

JANUARY 4, 2021
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 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. 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.

The Commissioners approved a motion to approve the following reports Tax Collector, Municipal Court and Zoning Official

Presentations: **Holiday House Decorating Winners**

Best Block: 100 Block of E. Narberth Terrace: Mary Sheffield as Block Captain
(12 homes participated)

Most Creative: 134 Crestmont Terrace: Maria Koutroulis

Most Classic: 910 Stokes Ave: Jay Waugh

Interact Club Judges (students from Collingswood High School):

Anna Sherr

Hailey Spencer

Sophie Steidle

Mayor Maley commented on how wonderful town looked over the holidays and he congratulated and thanked all who participated.

The Commissioners called for First Reading

ORDINANCE NO. 1697

AN ORDINANCE AMENDING CHAPTER 263 STORMWATER MANAGEMENT OF THE CODE OF THE BOROUGH OF COLLINGSWOOD

WHEREAS, Chapter 263 of the municipal code of the Borough of Collingswood ("Borough") establishes Stormwater Management requirements and controls for the Borough of Collingswood; and

WHEREAS, Article III establishes minimum stormwater management requirements and controls for major development in the Borough of Collingswood

WHEREAS, the Borough Engineer has recommended amendments to the current ordinance which shall establish stormwater management requirements and controls for Major Development as defined in Section II of Exhibit A

NOW, THEREFORE, BE IT ORDAINED that the Borough Commissioners hereby adopt the recommendations of the Borough engineer, and adopt the amended Section 263 Article III of the Borough Code which is attached hereto as Exhibit A.

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 February 1, 2021 which was seconded and approved by the following call of the roll:

Aye: M. James Maley, Jr.

Aye: Joan Leonard

Aye: Robert Lewandowski

12-7-2020

The Commissioners called for First Reading of Ordinance 1698

**AN ORDINANCE OF THE BOROUGH OF COLLINGSWOOD
AMENDING CHAPTER 265 OF THE BOROUGH CODE REGARDING STREET OPENINGS**

WHEREAS, Chapter 265 of the municipal code of the Borough of Collingswood (“Borough”) establishes procedures and fees for the opening of Borough streets for various road and underground maintenance projects; and

WHEREAS, the Borough’s engineers have reviewed the current chapter regarding street opening procedures and fees and have recommended amendments to the ordinance to improve permit application procedures and clarify the fee structure for permit application and professional fees; and

WHEREAS, the Borough Commissioners accept the recommendations of the Borough Engineer for the reasons stated herein and wish to amend and restate Chapter 265 of the Borough Code in its entirety;

NOW, THEREFORE, BE IT ORDAINED that the Borough Commissioners hereby adopt the recommendations of the Borough Engineer regarding street opening permit application procedures and fee structure and adopt the amended and restated Chapter 265 to the Borough Code in its entirety which is attached hereto as Exhibit A.

This ordinance shall take effect immediately upon final adoption and publication according to

Mayor Maley moved the ordinance be approved on first reading, published, and the second reading and public hearing to be held on February 1, 2021 which was seconded and approved by the following call of the roll:

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

The Commissioners called for First Reading of Ordinance 1699

**AN ORDINANCE AMENDING PROPERTY MAINTENANCE CODE OF THE BOROUGH OF
COLLINGSWOOD REGULATING TEMPERATURE IN RENTAL UNITS**

WHEREAS, Chapter 237 of the municipal code of the Borough of Collingswood (“Borough”) establishes standards and requirements for facilities for rental units located within the Borough; and

WHEREAS, Sections 237-17 and 237-18 establish requirements for the maintenance of heating and cooling facilities and maintaining certain temperatures within the living area of a rental unit; and

WHEREAS, Section 237-18 currently requires an owner or operator of a rental dwelling unit to supply sufficient heat during the period from October 1 to April 30 to maintain the room temperature at no less than 65°F in all living areas during the hours between 6:30 a.m. and 10:30 p.m. of each day and not less than 60°F during all other hours; and

WHEREAS, the Chief of the Borough Fire Department has recommended amendments to the current ordinance which shall increase temperature requirements and the hours for maintaining such temperatures in accordance with the State of New Jersey Housing Code;

NOW, THEREFORE, BE IT ORDAINED by the Commissioners of the Borough of Collingswood that Section 237-18 shall be amended to increase the required temperature as stated therein from 65°F to 68°F during the hours of 6:00 a.m., rather than 6:30 a.m., to 11:00 p.m., rather than 10:30 p.m., and from 60°F to 65°F during all other hours.

