

May 1, 2023
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 Robert Lewandowski present and Commissioner Morgan Robinson present

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. Mayor Maley led the Pledge of Allegiance.

Mayor Maley requested a moment of silence in memory of resident and community members Myra Bernardin and John Wapenski.

The Commissioners made a motion to approve the following reports Tax Collector, Safety Committee and Zoning Official.

The Commissioners made a motion to approve the April 4, 2023 minutes.

Mayor Maley introduced Harry Delgado Director of Accreditation from the New Jersey Association of Police Chiefs. Mr. Delgado presented the Commissioners with the law Enforcement Accreditation Certificate. Mr. Delgado praised the work of the Collingswood Police Department for putting in the work to receive the accreditation and he thanked the Commissioners for supporting them.

The Commissioners called for the Second Reading and Public Hearing of

ORDINANCE NO. 1760

AN ORDINANCE AMENDING CHAPTER 29 OF THE MUNICIPAL CODE OF THE BOROUGH OF COLLINGSWOOD ENTITLED FIRE DEPARTMENT REGARDING FEES FOR SERVICE AND VIOLATIONS

WHEREAS, the Borough of Collingswood ("Borough") Fire Department provides Emergency Medical Services which are essential and vital to the community; and

WHEREAS, the cost for providing Emergency Medical Services has significantly increased over the past few years and, accordingly, it is in the best interest of the Borough residents and visitors to continue to provide these needed services and to offset the rising expenses by increasing the fees for such services; and

WHEREAS, persons and entities are encouraged to utilize Borough Emergency Medical Services when necessary and to avoid calling for Emergency Medical Services response for non-emergent situations; and

WHEREAS, the Borough has determined that it is necessary to adopt procedures and the imposition of fees for requests of an Emergency Medical Services unit to respond to a non-emergent event or for transportation; and

WHEREAS, it is necessary to govern 9-1-1 calls seeking response by the Borough Emergency Medical Services units in non-emergent situations; and

WHEREAS, the Borough Commissioners have determined it is in the Borough's best interest to adopt appropriate amendments to Chapter 29 entitled "Fire Department," to address the concerns identified herein;

NOW, THEREFORE, BE IT ORDAINED, by the Board of Commissioners of the Borough of

Collingswood, County of Camden that the Municipal Code of the Borough of Collingswood shall be amended as follows:

Section 29-8 entitled - Fees for Service shall be amended as follows:

D. Emergency Medical Fees for Service effective as of June 1, 2023

- (1) BLS base charge: \$950.
- (2) BLS loaded mileage: \$17.
- (3) BLS treat without transport: \$250.
- (4) Consumable charges:
 - (a) Disposable cervical collar: \$60.
 - (b) Oxygen administration: \$75.
 - (c) Naloxone administration: \$95.
 - (d) EpiPen administration: \$150.

- (e) CPAP administration: \$95.
- (f) Aspirin: \$3 each.
- (g) Lucas compression administration: \$95.
- (h) Albuterol treatment: \$50.
- (i) Defibrillation (AED/Automated External Defibrillator): \$150.
- (j) Spinal immobilization: \$150.

Section 29-9 entitled - Violations for abuse of Borough Emergency Medical Services and Charges shall be added as follows:

The purpose of this Section of this Chapter is to reinforce with persons or entities in the Borough that Emergency Medical Services are to be called when necessary but to avoid calls for non-emergent situations. Accordingly, it shall be a violation of this Section to request an Emergency Medical Services unit for non-emergent responses or for transportation. This Section governs 9-1-1 calls seeking the response of the Emergency Medical Services unit(s) in non-emergent situations.

A. A person, business or similar type of entity shall receive an initial warning and, thereafter, fees shall be imposed for calls for Emergency Medical Services in situations in accordance with the following schedule:

- (1) First non-emergent response: Warning notification from the fire department.
- (2) Second non-emergent response: \$250.00.
- (3) Third non-emergent response: \$500.00.
- (4) Fourth and subsequent non-emergent response: \$750.00 for each occurrence/violation.

Fees are to be paid within thirty (30) days of receipt of notification. Failure to pay the required fee within thirty (30) days of receipt of notice shall be cause for the issuance of a Complaint to be considered in the Municipal Court of the Borough of Collingswood.

Emergency Medical Services dispatches which a person reasonably believed to be life-threatening or an emergency at the time of occurrence and which are later to be determined non-emergent may be waived in the discretion of the Chief of the Fire Department or their designee.

