

**STRATFORD BOROUGH COUNCIL
REORGANIZATION MEETING
JANUARY 5, 2023
6:00 P.M.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

STATEMENT OF ADVERTISEMENT

PRAYER:

By: Father Rene Canales
Our Lady of Guadalupe

OATHS OF OFFICE:

To: Councilwoman Linda Hall (Sworn in by Congressman Donald Norcross)
To: Councilwoman Tina Lomanno (Sworn in by Congressman Donald Norcross)

ROLL CALL:

Mayor Josh Keenan
Councilman Stephen Gandy
Councilman Patrick Gilligan
Councilwoman Linda Hall
Councilman James Kelly
Councilwoman Tina Lomanno
Councilman Michael Tolomeo

Police/OEM Coordinator Ron Morello
Acting Borough Administrator John D. Keenan, Jr.
Borough Clerk Bill Bray

SELECTION BY MEMBERS OF COUNCIL FROM THE COUNCIL MEMBERSHIP:

President of Council _____ One Year Term
Motion: _____ Second: _____ RCV: _____

OATH OF OFFICE: To: XXX XXX Council President

PROCLAMATION – EMPLOYEE OF THE YEAR

APPOINTMENT OF 2023 COUNCILMATIC COMMITTEES

FINANCE AND REVENUE

DIRECTOR Tina Lomanno
Assoc. Member Linda Hall
Assoc. Member Stephen Gandy

EMERGENCY SERVICES

DIRECTOR Stephen Gandy
Assoc. Member Patrick Gilligan
Assoc. Member Linda Hall

POLICE

DIRECTOR Patrick Gilligan
Assoc. Member Jim Kelly
Assoc. Member Michael Tolomeo

PUBLIC WORKS

DIRECTOR Michael Tolomeo
Assoc. Member Jim Kelly
Assoc. Member Patrick Gilligan

PUBLIC EVENTS

DIRECTOR Linda Hall
Assoc. Member Michael Tolomeo
Assoc. Member Tina Lomanno

ORDINANCE/PROPERTY

DIRECTOR Jim Kelly
Assoc. Member Tina Lomanno
Assoc. Member Stephen Gandy

Motion: _____ Second: _____ RCV: _____

APPOINTMENTS BY MAYOR WITH CONFIRMATION OF COUNCIL:

Fire Line Officers: One Year Term
Michael Lemmerman – Chief
Robert Bove – Deputy Chief
Jeffrey Riebel – Deputy Chief
Michael Lewitt – Captain (Engine)
Brian Worthington. – Captain (Squad)
Daniel Camburn – Captain (Ladder)
Gary Riebel, Sr. – Engineer
Vincent Jess – Safety Officer
Stephen Gagliardi – Safety Officer

Motion: _____ Second: _____ RCV: _____

Historic Preservation Commission – Two Year Term
Joint Land Use Board, Class III – One Year Term
Park Commission Liaison – One Year Term
Police Matrons – One Year Term
OEM Director/Coordinator – Three Year Term
Deputy OEM Directors - Three Year Term

Motion: _____ Second: _____ RCV: _____

APPOINTMENTS BY MAYOR WITH NO CONFIRMATION OF COUNCIL NEEDED:

Joint Land Use Board, Class II – One Year Term
Joint Land Use Board, Class IV – Four Year Term
Joint Land Use Board, Alternate – Two Year Term
Parks Commission – Five Year Term
Library Board of Trustees – Five Year Term
Board of Health – Three Year Term
Municipal Coordinator of Aging – One Year Term

NEW BUSINESS:

RESOLUTIONS 23:01 THROUGH 23:26 WILL BE DONE AS A CONSENT AGENDA

Council can request to remove any of the following resolutions from the agenda to be voted on separately.

- RES. 23:01 Appointment of Solicitor
- RES. 23:02 Appointment of Engineer
- RES. 23:03 Appointment of Auditor
- RES. 23:04 Appointment of Court Personnel
- RES. 23:05 Appointment of Police Chaplain
- RES. 23:06 Appointment of Public Agency Compliance Officer
- RES. 23:07 Appointment of Town Historian
- RES. 23:08 Appointment of Redevelopment Planners
- RES. 23:09 Award of Contract for Affordable Housing Planner Consultant Services
- RES. 23:10 Appointment of Risk Management Consultant
- RES. 23:11 Appointment of Statewide Fund Commissioner
- RES. 23:12 Appointment of Special Law Enforcement Officers
- RES. 23:13 Depositories for Borough Funds and Cash Management Plan

