

Merchantville, NJ

January 2, 2018

The Annual Reorganization Meeting of Borough Council was held at 7:30 PM, January 2, 2018. Mayor Ted Brennan 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: Kidd, Swann, Grasso, Sperrazza, McLoone and Perno  
Borough Clerk Brouse, CFO Moules and Solicitor Higgins were present

**SWEARING IN:**

Council-Elect Andrew McLoone and Katherine Swann qualify by taking oaths.

**ROLL CALL:**

Council Present: Kidd, Swann, Grasso, Sperrazza, McLoone and Perno  
Borough Clerk Brouse, CFO Moules and Solicitor Higgins were present.

**COUNCIL PRESIDENT:**

On a motion of Mr. Grasso and second of Mr. Kidd, Council nominated Daniel Sperrazza as Council President. There being no other nominations, Mr. Sperrazza was elected by a unanimous roll call vote.

**Remarks by newly elected officials**-Ms. Swann-thank you for allowing me to serve.  
Mr. McLoone-thank you and family for support, I want to give back.

**Remarks by Mayor**- Thank you for being here, Assembly Woman Lampitt, Mr. Norcross office, Chief retiring-New Governor, restricting fire department, Code enforcement, grant funds spending in 2018.

**COUNCIL ASSIGNMENTS-DUTIES AND RESPONSIBILITIES:**

The following Mayoral Council assignments for 2018 were confirmed:

**2018 COUNCIL DUTIES & RESPONSIBILTIES**

<p><b>PERNO</b> Committee for Ways &amp; Means, Chairman Committee for Public Works &amp; Service, Member Department of Accounts &amp; Auditing, Director Department of Finance, Director Department of Property, Director Department of Land Use and Building Inspection CDBG Program, Representative Abandoned/Vacant Property Czar</p> <p><b>GRASSO</b> Committee for Public Safety, Chairman Department of Police, Director Council Representative to Public Events Department of Municipal Court, Director</p>	<p><b>MCLOONE – Council President</b> Committee Public Works &amp; Service, Chairman Department of Sewer Utility Department of Highways, Director</p> <p>Recreation Committee, Representative Personnel Policies and Procedures</p> <p>Historic Preservation Commission, Liaison Liaison to Pennsauken Sewerage Authority Economic Development</p> <p><b>KIDD</b> Council Rep to Planning/Zoning Board Recycling and Solid Waste Chairperson Sustainable Merchantville/Energy Management Communications and Website, Chairman</p>
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Personnel Policies & Procedures, Chairman Council Rep to Police Board Insurance Committee, Member  <b>SPERRAZZA</b> Committee for Public Safety, Member Committee for Ways & Means, Member Department of Finance Department of Energy, Director Department of Fire, Director Pennsauken/Merchantville EMS, Director Department of Land Use and Building Inspection, Dir. Emergency Management, Representative CDBG Program, Alternate	Department of Parks & Recreation, Director Board of Education, Liaison  <b>SWANN</b> Committee for Ways & Means, Member Committee for Public Safety, Member Department of Records & Licenses, Director Department of Energy Department of Health, Director Public Events Committee Shade Tree Commission, Representative Recycling and Solid Waste Committee Communications & Website Council Rep to Police Board Senior Citizens, Liaison Business and Professional Association, Representative
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### 2018 ANNUAL APPOINTMENTS

Manager Public Works	Roy Adair
Fire Official	Kevin Patti
Fire Inspector	Kevin Patti
Additional fire inspectors	William Marshall Tom Connelly Roy Adair Anthony Adair
Code Enforcement Official	Kevin Patti
Deputy Code Enforcement Official	Tom Connelly
Deputy Code Enforcement Official	Roy Adair
Zoning Officer	Kevin Patti
Construction Official	Chris Mecca
Chief Financial Officer	Denise Moules
<ul style="list-style-type: none"> <li>Interlocal Agreement with Barrington</li> </ul>	
Tax Collector	Kristy Emmett
<ul style="list-style-type: none"> <li>Interlocal Agreement with Barrington</li> </ul>	
Safety Coordinator	Kevin Patti
Right to Know Officer	Kevin Patti
Relocation Director	Kevin Patti