B. Appeal of fees.

A person, business or entity issued a Notice or a Complaint under this Ordinance may appeal the issuance of the Notice or Complaint to the Borough Administrator and Fire Chief by filing a written request for review of the circumstances that resulted in the Notice or Complaint. The appeal must be filed within ten (10) days of receipt of the Notice or Complaint. The filing of an appeal of the fee shall stay the required payment of the fee until the Fire Chief and Administrator render a decision on the appeal which shall occur within thirty (30) days of filing.

The decision on the appeal shall be based upon the facts and circumstances presented to the Borough Administrator and Fire Chief and if they believed, in their discretion, that the person calling for the Emergency Medical Services reasonably believed that a medical emergency existed at the time of the call. The Borough Administrator and Fire Chief may request additional information and conduct any interviews that they believe would assist them in their review of the appeal.

This Ordinance shall take effect immediately upon final adoption and publication according to law.

Mayor Maley opened the ordinance for public comment.

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: Robert Lewandowski
Aye: Morgan Robinson

The Commissioners called for the Second Reading and Public Hearing of 1761

AN ORDINANCE AMENDING CHAPTER 33 OF THE MUNICIPAL CODE OF THE BOROUGH OF COLLINGSWOOD REGARDING THE LOCAL ADVISORY BOARD OF HEALTH

WHEREAS, the Borough of Collingswood ("Borough") has established a local Health Services Advisory Board which, pursuant to the provision of Chapter 33 of the Borough's Municipal Code entitled May 1, 2023

“Health”, assists the Camden County Health Department in providing a program of health services in compliance with the Local Health Services Act; and

WHEREAS, The Borough of Collingswood recognizes that amendments to the existing Ordinance may be required when to be necessary to provide for the improvement of health services for the benefit of the Borough’s residents and businesses;

NOW, THEREFORE, BE IT ORDAINED, by the Board of Commissioners of the Borough of Collingswood, County of Camden that the Code of the Borough of Collingswood be amended as follows:

Chapter 33, entitled “Health” is hereby amended as follows:

Article II Health Services Advisory Board shall be amended as set forth below:

Section 33-4 entitled “Members” shall be amended as follows:

- A. The first paragraph of this Section shall remain the same and shall be now designated as “A.”

The following provisions shall be added to this Section:

- B. Individuals with the following background or experience should be considered for appointment as Members: a member of a senior citizen organization; member of the fire/EMS department; a person active in disease support rehabilitation (ex: Red Cross, Salvation Army, etc.); a member of the land use board; a current or retired medical or public health worker; school or industrial nurse; persons with a background in emergency preparedness; a member of an organization that prepares meals, housing, counseling, child care or senior care; persons who are willing to conduct community polling and input sessions. The above list may be modified to include, as determined to be necessary, a full representation of the local population of the community. The objective is to include members of the public to enhance their involvement in public health education and services and to ensure that local government recognizes and address the public health needs of its residents.
- C. There shall be three ex officio Members to the Board:
 - 1. The Health Officer or their approved substitute
 - 2. The Chief Executive of the Borough (Mayor or Administrator)
 - 3. Representative from the School Board

The existing Section entitled “Term of Service” shall be deleted in its entirety and replaced with the following:

33-5 Duties

- A. The purpose of the Health Services Advisory Board is to recommend measures to the Board of Commissioners to meet the needs of the community.
- B. Without limiting the functions and roles of the Health Services Advisory Board, capital projects within the Borough should be reviewed by the Advisory Board prior to adoption.
- C. To serve as the Borough’s representative to organizations which prepare and implement regional public health plans including organizations which conduct surveys and collect statistical information.
- D. The Health Services Advisory Board shall serve as the Borough’s designated board to plan and respond to public health emergencies. It shall provide the information and suggestions for the public health portion of the Borough’s Emergency Operations Plan and help recruit and train public health personnel to assist with public health emergencies.
- E. Conduct periodic public meetings for the Borough community and include groups in the community with specific needs. The Health Services Advisory Board shall report to the Camden County Board of Health regarding the information obtained in these meetings.

The current Section 33-5 shall be deleted in its entirety and replaced with the following, shall be renumbered as Section 33-6, and contain the terms set forth below.

33-6 Appointment; Term; Vacancies

- A. A Member shall be appointed by the Borough for a term of 3 years. The initial terms shall be staggered in such a manner that one third of the members are appointed each year.

