

**BOROUGH OF GIBBSBORO
COUNCIL MEETING MINUTES
December 9, 2022
7:00 P.M.**

Meeting called to order at 7:00 p.m.

Pledge of Allegiance

Moment of Silence for Lorence Nogle and Patricia Barr

Mayor Campbell read the Opening Statement: "All the notice requirements of the Open Public Meeting Act have been complied with in full."

ROLL CALL

Present:

Councilman Mitchell Brown
Councilman Fred Deterding
Councilwoman Christine Karsh
Councilman Michael MacFerren
Councilman Ronald Rickert
Councilman Glenn Werner

Absent:

Professionals:

John P. Jehl, Solicitor

Gregory B. Fusco, Engineer

ORDINANCES FOR FIRST READING None

ORDINANCES FOR SECOND READING

**2022-10 ORDINANCE AMENDING CHAPTER 171 OF THE CODE BOOK OF THE
BOROUGH OF GIBBSBORO ENTITLED "VEHICLES AND TRAFFIC"**

The Mayor and Borough Council of the Borough of Gibbsboro having determined that in the interest of public safety and for the efficient disposition of traffic violations;

SECTION 1. Therefore, Be It Ordained by the Mayor and Borough Council of the Borough of Gibbsboro that sections of Chapter 171 shall be amended as follows:

§ 171-3 Violations and penalties.

- A. Unless another penalty is expressly provided by New Jersey statute or within Chapter 171, every person convicted of a violation of a provision of this chapter or any supplement thereto, other than handicapped parking, shall be liable to pay a fine of \$50 for each offense.
- B. Any person parking in a space reserved for handicapped individuals shall be liable to pay a fine of \$250 for a first offense, and a fine of \$250 plus a maximum of 90 days community service for all subsequent offenses.

§ 171-28 Designation of snow emergency no-parking areas.

- A. Whenever snow has fallen or ice has formed on a road surface and the accumulation is such that it covers a street or highway, an emergency shall be deemed to exist and no vehicle shall be parked on any streets in the Borough, whether paved or unpaved, or portion thereof.

- B. The above parking prohibitions shall remain in effect after the snow has ceased until the streets have been plowed or sufficiently treated to the extent that parking will not interfere with snow removal, roadway treatment operations, or the normal flow of traffic.

§ 171-29 Designation of other emergencies; Posting of signs.

- A. The Chief of Police, or in his absence, the ranking police officer, is authorized to declare an emergency when other weather conditions, accidents, fires or public celebrations dictate or require the avoidance of hazards or other conditions which interfere with the free flow of traffic.
- B. Upon the declaration of an emergency, there shall be no parking upon streets or parts of streets where temporary emergency no-parking signs are displayed.
- C. Notification that the emergency no-parking signs are being or will be posted shall be given to the operator or owner of any vehicle which has been parked prior to the posting of the signs.

SECTION 2. All ordinances or parts of ordinances which are inconsistent with the provisions hereof are, to the extent of such inconsistencies, hereby repealed.

SECTION 3. This ordinance shall take effect upon final passage, adoption, and publication in the manner prescribed by law.

Public comment: None

Motion to adopt ordinance – Councilman MacFerren, second Councilman Rickert

Vote: Ayes unanimous

RESOLUTIONS

2022-12-154 RESOLUTION AUTHORIZING CERTAIN TRANSFERS WITHIN THE 2022 BUDGET

BE IT RESOLVED by the Mayor and Borough Council of the Borough of Gibbsboro, County of Camden, State of New Jersey that the following transfers be authorized within the 2022 Budget:

FROM	ACCOUNT	AMOUNT	TO	ACCOUNT	AMOUNT
FIRE HYDRANT OTHER EXPENSES FIRE HYDRANT SERVICE	2-01-25- 265-073	\$5,000	CELEBRATION OF PUBLIC EVENTS OTHER EXPENSES MISCELLANEOUS PUBLIC EVENTS	2-01-30- 420-099	\$5,000
LEGAL OE	2-01-20- 155-099	\$500.00	FIRE HYDRANT OTHER EXPENSES FIRE HYDRANT SERVICE	2-01-25- 265-073	\$500.00

2022-12-155 RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A SHARED SERVICES AGREEMENT BY AND BETWEEN THE BOROUGH OF LINDENWOLD AND THE BOROUGH OF GIBBSBORO REGARDING PAVING OF THE BIKEWAY ALONG UNITED STATES AVENUE AT THE MUNICIPAL BOUNDARY

