The Regular Meeting of the Mayor and Council of the Borough of Runnemede was held on the above date. The meeting was called to order at 7:00 PM. The following members were present at roll call: Mayor Kappatos; Council members: Kelly, Farrell, Cepero & Murray. Absent: Passio & Laubenstein. Borough Solicitor, Daniel Long; Borough Engineer, Mark Basehore & CFO, Shelley Streahle were also present.

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

**APPROVAL OF MINUTES:** A motion was made by Kelly, seconded by Farrell, that the minutes of the 2/27/24 and 3/5/24 meetings be approved as submitted by the clerk. The motion carried and Mayor Kappatos declared the minutes approved.

#### **PUBLIC HEARING:**

ORDINANCE 24-03:

AN ORDINANCE AMENDING CHAPTER 120 OF THE CODE OF THE

BOROUGH OF RUNNEMEDE ENTITLED "CONSTRUCTION CODES

Mayor Kappatos stated that it was now time for the public hearing to be held as it was advertised to be held at this time and declared the meeting open to the public. There appearing no one wishing to speak, a motion was made Kelly, seconded by Cepero to close the public portion. The motion carried and Mayor Kappatos declared the public portion closed.

A motion was made by Farrell, seconded by Murray that the ordinance be adopted on second and final reading as advertised according to law. The motion carried and Mayor Kappatos requested a roll call vote with the following results: Ayes: Kelly, Farrell, Cepero & Murray. Nays: None. Absent: Passio & Laubenstein. Mayor Kappatos declared ordinance 24-03 adopted.

#### FIRST READING:

ORDINANCE 24-06:

BOND ORDINANCE AUTHORIZING THE COMPLETION OF VARIOUS CAPITAL IMPROVEMENTS AND THE ACQUISITION OF VARIOUS CAPITAL EQUIPMENT. THE

APPROPRIATING THE SUM OF \$775,000 THEREFOR; AUTHORIZING THE

ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$736,250; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED

ACTIONS IN CONNECTION WITH THE FOREGOING

A motion was made by Kelly, seconded by Cepero to adopt on first reading and advertise according to law with a public hearing to be held on the 7<sup>th</sup> day of May, 2024 at a meeting beginning at 7:00 PM. The motion carried and Mayor Kappatos requested a roll call vote with the following results: Ayes: Kelly, Farrell, Cepero & Murray. Nays: None. Absent: Passio & Laubenstein. Mayor Kappatos declared the ordinance adopted on first reading.

ORDINANCE 24-07: ENVIRONMENTAL ASSESSMENT

A motion was made by Kelly, seconded by Farrell to adopt on first reading and advertise according to law with a public hearing to be held on the 7<sup>th</sup> day of May, 2024 at a meeting beginning at 7:00 PM. The motion carried and Mayor Kappatos requested a roll call vote with the following results: Ayes: Kelly, Farrell, Cepero & Murray. Nays: None. Absent: Passio & Laubenstein. Mayor Kappatos declared the ordinance adopted on first reading.

ORDINANCE 24-08 HABITAT CONSERVATION

A motion was made by Farrell, seconded by Cepero to adopt on first reading and advertise according to law with a public hearing to be held on the 7<sup>th</sup> day of May, 2024 at a meeting beginning at 7:00 PM. The motion carried and Mayor Kappatos requested a roll call vote with the following results: Ayes: Kelly, Farrell, Cepero & Murray. Nays: None. Absent: Passio & Laubenstein. Mayor Kappatos declared the ordinance adopted on first reading.

#### **COMMITTEE REPORTS:**

**FINANCE:** Councilman Murray said Ms. Streahle would be presenting the budget introduction. He shared construction stats (inspections etc.) and would continue to do so going forward.

**PUBLIC SAFETY:** Councilwoman Kelly reported on all departments and announced a new \$9100.00 grant received for door training.

PUBLIC EVENTS: Council President Passio was absent.

**ENGINEERING:** Councilman Farrell discussed the ADA bathroom addition to the Harry Williams Building. He gave updates on projects.

PUBLIC WORKS: Councilman Laubenstein was absent.

PARKS & RECREATION: Councilman Cepero said he would rely on caucus report.

