

**AGENDA**

BOROUGH OF COLLINGSWOOD  
COMMISSION MEETING  
COMMUNITY CENTER  
10:00 AM DECEMBER 29, 2022

Pledge of Allegiance  
Sunshine Notice

**ORDINANCES**

Second Reading and Public Hearing of Ordinance 1749 Amending Chapter 301 of the Code of the Borough of Collingwood-Water Rents

Second Reading and Public Hearing of Ordinance 1750 Amending Chapter 247 of the Code of the Borough of Collingwood-Sewer Rents

Second Reading and Public Hearing of the 2023 Salary Ordinance 1751

Second Reading and Public Hearing of Ordinance 1752 Amending Chapter 241 Reports, Documents and Photographs

Second Reading and Public Hearing of Ordinance 1753 Authorizing A Financial Agreement Between the Borough of Collingswood and 900 Haddon Urban Renewal, LLC for the Property Located at 900 Haddon Avenue

*Public Comment on Resolution Agenda*

**RESOLUTIONS:**

Approving the 2023 Borough Meeting Schedules for the Board of Commissioner, Historic Board and Board of Trustees for the Collingswood Library

Authorizing a MOA between the Borough of Collingswood and the Teamsters 830

Authorizing a Shared Service Agreement with Merchantville for Inspections/Construction Dept

Awarding Contract to South State Inc. for the Harrison Avenue Utility Improvements Project

Establishing 2023 Salaries for Certain Employees of the Borough of Collingswood

Transfer of Budget Appropriations Within the 2022 Budget

Accepting Maintenance Bond from American Asphalt for the Grant Avenue Phase 3 Project

Approving Payment of Bills as Presented by Treasurer

**Next Meeting Monday, January 9, 2023 7:00PM**

ORDINANCE NO. 1749

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"	\$13.50	\$ 40.50
3/4"	20.25	60.75
1"	33.50	100.50
1 1/4"	47.75	143.25
1 1/2"	67.50	202.50
2"	107.75	323.25
3"	215.50	646.50
4"	324.50	973.50
6"	676.50	2,029.50

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 four dollars and sixty cents (**\$4.60**) per one hundred (100) cubic feet.

3. This ordinance shall take effect as of January 1, 2023.

INTRODUCED: DECEMBER 5, 2022

ADOPTED: DECEMBER 29, 2022

\_\_\_\_\_  
M. JAMES MALEY, JR.

\_\_\_\_\_  
ROBERT LEWANDOWSKI

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MORGAN ROBINSON  
BOROUGH COMMISSIONERS

\_\_\_\_\_  
K.HOLLY MANNEL, BOROUGH CLERK

**ORDINANCE NO. 1750**

**AN ORDINANCE AMENDING CHAPTER 247 OF THE CODE OF THE BOROUGH OF COLLINGSWOOD ENTITLED "SEWER RENTS"**

THE BOARD OF COMMISSIONERS OF THE BOROUGH OF COLLINGSWOOD, CAMDEN COUNTY, STATE OF NEW JERSEY, DOES ORDAIN AS FOLLOWS:

SECTION 1. Chapter 247, Section 4, of the Code of the Borough of Collingswood which is titled Rates for Residence Units is hereby amended to substitute the minimum annual sewer rental of \$281 (Two Hundred Eighty-One Dollars) for the minimum annual sewer rental of \$309 (Three Hundred Nine Dollars).

And, all additional connections thereto shall remain at \$17 (Seventeen) for each additional fixture.

SECTION 2. Chapter 247, Section 5, of the Code of the Borough of Collingswood which is titled Rates for Non-residence Units is hereby amended to substitute the minimum annual sewer rental of \$281 (Two Hundred Eighty-One Dollars) for the minimum annual sewer rental of \$309 (Three Hundred Nine Dollars).

SECTION 3. This Ordinance shall take effect as of January 1, 2023.

