

AGENDA

**BOROUGH OF COLLINGSWOOD
COMMISSION MEETING
COMMUNITY CENTER
NOVEMBER 7, 2022**

Pledge of Allegiance

Sunshine Notice

Reports: Tax Collector, Municipal Court, and Zoning Official

Minutes: August 1, 2022, September 6, 2022

ORDINANCES

Second Reading and Public Hearing of Ordinance of 1745 Amending Chapter 141-88
Swimming Pools

Second Reading and Public Hearing of Ordinance of 1747 Appropriating \$50,000 To Fund the Capital
Improvements at Knight Park

Second Reading and Public Hearing of Ordinance 1748 Appropriating \$60,000.00 From the American Rescue
Act Funds for Improvements to Water Infrastructure

Public Comment on Resolution Agenda

RESOLUTIONS:

Awarding a Contract to Paving Plus LLC, for the Repaving of Parking Lot 414-416 Haddon Avenue Project

Reappointing Anita Schoeffling as Deputy Registrar of Vital Statistics

Authorizing a Grant Agreement with the DEP for the *It Pays to Plug in Vehicle Charging Grant*

Approving Items of Revenue and Appropriation NJSA 40A:4-87 for
CDBG Funding

Approving a Lien Certifications Pursuant to Chapter 227 of the Borough Code
22 Crescent Blvd.
130 E. Linden Ave.
600 King Ave.

Authorizing Raffle License 2022-6 to South Jersey Food Bank

Authorizing a Budget Transfer

Discussion of Best Practices

Approving Payment of Bills as Presented by Treasurer

Next Meeting Monday December 5, 2022

ORDINANCE NO. 1745

AN ORDINANCE AMENDING CHAPTER 269 OF THE MUNICIPAL CODE OF THE BOROUGH OF COLLINGSWOOD

WHEREAS, Chapter 269 of the Municipal Code (“Code”) of the Borough of Collingswood (“Borough”) regulates the installation, maintenance and use of private swimming pools within the Borough; and

WHEREAS, the Borough’s zoning officer and administrator have reviewed the current Chapter 269 of the Code and have recommended amendments to the ordinance to further ensure a comprehensive pool ordinance; and

WHEREAS, Borough engineers have recommended certain revisions to the Chapter 269 of the Code to further ensure a comprehensive pool ordinance; and

WHEREAS, the Borough’s Board of Commissioners have reviewed the recommendations and wish to adopt them as proposed herein;

NOW, THEREFORE, BE IT ORDAINED BY the Commissioners of the Borough of Collingswood that Chapter 269 of the Code (entitled “Swimming Pools, Private”) shall be amended as follows:

- I. The existing Chapter 269 of the Code shall be deleted in its entirety and replaced with, and to the extent applicable, incorporated into, a new Chapter 269 which is set forth as attached hereto.

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

Introduced: October 3, 2022

Adopted: November 7, 2022

BOROUGH OF COLLINGSWOOD

M. James Maley, Jr., Mayor

Robert Lewandowski, Commissioner

Attest:

K. Holly Mannel, Borough Clerk

Morgan Robinson, Commissioner

Chapter 269

SWIMMING POOLS, PRIVATE

§ 269-1. Definitions.

For the purpose of this chapter, except where the context requires a different meaning, the following words shall be defined as follows:

PERSON Natural persons, firms, corporations, partnerships and associations, as the case may be.

POOL Any private swimming pool, stream, plunge-bathing or wading pool or other body of water or portion thereof of more than two hundred fifty (250) cubic feet capacity, used by any person for swimming or bathing, whether located indoors or outdoors and whether natural or of artificial construction, and shall include all buildings, structures, premises, beaches and appurtenances used in connection therewith.

§ 269-2. Location.

Pools shall only be permitted in residential zones (SF-D1, SF-D2, SF-D3, SF-A and MF). Pools shall be limited to rear and side yards. Above-ground pools shall be considered to be an accessory use and in-ground pools shall be considered a conditional use.

