

DECEMBER 29, 2022
COMMISSION MEETING MINUTES
BOROUGH OF COLLINGSWOOD, NJ

A regular meeting of the Board of Commissioners was held at 10:00 A.M. Mayor M. James Maley, Jr. was absent. Commissioner Robert Lewandowski called the meeting to order with Commissioner Morgan Robinson present.

Commissioner Robert Lewandowski 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. Commissioner Robert Lewandowski led the Pledge of Allegiance.

**THE COMMISSIONERS CALLED FOR THE SECOND READING AND PUBLIC HEARING OF
ORDINANCE 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.

Commissioner Lewandowski opened the Ordinance to the public:

With no comments Commissioner Lewandowski 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:

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

**THE COMMISSIONERS CALLED FOR THE SECOND READING AND PUBLIC HEARING OF
ORDINANCE 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.

Commissioner Lewandowski opened the Ordinance to the public:

With no comments Commissioner Lewandowski 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:

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

**THE COMMISSIONERS CALLED FOR THE SECOND READING AND PUBLIC HEARING OF
2023 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:

POSITION	ANNUAL SALARY
COMMISSIONERS	
Commissioner of Public Safety	\$5,000.00-\$10,000.00
Commissioner of Revenue/Finance	\$5,000.00-\$10,000.00
Commissioner of Public Works	\$5,000.00-\$10,000.00
Mayor or Acting Mayor	\$1,000.00-\$2,500.00
ELECTIONS	
Borough Clerk	\$500.00 per Election
Deputy Borough Clerk	\$150.00 per Election
ADMINISTRATION	
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

ASSESSMENT OF TAXES

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

COLLECTION OF TAXES

Tax Collector \$45,000.00 - \$65,000.00
Clerk \$15,000.00 - \$25,000.00
Clerks-part-time as needed \$15.00 to \$18.00 per hour

MUNICIPAL ALLIANCE

Coordinator \$1,000.00

LAND USE DEPARTMENT

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

SENIOR COMMUNITY CENTER

Director \$20,000.00 - \$45,000.00
Hall Attendants \$150.00 per event
Part-time help \$13.00 to \$20.00 per hour

COMMUNITY DEVELOPMENT

Director of Community Development \$25,000.00 - \$40,000.00
Clerks-part-time as needed \$15.00 to \$21.00 per hour

POLICE DEPARTMENT

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

MUNICIPAL COURT

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

COLLINGSWOOD PARTNERS

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

FIRE DEPARTMENT

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

STATE UNIFORM CONSTRUCTION CODE

Secretary	\$30,000.00 - \$45,000.00
Construction Code Official	\$20,000.00 - \$40,000.00
Electrical Subcode	\$10,000.00 - \$20,000.00
Plumbing Subcode	\$10,000.00 - \$20,000.00
Fire Subcode	\$10,000.00 - \$20,000.00
Building Subcode	\$5,000.00 - \$10,000.00
Building Inspector	\$5,000.00 - \$15,000.00
Fill In Inspector as needed	\$125.00 per day

LIBRARY

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

ROBERTS PARK SWIMMING POOL

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

RECREATION DEPARTMENT

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

HIGHWAY DEPARTMENT

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

WATER DEPARTMENT

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

SEWER DEPARTMENT

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

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

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

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

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

Commissioner Lewandowski opened the Ordinance to the public:

With no comments Commissioner Lewandowski 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:

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

THE COMMISSIONERS CALLED FOR THE SECOND READING AND PUBLIC HEARING OF 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.

Commissioner Lewandowski opened the Ordinance to the public:

With no comments Commissioner Lewandowski 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:

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

**THE COMMISSIONERS CALLED FOR THE SECOND READING AND PUBLIC HEARING OF
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 to be constructed 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 to be constructed 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.

Commissioner Lewandowski opened the Ordinance to the public:

With no comments Commissioner Lewandowski 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:

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

Public Comment on Resolution Item:

Kevin Barfield 525 Newton Lake Dr. asked how Ordinances 1749 an 1750 effects the billing at the Parkview. Commissioner Lewandowski said he does not know the lease structure but if Mr. Barfield would send him an email he will talk with the Administrator and get answers for him. A discussion ensued about how the bill is make up of flat rates for the size of the meter and rates for consumption.

The Following Resolutions were Approved without a Dissenting Vote

198. Approving the 2023 Borough Meeting Schedules for the Board of Commissioner, Historic Board and Board of Trustees for the Collingswood Library
199. Authorizing a MOA between the Borough of Collingswood and the Teamsters 830
200. Authorizing a Shared Service Agreement with Merchantville for Inspections/Construction Dept
201. Awarding Contract to South State Inc. for the Harrison Avenue Utility Improvements Project
202. Establishing 2023 Salaries for Certain Employees of the Borough of Collingswood
203. Transfer of Budget Appropriations Within the 2022 Budget
204. Accepting Maintenance Bond from American Asphalt for the Grant Avenue Phase 3 Project
205. Approving Raffle License 2022-7 Rotary Club of Collingswood
206. Approving Payment of Bills as Presented by Treasurer

Commissioner Robinson, thanked the Borough employees for all the work they do throughout the year. She wished everyone a Happy New Year

Commissioner Lewandowski, also thanked the Borough staff especially the DPW who work so hard in the terrible weather to keep our roads safe.

Richard Klingerman, 743 Maple Terrace asked questions following up from the Dec 5th meeting on the status of handicap parking. Administrator Duffey explained that two spots will be added by the old police dept. and that the 900 building has spots but they may need to be repainted. Mr Klingerman asked if the handicap spots outside of the Community Center could be repainted and if the lot next to Groove Ground could have handicap parking added to it.

Commissioner Lewandowski added that 2 Level-2 fast charging stations have been installed in the Lumberyard Parking Garage.

With no additional comments, Commissioner Lewandowski moved the meeting be adjourned at 10:18AM, which was seconded.