

DECEMBER 7, 2020  
COMMISSION MEETING MINUTES  
BOROUGH OF COLLINGSWOOD, NJ

A regular meeting of the Board of Commissioners was held remotely, at 7:00 P.M. Mayor M. James Maley, Jr. called the meeting to order, with Commissioner Joan Leonard present and Commissioner Robert Lewandowski absent.

Mayor Maley read the Sunshine Notice stating that the Borough has complied with provisions of the Sunshine Law by adopting before January 10 of this year, a resolution prescribing the dates, times and locations of all regular meetings of the Commission. The Mayor stated there was a change in meeting format from in person to remote-conference. Written advanced notice of the change in format of at least 48 hours was supplied to two local newspapers. Mayor Maley led the Pledge of Allegiance.

Mayor Maley explained this meeting is being held by remote conference because of the stay-at-home order due to the COVID 19 virus. Mayor Maley explained how questions and comments can be submitted.

Mayor Maley expressed his condolences and the condolences of the borough family to Commissioner Lewandowski on the loss of his mother.

The Tax Collector, Municipal Court Administrator, Zoning Official, Treasurer and CFO reports were approved.

The Minutes from August 3, 2020 and August 26, 2020 were approved.

### **The Commissioners called for the Second Reading and Public Hearing of Ordinance 1693**

#### **Amending Chapter 29 of the Borough Code Entitled Fire Department**

**WHEREAS**, the Fire Chief, who is responsible for the day-to-day operations and efficiency of the Fire Department, recommends the creation of the position of Deputy Fire Chief as necessary and advisable for the operation of the Fire Department; and

**WHEREAS**, N.J.S.A. 40A:14-7 allows the governing body to appoint members, officers and personnel as deemed necessary, determine their terms of office, fix their compensation and prescribe their powers, functions and duties also recommends the creation of the position of Deputy Fire Chief.

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED**, by the Board of Commissioners of the Borough of Collingswood, that Chapter 29 of the Code of the Borough of Collingswood be and is hereby amended as follows:

#### **SECTION 1**

Amended Section. Section 29-4 A. entitled

#### **§29-4 COMPOSITION OF FIRE DEPARTMENT-**

The paid fire department may consist of the following ranks at the discretion of the Director of Public Safety. These appointments will be made by the Director of Public Safety at recommendation from the Chief of Department. They must meet all requirements to hold such positions by the State of New Jersey and Federal Regulations and the Fire Department Operating Guidelines and Policy Directives.

- a. Chief of Department (1)
- b. Deputy Chief (1)
- c. Captain (1)
- d. Lieutenant (2)

#### **SECTION 2**

Effective Date.

Effective Date. This Ordinance shall take effect upon proper passage in accordance with the law

**Mayor Maley opened the Ordinance to the public:**

***With no comments Mayor Maley moved the public hearing closed and the ordinance be adopted on second and final reading which was seconded and approved by the call of the roll:***

**Aye:** M. James Maley, Jr.

**Aye:** Joan Leonard

**Absent:** Robert Lewandowsk

**The Commissioners called for Second Reading and Public Hearing of Ordinance 1694**

AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE RATE OF COMPENSATION OF EACH OFFICER AND EMPLOYEE OF THE BOROUGH OF COLLINGSWOOD AND METHOD OF PAYMENT OF SUCH COMPENSATION

THE BOARD OF COMMISSIONERS OF THE BOROUGH OF COLLINGSWOOD IN THE COUNTY OF CAMDEN, AND STATE OF NEW JERSEY DOES ORDAIN:

**SECTION 1.** THE RATE OF COMPENSATION OF EACH OFFICER AND EMPLOYEE OF THE BOROUGH OF COLLINGSWOOD, WHOSE COMPENSATION SHALL BE ON AN ANNUAL, SEMI-ANNUAL, AND BIWEEKLY BASIS, SHALL BE PAYABLE AS FOLLOWS:

<b>POSITION</b>	<b>ANNUAL SALARY</b>
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<b><u>Fire Department</u></b>	
Deputy Fire Chief	\$90,000.00 to \$110,000.00

**SECTION 2.** ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT WITH THIS ORDINANCE ARE HEREBY REPEALED. FULL TIME EMPLOYEES OF THE BOROUGH SHALL IN ADDITION TO THE COMPENSATION PROVIDED FOR HEREIN, SHALL RECEIVE LONGEVITY PAY, WHICH SHALL BE PAYABLE ONCE YEARLY OR AS SET FORTH IN LABOR CONTRACT, RATIFIED BY THE BOARD OF COMMISSIONERS.