- B. Appointment shall be by a majority vote of the Borough's Commissioners.
- C. Members shall complete the course of training offered by the New Jersey Local Boards of Health Association or an equivalent course approved by the New Jersey Department of Health within three months of appointment.
- D. Any vacancy in membership shall be filled after the unexpired term only. Appointment to a vacant term shall be made in the same manner as the original appointment.

The current Section 33-7 shall be deleted in its entirety and replaced with the following:

33-7 Chairperson; officers.

- A. The Health Services Advisory Board shall elect one of its voting members as Chairman for a one-year term.
- B. A vice-chairperson shall also be elected from the voting members for a one-year term.
- C. A suitable person shall be selected as recording secretary.
- D. Election for all officers shall take place at a January reorganization meeting.

(New)Section 33-8 shall be added as follows:

33-8 Meetings, rules, quorum.

- A. The Health Services Advisory Board shall meet quarterly at a day and time as set by the Board on an annual schedule as required by State Law.
- B. The Health Services Advisory Board shall meet with the Camden County Board of Health at least quarterly at a day and time as established by the Camden County Board of Health on an annual schedule as required by State Law.
- C. A majority of the members appointed, not including the Ex Officio members, shall constitute a quorum. Ex Officio members shall not have a vote on matters coming before the Health Services Advisory Board.
- D. The Health Services Advisory Board shall have the power to establish rules for the conduct of its meetings.

This Ordinance shall take effect immediately upon final adoption and publication according to law.

Mayor Maley opened the ordinance for public comment.

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: Robert Lewandowski
Aye: Morgan Robinson

The Commissioners called for the First Reading of Ordinance 1762

AN ORDINANCE AMENDING CHAPTER 29 OF THE MUNICIPAL CODE OF THE BOROUGH OF COLLINGSWOOD ENTITLED FIRE DEPARTMENT

WHEREAS, upon the creation and organization of the Borough of Collingswood ("Borough"), fire protection services were provided by a volunteer fire company which subsequently was organized as "Fire Company No. 1"; and

WHEREAS, the Borough's Board of Commissioners ("Commissioners") subsequently created and established a paid Fire Department to provide fire protection services as assisted by the Borough's volunteer fire company; and

WHEREAS, all fire protection services for the Borough are now exclusively provided by the Borough's Fire Department; and

WHEREAS, it is necessary to amend Chapter 29 of the Borough Code entitled "Fire Department" to accurately reflect the responsibility for fire protection services provided to the Borough.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Borough of Collingswood, County of Camden that the Municipal Code of the Borough of Collingswood shall be amended as follows:

1. The opening paragraph of Section 29-1 shall be amended to now read as follows:

§ 29-1 Fire Protection Services shall be provided to the Borough of Collingswood by a paid fire department which shall consist of such members, officers and personnel as the Board of Commissioners shall deem necessary for the effective government of the department. The governing body is the appropriate authority to exercise legislative authority to:

Subparagraph D shall be deleted in its entirety.

Subparagraph E shall now be designated as subparagraph D.

2. Subsection 29-2 A, shall be amended as follows:

The words “combination paid and volunteer” and “paid and volunteer” as they currently appear in this subsection shall be deleted.

3. Subsection 29-3 A (1) (a) shall be amended as follows:

The words “Collingswood Fire Company No. 1” shall be deleted and replaced with the words “Fire Chief.”

4. Subsection 29-4 B shall be deleted in its entirety.

This Ordinance shall take effect immediately upon final adoption 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 June 5, 2023 which was seconded and approved by the following call of the roll:

Aye: M. James Maley, Jr.
Aye: Robert Lewandowski
Aye: Morgan Robinson

The Commissioners called for the First Reading of Ordinance 1763

APPROPRIATING \$650,000.00 FROM THE GENERAL CAPITAL
IMPROVEMENT FUND FOR THE PURCHASE OF PUBLIC WORKS
EQUIPMENT AND
RESURFACING OF VARIOUS ROADWAYS

APPROPRIATING \$105,000.00 FROM THE WATER CAPITAL
IMPROVEMENT FUND FOR THE PURCHASE OF EQUIPMENT AND
IMPROVEMENTS TO WATER INFRASTRUCTURE

