

**BOROUGH OF GIBBSBORO
COUNCIL MEETING MINUTES
December 12, 2023
7:00 P.M.**

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

Pledge of Allegiance

Moment of Silence for George Read

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 (arrived 7:05 p.m.)

Councilman Fred Deterding

Councilwoman Christine Karsh

Councilman Michael MacFerren

Councilman Ronald Rickert

Councilman Glenn Werner

Professionals:

John P. Jehl, Solicitor

Gregory B. Fusco, Engineer

Mayor Campbell acknowledged Jack Jehl, the Borough’s long-serving solicitor, upon his upcoming retirement. This is Mr. Jehl’s final meeting, and December 12, 2023 has been proclaimed “Jack Jehl Day.”

FIRST ORDER OF BUSINESS – POLICE APPOINTMENTS

Mayor Campbell appoints Zachary Haas to the full time position of Patrolman. Motion to ratify the mayor’s appointment: Councilman Rickert, second Councilman Werner

Vote: Ayes unanimous (Brown, absent)

Mayor Campbell appoints Teobaldo Osis to the part time position of Special Officer, Class 2. Motion to ratify the mayor’s appointment: Councilman Brown, second Councilman Rickert

Vote: Ayes unanimous

2023-12-149 RESOLUTION APPOINTING ZACHARY HAAS AS A REGULAR FULL TIME POLICE OFFICER TO THE GIBBSBORO POLICE DEPARTMENT FOR A ONE YEAR PROBATIONARY PERIOD

2023-12-150 RESOLUTION APPOINTING TEOBALDO OSIS TO THE GIBBSBORO POLICE DEPARTMENT AS A PART TIME SPECIAL OFFICER – CLASS TWO

Motion to approve resolutions memorializing appointments: Councilman Brown, second Councilman Rickert

Vote: Ayes unanimous

Officers Haas and Osis were sworn in by Mayor Campbell

ORDINANCES FOR FIRST READING None

ORDINANCES FOR SECOND READING None

RESOLUTIONS

2023-12-151 RESOLUTION AUTHORIZING CERTAIN TRANSFERS WITHIN THE 2023 BUDGET

2023-12-152 RESOLUTION AUTHORIZING REFUND OF OVERPAYMENT DUE TO PAYMENT BY MORTGAGE COMPANY AND TITLE COMPANY FOR PREMISES BLOCK 7.01, LOT 10.01, ALSO KNOWN AS 60 HADDON AVENUE, GIBBSBORO, NEW JERSEY

2023-12-153 RESOLUTION AUTHORIZING THE PLACEMENT OF A MUNICIPAL LIEN IN THE AMOUNT OF \$399.69 ON THE PROPERTY LOCATED AT 43 NORCROSS ROAD, GIBBSBORO, NJ AND KNOWN ON THE BOROUGH TAX MAP AS BLOCK 65, LOT 13.03

2023-12-154 RESOLUTION AUTHORIZING THE PLACEMENT OF A MUNICIPAL LIEN IN THE AMOUNT OF \$355.28 ON THE PROPERTY LOCATED AT 37 NORCROSS ROAD, GIBBSBORO, NJ AND KNOWN ON THE BOROUGH TAX MAP AS BLOCK 65, LOT 6

Public comment on pending resolutions: None

Motion to approve resolutions: Councilman MacFerren, second Councilman Deterding

Vote: Ayes unanimous

REPORT OF MUNICIPAL OFFICERS

Borough Clerk (X)
Construction Official (X)
Tax Collector (X)
Treasurer (X)
Compliance Officer ()

Risk Manager (X)
Police Department (X)
Sewer Clerk (X)
Court Clerk (X)
Fire Official ()

COUNCIL COMMITTEE REPORTS

PUBLIC WORKS, Councilman Rickert

DPW continues to maintain the properties at 37 and 43 Norcross Road. The also assisted DiMeglio Construction with leaf collection this year, which was completed in 6 days.

PUBLIC EVENTS, Councilwoman Karesh

The Tree Lighting and celebration after at Gibbsboro School was well attended and a success. The Miss Gibbsboro Pageant is being moved up to March in 2024 along with the Essay Contest. The 100 Years of Incorporation celebration will stretch over the Independence Day weekend.

INSURANCE, Councilman Werner

A table-top exercise to prepare for a mass casualty event was conducted on 12/2/23.

TRASH & RECYCLING / HEALTH, Councilman Deterding

26 tons of recycling and 86 tons of trash were collected by Gold Medal in November. Mayor Campbell and Clerk Troxel met with members of GME's leadership team on 12/8/23 to discuss some of the recent collection issues.

RECREATION / L&I / PLANNING BOARD, Councilman MacFerren

\$189,111 in new construction was completed in November for which the Borough received \$3127 in permit fees.

The Planning Board approved a site plan for Topless Pre Rolls, a Class 2 Cannabis manufacturing business, at 10 Democrat Way. The site plan submitted for 138 South Lakeview Drive was deemed incomplete and will be heard at the December meeting, pending a revised submission.

POLICE, Councilman Brown

The Police Department had one resignation and two new hires.

MAYOR'S REPORT, Mayor Campbell

See New Business, item4.

Motion to put written reports on file for one year

CORRESPONDENCE

To: Chief Brian Leadley, dated 11/29/23
From: Patrolman Juan Guzman
Re: Letter of Resignation
Action: Motion to accept resignation: Councilman MacFerren, second Councilman Brown

Vote: Ayes unanimous

To: Clerk Troxel, received 12/7/23
From: Pete Carbone
Re: Letter of Resignation
Action: Motion to accept resignation: Councilman Werner, second Councilman MacFerren

Vote: Ayes unanimous

OLD BUSINESS None

NEW BUSINESS

1. **APPOINTMENT OF CONSTRUCTION OFFICIAL/ZONING OFFICER/BUILDING INSPECTOR**

Mayor Campbell appoints Wayne Hans to the positions of Construction Official, Zoning Officer, and Building Subcode Inspector. Motion to ratify the mayor's appointment: Councilman MacFerren, second Councilman Werner

Vote: Ayes unanimous

2023-12-155 RESOLUTION APPOINTING WAYNE HANS AS CONSTRUCTION OFFICIAL IN THE BOROUGH OF GIBBSBORO

2023-12-156 RESOLUTION APPOINTING WAYNE HANS AS ZONING OFFICER IN THE BOROUGH OF GIBBSBORO

2023-12-157 RESOLUTION APPOINTING WAYNE HANS AS BUILDING SUBCODE OFFICIAL IN THE BOROUGH OF GIBBSBORO

2023-12-158 RESOLUTION AMENDING RESOLUTION 2023-1-34 ESTABLISHING SALARIES OF MUNICIPAL OFFICIALS AND EMPLOYEES FOR THE YEAR 2023

Motion to approve resolutions memorializing appointments and approving salaries: Councilman Rickert, second Councilman MacFerren

Vote: Ayes unanimous

2. **CANNABIS CLASS 2 MANUFACTURING LICENSE – B2C CANNABIS, LLC**

Anthony Passanante appeared to request Council support for a Class 2 Cannabis Manufacturing License. The proposed location for the manufacturing operation is 16 Democrat Way.

