

**WESTAMPTON TOWNSHIP
COMMITTEE MEETING
October 17, 2023
7:00 PM Regular Meeting, Courtroom**

1. Call Regular Meeting to Order
2. Requirements of the Sunshine Law (This meeting was advertised in the Burlington County Times on January 6, 2023 and electronic notice was given pursuant to N.J.A.C. 5:39-1.5).
3. Pledge of Allegiance
4. Moment of Silence
5. Roll Call
6. Proclamation: Fire Prevention Month
7. Approval of Minutes
 - a. October 3, 2023 Regular Meeting Minutes
 - b. October 3, 2023 Executive Session Minutes
8. Monthly Reports:
 - a. Construction
 - b. Police
 - c. Public Works
 - d. Court
 - e. Fire/EMS
9. Open Meeting to Public Comment on Agenda Items Only – Please remember to state your name and address for the record.
10. RESOLUTIONS:
 - a. 150-23 Payment of Vouchers – this resolution approves the payment of bills through 10/17/2023
11. CONSENT AGENDA RESOLUTIONS - RESOLUTIONS NOTE: Consent Agenda items are considered to be routine and will be enacted with a single motion; any items requiring expenditure are supported by a Certification of Availability of funds; any items requiring discussion will be removed from the Consent Agenda.
 - a. 151-23 Resolution Approving Corrective Action Plan for 2022 Annual Audit
 - b. 152-23 Resolution Approving a Memorandum of Agreement Between the Township of Westampton and the Police Chief
 - c. 153-23 Resolution Affirming Westampton Township's Civil Rights Policies
 - d. 154-23 Resolution Authorizing Green Acres Funding Approval
12. Open Meeting for Public Comment - Please remember to state your name and address for the record.

13. Dates to Remember: Next Township Committee Meeting November 21st @ 7PM, Historic Commission Oct 25th @ 7PM, Land Development Board Meeting November 1st @7PM, Recreation Committee Meeting November 8th @7PM, Coffee with a Cop @ 7-11 Woodlane Road Oct 24th 9-11AM, Trunk-or-Treat Oct 28th at WMS @ 3-5PM.
14. Committee Liaison Reports/Comments
15. Executive Session:
 - a. Resolution No. 10.17.2023 - Resolution Authorizing the Township Committee and Support Staff to Meet in Private Session and Authorizing the Exclusion of the Public From that Portion of the Meeting Dealing with Specific Issues Requiring Non-Public Discussions: Attorney-Client Privilege – Personnel.
16. Adjournment

Please note:

During the first public comment period, any resident or taxpayer of Westampton is welcome to comment on any governmental item of concern limited to the ordinances and resolutions being considered this evening. The second public comment period is open to any item of concern. A total of thirty (30) minutes has been allocated for each of the public comment periods. This time may be extended by the Committee.

If you wish to be heard, come to the podium and give your name and address to the Clerk for the record. The amount of discussion of any single speaker will be limited to three (3) minutes. Large groups are urged to select someone to represent them. No speaker shall engage in any personally offensive, derogatory or abusive remarks. The Mayor shall immediately call to order any speaker who violates this provision. An officer of the WTPD may remove any disruptive person at the Mayor's discretion.

Public Comment is an opportunity for the public to present their views—both positive and negative. **It is not a question-and-answer period.** Neither the Mayor nor Committee Members will engage in a back-and-forth exchange so speakers are encouraged to present all their views. The Mayor as well as any Committee Member may respond to any comment after such speaker is finished. The Mayor may refer the speaker to the Township Administrator, Department Head or any Committee Member to respond in writing.

OFFICE OF CONSTRUCTION OFFICIAL

Construction Permit Activity Report

RANGE: 09/01/2023 To 09/30/2023

October 12, 2023 2:15:06PM

SUMMARY

CONSTRUCTION COSTS

COUNT

Cost Of Construction:	\$621,900.00	Cubic Footage:	159957 Cu.ft	Permit Issued:	41
Cost Of Alteration:	\$866,189.00	Square Footage:	5884 Sq.ft	Updates Issued:	3
Cost Of Demolition:	\$0.00			All Fees Waived:	0
Total Cost:	\$1,488,089.00			Municipal Fees Waived:	0

PERMIT FEES

ADMIN FEES

WAIVED FEES

TOTAL FEES

Building:	\$9,414.00	Building:	\$0.00	Building:	\$0.00	Building Fees:	\$9,414.00
Electrical:	\$3,219.00	Electrical:	\$0.00	Electrical:	\$0.00	Electrical Fees:	\$3,219.00
Fire :	\$1,174.00	Fire :	\$0.00	Fire :	\$0.00	Fire Fees:	\$1,174.00
Plumbing:	\$2,215.00	Plumbing:	\$0.00	Plumbing:	\$0.00	Plumbing Fees:	\$2,215.00
Elevator:	\$0.00	Elevator:	\$0.00	Elevator:	\$0.00	Elevator Fees:	\$0.00
Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical Fees:	\$0.00
		* Total Waived:	\$0.00			Technical Fees:	\$16,022.00

DCA

	Calculated Fees	Waived Fees	Collected Fees
Volume Training Fee:	\$593.00	\$0.00	\$593.00
Alteration Training Fee:	\$1,650.00	\$0.00	\$1,650.00
DCA Minimum Fee:	\$0.00	\$0.00	\$0.00
Sub total Training Fee:	\$2,243.00	\$0.00	\$2,243.00

TECHNICAL ISSUES

Building Technical:	21
Electrical Technical:	31
Fire Protection Technical:	13
Plumbing Technical:	21
Elevator Technical:	
Mechanical Technical:	

Certificate of Occupancy Fee:	\$400.00
Waived Certificate Fees:	\$0.00
Sub Total Certificate Fees:	\$400.00

CERTIFICATE ISSUES

Certificate of Occupancy:	1
Certificate of Approval:	14
Certificate of Continued Occupancy:	1

PERMIT FEES:	\$16,022.00
FEES:	\$2,243.00
CERTIFICATE FEES:	\$400.00
MIN FEES:	\$0.00
NET TOTAL FEES:	\$18,665.00
PENALTIES COLLECTED:	\$0.00
CCO FEES:	\$150.00
OTHER FEES:	\$0.00
GRAND TOTAL FEES:	\$18,815.00

* By State law (see N.J.S. 52:27D-126c): \$0.00

* By Municipality (see N.J.S. 52:27D-126b): \$0.00

**WESTAMPTON TOWNSHIP POLICE DEPARTMENT
710 RANCOCAS ROAD
WESTAMPTON NJ 08060
PHONE: (609) 267-3000 FAX: (866) 252-7006
CHIEF BRIAN FERGUSON**

To: Westampton Township Committee

From: **Chief Brian Ferguson**

Date: October 2, 2023

Subject: Police Department Report from September 1, 2023 – September 30, 2023.

Training:

K9 Training (2 days): Ptl Schallus

NJSP HGN and DWI Update Training (1 day): Sgt Welthy and Sgt Brewer

Command and Leadership (5 days): Sgt Davis

NJ Firearms Laws and Application Process (1 day): Det Morrison

Zoom in on Crime Scene Photography (3 days): Det Rowbottom

Rapid Deployment to Active Shooter Training (3 days): Ptl Myers

Crypto Currency Training (1 day): Dsgt Redfield

JIF Managers and Police Supervisors (1 day): Sgt Auston and Lt Bieri

Field Training Officer School (2 days): Ptl Myers

NJ Women's Law Enforcement Training (1 day): Lt Chieffalo

Taser 7 Transition Course (2 days): Lt Bieri

BCPO Blood Drawl for DWI (1 day): Sgt Davis

Personnel:

Ptl. Loures is on light duty/maternity leave until further notice.

Ptl Dylan Relos was sworn in as a full-time officer on September 5, 2023.

Chief Brian Ferguson was sworn in as Chief of Police on September 19, 2023.

Equipment:

The "Traffic Sign" was serviced and deployed at various locations for the month of September.

The portable "Speed Sign" was deployed in September. This sign is able to detect speeds 24/7 on the street that it is deployed on.

During the month of **September**, the medicine drop box collected **18.9 pounds** of medication. The total for the third quarter report was 43 pounds.

The Police Department received new Stalker Radar Units on August 28, 2023. We will be working to have them installed in the next month. We will then be conducting Radar Posts throughout the Twp.

Activities:

The Police Department is starting up their annual Adopt a Cop program with Westampton Intermediate School, 4th grade classrooms.

Reports/Surveys Completed:

The Police Department completed the annual Rutgers Complex and properties crime reporting survey. This is done yearly because of several properties in our jurisdiction that fall under the Rutgers Jurisdiction. No reported incidents were documented.

The Police Department also took part in the annual DOJ National budget and workforce study.

Chief Ferguson attended his graduation ceremony on September 29 for completion of the **Rutgers Certified Manager Program**.

Chief Ferguson conducted a meeting with Change Church and Westampton School Officials in regard to evacuation and the use of their facility in case of a school emergency.

Chief Ferguson applied for the Hershey and Spirit Halloween grant for funding for our annual trunk or treat events and community outreach.

Chief Ferguson and Lt Chieffalo attended the **Annual 9-11 Ceremony** in Moorestown on September 11th.

Chief Ferguson attended the **Twp's Annual Audit Meeting**.

Chief Ferguson attended the **Westampton School's Back to School Nights**.

Chief Ferguson attended the **Local Governance Board Meeting** on September 19th.

Chief Ferguson attended the **Local OEM Call and started the Hazardous Mitigation Process** for the Twp.

Chief Ferguson attended the **Burlington County Chiefs Association** monthly meeting.

Chief Ferguson attended the **Burlco JIF Police Command Liaison** meeting.

The Police Department completed the Conceal Carry Permit Historical Data and on-going Application reports in conjunction with the NJ Attorney General Directive 23-02.

Calls for service (Incidents) for September were **1,642**. Motor vehicle summonses in September were **265**.

MIT was conducted at the Municipal building parking lot on **September 22**.

The detective division had **8** new cases that were opened in September and **3** were cleared or closed. Please refer to Dsgt. Redfield's reports for further details.

The Westampton Twp Police Department also completed **39** firearm backgrounds and **21** other background and solicitation checks.

Respectfully,

Chief Brian Ferguson
Westampton Twp Police Department
(609)267-3000 ext. 154
Email: ferguson@wtpd.us



Westampton Township Police Department

710 Rancocas Road, Westampton, NJ 08060

Phone (609)267-3000 Fax: (609) 261-7551

Detective Monthly Activity Report

New Cases: 8 Month: September

Homicide(s):	0	Motor Vehicle Burglary(s):	0
Aggravated Assault(s):	0	Fraud(s):	4
Sexual Assault(s):	2	Harassment / Threats(s):	4
Robbery(s):	0	Criminal Mischief(s):	1
Overdose(s):	1	Motor Vehicle Theft(s):	0
Burglary(s):	1	Unattended Death(s):	0
Larceny(s):	16	DNA Submission(s):	0

Cases Cleared / Closed:	3	Megan's Law Notifications:	0
A.B.C. Investigations:	0	Megan's Law Registrations / Verifications	3
Firearms Background Checks:	23	Other Background Checks: (Military / Fire / DVRT / Etc.)	16
Arrests (Field Reporting):	Adult: 0	Juvenile: 1	
CDR's Generated:	Adult: 0	Juvenile: 1	

Training:

Det. Rowbottom attended a 3 day crime scene photography course held by the Burlington County Prosecutor's Office.

Det. Morrison attended a one day course for Telephonic Search Warrants and Blood Draws held by the Burlington County Prosecutor's Office.

DSgt. Redfield attended a one day course for Cryptocurrency & and Cybercrime Investigations presented by the Blockchain Intelligence Group.

Criminal Complaints / Arrests:

As a result of an incident investigated by Det. Rowbottom, a juvenile was identified and charged with Terroristic Threats stemming from an incident that occurred while at the Burlington County Special Services School.