INTRODUCED: DECEMBER 5, 2022

ADOPTED: DECEMBER 29, 2022

\_\_\_\_\_  
M. James Maley, Jr., Mayor

\_\_\_\_\_  
Robert Lewandowski, Commissioner

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K. Holly Mannel, Borough Clerk

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Morgan Robinson, Commissioner

**SALARY ORDINANCE 1751**

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>
<b>COMMISSIONERS</b>	
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
<b>ELECTIONS</b>	
Borough Clerk	\$500.00 per Election
Deputy Borough Clerk	\$150.00 per Election
<b>ADMINISTRATION</b>	
Chief Finance Officer/ QPA	\$35.00 to \$55.00 per hour
Finance Clerk	\$15.00 to \$20.00 per hour
Administrative Assistant	\$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
Deputy / Alternate Registrar	\$500.00
<b>ASSESSMENT OF TAXES</b>	
Assessor	\$15,000.00 - \$25,000.00
Assistant/ Clerk	\$1,500.00 - \$5,000.00
<b>COLLECTION OF TAXES</b>	
Tax Collector	\$45,000.00 - \$65,000.00
Clerk	\$15,000.00 - \$25,000.00
Clerks-part-time as needed	\$15.00 to \$18.00 per hour

<b>MUNICIPAL ALLIANCE</b>	
Coordinator	\$1,000.00
<b>LAND USE DEPARTMENT</b>	
Zoning Officer	\$25,000.00 - \$35,000.00
Land Use Secretary	\$5,000.00 - \$10,000.00
Historic Secretary	\$3,000.00 - \$5,000.00
<b>SENIOR COMMUNITY CENTER</b>	
Director	\$20,000.00 - \$45,000.00
Hall Attendants	\$150.00 per event
Part-time help	\$13.00 to \$20.00 per hour
<b>COMMUNITY DEVELOPMENT</b>	
Director of Community Development	\$25,000.00 - \$40,000.00
Clerks-part-time as needed	\$15.00 to \$21.00 per hour

<b>POLICE DEPARTMENT</b>	
Police Chief	\$130,000.00-\$150,000.00
Deputy Chief	\$120,000.00-\$140,000.00
Captain	\$115,000.00-\$130,000.00
Senior Sergeant	\$110,000.00-\$130,000.00
Sergeant	\$100,000.00-\$120,000.00
Patrolman	
Recruit	\$48,000.00-\$52,000.00
First Year	\$55,000.00-\$60,000.00
Second Year	\$60,000.00-\$70,000.00
Third Year	\$70,000.00-\$75,000.00
Fourth Year	\$75,000.00-\$80,000.00
Fifth Year	\$80,000.00-\$88,000.00
Sixth Year	\$82,000.00-\$93,000.00
Seven Year	\$85,000.00-\$98,000.00
Civil Officer	\$50,000.00-\$65,000.00
Administrative Assistant	\$32,000.00-\$40,000.00
Clerical Receptionist	\$28,000.00-\$35,000.00
Meter Man	\$30,000.00-\$40,000.00
Part Time Meter Man	\$15.00 to \$18.00 per hour
Crossing Guards	\$39.50 per day
Clerks-Part-time as needed	\$15.00 to \$18.00 per hour
Special Police - part-time as needed	\$15.00 to \$25.00 per hour
<b>MUNICIPAL COURT</b>	
Judge	\$25,000.00 - \$30,000.00
Administrator	\$45,000.00 - \$65,000.00
Deputy Administrator	\$32,000.00 - \$45,000.00
Clerks-hourly	\$15.00 to \$18.00 per hour
On Call Duty	\$30.00 per call-out
<b>COLLINGSWOOD PARTNERS</b>	
Office Manager	\$35,000.00 - \$45,000.00
Director of Business Development	\$25,000.00 - \$40,000.00
Farmer's Market Director	\$15,000.00 - \$20,000.00
Farmer's Market - Public Relations	\$3,000.00 - \$5,000.00
Clerks-part-time as needed	\$15.00 to \$21.00 per hour
<b>FIRE DEPARTMENT</b>	
Chief	\$100,000.00-\$140,000.00
Secretary	\$25,000.00-\$35,000.00
Lieutenant hired before 1/1/99	\$95,000.00 - \$105,000.00
Lieutenant hired after 1/1/99	\$89,000.00 - \$99,000.00
Firefighters:	
Probationary	\$41,000.00 - \$46,000.00