2023-12-159 RESOLUTION PROVIDING LOCAL SUPPORT AND CONFIRMING THE

**APPROPRIATENESS AND SUITABILITY OF CANNABIS BUSINESS –
B2C CANNABIS LLC**

Motion to approve resolution: Councilman Werner, second Councilman MacFerren

Poll: Ayes – Brown, Deterding, Werner, MacFerren, Karcsh, Rickert

3. QUOTES FOR TREE REMOVAL SERVICES

Tree & Land Masters LLC	\$2500
Deputy Tree & Property Services LLC	\$3200
Hyperion Tree Service Inc.	\$4000
Greg Smith Tree Service LLC	\$4450

Motion to award quote to Tree & Land Masters LLC to be charged to Buildings & Grounds OE in the amount of \$2500: Councilman MacFerren, second Councilman Rickert

Vote: Ayes unanimous

4. 2024 / CAPITAL / BUDGET OUTLOOK

RFP’s were sent out in search of a new Borough Solicitor, and submissions will be reviewed so that a recommendation may be made at the Reorganization Meeting. Councilman MacFerren and Councilwoman Karcsh will participate on the committee along with Mayor Campbell and Clerk Troxel to review proposals and interview candidates.

Voorhees Township has presented a price to continue to provide ambulance service to Gibbsboro residents. The price is based on the cost to hire one full time EMS employee, including fringe benefits. The Council will propose that Voorhees Township use hard billing for Gibbsboro residents in order to collect their total cost. This was preferable to imposing the cost on the residents at large.

Additional money will be budgeted for Public Events in 2024 in order to commemorate Gibbsboro’s 100 years of incorporation.

The construction of new townhomes in 2024-2025 will increase the tax revenue. D.R. Horton’s request for a tax abatement will be revisited in the New Year. An ordinance to increase the sewer connection fee will be introduced at the next meeting.

There are redevelopment projects in various stages of progress that will need attention in 2024: the Borough-owned consolidated lot at Lakeview North can be sold for development. Other Borough-owned property should be evaluated for preservation, development, or divestment.

VOUCHERS

Motion to dispense reading and approve vouchers in the amount of \$1,391,753.19: Councilman Rickert, second Councilman MacFerren

Vote: Ayes unanimous

MINUTES

Motion to dispense reading and approve the minutes of 11/13/23: Councilman MacFerren, second Councilman Rickert

Vote: Ayes unanimous (Deterding, Karcsh, Werner – abstain)

CLOSING COMMENTS

MEETING OPEN TO THE PUBLIC

No comment

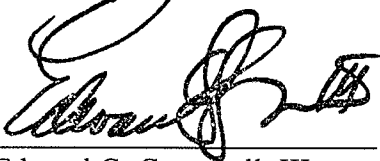
INFORMATIONAL

1. Next regular meeting of the Borough Council is January 2, 2024 at 7:00 p.m.

ADJOURNMENT

Motion to adjourn the meeting at 8:57 p.m. Councilman Rickert, second Councilman Brown

Vote: Ayes unanimous



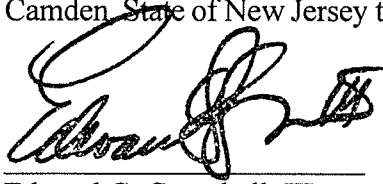
Edward G. Campbell, III
Mayor



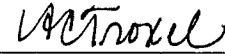
Amy C. Troxel, RMC
Borough Clerk

**RESOLUTION OF THE BOROUGH OF GIBBSBORO
ACCEPTING THE 2023 BEST PRACTICES INVENTORY**

BE IT RESOLVED by the Mayor and Borough Council of the Borough of Gibbsboro, County of Camden, State of New Jersey that the questionnaire for the 2023 Best Practices Inventory is accepted.



Edward G. Campbell, III
Mayor



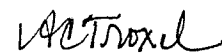
Amy C. Troxel, RMC
Borough Clerk

	AYE	NAY	ABSENT	ABSTAIN
BROWN	✓			
DETERDING			✓	
KARCSH			✓	
MACFERREN	✓			
RICKERT	✓			
WERNER			✓	

Adopted: November 13, 2023

I HEREBY CERTIFY, that the foregoing resolution is a true copy of a resolution adopted by Mayor and Council of the Borough of Gibbsboro, New Jersey at their meeting held November 13, 2023.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the seal of this Borough.

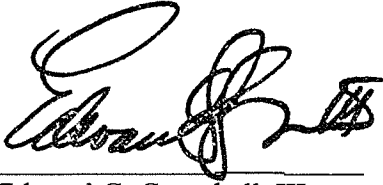


Amy C. Troxel, RMC
Borough Clerk

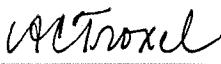
**RESOLUTION OF THE BOROUGH OF GIBBSBORO
AUTHORIZING CERTAIN TRANSFERS WITHIN THE 2023 BUDGET**

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 2023 Budget:

FROM	ACCOUNT	AMOUNT	TO	ACCOUNT	AMOUNT
TAX ASSESSMENT SALARIES & WAGES	3-01-20-150-010	\$3000	GROUP INSURANCE FOR EMPLOYEES	3-01-23-220-020	\$12,000
PLUMBING SUBCODE SALARIES & WAGES	3-01-22-200-010	\$2000			
ELECTRICAL SUBCODE SALARIES & WAGES	3-01-22-201-010	\$2000			
BUILDING SUBCODE SALARIES & WAGES	3-01-22-203-010	\$5000			
MISCELLANEOUS P&Z BOARD OTHER EXPENSES	3-01-21-180-099	\$3600	FIRE HYDRANT SERVICE OTHER EXPENSES	3-01-25-265-073	\$3600
LEGAL OE	3-01-20-155-099	\$5,000	MISCELLANEOUS PUBLIC EVENTS OTHER EXPENSES	3-01-25-265-099	\$7000
FIRE SUBCODE SALARIES & WAGES	3-01-22-202-010	\$2000			
ENGINEERING OE	3-01-20-165-099	\$5000	MISCELLANEOUS POLICE DEPARTMENT OTHER EXPENSES	3-01-25-240-099	\$5000
PREP OF MASTER PLAN	3-01-21-181-099	\$8000	MISCELLANEOUS BUILDINGS & GROUNDS OTHER EXPENSES	3-01-26-310-099	\$8000
LEGAL OE	3-01-20-155-099	\$10,000	STREET LIGHTING	3-01-31-435-020	\$10,000
ENGINEERING OE	3-01-20-165-099	\$1700	MISCELLANEOUS DOG REGULATION	3-01-27-340-099	\$1700



 Edward G. Campbell, III
 Mayor



 Amy C. Troxel, RMC
 Borough Clerk

2023-11-139

RESOLUTION AUTHORIZING CERTAIN TRANSFERS WITHIN THE 2023 BUDGET

	AYE	NAY	ABSENT	ABSTAIN
BROWN	✓			
DETERDING			✓	
KARCSH			✓	
MACFERREN	✓			
RICKERT	✓			
WERNER			✓	

Adopted: November 13, 2023

I HEREBY CERTIFY, that the foregoing resolution is a true copy of a resolution adopted by Mayor and Council of the Borough of Gibbsboro, New Jersey at their meeting held November 13, 2023.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the seal of this Borough.



Amy C. Troxel, RMC
Borough Clerk

**RESOLUTION OF THE BOROUGH OF GIBBSBORO
EXEMPTING CERTAIN TRANSACTIONS FROM VENDOR CERTIFICATION**

WHEREAS, N.J.A.C 5:30-9A.6(c) and 5:31-4.1 and permit a local unit to enact a policy not to require vender certification where the vendor does not provide certification as part of its normal course of business; and

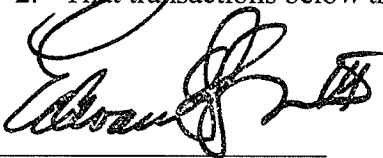
WHEREAS, the following vendors do not provide certification as part of their normal course of business:

- The Home Depot
- Lowes

WHEREAS, local units are also permitted to waive vendor certification for transactions below a certain dollar threshold, provided that said policy is applied in a non-arbitrary fashion and affirmatively communicated to vendors.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Gibbsboro, County of Camden, State of New Jersey:

1. The above-referenced vendors are exempt from providing vendor certification on purchase orders;
2. That transactions below the dollar threshold of \$500 are exempt from vendor certification.



Edward G. Campbell, III
Mayor



Amy C. Troxel, RMC
Borough Clerk

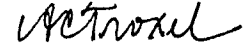
	AYE	NAY	ABSENT	ABSTAIN
BROWN	✓			
DETERDING			✓	
KARCSH			✓	
MACFERREN	✓			
RICKERT	✓			
WERNER			✓	

Adopted: November 13, 2023

RESOLUTION EXEMPTING CERTAIN TRANSACTIONS FROM VENDOR CERTIFICATION

I HEREBY CERTIFY, that the foregoing resolution is a true copy of a resolution adopted by Mayor and Council of the Borough of Gibbsboro, New Jersey at their meeting held November 13, 2023.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the seal of this Borough.



Amy C. Troxel, RMC
Borough Clerk

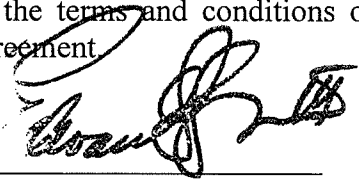
**RESOLUTION OF THE BOROUGH OF GIBBSBORO
AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION AND
EXECUTION OF A GRANT AGREEMENT WITH THE NEW JERSEY
DEPARTMENT OF TRANSPORTATION FOR THE 2024 IMPROVEMENTS TO
OLD EGG HARBOR ROAD IN THE BOROUGH OF GIBBSBORO, CAMDEN
COUNTY, NEW JERSEY**

WHEREAS, the Borough of Gibbsboro desires to submit an application for “Truck Safety & Mobility” to the New Jersey Department of Transportation for FY2024 Local Freight Impact Fund for the above noted project.

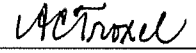
NOW, THEREFORE, BE IT RESOLVED that Borough Council of the Borough of Gibbsboro, formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as “LFIF-2024-Gibbsboro Borough-00028” to the New Jersey Department of Transportation on behalf of Borough of Gibbsboro.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Gibbsboro and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.



Edward G. Campbell, III
Mayor



Amy C. Troxel
Borough Clerk

	AYE	NAY	ABSENT	ABSTAIN
BROWN	✓			
DETERDING			✓	
KARCSH			✓	
MACFERREN	✓			
RICKERT	✓			
WERNER			✓	


Adopted: November 13, 2023

2023-11-141

RESOLUTION AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION AND EXECUTION OF A
GRANT AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE 2024
IMPROVEMENTS TO OLD EGG HARBOR ROAD IN THE BOROUGH OF GIBBSBORO, CAMDEN
COUNTY, NEW JERSEY

I HEREBY CERTIFY, that the foregoing resolution is a true copy of a resolution adopted
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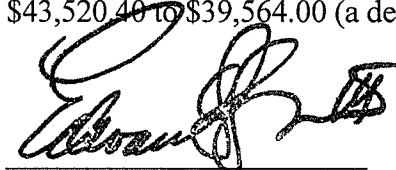
Amy C. Troxel, RMC
Borough Clerk

**RESOLUTION OF THE BOROUGH OF GIBBSBORO
APPROVING CHANGE ORDER NO. 1-FINAL – REPLACEMENT OF DOORS AND
FRAMES AND ELECTRICAL IMPROVEMENTS ON THE BOY SCOUT BUILDING
AT POLE HILL PARK IN THE BOROUGH OF GIBBSBORO**

WHEREAS, it was necessary to make changes in the scope of work to be done in completing the replacement of the doors and frames and electrical improvements on the Boy Scout Building at Pole Hill Park in the Borough of Gibbsboro, County, County of Camden, State of New Jersey.