WHEREAS, the Borough of Gibbsboro and the Borough of Lindenwold have each been awarded \$25,000 grants from Camden County to improve the bikeway that connects both towns along United States Avenue; and

WHEREAS, it will be more efficient for one contract to be let to undertake the project; and

WHEREAS, the Borough of Gibbsboro has agreed to prepare bid specifications and administer the project; and

WHEREAS, the terms of the agreement have been delineated in a shared services agreement.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Gibbsboro, County of Camden and State of New Jersey that Edward G. Campbell, III, Mayor of the Borough of Gibbsboro is authorized to execute a shared services agreement entitled "SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF LINDENWOLD AND THE BOROUGH OF GIBBSBORO REGARDING PAVING A PORTION OF THE BIKEWAY ALONG UNITED STATES AVENUE" to facilitate the efficient usage of Camden County grant funds.

BE IT FURTHER RESOLVED that Amy C. Troxel, Borough Clerk, is authorized to seal the agreement.

BE IT FURTHER RESOLVED that a copy of this resolution shall be attached to the agreement.

2022-12-156 RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A SHARED SERVICES AGREEMENT BY AND BETWEEN THE COUNTY OF CAMDEN AND THE BOROUGH OF GIBBSBORO FOR PROJECT SAVE REFERRAL SERVICES

WHEREAS, Project SAVE is a voluntary substance abuse treatment referral and intervention strategy for municipal court defendants arrested for non-violent crimes;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Gibbsboro, County of Camden, State of New Jersey, that the Mayor is hereby authorized to execute a Shared Services Agreement with Camden County for Project SAVE referral services, a for a term of three years, commencing on or about January 1, 2023.

2022-12-157 RESOLUTION APPROVING CHANGE ORDER NO. 3 – ROADWAY IMPROVEMENTS TO HOLLY ROAD, McKEE ROAD AND MANOR ROAD (PARTIALLY FUNDED THROUGH THE N.J.D.O.T. MUNICIPAL AID PROGRAM, FY2021) IN THE BOROUGH OF GIBBSBORO

WHEREAS, it was necessary to make changes in the scope of work to be done in completing the Roadway Improvements to Holly Road, McKee Road and Manor Road (Partially Funded through the N.J.D.O.T. Municipal Aid Program, FY2021) in the Borough of Gibbsboro, County, County of

Camden, State of New Jersey.

WHEREAS, Change Order No. 3 was developed to itemize and authorize those changes.

NOW, THEREFORE, BE IT RESOLVED by the Borough of Gibbsboro that Change Order No. 3 is hereby authorized and approval is hereby granted to revise the contract amount from \$308,262.98 to \$307,093.98 (Decrease of \$1169.00).

2022-12-158 RESOLUTION APPROVING CHANGE ORDER NO. 3-FINAL – RESTORATION OF WEST ROAD (PARTIALLY FUNDED THROUGH THE N.J.D.O.T. MUNICIPAL AID PROGRAM, FY2020) IN THE BOROUGH OF GIBBSBORO

WHEREAS, it was necessary to make changes in the scope of work to be done in completing the Reconstruction of West Road (Partially Funded through the N.J.D.O.T. Municipal Aid Program, FY2020) in the Borough of Gibbsboro, County, County of Camden, State of New Jersey.

WHEREAS, Change Order No. 3-Final was developed to itemize and authorize those changes.

NOW, THEREFORE, BE IT RESOLVED by the Borough of Gibbsboro that Change Order No. 3-Final is hereby authorized and approval is hereby granted to revise the contract amount from \$337,456.89 to \$303,528.41 (Total Decrease of \$33,928.48).

2022-12-159 RESOLUTION AUTHORIZING REFUND OF OVERPAYMENT DUE TO A 100% DISABLED VETERAN EXEMPTION FOR THE PREMISES BLOCK 105, LOT 8, ALSO KNOWN AS 19 EDGEHILL RD, GIBBSBORO, NEW JERSEY

WHEREAS, N.J.S.A. 54:4-3.30a provides that certain disabled veterans are entitled to a total tax exemption; and

WHEREAS, on October 11, 2022, Michael Evans, the owner of the property known as Block 105, Lot 8, also known as 19 Edgehill Rd, was granted a 100% disabled veteran property tax exemption by the Municipal Assessor from January 1, 2023 through December 31, 2023; and forward

WHEREAS, on November 9, 2022, Borough Council of the Borough of Gibbsboro, County of Camden, and State of New Jersey, authorized the Tax Collector to cancel tax billing on Block 105, Lot 8 in the amount of \$1577.33 per R.S. 54:4-3.30a.

