,379,432.75</u></b>
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<b>SEWER UTILITY FUND:</b>	
OPERATING	\$ 81,287.18
<b>ADD:</b>	
BOND PRINCIPAL AND INTEREST	<u>\$167,139.65</u>
<b>TOTAL 2012 SEWER UTILITY TEMPORARY BUDGET</b>	<b><u>\$ 248,426.83</u></b>

**BOROUGH HOLIDAY SCHEDULE:** On the motion of Mr. Brennan, second of Mr. Grasso and a unanimous roll call vote, the following Borough Holiday Schedule was approved:

**2011 Holiday Schedule  
Borough of Merchantville**

<b>Monday</b>	<b>January</b>	<b>2</b>	<b>NEW YEAR'S DAY</b>
<b>Monday</b>	<b>January</b>	<b>16</b>	<b>MARTIN LUTHER KING, JR.</b>
<b>Monday</b>	<b>February</b>	<b>20</b>	<b>PRESIDENT'S DAY</b>
<b>Monday</b>	<b>May</b>	<b>28</b>	<b>MEMORIAL DAY</b>
<b>Wednesday</b>	<b>July</b>	<b>4</b>	<b>INDEPENDENCE DAY</b>
<b>Monday</b>	<b>September</b>	<b>3</b>	<b>LABOR DAY</b>
<b>Monday</b>	<b>October</b>	<b>8</b>	<b>COLUMBUS DAY</b>
<b>Monday</b>	<b>November</b>	<b>12</b>	<b>VETERAN'S DAY</b>
<b>Thursday</b>	<b>November</b>	<b>22</b>	<b>THANKSGIVING DAY</b>
<b>Friday</b>	<b>November</b>	<b>23</b>	<b>THANKSGIVING HOLIDAY</b>
<b>Monday</b>	<b>December</b>	<b>24</b>	<b>CHRISTMAS EVE</b>
<b>Tuesday</b>	<b>December</b>	<b>25</b>	<b>CHRISTMAS DAY</b>
<b>*Monday</b>	<b>January'13</b>	<b>1</b>	<b>NEW YEAR'S DAY</b>

**In addition, two(2) personal days may be selected by each employee**

**ADJOURNMENT:** On the motion of Mr. Perno and second of Mrs. Fields, the meeting was adjourned at 7:56 PM.

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DENISE L. BROUSE  
BOROUGH CLERK