

April 7, 2022

TO: Commissioners & Solicitor

FROM: Sharon McCullough, Borough Administrator

SUBJECT: Items for the **April 11th** -Work Session

The Work Session is scheduled for **Monday 6:30 pm**. Items for discussion will be as follows:

1. Call to Order and Announcement of Public Meetings (In accordance with the Open Public Meetings Act, notice of this meeting has been sent to the Retrospect and posted on the bulletin board in the Borough Hall)
2. Public comment period
3. Resolution -payment of bills
4. Resolution – authorizing the purchase of property
5. Discuss use of Borough property & events
6. Discuss use of right-of-way
7. Discuss ordinance establishing a community health advisory committee
8. Discuss ordinance amending shade tree commission code
9. Discuss question from BCAB
10. Discuss request for proclamation
11. Discuss request for resolution of support
12. Discuss process for professional appointments
13. Discuss agenda for 4/25/22 meeting
14. Discuss appointments (closed session)
15. Discuss other items per Administrator, Solicitor and Commissioners - field lights
16. Resolution - closed session- personnel matters, contracts & litigation
17. Resolution authorizing engagement of an appraiser.

Reminders: May worksession 5/9/22

cc: D. Bennett

2022-04-11-004WS

April 11, 2022

Authorization to Pay Vouchers

RESOLVED, by the Board of Commissioners of the Borough of Haddonfield, County of Camden, State of New Jersey, that the list of bills dated April 11, 2022 are approved for payment and are available for public inspection in the Borough Clerk's Office:

