

Merchantville, NJ May 13, 2019

A regular meeting of Borough Council was held at 7:30 PM, Monday, May 13th, 2019. Mayor Ted Brennan presided. Pledge of Allegiance and Silent Prayer were observed. Announcement was made that the meeting had been advertised in accordance with the regulations prescribed by the "Open Public Meetings Act".

**ROLL CALL:**

Council Present: Maria Nina Scarpa, Sean Fitzgerald, Dan Sperrazza, Andrew McLoone, Anthony Perno, Edward Brennan. Attorney Higgins, CFO Denise Moules and Clerk Denise Brouse were present.

**PUBLIC** None

**PUBLIC HEARING ORDINANCE** 19-05 Amend Chapter 25, Fees

ADOPT ORDINANCE 19-05 Amend Chapter 25, Fees

On the motion of Mr. Perno and second of Ms. Scarpa council adopted the following ordinance:

**19-05**

**ORDINANCE OF THE BOROUGH OF MERCHANTVILLE, COUNTY OF CAMDEN, STATE OF NEW JERSEY AMENDING CHAPTER 25, FEES, OF THE CODE OF THE BOROUGH OF MERCHANTVILLE**

**BE IT ORDAINED** by the Mayor and Borough Council of the Borough of Merchantville, County of Camden, and State of New Jersey that Chapter 25, Article III, Subsection 14, Fees, of the Code of the Borough of Merchantville, is amended as follows:

**ARTICLE III. CHAPTER 25 SECTION 25-14 Municipal Fees.**

Article III, Chapter 25, Section 25-14 related solely to  
 Summer Parks and Playgrounds Program Registration

Borough Residents	\$175.00 per child
Non Residents	\$200.00 per child
2 <sup>nd</sup> child or more	\$25.00 discount each child

All Ordinances contrary to the provisions of this Ordinance are hereby repealed to the extent that they are inconsistent herewith.

This Ordinance shall take effect upon passage and publication according to law.

**PUBLIC HEARING ORDINANCE** 19-06 2019 Salary

On the motion of Mr. Fitzgerald and second of Mr. McLoone council adopted the following ordinance:

**19-06**

**AN ORDINANCE FOR THE BOROUGH OF MERCHANTVILLE IN THE COUNTY OF CAMDEN AND STATE OF NEW JERSEY ENTITLED "SALARIES & COMPENSATION"**

**BE IT ORDAINED** by the Mayor and Council of the Borough of Merchantville as follows:

**SECTION 1.** The maximum annual salaries of the employees of the Borough of Merchantville are hereby established, in accordance with the following schedule for services performed during the year 2019 as of January 1, 2019.

<u>POSITION</u>	<u>SALARY</u>
Tax Clerk (Per Hour)	16.00
Accounts Payable Clerk (Per Hour)	13.20
Tax Assessor	9,840.00
Mayor	2,000.00
Member of Council	1,200.00
Borough Clerk/Registrar	65,663.00
Deputy Code Enforcement Officer (Per Hour)	18.00
Administrative Clerk (Per Hour)	14.45
Community Development Director	61,800.00
Plumbing Sub-Code Official	3,600.00
Police Secretary	42,153.00
Police Special Officer (Per Hour)	15.00
Community Affairs/Crime Prevention Officer (Per Hour)	23.70
Records Management Coordinator (Per Hour)	26.00
School Traffic Guard (Per shift through June 30)	13.00
School Traffic Guard (Per shift – Start July 1)	14.50
Drug Alliance Coordinator	1,000.00
Meter Attendant (Per Hour)	13.00
Wastewater Collection Operator	3,000.00
Paid Fireman I	66,100.00
Paid Fireman II	35,000.00
Fire Official	3,000.00
Fire Inspector (Paid per Inspection per pay scale)	4,800.00
Sound Recorder (Per Session)	50.00
Prosecutor	10,000.00
Public Defender	10,000.00
Clean Communities Worker (Per Hour – Start July 1)	10.00
Clean Communities Coordinator	2,000.00
Deputy Registrar	1,000.00
Public Works Temporary Worker (Per Hour)	10.00 – 20.00
Magistrate	9,500.00
Municipal Court Administrator	47,357.00
Deputy Court Administrator (Per Hour)	15.45
Off-Duty Officers Outside Employment (Per Hour)	75.00
Municipal Alliance Summer Enrichment Program (per hour)	40.00
Parks and Playground Director	2,400.00
Parks and Playground Assistant Director	2,400.00
Parks and Playgrounds Counselor, First Year (Per Hour)	8.85
Parks and Playgrounds Counselor, Returning (Per Hour)	2.10 Over Prior Year Rate
Special DWI Session – Municipal Judge per session	500.00
Special DWI Session – Court Administrator (Per Hour)	43.56
Special DWI Session – Deputy Court Administrator (Per Hour)	33.40
Special DWI Session – Sound Recorder (Per Session)	50.00

