

# MINUTES

**MARCH 8, 2016**

## STATEMENT

Notice of this March 8, 2016 Regular Meeting pursuant to the Open Public Meetings Act has been given by the Township Council in the following manner:

- ◆ A written notice was filed with the Burlington Township Clerk on January 6, 2016.
- ◆ A written notice was posted on the Burlington Township bulletin board and web site on January 6, 2016.
- ◆ A written notice was mailed to the Burlington County Times, the Courier Post and the Trenton Times via certified mail on January 6, 2016.

The Regular Meeting of the Township Council was held on March 8, 2016 at the Burlington Township Municipal Building. Those present were:

<b>PRESIDENT OF COUNCIL:</b>	Carl M. Schoenborn
<b>COUNCIL MEMBERS:</b>	Joyce R. Howell
	George M. Kozub
	Robert W. Jung
	E.L. Pete Green
	Patricia M. Siboczy
	Michael K. Cantwell

President Schoenborn called the meeting to order and asked everyone to stand and join in the Pledge of Allegiance lead by Cameron Carter

### CERTIFICATES OF RECOGNITION PRESENTED TO THE FOLLOWING TEAMS WHO ACHIEVED FIRST PLACE IN THEIR DIVISION AT THE 2016 UNIVERSAL CHEERLEADING ASSOCIATION CHAMPIONSHIP IN ORLANDO, FLORIDA

- A) **BURLINGTON TOWNSHIP JR. RECREATION CHEER SQUAD**
- B) **SPARKLE EFFECT CHEERLEADING TEAM**

### **BURLINGTON TOWNSHIP JUNIOR RECREATION CHEER SQUAD**

At this time, Mayor Carlin read the following for the record:

This is a team that is made up of girls ages 5 to 12 who have a very impressive history.

March 8, 2016

- First place at every local competition from 2014-2016
- 2014 New Jersey State Champions
- 2015 Bronze Medalist at 2015 UCA National High School Competition in Orlando, Florida

Tonight we are here to recognize them for:

- 2016 UCA Regional Champions
- Improved on last year's Bronze Medal by coming home as 2016 UCA National Champions

Mayor Carlin invited Head Coach Danica Dilligard up to say a few words and help hand out the Certificates of Recognition.

## CERTIFICATE OF RECOGNITION



*Presented to*

*Hajaunia Bollar  
Kayla M. Carter  
Trinity Clotter  
Amaya Dowling  
Na\*khiya Ellis  
Eliana Goldin  
Jasmine B. Hall  
Nia Hall  
Marshan Jenkins  
Janae Jones*

*Janaye Lemon  
London McManus  
Corrine Miles  
Leia Morton  
Camille Munn  
Indiah Knight  
Emileigh Pidgeon  
Caheil Powell  
Tiyana Reynolds  
Justine Rogers*

*Kailah Smith  
Anaya Young  
Shayna Young  
Cassandra Coleman - Coach  
Danica Dilligard - Coach  
Tyler Dilligard – Coach  
Nicole Hall – Coach  
Atanda Powell – Coach  
Shayne Stewart – Coach  
Juanita Sullivan - Coach*

***In recognition of your achieving First Place in your division at the 2016 Universal Cheerleading Association Championship in Orlando, Florida. Your determination to accomplish such a distinction brings deserved pride to your community, your school, your family and yourself. It is therefore with great pride the Mayor and Council of Burlington Township is most pleased to present this recognition.***

***Presented on this eighth day of March in the year 2016***

***Brian J. Carlin***  
Mayor

***Carl M. Schoenborn***  
President of Council

***Walter J. Carter***  
Administrator

March 8, 2016

**SPARKLE EFFECT CHEERLEADING TEAM**

At this time, Mayor Carlin read the following for the record:

This squad started as an idea from two former Burlington Township High School Students Jasmine Knight and Jazmin Dilliard 3 years ago.

Sparkle Effect program is an integrated program where students with special needs train and compete side by side with students who do not.

