

RESOLUTION NO. 93-17	AWARDING A CONTRACT FOR ANIMAL CONTROL SERVICES TO AVAILABLE ANIMAL CONTROL
RESOLUTION NO. 94-17	APPROVAL OF A CONTRACT BETWEEN VOORHEES TOWNSHIP AND THE CAMDEN COUNTY IMPROVEMENT AUTHORITY FOR CONSULTING SERVICES
RESOLUTION NO. 95-17	MEMORIALIZING RESOLUTION OF AN EXECUTIVE SESSION HELD ON FEBRUARY 21, 2017
RESOLUTION NO. 96-17	APPOINTING COLIN MAHON TO THE POSITIONS OF BUILDING, PLUMBING AND FIRE INSPECTOR
RESOLUTION NO. 97-17	APPOINTING DIEDRE GRAY AS A CLERK IN THE TAX COLLECTOR'S OFFICE
RESOLUTION NO. 98-17	APPOINTING CORRINE TARCELLI AS A CLERK IN THE ZONING OFFICE AND AS ZONING BOARD SECRETARY
RESOLUTION NO. 99-17	APPROVAL OF AMUSEMENT LICENSE FOR NICKELS AND DIMES, DBA TILT STUDIO
RESOLUTION NO. 100-17	AUTHORIZING THE EXPENDITURE OF FUNDS WITHOUT COMPETITIVE BIDDING IN ACCORDANCE WITH N.J.S.A. 40A:11-6 TO PURCHASE A 2011 CRIMSON SQUAD/RESCUE/PUMPER VIN # 4S7AU2E9XBCO74540R
RESOLUTION NO.	EXECUTIVE SESSION

MINUTES FROM JANUARY 5, 2017
 MINUTES FROM JANUARY 23, 2017
 MINUTES FROM FEBRUARY 13, 2017
 MINUTES FROM FEBRUARY 21, 2017
 BILLS POSTED FOR FEBRUARY 27, 2017
 BILLS POSTED FOR MARCH 13, 2017
 COURT REPORT FOR FEBRUARY 2017
 REGISTRAR'S REPORT FOR JANUARY 2017
 TAX COLLECTOR'S REPORT FOR FEBRUARY 2017
 TREASURER'S REPORT FOR JANUARY 2017

PROCLAMATION OBSERVING NATIONAL POISON PREVENTION WEEK

COMMENTS FROM THE PUBLIC
 COMMENTS FROM COMMITTEE

ADJOURNMENT

VOORHEES TOWNSHIP SCHEDULE OF FEES
FOR THE YEAR 2017

A. FEES FOR COPIES AND OTHER OFFICIAL DOCUMENTS:

1.	Township Clerk's Office	
	a.	Zoning packet: \$ 25.00
	b.	Master Plan: \$ 25.00
	c.	Official Township Map: \$ 4.00
	d.	Township Code Book: \$ 75.00
	e.	Flood Certification Letter: \$ 100.00
	f.	Clerk Searches: \$ 10.00
	g.	Audio CD's Actual Cost
	h.	Certified mailing fee for late license notifications \$ \$ 3.15
	i.	Public records (copies):

(i) A copy or copies of a government record may be purchased by any person upon payment of the fee prescribed by law or regulation, or if a fee is not prescribed by law or regulation, upon payment of the actual cost of duplicating the record. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a government record embodied in the form of printed matter shall be as follows: \$.05 per page for 8 ½ X 11 inch paper; \$.07 per page for 8 ½ X 14 inch paper. The actual cost of duplicating a record is based upon the cost of materials and supplies used to make a copy of the record, but does not include the cost of labor or other overhead expenses associated with making the copy except as provided for in §36.09 (B). The Township reserves the right to demonstrate that its actual costs for duplication of a government record exceed the foregoing rates, and in such circumstances shall charge the actual cost of duplicating the record.

(ii) Whenever the nature, format, manner of collation, or volume of a government record embodied in the form of printed matter to be inspected, examined, or copied pursuant to this section is such that the record cannot be reproduced by ordinary document copying equipment in ordinary business size or involves an extraordinary expenditure of time and effort to accommodate the request, the public agency may charge, in addition to the actual cost of duplicating the record, a special service charge that shall be reasonable and shall be based upon the actual direct cost of providing the copy of copies. Rates for the duplication of particular records, when the actual cost of copying exceeds the foregoing rates, shall be the actual cost incurred by the Township. The requestor shall have the opportunity to review and object to the charge prior to it being incurred.

2.	Vital Statistics Office	
	a.	Certified copies:
		(i) Birth Certificate \$ 25.00
		(ii) Death Certificate \$ 10.00
		(iii) Marriage Certificate \$ 25.00
		(iv) Domestic Partnership Certificate \$ 25.00
		(v) Civil Union Certificates \$ 25.00
	b.	Marriage License \$ 28.00
	c.	Civil Union License \$ 28.00
	d.	Burial Permits \$ 5.00
	e.	Domestic Partnership Affidavit \$ 28.00
	f.	Corrections to vital records \$ 25.00
	g.	Legal Name Changes \$ 2.00
	h.	Abstract Certification \$ 10.00

3. Tax Collector's Office
 - a. First duplicate of tax bill: \$ 5.00
 - b. Subsequent copies of tax bill: \$ 25.00 each
 - c. First duplicate of sewer bill: \$ 5.00
 - d. Subsequent copies of sewer bill: \$ 10.00 each
 - e. Issuance of duplicate tax sale certificate
NJSA 54:5-52.1 \$ 100.00
 - f. Tax Lien Calculation for lienholder
NJSA 54:5-97 \$ 50.00 each
 - g. Subsequent lien calculations (after 2) to
Entitled parties \$ 50.00 each
 - h. Search for Municipal Liens \$ 10.00 each

4. Police Department
 - a. Discovery
 - (1) All requests for discovery in matters pending in the Voorhees Township Municipal Court shall be submitted through the Municipal Prosecutor.
 - (2) The following fees shall be payable by any in-person requestor to the Township of Voorhees for discovery or other records provided. In addition to the duplication of record, an additional fee will be incurred for the actual cost of a written receipt.
 - (a) \$.05 per page for letter size page or smaller
 - (b) \$.07 per page for legal size paper or larger
 - (c) Photographs will be photocopied at the rates established herein or photographs may be copied onto a CD for a fee of \$.36 or on a DVD for a fee of \$.47, (the computer disc selected will be selected by the records clerk providing the record). If requests are for duplicate photographs, the actual cost of making the photographs shall be charged.
 - (d) Duplication of videotapes constitutes an extraordinary duplication process and will be charged at the rate of \$2.15 per videotape.
 - (e) On any item that cannot be photocopied on the Township copy machine or not otherwise provided for in this schedule, the actual cost incurred in making the copy shall be charged.
 - (3) If copies of the reports are requested to be mailed an additional fee of \$5.00 shall be added to the duplication cost to cover the administrative costs of the discovery or other records/reports provided via postal mail.
 - (4). Where the discovery must be obtained from an entity other than the Township of Voorhees, e.g. another police department, the actual costs paid to the other entity shall be paid by the requestor.
 - b. Fingerprinting: \$5.00 per person for first 3 cards,
\$2.00 extra per card for all cards over 3
 - c. Good conduct letters: \$10.00 per letter
 - d. Copying of audio micro cassette tapes: \$1.25 per tape

- e. Records Check \$5.00
For private entities or non-government purposes
No fee for Office of Personnel Management/the Armed Forces/Law Enforcement applicants.

- B. OUTSIDE POLICE SERVICES** \$90.00 per hour/per officer for traffic detail

\$55.00 per hour/per officer for security detail

- C. RETURNED CHECK FEE** minimum of \$20.00 or cost of bank back charge, whichever is larger

- D. SITE PLAN AND SUBDIVISION REVIEW FEES**
 - 1. Site Plan Review Fees
 - a. Correspondence requests:
 - (i) Escrow only required: \$500.00
 - b. Conceptual
 - (i) Application \$ 25.00
 - (ii) Escrow \$500.00
 - c. Site Plan with Waivers:
 - (i) Application \$100.00
 - (ii) Escrow \$1500.00
 - d. Minor Site Plan
 - (i) Application \$300.00
 - (ii) Escrow \$2,500.00
 - e. Amended Minor Site Plan
 - (i) Application \$100.00
 - (ii) Escrow \$2000.00
 - f. General Development
 - (i) Application \$300.00 plus \$25.00 per acre
 - (ii) Escrow \$2500 plus \$150.00 per acre
 - g. Amended General Development
 - (i) Application \$200.00
 - (ii) Escrow \$1500.00
 - h. Preliminary Site Plan
 - (i) Application \$175.00 plus \$50.00 per acre
 - (ii) Escrow \$3000.00 plus \$150.00 per acre
 - i. Amended Preliminary Site Plan
 - (i) Application for residential \$175.00 plus \$10.00 per unit
 - (ii) Application for non-residential \$250.00 plus \$35.00 per acre
 - (iii) Escrow \$2,500.00
 - j. Final Site Plan
 - (i) Application \$150.00
 - (ii) Escrow \$2000.00 plus \$100.00 per acre
 - k. Amended Final Site Plan
 - (i) Application \$100.00
 - (ii) Escrow \$2,500.00
 - l. Conditional Use or Change of Use
 - (i) Application \$100.00
 - (ii) Escrow \$500.00

2.	Subdivision Review Fees	
a.	Correspondence requests	
	(i) Escrow	\$500.00
b.	Conceptual Plan.	
	(i) Application	\$25.00
	(ii) Escrow	\$500.00
c.	Minor Subdivision	
	(i) Application	\$100.00
	(ii) Escrow	\$2,500.00
d.	Major Subdivision	
	(i) Preliminary	
	(A) Application fee	\$175.00 plus \$25.00 per lot
	(B) Escrow	\$2000.00 plus \$100.00 per lot
	(ii) Final	
	(A) Application fee	\$100.00 plus \$35.00 per lot
	(B) Escrow	\$2000.00 plus \$50.00 per lot
	(iii) Amended Preliminary	
	(A) Application Fee	\$ 100.00
	(B) Escrow	\$2,500.00
	(iv) Amended Final	
	(A) Application Fee	\$ 100.00
	(B) Escrow	\$2,500.00
e.	Conditional Use or Change of Use	
	(i) Application	\$100.00
	(ii) Escrow	\$500.00

E. ZONING BOARD FEES

1.	Appeal of Decision of Zoning Officer	
a.	Residential	\$ 75.00 per lot
b.	Non-residential	\$100.00 per lot
c.	Escrow	\$500.00
2.	Interpretation of Zoning Code	
a.	Residential	\$ 75.00 per lot
b.	Non-residential	\$100.00 per lot
c.	Escrow	\$ 500.00
3.	Bulk or Design Variance (C-Variance)	
a.	Residential	
	(i) Application	\$ 75.00 per lot
	(ii) Escrow (if no engineering or minimal engineering review required)	\$500.00
	(iii) Escrow (if engineering review required)	\$1000.00
b.	Non-residential	
	(i) Application	\$100 per lot
	(ii) Escrow	\$1000.00

- 4. Use Variance (D-Variance)
 - a. Application \$200 plus \$50.00 per acre
 - b. Escrow \$2500.00

- 5. Temporary Use Permit
 - a. Application \$100.00
 - b. Escrow \$1000.00

F. GENERAL ZONING FEES

- 1. Zoning Permit - Required for each and every alteration and /or structure
 - a. Residential/Non-residential \$ 40.00

- 2. Certificate of Zoning Conformance for new construction (including structural alterations and swimming pools and accessory structures/uses), change of uses for both residential/non residential \$ 20.00

- 3. Escrow for grading review (where required by ordinance) \$500.00

- 4. Additional copies of a certificate of conformance shall be \$1.00 each for copies of certificates, which are less than five years old, and \$5.00 each for copies of certificates, which are five or more years old.

- 5. Permit certifying that a non-conforming use or nonconforming structure is a lawful nonconforming use or building (made within one year after adoption of ordinance rendering the use or structure non-conforming): \$ 50.00.

- 6. Certificate of Zoning Conformance for existing structures (change in ownership or tenant).
 - a. Residential

\$ 75.00	When requested more than 10 business days after receipt of application.
\$125.00	When requested between 10 days & 2 business days after receipt of application.
\$150.00	When requested between 2 business days and 1 business day after receipt of application.
\$ 200.00	When requested same day application is received.

 - b. Non-residential
 - (i) Per unit \$50.00
 - (ii) Change of ownership or refinancing if not separate units then the fee to be calculated on a square-foot basis, as follows:

(a) Zero to 5,000 square feet	\$ 50.00
(b) 5,001 to 10,000 square feet	\$100.00
(c) 10,001 to 15,000 square feet	\$200.00
(d) 15,001 to 20,000 square feet	\$300.00
(e) 20,001 to 50,000 square feet	\$400.00
(f) 50,001 to 100,000 square feet	\$500.00

 - c. Re-inspection
 - (i) Residential \$ 35.00 per each re-inspection.
 - (a) Rentals \$ 35.00 per each re-inspection (If items are not brought into compliance within 30 days an additional \$100.00 will be charged).
 - (ii) Non-residential \$ 35.00 per each re-inspection

- 7. Landlord Registration Fee
 - a. The annual registration fee for landlords for each single family dwelling in all buildings excluding registered apartment complexes and hotels. \$50.00 Annual

G. MISCELLANEOUS FEES

- 1. Environmental Commission
 - a. Escrow \$1,000.00
- 2. Traffic Analysis \$ 500.00
- 3. Property Owners list \$10.00 or \$.25 per name, whichever is greater
- 4. Rezoning request
 - a. Application \$100.00
 - b. Escrow \$950.00
- 5. Street vacation
 - a. Application \$500.00
- 6. Home Business (Conditional Use)
 - a. Application \$ 50.00
 - b. Escrow \$150.00
- 7. Development Review Committee Meeting
 - a. Escrow \$500.00
- 8. Tax Map Update for Subdivisions
 - a. Minor Subdivision requiring: \$50.00 per lot
 - (1) Calculate, protract and apply to maps.
 - (2) All lines removed (dimensions).
 - (3) Address change
 - (4) Reduction of maps.
 - (5) Xerox copies and letters
 - b. Major Subdivision that may require the following \$45.00 per lot
 - (1) Remove from plat and key map.
 - (2) Calculate entire tract (survey) protraction.
 - (3) Match plate number.
 - (4) Surrounding plate changes.
 - (5) Key map changes
 - (6) Detail on existing plate (i.e. 400 scale).
 - (7) Reduction of maps (half size)
 - (8) Xerox copies and letters
 - c. Miscellaneous changes
 - (1) Street name change \$20.00 per street
 - (2) Dimension change \$ 5.00 per change
 - (3) Key Map change \$10.00 fee

H. ANNUAL FIRE INSPECTION AND FEES

1.	Business establishments having a gross floor area of less than 500 square feet:	\$ 50.00
2.	Business establishments having a gross floor area of 500 square feet or more but less than 3,500 square feet:	\$ 75.00
3.	Business establishments having a gross floor area of 3,500 square feet or more but less than 12,000 square feet:	\$125.00
4.	Business establishments having a gross floor area of 12,000 square feet or more but less than 24,000 square feet:	\$250.00
5.	Business establishments having a gross floor area of 24,000 square feet or more but less than 48,000 square feet:	\$380.00
6.	Business establishments having a gross floor area of 48,000 square feet or more:	\$660.00
7.	Business/multi-multiple business occupancy:	\$300.00
8.	Mercantile establishments having a gross floor area of less than 500 square feet:	\$ 40.00
9.	Mercantile establishments having a gross floor area of 500 square feet or more but less than 3,500 square feet:	\$ 75.00
10.	Mercantile establishments having a gross floor area of 3,500 square feet or more:	\$150.00
11.	Factories having a gross floor area of less than 12,000 square feet:	\$250.00
12.	Factories having a gross floor area of 12,000 square feet or more but less than 24,000 square feet:	\$390.00
13.	Factories having a gross floor area of 24,000 square feet or more but less than 48,000 square feet:	\$610.00
14.	Factories having a gross floor area of 48,000 square feet or more:	\$810.00
15.	Apartments and condominiums (common areas only):	\$ 7.00 per unit
16.	Buildings used for storage with a gross floor area of less than 3,500 square feet:	\$140.00
17.	Buildings used for storage with a gross floor area of 3,500 square feet or more but less than 12,000 square feet:	\$280.00
18.	Buildings used for storage with a gross floor area of 12,000 square feet or more but less than 24,000 square feet:	\$420.00
19.	Buildings used for storage with a gross floor area of 24,000 square feet or more but less than 48,000 square feet:	\$560.00
20.	Buildings used for storage with a gross floor area of 48,000 square feet or more:	\$700.00
21.	Site Plan Review	\$50.00 per hour

AFTER HOURS INSPECTION FEES:

Inspections called for after 5 PM Monday through Friday and anytime on Saturday, Sunday and holidays.

Up to 1 hour	\$ 50.00
1-4 hours	\$200.00
4-8 hours	\$400.00

PENALTIES - Penalties for any fire code violations are as follows:

1 st Offense -	\$ 50.00 per violation
2 nd Offense -	\$100.00 per violation
3 rd Offense -	\$200.00 per violation

I. CONSTRUCTION CODE ENFORCEMENT FEES

1. Building Sub-code Permit Fees:

- a. Fees for new construction shall be based upon the volume of the structure. Volume shall be computed in accordance with N.J.A.C. 5:23-2.28. The new construction fee shall be in the amount of \$0.037 per cubic foot of volume for buildings and structures of all use groups and types of construction as classified and defined in Articles 3 and 4 of the building subcode; provided, however, that the fee shall be \$0.021 per cubic foot of volume for Use Groups A-1, A-2, A-3, A-4, F-1, F-2, S-1 and S-2, and the fee shall be \$0.0010 per cubic foot for structures on farms, including commercial farm buildings under N.J.A.C. 5:23-3.2(d)
- b. Fees for renovations, alterations and repairs shall be based upon the estimated cost of the work. The fee shall be in the amount of \$33 per \$1,000 of estimated cost. A flat fee of \$60 shall be charged for all renovations, repairs and alterations up to and including \$2,000 of estimated cost of work. From \$50,001 up to and including \$100,000, the additional fee shall be in the amount of \$25 per \$1,000 of estimated cost above \$50,000. Above \$100,000, the additional fee shall be in the amount of \$21 per \$1,000 of estimated cost above \$100,000. For the purpose of determining the estimated cost, the applicant shall submit such cost data as may be available, produced by the architect or engineer of record, by a recognized estimating firm or by the contractor. A bona fide contractor's bid, if available, shall be submitted. The enforcing agency shall make the final decision regarding estimated cost.
- c. Fees for additions shall be computed on the same basis as for new construction for the added portion. The minimum fee for R-5 Residential shall be \$200.00 . For all other use groups the minimum shall be \$250.00.
- d. Fees for combination renovations and additions shall be computed as the sum of the fees for the addition and alteration computed separately in accordance with the above.
- e. Fees for minor construction work shall be based upon the estimated cost of work. The fee shall be computed as a unit rate per \$1,000 of estimated cost or fraction thereof, as set forth in subparagraph b. above.
- f. Temporary structures and all structures for which volume can't be computed, such as swimming pools and open structural towers, shall be charged a flat rate as follows:

(i)	Open structural towers:	\$200.00
(ii)	Swimming pools:	
	(A) Above ground	\$ 75.00
	(B) In-ground:	\$200.00
	(C) Spa Cover	\$ 10.00
	(D) Replacement fence for Existing pools	\$ 10.00

NOTE: This does not include fees required for electrical work, fences and contiguous decks.

- (iii) Fences: \$50.00 for fences in excess of six feet.
 - (iv) Satellite dish antennas:
 - (A) Use groups R-3 and R-5: \$ 55.00
 - (B) All other use groups: \$165.00
 - g. The fee to set modular homes in place shall be \$200.00 plus other relevant sub-code fees.
 - h. Except as provided in subsection (i), below, the fee for a demolition or removal permit shall be \$75.00 for a structure of less than 5,000 square feet in area and less than 30 feet in height, for one-family or two-family residences (Use Group R-3 of the Building Code) and for structures on farms, including commercial farm buildings under N.J.A.C. 5:23-3.2(d), and \$150.00 for all other use groups.
 - i. The fee for a permit to construct a sign shall be \$2.00 per square foot of surface area of the sign, computer on one side only for double-faced signed.
 - j. THE FOLLOWING ARE FEE EXEMPT: Only schools and related facilities owned and operated by Voorhees Twp. BOE and Eastern Regional High School, all buildings and structures owned and used by Voorhees Township municipal government and related entities such as fire and police, and all buildings owned and used by county and state government.
 - (i) The fee for roofing or siding repair permits for Use Groups R-3, & R4-R5 shall be a flat fee of \$60.00.
 - (ii) All other use groups - \$200.00
 - k. The fee for partial release of a footing and foundation permit shall be per cubic foot of volume of the area of footing and foundation for the use Groups specified in 1.a. of the Building Sub-code Permit Fee.
2. Plumbing Sub-code Permit Fees.
- a. For one to five fixtures, the fee shall be \$45. For each additional fixture, the fee shall be \$10.00 per fixture for all fixtures and appliances, except as listed directly below.
 - b. The fee shall be \$65.00 per special device for the following: grease traps, oil separators, water cooled air conditioning units, refrigeration units, domestic water and sewer utility service, boilers and furnaces in all occupancies other than R-3 and R-5 Use Groups, active solar systems, sewer pumps, interceptors and gas fuel oil piping in all occupancies other than R-3 and R-5 Use Groups. In all Use Groups, the fee for backflow preventors with provisions for testing shall be \$45 per special device.
 - c. Minimum fee for any plumbing permit shall be \$60.00.
3. Electrical Sub-code Permit Fees.
- a. Electrical sub-code fees for electrical fixtures and devices shall be as follows:
 - (i) For one to 50 receptacles or fixtures, the fee shall be in the amount of \$36.00. For each 25 receptacles or fixtures in addition to this, the fee shall be increased by the amount of \$6.00 for each additional group of 25 or part thereof. For the purpose of computing this fee, receptacles or fixtures shall include lighting outlets, wall switches, fluorescent fixtures, convenience receptacles or similar fixtures and motors or devices of less than one horsepower or one kilowatt. Minimum fee shall be \$60.00.
 - (ii) For each motor or electrical device greater than one horsepower and less than or equal to ten horsepower and for transformers and

generators greater than one kilowatt and less than or equal to ten kilowatts, the fee shall be \$10.00 each. Minimum fee shall be \$60.00.

- (iii) For each motor or electrical device greater than ten horsepower and less than or equal to 50 horsepower, each service panel, service entrance or subpanel less than or equal to 200 amperes and all transformers and generators greater than ten kilowatts and less than or equal to 45 kilowatts, the fee shall be \$60.00.
- (iv) For each motor or electrical device greater than 50 horsepower and less than or equal to 100 horsepower, each service panel, service entrance or subpanel greater than 200 amperes and each transformer or generator greater than 45 kilowatts and less than or equal to 112.5 kilowatts, the fee shall be \$92.00.
- (v) For each motor or electrical device greater than 100 horsepower, each service panel, service entrance or subpanel greater than 1,000 amperes and each transformer or generator greater than 112.5 kilowatts, the fee shall be \$457.00.
- (vi) Electrical permit for swimming pools shall be \$60.00.
- (vii) Rain Sensor flat fee \$10.00

- b. For the purpose of computing these fees, all motors, except those for plug-in appliances, shall be counted, including control equipment, generators, transformers and all heating, cooking or other devices consuming or generating electrical current.

4. Fire Sub-code Permit Fees.

Fees for fire protection and other hazardous equipment such as sprinklers, standpipes, detectors (smoke and heat), pre-engineered suppression systems, gas and oil-fired appliances not connected to the plumbing system, kitchen exhaust systems, incinerators and crematoriums shall be as follows:

- a. Wet and Dry Sprinkler Heads
 - (i) For 1 to 20 heads or detectors, the fee shall be \$65.00
 - (ii) For 21 to 100 heads or detectors, the fee shall be \$120.00
 - (iii) For 101 to 200 heads or detectors, the fee shall be \$229.00
 - (iv) For 201 to 400 heads or detectors, the fee shall be \$600.00
 - (v) For 401 to 1000 heads or detectors, the fee shall be \$822.00
 - (vi) For over 1,000 heads or detectors, the fee shall be \$1050.00
- b. The fee for one to twelve detectors shall be \$36.00. For each 25 additional detectors, a fee of \$12.00 shall be added to the base fee.
- c. In computing fees for heads and detectors, the number of each shall be counted separately, and two fees, one for heads and one for detectors, shall be charged.
- d. The fee for standpipes shall be \$229.00
- e. The fee for each independent pre-engineered system shall be \$92.00
- f. The fee for each gas- or oil-fired appliance other than in an R-3 or R-5 Use Group and which is not connected to the plumbing system shall be \$46.00 per appliance.
- g. The fee for each commercial/industrial kitchen exhaust system will be \$50.00 Use Groups R-3 and R-5 are exempted from this fee.
- h. The fee for each incinerator shall be \$365.00

- i. The fee for each crematorium shall be \$365.00
 - j. The fee for installation of fuel storage tanks is \$60 per tank, for tanks equal to or larger than 600 gallons.
 - k. The fee for each smoke control system shall be \$250.00
 - l. Heat-producing devices, fireplaces and wood stoves are \$50.00 each.
 - m. Fire hose cabinets are \$100 each.
 - n. Fire pumps are \$165.00 each.
 - o. Minimum fee shall be \$60.00
5. Elevator Test and Inspection Fees. The fees for witnessing acceptance tests and performing inspections of elevators:
- a. Basic fees for elevator devices in structures not in Use Groups R-3 and R-4, R-5 or in exempted R-2 structures shall be as follows:

ELEVATOR FEES

- (a) The fees for witnessing acceptance tests and performing inspections on new and altered elevator devices shall be as follows:
 - 1. The basic fees for elevator devices in structures not of Group R-3, R-4, or R-5, or in an exempted structure of Group R-2, shall be as follows:
 - i. Traction and winding drum elevators:

(1) One to 10 floors	\$ 306.00;
(2) Over 10 floors	\$ 510.00;
 - ii. Hydraulic elevators \$ 272.00;
 - iii. Roped hydraulic elevators \$ 306.00;
 - iv. Escalators, moving walks \$ 272.00;
 - v. Dumbwaiters \$ 68.00;
 - vi. Stairway chairlifts, inclined and vertical wheelchair lifts and man lifts \$ 68.00
 - 2. Additional charges for devices equipped with the following features shall be as follows:
 - i. Oil buffers (charge per oil buffer) \$ 54.00;
 - ii. Counterweight governor and safeties \$ 136.00;
 - iii. Auxiliary power generator \$ 102.00
 - 3. The fee for elevator devices in structures of Group R-3, R-4, or R-5, or otherwise exempt devices in structures of Group R-2, shall be \$ 204.00. This fee shall be waived when signed statements and supportive inspection and acceptance test reports are filed by An approved qualified agent or agency in accordance with *N.J.A.C. 5:23-2.19* and *2.20*.
 - 4. The fee for performing inspections of minor work shall be \$ 68.00.
- (b) The fees for routine and periodic tests and inspections for elevator devices in structures not of Group R-3, R-4, or R-5, or otherwise exempt devices in structures of Group R-2, shall be as follows:
 - 1. The fee for the six-month routine inspection of elevator devices shall be as follows:
 - i. Traction and winding drum elevators:

(1) One to 10 floors	\$ 190.00;
(2) Over 10 floors	\$ 244.00;
 - ii. Hydraulic elevators \$ 136.00;
 - iii. Roped hydraulic elevators \$ 190.00;
 - iv. Escalators, moving walks \$ 190.00.
 - 2. The fee for the one-year periodic inspection and witnessing of tests of elevator devices, which shall include a six-month routine inspection, shall be as follows:

- i. Traction and winding drum elevators:
 - (1) One to 10 floors \$ 272.00;
 - (2) Over 10 floors \$ 326.00;
 - ii. Hydraulic elevators \$ 204.00;
 - iii. Roped hydraulic elevators \$ 272.00;
 - iv. Escalators, moving walks \$ 436.00;
 - v. Dumbwaiters \$ 108.00;
 - vi. Manlifts, stairway chairlifts, inclined and vertical wheelchair lifts \$164.00
 - 3. Additional yearly periodic inspection charges for elevator devices equipped with the following features shall be as follows:
 - i. Oil buffers (charge per oil buffer) \$ 54.00
 - ii. Counterweight governor and safeties \$ 108.00
 - iii. Auxiliary power generator \$ 68.00
 - 4. The fee for the three-year or five-year inspection of elevator devices shall be as follows:
 - i. Traction and winding drum elevators:
 - (1) One to 10 floors (five-year inspection) \$ 462.00;
 - (2) Over 10 floors (five-year inspection) \$ 582.00;
 - ii. Hydraulic and roped hydraulic elevators:
 - (1) Three year inspection \$ 340.00;
 - (2) Five year inspection \$ 204.00;
- (c) Fees set forth in (b) above shall be paid annually in accordance with the following schedule, which is based on the average of the fees to be collected over a five-year period:
 - 1. Basic annual fee as follows:
 - i. Traction and winding drum elevators:
 - (1) One to 10 floors \$ 504.00;
 - (2) Over 10 floors \$ 612.00;
 - ii. Hydraulic elevators \$ 368.00;
 - iii. Roped hydraulic elevators \$ 408.00;
 - iv. Escalators, moving walks \$ 626.00;
 - v. Dumbwaiters \$ 108.00;
 - vi. Stairway chairlifts, inclined and vertical wheelchair lifts, manlifts \$164.00.
 - 2. Additional charges for devices equipped with the following features as follows:
 - i. Oil buffers (charge per oil buffer) \$ 54.00;
 - ii. Counterweight governor and safeties \$ 108.00;
 - iii. Auxiliary power generator \$ 68.00;
 - 3. Annual fee for inspections at seasonal facilities shall be as follows:
 - i. Traction and winding drum elevators:
 - (1) One to 10 floors \$ 310.00;
 - (2) Over 10 floors \$ 364.00;
 - ii. Hydraulic elevators \$ 232.00;
 - iii. Roped hydraulic elevators \$ 272.00;
 - iv. Escalators, moving walks \$ 436.00;
 - v. Dumbwaiters \$ 108.00;
 - vi. Stairway chairlifts, inclined and vertical wheelchair lifts, manlifts \$164.00
 - 4. Additional charges for devices equipped with the following features as follows:
 - i. Oil buffers (charge per oil buffer) \$ 54.00;
 - ii. Counterweight governor and safeties \$ 108.00;
 - iii. Auxiliary power generator \$ 68.00
 - 6. Mechanical Subcode Fees.

NOTE: APPLIES ONLY TO REPLACEMENT EQUIPMENT

The fee for the inspection of mechanical equipment in Use Groups R-3 and R-5 shall be \$50.00 for the first 2 appliances and \$10 for each additional appliance. NOTE: This flat fee includes all costs associated with the incidental connections and extensions of associated gas, fuel oils and/or domestic water relating to the specific appliance. This does not include the requirement for an electrical permit if needed.

