

NOVEMBER 25, 2025

The Caucus Meeting of Mayor and Council of the Borough of Runnemede was held on the above date in the meeting room of the Borough Hall, 24 N. Black Horse Pike, Runnemede, NJ. The meeting was called to order at 6:02 PM. The following members were present at roll call: Mayor Kappatos, Council members: Passio, Kelly, Farrell, Cepero, Murray & White. Absent: None; Also Present: Borough Solicitor: Daniel Long; Borough Engineer: Mark Basehore; CFO: Shelley Strehle; Additional Present: Steve Selfridge, Harry Wozunk, Chief Sampolski & Deputy Clerk Amanda Higareda

STATEMENT: Mayor Kappatos read the notice of this meeting pursuant to the "Open Public Meetings Act."

DISCUSSION:

Sewer Extension:

Mr. Basehore and Ms. Strehle discussed the closing of the sewer extension project with deadline dates for the year.

Harry Williams Building Fees:

Mayor and Council discussed increasing the usage fees for the Harry Williams Building. After the discussion, it was agreed that an ordinance amending the fees would be adopted.

ORDINANCE 25-13 AMENDING CHAPTER 153 OF THE CODE OF THE BOROUGH OF RUNNEMEDE ENTITLED "FEES"

A motion was made by Kelly, seconded by Passio to adopt on first reading and advertise according to law with a public hearing to be held on the 30th day of December, 2025, at a meeting beginning at 4:00 PM. The motion carried and Mayor Kappatos requested a roll call vote with the following results: Ayes: Passio, Kelly, Farrell, Cepero, Murray & White. Nays: None. Abstentions: None. Absent: None. Mayor Kappatos declared the ordinance adopted.

RESOLUTIONS

CONSENT AGENDA: *The following resolutions were part of a consent agenda. Mayor Kappatos gave a brief overview of each resolution. A motion was made by White, seconded by Cepero that the resolutions be adopted. The motion carried and Mayor Kappatos requested a roll call vote with the following results: Ayes: Passio, Kelly, Farrell, Cepero, Murray & White. Nays: None. Abstentions: None. Absent: None. Mayor Kappatos declared the resolutions adopted.*

- RESOLUTION 25-161 Requesting Permission For The Dedication By Rider For Acceptance Of Parks And Recreation Bequests And Gifts Pursuant To N.J.S.A 40A:5-29
- RESOLUTION 25-162 Authorizing The Acceptance Of A Donation Of Two (2) Denago Exc1 Mountain Ebikes From Peddler's Shop To The Borough Of Runnemede Police Department
- RESOLUTION 25-163 Confirming 2025 Appointments (Crossing Guard and SLEO II)
- RESOLUTION 25-164 Regarding Employment Status (Resignation: Electrical Inspector)
- RESOLUTION 25-165 Confirming 2025 Appointments (Interim Construction Official, Building Subcode & Electrical Subcode)

COMMITTEE REPORTS:

FINANCE: Councilman Murray said he would wait for the Council meeting. Mr. Murray mentioned adding the family name on the girls Softball sign.

PUBLIC SAFETY: Councilwoman Kelly said she would defer to the Council meeting.

PUBLIC EVENTS: Council President Passio mentioned the Christmas parade and tree lighting event. She also mentioned small business Saturday is from 10-3pm.

ENGINEERING: Councilman Farrell mentioned the bids for the field lighting.

PUBLIC WORKS & CONSTRUCTION: Councilman White spoke about the moves happening in the Construction office with new employees.

PARKS & RECREATION: Councilman Cepero said he would rely on the Council meeting.

SOLICITOR'S REPORT: Mr. Long called for a closed session meeting with Mayor and Council.

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ENGINEER'S REPORT: Mr. Basehore spoke on the drainage improvements at the RYAA.