Other:

The Westampton Criminal Intelligence Unit is currently investigating a string of catalytic

Westampton Township Police Department

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converter thefts that occurred during the week of September 11th. Witnesses observed two suspects exit a white BMW SUV and cut the catalytic converter from four different vehicles in Westampton Twp. This crew is believed to be connected to similar incidents in the Mercer, Burlington, Camden County areas.

The Criminal Intelligence Unit is investigating an attempted fraudulent withdraw from the TD Bank. The victim in this case had her vehicle broken into while parked at a swimming school in Evesham Twp on 9/23/23. The victim's information was then utilized to make fraudulent withdrawals from their banking institution during the week of 9/25. This investigation is ongoing and being worked in conjunction with Evesham Twp.

DSgt. Redfield wants to remind residents that the holiday season is upon us yet again. This means that package theft, phone/internet scams, and other types of theft will be on the rise. Be vigilant with speaking with any unknown individuals on the phone, or on the internet, contact a family member or a neighbor to pick up that Christmas gift you are having delivered, and as always, make sure your vehicles are locked. Don't be a victim this holiday season.

Project Medicine Drop Report:

During the month of September, 18.9 pounds of medication was collected for destruction at a later date. In addition, the Quarterly Collection Report was submitted which revealed 43 pounds of medication was collected during the 3rd Quarter of 2023.

Signature: *DSgt. Andrew Redfield #2759*

Date: 09/30/2023

WTPD Monthly Reports

2023	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YR TTL
MVA'S	27	24	32	28	42	36	36	29	39				
IMPOUNDS	20	22	19	23	30	22	31	17	24				
DOMESTICS	9	11	7	15	9	11	15	13	12				
INCIDENTS	1396	1363	1567	1502	1582	1644	1744	1717	1642				
CASES TAKEN	94	70	89	95	106	103	108	91	91				
ADULT ARRESTS	20	17	12	9	23	11	19	18	18				
JUVENILE ARREST	0	0	0	0	0	0	0	0	0				
LARCENY / THEFT	14	12	6	7	15	19	32	13	16				
MV THEFT	1	1	1	0	1	3	1	1	0				
BURGLARY	2	0	0	2	1	2	1	0	1				
ROBBERY	1	0	2	0	0	0	1	0	0				
ASSAULT	9	2	5	3	7	5	4	3	3				
ARSON	2	0	0	0	0	0	0	0	0				
RAPE	1	2	4	3	0	0	0	1	2				
HOMICIDE	0	0	0	0	0	0	0	0	0				
CCP APPS SUBMITTED	2	0	4	4	3	1	0	2	1				
CCP APPS APPROVED	1	4	0	2	7	2	0	0	2				
F/A APP SUBMITTED	19	15	17	12	10	17	13	14	12				
(NOT ISSUED)			*	NO	#S	CANT	PRINT	FROM	NWS				

Westampton Township Police Department Vehicle Mileage Report: September 2023

Veh#	Tag	VIN	Year	Make	Model	Unit	End	Start	Patrol	Unmarked	
1	17729MG	1FM5K8AR3FGC68693	2015	Ford	Interceptor	Patrol	85,613	84,462	1,151		
2	43551MG	1FM5K8AB8MGA07950	2021	Ford	Interceptor	Patrol	21,197	19,754	1,443		
3	32491MG	1GNSKFEC9KR364870	2019	Chevy	Tahoe	Patrol	57,224	56,100	1,124		
4	17730MG	1FM5K8ARXFGC68691	2015	Ford	Interceptor	Patrol	116,327	116,327	-		
5	48700MG	1FM5K8AB8NGC25145	2022	Ford	Interceptor	Patrol	9,278	7,537	1,741		
6	26225MG	1FM5K8AR8JGB34934	2018	Ford	Interceptor	Patrol	95,393	93,721	1,672		
7	30583MG	2C3CDXKT2KH518101	2019	Dodge	Charger	Patrol	72,477	72,413	64		
8	32490MG	1GNSKFEC0KR361713	2019	Chevy	Tahoe	Patrol	62,300	61,290	1,010		
9	43552MG	1FM5K8ABXMGA07951	2021	Ford	Interceptor	Patrol	17,154	15,437	1,717		
10	30571MG	2C3CDXKTKH514975	2019	Dodge	Charger	Patrol	71,797	70,440	1,357		
SRO	MG91778	1FMJU1G56CEFS22248	2012	Ford	Expedition	SRO Vehicle	133,615	133,546	69		
Admin	GJU74F	1GNSK3EC8FR689689	2015	Chevy	Tahoe	Chief Ferguson	76,400	75,793		607	
Admin	D88EAD	1FMSK8BH0NGB81020	2022	Ford	Explorer	Lt. Chieffalo	3,588	3,011		577	
Admin	RGK30E	1FMSK8BHXNGB81283	2022	Ford	Explorer	Lt. Bieri	5,459	4,609		850	
DB1	D19AYE	1FMSK8BH9NGB77211	2022	Ford	Explorer	Det. Rowbottom	4,041	3,446		595	
DB3	PUL31Z	1GNSK3EC4FR594255	2015	Chevy	Tahoe	Det. Morrison	61,466	60,874		616	
DB2	K97GFX	1FMSK8BH4NGB81151	2022	Ford	Explorer	Det. Redfield	5,917	5,051		866	
											
							Patrol		11,348		
							Unmarked			4,111	
							Total Mileage				15,459

10/10/2023 Prepared by Lt Brian Ferguson

**Westampton Township Police Department
Year 2023 (as of September 30, 2023)**

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Arson	0	1	0	1	0	0	1	0	1	0	2	0	0	2
Traffic Summons	6064	5602	4988	4424	6486	6541	4693	4045	3353	4091	2434	2639	2323	1775
Motor Vehicle Accidents	442	478	444	433	462	461	483	428	473	440	315	380	389	281
Assaults	36	49	59	41	35	62	52	44	34	38	39	38	40	41
Domestics	168	133	128	93	95	121	113	137	119	141	175	146	158	100
Rapes	3	1	2	3	2	7	7	8	8	10	8	3	10	12
Homicides	1	0	0	0	0	0	0	0	0	0	0	0	1	0
Larceny	129	121	142	179	155	126	113	129	109	130	114	200	181	134
Motor Vehicle Thefts	4	5	14	7	9	4	10	6	10	8	10	18	17	9
Burglaries	39	38	28	33	30	13	17	23	27	13	39	24	14	9
Adult Arrests	646	518	518	555	756	657	584	594	409	486	297	189	235	144
Juvenile Arrests	44	36	44	26	27	22	26	22	24	26	2	1	10	0
Robberies	10	4	6	8	8	0	6	10	6	4	2	12	5	4
Overdoses	-	-	-	-	-	-	-	-	-	-	19	28	7	13
Incidents	13765	13381	11753	11717	12636	13886	14504	15820	14846	16333	16885	18851	18488	14157





September 30, 2023

To: Mayor & Committee

From: Christian Taylor, Director of Public Works

Subject: September 2023 Department Report

Roads

Brush: Brush collection was normal this month, with a total of 25.23 tons of brush being collected. Brush collection took a total of 9 days to complete.

Street Repairs: There are some issues with dead/ dangerous trees along Third Steet in Rancocas. I am currently working with PSE&G to produce a scope of work. This will be scheduled and taken care of by PSE&G. **(Update)** Work will start mid-September. The scope of work will involve trimming of some trees and the removal of others depending on the amount of trimming needed. The head of the project for PSE&G is a registered master arborist with the state and is a well-versed expert in the proper care and maintenance of trees. I have been in contact with him on this project numerous times discussing the issues with the decaying and unhealthy trees along that tree line, we are on the same page with what needs to be done. Rest assured there has been a lot of discretion in deciding the proper course of action to protect the primary power wires feeding Rancocas Village and the safety of the public. The township is working on a plan for restoration of the tree line. This plan will provide the necessary protection from Rancocas Road and enhance the beauty of the historic Village of Rancocas.

We have received a quote from the engineer for repair of the storm drain on Tuliptree and Dogwood Drives. The engineer and Solicitor are currently working on the legal and planning stages of the project, and it is moving forward for completion. Hopefully, by the next report I will have a start date for this.

The failed drainage pipe at the intersection of Tallowood and Sherwood is scheduled to be completed by the DPW during the first week in October.

DPW is working through the town addressing sinkholes and minor road repairs. If you have any sinkholes or bad areas that need to be addressed, please reach out.

Greenwich Drive was put out to bid and awarded to Arawak paving, the majority of funds being used are a DOT grant with the remainder coming from the Township Road Program. We are hoping to have this completed this year if the paver can schedule it, if not the project will be scheduled for early next Spring.

We are also looking to put out for bid the following roads for completion early Spring next year. The list includes Wills Avenue, the section of 3rd Street from Olive Street to the Circle, East Stokes Rd, and lastly the Municipal parking Lot which hasn't been done since the building was built.

The residential side of Govpilot is live on the mobile application if residents would like to start using it. Go into your mobile Apps. Store and lookup GovAlert and download the app. The Tutorials were placed on the Township Facebook page if someone would like to access them.

The link to "Report A Concern" is now on the township website. We encourage residents to use this link for their needs in the township. All the concerns are now routed directly to the departments that they are designated. The link can be found at www.westamptonnj.gov Residents will still be able to call directly and report their needs and concerns as well.

Recycling: A normal flow of requests for new cans and lid repairs continues. **We have new cans in stock, THE COST IS 60\$ AND MUST BE PAID AT THE MUNICIPAL BUILDING BEFORE DELIVERY.** We are fine with lid replacements and will continue to service those requests in a timely fashion.

Leaf Collection: Fall is in the air which means leaf season is around the corner, our next collection will start the last week in October 2023 and conclude at the end of December. **Residents, please refrain from placing leaves curbside till the week before leaf collection is to start. We are noticing an uptick in residents placing leaves curbside now. Leaf collection will start the last week in October.**

Grass: Grass season is moving along smoothly and on track.

Snow: Wrapped up for the season.

Facilities

Municipal Building: The main shutoffs for the building have been leaking for some time now. This month they were replaced by a contractor.

Sports complex\Parks: I just got word that we received a small tree grant for the parks and that we can pick them up next month. This grant was offered to the communities by the Burlington County Bridge Commission back in May. The trees will be distributed to the various township properties.

Spring Meadows: The new park is complete and ready to use. The DPW did a great job removing the old playground, preparing the site, and then putting the finishing touches on the job when it was done being installed. **THANKS AGAIN FOR ALL YOUR HELP!**

Rolling Hills/ Rolling Hills East: Westampton Township is proud to announce that a grant for \$45,000 was procured from the State for the replacement of the park. We will keep you informed as progress continues.

Tarnsfield Park: N/A

DPW Building: N/A

Rec. Center: N/A

Firehouse: Emergency Services contacted me about an uneven pavement issue in one of the garage bays. We will be making repairs very shortly to address the issue.

American Legion: N/A.

Equipment Repairs & Maintenance

Public Works:

#31-oil/filter change

#42-Quarterly Pm's

#47- Electrical issue/ water system

#64- Water pump

#16-mower belt

Police:

#2707-Water pump

#LT Explorer- Oil/filter change

#Det. Explorer- Oil/filter change

#10 Battery

#2705- Oil\filter change

Det. Tahoe -oil\filter change, Flat repair

Fire Dept.:

N\A

Recreation:

Personnel Training:

Expenses:

* For any services rendered, please also check the bill list accompanying the Committee agenda. Some costs for goods may be on a bill list subsequent to this report.

