

SEPTEMBER 26, 2017

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 4:00 P.M. The following members were present at roll call: Council members: Passio, Kelly, Root, Laubenstein, Farrell & Ranieri. Absent: None; Present: Borough Engineer: Mark Basehore; Public Works Superintendent: Harry Wozunk, Solicitor Len Wood, Acting Borough Administrator/CFO Robert Law.

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

RESOLUTION #17-136

**RESOLUTION CERTIFYING THAT GOVERNING BODY HAS REVIEWED
2016 AUDIT RECOMMENDATIONS, BOROUGH OF RUNNEMEDE,
COUNTY OF CAMDEN, STATE OF NEW JERSEY**

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2016 has been filed by a Registered Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S. 40A:5-6, and a copy has been received by each member of the governing body, and

WHEREAS, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34, and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled:

**Schedule of Findings and Questioned Costs Or Schedule of Findings and Recommendations;
and**

WHEREAS, members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

Schedule of Findings and Questioned Costs Or Schedule of Findings and Recommendations as evidenced by the group affidavit form of the governing body; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, as per the regulations of the Local Finance Board, and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S.52:27BB-52-to wit:

R.S. 52:27BB-52-"A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

NOW, THEREFORE BE IT RESOLVED, That the Governing Body of the Borough of Runnemede, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

BOROUGH OF RUNNEMEDE

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A motion was made by Ranieri, seconded by Passio, the resolution be adopted. The motion carried and Mayor Kappatos requested a roll call vote with the following results: Ayes: Ranieri, Farrell, Laubenstein, Root, Kelly & Passio. Absent: None; Nays: None. Mayor Kappatos declared the resolution adopted.

RESOLUTION #17-137

**RESOLUTION TO ADOPT CORRECTIVE ACTION
PLAN FOR THE BOROUGH OF RUNNEMEDE,
COUNTY OF CAMDEN, STATE OF NEW JERSEY**

WHEREAS, the Division of Local Government Services requests that Mayor and Council adopt a Corrective Action Plan outlining the actions that the Borough of Runnemede will take to correct the recommendations on the 2016 Audit Report; and

WHEREAS, a copy of the Corrective Action Plan shall be placed on file and made available for public inspection in the Office of the Municipal Clerk.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Runnemede adopt the Corrective Action Plan for the 2016 Audit.

BOROUGH OF RUNNEMEDE

A motion was made by Passio, seconded by Kelly, the resolution be adopted. The motion carried and Mayor Kappatos requested a roll call vote with the following results: Ayes: Ranieri, Farrell, Laubenstein, Root, Kelly & Passio. Absent: None; Nays: None. Mayor Kappatos declared the resolution adopted.

RESOLUTION #17-138

**RESOLUTION REGARDING EMPLOYMENT
IN THE BOROUGH OF RUNNEMEDE,
COUNTY OF CAMDEN, STATE OF NEW JERSEY**

WHEREAS, Brandon O'Connor has been employed with the Borough of Runnemede for a few weeks; and

WHEREAS, Brandon O'Connor has submitted a letter of resignation to the Borough of Runnemede indicating to Mayor and Council of his intention to resign effective October 1, 2017; and

NOW, THEREFORE, BE IT RESOLVED, by Mayor and Council of the Borough of Runnemede, that they do hereby accept the resignation of Brandon O'Connor as a Firefighter effective October 1, 2017.

BOROUGH OF RUNNEMEDE

A motion was made by Kelly, seconded by Passio, the resolution be adopted. The motion carried and Mayor Kappatos requested a roll call vote with the following results: Ayes: Ranieri, Farrell, Laubenstein, Root, Kelly & Passio. Absent: None; Nays: None. Mayor Kappatos declared the resolution adopted.

RESOLUTION #17-139

**RESOLUTION APPOINTING ROBERT LAW
AS TEMPORARY CHIEF FINANCIAL OFFICER/ BUSINESS ADMINISTRATOR
FOR THE BOROUGH OF RUNNEMEDE,
COUNTY OF CAMDEN, STATE OF NEW JERSEY**

WHEREAS, there is a need to appoint a Temporary Chief Financial Officer/Business Administrator for the Borough of Runnemede; and

WHEREAS, the governing body of the Borough of Runnemede finds Robert Law is qualified to hold such position; and

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NOW, THEREFORE, BE IT RESOLVED, by Mayor & Council of the Borough of Runnemede, County of Camden, State of New Jersey that Robert Law is hereby appointed Temporary Chief Financial Officer, effective 10/4/17 until 1/31/18, with a salary of \$23,000 pro rated for the year.

