

STRATFORD BOROUGH COUNCIL  
REORGANIZATION MEETING  
JANUARY 4, 2024  
6:30 P.M.

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**STATEMENT OF ADVERTISEMENT**

**PRAYER:**

By: Father Rene Canales  
Our Lady of Guadalupe

**PRESENTATION:** Mayor Elect Linda Hall presents a proclamations and Council Gift to outgoing Mayor Josh Keenan for his 8 years of service.

**OATHS OF OFFICE:**

To: Mayor Linda Hall (Sworn in by Magnolia Mayor BettyAnn Cowling-Carson)  
To: Councilman Patrick Gilligan (Sworn in by County Commissioner Jonathan L. Young, Sr.)  
To: Councilman Michael Tolomeo (Sworn in by County Commissioner Jonathan L. Young, Sr.)

**ROLL CALL:**

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

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

**RES. 24-01 APPOINTMENT TO FILL VACANCY ON BOROUGH COUNCIL:**

*Term – Through November, 2024 –*

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ RCV: \_\_\_\_\_

**OATH OF OFFICE:** To:

**SELECTION BY MEMBERS OF COUNCIL FROM THE COUNCIL MEMBERSHIP:**

President of Council

One Year Term

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ RCV: \_\_\_\_\_

**OATH OF OFFICE:** To:

**APPOINTMENT OF 2024 COUNCILMATIC COMMITTEES**

FINANCE AND REVENUE

DIRECTOR  
Assoc. Member  
Assoc. Member

EMERGENCY SERVICES

DIRECTOR  
Assoc. Member  
Assoc. Member

POLICE

DIRECTOR  
Assoc. Member  
Assoc. Member

PUBLIC WORKS

DIRECTOR  
Assoc. Member  
Assoc. Member

PUBLIC EVENTS

DIRECTOR  
Assoc. Member  
Assoc. Member

ORDINANCE/PROPERTY

DIRECTOR  
Assoc. Member  
Assoc. Member

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ RCV: \_\_\_\_\_

**APPOINTMENTS BY MAYOR WITH CONFIRMATION OF COUNCIL:**

Fire Line Officers:	One Year Term
– Chief	
– Deputy Chief	
– Deputy Chief	
– Captain	
– Captain	
– Captain	
– Chief Engineer	
– Safety Officer	
– Safety Officer	

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ RCV: \_\_\_\_\_

Joint Land Use Board, Class III –	One Year Term
Board of Education Liaison –	One Year Term
Park Commission Liaison –	One Year Term
Police Matrons –	One Year Term
Deputy OEM Coordinator-	Three Year Term

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ RCV: \_\_\_\_\_

**APPOINTMENTS BY MAYOR WITH NO CONFIRMATION OF COUNCIL NEEDED:**

Joint Land Use Board, Class I Mayor’s Designee –	Four Year Term
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
Joint Land Use Board, Alternate –	One Year Term
Parks Commission –	Five Year Term
Board of Health –	Three Year Term
Board of Health –	Two Year Term
Board of Health –	One Year Term
Municipal Coordinator of Aging –	One Year Term

**NEW BUSINESS:**

RESOLUTIONS 24:02 THROUGH 24:27 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. 24:02 Appointment of Solicitor –
- RES. 24:03 Appointment of Engineer –
- RES. 24:04 Appointment of Auditor –
- RES. 24:05 Appointment of Court Personnel
- RES. 24:06 Appointment of Police Chaplain –
- RES. 24:07 Appointment of Public Agency Compliance Officer –
- RES. 24:08 Appointment of Town Historian –
- RES. 24:09 Appointment of Redevelopment Planners –
- RES. 24:10 Award of Contract for Affordable Housing Planner Consultant Services -
- RES. 24:11 Appointment of Risk Management Consultant
- RES. 24:12 Appointment of Statewide Fund Commissioner
- RES. 24:13 Appointment of Special Law Enforcement Officers

- RES. 24:14      Depositories for Borough Funds and Cash Management Plan
- RES. 24:15      Time and Place for Meetings
- RES. 24:16      Publication of Legal Notices
- RES. 24:17      Parliamentary Procedures
- RES. 24:18      Temporary Budget for 2024
- RES. 24:19      Custodian for Borough Facilities
- RES. 24:20      Authorize Tax Assessor Settle Certain Appeals
- RES. 24:21      School Crossing Guards
- RES. 24:22      2024 Annual Holidays
- RES. 24:23      Appoint Temporary Police Officer – Ethan McBride
- RES. 24:24      Appoint Municipal Department Heads
- RES. 24:25      Appoint Municipal Administrator
- RES. 24:26      Approve Bank Signatories
- RES. 24-27      Award Contract for Berlin Road Pump Station Modifications