APPROPRIATING \$115,000.00 FROM THE SEWER CAPITAL
IMPROVEMENT FUND FOR THE PURCHASE OF EQUIPMENT AND
IMPROVEMENTS TO SEWER INFRASTRUCTURE

BE IT ORDAINED by the Mayor and Borough Commissioners of the Borough of Collingswood, County of Camden, State of New Jersey, (not less than 2/3 of all members thereof affirmatively concurring) as follows:

SECTION 1. The Borough Commissioners of the Borough of Collingswood hereby authorizes the following General Capital improvements:

A. Purchase Equipment for the Public Works Department \$250,000.00
B. Resurfacing of Various Roadways \$400,000.00

SECTION 2. The Borough Commissioners of the Borough of Collingswood hereby authorizes the following Water Capital improvements:

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A. Improvements to Water Infrastructure	\$30,000.00
B. Purchase Equipment for Public Works Department	\$75,000.00

SECTION 3. The Borough Commissioners of the Borough of Collingswood hereby authorizes the following Sewer Capital improvements:

A. Improvements to Sewer Infrastructure	\$20,000.00
B. Purchase Equipment for Public Works Department	\$95,000.00

SECTION 4. The useful life of this equipment is at least five (5) years. No Supplemental Debt Statement is required since there is no authorization of any debt within this Capital Ordinance. The gross debt of the Municipality as defined by law is not increased by this ordinance, and no obligation in the matter of bonds or notes are authorized by this ordinance.

SECTION 5. The capital budget of the Borough of Collingswood will conform with the provisions of this ordinance, and

SECTION 6. The improvements authorized hereby are not current expenses and are improvements that the Borough may lawfully make, and

SECTION 7. This Capital Ordinance shall take effect immediately after publication following the final adoption as provided by law.

Mayor Maley moved the ordinance be approved on first reading, published, and the second reading and public hearing to be held on June 5, 2023 which was seconded and approved by the following call of the roll:

- Aye: M. James Maley, Jr.***
- Aye: Robert Lewandowski***
- Aye: Morgan Robinson***

The Commissioners called for the First Reading of Ordinance 1764

AN ORDINANCE OF THE BOROUGH OF COLLINGSWOOD AMENDING SECTION 265-43 OF THE BOROUGH OF COLLINGSWOOD CODE REGARDING PERMITS REQUIRED FOR DUMPSTERS AND OTHER CONTAINERS

WHEREAS, Section 265-43 of the Municipal Code of the Borough of Collingswood (the "Borough") regulates the use and placement of dumpsters and similar containers within the Borough; and

WHEREAS, the Borough's Board of Commissioners wish to amend the ordinance to require such permits only for dumpsters and similar containers which will be located in a Borough street or other roadway or any right of way.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners for the Borough of Collingswood that Section 265-43 is hereby amended as follows:

§265-43 Permit required; application; placement; duration of permit; responsibility for compliance; violations and penalties.

A. Prior to the placement of any dumpster, roll-off container, pod or similar container on any Borough street or roadway or right-of-way, the person or business entity contracting for the use of such container shall apply for and obtain a permit from the Collingswood Police Department. Any person or business entity which shall locate the dumpster, roll-off container, pod or similar container on the property at which the container will be used shall not be required to obtain a permit.

D. delete the words "any property in the" in the first sentence and add "or roadway" after the word "street."

This ordinance shall take effect immediately upon final passage, approval and publication as provided by law.

Mayor Maley moved the ordinance be approved on first reading, published, and the second reading and public hearing to be held on June 5, 2023 which was seconded and approved by the following call of the roll:

Aye: M. James Maley, Jr.
Aye: Robert Lewandowski
Aye: Morgan Robinson

The Commissioners called for the First Reading of Ordinance 1765

WHEREAS, the Board of Commissioners (“Commissioners”) for the Borough of Collingswood (“Borough”) adopted Ordinance 1730 on February 7, 2022, which has been codified at Section 287-1 et seq. of the Municipal Code which provides for the installation, maintenance and regulation of Electric Vehicle Supply/Service Equipment (“EVSE”); and

WHEREAS, since the adoption of Ordinance 1730, the Borough has installed two public EVSE charging stations to provide for the charging of electric vehicles; and

WHEREAS, pursuant to Ordinance No. 1757, the Commissioners amended Borough Ordinance § 287-1 et seq. to provide usage, parking requirements and fees for EVSE used by the general public for the newly installed EVSE and for any additional EVSE installed by the Borough; and

WHEREAS, since the installation of the original EVSE and the adoption of Ordinance No. 1757, the Borough has installed a fast charging EVSE; and

WHEREAS, the Commissioners wish to amend Borough Ordinance 287 to provide for usage and fees for the fast charging EVSE.