- a. Exception - R-3, R-4 & R-5 water heaters shall have a flat fee of \$50.00.

7. Miscellaneous Fee – Apply to Any Subcode

- a. The fee to remove or abandon, in place, any fuel oil tank, any septic tank, or any other underground tank shall be \$60.00

8. Certificates of Occupancy

- a. The fee for a certificate of occupancy shall be in the amount of 3% of the commercial construction permit fee. The minimum fee shall be \$50.00 except for one-family, covered by Use Group R-3 or R-5, and structures on farms, including commercial farm buildings subject to N.J.A.C. 5:23-3.2(d), for which the minimum fee shall be \$50.00.
- b. The fee for a certificate of occupancy granted pursuant to a change of use group shall be \$161.
- c. The fee for a certificate of continued occupancy shall be \$150.00.
- d. The fee for a temporary certificate of occupancy shall be a follows:
 - 1. First Certificate shall be no charge
 - 2. All certificates issued after the first shall be charged at \$30.00 per certificate
 - 3. The duration for any temporary certificate shall be sixty (60) days.
 - 4. No fee shall be charged for any use group R-5.

9. Alternate Systems and Non-depletable Energy Sources

The fee for plan review of a building for compliance under the alternate systems and non-depletable energy source provisions of the energy subcode shall be \$274.00 for one- and two-family homes (Use Group R-5 of the building subcode) and light commercial structures having the indoor temperature controlled from a single point, and \$1,369.00 for all other structures.

10. Fees for Application for Variations.

The fee for an application for a variation in accordance with N.J.A.C. 5:23-2.10 shall be \$594.00 for Class I structures and \$120.00 for Class II structures and \$25 for Class III structures. The fee for resubmission of an application for a variation shall be \$229.00 for Class I structures, \$65.00 for Class II structures and \$25 for Class III structures.

11. Miscellaneous Construction Code Enforcement Fees.

- a. Tents. The fee for an application to erect a tent which is in excess of 16,800 square feet in area or more than 140 feet in any dimension (width, depth or height) shall be \$116.
- b. Asbestos Abatement. The fee for a construction permit issued for asbestos hazard abatement shall be a flat fee of \$70. The fee for a certificate of occupancy issued following the successful completion of an asbestos hazard abatement project shall be \$14.

- c. Lead Hazard Abatement. The fee for a construction permit issued for lead hazard abatement shall be a flat fee of \$140. The fee for a lead hazard abatement clearance certificate shall be \$28.00.
- d. State Permit Fees.
 - (i) Per cubic foot of volume of new building or additions: \$0.00371
 - (ii) All other construction: \$1.90/\$1,000 of value of construction.
- e. Plan Review Fee. Five percent (5%) of construction permit fee.
- f. The fee for any periodic inspection, except elevators, as required by the Uniform Construction Code, which does not require a permit is \$60.00

J. ALCOHOL LICENSE FEES

- 1. Fee for issuance of a new alcohol beverage license: \$2,500
- 2. Fee for transfer of an alcoholic beverage license:
 - a. Person to person: \$200.
 - b. Place to Place \$200.
 - c. Amendment to License No fee
(each action requires a separate fee for all that apply)
- 3. Annual Fee for Renewal of alcoholic beverage license:
 - a. Plenary retail consumption (Class C) \$2,500.
 - b. Plenary retail distribution \$2,500.

K. ROAD OPENING FEE

- 1. Non-Utility applicant.
 - a. \$175 opening permit; and
 - b. \$5.00 per running feet for removal of curbing; and
 - c. \$1.00 per running foot for lateral openings; and
 - d. After completion, if street, curbs, and right-of-way are returned to condition that existed prior to opening, \$150 will be refunded to applicant.
- 2. Utility applicant (other than Comcast Cable Television)
 - a. \$10.00 for opening permit; and
 - b. \$.30 per running foot for removal of curbing; and
 - c. \$.30 per running foot for lateral openings.
- 3. Comcast Cable Television pays no fees for road opening permits.

L. SEWER SERVICE FEES

- a. Sanitary Sewer Connection Fee \$2,240.00 per unit
- b. Annual Sewer Service Fee \$ 130.00 per unit

M. FEES FOR MARRIAGE AND CIVIL UNION CEREMONIES

- 1. Persons seeking to be married or joined in civil union by the Mayor or Deputy Mayor of the Township of Voorhees shall pay to the Township of Voorhees a fee of \$150.00 for such services. The Mayor or Deputy Mayor is authorized to waive such fee for residents of the Township of Voorhees.
- 2. The Township of Voorhees shall be paid for all marriage or civil union ceremonies immediately upon completion of any such marriage or civil union ceremony. The fees shall be deposited into the current fund, payable to the Township of Voorhees.
- 3. The Township shall disburse to the Mayor or Deputy Mayor the full amount collected for any such marriage or civil union ceremony on a monthly basis and shall pay the Mayor or Deputy Mayor accordingly.

N. RENTAL CHARGES

- 1. Banquet Facility
 - a. Base price for social use by residents : \$ 300.00 for the first three (3) hours
 - b. Each additional hour: \$ 50.00 per hour
 - c. Base price for social use by non-profit organizations: \$ 50.00 per hour
 - Additional set-up time: \$ 25.00 per hour **for hours prior to the stated start time of the event.** Applicant must state number of persons on application who will set up. If guests or other persons arrive prior to the stated start time, the higher rate will apply.
 - d. Base price for all non-social events \$ 25.00 per hour
- 2. Attendants
 - a. Park Attendant - All Parks \$ 50.00 per hour on Saturdays
\$100.00 per hour on Sundays
 - b. Building Attendant \$ 30.00 per hour

O. PURCHASE OF TRASH CARTS

- a. 95-gallon cart \$65.00
- b. 65-gallon cart \$45.00
- c. Recycling cart \$65.00

P. DOG AND CAT LICENSING FEES

- a. Sterilized dogs \$12.00
- b. Sterilized cats \$12.00
- c. Non-sterilized dogs \$15.00
- d. Non-sterilized cats \$15.00
- f. If payment is made after May 10, in addition to the license fee set forth herein, a late fee in the amount of \$25.00 per pet shall be assessed.

Q. BUSINESS LICENSE FEES

- a. Annual Business License \$60.00
- b. If payment of the business license is made after January 31 of the licensing year, (except for new businesses) a late fee in the amount of \$30.00 shall be assessed.

R. FEES FOR MISCELLANEOUS PROPERTY MAINTENANCE

1. Maintenance of properties with overgrown grass and weeds.

a. Cutting of grass and weeds on property up to ¼ acre in size to include removal of loose trash and debris on property : \$ 250.00 each occurrence.

b. Cutting of grass and weeds on property ¼ to 1 acre in size to include removal of loose trash and debris : \$ 400.00 each occurrence.

c. Initial Spring cleanup of property up to ¼ acre in size to include cutting of grass and weeds, trimming of bushes and trees as needed, edging sidewalk and curb line, removal of leaves, trash and debris: \$ 600.00 each occurrence.

d. Initial Spring cleanup of property ¼ acre to 1 acre in size to include cutting of grass and weeds, trimming of bushes and trees as needed, edging sidewalk and curb line, removal of leaves, trash, and debris: \$ 800.00 each occurrence.

e. Fall cleanup of property up to ¼ acre in size to include cutting of grass and weeds, trimming of bushes and trees as needed, edging sidewalk and curb line, removal of leaves, trash, and debris: \$ 600.00 each occurrence.

f. Fall cleanup of property ¼ acre to 1 acre in size to include cutting of grass and weeds, trimming of bushes and trees as needed, edging sidewalk and curb line, removal of leaves, trash, and debris : \$ 800.00 each occurrence

2. Inspection and documentation of property maintenance.

a. Processing of violation to include certified notice, photos, coordination of maintenance, and ongoing inspections: \$ 150.00 per maintenance event.

ATTEST:

TOWNSHIP OF VOORHEES:

Dee Ober, RMC

Michael Mignogna, Mayor

INTRODUCED:

ADOPTED:

ORDINANCE NO.

**AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION
LIMITS AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A:4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 0.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriations and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Mayor and Township Committee of the Township of Voorhees, in the County of Camden, finds it advisable and necessary to increase its CY 2017 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Mayor and Township Committee hereby determines that a 3.5% increase in the budget for said year, amounting to \$639,972.78 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Mayor and Township Committee hereby determines that any amount authorized hereinabove, that is not appropriated as part of the final budget, shall be retained as an exception to the final appropriations in either of the next two succeeding years.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Township Committee of the Township of Voorhees, in the County of Camden, a majority of the full authorized membership of this governing body affirmatively concurring that, in the CY 2017 budget year, the final appropriations of the Township of Voorhees shall, in accordance with this ordinance and N.J.S.A. 40A:4-45.14, be increased by 3.5%, amounting to \$746,634.91, and that the CY 2017 municipal budget for the Township of Voorhees be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to the final appropriations in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

ATTEST:

TOWNSHIP OF VOORHEES:

Dee Ober, RMC

Michael Mignogna, Mayor

INTRODUCED:

ADOPTED:

ORDINANCE NO.

**ORDINANCE TO AMEND ARTICLE III, §31-13 ENTITLED
“POLICE DEPARTMENT - RULES AND REGULATIONS; ACQUISITION OF
EQUIPMENT” OF THE CODE OF THE TOWNSHIP OF VOORHEES**

WHEREAS, the Mayor and Township Committee may prescribe and establish such rules and regulations respecting the Police Department and its operation, upon the recommendation of the Chief of Police and the Director of Public Safety; and

WHEREAS, the Township Committee shall, by ordinance, from time to time in its judgment as may seem necessary, adopt and amend the rules and regulations for the government and discipline of the Police Department and members thereof; and

WHEREAS, rules and regulations may fix and provide for the enforcement of such rules and regulations and the enforcement penalties for the violation of such rules and regulations, and all members of the Police Department shall be subject to such rules and regulations; and

WHEREAS, the Mayor and Township Committee desire to adopt an Ordinance amending its Rules and Regulations to facilitate the current accreditation process being undertaken by the Voorhees Township Police Department.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Township Committee of the Township of Voorhees, County of Camden, State of New Jersey, that Chapter Article III, §31-13 C., of the Code of the Township of Voorhees shall hereby be supplemented and amended to read as follows:

Section 1: (C) There is hereby adopted by the Township, for the purposes of establishing rules and regulations for the operation and government of the Police Department, an updated manual entitled "Voorhees Township Department Rules and Regulations". The aforesaid manual is attached hereto and made a part hereof and incorporated by reference in this section, and three copies of the manual are on file in the Office of the Clerk.

Section 2: All other Ordinances or parts of Ordinances inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistency.

Section 3: If any section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such subdivision, clause or provision and the remainder of this Ordinance shall be deemed valid and effective.

Section 4: This Ordinance shall take effect immediately upon final passage and publication as required by law.

ATTEST:

TOWNSHIP OF VOORHEES:

Dee Ober, RMC

Michael Mignogna, Mayor

INTRODUCED:

ADOPTED:

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CHAPTER 1

INTRODUCTION

1:1 ESTABLISHMENT OF THE VOORHEES POLICE DEPARTMENT

1:1.1 Legal Authorization

The Police Department of the Township of Voorhees is established pursuant to N.J.S.A. 40A:14-118 and the Township of Voorhees Municipal Code §31.01 and shall hereafter be referred to as the "Voorhees Police Department."

1:1.2 Rules and Regulations Established

The "Appropriate Authority" of the Township of Voorhees hereby adopts and promulgates the Department Rules and Regulations, in accordance with the Township of Voorhees Municipal Code §31.02 and shall be known as the "Voorhees Police Department Rules and Regulations."

1:1.3 Right to Amend or Revoke

In accordance with N.J.S.A. 40A:14-118, the right is reserved by the appropriate authority, as the representative of the governing body, to amend or revoke any of the rules and regulations contained herein.

1:1.4 Previous Rules, Policies and Procedures

All rules and regulations previously issued, and policies and procedures that are contrary to the rules contained herein, are hereby revoked. All other policies and procedures shall remain in force.

1:2 THE NUMBERING SYSTEM

1:2.1 Chapter, Section and Subsection Designation

Title and number shall designate each chapter, section and subsection. All numbering breakdowns shall be arranged according to a decimal sequence.

1:2.2 Chapter and Section Sequence

The number preceding the colon shall enumerate the chapter, while the number placed immediately to the right of the colon shall indicate the section.

1:2.3 Subsection Sequence

The number placed to the right of the decimal point shall designate the subsection.

1:2.4 Series Lettering

Letters listed in series under sections and subsections shall be enclosed within parentheses.

1:2.5 Flexibility of System

This system shall provide a simple and quick method of referral to material contained herein. This format has been designed to make specific reference to particular sections or subsections possible and to facilitate expansion and revision of the contents.

1:3 RULES AND REGULATIONS MANUAL

1:3.1 Application

These rules and regulations are applicable to all sworn employees, including special law enforcement officers (SLEOs) and to all civilian employees of the department, where appropriate.

1:3.2 Distribution

One copy of these rules and regulations shall be electronically distributed to each employee of the department through the PowerDMS software, similar software and/or manual distribution.

1:3.3 Responsibility for Maintenance

Employees shall be responsible for maintaining a current copy of the rules and regulations, including all additions, revisions, and amendments as issued.

1:3.4 Familiarization

Employees shall thoroughly familiarize themselves with the provisions of the rules and regulations. Ignorance of any provision of these rules and regulations will not be a defense to a charge of a violation of these rules and regulations.

1:3.5 Severability

If for any reason any section of these Rules and Regulations shall be questioned in any court and shall be held unconstitutional or invalid, the same shall not be held to affect any other sections or provisions of this document. Where there is a conflict between these rules and regulations and the collective bargaining agreements between the Township and any recognized bargaining unit within the Township, the CBA shall govern.

1:4 DEFINITION OF TERMS

1:4.1 Administrative Leave

Paid leave from regular duty that is authorized by the Chief of Police.

1:4.2 Appropriate Authority

In accordance with the provisions of N.J.S.A. 40A:14-118, and the Township of Voorhees Municipal Code, the Chief of Police will report directly to the Appropriate Authority.

1:4.3 Authority

Authority is the statutory or written directive vested right to give commands, enforce obedience, initiate action and make necessary decisions. Authority may be delegated by those so designated. Acts performed without proper authority or authorization shall be considered in violation of the rules and regulations, and those persons in violation shall be subject to disciplinary action.

1:4.4 Chain of Command

The unbroken line of authority extending from the Chief of Police through one or more subordinates at each level of command down to the level of execution and vice versa.

1:4.5 Chief of Police

The Chief of Police of the Voorhees Police Department shall be the highest ranking officer of the department.

1:4.6 Commanding Officer

Any rank of Lieutenant and above.

1:4.7 Days Off

Those days on which a given employee is excused from duty by the Chief of Police or designee or is not required to report to duty.

1:4.8 Detail

A temporary assignment of personnel for a specialized activity.

1:4.9 Employee

All employees of the department, whether sworn officers or civilian employees.

1:4.10 Gender

The use of the masculine gender in any written directive or rules and regulations includes the female gender, when applicable.

1:4.11 Incompetence

Incapable of satisfactory performance of police duties.

1:4.12 Insubordination

Failure or deliberate refusal of any employee to obey a lawful order given by a superior officer. Ridiculing a superior officer or his order, whether in or out of his presence, is also insubordination. Disrespectful, mutinous, insolent, or abusive language towards a superior officer is insubordination.

1:4.13 Lawful Order

Any written or verbal directive issued by a superior officer to any subordinate or group of subordinates in the course of police duty which is not in violation of any law, ordinance, or any department rule or regulation.

1:4.14 May/Should

As used herein, the words “may” and “should” mean that the action indicated is permitted.

1:4.15 Member

Any duly sworn police officer of the department.

1:4.16 Military Leave

The period of time during which an employee is excused from duty for service with the active or reserve armed forces of the United States or of the State of New Jersey, as provided by law, ordinance or collective bargaining agreement.

1:4.17 Neglect of Duty

Neglect of duty is the failure to give suitable attention to the performance of duty. Examples include, but are not limited to, failure to take appropriate action on the occasion of a crime, disorder, or other act or condition deserving police attention; absence without leave; failure to report for duty at the time and place designated; unnecessary absence from the zone/post during the tour of duty; failure to perform duties or comply with provisions prescribed in the rules and regulations and written directives, and failure to conform to the department operating procedures. Failure to qualify with your issued duty weapon (handgun) shall be considered neglect of duty.

1:4.18 Off-Duty

The status of an employee during the period he is free from the performance of specified duties. Members are subject to recall at all times.

1:4.19 On-Duty

The status of an employee during the period of day when he is actively engaged in the performance of his duties.

1:4.20 Order

Any written or oral directive issued by a supervisor to any subordinate or group of subordinates in the course of police duty.

1:4.21 Plurality of Words

The singular includes the plural and the plural includes the singular.

1:4.22 Probation Period – Promotions

All appointments shall be probationary, in accordance with the Township of Voorhees Municipal Code and the rules of the Civil Service Commission.

1:4.23 Probation Period – Recruits

One (1) year period, in accordance with the Township of Voorhees Municipal Code and the rules of the Civil Service Commission.

1:4.24 Shall/Will

As used herein, the words “shall” and “will,” mean the action required is mandatory.

1:4.25 Shift

Any assigned tour of duty in accordance with existing collective bargaining agreements.

1:4.26 Special Law Enforcement Officer

Persons vested with special police authority pursuant to N.J.S.A. 40A:14-146.8 et seq. and the Township of Voorhees Municipal Code §31.11.

1:4.27 Staff Supervision

Staff supervision is an advisory relationship, outside the regular hierarchy of command and responsibility in which a supervisor may review the work of another employee who is responsible to another superior officer.

1:4.28 Subordinate

A member lower in rank than his superior officer.

1:4.29 Superior Officer

A member holding the rank of Sergeant or any rank above Sergeant.

1:4.30 Supervisor

An employee, usually holding the appropriate rank, assigned to a position requiring the exercise of immediate supervision over the activities of other employees.

1:4.31 Tense of Words

The words used in the present tense include the future.

1:4.32 Unpaid Leave of Absence

The period of time during which an employee is excused from duty and during which time no pay is received.

1:4.33 Working Test Period

The working test period shall be in accordance with N.J.A.C. 4A:4-5.1 et seq.

1:5 CODE OF ETHICS

1:5.1 All employees shall read and abide by the Law Enforcement Code of Ethics.

1:5.2 **AS A LAW ENFORCEMENT EMPLOYEE**, my fundamental duty is to serve the community; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation and the peaceful against violence or disorder; and to respect the constitutional rights of all to liberty, equality and justice.

I WILL keep my private life unsullied as an example to all and will behave in a manner that does not bring discredit to me or to my agency. I will maintain courageous calm in the face of danger, scorn or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed both in my personal and official life, I will be exemplary in obeying the law and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I WILL never act officiously or permit personal feelings, prejudices, political beliefs, aspirations, animosities or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear or favor, malice or ill will, never employing unnecessary force or violence and never accepting gratuities.

I RECOGNIZE the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of police service. I will never engage in acts of corruption or bribery, nor will I condone such acts by other police officers. I will cooperate with all legally authorized agencies and their representatives in the pursuit of justice. I know that I alone am responsible for my own standard of professional performance and will take every reasonable opportunity to enhance and improve my level of knowledge and competence. I will constantly strive to achieve these objectives and ideals, dedicating myself to my chosen profession...**LAW ENFORCEMENT.**

1:6 MISSION STATEMENT AND CORE VALUES

1:6.1 Mission Statement

The Voorhees Township Police Department is a Law Enforcement Agency that is dedicated to the protection of life, property and the Constitutional rights of all our citizens. The Department will strive to enhance the quality of life, preserve the peace, reduce fear and provide for a safe and secure environment for the people who live, work, and visit our community.

1:6.2 Core Values

The Voorhees Township Police Department's core values are **Integrity, Excellence, Loyalty and Honesty.**

CHAPTER 2

ORGANIZATION

2:1 GENERAL DUTIES AND RESPONSIBILITIES

2:1.1 Chief of Police

1. Pursuant to N.J.S.A. 40A:14-118 and Township of Voorhees Municipal Code §31.03 the Chief of Police shall be the head of the Police Department, and shall be directly responsible to the Appropriate Authority for the efficiency and routine day-to-day operation of the Voorhees Police Department.

2:1.2 Commanders and Supervisors

Commanders and supervisors shall be able to perform all of the general duties of a police officer. Commanders and supervisors shall:

1. Enforce department rules and insure compliance with department policies and procedures.
2. Exercise proper use of their command, within the limits of their authority, to assure efficient performance by their subordinates.
3. Exercise necessary control over their subordinates to accomplish the objectives for the department.
4. Guide and train subordinates to gain effectiveness in performing their duties.
5. Use department disciplinary procedures when necessary.
6. When using discipline, comply strictly with the provisions of the department disciplinary process.
7. Conduct themselves in accordance with high ethical standards, on and off-duty.

2:1.3 Police Officers

Police officers shall:

1. Exercise authority consistent with the obligations imposed by the oath of office and in conformance with the policies of the department.
2. Abide by all rules, regulations and department procedures and directives governing police officer employees.
3. Be accountable and responsible to their supervisor for obeying all lawful orders.
4. Coordinate their efforts with other employees of the department to achieve department objectives.
5. Conduct themselves in accordance with high ethical standards, on and off-duty.
6. Strive to improve their skills and techniques through study and training.
7. Familiarize themselves with the area of authority and responsibility for their current assignment.
8. Perform their duties promptly, faithfully and diligently.
9. Perform all related work as required in a timely fashion.
10. Take appropriate action to:
 - a. Protect life and property;
 - b. Preserve the peace;
 - c. Detect and arrest violators of the law;
 - d. Enforce all federal, state, and local laws and ordinances coming within department jurisdiction;

- e. Safeguard the rights of individuals as provided by the United States Constitution and Constitution of the State of New Jersey;
- f. Safely and expeditiously regulate traffic;
- g. Aid citizens in matters within police jurisdiction;
- h. Take appropriate police action in aiding fellow officers as needed;
- i. Provide miscellaneous services.

2:1.4 Civilian Employees

Civilian employees shall:

1. Take appropriate action to perform the duties of their positions promptly, faithfully and diligently.
2. Exercise authority consistent with the obligations imposed by their position and in conformance with the policies of the department.
3. Be accountable and responsible to their supervisors for obeying all lawful orders.
4. Coordinate their efforts with other employees of the department to achieve department objectives.
5. Conduct themselves in accordance with high ethical standards, on and off-duty.
6. Strive to improve their skills and techniques through study and training.
7. Familiarize themselves with the area of authority and responsibility for the current assignment.
8. Abide by all rules, regulations and department procedures and directives governing civilian employees.
9. Perform all related work as required.

CHAPTER 3

RULES OF CONDUCT

3:1 PROFESSIONAL AND GENERAL CONDUCT

3:1.1 Standards of Conduct

Employees shall conduct their private and professional lives in such a manner as to avoid bringing the department into disrepute.

3:1.2 Loyalty

Loyalty to the department and to associates is an important factor in department morale and efficiency. Employees shall maintain loyalty to the department and their associates as is consistent with the law and personal ethics.

3:1.3 Cooperation

Cooperation between the ranks and units of the department is essential to effective law enforcement. Therefore, all employees are strictly charged with establishing and maintaining a high spirit of cooperation within the department.

3:1.4 Assistance

All members are required to take appropriate action toward aiding a fellow employee exposed to danger or in a situation where danger might be impending.

3:1.5 Performance of Duty

All employees shall promptly perform their duties as required or directed by law, rules and regulations or written directive, or by lawful order of a superior officer.

3:1.6 Action Off-Duty

While off-duty, police officers shall take appropriate action as needed in any police matter that comes to their attention within their jurisdiction as authorized by New Jersey law and department written directive.

While off-duty, police officers who take any police related action or any other action which may touch upon or reflect upon their position with the Voorhees Police Department shall notify the highest ranking officer on duty as soon as possible and shall submit a written report to the Chief of Police as soon as practical.

3:1.7 Obedience to Laws, Ordinances, Rules, and Written Directives

Employees shall obey all laws, ordinances, rules, and written directives of the department.

3:1.8 Withholding Information

Employees shall report any and all information concerning suspected criminal activity of others.

3:1.9 Reporting Violations of Laws, Ordinances, Rules, and Written Directives

Employees knowing of other employees violating laws, ordinances, rules and written directives of the department, shall report same to the Chief of Police through the chain of command. If the employee believes the information is of such gravity that it must be brought to the immediate, personal attention of the Chief of Police, the chain of command may be bypassed.

Employees charged with violating laws or ordinances shall report same immediately to the Chief of Police through the chain of command.

3:1.10 Insubordination

Employees shall not:

1. Fail or refuse to obey a lawful order given by a supervisor;
2. Use any disrespectful or abusive language/action towards a specific supervisor.

3:1.11 Conduct Toward Other Department Employees

Employees shall treat other department employees with respect. They shall be courteous and civil at all times in their relationships with one another. When on-duty and in the presence of the public, an officer shall be referred to by rank.

3:1.12 Compromising Criminal Cases/Investigations

Employees shall not interfere with the proper administration of criminal justice.

3:1.13 Recommending Attorney and Bail Bond Brokers Prohibited

Employees shall not suggest, recommend, or advise the retention of any attorney or bail bond broker to any person as a result of police business.

3:1.14 Posting Bail

Employees shall not post bail for any person in custody, except relatives or unless authorized by the Chief of Police.

3:1.15 Use of Force

Members shall follow New Jersey State Law and department written directive on the use of force.

3:1.16 Physical and Mental Fitness for Duty

Police officers are required to be capable of performing the essential functions of their assigned positions without posing a direct threat to their own health and safety, or that of others. Officers, who are aware of any reason why they are incapable of performing the essential functions of their assigned positions without posing a direct threat to their own health and safety, or that of others, shall notify their supervisors. The department reserves the right to take appropriate action in such circumstances, which may include deeming the member unfit for duty, placing the employee on sick leave status, or other action. The department reserves the right in appropriate cases to require medical clearance before allowing the member to return to regular duties. Nothing contained herein shall supersede any current collective bargaining agreements.

3:1.17 Driver's License

Employees operating department motor vehicles shall possess a valid New Jersey driver's license. Whenever a driver's license is revoked, suspended, or lost the employee shall immediately notify the appropriate supervisor giving full particulars.

3:1.18 Address and Telephone Numbers

Employees are required to have a telephone or cellular phone in the place where they reside. Changes in address or telephone number shall be reported in writing to the appropriate supervisor within twenty four (24) hours of the change. Upon receipt of this information, the supervisor will immediately forward the change to the Office of the Chief of Police.

3:2 ISSUING ORDERS

3:2.1 Manner of Issuing Orders

Orders from a supervisor to a subordinate shall be in clear and understandable language.

3:2.2 Unlawful Orders

No supervisor shall knowingly issue an order, which is in violation of any law or ordinance.

3:2.3 Improper Orders

No supervisor shall knowingly issue an order, which is in violation of any department rules and regulations or written directive.

3:3 RECEIVING ORDERS

3:3.1 Questions Regarding Orders

Employees, in doubt as to the nature or detail of an order, shall seek clarification from their supervisors by going through the chain of command.

3:3.2 Obedience to Unlawful Orders

Employees are not required to obey any order, which is contrary to any law or ordinance. Responsibility for refusal to obey rests with the employee, who will be required to justify the refusal to obey.

3:3.3 Obedience to Improper Orders

Employees, who are given any order which is contrary to department rules and regulations or written directive, must first obey the order to the best of their ability, and then report the improper order as provided in 3:3.5.

3:3.4 Conflicting Orders

Upon receipt of an order, conflicting with any previous order, the employee affected will advise the person issuing the second order of this fact. Responsibility for countermanning the original order rests with the individual issuing the second order. If so directed, the latter order shall be obeyed first. Orders will be countermanned, or conflicting orders will be issued, only when reasonably necessary for the good of the department.

3:3.5 Reports of Unlawful or Improper Orders

An employee receiving an unlawful or improper order shall advise the issuing supervisor of his/her belief that the order in question is unlawful or improper. If the matter is not resolved, the officer shall at first opportunity, report in writing to the next highest-ranking supervisor above the supervisor who issued the unlawful or improper order. Action regarding such a report shall be conducted at the direction of the Chief of Police.

3:3.6 Criticism of Official Acts or Orders

Employees shall not criticize the actions or orders of any department employee in a manner which is defamatory, obscene, or which tends to impair the efficient operation of the department.

3:4 POLICE RECORDS AND INFORMATION

3:4.1 Release of Information

Employees shall not release any information nor reveal any confidential business of the department to the public or the press except as provided in department written directives.

3:4.2 Department Records

Contents of any record or report filed within the department shall not be exhibited or divulged to any person other than a duly authorized police officer, except with the approval of the appropriate supervisor, or under due process of law, or as permitted under department written directives.

3:4.3 Reports

No employee shall knowingly falsify any official report or enter or cause to be entered any inaccurate, false, or improper information on records of the department.

3:5 GIFTS, REWARDS, ETC.

3:5.1 Soliciting Gifts, Gratuities, Fees, Rewards, Loans, Etc.

Except as stated herein, employees shall not under any circumstances solicit any gift, gratuity, fees, rewards, loans, etc. where there is any direct or indirect connection between solicitations and their department membership or employment. All solicitations must stay within the parameters of Federal and State law, directives from the Office of the New Jersey Attorney General and Camden County Prosecutor's Office. Employees shall not solicit for any organization that in anyway references their employment as an employee of the Township of Voorhees without the knowledge of the Chief of Police pursuant to the standards set forth above. Nothing herein is meant to prevent action authorized by N.J.S.A. 45:17A-18 et seq.

3:5.2 Acceptance of Gifts, Gratuities, Fees, Rewards, Loans, Etc.

Employees shall not accept either directly or indirectly any gift, gratuity, fees, rewards, loans, etc. or any other thing of value arising from or offered because of his police employment or any activity connected with said employment or employment with the Township or which might tend to influence directly or indirectly the actions of said employee or any other employee in any matter of police business; or which might tend to cast an adverse reflection on the department or any employee thereof. No employee of the department shall receive any gift, gratuity, fees, rewards, loans, etc. from other employees without the express permission of the Chief of Police.

3:5.3 Other Transactions

Every employee is prohibited from buying or selling anything of value from or to any complainant, suspect, witness, defendant, prisoner, or other person involved in any case which has come to his attention or which arose out of his department employment, except as may be specifically authorized by the Chief of Police.

3:5.4 Rewards

Employees shall not accept any gift, gratuity or reward in money or other consideration for services rendered in the line of duty to the community or to any person, business or agency except lawful salary and that which may be authorized by the law and the Chief of Police.

3:5.5 Disposition of Unauthorized Gifts and/or Gratuities

Any unauthorized gift, gratuity, loan, fee, reward, or other object coming into the possession of any employee shall be forwarded to the Chief of Police together with a written report explaining the circumstances.