- RES. 23:14 Time and Place for Meetings
- RES. 23:15 Publication of Legal Notices
- RES. 23:16 Parliamentary Procedures
- RES. 23:17 Temporary Budget for 2022
- RES. 23:18 Custodian for Borough Facilities
- RES. 23:19 Authorize Tax Assessor Settle Certain Appeals
- RES. 23:20 School Crossing Guards
- RES. 23:21 2022 Annual Holidays
- RES. 23:22 Authorize SSA for Vehicle Maintenance with Magnolia Borough
- RES. 23:23 Appoint Temporary Full Time Police Officer - Collins
- RES. 23:24 Appoint Temporary Full Time Police Officer - Jess
- RES. 23:25 Appoint Temporary Full Time Police Officer – Morello
- RES. 23:26 Appoint Borough Fire Official

Motion: _____ Second: _____ RCV: _____

COUNCIL COMMENTS:

GOOD AND WELFARE:

Motion to open the meeting to the public for Good and Welfare:

Motion: _____ Second: _____ Voice Vote: _____

Motion to close the public portion for Good and Welfare:

Motion: _____ Second: _____ Voice Vote: _____

ADJOURN:

Motion: _____ Second: _____ Voice Vote: _____

**RESOLUTION 23:01
APPOINTMENT OF BOROUGH SOLICITOR**

WHEREAS, the Borough of Stratford has determined it necessary to solicit proposals of qualifications for professional services as Borough Solicitor under a "Fair and Open Process" pursuant to the provisions of N.J.S.A. 19:44-20.4 et seq.; and

WHEREAS, the Borough of Stratford has determined and certified that the value of the services to be rendered will exceed \$17,500.00; and

WHEREAS, the anticipated term of said contract is for a period of one year and shall run from January 1, 2023 through December 31, 2023; and

WHEREAS, the Borough of Stratford has provided the necessary Public Notice for the solicitation of qualifications for professional services under the Fair and Open Process for a minimum period of ten (10) days; and

WHEREAS, the sealed qualifications, due on December 9, 2022, were submitted to the Borough Clerk of the Borough of Stratford, 307 Union Avenue, Stratford, New Jersey; and

WHEREAS, XXXXXXXX submitted a proposal for Professional Services as Borough Solicitor.

NOW THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Mayor and Borough Council of the Borough of Stratford that the Mayor and Borough Clerk are hereby authorized to enter into a contract with XXXXXXX for the position of Borough Solicitor in the Borough of Stratford for the calendar year of 2023 pursuant to the "Fair and Open Process" which has been implemented under the "New Jersey Local Unit Pay-to Play" Law under P.L. 2004, Chapter 19 (as amended by P.L. 2005, c.51) N.J.S.A. 19:44A-20.4 et seq.

BE IT FURTHER RESOLVED that the Chief Financial Officer of the Borough has certified the availability of funds in the amount of \$XXXXXX for Borough Solicitor in accounts 3-01-20-155-000-200 which is based on a reasonable estimate of the goods and services required over the contract terms, and the local unit is not obligated to spend that amount.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2023.

BILL BRAY, RMC
BOROUGH CLERK

RESOLUTION 23:02
APPOINTMENT OF BOROUGH ENGINEER

WHEREAS, the Borough of Stratford has determined it necessary to solicit proposals of qualifications for professional services as Borough Engineer under a “Fair and Open Process” pursuant to the provisions of N.J.S.A. 19:44-20.4 et seq.; and

WHEREAS, the Borough of Stratford has determined and certified that the value of the services to be rendered will exceed \$17,500.00; and

WHEREAS, the anticipated term of said contract is for a period of one year and shall run from January 1, 2023 through December 31, 2023; and

WHEREAS, the Borough of Stratford has provided the necessary Public Notice for the solicitation of qualifications for professional services under the Fair and Open Process for a minimum period of ten (10) days; and

WHEREAS, the sealed qualifications, due on December 9, 2022, were submitted to the Borough Clerk of the Borough of Stratford, 307 Union Avenue, Stratford, New Jersey; and

WHEREAS, XXXXXX submitted a proposal for Professional Services as Borough Engineer.

NOW THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Mayor and Borough Council of the Borough of Stratford that the Mayor and Borough Clerk are hereby authorized to enter into a contract with XXXXX for the position of Borough Engineer in the Borough of Stratford for the calendar year of 2023 pursuant to the “Fair and Open Process” which has been implemented under the “New Jersey Local Unit Pay-to Play” Law under P.L. 2004, Chapter 19 (as amended by P.L. 2005, c.51) N.J.S.A. 19:44A-20.4 et seq.

BE IT FURTHER RESOLVED that the Chief Financial Officer of the Borough has certified the availability of funds in the amount of \$XXXXX for Borough Engineer in accounts 3-01-20-165-000-200 which is based on a reasonable estimate of the goods and services required over the contract terms, and the local unit is not obligated to spend that amount.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2023.