**SOLICITOR'S REPORT:** Mr. Long said he would rely on caucus report.

**ENGINEER'S REPORT:** Mr. Basehore gave updates on bids and slip lining funding. He also announced that the sewer extension project with begin on April  $8^{th}$ .

#### **RESOLUTION #24-57**

## RESOLUTION AUTHORIZING THE REFUND OF AN OVERPAYMENT FROM A SEWER ACCOUNT BOROUGH OF RUNNEMEDE, COUNTY OF CAMDEN, STATE OF NEW JERSEY

WHEREAS, the owner of 427 Center Avenue overpaid sewer account 768-0; and WHEREAS, the owner has paid all outstanding charges through 12/31/2024; and, WHEREAS, a request for the total overpayment amount of \$315.71 was requested in writing; and, THEREFORE, BE IT RESOLVED, that Mayor and Council do hereby authorize the refund of \$315.71 be refunded to the owner of 427 Center Avenue.

#### **BOROUGH OF RUNNEMEDE**

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

# RESOLUTION #24-66 RESOLUTION AUTHORIZING BANK SIGNATORY BOROUGH OF RUNNEMEDE, COUNTY OF CAMDEN, STATE OF NEW JERSEY

**BE IT RESOLVED**, that Mayor and Council request that Joyce Pinto be removed as signatory from all Borough of Runnemede bank accounts to be replaced by Beth Miller as signatory.

#### **BOROUGH OF RUNNEMEDE**

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

## RESOLUTION 24-67 RESOLUTION TO AVERAGE TAX COLLECTION RATEFOR USE IN THE 2024 MUNICIPAL BUDGET

WHEREAS, the Borough of Runnemede experienced a fluctuation in the tax collection rate for the year 2023; and

WHEREAS, the use of the lower collection rate in arriving at the budget appropriation Reserve for Uncollected Taxes in the 2024 Municipal Budget would result in an unfair tax burden to the taxpayers of the Borough of Runnemede; and

WHEREAS, the Division of Local Government Services, Department of Community Affairs will allow the

Borough of Runnemede to use the average of the prior three years' collection rates in calculating the budget appropriation Reserve for Uncollected Taxes in the 2024 Municipal Budget; and

WHEREAS, the prior three years' collection rates are 98.62% for 2023, 98.60% for 2022 and 96.68% for 2021; and

WHEREAS, the averaging of the prior three years' collection rates result in a collection rate of 98.63%; NOW, THEREFORE, BE IT RESOLVED that the Borough of Runnemede will use the collection rate of 98.63% in calculating the budget appropriation Reserve for Uncollected Taxes in the 2024 Municipal Budget.

ADOPTED at a regular meeting of the Mayor and City Council of the Borough of Runnemede held April 2, 2024.

#### **BOROUGH OF RUNNEMEDE**

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

#### **RESOLUTION #24-68**

GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions
Under Title VII of the Civil Rights Act of 1964"

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964", as amended, 42 U.S.C. § 2000e et seq., (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, That the Mayor & Council of the Borough of Runnemede, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

#### **BOROUGH OF RUNNEMEDE**

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

#### **RESOLUTION 24-69**

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

RESOLUTION #24-71
RESOLUTION APPROVING THE LOW QUOTE FOR
RECONSTRUCTION OF HARDING & PAYNE AVENUES
BOROUGH OF RUNNEMEDE, COUNTY OF CAMDEN
STATE OF NEW JERSEY

WHEREAS, quotes were received for the reconstruction of Harding Avenue with Payne Avenue as add alternate; and

WHEREAS, four quotes were received; and

WHEREAS, the governing body has opted to award the base bid plus add alternate one (1); and, WHEREAS, the lowest quoted base bid with add alternates was received from Landberg Construction, LLC in the amount of \$221,996.69; and

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Runnemede, County of Camden, State of New Jersey that it hereby accepts and approves Landberg Construction, LLC quote in the amount of \$221,996.69 for reconstruction of Harding and Payne Avenues; and

**BE IT FURTHER RESOLVED**, that the proper officials are hereby authorized to enter into an agreement with Landberg Construction, LLC for this amount.