WHEREAS, the Municipal Tax Collector requests the council authorize the Chief Financial Officer refund the overpayment of \$1577.33 that was received on November 1, 2022.

BE IT RESOLVED, by Mayor and Council of the Borough of Gibbsboro, County of Camden, State of New Jersey, that the following refund is to be issued.

<u>Block</u>	<u>Lot</u>	<u>Name</u>	<u>Refund</u>
105	8	EVANS, MICHAEL & JANICE S	\$1577.33

2022-12-162 RESOLUTION TO RENEW MEMBERSHIP IN THE SOUTHERN NEW JERSEY REGIONAL EMPLOYEE BENEFITS FUND

WHEREAS, a number of public entities in the State of New Jersey have joined together to

form the **Southern New Jersey Regional Employee Benefits Fund**, hereafter referred to as "FUND", as permitted by N.J.S.A. 11:15-3, 17:1-8.1, and 40A:10-36 et seq., and;

WHEREAS, the FUND was approved to become operational by the Departments of Insurance and Community Affairs and has been operational since that date, and;

WHEREAS, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a FUND;

WHEREAS, the Mayor and Borough Council of the Borough Gibbsboro, hereinafter referred to as "LOCAL UNIT" has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the LOCAL UNIT hereby agrees as follows:

- i. Become a member of the FUND for the period outlined in the LOCAL UNIT's Indemnity and Trust Agreements.
- ii. Will participate in the following type (s) of coverage (s):
 - a.) Health Insurance and/or Prescription Insurance and/or Dental Insurance as defined pursuant to N.J.S.A. 17B:17-4, the FUND's Bylaws, and Plan of Risk Management.
- ii. Adopts and approves the FUND's Bylaws.
- iv. Execute an application for membership and any accompanying certifications.

BE IT FURTHER RESOLVED that the governing body of the LOCAL UNIT is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the FUND as required by the FUND's Bylaws, and to deliver these documents to the FUND's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the LOCAL UNIT by the FUND.
- ii. Receipt from the LOCAL UNIT of a Resolution accepting assessment.
- iii. Approval by the New Jersey Department of Insurance and Department of Community Affairs.

2022-12-163 RESOLUTION AUTHORIZING THE EXECUTION AND SUBMISSION OF THE APPLICATION FOR LOCAL RECREATION IMPROVEMENT GRANT, FY2023 FOR THE BIKEWAY IMPROVEMENTS FROM BERLIN ROAD (CR 561D) TO UNITED STATES AVENUE (CR 669)

WHEREAS, the Application for the Local Recreation Improvement Grant, FY2023 is funded through the N.J. Department of Community Affairs and provides funds to municipalities for local government recreation improvement activities; and

WHEREAS, the Borough of Gibbsboro desires to seek funds from the N.J. Department of Community Affairs for the Bikeway Improvements along Berlin Road (CR 561D) to United States Avenue (CR 669); and

WHEREAS, the Borough of Gibbsboro is responsible for the design and long-term maintenance of the Bikeway; and

NOW, THEREFORE BE IT RESOLVED THAT:

1. The Governing Body of the Borough of Gibbsboro, County of Camden, State of New Jersey, that the application is hereby supported for N.J. Department of Community Affairs, Local Recreation Improvement Grant, FY2023 for the Bikeway Improvements along Berlin Road (CR 561D) to United States Avenue (CR 669); and
2. Recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Borough of Gibbsboro and the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED THAT:

1. Any funding received as a result of this application will only be used for eligible costs for a project comprised of the improvements as stated in the application; and
2. That if the application is approved and accepted by the N.J. Department of Community Affairs, the sponsor agrees to the design and to provide the required long-term maintenance of the proposed improvements; and
3. The Mayor and Clerk are hereby authorized to execute and attest this resolution, application and agreement.

Public comment on pending resolutions: None

Motion to approve resolutions – Councilman Rickert, second Councilman Brown

Vote: Ayes unanimous

REPORT OF MUNICIPAL OFFICERS

- | | |
|---------------------------|-----------------------|
| Borough Clerk (X) | Risk Manager (X) |
| Construction Official (X) | Police Department (X) |
| Tax Collector (X) | Sewer Clerk (X) |
| Treasurer (X) | Court Clerk (X) |
| Compliance Officer (X) | Fire Official (X) |

COUNCIL COMMITTEE REPORTS

PUBLIC WORKS Councilman Rickert
 Leaf collection went smoothly this year, taking a total of six days. Some bushes and arborvitae were recently removed from the Triangle and Lucas Park.