Year of Service 1	\$47,000.00 - \$53,000.00
Year of Service 2	\$50,000.00 - \$57,000.00
Year of Service 3	\$53,000.00 - \$60,000.00
Year of Service 4	\$56,000.00 - \$63,000.00
Year of Service 5	\$59,000.00 - \$66,000.00
Year of Service 6	\$64,000.00 - \$72,000.00
Year of Service 7	\$77,000.00 - \$86,000.00
Fire Inspectors - Full Time	\$32,000.00 - \$45,000.00
Fire Inspectors - Part Time	\$18.00 - \$20.00 per hour
<b>STATE UNIFORM CONSTRUCTION CODE</b>	
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
Fill In Inspector as needed	\$125.00 per day

<b>LIBRARY</b>	
Director	\$50,000.00 - \$75,000.00
Technical Services Supervisor & Head Access	\$40,000.00 - \$50,000.00
Head of Youth Services	\$40,000.00 - \$50,000.00
Youth Services Librarian & Reference	\$35,000.00 - \$45,000.00
Circulation & Reference	\$25,000.00 - \$35,000.00
Circulation & Reference & Tech	\$35,000.00 - \$45,000.00
Circulation Assistant #1	\$15.00 to \$22.00 per hour
Circulation Assistant #2	\$15.00 to \$22.00 per hour
Reference Librarians	\$15.00 to \$24.00 per hour
Temporary Part Time/as needed	\$15.00 to \$22.00 per hour
<b>ROBERTS PARK SWIMMING POOL</b>	
Certified Pool Manager	\$2,000.00 - \$5,000.00
Pool Managers	\$13.00 to \$25.00 per hour
Assistant Managers	\$13.00 to \$18.00 per hour
Guards	\$13.00 to \$15.00 per hour
Clerks	\$13.00 to \$16.00 per hour
<b>RECREATION DEPARTMENT</b>	
Director	\$20,000.00 - \$35,000.00
Snack Stand Coordinator	\$5,000.00 - \$10,000.00
Secretary	\$3,000.00 - \$5,000.00
Program Coordinators	\$200.00 to \$1,500.00
Assistant Program Coordinators	\$13.00 to \$20.00 per hour
Part-time Help as needed	\$13.00 to \$20.00 per hour
<b>HIGHWAY DEPARTMENT</b>	
Acting Superintendent	\$85,000.00 - \$100,000.00
Tree Official	\$3,000.00 - \$8,000.00
Crew Chief	\$50,000.00 - \$60,000.00
Mechanic	\$55,000.00 - \$65,000.00
Laborers	\$45,000.00 - \$60,000.00
Labors hired after 1/1/2013	\$45,000.00 - \$60,000.00
Labors hired after 1/1/2019	\$43,000.00 - \$60,000.00
Secretary	\$15,000.00 - \$25,000.00
Part-time help	\$13.00 to \$20.00 per hour
<b>WATER DEPARTMENT</b>	
Clerk	\$25,000.00 - \$40,000.00
Meter Reader	\$45,000.00 - \$60,000.00
Part Time help as needed	\$13.00 to \$20.00 per hour
<b>SEWER DEPARTMENT</b>	
Administrator	\$100,000.00-\$140,000.00



Assistant Superintendent	\$60,000.00 - \$80,000.00
Crew Chief	\$50,000.00 - \$60,000.00
Labors hired after 1/1/2013	\$45,000.00 - \$60,000.00
Labors hired after 1/1/2019	\$43,000.00 - \$60,000.00
Clerk	\$30,000.00 - \$40,000.00
Part-time help as needed	\$13.00 to \$20.00 per hour
<b>ON CALL AND OVERTIME TO BE PAID AS SET FORTH IN CONTRACT RATIFIED BY BOARD OF COMMISSIONERS.</b>	
<b>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.</b>	
<b>SECTION 3. ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT WITH THIS ORDINANCE ARE HEREBY REPEALED.</b>	
<b>SECTION 4. THIS ORDINANCE SHALL TAKE EFFECT UPON ITS PASSAGE AND PUBLICATION ACCORDING TO LAW.</b>	
DATE OF INTRODUCTION: DECEMBER 5, 2022	
DATE OF ADOPTION: DECEMBER 29, 2022	
	M. James Maley
	Mayor
	Robert Lewandowski
	Commissioner
K.Holly Mannel, Borough Clerk	Morgan Robinson
	Commissioner

**ORDINANCE NO. 1752**

**AN ORDINANCE AMENDING CHAPTER 241 OF THE CODE OF THE BOROUGH OF COLLINGSWOOD ENTITLED "REPORTS DOCUMENTS AND PHOTOGRAPHS"**