SUPERINTENDENT'S REPORT: Mr. Wozunk mentioned the equipment being delivered to the Harry Williams Building and changes to the exit and entrance to the building. Leaf pickup ongoing for the season and Christmas decorations are going up. The Evesham pump station will be going in and the control panels will be delivered December 1.

CFO/ BUSINESS ADMINISTRATOR: Ms. Strehle mentioned the confirmation to be in compliance with the SED with MSP and the contractor.

PAYMENT OF BILLS: A motion was made by Farrell seconded by Murray that the list of bills as submitted by the treasurer be approved for payment along with the monthly contractual bills when they become due. Mayor Kappatos requested a roll call vote with the following results: Ayes: Passio, Kelly, Farrel, Cepero, Murray & White. Nays: None. Abstentions: None. Absent: None. Mayor Kappatos declared the bill list approved.

GOOD AND WELFARE

Seeing no one else wishing to speak, a motion was made by Passio, seconded by Murray to close the good and welfare portion of the meeting. The motion carried and Mayor Kappatos declared that portion of the meeting closed.

*RESOLUTION 25-166 Authorizing Mayor and Council to Conduct Closed Session to Discuss Personnel and Contractual Matters

A motion was made by Cepero, seconded by Passio that the resolution be adopted. The motion carried and Mayor Kappatos requested a roll call vote with the following results: Ayes: Passio, Kelly, Farrell, Cepero, Murray & White. Nays: None. Abstentions: None. Absent: None. Mayor Kappatos declared the resolution adopted.

Mayor and Council came back to public session at 6:58pm with a motion made by White and seconded by Passio.

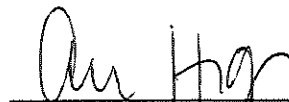
ADJOURNMENT:

There being no further business to come before Mayor and Council at this time, a motion was made by Passio and seconded by Cepero to adjourn the meeting. The motion carried and Mayor Kappatos declared the meeting adjourned at 6:59pm.

Approved by:


Nick Kappatos, Mayor

Attest:


Amanda Higareda, Deputy Clerk

Range of Checking Accts: First to Last Range of Check Dates: 11/06/25 to 12/31/25
Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
CLEARING		CLEARING ACCOUNT ALL FUNDS			
29843	11/06/25	AUTOTR05 AUTO & TRUCK PARTS OF DEPTFORD			6385
		25-00986 Vehicle Tools	0.00		
29844	11/06/25	COREM005 CORE MECHANICAL INC			6385
		25-00905 HVAC RPR-VARIOUS BLDG/OFFICES	0.00		
29845	11/06/25	JOSEPHFA JOSEPH FAZZIO INC			6385
		25-00918 Vehicle/Shop Supplies	0.00		
29846	11/13/25	COMCAST COMCAST			6386
		25-00027 INTERNET,TELEPHONE,TV SVC	106.90		
29847	11/13/25	COMCAST COMCAST			6386
		25-00104 FIOS SVC	502.65		
29848	11/13/25	NJAWC NEW JERSEY-AMERICAN WATER CO.,			6386
		25-00159 WATER SUPPLY&SVC	23.86		
29849	11/19/25	RICHT005 RICH TREE SERVICE			6387
		25-01143 TREE REMOVAL 27 PAYNE AVE	0.00		
29850	11/25/25	PC8 PRO CAP 8 FBO FIRST TRUST BANK			6391
		25-01227 LIEN REDEEM, 25-00016, 39/12	1,826.94		
29851	11/25/25	RTLFI RAM TAX LIEN FUND II LP			6391
		25-01219 LIEN REDEEM, 25-00075,98/11	19,174.58		
29852	11/25/25	PC8 PRO CAP 8 FBO FIRST TRUST BANK			6392
		25-01245 LIEN REDEEM, 37/1, 25-00015	2,055.71		
29853	11/25/25	RTLFI RAM TAX LIEN FUND II LP			6392
		25-01220 LIEN REDEEM, 75/14, 25-00057	15,710.77		
29854	11/25/25	RTLFI RAM TAX LIEN FUND II LP			6393
		25-01228 LIEN REDEEM, 25-0008,113/6	2,154.93		
29855	11/25/25	ABH SE50 ABH SENTRY LOCKSMITHS LLC			6394
		25-01231 CONST OFFICE LOCKS CHANGED	178.50		
29856	11/25/25	ACACIAFI ACACIA FINANCIAL GROUP, INC.			6394
		25-01243 ANNUAL EMMA FILING	750.00		
29857	11/25/25	ALLGE005 ALL GEARED UP LLC			6394
		25-01169 UNIFORM ALLOWANCE-CORCORAN	415.00		
		25-01214 UNIFORM ALLOWANCE	101.54		
		25-01234 UNIFORM ALLOWANCE-WATERS	255.00		
		25-01238 Boots Jamie	299.98		
			<u>1,071.52</u>		