PUBLIC EVENTS Councilwoman Karcsch
 There was a good turnout for the Winter Celebration and Santa’s arrival. A Civic Pride Committee is being formed to help with the volunteer work for public events, and the first meeting is scheduled for January 11th. Each public event will follow a plan/procedure to establish

consistency and stay within the budget.

INSURANCE

Councilman Werner

Interviews are being scheduled to fill the Emergency Management Coordinator position vacated by Mike Kelly. The Health Insurance Fund will be increasing in 2023 by 8% for non-union employees.

TRASH & RECYCLING / HEALTH

Councilman Deterding

Service provided by Gold Medal for trash and recycle collection continues to be satisfactory.

RECREATION / L&I / PLANNING BOARD

Councilman MacFerren

There was \$128,300 in improvements during the month of November, and the Borough collected \$1067 in fees.

There were no applications reviewed at this month's Planning Board meeting. The carwash and cannabis dispensary are scheduled for review in January.

POLICE

Councilman Brown

Congratulations extended to Sgt. Treger for his commendation by Chief Leadley in receiving the Mayor's Award. Two new officers will be recommended for hire tonight.

MAYOR'S REPORT

Mayor Campbell

To be covered in old and new business.

Motion to put written reports on file for one year – Councilman MacFerren, second Councilman Brown

Vote: Ayes unanimous

CORRESPONDENCE

To: Mayor Campbell, received 11/10/22
From: John McAleer, President HVHA
Re: Heritage Village retention basin, street signs, and trees
Action: Mayor Campbell to Mr. McAleer, response sent 12/7/22

To: Mayor Campbell, received 11/17/22
From: Sherwin-Williams
Re: United States Avenue Burn Site Remedial Actions
Action: Informational

To: Mayor Campbell, received 12/13/22
From: Diana Gutierrez-Scaccetti, NJDOT Commissioner
Re: NJDOT FY2023 Bikeway Grant (\$541,000)
Action: Mayor Campbell will send a letter of thanks

OLD BUSINESS

1. REDEVELOPMENT UPDATE

NEW BUSINESS

1. NEW POLICE HIRES

2022-12-160 RESOLUTION APPOINTING KYLE CASSADY AS A REGULAR FULL TIME POLICE OFFICER TO THE GIBBSBORO POLICE DEPARTMENT FOR A ONE YEAR PROBATIONARY PERIOD

BE IT RESOLVED that Mayor and Council of the Borough of Gibbsboro, County of Camden, State of New Jersey as follows:

- 1) THAT KYLE CASSIDY is hereby appointed as a Regular Police Officer to the Gibbsboro Police Department at the probationary rate of \$15.81/hour.
- 2) THAT the appointment carries a probationary period of one year, during which the appointee is not considered a permanent employee as provided in N.J.S.A. 40A:14-147.
- 3) THAT this appointment is further conditioned upon the satisfactory completion of a background investigation by the Chief of Police, physical examination, psychological evaluation (if deemed necessary), completion of agency training, successful firearms qualification on the department's weapons, satisfactory completion of K-55 radar training and any other training deemed necessary by the Chief of Police to function as a Gibbsboro Police Officer.
- 4) THAT the failure of the appointee to comply with any of the conditions of appointment or if at any time during the probationary period the conduct or capacity of the appointee has not been satisfactory, the appointee may be terminated by Resolution of the Governing Body without trial. The appointee shall be served with a copy of such Resolution terminating the services of the appointee.

2022-12-161 RESOLUTION APPOINTING RICHARD MUSICK AS A REGULAR FULL TIME POLICE OFFICER TO THE GIBBSBORO POLICE DEPARTMENT FOR A ONE YEAR PROBATIONARY PERIOD

BE IT RESOLVED that Mayor and Council of the Borough of Gibbsboro, County of Camden, State of New Jersey as follows:

- 1) THAT RICHARD MUSICK is hereby appointed as a Regular Police Officer to the Gibbsboro Police Department at the probationary rate of \$15.81/hour.
- 2) THAT the appointment carries a probationary period of one year, during which the appointee is not considered a permanent employee as provided in N.J.S.A. 40A:14-147.
- 3) THAT this appointment is further conditioned upon the satisfactory completion of a background investigation by the Chief of Police, physical examination, psychological evaluation (if deemed necessary), completion of agency training, successful firearms qualification on the department's weapons, satisfactory completion of K-55 radar training and any other training deemed necessary by the Chief of Police to function as a Gibbsboro Police Officer.
- 4) THAT the failure of the appointee to comply with any of the conditions of appointment or if at any time during the probationary period the conduct or capacity of the appointee has not

been satisfactory, the appointee may be terminated by Resolution of the Governing Body without trial. The appointee shall be served with a copy of such Resolution terminating the services of the appointee.