THE BOARD OF COMMISSIONERS OF THE BOROUGH OF COLLINGSWOOD, CAMDEN COUNTY, STATE OF NEW JERSEY, DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Chapter 241, Section 1, of the Code of the Borough of Collingswood which is titled Fee Schedule is hereby amended to include:

4. Every citizen of this State shall have the right, during regular business hours and under supervision, to inspect and copy such reports and shall also have the right in person to purchase copies of the reports at the same fee established by section 6 of P.L.2001, c.404 (C.47:1A-5). If copies of reports are requested other than in person, an additional fee of \$5.00 may be added to cover the administrative costs of the report.

**SECTION 2.** This Ordinance shall take effect as of January 1, 2023.

Introduced: December 5, 2022

Adopted: December 29, 2022

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M. JAMES MALEY, JR.

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ROBERT LEWANDOWSKI

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MORGAN ROBINSON  
BOROUGH COMMISSIONERS

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K.HOLLY MANNEL, BOROUGH CLERK

**ORDINANCE 1753**

**AN ORDINANCE AUTHORIZING A FINANCIAL AGREEMENT BETWEEN  
THE BOROUGH OF COLLINGSWOOD AND 900 HADDON URBAN RENEWAL, LLC  
FOR PROPERTY LOCATED AT 900 HADDON AVENUE**

**WHEREAS**, 900 Haddon Urban Renewal, LLC (“900 Haddon”), an urban renewal entity qualified to do business under applicable laws of the State of New Jersey and the proposed owner of property located at Block 65, Lot 2 in the Borough of Collingswood more commonly known as 900 Haddon Avenue (“Subject Property”), has applied to the Borough Commissioners for a long term tax exemption for improvements to be made on a portion of the Subject Property pursuant to the New Jersey Long Term Tax Exemption Law, N.J.S.A. 40A:20-1, et. seq. (“Tax Exemption Law”); and

**WHEREAS**, the Subject Property is located within the Professional Office District (POD) Zone under the provisions of the Borough’s Development Regulations and within the North Atlantic Extension C/E. Haddon Avenue Redevelopment Area; and

**WHEREAS**, pursuant to Resolution No. 6-186, the Borough Commissioners determined that the Borough is an area in need of rehabilitation; and

**WHEREAS**, pursuant to Ordinance No. 1664, the Borough Commissioners adopted a Redevelopment Plan for Rehabilitation in the Borough of Collingswood; and

**WHEREAS**, a portion of the Subject Property is currently utilized as an 83,220 foot commercial building consisting of 5 floors with 2 elevators inclusive of more than 40 office suites; and

**WHEREAS**, 900 Haddon has proposed to renovate the office building at the Subject Property; and

**WHEREAS**, 900 Haddon's application for the exemption relates only to the improvements at the Subject Property; there shall be no land tax credit for land taxes paid by 900 Haddon; and

**WHEREAS**, the Borough Commissioners have reviewed the application of 900 Haddon including the estimated cost of completing the improvements, the real property taxes currently being assessed at the Subject Property, the estimated tax payments that would be made annually by 900 Haddon during the period of the agreement and the estimated tax payments that would be made by the applicant on the project during the first full year following the termination of the tax agreement and such other information as required for consideration under the Tax Exemption Law; and

**WHEREAS**, the Borough Commissioners have considered the relative benefits of the proposed project including the following:

- (i) the project will rehabilitate an aged property currently facing substantial vacancy;
- (ii) the project will provide construction jobs and opportunities for employment following leasing of the newly renovated office space; and
- (iii) the Borough will benefit from the payment in lieu of taxes to be made by 900 Haddon during the term of the financial agreement; and

**WHEREAS**, the Borough Commissioners have determined that it would be in the best interest of the residents of the Borough to enter into a financial agreement ("Financial Agreement") with 900 Haddon pursuant to the Tax Exemption Law to provide for tax exemption relating to the improvements at the Subject Property in that the exemption will further the redevelopment of the Subject Property, prevent further decline in its condition and value, enhance its long-term value and permit the Borough to rely upon it as a source of payment of future tax revenue.