**SECTION 2.** Wages to be paid to persons performing any other work except as described herein, and which employee or officer is not covered by a union contract, shall be paid the sum of minimum wage to \$20.00 per hour, with time and one-half for overtime when approved by the department head.

**SECTION 3.** Longevity was added to the above salaries in accordance with the following schedule. Longevity will be calculated in the base salary and no longer calculated separately.

**LONGEVITY SCHEDULE FOR FULL-TIME EMPLOYEES HIRED PRIOR TO JANUARY 1, 1994:**

After 5 years through 10 years	2%
After 10 years through 15 years	3%
After 15 years through 20 years	4%
After 20 years through 23 years	5%
After 23 years	6%

**SECTION 4.** All ordinances and parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed as to such inconsistencies only.

**SECTION 5.** This ordinance shall become effective twenty (20) days after publication thereof following final passage, and all salaries and compensation shall be retroactive to January 1, 2019 except where noted.

**APPROVAL OF MINUTES**

On the motion of Mr. Perno and second of Mr. Fitzgerald council approves minutes - Council 1/7/19  
 On the motion of Mr. Perno and second of Mr. McLoone council approves minutes - Council 2/11/19  
 On the motion of Mr. Perno and second of Mr. Fitzgerald council approves minutes - Council 3/11/19  
 On the motion of Mr. Perno and second of Mr. Fitzgerald council approves minutes - Caucus 1/28/19  
 On the motion of Mr. Fitzgerald and second of Mr. McLoone council approves minutes - Caucus 2/25/19

**ENGINEER REPORT** See attached

**CORRESPONDENCE** – Uncollectible Taxes/Sympathy card

**NEW BUSINESS**

DISCUSSION Historic Plaque for Train Station – Amend  
 DISCUSSION 150 Birthday Celebration of Merchantville - Meeting  
 DISCUSSION Wellwood Park Celebration  
 DISCUSSION Summer Office Hours

On the motion of Mr. McLoone and second of Mr. Fitzgerald council approves:

USE OF FACILITY – Memorial Day Ceremony

On the motion of Mr. Fitzgerald and second of Mr. Perno council approves:

**R19-50**

**RESOLUTION OF THE BOROUGH OF MERCHANTVILLE, COUNTY  
 OF CAMDEN, STATE OF NEW JERSEY AUTHORIZING THE  
 BUDGET TO BE READ BY TITLE ONLY**

**WHEREAS**, N.J.S. 40A:4-8, as amended by L.2015, c. 95, 14, 2015, provides that the budget be read by title only at the time of the public hearing if a resolution is passed by not less than a majority of the full governing body, providing that at least one week prior to the date of the hearing a complete copy of the budget has been made available for public inspection, and has been made available to each person upon request; and.

**WHEREAS**, these two conditions have been met;

NOW, THEREFORE, BE IT RESOLVED, that the Budget shall be read by title only.