Checking Account	Check #	Check Date	Vendor	Vendor Name	PO #	Description	Amount	Ref Num
CURRENT	41157	3/30/2022	HADDO051	HADDONFIELD COMMONS	22-00021	Feb, Mar, April 2022 HOA Fees	285.00	9829
CURRENT	41158	3/30/2022	HADDO051	HADDONFIELD COMMONS	22-00021	Feb, Mar, April 2022 HOA Fees	285.00	9830
CURRENT	41159	4/6/2022	HARDROCK	HARD ROCK HOTEL & CASINO	22-00582	NJCM CONFERENCE/SHARON	208.00	9837
CURRENT	41160	4/6/2022	HARDROCK	HARD ROCK HOTEL & CASINO	22-00583	NJCM ANNUAL CONF/COLLEEN	208.00	9837
CURRENT	41161	4/6/2022	HARDROCK	HARD ROCK HOTEL & CASINO	22-00582	NJCM CONFERENCE/SHARON	303.00	9838
CURRENT	41162	4/6/2022	HARDROCK	HARD ROCK HOTEL & CASINO	22-00583	NJCM ANNUAL CONF/COLLEEN	202.00	9838
CURRENT	41163	4/7/2022	JAMES009	JAMES POLIERO	22-00630	PURCHASE OF 61 STILES AVE	20,000.00	9839
CURRENT-MANUAL	2512	4/1/2022	BOROUG65	BOROUGH OF HADDONFIELD	22-00556	payroll week 13 4/1/22	110,415.58	9824
CURRENT-MANUAL	2513	4/8/2022	BOROUG65	BOROUGH OF HADDONFIELD	22-00589	payroll week 14 4/8/22	123,829.88	9832
PAYROLL AGENCY	8325	3/31/2022	AFLAC	AFLAC	22-00535	march 2022 agency	426.24	9817
PAYROLL AGENCY	8326	3/31/2022	AMERIO11	AMERICAN FIDELITY ASSURANCE CO	22-00536	march 2022 agency	561.32	9817
PAYROLL AGENCY	8327	3/31/2022	COLO1	COLONIAL SUPPLEMENTAL INSURANC	22-00537	march 2022 agency	459.44	9817
PAYROLL AGENCY	8328	3/31/2022	HADDON52	HADDONFIELD PUBLIC LIBRARY	22-00546	lib health reimb march 2022	583.30	9817
PAYROLL AGENCY	8329	3/31/2022	METRO005	METROPOLITAN LIFE INSURANCE	22-00538	march 2022 agency	113.76	9817
PAYROLL AGENCY	8330	3/31/2022	PBA 328	PBA #328	22-00539	march 2022 agency	1,720.00	9817
PAYROLL AGENCY	8331	3/31/2022	S U I	S U I	22-00542	march 2022 agency	3,357.15	9817
PAYROLL AGENCY	8332	3/31/2022	SO NJ RE	SO NJ REG EMP BENFTS FUND	22-00543	march 2022 agency	21,218.77	9817
PAYROLL AGENCY	8333	3/31/2022	TEAMSTER	TEAMSTERS LOCAL UNION #676	22-00544	march 2022 agency	762.64	9817
PAYROLL AGENCY	8334	3/31/2022	WAGEW005	WAGE WORKS	22-00545	march 2022 agency	230.80	9817
PAYROLL AGENCY	8335	4/1/2022	METRO	METROPOLITAN LIFE	22-00561	payroll week 13 4/1/22	1,035.00	9828
PAYROLL AGENCY	8336	4/1/2022	NATION84	NATIONWIDE RETIREMNT SOLUTIONS	22-00562	payroll week 13 4/1/22	3,367.00	9828
PAYROLL AGENCY	8337	4/1/2022	NJ FAM12	N.J. FAMILY SUPPORT PAY.CENTER	22-00564	payroll week 13 4/1/22	743.00	9828
PAYROLL AGENCY	8338	4/8/2022	METRO	METROPOLITAN LIFE	22-00594	payroll week 14 4/8/22	650.00	9836
PAYROLL AGENCY	8339	4/8/2022	NATION84	NATIONWIDE RETIREMNT SOLUTIONS	22-00595	payroll week 14 4/8/22	2,475.00	9836
PAYROLL AGENCY	8340	4/8/2022	NJ FAM12	N.J. FAMILY SUPPORT PAY.CENTER	22-00597	payroll week 14 4/8/22	743.00	9836
PAYROLL MANUAL	8064	3/31/2022	PERS 33	P.E.R.S.	22-00540	march 2022 agency	22,422.42	9816
PAYROLL MANUAL	8065	3/31/2022	PFRS	P.F.R.S	22-00541	march 2022 agency	22,845.96	9816
PAYROLL MANUAL	8066	4/1/2022	BOROUG65	BOROUGH OF HADDONFIELD	22-00557	netpayroll week 13 4/1/22	67,201.82	9826
PAYROLL MANUAL	8067	4/1/2022	FED	FEDERAL TAXES	22-00558	payroll week 13 4/1/22	13,044.51	9827
PAYROLL MANUAL	8068	4/1/2022	FICA	FICA PAYMENTS	22-00559	payroll week 13 4/1/22	10,585.04	9827
PAYROLL MANUAL	8069	4/1/2022	MEDICARE	medicare	22-00560	payroll week 13 4/1/22	3,712.88	9827

PAYROLL MANUAL	8070	4/1/2022	NJ DEP42	N.J. DEPARTMENT OF TREASURY	22-00563	payroll week 13 4/1/22	4,791.85	9827
PAYROLL MANUAL	8072	4/8/2022	BOROUG65	BOROUGH OF HADDONFIELD	22-00590	netpayroll week 14 4/8/22	79,957.80	9834
PAYROLL MANUAL	8073	4/8/2022	FED	FEDERAL TAXES	22-00591	payroll week 14 4/8/22	14,010.96	9835
PAYROLL MANUAL	8074	4/8/2022	FICA	FICA PAYMENTS	22-00592	payroll week 14 4/8/22	9,512.06	9835
PAYROLL MANUAL	8075	4/8/2022	MEDICARE	medicare	22-00593	payroll week 14 4/8/22	3,542.90	9835
PAYROLL MANUAL	8076	4/8/2022	NJ DEP42	N.J. DEPARTMENT OF TREASURY	22-00596	payroll week 14 4/8/22	5,040.66	9835
TRUST MANUAL	7512	4/1/2022	BOROUG65	BOROUGH OF HADDONFIELD	22-00556	payroll week 13 4/1/22	3,915.00	9825
TRUST MANUAL	7513	4/8/2022	BOROUG65	BOROUGH OF HADDONFIELD	22-00589	payroll week 14 4/8/22	8,280.00	9833
TTL	3262	3/31/2022	LH-135	ATCF II NJ LLC,TAXSERV AS CUST	22-00588	REDEEMED LIEN #21-00016	71,070.27	9831
TTL	3263	3/31/2022	LH-135	ATCF II NJ LLC,TAXSERV AS CUST	22-00588	REDEEMED LIEN #21-00016	274,000.00	9831