**NOW, THEREFORE, BE IT ORDAINED** by the Commissioners of the Borough of Collingswood, County of Camden, State of New Jersey, that the Mayor or his designee shall be authorized to take any and all action necessary to negotiate and enter into a Financial Agreement with 900 Haddon for the Subject Property to provide for exemption of local real property taxes for the improvements only at the Subject Property which shall not affect the land tax payments due in accordance with the Borough's tax assessments and applicable tax rate and, further, the term of the agreement shall be for a period of thirty (30) years following assessment by the Borough's tax assessor.

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

Introduced: December 5, 2022

Adopted: December 29, 2022

BOROUGH OF COLLINGSWOOD

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M. James Maley, Jr., Mayor

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Robert Lewandowski, Commissioner

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Morgan Robinson, Commissioner

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K. Holly Mannel, Borough Clerk

RESOLUTION 2022-\_\_\_\_\_

BOARD OF COMMISSIONERS  
BOROUGH OF COLLINGSWOOD  
NEW JERSEY

SUBJECT: ADOPTING A SCHEDULE OF REGULAR MEETINGS OF THE BOARD OF COMMISSIONERS AND VARIOUS BOARDS FOR THE YEAR 2023

WHEREAS, P.L. 1975, CHAPTER 231 OF THE LAWS OF THE STATE OF NEW JERSEY, APPROVED OCTOBER 21, 1975, AND KNOWN AS "OPEN PUBLIC MEETINGS ACT", PROVIDES IN PARAGRAPH 13 THEREOF THAT AT LEAST ONCE EACH YEAR, WITHIN SEVEN DAYS FOLLOWING THE ANNUAL ORGANIZATION MEETING OF A PUBLIC BODY, OR IF THERE BE NO SUCH ORGANIZATION MEETING IN THE YEAR, THEN NOT LATER THAN JANUARY 10TH OF EACH YEAR, EVERY PUBLIC BODY SHALL ADOPT A SCHEDULE OF ITS REGULAR MEETINGS FOR SUCH YEAR AND TAKE SUCH ACTION WITH RESPECT TO SUCH SCHEDULE, AS IS SET FORTH IN SUCH STATUTE; AND

THEREFORE, BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE BOROUGH OF COLLINGSWOOD, COUNTY OF CAMDEN, STATE OF NEW JERSEY, THAT THE SCHEDULE ATTACHED HERETO BE AND HEREBY IS ADOPTED AS A SCHEDULE OF THE REGULAR MEETINGS OF THE BOARD OF COMMISSIONERS DURING THE YEAR 2023

BE IT FURTHER RESOLVED, THAT A COPY OF SUCH SCHEDULE SHALL BE POSTED AND MAINTAINED ON THE PUBLIC BULLETIN BOARD IN THE BOROUGH HALL, 678 HADDON AVENUE, COLLINGSWOOD, NEW JERSEY, THAT A COPY BE FILED WITH THE CLERK AND THAT ONE COPY SHALL BE MAILED TO THE RETROSPECT AND THE COURIER POST NEWSPAPERS.

Adopted: December 29, 2022

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M. James Maley, Jr., Mayor

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Robert Lewandowski, Commissioner

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K. Holly Mannel, Borough Clerk

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Morgan Robinson, Commissioner

BOARD OF COMMISSIONERS  
BOROUGH OF COLLINGSWOOD  
NEW JERSEY

RESOLUTION 22-\_\_\_\_\_

SUBJECT: AUTHORIZING A MEMORANDUM OF AGREEMENT BETWEEN THE  
BOROUGH OF COLLINGSWOOD AND TEAMSTERS LOCAL 830

WHEREAS, The Borough of Collingswood and the Teamsters Local 830 have agreed to the  
attached Memorandum of Agreement for the term of four (4) years ( January 1, 2023 to  
December 31, 2026)

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Borough of  
Collingswood, County of Camden, State of New Jersey, that the Mayor and Administrator, be  
and hereby are authorized to enter into this Memorandum of Agreement.

ADOPTED: December 29, 2022

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M. JAMES MALEY, JR.