**PUBLIC HEARING**

**ADOPTION R19-51 Adopt Budget**

On the motion of Mr. Fitzgerald and second of Mr. Perno council approves:

**R19-51  
RESOLUTION ADOPTING THE 2019 MUNICIPAL BUDGET OF THE  
BOROUGH OF MERCHANTVILLE, COUNTY OF CAMDEN IN THE  
STATE OF NEW JERSEY**

**BE IT RESOLVED** by the Borough Council of the Borough of Merchantville, County of Camden that the budget hereinafter set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of \$4,934,457.67 for municipal purposes, and certification to the County Board of Taxation of the following summary of general revenues and appropriations:

Summary of Revenues	
	2019
<b>1. Surplus</b>	<b>280,000.00</b>
<b>2. Total Miscellaneous Revenues</b>	<b>1,244,554.31</b>
<b>3. Receipts from Delinquent Taxes</b>	<b>248,000.00</b>
<b>4. a) Local Tax for Municipal Purposes</b>	<b>3,161,457.67</b>
<b>b) Addition to Local District School Tax</b>	<b>-</b>
<b>c) Minimum Library Tax</b>	<b>-</b>
<b>Tot Amt to be Raised by Taxes for Sup of Muni Bud</b>	<b>3,161,457.67</b>
<b>Total General Revenues</b>	<b>4,934,011.98</b>

Summary of Appropriations	
	2019 Budget
<b>1. Operating Expenses: Salaries &amp; Wages</b>	<b>1,763,559.00</b>
<b>Other Expenses</b>	<b>1,846,134.56</b>
<b>2. Deferred Charges &amp; Other Appropriations</b>	<b>533,220.44</b>
<b>3. Capital Improvements</b>	<b>20,000.00</b>
<b>4. Debt Service (Include for School Purposes)</b>	<b>458,855.00</b>
<b>5. Reserve for Uncollected Taxes</b>	<b>312,242.98</b>
<b>Total General Appropriations</b>	<b>4,934,011.98</b>
<b>Total Number of Employees</b>	<b>51</b>

Dedicated Sewer Utility Budget	
Summary of Revenues	

Summary of Appropriations	
	2019 Budget
<b>1. Operating Expenses: Salaries &amp; Wages</b>	<b>56,000.00</b>
<b>Other Expenses</b>	<b>248,870.00</b>
<b>2. Capital Improvements</b>	<b>-</b>
<b>3. Debt Service (Include for School Purposes)</b>	<b>145,630.00</b>
<b>4. Deferred Charges &amp; Other Appropriations</b>	<b>5,500.00</b>
<b>Total Appropriations</b>	<b>456,000.00</b>
<b>Total Number of Employees</b>	<b>3</b>

Outstanding Debt	
	General
<b>Interest</b>	<b>106,649.00</b>
<b>Principal</b>	<b>352,206.00</b>
<b>Outstanding Balance</b>	<b>4,062,949.42</b>

**RESOLUTIONS to be read by consent agenda:**

On the motion of Mr. Fitzgerald and second of Mr. Perno, Council approved the following resolutions:

**R19-52  
ADDING & DELETING 2019 TAX EXEMPTIONS**

**WHEREAS**, the Merchantville Tax Collector has called to Council's attention additions and deletions to the 2019 Tax Duplicate and has requested Council to approve the same:

**NOW, THEREFORE**, be it resolved by the Mayor and Council of the Borough of Merchantville that the following addition & deletions be and are hereby approved:

**ADDITION**

Augusto Chavarriaga Block 2, Lot 5	15 Poplar Ave	Allow Senior
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**DELETIONS**

Gennaro Capua Block 38, Lot 25	28 Locust St	Disallow Disabled Failure to return PD5
Frank Lewis Rogers Block 5, Lot 14	14 Linden Ave	Disallow Senior Income