908,117.01

Authorization to Sign Agreement for Land Purchases

WHEREAS, the Borough of Haddonfield (hereafter Haddonfield) has addressed the need for Affordable Housing in Haddonfield; and

WHEREAS, Haddonfield seeks to purchase the following residential property in Haddonfield to be utilized for Affordable Housing:

61 Stiles Avenue Block 118, Lot 87 \$675,000 plus applicable closing costs

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of Haddonfield, County of Camden, State of New Jersey that the Mayor is authorized to sign all necessary documents to effectuate the purchase of the following properties from Community Investment Strategies, Inc. (hereafter CIS) or from present owners:

61 Stiles Avenue Block 118, Lot 87 \$675,000 plus applicable closing costs

BE IT FURTHER RESOLVED that Haddonfield approves the acquisition and rehabilitation of the above referred two properties and authorizes the Mayor and other proper public officials to sign all necessary documents to effectuate the purchase of the aforementioned property.

**Authorization to Submit Grant Application and Assurances for
Historic Site Management Capital Grant**

WHEREAS, the Board of Commissioners wish to submit a request for assistance from the New Jersey Historic Trust for the Historic Site Management Capital Grant; and

WHEREAS, the amount requested for the Historic Site Management Capital Grant is \$70,000; and

WHEREAS, the Applicant Assurances requirements for requesting this assistance are as follows:

- a. The filing of this application has been approved by the governing body of the applicant.
- b. The facts, figures, and information contained in this application, including all attachments, are true and correct.
- c. Matching funds in the amount of \$140,000 match are currently available, or will be available to complete this project within the required time frame.
- d. Any funds received will be expended in accord with the terms and conditions of N.J.A.C 5:101 and the grant agreement to be executed with the New Jersey Historic Trust
- e. The individual signing this agreement has been authorized by the organization to do so on its behalf, and by his/her signature binds the organization to the statements and representations contained in the application
- f. The organization agrees to abide by the time frame set forth in the grant guidelines.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of Haddonfield, County of Camden, State of New Jersey that Sharon McCullough, Borough Administrator is authorized to sign the assurances and acknowledges the certification of the above Applicant Assurances.

Resolution of the Borough of Haddonfield, in the County of Camden, State of New Jersey, Awarding a Contract to Integra Realty Resources-Northern New Jersey, as a Professional Service, to Appraise the Following: (A) Certain Real Property Included in Block 14, Lot 2 on the Tax Maps of the Borough; (B) Contract Rights Held by 2 Hopkins Lane Urban Renewal, LLC Under a Certain Redevelopment Agreement Pertaining to Said Real Property; and (C) Any and All Other Interests Related to the Property and the Said Redevelopment Agreement as Same are Held or May be Exercised by 2 Hopkins Lane Urban Renewal, LLC

WHEREAS, the Borough of Haddonfield (the "**Borough**") is a political subdivision of the State of New Jersey, located in the County of Camden; and

WHEREAS, the New Jersey Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq. (the "**Redevelopment Law**") authorizes municipalities such as the Borough to determine whether certain parcels of land located within their borders constitute areas in need of redevelopment; and