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ROBERT LEWANDOWSKI

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K. HOLLY MANNEL  
BOROUGH CLERK

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MORGAN ROBINSON  
BOARD OF COMMISSIONERS

**RESOLUTION \_\_\_\_\_**

**BOROUGH OF COLLINGSWOOD,  
COUNTY OF CAMDEN, STATE OF NEW JERSEY**

**AUTHORIZING A SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH  
OF COLLINGSWOOD AND THE BOROUGH OF MERCHANTVILLE**

WHEREAS, The Borough of Merchantville NJ Seeks to Enter into a Shared Services Agreement with the Borough of Collingswood for the Services of the Construction Official, Building Sub-Code Official and Building Inspector;

THEREFORE, be it Resolved, by the Board of Commissioners of the Borough of Collingswood, County of Camden, State of New Jersey, enter into a Shared Service Agreement with the Borough of Merchantville for the services of Construction Official, Building Sub-Code Official and Building Inspector.

Dated: December 29, 2022

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M. James Maley, Jr.

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Robert Lewandowski, Commissioner

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K. Holly Mannel, Borough Clerk

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Morgan Robinson, Commissioner



BOROUGH OF COLLINGSWOOD  
BOARD OF COMMISSIONERS

RESOLUTION 2022-\_\_\_\_\_

**SUBJECT:** AWARDING A CONTRACT TO SOUTH STATE, INC. FOR THE HARRISON AVENUE AREA UTILITY IMPROVEMENTS

WHEREAS, at the bid opening on December 20, 2022 the lowest responsible bidder was found to be South State, Inc., PO Box 68 Bridgeton, NJ 08302 for the total bid of \$1,073,251.50 for the Harrison Avenue Area Utility Improvements Project within the Borough of Collingswood; and

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

WHEREAS, funds are available in the

Account Number : \_\_\_\_\_

NOW THEREFORE BE IT RESOLVED, by the Borough Commissioners that a contract shall be awarded to South State, Inc. for the low bid of \$1,073,251.50

Adopted: December 29, 2022

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M. James Maley, Jr., Mayor

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Robert Lewandowski, Commissioner

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K. Holly Mannel, Borough Clerk

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Morgan Robinson, Commissioner

**RESOLUTION 22-**

**SUBJECT: ESTABLISHING SALARIES FOR CERTAIN  
EMPLOYEES IN THE BOROUGH**

WHEREAS, the rate of compensation of the following officers and employees of the Borough of Collingswood whose compensation shall be on a bi-weekly basis, payable as follows:

	<b>2023</b>
<b>POSITION</b>	<b>ANNUAL SALARY</b>
<b>COMMISSIONERS</b>	
Commissioner of Public Safety	\$8,618.55
Commissioner of Revenue/Finance	\$8,618.55
Commissioner of Public Works	\$8,618.55
Mayor or Acting Mayor	\$1,059.18
<b>ELECTIONS</b>	
Borough Clerk	\$500.00 per Election
Deputy Borough Clerk	\$150.00 per Election
<b>ADMINISTRATION</b>	
Administrative Assistant prior to 2/1/2023	\$35,700.00
Administrative Assistant after 2/1/2023	\$35,000.00
Chief Finance Officer/ QPA	\$48.58/hour
Borough Clerk	\$58,959.68
Deputy Borough Clerk	\$2,000.00
Finance Clerk	\$18.00 per hour
Deputy / Alternate Registrar	\$500.00
<b>COLLECTION OF TAXES</b>	
Tax Collector	\$55,141.20
Clerk	\$16,000.00
Clerks-part-time as needed	\$15.61 per hour
<b>ASSESSMENT OF TAXES</b>	
Assessor	\$21,800.84
Assistant/ Clerk	\$3,814.11
<b>COMMUNITY DEVELOPMENT</b>	
Director of Community Development	\$26,010.00
Clerks-part-time as needed	\$15.00 to \$21.00 per hour
<b>COLLINGSWOOD PARTNERS</b>	
Office Manager prior to 2/1/23	\$42,044.70
Office Manager after 2/1/23	\$38,000.00
Director of Business Development	\$26,010.00
Public Relations - Farmers Market	\$3,000.00
Farmers Market Director	\$15,000.00
Clerks-part-time as needed	\$15.00 to \$21.00 per hour
<b>MUNICIPAL ALLIANCE</b>	
Coordinator	\$1,000.00