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
CLEARING		CLEARING ACCOUNT ALL FUNDS	Continued		
29858	11/25/25	AMERICAN AMERICAN DISCOUNT FENCE			6394
		25-00674 Repair Fence Evesham H Station	3,750.00		
29859	11/25/25	AUTOTROS AUTO & TRUCK PARTS OF DEPTFORD			6394
		25-01241 Vehicle Supplies	347.04		
29860	11/25/25	BACHASSO BACH ASSOCIATES PC			6394
		25-01088 RB2025-SRECREATION FLD LIGHTNG	845.00		
		25-01255 RB2024-1C MAZIMO 5052669 ESCRO	<u>1,200.00</u>		
			2,045.00		
29861	11/25/25	BLACKHPR BLACK HORSE PIKE REGIONAL			6394
		25-00002 2025 REGIONAL SCHOOL TAX	338,946.00		
29862	11/25/25	BOROU036 BOROUGH OF SOMERDALE			6394
		25-00466 COURT SSA POSTAGE&INTERPRETER	1,281.31		
29863	11/25/25	BOROU059 BOROUGH OF BELLMAWR			6394
		25-00133 TRASH COLLECTION SSA 2025	29,572.55		
29864	11/25/25	BUDSAUTO BUDS AUTO & TRUCK REPAIR INC			6394
		25-01259 Emergency QT7 Coolant Leak	706.56		
29865	11/25/25	CHARLIES CHARLIES COMPLETE AUTO SERVICE			6394
		25-01237 2018 POLICE INTERCEPTOR	923.15		
29866	11/25/25	COMCAST COMCAST			6394
		25-00027 INTERNET,TELEPHONE,TV SVC	598.04		
29867	11/25/25	COPIERS COPIERS PLUS, INC.			6394
		25-01233 COPIER VOL COL & BW8/9-11/8/25	107.62		
29868	11/25/25	COUNTYCO COUNTY CONSERVATION COMPANY			6394
		25-01197 YARDWASTE DISPOSAL 36 YDS	360.00		
29869	11/25/25	COVANTA REWORLD WASTE, LLC			6394
		25-00185 SOLID WASTE TONNAGE	21,569.44		
29870	11/25/25	DIMEGLIO DIMEGLIO SEPTIC INC			6394
		25-00047 PORT A POT ADJACENT TO LIBRARY	216.00		
29871	11/25/25	ENFORSYS ENFORSYS INC			6394
		25-01173 Annual Fee, ESP Fire Pro Sftwr	2,115.00		
29872	11/25/25	GLOUCTWP TOWNSHIP OF GLOUCESTER			6394
		25-01248 CDL TRAINING PERSICHETTI	1,654.72		
29873	11/25/25	GRANTU50 GRANTURK EQUIPMENT CO INC			6394
		25-01067 2016 Peterbilt Part	240.51		
29874	11/25/25	GRAPH005 GRAPHICS BY SPARANDERA			6394
		25-01153 Letter 2024 Ford F600	500.00		