3:5.6 Debts - Incurring and Payment

1. No employee shall borrow any money or otherwise become indebted to any other employee.
2. Employees shall not solicit other members or employees to co-sign or endorse any promissory note or other loan.
3. No employee shall offer to act as a co-signer or endorser of any promissory note or other loan for another employee.
4. Paragraphs 1-3 do not apply to transactions among employees related to each other.
5. Employees shall promptly pay all just debts and legal liabilities incurred by them.

3:5.7 Intercession – Soliciting

Employees shall not attempt to circumvent, undermine or improperly influence department procedures for determining promotions, assignments, disposition of disciplinary charges, appeals from department hearings, or related matters. Examples of circumventing, undermining or improperly influencing such procedures include, but are not limited to, soliciting unauthorized persons to intercede in such procedures, communicating or supplying information in a manner not authorized or permitted under such procedures, refusing to participate and/or cooperate in any investigation into alleged improper behavior. Members and employees may utilize the review, appeal and grievance procedures provided by statute, department rules and procedures, Township ordinance or policy, and collective bargaining agreements. Nothing in this section shall prohibit employees from lawful consultation with attorneys and union representatives. Any lawyer or union representative consulted shall not be permitted to speak on behalf of the employee and shall not interfere in any investigatory process, including a prohibition against delaying the process.

3:6 ALCOHOLIC BEVERAGES AND DRUGS

3:6.1 Alcoholic Beverages and Drugs

1. No employee of the department will appear for, or be on duty, under the influence of an alcoholic beverage (any beverage containing alcohol) (hereinafter "alcohol") or illegal drugs (including the illegal use of prescription drugs) (hereinafter "drugs"), or be unfit for duty because of use of drugs or an alcoholic beverage. The reasonable opinion of a supervising officer that the employee is under the influence of, or has alcohol or drugs in the employee's system shall be sufficient to establish a violation of this provision. In addition, the presence of detectable level of alcohol or drugs as tested by blood, urine or other medical test shall constitute a violation of this provision. Superior officers shall not assign to duty any employee in an unfit condition due to the use of alcohol or drugs and shall immediately relieve of duty and service weapon any employee found on duty in such condition. Supervisors shall not allow to remain on duty, any employee whose fitness for duty is questionable due to the use of alcohol or drugs. The superior officer shall submit a written report of the incident to the Chief of Police. (See Procedures for Employees Using Prescription Drugs in a Legal Manner Under Section 3 below)
2. Employees of the department, shall not drink alcohol while on duty, or take any drug as defined herein, except on special assignment authorized by the Chief of Police. Sworn employees shall not drink alcohol or take drugs while in uniform or during any activity where the employee is acting as a representative or has identified himself as an employee of the Department. An employee, while assigned to duty in civilian clothes, may use alcohol or drugs only when absolutely necessary in the performance of duty, provided such use does not render them unfit for proper and efficient performance of duty. Employees should not, to the extent possible, engage in any behavior that could put him/herself in danger or the public in danger after consuming alcohol or drugs, for example, driving. All use of alcohol or drugs used in the performance of an employee's duty must be documented in writing, detailing the reasons therefore and the amounts consumed as soon as possible after such consumption. An employee may be subject to testing to confirm the level of alcohol/drugs in their system.
3. Taking Prescription or other Medication While on Duty/Notification about Medication – Employees of the department shall disclose to their supervisors if they are taking medication (prescription or non-prescription) that may affect their ability to perform their duties, including but not limited to using a firearm,

operating a radio, or operating a motor vehicle. Such employee shall also disclose the expected duration of their use of such medication. The department reserves the right to take appropriate action in such circumstances, which may include deeming the employee unfit for duty, placing the member on sick leave status, or other appropriate action. The department may also consider other appropriate accommodations if the employee has a disability as defined by law. The department reserves the right in appropriate cases to require medical clearance before allowing the employee to return to regular duties. The department reserves the right to take appropriate action in the case of any employee who is impaired on duty for any reason, including the use of prescription or non-prescription medication who has failed to give proper advance notification.

4. Alcohol may not be consumed at or in the police station or ancillary facilities.
5. No uniformed employee shall, at any time when in uniform, or any part thereof, except in the performance of duty, enter any place in which alcohol is served or sold, unless authorized by a supervisor. This provision does not include establishments with a separate dining area where the serving of alcohol is not the primary function (e.g. certain diners and restaurants which have a liquor license). If an employee is unclear whether an establishment would violate this section, he should contact his supervisor.
6. Employees shall not bring into or keep any alcohol or drugs on department premises except when necessary in the performance of a police related task. Alcohol or drugs brought into department premises in the furtherance of a police related task shall be properly identified and stored according to department written directives.
7. Any employee reporting for duty with the odor of alcohol on his breath or appearing to be under the influence may be subject to testing as set forth in Section 3:6.1.
8. No liquor license shall be held by any police officer, or by any profit corporation or association in which any police officer is interested, directly or indirectly.
9. Pursuant to law, members of the Voorhees Police Department may not be employed by a business located in the Township, which is licensed to sell alcoholic beverages in New Jersey. Members of the Voorhees Police Department may be employed by such licensed businesses, which are located outside the Township of Voorhees with prior notice to the Chief of Police and under the following legal conditions:
 - a. Police officers so employed shall not, while engaged in the selling, serving, possessing or delivering of any alcoholic beverages: (1) have in his possession any firearm, or; (2) wear or display any uniform, badge or insignia which would identify them as a police officer.
 - b. No police officer so employed shall be permitted to work in excess of twenty-four (24) hours per week in any such establishment.

When a licensee has circumstances that require the use of trained police officers to provide crowd or traffic control or security for money, the municipality may assign regular police officers to the licensed premises for these purposes. The municipality may either bill the licensee for such cost or may require the licensee to prepay for the services. In no event, however, may the licensee directly hire or pay these police officers. (See N.J.A.C. 13:2-23.31; N.J.S.A. 33:1-26.1).

The Chief of Police retains the right to advise any police officer that for the good of the Department or for other operational reasons (including but not limited to the ability to work overtime), the officer cannot obtain or retain such employment.

3:6.2 Substance Testing

1. Members will be ordered to submit to drug testing when there is a reasonable suspicion to believe that the member is using drugs illegally, in accordance with the following procedure.
 - a. The Chief of Police or Camden County Prosecutor must approve any reasonable suspicion test.
 - b. A written report shall be prepared to document the basis for the

reasonable suspicion. The report will be reviewed by the Chief of Police or Camden County Prosecutor before the reasonable suspicion test may be ordered.

- c. The drug test must be administered in accordance with the procedures contained in the Attorney General's Law Enforcement Drug Testing Policy then in effect.
 - d. Officers who refuse to submit to a drug test based on reasonable suspicion after being lawfully ordered to do so are subject to the same penalties as those officers who test positive for the illegal use of drugs. Officers who resign or retire after receiving a lawful order to submit a urine specimen for drug testing and who do not provide the specimen shall be deemed to have refused to submit to the drug test.
 - e. A negative test result is a condition of employment as a sworn officer. A positive result will result in: a) the officer's termination from employment; b) inclusion of the officer's name in the central drug registry maintained by the Division of State Police; and, c) the officer being permanently barred from future law enforcement in New Jersey.
2. Random drug screening may be ordered by the Chief of Police from time to time. If the Chief of Police orders random drug screening it shall be in accordance with the Office of the New Jersey Attorney General's Guidelines on Drug Testing and any policy mandated by the Camden County Prosecutor. Additionally:
- a. All sworn members of the agency are eligible for random drug testing, regardless of rank or assignment.
 - b. A minimum of twenty percent (20%) of the number of sworn officers will be tested annually, divided into two tests per year.
 - c. Random selection will be accomplished by use of a private service for this purpose.
 - d. The process will be verified by the supervisor of Internal Affairs. The process and any associated reports will be documented and filed appropriately and in a confidential manner.
 - e. One member of each collective bargaining unit may be permitted to witness the selection process but may not have knowledge of the names selected.
 - f. Any member of the agency who discloses the identity of an officer selected for random testing or the fact that a random test selection is scheduled to take place prior to the collection of urine samples shall be subject to discipline.
 - g. The system for collection will be prompt, efficient, and confidential to the extent possible. It will be conducted with minimal disruption to operations and will be carried out in a manner so as not to embarrass the officer.
 - h. Any officer who refuses to submit to mandatory random drug testing will be subject to the same penalties as those officers who test positive for illegal use of drugs.

3:7 DUTY CONDUCT

3:7.1 Reporting for Duty

Employees shall report for duty at the time and place specified, properly uniformed and equipped.

3:7.2 Absence from Duty

Every member who fails to appear for duty at the date, time and place specified without the consent of competent authority, is "absent without leave". Such absence must be reported in writing to the Commanding Officer within one (1) day. Absences without leave in excess of one day must be reported in writing to the Chief of Police. Any member who is absent without leave for a continuous period of 5 days shall forfeit their position in the department, pursuant to N.J.S.A. 40A:14-122.

3:7.3 Harassment in the Workplace

All employees of the department shall adhere to the written directive established by the Chief of Police and the Township of Voorhees regarding Harassment in the Workplace.

3:7.4 Civil Rights

All employees shall observe and respect the civil rights of all persons.

3:7.5 Work Expectation

Employees are expected to perform their duties to the best of their abilities at all times.

3:7.6 Retaliation

No employee shall take any official action or initiate or engage in any conduct with the intention to retaliate against any person for criticizing or complaining about any employee. This shall not apply to situations where employees are disciplined for engaging in actions, which constitute insubordination.

3:7.7 Personal Relationships

If a supervisor and subordinate enter into a dating relationship, marital relationship or civil union during the course of employment, and the department reasonably believes the relationship may create a conflict of interest, one of the employees may be transferred to another shift or assignment. A supervisor or subordinate involved in a relationship as described within shall report the relationship to the Chief of Police. Failure to report such a relationship may subject the involved employees to discipline.

3:7.8 Smoking/Chewing Tobacco Products

P.L. 2009, C.182 "NJ Smoke-Free Air Act" approved July 20, 2010 provides for an employer's obligation to establish a policy protecting the health, welfare and comfort of employees from those employees who smoke tobacco, to include electronic smoking devices. That written directive must establish designated non-smoking areas. It is the policy of this department not to allow smoking in any office or vehicle assigned to the Voorhees Police Department. Employees desiring to smoke may do so outside or in an area designated for smoking. It is the rule of this department not to allow smoking in any designated crime scene area.

3:7.9 Distracters

The use of any item or object that distracts an employee from the performance of duty other than equipment authorized by the department is prohibited while on duty.

3:7.10 Relief

Employees are to remain at their assignments and on duty until properly relieved by other employees or until dismissed by competent authority.

3:7.11 Meals/Breaks

All meals/breaks are to be consumed within authorized areas, or if properly signed out and acknowledged on police radio at a known location subject to modification by the supervisor.

3:7.12 Training

Employees shall attend training at the direction of the appropriate supervisor. Such attendance is considered a duty assignment, unless the prevailing collective bargaining agreements provides otherwise.

3:7.13 Inspections

Employees directed to attend full dress inspections shall report in the uniform prescribed, carrying the equipment specified. Unauthorized absence from such inspection shall be considered absence without leave.

3:7.14 Prohibited Activity On-Duty

Employees who are on-duty are prohibited from engaging in activities, which are not directly related to the performance of their duty with exceptions as noted:

1. Meeting with other officers (except in performance of their police duties) without permission of supervisor, sleeping, loafing, idling;
2. Reading material other than department required materials (except at meals);
3. Conducting private business while on duty;
4. Unlawful gambling, unless to further a police purpose such as conducting an investigation of suspected criminal activity as authorized through the chain of command;
5. Smoking in public view;
6. Sexual conduct;
7. Soliciting or otherwise enhancing secondary employment interests while on duty or as a result of an official duty;
8. Conducting secondary employment activities while on duty;
9. Taking any photographs, pictures, digital images that are not related to the job, including but not limited to pictures of any crime scenes, traffic crashes, people, or job related incidents or occurrence with any personal analog or digital device, camera or cellular telephone, except as may be necessary for the furtherance of official duties, and only in accordance with established department procedures pertaining to preservation of evidence and chain of custody;
10. Releasing any personal or department photographs, pictures, digital images of any crime scenes, traffic crashes, people, or job related incident or occurrence taken with a personal or department analog or digital device, camera or cellular phone to any person, entity, business, or media/Internet outlet without the express written permission of the Chief of Police;
11. Video or audio recording, which is not connected with an official investigation or duties, is prohibited;
12. Employees are forbidden to video or audio record conversations with other employees unless related to the job and approved in advance by the Chief of Police. This prohibition does not apply to video recorded interviews of witnesses or suspects where two or more employees may be present, the routine recording of telephone calls over or through the department telephone system via any recording system approved by the Chief of Police, or to the use of mobile video recorders installed in police vehicles as authorized by the Chief of Police. The

exception to this is for an Internal Affairs investigation as authorized by the Chief of Police or representatives of the involved prosecutorial authorities.

13. Any other activity deemed inappropriate by the Chief of Police.

3:7.15 All Other Conduct

Misconduct by a police officer need not be predicated on the violation of any particular department rule or regulation. Police officers are called upon to exercise tact, restraint and good judgment in their relationship with the public and must present an image of personal integrity and dependability in order to have the respect of the public. The department will take appropriate disciplinary action against any officer whose actions violate this standard of good behavior.

3:8 UNIFORMS, APPEARANCE, AND IDENTIFICATION

3:8.1 Regulation Uniforms Required

All uniformed personnel of the department shall maintain in good order a regulation uniform. All uniformed personnel shall be neat appearing, and well groomed while in uniform. All articles of uniform shall conform to the department uniform regulations. Uniforms shall be made of the material and the style prescribed in police orders, and such style shall not be altered or changed in any manner, whatsoever, unless authorized by the Chief of Police.

3:8.2 Manner of Wearing the Uniform

All uniformed personnel of the department shall wear the uniform on duty as prescribed by department written directive for the employee's current assignment. However, commanding officers may prescribe other clothing as required by the nature of the duty to which a particular employee is assigned.

3:8.3 Manner of Wearing Civilian Attire

Members and employees permitted to wear civilian clothing while on duty shall wear clothing that is suitable for a business environment and neat in appearance. Commanding officers may prescribe other types of clothing when necessary to meet a particular police objective.

3:8.4 Wearing or Carrying Identification

Members shall wear or carry their department identification at all times, provided that it is practical for the circumstances.

3:8.5 Identification as Police Officer

Except when impractical or where the identity is obvious, police officers shall identify themselves by displaying the official badge or identification card before taking police action.

3:8.6 Personal Appearance

Every employee of the department, while on duty, must at all times be neat and clean in person, their clothes cleaned and pressed, and their uniform in conformity with the rules and regulations of this department. Commanding officer may prescribe other clothing as required by the nature of the duty, which a particular member is assigned. Non-uniformed civilian employees may be permitted deviations from this section as directed by the Chief of Police or designee and in keeping with a professional appearance.

1. Male Employees

- a. Hair shall be neatly trimmed and groomed. Hair shall be cut to present a tapered appearance on the side and back and when combed, shall not fall over the ears or eyebrows, or extend over the shirt or coat collar when standing with the head in a normal position. There shall be no designs cut into the head hair. Designs such as numbers, insignias, or other inscriptions are strictly forbidden. Hair coloring, if used, must appear natural.
- b. Sideburns shall not extend below the bottom of the earlobe. The width shall not exceed one and one half inches at the broadest point.
- c. Mustaches shall be neatly trimmed and the extent of the growth shall be limited to being even with the line of the corner of the mouth. Length of the hair shall be no more than one half inch, nor appear bushy. The ends may not be waxed or twisted.
- d. Beards shall not be permitted. Personnel with a medical condition, which precludes shaving, shall be required to present a written statement, signed by a medical doctor, verifying such condition. Beards may be permitted for religious reasons upon approval of the Chief of Police. Non-uniformed employees may deviate from the above beard standard as authorized by the Chief of Police or designee.
- e. Hair growing from the chest, neck, ears or nose shall be neatly trimmed. Chest hair shall not extend over the collar, tie or exposed t-shirt.
- f. Fingernails shall be clean and trimmed. Nails shall not extend beyond the tips of the fingers.

2. Female Employees

- a. In order to conform with the above requirements regarding hair lengths and styles, female members on duty/in uniform shall wear their hair pinned up in an appropriate manner: a bun is preferable if the length allows it. Female member on duty/in plain clothes shall wear their hair as prescribed by the Commanding Officer when necessary to meet a particular police objective.
- b. Cosmetics may be worn provided they are subdued and blended to match the natural skin color of the individual. False eyelashes are not permitted.
- c. Fingernails shall be clean and trimmed. Nails shall not extend beyond the tips of the fingers. Fingernail polish, if worn, shall be clear.

3. Jewelry and Apparel (All)

- a. Police Officers on duty shall not wear loose fitting jewelry which may be grasped during a struggle or which can inflict injury or retard the mobility of the officer. This provision shall not prohibit non-uniform employees on

duty from wearing jewelry appropriate for the conditions of their current assignment in accordance with department written directive.

- b. No visible body piercing jewelry shall be worn while on duty. This shall include but not limit to nose, eyebrow and tongue piercing.
- c. The wearing of earrings by either male or female officers, while on duty, is prohibited, except as permitted with approval and/or as may be necessary due to assignment.

4. **Tattoos or Similar Markings (All)**

Definitions:

- a. Tattoo - the act or practice of marking the skin with designs, forms, figures, art, etc.
- b. Scarification - the act of intentional cutting of the skin for the purpose of creating a design, form, figure or art.
- c. Branding - the act of intentional burning of the skin for the purpose of creating a design, form, figure or art.

The following tattoos, scarifications and brands are prohibited:

- a. Any tattoo, scarification or brand located on the head, face, neck or extending on the arm to the forearm ("Sleeve"). The Chief of Police reserves the right to require an officer to cover up a tattoo(s) while the officer is in uniform.
- b. Depictions of nudity or violence; sexually explicit or vulgar art, words, phrases or profane language; symbols likely to offend other members, employees, or members of the public, i.e., swastikas, pentagrams or similar symbols; initials, acronyms or numbers that represent criminal or historically oppressive organizations, i.e., AB, KKK, SS, MM, BGF, HA, 666 or any street gang names, numbers and/or symbols; or, any language or depiction that may impair or disrupt the operations of the department, or is inconsistent with the mission of the department.

3:9 DEPARTMENT EQUIPMENT AND PROPERTY

3:9.1 Equipment On-Duty

Employees shall carry all equipment on-duty as prescribed by department written directive based on their assignment.

3:9.2 Equipment Off-Duty

Employees shall carry equipment off-duty as prescribed by department written directive.

3:9.3 Firearms

Employees shall follow department written directive on the care and handling of firearms.

3:9.4 Department Property and Equipment

Employees are responsible for the proper care of department property and equipment assigned to them or used by them in the course of duty. Equipment and/or property will be handled and maintained in accordance with department written directive.

3:9.5 Use of Department Property and Equipment

Employees are prohibited from using any department property, equipment, consumable supplies and other resources for personal business or pleasure.

3:9.6 Damaged or Inoperative Property or Equipment

Employees shall immediately report to their supervisors any loss of or damage to department property assigned to or used by them. The supervisor shall also be notified of any defects or hazardous conditions existing in any department equipment or property.

3:9.7 Care of Department Buildings

Employees shall not mark or deface any surface in any department building. No material shall be affixed to any wall in department buildings without specific authorization from the appropriate supervisor.

3:9.8 Notices

Employees shall not mark, alter, or deface any posted notice of the department. No notices or announcements shall be posted on bulletin boards without permission of the appropriate supervisor, except those areas designated for use by the collective bargaining unit(s). No other form of communication of notices or announcements, including electronic communication of non-official police business shall be made unless authorized by the appropriate supervisor. No notices, pictures or other written communications may be posted that are degrading, obscene, or considered detrimental to the good order of the Police Department.

3:9.9 Use of Department Vehicles

Employees shall not use any department vehicle without the permission of the Chief of Police or his/her designee. The Chief of Police and command personnel may use their provided vehicles in accordance with written directives and/or current collective bargaining agreements.

3:9.10 Operation of Department Vehicles

When operating department vehicles, employees shall not violate traffic laws, except in cases of emergency and then only in conformity with state law and department written directive regarding same.

3:9.11 Transporting Non-Township Employees

Non-Township employees shall not be transported in department vehicles, except as necessary in the performance of official police duties. Such transportation will be done in conformance with department written directive or at the direction of the commanding officer, immediate supervisor or communications center. The Chief of Police and command personnel may transport individuals in accordance with any current collective bargaining agreements.

3:9.12 Reporting Accidents

Accidents involving department personnel, property, equipment and vehicles must be reported in accordance with department written directive.

3:9.13 Inspection

Department property and equipment is subject to entry and inspection without notice. This includes, but is not limited to any vehicle, desk, filing cabinet, and/or locker, the use of which is provided to the employee by the department.

3:9.14 Liability

If any department property is damaged or lost as result of misuse or negligence by an employee, that employee will be held liable to reimburse the department for the damage or loss and is subject to disciplinary action.

3:9.15 Presumption of Responsibility

In the event that Township of Voorhees property is found bearing evidence of damage which has not been reported, it shall be prima-facie evidence that the last person using the property or vehicle was responsible.

3:9.16 Surrender of Department Property

1. Upon Separation from the Department - Employees are required to surrender all department property in their possession upon separation from the service. For failure to return a non-expendable item, the employee will be required to reimburse the department for the fair market value of the article.
2. Under Suspension - Any employee under suspension shall immediately surrender their identification, firearm (if applicable), and all other department property to the appropriate supervisor pending disposition of the case.

3:10 COMMUNICATIONS, CORRESPONDENCE

3:10.1 Restrictions

1. Employees shall not use department letterheads for private correspondence.
2. Employees shall only send official correspondence out of the department under the direction of the Chief of Police or his/her designee. This includes, but is not limited to, letters, subpoenas, e-mails, memorandums, and any other type of paper or electronic written communication.

3:10.2 Forwarding Communications

Any employee who receives a written communication for transmission to another employee shall forward same without delay.

3:10.3 Use of Department Address

Employees shall not use the department as a mailing address for private purposes, unless authorized by the Chief of Police. The department address shall not be used for any private vehicle registration or driver's license.

3:10.4 Telephones

Department telephone equipment may not be used for personal use involving toll charges without the express approval of a supervisor. The use of cell phones while driving a motor vehicle is prohibited, unless using hands free device.

3:10.5 Radio Discipline

Employees operating the police radios shall strictly observe the procedures and restriction for such operations as set forth in department written directive and by the Federal Communications Commission.

3:11 PUBLIC ACTIVITIES

3:11.1 Publicity

Employees may identify themselves as employees of the Voorhees Police Department. However, members and employees shall not use or refer to their affiliation with the Voorhees Police Department for purposes of furthering or gaining advantage in personal pursuits or for any other reason that has or reasonably may have an adverse impact on the department or of the Township of Voorhees. The Chief of Police shall determine whether an employee's conduct has violated this standard. Nothing herein is meant to prevent action authorized by N.J.S.A. 45:17A-18 et seq. or the New Jersey State Constitution.

3:11.2 Personal Preferment

No employee may seek the improper influence or intervention of any person outside of the department for purposes of personal preferment, advantage, transfer or advancement. Members and employees may utilize where legally required and where not duplicative the review, appeal and grievance procedures provided by statute, ordinance, department rules and procedures, Township policy, and collective bargaining agreements. Nothing in this section shall prohibit employees from lawful consultation with attorneys and union representatives where required by law.

3:11.3 Commercial Testimonials

Employees shall not permit their names or photographs to be used to endorse any product or service without the permission of the Chief of Police. They shall not, without the permission of the Chief of Police, allow their names or photographs to be used in any commercial testimonial, which alludes to their position or employment with this department or their position as a police officer or employee of a police department.

3:11.4 Public Appearance Requests

All requests for public speeches, demonstrations, etc., will be forwarded to the Chief of Police for approval and processing. Employees directly approached for this purpose shall suggest that the party submit his request to the Chief of Police.

3:11.5 Courtesy

Employees shall be courteous and orderly in all dealings with the public. They shall perform their duties professionally, avoiding harsh, violent, profane or insolent language, and always remain calm regardless of provocation to do otherwise. Upon request, employees are required to supply their name and identification in a courteous manner. They shall attend to requests from the public quickly and accurately, avoiding unnecessary referral to other parts of the department.

3:11.6 Impartial Attitude

All employees must remain completely impartial toward all persons coming to the attention of the department. Violations of the law are against the people of the state and not against the individual officer. All citizens are guaranteed equal protection under law. Exhibiting partiality for or against a person because of race, creed, color, national origin, ancestry, age, sex, gender identity or expression, affectional or sexual orientation, marital status, domestic partner or civil union status, familial status, liability for service in the Armed Forces of the United States, disability, atypical hereditary cellular or blood trait, genetic information, nationality, pregnancy or other protected class (N.J.S.A. 10:5-1 et seq.) is conduct unbecoming a public employee. Similarly, unwarranted interference in the private business of others when not in the interests of justice is conduct unbecoming a public employee.

3:11.7 Disparaging Comments Regarding Protected Personal Characteristics

Courtesy and civility toward the public is required of all employees of the department. Employees shall not use words which humiliate, disparage, demean, degrade, ridicule, or insult a person because of their race, creed, color, national origin, ancestry, age, sex, gender identity or expression, affectional or sexual orientation, marital status, domestic partner or civil union status, familial status, liability for service in the Armed Forces of the United States, disability, atypical hereditary cellular or blood trait, genetic information, nationality, pregnancy or other protected class (N.J.S.A. 10:5-1 et seq.).

3:11.8 Public Statements

Employees of the department shall not make public statements concerning the work, plans, policies, or affairs of the department which may impair or disrupt the operation of the department or which are obscene, unlawful, or defamatory. While employees have a right to maintain personal webpages, websites, and blogs, their status as employees of the police department requires that the content of those web pages and websites not be in violation of existing department written directives. The right of the collective bargaining unit(s) representative to make public statements regarding the improvement of working conditions or the betterment of the department shall be upheld.

3:11.9 Subversive Organizations

No employee shall knowingly become a member of or connected with a subversive organization, except when necessary in the performance of duty, and then only under the direction of the Chief of Police.

3:11.10 Affiliation with Certain Organizations Prohibited

Police officers shall not join or affiliate with any organization, or enter into any business relationships that would interfere with the officer's ability to fulfill his or her obligations to the department, that may impair or disrupt the operations of the department, or that is inconsistent with the mission of the department. This section shall not apply to active or reserve service in the armed forces of the United States or the State of New Jersey.

3:11.11 Affiliation with Radical Groups

No employee, except in the discharge of police duties, shall knowingly associate with or have any dealings with any person or organization which advocates or which is instrumental in fostering hatred, prejudice, or oppression against any group set forth in Section 3:11.7 or any political entity.

3:12 POLITICAL ACTIVITIES

3:12.1 Political Activities Prohibited

Employees should not be permitted to engage in political activity while on duty, and no employee shall be permitted to use his official position to influence another person's partisan or non-partisan political activity.

3:12.2 Election to Public Office

Police officers may run for public office but may not campaign nor engage in any activity connected with candidacy for such office, during any tour of police duty.

3:12.3 Soliciting Prohibited

Employees of the department shall not solicit contributions for political purposes while on duty or when such activity prevents the employee from performing his job with the department, nor shall any employee interfere with or use the influence of his office for political reasons.

3:12.4 Contributions

Employees may contribute funds or any other thing of value to candidates for public office subject to the provision of law governing such contributions.

3:12.6 Displaying of Political Material

Employees shall not display any political material on any government property or on their person while on duty or in uniform or while representing the department or the Township.

3:13 JUDICIAL APPEARANCE AND TESTIMONY

3:13.1 Court Appearances

Employees must attend court or quasi-judicial hearings as required by a subpoena. Permission to omit this duty must be obtained from the prosecuting attorney handling the case or other competent court official. When appearing in court, either the official uniform or appropriate business attire shall be worn. Weapons will not be displayed unless wearing the uniform. Members shall present a neat and clean appearance, avoiding any mannerism, which might imply disrespect to the court.

3:13.2 Testifying for the Defendant

Any employee subpoenaed to testify for the defense in any trial or hearing, or against the Township of Voorhees in any hearing or trial shall notify the Chief of Police through the chain of command upon receipt of the subpoena. He shall also notify the appropriate prosecutorial authority handling the case.

3:13.3 Duty of Employees to Appear and Testify

It shall be the duty of every employee to appear and testify upon matters directly related to the conduct of his office, position or employment before any court, grand jury, or the State Commission of Investigation, provided such testimony does not infringe on the employee's constitutional due process protection.

3:13.4 Department Investigations – Testifying

Employees shall be required to respond to questioning, provide reports, and render materials during department investigations in accordance with the provisions of the New Jersey Attorney General's Internal Affairs Policy & Procedures currently in effect.

3:13.5 Truthfulness

Employees are required to be truthful at all times whether under oath or not.

3:13.6 Civil Action, Court Appearances – Subpoenas

An employee shall not volunteer to testify in civil actions and shall not testify unless legally subpoenaed. Employees will accept all subpoenas legally served. If the subpoena arises out of department employment or if the employee is informed that he is a party to a civil action arising out of department employment, he shall immediately notify the Chief of Police, who in turn shall notify the proper authorities. Employees shall not enter into any financial understanding for appearances as witnesses prior to any trial, except in accordance with department directives.

3:13.7 Civil Depositions and Affidavits

Employees shall notify their supervisor before giving a deposition or affidavit on a civil case. If the supervisor determines that the case is of importance to the Township of Voorhees, he shall inform the Chief of Police before the deposition or affidavit is given.

3:13.8 Civil Action, Expert Witness

Employees shall not volunteer or agree to testify as expert witnesses in civil actions without the prior written approval of the Camden County Prosecutor and the Chief of Police.

3:13.9 Civil Process

Members shall not serve civil process or assist in civil cases unless the specific consent of the Chief of Police is obtained. They shall avoid entering into civil disputes, particularly while performing their police duties, but shall prevent or abate a breach of the peace or crime in such cases.

3:13.10 Internal Affairs Investigations

The Voorhees Police Department hereby adopts and incorporates the "Internal Affairs Policy & Procedures" of the Police Management Manual promulgated by the Police Bureau of the Division of Criminal Justice in the Department of Law and Public Safety to govern the conduct of internal affairs investigations.

CHAPTER 4

DISCIPLINARY REGULATIONS

4:1 DISCIPLINARY ACTION

4:1.1 Disciplinary Action

Department employees regardless of rank or assignment, shall be subject to disciplinary action, according to the nature or aggravation of the offense, for violating their oath and trust by committing an offense, incapacity, misconduct or disobedience of established department Rules and Regulations punishable under the laws or statutes of the United States, the State of New Jersey, municipal ordinances, or failure, either willfully or through negligence or incompetence to perform the duties of their rank of assignment; or for violation of any written directive or rule or regulations of the department; or for failure to obey any lawful instruction, order, or command of a superior or supervisor. Disciplinary action in all cases will be decided on the merits of each case.