WHEREAS, Change Order No. 1-Final was developed to itemize and authorize those changes.

NOW, THEREFORE, BE IT RESOLVED by the Borough of Gibbsboro that Change Order No. 1-Final is hereby authorized, and approval is hereby granted to revise the contract amount from \$43,520.40 to \$39,564.00 (a decrease of \$3,956.40).



Edward G. Campbell, III
Mayor



Amy C. Troxel, RMC
Borough Clerk

	AYE	NAY	ABSENT	ABSTAIN
BROWN	✓			
DETERDING			✓	
KARCSH			✓	
MACFERREN	✓			
RICKERT	✓			
WERNER			✓	

Adopted: November 13, 2023

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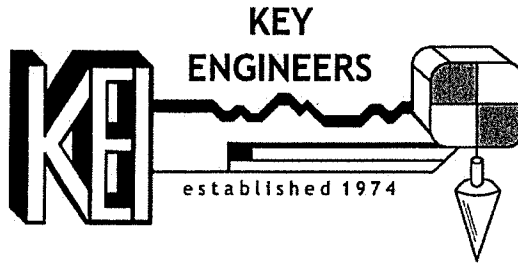
IN WITNESS THEREOF, I have hereunto set my hand and affixed the seal of this Borough.



Amy C. Troxel, RMC
Borough Clerk

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Industrial
Governmental
Construction

November 6, 2023
*Sent via Email

Borough of Gibbsboro Municipal Building
49 Kirkwood Road
Gibbsboro, New Jersey 08026

ATTN: Ms. Amy C. Troxel, R.M.C., Borough Clerk

RE: CHANGE ORDER NO. 1-FINAL

Replacement of Steel Doors and Frames and Electrical
Improvements on the Boy Scout Building at Pole Hill Park
Gibbsboro Borough, Camden County, New Jersey
(KEI #24-425GB)

RECEIVED

NOV 06 2023

BOROUGH OF GIBBSBORO

Dear Ms. Troxel:

We are hereby submitting Change Order No. 1 and the Change Order Resolution in regard to the above referenced project. Please place this change order on the agenda for approval. Once approved, please email a signed copy of the Change Order and the Resolution to our office.

If you have any questions or comments, please contact me at this office (Ext. 27 or via email: gfusco@keyengineers.com) at this office.

Sincerely,

Gregory B. Fusco, P.E., P.P., C.P.W.M.
Certified Municipal Engineer
Gibbsboro Borough Engineer

ke

cc: Mayor and Council
BWM Construction, LLC (email)

Attachments

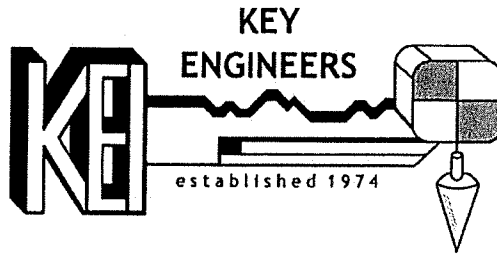
Projects/24/425/Quote Documents/VO#1-Final & CO#1-Final/CO#1-Final Letter



Key Engineers, Inc. • 80 S. White Horse Pike • Berlin, NJ 08009
(856) 767-6111 • Fax (856) 733-1091

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Construction

November 2, 2023

BWM Construction, LLC
88 S. Lakeview Drive, Suite 3
Gibbsboro, New Jersey 08026

ATTN: Mr. Louis Mueller, Managing Member

RE: CHANGE ORDER NO. 1 -FINAL

Replacement of Steel Doors and Frames and
Electrical Improvements at the Boy Scout
Building at Pole Hill Park
Borough of Gibbsboro, Camden County,
New Jersey (KEI #24-425GB)

Dear Mr. Mueller:

DECREASES

<u>No.</u>	<u>Item Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Amount</u>
3	Contingencies (\$0.00 Remaining)	1	LS	\$ 3,956.40	\$ 3,956.40
Total Decrease =					\$ 3,956.40

INCREASES

<u>No.</u>	<u>Item Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Amount</u>
	NONE				
Total Increase =					\$0.00



SUMMARY

Total Decrease Per This Change Order No. 1-Final =	\$ 3,956.40
Total Increase Per This Change Order No. 1-Final =	<u>\$0.00</u>
Net Difference Per This Change Order No. 1-Final =	\$ 3,956.40
 Original Contract Amount	 \$ 43,520.40
 Less Net Difference Per This Change Order No. 1-Final =	 <u>\$ 3,956.40</u>
Adjusted Contract Amount per this Change Order No. 1-Final =	\$ 39,564.00

This Change Order has been prepared to reflect final as-built quantities.

If you have any questions, please contact me at this office (Ext. 27 or email: gfusco@keyengineers.com).

Sincerely,



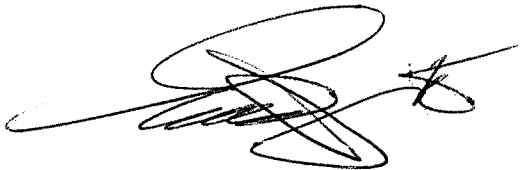
Gregory B. Fusco, P.E., P.P., C.P.W.M.
Certified Municipal Engineer
Borough of Gibbsboro Engineer

ENDORSEMENTS:

For the Borough of Gibbsboro:

11-13-23

Date



Mayor Edward G. Campbell, III

For BWM Construction, LLC

11/2/2023

Date



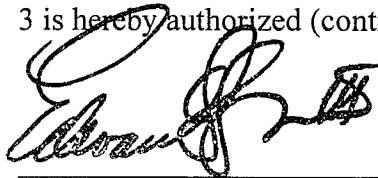
Louis Mueller, Managing Member
or Authorized Representative

**RESOLUTION OF THE BOROUGH OF GIBBSBORO
APPROVING CHANGE ORDER NO. 3 – ROADWAY IMPROVEMENTS TO
CENTRAL ROAD, JOHNSON ROAD AND PINE ROAD (PARTIALLY FUNDED
THROUGH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION,
MUNICIPAL AID FY2022) IN THE BOROUGH OF GIBBSBORO**

WHEREAS, it was necessary to make changes in the scope of work to be done for the “Roadway Improvements to Central Road, Johnson Road and Pine Road” (Partially funded through the New Jersey Department of Transportation, Municipal Aid FY2022) in the Borough of Gibbsboro, County of Camden, State of New Jersey; and

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 (contract amount remains the same: \$429,351.00).