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 February 1, 2021 which was seconded and approved by the following call of the roll:

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

The Commissioners called for First Reading of Ordinance 1700

**CALENDAR YEAR 2021
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET
APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 1.0% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Board of Commissioners of the Borough of Collingswood in the County of Camden finds it advisable and necessary to increase its CY 2021 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Board of Commissioners hereby determines that a 2.5% increase in the budget for said year, amounting to \$ 323,787.67 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Board of Commissioners hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Board of Commissioners of the Borough of Collingswood, in the County of Camden, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2021 budget year, the final appropriations of the Borough of Collingswood shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$453,302.74, and that the CY 2021 municipal budget for the Borough of Collingswood be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Mayor Maley moved the ordinance be approved on first reading, published, and the second reading and public hearing to be held on February 1, 2021 which was seconded and approved by the following call of the roll:

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

The Commissioners called for First Reading of Ordinance 1701

AN ORDINANCE ESTABLISHING FEES FOR POLICE OUTSIDE EMPLOYMENT

BE IT ORDAINED AND ENACTED by the Borough Commission of the Borough of Collingswood that a policy be established for police outside employment;

WHEREAS, Prior to engaging in any outside business or employment, a member or employee of the Police Department shall request permission to do so from the Chief of Police. The decision of the Chief of Police to approve or deny permission to work outside the Department is final and subject only to appeal to the Borough Commissioners.

WHEREAS, Where a private party or other public entity desires to contract with the Borough of Collingswood for off-duty services by a police officer, said private party or public entity shall request the services through the office of the Chief of Police. To the extent that personnel are available, the Chief of Police may, but shall not be required to, assign a police officer to provide the aforesaid off-duty services. The cost of the services to the private party or other public entity shall be at \$85.00 per hour plus a \$100 vehicle charge per day per vehicle plus a 2% administration charge, at the discretion of the Chief of Police. All payments for the aforesaid services shall be made to the Borough of Collingswood. The Chief of Police is hereby authorized to establish such rules and regulations as are necessary to implement this subsection.

THEREFORE, BE IT ORDINANED by the Borough Commissioners of the Borough of Collingswood that Police Outside Employment fees are hereby established.

Mayor Maley moved the ordinance be approved on first reading, published, and the second reading and public hearing to be held on February 1, 2021 which was seconded and approved by the following call of the roll:

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

Public Comment on Resolution Items:

Lorraine Prince commented on the Stormwater Management Ordinance and requested the Commissioners look at making improvements for Minor Development and Stormwater Management from the Watershed Institute.

Kate Delany 126 E. Palmer Ave asked about Ordinance 1699 and what is the plan for enforcement of the heating issues at Parkview. Mayor Maley explained the enforcement will be as it is, Collingswood has one of the most stringent codes and enforcement, every report is investigated.

Ms. Delany asked about the Ordinance approving the Water Rate increase that was approved in December. Mayor Maley explained the increase has to do with Water Treatment due to new state regulations for containments that is found in one of our wells. Mayor Maley explained that the increase is for a temporary Carbon Filtration System for treatment of those containment. Ms Delany asked about what is the Resolution approving the Temporary Budget for. Mayor Maley explained the function of the Temporary Budget. Ms. Delany asked what are the terms of the Shared Service agreement with Camden City for Emergency Water Supply. Mayor Maley explained it is based on emergency purposes. It is a great back up system to have as many water interconnections as possible. Ms. Delany asked for clarity and a timeline on the upgrades to the water treatment plant. Mayor Maley explained that we would as well, we are currently using temporary measurers. Mayor Maley added the temporary filtration system are between \$5,000.00 and \$10,000.00 a month. Mayor Maley stated the engineers and water department are in the process of developing a plan for the permanent filtration system and once that is completed, we will have budget estimates and let the public know what the plan is. Ms. Delany stated she read that the new plant would be around 7 to 9 million dollars and asked where the plans could be viewed. Mayor Maley said the there are no plans at this time and as soon as there is a design it will be released to the public for review.

The Following Resolutions were Approved without a Dissenting Vote

1. Appointing Dennis Johnson as Police Officer for the Borough of Collingswood
2. Appointing Cassandra Duffey as the Municipal Housing Liaison, Clean Communities Coordinator, the Representative to Camden County Community Development, Alternate Fund Commissioner to the Camden County Municipal Joint Insurance Fund
3. Reappointing K. Holly Mannel as Municipal Clerk
4. Reappointing K. Holly Mannel Registrar of Vital Statistics
5. Reappointing Kathleen McCarthy as Alternate Deputy Registrar of Vital Statistics
6. Reappointing Elizabeth Pigliacelli as Chief Finance Officer
7. Reappointing Elizabeth Pigliacelli Qualified Purchasing Agent
8. Appointing Sandra Powell as Finance Clerk
9. Reappointing Joseph Kootcher as Recycling Coordinator
10. Reappointing Andrew Marker as Safety Coordinator
11. Reappointing Al Hallworth Jr. as Building Inspector
12. Reappointing Special Law Enforcement Officers Class II

Robert D. Staszewski
 James J. Stamer
 Christopher Badecki

13. Reappointing Special Law Enforcement Officers Class I

Mandala M. Brown
 Victoria A. Sheffield
 Kevin Dugan
 Robert LoCastro
 Scott Nash
 Mark Meloni
 Joseph Rivera
 Anibal Alvarado
 Robert Norton
 Marc Ritz
 Ashley Surgner
 Egerton Taylor