<b>POLICE DEPARTMENT</b>	
Administrative Assistant	\$36,720.00
Clerical Receptionist	\$29,225.67
Meter Man	\$31,359.12
Part Time Meter Man	\$18.36 per hour
Crossing Guards	\$39.50 per day
Clerks-Part-time as needed	\$15.00 To \$18.00 per hour
Special Police - part-time as needed	\$18.00 to \$25.00 per hour
Police Chief	\$141,475.44
Deputy Chief	\$130,697.41
Captain	\$118,013.61
Senior Sergeant	\$110,670.00
Sergeant	\$105,060.00
Patrolman	
Recruit	\$48,208.21
First Year	\$55,625.51
Second Year	\$63,041.62
Third Year	\$70,394.98
Fourth Year	\$77,498.36
Fifth Year	\$81,580.89
Sixth Year	\$83,620.07
Seven Year	\$85,710.23
Civil Officer	\$58,344.18
<b>MUNICIPAL COURT</b>	
Judge	\$25,000.00
Administrator	\$51,000.00
Deputy Administrator	\$33,150.00
Court Recorder	\$15.00 per hour
Baliff	\$15.00 per hour
On Call Duty	\$30.00 per call-out
<b>STATE UNIFORM CONSTRUCTION CODE</b>	
Secretary	\$42,000.00
Construction Code Official	\$36,938.13
Electrical Subcode	\$17,039.28
Plumbing Subcode	\$17,039.28
Fire Subcode	\$12,734.50
Building Subcode	\$6,156.35
Building Inspector	\$14,098.13
Fill In Inspector	\$125 per day
<b>LAND USE DEPARTMENT</b>	
Zoning Officer	\$26,790.30
Land Use Secretary	\$5,500.00
Historic Secretary	\$3,592.93

<b>LIBRARY</b>	
Director	\$70,000.00
Technical Services Supervisor & Head Access	\$44,880.00
Head of Youth Services	\$44,880.00
Youth Services Librarian & Reference	\$41,820.00
Circulation & Reference	\$28,560.00
Circulation & Reference & Tech	\$35,000.00
Circulation Assistant #1	\$15.00 to \$22.00 per hour
Circulation Assistant #2	\$15.00 to \$22.00 per hour
Reference Librarians	\$15.00 to \$24.00 per hour
Temporary Part Time/as needed	\$15.00 to \$22.00 per hour
<b>FIRE DEPARTMENT</b>	
Chief	\$122,400.00
Deputy Chief	
Lieutenant hired before 1/1/99	\$102,762.00
Lieutenant hired after 1/1/99	\$96,421.00
Firefighters:	
Probationary	\$44,804.97
Year of Service 1	\$51,362.05
Year of Service 2	\$55,076.75
Year of Service 3	\$58,166.26
Year of Service 4	\$61,211.02
Year of Service 5	\$64,385.30
Year of Service 6	\$69,734.24
Year of Service 7	\$83,673.51
Secretary	\$33,292.80
Full Time Fire Inspector	\$38,250.00
Part Time Fire Inspectors	\$18.00 - \$20.00 per hour
<b>ROBERTS PARK SWIMMING POOL</b>	
Certified Pool Manager	\$2,500.00
Pool Managers	\$13.00 to \$25.00 per hour
Assistant Managers	\$13.00 to \$18.00 per hour
Guards	\$13.50 to \$15.00 per hour
Clerks	\$13.00 to \$16.00 per hour
<b>RECREATION DEPARTMENT</b>	
Director	\$21,754.76
Snack Stand Coordinator	\$5,202.00
Secretary	\$3,000.00
Program Coordinators	\$200.00 to \$2,000.00
Assistant Program Coordinators	\$13.00 to \$20.00 per hour
Part-time Help as needed	\$13.00 to \$20.00 per hour