**SECTION 3.** ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT WITH THIS ORDINANCE ARE HEREBY REPEALED.

**SECTION 4.** THIS ORDINANCE SHALL TAKE EFFECT UPON ITS PASSAGE AND PUBLICATION ACCORDING TO LAW.

**Mayor Maley opened the Ordinance to the public:**

***With no comments Mayor Maley moved the public hearing closed and the ordinance be adopted on second and final reading which was seconded and approved by the call of the roll:***

- Aye:**        *M. James Maley, Jr.*
- Aye:**        *Joan Leonard*
- Absent:**    *Robert Lewandowski*

**The Commissioners called for First Reading of Salary Ordinance 1695-**

**2021  
SALARY ORDINANCE 1695**

AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE RATE OF COMPENSATION OF EACH OFFICER AND EMPLOYEE OF THE BOROUGH OF COLLINGSWOOD AND METHOD OF PAYMENT OF SUCH COMPENSATION

THE BOARD OF COMMISSIONERS OF THE BOROUGH OF COLLINGSWOOD IN THE COUNTY OF CAMDEN, AND STATE OF NEW JERSEY DOES ORDAIN:

**SECTION 1.** THE RATE OF COMPENSATION OF EACH OFFICER AND EMPLOYEE OF THE BOROUGH OF COLLINGSWOOD, WHOSE COMPENSATION SHALL BE ON AN ANNUAL, SEMI-ANNUAL, AND BIWEEKLY BASIS, SHALL BE PAYABLE AS FOLLOWS:

**POSITION****ANNUAL SALARY****COMMISSIONERS**

Commissioner of Public Safety	\$5,000.00-\$10,000.00
Commissioner of Revenue/Finance	\$5,000.00-\$10,000.00
Commissioner of Public Works	\$5,000.00-\$10,000.00
Mayor or Acting Mayor	\$1,000.00-\$2,500.00

**ELECTIONS**

Borough Clerk	\$500.00 per Election
Deputy Borough Clerk	\$150.00 per Election

**POLICE DEPARTMENT**

Police Chief	\$100,000.00-\$140,000.00
Deputy Chief	\$95,000.00-\$120,000.00
Capitain	\$95,000.00-\$120,000.00
Sgt hired before 2/1/96	\$90,000.00-\$110,000.00
Sgt hired after 2/1/96	\$90,000.00-\$110,000.00
Patrolman	
Recruit	\$45,000.00-\$50,000.00
First Year	\$50,000.00-\$60,000.00
Second Year	\$60,000.00-\$70,000.00
Third Year	\$65,000.00-\$75,000.00
Fourth Year	\$70,000.00-\$80,000.00
Fifth Year	\$75,000.00-\$85,000.00
Sixth Year	\$80,000.00-\$90,000.00
Seven Year	\$85,000.00-\$95,000.00
Civil Officer	\$50,000.00-\$60,000.00
Records Clerk	\$35,000.00-\$60,000.00
Clerical Receptionist	\$25,000.00-\$35,000.00
Meter Man	\$30,000.00-\$40,000.00
Part Time Meter Man	\$15.00 to \$17.00 per hour
Crossing Guards	\$39.50 per day
Clerks-Part-time as needed	\$11.00 To \$17.00 per hour
Special Police - part-time as needed	\$15.00 to \$25.00 per hour

**MUNICIPAL COURT**

Judge	\$20,000.00 - \$30,000.00
Administrator	\$45,000.00 - \$65,000.00
Deputy Administrator	\$28,000.00 - \$45,000.00
Clerks-hourly	\$11.00 to \$17.00 per hour
On Call Duty	\$25.00 per call-out

**COLLINGSWOOD PARTNERS**

Office Manager	\$30,000.00 - \$45,000.00
Director of Business Development	\$20,000.00 - \$50,000.00
Farmers Market	\$5,000.00 - \$10,000.00
Clerks-part-time as needed	\$11.00 to \$17.00 per hour

**FIRE DEPARTMENT**

Chief	\$100,000.00-\$140,000.00
Deputy Chief	\$95,000.00-\$120,000.00
Secretary	\$25,000.00-\$35,000.00
Fire Inspectors	\$17.00 to \$18.00 per hour