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
		CLEARING CLEARING ACCOUNT ALL FUNDS	Continued		
29875	11/25/25	GREAT005 GREAT AMERICAN BUSINESS PRODUC			6394
		25-01065 PET WASTE STATION BAGS	1,200.00		
29876	11/25/25	HOMDEPO HOME DEPOT CREDIT SERVICES			6394
		25-01182 Concrete Anchor	234.57		
29877	11/25/25	HOUPE005 HOUPERT TRUCK SERVICE			6394
		25-01213 Repair Bus	325.89		
29878	11/25/25	INDEP005 INDEPENDENT ANIMAL CARE SVCLLC			6394
		25-00043 ANIMAL CONTROL SERVICES 2025	600.00		
29879	11/25/25	LAUREL50 LAUREL LAWNMOWER SERVICE INC			6394
		25-01183 Tire	89.99		
29880	11/25/25	MALEY005 MALEY GIVENS, A PROFESSIONAL C			6394
		25-01221 REDEVELOPMENT LGL SVC	2,610.00		
29881	11/25/25	MARINO50 MARINO'S PIZZA INC			6394
		25-01236 SENIOR MEETING 100 WINGS PIZZA	100.00		
29882	11/25/25	MES MES SERVICE COMPANY LLC			6394
		25-01225 UNIFORMS	595.00		
29883	11/25/25	MGLPRINT MGL PRINTING SOLUTIONS			6394
		25-01247 PD5 FORMS	96.00		
29884	11/25/25	MOUNT005 MOUNT LAUREL ANIMAL HOSPITAL			6394
		25-01211 VET SVC 10/1/25 CAT	300.40		
29885	11/25/25	NJASRO NJASRO			6394
		25-00629 SRO TRAINING COURSE FIGUEROA	475.00		
29886	11/25/25	OLSENKAT KATHLEEN OLSEN			6394
		25-00677 MEDICARE PART B REIM 2025	1,110.00		
29887	11/25/25	OMNIR005 OMNI RECYCLING HOLDINGS LLC			6394
		25-00757 RECYCLING TONNAGE	1,959.29		
29888	11/25/25	ONECALLS ONE CALL CONCEPTS INC			6394
		25-01232 SEWER LOCATION SVC OCT 2025	144.40		
29889	11/25/25	PC8 PRO CAP 8 FBO FIRST TRUST BANK			6394
		25-01264 LIEN REDEEM, 167/28, 24-00136	1,450.08		
29890	11/25/25	PRIME005 PRIMEPOINT LLC			6394
		25-00209	1,414.50		
29891	11/25/25	RETRO01 THE RETROSPECT INC			6394
		25-01226 LEGAL NOTICE	82.77		
		25-01235 LEGAL NOTICE	41.15		