<b>SENIOR COMMUNITY CENTER</b>	
Director	\$40,090.32
Hall Attendants	\$150.00 per event
Part-time help	\$13.00 to \$20.00 per hour
<b>PUBLIC WORKS DEPARTMENT</b>	
Acting Superintendent	\$92,500.00
Crew Chief - Roads	\$5,500.00
Tree Official	\$4,840.13
Mechanic	\$60,000.00
Laborer	\$50,758.77
Laborer hired after 01/01/2013	\$47,413.00
Laborer hired after 8/1/2019	\$44,146.00
Part-time help	\$14.00 to \$20.00 per hour
Secretary	\$16,000.00
<b>WATER DEPARTMENT</b>	
Clerk	\$26,790.30
Meter Reader	\$55,086.92
Part Time help as needed	\$13.00 to \$20.00 per hour
<b>SEWER DEPARTMENT</b>	
Administrator - Cass	\$115,000.00
Assistant Superintendent	\$64,260.00
Crew Chief	\$52,219.71
Laborers	\$50,758.77
Laborers hired after 1/1/2013	\$47,413.00
Laborers hired after 8/1/2019	\$44,146.00
Administrative Assistant	\$15.60 per hr
Clerk	\$30,817.88
Part-time help as needed	\$13.00 to \$20.00 per hour
<b>ON CALL AND OVERTIME TO BE PAID AS SET FORTH IN CONTRACT RATIFIED BY BOARD OF COMMISSIONERS.</b>	
THEREFORE BE IT RESOLVED, the above mentioned rate of compensation are hereby set for the postions listed to be payable as of January 1, 2023 on a bi-weekly basis.	
Adopted December 29, 2022	
	_____
	<b>M. JAMES MALEY</b>
	<b>MAYOR</b>
	_____
	<b>ROBERT LEWANDOWSKI</b>
	<b>BOARD OF COMMISSIONERS</b>
	_____
	<b>MORGAN ROBINSON</b>
	<b>BOARD OF COMMISSIONERS</b>
_____	
<b>K. HOLLY MANNEL,</b>	
<b>BOROUGH CLERK</b>	

**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>	
Health Insurance	\$ 5,100.00	Mayor & Commissioners S&W	\$ 100.00
		Benefit Waiver	\$ 3,000.00
		Senior Center S&W	\$ 1,500.00
		Parks & Playgrounds S&W	\$ 500.00
<b>Total</b>	<b>\$ 5,100.00</b>	<b>Total</b>	<b>\$ 5,100.00</b>

**Parking Fund Budget Transfers**

<u>From:</u>		<u>To:</u>	
Parking S/W	\$ 1,040.00	Parking O/E	\$ 1,000.00
		Fica	\$ 40.00
<b>Total</b>	<b>\$ 1,040.00</b>	<b>Total</b>	<b>\$ 1,040.00</b>

Adopted: December 29, 2022

M. James Maley  
 Mayor

Robert Lewandowski  
 Commissioner

K.Holly Mannel, Borough Clerk

Morgan Robinson  
 Commissioner

**RESOLUTION 2022-\_\_\_\_\_**

**RESOLUTION ACCEPTING A MAINTENANCE BOND FROM AMERICAN ASPHALT CO., INC. FOR THE GRANT AVENUE RESURFACING PHASE 3 PROJECT**

**WHEREAS**, Remington & Vernick, the Borough Engineer, in a letter dated December 15, 2022 requires a Maintenance Bond for the Grant Avenue Resurfacing Phase 3 Project; and

**WHEREAS**, THE Borough of Collingswood in the County of Camden, State of New Jersey accepts Maintenance Bond # PRF9385271 in the amount of \$ 168,618.06 from American Asphalt Co. Inc. 100 Main Street West Collingswood Heights, NJ 08059; and

**NOW, THEREFOR, BE IT RESOLVED**, by the Borough Commissioners of the Borough of Collingswood, County of Camden, State of New Jersey has accepted Maintenance Bond # PRF9385271 in the amount of \$168,618.06 from American Asphalt Co. Inc. 100 Main Street West Collingswood Heights, NJ 08059

**BE IT FURTHER RESOLVED** , that a copy of the Resolution be forwarded to the Borough Administrator, the Borough Engineer and the Vendor for their records.

Adopted: December 29, 2022

\_\_\_\_\_  
M. James Maley, Jr., Mayor

\_\_\_\_\_  
Robert Lewandowski, Commissioner

\_\_\_\_\_  
Morgan Robinson, Commissioner

\_\_\_\_\_  
K. Holly Mannel, Borough Clerk

**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: December 29, 2022**

\_\_\_\_\_  
M. James Maley, Jr., Mayor

\_\_\_\_\_  
Robert Lewandowski, Commissioner

\_\_\_\_\_  
K. Holly Mannel, Borough Clerk

\_\_\_\_\_  
Morgan Robinson, Commissioner