§ 269-3. Permit requirements.

- A. It shall be unlawful for any person to establish or construct any pool in the Borough of Collingswood without first having obtained a permit therefor in the manner hereinafter provided.
- B. An application for such a permit shall be made to the Zoning Officer of the Borough of Collingswood and shall consist of:
 - (1) A survey showing the lines of the premises, all existing houses and structures thereon, abutting streets and properties and the location and dimensions of the proposed pool, its auxiliary structures and any associated hardscaping. A permanent pool shall be located in conformity with existing Borough ordinances.
 - (2) Plans and specifications for the proposed pool and all auxiliary structures and appurtenances related thereto.
 - (3) A grading plan for the proposed pool and all its auxiliary structures and any associated hardscaping.
 - (4) A description of the method of disinfection, treatment and disposal of the water to be used by the owner or operator of the pool.
 - (5) Fees pursuant to the Uniform Construction Code and other applicable codes.
- C. The Zoning Officer shall, within thirty (30) days after receiving a properly executed application for such permit, act upon the application in one of the following ways:
 - (1) Approve the application as submitted and cause the permit to be so issued.
 - (2) Deny the application for failure to satisfy the requirements of this Ordinance

D. In the event of the Zoning Officer's denial of the application, the applicant shall have the right to appeal the Zoning Officer's decision to the Borough's Joint Land Use Board which appeal must be filed within thirty days of the Zoning Officer's decision.

.E. No person shall make changes, alterations or modifications in any pool, if such changes, alterations or modifications are of a nature which may affect the public health, until such plans and specifications therefor shall first have been submitted to and approved by the Zoning Officer. When granting such approval, the Zoning Officer may require such changes, alterations, modifications or conditions as the Zoning Officer deems that public health may require. The granting of the permit shall be made subject to the compliance by the applicant with the provisions of this subsection.

F. The permit shall be on a form prescribed by Borough's Administrator, Engineer and Zoning Officer subject to the provisions of this chapter and to such additional sanitary safeguards in respect to the particular premises to be so used as determined that public health safeguards may require. The permit shall be made available for inspection at the swimming pool and may be revoked for cause by the Zoning Officer for violation of the terms of this chapter. The Zoning Officer's decision to revoke the permit may be appealed to the Borough's Joint Land Use Board.

§ 269-3. Lighting

Artificial lighting used in connection with a pool shall be located so that light is neither directed nor reflected upon neighboring properties as to be a nuisance or annoyance.

§ 269-4. Fencing

- A. Every pool shall be completely enclosed by a fence or wall of durable construction having at least one gate or door of equally durable construction. All gates and door openings through such enclosure shall be equipped with self-closing and self-latching devices, which are at least three (3) feet above ground level, and so designed as to be kept securely closed when not in use. The fence or wall shall be so constructed as to prevent any person from gaining access beneath or through such fence or wall except by a gate or door as described above. All such gates and doors shall be kept closed at all times except when open for the purpose of ingress and egress. No portion of the fence or wall shall be installed less than three (3) feet from the nearest point of the water in the pool. Fencing should be constructed in conformance with the requirements of Chapter 141-65, Fences and Walls of the Collingswood Borough Code.
- B. Pools with vertical sides less than four (4) feet above ground level shall be enclosed with a fence at least four (4) feet in height, so constructed and placed as to prevent access to the pool by small children. Stairs or steps leading up to the pool edge shall also be enclosed as aforesaid or, if portable, shall be removed when not in use. All gates in said fence shall be self-latching.

§ 269-5. Construction and maintenance.

Artificial pools shall be so designed and constructed as to facilitate emptying and cleaning and shall be maintained and operated in such manner as to be clean and sanitary at all times. Inlets shall be so located and spaced as to secure satisfactory dispersion of inflowing waters throughout the pool and to permit the draining, cleaning and disinfecting of the bottom and sides.