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 24:01**  
**APPOINTMENT OF COUNCILMEMBER FOR UNEXPIRED TERM**

**WHEREAS**, Councilwoman Linda Hall resigned effective January 1, 2024; and

**WHEREAS**, the Stratford Borough Council shall fill a vacancy temporarily pursuant to NJSA 40A:16-5; and

**WHEREAS**, the Democrat Municipal Chairperson submitted the following three names in nomination to fill the vacancy on Borough Council pursuant to NJSA 40A:16-11

**NOW, THEREFORE, BE IT RESOLVED**, by the Stratford Borough Council to appoint

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to the Stratford Borough Council with a term to expire pursuant to NJSA 40A:16-21.

**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 4, 2024.

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**BILL BRAY, RMC**  
**BOROUGH CLERK**

**RESOLUTION 24:02  
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, 2024 through December 31, 2024; 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 8, 2023, were submitted to the Borough Clerk of the Borough of Stratford, 307 Union Avenue, Stratford, New Jersey; and

**WHEREAS**, \_\_\_\_\_ 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

\_\_\_\_\_ for the position of Borough Solicitor in the Borough of Stratford for the calendar year of 2024 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 \$ \_\_\_\_\_ for Borough Solicitor in accounts 4-01-20-155-000-200 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 4, 2024.

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BILL BRAY, RMC  
BOROUGH CLERK

**RESOLUTION 24:03  
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, 2024 through December 31, 2024; 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 8, 2023, were submitted to the Borough Clerk of the Borough of Stratford, 307 Union Avenue, Stratford, New Jersey; and

**WHEREAS**, \_\_\_\_\_ 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

for the position of Borough Engineer in the Borough of Stratford for the calendar year of 2024 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 \$ \_\_\_\_\_ for Borough Engineer in accounts 4-01-20-165-000-200 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 4, 2024.

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BILL BRAY, RMC  
BOROUGH CLERK

**RESOLUTION 24:04  
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, 2024 through December 31, 2024; 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 8, 2023, were submitted to the Borough Clerk of the Borough of Stratford, 307 Union Avenue, Stratford, New Jersey; and

WHEREAS, Scott Barron of the firm \_\_\_\_\_ 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

\_\_\_\_\_, for the position of Borough Auditor in the Borough of Stratford for the calendar year of 2024 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 \$ \_\_\_\_\_ for Borough Auditor in accounts 4-01-20-135-000-200 and 4-07-55-502-000-222 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 4, 2024.

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BILL BRAY, RMC  
BOROUGH CLERK

**RESOLUTION 24:05**  
**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, 2024 as follows:

Municipal Prosecutor —  
Public Defender -

**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 4, 2024

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**BILL BRAY, RMC**  
**BOROUGH CLERK**



**RESOLUTION 24:06**

**APPOINTMENT OF POLICE CHAPLAIN**

**WHEREAS**, the Stratford Police Chief has recommended be  
appointed the Police Chaplain for the Department for the year 2024; and

**NOW, THEREFORE, BE IT RESOLVED**, by Mayor and Council to appoint  
as the Stratford Police Chaplain for the year 2024.

**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 4, 2024.

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BILL BRAY, RMC  
BOROUGH CLERK

**RESOLUTION 24:07**  
**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 \_\_\_\_\_, be appointed to the P.A.C.O. for the year 2024 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 4, 2024.

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BILL BRAY, RMC  
BOROUGH CLERK

**RESOLUTION 24:08**  
**APPOINTMENT OF TOWN HISTORIAN**

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

**NOW, THEREFORE, BE IT RESOLVED** that \_\_\_\_\_ be appointed as the  
Town Historian for the Borough of Stratford for 2024.

**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 4, 2024.

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**BILL BRAY, RMC**  
**BOROUGH CLERK**

**RESOLUTION 24:09**  
**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, 2024 through December 31, 2024; 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 8, 2023, were submitted to the Borough Clerk of the Borough of Stratford, 307 Union Avenue, Stratford, New Jersey; and

**WHEREAS**, \_\_\_\_\_ 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

for the position of Redevelopment Planners in the Borough of Stratford for the calendar year of 2024 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 \$ \_\_\_\_\_ for Redevelopment Planners in accounts 4-01-20-165-000-200 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 4, 2024.