Under the direction of Kim Gaskin, the 11 members of the Sparkle Effect Team performed at the standard of excellence that has become synonymous with the program.

This past February this squad stepped up and competed for the first time at the National level at the Universal Cheerleading Association Championships in Orlando, Florida. In a competition that will be aired this month on ESPN, the Burlington Township Sparkle Effect Squad finished in first place.

Mayor Carlin invited Head Coach Kim Gaskin up to say a few words and help hand out the Certificates of Recognition.

# CERTIFICATE OF RECOGNITION



*Presented to*

*Shayla Atwood  
Ashley Camacho  
Katie Davila  
Kameron Gaskin  
Heleene Goldin*

*Alexus Heads  
Brook Lambert  
Kaitlynn Sagias  
Alyssa Smith  
Ayana Stuart  
Shakira Swaby*

*Kim Gaskin – Head Coach  
Shatasia Knight - Coach  
Bev Boyle - Volunteer  
Arlene Hutton - Volunteer  
Elizabeth Grande - Volunteer  
Clare White - Volunteer*

***In recognition of your achieving First Place in your division at the 2016 Universal Cheerleading Association Championship in Orlando, Florida. Your determination to accomplish such a distinction brings deserved pride to your community, your school, your family and yourself. It is therefore with great pride the Mayor and Council of Burlington Township is most pleased to present this recognition.***

***Presented on this eighth day of March in the year 2016***

*Brian J. Carlin*

*Carl M. Schoenborn*

*Walter J. Carter*

March 8, 2016

Mayor

President of Council

Administrator

**SPECIAL PRESENTATION FOR SHAKIRA SWABY**

At this time, Mayor Carlin read the following for the record:

Shakira Swaby started working as a volunteer in October 2015. She was part of the SCOPE program for the Burlington Township High School. This program is to foster independence and promote productively as well as socialization for the student in a working environment.

Shakira was stationed at the front desk of the Municipal Building where she became the first contact person to anyone that entered the Municipal Building. She directed and assisted individuals to the proper location or department as well as answered any questions or concerns that residents or visitors might have had. Shakira was an extremely warm and welcoming addition to the front desk. She was always willing and able to help when and where she could.

Shakira will be leaving us on March 10<sup>th</sup> for a new position at Virtua Hospital. We are very pleased for her and wish her well in all her endeavors.

**IN RECOGNITION AND  
APPRECIATION**



*Presented to*

***Shakira Swaby***

***The Mayor and Council of Burlington Township recognize and gratefully appreciate your volunteer services to the Burlington Township Municipal Government.***

***It is certainly noted that your hard work and dedication of your time and talents is a contribution to the community and staff. Your generosity and energy serves as a positive and dedicated role model to others.***

***Presented on this eighth day of March in the year 2016***

*Brian J. Carlin*

*Carl M. Schoenborn*

*Walter J. Carter*

March 8, 2016

<b>Mayor</b>	<b>President of Council</b>	<b>Administrator</b>
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Mayor Carlin once again congratulated and thanked the two cheer squads, parents and coaches for coming out this evening.

At this time, President Schoenborn called on Council for any comments.

All Council Members individually thanked and congratulated both cheerleading teams for their outstanding seasons and thanked both the coaches and parents for their dedication.

All Council Members individually showed their appreciation and thanked Shakira Swaby for her volunteer service and wished her luck at Virtua Hospital.

President Jung called for a ten-minute recess. After a brief recess during which photos were taken of the teams, President Jung called the meeting back to order.

**MOTION TO PAY BILLS**

Motion made by Councilman Cantwell, seconded by Councilman Jung, to pay bills that have been approved.

On roll call the following vote was recorded:

AYES: Howell, Kozub, Jung, Green, Siboczy, Cantwell and President Schoenborn.  
NAYS: None.

President Schoenborn declared the motion carried.