#### **BOROUGH OF RUNNEMEDE**

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

**BUDGET INTRODUCTION**: Shelley Streahle, CFO, presented a PowerPoint of the proposed budget for 2024, highlighting areas of concern and any relevant changes.

#### **RESOLUTION 24-70**

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

#### **GOOD & WELFARE:**

David Steinburg, Runnemede: Mr. Steinburg shared that he had a phone meeting about upcoming grants and was hoping to meet with members of council to discuss.

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

Mayor Kappatos added that he wanted to thank Beth for getting the presentation working but wants to focus on live streaming meetings. He also addressed the Police Chief regarding the End Homelessness event presented by the county that asked for representatives from each municipality.

There being no further business to come before Mayor and Council at this time a motion was made by Kelly and seconded by Cepero to adjourn the meeting. The motion carried and Mayor Kappatos declared the meeting adjourned at 8:00 PM.

Approved by:

Nick Kappatos, Mayo

Attest:

Beth Miller, Borough Clerk

24-00247 Blades

Range of Check Dates: 03/27/24 to 12/31/24 Range of Checking Accts: First to Last Check Type: Computer: Y Manual: Y Dir Deposit: Y Report Format: Condensed Report Type: All Checks Reconciled/Void Ref Num Check # Check Date Vendor Amount Paid PO # Description CLEARING ACCOUNT ALL FUNDS CLEARING 6088 27297 04/02/24 PC8 PRO CAP 8 FBO FIRST TRUST BANK 24-00427 LIEN REDEEM 147.06/30 22-00059 2,360.39 6089 27298 04/02/24 ADMIN005 ADMINISTRATIVE ADVANTAGE LLC 23-00061 EMS BILLING SERVICE 200.80 6089 \_\_\_299 04/02/24 AMAZO005 AMAZON CAPITAL SERVICES INC 39.99 24-00359 CLOTHING&EQUIP ALLOWANCE ORTIZ 99.76 24-00360 CLOTHING&EQUIP ALLOW THOMAS 24-00361 CLOTHING&EQUIP ALLOW WATERS 202.78 62.10 24-00396 UNIFORM CLOTH&EQUIP SPEAKMAN 77.97 24-00401 EQUIPMENT ANGELUCCI 482.60 6089 27300 04/02/24 AMERICAN AMERICAN DISCOUNT FENCE 3,975.00 24-00320 FENCE IMPROVMT COACH PITCH FLD 6089 27301 04/02/24 BACHASSO BACH ASSOCIATES PC 23-00887 RB2019-7 SANI SWR EXT CONSTRUC 650.25 2,677.50 24-00356 RB2023-3 RYAA BASEBALL FLD IMP 24-00357 RB2024-2 ENG SVC DPW DRAINAGE 3,453.75 24-00423 ENGINEER'S SERVICES FEB 2024 3,375.75 24-00424 RB2024-5 ADD TO HARRY WMS S&D 4,585.00 24-00425 RB2024-4 CDBG 2ND&4TH AVES 8,370.00 23,112.25 6089 27302 04/02/24 BLACKHPR BLACK HORSE PIKE REGIONAL 296,306.50 24-00001 TAX LEVY 2024 JAN TO JUNE 6089 303 04/02/24 BOROU059 BOROUGH OF BELLMAWR 24-00052 TRASH COLLECTION SSA 2024 28,299.09 6089 27304 04/02/24 BOROU061 BOROUGH OF MAGNOLIA 4,320.99 24-00019 COURT ADMINISTRATOR SSA 2024 6089 27305 04/02/24 CARLAMER CARLAMERE & ROWAN 24-00406 RESOLUTION WALKER B 13 L 4 175.00 6089 27306 04/02/24 COUNTYCO COUNTY CONSERVATION COMPANY 24-00404 Yard Waste Disposal 522.00 24-00429 Yard Waste Disposal 288.00 810.00 6089 27307 04/02/24 DIAMO005 DIAMOND TOOL 24-00229 Pumps 751.28