**R19-53  
RESOLUTION AUTHORIZING ADVANCE PAYMENT TO  
PATRICIA FIELDS FOR THE 2019 PARKS AND RECREATION PROGRAM**

**WHEREAS**, N.J.S.A. 40A:5-16.1 permits the governing body of any local unit to authorize payment in advance toward expenses for authorized expenditures for Borough programs; and

**WHEREAS**, Patricia Fields of the Borough of Merchantville will need funds to purchase supplies for the Parks and Recreation Program scheduled from June 24, 2019 through July 26, 2019; and

**WHEREAS**, the Treasurer has certified that funds are available from the 2019 Recreation budget, Parks and Playgrounds, not to exceed \$500.00 to provide advance expense payments; and

**WHEREAS**, the Borough will verify their expenses and any excess cash will be repaid to the Borough along with a detailed bill of items or demand, and the certification or affidavit required by N.J.S.A. 40A:5-16 shall be submitted within 10 days after the completion of the Parks and Recreation Program for which the advance was made.

**NOW, THEREFORE, BE IT RESOLVED** that the treasurer is hereby instructed to make the above said payment to Patricia Field for Parks and Recreation Program expenses.

**R19-54  
RESOLUTION OF THE BOROUGH OF MERCHANTVILLE, COUNTY OF CAMDEN AND STATE OF  
NEW JERSEY AUTHORIZING THE BOROUGH OF MERCHANTVILLE TO APPLY FOR A DEP NJ  
URBAN FORESTRY STEWARDSHIP GRANT**

The governing body of the Borough of Merchantville desires to further the public interest by applying for a grant from the State of New Jersey in the amount of \$10,000.00 to fund the following project:

NJ Urban Community Forestry Stewardship Grant Tree Inventory

Therefore, the governing body resolves that the Mayor is authorized (a) to make application for such a grant, (b) if awarded, to execute a grant agreement with the State for a grant in an amount not less than \$10,000.00 and not more than \$10,000.00, and (c) to execute any amendments thereto which do not increase the Grantee’s obligations.

The Borough Council of the Borough of Merchantville authorizes and hereby agrees to match \$5,000 of the Total Project Amount, in compliance with the match requirements of the agreement. The availability of the match for such purposes, whether cash, services, or property, is hereby certified. 100% of the match will be made up of in-kind services (if allowed by grant program requirements and the agreement).

The Grantee agrees to comply with all applicable federal, State and municipal laws, rules and regulations in its performance pursuant to the agreement.

**R19-56**

**RESOLUTION OF THE BOROUGH OF MERCHANTVILLE, COUNTY OF CAMDEN AND STATE OF NEW JERSEY REQUESTING APPROVAL OF ITEMS OF REVENUE**

**WHEREAS**, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

**WHEREAS**, the Director may also approve the insertion of an appropriation for the equal amount;

**NOW, THEREFORE, BE IT RESOLVED**, that the Governing Body of the Borough of Merchantville, in the county of Camden, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of items of revenue in the budget of the year 2019 in the sum of \$ **1,500.00**, which is now available as a revenue from the State Pursuant to the provision of the statute, and

**BE IT FURTHER RESOLVED** that the like sum of \$ **1,500.00** is hereby appropriated under the caption Special items of Recreation; and

**BE IT FURTHER RESOLVED** that the above is a result of a donation of \$ **1,500.00** from:

Camden County JIF – 2018 Safety Incentive Award	1,500.00
<b>TOTAL</b>	<b>1,500.00</b>

On the motion of Mr. Sperrazza and second of Mr. McLoone, Fitzgerald and Perno Abstaining, Council approved the following resolution:

**R19-55**

**RESOLUTION OF THE BOROUGH OF MERCHANTVILLE, COUNTY OF CAMDEN AND STATE OF NEW JERSEY APPOINTING PATRICK BRENNAN TO THE MERCHANTVILLE PENNSAUKEN WATER COMMISSION BOARD**

**WHEREAS**, the Borough Council of the Borough of Merchantville desires to appoint Patrick Brennan to the board of the Merchantville Pennsauken Water Commission; and

**WHEREAS**, this board position is for a term of five (5) years beginning July 1, 2019 and expiring June 30, 2024;

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough Council of the Borough of Merchantville does hereby appoint Patrick Brennan to the Merchantville Pennsauken Water Commission

Board, 6761 Westfield Avenue, Merchantville, NJ 08110.