§ 269-6. Sanitation requirements.

- A. Standards. The physical, chemical and bacterial qualities of the water shall comply with the latest recommendations made by the American Public Health Association and by the New Jersey State Department of Health
- B. Revocation of permit. Failure to maintain the sanitary quality of the water prescribed by this section or to restore such water to the required quality within the time directed by the Borough's Zoning Officer shall be deemed sufficient cause for revocation of permit.
- C. Pollution of pool. Urinating, defecating, expectorating or blowing the nose in any pool is prohibited and hereby declared unlawful.
- D. Communicable disease. It shall be a violation of this chapter for any person having skin lesions, sores or inflamed eyes, mouth, nose or ear discharges or who is the carrier of any communicable disease to knowingly use any pool.

§ 269-7. Closing of pools posing hazards; appeal.

Whenever any pool, by reason of mechanical defects, lack of proper supervision or failure to comply with the requirements of this chapter, is a hazard to the health of the users thereof, the Zoning Officer is authorized to summarily close such pool and to keep such pool closed until no further hazards to users of the same exist, subject to the right of appeal to the Borough's Joint Land Use Board by the owner or operator of such pool, which appeal shall not stay the action of the Zoning Officer.

§ 269-8. Connection to potable water supply.

There shall be no physical connection between a potable (public or private) water supply system and a pool at a point below the maximum flow line of the pool or to a recirculating or heating system of a pool unless such physical connection is so installed and operated that no pool water can be discharged into such potable water supply system.

§ 269-7. Discharge of waste water; recirculation or reuse of pool water.

- A. The discharge of any wastewater shall in no case cause a nuisance. The drainage waste from any pool shall be discharged into a sand-filtering bed or, if not practicable, into a seepage pit or storm sewer, if accessible or any other method approved by the Board of Commissioners. No pool shall be constructed so that its drain outlet shall connect in any manner to any sanitary sewage.
- B. All pools not equipped with facilities for the recirculation and reuse of the pool water shall be subject to closure by order of the Board of Commissioners during any period of emergency water shortage.

§ 269-8. Inspections.

The Borough's Zoning Officer may cause any pool subject to this chapter to be inspected for compliance with the appropriate codes, and any violation shall be subject to the enforcement procedures therein.

§ 269-9. Enforcement; right of entry.

- A. It shall be the duty of the Borough's Zoning Officer, appointed by the Board of Commissioners, to enforce the provisions of this chapter.
- B. The owner or operator of any pool within the Borough of Collingswood shall allow Borough's Zoning Officer access to any pool and appurtenances for the purpose of inspection to ascertain compliance with this chapter at all reasonable times.

§ 269-10. Violations and penalties.

Any person or persons violating any of the provisions of this chapter shall, upon conviction thereof, be subject to a fine not to exceed the sum of one thousand dollars (\$1,000.), imprisonment in the county jail for a term not to exceed ninety (90) days or a period of community service not to exceed ninety (90) days, or any combination thereof. Any corporation or association violating any of the provisions of this chapter shall, upon conviction thereof, be subject to a fine not to exceed one thousand dollars (\$1,000.), which may be recovered in an action of debt. Every day that such violation continues shall be deemed to be a separate offense.

THE BOROUGH OF COLLINGSWOOD IN
THE COUNTY OF CAMDEN, NEW JERSEY

Ordinance No. 1747

APPROPRIATING \$50,000 TO FUND THE CAPITAL
IMPROVEMENTS AT KNIGHT PARK

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE BOROUGH OF
COLLINGSWOOD, IN THE COUNTY OF CAMDEN, NEW JERSEY AS FOLLOWS:

Section 1. Improvements will be made to the walking path at Knight Park in the amount of \$50,000; and Camden County Recreation Facility Enhancement Grant Program will fund \$25,000, with an additional \$25,000 will be contributed by the Knight Park Trustees.