**ACCEPTANCE OF MINUTES**

Regular Meeting - February 23, 2016

Motion made by Councilman Jung, seconded by Councilwoman Howell, to approve minutes as submitted.

On roll call the following vote was recorded:

AYES: Howell, Jung, Green, Siboczy, Cantwell and President Schoenborn.  
NAYS: None.  
ABSTAIN: Kozub.

President Schoenborn declared the motion carried.

**DISPOSITION OF BIDS RECEIVED**

None

March 8, 2016

**WRITTEN REPORTS OF OFFICIALS**

- 1) Department of Engineering's report for the month of February, 2016 shows total receipts of \$438.00, remitted to the Treasurer.
- 2) Recreation Department's report for the month of January, 2016 shows total receipts of \$10,620.00 remitted to the Treasurer.
- 3) Recreation Department's report for the month of February, 2016 shows total receipts of \$13,040.00 remitted to the Treasurer.
- 4) Police Department's report for the month of February, 2016 shows total receipts of \$7,442.90 remitted to the Treasurer.
- 5) Township Clerk's Office report for the month of February, 2016 shows total receipts of \$4,773.00 remitted to the Treasurer.
- 6) Department of Public Works report for the month of February, 2016 shows total receipts of \$1,532.00, remitted to the Treasurer.

**CORRESPONDENCE**

None

**PUBLIC PORTION**

At this time, President Schoenborn opened the floor to the public for their views and comments. There being no speakers, President Schoenborn closed the floor to the public.

**ORDINANCES - SECOND READING**

ORDINANCE  
2016-OR-005

ORDINANCE AMENDING THE CODE OF THE TOWNSHIP OF BURLINGTON  
ENTITLED "ADMINISTRATIVE CODE OF THE TOWNSHIP OF BURLINGTON", MORE  
SPECIFICALLY CHAPTER 20 (UPDATING 2016 SALARIES)

President Schoenborn opened the floor to the public. There being no speakers, President Schoenborn closed the floor to the public.

Motion made by Councilman Kozub, seconded by Councilman Green, to adopt this ordinance on second reading.

On roll call the following vote was recorded:

March 8, 2016

AYES: Howell, Kozub, Jung, Green, Siboczy, Cantwell and President Schoenborn.  
NAYS: None.

President Schoenborn declared the motion carried.

ORDINANCE  
2016-OR-006

CALENDAR YEAR 2016 MODEL ORDINANCE TO EXCEED THE MUNICIPAL BUDGET  
APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)

President Schoenborn opened the floor to the public. There being no speakers,  
President Schoenborn closed the floor to the public.

Motion made by Councilman Kozub, seconded by Councilwoman Siboczy, to adopt  
this ordinance on second reading.

On roll call the following vote was recorded:

AYES: Howell, Kozub, Jung, Green, Siboczy, Cantwell and President Schoenborn.  
NAYS: None.

President Schoenborn declared the motion carried.

ORDINANCES - FIRST READING

ORDINANCE

ORDINANCE AMENDING THE CODE OF THE TOWNSHIP OF BURLINGTON  
ENTITLED "ADMINISTRATION CODE OF THE TOWNSHIP OF BURLINGTON", MORE  
SPECIFICALLY CHAPTER 20, SECTION 20-65, "SALARY SCHEDULES A, B, C, D AND E  
WITH 2016 UPDATES"

Motion made by Councilman Jung, seconded by Councilman Kozub, to adopt on  
first reading, to advertise in the legal newspaper, and set date and time for public hearing  
on March 22, 2016 at 7:00 p.m. in these chambers.

On roll call the following vote was recorded:

AYES: Howell, Kozub, Jung, Green, Siboczy, Cantwell and President Schoenborn.  
NAYS: None.

President Schoenborn declared the motion carried.