640.00

1,391.28

### Borough of Runnemede Check Register By Check Date

Check # Check Date Vendor PO # Description	Amount Paid	Reconciled/Void Ref Num Contract	
CLEARING CLEARING ACCOUNT ALL FUNDS CONT 27308 04/02/24 DSHC DSHC ENTERPRISES 24-00434 LIEN REDEEM 75/14 23-00036	inued 8,948.47	6089	
27309 04/02/24 GLOUCE60 GLOUCESTER CO POLICE ACA 24-00393 TRAINING	DEMY 300.00	6089	
27310 04/02/24 GOVCO005 GOVCONNECTION INC 24-00337 SMART UPS SMT750C ITEM34374916 24-00366 Replace DPW Supt Computer	384.40 1,196.91 1,581.31	6089	
27311 04/02/24 GRANT005 GRANT BENEFITS SOLUTIONS 24-00164 FLEX BENEFIT ADMINISTRATION	25.00	6089	
27312 04/02/24 HOLYCOO5 HOLY CHILD PARISH 23-01359 USE OF ST MARIA GORETTI HALL	50.00	6089	
27313 04/02/24 JOYCE060 JOYCEMEDIA LLC 24-00049 WEB HOSTING SVC 2024	430.00	6089	
27314 04/02/24 LOCAL010 LOCAL IT AND SECURITY LL 24-00035 TOTAL IT CARE 2024	.c 2,488.00	6089	
27315 04/02/24 MES MUNICIPAL EMERGENCY SERV 24-00111 ACADEMY UNIFORMS	/ICES I 89.00	6089	
27316 04/02/24 MULTIO05 MULTI TEMP MECHANICAL IN 24-00426 RPR CONSTRUCTION OFFICE HEATER	733.48	6089	
27317 04/02/24 NJAWC NEW JERSEY-AMERICAN WATE 24-00170 WATER SUPPLY & SERVICE	ER CO., 8,717.20	6089	
27318 04/02/24 NJEMP059 NEW JERSEY DEPT OF LABOR 24-00433 UNEMPLOYMENT QTR END 9-30-2022		6089	
27319 04/02/24 NJSLM NEW JERSEY STATE LEAGUE 24-00171 TAX CLERK AD - NJLM WEBSITE	OF MUN 115.00	6089	
27320 04/02/24 OFFICE14 OFFICE BASICS INC 24-00418 Cleaning Supplies	2,181.19	6089	
27321 04/02/24 ONECALLS ONE CALL CONCEPTS INC 24-00431 SEWER LOCATION SVC MARCH 2024	111.18	6089	
27322 04/02/24 ORIENTAL ORIENTAL TRADING COMPANY 24-00330 GreenTeam giveaways	161.88	6089	
27323 04/02/24 PASSANAT COOL CHANGE LLC 24-00432 REDEV CONSULT MARCH 2024	1,187.50	6089	
27324 04/02/24 PC8 PRO CAP 8 FBO FIRST TRUS 24-00428 LIEN REDEEM 165/27 23-00090		6089	

Check # Check	Date Vendor Description	Amount Paid	Reconciled/Void Ref Num Contract	
	<u>.</u>		contract	
27325 04/02	CLEARING ACCOUNT ALL FUNDS 2/24 PUBLICSE PSE&G CO ELECTRICITY SUPPLY & SERVICE		6089	
27326 04/02	2/24 PUBSAFUN PUBLIC SAFETY UNI CLOTHING ALLOWANCE-STEMETZKI		6089	
	2/24 RINOSOO5 RINO'S-IP LLC ELEPHONE CARRIER SVC 2024	606.83	6089	
	2/24 RUNNEMO5 RUNNEMEDE BOARD ( TAX LEVY 2024 JAN TO JUNE		6089	
	2/24 RUNNEM15 RUNNEMEDE FREE PUNNUAL AID APPROPRIATION 2024		6089	
	2/24 SITEO005 SITEONE LANDSCAPE Fertilizer/Herbicide		6089	
	2/24 SJGAS SOUTH JERSEY GAS NATURAL GAS SUPPLY&SERVICE		6089	
	2/24 SNJREBEN SO NJ REG EMP BEN MPLOYEE GROUP HEALTH INSURANC		6089	
24-00397 S	2/24 TDCARDS TD CARD SERVICES Supplies for Computer Trash Pump (Tractor Supply)	1,747.59 709.97 2,457.56	6089	
	2/24 USBAN005 US BANK EQUIPMENT COPIER LEASE SN#3910P600837	T FINANCE 129.00	6089	
	2/24 USBAN005 US BANK EQUIPMENT COPIER LEASE SN#3350P802180	FINANCE 64.00	6089	
	2/24 USBAN005 US BANK EQUIPMENT COPIER LEASE SN#3109R300320	T FINANCE 172.00	6089	
	2/24 USBAN005 US BANK EQUIPMENT COPIER LEASE SN#3099R300234	T FINANCE 154.00	6089	
	2/24 USBAN005 US BANK EQUIPMENT COPIER LEASE SN#34452R300955	T FINANCE 171.00	6089	
	2/24 USBAN005 US BANK EQUIPMENT COPIER LEASE SN#3089RC00247	T FINANCE 122.00	6089	
	2/24 USBAN005 US BANK EQUIPMENT COPIER LEASE SN#3922P151032	T FINANCE 125.00	6089	
	2/24 VERIZWIR VERIZON WIRELESS PD CELL PHONES&MODEMS SERVICE	209.48	6089	