BILL BRAY, RMC
BOROUGH CLERK

RESOLUTION 23:03
APPOINTMENT OF BOROUGH AUDITOR

WHEREAS, the Borough of Stratford has determined it necessary to solicit proposals of qualifications for professional services as Borough Auditor under a "Fair and Open Process" pursuant to the provisions of N.J.S.A. 19:44-20.4 et seq.; and

WHEREAS, the Borough of Stratford has determined and certified that the value of the services to be rendered will exceed \$17,500.00; and

WHEREAS, the anticipated term of said contract is for a period of one year and shall run from January 1, 2023 through December 31, 2023; and

WHEREAS, the Borough of Stratford has provided the necessary Public Notice for the solicitation of qualifications for professional services under the Fair and Open Process for a minimum period of ten (10) days; and

WHEREAS, the sealed qualifications, due on December 9, 2022, were submitted to the Borough Clerk of the Borough of Stratford, 307 Union Avenue, Stratford, New Jersey; and

WHEREAS, XXXXXX submitted a proposal for Professional Services as Borough Auditor.

NOW THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Mayor and Borough Council of the Borough of Stratford that the Mayor and Borough Clerk are hereby authorized to enter into a contract with XXXXX, for the position of Borough Auditor in the Borough of Stratford for the calendar year of 2023 pursuant to the "Fair and Open Process" which has been implemented under the "New Jersey Local Unit Pay-to Play" Law under P.L. 2004, Chapter 19 (as amended by P.L. 2005, c.51) N.J.S.A. 19:44A-20.4 et seq.

BE IT FURTHER RESOLVED that the Chief Financial Officer of the Borough has certified the availability of funds in the amount of \$XXXX for Borough Auditor in accounts 3-01-20-135-000-200 and 3-07-55-502-000-222 which is based on a reasonable estimate of the goods and services required over the contract terms, and the local unit is not obligated to spend that amount.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2022.

BILL BRAY, RMC
BOROUGH CLERK

RESOLUTION 23:04
APPOINTMENT OF SHARED COURT PERSONNEL

WHEREAS, the Borough of Stratford has entered into a Shared Court Agreement with Audubon Borough effective June 1, 2022; and

WHEREAS, the Borough of Stratford is desirous to share Municipal Court Officials and Personnel with Borough of Audubon; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council that the following appointments are hereby made effective January 1, 2023 as follows:

Municipal Prosecutor – Brian Turner – term expires 12/31/2023

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 20223

BILL BRAY, RMC
BOROUGH CLERK

RESOLUTION 23:05

APPOINTMENT OF POLICE CHAPLAIN

WHEREAS, the Stratford Police Chief has recommended Fr. Rene Canales be appointed the Police Chaplain for the Department for the year 2023; and

NOW, THEREFORE, BE IT RESOLVED, by Mayor and Council to appoint Fr. Rene Canales as the Stratford Police Chaplain for the year 2023.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2023.

**BILL BRAY, RMC
BOROUGH CLERK**

RESOLUTION 23:06
APPOINTMENT OF PUBLIC AGENCY COMPLIANCE OFFICER

WHEREAS, the New Jersey Department of Treasury, Division of Purchase and Property requires a Public Agency Compliance Officer (P.A.C.O.) be designated each year; and

NOW, THEREFORE, BE IT RESOLVED that William Bray, be appointed to the P.A.C.O. for the year 2023 for the Borough of Stratford.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2023.

BILL BRAY, RMC
BOROUGH CLERK

RESOLUTION 23:07
APPOINTMENT OF TOWN HISTORIAN

WHEREAS, the Borough of Stratford appoints annually a Town Historian;

NOW, THEREFORE, BE IT RESOLVED that Carole Dadino be appointed as the Town Historian for the Borough of Stratford for 2023.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2023.

BILL BRAY, RMC
BOROUGH CLERK

RESOLUTION 23:08
APPOINTMENT OF REDEVELOPMENT PLANNERS

WHEREAS, the Borough of Stratford has determined it necessary to solicit proposals of qualifications for professional services as Redevelopment Planners under a “Fair and Open Process” pursuant to the provisions of N.J.S.A. 19:44-20.4 et seq.; and

WHEREAS, the Borough of Stratford has determined and certified that the value of the services to be rendered will not exceed \$17,500.00; and

WHEREAS, the anticipated term of said contract is for a period of one year and shall run from January 1, 2023 through December 31, 2023; and

WHEREAS, the Borough of Stratford has provided the necessary Public Notice for the solicitation of qualifications for professional services under the Fair and Open Process for a minimum period of ten (10) days; and

WHEREAS, the sealed qualifications, due on December 9, 2022, were submitted to the Borough Clerk of the Borough of Stratford, 307 Union Avenue, Stratford, New Jersey; and

WHEREAS, XXXXX submitted a proposal for Professional Services as Redevelopment Planners.