**STATE UNIFORM CONSTRUCTION CODE**

Secretary	\$30,000.00 - \$45,000.00
Construction Code Official	\$20,000.00 - \$40,000.00
Electrical Subcode	\$10,000.00 - \$20,000.00
Plumbing Subcode	\$10,000.00 - \$20,000.00
Fire Subcode	\$10,000.00 - \$20,000.00

Building Subcode	\$5,000.00 - \$10,000.00
Building Inspector	\$5,000.00 - \$15,000.00
Building Inspector Additional Day as needed	\$82.85/day

### REVENUE AND FINANCE

Chief Finance Officer/ QPA	\$35.00 to \$55.00 per hour
Treasurer	\$15.00 to \$20.00 per hour
Administrative Administrator	\$30,000.00 - \$45,000.00
Borough Clerk	\$45,000.00 - \$65,000.00
Deputy Borough Clerk	\$1,500.00 - \$3,000.00
Administrator Vehicle Stipend	\$1,875 per quarter

### ASSESSMENT OF TAXES

Assessor	\$15,000.00 - \$25,000.00
Assistant/ Clerk	\$1,500.00 - \$5,000.00

### COLLECTION OF TAXES

Tax Collector	\$45,000.00 - \$65,000.00
Clerks-part-time as needed	\$11.00 to \$17.00 per hour

### LIBRARY

Director	\$45,000.00 - \$65,000.00
Technical Services Supervisor & Head Access	\$30,000.00 - \$45,000.00
Youth Services Supervisor	\$30,000.00 - \$45,000.00
Circulation Assistant	\$25,000.00 - \$35,000.00
Circulation Assistant	\$25,000.00 - \$35,000.00
Paralibrarian	\$11.00 to \$20.00 per hour
Reference Librarians	\$11.00 to \$20.00 per hour
Temporary Part Time/as needed	\$11.00 to \$20.00 per hour

### MUNICIPAL ALLIANCE

Coordinator	\$1,000.00
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### LAND USE DEPARTMENT

Zoning Officer	\$15.00 to \$30.00 per hour
Land Use Secretary	\$5,000.00 - \$10,000.00
Historic Secretary	\$3,000.00 - \$5,000.00

### ROBERTS PARK SWIMMING POOL

Certified Pool Manager	\$2,000.00 - \$5,000.00
Pool Managers	\$15.00 to \$25.00 per hour
Assistant Managers	\$12.00 to \$18.00 per hour
Guards	\$11.00 to \$15.00 per hour
Clerks	\$11.00 to \$15.00 per hour

### RECREATION DEPARTMENT

Director	\$20,000.00 - \$35,000.00
Snack Stand Coordinator	\$5,000.00 - \$10,000.00
Community Theater Director	\$5,000.00 - \$10,000.00
Secretary	\$1,500.00 - \$5,000.00
Website Management	\$1,000.00 - \$3,000.00
Program Coordinators	\$200.00 - \$1,500.00
Assistant Program Coordinators	\$11.00 to \$15.00 per hour
Part-time Help as needed	\$11.00 to \$15.00 per hour

### COMMUNITY DEVELOPMENT

Director of Community Development	\$20,000.00 - \$50,000.00
Farmers Market	\$5,000.00 - \$10,000.00

### SENIOR COMMUNITY CENTER

Director	\$20,000.00 - \$45,000.00
Hall Attendants	\$125.00 per event
Part-time help	\$11.00 to \$15.00 per hour

**HIGHWAY DEPARTMENT**

Acting Superintendent	\$20,000.00 - \$30,000.00
Tree Official	\$5,000.00 - \$10,000.00
Crew Chief	\$50,000.00 - \$60,000.00
Mechanic	\$50,000.00 - \$60,000.00
Laborers	\$40,000.00 - \$60,000.00
Labors hired after 1/1/2013	\$40,000.00 - \$60,000.00
Labors hired after 1/1/2019	\$40,000.00 - \$60,000.00
Secretary	\$11.00 to \$15.00 per hour
Safety Coordinator Stipend	\$500.00
Recycling Coordinator Stipend	\$500.00
Stormwater Management Coordinator Stipend	\$500.00

**WATER DEPARTMENT**

Assistant Superintendent	\$50,000.00 - \$70,000.00
Clerk	\$28,000.00 - \$40,000.00
Meter Reader	\$40,000.00 - \$60,000.00
Part Time help as needed	\$11.00 to \$17.00 per hour