\_\_\_\_\_  
BILL BRAY, RMC  
BOROUGH CLERK

**RESOLUTION 24:10**

**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**, \_\_\_\_\_ 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 \_\_\_\_\_ 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 \$ \_\_\_\_\_ in one (1) year; and

**WHEREAS**, \_\_\_\_\_ 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**, \_\_\_\_\_ 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 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 \_\_\_\_\_ 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 \$ \_\_\_\_\_ for Affordable Housing Planner Services in accounts 4-01-20-165-000-200 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 4, 2024.

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**BILL BRAY, RMC  
BOROUGH CLERK**

**RESOLUTION 24-11**  
**RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT**  
**2024 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  
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 **2024** 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 4, 2024.

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**BILL BRAY, RMC**  
**BOROUGH CLERK**

**RESOLUTION 24:12**  
**STATEWIDE INSURANCE FUND**  
**RESOLUTION APPOINTING FUND COMMISSIONER**  
**2024 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 2024**; and

**BE IT FURTHER RESOLVED** that Mayor Linda Hall is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the **Fund Year 2024**; 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 4, 2024.

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**BILL BRAY, RMC**  
**BOROUGH CLERK**

**RESOLUTION 24:13**

**APPOINTMENT OF SPECIAL LAW ENFORCEMENT OFFICERS**

**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 I's Class II's and Class III's are required to assist the regular police force of the Borough of Stratford; and

**WHEREAS** Special Law Enforcement Officers are required to serve the police department, for school and 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, and Article III, Section 3-8, 2.12.100 a (1) (2) (3) of the Stratford Police Department Rules and Regulations, Special Law Enforcement Officers:

Stephen McBride	Class III	(SRO) – Parkview School
Scott Beasley	Class III	(SRO) – Yellin School
Robert Kelly	Class II	

**WHEREAS**, the governing body and appropriate authority overseeing the borough's police department finds and determines that for the health, safety and welfare of the citizens of the municipality, that an appointment of certain other classes and categories of officers are needed to perform other duties and functions for the Borough of Stratford.

In accordance with N.J.S.A. 40A:14-146.14 and Article III, Section 3-8, 2.12.100 a (1) (2) (3) of the Stratford Police Department Rules & Regulations, a confidential employee, Ronald Morello is appointed from this class of employees to fulfill certain "designations" made by the appropriate authority, without compensation.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor & Borough Council of the Borough of Stratford to appoint the forgoing individuals in accordance with N.J.S.A. 40A:14-146.14 and Stratford Ordinance 2023-11.

**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 4, 2024.

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BILL BRAY, RMC  
BOROUGH CLERK



**RESOLUTION 24:14**  
**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 **2024 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. 1<sup>st</sup> 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 4, 2024.

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BILL BRAY, RMC  
BOROUGH CLERK



**RESOLUTION 24:16**  
**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 2024:

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 4, 2024.

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BILL BRAY, RMC  
BOROUGH CLERK

**RESOLUTION 24:17**  
**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 2024, 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 4, 2024.

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**BILL BRAY, RMC**  
**BOROUGH CLERK**

**RESOLUTION 24:18  
TEMPORARY BUDGET FOR 2024**

**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 2024 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 2024 in the total amount of \$1,644,700.00, and

**BE IT FURTHER RESOLVED**, that these temporary appropriations shall not exceed 26.25% of the total of all budget appropriations of the preceding (2023) 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 4, 2024 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 4, 2024.

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**BILL BRAY, RMC  
BOROUGH CLERK**

BOROUGH OF STRATFORD  
2024 TEMPORARY BUDGET  
N.J.S.A. 40A:4-19

<u>APPROPRIATION</u>	<u>2024 BUDGET</u>
ADMINISTRATIVE & EXECUTIVE	
SALARIES & WAGES	50,000.00
OTHER EXPENSES	9,000.00
ELECTIONS	
OTHER EXPENSES	1,900.00
FINANCIAL ADMINISTRATION	
SALARIES & WAGES	20,000.00
OTHER EXPENSES	1,900.00
AUDIT SERVICES	11,000.00
COLLECTION OF TAXES	
SALARIES & WAGES	20,000.00
OTHER EXPENSES	3,000.00
ASSESSMENT OF TAXES	
SALARIES & WAGES	4,800.00
OTHER EXPENSES	2,700.00
LEGAL SERVICES & COSTS	
OTHER EXPENSES	21,000.00
ENGINEERING SERVICES & COSTS	
OTHER EXPENSES	3,600.00
MUNICIPAL COURT	
OTHER EXPENSES	55,600.00
LAND USE ADMINISTRATION	
SALARIES & WAGES	1,800.00