NOW THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Mayor and Borough Council of the Borough of Stratford that the Mayor and Borough Clerk are hereby authorized to enter into a contract with XXXX, for the position of Redevelopment Planners in the Borough of Stratford for the calendar year of 2023 pursuant to the “Fair and Open Process” which has been implemented under the “New Jersey Local Unit Pay-to-Play” Law under P.L. 2004, Chapter 19 (as amended by P.L. 2005, c.51) N.J.S.A. 19:44A-20.4 et seq.

BE IT FURTHER RESOLVED that the Chief Financial Officer of the Borough has certified the availability of funds in the amount of \$XXXX for Redevelopment Planners in accounts 3-01-20-165-000-200 which is based on a reasonable estimate of the goods and services required over the contract terms, and the local unit is not obligated to spend that amount.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2023.

BILL BRAY, RMC
BOROUGH CLERK

RESOLUTION 23:09

**RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF STRATFORD
AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR
AFFORDABLE HOUSING PLANNING CONSULTANT SERVICES**

WHEREAS, the Borough of Stratford is in need of professional planning services related to implementation of and compliance with the Borough's affordable housing settlement and plan; and

WHEREAS, LFB Land Planning provides professional planning services related to implementation and compliance with affordable housing settlements and plans on a professional basis; and

WHEREAS, the Borough has the need to acquire the professional services from LFB Land Planning to be provided hereunder as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5; and

WHEREAS, it is expected that the value of the services will not exceed \$2,000 in one (1) year; and

WHEREAS, LFB Land Planning has certified that it did not make a reportable campaign contribution during the one-year preceding the award of the Contract pursuant to N.J.S.A. 19:44A-20.8; and

WHEREAS, LFB Land Planning has completed a Business Entity Disclosure Certification which certifies that it has not made any reportable contributions to a political or candidate committee in the Borough of Stratford in the previous one (1) year and that the contract will prohibit LFB Land Planning from making any reportable contributions through the term of the contract; and

NOW, THEREFORE, BE IT RESOLVED, by Mayor and Council of the Borough of Stratford, County of Camden and State of New Jersey, that the Borough hereby approves the Proposal with LFB Land Planning to provide professional planning services related to the Borough's implementation and compliance with affordable housing settlements and plans for the reasons set forth above; and

BE IT FURTHER RESOLVED that the Proposal and the Business Entity Certification be placed on file with the Resolution; and

BE IT FURTHER RESOLVED that the Clerk shall publish such notice, if any, as required under the law.

BE IT FURTHER RESOLVED that the Chief Financial Officer of the Borough has certified the availability of funds in the amount of \$2,000.00 for Affordable Housing Planner Services in accounts 3-01-20-165-000-200 which is based on a reasonable estimate of the goods and services required over the contract terms, and the local unit is not obligated to spend that amount.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2023.

**BILL BRAY, RMC
BOROUGH CLERK**

RESOLUTION 23-10
RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT
2023 Fund Year

WHEREAS, the Borough of Stratford (hereinafter “Local Unit”) has joined the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the “Fund”; and

WHEREAS, the Local Unit has complied with relevant law with regard to the appointment of a Risk management Consultant; and

WHEREAS, the “Fund” has requested its members to appoint individuals or entities to that position; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of “Local Unit”, in the County of Camden and State of New Jersey, as follows:

1. The Borough of Stratford (Local Unit) hereby appoints Hardenbergh Insurance Group of Marlton, NJ as its Risk Management Consultant.
2. The Mayor, Borough Clerk and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant’s Agreement for the year **2023** in the form attached hereto.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2023.

BILL BRAY, RMC
BOROUGH CLERK

RESOLUTION 23:11
STATEWIDE INSURANCE FUND
RESOLUTION APPOINTING FUND COMMISSIONER
2023 Fund year

WHEREAS, the Borough of Stratford (hereinafter “Local Unit”) is a member of the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 et seq.; and

WHEREAS, the Fund’s Bylaws require participating members to appoint a Fund Commissioner;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Stratford (Local Unit) that John Keenan is hereby appointed as the Fund Commissioner for the Local Unit for the **Fund Year 2023**; and

BE IT FURTHER RESOLVED that Mayor Josh Keenan is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the **Fund Year 2023**; and

BE IT FURTHER RESOLVED that the Local Unit’s Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2023.

BILL BRAY, RMC
BOROUGH CLERK

RESOLUTION 23:12
APPOINTMENT OF A SPECIAL LAW ENFORCEMENT OFFICERS CLASS II

WHEREAS, the Mayor & Borough Council of the Borough of Stratford finds that for the health, safety and welfare of the citizens of the Municipality, that the appointment of Special Law Enforcement Officers Class II are required to assist the regular police force of the Borough of Stratford; and

WHEREAS, Special Law Enforcement Officers Class II are required to serve the police department, for school for various patrol and other functions as required.