## FINANCIAL REPORTS

On the motion of Mr. Perno and second of Mr. Sperrazza, Council approved the following resolution:

### PAYMENT OF BILLS R19-57

#### R19-57 RESOLUTION

**RESOLVED that the Report of the Department of Accounts and Auditing be accepted and spread upon the minutes and the Treasurer be is hereby authorized to pay bill approved therein.**

CURRENT FUND		REVENUE	BUDGET
CHECKS CURRENT FUND	2018 BUDGET	\$ -	\$ 659.82
	2019 BUDGET	\$ 3,557.80	\$ 706,075.61
	GRANTS		\$ 144,621.99
	PFRS		
	PERS		
	DEBT SERVICE		
	BOARD OF EDUCATION*		\$ 1,413,988.00
	MEDICAL DEDUCTIBLE		\$ 109.10
	CAMDEN COUNTY		\$ 560,134.42
WIRE TRANSFERS PAYROLL	4/12/19-5/10/19		\$ 205,230.45
WIRES / MANUAL CHECKS			\$ 352,132.97
TOTAL CURRENT		\$ 3,557.80	\$ 3,382,952.36
<b>SEWER UTILITY</b>			
CHECKS SEWER FUND	2019 BUDGET		\$ -
	2018 BUDGET		\$ -
	DEBT SERVICE		
WIRE TRANSFERS PAYROLL	4/12/19-5/10/19		\$ 4,403.95
WIRE NJEIT LOAN			
WIRES /MANUAL CHECKS			
TOTAL SEWER		\$ -	\$ 4,403.95
<b>GENERAL CAPITAL FUND</b>			
CHECK CAPITAL FUND			\$ 23,570.49
MANUAL CHECK			
WIRE TRANSFERS PAYROLL	4/12/19-5/10/19		
TOTAL CAPITAL		\$ -	\$ 23,570.49
<b>TRUST FUND</b>			
CHECK TRUST OTHER FUND			\$ 3,294.78
REDEVELOPER TRUST			\$ 80.00
WIRE TRANSFERS PAYROLL	4/12/19-5/10/19		\$ 14,323.02
WIRES / MANUAL CHECKS			80.50

TOTAL TRUST	\$	-	\$	17,697.80
<b>SEWER CAPITAL FUND</b>				
CHECK SEWER CAPITAL				
MANUAL CHECKS				
WIRE TRANSFERS PAYROLL				
TOTAL SEWER CAPITAL	\$	-	\$	-
<b>ANIMAL TRUST FUND</b>				
ANIMAL TRUST CHECK			\$	138.75
TOTAL ANIMAL TRUST	\$	-	\$	138.75
<b>TOTAL BILL LIST &amp; MANUAL CHECKS/WIRE</b>				
	\$	3,557.80	\$	3,428,763.35
<b>GRAND TOTAL</b>				
			<b>\$</b>	<b>3,432,321.15</b>

**ANNOUNCEMENTS:** Thank you for street dedication – Piece of America

**PRIVATE SESSION**

**ADJOURNMENT:** On the motion of Mr. Perno and second of Ms. Scarpa the meeting was adjourned at 9:33P.M.

**ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED  
OFFICIAL ACTION MAY BE TAKEN AT THIS MEETING  
AGENDA IS SUBJECT TO CHANGE**

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**Denise Brouse, Borough Clerk**