Office of Emergency Management Coordinator	Jon Paul Beauchamp
Police and Fire Surgeon	Work Net
Physician	Work Net
Violations Clerk	Maureen Finnegan Amber Rossi
Prosecutor	Alicia Hoffmeyer
Chief Municipal Public Defender	Brian Herman
Public Defender (Spanish)	Charles W. Wigginton
Spanish Interpreter	Rosa Maria Mendizabal
Court Sound Recorder	Kathleen Harrington
Animal Control Officer	County
Board of Appeals	Daniel Sperrazza Edward F. Brennan
Municipal Coordinator on Aging	<i>Vacant</i>
Municipal Housing Liaison	Denise Brouse
Municipal Drug Alliance	Janice Engelke-Moore Frank Talarico
Neighborhood Resolution	<i>Vacant</i>
Property Maintenance Code	Chris Mecca
Registrar of Vital Statistic's	Denise Brouse
Deputy Registrar	Joanne Lewis
Sanitary Sewer Inspector	Joseph T. Brickley
Senior Citizen Coordinator	Vacant

**Mayor appoints Board & Commission members****Shade Tree 2018**

Member	Term Expires
Anderson, Joan	12/31/2019
Vacant	
Donohue, Kris	12/31/2020
Long, John	12/31/2018
Mentzer, Kerry	12/31/2019
Vacant	12/31/2017
Vacant	12/31/2017
<b>Swann, Katherine</b>	<b>Council Liason</b>

\*5 year terms;7members

\*at least 1 term expiring each year

Meetings 3rd Monday in Boro hall

**Health Commission 2018**

Member	Term Expires
Widener, James	12/31/2019
Henderson, George	12/31/2018
Brennan, Joan	12/31/2018
Licata, Daniel	12/31/2018
Physican	12/31/2017
<b>Swann, Katherine</b>	<b>Council Liason</b>

\*3 year terms;5 members  
staggered terms: 2-2-1

Meetings as scheduled

**Planning Board 2018**

Member	Term Expires	Class
Benjamin, Eric	12/31/2019	IV
Brennan, Patrick J.	12/31/2017	IV
		IV Alt
Fiume III, Louis J	12/31/2019	#1
Lammey, William	12/31/2017	IV
Selverian, Stephen	12/31/2018	IV
Stewart, Jessica	12/31/2020	IV

Uricchio, James	12/31/2018	IV	
		IV	Alt
Vacant	12/31/2018	#2	
Fitzgerald, Sean-Mayor Appt	Annual	IV	
Kidd, Griffin	Annual	III	
Watson, William	Annual	II	
Madden, James J.	Solicitor		
Brennan, Edward	Mayor	I	

Meetings 2nd Tuesday of month

### Historic Preservation Commission 2018

Members	Term Expires		
North, Lynn	12/31/2021	C	
Benucci, Louis	12/31/2018	C	*alternate
Doran, Ryan	12/31/2018	C	*alternate
Hanna, Marie	12/31/2017	C	
Lammey, Rita	12/31/2017	C	
McLoone, Maureen	12/31/2017	B	
Waldron, Shawn	12/31/2018	A	*alternate

  

Asselta, Mark	Solicitor
	Council
McLoone, Andrew	liaison

### Public Events/Rec 2018

Grasso, John	
Brouse, Denise	Brennan, Edward
Morrone, Steve	McLoone, Andrew
Beauchamp, JP	Swann, Katherine
Waldron, Shawn	Perno, Anthony
Wirth, Karl	Sperrazza, Daniel
	Volkert,
Benjamin, Eric	Steve
Middleton, Ryan	Laufner, Kathy
O'Brien, Rita Boyle	DeVece, Maria

### Water Commission

German, Burt G.	6/1/2021
Brennan, Patrick	6/1/2019
Saraceni, Michael	Annual

**ANNUAL RESOLUTIONS:**

On the motion of Mr. Perno and Mr. Grasso and a unanimous roll call vote, Council adopted the following resolutions by Consent Agenda: R18-01 to R18-19:

**R18-01****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.

**R18-02**

**RESOLUTION OF THE BOROUGH OF MERCHANTVILLE, COUNTY OF CAMDEN,  
STATE OF NEW JERSEY DESIGNATING THE DATE OF THE RE ORGANIZATION MEETING FOR  
2019 AND LISTING COUNCIL MEETINGS FOR 2018**

**BE IT RESOLVED** that the 2019 Organization Meeting of the Borough Council of the Borough of Merchantville shall be held on Tuesday, January 2, 2019

**BOROUGH OF MERCHANTVILLE  
BOROUGH COUNCIL MEETINGS  
2018 SCHEDULE**

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 2018 to be held at:

**Merchantville Borough Hall  
1 West Maple Avenue, Merchantville, New Jersey 08109**

Tuesday	January	2	2018	**	Monday	July	2	2018	◇
Monday	January	8	2018	*	Monday	July	9	2018	*&
Monday	January	15	2018	◇	Monday	July	16	2018	◇
Monday	January	22	2018	&	Monday	July	23	2018	◇
Monday	February	5	2018	◇	Monday	August	6	2018	◇
Monday	February	12	2018	*	Monday	August	13	2018	*&
Monday	February	19	2018	◇	Monday	August	20	2018	◇
Monday	February	26	2018	&	Monday	August	27	2018	◇
Monday	March	5	2018	◇	Monday	September	3	2018	◇
Monday	March	12	2018	*	Monday	September	10	2018	*
Monday	March	19	2018	◇	Monday	September	17	2018	◇
Monday	March	26	2018	&	Monday	September	24	2018	&

Monday	April	2	2018	◇	Monday	October	1	2018	◇
Monday	April	9	2018	*	Monday	October	8	2018	*
Monday	April	16	2018	◇	Monday	October	15	2018	◇
Monday	April	23	2018	&	Monday	October	22	2018	&
Monday	May	7	2018	◇	Monday	November	5	2018	◇
Monday	May	14	2018	*	Monday	November	12	2018	*
Monday	May	21	2018	◇	Monday	November	19	2018	◇
Monday	June	4	2018	◇	Monday	November	26	2018	&
Monday	June	11	2018	*&	Monday	December	3	2018	◇
Monday	June	18	2018	◇	Monday	December	10	2018	*
Monday	June	25	2018	◇	Monday	December	17	2018	◇

\* Regular meeting 7:30 PM

& Caucus meeting 7:30 PM

◇ Advertised but not scheduled meetings

\*& Regular and Caucus meeting 6:30 PM

#### **R18-03**

##### **RESOLUTION DESIGNATING DEPOSITORIES**

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

1st Colonial Community Bank, Collingswood, NJ

New Jersey Cash Management Fund

TD Bank NA, Cherry Hill, NJ

#### **R18-04**

##### **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".

#### **R18-05**

##### **A 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 Conner, Strong and Buckelew Companies, Inc.

- Broker of record
- Employee benefit program

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.

#### **R18-06**

#### **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.

#### **R18-07**

#### **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.

#### **R18-08**

#### **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**, Daniel Sperrazza 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.

#### **R18-09**

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

**BE IT RESOLVED**, by the Borough Council of the Borough of Merchantville, County of Camden, that for the year 2016, 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 2016:

1st Colonial Community 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.

#### **R18-10**

#### **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

- (9) Special Counsel
- (10) Special Conflict 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:

- 1 ROBERT P. NEHILA JR, CPA, RMA, PSA, PARTNER** acting for Bowman and Company, Registered Municipal Accountant;
- 2 PENNONI ASSOCIATES**, Borough Engineer;
- 3 RAGAN DESIGN GROUP**, Municipal Planner;
- 4 TIMOTHY HIGGINS, ESQ.**, Borough Solicitor;
- 5 PHILIP A. NORCROSS, ESQUIRE** of Parker / Mc Cay;
- 6 CHRISTI L. CHIARULLI** of USA Payroll;
- 7 CYNTHIA CARLAMERE**, Presidential Title Agency;
- 8 ENVIRONMENTAL RESOLUTIONS**, Environmental Engineer;
- 9 JAMES MALEY**, Maley and Associates, Special Counsel;
- MADDEN AND MADDEN**, Special Counsel;
- 10 CME ASSOCIATES**, Special Conflict Engineer;

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

#### **R18-11**

#### **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**, Joseph T. Brickley, PE, CPWM, 321 Bern Street, Riverside, NJ, 08075 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 Joseph T. Brickley be appointed for a term expiring December 31, 2018 as Principal Public Works Manager for the Borough of Merchantville.

#### **R18-12**

#### **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, 2018.

**R18-13****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 Amber V. Rossi 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.

**R18-14****RESOLUTION DESIGNATING OFFICER TO SIGN BOROUGH ACCOUNTS**

**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. Dog Account 0123000317 (2 signatures)
2. Medical Account (0223000423)
3. Salary Account 0123000283 (1 signature)
4. General Capital Fund 0123000325 (2 signatures)
5. Trust Account, Other Funds 0123000366 (2 signatures)
6. Merchantville Sewer Utility 0123000333 (2 signatures)
  7. Merchantville Sewer Capital 0123001497 (2 signatures)
  8. Borough of Merchantville (Current) 0123000275 (2 signatures)

**NOW, THEREFORE, BE IT RESOLVED** that effective January 3, 2017, the following officers be used to implement the prior Resolutions:

Mayor:	Edward Brennan
President of Council:	Daniel Sperrazza
Chief Financial Officer:	Denise Moules
Borough Clerk:	Denise Brouse
Director of Accounts and Auditing	Anthony Perno

**R18-15****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, 2017, the following individuals be used to implement the prior Resolutions:

Court Administrator:	Maureen F. Finnegan
Deputy Court Administrator:	Amber V. Rossi

**R18-16****RESOLUTION OF THE BOROUGH OF MERCHANTVILLE, COUNTY OF CAMDEN AND STATE OF NEW JERSEY FOR THE ANNUAL APPOINTMENT OF DENISE BROUSE AS THE REGISTRAR OF VITAL STATISTICS OF THE BOROUGH OF MERCHANTVILLE**

**WHEREAS**, N.J.S.A. 26:8-11 requires the Municipal Clerk be appointed as the local registrar in any district having a population of less than 5,000 ; and

**WHEREAS**, Denise Brouse is the Borough Clerk and therefore will be appointed as the Registrar of Vital Statistics for the Borough of Merchantville;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Merchantville that Denise Brouse be and is hereby appointed to the position of Registrar of Vital Statistics for an annual term commencing January 1, 2018 and concluding on December 31, 2018.

**R18-17****RESOLUTION OF THE BOROUGH OF MERCHANTVILLE, COUNTY OF CAMDEN AND STATE OF NEW JERSEY APPOINTING JOANNE LEWIS AS THE DEPUTY REGISTRAR OF VITAL STATISTICS OF THE BOROUGH OF MERCHANTVILLE**

**WHEREAS**, N.J.S.A. 26:8-11 requires the Municipal Clerk be appointed as the local registrar in any district having a population of less than 5,000; and

**WHEREAS**, the Municipal Clerk can appoint a Deputy Registrar and it is the desire of the Municipal Clerk at this time to appoint a Deputy Registrar;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Merchantville that Jo Anne Lewis be and is hereby appointed to the position of Deputy Registrar of Vital Statistics for an annual term commencing January 1, 2018 and concluding on December 31, 2018.

**R18-18****RESOLUTION APPOINTING JUDGE OF THE BOROUGH OF MERCHANTVILLE MUNICIPAL COURT**

**WHEREAS**, there is a need for the appointment of a Municipal Court Judge; and

**WHEREAS**, the Mayor has submitted the name of Oren R. Thomas III to serve as Municipal Judge;

**NOW, THEREFORE, BE IT RESOLVED** that the nomination of Oren R. Thomas III is hereby confirmed, and that he is appointed to the position of Municipal Court Judge of the Borough of Merchantville, County of Camden and State of New Jersey. Term: three (3) years. Effective January 1, 2018; expiring December 31, 2020.

**R18-19****RESOLUTION OF THE BOROUGH OF MERCHANTVILLE, COUNTY OF CAMDEN, STATE OF NEW JERSEY ADOPTING 2018 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 2018 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 2018; and

**WHEREAS**, 26.25% of the total appropriations of the 2017 Budget is the sum of \$1,080,488.50 excluding Debt Service; and

**WHEREAS**, 26.25% of the total appropriations of the 2017 Sewer Utility Budget is the sum of \$80,121.00 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:

**TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL PURPOSES:** \$1,080,488.50

<b>ADD:</b>		
DEBT SERVICE		\$ <u>421,090.26</u>
<b>TOTAL 2018 TEMPORARY BUDGET</b>		<b><u>\$1,501,578.75</u></b>
<b>SEWER UTILITY FUND:</b>		
OPERATING		\$ 80,121.00
<b>ADD:</b>		
BOND PRINCIPAL AND INTEREST		\$ <u>142,079.00</u>
<b>TOTAL 2018 SEWER UTILITY TEMPORARY BUDGET</b>		<b><u>\$ 222,200.00</u></b>

**Oath of Office for all Borough Officials**

**Schedule of 2018 Borough Holidays**

**Borough of Merchantville  
2018 Holiday Schedule**

<b>Monday</b>	<b>January</b>	<b>1</b>	<b>NEW YEAR'S DAY</b>
<b>Monday</b>	<b>January</b>	<b>15</b>	<b>DR. MARTIN LUTHER KING</b>
<b>Monday</b>	<b>February</b>	<b>19</b>	<b>PRESIDENTS' 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>November</b>	<b>12</b>	<b>VETERANS' 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 HOLIDAY</b>
<b>Tuesday</b>	<b>December</b>	<b>25</b>	<b>CHRISTMAS DAY</b>

**In addition, three (3) personal days may be selected by each employee**

<b>Tuesday</b>	<b>January</b>	<b>1</b>	<b>2019</b>	<b>NEW YEAR'S DAY</b>
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**Remarks by Audience**

**ADJOURNMENT:** On the motion of Mr. Perno and second of Mr. Grasso, the meeting was adjourned at 7:55 PM.

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DENISE L. BROUSE  
BOROUGH CLERK