NOW, THEREFORE, BE IT RESOLVED by the Mayor & Borough Council of the Borough of Stratford to appoint in accordance with 40A:14-146.14, as Special Law Enforcement Officers Class II:

Stephen J. McBride	School Resource Officer (SRO)
Ronald Morello	
Scott D. Beasley	School Resource Officer (SRO)
Ethan McBride	

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2023.

BILL BRAY, RMC
BOROUGH CLERK

RESOLUTION 23:13
DEPOSITORIES FOR BOROUGH FUNDS AND CASH MANAGEMENT PLAN

WHEREAS, N.J.S.A. 40A: 5-14 requires every municipality to adopt a Cash Management Plan on an annual basis;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stratford, County of Camden, State of New Jersey, that the following requirements be a part of the **2023 Cash Management Plan**, and be adhered to:

I. Cash Management and Investment Objectives

- A. Preservation of capital;
- B. Adequate safekeeping of assets;
- C. Maintenance of liquidity to meet operating needs;
- D. Diversification of the Boroughs portfolio to minimize risks associated with individual investments.

II. Designation of Official Depositories

A. The following banks are hereby designated as legal depositories for all municipal funds:

- 1. 1st Colonial Community Bank
- 2. Wells Fargo Bank
- 3. TD Bank TA
- 4. PNC Bank
- 5. 1st Republic Bank
- 6. South Jersey Federal Credit Union
- 7. State of NJ Cash Management Fund

B. Each depository must submit to the Chief Financial Officer a copy of the Governmental Unit Deposit Protection Act (GUDPA) notification of eligibility, which is filed semi-annually with the Department of Banking each June 30th and December 31st;

C. This list may be amended or supplemented from time to time as the Mayor and Borough Council deem necessary.

D. Banks shall honor checks and drafts on borough funds with the signatures of any two of the following: Mayor, Borough Clerk, Borough Administrator, Treasurer, Municipal Financial Officer of the Borough of Stratford.

III. Cash Management

A. All municipal funds received by any official or employee shall be either deposited within 48 hours to an account in the name of the Borough of Stratford, or shall be turned over to the Chief Financial Officer within 48 hours of receipt, in accordance with N.J.S.A. 40A: 5-15;

B. The Chief Financial Officer shall minimize any accumulated idle cash in checking accounts, by assuring that excess balances are promptly swept into the investment portfolio;

- C. Investment decisions shall be guided by the cash flow projections prepared by the Chief Financial Officer;
- D. Change Funds, Petty Cash Funds, Payroll funds, and trust funds to the extent that the deposit of such funds to an interest bearing account would require by law the payment of interest to the provider of funds; checking accounts established for the express purposes of paying bills approved by the governing body. The balances in the checking account shall be kept at the minimum amount required for the orderly operations of the account.
- E. The Tax Collector shall deposit all funds to an interest bearing account.

IV. Permissible Investments

- A. Bonds or other obligations of the United States of America, or obligations guaranteed by the United States of America;
- B. Government money market mutual funds;
- C. Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors;
- D. Bonds or other obligations of the local unit, or school districts of which the local unit is a part;
- E. Any other obligations with maturities not exceeding 397 days, as permitted by the Division of Investments;
- F. Local Government investment pools;
- G. New Jersey State Cash Management Fund;
- H. Repurchase agreements of fully collateralized securities.

V. Authority for Investment Management

The Chief Financial Officer is authorized and directed to make investments on behalf of the Borough. All investment decisions shall be consistent with this plan, and all appropriate regulatory constraints.

VI. Safekeeping

- A. Securities purchased on behalf of the Borough shall be delivered electronically or physically to the Borough's custodial bank, which shall maintain custodial and/or safekeeping accounts for such securities on behalf of the Borough.

VII. Procedures for Disbursement of Funds

- A. Payments shall be prepared by the Chief Financial Officer and submitted to the Borough Council for their approval;
- B. No municipal funds shall be disbursed by the Chief Financial Officer prior to approval of the Borough Council, except for:
 - 1. Debt Service payments;
 - 2. Investments;
 - 3. Payroll turnovers to agency accounts;
 - 4. Discount Vouchers Debt Service Payments and discount vouchers must be ratified after payment.

- C. Tax payments to the other local taxing agencies shall be made in accordance with schedules provided by each taxing district;
- D. Disbursement Controls (Internal Control procedures) shall be used by all Borough management, employees, mayor and council to provide reasonable assurance that all cash/funds are disbursed only upon proper authorization, for valid business purposes, and are properly recorded.