ORDINANCE

March 8, 2016

ORDINANCE TO AMEND THE ORDINANCES OF THE TOWNSHIP OF BURLINGTON,  
COUNTY OF BURLINGTON AND STATE OF NEW JERSEY SPECIFICALLY SECTION  
15:1-2.4 (NO STOPPING OR STANDING)

Motion made by Councilwoman Siboczy, seconded by Councilman Green, to adopt on first reading, to advertise in the legal newspaper, and set date and time for public hearing on March 22, 2016 at 7:00 p.m. in these chambers.

On roll call the following vote was recorded:

AYES: Howell, Kozub, Jung, Green, Siboczy, Cantwell and President Schoenborn.

NAYS: None.

President Schoenborn declared the motion carried.

ORDINANCE

ORDINANCE AMENDING THE CODE OF THE TOWNSHIP OF BURLINGTON,  
COUNTY OF BURLINGTON AND STATE OF NEW JERSEY SPECIFICALLY CHAPTER  
20, SECTION 20-70 OF THE CODE OF THE TOWNSHIP OF BURLINGTON PERTAINING  
TO FEES AND COSTS

Motion made by Councilman Green, seconded by Councilman Kozub, to adopt on first reading, to advertise in the legal newspaper, and set date and time for public hearing on March 22, 2016 at 7:00 p.m. in these chambers.

On roll call the following vote was recorded:

AYES: Howell, Kozub, Jung, Green, Siboczy, Cantwell and President Schoenborn.

NAYS: None.

President Schoenborn declared the motion carried.

**RESOLUTIONS**

**PROFESSIONAL SERVICE RESOLUTIONS**

RESOLUTION

2016-R-054

- A) RESOLUTION AUTHORIZING AWARD OF CONTRACT AND THE SIGNING OF A PROFESSIONAL SERVICES AGREEMENT BY THE MAYOR AND TOWNSHIP CLERK FOR McMANIMON, SCOTLAND AND BAUMANN, LLC. FOR BOND COUNSEL FOR THE YEAR 2016

Motion made by Councilman Cantwell, seconded by Councilman Green to adopt all resolutions.

*March 8, 2016*

On roll call the following vote was recorded:

AYES: Howell, Kozub, Jung, Green, Siboczy, Cantwell and President Schoenborn.

NAYS: None.

President Schoenborn declared the motion carried.

RESOLUTION  
2016-R-055

B) RESOLUTION AUTHORIZING AWARD OF CONTRACT AND THE SIGNING OF A PROFESSIONAL SERVICES AGREEMENT BY THE MAYOR AND TOWNSHIP CLERK FOR JEFFERSON-DORFNER FAMILY MEDICINE TO PROVIDE MEDICAL SERVICES FOR THE YEAR 2016

Motion made by Councilman Kozub, seconded by Councilman Jung to adopt all resolutions.

On roll call the following vote was recorded:

AYES: Howell, Kozub, Jung, Green, Siboczy, Cantwell and President Schoenborn.

NAYS: None.

President Schoenborn declared the motion carried.

RESOLUTION  
2016-R-056

C) RESOLUTION AUTHORIZING AWARD OF CONTRACT AND THE SIGNING OF A PROFESSIONAL SERVICE AGREEMENT BY THE MAYOR AND TOWNSHIP CLERK FOR JAMES R. DATZ OF ALAIMO GROUP CONSULTING ENGINEERS AS LAND SURVEYOR FOR THE YEAR 2016

Motion made by Councilman Jung, seconded by Councilwoman Siboczy to adopt all resolutions.

On roll call the following vote was recorded:

AYES: Howell, Kozub, Jung, Green, Siboczy, Cantwell and President Schoenborn.

NAYS: None.

President Schoenborn declared the motion carried.

RESOLUTION  
2016-R-057

*March 8, 2016*

D) RESOLUTION AUTHORIZING AWARD OF CONTRACT AND THE SIGNING OF A PROFESSIONAL SERVICE AGREEMENT BY THE MAYOR AND TOWNSHIP CLERK FOR QUAL-LYNX AS LIABILITY CLAIMS ADJUSTER FOR THE YEAR 2016

Motion made by Councilman Cantwell, seconded by Councilwoman Siboczy to adopt all resolutions.