Edward G. Campbell, III
Mayor



Amy C. Troxel, RMC
Borough Clerk

	AYE	NAY	ABSENT	ABSTAIN
BROWN	✓			
DETERDING			✓	
KARCSH			✓	
MACFERREN	✓			
RICKERT	✓			
WERNER			✓	

Adopted: November 13, 2023

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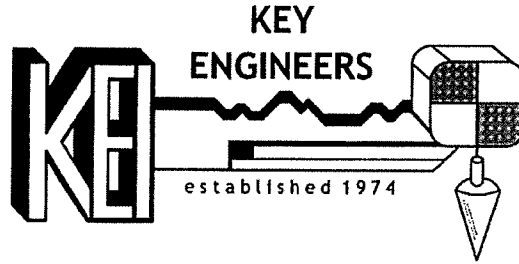
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Amy C. Troxel, RMC
Borough Clerk

ENGINEERING & PLANNING

Municipal
Consulting
Construction
Residential
Commercial
Industrial
Construction Management

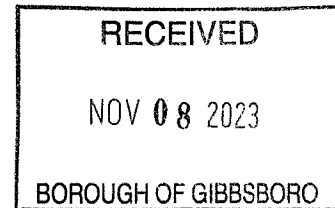


SURVEYING

Residential
Commercial
Industrial
Governmental
Construction

~Celebrating Over 49 Years of Excellence~

November 7, 2023
*Sent via Email



Borough of Gibbsboro Municipal Building
49 Kirkwood Road
Gibbsboro, New Jersey 08026

ATTN: Ms. Amy C. Troxel, R.M.C., Borough Clerk

RE: CHANGE ORDER NO. 3

Roadway Improvements to Central Road, Johnson Road and Pine Road
(Partially funded through the N.J.D.O.T., Municipal Aid FY2022)
Borough of Gibbsboro, Camden County, New Jersey
(KEI #24-410GB)

Dear Ms. Troxel:

We are hereby submitting Change Order No. 3 and the Change Order Resolution (in word format) in regard to the above referenced project. Please place the change order on the agenda for approval. Once approved, please email a copy of the change order, signed by the Mayor, and a copy of the Resolution to our office.

If you have any questions, please feel free to contact Mr. Shawn Seroka, Project Manager (Ext. 18 or: sseroka@keyengineers.com) or me (Ext. 27 or: gfusco@keyengineers.com) at this office.

Sincerely,

Gregory B. Fusco, P.E., P.P., C.P.W.M.
Certified Municipal Engineer
Gibbsboro Borough Engineer

ke

cc: Mayor and Council
Mr. Thomas Berryman, N.J.D.O.T. Office of Local Aid, District 4, District Manager (email)
Mr. Nick Furfari, President, Think Pavers Hardscaping, LLC (email)
Mr. Ron LaBenski, Project Manager, Think Pavers Hardscaping, LLC (email)
Ms. Meggin Yeager, Think Pavers Hardscaping, LLC (email)

Attachments

Projects\24\410\VO's & CO's\Vo#3 & CO#3\CO#3 Letter



Key Engineers, Inc. • 80 S. White Horse Pike • Berlin, NJ 08009
(856) 767-6111 • Fax (856) 753-1091

**NEW JERSEY DEPARTMENT OF TRANSPORTATION
DIVISION OF LOCAL AID AND ECONOMIC DEVELOPMENT
CHANGE ORDER NUMBER - 3
STATE AID PROJECT**

November 6, 2023

Project:	2022 Road Maintenance Program (Improvements to Cental, Johnson and Pine Roads)
Municipality:	Borough of Gibbsboro
County:	Camden
Contractor:	Think Pavers Hardscaping, LLC, 125 Kings Highway, Mount Royal, New Jersey 08061

In accordance with the project Supplementary Specification, the following are changes in the contract.
Location and Reason for Change:

 This Change Order has been prepared to reflect as-built quantities to date.

DECREASES

BASE BID 'A': Improvements to Central Road (NJDOT Municipal Aid Funded FY2022)

<u>No.</u>	<u>Description</u>	<u>Qty (-)</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Amount</u>
	NONE			Subtotal: Base Bid 'A' =	\$ 0.00

BASE BID 'B': Improvements to Johnson Road (NJDOT Municipal Aid Funded FY2022)

<u>No.</u>	<u>Description</u>	<u>Qty (-)</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Amount</u>
	NONE			Subtotal: Base Bid 'B' =	\$ 0.00

BASE BID 'C': Improvements to Pine Road (NJDOT Municipal Aid Funded FY2022)

<u>No.</u>	<u>Description</u>	<u>Qty (-)</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Amount</u>
21	Traffic Stripes, 12" Wide	3	LF	\$ 18.00	\$54.00
				Subtotal: Base Bid 'C' =	\$54.00

ALTERNATE NO. 1: Various Inlet Improvements (Borough Funded)

<u>No.</u>	<u>Description</u>	<u>Qty (-)</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Amount</u>
	NONE			Subtotal: Alternate No. 1 =	\$ 0.00

TOTAL DECREASE = \$54.00

**NEW JERSEY DEPARTMENT OF TRANSPORTATION
DIVISION OF LOCAL AID AND ECONOMIC DEVELOPMENT
CHANGE ORDER NUMBER - 3
STATE AID PROJECT**

November 6, 2023

Project:	2022 Road Maintenance Program (Improvements to Cental, Johnson and Pine Roads)
Municipality:	Borough of Gibbsboro
County:	Camden
Contractor:	Think Pavers Hardscaping, LLC, 125 Kings Highway, Mount Royal, New Jersey 08061

INCREASES

BASE BID 'A': Improvements to Central Road (NJDOT Municipal Aid Funded FY2022)