Westampton Municipal Court

2023	January	February	March	April	May	June	July	August	September	October	November	December	TOTALS
Total Revenue	\$35,917.17	\$39,214.46	\$37,238.34	\$35,250.92	\$34,887.92	\$35,196.71	\$27,056.05	\$19,762.29	\$21,873.40				\$286,397.26
Paid to Twp.	\$11,526.98	\$13,685.54	\$12,216.24	\$12,296.22	\$12,273.23	\$14,085.83	\$9,992.79	\$8,165.11	\$10,241.31				\$104,483.25
Paid to County	\$2,955.00	\$3,167.50	\$2,034.00	\$2,975.48	\$3,182.50	\$4,128.25	\$2,561.00	\$2,667.50	\$3,527.00				\$27,198.23
Paid to State	\$20,616.19	\$21,660.92	\$22,789.60	\$19,424.22	\$18,888.69	\$16,580.63	\$13,595.26	\$8,361.18	\$7,901.59				\$149,818.28
County Lab Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00
Public Defender Fees	\$689.00	\$455.50	\$138.50	\$535.00	\$423.50	\$392.00	\$892.00	\$128.50	\$133.50				\$3,787.50
Traffic Added	466	553	418	466	395	294	332	282	284				3490
	149 Local 317 State	208 Local 345 State	148 Local 270 State	198 Local 268 State	195 Local 200 State	150 Local 144 State	196 Local 136 State	265 Local 17 State	265 Local 19 State				
Traffic Disposed	514	513	582	535	525	502	470	286	391				4318
Criminal Added	29	18	21	10	32	11	27	19	21				188
Criminal Disposed	44	26	36	22	48	33	27	38	30				304
Fish & Game	\$100.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$300.00
Weights & Measures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00
Restitution	\$30.00	\$45.00	\$60.00	\$20.00	\$120.00	\$10.00	\$15.00	\$440.00	\$70.00				\$810.00

Eastampton Municipal Court

2023	January	February	March	April	May	June	July	August	September	October	November	December	TOTALS
Total Revenue	\$9,414.13	\$11,650.36	\$13,166.54	\$9,600.00	\$9,888.57	\$14,555.36	\$11,276.75	\$11,521.07	\$11,722.73				\$102,795.51
Paid to Twp.	\$5,092.62	\$6,641.96	\$6,389.12	\$4,811.46	\$5,216.40	\$7,182.97	\$5,802.74	\$5,941.18	\$6,300.63				\$53,379.08
Paid to County	\$2,103.50	\$2,283.00	\$2,470.50	\$2,052.00	\$2,248.50	\$3,480.00	\$2,113.00	\$2,454.00	\$2,328.00				\$21,532.50
Paid to State	\$2,068.01	\$2,079.90	\$4,032.42	\$2,286.54	\$2,054.17	\$3,548.89	\$3,003.01	\$2,815.89	\$2,833.60				\$24,722.43
County Lab Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00
Public Defender Fees	\$150.00	\$339.50	\$270.50	\$150.00	\$369.50	\$319.50	\$338.00	\$290.00	\$240.50				\$2,467.50
Traffic Added	232	226	255	192	248	213	260	214	188				2028
	230 Local 2 State	223 Local 3 State	254 Local 1 State	191 Local 1 State	247 Local 1 State	202 Local 11 State	260 Local	214 Local	188 Local				
Traffic Disposed	182	241	255	243	240	293	293	240	240				2227
Criminal Added	7	8	9	11	11	6	7	13	13				85
Criminal Disposed	18	13	19	25	12	15	11	10	10				133
Fish & Game	\$0.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$300.00
Restitution	\$0.00	\$0.00	\$0.00	\$300.00	\$0.00	\$20.00	\$20.00	\$20.00	\$20.00				\$380.00
POAA	\$0.00	\$6.00	\$4.00	\$0.00	\$0.00	\$4.00	\$0.00	\$0.00	\$0.00				\$14.00

Hainesport Municipal Court

2023	January	February	March	April	May	June	July	August	September	October	November	December	TOTALS
Total Revenue	\$3,401.45	\$4,055.09	\$6,721.86	\$6,188.60	\$6,468.13	\$3,549.11	\$1,647.15	\$1,227.93	\$2,525.44				\$35,784.76
Paid to Twp.	\$1,415.87	\$1,277.68	\$2,308.04	\$2,245.77	\$1,664.92	\$854.18	\$679.98	\$299.91	\$479.09				\$11,225.44
Paid to State	\$1,132.58	\$2,635.91	\$4,007.82	\$3,906.83	\$4,337.71	\$2,494.93	\$867.17	\$883.02	\$1,370.15				\$21,636.12
Paid to County	\$0.00	\$0.00	\$160.00	\$0.00	\$50.00	\$0.00	\$0.00	\$0.00					\$210.00
Public Defender Fees	\$200.00	\$86.50	\$191.00	\$36.00	\$405.50	\$200.00	\$0.00	\$0.00	\$400.00				\$1,519.00
Traffic Added	37	48	66	30	23	26	19	6	36				291
Traffic Disposed	12	63	67	84	71	37	21	27	30				412
Criminal Added	11	9	11	9	6	12	9	6	9				82
Criminal Disposed	18	17	26	9	16	22	7	11	19				145
Fish & Game	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$600.00
Weights & Measures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00
Restitution	\$53.00	\$55.00	\$55.00	\$0.00	\$10.00	\$0.00	\$100.00	\$45.00	\$276.20				\$594.20

WESTAMPTON TOWNSHIP EMERGENCY SERVICES

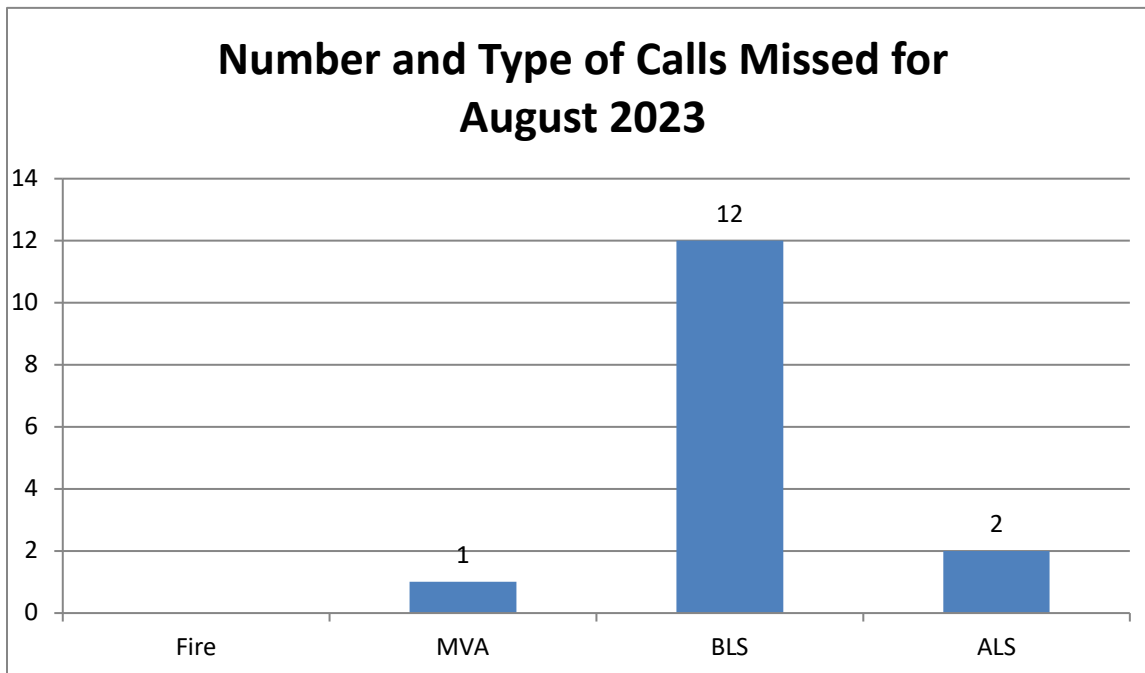


August 2023

CHARACTER – INTEGRITY – ACCOUNTABILITY

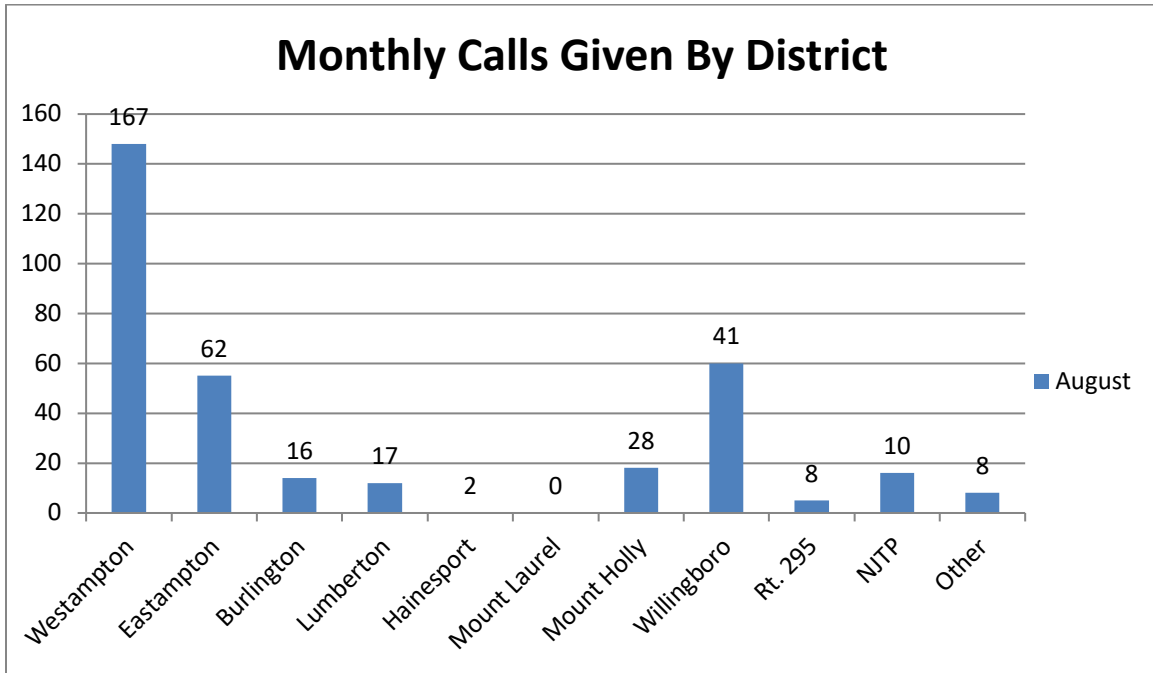
The Westampton Township Emergency Services was dispatched to **337** calls for service for the month of **August 2023** for a total of **2842** calls for the year.

In **2023**, EMS calls account for **70%** of the departments call volume followed by **19%** for fire responses, lastly motor vehicle accidents make up **9%** of the Departments call volume. (<1% are missed/error call dispatches)

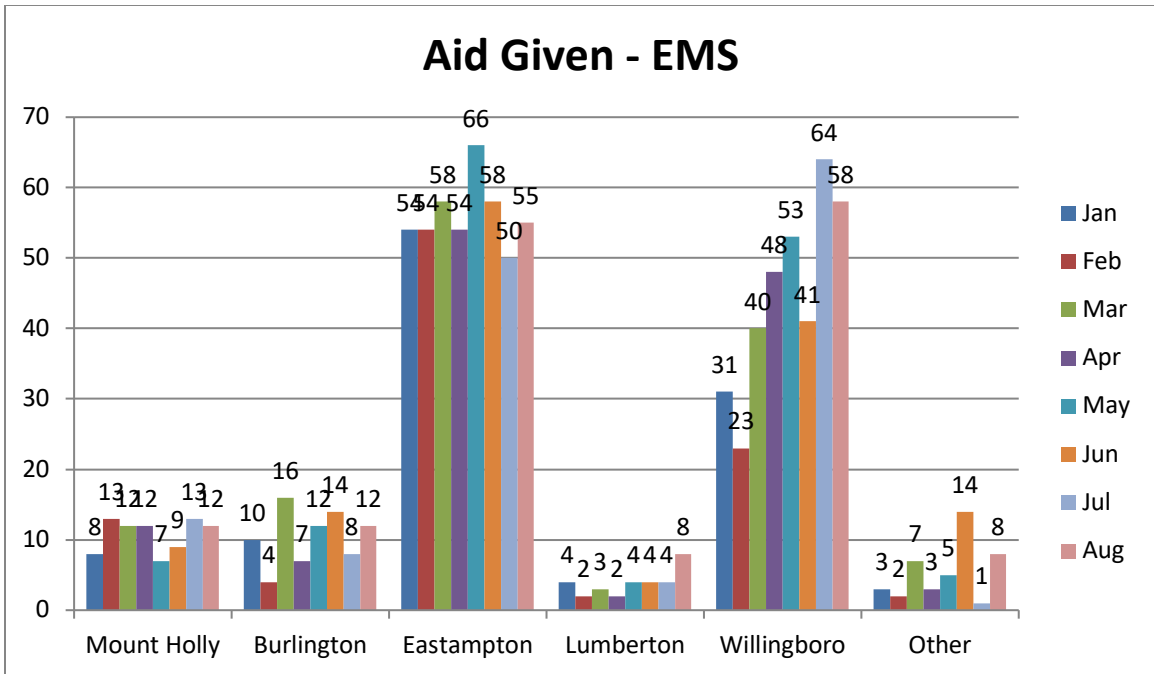


The department failed to respond to a total of **15** calls for the month. This represents **4%** of the total call volume. During the same time period the fire apparatus responded understaffed (3 or less) **18** times. This represents **17%** of total fire responses. Year to date the department has missed **102 (4%)** calls and responded understaffed **215 (39%)** times.