VIII. Reporting

- A. The Chief Financial Officer shall report to the Borough Council monthly via the Council Finance Director all purchases of investments in accordance with N.J.S.A. 40A: 5-15.2;
- B. The Chief Financial Officer shall also report monthly to the Borough Council via the Council Finance Director the available cash balances in each fund and/or bank account.

IX. Audit

- A. This Cash Management Plan shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A: 5-14.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2023.

BILL BRAY, RMC
BOROUGH CLERK

RESOLUTION 23:15
PUBLICATION FOR LEGAL NOTICES

BE IT RESOLVED by Mayor and Council of the Borough of Stratford, that pursuant to Chapter 231, Public Law 1975 the following newspapers are hereby designated as the newspapers in which to publish legal advertisements for the Borough of Stratford for the year 2023:

COURIER POST
P.O. Box 5300
Cherry Hill, NJ 08034

THE RETROSPECT
732 Haddon Ave.
P.O. Box 296
Collingswood, NJ 08108

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2023.

BILL BRAY, RMC
BOROUGH CLERK

RESOLUTION 23:16
PARLIAMENTARY PROCEDURES

BE IT RESOLVED by Mayor and Council of the Borough of Stratford, that the book on parliamentary procedure entitled “Robert’s Rules of Order”, Current Edition, shall govern all meetings of this Council.

BE IT FURTHER RESOLVED, that “Good and Welfare” shall be the last order of business taken up by Council at each meeting for the year of 2023, unless Council should designate otherwise. Also, before Committee Reports, the meeting shall be opened to the public to discuss matters pertaining to the items on the Agenda of the meeting.

BE IT FURTHER RESOLVED, that members of the public recognized to speak shall have a maximum of five (5) minutes to address Council per person, per meeting, during each opportunity for Public Comment listed on a given agenda.

BE IT FURTHER RESOLVED that these rules are subject to change at the discretion of the Governing Body.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2023.

BILL BRAY, RMC
BOROUGH CLERK

RESOLUTION 2023:17
TEMPORARY BUDGET FOR 2023

BE IT RESOLVED that N.J.S.A 40A:4-19 provides that the Mayor and Council of the Borough of Stratford shall make appropriations to provide for those expenses of the Borough until a Final Budget is adopted.

BE IT FURTHER RESOLVED that the adoption of this resolution is within the first thirty (30) days of the 2023 budget year.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Stratford, that the following appropriations as set forth will hereby constitute the TEMPORARY BUDGET – Exhibit A – for the year of 2023 in the total amount of \$1,678,953.00, and

BE IT FURTHER RESOLVED, that these temporary appropriations shall not exceed 26.25% of the total of all budget appropriations of the preceding (2022) year budget, less appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, and shall be attached to and made part of this Resolution and the minutes of the January 5, 2023 Reorganization Meeting.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2023.

BILL BRAY, RMC
BOROUGH CLERK

BOROUGH OF STRATFORD
2023 TEMPORARY BUDGET
N.J.S.A. 40A:4-19

<u>APPROPRIATION</u>	<u>2023 BUDGET</u>
ADMINISTRATIVE & EXECUTIVE	
SALARIES & WAGES	49,000.00
OTHER EXPENSES	10,000.00
ELECTIONS	
OTHER EXPENSES	1,365.00
FINANCIAL ADMINISTRATION	
SALARIES & WAGES	24,500.00
OTHER EXPENSES	3,500.00
AUDIT SERVICES	11,000.00
COLLECTION OF TAXES	
SALARIES & WAGES	19,600.00
OTHER EXPENSES	5,000.00
ASSESSMENT OF TAXES	
SALARIES & WAGES	6,000.00
OTHER EXPENSES	4,000.00
LEGAL SERVICES & COSTS	
OTHER EXPENSES	19,950.00
ENGINEERING SERVICES & COSTS	
OTHER EXPENSES	3,900.00
MUNICIPAL COURT	
OTHER EXPENSES	53,000.00
LAND USE ADMINISTRATION	
SALARIES & WAGES	3,400.00

OTHER EXPENSES	1,900.00
POLICE DEPARTMENT	
SALARIES & WAGES	470,000.00
OTHER EXPENSES	28,000.00
EMERGENCY MANAGEMENT	
OTHER EXPENSES	1,400.00
FIRE DEPARTMENT	
FIRE HYDRANT SERVICE	16,000.00
FIRE COMPANY EXPENSES	14,000.00
UNIFORM FIRE SAFETY	
SALARIES & WAGES	3,500.00
OTHER EXPENSES	1,800.00
PUBLIC WORKS DEPARTMENT	
SALARIES & WAGES	41,000.00
OTHER EXPENSES	7,500.00
TRASH REMOVAL	
SALARIES & WAGES	80,000.00
OTHER EXPENSES	60,000.00
PUBLIC BUILDING & GROUNDS	
OTHER EXPENSES	6,500.00
SHADE TREE COMMISSION	
OTHER EXPENSES	1,000.00
BOROUGH VEHICLE MAINT	20,000.00
BOARD OF HEALTH	
SALARIES & WAGES	5,500.00
OTHER EXPENSES	450.00
ENVIRONMENTAL COMMISSION	
OTHER EXPENSES	700.00
INSURANCE	
OTHER INSURANCE PREMIUMS	65,000.00
WORKERS COMPENSATION	35,000.00
GROUP INSURANCE	160,000.00