<u>No.</u>	<u>Description</u>	<u>Qty (+)</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Amount</u>
	NONE				Subtotal: Base Bid 'A' = \$ 0.00

BASE BID 'B': Improvements to Johnson Road (NJDOT Municipal Aid Funded FY2022)

<u>No.</u>	<u>Description</u>	<u>Qty (+)</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Amount</u>
21	Traffic Stripes, 12" Wide	3	LF	\$18.00	\$54.00
					Subtotal: Base Bid 'B' = \$54.00

BASE BID 'C': Improvements to Pine Road (NJDOT Municipal Aid Funded FY2022)

<u>No.</u>	<u>Description</u>	<u>Qty (+)</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Amount</u>
	NONE				Subtotal: Base Bid 'C' = \$ 0.00

ALTERNATE NO. 1: Various Inlet Improvements (Borough Funded)

<u>No.</u>	<u>Description</u>	<u>Qty (-)</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Amount</u>
	NONE				Subtotal: Alternate No. 1 = \$ 0.00

TOTAL INCREASE = \$54.00

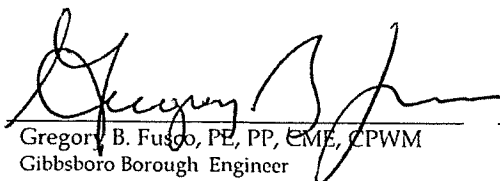
**NEW JERSEY DEPARTMENT OF TRANSPORTATION
DIVISION OF LOCAL AID AND ECONOMIC DEVELOPMENT
CHANGE ORDER NUMBER - 3
STATE AID PROJECT**


November 6, 2023

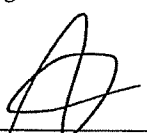
Project:	<u>2022 Road Maintenance Program (Improvements to Cental, Johnson and Pine Roads)</u>
Municipality:	<u>Borough of Gibbsboro</u>
County:	<u>Camden</u>
Contractor:	<u>Think Pavers Hardscaping, LLC, 125 Kings Highway, Mount Royal, New Jersey 08061</u>

Amount of Original Contract =	\$ 430,178.00	Extra =	\$ 54.00
Adjusted amount Based on Change Order No. 1 =	\$ 429,351.00	Supplemental =	\$ 0.00
Adjusted amount Based on Change Order No. 2 (Remained the Same) =	\$ 429,351.00	Reduction =	\$ 54.00
Adjusted amount Based on This Change Order No. 3 (Remains the Same) =	\$ 429,351.00	Total Change =	\$ 0.00
% Change in Contract =	0%		

ENDORSEMENTS:

 11/7/23 Approved: _____ (Date) _____ (District Manager) _____ (Date)
 Gregory B. Fusco, PE, PP, EME, CPWM
 Gibbsboro Borough Engineer
 (Bureau of Local Aid)

 11/13/23
 Mayor Edward G. Campbell, III
 Presiding Officer
 (Date)

 **11-7-23**
 Nick Futfari, President
 or Ron LaBenski, Project Manger
 Think Pavers Hardscaping, LLC
 (Date)

(Submit four (4) copies to the Local Aid District Office)

2023-11-144

**RESOLUTION OF THE BOROUGH OF GIBBSBORO
AUTHORIZING THE REFUND OF ESCROW FOR PLANNING BOARD FEES TO
ANNE AND CORY BAILEY**

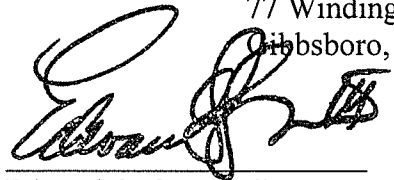
WHEREAS there is \$96.00 remaining in escrow for appearing before the Planning Board.

WHEREAS the application has been concluded and all professional services related to the application are complete.

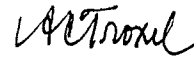
BE IT RESOLVED by Mayor and Council of Borough of Gibbsboro, County of Camden and State of New Jersey that the following refund is to be issued:

T-03-56-415.000 \$96.00

Send refund to: Anne and Cory Bailey
77 Winding Way
Gibbsboro, NJ 08026



Edward G. Campbell, III
Mayor



Amy C. Troxel, RMC
Borough Clerk

	AYE	NAY	ABSENT	ABSTAIN
BROWN	✓			
DETERDING			✓	
KARCSH			✓	
MACFERREN	✓			
RICKERT	✓			
WERNER			✓	

Adopted: November 13, 2023

I HEREBY CERTIFY, that the foregoing resolution is a true copy of a resolution adopted by Mayor and Council of the Borough of Gibbsboro, New Jersey at their meeting held November 13, 2023.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the seal of this Borough.



Amy C. Troxel, RMC
Borough Clerk

**RESOLUTION OF THE BOROUGH OF GIBBSBORO
APPROVING THE ISSUANCE OF A LICENSE TO ONE GREEN LEAF LLC TO
OPERATE A CLASS 5 CANNABIS RETAIL DISPENSARY FOR ONE YEAR**

WHEREAS, ONE GREEN LEAF LLC has applied to the Borough of Gibbsboro for a local license to operate a class 5 cannabis retail dispensary; and

WHEREAS, ONE GREEN LEAF LLC has presented a valid lease for the premises at 95 North Lakeview Drive (Site) which is owned by Sonraj LLC and Sonraj LLC has secured approvals from the Gibbsboro Land Use Board to for the Site; and

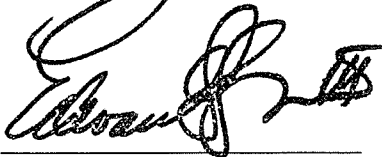
WHEREAS, ONE GREEN LEAF LLC has been approved by the New Jersey Cannabis Regulatory Commission (NJ CRC) for an annual class 5 license; and

WHEREAS, the Gibbsboro Cannabis Licensing Committee, consisting of the Chief of Police, the Borough Clerk, and the Mayor, has met, considered the application, and favorably recommends issuance of the local class 5 license.