OTHER EXPENSES	2,700.00
POLICE DEPARTMENT	
SALARIES & WAGES	468,000.00
OTHER EXPENSES	28,000.00
FIRE DEPARTMENT	
FIRE HYDRANT SERVICE	1,000.00
FIRE COMPANY EXPENSES	12,600.00
UNIFORM FIRE SAFETY	
OTHER EXPENSES	1,800.00
PUBLIC WORKS DEPARTMENT	
SALARIES & WAGES	39,500.00
OTHER EXPENSES	4,900.00
TRASH REMOVAL	
SALARIES & WAGES	79,000.00
OTHER EXPENSES	3,100.00
PUBLIC BUILDING & GROUNDS	
OTHER EXPENSES	7,700.00
SHADE TREE COMMISSION	
OTHER EXPENSES	500.00
BOROUGH VEHICLE MAINT	7,350.00
BOARD OF HEALTH	
SALARIES & WAGES	4,600.00
OTHER EXPENSES	450.00
ENVIRONMENTAL COMMISSION	
OTHER EXPENSES	600.00
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	10,000.00
STREET LIGHTING	6,000.00
TELEPHONE	4,500.00
WATER	300.00
GAS (NATURAL OR PROPANE)	4,200.00
SEWERAGE PROCESSING	400.00
GASOLINE	20,000.00
SOLID WASTE DISPOSAL	92,000.00
SOCIAL SECURITY	50,000.00
UNEMPLOYMENT	1,500.00
AID TO LIBRARY	50,000.00
SHARED SERVICE SRO OFFICER	20,000.00
PAYMENT OF NOTE PRINCIPAL	134,250.00
INTEREST ON NOTE	<u>16,800.00</u>
TOTAL GENERAL	1,547,650.00
SEWER UTILITY	
SALARIES & WAGES	49,000.00
OTHER EXPENSES	31,000.00
SOCIAL SECURITY	4,000.00
UNEMPLOYMENT	50.00
PAYMENT OF NOTE PRINCIPAL	<u>13,000.00</u>
TOTAL UTILITY	97,050.00
TOTAL GENERAL AND UTILITY	
APPROPRIATIONS	1,644,700.00

**RESOLUTION 24:19  
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

**FURTHER, BE IT RESOLVED** that the aforementioned designations shall commence on the 1<sup>st</sup> day of January, 2024, 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 4, 2024.

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**BILL BRAY, RMC  
BOROUGH CLERK**

**RESOLUTION 24:20**

**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 2024.

**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 4, 2024.

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**BILL BRAY, RMC  
BOROUGH CLERK**

**RESOLUTION 24:21  
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 Police Department Chief Police Executive - Department Head,

**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, 2024:

Christine Osciak (Captain)	Colin Chestnut
John Crawford	Jessica Farrell
John Laino	Beth Healy
Nicole Trusko	Barbara Jess
Christopher Mote	Christine Larsen
Patricia Riebel	Kay Mayer
Christopher Mote	Lorraine Morello
Nick Morello	Michael Morris
Mark Tenrarelli	Tina Wiseman
Nicole Johnson (Substitute)	William E. Staines (Substitute)
Gabrielle Osciak (School Safety Guard)	

**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 4, 2024.

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**BILL BRAY, RMC  
BOROUGH CLERK**

**RESOLUTION 24:22  
2024 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 2024:

Martin Luther King Day  
Presidents Day  
Good Friday  
Memorial Day  
July 4<sup>th</sup>  
Labor Day  
Columbus Day  
Thanksgiving  
Friday after Thanksgiving  
Half day 12/24 for Christmas Eve  
Christmas  
Half day 12/31 for New Year's Eve  
2025 New Year's Day

**WHEREAS**, the Borough shall be closed on each of the above noted holidays in 2024,

**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 4, 2024.

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**BILL BRAY, RMC  
BOROUGH CLERK**

**RESOLUTION 24:23**

**APPOINTMENT OF A 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 Temporary Police Officer under *N.J.S.A. 40:47-4.7. & 4A:4-1.7*, is required to fill an immediate vacancy.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor & Borough Council of the Borough of Stratford to appoint effective January 1, 2024,

**ETHAN MCBRIDE**

As A **TEMPORARY POLICE OFFICER**, under *N.J.S.A. 40:47-4.7. & 4A:4-1.7*, Hourly earning \$21.00 per hour.