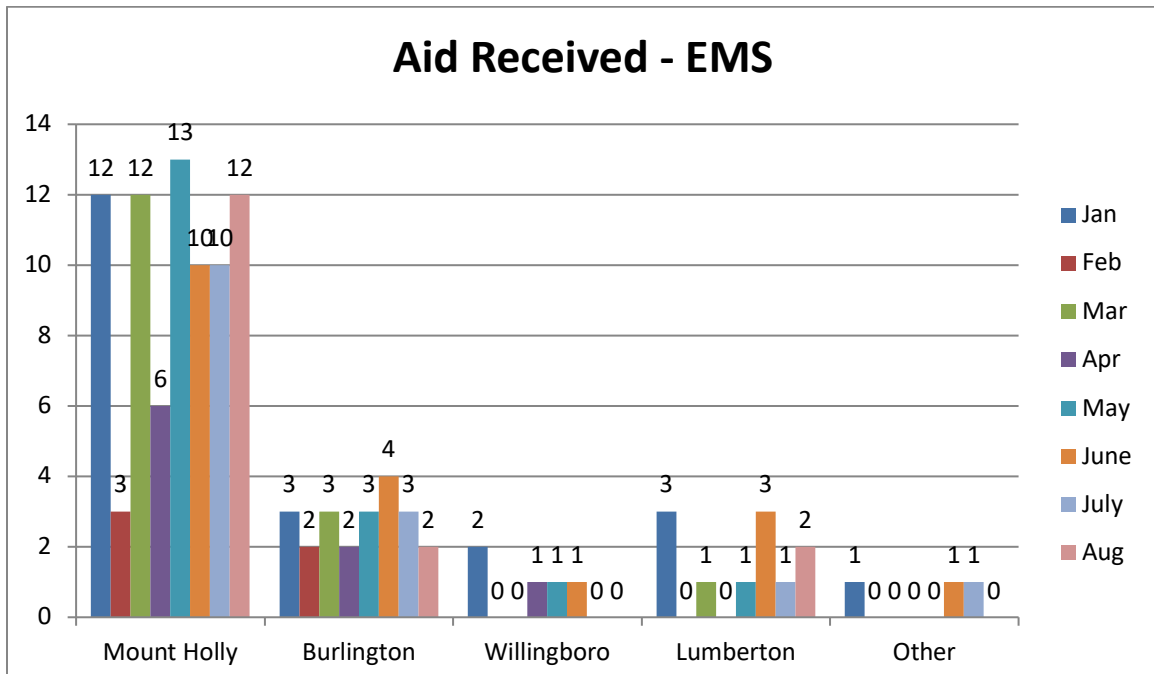
Mutual Aid

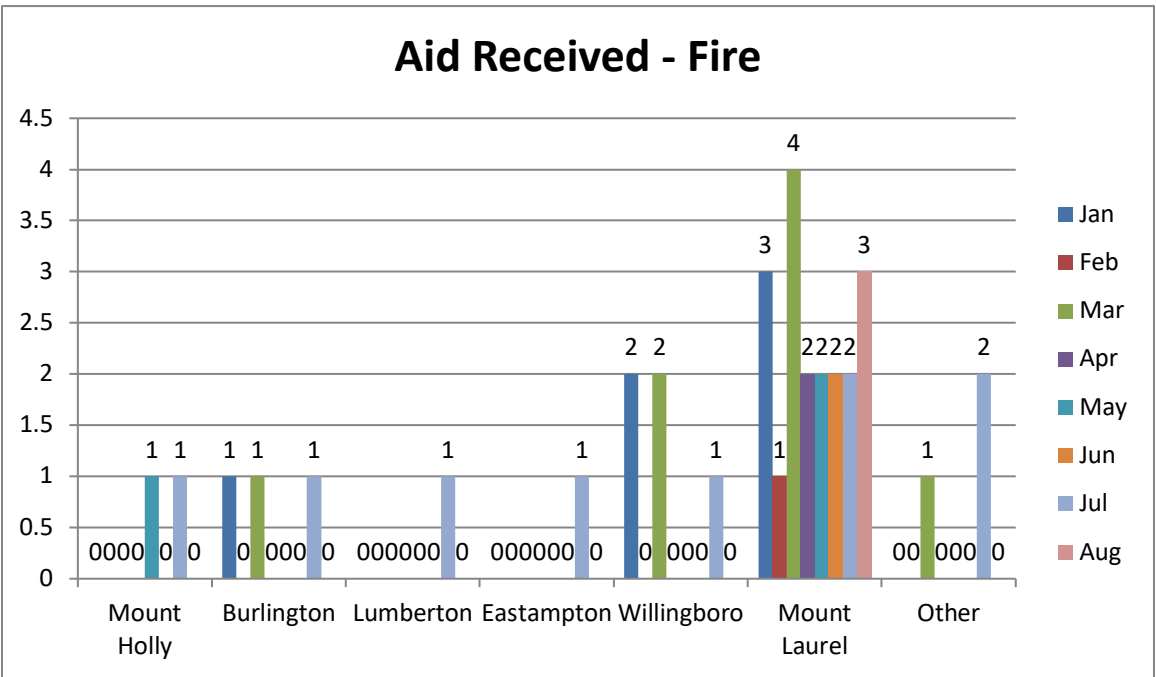
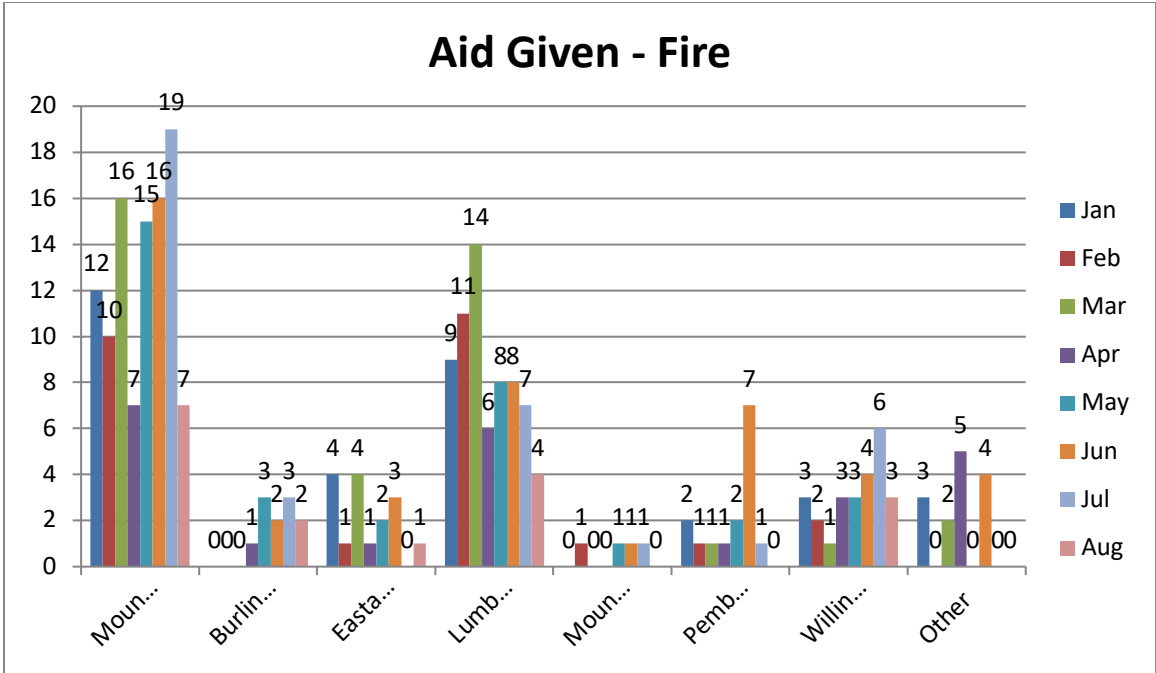


The department was cancelled prior to arrival on **48** incidents for the month of August, 2023.



Note: A shared service agreement is in place with Eastampton, as we are their primary EMS provider.





August 2023 - September 2023

Vehicle Number	Year	Make	Model	Type	Ending	Beginning	Total
27801	2010	Ford	E-450	Ambulance	113846	113440	406
27802	2013	Ford	E-450	Ambulance	OOS	OOS	OOS
27803	2015	Ford	E-450	Ambulance	78055	77822	233
27804	2019	Ford	E-450	Ambulance	43000	40705	2295
2722	2020	E-ONE	Cyclone II	Rescue - Engine	27790	26750	1040
2723	2006	KME	Predator	Rescue - Engine	89002	88603	399
2729	2017	Ford	F-350	Utility	47793	47594	199
FM271	2021	Ford	Expedition	Duty/Inspector	14789	12657	2132
FM27	2021	Ford	F-150	Fire Marshal	11786	10644	1142
2700	2021	Ford	Expedition	Command	15500	14690	810

Incident/Events 2023

1/7- Westampton- MVA Rescue

1/9- Westampton- DOA

1/12- Mount Holly- Teach Rescue

1/13- Eastampton- DOA

1/13- Eastampton- Cardiac Arrest

1/16- Willingboro- House Fire

1/16- Westampton- Overdose

1/16- Westampton- Trauma

1/18- Westampton- Trauma

1/25- Burlington- Cardiac Arrest

1/29- Mount Holly- Cardiac Arrest

1/30- Burlington- Cardiac Arrest

1/31- Westampton- Hotel Fire

1/31- Florence- Hazmat Incident

2/1- Willingboro- House Fire

2/1- Westampton- DOA

2/3- Mount Holly- House Fire

2/4- Mount Holly- Rescue/Trauma

2/6- Mount Holly- Cardiac Arrest

2/9- Eastampton- Cardiac Arrest

2/12- Cinnaminson- Hazmat Incident

2/16- Burlington- Cardiac Arrest

2/16- Rt. 295- Car Fire

2/17- Eastampton- Cardiac Arrest
2/20- Willingboro- Cardiac Arrest
2/21- Mount Holly- Building Fire
3/1- Willingboro- Cardiac Arrest
3/8- Westampton- Fatal House Fire
3/9- Westampton- Pedestrian MVA
3/10- Burlington- Cardiac Arrest
3/10- Mount Holly- DOA
3/14- Eastampton- Cardiac Arrest/Save
3/18- Westampton- Brush/Shed Fire
3/18- NJTP- Car Fire
3/19- Westampton- Forest Fire
3/20- Florence- 6 Alarm Church Fire
3/21- Eastampton- DOA
3/31- Westampton- Overdose
3/31- Rt. 295- Trauma/Fly/Fatal MVA
4/1- Westampton- Trauma
4/5- Springfield- Rescue
4/8- Springfield- Fire
4/10- Westampton- OTC Fire
4/10- Westampton- Overdose
4/12- Pemberton- Building Fire
4/12- Rt. 295- Rescue
4/12- Mount Holly- Cardiac Arrest