The disciplinary system established herein shall reflect the overarching emphasis for improving the quality of service being delivered by employees of this department. Discipline should not engender a strictly negative connotation. The disciplinary process is meant to correct employee actions and conduct that tend to impede the efficient and effective operation of the department. The proper use of discipline can achieve this objective without realizing a reduction in morale. Training and counseling shall be a function of the department's overall disciplinary system. In lieu of discipline, training and counseling shall be corrective actions used to modify an employee's performance.

4:1.2 Establishing Elements of Violation

Existence of facts establishing a violation of the law, ordinance, or rule is all that is necessary to support any allegation of such as a basis for disciplinary action. Nothing in these rules and regulations prohibits disciplining or charging employees merely because the alleged act or omission does not appear herein, in the department, or in laws and ordinances within the cognizance of the department.

4:2 DEPARTMENT AUTHORITY FOR CORRECTIVE ACTION/DISCIPLINE

Final charging authority and responsibility rests with the Chief of Police. When necessary, the Chief of Police may suspend any employee from duty pending the filing of formal charges. A system of progressive discipline/corrective action shall be used, wherever appropriate and practicable. Discipline shall follow the basic concepts of due process as established in N.J.A.C. 4A:2-1 et seq. Basic guidelines include:

4:2.1 Corrective Action

1. In certain situations, formal discipline is not required in order to correct employee performance in various areas. Performance based issues may be corrected by using training and counseling outlined below:

Training - Training is encouraged as a means of improving employee effectiveness and performance through positive and constructive methods. Training and discipline are not mutually exclusive. Certain minor offenses may be handled through targeted training. Supervisors have an affirmative obligation to observe the conduct and appearance of employees and detect those instances wherein corrective action (training) may be necessary. Training includes:

- Verbal Instruction - The supervisor may, depending on the circumstances, provide individual on the spot training where such is indicated.
- Peer Training - The supervisor may assign the employee to another employee with experience in the area where training is indicated.
- In-Service Training - The supervisor may refer the employee to an in-service training program.

Counseling - Counseling is indicated where personal actions or job performance are in conflict with basic police practice and agency written directives. Certain first offenses are sufficiently minor in nature and may be handled by supervisors by documenting the counseling session on a performance notice. Facts to be considered in making these decisions will include, but are not limited to the

person's intent, receptivity of the supervisory consulting and their desire to correct the problem. More serious infractions may indicate the need for a stronger response in place of, or in addition to, counseling. There is no right to a hearing for counseling notices, unless provided for in the current collective negotiation agreements. The final disposition notice regarding the corrective action shall be filed in the employee's personnel file.

2. All training and counseling resulting from a performance issue shall be documented and forwarded through the appropriate chain of command to the Chief of Police or designee.

4:2.2 Discipline

1. Under the provisions of N.J.A.C. 4A:2-2.3, employees, regardless of rank, shall be subject to disciplinary action for:
 - a. Incompetency, inefficiency or failure to perform duties;
 - b. Insubordination;
 - c. Inability to perform duties;
 - d. Chronic or excessive absenteeism or lateness;
 - e. Conviction of a crime;
 - f. Conduct unbecoming a public employee;
 - g. Neglect of duty;
 - h. Misuse of public property, including motor vehicles;
 - i. Discrimination that affects equal employment opportunity (as defined in N.J.A.C. 4A:7-1.1), including sexual harassment;
 - j. Violation of federal regulations concerning drug and alcohol use by and testing of employees who perform functions related to the operation of commercial motor vehicles, and State and local policies issued thereunder; and
 - k. Violation of New Jersey residency requirements as set forth in P.L. 2011, c. 70; and
 - l. Other sufficient cause.
2. Violations of any of the causes listed above may subject an employee to discipline up to and including dismissal.
3. All disciplinary matters will be decided fairly and impartially on the merits of the case considering all mitigating and aggravating factors.
4. All disciplinary procedures shall be in accordance with the laws of the State of New Jersey, applicable case law, collective bargaining agreements, administrative regulations, Civil Service Commission rules and municipal ordinance.
5. Minor Discipline
 - a. Repeat performance based issues or minor misconduct issues may be corrected through formal discipline by using the following actions:

Oral Reprimand - They are intended to be the least intrusive form of discipline. To be effective, however, written oral reprimands must be timely. Otherwise, the employee may believe future infractions will be tolerated. In some cases, a minor infraction may warrant more than counseling, but less than a written reprimand. In those instances, a report of the offense shall be documented and issued to the employee as a written verbal reprimand. There is no right to a hearing for a written oral reprimand, unless provided for in the current collective negotiation agreements. The disciplinary document shall be filed in the employee's personnel file.

Written Reprimand - In some cases, the misconduct may warrant more stringent measures. In these instances, a report of the offense shall be documented and issued to the employee as a written reprimand. There is no right to a hearing for written reprimands, unless provided for in the current collective negotiation agreements. The final disposition notice regarding the discipline shall be filed in the employee's personnel file.

- 1) Minor discipline includes discipline from a reprimand to a suspension (or equivalent fine) of five working days or less.
- 2) Minor discipline shall be administered under the provisions of N.J.A.C. 4A:2-3.1 et seq., N.J.S.A. 40A:14-147, current collective negotiation agreements, and applicable case law.

6. Major Discipline

a. Serious misconduct issues or repeat minor misconduct issues may be corrected with more serious formal discipline using one or more of the following actions:

- 1) Major discipline shall include:
 - a) Removal;
 - b) Disciplinary demotion;
 - c) Suspension or fine for more than five (5) working days;
 - d) Suspension or fine for five (5) working days or less where the aggregate number of days suspended or fined in any one calendar year is fifteen (15) working days or more;
 - e) The last suspension or fine where an employee receives more than three (3) suspensions or fines of five (5) working days or less in a calendar year.
- 2) Major discipline shall be administered under the provisions of N.J.A.C. 4A:2-2 et seq., N.J.S.A. 40A:14-149, and applicable case law.

b. Such actions are taken when an employee's performance deficiency is repeated despite prior corrective action, or when a violation is serious and significant enough to require punitive action. Depending upon the seriousness of the violation, punitive disciplinary action may not always be based upon the progressive disciplinary process. It may be necessary to utilize punitive disciplinary action with the first occurrence of an act or behavior.

7. All punitive actions applied as a result of discipline shall be documented and forwarded through the appropriate chain of command to the Chief of Police or designee.

4:2.3 Appeals Procedure

1. Appeals from penalties imposed as a result of discipline or corrective action may be taken as provided in the Township Personnel Policies, Manuals, ordinance, collective bargaining agreements, and New Jersey Civil Service Commission regulation and laws of the State of New Jersey.

2. Appeals to Civil Service Commission

- a. Any employee of the department who has been tried and convicted upon any major disciplinary charge or charges may obtain review by the Civil Service Commission pursuant to N.J.S.A. 11A:1-1 et seq. and N.J.A.C. 4A:2-1.1 et seq.
- b. Disciplinary charges appealed to Civil Service Commission transmitted for hearing to the Office of Administrative Law before an Administrative Law Judge shall be adjudicated in compliance with N.J.A.C. 1:1-1.1 et seq.
- c. Appeals of minor disciplinary actions may be processed pursuant to the terms of the applicable collective bargaining agreement.

RESOLUTION NO. 81-17

ADJUSTMENTS TO RECORDS OF THE TAX COLLECTOR

WHEREAS, certain adjustments are necessary to the records of the Tax Collector;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Voorhees, County of Camden, State of New Jersey that the following adjustments be approved.

TAX-REFUND

<u>OWNER</u>	<u>BLOCK/LOT</u>	<u>AMOUNT</u>	<u>REASON</u>	<u>REFUND</u>
WILSON	218.37/5	\$1,673.78	DUP PAYMENT	SERVICELINK
PRICE	286/8	\$416.64	OVERPAYMENT	LINDA PRICE

DATED: MARCH 13, 2017

MOVED:

AYES:

SECONDED:

NAYS:

APPROVED BY: _____
Michael R. Mignogna, Mayor

I, Dee Ober, Clerk of the Township of Voorhees, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Township Committee, at their meeting of March 13, 2017 held in the Municipal Building, 2400 Voorhees Town Center, Voorhees, NJ.

Dee Ober, RMC

RESOLUTION NO. 82-17

**AUTHORIZE THE TAX COLLECTOR TO APPLY FOR PARTICIPATION
IN THE ELECTRONIC TAX SALE**

WHEREAS, NJSA 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Local Government Services; and

WHEREAS, the Director of the Division of Local Government Services has promulgated rules and regulations for pilot programs; and

WHEREAS, the Director of the Division of Local Government Services has NJ Tax Lien Investors/RealAuction.com to conduct pilot programs; and

WHEREAS, the rules and regulations authorize a municipality to submit an application for the participation in the pilot program for an electronic tax sale; and

WHEREAS, an electronic tax sale is innovative and provides a greater pool of potential lien buyers, thus creating an environment for a more complete tax sale process; and

WHEREAS, the Township of Voorhees wishes to participate in the pilot program for an electronic tax sale for 2017;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Voorhees, New Jersey, that the Tax Collector is hereby authorized to complete an application to participate in the electronic tax sale program and submit same to the Director of Local Government Services.

DATED: MARCH 13, 2017

MOVED:

AYES:

SECONDED:

NAYS:

APPROVED BY: _____
Michael R. Mignogna, Mayor

I, Dee Ober, Clerk of the Township of Voorhees, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Township Committee, at their meeting of March 13, 2017 held in the Municipal Building, 2400 Voorhees Town Center, Voorhees, NJ.

Dee Ober, RMC

RESOLUTION NO. 83-17

ADJUSTMENTS TO THE RECORDS OF THE TAX ASSESSOR

WHEREAS, the following homeowners have applied for and have been approved for deductions for tax year 2016;

<u>BLOCK/LOT/QUAL</u>	<u>OWNER</u>	<u>YEAR/DEDUCTION/AMOUNT</u>
230.27/5	Feliciano, Luis E	2017/Veteran/250.00
197/1.02	Dean, Mary Ann	2017/Widow of Vet/250.00

WHEREAS, said deductions have been entered for tax year 2017;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Voorhees that the following accounts be adjusted by the Tax Collector for the amounts shown for tax year 2016 per NJSA 54:4-8.40 et seq. for Senior Citizen, Surviving Spouse or Permanently & Totally Disabled or per NJSA 54:4-8.10 et seq. for Veteran or Surviving Spouse(s) of Veteran.

DATED: MARCH 13, 2017

MOVED:

AYES:

SECONDED:

NAYS:

APPROVED BY: _____
Michael R. Mignogna, Mayor

I, Dee Ober, Clerk of the Township of Voorhees, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Township Committee, at their meeting of March 13, 2017 held in the Municipal Building, 2400 Voorhees Town Center, Voorhees, NJ.

Dee Ober, RMC

RESOLUTION NO. 84-17

COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING

WHEREAS, the Township of Voorhees is entitled to **Community Development Block Grant funding**; and

WHEREAS, the Mayor and Township Committee have chosen to submit an application for Program Year 39 (2017-2018); and

WHEREAS, the grant allocation for YEAR 39 (2017-2018) for the Township of Voorhees is \$38,100.00; and

WHEREAS, the Mayor and Township Committee have agreed to apply for funding for the following activities:

*Coordinate and support senior citizen activities, to include bus transportation and other social/business activities.

*Assist senior citizens in obtaining information on benefits and other services that are available to them.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Voorhees, that the Mayor is hereby authorized to sign the Project Description Form for Program Year 39 (2017-2018).

DATED: MARCH 13, 2017

MOVED:

AYES:

SECONDED:

NAYS:

APPROVED BY: _____
Michael R. Mignogna, Mayor

I, Dee Ober, Clerk of the Township of Voorhees, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Township Committee, at their meeting of March 13, 2017 held in the Municipal Building, 2400 Voorhees Town Center, Voorhees, NJ.

Dee Ober, RMC

RESOLUTION NO. 85-17

**ACCEPTING A MAINTENANCE BOND FROM TKT CONSTRUCTION COMPANY
FOR STURBRIDGE LAKES PUMP STATION IMPROVEMENTS**

WHEREAS, the Township of Voorhees is in receipt of a maintenance bond from TKT Construction Company for Sturbridge Lakes Pump Station improvements in the amount of \$94,827.02; and

WHEREAS, Voorhees Township is in receipt of bond #SUR51001151 from Ironshore Indemnity, Inc. dated January 5, 2017; and

WHEREAS, in a letter dated February 15, 2017, the township solicitor recommends acceptance of the bond;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Voorhees that the afore-mentioned maintenance bond be accepted.

DATED: MARCH 13, 2017

MOVED:

AYES:

SECONDED:

NAYS:

APPROVED BY: _____
Michael R. Mignogna, Mayor

I, Dee Ober, Clerk of the Township of Voorhees, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Township Committee, at their meeting of March 13, 2017 held in the Municipal Building, 2400 Voorhees Town Center, Voorhees, NJ.

Dee Ober, RMC

RESOLUTION NO. 86-17

APPROVING PERFORMANCE GUARANTY REDUCTION FOR PATIENT FIRST, BLOCK 199.06; LOT 39

WHEREAS, CME Engineers has conducted an inspection of **PATIENT FIRST MEDICAL OFFICE, BLOCK 199.06; LOT 39**, and

WHEREAS, in a letter dated February 15, 2017, CME has recommended reduction #1 to the performance guaranty in the amount of \$137,251.80, and

WHEREAS, Voorhees Township is in receipt of Letter of Credit #1083 from First Trust Bank, dated May 23, 2016; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee that bond reduction #1 is approved as follows:

ORIGINAL AMOUNT BONDED	\$196,074.00
AMOUNT OF REDUCTION #1	<u>\$137,251.80</u>
AMOUNT TO REMAIN BONDED	\$ 58,822.20

BE IT FURTHER RESOLVED, that this reduction is contingent on the payment of any and all outstanding escrow fees.

DATED: MARCH 13, 2017

MOVED:

AYES:

SECONDED:

NAYS:

APPROVED BY: _____
Michael R. Mignogna, Mayor

I, Dee Ober, Clerk of the Township of Voorhees, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Township Committee, at their meeting of March 13, 2017 held in the Municipal Building, 2400 Voorhees Town Center, Voorhees, NJ.

Dee Ober, RMC

RESOLUTION NO. 87-17

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF VOORHEES, COUNTY OF CAMDEN, NEW JERSEY AUTHORIZING ISSUANCE OF ONE (NEW) PLENARY RETAIL DISTRIBUTION LIQUOR LICENSE

WHEREAS, a Distribution license was issued by Voorhees Township Committee on November 22, 2010 to Mahavir Ashirvad, LLC; and

WHEREAS, annual renewals for this license were approved every year pursuant to ABC guidelines through license year 2013-2014; and

WHEREAS, Mahavir Ashirvad, LLC failed to renew their pocket license for license year 2015-2015 in a timely manner; and

WHEREAS, on February 9, 2016, Mahavir Ashirvad, LLC filed a petition with the State of New Jersey for a special ruling granting relief and favorable action of the renewal of the 2014-2015 liquor license; and

WHEREAS, due to Mahavir Ashirvad, LLC's failure to renew the license in a timely manner for year 2014-2015, a motion was filed with the State of New Jersey Attorney General to grant a new license; and

WHEREAS, after extensive review by the State of New Jersey Attorney General it was declared that although the renewal was filed late, it was still within the timeframe to file a request for a special ruling under N.J.S.A. 33:1-12.18; and

WHEREAS, all necessary newspaper notices have been published pursuant to N.J.S.A. 13:2-2.5,

NOW, THEREFORE, BE IT RESOLVED that a new liquor license for Mahavir Ashirvad, LLC 0434-44-018-001 be approved.

DATED: MARCH 13, 2017

MOVED:

AYES:

SECONDED:

NAYS:

APPROVED BY: _____
Michael R. Mignogna, Mayor

I, Dee Ober, Clerk of the Township of Voorhees, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Township Committee, at their meeting of March 13, 2017 held in the Municipal Building, 2400 Voorhees Town Center, Voorhees, NJ.

Dee Ober, RMC

RESOLUTION NO. 88-17

**RENEWAL OF AN INACTIVE LIQUOR LICENSE FOR
MAHAVIR ASHIRVAD, LLC**

WHEREAS, Mahavir Ashirvad, LLC, 0434-44-018-001 has received approval from the State of New Jersey Attorney General for a new liquor license; and

WHEREAS, this new special ruling is due to the fact that this license has been inactive since the 2014-2015 license year; and

WHEREAS, renewal can now be granted for years 2015-2016; and

WHEREAS, the Township Clerk has not received any written objections to the renewal of the licenses; and

WHEREAS, the licensee has complied with the law, paid the necessary fees, and all tax clearance certificates have been received;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Voorhees, County of Camden and State of New Jersey, that the following license renewal be granted:

MAHAVIR ASHIRVAD, LLC

Dhaval Shah
4 Manor House Drive
Cherry Hill, NJ 08003

License #0434-44-018-001 – Plenary Retail Consumption
Fee Paid: \$2,500.00

DATED: MARCH 13, 2017

MOVED:

AYES:

SECONDED:

NAYS:

APPROVED BY: _____
Michael R. Mignogna, Mayor

I, Dee Ober, Clerk of the Township of Voorhees, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Township Committee, at their meeting of March 13, 2017 held in the Municipal Building, 2400 Voorhees Town Center, Voorhees, NJ.

Dee Ober, RMC

RESOLUTION NO. 89-17

APPROVING BUDGET TRANSFERS

WHEREAS , NJSA 40A:4-59 provides that all unexpended balances carried forward				
after the close of the year are available, until lapsed at the close of the succeeding year, to meet specific				
claims, commitments or contracts incurred during the preceding fiscal year, and;				
WHEREAS , NJSA 40A:4-59 further allows transfers to be made from unexpended				
balances to those reserve accounts which are expected to be insufficient, during the first three months of				
the succeeding year;				
NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of				
Voorhees Township that the following transfers between 2016 Appropriation Reserves (#1) be approved.				
<u>GENERAL FUND</u>				
<u>ACCOUNT #</u>			<u>FROM</u>	<u>TO</u>
1-20-100-100-114	Administration - OE			\$5,000.00
1-26-290-290-031	Road Department - SW		\$10,000.00	
1-26-305-305-013	Trash & Recycling - SW		10,000.00	
1-26-310-310-133	Buildings & Grounds - OE			10,000.00
1-26-315-315-161	Vehicle Maintenance - OE			10,000.00
1-36-472-472-118	Social Security & Medicare Taxes - OE		5,000.00	
		TOTAL	\$25,000.00	\$25,000.00

DATED: MARCH 13, 2017

MOVED:

AYES:

SECONDED:

NAYS:

APPROVED BY: _____
Michael R. Mignogna, Mayor

I, Dee Ober, Clerk of the Township of Voorhees, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Township Committee, at their meeting of March 13, 2017 held in the Municipal Building, 2400 Voorhees Town Center, Voorhees, NJ.

Dee Ober, RMC

RESOLUTION 90-17

CANCELING OUTSTANDING CHECKS

WHEREAS, upon review of the financial records of various bank accounts maintained by Voorhees Township, it was determined that there are several stale-dated outstanding checks; and

WHEREAS, it is in the best interest of the Township to **cancel these outstanding checks**;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of Voorhees Township, that the following outstanding checks be cancelled:

<u>ACCOUNT & CHECK #</u>	<u>CHECK DATE</u>	<u>PAYEE</u>	<u>AMOUNT</u>
<u>General Fund</u>			
#8872	03/28/16	BP Business Solutions	\$ 83.95
#8989	04/11/16	Autozone Northeast, Inc.	89.67
#9284	05/23/16	Eric Luft	3,245.15
#9332	06/23/16	S.J. Chamber of Commerce	35.00
<u>Payroll Fund</u>			
#16783	06/28/16	Voorhees Senior Officers	\$ 600.00
<u>TTL Redemption Fund</u>			
#1509	08/05/16	William Edwards	\$ 43.00
#1513	08/11/16	Bonjour, LLC	86.00

DATED: MARCH 13, 2017

MOVED:

AYES:

SECONDED:

NAYS:

APPROVED BY: _____
Michael R. Mignogna, Mayor

I, Dee Ober, Clerk of the Township of Voorhees, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Township Committee, at their meeting of March 13, 2017 held in the Municipal Building, 2400 Voorhees Town Center, Voorhees, NJ.

Dee Ober, RMC

RESOLUTION NO. 91-17

RESOLUTION DECLARING DEFAULT OF PAPANONE HOUSING CO., INC., ALSO KNOWN AS HIGHPOINT SECTION II, PHASE 1, BLOCK 305, LOTS 1, 3-12 FOR CERTAIN SITE IMPROVEMENTS OUTSTANDING IN THE TOWNSHIP OF VOORHEES UNDER FIRST INDEMNITY OF AMERICA INSURANCE COMPANY PERFORMANCE SURETY BOND S04462

WHEREAS, certain improvements were required to be constructed and installed by **PAPANONE HOUSING CO., INC.**, (Highpoint Section II, Phase I) in Voorhees, New Jersey, as a condition of approval of a final major subdivision and certain related improvements at certain land known as Block 350, Lots 1, 3-12, in the Township of Voorhees; and

WHEREAS, **PAPANONE HOUSING CO., INC.**, posted with the Township of Voorhees, a performance surety bond, specifically Performance Bond No. S04462, dated April 28, 1998 from the First Indemnity of America Insurance Company (“First Indemnity”) in the amount of \$669,684.00 (Exhibit "A"); and

WHEREAS, thorough and complete inspections of the bonded improvements were completed by Environmental Resolutions, Inc., (“ERI”) culminating in a punch list deficiency reports dated November 28, 2011, November 23, 2013, April 30, 2015, and most recently on February 24, 2017 establishing that **PAPANONE HOUSING CO., INC.**, failed to properly perform and complete said improvements as required as a condition of the aforesaid approval, and identify the value of the remaining improvements which total \$167,679.20 as set forth on ERI’s most recent inspection (Exhibit “B”); and

WHEREAS, **PAPANONE HOUSING CO., INC.**, also executed a Developer’s Agreement (Exhibit “C”) on June 23, 1998, inuring to the benefit of the Township of Voorhees, which was properly recorded in the Office of the Camden County Clerk on or about June 26, 1998, thereby further obligating **PAPANONE HOUSING CO., INC.**, to install and complete all site work improvements established by the Planning Board of the Township of Voorhees in a timely manner and post the necessary performance guarantees warranting the completion thereof; and

WHEREAS, despite repeated requests to complete said improvements, there presently exists certain improvements remaining to be properly installed and completed notwithstanding the aforesaid notices.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Voorhees as follows:

1. The provisions of the **WHEREAS** clauses set forth above are incorporated herein by reference and made a part hereof.
2. The developer/applicant **PAPANONE HOUSING CO., INC.**, is hereby declared to be in default in performance of the installation of the required improvements and the Township Solicitor is hereby authorized to take any and all actions necessary to secure the proper installation of the outstanding site improvements.
3. The reports of the Township’s Engineer and other documents referenced herein are attached hereto and made a part hereof and are adopted by reference.
4. The Township Administrator, Lawrence Spellman, is hereby authorized, in accordance with first Indemnity Performance Bond Number S04462, to receive all funds on behalf of the Township of Voorhees.

DATED: MARCH 13, 2017

MOVED:

AYES:

SECONDED:

NAYS:

APPROVED BY: _____
Michael R. Mignogna, Mayor

I, Dee Ober, Clerk of the Township of Voorhees, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Township Committee, at their meeting of March 13, 2017 held in the Municipal Building, 2400 Voorhees Town Center, Voorhees, NJ.

Dee Ober, RMC

RESOLUTION NO. 92-17

AWARDING A BID FOR A LONG DEPLOYMENT SURVEILLANCE TRAILER BASE WITH CAMERAS TO SIRCHIE ACQUISITION COMPANY, LLC.

WHEREAS, Voorhees Township received and opened bids on February 24, 2017 for the purchase of a Long Deployment Surveillance Trailer Base with Cameras and 900 Watts Solar; and

WHEREAS, two bids were received for consideration, however, only one bid was received by the time specified in the bid notice; and

WHEREAS, Sirchie Acquisition Company, LLC. submitted the low bid of \$37,495.00; and

WHEREAS, the bid was reviewed by the Township Solicitor; and

WHEREAS, it is recommended that the bid be awarded to:

Sirchie Acquisition Company, LLC
612 Gravelly Hollow Road
Medford, NJ 08055
Phone #: 800-356-7311

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee that the above-reference bid be awarded.

DATED: MARCH 13, 2017

MOVED:

AYES:

SECONDED:

NAYS:

APPROVED BY: _____
Michael R. Mignogna, Mayor

I, Dee Ober, Clerk of the Township of Voorhees, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Township Committee, at their meeting of March 13, 2017 held in the Municipal Building, 2400 Voorhees Town Center, Voorhees, NJ.

Dee Ober, RMC

RESOLUTION NO. 93-17

AWARDING A CONTRACT FOR ANIMAL CONTROL SERVICES TO AVAILABLE ANIMAL CONTROL

WHEREAS, Voorhees Township has a need for animal control services within the municipality for a term of April 1, 2017 through December 31, 2017; and

WHEREAS, pursuant to N.J.S.A. 40A:11-4 the Voorhees Township Qualified Purchasing Agent has received quotes for these services, and

WHEREAS, the quotes received are as follows; and

Independent Animal Care services, LLC \$16,275.00
P.O. Box 1612
Blackwood, NJ 08012

Available Animal Control \$15,000.00
P.O. Box 1688
Blackwood, NJ 08012

WHEREAS, the quotes were reviewed by the Qualified Purchasing Agent;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Voorhees that the contract for Animal Control Services for a term to begin April 1, 2017 and expire on December 31, 2017 to Available Animal Control.

DATED: MARCH 13, 2017

MOVED:

AYES:

SECONDED:

NAYS:

APPROVED BY: _____
Michael R. Mignogna, Mayor

I, Dee Ober, Clerk of the Township of Voorhees, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Township Committee, at their meeting of March 13, 2017 held in the Municipal Building, 2400 Voorhees Town Center, Voorhees, NJ.

Dee Ober, RMC

RESOLUTION NO. 94-17

APPROVAL OF A CONTRACT BETWEEN VOORHEES TOWNSHIP AND THE CAMDEN COUNTY IMPROVEMENT AUTHORITY FOR CONSULTING SERVICES

WHEREAS, the Camden County Improvement Authority (“Authority”) performs and undertakes Redevelopment Consulting Services on behalf of Governmental Entities; and

WHEREAS, the Township of Voorhees (“Voorhees”) is in need of these services to assist it on the proposed Voorhees Town Center Redevelopment Project; and

WHEREAS, a Proposal has been submitted to “Voorhees” to provide these services under cover dated January 24, 2017, which Proposal is attached hereto and incorporated by reference herein;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Voorhees, County of Camden and State of New Jersey, that it hereby approves entering into the Proposal with the Camden County Improvement Authority to provide Redevelopment Consulting Services on the proposed Voorhees Town Center Redevelopment Project in accordance with the Proposal attached hereto and incorporated by reference herein.

BE IT FURTHER RESOLVED, that the Mayor and Township Committee are hereby authorized to execute and any and all documents confirming the approval of this Proposal.

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon its adoption.

DATED: MARCH 13, 2017

MOVED:

AYES:

SECONDED:

NAYS:

APPROVED BY: _____
Michael R. Mignogna, Mayor

I, Dee Ober, Clerk of the Township of Voorhees, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Township Committee, at their meeting of March 13, 2017 held in the Municipal Building, 2400 Voorhees Town Center, Voorhees, NJ.

Dee Ober, RMC

RESOLUTION NO. 95-17

RESOLUTION MEMORIALIZING EXECUTIVE SESSION

WHEREAS, the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Township of Voorhees to be held in public, except as set forth in N.J.S.A. 10:4-12(b) which provides for nine (9) types of matters that may lawfully be discussed in “Executive Session,” i.e. without the public being permitted to attend; and

WHEREAS, the Township of Voorhees has determined that certain issues set forth below are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on February 21, 2017 at approximately 7:30 p.m.; and

WHEREAS, the nine (9) exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and the items to be privately discussed that fall within such exceptions shall be identified and written, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception as follows:

- “(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion.” The legal citation to the provision(s) at issue is: _____ and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is;
- “(2) Any matter in which the release of information would impair a right to receive funds from the federal government.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is;
- “(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is;
- “(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body” The collective bargaining contract(s) discussed are between the public body and the;
- “(5) Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is;
- “(6) Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is;
- “(7) Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.” The parties to and docket numbers of each

item of litigation and/or the parties to each contract discussed: COAH and Public Safety Issues;

X

(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.” The employee(s) and/or title(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality are: Zoning and Tax Department Personnel;

“(9) Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is;

NOW, THEREFORE, BE IT RESOLVED that the Township of Voorhees entered into Executive Session for only the above stated reasons at their work session meeting of February 21, 2017.

BE IT FURTHER RESOLVED that the Township hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the need for confidentiality no longer exists, or the public’s interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

BE IT FURTHER RESOLVED that the Township Clerk/Township Solicitor, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that were privately discussed.

BE IT FURTHER RESOLVED that the Township Clerk, on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

DATED: MARCH 13, 2017

MOVED:

AYES:

SECONDED:

NAYS:

APPROVED BY: _____
Michael R. Mignogna, Mayor

I, Dee Ober, Clerk of the Township of Voorhees, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Township Committee, at their meeting of March 13, 2017 held in the Municipal Building, 2400 Voorhees Town Center, Voorhees, NJ.

Dee Ober, RMC

RESOLUTION NO. 96-17

**APPOINTING COLIN MAHON
AS BUILDING, PLUMBING AND FIRE INSPECTOR**

WHEREAS, there is a need for Building, Plumbing and Fire Inspectors in the Township of Voorhees; and

WHEREAS, Colin Mahon possesses the necessary qualifications and abilities to perform the duties of Building, Plumbing and Fire Inspector;

WHEREAS, Director of Community and Economic Development Mario DiNatale has recommended that Colin Mahon be appointed to the positions of Building, Plumbing and Fire Inspector;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Voorhees, County of Camden, State of New Jersey that **COLIN MAHON** be appointed provisionally to the positions of **BUILDING, PLUMBING AND FIRE INSPECTOR** Township of Voorhees effective March 13, 2017.

DATED: MARCH 13, 2017

MOVED:

AYES:

SECONDED:

NAYS:

APPROVED BY: _____

Michael R. Mignogna, Mayor

I, Dee Ober, Clerk of the Township of Voorhees, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Township Committee, at their meeting of March 13, 2017 held in the Municipal Building, 2400 Voorhees Town Center, Voorhees, NJ.

Dee Ober, RMC

RESOLUTION NO. 97-17

**APPOINTING DEIRDRE GRAY
AS CLERK**

WHEREAS, there is a vacancy in the position of Clerk in the Tax Office in the Township of Voorhees; and

WHEREAS, Deirdre Gray possesses the skills and knowledge to perform the duties of Clerk;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Voorhees, County of Camden, State of New Jersey that **DEIRDRE GRAY** be appointed to the position of **CLERK** in the Tax Office in the Township of Voorhees effective March 13, 2017.