WHEREAS, pursuant to the Redevelopment Law, on February 26, 2019 the Board of Commissioners (the "**Commissioners**") of the Borough adopted a resolution authorizing the execution of and entry into a certain redevelopment agreement (the "**Redevelopment Agreement**") with 2 Hopkins Lane Urban Renewal, LLC (the "**Redeveloper**", and sometimes together with the Borough, the "**Parties**"), pursuant to which the Redeveloper agreed to acquire (under certain conditions) and redevelop, among others, a 8.2 acre portion of the "Bancroft Site," and identified as a portion of Block 14, Lot 2 on the Borough's Tax Maps (the "**Project Area**"); and

WHEREAS, in accordance with the said Redevelopment Agreement, the Redeveloper agreed to redevelop the Project Area, by constructing thereon a project consisting of ninety (90) residential units, comprised of eighty (80) owner occupied, Age Targeted market rate units, and ten (10) Affordable Units, and all related landscaping and amenities (collectively, the "**Project**"), all consistent with the Redevelopment Agreement and the Haddonfield Bancroft Redevelopment Area Amended Redevelopment Plan ("**Redevelopment Plan**"); and

WHEREAS, the Parties executed the said Redevelopment Agreement on February 26, 2019 with respect to the foregoing Project Area and Project; and

WHEREAS, subsequent to but in connection with the forgoing, the Borough now seeks to retain an appraiser, as a professional service within the intendment of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. (the "**LPCL**"), to appraise and ascertain (1) the fair market value of the Project Area; (2) the fair market value of the contractual rights of the Redeveloper under the Redevelopment Agreement to construct the said Project; and, (3) the fair market value of any and all other interests, if any, related to the Project Area, the Project, and the said Redevelopment Agreement, in connection with the Borough's analysis of its options with respect to the Project Area, the Project and the Redevelopment Agreement (hereafter, the "**Services**"); and

WHEREAS, toward that end, Integra Realty Resources-Northern New Jersey ("Integra") submitted a detailed proposal to the Borough dated March 28, 2022 for such Services, for the forgoing purposes (the "**Proposal**"); and

WHEREAS, Integra possesses the skills and expertise necessary to perform and complete the Services; and

WHEREAS, the Borough has reviewed the Proposal, and desires to enter into a contract with Integra (the "**Contract**") to perform the Services as outlined in the Proposal, for a total amount not to exceed twenty thousand dollars (\$20,000.00), to be paid in accordance with the rates set forth in the Proposal (\$250.00/hour), and for a maximum term of one (1) year; and

WHEREAS, the total amount of the Contract was determined to be a professional service in accordance with the LPCL, all as aforesaid; and

WHEREAS, the Borough hereby certifies that there are funds available for the costs of the Services set forth in the Proposal, and now desires to enter into a Contract with Integra to undertake the said Services.

NOW, THEREFORE, IT IS RESOLVED by the Borough Council of the Borough of Haddonfield, County of Camden, New Jersey, as follows:

- 1) The recitals hereto are incorporated herein as if set forth at length.
 - 2) The Borough Council hereby authorizes the Contract with Integra to perform the Services listed in the Proposal, for an amount not to exceed twenty thousand dollars (\$20,000.00), payable in accordance with the rates set forth in the Proposal (\$250.00/hour), and for a maximum term of one (1) year.
 - 3) The Mayor and the Borough Clerk are hereby authorized and directed to execute and deliver the Contract authorized herein, and any and all other documents necessary to effectuate this Resolution, in consultation with legal counsel.
 - 4) This Resolution shall take effect in accordance with law.
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Authorization to Enter into Closed Session

WHEREAS, the Open Public Meetings Act, P. L. 1975, Chapter 231 (N.J.S.A. 10:4-12) permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; and

WHEREAS, the Governing Body wishes to discuss:

1. Matters concerning attorney-client privilege regarding contract negotiations
2. Pending or anticipated litigation
3. Matters concerning employment or appointment
4. Matters involving the purchase, lease or acquisition of real property
5. Collective bargaining agreements

WHEREAS, Minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of Haddonfield, County of Camden, State of New Jersey that the public be excluded from this closed session meeting.