Section 2. \$50,000 is hereby appropriated in the General Capital Improvement Fund for improvements to the Knight Park walking path in the Borough of Collingswood, County of Camden, New Jersey; and

Section 5. The capital budget of the Borough of Collingswood is hereby amended to conform with the provisions of this ordinance.

Section 6. This ordinance shall take effect as provided by the law.

INTRODUCED: October 4, 2022

ADOPTED : November 7, 2022

M. JAMES MALEY, JR.
MAYOR

ROBERT LEWANDOWSKI
COMMISSIONER

K. HOLLY MANNEL, BOROUGH CLERK

MORGAN ROBINSON
COMMISSIONER

THE BOROUGH OF COLLINGSWOOD
IN THE COUNTY OF CAMDEN,
NEW JERSEY

ORDINANCE 1748
APPROPRIATING \$60,000.00 FROM THE AMERICAN RESCUE ACT
FUNDS FOR IMPROVEMENTS TO WATER INFRASTRUCTURE

WHEREAS, The Federal American Rescue Plan Act of 2021 provides funding to Municipalities, and a permitted use of such funds is investing in water and sewer infrastructure; and

WHEREAS, the NJDEP adopted the Water Quality Accountability Act, requiring certain improvements to the public water systems; and

WHEREAS, the Borough is desirous of utilizing a portion of the ARA funds to invest in the improvements to Water Infrastructure; and

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 Water Capital improvements:

A. Improvements to Water Infrastructure	\$ 60,000.00
---	--------------

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 2. The capital budget is hereby amended to conform with the provisions of this ordinance.

SECTION 3. This Capital Ordinance shall take effect immediately after publication following the final adoption as provided by law.

Introduction: October 3, 2022

Adoption: November 7, 2022

M. James Maley, Jr., Mayor

Robert Lewandowski, Commissioner

Morgan Robinson, Commissioner

K. Holly Mannel, Borough Clerk

BOROUGH OF COLLINGSWOOD
BOARD OF COMMISSIONERS

RESOLUTION 2022-_____

SUBJECT: AWARDING A CONTRACT TO PAVING PLUS, LLC FOR THE PARKING LOT IMPROVEMENTS TO 414-416 HADDON AVENUE

WHEREAS, at the bid opening on November 2, 2022 the lowest responsible bidder was found to be Paving Plus, LLC located at P.O. Box 464 Glassboro, New Jersey 08028 for the total bid of \$104,951.50 for the Parking Lot Improvements to 414-416 Haddon Avenue;

WHEREAS, the Borough Engineer has certified that the bid received was in order, and

WHEREAS, funds are available in the Budget Account- 2-01-44-863-044

NOW THEREFORE BE IT RESOLVED, by the Borough Commissioners that a contract shall be awarded to Paving Plus, LLC for the low bid of \$104,951.50

Adopted: November 7, 2022

M. James Maley, Jr., Mayor

Robert Lewandowski, Commissioner

K. Holly Mannel, Borough Clerk

Morgan Robinson, Commissioner

BOARD OF COMMISSIONERS
BOROUGH OF COLLINGSWOOD
NEW JERSEY

RESOLUTION 2022--_____

SUBJECT: REAPPOINTING ANITA SCHOEFFLING AS DEPUTY REGISTRAR OF
VITAL STATISTICS FOR THE BOROUGH OF COLLINGSWOOD

WHEREAS, it is the desire of the Board of Commissioners that Anita Schoeffling be
appointed as Deputy Registrar of Vital Statistics for the Borough of Collingswood,

NOW, THEREFORE BE IT RESOLVED by the Mayor and Commissioners of the Borough
of Collingswood, Camden County, New Jersey, that Anita Schoeffling be appointed as
Deputy Registrar of Vital Statistics for the Borough of Collingswood.