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Gibbsboro, County of Camden, State of New Jersey, that the Borough Clerk is authorized to issue a local Class 5 Cannabis Retailer License to **ONE GREEN LEAF LLC** conditioned as follows:

1. Prior to opening to the public, a New Jersey annual class 5 Cannabis Retailer license must be issued to **ONE GREEN LEAF LLC** and a copy must be filed with the Borough Clerk.
2. A certificate of occupancy (CO) or temporary certificate of occupancy (TCO) must be issued by the construction office prior to the opening of the business for retail sales.
3. **ONE GREEN LEAF LLC** must submit a revised 24-hour contact list prior to opening. The list must be revised as necessary.
4. **ONE GREEN LEAF LLC** must notify the Chief of Police and the Borough Clerk of any violations committed by, on behalf of, or against the business as soon as practical after such occurrence.
5. **ONE GREEN LEAF LLC** shall file tax reports and pay transfer taxes in accordance with Chapter 368 of the Gibbsboro Code.

BE IT FURTHER RESOLVED that the initial term of the local license shall coincide with the NJ CRC issued license.



Edward G. Campbell, III
Mayor



Amy C. Troxel, RMC
Borough Clerk


RESOLUTION APPROVING THE ISSUANCE OF A LICENSE TO ONE GREEN LEAF LLC TO OPERATE A CLASS 5 CANNABIS RETAIL DISPENSARY FOR ONE YEAR

	AYE	NAY	ABSENT	ABSTAIN
BROWN	✓			
DETERDING			✓	
KARCSH			✓	
MACFERREN	✓			
RICKERT	✓			
WERNER			✓	

Adopted: November 13, 2023

I HEREBY CERTIFY, that the foregoing resolution is a true copy of a resolution adopted by Mayor and Council of the Borough of Gibbsboro, New Jersey at their meeting held November 13, 2023.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the seal of this Borough.



 Amy C. Troxel, RMC
 Borough Clerk

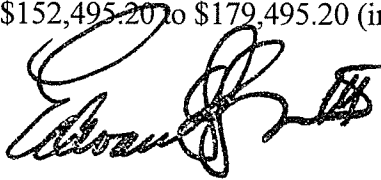
**RESOLUTION OF THE BOROUGH OF GIBBSBORO
APPROVING CHANGE ORDER NO. 2 – CONSTRUCTION OF THE GIBBSBORO
MULTI-PURPOSE PATH, ALONG THE WEST SIDE OF SOUTH UNITED STATES
AVENUE (FUNDED BY THE CAMDEN COUNTY OPEN SPACE PROGRAM, ROUND
FY2022, AS WELL AS BY THE MUNICIPALITY) IN BOTH THE BOROUGH OF
GIBBSBORO AND THE BOROUGH OF LINDENWOLD**

WHEREAS, it was necessary to make changes in the scope of work to be one for the “Construction of the Gibbsboro Multi-Purpose Path, along the West Side of South United States Avenue (County Route No. 699), from the Terminus of the existing Porous Concrete Path in the Borough of Lindenwold to the Bituminous Path in the Borough of Gibbsboro, a distance of 850 LF, (Funded by the Camden County Open Space Program, Round FY2022, as well as by the Municipality) in both the Borough of Gibbsboro and the Borough of Lindenwold, County of Camden, State of New Jersey;

WHEREAS, Change Order No. 2 was developed to itemize and authorize those changes;

WHEREAS, certification has been received by the Borough Treasurer/Finance Director that sufficient funds have been allocated for this Change Order No. 2;

NOW, THEREFORE, BE IT RESOLVED by the Borough of Gibbsboro that Change Order No. 2 is hereby authorized and approval is hereby granted to revise the Contract Amount from \$152,495.20 to \$179,495.20 (increase of \$27,000).



Edward G. Campbell, III
Mayor



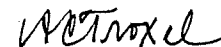
Amy C. Troxel, RMC
Borough Clerk

	AYE	NAY	ABSENT	ABSTAIN
BROWN	✓			
DETERDING			✓	
KARCSH			✓	
MACFERREN	✓			
RICKERT	✓			
WERNER			✓	

Adopted: November 13, 2023

I HEREBY CERTIFY, that the foregoing resolution is a true copy of a resolution adopted by Mayor and Council of the Borough of Gibbsboro, New Jersey at their meeting held November 13, 2023.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the seal of this Borough.



Amy C. Troxel, RMC
Borough Clerk

2023-11-147

**RESOLUTION OF THE BOROUGH OF GIBBSBORO
AUTHORIZING THE BOROUGH OF GIBBSBORO TO ENTER INTO A SHARED
SERVICE AGREEMENT WITH CHERRY HILL TOWNSHIP TO PROVIDE
MISCELLANEOUS PUBLIC WORKS MATERIALS, SERVICES, AND CCTV
EQUIPMENT ON AN AS NEEDED BASIS**

WHEREAS, the Borough of Gibbsboro and the Township of Cherry Hill desire to enter into a Shared Services Agreement pursuant to N.J.S.A. 40A:65-1, et seq.; and

WHEREAS, the Borough of Gibbsboro and the Township of Cherry Hill have determined that the use of the Township of Cherry Hill's materials, services and CCTV equipment on an "as needed basis" will be beneficial and cost effective to all parties involved; and

WHEREAS, the Township of Cherry Hill has agreed to assume lead agency responsibilities; and

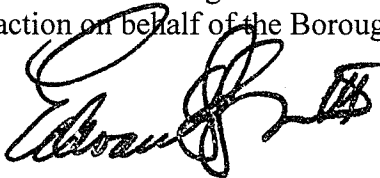
WHEREAS, the Borough of Gibbsboro agrees to compensate the Township for the materials and services provided under pre-determined rates, which will be outlined in the Agreement; and

WHEREAS, this Shared Services Agreement is in the best interest of the Borough of Gibbsboro and the Township of Cherry Hill; and

WHEREAS, the proper respective officials are authorized to execute the attached Shared Services Agreement.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Gibbsboro, County of Camden, the Borough of Gibbsboro is hereby authorized to enter into a Shared Services Agreement with the Township of Cherry Hill for materials, services, and CCTV equipment.

BE IT FURTHER RESOLVED by the Mayor and Borough Council of the Borough of Gibbsboro, County of Camden, State of New Jersey, that the Mayor or his designee is authorized to execute this Agreement or such documents consistent with this Resolution and to take such other action on behalf of the Borough in furtherance of this Resolution.