DATED: MARCH 13, 2017

MOVED:

AYES:

SECONDED:

NAYS:

APPROVED BY: _____
Michael R. Mignogna, Mayor

I, Dee Ober, Clerk of the Township of Voorhees, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Township Committee, at their meeting of March 13, 2017 held in the Municipal Building, 2400 Voorhees Town Center, Voorhees, NJ.

Dee Ober, RMC

RESOLUTION NO. 98-17

**APPOINTING CORRINE TARCELLI
AS CLERK/ZONING BOARD SECRETARY**

WHEREAS, there is a vacancy in the position of Clerk in the Construction Office and Zoning Board Secretary in the Township of Voorhees; and

WHEREAS, Corrine Tarcelli possesses the skills and knowledge to perform the duties of Clerk and Zoning Board Secretary;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Voorhees, County of Camden, State of New Jersey that **CORRINE TARCELLI** be appointed to the position of **CLERK** in the Construction Office and **ZONING BOARD SECRETARY** in the Township of Voorhees effective March 20, 2017.

DATED: MARCH 13, 2017

MOVED:

AYES:

SECONDED:

NAYS:

APPROVED BY: _____
Michael R. Mignogna, Mayor

I, Dee Ober, Clerk of the Township of Voorhees, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Township Committee, at their meeting of March 13, 2017 held in the Municipal Building, 2400 Voorhees Town Center, Voorhees, NJ.

Dee Ober, RMC

RESOLUTION NO. 99-17

**AUTHORIZING THE ISSUANCE OF AN
AMUSEMENT GAME LICENSE TO NICKELS AND DIMES, INC.**

WHEREAS, Nickels and Dimes, Inc. has applied for an Amusement Games License for those games listed on the attached "Schedule A" in accordance with the Voorhees Township Code Chapter 101; and

WHEREAS, the premise to be licensed is Block 150.01, Lot 2 located at 1580 Voorhees Town Center, Voorhees, New Jersey;

WHEREAS, the appropriate investigation has been conducted by the Township of Voorhees and there is no objection to the renewal of this license;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Voorhees, County of Camden and State of New Jersey, as follows:

1. The amusement games license as listed on "Schedule A", which is annexed hereto for the premises located on Block 150.01; Lot 2 are hereby authorized to be granted to Nickels and Dimes, Inc. for a term commencing January 1, 2017 and terminating December 31, 2017.
2. A certified copy of this resolution, together with a copy of the application and license certificate issued, shall be transmitted to the New Jersey Commission of Amusement Game Control, the applicant and any other interested party.
3. The issuance of this license is contingent upon the payment of any and all license fees to Voorhees Township.

DATED: MARCH 13, 2017

MOVED:

AYES:

SECONDED:

NAYS:

APPROVED BY: _____

Michael R. Mignogna, Mayor

I, Dee Ober, Clerk of the Township of Voorhees, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Township Committee, at their meeting of March 13, 2017 held in the Municipal Building, 2400 Voorhees Town Center, Voorhees, NJ.

Dee Ober, RMC

RESOLUTION NO. 100-17

AUTHORIZING THE EXPENDITURE OF FUNDS WITHOUT COMPETITIVE BIDDING IN ACCORDANCE WITH N.J.S.A. 40A:11-6 TO PURCHASE A 2011 CRIMSON SQUAD/RESCUE/PUMPER VIN # 4S7AU2E9XBCO74540R-

WHEREAS, the Township of Voorhees (“Township” and/or “Voorhees”) recently overtook the operation Voorhees Fire District No. 3; and

WHEREAS, upon review of the existing leases and contracts, it was discovered that the District was in danger of not maintaining a sufficient number of emergency fire vehicles; and

WHEREAS, failure to take immediate and emergent action would have resulted in a health and safety hazard; and

WHEREAS, Louis J. Bordi, Chief of Police, has issued a certification dated March 13, 2017 outlining the nature of the emergency, the need for immediate action and has rendered an opinion that the public health safety and welfare of the residents of Voorhees would be affected if action was not taken immediately to purchase a 2011 Crimson Squad/Rescue/Pumper VIN # 4S7AU2E9XBCO74540; and

WHEREAS, the Township Administrator has concurred that an emergency existed which could only be corrected by swift and immediate action through an emergency purchase; and

WHEREAS, this emergency was not reasonably foreseeable by the Township; and

WHEREAS, the Township Solicitor has rendered an opinion that the Award of this Contract is permitted by law as an exception to the Local Public Contracts Law in accordance with N.J.S.A. 40A:11-6; and

WHEREAS, the Township is satisfied that an emergency existed; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Voorhees as follows:

1. The provisions of the **WHEREAS** clauses set forth above are incorporated herein by reference and made a part hereof;
2. The expenditure of funds is authorized without competitive bidding in accordance with N.J.S.A. 40A:11-6 which permits emergency repair services for the reasons expressly set forth in the preamble of this Resolution;
3. Township Staff is hereby authorized to complete any and all necessary documentation to complete the purchase of a 2011 Crimson Squad/Rescue/Pumper VIN # 4S7AU2E9XBCO74540 for an amount not to exceed \$100,000.00, plus associated incidental costs which are undetermined at this time.

DATED: MARCH 13, 2017

MOVED:

AYES:

SECONDED:

NAYS:

APPROVED BY: _____
Michael R. Mignogna, Mayor

I, Dee Ober, Clerk of the Township of Voorhees, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Township Committee, at their meeting of March 13, 2017 held in the Municipal Building, 2400 Voorhees Town Center, Voorhees, NJ.

Dee Ober, RMC

**VOORHEES TOWNSHIP COMMITTEE
MINUTES FROM REORGANIZATION MEETING
JANUARY 5, 2017
6:00 PM**

MEETING CALLED TO ORDER BY LAWRENCE SPELLMAN, ESQ., TOWNSHIP ADMINISTRATOR

FLAG SALUTE

ROLL CALL

Mr. Platt Mr. Ravitz Ms. Nocito Mr. Mignogna

SUNSHINE STATEMENT BY LAWRENCE SPELLMAN, ESQ., TOWNSHIP ADMINISTRATOR

This meeting is being held in compliance with the requirements of the "Open Public Meetings Act" and has been duly noticed and published in the Courier Post and Philadelphia Inquirer Newspapers.

SWEARING IN OF COMMITTEEMAN

Michael Friedman by Lieutenant Governor Kim Guadagno

Mr Friedman: Thank you very much. I will try to be as brief as possible because I know the Mayor has a speech coming up to. I had a nice speech drafted for today, had it saved on my computer. I came into the office this morning on my laptop and the whole thing crashes, so I am blaming Vladimir Putin for that one. I managed to write down some thoughts because I really am appreciative of all of you folks being here. First, Lieutenant Governor Guadagno, thank you for doing me the honor again. We were here three years ago, I have a feeling you are being called upon to do quite a few of these right now and you are doing a great job getting around to all of the towns. I am very appreciative that you fit us into your busy schedule but I am more appreciative of you taking very tough stances sometimes in Trenton, sometimes not always the most popular, but you truly have the New Jersey tax payer at heart, so I thank you for taking those difficult stances. You've always been a champion for New Jersey businesses. When I first met you at the Chamber of Commerce you made that clear when you gave your phone number to everyone in the audience, you're probably regretting that right now, especially for your support of the New Jersey State of Israel relationship. I serve on that Commission and you've always been a big supporter, so thank you so much. I would like to thank my folks for coming in from beautiful Monmouth County, my liberal democratic parents, thank you for your support. My Mom, she's a character, she'll say you know I might be bias, but I really do think you are the best candidate. So thank you Mom for your unbiased opinion. Next, I would like to thank my beautiful and more importantly, patient wife Jamie, with the three kids hanging off of her right now. For all of her support and love over the past six plus years that I have been involved with Township Committee. Local politics is not easy, especially when you are a republican in Camden County. But Jamie has been my rock and the backbone of our family and I could not have won another term, nor served the last six years without her and her continued support. I have to say, while Jamie is fairly A-political, really doesn't have any interest in politics, shies away from confrontation, which is the exact opposite of me, with some of the nonsense and misrepresentations that she saw come my way from the opposition from the campaign this year, she really started to get fired up. Which is interesting, it is a side of her I hadn't really seen before. So it was really interesting, so Jamie, maybe there is a future for you in politics, we'll see. Yes, no? But I would also like to thank my four wonderful kids, Malary, Zach, Nick and Brendan for your love and support and for sharing Daddy at times this year, especially my son Zach, who was a big help on the campaign trail. When he took time away from his I-Pad and his Xbox and whatever other game he likes to play, but he was helping me knock on doors and did a great job. I would like to thank my twelve year old nephew Robert, he couldn't be here tonight, but Robert just moved here about a year ago with his Mom and Dad to Voorhees. Despite being an avid Hilary Clinton supporter, he served as my Sturbridge Hill block captain and did a great job getting the word out, so I think there is a future for him. It is you kids and your friends and classmates who have served and have continued to serve as the inspiration for me originally to get involved and certainly to stay involved in local government, so that we ensure that Voorhees, we have a Town in which can grow and flourish and can reach its true maximum potential. That is why I continue to support class two police officers in our schools, so that you have a safe environment in which to learn. I will continue to support the upkeep and improvements to our Township's recreational facilities so that you have the opportunity to learn and grow outside of the classroom as well. For me, through college, athletics were such an essential part of my growth. It taught me discipline; it taught me teamwork, leadership. It taught me how to get up when I got knocked down and it honed my competitive spirit. With facilities and programs here in Voorhees all of you will have the opportunity to do the same. Such facilities will further ensure that we are able to attract hardworking young families to Voorhees so that it remains one of the jewels of South Jersey. Next, I would like to thank my hard working campaign manager, Brian MacGovern. We've been through three elections together. I want to thank you for your creativity, your guidance. Brian is expecting his second child in a few months with his wonderful wife, Rebecca. So he is what we call in our house, an amateur. Call me when you get to number four. I want to thank my friend Tom Booth for your advice, your counsel and your support. You're going to make a great judge and we are looking forward to seeing you up there

behind the bench Tom. I want to thank the wonderful volunteers at the Voorhees Republican Club and the CCGOD for believing in me and helping out when it counted. You folks weren't sacrificing your time or donating your hard earned money in the hopes of being paid back by some job or being appointed to some board, you were doing so because you cared deeply for our town and you wanted to ensure that we had much needed check and balances in local government and to ensure that we have a Voorhees that works for and is responsive to all of its residents. Lastly, but certainly not least I want to thank the incredible residents of Voorhees, for again instilling your faith and more importantly your trust in me for another three years. This year we face quite a mountain. We were outspend again two to one, we again had a voter registration disadvantage of at least two and a half to one and we had one of the most unpopular presidential nominees in history, leading our ticket, who would go on to lose Voorhees by about three thousand votes. But so many of you are kind enough to come over to our column after you did your thing in the Presidential column and selected me for Township Committee. For that I am humbled and grateful. Some of you never voted Republican before and you took the leap of faith so I want to earn your trust. In fact, from the records available to me, since 99' we received more votes than any other Republican candidate for Voorhees Township Committee in any election cycle to date. But people were not voting for party, they were voting for good government. They were voting for responsible government. They were voting for transparent government and a government which obtains real solutions to problems affecting its citizens. They were voting for someone who they knew would work just as hard here in town hall as he does in the campaign trail. President John F. Kennedy once stated, and I'll spare you the impression, "let us not seek the Republican answer or the democratic answer, but the right answer. Let us not seek to fix the blame for the past but accept our own responsibility for the future." Indeed I pledge to continue to seek the right answer and solutions for our residents and I proudly accept the awesome responsibility to preserve our great township for the future, working alongside my fellow committee members. Lastly, I pledge to never sacrifice my principles or my integrity in this office because without these two qualities, we as human beings are truly empty and we cannot lead. My loyalty is and always will be to you, the Voorhees resident and not to any other entity or interest. I thank you all again for this tremendous honor and as I have enthusiastically done for the last six, I look forward to serving you all faithfully and steadfastly for another three years. Thank you again.

ROLL CALL OF FULL COMMITTEE

Mr. Friedman Mr. Platt Mr. Ravitz Ms. Nocito Mr. Mignogna

MOTION TO NOMINATE THE MAYOR

MOTION TO NOMINATE MAYOR: MR. RAVITZ MOTION TO CLOSE NOMINATIONS: MR. RAVITZ
SECONDED: MS. NOCITO SECONDED: MR. FRIEDMAN
AYES: ALL AYES: ALL
NAYS: NONE NAYS: NONE
ABSENT: MR. PLATT (TEMPORARILY LEFT THE ROOM)

ROLL CALL VOTE ON NOMINATION OF MAYOR

Mr. Friedman - Y Mr. Ravitz - Y
Mr. Platt - ABSENT Ms. Nocito - Y
Mr. Mignogna - Y

SWEARING IN OF MAYOR

Michael Mignogna by Steven Mignogna, Esq.

Thank you very much to my fellow Committeemen, to our honored guests. I see Assemblywoman Pamela Lampitt and Freeholder Jonathan Young, thank you for coming. If I am missing any other elected officials, I apologize to our honored guests and friends. First let me congratulate my colleague, Mike Friedman on his re-election. Congratulations to him and his beautiful family, I look forward to working with you over the next year. As we like to say this time of year, the campaign is over and it's time to govern. I want to thank all of my colleagues on this Township Committee for once again giving me the honor and the privilege to serve as the Mayor of this wonderful community. I have never taken this honor lightly. I promise you that I will work hard to make you proud to represent Voorhees proudly and to be the best ambassador that I can for Voorhees Township. As I always like to do when I have the opportunity before we move forward into 2017, I'd just like to touch on some highlights of this past year. I'll try to be done before the snow starts, if that's okay. I always like to start with our biggest projects certainly which is the Voorhees medical campus, which is the medical mile on route 73. Amazingly enough this past May marked five years that this economic magnet came to our town. It has anchored what we like to call the medical mile and this year we added the Samaritan hospice, the only free standing hospice in South Jersey to that medical mile. That project has been such a success, that this past year I was invited by the South Jersey development Council to speak about the carters of construction and I was proud to share with them how that carter developed and how that medical mile has been such a success in Voorhees Township. This Voorhees Town Center continues to be a destination and a downtown that we never had before, despite the announcement of Macy's closing, which was not unexpected by any of us, we kind of saw that coming. They're closing stores all over the county. We have been working and will continue to work with the owners of this Town Center and with the county and with the state to make sure that space is occupied and put to good use. This Town Center has become quite the destination again, hosting such great community festivals as our Halloween festival. This year we partnered with the Town Center to make it a week long party, why not make it a week long instead of a day? We had a beer

garden, we had bands and we had Thriller night. It was a great week. Thousands came to our Halloween parade where I once again got to welcome Santa Claus to Voorhees Township, which is always one of the highlights of my year. Our restaurant row continues to thrive, if you haven't checked it out, please check it out. We continued, this Township Committee worked hard to maintain the infrastructure of this Township, which may not be the most evident or the most obvious parts, but they are so important that those things be maintained. Kresson road was repaved by the County. It rides like a pillow, I can tell you that because I drive it every day. We continue year four of our five year road program, this year repaving Echelon Road, Centennial Boulevard, Woodhurst Road, Brooke Stone Drive, Arcadia Drive and Peregrine. We put sidewalks along Kresson Road from Ravenowitz Baseball complex to School Lane, with a one-hundred thousand dollar grant that we received. We redesigned and rebuilt the intersection of Centennial Boulevard and Egg Harbor Road to make it safer for pedestrians, for motorist and bikers. With a one-hundred and ninety two thousand dollar grant we received from NJDOT, we extended our bike paths from Lippincott to Victor Blvd. We also rebuilt the Sturbridge Lakes pump station. We continued and will continue to make sure that our parks and our fields are the best in South Jersey. With a twenty-five thousand dollar grant we put swings in the Sandpiper and Greenridge playground and improved the circuit course at Connely Park. With County grants we put playground equipment in Hale Park. We resurfaced the tennis court and basketball courts at Lake Villa and Shepard Road basketball courts. We widened and improved the entrance to Stafford woods Trail and to the disk golf course that we have over there and we added handicap parking. We signed a contract to put synthetic turf at our soccer complex next year and we formed a wonderful partnership with the students with the Voorhees Middle School, the Voorhees Trail Blazers to create a trail through the woods behind the Voorhees Middle School. We continue to improve our environment using CNG trucks, which use thirty percent less gaseous green gasses emitted. We continue our coalition with the Kirkwood residents to hasten the cleanup of Kirkwood Lake by the EPA and the DEP. We ran clean up days to help beautify the area during that process. Voorhees Township, I am proud to say, recycled about thirty tons of trash this past year, saving us one-hundred and ninety six thousand in tipping fees. On November sixteenth, at the NJLOM in Atlantic City I was proud to accept the silver certification that was awarded to Voorhees Township by Sustainable Jersey. Our green team and our environmental commission have worked so hard to make Voorhees such a sustainable community. We are one of only forty one towns in the entire state to reach the silver level, which is the highest level. We worked hard to improve and maintain our public safety and to protect our residents. We hired three new police officers, bringing the total to fifty. We continued our program of a cop in every school. We continued with cops having body cameras. We continued our successful programs of the junior police academy, the safe exchange zone, the DNA home asset, the next door app, which allows residents to share information with one another. Our re-ticketing program that allows our officers to issue summons more efficiently and be able to spend more time on the street. Project Medicine Drop, our kids ID, anonymous tip line, Nixel, our safecam program and our drive sober or get pulled over program. This year we reupped our agreement with Evesham Township and the Evesham Voorhees Saves Lives Program. Over two thousand rides have been given safely to Voorhees and Evesham residents. If one life has been saved by that program it's been well worth it. New initiatives by our police and public safety, we had our first adult police academy this year. It was well attended and it was a good time. I think we had a lot of people learn a lot. Our police website was upgraded allowing people to request police reports and ask for vacation checkups online. We had our first coffee with a cop, allowing our residents to sit and chat and have a cup of coffee with our officers. Our police officers, especially our chief, were involved with a program called 'Scared Straight', which heightened the awareness of the drug epidemic in suburban areas. It's not just an urban or city problem. At no cost and I hope we never have to use it; we got an armored personnel vehicle. Our police officers do a lot of the street and in the community. This year they were involved in No Shave November, raising money to fight cancer. They installed a wounded veteran parking space in front of the police headquarters and in honor of our police department, and again which I think is the best police department in South Jersey, we painted a blue line on White Horse Road in front of the police department to honor them. Last year based on numerous requests from residents and full time fire fighters themselves, we initiated an investigation into the Fire Department to determine if it made sense for the best interest of our residents to consolidate that department. We continued to make local government more efficient, more accessible and transparent by hiring an IT director, creating a new website, creating an app that continued with our facebook and our twitter and Voorhees Township now has an instagram. Our community events and traditions were bigger and better than ever. We had our thirteenth annual summer concert series with tributes to Springstein, the Eagles and Jimmy Buffet and our annual movie night in the park 'Inside Out'. Our international day was bigger and better than ever on October first, sponsored by our diversity committee, who also by the way along with their foundation donated money to our police department this year to buy a vest for one of our K-9's. We had our thirtieth Woofstock at Connolly Park. The Voorhees Breakfast Rotary again sponsored our egg hunt at Lions Lake. The Voorhees-Cherry Hill Relay for Life was again a success fighting cancer. Our Voorhees animal shelter kicked off their campaign to build a new facility on Cooper Road. Since 1988 that group has cared and treated for twenty thousand animals. Thanks to our Director of Public Safety Michelle Nocito. We had our first car show this year, raising money for our police foundation. Our Township Committee worked hard on what is always our biggest challenge, which is to stabilize taxes while still providing what our residents have learned, or have come to expect and deserve. We have twenty three less full time employees in town hall that we did in 2009. We continued with our sidearm trash pick-up for trash and single stream recycling. We continued with sensible shared services agreements with Eastern High School, Voorhees Schools, Gibbsboro, Laurel Springs, Brooklawn, Pine Valley, Stratford and Camden County. We continued our partnership with an energy company that allows us to buy our energy directly from the source, saving us about a hundred and twenty five thousand dollars a year. We continued the use of CNG trucks saving us thirty five thousand dollars a year. In our

fuel tank at our DPW headquarters; saves us twenty-five thousand dollars a year. We worked hard to generate new business in our town and to help existing businesses thrive. Our Shop Voorhees program has become a model for surrounding towns. We have approximately; well not approximately, we have fifty four businesses involved. Over twenty five hundred households are part of the program, with hundreds of thousands of dollars in tax credits being saved. I was on the phone today with a reporter from Philadelphia Magazine who is actually doing a special report on it. Because of the success of that program, other area towns including Haddonfield are going to follow that model and do the same thing. Our economic Development Committee had its first small business and home based networking symposium, allowing small businesses in the area to share ideas and issues. We continue with our live where you work program and our small business Saturday. We had many new businesses come into town, including CH Robinson at the Echelon Plaza bringing ninety new jobs to Voorhees Township. The Samaritan Hospice, as part of our medical mile on route 73, the patient first, they had their grand opening yesterday on 561. The Echelon Health and Fitness and I was proud and pleased to do the first pour at the new Ott's in Voorhees. One of the highlights of my year. As I say every year, the thriving business is a team effort between this Township Committee, between the Voorhees Business Association, and our Economic Development Committee, as well as our residents. Year by year that team has become closer and learned to work together for the, really for the sake of our business community. I'm very proud of that coalition. While 2016 was busy, we look forward to a very busy and productive 2017. We'll continue to work hard to control spending and to do more with less. The last three years we have applied for and received three point one million dollars in grants in Voorhees Township. We'll look to expand sensible shared services programs, promote and expand our Shop Voorhees Program, work to make route seventy three continue to flourish as our medical mile and continue to grow and continue to work to make this Town Center become the downtown that we never had. We'll look to maintain and continue to improve our infrastructure, our 2017 Road Program will include improvements to Millburn Way, Cedar Hill Court, Dunhill Drive, Hazelhurst Drive, Brookstone Drive, Alluvium Lakes Drive, Jakamar Drive, Warlber Drive, Jarako Drive, Chandler Drive and Morgansy Drive. I like to mention it in case you live in one of those drives. We'll continue to work on our fields and parks, like I said earlier we will be installing some synthetic turf at the Maiaroto Soccer Complex allowing that field to be used year round. We're going to rebuild the Beagle Club pump station; we're going to install sidewalks along Somerdale Road to make it safer for our students at Osage and for the residents who live along there. We're going to put swings at Kirkwood Park and Lakeville playgrounds as well as a tot lot and we're getting a new CNG bus for our beloved senior community. Environmentally, we will continue to work with Kirkwood Lake to get that lake cleaned up, to work with our green team to continue to make Voorhees more sustainable and consider putting a solar field at our Voorhees Environmental Park. In terms of public safety, we will continue to give our Chief the resources that he needs to make sure our families can sleep well at night. We are going to continue with our cop program in every school and our Evesham Voorhees saves lives program. We have to work on that program to get the word out to make sure that the people who live in Voorhees are aware of that program and take advantage of it. We'll continue to investigate whether it makes sense to merge our fire department into the Township. We will continue with our community events, our summer concerts, our international day, the Halloween festival and our National Night Out. We want to make those bigger and better than ever. As I like to say every year and I really mean this, that Voorhees, I've been in Voorhees Township since 1985. Voorhees is a great community and a great place to live but it's a great community because of the people. The people who live in Voorhees Township, like my dear friend Leah Strain. Leah spent twenty years as the Voorhees drama director at Voorhees Middle School, guiding thousands of children in plays, including my own children. She helped those kids find their passion, she helped them come out of their shell and after twenty years and two decades of service, this year she retired. Many of her students came back, for what was a very emotional show. Leah is a very special person. Voorhees is special because of families like the Gunthers, the Dinatells and the Jascals, who turned the grief of losing a loved one into a passion for helping others. Voorhees is special because of our own investigator Michael Perez. Michael investigated the theft of a bicycle from a fifteen year old boy this year, unfortunately the kid didn't have a lot of money and through the course of the investigation, Michael Perez took it upon himself to start a Go Fund Me page, to raise money to buy a new bike for this young man. Fortunately enough, contributions came in and Mike was able to and present a new bike to the young man in a very emotional thing. The kid couldn't have been more appreciative and those are the kinds of things that our cops do that make me very proud. Some personal memories from 2016, participating in Eastern's 50th graduation, cheering on our field hockey team for their 18th straight state title and knowing my daughter was part of that legacy; spending a morning with my friend and colleague Michelle Nocito with fourth graders at ET Hamilton School. Being amazed by the innocence and the intrigue and the curiosity of those kids as they studied what local government is all about. On October 24th, adding thirty eight names to our Voorhees Veterans Wall of Honor, bringing the total to three hundred and thirty four. All of you passed that this evening coming in here, if you haven't had an opportunity to take a look at it, please stay a moment and read some of those plaques because it is a very special wall. I had the honor of attending a candlelight ceremony, along with our Chief and other officers in Berlin, sponsored by the FOP Lodge fifty six, the ceremony was to give support to the families of fallen officers. It was unbelievable to me that to see the loyalty and the emotion that officers from all over South Jersey showed to these families and the stories that came out of that evening, it was very inspirational. Again, it makes me very proud of our chief our police officers and in that regard during a weekend this past September, our police hosted the family of Richard Martin. Richard Martin was a Houston police officer who lost his life in the line of duty. Our junior police academy dedicated their entire week in the memory of that fallen officer. Our police hosted the family; everything was paid for to fly them in, to take them out to dinner. They took them to a Phillies game, they got to go on the field and it's just very, very special to know that that kid and those families have families all over the country in the

form of their brothers and sisters in the police department. I was inspired by the legs of a young lady that I coached many, many years ago, English Gardener, who won an Olympic gold medal as a sprinter this past summer, an Eastern High School and Voorhees young lady who was very inspiring and made me very proud. I also was inspired by another young man who wasn't able to walk, who wasn't able to run, who spend seventeen years at the Voorhees pediatric facility and spent much of his time at Eastern High School. He became known as Mr. Eastern. Many of you may know him, many of you may not. His name is Bruce Jackson and he died this past December tenth. Bruce was such an inspiration to the students and the faculty at Eastern; he used to lead the football team out onto the field, used to lead the field hockey players. His infectious smile and his inspiration were just amazing to me and the Eastern family. He will be missed. He will certainly be missed. The highlight of my year came in June when I became a grandfather. Lucy Marie came into the world and immediately my life got a whole lot better, so that was the highlight of my year. Some people that I would like to thank in closing, I would like to thank our Township employees, our township professionals, thanks to the many volunteers who worked behind the scenes to make this government work; the members of our boards and committees and commissions who give us their most valuable asset, which is their time. Thank to my brother Steve for again swearing me in, to my wonderful son Matt for holding the bible tonight. All of my children make me proud and I say this every year, I do this for them and now I can that that I do this for my granddaughter, which is cool. Thank you so much for being here, thank you for your support and have a Happy New Year.

PUBLIC PORTION FOR RESOLUTIONS

MOTION TO CLOSE: MR. FRIEDMAN

SECONDED: MS. NOCITO

AYES: ALL

NAYS: NONE

RESOLUTION NO. 1-17 Appointments by the Mayor

MOTION TO APPROVE: MR. RAVITZ

SECONDED: MS. NOCITO

AYES: ALL

NAYS: NONE

RESOLUTION NO. 2-17 Appointment of Deputy Mayor

MOTION TO APPROVE: MS. NOCITO

SECONDED: MAYOR MIGNOGNA

AYES: 4

NAYS: NONE

ABSTAIN: MR. FRIEDMAN

SWEARING IN OF DEPUTY MAYOR

Jason Ravitz by Stuart Platt, Esq.

RESOLUTION NO. 3-17 2017 Temporary Budget

MOTION TO APPROVE: MR. PLATT

SECONDED: MR. FRIEDMAN

AYES: ALL

NAYS: NONE

RESOLUTION NO. 4-17 Appointment of Township Solicitor
Wade, Long, Wood & Long, LLC (Howard Long/Christopher Long)

Mr. Friedman comments that the Township Committee should explore paying for this position to be a flat fee method, like other towns are starting to do. In fact, the other bidder I spoke with on the phone and they seemed to be willing to do a flat fee situation, so just to be able to control costs in the future and cut expenses, I think it's something we should explore at some point.

MOTION TO APPROVE: MR. RAVITZ

SECONDED: MR. PLATT

AYES: ALL

NAYS: NONE

RESOLUTION NO. 5-17 Appointment of Township Auditor
Bowman & Company, CPA, P.C. (Daniel DiGangi)

MOTION TO APPROVE: MR. RAVITZ

SECONDED: MS. NOCITO

AYES: ALL

NAYS: NONE

RESOLUTION NO. 6-17 Appointment of Township Engineer
**Remington & Vernick Engineers & Affiliates (Wendell
Bibbs/Sara Irick)**

Mr. Friedman: Mr. Mayor, I will be voting no on this resolution. While they are an excellent firm they're significantly more expensive than at least one of the other bidders, ERI. So, I will be voting no solely on that issue.

Mayor Mignogna: Any other discussion?

Mr. Ravitz: Mr. Mayor, I will be voting no on this as well. Not because of the cost, or anything of that nature, I would have liked to see some change in the township professional structure this coming year, but I respect the will of the committee.

MOTION TO APPROVE: MR. PLATT
SECONDED: MS. NOCITO
AYES: 3
NAYS: MR. FRIEDMAN, MR. RAVITZ

RESOLUTION NO. 7-17 Appointment of Broker for Property & Casualty Insurance
Hardenbergh Insurance Group (Richard Hardenbergh)

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MR. FRIEDMAN
AYES: ALL
NAYS: NONE

RESOLUTION NO. 8-17 Appointment of Broker for Health Insurance
HR&S Financial Services, LLC (Kurt Stroemel)

Mr. Friedman: Mr. Mayor, I will be voting no on this resolution, solely again due to cost. The other qualified bidder is willing to provide advice and counseling for no cost at all, while the professional selected is charging one hundred and fifty dollars an hour for consulting.

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MR. PLATT
AYES: 4
NAYS: MR. FRIEDMAN

RESOLUTION NO. 9-17 Appointment Specialized Legal Service (Issuance of Bonds)
Parker McCay, P.A.

Mr. Friedman: Mayor, I will be voting no on this one. The chosen professional is double the cost of the other qualified bidder.

MOTION TO APPROVE: MR. PLATT
SECONDED: MS. NOCITO
AYES: 4
NAYS: MR. FRIEDMAN

RESOLUTION NO. 10-17 Appointment of Prosecutor
Michael Greenblatt

MOTION TO APPROVE: MR. FRIEDMAN
SECONDED: MR. PLATT
AYES: ALL
NAYS: NONE

RESOLUTION NO. 11-17 Appointment of the Township Prosecutor as Prosecutor of
Violations of the Township Zoning, Land Use and Building
Codes, Ordinances and Regulations over which he has jurisdiction
Michael Greenblatt

MOTION TO APPROVE: MR. FRIEDMAN
SECONDED: MR. PLATT
AYES: ALL
NAYS: NONE

RESOLUTION NO. 12-17 Appointment of Public Defender
Maury Cutler

MOTION TO APPROVE: MR. PLATT.
SECONDED: MR. FRIEDMAN
AYES: ALL
NAYS: NONE

RESOLUTION NO. 13-17 Appointment of Engineer Consultants for the Environmental
Commission
Consulting & Municipal Engineers & Associates (CME)

Mr. Friedman: Mr. Mayor, I will be voting no, this is the most expensive out of the four qualified bidders for this position.