**SEWER DEPARTMENT**

Administrator	\$80,000.00 - \$110,000.00
Crew Chief	\$50,000.00 - \$60,000.00
Clerk	\$28,000.00 - \$40,000.00
Part-time help as needed	\$11.00 to \$17.00 per hour

**ON CALL AND OVERTIME TO BE PAID AS SET FORTH IN CONTRACT RATIFIED BY BOARD OF COMMISSIONERS.**

**SECTION 2.** ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT WITH THIS ORDINANCE ARE HEREBY REPEALED. FULL TIME EMPLOYEES OF THE BOROUGH SHALL IN ADDITION TO THE COMPENSATION PROVIDED FOR HEREIN, SHALL RECEIVE LONGEVITY PAY, WHICH SHALL BE PAYABLE ONCE YEARLY OR AS SET FORTH IN LABOR CONTRACT, RATIFIED BY THE BOARD OF COMMISSIONERS.

**SECTION 3.** ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT WITH THIS ORDINANCE ARE HEREBY REPEALED.

**SECTION 4.** THIS ORDINANCE SHALL TAKE EFFECT UPON ITS PASSAGE AND PUBLICATION ACCORDING TO LAW.

*Mayor Maley moved the ordinance be approved on first reading, published, and the second reading and public hearing to be held on December 29, 2020 which was seconded and approved by the following call of the roll:*

**Aye:** M. James Maley, Jr.  
**Aye:** Joan Leonard  
**Absent:** Robert Lewandowski

**The Commissioners called for First Reading of Salary Ordinance 1696**

**ORDINANCE NO.1696**

AN ORDINANCE AMENDING CHAPTER 301 OF THE CODE OF THE BOROUGH OF COLLINGSWOOD ENTITLED "WATER RENTS

THE BOARD OF COMMISSIONERS OF THE BOROUGH OF COLLINGSWOOD ORDAINS AS FOLLOWS:

1. SECTION 301 OF THE CODE OF THE BOROUGH OF COLLINGSWOOD IS HEREBY AMENDED AND SUBSTITUTED AS FOLLOWS:

301-8 SERVICE CHARGES PER CONNECTION

THE SERVICE CHARGE PER CONNECTION, BOTH INSIDE AND OUTSIDE THE BOROUGH OF COLLINGSWOOD, SHALL BE AS FOLLOWS:

<u>SIZE OF METER</u>	<u>MONTHLY CHARGE</u>	<u>QUARTERLY CHARGE</u>
5/8" X 3/4"	\$11.25	\$ 33.75
3/4"	17.00	51.00
1"	28.25	84.75
1 1/4"	40.00	120.00
1 1/2"	56.50	169.50
2"	90.25	270.75
3"	180.50	541.50
4"	272.00	816.00
6"	567.00	1,701.00

2. SECTION 301-9 OF THE CODE OF THE BOROUGH OF COLLINGSWOOD IS HEREBY AMENDED AND SUBSTITUTED AS FOLLOWS:

301-9 CHARGE FOR WATER CONSUMPTION

THE WATER CHARGE FOR ALL WATER USED FROM CONNECTIONS, BOTH IN THE BOROUGH OF COLLINGSWOOD AND FROM CONNECTIONS OUTSIDE THE BOROUGH OF COLLINGSWOOD, SHALL BE THREE DOLLARS AND SIXTY FIVE CENTS (**\$3.85**) PER ONE HUNDRED (100) CUBIC FEET.