Check # PO #	Check Date	Vendor Description	Amount Paid	Reconciled/Void	Ref Num Contract
CLEARING		CLEARING ACCOUNT ALL FUNDS	Continued		
29891		THE RETROSPECT INC	Continued		
25-01256		LEGAL NOTICES	<u>221.21</u>		
			345.13		
29892	11/25/25	ROKINDUS R.O.K. INDUSTRIES, INC.			6394
25-01196		2025 TAX SALE LISTING	3,915.00		
29893	11/25/25	RTLFL RAM TAX LIEN FUND II LP			6394
25-01230		LIEN REDEEM, 48/1, 25-00025	160,695.80		
29894	11/25/25	RUNNEM05 RUNNEMEDE BOARD OF EDUCATION			6394
25-00001		2025 LOCAL SCHOOL TAX	705,767.33		
29895	11/25/25	RUNNEM25 RUNNEMEDE FIRE COMPANY #1			6394
25-00244		QUARTERLY HOUSING 2025	10,925.00		
25-01080		VOLUNTEER FIRE CO ASSISTANCE	<u>5,000.00</u>		
			15,925.00		
29896	11/25/25	SDL SPATIAL DATA LOGIC LLC			6394
24-01505		CONST, CODE, LAND USE, WEB SFTWR	2,690.00		
29897	11/25/25	SJGAS SOUTH JERSEY GAS COMPANY			6394
25-00256		NATURAL GAS SUPPLY & SERVICE	2,733.89		
29898	11/25/25	SOUTHE50 SOUTHERN PEST CONTROL			6394
25-00279		PEST CONTROL 2025	115.00		
29899	11/25/25	TRAFF005 TRAFFIC SAFETY SERVICE LLC			6394
25-01111		SIGNS (SEWER EXTENSION)	2,315.90		
29900	11/25/25	TWINR005 TWIN ROCKS WATER			6394
25-00561		BOTTLED WATER SERVICE 2025	42.89		
29901	11/25/25	VERIZWIR VERIZON WIRELESS			6394
25-00248		CELL, TABLET, MODEM SVC	334.56		
29902	11/25/25	YPERS005 Y-PERS INC			6394
25-01164		Safety Gloves	1,169.00		
Checking Account Totals		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	60	0	1,357,243.92	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	60	0	1,357,243.92	0.00
WIRES - CURRENT current fund wire account					
20124	11/25/25	MICROSOF MICROSOFT CORPORATION			6389
25-00184		EMAIL SERVICE	416.00		

Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Description	Amount Paid	Contract	
WIRES - CURRENT current fund wire account Continued				
Checking Account Totals				
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
	Checks:	1	0	416.00
	Direct Deposit:	0	0	0.00
	Total:	1	0	416.00
WIRES-UCC TRUST UCC TRUST FUND WIRE ACCOUNT				
33	11/25/25	BORORCUR BOROUGH OF RUNNEMEDE CURRENT		6388
	25-00039	UCC EMPLOYER'S HEALTH INS&PERS	3,246.00	
34	11/25/25	MICROSOFT MICROSOFT CORPORATION		6390
	25-00184	EMAIL SERVICE	62.53	
Checking Account Totals				
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
	Checks:	2	0	3,308.53
	Direct Deposit:	0	0	0.00
	Total:	2	0	3,308.53
Report Totals				
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
	Checks:	63	0	1,360,968.45
	Direct Deposit:	0	0	0.00
	Total:	63	0	1,360,968.45

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
GENERAL FUND	5-01	1,137,581.44	0.00	0.00	1,137,581.44
SEWER UTILITY FUND	5-07	<u>7,091.75</u>	<u>0.00</u>	<u>0.00</u>	<u>7,091.75</u>
Year Total:		1,144,673.19	0.00	0.00	1,144,673.19
FEDERAL STATE GRANT FUND	G-02	1,229.76	0.00	0.00	1,229.76
DOG TRUST FUND	T-03	900.40	0.00	0.00	900.40
TTL REDEMPTION FUND	T-19	203,068.81	0.00	0.00	203,068.81
UCC TRUST FUND	T-22	6,363.14	0.00	0.00	6,363.14
POET FUND	T-25	<u>923.15</u>	<u>0.00</u>	<u>0.00</u>	<u>923.15</u>
Year Total:		211,255.50	0.00	0.00	211,255.50
Total of All Funds:		<u>1,357,158.45</u>	<u>0.00</u>	<u>0.00</u>	<u>1,357,158.45</u>

payroll expense: 11/14/2025 salaries & wages \$151,743.83
 employer's taxes \$ 6,867.33

11/28/2025 salaries & wages \$161,563.93
 employer's taxes \$ 7,760.18

debt service: current fund 11/12/25 2015 bond principal \$355,000.00
 2015 bond interest \$ 38,868.75

Project Description	Project No.	Project Total
L2L RUNNEMEDE MOU ESCROW	PBE24-07F	2,610.00
MAX5052669 E 2ND AV CENTRAL AV	SOE25-06ES	1,200.00
Total Of All Projects:		<u>3,810.00</u>