Edward G. Campbell, III
Mayor



Amy C. Troxel, RMC
Borough Clerk

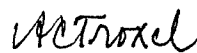
RESOLUTION AUTHORIZING THE BOROUGH OF GIBBSBORO TO ENTER INTO A SHARED SERVICE AGREEMENT WITH CHERRY HILL TOWNSHIP TO PROVIDE MISCELLANEOUS PUBLIC WORKS MATERIALS, SERVICES, AND CCTV EQUIPMENT ON AN AS NEEDED BASIS

	AYE	NAY	ABSENT	ABSTAIN
BROWN	✓			
DETERDING			✓	
KARCSH			✓	
MACFERREN	✓			
RICKERT	✓			
WERNER			✓	

Adopted: November 13, 2023

I HEREBY CERTIFY, that the foregoing resolution is a true copy of a resolution adopted by Mayor and Council of the Borough of Gibbsboro, New Jersey at their meeting held November 13, 2023.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the seal of this Borough.



Amy C. Troxel, RMC
Borough Clerk

**RESOLUTION OF THE BOROUGH OF GIBBSBORO
AUTHORIZING THE SUBMISSION OF A TWA-1 APPLICATION TO NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL PROTECTION**

WHEREAS, the Borough of Gibbsboro had received six million dollars in federal funding to eliminate a health hazard in the mid 1980's due to significant portions of the Borough not having a sanitary sewer collection system and many of the homes in the municipality were serviced by failing septic systems and cesspools; and

WHEREAS, the Borough of Gibbsboro obtained all necessary and required New Jersey Department of Environmental Protection (NJDEP) permits to construct a new sanitary sewer collection system to address the health hazard; and

WHEREAS, during the original bidding process for the construction of the collection system, petroleum hydrocarbon contamination was discovered along South United States Avenue and Foster Avenue; and

WHEREAS, the discovered contamination caused a redesign of the sewer collection system and prevented several single-family dwellings and small businesses with septic systems and cesspools from being removed from the health hazard area; and

WHEREAS, over 30 years later the contamination in the area is currently being remediated as part of several Federal EPA Super Fund Clean-Up activities and said activities are being conducted by the Sherwin-Williams Company; and

WHEREAS, part of the remedial cleanup activities include constructing a sanitary sewer gravity collection system and a new pump station on South United States Avenue, as well as modifications to the original Berlin Road Pump station, to service those single family dwellings and business that could not be serviced as part of the original collection system design due to the discovery of the contamination, and

WHEREAS, in addition, the Borough must address a State mandated third round affordable housing obligation; and

WHEREAS, sewer service along South United States Avenue is required to address the state mandated affordable housing obligation and is currently not within a sewer service area and Borough Officials are currently working with the Camden County Municipal Utilities Authority and the New Jersey Department of Environmental Protection to amend the sewer service area to restore service to this area; and

WHEREAS, it has been determined that it is prudent to construct a gravity system on South United States Avenue while the cleanup activities are being conducted and said system would be connected to the proposed pump station proposed by Sherwin-Williams Company; and

RESOLUTION AUTHORIZING THE SUBMISSION OF A TWA-1 APPLICATION TO NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL PROTECTION

WHEREAS, the gravity system to service the affordable housing units would consist of approximately 1440 linear feet long 8” diameter SDR-35 PVC sanitary sewer main with 6 precast manholes and would connect to the proposed pump station on South United States Avenue; and

WHEREAS, the approximately 1440 linear feet long 8” diameter SDR-35 PVC sanitary sewer main with 6 precast manholes and connection to the proposed pump station on South United States Avenue would be considered a dry system and a dry connection until the sewer service area is properly amended; and

WHEREAS, it is necessary and required for the Borough of Gibbsboro to submit a standard TWA-1 Application Package for the sewer main extension request to the NJDEP which shall include the following:

1. The construction of an 8” diameter gravity system along United States Avenue from Berlin Road to the proposed pump station on South United States Avenue to service the single-family homes and business on South United States Avenue that were not able to be serviced in the original health hazard due to the discovery of contamination in 1989.
2. The construction of a new pump station on South United States Avenue and a new force main to be constructed along South United States Avenue, Foster Road and a portion of Kirkwood Road to convey the flow from the homes and business on South United States Avenue to the gravity system on Kirkwood Road which was included in the original and approved sewer collection system design.
3. The construction of a force main and modifications to the Berlin Road Pump Station to convey flow along Berlin Road, Foster Road and a portion of Kirkwood Road to convey the flow from the Berlin Road Pump Station to the gravity system on Kirkwood Road which was included in the original and approved sewer collection system design.
4. The construction of approximately 1440 linear feet long 8” diameter SDR-35 PVC sanitary sewer main with 6 precast manholes and connection to the proposed pump station on South United States Avenue that shall remain a dry system and a dry connection until the sewer service area is properly amended.; and


WHEREAS, for the sewer extension and pump station improvements described in Items 1, 2 and 3 above are within the sewer use area of the municipality and were part of the original health hazard; and

WHEREAS, while the area along South United States Avenue designated for Affordable Housing was also within the original health hazard, the Borough must request a dry system and dry connection until the sewer service area is properly amended; and

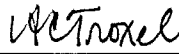
WHEREAS, for all of the work described in Items 1, 2, 3 and 4 above, the Borough of Gibbsboro has determined that the downstream sewer system has sufficient capacity to handle the additional flow proposed by the development; and

RESOLUTION AUTHORIZING THE SUBMISSION OF A TWA-1 APPLICATION TO NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL PROTECTION

NOW, THEREFORE BE IT RESOLVED, that the Governing Body of the Borough of Gibbsboro hereby authorizes endorsement of the standard TWA-1 Application package and authorizes the submission of said package to the NJDEP.



Edward G. Campbell, III
Mayor



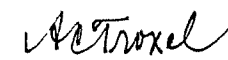
Amy C. Troxel, RMC
Borough Clerk

	AYE	NAY	ABSENT	ABSTAIN
BROWN	✓			
DETERDING			✓	
KARCSH			✓	
MACFERREN	✓			
RICKERT	✓			
WERNER			✓	

Adopted: November 13, 2023

I HEREBY CERTIFY, that the foregoing resolution is a true copy of a resolution adopted by Mayor and Council of the Borough of Gibbsboro, New Jersey at their meeting held November 13, 2023.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the seal of this Borough.



Amy C. Troxel, RMC
Borough Clerk