**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 4, 2024.

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**BILL BRAY, RMC**  
**BOROUGH CLERK**

**RESOLUTION 24:24**  
**RECOGNIZING THE APPOINTMENT OF MUNICIPAL DEPARTMENT HEADS**  
*Unclassified, 4A:3-1.3 Civil Service Title Code 05895*

**WHEREAS** the Borough of Stratford desires to affirm Municipal Department Head appointments authorized by N.J.S.A. 40:69A-43; and

**WHEREAS** certain Municipal Department Head positions are established under Stratford Municipal Code Section 2.04.040, and under Article II, Section 1 of the Stratford Police Department Rules & Regulations; and

**WHEREAS**, the Mayor & Borough Council of the Borough of Stratford finds that for the health, safety and welfare of the citizens of the Municipality, qualified Municipal Department Heads who reside within the Borough is advantageous to manage the respective departments.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor & Borough Council of the Borough of Stratford to affirm the following Civil Service Municipal Department Heads for the Borough of Stratford, in 2024 and beyond:

**DEPARTMENT**

Public Works  
Sanitation  
Sewer

Michael C. Williams  
**Supervisor / Superintendent**

**DEPARTMENT**

Police  
Office of Emergency Management  
Emergency Medical Services  
Code Enforcement

Ronald M. Morello  
**Chief Police Executive**

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 4, 2024.

BILL BRAY, RMC  
BOROUGH CLERK



**RESOLUTION 24:25**

**APPOINTING MUNICIPAL ADMINISTRATOR**

**WHEREAS**, pursuant to N.J.S.A. 40A:9-136 the governing body of any municipality, by ordinance, may create the office of municipal administrator and delegate to him or her all or a portion of the executive responsibilities of the municipality; and

**WHEREAS**, Chapter 2.08.120 of the Code of the Borough of Stratford establishes the position of Municipal Administrator; and

**WHEREAS**, the Borough of Stratford has determined that there is a need for a Municipal Administrator; and

**WHEREAS**, New Jersey Civil Service Title Code 02519 designates the position of Municipal Administrator as an unclassified appointment with educational requirements of a bachelor's degree or 5 years municipal management experience; and

**WHEREAS**, the Borough of Stratford finds and determines that John Keenan, Jr. meets and exceeds all qualification requirements for the appointment of said position; and

**NOW THEREFORE BE IT RESOLVED** that the Mayor has appointed and the Council of the Borough of Stratford consents to the appointment of John Keenan, Jr. as the Municipal Administrator, effective January 1, 2024.

**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 4, 2024.

BILL BRAY, RMC  
BOROUGH CLERK



**RESOLUTION 24:27**

**A RESOLUTION OF THE BOROUGH OF STRATFORD, COUNTY OF CAMDEN, STATE OF NEW JERSEY FOR AWARDED CONTRACT TO SCALFO ELECTRIC, INC. FOR THE BERLIN ROAD PUMP STATION MODIFICATIONS PROJECT IN THE AMOUNT OF \$30,250.00**

**WHEREAS**, under provision of N.J.S.A. 40A:11-5(1)(gg), “a contract for the . . . designing, financing, construction, operation, or maintenance, or any combination thereof, . . . a wastewater treatment system as defined in [N.J.S.A. 40A:11-15(19)], or any component part or parts thereof” is exempt from public advertisement and receipt of bids as typically required by New Jersey Local Public Contracts Law; and

**WHEREAS**, by provision of N.J.S.A. 40A:11-5(1)(gg), a quote was solicited from Scalfo Electric, Inc. for the Berlin Road Pump Station Modifications project; and

**WHEREAS**, a quote in the amount of \$30,250.00 was received from Scalfo Electric, Inc., 3539 N. Mill Road, Vineland, New Jersey 08360; and

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Stratford, County of Camden, State of New Jersey, that a contract in the amount of \$30,250.00 for the Berlin Road Pump Station Modifications project is hereby awarded to from Scalfo Electric, Inc., contingent upon the following:

1. That the contract documents and quote solicitation procedures by provision of N.J.S.A. 40A:11-5(1)(gg), have been reviewed and approved by the Municipal Solicitor.
2. That the presiding officer of this body be and is hereby directed to sign for and on its behalf the Contract for said services.
3. The Clerk of this body shall be and is hereby directed to seal said contract with the corporate seal of this body and attest to the same.
4. This Resolution hereby authorized the Mayor and Clerk to endorse the contract documents.

**BE IT FURTHER RESOLVED** that the Chief Financial Officer of the Borough has certified the availability of funds in the amount of \$30,250.00 in the following Developer Escrow Account – Project ID Berlin Sewer.

**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 4, 2024.

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**BILL BRAY, RMC  
BOROUGH CLERK**