ADOPTED: November 7, 2022

M. JAMES MALEY, JR.

ROBERT LEWANDOWSKI

MORGAN ROBINSON
BOARD OF COMMISSIONERS

K. HOLLY MANNEL, BOROUGH CLERK

**GRANT AGREEMENT BETWEEN
Borough of Collingswood
AND
THE STATE OF NEW JERSEY
BY AND FOR
THE DEPARTMENT OF ENVIRONMENTAL PROTECTION**

GRANT IDENTIFIER: EVFC-2022-Borough of Collingswood-00240

GOVERNING BODY RESOLUTION

The governing body of **Borough of Collingswood** desires to further the public interest by obtaining a grant from the State of New Jersey in the amount of approximately \$75,000.00 to fund the following project:

It Pay\$ to Plug In: NJ's Electric Vehicle Charging Grant Program

Therefore, the governing body resolves that * [name of Authorized Official] or the successor of the office of * [title/office of Authorized Officer] is authorized (a) to make application for such a grant, (b) if awarded, to execute a grant agreement with the state for a grant in an amount not less than * and not more than * and (c) to execute: *

- any amendments thereto.
- any amendments thereto which do not increase the Grantee's obligations.
- no amendments thereto.

*The **Mayor and Council** authorizes and hereby agrees to match % * of the Total Project Amount, in compliance with the match requirements of the agreement. The availability of the match for such purposes, whether cash, services, or property, is hereby certified

Up To Exactly % * of the match will be made up of in-kind services (if allowed by grant program requirements and the agreement).

The Grantee agrees to comply with all applicable Federal, State, and municipal laws, rules, and regulations in its performance pursuant to the agreement.

Adopted: November 7, 2022

M. James Maley, Jr., Mayor

Robert Lewandowski, Commissioner

Morgan Robinson, Commissioner

K. Holly Mannel, Borough Clerk

* [name of secretary or equivalent], * [title] of **Borough of Collingswood** certify that this resolution was duly adopted by **Mayor and Council** at a meeting duly held on * that this resolution has not been amended or repealed; and that it remains in full force and in effect on the date I have subscribed my signature.

K. Holly Mannel

Dated

BOARD OF COMMISSIONERS
BOROUGH OF COLLINGSWOOD
NEW JERSEY

RESOLUTION 22-

**RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE AND
APPROPRIATION NJSA 40A:4-87**

WHEREAS, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of The Borough of Collingswood in the County of Camden, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the current fund budget of the year 2022 in the sum of \$39,400.00, which is now available as a revenue from the Community Development Block Grant to the provision of the statute, and

BE IT FURTHER RESOLVED, that the like sum of \$39,400.00 is hereby appropriated under the caption 2022 CDBG – Senior Services; and

BE IT FURTHER RESOLVED that the above is the result of funds from Community Development Block Grant in the amount of \$39,400.00.

Adopted: November 2, 2022

M. James Maley, Jr., Mayor

Robert Lewandowski, Commissioner

Morgan Robinson, Commissioner

K. Holly Mannel, Borough Clerk

BOARD OF COMMISSIONERS
BOROUGH OF COLLINGSWOOD, NEW JERSEY

RESOLUTION 2022-_____

SUBJECT: Approving a Lien Certification Pursuant to Chapter 227 of the
Borough Code

WHEREAS, CHAPTER 227 OF THE BOROUGH CODE, ENTITLED "Property Maintenance" contains a procedure for asserting liens against properties when it has become necessary for the Borough to remove and abate nuisances,

WHEREAS, BY RESOLUTION, as set forth in the borough code, upon certification by an enforcing official of the borough, a lien can be filed and recorded against the property wherein said work was done,

WHEREAS, the Borough Administrator has certified that such work was performed at

Block	Lot	Address
118-	4	22 Crescent Blvd.
53-	1.01	30 East Linden Ave.
44-	18	600 King Avenue

NOW, THEREFORE, BE IT RESOLVED BY THE BOROUGH COMMISSION OF THE BOROUGH OF COLLINGSWOOD, COUNTY OF CAMDEN, STATE OF NEW JERSEY, that a lien be asserted against said property, as a result of work performed by the municipality, as certified by the Borough as per the attached letter.