4/15- Eastampton- Overdose
4/15- Mount Holly- House Fire
4/16- Westampton- Shed Fire
4/18- Southampton- Forest Fire/Building
4/20- Westampton- Overdose
4/20- NJTP- Rescue
4/20- Rt. 295- Car Fire/Trauma
4/24- Willingboro- DOA
4/25- Willingboro- House Fire
5/2- Westampton- Garage Fire
5/3- Eastampton- Overdose
5/5- Westampton- Vehicle Fire
5/5- Westampton- Overdose
5/8- Mount Holly- Overdose
5/21- Eastampton- DOA
5/22- NJTP- Rescue/Unconscious
5/24- Westampton- Overdose
5/26- Mount Holly- Overdose
5/27- Willingboro- Trauma
5/27- Willingboro- House Fire
5/30- Westampton- Trauma
5/31- Willingboro- House Fire
6/2- Westampton- Cardiac Arrest
6/3- Westampton- Cardiac Arrest

6/3- Mount Holly- MVA Rescue
6/7- Hainesport- House Fire
6/10- Eastampton- Overdose
6/11- Westampton- Overdose
6/14- Mount Laurel- Garage Fire
6/16- Westampton- MVA Rescue
6/17- Eastampton- Trauma
6/19- Westampton- Trauma
6/19- Westampton- MVA Rescue
6/20- Westampton- Trauma
7/1- Lumberton- Apartment Fire
7/3- NJTP- Tractor Trailer Fire
7/8- Willingboro- Water Rescue
7/9- Mount Holly- Cardiac Arrest
7/9- Willingboro- Trauma
7/12- Burlington- Cardiac Arrest
7/12- Willingboro- Cardiac Arrest
7/15- Westampton- Automobile Fire
7/15- Mount Holly- DOA
7/17- Westampton- MVA Rescue
7/26- Westampton- Burn Victim
7/28- Westampton- Trauma
7/28- Eastampton- Cardiac Arrest
7/29- Burlington- Drowning/Arrest

8/9- Westampton- Vehicle into Building

8/10- Westampton- Kitchen Fire

8/13- Westampton- Assault/Trauma

8/13- Mount Holly- 3 Alarm House Fire

8/16- NJTP- Rescue

8/16- Eastampton- Trauma

8/20- Westampton- Ring Removal

8/20- 295- Trauma

8/21- Westampton- Trauma

8/22- Lumberton- Fatal Ped MVA

8/24- Burlington- Double Fatal Apartment Fire

8/24- Westampton- DOA

8/25- Mount Holly- Cardiac Arrest

8/28- Eastampton- Trauma



Westampton Township Emergency Services

Bureau of Fire Prevention

Office of the Fire Marshal

780 Woodlane Road

Westampton, New Jersey 08060

Phone (609) 267-2041 ext. 215 Fax (609) 267-3305

www.westamptonfire.org



August 2023 Fire Official's Report

Fire Inspections Conducted	10
Fire Safety Permits Issued	0
CSACMAPFEC Inspections	28
Fire Investigations Conducted	4
Construction Plans Reviewed	0
Code Enforcement Complaints Investigated	12
Fire Safety Complaints Investigated	4
Background Investigations Conducted	0

During the month of August, ten Fire Safety Inspections were conducted by the WTES Bureau of Fire Prevention as crews continue the annual inspection cycles. One of those Inspections revealed “dangerous conditions” that required the issuance of an Imminent Hazard order and/or the evacuation of the premises. No Fire Safety Permits were issued during the month. Twenty-Eight Certificates of Smoke Alarm / Carbon Monoxide Alarm / Portable Fire Extinguisher Compliance were issued as part of the Bureau of Fire Prevention’s Resale and Rental Compliance program. Four Fire Investigations were conducted during the month of August within Westampton Township including one residential fire, one commercial fire, and one commercial vehicle fire. Four Fire Safety complaints were investigated during the month of August with an Imminent Hazard Order issued regarding a fire hydrant needing repair.

Twelve Code Enforcement complaints were investigated within the Township this month with numerous certified letters sent and requiring DPW and PD assistance. Three OPRA requests were fulfilled in August. Bureau staff covered several shifts and responded to various calls for service due to manpower shortages throughout the month.

FM Knott continues to supervise the Bureau of Fire Prevention. LT Westdyk is conducting Rental/Resale Inspections. LT Iannacone, FF/EMT Vallery, FF/EMT Engle, FF/EMT Washick, FF/EMT Boduroglu, and FF/EMT Richartz continue conducting annual fire inspections and their associated reinspection’s as required by the New Jersey Division of Fire Safety.

WESTAMPTON TOWNSHIP EMERGENCY SERVICES

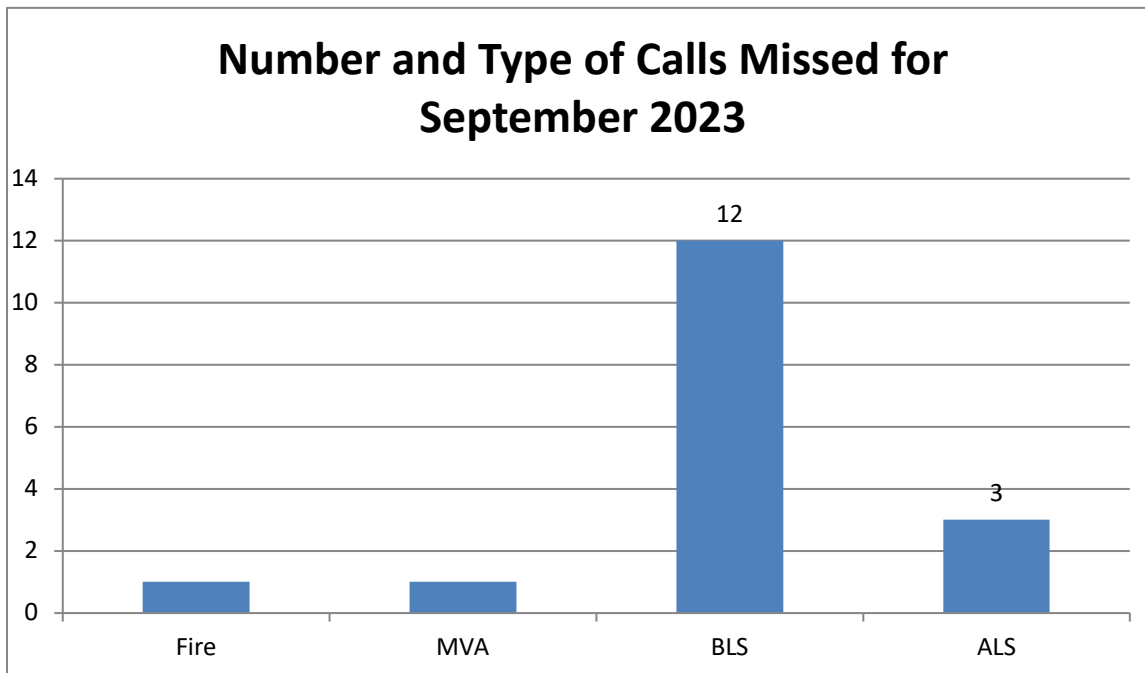


September 2023

CHARACTER – INTEGRITY – ACCOUNTABILITY

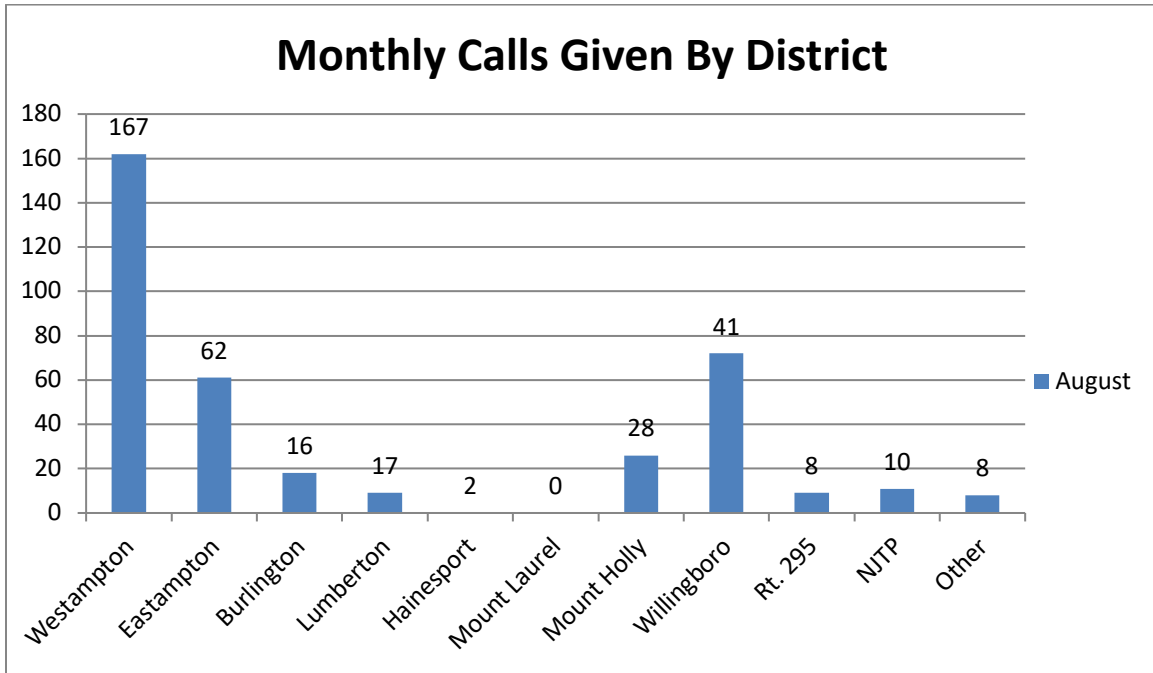
The Westampton Township Emergency Services was dispatched to **376** calls for service for the month of **September 2023** for a total of **3218** calls for the year.

In **2023**, EMS calls account for **70%** of the departments call volume followed by **19%** for fire responses, lastly motor vehicle accidents make up **10%** of the Departments call volume. (<1% are missed/error call dispatches)

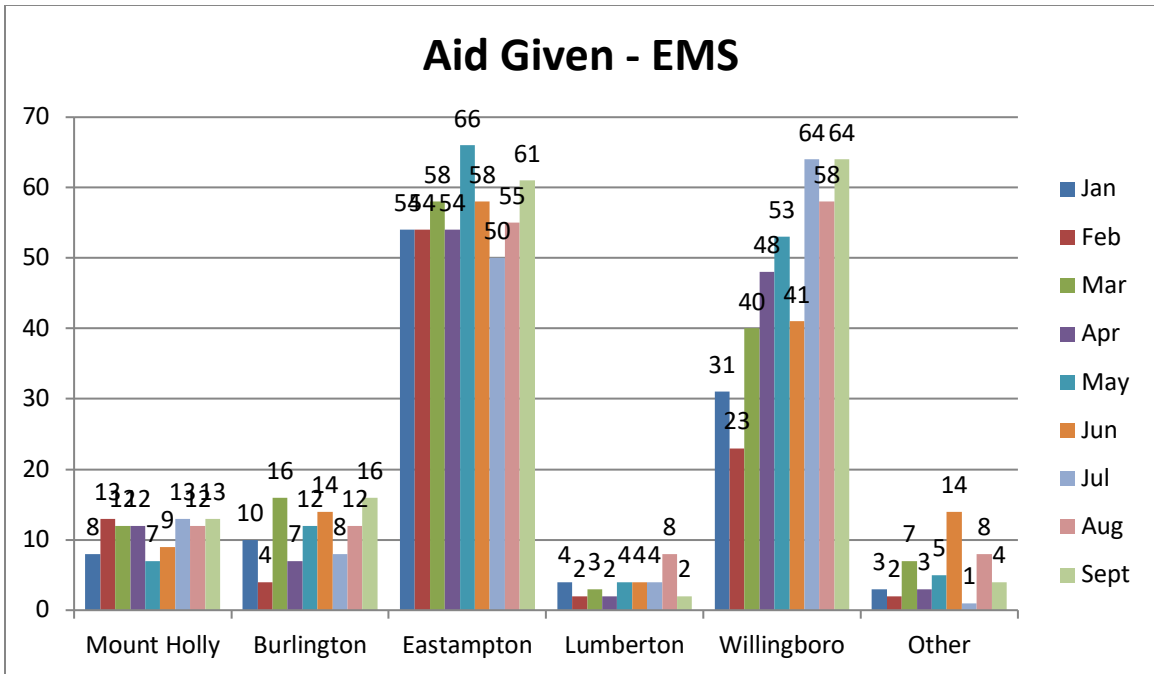


The department failed to respond to a total of **17** calls for the month. This represents **5%** of the total call volume. During the same time period the fire apparatus responded understaffed (3 or less) **37** times. This represents **32%** of total fire responses. Year to date the department has missed **119 (4%)** calls and responded understaffed **252 (41%)** times.