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MS. MS. NOCITO
AYES: 4
NAYS: MR. FRIEDMAN

RESOLUTION NO. 14-17 Appointment of Township Sewer Engineer
Churchill Engineers, Inc. (Ben Blair)

MOTION TO APPROVE: MR. PLATT
SECONDED: MR. RAVITZ
AYES: ALL
NAYS: NONE

RESOLUTION NO. 15-17 Appointment of Special COAH Attorney
Platt & Riso, P.C. (Stuart Platt)

Mr. Friedman: Mr. Mayor, I will be voting no, the chosen professional is far more expensive than the other, which is also a qualified bidder.

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MS. NOCITO
AYES: 4
NAYS: MR. FRIEDMAN

RESOLUTION NO. 16-17 Appointment of Architect of Record
J.F. McKernan Jr. & Associates

Mr. Friedman: Almost done, I am going to vote no on this. The other qualified bidder, Wayne Neville, is far cheaper and very good relevant experience and they're also open to flat fees.

MOTION TO APPROVE: MR. PLATT
SECONDED: MS. NOCITO
AYES: 4
NAYS: MR. FRIEDMAN

RESOLUTION NO. 17-17 Appointment of Conflict Attorney
Platt & Riso, P.C. (Stuart Platt)

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MS. NOCITO
AYES: 4
NAYS: MR. FRIEDMAN

RESOLUTION NO. 18-17 Appointment of Independent Registered Municipal Advisor
Phoenix Advisors, LLC

Mr. Friedman: Mr. Mayor I am going to abstain, I do not know who these folks are, I haven't heard of them until tonight. So I'll just abstain.

Mr. Long: If I may address that Mayor I will be glad to explain. This was something that was brought to our attention by our CFO. Every year where we are required to report to our bond holders, make certain representations, in order to comply with our bond covenance. Mr. Ciminera brought this to my attention, Mr. Spellman's attention about a week, maybe two weeks ago. This is under not only the bid threshold but the pay to play threshold, it's a minimal amount that we are required to engage them under some new laws that require us to do some certain reporting obligations to our existing bond holders to comply with the laws and avoid significant fines.

Mr. Friedman: Understood, from my stand point I would have liked to have had a little bit of knowledge about who they were before I saw them today on the reorganization agenda.

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MS. NOCITO
AYES: 4
NAYS: NONE
ABSTAIN: MR. FRIEDMAN

RESOLUTION NO. 19-17 Appointment of Class I, II & III members to the Voorhees Township Planning Board.

CLASS I Township Mayor
CLASS II Mario Di Natale
CLASS III Jason Ravitz

MOTION TO APPROVE: MR. PLATT
SECONDED: MS. NOCITO
AYES: ALL
NAYS: NONE

RESOLUTION NO. 20-17 Appointment of Mayor's designee for the Voorhees Township Planning Board

Michelle Nocito

MOTION TO APPROVE: MR. PLATT
SECONDED: MS. NOCITO
AYES: ALL
NAYS: NONE

RESOLUTION NO. 21-17 Appointment of Members to the Voorhees Township Planning Board

Kelly Jo Stroemel
Stella Sytnik

MOTION TO APPROVE: MR. PLATT
SECONDED: MS. NOCITO
AYES: ALL
NAYS: NONE

RESOLUTION NO. 22-17 Appointment of Members to the Voorhees Township Zoning Board

John Daddario
Hal Willard
Len Patton (Alternate #1)
Filling unexpired term of Habib Quaraishi
Troy Brocco (Alternate #2)

MOTION TO APPROVE: MR. FRIEDMAN
SECONDED: MS. NOCITO
AYES: ALL
NAYS: NONE

RESOLUTION NO. 23-17 Appointment of Members and Staff to the Voorhees Township Environmental Commission

Cheryl Atkinson
Subash Rashatwar, Planning Board Representative
Ed Hale, Chairperson
Doug Gaffney
Kendra Cornwall, Secretary

MOTION TO APPROVE: MR. PLATT
SECONDED: MR. FRIEDMAN
AYES: ALL
NAYS: NONE

RESOLUTION NO. 24-17 Appointment of Members to the Voorhees Township Recreation Advisory Board

MOTION TO APPROVE: MR. PLATT
SECONDED: MR. FRIEDMAN
AYES: ALL
NAYS: NONE

RESOLUTION NO. 25-17 Appointment of Members to the Voorhees Township Cultural & Diversity Committee

Zahida Rahman
Sam Younes
Stavros Antonakakis
Brett Waters
Vladimir Bogolyubov
Michelle Nocito – Committee Liaison

MOTION TO APPROVE: MR. PLATT
SECONDED: MR. FRIEDMAN
AYES: ALL
NAYS: NONE

RESOLUTION NO. 26-17 Consent Agenda

- 27-17 Delinquent Taxes
- 28-17 2017 Cash Management Plan
- 29-17 Township Committee Meeting Dates for 2017
- 30-17 Order of Business for Township Committee Meetings
- 31-17 Designation of Courier Post and Philadelphia Inquirer as Official Newspapers
- 32-17 Official Holidays for 2017
- 33-17 Resolutions and Ordinances to be in Possession of Township Committee Twenty-Four (24) Hours Prior to Official Meeting
- 34-17 Appointment of **Dianna (Dee) Ober** as the Public Agency Compliance Officer
- 35-17 Appointment of **Lawrence Spellman** as Fund Commissioner to the Camden County Municipal Excess Liability Joint Insurance Fund (MEL)
- 36-17 Appointment of **Lawrence Spellman** as Fund Commissioner and **Jason Ravitz** as the Alternate Fund Commissioner to the Camden County Joint Insurance Fund (JIF)
- 37-17 Appointment of Special Officers for 2017
- 38-17 Appointment of **Jason Ravitz** as Representative and **Dean Ciminera** as Alternate to the Camden County Community Development Advisory Board
- 39-17 Appointment of **Al Riley** as ADA Compliance Officer
- 40-17 Authorizing the Deputy Mayor to perform marriage ceremonies

MOTION TO APPROVE: MR. PLATT
SECONDED: MR. FRIEDMAN
AYES: ALL
NAYS: NONE

RESOLUTION NO. 41-17 Adoption of 2017 State Contracts

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MS. NOCITO
AYES: ALL
NAYS: NONE

RESOLUTION NO. 42-17 Authorizing Agreement for Extraordinary, Unspecified Services
for Dental Insurance

MOTION TO APPROVE: MR. PLATT
SECONDED: MR. FRIEDMAN
AYES: ALL
NAYS: NONE

RESOLUTION NO. 43-17 Authorizing Agreement for Extraordinary, Unspecified Services
for Life Insurance

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MR. FRIEDMAN
AYES: ALL
NAYS: NONE

RESOLUTION NO. 44-17 Approval of the appointment of a Crisis Intervention Team

MOTION TO APPROVE: MR. PLATT
SECONDED: MR. FRIEDMAN
AYES: ALL
NAYS: NONE

RESOLUTION NO. 45-17 Recognizing the CERT/RACES TEAM as an authorized
service/volunteer organization of the Township of Voorhees

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MR. PLATT
AYES: ALL
NAYS: NONE

RESOLUTION NO. 46-17 Appointment of the Voorhees Township Safety Committee

Stefanie Capone	Lawrence Spellman
Maria Pumphrey	Joseph Lovallo, Chairman
William Donnelly	Verle Tyther, Secretary
Debra DiMattia	Tony Merulla
Patty Beuerle	

MOTION TO APPROVE: MR. FRIEDMAN
SECONDED: MR. PLATT
AYES: ALL
NAYS: NONE

RESOLUTION NO. 47-17 Authorization to enter into a contract for Employee Advisory Services
Joseph Marcucci

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MR. FRIEDMAN
AYES: ALL
NAYS: NONE

COMMENTS FROM COMMITTEE
COMMENTS FROM THE PUBLIC

MOTION TO CLOSE: MR. PLATT
SECONDED: MR. FRIEDMAN
AYES: ALL
NAYS: NONE

MOTION TO ADJOURN

**VOORHEES TOWNSHIP COMMITTEE
MINUTES FROM THE MEETING OF JANUARY 23, 2017
REGULAR MEETING 8:00 PM**

FLAG SALUTE

ROLL CALL

Mr. Friedman, Mr. Platt, Mr. Ravitz, Ms. Nocito, Mayor Mignogna, Larry Spellman, Township Administrator, Howard Long, Township Solicitor, Dean Ciminera, Township CFO

SUNSHINE STATEMENT

FIRST READING ON ORDINANCE

AN ORDINANCE MAKING THE PROVISIONS OF SUBTITLE ONE OF TITLE 39 WITH VARIOUS TRAFFIC REGULATIONS OR VARIOUS TRAFFIC REGULATIONS APPLICABLE TO THE VOORHEES TOWN CENTER RESIDENTIAL SITE (AKA 'FOSTER SQUARE' APARTMENTS), LOCATED ON ECHELON ROAD, VOORHEES TOWNSHIP, CAMDEN COUNTY, NJ, AND REGULATING THE USE OF SAID ROADWAYS, STREETS, DRIVEWAYS AND PARKING LOTS BY MOTOR VEHICLES

MOTION TO CLOSE

MOTION TO APPROVE: MR FRIEDMAN

PUBLIC PORTION:

SECONDED: MS. NOCITO

SECONDED:

AYES: FOUR

NAYS: NONE

ABSTAIN: MR. RAVITZ

FIRST READING ON ORDINANCE

AN ORDINANCE CREATING TITLE ____, ARTICLE ____, OF THE TOWNSHIP CODE OF THE TOWNSHIP OF VOORHEES TO BE ENTITLED, "REGISTRATION OF DEFAULTED MORTGAGE PROPERTY" PROVIDING FOR PURPOSE, INTENT AND APPLICABILITY OF THE ORDINANCE REQUIRING THE REGISTRATION AND MAINTENANCE OF CERTAIN REAL PROPERTY BY MORTGAGEES; PROVIDING FOR PENALTIES AND ENFORCEMENT, AS WELL AS THE REGULATION, LIMITATION AND REDUCTION OF REGISTRABLE REAL PROPERTY WITHIN THE TOWNSHIP; PROVIDING FOR SEVERABILITY, REPEALER, CODIFICATION, AND AN EFFECTIVE DATE

MOTION TO CLOSE

MOTION TO APPROVE: MS. NOCITO

PUBLIC PORTION:

SECONDED: MR. PLATT

SECONDED:

AYES: ALL

NAYS: NONE

PUBLIC COMMENT FOR RESOLUTIONS ONLY

MOTION TO CLOSE

AYES: ALL

THE PUBLIC PORTION: MR. FRIEDMAN

NAYS: NONE

SECONDED: MR. PLATT

ABSENT:

RESOLUTION NO. 50-17

TAX COLLECTOR

MOTION TO APPROVE: MR. RAVITZ

SECONDED: MR. FRIEDMAN

AYES: ALL

NAYS: NONE

RESOLUTION NO. 51-17

AUTHORIZING EXECUTION OF A SHARED SERVICES AGREEMENT BETWEEN VOORHEES TOWNSHIP AND THE VOORHEES TOWNSHIP PUBLIC SCHOOLS (Community School Policing)

MOTION TO APPROVE: MS. NOCITO
SECONDED: MR. PLATT
AYES: ALL
NAYS: NONE

RESOLUTION NO. 52-17

AUTHORIZING A SHARED SERVICES
AGREEMENT BETWEEN THE TOWNSHIP OF
VOORHEES AND THE BOROUGH OF LAUREL
SPRINGS (Trash and Recyclable Collection)

MOTION TO APPROVE: MS. NOCITO
SECONDED: MR. PLATT
AYES: ALL
NAYS: NONE

RESOLUTION NO. 53-17

APPROVING CHANGE ORDER #1 FOR THE 2016
ROAD PROGRAM (Decrease \$29,734.96)

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MR. PLATT
AYES: ALL
NAYS: NONE

RESOLUTION NO. 54-17

APPROVING CHANGE ORDER #2 FOR THE
STURBRIDGE LAKES PUMP STATION
(Increase \$13,171.26)

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MR. PLATT
AYES: ALL
NAYS: NONE

RESOLUTION NO. 55-17

RELEASING A PERFORMANCE GUARANTY AND
ACCEPTING A MAINTENANCE GUARANTY FOR
CHICK FIL A; BLOCK 150.18, LOT 7.12

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MR. FRIEDMAN
AYES: ALL
NAYS: NONE

RESOLUTION NO. 56-17

REDUCTION OF A PERFORMANCE GUARANTY
FOR KOLOVOS SUBDIVISION, BLOCK 226.02;
LOTS 18.01 & 19

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MR. FRIEDMAN
AYES: ALL
NAYS: NONE

RESOLUTION NO. 57-17

AUTHORIZING SUBMISSION OF APPLICATION
FOR STATE TRANSPORTATION TRUST FUNDS
UNDER THE SAFE ROUTES TO TRANSIT FOR
THE BURNT MILL ROAD (COUNTY ROUTE 670)
SIDEWALK IMPROVEMENT PROJECT FROM
EVESHAM ROAD (COUNTY ROUTE 544) TO
SOMERDALE ROAD (COUNTY ROAD 678)

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MS. NOCITO
AYES: ALL
NAYS: NONE

RESOLUTION NO. 58-17

AUTHORIZING SUBMISSION OF A GRANT APPLICATION AND EXECUTE A GRANT AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR ROADWAY IMPROVEMENTS TO ECHELON ROAD – PHASE II FROM VAN BUREN ROAD TO SOMERDALE ROAD (COUNTY ROUTE 678), APPLICATION

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MS. NOCITO
AYES: ALL
NAYS: NONE

RESOLUTION NO. 59-17

AUTHORIZING SUBMISSION OF APPLICATIONS FOR STATE TRANSPORTATION TRUST FUNDS UNDER THE LOCAL BIKEWAY PROGRAM FOR THE EXTENSION OF THE VOORHEES TOWNSHIP BICYCLE NETWORK FROM LION’S LAKE PARK ALONG NEW JERSEY STATE HIGHWAY ROUTE 73 TO KRESSON ROAD (COUNTY ROAD 671)

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MS. NOCITO
AYES: ALL
NAYS: NONE

RESOLUTION NO. 60-17

AUTHORIZING SETTLEMENT OF A CONTRACTUAL DISPUTE BY AND BETWEEN KONICA MINOLTA BUSINESS SOLUTIONS, U.S.A., INC. (“ALL COVERED”) AND THE TOWNSHIP OF VOORHEES

Mr. Long informed the Township Committee that there is no money being expended under the terms of this settlement.

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MR. PLATT
AYES: ALL
NAYS: NONE

RESOLUTION NO. 61-17

DECLARING DEFAULT OF PREIT SERVICES, LLC, ALSO KNOWN AS BLOCK 150.01, LOTS 1, 2, 4, AND 5 FOR CERTAIN SITE IMPROVEMENTS OUTSTANDING IN THE TOWNSHIP OF VOORHEES (VOORHEES TOWN CENTER RETAIL PORTION) UNDER TRAVELERS INSURANCE COMPANY PERFORMANCE SURETY BOND NUMBER 104862584

MOTION TO APPROVE: MS. NOCITO
SECONDED: MR. FRIEDMAN
AYES: ALL
NAYS: NONE

RESOLUTION NO. 62-17

DECLARING DEFAULT OF DCI-GIM VTC CONDOMINIUMS, L.P. ALSO KNOWN AS BLOCK 150.01, LOT 6 FOR CERTAIN SITE IMPROVEMENTS OUTSTANDING IN THE TOWNSHIP OF VOORHEES UNDER AN IRREVOCABLE STANDBY LETTER OF CREDIT (PERFORMANCE) POSTED BY BRANCH BANKING AND TRUST COMPANY LETTER OF CREDIT NUMBER 9600124851-00006

MOTION TO APPROVE: MS. NOCITO
SECONDED: MR. FRIEDMAN
AYES: ALL
NAYS: NONE

RESOLUTION NO. 63-17

DECLARING DEFAULT OF DCI-GIM VTC APARTMENTS, L.P., ALSO KNOWN AS BLOCK 150.01, LOT 3 FOR CERTAIN SITE IMPROVEMENTS OUTSTANDING IN THE TOWNSHIP OF VOORHEES UNDER AN IRREVOCABLE STANDBY LETTER OF CREDIT (PERFORMANCE) POSTED BY BRANCH BANKING AND TRUST COMPANY, LETTER OF CREDIT NUMBER 9600124851-00005

MOTION TO APPROVE: MS. NOCITO
SECONDED: MR. FRIEDMAN
AYES: 4
NAYS: NONE
ABSTAIN: MR. RAVITZ

RESOLUTION NO. 64-17

AUTHORIZING SETTLEMENT OF A TAX APPEAL IN THE MATTER OF VOORHEES TOWNSHIP V. STERLING HIGH SCHOOL DISTRICT BOARD OF EDUCATION

Mr. Long stated that this is not an expenditure by Voorhees Township but receiving monies from Sterling High School and he appreciates Committee's support in the manner in which this was pursued.

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MR. PLATT
AYES: ALL
NAYS: NONE

RESOLUTION NO. 65-17

AUTHORIZING THE EXECUTION OF A STIPULATION OF SETTLEMENT OF AN APPEAL FROM THE DIRECTOR'S RATIOS PROMULGATED ON OCTOBER 1, 2016

Mr. Long thanked the Township Committee for authorizing his firm to file this appeal; as a result the tax payers of Voorhees will save four-hundred thousand dollars.

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MR. PLATT
AYES: ALL
NAYS: NONE

RESOLUTION NO. 66-17

ACCEPTING THE RETIREMENT OF MICHAEL LEWANDOWSKI OF THE VOORHEES TOWNSHIP POLICE DEPARTMENT

MOTION TO APPROVE: MS. NOCITO
SECONDED: MR. PLATT
AYES: ALL
NAYS: NONE

RESOLUTION NO.

EXECUTIVE SESSION

Committee went into executive session to discuss matters of employment contracts and matters of personnel. It is anticipated that no formal action will be taken. Executive session is estimated to last between thirty and forty minutes.

MOTION TO MOVE TO EXECUTIVE SESSION: MS. NOCITO
SECONDED: MR. RAVITZ
AYES: ALL
NAYS: NONE

MINUTES FROM DECEMBER 28, 2016
TREASURER'S REPORT FOR DECEMBER 2016
COURT REPORT FOR DECEMBER 2016
TAX COLLECTOR'S REPORT FOR DECEMBER 2016
REGISTRAR'S REPORT FOR DECEMBER 2016
BILLS POSTED FOR JANUARY 9, 2017
BILLS POSTED FOR JANUARY 23, 2017

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MS. NOCITO
AYES: ALL
NAYS: NONE

COMMENTS FROM COMMITTEE

Mr. Friedman congratulated Michael Lewandowski on his retirement.

COMMENTS FROM THE PUBLIC

James Corbett
45 Penn Road
Voorhees, NJ 08043

Mr. Corbett inquired on the most effective way of communicating with the Township Committee on an issue concerning the Township and the Police Department. Mayor Mignogna suggested contacting the Chief of Police and then perhaps they could arrange for a meeting during a work session. Mayor Mignogna assured Mr. Corbett that the Township Committee is always open to hearing the thoughts of their residents.

MOTION TO CLOSE PUBLIC PORTION: MR. PLATT
SECONDED: MR. FRIEDMAN
AYES: ALL
NAYS: NONE

Mr. Long noted that the Township Committee went into executive session at approximately 8:16 PM.

ADJOURNMENT

**VOORHEES TOWNSHIP COMMITTEE
MINUTES FROM THE MEETING OF FEBRUARY 13, 2017
REGULAR MEETING 8:00 PM**

FLAG SALUTE

ROLL CALL

Mr. Friedman, Mr. Platt, Mr. Ravitz, Ms. Nocito, Mayor Mignogna, Mr. Howard Long, Township Solicitor, Mr. Larry Spellmann Township Administrator, Chief Louis Bordi, MR. Wendel Bibbs, Remington & Vernick, Dean Ciminera, Chief Financial Officer

SUNSHINE STATEMENT

Mr. Long stated that this meeting is being held in compliance with the "Open Public Meetings Act and has been duly noticed and published as required in the Courier Post and Inquirer Newspapers.

SECOND READING ON ORDINANCE

AN ORDINANCE MAKING THE PROVISIONS OF SUBTITLE ONE OF TITLE 39 WITH VARIOUS TRAFFIC REGULATIONS OR VARIOUS TRAFFIC REGULATIONS APPLICABLE TO THE VOORHEES TOWN CENTER RESIDENTIAL SITE (AKA 'FOSTER SQUARE' APARTMENTS), LOCATED ON ECHELON ROAD, VOORHEES TOWNSHIP, CAMDEN COUNTY, NJ, AND REGULATING THE USE OF SAID ROADWAYS, STREETS, DRIVEWAYS AND PARKING LOTS BY MOTOR VEHICLES

MOTION TO CLOSE

MOTION TO APPROVE: MR FRIEDMAN

PUBLIC PORTION: MR. PLATT

SECONDED: MR. PLATT

SECONDED: MR FRIEDMAN

ROLL CALL: FRIEDMAN - Y

RAVITZ - Y

AYES: ALL

PLATT - Y

NOCITO - Y

NAYS: NONE

MIGNOGNA - Y

SECOND READING ON ORDINANCE

AN ORDINANCE CREATING TITLE ____, ARTICLE ____, OF THE TOWNSHIP CODE OF THE TOWNSHIP OF VOORHEES TO BE ENTITLED, "REGISTRATION OF DEFAULTED MORTGAGE PROPERTY" PROVIDING FOR PURPOSE, INTENT AND APPLICABILITY OF THE ORDINANCE REQUIRING THE REGISTRATION AND MAINTENANCE OF CERTAIN REAL PROPERTY BY MORTGAGEES; PROVIDING FOR PENALTIES AND ENFORCEMENT, AS WELL AS THE REGULATION, LIMITATION AND REDUCTION OF REGISTRABLE REAL PROPERTY WITHIN THE TOWNSHIP; PROVIDING FOR SEVERABILITY, REPEALER, CODIFICATION, AND AN EFFECTIVE DATE

MOTION TO CLOSE

MOTION TO APPROVE: MR PLATT

PUBLIC PORTION: MR. PLATT

SECONDED: MR. FRIEDMAN

SECONDED: MR. FRIEDMAN

ROLL CALL: FRIEDMAN - Y

RAVITZ - Y

AYES: ALL

PLATT - Y

NOCITO - Y

NAYS: NONE

MIGNOGNA - Y

PUBLIC COMMENT FOR RESOLUTIONS ONLY

MOTION TO CLOSE

AYES: ALL

THE PUBLIC PORTION: MR. PLATT

NAYS: NONE

SECONDED: MR. FRIEDMAN

ABSENT:

RESOLUTION NO. 67-17

MEMORIALIZING RESOLUTION OF AN EXECUTIVE SESSION HELD ON JANUARY 23, 2017

MOTION TO APPROVE: MR. RAVITZ

SECONDED: MS. NOCITO

AYES: ALL

NAYS: NONE

RESOLUTION NO. 68-17

TAX COLLECTOR

MOTION TO APPROVE: MR. PLATT
SECONDED: MR. RAVITZ
AYES: ALL
NAYS: NONE

RESOLUTION NO. 69-17

APPROVING A LIEN FOR PROPERTY
MAINTENANCE TO BE PLACED ON BLOCK
150.17; LOT 7; C0712

MOTION TO APPROVE: MR. PLATT
SECONDED: MR. RAVITZ
AYES: ALL
NAYS: NONE

RESOLUTION NO. 70-17

APPROVING PARTICIPATION WITH THE STATE
OF NEW JERSEY FEDERAL GRANT PROGRAM
ADMINISTERED BY THE DIVISION OF CRIMINAL
JUSTICE, DEPARTMENT OF LAW AND PUBLIC
SAFETY

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MS. NOCITO

RESOLUTION NO. 71-17

APPROVING CHANCE ORDER #2 FROM GERALD
BARRETT, LLC FOR THE KRESSON ROAD
SIDEWALK PROJECT
(\$8,190.00 Decrease)

MOTION TO APPROVE: MR. PLATT
SECONDED: MR. RAVITZ
AYES: ALL
NAYS: NONE

RESOLUTION NO. 72-17

REJECTING ALL BIDS FOR THE POLICE LONG
DEPLOYMENT SURVEILLANCE TRAILER BASE

MOTION TO APPROVE: MR. PLATT
SECONDED: MR. RAVITZ
AYES: ALL
NAYS: NONE

RESOLUTION NO. 73-17

AUTHORIZING THE AWARD OF A CONTRACT
FOR MAIAROTO SPORTS COMPLEX SYNTHETIC
FIELD IMPROVEMENTS TO THE LANDTEK
GROUP

MOTION TO APPROVE: MS. NOCITO
SECONDED: MR. FRIEDMAN
AYES: ALL
NAYS: NONE

RESOLUTION NO. 74-17

APPROVING A MAINTENANCE BOND FROM
TECHNA-PRO ELECTRIC, LLC FOR THE
KRESSON ROAD SAFETY IMPROVEMENTS

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MR. PLATT
AYES: ALL
NAYS: NONE

RESOLUTION NO. 75-17

APPROVING A CONTRACT WITH THE
VOORHEES TOWNSHIP MUNICIPAL EMPLOYEES
ASSOCIATION, SUPERVISORS BARGAINING
UNIT

MOTION TO APPROVE: MR. PLATT
SECONDED: MR. FRIEDMAN
AYES: ALL
NAYS: NONE

RESOLUTION NO. 76-17

APPOINTMENT OF EMERGENCY
MANAGEMENT COORDINATORS

MOTION TO APPROVE: MR. PLATT
SECONDED: MR. RAVITZ
AYES: ALL
NAYS: NONE

RESOLUTION NO. 77-17

APPOINTING COLIN MAHON AS BUILDING AND
PLUMBING INSPECTOR

MOTION TO TABLE: MR. RAVITZ
SECONDED: MR. PLATT
AYES: ALL
NAYS: NONE

RESOLUTION NO. 78-17

APPOINTING ELAINE POWELL AS ZONING
OFFICER

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MR. PLATT
AYES: ALL
NAYS: NONE

RESOLUTION NO. 79-17

APPOINTING NOLAN NAPHYS AS SCHOOL
TRAFFIC GUARD

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MR. PLATT

RESOLUTION NO. 80-17

APPOINTING VINCENT BUSBEE AND THOMAS
STRUCKUS AS LABORERS IN THE PUBLIC
WORKS DEPARTMENT

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MR. PLATT
AYES: ALL
NAYS: NONE

MINUTES FROM DECEMBER 12, 2016
BILLS POSTED FOR FEBRUARY 13, 2017
TAX COLLECTORS REPORT FOR JANUARY 2017
COURT ADMINISTRATOR'S REPORT FOR JANUARY 2017

MOTION TO APPROVE: MR. RAVITZ
SECONDED: MR. PLATT
AYES: ALL
NAYS: NONE

COMMENTS FROM COMMITTEE
COMMENTS FROM THE PUBLIC

MOTION TO CLOSE PUBLIC COMMENT: MR. PLATT
SECONDED: MR. FRIEDMAN
AYES: ALL
NAYS: NONE

ADJOURNMENT

VOORHEES TOWNSHIP COMMITTEE
MINUTES FROM THE MEETING OF TUESDAY, FEBRUARY 21, 2017
REGULAR MEETING 8:00 PM
CAUCUS MEETING 7:30 PM

FLAG SALUTE

ROLL CALL

Mr. Friedman, Mr. Platt, Mr. Ravitz, Ms. Nocito, Mayor Mignogna, Lawrence Spellman, Township Administrator, Chief Louis Bordi, Mr. Stuart Platt, Township Solicitor, Mr. Howard Long, Township Solicitor, Dean Ciminera, Township CFO

SUNSHINE STATEMENT

SECOND READING ON ORDINANCE

ORDINANCE OF THE TOWNSHIP OF VOORHEES, COUNTY OF CAMDEN AND STATE OF NEW JERSEY DISSOLVING VOORHEES FIRE DISTRICT NO. 3 PURSUANT TO N.J.S.A. 40A:14-91 AND 40A:5A-20

Anna Droege
306 Kresson Gibbsboro Road

I have a few questions, but number one, on the agenda on the computer the agenda for tonight's meeting the date was the 22nd of February.

Mayor Mignogna
Thank you

Ms. Droege
That is for tomorrow. But anyway, I would like to know this district fire, what is, explain what is going on. Why this change?

Mayor Mignogna
Well it is quite a history but back last year the number of residents and the president of the fire fighter's union came to us with concerns about the way that the Fire Department was being operated from a management stand point, from a financial management standpoint and from an administrative stand point. As we thought of those concerns, the township initiated an investigation retaining experts to investigate the situation. The results of those expert reports were less than positive.

Ms. Droege
Excuse me, who are the experts?

Solicitor Platt
Dr. Harry Carter, who is a fire expert and Mr. Oliver Walling who is a CPA and is an expert in Municipal Fire District financing.

Ms. Droege
Is he involved with this Township at all?

Solicitor Platt
He was the expert employed by the Township to evaluate the financial issues concerning the fire district and to make recommendations.

Ms. Droege
Okay, sorry.

Mayor Mignogna
As a result of those expert reports, we had public hearings. The ordinance was introduced on January 17th, there was a public hearing then. On February 8th we went to the State of New Jersey Local Finance Board. The matter was presented to the local finance board that unanimously approved the request for approval of dissolution. Tonight is the second reading of the ordinance to dissolve the Fire District.

Ms. Droege
Now, if this change takes place, what will happen? Will the problem be solved?

Mayor Mignogna
Well that's the plan. The plan is for the Township to take over the administration of the Fire District; we have a transition plan in place. There have been meetings in anticipation of the transition. We have a

CFO and an administrator that the fire commission did not have. So, we believe that by the Township taking it over, it will be run more efficiently and more importantly, more safely for our residents and for the firefighters.

Ms. Droege

How could this be run more efficiently, that is going to put more pressure on the Township people itself?

Mayor Mignogna

No, it is not. We have a transition plan, Chief Bordi has come up with a very extensive transition plan that will be implemented over a period of time and we believe that there will be a seamless transition and a seamless consolidation; there won't be any interruption in services.

Ms. Droege

What if this doesn't work?

Mayor Mignogna

Well, I guess we will find that out, won't we Anna?

Ms. Droege

Well that is my problem. It's going to be all consolidated and the Township itself is going to do all of the business for all of the Township fire districts, or-

Mayor Mignogna

There is only one district; there is only one fire commission.

Ms. Droege

There's only one Fire Commission. So if this district number three does that include-

Mayor Mignogna

The entire Voorhees Fire Department will-

Ms. Droege

But they're all running fine.