Date of Adoption: November 7, 2022

M. James Maley, Jr., Mayor

Robert Lewandowski, Commissioner

Morgan Robinson, Commissioner

K. Holly Mannel, Borough Clerk

**Borough of Collingswood
County of Camden New Jersey**

2022-_____

WHEREAS, *South Jersey Food Bank* has applied for and received a State issued identification number allowing them the ability to conduct raffles with proper approval; and

WHEREAS, *South Jersey Food Bank* has properly completed the Raffle license application and at least 7 days have elapsed between the time the applications were filed and the time that the Collingswood Police Department has made their findings and determination with a check to the Borough of Collingswood in the amount of \$10.00 and that 15 days will elapse between the time the municipality forwards the application to the control commission and the date the license is issued to the applicant; and

WHEREAS, the Borough Clerk has reported that the legal preliminaries have been strictly complied with;

NOW, THEREFORE, BE IT RESOLVED that the Borough Commissioners be and is hereby authorized to issue a Raffle license numbered 2022-6 to *the South Jersey Food Bank* for the Raffle taking place on November 17, 2022.

Date of Adoption: November 7, 2022

M. James Maley, Jr., Mayor

Robert Lewandowski, Commissioner

Morgan Robinson, Commissioner

K. Holly Mannel, Borough Clerk

RESOLUTION NO. 22-

RESOLUTION AUTHORIZING 2022 BUDGET TRANSFERS

WHEREAS, there are certain 2022 Budget Appropriations of the Borough of Collingswood with balances insufficient to meet requirements for operating Borough Affairs as indicated on the below schedule; and

WHEREAS, there are 2022 Budget Appropriations with unexpended balances that are not needed for such purposes; and

WHEREAS, Revised Statutes 40A:4-59 provides for Transfers to those accounts having insufficient balances:

General Fund Budget Transfers

<u>From:</u>		<u>To:</u>	
		Engineering	\$ 20,000.00
Community Development S/W	\$ 8,000.00	Gasoline	\$ 12,000.00
Grant/ Marketing Consultant	\$ 8,000.00	Municipal Court O/E	\$ 11,000.00
Municipal Court S/W	\$ 11,000.00	Vehicle Maintenance	\$ 7,000.00
Streets & Highways	\$ 10,000.00	Buildings and Grounds O/E	\$ 35,000.00
BID S/W	\$ 8,000.00		
Swimming Pools S/W	\$ 40,000.00		
Total	\$ 85,000.00	Total	\$ 85,000.00

Water Fund Budget Transfers

<u>From:</u>		<u>To:</u>	
Water S/W	\$ 50,000.00	Water O/E	\$ 50,000.00
Total	\$ 50,000.00	Total	\$ 50,000.00

Date: November 7, 2022

M. James Maley
Mayor

Robert Lewandowski
Commissioner

K.Holly Mannel, Borough Clerk

Morgan Robinson
Commissioner

RESOLUTION 2022-_____

BOARD OF COMMISSIONERS
BOROUGH OF COLLINGSWOOD
STATE OF NEW JERSEY

SUBJECT: APPROVING PAYMENT OF BILLS AS PRESENTED BY TREASURER

WHEREAS, CERTAIN BILLS HAVE BEEN PRESENTED FOR PAYMENT, NOW

THEREFORE, BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE BOROUGH OF COLLINGSWOOD, COUNTY OF CAMDEN, STATE OF NEW JERSEY, THAT AN ORDER BE DRAWN ON THE TREASURER IN FAVOR OF THE AMOUNT OF THE INVOICES AND CHARGED THEIR RESPECTIVE ACCOUNTS; AS PER THE ATTACHED LIST:

Date of Adoption: November 7, 2022

M. James Maley, Jr., Mayor

Robert Lewandowski, Commissioner

K. Holly Mannel, Borough Clerk

Morgan Robinson, Commissioner