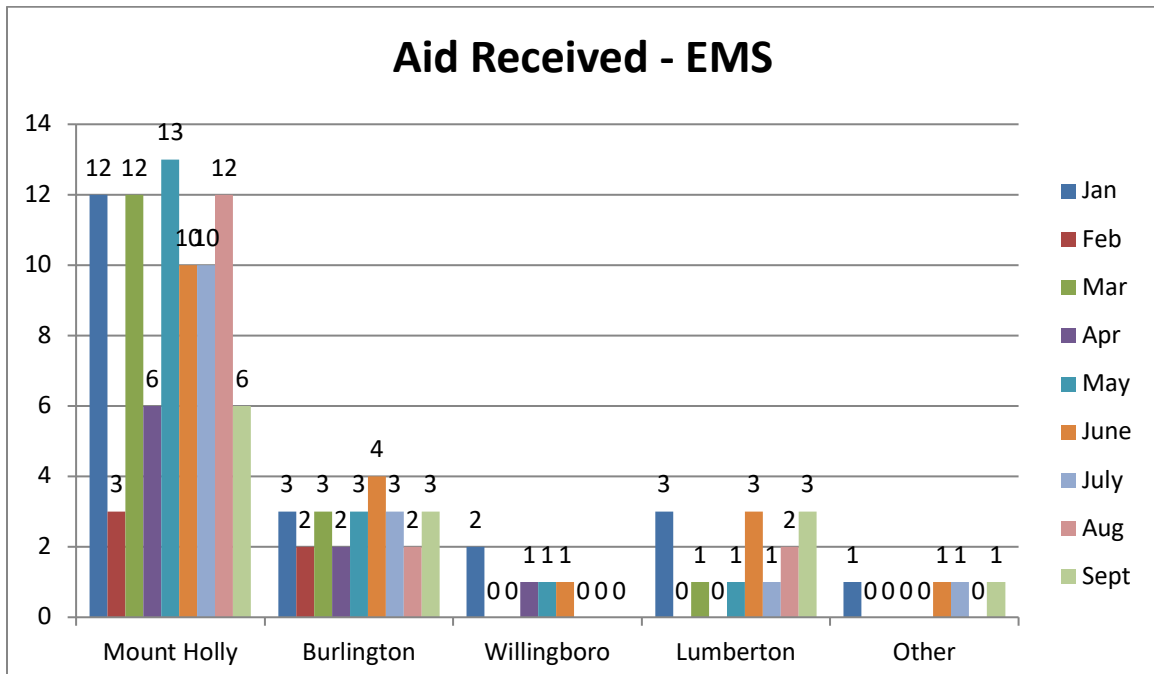
Mutual Aid

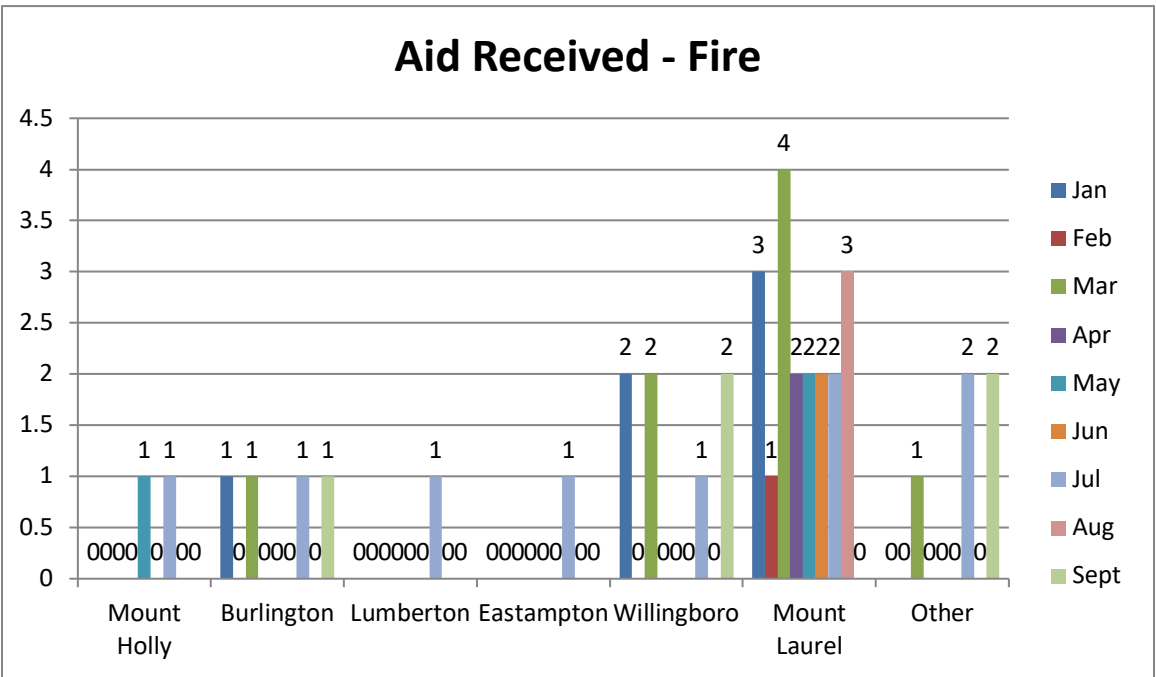
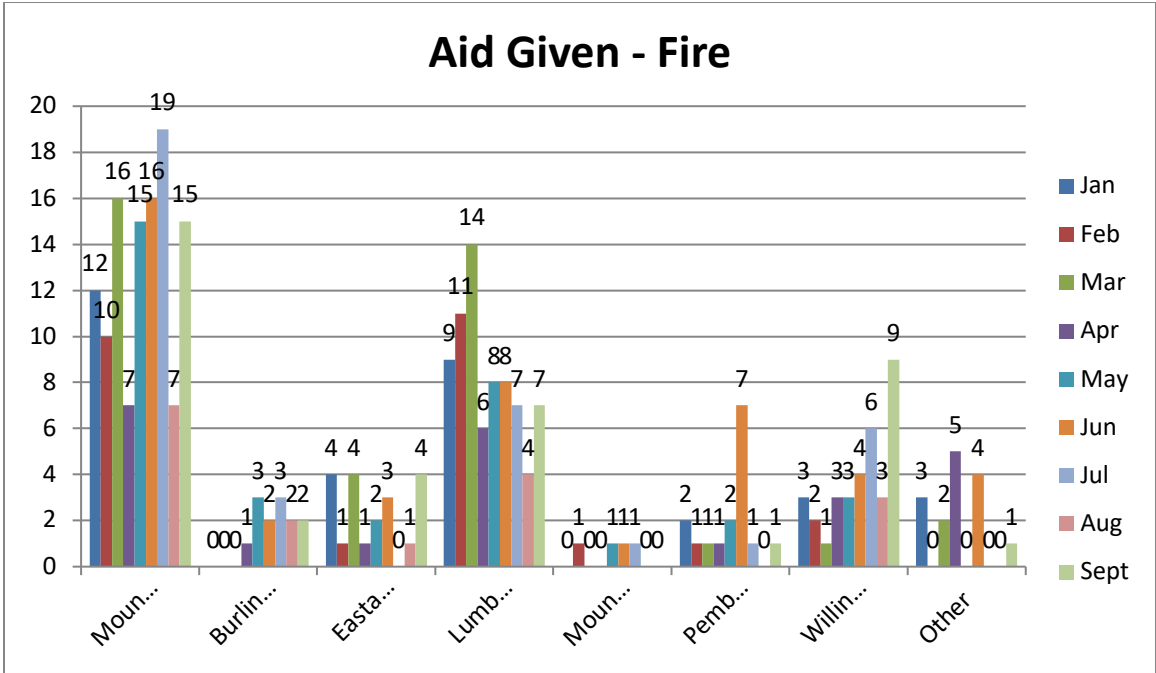


The department was cancelled prior to arrival on **45** incidents for the month of September, 2023.



Note: A shared service agreement is in place with Eastampton, as we are their primary EMS provider.





September 2023 - October 2023

Vehicle Number	Year	Make	Model	Type	Ending	Beginning	Total
27801	2010	Ford	E-450	Ambulance	115110	113846	1264
27802	2013	Ford	E-450	Ambulance	OOS	OOS	OOS
27803	2015	Ford	E-450	Ambulance	79201	78055	1146
27804	2019	Ford	E-450	Ambulance	44156	43000	1156
2722	2020	E-ONE	Cyclone II	Rescue - Engine	28911	27790	1121
2723	2006	KME	Predator	Rescue - Engine	89170	89002	168
2729	2017	Ford	F-350	Utility	48174	47793	381
FM271	2021	Ford	Expedition	Duty/Inspector	15043	14789	254
FM27	2021	Ford	F-150	Fire Marshal	12792	11786	1006
2700	2021	Ford	Expedition	Command	16450	15500	950

Incident/Events 2023

1/7- Westampton- MVA Rescue

1/9- Westampton- DOA

1/12- Mount Holly- Teach Rescue

1/13- Eastampton- DOA

1/13- Eastampton- Cardiac Arrest

1/16- Willingboro- House Fire

1/16- Westampton- Overdose

1/16- Westampton- Trauma

1/18- Westampton- Trauma

1/25- Burlington- Cardiac Arrest

1/29- Mount Holly- Cardiac Arrest

1/30- Burlington- Cardiac Arrest

1/31- Westampton- Hotel Fire

1/31- Florence- Hazmat Incident

2/1- Willingboro- House Fire

2/1- Westampton- DOA

2/3- Mount Holly- House Fire

2/4- Mount Holly- Rescue/Trauma

2/6- Mount Holly- Cardiac Arrest

2/9- Eastampton- Cardiac Arrest

2/12- Cinnaminson- Hazmat Incident

2/16- Burlington- Cardiac Arrest

2/16- Rt. 295- Car Fire

2/17- Eastampton- Cardiac Arrest
2/20- Willingboro- Cardiac Arrest
2/21- Mount Holly- Building Fire
3/1- Willingboro- Cardiac Arrest
3/8- Westampton- Fatal House Fire
3/9- Westampton- Pedestrian MVA
3/10- Burlington- Cardiac Arrest
3/10- Mount Holly- DOA
3/14- Eastampton- Cardiac Arrest/Save
3/18- Westampton- Brush/Shed Fire
3/18- NJTP- Car Fire
3/19- Westampton- Forest Fire
3/20- Florence- 6 Alarm Church Fire
3/21- Eastampton- DOA
3/31- Westampton- Overdose
3/31- Rt. 295- Trauma/Fly/Fatal MVA
4/1- Westampton- Trauma
4/5- Springfield- Rescue
4/8- Springfield- Fire
4/10- Westampton- OTC Fire
4/10- Westampton- Overdose
4/12- Pemberton- Building Fire
4/12- Rt. 295- Rescue
4/12- Mount Holly- Cardiac Arrest