On roll call the following vote was recorded:

AYES: Howell, Kozub, Jung, Green, Siboczy, Cantwell and President Schoenborn.

NAYS: None.

President Schoenborn declared the motion carried.

RESOLUTION  
2016-R-058

E) RESOLUTION AUTHORIZING AWARD OF CONTRACT AND THE SIGNING OF A PROFESSIONAL SERVICES AGREEMENT BY THE MAYOR AND TOWNSHIP CLERK FOR WILLIAM J. BARRETT, ESQUIRE OF THE GEORGE T. KOTCH LAW FIRM TO PROVIDE WORKERS' COMPENSATION ATTORNEY SERVICES FOR THE YEAR 2016

Motion made by Councilman Cantwell, seconded by Councilman Jung to adopt all resolutions.

On roll call the following vote was recorded:

AYES: Howell, Kozub, Jung, Green, Siboczy, Cantwell and President Schoenborn.

NAYS: None.

President Schoenborn declared the motion carried.

RESOLUTION  
2016-R-059

F) RESOLUTION AUTHORIZING AWARD OF CONTRACT AND THE SIGNING OF A PROFESSIONAL SERVICE AGREEMENT BY THE MAYOR AND TOWNSHIP CLERK FOR SELF INSURANCE MANAGEMENT AGENCY, INC. AS INSURANCE CLAIMS HANDLING SERVICES FOR THE YEAR 2016

Motion made by Councilman Kozub, seconded by Councilman Cantwell to adopt all resolutions.

On roll call the following vote was recorded:

March 8, 2016

AYES: Howell, Kozub, Jung, Green, Siboczy, Cantwell and President Schoenborn.  
NAYS: None.

President Schoenborn declared the motion carried.

RESOLUTION  
2016-R-060

G) RESOLUTION AUTHORIZING AWARD OF CONTRACT AND THE SIGNING OF A PROFESSIONAL SERVICE AGREEMENT BY THE MAYOR AND TOWNSHIP CLERK FOR ALAIMO GROUP CONSULTING ENGINEERS AS TOWNSHIP PLANNER FOR THE YEAR 2016

Motion made by Councilman Green, seconded by Councilman Jung to adopt all resolutions.

On roll call the following vote was recorded:

AYES: Howell, Kozub, Jung, Green, Siboczy, Cantwell and President Schoenborn.  
NAYS: None.

President Schoenborn declared the motion carried.

TOWNSHIP RESOLUTIONS

President Schoenborn called on the Township Clerk to read all the resolutions before roll call vote is taken.

RESOLUTION  
2016-R-061

A) RESOLUTION AUTHORIZING REFUNDS TO CERTAIN PROPERTY OWNERS WITHIN THE TOWNSHIP OF BURLINGTON

RESOLUTION  
2016-R-062

B) RESOLUTION TO AMEND THE TEMPORARY BUDGET

RESOLUTION  
2016-R-063

C) RESOLUTION AUTHORIZING EDUCATIONAL LEAVE OF ABSENCE FOR EMPLOYEES IN THE DEPARTMENT OF PUBLIC SAFETY TO ATTEND A COURSE ON ENHANCED INCIDENT MANAGEMENT UNIFIED COMMAND

*March 8, 2016*

RESOLUTION  
2016-R-064

- D) RESOLUTION AUTHORIZING PAID LEAVE OF ABSENCE FOR AN EMPLOYEE IN THE DEPARTMENT OF PUBLIC SAFETY TO ATTEND A TRAINING CONFERENCE