Motion to approve resolutions to appoint Kyle Cassady and Richard Musick as Patrol Officers at the probationary rate, conditioned upon successful completion of a physical and psychological evaluation, said appointment to be retroactive to 12/5/22 – Councilman Brown, second Councilman Rickert

Vote: Ayes unanimous

2. SEWER CONNECTION FEE

An ordinance to increase the sewer connection fee to \$6300 will be introduced in early 2023.

3. CLOTHING BINS

Referred to the Planning Board – the vendor should submit an application for the appropriate approval and conditions.

4. FACILITIES REQUESTS

Facility: Senior Recreation Center
Date/Time: Second and fourth Thursday of each month (10:00 a.m.-4:00 p.m.)
Applicant: Gibbsboro Senior Club
(John Sassany)
Fee/Bond: Request waiver

Motion to approve request by Senior Club, contingent upon building availability – Councilman Brown, second Councilman Rickert

Vote: Ayes unanimous

Facility: Senior Recreation Center
Date/Time: Every Friday (10:00 a.m.-12:00 p.m.)
Applicant: Gibbsboro Senior Club – Line Dancing
(Mary Fee)
Fee/Bond: Request waiver

Motion to approve request by Senior Club – Councilman MacFerren, second Councilman Brown

Vote: Ayes unanimous

Facility: Senior Recreation Center

Date/Time: January 7, 2023 (1:00-4:00 p.m.)
Applicant: Lorraine Nogle
Fee/Bond: Request waiver

Motion to approve request by Lorraine Nogle – Councilman MacFerren, second Councilman Rickert

Vote: Ayes unanimous

5. 2023 SALARY RESOLUTION

6. EMPLOYEE VACATION REQUESTS

Motion to approve all submitted requests to regarding sick and vacation time – Councilman MacFerren, second Councilman Rickert

Vote: Ayes unanimous

7. EDUCATION REQUESTS

Employee: Ashley Horay
Position: General Clerk/Purchasing Clerk/Tax Clerk
Course Title: Notary Basics
Location/Dates: Webinar/December 2, 2022
Cost: \$45.00

Employee: Ashley Horay
Position: General Clerk/Purchasing Clerk/Tax Clerk
Course Title: Principles of Municipal Tax Collection II
Location/Dates: Webex/January 5-March 9, 2023 (5:00-9:00 p.m.)
Cost: \$1129.00

Motion to approve education requests – Councilman MacFerren, second Councilman Werner

Vote: Ayes unanimous

8. VOIP PHONE PROPOSAL

USA Phones
Comcast
Granite Telecommunication
Fluent Stream

A recommendation will be made at the next meeting.

9. FIRE ALARM PROPOSALS

Militia Hill
Independent Alarm
Franklin Alarm

The quotes received are not an equal comparison. The scope of work based on the Borough's exact needs will be distributed to vendors with a request for revised quotes. A recommendation will be made once revised quotes are received.

10. 2023 MEETING DATES

Due to new availability constraints of the Planning Board professionals, the Council meeting may need to move from the second Wednesday of the month to the second Tuesday.

VOUCHERS

Motion to dispense reading and approve vouchers in the amount of \$1,718,344.32 – Councilman MacFerren, second Councilman Rickert

Vote: Ayes unanimous

MINUTES

Motion to dispense reading and approve minutes of 11/9/22 – Councilman MacFerren, second Councilman Brown

Vote: Ayes unanimous

CLOSING COMMENTS

MEETING OPEN TO THE PUBLIC

Beth Kern, 8 Clearbrook Drive.

INFORMATIONAL

1. "Orientation for Municipal Officials that are Newly Elected, Reelected, or Experienced." Seminar being offered on Saturday, January 21, 2023 (8:30-3:30 p.m.).
2. Next regular meeting of the Borough Council is Wednesday, January 4, 2023 at 7:00 p.m.

ADJOURNMENT

Motion to adjourn at 9:03 p.m. – Councilman Rickert, second Councilman Brown

Vote: Ayes unanimous

DECEMBER 14, 2022



Edward G. Campbell, III
Mayor



Amy C. Troxel, RMC
Borough Clerk

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