4/15- Eastampton- Overdose
4/15- Mount Holly- House Fire
4/16- Westampton- Shed Fire
4/18- Southampton- Forest Fire/Building
4/20- Westampton- Overdose
4/20- NJTP- Rescue
4/20- Rt. 295- Car Fire/Trauma
4/24- Willingboro- DOA
4/25- Willingboro- House Fire
5/2- Westampton- Garage Fire
5/3- Eastampton- Overdose
5/5- Westampton- Vehicle Fire
5/5- Westampton- Overdose
5/8- Mount Holly- Overdose
5/21- Eastampton- DOA
5/22- NJTP- Rescue/Unconscious
5/24- Westampton- Overdose
5/26- Mount Holly- Overdose
5/27- Willingboro- Trauma
5/27- Willingboro- House Fire
5/30- Westampton- Trauma
5/31- Willingboro- House Fire
6/2- Westampton- Cardiac Arrest
6/3- Westampton- Cardiac Arrest

6/3- Mount Holly- MVA Rescue
6/7- Hainesport- House Fire
6/10- Eastampton- Overdose
6/11- Westampton- Overdose
6/14- Mount Laurel- Garage Fire
6/16- Westampton- MVA Rescue
6/17- Eastampton- Trauma
6/19- Westampton- Trauma
6/19- Westampton- MVA Rescue
6/20- Westampton- Trauma
7/1- Lumberton- Apartment Fire
7/3- NJTP- Tractor Trailer Fire
7/8- Willingboro- Water Rescue
7/9- Mount Holly- Cardiac Arrest
7/9- Willingboro- Trauma
7/12- Burlington- Cardiac Arrest
7/12- Willingboro- Cardiac Arrest
7/15- Westampton- Automobile Fire
7/15- Mount Holly- DOA
7/17- Westampton- MVA Rescue
7/26- Westampton- Burn Victim
7/28- Westampton- Trauma
7/28- Eastampton- Cardiac Arrest
7/29- Burlington- Drowning/Arrest

8/9- Westampton- Vehicle into Building

8/10- Westampton- Kitchen Fire

8/13- Westampton- Assault/Trauma

8/13- Mount Holly- 3 Alarm House Fire

8/16- NJTP- Rescue

8/16- Eastampton- Trauma

8/20- Westampton- Ring Removal

8/20- 295- Trauma

8/21- Westampton- Trauma

8/22- Lumberton- Fatal Ped MVA

8/24- Burlington- Double Fatal Apartment Fire

8/24- Westampton- DOA

8/25- Mount Holly- Cardiac Arrest

8/28- Eastampton- Trauma

9/2- Eastampton- Overdose

9/3- Willingboro- House Fire

9/3- Westampton- Cardiac Arrest

9/5- Eastampton- Overdose

9/6- Westampton- Overdose

9/6- Bordentown- Hazmat

9/7- Mount Holly- 2 Alarm House Fire

9/7- Mount Holly- Explosion/Burn Victims

9/12- Willingboro- Infant Cardiac Arrest

9/19- Eastampton- Rescue

9/19- Eastampton- Trauma

9/20- Springfield- 2 Alarm House Fire

9/20- Pemberton- House Fire

9/22- Westampton- MVA involving PD

9/23- Eastampton- MVA Vehicle into Building

9/25- Westampton- Overdose

9/27- Willingboro- Overdose

9/28- Westampton- Trauma

9/28- Westampton- Trauma

9/29- Westampton- Trauma

9/30- NJTP- Truck Fire



Westampton Township Emergency Services

Bureau of Fire Prevention

Office of the Fire Marshal

780 Woodlane Road

Westampton, New Jersey 08060

Phone (609) 267-2041 ext. 215 Fax (609) 267-3305

www.westamptonfire.org



September 2023 Fire Official's Report

Fire Inspections Conducted	8
Fire Safety Permits Issued	0
CSACMAPFEC Inspections	13
Fire Investigations Conducted	0
Construction Plans Reviewed	0
Code Enforcement Complaints Investigated	9
Fire Safety Complaints Investigated	4
Background Investigations Conducted	0

During the month of September, eight Fire Safety Inspections were conducted by the WTES Bureau of Fire Prevention as crews continue the annual inspection cycles. None of those Inspections revealed “dangerous conditions” that required the issuance of an Imminent Hazard order and/or the evacuation of the premises. No Fire Safety Permits were issued during the month. Thirteen Certificates of Smoke Alarm / Carbon Monoxide Alarm / Portable Fire Extinguisher Compliance were issued as part of the Bureau of Fire Prevention’s Resale and Rental Compliance program. No Fire Investigations were conducted during the month of September within Westampton Township. Four Fire Safety complaints were investigated during the month of September with violations of the New Jersey Uniform Fire Code and/or Westampton Township Ordinance issued.

Nine Code Enforcement complaints were investigated within the Township this month with numerous certified letters sent and requiring DPW and PD assistance. Two OPRA requests were fulfilled in September. Bureau staff covered several shifts and responded to various calls for service due to manpower shortages throughout the month as the Department readies for our annual Fire Prevention Activities and the Recruit Fire Academy. Fire Marshal Knott assisted the Burlington County Fire Marshal and the US Bureau of Alcohol, Tobacco, Firearms, and Explosives with an explosion investigation in Mt Holly this month.

LT Westdyk is conducting Rental/Resale Inspections. LT Iannacone, FF/EMT Vallery, FF/EMT Engle, FF/EMT Washick, FF/EMT Boduroglu, and FF/EMT Richartz continue conducting annual fire inspections and their associated reinspection’s as required by the New Jersey Division of Fire Safety.

TOWNSHIP OF WESTAMPTON

APPROVING PAYMENT OF VOUCHERS
FOR THE PERIOD ENDING 10/17/2023

RESOLUTION NO. 150-23

WHEREAS, the Township is in receipt of various vouchers submitted by vendors and/or other claimants for goods rendered and/or services provided to the Township; and

WHEREAS, the Chief Financial Officer has certified that there exists a line-item appropriation against which each claim shall be charged and that there are sufficient funds available for the payment of each voucher; and

WHEREAS, each voucher contains a certification of a department head, or duly designated representative having personal knowledge of the facts that the goods have been provided or services rendered to the Township and that the goods or services are consistent with prior authorizations; and

WHEREAS, a list of all conforming claims which have been approved by the Chief Financial Officer has been prepared and reviewed by the Township Committee and is appended hereto as Exhibit A.

NOW BE IT RESOLVED that the Committee for the Township of Westampton for the reasons set forth above hereby approves the payment of the vouchers set forth on the attached Exhibit A and this Resolution shall be recorded as part of the minutes of this meeting and shall upon approval be open to the public.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on October 17, 2023. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

Roll Call Vote						
Committee Member	Introduced	Seconded	Yes	No	Abstain	Absent
Burkley						
Carr						
Mayor Henley						
Mungo						
Wright						

TOWNSHIP OF WESTAMPTON
 RESOLUTION OF ADOPTING
 CORRECTIVE ACTION PLAN FOR 2022 AUDIT

RESOLUTION NO. 151-23

WHEREAS, Bowman and Company, the Township’s Registered Municipal Auditors, submitted a Report of Audit for the Year Ended December 31, 2022 on September 18, 2023; and

WHEREAS, the Township auditors identified certain deficiencies in internal controls hereby referred to as “findings”; and

WHEREAS, the Westampton Township acknowledges these findings and has developed a Corrective Action Plan to address the findings; and

WHEREAS, New Jersey statute requires the approval of Corrective Action Plans within sixty days of receipt of the audit.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey that the following Corrective Action Plan for the 2022 Audit be adopted.

BE IT FURTHER RESOLVED, that copies of this resolution and the Corrective Action Plan are to be filed with the Director of the Division of Local Government Services and the Township’s Registered Municipal Auditors.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on October 17, 2022. Wendy Gibson, Township Clerk.

 Wendy Gibson, Township Clerk

Roll Call Vote						
Committee Member	Introduced	Seconded	Yes	No	Abstain	Absent
Burkley						
Carr						
Mayor Henley						
Mungo						
Wright						

Westampton Township
Corrective Action Plans from 2022 Audit

Finding 2022-001

Finding: A lack of internal controls exists over the collection, recording and depositing of concession stand sales in the Trust Other Funds.

Analysis: An effective system of internal controls of the collection, recording and depositing of receipts is necessary to minimize the risk of unauthorized use of Township funds. The auditors find that there is a lack of internal controls over the collection of cash and sales inventory in place at the Township's concession stand.

Recommendation: That a system of internal controls be implemented over the collection, recording and depositing of all receipts in the Trust Other Funds.

Corrective Action Plan: The noted lack of internal controls over the collection of cash and sales inventory in place at the Township's concession stand can be corrected with the addition of inventory tracking control software installed to take credit sales, implementing oversight policies and procedures to control cash received, and maintaining more concise bookkeeping procedures for all sales at the concession stand. Additional protocols will be implemented as necessary.

Finding 2022-002

Finding: Numerous instances were noted where the vendor invoice date predated the order date on the purchase order, evidencing that goods and services were not properly authorized and encumbered as required.

Analysis: For 17 of 25 disbursements tested, the vendor invoice date predated the order date on the purchase order.

Recommendation: Employees responsible for the purchasing of goods and services be properly trained on the purchasing laws of the State of New Jersey.

Corrective Action Plan: Employees were sent a reminder email by the Administrator on the proper implementation of purchasing steps and laws applicable to the State of New Jersey. The employees will follow the quotation/bid process to properly secure the quotes for the goods and services, funds will be encumbered properly prior to obtaining an invoice, and the invoice will follow delivery of said goods and services.

Finding 2022-003

Finding: A lack of effective internal controls exists over the collection, recording and reporting of fees for the issuance of dog licenses in the Animal Control Fund.

Analysis: During the months of September 2022 to December 2022, the Township did not properly identify and record all licenses issued, and did not properly reconcile fees collected to the number of licenses issued. There was an unidentified break in the sequence of issued license numbers during 2022. It appears that the last license number issued in September was number 527, but the first

license number issued in October was 599. Subsequent to May 2022, when required, the Township did not file the State of New Jersey monthly dog license reports, and did not remit registration fees to the State within 30 days, as required. Receipts were collected in September 2022, however, a State of New Jersey monthly dog license report was never filed for that month. The Township did not have a process to properly identify and record late fees or prepaid dog license fees in the accounting system.

Recommendation: Ensure proper training of newer staff members on the monthly reporting process procedures for the State of New Jersey. Ensure that the license numbers are generated properly and recorded on deposit slips to capture the change from the previous to the current year licensing.

Corrective Action Plan: Turnover in the Clerk's department caused insufficient training for newer staff members. It is recommended that the staff be adequately trained on the process of generating reports and noting proper license numbering sequences.

It was found that there were two separate dog license programs running in the Clerk's office, which would explain the break in sequence for numbers and the lack of reporting. The Township's IT Specialist was able to merge both programs, and the missing reports were able to be generated.

TOWNSHIP OF WESTAMPTON

**RESOLUTION APPROVING A MEMORANDUM OF AGREEMENT BETWEEN
THE TOWNSHIP OF WESTAMPTON AND
THE POLICE CHIEF**

RESOLUTION NO. 152-23

WHEREAS, the Township and the newly appointed Police Chief have entered into an Employment Agreement; and

WHEREAS, the Township Committee has reviewed the Employment Agreement and desires to enter into a contract with the Chief for the term of September 19, 2023 to December 31, 2026, which shall be consistent with the Employment Agreement; and

NOW, THEREFORE BE IT RESOLVED that the governing body of the Township of Westampton hereby approves the terms and conditions set forth in the Employment Agreement between the Township and the Chief.

BE IT FURTHER RESOLVED that the Mayor or his designee is hereby authorized to sign the successor Employment Agreement between the Township and the Chief, consistent with the terms and conditions of the Employment Agreement.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on October 17, 2022. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

Roll Call Vote						
Committee Member	Introduced	Seconded	Yes	No	Abstain	Absent
Burkley						
Carr						
Mayor Henley						
Mungo						
Wright						

**EMPLOYMENT AGREEMENT
BETWEEN THE TOWNSHIP OF WESTAMPTON AND
BRIAN FERGUSON, CHIEF OF POLICE**

ARTICLE I

RECOGNITION

This Agreement ("Agreement") entered into on this ____ day of _____, 2023, by and between the Township of Westampton (Hereinafter referred to as "Township") having its principal offices in the Municipal Building, 710 Rancocas Road, Westampton Township, County of Burlington and State of New Jersey, and Chief of Police Brian Ferguson of the Westampton Township Police Department, Westampton Township, NJ (hereinafter referred to as the "Chief of Police" or "Chief") hereby establishes the following terms and conditions of employment for the position of Chief of Police. This Agreement represents the complete and final understanding between the Township and the Chief of Police.