Mayor Maley thanked and congratulated Robert Staszewski for 40 years of service to the Borough of Collingswood and the Police Department

Authorizing Professional Services Contracts to:

14. Barber Consulting as Information Technology Consultants
15. Brown and Connery as Municipal Attorneys
16. Conner Strong Companies as Risk Management Consultants
17. DM Medical Billing for Ambulance and Fire Department Billing Services
18. Main Street Realty for Professional Services
19. Phoenix Advisors, LLC as Financial Advisors

20. Brown and Connery as Labor Counsel
21. Parker McCay as Labor Counsel
22. Capehart & Scatchard as Labor Counsel
23. Parker McCay, P.A. as Bond Counsel
24. Petroni & Associates for Municipal Auditor
25. Remington & Vernick as Municipal Engineers
26. SLK Community Consulting, LLC Marketing, grants, Program Policy
27. Timothy Search as Municipal Prosecutor
28. Charles Wigginton as Public Defender
29. Brett Wiltsey as Historic Board Solicitor
30. Remington & Vernick as Joint Land Use Engineer
31. Madden and Madden as Joint Use Solicitor
32. Independent Animal Control for Animal Control Services
33. Quality Cleaning for Janitorial Services
34. Building Stars for Janitorial Services
35. Timothy Scaffidi Special Counsel for Conflict Matters
36. Approving a Cash Management Plan for the Borough of Collingswood in 2021
37. Approving Depositories for Borough of Collingswood Funds in 2021
Parke Bank
38. Approving Year 2021 Temporary Budget Appropriations
39. Approving the Interest and Grace Period on Taxes, Water, and Sewer in 2021
40. Authorizing the Tax Assessor to File Appeals in 2021
41. Authorizing an Agreement with Edmunds and Associates for Software Support in 2021
42. Designating the Official Newspapers for Legal Advertising

Mayor Maley talked about the formation of the COVID Recovery Committee and asked if anyone was interested in being part of it to please let us know.

43. Authorizing Formation of Covid-19 Recovery Committee
44. Authorizing A Shared Services Agreement Between the Borough of Collingswood and the City of Camden to Provide Emergency Water Supply
45. Authorizing a Shared Services Agreement with the Boroughs of Haddonfield and Audubon for Election Printing and Publication Services
46. Authorizing to Advertise for Bids for Solid Waste and Recycling Collection
47. Authorizing A Memorandum of Agreement Between the Borough of Collingswood and Collingswood Police Officers Association FOP Lodge 76
48. Authorizing the Sale of Surplus of Property on EBAY
49. Authorizing Renewal of and Amending Lease with the Friends of the Collings -Knight House
50. Authorizing an agreement with the Voorhees Animal Shelter for 2021 Shelter Services
51. Approving the Payment of Bills in General, Water and Sewer Accounts

Commissioner Lewandowski wished all a happy New Year. Commissioner Lewandowski asked residents to take the Collingswood Recreation survey located on the home page. Commissioner

Lewandowski talked about the activities at the Library including an SAT prep course. Commissioner Lewandowski also reminded people to sign up Nixel the text notification system for town information and updates

Commissioner Leonard, wished everyone Happy New Year and thanked all for working together during these difficult days with the pandemic. Commissioner Leonard encouraged residents to continue making good decisions and staying healthy and safe. Commissioner Leonard also thanked everyone for their loyalty to our businesses during the holidays. She commented on the lines and how important it is to support our downtown. Commissioner Leonard said she is hoping we can hold a Hazardous Waste Collection this year Commissioner Leonard also talked about the many great things residents are doing such as Wildlife Habitat, tree planting, composting and rain gardens. Commissioner Leonard invited residents to become part of the Green Team.

Mayor Maley, announced the delivery service Collingswood Prime. It is a service brought to the Borough for delivery services from Collingswood businesses to its patrons, the service is being subsidized through our BID office, and Collingswood residents can use it to place orders from Collingswood shops. More information will be on the website. Mayor Maley talked about the Collingswood/Haddon Twp. Bike Pedestrian Grant. We are working on getting the funding, Mayor Maley thanked AE Com for their help with the study and what we can look to potentially do next. Mayor Maley thanked everyone for being diligent with respect to the pandemic, Mayor Maley expressed his gratitude to the residents for all the help with Collingswood Cares. Mayor Maley said a lot of money was raised, over 100 families were helped, there were 50 adopt a family over the holidays, where families adopted other families and donated gifts. Mayor Maley explained the amount of giving that occurred was more than heartwarming. Mayor Maley encouraged resident to continue being diligent by washing up, wearing masks and staying healthy and safe.

Mayor Maley opened the meeting

Jen Rossi 114 E Palmer Ave asked about Collingswood Prime. Mayor Maley explained that there is a meeting with the businesses tomorrow to go over the details, we are hoping to have it up and running very soon.

With no additional comments, Mayor Maley moved the meeting be adjourned at 7:50 PM, which was seconded.

Approved

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