Check # Check Date Vendor PO # Description	Recond Amount Paid	ciled/Void Ref Num Contract	
5000 80 00 00 00 5 Control	ntinued 189.33 398.81		
27342 04/02/24 VOORH010 VOORHEES ANIMAL ORPHAN 24-00038 ANIMAL SHELTER 2024	AGE 650.00	6089	
$\begin{array}{c cccc} \text{Checking Account Totals} & \underline{\text{Paid}} & \underline{\text{Void}} \\ & \text{Checks:} & 46 & 0 \\ & \text{Direct Deposit:} & \underline{0} & \underline{0} \\ & & \text{Total:} & 46 & 0 \end{array}$	Amount Paid 1,188,766.64 0.00 1,188,766.64	Amount Void 0.00 0.00 0.00	
WIRES - CURRENT current fund wire account 20060 04/02/24 HEART005 HEARTLAND PAYMENT SYST 24-00151 COURT CREDIT CARD FEES	TEMS LLC 436.39	6087	
$\begin{array}{c cccc} \text{Checking Account Totals} & \underline{\text{Paid}} & \underline{\text{Void}} \\ & \text{Checks:} & 1 & 0 \\ & \text{Direct Deposit:} & \underline{0} & \underline{0} \\ & & \text{Total:} & 1 & 0 \end{array}$	Amount Paid 436.39 0.00 436.39	Amount Void 0.00 0.00 0.00	
Report Totals         Paid (Paid Note)         Void (Paid Note)           Checks:         47         0           Direct Deposit:         0         0           Total:         47         0	Amount Paid 1,189,203.03 0.00 1,189,203.03	Amount Void 0.00 0.00 0.00	

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	3-01	200.80	0.00	0.00	200.80
CURRENT FUND	4-01	1,145,980.51	0.00	0.00	1,145,980.51
	4-07 Year Total:	3,852.39 1,149,832.90	0.00	0.00	3,852.39 1,149,832.90
ERAL CAPITAL FUND	C-04	5,260.00	0.00	0.00	5,260.00
ER CAPITAL FUND	C-08 Year Total:	650.25 5,910.25	0.00	0.00	650.25 5,910.25
	G-02	2,677.50	0.00	0.00	2,677.50
G TRUST FUND	T-03	650.00	0.00	0.00	650.00
HER TRUST FUNDS	T-14	4,186.88	0.00	0.00	4,186.88
	T-19	12,706.48	0.00	0.00	12,706.48
	T-22	129.00	0.00	0.00	129.00
	T-23	3,599.72	0.00	0.00	3,599.72
	T-28 Year Total:	8,370.00 29,642.08	0.00	0.00	8,370.00 29,642.08
Tot	al Of All Funds:	1,188,263.53	0.00	0.00	1,188,263.53

payroll expense 4/5/2024: salaries & wages \$166,739.84 employer's taxes \$ 8,657.26

Project Description		Project No.	Project Total	
HDDA(REVIVE)LLC HOTEL	CONVERSN	PBE22-11	483.25	
195 RUNNEMEDE URE ASSO	CIATES	PBE23-02F	281.25	
CHRISTOPHER WALKER-GAR	AGE	PBE24-02	175.00	
	Total Of All Projects:		939.50	