3. THIS ORDINANCE SHALL TAKE EFFECT AS OF JANUARY 1, 2021.

Mayor Maley introduced Deputy Water Superintendent Steve Diorio and Rich Spafford from the Pennsauken Merchantville Water Commission. Mayor Maley explained the State of New Jersey has developed new restrictions on contaminant rules. Mayor Maley added these new rules are the strictest in the nation. Mayor Maley explained one of our wells we will have a problem with so we are taking preemptive steps on a temporary fix with pour eyes on the long term. Mayor Maley asked Mr. Diorio and Mr. Spafford to talk about what the problem is and what is the plan. Mr. Spafford talked about the state of New Jersey being very active in setting limits on PFA's and PFC's which is similar to Teflon. Mr. Spafford explained the Borough has two water treatment plants. We do not have any problem with the plant at Roberts pool but at the Comly Ave Plant we hover at the proposed limit for one of the three compounds. Mr. Spafford explained the long-term treatment is Carbon Filters, which takes time because of design and permitting of a water plant. Mr. Spafford said because these ne guidelines go into effect January 2021 we have a temporary fix which includes renting carbon filters on a month to month basis and acquiring temporary permitting from DEP. Mayor Maley asked if Mr. Diorio had anything to add. Mr. Diorio stated that the state of New Jersey has always been at the cutting edge on regulations of environmental containments and Collingswood is always a head of the curve and we are excited to get a head of this. Mayor Maley confirmed the revisions of the Water Plant run between 6-7 million dollars and we will be looking at grants and low-cost loans. Mayor Maley explained this ordinance for a 5% increase is for the temporary fix while we are working toward the permanent fix.

**Mayor Maley moved the ordinance be approved on first reading, published, and the second reading and public hearing to be held on December 29, 2020 which was seconded and approved by the following call of the roll:**

**Aye: M. James Maley, Jr.**  
**Aye: Joan Leonard**  
**Absent: Robert Lewandowski**

**Public Comment on Resolution Items: No Comments**

181. Appointing Jacob Bennett as a Full Time Officer for the Collingswood Police Department

182. Appointing Geoffrey T. Joyce as Fire Official for the Borough of Collingswood

183. Appointing Alexandria Fitzpatrick as a Part Time EMT/Firefighter for the Collingswood Fire Department

184. Appointing Cole Dyer as a Part Time EMT/Firefighter for the Collingswood Fire Department

185. Appointing Robert Fox Jr. as a Part Time Inspector for the Collingswood Fire Department
186. Appointing William Tessing as a Part Time EMT/Firefighter for the Collingswood Fire Department
187. Appointing Melissa Crawford as Administrative Assistant to the Department of Public Works
188. Authorizing Acceptance and Execution of a Grant from the Camden County JIF for Police Accreditation Services
189. Authorizing Acceptance and Execution of Safe And Secure Communities Grant Program
190. Requesting Approval of Items of Revenue and Appropriation-Safe Routes to Schools
191. Rejection of Proposals Submitted for Professional Services Received on November 13, 2020
192. Authorization to Re-Advertise Solicitation for RFP- Professional Services
193. Authorizing Participation in the Camden County Cooperative Pricing System- Deer Carcass Removal
194. Authorizing a Lien on the Property Located at 600 King Avenue
195. Canceling Tax Account Balances and Utility Rent Balances Less than \$5.00
196. Authorizing a Budget Transfer Resolution
197. Approving the 2021 Board of Commissioners Meeting Schedule
198. Authorizing Payment of Bills as Presented by the Treasurer

***The Following Resolutions were Approved without a Dissenting Vote***

**Commissioner Leonard**, commented how beautiful the town looks and thanked everyone for making it look so lovely. Commissioner Leonard encouraged folks to shop local. Commissioner Leonard wished Commissioner Lewandowski and his family peace at this difficult time. Commissioner Leonard confirmed that she will not be running for office in the spring, she offered her gratefulness to Team Collingswood and that she will still be available to residents over the next few months and is always happy to talk to residents and business owners.

**Mayor Maley**, thanked Commissioner Leonard for her passion and tenacity. Mayor Maley shared a story about Commissioner Leonard wanting a certain style of decorative street light for town, PSE&G did not have that style but Commissioner Leonard did not give up. PSE&G ultimately gave in and they now carry that decorative light known as the Collingswood Street lamp. Mayor Maley said we will give more recognition to Commissioner Leonard and her service to the town over the next few months. Mayor Maley talked about the current COVID numbers and urged residents to be cautious and follow the safety regulations Mayor Maley encouraged residents to support our businesses, please think Collingswood first. Mayor Maley expressed the frustration the Borough is feeling in respect to the That's Amore restaurant. And the lack of work being done at the property. Mayor Maley explained that the restaurant Monte Grillo has finally gotten their long-awaited PSEG work done and that project will be starting up soon.

Mayor Maley opened the meeting

With no comments, Mayor Maley moved the meeting be adjourned at 7:20 PM, which was seconded.

Approved: January 4, 2020

Commissioners	Present	Absent	Aye	Nay	Abstain
Mayor M. James Maley	x		x		
Commissioner Joan Leonard	x		x		
Commissioner Lewandowski					x