BOROUGH OF RUNNEMEDE

A motion was made by Ranieri, seconded by Laubenstein, the resolution be adopted. The motion carried and Mayor Kappatos requested a roll call vote with the following results: Ayes: Ranieri, Farrell, Laubenstein, Root, Kelly & Passio. Absent: None; Nays: None. Mayor Kappatos declared the resolution adopted.

Discussion of items to be on agenda for the 10/3/17 meeting:

The Halloween curfew was discussed. A resolution supporting changing the name of I-676 to Battleship New Jersey Highway was discussed. A letter thanking Runnemede first responders was reviewed. Resolutions discussed were as follows: authorizing property maintenance liens, canceling interest, opposing new legislation regarding OPMA & OPRA, accepting resignation of Anita Marta, appointment of assistant tax collector/payroll clerk and urging legislature to extend 2% cap on Police & Fire Arbitration Contract Awards. A public hearing for Ordinance #17-11 was also reviewed.

Councilman Farrell updated everyone on Washington Avenue issues including the problems with the gas main which is holding up the completion of the road. Bob also asked about the funding for the traffic light study, when the digital sign would be purchased and whether trees would be replaced which were removed on Washington Avenue.

Councilwoman Passio reported on the upcoming town wide yard sale, the Green Fair and a 5K Run to be held in April.

Mayor Kappatos discussed upcoming 5K Run to be held.

Councilwoman Kelly reported on the HIF and the JIF and read some comments by John Saville. Eleanor also stated that dividends would be the same for this year as last year.

Councilman Ranieri addressed the audit review and the Green Fair. John suggested consolidating the Green Fair with National Night Out due to lack of participation.

Councilman Root reported on the upcoming leafing season as well as grass cutting which has been extended due to the warm weather. Mike also reported on the problems with the fountain.

Councilman Laubenstein wanted to know how borough would use money in the recreation line item allocated to the summer recreation program. Mayor Kappatos explained that this money could be transferred to accounts in deficit in November as permitted by statute.

Public Works Superintendent Harry Wozunk reported on grass cutting, leafing and the delay in the arrival of new truck until mid-November. Harry also reported on some upcoming projects. Councilman Ranieri asked Mr. Wozunk when the pole in the parking lot where the butterfly garden would be placed would be removed. Harry stated that he was waiting to hear from PSE&G to schedule removal.

Borough Solicitor Len Wood informed everyone that he was preparing the deed for VFW playground property. Len also reminded governing body not to reply to all when emailing.

Borough Engineer Mark Basehore reported that two resolutions would need to be adopted at the October meeting-one for new DOT application and one awarding Elm Avenue & Broadway. Mark reviewed his written report as well as the roads intended to be requested to be reconstructed in the DOT application. Mr. Basehore also reported that the Borough did not receive the Open Space Grant applied for. A discussion ensued about the condition of the VFW playground equipment. Councilman Ranieri presented a report to everyone listing the roads where sliplining has been completed.

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Acting CFO/Administrator Robert Law thanked Mayor & Council for the reappointment. Bob spoke about the bond anticipation note sale in November. Councilwoman Kelly asked about funding for replacing older fire equipment. Mayor Kappatos stated that would be considered in 2019 as part of our capital budget.

GOOD & WELFARE:

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

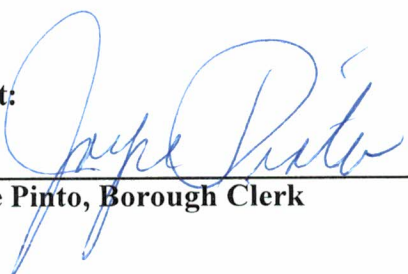
There being no further business to come before Mayor and Council at this time a motion was made by Laubenstein and seconded by Root to adjourn the meeting. The motion carried and Mayor Kappatos declared the meeting adjourned at 5:37 PM.

Approved by:



Nick Kappatos, Mayor

Attest:



Joyce Pinto, Borough Clerk