NOW, THEREFORE, BE IT ORDAINED, by the Board of Commissioners of the Borough of Collingswood, County of Camden, State of New Jersey as follows:

1. § 287-6 C. entitled “EVSE parking” shall be amended as follows:
 - A new subsection designated as “(iv)” shall be added to provide as follows:
 - (ii) electric vehicles utilizing the designated public fast charging EVSE parking space shall require a usage fee of \$.40/kwh while charging; there shall be no charge for parking for the first hour; thereafter, parking shall require a charge of \$.25 /1 minute increments.

This ordinance shall take effect immediately upon final adoption 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 June 5, 2023 which was seconded and approved by the following call of the roll:

Aye: M. James Maley, Jr.
Aye: Robert Lewandowski
Aye: Morgan Robinson

Public Comment on Resolutions: No Comments

The Following Resolutions were Approved without a Dissenting Vote

102. Reappointing Erica Laspada as Violations Clerk for the Collingswood Municipal Court
103. Appointing Brendan Carolan as Laborer to the Department of Public Works
104. Authorizing an Agreement with USDA Food and Nutrition Services for the Food Bucks Nutrition Incentive Program
105. Authorizing a Cooperative Agreement with the County of Camden – CDBG Programs
106. Authorizing an Utility Easement for the Property Located at 521 Jessamine Avenue
107. Approving Fiscal Year 2023-2024 Municipal Alliance Grant
108. Authorizing an Application for the Camden County Recreation Facilities Grant
109. Authorizing an Agreement with the Collingswood Board of Education- School Liaison Officer
110. Authorizing to Renew an Agreement with the Collingswood Board of Education- Custodial Services
111. Authorizing to Enter into an Agreement of Sale for the Property Located at 24-30 Irvin Avenue
112. Authorizing to Advertise to Bid for a Leaf Machine
113. Approving to Dissolve a Shared Service Agreement with the Borough of Merchantville-Construction Code Official and Building Inspector
114. Supporting Revolution NJ and Participating in the American Revolution Heritage Trails Program
115. Approving the 2023 Independence Day Celebration
116. Authorizing a Profession Services Agreement with D&M Fireworks
117. Authorizing the Budget by Read by Title

Second Reading and Public Hearing of the 2023 Municipal Budget

118. Authorizing an Amendment to the 2023 Municipal Budget as Introduced

Public Hearing of the Amended 2023 Municipal Budget

119. Adoption of the 2023 Municipal Budget
120. Authorizing the Joint Land Use Board for The Borough of Collingswood to Conduct a Preliminary Investigation to Determine Certain Property Known As 627 Haddon Avenue as a Condemnation Area In Need of Redevelopment
121. Approving Payment of Bills as Presented by Treasurer

Commissioner Robinson announced the opening of 2023 Farmers Market Season. Commissioner Robinson talked about the Virtua Fresh Food Truck which will be located every Wed. in Newton Lake park across from the Parkview.

Commissioner Lewandowski congratulated the Collingswood Police Dept for receiving the accreditation certificate. Commissioner Lewandowski reminded all residents to fill out the Recreation facility Enhancement Survey. Commissioner Lewandowski explained we need feedback from the community as a whole.

Mayor Maley also congratulated and thanked the Police Department for the work they did to received the Accreditation Certificate. Mayor Maley acknowledged the steps that were taken and expressed his pride in their success. Mayor Maley expressed the need for volunteers for the May Fair. Mayor Maley added we need volunteers for all our events, and he encouraged residents to help out.

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Maley also encouraged residents to complete the Recreation Survey.

Mayor Maley opened the meeting to the public.

Ron Morze, 429 Collings Ave. expressed displeasure for the bright lights from the Parkview shining into his and his neighbors' homes. Mayor Maley said the Borough will be in touch with the Parkview management to get it resolved.

Richard Klingerman 743 Maple Terr., reported low hanging cherry tree branches along Haddon Ave. Adj: 733

Adopted:

M. JAMES MALEY, JR., MAYOR

ROBERT LEWANDOWSKI, COMMISSIONER

MORGAN ROBINSON, COMMISSIONER

K. Holly Mannel