HEALTH BENEFIT WAIVER	6,000.00
PUBLIC EVENTS	
OTHER EXPENSES	3,600.00
UTILITY EXPENSES & BULK PURCH	
ELECTRICITY	12,000.00
STREET LIGHTING	6,038.00
TELEPHONE	5,500.00
WATER	800.00
GAS (NATURAL OR PROPANE)	4,500.00
SEWERAGE PROCESSING	700.00
GASOLINE	20,000.00
SOLID WASTE DISPOSAL	70,000.00
SOCIAL SECURITY	50,000.00
UNEMPLOYMENT	1,500.00
AID TO LIBRARY	40,000.00
SHARED SERVICE SRO OFFICER	25,000.00
PAYMENT OF NOTE PRINCIPAL	72,500.00
INTEREST ON NOTE	3,300.00
SEWER UTILITY	
SALARIES & WAGES	55,000.00
OTHER EXPENSES	65,000.00
SOCIAL SECURITY	4,000.00
UNEMPLOYMENT	50.00
TOTAL GENERAL AND UTILITY APPROPRIATIONS	1,678,953.00

RESOLUTION 2022:18
APPOINTMENT OF CUSTODIANS

WHEREAS, it becomes necessary to insure and promote the efficient use and maintenance of various Borough properties by appointing a custodian.

NOW, THEREFORE, BE IT RESOLVED that the following organizations are appointed custodian of the designated facilities.

Tarkill Soccer Club - Tarkill Soccer Field House Building

Stratford Athletic Organization – Yale Avenue, Parkview School, and Yellin
School Field Houses

Stratford Historic Preservation Commission – Quaker Store Building

FURTHER, BE IT RESOLVED that the aforementioned designations shall commence on the 1st day of January, 2023, and continue for a period of one (1) year.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2022.

BILL BRAY, RMC
BOROUGH CLERK

RESOLUTION 23:19

RESOLUTION AUTHORIZING TAX ASSESSOR TO FILE, STIPULATE, SETTLE BOTH REGULAR AND ADDED/OMITTED TAX APPEALS, AND ROLL BACK TAX COMPLAINTS FOR THE BOROUGH OF STRATFORD

BE IT RESOLVED By the Mayor and Borough Council of the Borough of Stratford County of Camden, State of New Jersey that Patrick Dymond, Tax Assessor for the Borough of Stratford, is hereby authorized to file, stipulate, settle both regular and Added/Omitted tax appeals and roll back tax complaints on behalf of the Borough of Stratford for the year 2023.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2023.

**BILL BRAY, RMC
BOROUGH CLERK**

RESOLUTION 23:20
SCHOOL CROSSING GUARDS

WHEREAS, the Borough of Stratford employs school crossing guards; and

WHEREAS, the school crossing guards are under the supervision of the Stratford Chief of Police,

NOW, THEREFORE, BE IT RESOLVED, by Mayor and Council of the Borough of Stratford to recognize the title of school crossing guard and authorize said employment of school crossing and special officers, and

FURTHERMORE, BE IT RESOLVED, by Mayor and Council of the Borough of Stratford that the following are promised employment effective January 1, 2023:

Christine Osciak (Captain)
Christopher Scriboni
Naomi Leszenzynski
Keith Hartley
Thomas Stone
Christopher Mote
Colin Chestnut
Christine Larsen
Kim Houseman
Lorraine Morello
Barbara Jess
Nicole Trusko
Kay Mayer
Mark Tenrarelli
Cheyenne Jess
Jessica Farrell
Tina Wiseman
Lauren Laino
Patricia Riebel
Alyssa Morello

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2023.