Mayor Mignogna

And you base that on what Anna?

Ms. Droege

I'm basing that on narrowing it down to District number three.

Mayor Mignogna

There is only one district. So there is no confusion.

Committeeman Platt

The district is called district number three and it contains two firehouses, Kirkwood and Cooper Road. So those two departments make up what is referred to as District three.

Ms. Droege

Okay but now Cooper River- Cooper Road is running fine, they're doing everything.

Mayor Mignogna

There are two different buildings but one Fire Commission. There is only one Fire District, but there are two buildings. Correct, but there is one Fire Commission that operates and controls both buildings and the entire Fire Department.

Ms. Droege

But why are you just zeroing in on Kirkwood?

Mayor Mignogna

We're not. This involves the entire Fire Department.

Committeeman Platt

Anna, when we talk about the, to give you an example, we'll talk about the budgetary numbers and surplus. The surplus is for the entire district, both fire houses including the whole district. So when we talk about the surplus issue, that is the district. That is affecting both firehouses. I would talk about staffing, anything we talk about as far as administration, we talk about the entire district as a whole, whether the firefighters are sitting at the Cooper Road or Kirkwood Firehouse, it's still district three, it's all the same thing.

Ms. Droege
It's all district three.

Committeeman Platt
Exactly.

Ms. Droege
It's just the way the newspaper read, as I understood, that it was District Three, Kirkwood area, that Fire hall.

Solicitor Platt
Let me just address that, the Voorhees Fire District, which is all fire and EMS services, are operated by the one Voorhees Board of Fire Commissioners. Their name happens to be Fire District Number Three, forget about the name. It operates everything throughout the town, at one point there were four different districts, they were consolidated into one district. Now we are consolidating that one district into a Municipal Fire Department.

Ms. Droege
It's going to be separate from the Municipal?

Solicitor Platt
It's going to be just like our police department.

Ms. Droege
Well the Fire District is funded by the Voorhees tax payer is that not true?

Mayor Mignogna
Correct.

Ms. Droege
And that is on our tax bill?

Mayor Mignogna
Correct.

Ms. Droege
And that is a separate entity that we pay simply to the Fire Department.

Mayor Mignogna
Correct and that will change if the consolidation happens.

Ms. Droege
That will change?

Mayor Mignogna
Correct.

Ms. Droege
Will it still be a separate entity?

Mayor Mignogna
No. That will be incorporated into your Municipal tax.

Ms. Droege
Well how are we going to know, is it going to be explained to us that this is so much for the Fire Department and each of them-

Mayor Mignogna
Well that would be in our budget, it would outline what the cost and expenses are going towards, so if you have a question about what or what amount is going to the Fire Department, that is part of the budget.

Ms. Droege
I realize that you know, this is, I haven't been here for a while so I'm-

Mayor Mignogna
This has been going on for a while Anna.

Ms. Droege
It's just, it is confusing to me.

Mayor Mignogna
Well we have answered your questions.

Ms. Droege
I realize that this is important to you but I don't understand, it also said that the voters came out, 5% voted for this change. That is what the Courier Post said.

Mayor Mignogna
That is not what the Courier Post said. What they said was that five percent authorized a petition, signed a petition to authorize an investigation.

Committeeman Ravitz
Can you explain the thresholds of the law in regards to that?

Ms. Droege
Well if it is only five percent what happens to the ninety five percent of the residents?

Solicitor Platt
Ms. Droege, there are two ways to dissolve a Fire District. One is by a petition that is signed by at least five percent of the registered voters, a petition. The other way is to get approval from the Local Finance Board. This Governing Body did it both ways. We got a voter petition signed by more than five percent of the registered voters; the law requires at least five percent. We had more than five percent to submit a petition and in addition to that, we also went-that is called Chapter 91 dissolution after a chapter in the State Statute dealing with Fire District dissolution. This is not- this is allowed by State law. This is not something that we are making up; this is allowed by State Law. The second way you dissolve a Fire District is through approval from the Local Finance Board and we did that as well. So this Ordinance was introduced on January 17th, there was a resolution adopted that night that authorized to make an application to the Local Finance Board, which is a State Board in the Department of Community Affairs. The Local Finance Board evaluated our entire application with all of the reports and all of the experts, firematic and financial experts, as well as the petition that was signed by over five percent, which was over fifteen hundred registered voters in Voorhees and they evaluated it and they determined by unanimous vote to approve the Fire District dissolution. So we have both the voters asking for it and the Local Finance Board approving it. The final step in the process is for this Governing Body to adopt this ordinance.

Ms. Droege
Now, if this was adopted or suggested by the voters through an opinion basis, why wasn't it put on the November ballot as the whole Township could vote on it?

Solicitor Platt
That is not the way you do Fire District dissolution.

Ms. Droege
That is not the way you do it.

Committeeman Ravitz
Correct, by State Statute.

Ms. Droege
Pardon me?

Committeeman Ravitz
By State Statute, that is not the way you do it.

Ms. Droege
Okay.

Committeeman Ravitz
We did it both ways that the State offers and this process has been completely transparent and in fact, if we did not take action, this Fire District was pretty close to insolvency.

Ms. Droege
It was what?

Committeeman Ravitz

It was pretty close to insolvency, which means bankrupt. For instance, issues meeting payroll, pension payments not being made. So, if this Township, and that doesn't even include equipment that Firefighters that are sitting on both sides of this room go to fight fires with, possibly meeting it's useful life with no plan to replace, which would put them in peril and make their ability to do their jobs that much more difficult. There are issues with ambulances in this town not being as up to date as let's say, Berlin Borough, Cherry Hill, Evesham. If this Governing body does not act, or did not act, there are public safety issues.

Ms. Droege

Well that is what the paper said that there were public safety issues. What were the public safety issues?

Committeeman Ravitz

I just mentioned gear, equipment, trucks, and staffing levels.

Ms. Droege

Well on the voting ballot in November there was a voting for a new truck for the Township.

Solicitor Platt

That was put out by the Fire District.

Committeeman Ravitz

Not put out by us.

Ms. Droege

That was not put out by you?

Committeeman Ravitz

No and who knows whether that was an intelligent fiscal decision for the Fire Commissioners to make at that moment, knowing their financial situation. Their budget is about 7.5 million dollars.

Solicitor Platt

Now raised by taxation 6.3, the overall budget is 7.-

Committeeman Ravitz

The amount that we all pay in taxes is 6.3 million dollars. There is a delta in there that leads to about 7.5, which means 1.2 million in charges for ambulance services, EMS services. I am very uncomfortable, based upon the history of the Fire Commission managing our tax payer dollars and continuing to allow it.

Ms. Droege

Okay. So what is going, so is this resolution solving- is that going to solve the problem?

Committeeman Ravitz

Our expectation is that it will not only solve the problem but services will be improved and things will be run much more efficiently. We have a CFO, we have administrative staff in the Township that can absorb this.

Ms. Droege

They can absorb this.

Committeeman. Ravitz

And will do it and have already been working on it.

Ms. Droege

Isn't that going to put more burdens on those people itself?

Committeeman Ravitz

Those people are sitting right here and are ready and willing to do that job. The vision of Chief Bordi is to run the Fire Department as he runs his Police Department, which is as top notch in this country as you will find.

Ms. Droege

I know that.

Committeeman Ravitz

And not only that, that there is the President of the Union who represents the Fire Firefighters. That's what they want.

Ms. Droege
That's what they want?

Committeeman Ravitz
Yes, they want what- the relationship that the police department has with this Township, that's what they want. They want to make sure that their pension payments are made; they want to make sure that payroll is met; they want to make sure that they have proper gear to fight fires in this town adequately.

Ms. Droege
That is true. Now all I want and I've been in this town for fifty five years. Same house, same place whatever and that's all that I want for this Township. I want the police and fireman to do their best, to have the best of everything and I would gladly acclaim to any of that. My purpose here is to make sure that that is what they get.

Committeewoman Nocito
We appreciate you coming out and just to your point, which is exactly why we are doing this, if you take a look at the screen you can see those are pictures of our failing equipment, actually on Kresson Gibbsboro, which you mention that you live on right?

Ms. Droege
Yes.

Committeewoman Nocito
So, unfortunately, as Deputy Mayor Ravitz mentioned, we're in dire straits basically. We are, the men and women sitting behind you, this is the equipment that they are picking our residents up in and responding to calls in. We appreciate your passion for coming out and we are all completely in agreement with you, that public safety is our first priority.

Ms. Droege
That is what I am mainly interested in, not dissipating or anything like that or funds. It's just the importance of the worker's themselves being and having the best equipment for our Township because we pay a good portion of taxes for that and we deserve, we the residents of this town-

Mayor Mignogna
The safety of our residents and the safety of our fire fighters is our paramount concern.

Ms. Droege
That's the most important thing.

Mayor Mignogna
Absolutely.

Ms. Droege
Okay, thank you.

Committee
Thank you.

Mayor Mignogna
Are there any other questions or comments from the public?

Keith Kemery – President International Association of Fire Fighters Local 3249
Headquarters at number 26 Polar Street in Sicklerville, NJ

As you are fully aware I have been here through this whole process, stood at this very podium giving you various information and giving you various testimonies on the subject. I won't belabor the evening by repeating all of those comments I would just like to echo what I heard from the dais. The fire fighters union, on behalf of the full time paid fire fighters, fire officers and emergency medical technicians do fully support this action and we appreciate your efforts before you took the action to fully investigate the matter, both financially as well as operationally. We had full confidence when we brought our concerns to you that the facts were going to tell the story and those facts did. I appreciate the community member's comments that she wants what is best for first responders and I appreciate your comments that you want to make sure that your first responder employees are taking care of, pensions, equipment and the like. Just the other half of that is, that is obviously what I as the designated representative for those employees wants as well, but I want that and we want that because if our first responders are taken care of and they're at their best for the community and public safety and that's what this is all about. Thank you very much.

Mayor Mignogna
Thank you

MOTION TO CLOSE

MOTION TO APPROVE: MR. RAVITZ

PUBLIC PORTION: MR. PLATT
SECONDED: MR. FRIEDMAN
AYES: ALL
NAYS: NONE

SECONDED: MS. NOCITO
ROLL CALL: FRIEDMAN – Y
PLATT - Y
MIGNOGNA - Y

RAVITZ – Y
NOCITO - Y

Committeeman Friedman

I will say the main reason that I am voting yes on this, I did have an opportunity to read the reports so I took the time to do that, but primarily due to the fact that dissolution will allow our experienced CFO, I know Dean you are excited to have more work on your plate, but our experienced CFO will be able to oversee and properly manage the finances of the Fire District. Our capable administrator Larry will be able to oversee administrative operations as well so it will allow the Fire District to have the benefits of these experienced professionals. Deputy Chief Wharton has done a tremendous job, so kudos to you, but you have had too much on your plate and it is not fair for you working ninety to one hundred hours a week, it's just not fair. I think this will give an opportunity for you to be able to concentrate on firematic issues and allow the financial and other operations to be handled from this end. That said I will be, I saw a estimate that we would save three hundred thousand dollars by Mr. Wong the CPA in this move, I will be looking closely to make sure that happens because when I asked him about that during his testimony here, he really couldn't provide much support for that assertion, so I hope that that is a correct number and I hope we do save that amount of money, so I will be looking to ensure that we do save that money in this move.

Committeeman Platt

I also appreciated the way that Committee went about looking into everything, we had a lot of people talking to us about a lot of issues and we realize that there were health and safety issues that were paramount to this Committee and to the people who are sitting in this room and all residents of Voorhees. We took the time we needed to find out everything, we took the time we needed to get reports done, we looked at everything and realized, like Committeeman Friedman said, we'd have professionals that can handle what Deputy Chief Wharton was able to handle with the workload that he had on him. So this will be the opportunity for the financial and the management professionals to handle what needs to be handled for the district. The firefighters can operate on the issues that they need to be focused on and do so well. I've been a victim so to speak and they've always been there for me and I really appreciate what they do for me and my family. It will also give the opportunity to be managed on a long term basis, not just year to year budget wise, but have a long term vision and long term planning for future savings. With that I vote yes.

Committeeman Ravitz

I too am going to vote yes, the when this came about, I've been in office for a little over a year, this was one of the first things after doing some things with Chief Bordi with the police department and total coverage in our school and working with the Board of Education, this was next on the agenda so to speak. From a political perspective, because we all do run in political elections up here, I was told that you're insane to take this issue on in the State of New Jersey because it is taboo for a Fire consolidation, a fire dissolution, to take that on. But, after talking to many of the firefighters, talking to the union and commissioning Dr. Carter there became, and hearing stories, there became a moral imperative and then actually I also attended many, many fire commissioner meetings. Then we obviously had some Fire Commissioners here. There became a moral imperative to take this under and to bring us to the finish line. This was an arduous process, like we said earlier we took both paths that the state requires by statute to do. Which we did not have to do and I feel this is going to be a great thing for the Township, a great thing for career fire fighters, paid fire fighters, the volunteers and most importantly the residents. I would like to thank the Mayor for your leadership in this matter, our Solicitor, Mr. Platt and Chief Bordi for his involvement in this process and his willingness to take on essentially another job. I know the Chief is very, very excited to get right to work on running this. Unfortunately for everyone I am going to stay involved in this and the one thing I want to reassure everybody is that public safety is a number one for me, living in this town and having two small children, well not small anymore, but two children. Everything, I think all of us should do, should be for the kids and for the next generation to ensure their safety. With that said, I said I am voting yes, but I am a yes.

Committeewoman Nocito

Yes, I am sorry I have to speak too. So, this is not the Township Vs. The Fire District, this is the Township working with the Fire District, I just want to be clear on that. I think we've always viewed it that way. This is for the safety of our residents and our fire fighters and like Deputy Mayor said, I would like to thank the Mayor for his leadership, thank our union president for keeping our firefighters positive and for feeling like they had a support system through this process. I am sure that was not an easy

process to go through. Chief Bordi for the work that he has already put into it and I know he will put into it. Mr. Platt and our special council for helping us engage the proper experts and really doing this in a manner that we feel we could sit up here and say is the best thing here for everyone involved. Our CFO, Dean, who is working hard now and continues to work hard on this and of course to our paid and to our volunteer staff and to our EMT's, as I said we know it was a lot of uncertain events that you folks were basing and we appreciate you still showing up to protect our residents. So, yes.

Mayor Mignogna

Very simply, the passing of this ordinance is in the best interest of our residents and of our fire fighters and of our EMS personnel, so I vote and the ordinance passes.

MINUTES FROM JANUARY 17, 2017

MINUTES FROM JANUARY 23, 2017 WORK SESSION

MOTION TO APPROVE: MR. PLATT

SECONDED: MR. RAVITZ

AYES: ALL

NAYS: NONE

COMMENTS FROM COMMITTEE

COMMENTS FROM THE PUBLIC

Ms. Droege

In the matter of public safety, the corner in which I live, that red light which is Kresson Road, Kresson-Gibbsborro Road and 73. When is something going to be done with that intersection? That is horrendous, number one. If someone is making a left hand turn from Kresson Gibbsboro Road, the road in which I live, you have to go left, you have to have traffic from two lanes coming at you from Haddonfield area, and you have the section coming off the highway if the light is green to come around. There have been many, many close calls for me and another thing is, I don't understand why that light at that particular intersection, it has a green arrow, but no one is allowed to make a U turn there, from 73, in either direction you cannot make a U turn at that light, there is a sign. So what the people do, is if they're going south on 73 towards the shore and the forget a stop or where they have to turn, they turn at that turn off by the bank and they quickly make a left back into the lane to go back onto the highway, which is very, very hazardous. That is number one. I brought this to your attention years ago when it was first done, nothing seems to be happening. I know it is the State, but I think if we put pressure on the State, they'll either allow a U-turn or they'll do something different there. Something has to be done, it's too hazardous for people driving in that area. Number two. I would like to know why the animal control people do not pick up deer that have been hit. There has been a deer that was hit five days ago that is on the property of number forty Kresson-Gibbsboro, it has been there at least five days. It is getting warm it is going to start having a stench. So that is another thought. So other than that I am perfectly content.

Christina Arpino

417 Academy Lane

Turnersville, NJ 08012

I just want to thank you, sincerely, sincerely from the bottom of my heart. This has been one of the hardest years, not just for my family, I think I speak for all of the wives sitting out here that we have watched and seen what our husbands have gone through and it has not been easy. I just want to thank you for being the first people to ever take this so seriously and to make a move and act on it. I watched him work thirty six hour shifts that were mandatory, I watched- I got a call from him when fell asleep at a light driving home from work. We have two little children and that is just minor things compared to the rest of them. So, I thank you for myself and we are a family, we stick together. You'll get to see over the next couple of months that these are some of the best men and women that you will ever meet in your entire life and we would do anything for each other. So, I know, I look at my fellow wives out there and we are just so thankful so I just wanted to take a minute just to say that. Thank you.

Mayor Mignogna

That is especially meaningful coming from you and your fellow wives and spouses. It is a very impactful statement and we appreciate that, thank you.

Ms. Arpino

Thank you from the bottom of my heart, thank you.

Judy Knighton

104 Saddle Ridge Road

I have lived here for about forty years, a number of years ago you used to have a collection in the spring and in the fall for unused paint, oil, things that you cannot put into regular trash. But that seems to have stopped and it hasn't been picked up, have you ever considered doing that again?

Mr. Spellman

We have a drop-off now, it's on American Way, there is a shed and it can be dropped off right there, twenty four hours a day.

Ms. Knighton

I was told that we weren't allowed to drop off-

Mr. Spellman

Oh yeah, there is a sign there that talks about paint, paint thinner and all of that, and please do that because that way we recycle it and it doesn't hurt the environment.

Ms. Knighton

Thank you.

Mayor Mignogna

Thank you

Committeeman Friedman

Larry, you can drop that off at any time?

Mr. Spellman

Yes, you can take it over now.

Committeeman Friedman

Awesome, I'm on my way.

Mayor Mignogna

Any other comments or questions?

MOTION TO CLOSE PUBLIC PORTION: MR. PLATT

SECONDED: MR. FRIEDMAN

AYES: ALL

NAYS: NONE

ADJOURNMENT

Range of Checking Accts: First to Last Range of Check Dates: 02/14/17 to 02/27/17
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
022077002		DEVELOPER ESCROW FUND			
3835	02/27/17	CME AS50 CME Associates, LLP	3,234.25		6380
3836	02/27/17	ENVIRO50 Environmental Resolutions, Inc	1,116.50		6380
3837	02/27/17	PLATTR01 Platt & Riso, P.C.	1,980.00		6380

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	3	0	6,330.75	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	3	0	6,330.75	0.00

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
1253255		GENERAL FUND			
11140	02/14/17	US POS66 U.S. Postal Service	2,500.00		6371
11141	02/14/17	VOORHE48 Voorhees Payroll Account	413,365.49		6373
11142	02/21/17	FOWLER01 John Fowler	200.00		6376
11143	02/27/17	A-CHEM50 A-Chem Industrial Supply Co.	54.95		6382
11144	02/27/17	ANCHOR50 Anchor Rubber Stamp, Inc.	22.95		6382
11145	02/27/17	ATLAN-30 Atlantic City Electric Company	8,399.88		6382
11146	02/27/17	ATLANT80 Atlantic Tactical, Inc.	141.73		6382
11147	02/27/17	BP 01 BP Business Solutions	161.59		6382
11148	02/27/17	BURLIN40 Burlington County BCIT	225.00		6382
11149	02/27/17	CALIBR50 Calibre Press, Inc.	209.00		6382
11150	02/27/17	CAMM E50 Eric Camm	86.68		6382
11151	02/27/17	CARTER60 Harry R. Carter, Ph.D. LLC	1,500.00		6382
11152	02/27/17	CHIEFS50 Chief Supply Company	287.19		6382
11153	02/27/17	CINTAS50 Cintas Corporation #10	371.56		6382
11154	02/27/17	CLEAN 01 Clean Energy	5,461.57		6382
11155	02/27/17	CME AS50 CME Associates, LLP	85.12		6382
11156	02/27/17	CODE G01 Code Green Solar, LLC	164.00		6382
11157	02/27/17	COMCAS50 Comcast	140.88		6382
11158	02/27/17	COURIE50 Courier Post	748.32		6382
11159	02/27/17	CREATI01 The Creative Print Group, Inc.	2,090.00		6382
11160	02/27/17	CUTLER01 Maury K. Cutler, Esq.	523.42		6382
11161	02/27/17	DELAWA01 Delaware Valley Vet. Hospital	31.50		6382
11162	02/27/17	DELAWA50 Delaware Valley Truck Svc, Inc.	4,975.88		6382
11163	02/27/17	DINATA30 Mario DiNatale	858.00		6382
11164	02/27/17	DONNEL50 William Donnelly	272.00		6382
11165	02/27/17	DRAEGE50 Draeger Safety Diagnostics Inc	169.00		6382
11166	02/27/17	EAGLE 33 Eagle Point Gun Shop	2,038.70		6382
11167	02/27/17	EAST C33 East Coast Flag & Banner Co.	482.50		6382
11168	02/27/17	ENGINE02 Engineered Hydraulics, Inc.	767.73		6382
11169	02/27/17	EXPRES33 Express Services, Inc.	4,434.14		6382
11170	02/27/17	FAMS 05 Financial Asset	1,250.00		6382
11171	02/27/17	FBI NA01 FBI National Academy	100.00		6382
11172	02/27/17	FEDERA50 FedEx	104.29		6382
11173	02/27/17	FORD M01 Ford Credit Dept. 67-434	758.93		6382
11174	02/27/17	FOREMO50 Foremost Promotions	2,864.39		6382
11175	02/27/17	GREENB50 Michael S. Greenblatt, Esq.	2,155.33		6382
11176	02/27/17	HERC 01 Herc Rentals, Inc.	1,644.00		6382
11177	02/27/17	HERRIN50 April Herrington	591.94		6382
11178	02/27/17	HOLTZ IN Holtz Industrial, Inc.	472.00		6382

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
1253255		GENERAL FUND			
		Continued			
11179	02/27/17	HUNTER02 Hunter Truck Sales & Service	94.52		6382
11180	02/27/17	HUTCHI50 Hutchinson Plumbing, LLC	861.30		6382
11181	02/27/17	INTER50 Interstate Arms	993.00		6382
11182	02/27/17	KUNKLE50 Robert J. Kunkle, Sr.	360.00		6382
11183	02/27/17	LANGUA50 Language Line Services, Inc.	15.30		6382
11184	02/27/17	LETHAL50 Lethal Pest Solutions	45.00		6382
11185	02/27/17	LETHAL50 Lethal Pest Solutions	33.00		6382
11186	02/27/17	LRP P 01 LRP & P Graphics	327.00		6382
11187	02/27/17	MARCUC50 Joseph Marcucci	230.00		6382
11188	02/27/17	MCKERN50 JF McKernan Architects & Assoc	400.00		6382
11189	02/27/17	MGL F050 MGL Printing Solutions	185.00		6382
11190	02/27/17	MILLSP01 Millspray Military	5,253.24		6382
11191	02/27/17	NJ STA60 NJ League of Municipalities	110.00		6382
11192	02/27/17	NJ STA80 NJSACOP	275.00		6382
11193	02/27/17	NJAWC 33 New Jersey American Water Co.	2,135.96		6382
11194	02/27/17	PETRO 50 Petrocard Systems, Inc	282.76		6382
11195	02/27/17	PLATTR01 Platt & Riso, P.C.	16,910.30		6382
11196	02/27/17	POLICE03 PoliceOne.com	225.00		6382
11197	02/27/17	POLLUT50 Pollution Control	918.32		6382
11198	02/27/17	PORTER50 Porter Lee Corporation	292.99		6382
11199	02/27/17	PSE G50 Public Service Electric and	15,818.11		6382
11200	02/27/17	READYF33 ReadyRefresh by Nestle	312.68		6382
11201	02/27/17	REGIST55 Registrar's Assoc. of NJ	150.00		6382
11202	02/27/17	SCHULT50 A.C. Schultes	110.00		6382
11203	02/27/17	SERVIC50 Service Link	1,673.78		6382
11204	02/27/17	SERVPR05 Servpro	3,278.29		6382
11205	02/27/17	SFMANJ01 Sports Field Managers	60.00		6382
11206	02/27/17	SOUTH 25 South Jersey Energy	589.53		6382
11207	02/27/17	SOUTH 50 South Jersey Gas Company	1,244.54		6382
11208	02/27/17	STAPLE60 Staples Advantage, Inc.	765.88		6382
11209	02/27/17	TECHNA50 Techna-Pro Electric, LLC	412.50		6382
11210	02/27/17	TEL TES0 Tel Tec of New Jersey, Inc.	130.00		6382
11211	02/27/17	THOMAS01 Thomas Edison State University	2,142.00		6382
11212	02/27/17	TRABOS60 N. Ryan Trabosh	250.00		6382
11213	02/27/17	TRANSU01 TransUnion Risk & Aternative	289.70		6382
11214	02/27/17	VERIZO50 Verizon	39.07		6382
11215	02/27/17	VERIZO80 Verizon	31.66		6382
11216	02/27/17	VERIZO80 Verizon	19.65		6382
11217	02/27/17	VIRTUA55 Virtua At Work	261.10		6382
11218	02/27/17	VOORHE06 Voorhees Hardware & Rental Inc	418.37		6382
11219	02/27/17	VOORHE07 Voorhees Center Realty, LLC	20,000.00		6382
11220	02/27/17	VOORHE12 Voorhees Business Association	80.00		6382
11221	02/27/17	VOORSR50 Voorhees Senior Citizens Club	554.96		6382
11222	02/27/17	WIRELE33 Wireless Comm. & Electronics	393.00		6382
11223	02/27/17	ZAMPIN50 Frank Zampino Signs	203.00		6382

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	84	0	539,885.17	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	84	0	539,885.17	0.00

1253263	PAYROLL FUND			
19622	02/23/17	USDEPT01 US Department of Treasury--FS	718.52	6377

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
1253263		PAYROLL FUND			
		Continued			
19624	02/27/17	NJDIV150 NJ Div. of Pensions & Benefits	98.83		6384
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks: 2	0	817.35	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 2	0	817.35	0.00
1253271		OPEN SPACE FUND			
1153	02/14/17	VOORHE48 Voorhees Payroll Account	5,458.49		6375
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks: 1	0	5,458.49	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 1	0	5,458.49	0.00
1253298		GENERAL CAPITAL FUND			
1827	02/27/17	AUTO S01 Auto Speed, LLC	17,962.00		6378
1828	02/27/17	COURIE50 Courier Post	102.96		6378
1829	02/27/17	ENVIRO50 Environmental Resolutions, Inc	3,266.55		6378
1830	02/27/17	GIBSON50 Gibson Electrical and	3,137.50		6378
1831	02/27/17	VOORH-50 Voorhees Outside Police Svcs.	9,974.16		6378
1832	02/27/17	WIRELE33 Wireless Comm. & Electronics	7,139.00		6378
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks: 6	0	41,582.17	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 6	0	41,582.17	0.00
1253301		SEWER OPERATING FUND			
2196	02/14/17	US POS66 U.S. Postal Service	3,700.00		6372
2197	02/14/17	VOORHE48 Voorhees Payroll Account	21,677.01		6374
2198	02/27/17	ATLAN-30 Atlantic City Electric Company	4,282.65		6381
2199	02/27/17	EVOQUA01 Evoqua Water Technologies, LLC	3,622.10		6381
2200	02/27/17	NJAWC 33 New Jersey American Water Co.	357.07		6381
2201	02/27/17	PSE G50 Public Service Electric and	2,901.39		6381
2202	02/27/17	SOUTH 50 South Jersey Gas Company	761.93		6381
2203	02/27/17	VOORHE65 Voorhees Truck Service, Inc.	1,994.37		6381
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks: 8	0	39,296.52	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 8	0	39,296.52	0.00
1253328		SEWER CAPITAL FUND			
1191	02/27/17	TKTCO50 T.K.T. Construction Co., Inc	12,643.60		6379
1192	02/27/17	VOORH-50 Voorhees Outside Police Svcs.	787.50		6379
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks: 2	0	13,431.10	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 2	0	13,431.10	0.00

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
1257749		ANIMAL CONTROL FUND			
1177	02/27/17	RED BASO Red Bank Veterinary Hospital	33.00		6383
Checking Account Totals					
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
		Checks:	1	0	33.00
		Direct Deposit:	0	0	0.00
		Total:	<u>1</u>	<u>0</u>	<u>33.00</u>
Report Totals					
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
		Checks:	107	0	646,834.55
		Direct Deposit:	0	0	0.00
		Total:	<u>107</u>	<u>0</u>	<u>646,834.55</u>

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
GENERAL FUND	6-01	35,375.59	0.00	0.00	35,375.59
GENERAL FUND	7-01	504,340.58	0.00	0.00	504,340.58
OPEN SPACE FUND	7-03	5,458.49	0.00	0.00	5,458.49
SEWER UTILITY FUND	7-07	<u>39,296.52</u>	<u>0.00</u>	<u>0.00</u>	<u>39,296.52</u>
Year Total:		549,095.59	0.00	0.00	549,095.59
GENERAL CAPITAL FUND C-04		41,582.17	0.00	0.00	41,582.17
SEWER CAPITAL FUND C-08		<u>13,431.10</u>	<u>0.00</u>	<u>0.00</u>	<u>13,431.10</u>
Year Total:		55,013.27	0.00	0.00	55,013.27
GRANT FUND	G-02	169.00	0.00	0.00	169.00
ANIMAL CONTROL FUND	T-12	33.00	0.00	0.00	33.00
PAYROLL TRUST FUND T-99		<u>817.35</u>	<u>0.00</u>	<u>0.00</u>	<u>817.35</u>
Year Total:		850.35	0.00	0.00	850.35
Total of All Funds:		<u>640,503.80</u>	<u>0.00</u>	<u>0.00</u>	<u>640,503.80</u>

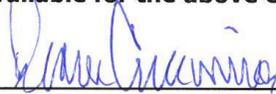
Project Description	Project No.	Project Total
Hope United Methodist Church	000006332	60.00
Raj Kamal, LLC	000006431	447.50
Saparia, Danny	000006502	52.50
Parker, John	000006522	30.00
Brandywine Operating Partners.	000006562	90.00
Medio Law Firm, LLC/Domino's	000006573	105.00
La Bonne Vie Condo Association	000006594	75.00
Decker, Patrick	000006595	294.00
Kresson Outdoor Advertising	000006607	270.00
U.S. Renal Care	000006611	300.00
Evesham Medical, LLC	000006612	1,551.75
Medal, Joseph & Susan	000006613	918.75
Lazaras, Janee & Matt	000006614	105.00
Sobreski, John	000006616	52.50
Moore, Scott	000006617	450.00
Kingsway Learning Center	000006618	1,437.75
Kolovos, Chris	0002077176	91.00
Total of All Projects:		<u>6,330.75</u>

BILLS POSTED FOR APPROVAL
February 27, 2017

APPROVED:

_____	_____
_____	_____

**I certify that funds are
available for the above claims.**



Dean Ciminera
Chief Financial Officer

**Supporting documentation for all above claims is available for
inspection in the Finance Office.**

Range of Checking Accts: First to Last Range of Check Dates: 02/28/17 to 12/31/17
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
022077002 DEVELOPER ESCROW FUND					
3838	03/13/17	ARGEN005 Argentina, Steve & Margaret	122.86		6392
3839	03/13/17	AYOUB005 Ayoub, Zahich	0.15		6392
3840	03/13/17	CHURCH50 Churchill Consulting Engineers	1,360.50		6392
3841	03/13/17	CME ASS0 CME Associates, LLP	746.50		6392
3842	03/13/17	ENVIRO50 Environmental Resolutions, Inc	2,773.73		6392
3843	03/13/17	GAUNTT50 Thomas Gauntt	378.16		6392
3844	03/13/17	KAUST005 Dave, Kaustubh	51.90		6392
3845	03/13/17	KHATIO05 Khatiwala, Jay	129.75		6392
3846	03/13/17	PLANK005 Plank, Lawrence & Sun	257.27		6392
3847	03/13/17	REMIING50 Remington, Vernick & Arango Inc	1,636.81		6392
3848	03/13/17	STERL005 Sterling High School	266.00		6392
3849	03/13/17	TINGL005 Tingley, F. Bruce	0.92		6392
Checking Account Totals <u>Paid</u> <u>Void</u> <u>Amount Paid</u> <u>Amount Void</u>					
		Checks: 12	0	7,724.55	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 12	0	7,724.55	0.00
1101140787 OUTSIDE POLICE SERVICES FUND					
1058	03/13/17	VOORHE54 Voorhees General Fund	18,175.00		6396
Checking Account Totals <u>Paid</u> <u>Void</u> <u>Amount Paid</u> <u>Amount Void</u>					
		Checks: 1	0	18,175.00	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 1	0	18,175.00	0.00
1200078314 YOUTH SERVICES FUND					
1158	03/13/17	CHOW E50 Elena Chow	750.00		6397
1159	03/13/17	EASTER40 Eastern Reg. High School BOE	1,343.11		6397
1160	03/13/17	GIBBSB25 Gibbsboro Board of Education	1,170.53		6397
1161	03/13/17	TEEN C50 The Spot Teen Center	843.91		6397
Checking Account Totals <u>Paid</u> <u>Void</u> <u>Amount Paid</u> <u>Amount Void</u>					
		Checks: 4	0	4,107.55	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 4	0	4,107.55	0.00
1200078462 DENTAL INSURANCE TRUST					
1164	03/13/17	GUARDI33 Guardian	1,485.03		6399
Checking Account Totals <u>Paid</u> <u>Void</u> <u>Amount Paid</u> <u>Amount Void</u>					
		Checks: 1	0	1,485.03	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 1	0	1,485.03	0.00
1253255 GENERAL FUND					
11224	02/28/17	VOORHE48 Voorhees Payroll Account	405,040.32		6386
11225	03/01/17	VOOR F01 Voorhees Fire Payroll Account	143,073.91		6389
11226	03/01/17	VOOR F02 Voorhees Fire Expense Account	17,476.00		6389

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void Ref Num
1253255		GENERAL FUND		
		Continued		
11227	03/13/17	A-CHEM50 A-Chem Industrial Supply Co.	59.95	6394
11228	03/13/17	ACTION55 Action Plumbing	195.00	6394
11229	03/13/17	ADVANT65 Advantage Sign Supply, Inc.	353.78	6394
11230	03/13/17	AFS LL50 Advantage Financial Services	222.00	6394
11231	03/13/17	AIRGASS0 Airgas USA, Inc.	323.94	6394
11232	03/13/17	ALEXAN50 Nat Alexander Co., Inc.	555.00	6394
11233	03/13/17	ALLEG50 Allegra	346.00	6394
11234	03/13/17	ALLIED33 Allied Material, Inc.	1,615.39	6394
11235	03/13/17	ALWAYS60 Always a Good Sign	250.00	6394
11236	03/13/17	ANCHOR50 Anchor Rubber Stamp, Inc.	44.45	6394
11237	03/13/17	APTECOS App Tech LLC	87.80	6394
11238	03/13/17	ATLAN-30 Atlantic City Electric Company	223.13	6394
11239	03/13/17	ATLANT03 Atlantic Salt, Inc.	11,367.92	6394
11240	03/13/17	ATLANT80 Atlantic Tactical, Inc.	1,236.82	6394
11241	03/13/17	AUTOZ001 Autozone Northeast, Inc.	57.63	6394
11242	03/13/17	BAE SY01 BAE Systems	1,027.53	6394
11243	03/13/17	BELLMAS0 Bellmawr Truck Repair, Inc.	7,967.64	6394
11244	03/13/17	BENDER50 Matthew Bender & Co., Inc.	137.61	6394
11245	03/13/17	BENTLI50 Kathleen Bentliff	50.00	6394
11246	03/13/17	BOWMAN33 Bowman & Company, LLP	25,303.30	6394
11247	03/13/17	BURLIN01 Burlington County	100.00	6394
11248	03/13/17	COMCAS25 Comcast	628.76	6394
11249	03/13/17	COMCAS25 Comcast	36.18	6394
11250	03/13/17	COMCAS25 Comcast	381.76	6394
11251	03/13/17	COMCAS25 Comcast	318.48	6394
11252	03/13/17	COMCAS50 Comcast	125.98	6394
11253	03/13/17	CONTRA50 Contractor Services, Inc.	546.00	6394
11254	03/13/17	COUNTY66 County Conservation Company	9,903.00	6394
11255	03/13/17	COURIE55 Courier-Post #1013	17.80	6394
11256	03/13/17	COVANT01 Covanta Energy, LLC	39,450.97	6394
11257	03/13/17	CREATI01 The Creative Print Group, Inc.	800.00	6394
11258	03/13/17	CUSIP 01 CUSIP Global Services	119.00	6394
11259	03/13/17	DANZIG01 Danziger & Markhoff, LLP	2,025.00	6394
11260	03/13/17	DE HAR50 H.A. DeHart & Sons	2,927.43	6394
11261	03/13/17	DELAWA50 Delaware Valley Truck Svc, Inc.	1,158.14	6394
11262	03/13/17	DOCUSA01 DocuSafe Records Management	13.44	6394
11263	03/13/17	EASTER40 Eastern Reg. High School BOE	4,917,074.75	6394
11264	03/13/17	ENGINE02 Engineered Hydraulics, Inc.	483.58	6394
11265	03/13/17	EXPRES33 Express Services, Inc.	1,747.20	6394
11266	03/13/17	FAZZIO33 Joseph Fazzio, Inc.	84.00	6394
11267	03/13/17	FBI-LE50 FBI/LEEDA	50.00	6394
11268	03/13/17	FEDERA50 FedEx	287.03	6394
11269	03/13/17	FORD M01 Ford Credit Dept. 67-434	802.36	6394
11270	03/13/17	FOREMO50 Foremost Promotions	256.25	6394
11271	03/13/17	FRANKL50 Franklin Trailers, Inc.	144.96	6394
11272	03/13/17	GENUIN01 Genuine Parts Company	2,738.88	6394
11273	03/13/17	GRACEM50 Michael Grace	278.08	6394
11274	03/13/17	GREASE01 Grease N Go	26.99	6394
11275	03/13/17	HALE T50 Hale Trailer Brake & wheel Inc	487.30	6394
11276	03/13/17	HARDEN50 Hardenbergh Insur. Group, Inc.	851.00	6394
11277	03/13/17	HOME D66 Home Depot Credit Services	2,669.93	6394
11278	03/13/17	HOOVER50 Hoover Truck Centers, Inc.	1,601.64	6394

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void Ref Num
1253255		GENERAL FUND		
		Continued		
11279	03/13/17	HOWARD50 Howard Shoe, Inc.	464.99	6394
11280	03/13/17	HUTCHIS0 Hutchinson Plumbing, LLC	200.00	6394
11281	03/13/17	J HARR01 J. Harris Academy	1,245.00	6394
11282	03/13/17	JDM MAS0 J.D.M. Materials Co.	484.62	6394
11283	03/13/17	JOHNS060 Johnson & Towers, Inc.	43.78	6394
11284	03/13/17	KERPER02 Patrick Kerper	101.00	6394
11285	03/13/17	LAPOLIO5 LA Police Gear, Inc	1,064.25	6394
11286	03/13/17	LAUREL33 Laurel Lawnmower Service, Inc.	1,554.54	6394
11287	03/13/17	LEAD 01 L.E.A.D.	375.00	6394
11288	03/13/17	MAGNET01 Magnet Forensics USA, Inc.	925.00	6394
11289	03/13/17	MARLIN01 Marlin Business Bank	740.80	6394
11290	03/13/17	MASON-50 W.B. Mason, Inc.	39.98	6394
11291	03/13/17	MCA ASS0 MCA Assoc. of Camden County	50.00	6394
11292	03/13/17	MCNEIL01 McNeilus Truck & Mfg. Co.	2,804.97	6394
11293	03/13/17	MGL FO50 MGL Printing Solutions	2,640.00	6394
11294	03/13/17	MUN AS50 Mun. Assessors of Camden Co.	290.00	6394
11295	03/13/17	MUNICIO1 Municipal Capital	387.00	6394
11296	03/13/17	MUNIDE50 Munidex, Inc.	1,248.52	6394
11297	03/13/17	NJ NAR01 NJ Narcotic Enforcement Assoc	50.00	6394
11298	03/13/17	NJDEPE50 Treasurer, State of New Jersey	450.00	6394
11299	03/13/17	NJEPA 50 NJEPA	90.00	6394
11300	03/13/17	OFFICE16 Office Depot, Inc.	1,129.49	6394
11301	03/13/17	ONE CAS5 One Call Concepts, Inc.	330.00	6394
11302	03/13/17	PEACHT50 Peachtree Consulting, LLC	175.00	6394
11303	03/13/17	PETRO 50 Petrocard Systems, Inc	109.17	6394
11304	03/13/17	PINEHI50 Pine Hill Police K9 Fund	700.00	6394
11305	03/13/17	PRECIO50 Precious Pets, Inc.	345.95	6394
11306	03/13/17	PRICE 01 Linda Price	416.64	6394
11307	03/13/17	PROCHO50 Jon Prochovnick	189.99	6394
11308	03/13/17	PSE G50 Public Service Electric and	2,581.06	6394
11309	03/13/17	PUBL-S50 Public Safety Unlimited, LLC	5,638.00	6394
11310	03/13/17	READYF33 ReadyRefresh by Nestle	378.85	6394
11311	03/13/17	REGIST50 Registrars' Assoc. of NJ	150.00	6394
11312	03/13/17	REGIST55 Registrar's Assoc. of NJ	50.00	6394
11313	03/13/17	RELIAB01 Reliable Tire Company	380.72	6394
11314	03/13/17	REMING50 Remington, Vernick & Arango Inc	552.25	6394
11315	03/13/17	RIGGIN50 Riggins Fuel, Inc.	15,436.25	6394
11316	03/13/17	ROBINS75 Robinson Waste, Inc.	164.00	6394
11317	03/13/17	SHERWI50 Sherwin-Williams Co.	982.20	6394
11318	03/13/17	SJSHOO50 South Jersey Shooting Club Inc	2,550.00	6394
11319	03/13/17	SOS-ME50 S.O.S. Metal, Inc.	218.97	6394
11320	03/13/17	SOUTH 25 South Jersey Energy	937.57	6394
11321	03/13/17	SOUTH 50 South Jersey Gas Company	354.19	6394
11322	03/13/17	STAPLE60 Staples Advantage, Inc.	3,544.85	6394
11323	03/13/17	STRUCK50 Thomas Struckus	40.69	6394
11324	03/13/17	SURENI01 Jeffrey Surenian & Assoc., LLC	3,000.00	6394
11325	03/13/17	TECHNA50 Techna-Pro Electric, LLC	3,058.25	6394
11326	03/13/17	THEROD01 The Rodgers Group, LLC	3,325.00	6394
11327	03/13/17	TRANSU01 TransUnion Risk & Alternative	201.90	6394
11328	03/13/17	TREASU50 Treasurer, State of New Jersey	25.00	6394
11329	03/13/17	TYLER-50 Tyler Technologies, Inc.	6,875.00	6394
11330	03/13/17	VERIZO01 Verizon wireless	3,071.55	6394

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
1253255		GENERAL FUND			
		Continued			
11331	03/13/17	VERIZ001 Verizon Wireless	50.04		6394
11332	03/13/17	VERIZ001 Verizon Wireless	2,055.13		6394
11333	03/13/17	VERIZ040 Verizon Wireless	1,233.90		6394
11334	03/13/17	VERIZ080 Verizon	31.68		6394
11335	03/13/17	VERIZ080 Verizon	19.65		6394
11336	03/13/17	VOOR-P50 Voorhees Township-Petty Cash	504.13		6394
11337	03/13/17	VOORHE06 Voorhees Hardware & Rental Inc	1,168.60		6394
11338	03/13/17	VOORHE07 Voorhees Center Realty, LLC	8,629.75		6394
11339	03/13/17	VOORHE18 Voorhees Board of Education	4,476,213.60		6394
11340	03/13/17	VOORHE65 Voorhees Truck Service, Inc.	1,130.67		6394
11341	03/13/17	WADE L50 Wade, Long, Wood & Long, LLC	10,245.00		6394
11342	03/13/17	WEST I50 West Infor. Publishing Group	190.98		6394
11343	03/13/17	WINDST50 Windstream, Inc.	2,345.30		6394
11344	03/13/17	ZINK E01 Edward Zink	331.14		6394
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks: 121	0	10,181,462.57	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 121	0	10,181,462.57	0.00
1253263		PAYROLL FUND			
19791	03/13/17	LEGAL 40 Legal shield	311.80		6395
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks: 1	0	311.80	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 1	0	311.80	0.00
1253271		OPEN SPACE FUND			
1154	02/28/17	VOORHE48 Voorhees Payroll Account	5,460.99		6388
1155	03/13/17	BOWMAN33 Bowman & Company, LLP	3,000.00		6400
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks: 2	0	8,460.99	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 2	0	8,460.99	0.00
1253298		GENERAL CAPITAL FUND			
1833	03/13/17	A BRO001 A. Brooks Roofing, Inc.	14,725.00		6390
1834	03/13/17	ENVIRO50 Environmental Resolutions, Inc	1,482.00		6390
1835	03/13/17	GIBSON50 Gibson Electrical and	2,865.85		6390
1836	03/13/17	LOWES 50 Lowe's	3,123.40		6390
1837	03/13/17	MOTORO01 Motorola Solutions, Inc.	17,322.00		6390
1838	03/13/17	SIRCHI50 Sirchie Fingerprint Labs, Inc.	39,746.41		6390
1839	03/13/17	SUSTAI02 Sustainable Supply Co., LLC	1,150.00		6390
1840	03/13/17	WADE L50 Wade, Long, Wood & Long, LLC	3,300.00		6390
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks: 8	0	83,714.66	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 8	0	83,714.66	0.00

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
1253301		SEWER OPERATING FUND			
2204	02/28/17	VOORHE48 Voorhees Payroll Account	22,840.40		6387
2205	03/13/17	ATLAN-30 Atlantic City Electric Company	1,719.85		6393
2206	03/13/17	BARTON50 Barton Supply, Inc.	171.48		6393
2207	03/13/17	BOWMAN33 Bowman & Company, LLP	10,000.00		6393
2208	03/13/17	COOPER60 Cooper Electric Supply	84.80		6393
2209	03/13/17	ECHELO50 Echelon Ford, Inc.	336.32		6393
2210	03/13/17	FASTEN50 Fastenal Company	473.91		6393
2211	03/13/17	FRANKL50 Franklin Trailers, Inc.	360.34		6393
2212	03/13/17	GREASE01 Grease N Go	34.99		6393
2213	03/13/17	HOLTZ IN Holtz Industrial, Inc.	166.00		6393
2214	03/13/17	J R R50 J&R Rebuilders, Inc.	165.00		6393
2215	03/13/17	MISSION01 Mission Communications, LLC	4,589.40		6393
2216	03/13/17	NJ FIR33 NJ Division of Fire Safety	148.00		6393
2217	03/13/17	PSE G50 Public Service Electric and	3,036.04		6393
2218	03/13/17	SOUTH 25 South Jersey Energy	585.21		6393
2219	03/13/17	SOUTH 50 South Jersey Gas Company	27.18		6393
2220	03/13/17	VOORHE65 Voorhees Truck Service, Inc.	100.00		6393
Checking Account Totals					
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u> <u>Amount Void</u>
		Checks:	17	0	44,838.92 0.00
		Direct Deposit:	0	0	0.00 0.00
		Total:	17	0	44,838.92 0.00
1253328		SEWER CAPITAL FUND			
1193	03/13/17	WADE L50 Wade, Long, Wood & Long, LLC	1,740.00		6391
Checking Account Totals					
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u> <u>Amount Void</u>
		Checks:	1	0	1,740.00 0.00
		Direct Deposit:	0	0	0.00 0.00
		Total:	1	0	1,740.00 0.00
1257749		ANIMAL CONTROL FUND			
1178	03/13/17	ANIMOR50 The Animal Orphanage	1,200.00		6398
1179	03/13/17	NJ STA40 NJ State Dept. of Health	526.20		6398
Checking Account Totals					
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u> <u>Amount Void</u>
		Checks:	2	0	1,726.20 0.00
		Direct Deposit:	0	0	0.00 0.00
		Total:	2	0	1,726.20 0.00
Report Totals					
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u> <u>Amount Void</u>
		Checks:	170	0	10,353,747.27 0.00
		Direct Deposit:	0	0	0.00 0.00
		Total:	170	0	10,353,747.27 0.00

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
GENERAL FUND	6-01	16,729.96	0.00	0.00	16,729.96
GENERAL FUND	7-01	10,164,732.61	0.00	0.00	10,164,732.61
OPEN SPACE FUND	7-03	8,460.99	0.00	0.00	8,460.99
SEWER UTILITY FUND	7-07	<u>44,838.92</u>	<u>0.00</u>	<u>0.00</u>	<u>44,838.92</u>
Year Total:		10,218,032.52	0.00	0.00	10,218,032.52
GENERAL CAPITAL FUND	C-04	83,714.66	0.00	0.00	83,714.66
SEWER CAPITAL FUND	C-08	<u>1,740.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,740.00</u>
Year Total:		85,454.66	0.00	0.00	85,454.66
ANIMAL CONTROL FUND	T-12	1,726.20	0.00	0.00	1,726.20
YOUTH SERVICES FUND	T-13	4,107.55	0.00	0.00	4,107.55
OTHER TRUST FUNDS	T-14	19,660.03	0.00	0.00	19,660.03
PAYROLL TRUST FUND	T-99	<u>311.80</u>	<u>0.00</u>	<u>0.00</u>	<u>311.80</u>
Year Total:		25,805.58	0.00	0.00	25,805.58
Total of All Funds:		<u>10,346,022.72</u>	<u>0.00</u>	<u>0.00</u>	<u>10,346,022.72</u>

Project Description	Project No.	Project Total
Khatiwala, Jay	000006176	129.75
Gauntt, Thomas	000006194	378.16
Plank, Lawrence & Sun	000006207	257.27
Ayoub, Zahich	000006211	0.15
Tingley, F. Bruce	000006214	0.92
Dave, Kaustubh	000006226	51.90
Argentina, Steve & Margaret	000006324	122.86
Sterling High School	000006326	266.00
Samaritan Healthcare	000006453	1,360.50
Namdar Realty Group, LLC	000006567	2,773.73
Kingsway Learning Center	000006618	303.75
Bruce Paparone Develop., Inc.	0002077155	539.76
SJF-CCRC, Inc.	0002077173	441.80
Flyers Skate Zone	0002077175	442.75
Khmer Buddhist Humanitarian	0002077178	655.25
Total of All Projects:		<u>7,724.55</u>

**BILLS POSTED FOR APPROVAL
March 13, 2017**

APPROVED:

_____	_____
_____	_____

**I certify that funds are
available for the above claims.**

**Dean Ciminera
Chief Financial Officer**

**Supporting documentation for all above claims is available for
inspection in the Finance Office.**

To the Committee of the Township of Voorhees, 2400 Voorhees Town Center, Voorhees, New Jersey 08043.

Dear Mayor and Township Committee:

I respectfully submit to you my report of Receipts and Disbursements and case information for the month of February 2017 dated March 10, 2017.

Respectfully Submitted,
Lindsay Clark, D.C.A.

Agency- Received/Disbursed

Treasurer, State of New Jersey- Fines/20 Categories/Surcharges	\$5,170.74
Treasurer, State of New Jersey- A.T.S./A.M.	\$1,152.50
Treasurer, County of Camden - Fines	\$9,519.16
Treasurer, Voorhees Township - Costs	\$18,113.78
Treasurer, Voorhees Township- P.O.A.A.	\$2.00
Treasurer, State of New Jersey-V.C.C.B.	\$378.17
Treasurer, State of New Jersey-D.E.D.R.	\$994.67
Treasurer, State of New Jersey-S.L.	\$100.00
Treasurer, State of New Jersey-S.N.	\$519.67
State of New Jersey Judiciary Probation Camden County	\$87.00
Restitution Due to Victims	\$395.18
Conditional Dismissal	\$20.00
NJ SPCA	\$50.00
Treasurer, State of New Jersey- P.S	\$0.00
Treasurer, State of New Jersey-Web Fee	\$307.00
Collection Agency - Penn Credit	\$215.14
Total Received/Disbursed for Month in General Account	\$37,025.01
Total Received for Month in Bail Account	\$1,150.00
Total Received for the Month	\$38,175.01

Case Information

Cases Added for Traffic	369
Cases Added for Criminal	53
Total Cases Added for Month	422

cc: Lawrence Spellman, Twp. Adm.
Dee Ober, Twp. Clerk

VOORHEES TOWNSHIP
TO THE MAYOR AND TOWNSHIP COMMITTEE
REGISTRAR'S REPORT FOR THE MONTH OF JANUARY 2017

363 RECORDED BIRTHS IN VOORHEES TWP.
130 RECORDED DEATHS IN VOORHEES TWP.
8 RECORDED MARRIAGES IN VOORHEES TWP.
0 RECORDED CIVIL UNIONS IN VOORHEES TWP.
1 RECORDED DOMESTIC PARTNERSHIPS IN VOORHEES TWP.

ISSUED:

865	CERTIFIED BIRTH CERTIFICATES @ \$25.00 EA.	\$21,625.00
9	CERTIFIED DEATH CERTIFICATES @ \$10.00 EA.	90.00
17	CERTIFIED MARRIAGE CERTIFICATES @ \$25.00 EA.	425.00
6	MARRIAGE LICENSES @ \$28.00 EA.	168.00
5	BURIAL PERMITS @ \$5.00 EA.	25.00
0	CIVIL UNION LICENSES @ \$28.00 EA.	0
0	CIVIL UNION CERTIFICATES @ \$25.00 EA.	0
1	DOMESTIC PARTNERSHIP AFFIDAVITS @ \$28.00 EA.	28.00
1	DOMESTIC PARTNERSHIP CERTIFICATES @ \$25.00 EA.	25.00
11	CORRECTIONS TO RECORDS @ \$25.00 EA.	275.00
1	ABSTRACT CERTIFICATION @ \$10.00 EA.	10.00
1	LEGAL NAME CHANGES @ \$2.00 EA.	2.00
	POSTAGE FOR VitalChek	<u>9.00</u>
	TOTAL RECEIPTS	<u>\$22,682.00</u>
12	EDRS DEATH CERTIFICATES @ \$10.00 EA.	<u>120.00</u>

TOTAL INCOME FOR JANUARY **\$22,802.00**

RESPECTFULLY SUBMITTED,

GAIL DAVID, CMR
REGISTRAR OF VITAL STATISTICS

TAX COLLECTOR'S REPORT OF CASH RECEIPTS

To the Mayor and Committee of the Township of Voorhees, I herewith submit to you my report of Cash Receipts for the Month ending:

February 28, 2017

<u>GENERAL FUND</u>	<u>MTD</u>	<u>YTD</u>
2017 TAXES	\$17,676,312.88	\$28,581,381.31
2016 TAXES	124,170.65	\$376,542.72
ARREARS	0.65	\$6,370.90
ARREARS INTEREST	0.00	\$1,655.07
INTEREST	15,051.89	\$28,751.99
END OF YEAR 6% PENALTY	2,278.65	\$11,248.60
2018 TAXES PREPAID	0.00	\$0.00
MUNICIPAL LIENS	0.00	\$0.00
DUPLICATE CERTIFICATE	0.00	\$0.00
COST PRIOR TO SALE	0.00	\$0.00
SENIOR CITIZEN RECLAIMED 2017	0.00	\$0.00
SENIOR CITIZEN RECLAIMED 2016	0.00	\$0.00
STATE AUDIT RECLAIM (2013/2014)	1,000.00	\$1,000.00
SEARCHES	350.00	\$610.00
GRASS LIEN	3,042.43	\$20,270.62
GRASS LIEN INTEREST	34.52	\$109.37
PROPERTY MAINT LIEN	3,055.24	\$8,797.39
PROPERTY MAINT INT	137.35	\$240.44
SUBTOTAL TAXES	\$17,825,434.26	\$17,825,434.26
<u>SEWER UTILITY FUND</u>	<u>MTD</u>	<u>YTD</u>
2017 SEWER	\$5,657.87	\$5,657.87
2016 SEWER	3,941.26	\$7,031.07
SEWER ARREARS	135.07	\$4,051.20
2018 SEWER RENTS PREPAID	0.00	\$141.29
SEWER INTEREST	290.72	\$1,727.85
SEWER ASSESSMENTS	2,240.00	\$2,512.30
SUBTOTAL SEWER	\$12,264.92	\$21,121.58
TOTAL COLLECTIONS	\$17,837,699.18	\$17,846,555.84
CASH ON HAND	400.00	400.00
COLLECTION STATUS - 2017	95.30% (1st qtr)	
COLLECTION STATUS - 2016	95.32%	
<u>NSF CHECKS:</u>		
TAX	\$10,023.50	\$10,023.50
SEWER	0.00	0.00
GRASS LIEN	0.00	0.00
TAX COLLECTOR	Jennifer Dukelow	

V O O R H E E S T O W N S H I P

D E P A R T M E N T O F F I N A N C E

Dean Ciminera, CMFO, CTC, QPA
Chief Financial Officer

Debra DiMattia, CMFO, RMC
Deputy Treasurer
Lori Rauer, QPA
Purchasing Assistant

TREASURER'S REPORT OF CASH FOR THE MONTH ENDING JANUARY 31, 2017

Account Balances:	<u>General Fund</u>	<u>Payroll Fund</u>	<u>Open Space</u>	<u>General Capital</u>	<u>Sewer Operating</u>	<u>Sewer Capital</u>	<u>Other Trust Funds</u>
Beginning Balance	\$11,889,558.64	\$20,197.99	\$659,338.44	\$3,994,971.96	\$424,314.82	\$2,109,851.91	\$4,007,823.47
+ Receipts	11,746,618.96	900,399.08	193.23	1,380.80	259,031.20	623.86	93,997.40
- Disbursements	<u>13,050,533.76</u>	<u>766,060.32</u>	<u>76,182.70</u>	<u>255,813.17</u>	<u>460,626.35</u>	<u>312,296.36</u>	<u>157,244.29</u>
= Ending Balance	\$10,585,643.84	\$154,536.75	\$583,348.97	\$3,740,539.59	\$222,719.67	\$1,798,179.41	\$3,944,576.58
				Available Cash			<u>\$21,029,544.81</u>
Add Investments:							
Republic Bank (Investment Account)	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00
					Total C.D. #1		<u>\$0.00</u>
Fulton Bank (Investment Account)	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00
					Total C.D. #2		<u>\$0.00</u>
				TOTAL CASH			<u>\$21,029,544.81</u>

Bank Balances:	
Republic Bank	\$18,704,386.59
Fulton Bank	1,113,305.84
Columbia Savings Bank	705,871.38
TD Bank	505,981.00
TOTAL CASH	<u>\$21,029,544.81</u>

Respectfully submitted,

Dean Ciminera
Dean Ciminera
Chief Financial Officer

Proclamation

WHEREAS, Congress designated the third full week in March to be National Poison Prevention Week (NPPW) in 1961 and since then this week has helped to raise national awareness of the dangers of potentially poisonous medicines, household chemicals, and other substances; and

WHEREAS, poison centers across the country will focus the public's attention on identifying poisoning hazards at home as well as learning ways to prevent poisoning emergencies; and

WHEREAS, unintentional poisoning is the leading cause of unintentional injury death in New Jersey; and

WHEREAS, drug overdose deaths including prescription pain medicine and heroin remain at epidemic proportions for both New Jersey and the United States. According to the Centers for Disease Control and Prevention (CDC), the majority of drug overdose deaths (more than six out of ten) involve an opioid; and

WHEREAS, a poison is defined as anything that is taken in the wrong amount, in the wrong way or by the wrong person; and

WHEREAS, every poisoning is preventable! From the youngest to the oldest, all people and even pets are at risk; and

WHEREAS, although the majority of reported poison exposures involve children five (5) years old and younger; the majority of poisoning deaths occur in adults aged 20 to 59; and

WHEREAS, the New Jersey Poison Information and Education System (NJPIES), a division of the Department of Emergency Medicine of the New Jersey Medical School of Rutgers, The State University of New Jersey, provides expert advice, drug information, and poison prevention education to NJ residents through the 800-222-1222 Poison Help Hotline; and

WHEREAS, all services are free, confidential, multilingual and available 24 hours a day, 7 days a week, 365 days a year even during bouts of Mother Nature; and

WHEREAS, the public can contact a poison expert by calling (1-800-222-1222), chatting (www.njpies.org), or texting (8002221222@njpies.org); and

WHEREAS, consumers must be aware that e-cigarette devices, hookah pipes and liquid nicotine may contain very high doses of nicotine in enticing colors, aromas, and flavors – increasing the likelihood that small children and pets will focus their attention on them. These products pose serious risk of poisoning; and

WHEREAS, poison experts urge residents to use our services as a resource for poison and drug information instead of consulting the internet for information that may not be accurate; and

WHEREAS, we encourage all residents to program the Poison Help Line 800-222-1222 into home, office, and cell phones because a rapid response can make a difference in preventing serious injury and saving lives; and

WHEREAS, the use of poison centers services saves residents both time and money. Most cases are managed in the convenience of the caller's home, requiring no hospital visit; and

WHEREAS, NJPIES is also involved with the state's efforts in homeland defense, counter-terrorism, emergency preparedness and response, bio surveillance, and surveillance for clusters of poisonings and their sources (products, food and beverages, chemicals in the workplace and at home, environmental toxins, drugs and medicine, and animal and insect bites and stings).

NOW, THEREFORE, I, Mayor Michael Mignogna, of the Township of Voorhees, do hereby proclaim the week of March 19-25, 2017 as National Poison Prevention Week in New Jersey and encourage all citizens to pledge their commitment to ensuring the safety of themselves, their families, and their community.

Mayor Michael Mignogna
March 13, 2017