RESOLUTION  
2016-R-065

- E) RESOLUTION APPROVING FARKAS AUTO BODY AS AN APPROVED TOWING VENDOR FOR THE YEAR 2016

RESOLUTION  
2016-R-066

- F) RESOLUTION AUTHORIZING ELECTRONIC TAX SALE PILOT PROGRAM

RESOLUTION  
2016-R-067

- G) RESOLUTION AUTHORIZING CANCELLATION OF TAXES ON BLOCK 100.02, LOT 52

RESOLUTION  
2015-R-068

- H) RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF LOAN AGREEMENTS TO BE EXECUTED BY THE TOWNSHIP OF BURLINGTON, IN THE COUNTY OF BURLINGTON, NEW JERSEY AND EACH OF THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST AND THE STATE OF NEW JERSEY, ACTING BY AND THROUGH THE DEPARTMENT OF ENVIRONMENTAL PROTECTION, AND FURTHER AUTHORIZING THE EXECUTION AND DELIVERY OF AN ESCROW AGREEMENT, ALL PURSUANT TO THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST FINANCING PROGRAM

RESOLUTION  
2015-R-069

- I) RESOLUTION DETERMINING THE FORM AND OTHER DETAILS OF NOT EXCEEDING \$925,000 SEWER UTILITY BONDS, OF THE TOWNSHIP OF BURLINGTON, IN THE COUNTY OF BURLINGTON, NEW JERSEY, AND PROVIDING FOR THEIR SALE TO THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST AND THE STATE OF NEW JERSEY PURSUANT TO THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST FINANCING PROGRAM

*March 8, 2016*

Motion made by Councilman Cantwell, seconded by Councilwoman Siboczy to adopt all resolutions.

On roll call the following vote was recorded:

AYES: Howell, Kozub, Jung, Green, Siboczy, Cantwell and President Schoenborn.  
NAYS: None.

President Schoenborn declared the motion carried.

**MOTIONS REQUIRED**

None

**MAYOR'S ANNOUNCEMENTS AND APPOINTMENTS**

Mayor Carlin made the following appointments:

A) Permanent Appointment of Leigha Bogdonowicz as Keyboarding Clerk in the Tax Office, effective February 29, 2016.

B) Permanent Appointment of Jennifer Bupp as Keyboarding Clerk in the License and Inspection Department, effective March 9, 2016.

**ORAL REPORTS OF OFFICIALS OTHER THAN THE MAYOR**

TOWNSHIP ADMINISTRATOR: No report.

TOWNSHIP SOLICITOR: No report.

DIRECTOR OF PUBLIC SAFETY: No report.

DIRECTOR OF PUBLIC WORKS: No report.

DIRECTOR OF RECREATION: No report.

CONSTRUCTION OFFICIAL: No report.

TREASURER/CFO: No report.

TAX COLLECTOR: No report.

TOWNSHIP ENGINEER: No report.

TOWNSHIP CLERK: No report.

**REPORTS OF COUNCIL MEMBERS**

*March 8, 2016*

COUNCILWOMAN HOWELL: Councilwoman Howell congratulated both Cheerleading Squads.

COUNCILMAN KOZUB: No report.

COUNCILMAN JUNG: No report.

COUNCILMAN GREEN: No report.

COUNCILWOMAN SIBOCZY: Councilwoman Siboczy congratulated both Cheerleading Squads and Coaches.

Councilwoman Siboczy also welcomed the newly appointed employees.

COUNCILMAN CANTWELL: No report.

PRESIDENT SCHOENBORN: President Schoenborn congratulated the Burlington Township Cheerleaders.

President Schoenborn also congratulated and thanked Shakira Swaby.

**MOTION TO ADJOURN**

Motion made by Councilman Kozub, seconded by Councilwoman Siboczy to adjourn until the Regular Meeting to be held on March 22, 2016 at 7:00 p.m. in these chambers.

On roll call the following vote was recorded:

AYES: Howell, Kozub, Jung, Green, Siboczy, Cantwell and President Schoenborn.

NAYS: None.

President Schoenborn declared the motion carried.

***COUNCIL ADJOURNED***

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Anthony J. Carnivale, Jr., RMC  
Municipal Clerk

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Carl M. Schoenborn  
President of Council