BILL BRAY, RMC
BOROUGH CLERK

**RESOLUTION 23:21
2023 ANNUAL HOLIDAYS**

WHEREAS, the Borough of Stratford Personnel Policy and Procedures Manual, Section Three, "Paid and Unpaid Time Off Policies", entitled "Paid Holiday Policy" refers to a Resolution for paid holidays; and

WHEREAS, the following holidays will be recognized for 2023:

Martin Luther King Day
Presidents Day
Good Friday
Memorial Day
July 4th
Labor Day
Columbus Day
Thanksgiving
Friday after Thanksgiving
Half day 12/22 for Christmas Eve
Christmas
Half day 12/29 for New Year's Eve
2024 New Year's Day

WHEREAS, the Borough shall be closed on each of the above noted holidays in 2023,

NOW, THEREFORE, BE IT RESOLVED, by Mayor and Council to formally recognize the above noted holidays per the Personnel Policy and Procedures Manual Section Three, noted "Paid Holiday Policy".

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2023.

BILL BRAY, RMC
BOROUGH CLERK

RESOLUTION 23:22
AUTHORIZE SHARED SERVICE AGREEMENT FOR MECHANICAL REPAIRS AND
MAINTENANCE OF MUNICIPAL VEHICLES AND PUBLIC WORKS EQUIPMENT WITH
THE BOROUGH OF MAGNOLIA

WHEREAS, the Borough of Stratford is in need of services in the form of mechanical repairs and maintenance of municipal vehicles and public works equipment; and

WHEREAS, the Borough of Magnolia has the facility and capability to perform mechanical repairs and maintenance of municipal vehicles and public works equipment; and

NOW THEREFORE BE IT RESOLVED by Mayor and Council to authorize the execution of the Shared Service Agreement between the Borough of Stratford and the Borough of Magnolia for the service of mechanical repairs and maintenance of municipal vehicles and public works equipment for the year 2023.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2023.

BILL BRAY, RMC
BOROUGH CLERK

RESOLUTION 23:23
APPOINTMENT OF PROVISIONAL ENTRY LEVEL
TEMPORARY POLICE OFFICER

WHEREAS, the Mayor & Borough Council of the Borough of Stratford finds that for the health, safety and welfare of the citizens of the Municipality that the appointment of a Police Officer needed to fill positions created by retirements.

NOW, THEREFORE, BE IT RESOLVED by the Mayor & Borough Council of the Borough of Stratford to appoint

ZACHARY COLLINS

as a Full-Time Provisional Temporary Entry Level Police Officer under Senate Bill 3672 and the regulations promulgated under N.J.S.A 11A:4-1.3 of the New Jersey Civil Service Commission effective January 1, 2023, to complete Basic Police Officer Training within 9 months of January 1, 2023.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2023.

BILL BRAY, RMC
BOROUGH CLERK

RESOLUTION 23:24
APPOINTMENT OF PROVISIONAL ENTRY LEVEL
TEMPORARY POLICE OFFICER

WHEREAS, the Mayor & Borough Council of the Borough of Stratford finds that for the health, safety and welfare of the citizens of the Municipality that the appointment of a Police Officer needed to fill positions created by retirements.

NOW, THEREFORE, BE IT RESOLVED by the Mayor & Borough Council of the Borough of Stratford to appoint

DYLAN JESS

as a Full-Time Provisional Temporary Entry Level Police Officer under Senate Bill 3672 and the regulations promulgated under N.J.S.A 11A:4-1.3 of the New Jersey Civil Service Commission effective January 1, 2023, to complete Basic Police Officer Training within 9 months of January 1, 2023.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2023.

BILL BRAY, RMC
BOROUGH CLERK

RESOLUTION 23:25
APPOINTMENT OF PROVISIONAL ENTRY LEVEL
TEMPORARY POLICE OFFICER

WHEREAS, the Mayor & Borough Council of the Borough of Stratford finds that for the health, safety and welfare of the citizens of the Municipality that the appointment of a Police Officer needed to fill positions created by retirements.

NOW, THEREFORE, BE IT RESOLVED by the Mayor & Borough Council of the Borough of Stratford to appoint

RONALD MORELLO

as a Full-Time Provisional Temporary Entry Level Police Officer under Senate Bill 3672 and the regulations promulgated under N.J.S.A 11A:4-1.3 of the New Jersey Civil Service Commission effective January 1, 2023, to complete Basic Police Officer Training within 9 months of January 1, 2023.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2022.

BILL BRAY, RMC
BOROUGH CLERK

RESOLUTION 23:26

APPOINTMENT OF BOROUGH OF STRATFORD FIRE OFFICIAL

WHEREAS, the Borough of Stratford appoints Borough Fire Official annually; and

WHEREAS, the State of NJ, Department of Community Affairs, Division of Fire Safety has certified Brian E. Gibson as a Fire Official, #192289; and

NOW, THEREFORE, BE IT RESOLVED, by Mayor and Council of the Borough of Stratford to appoint Brian E. Gibson, with certification #192289, as the Borough of Stratford Fire Official effective January 1, 2023 through December 31, 2023,

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 5, 2023.

BILL BRAY, RMC
BOROUGH CLERK