ARTICLE II

MANAGEMENT RIGHTS

The Township hereby retains and reserves unto itself all powers, rights, authority, duties, and responsibilities conferred upon and vested in it prior to the signing of this Agreement by the laws and Constitution of the State of New Jersey and of the United States, except those limited by the specific and express terms of this Agreement, and only to the extent such specific and express terms hereof are in conformance with the Constitution and the laws of New Jersey and of the United States.

ARTICLE III

RESPONSIBILITIES OF THE CHIEF OF POLICE

Pursuant to state law, the Ordinances of the Township and the regulations and policies established by the appropriate authority, the responsibilities of the appointed Chief of Police shall include the responsibility to:

- a. Conduct and manage the day-to-day operations of the Police Department;
- b. Administer and enforce rules, regulations, and special emergency directives regarding the disposition and discipline of the police force, its officers, and personnel, exercise, and discharge the functions, powers, and duties of the police force;
- c. Delegate such of his authority as he may deem necessary for the efficient operation of the force to be exercised under his direction and supervision;
- d. Prescribe the duties and assignments of all subordinates and other personnel.

ARTICLE IV
WORKWEEK

The Chief of Police shall spend sufficient time at his job to ensure the smooth and responsible operation of the Police Department over which he has supervisory control. The Chief of Police shall work at least forty (40) hours per week, typically during the regular business hours of the Township, Monday through Thursday or Friday, depending on the schedule of the Township, and shall be available to the Township of Westampton, the Mayor, and Township Administrator as needed.

The Chief of Police is expected to attend a minimum of ten (10) Township Committee meetings per year with no additional compensation or time credit.

ARTICLE V
LEAVE PROVISIONS

The Township agrees to provide the Chief of Police with the following paid time off:

- a. **Holidays:** The same number of days as provided to Lieutenants and Captains under the Collective Negotiations Agreement between the Township and the FOP Lodge 147 (the "Superiors Agreement"). The parties recognize that, as of the effective date of this Agreement, Lieutenants and Captains receive eighty-eight (88) holiday hours per year.
- b. **Vacation. Leave:** Entitled to two hundred sixty-four (264) hours of vacation on January 1 each year and shall be taken between January 1 and December 31. Eighty (80) hours can be carried over into the next-following year and must be used by June 30 of that next year-following year or it will be forfeited.
- c. **Personal Time:** Forty-eight (48) hours of personal leave.
- d. **Sick Leave:** One hundred and twenty (120) hours earned the preceding year to be credited the following January. Of these 120 hours the Chief shall have the option to sell back accrued sick leave earned each year if he has a minimum accrual of five hundred (500) hours and would maintain the minimum of five hundred (500) hours after the voluntary annual sell back of sick time. The maximum number of hours that the Chief may sell back is limited to sixty (60) hours each year. If the Chief is absent due to illness for three (3) or more consecutive days, or more than four (4) days in a two (2) week period, he shall submit to the Township Administrator a doctor's excuse.
- e. **Bereavement Leave:** The same number of days as provided in the Superiors Agreement.

ARTICLE VI
INSURANCE

The Township agrees to continue to provide the present medical benefits, prescription plan, and dental plan for the Chief of Police. The Township will continue the plan for health insurance deductions for the Chief of Police. The Chief of Police must contribute a minimum of 1.5% of the current base salary towards his health benefits cost, as per P.L. 2010, c.2, s.5, and s.14. The Township agrees to continue the coverage outlined in Section 1 for the spouse and eligible dependents of the Chief of Police who dies while in office, for a period of eighteen (18) months after said Chief of Police's death, unless otherwise proscribed by State or Federal Law.

The Township agrees to continue the present life insurance coverage under the State of New Jersey Police and Fire Retirement System. The Township currently provides health and prescription insurance coverage from the State Health Benefits Plan. The parties recognize that the Township and the Chief of Police are bound by changes made by the plan, including increases in co-pay amounts.

Upon retirement, the Chief of Police shall contribute 20% of the premiums for the Chief of Police, spouse, and eligible dependents until death of the Chief of Police, as provided for in the New Jersey Police and Fire Retirement System and the New Jersey State Health Benefits Program for retirees, and the Chief of Police shall retain medical benefits, prescription benefits, and dental benefits provided for by the Agreement and as is provided to all Police Officers and personnel pursuant to any agreement in force as of the date of this Agreement.

ARTICLE VII
CLOTHING ALLOWANCE

The Chief of Police and the Township agree that the Chief of Police shall be afforded the same clothing allowance as the highest-ranking officer provided for in the Superiors Agreement. As of the signing of this agreement, the current amounts are as follows:

Annual uniform maintenance allowance: \$790.00

Annual clothing allowance: \$720.00

ARTICLE VIII
PERSONAL CAR

The Township agrees to supply the Chief of Police with an unmarked automobile, at the Township's expense, from its existing fleet of motor vehicles to be used for police work, at all times covered by this Agreement. This vehicle will be equipped as needed for police work. There shall be no limit on the use of the vehicle for police work or anything associated with police work, such as meetings, trips, and training, conferences, or any other travel needed to carry out the duties of the Chief of Police.

ARTICLE IX

SALARY

The annual salary for the Chief of Police shall be as follows:

Beginning September 19, 2023- \$145,763

Beginning January 1, 2024 - \$148,678

Beginning January 1, 2025 - \$151,652

Beginning January 1, 2026 - \$154,685

Thereafter and during the remainder of the terms of this Agreement, the salary for the Chief of Police shall be negotiated and adopted per salary ordinance to reflect a proportional increase approximately similar to the respective annual increases provided in the Superiors Agreement. During the terms of this Agreement, the pay scales will not be reduced unless by written mutual agreement of both parties.

The Chief of Police shall receive eighty (88) hours of holiday pay per year. Holiday pay shall be paid bi-weekly or in any other periodic payment that the Chief of Police receives his regular paycheck and is included in the Chief's base pay for the purposes of any pension payment. The Chief of Police shall not be entitled to receive any longevity pay.

ARTICLE X

EDUCATIONAL PROGRAMS / COLLEGE ALLOWANCES

The Chief of Police may be compensated for his college degrees consistent with the Superiors Agreement.

ARTICLE XI

RETIREMENT

Upon retirement the Township shall reimburse the Chief of Police for one-half (1/2) of his accumulated sick leave in an amount not to exceed \$15,000. The Chief will also be eligible to receive monetary reimbursement for any unused vacation time and personal time at a rate of 100% of his hourly wages.

No sick leave shall be paid upon separation from employment with Westampton Township except under retirement.

ARTICLE XII
SEPARABILITY AND SAVINGS

If any provision of this Agreement, or any application of this Agreement, is held to be invalid by operation of law or by a court or other tribunal of competent jurisdiction, such provision shall be inoperative, but all other provisions shall not be affected thereby and shall continue in full force and effect.

ARTICLE XIII
FULLY BARGAINED PROVISION

This Agreement represents and incorporates the complete and final understanding and settlement by the parties on all bargainable issues, which were or could have been the subject of negotiations. During the terms of this Agreement, neither party will be required to negotiate with respect to any such matter, whether covered by this Agreement, and whether within the knowledge or contemplation of either or both of the parties at the time they negotiated or signed this Agreement.

ARTICLE XIV
COLLECTIVE NEGOTIATIONS AGREEMENT

Unless otherwise specifically stated or provided for in this Agreement, any benefit afforded by the Superiors Agreement, currently in force at the Township of Westampton Police Department, shall be afforded to the Chief of Police in line with the highest level of any position and the Chief's present time of service, as provided for in the Superiors Agreement.

ARTICLE XV
TERM AND RENEWAL

THIS AGREEMENT shall be in full force and effect as of September 19, 2023, and shall remain in effect to, and including, December 31, 2026. This Agreement will remain in force until such time as it is re-negotiated by the parties.

IN WITNESS WHEREOF the parties hereto have set their hands and seals on the date specified below:

Sandy Henley, Mayor

Date: _____

Brian Ferguson, WTPD

Date: _____

WESTAMPTON TOWNSHIP

A RESOLUTION TO AFFIRM THE TOWNSHIP OF WESTAMPTON'S CIVIL RIGHTS POLICIES WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTEERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH TOWNSHIP EMPLOYEES, OFFICIALS AND VOLUNTEERS

RESOLUTION NO. 153-23

WHEREAS, it is the policy of the Township of Westampton (the "Township") to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act, and

WHEREAS, the administration and governing body of the Township has determined that certain procedures need to be established to accomplish this policy.

NOW, THEREFORE BE IT ADOPTED by the Township of Westampton that:

Section 1: No official, employee, appointee or volunteer of the Township by whatever title known, or any entity that is in any way a part of the Township shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the Township's business or using the facilities or property of the Township.

Section 2: The prohibitions and requirements of this Resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the Township to provide services that otherwise could be performed by the Township.

Section 3: Discrimination, harassment and civil rights shall be defined for purposes of this Resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

Section 4: The Township Administrator shall implement the Township's written procedures and policies for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this Resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

Section 5: No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

Section 6: The Township Administrator shall implement the Township's written procedures and policies that require all officials, employees, appointees and volunteers of

the Township as well as all other entities subject to this Resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this Resolution.

Section 7: The Township Administrator shall establish a system to monitor compliance and shall report at least annually to the Township Committee the results of the monitoring.

Section 8: At least annually, the Township Administrator shall cause a summary of this Resolution and the procedures established pursuant to this Resolution to be communicated within the Township. This communication shall include a statement from the Township Committee expressing its unequivocal commitment to enforce this Resolution. This summary shall also be posted on the Township's website.

Section 9: This Resolution shall take effect immediately.

Section 10: A copy of this Resolution shall be published in the official newspaper of the Township in order for the public to be made aware of this policy and the Township's commitment to the implementation and enforcement of this policy.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on October 17, 2023. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

Roll Call Vote						
Committee Member	Introduced	Seconded	Yes	No	Abstain	Absent
Burkley						
Carr						
Mayor Henley						
Mungo						
Wright						

RESOLUTION No. 10/17/2023
EXCLUSION OF PUBLIC FROM PUBLIC MEETING

TOWNSHIP OF WESTAMPTON

WHEREAS, Section 7.a of Chapter 231 Public Law 1975, otherwise known as the “Open Public Meetings Act” states that except as provided by Section 7.b, all meetings of a public body, such as the Township Committee, shall be open to the public at all times; and

WHEREAS, Section 7.b provides that the Township Committee may exclude the public only from the portion of a meeting at which the Township Committee discusses certain subjects which are listed in said Section; and

WHEREAS, the Township Committee desires to discuss certain subject(s) which are listed in said section and desires to exclude the public from the portion of the meeting at which the Township Committee will discuss said subject(s); and

WHEREAS, Section 8 of Chapter 231, Public Law 1975 states that no public body shall exclude the public from any meeting to discuss any matter described in Section 7.b until the public body shall, at a meeting to which the public shall be admitted, first adopt a Resolution making certain statements with respect to the subject(s) to be discussed.

NOW THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Westampton in the County of Burlington and State of New Jersey, as follows:

1. That the Township hereby declares that the general nature of the subject(s) to be discussed by the Township Committee in closed session is as follows:

- a. Attorney Client Privilege – Personnel

That the Township Committee hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Township Attorney advises the Township Committee that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the Township or any other entity with respect to said discussion.

2. That the Township Committee for the aforementioned reasons hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Township Clerk to take the appropriate action to effectuate the terms of this Resolution.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on October 17, 2023. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

Roll Call Vote						
Committee Member	Introduced	Seconded	Yes	No	Abstain	Absent
Burkley						
Carr						
Mayor Henley						
Mungo						
Wright						

WESTAMPTON TOWNSHIP

**RESOLUTION TO AUTHORIZE THE DISCUSSIONS TO ACQUIRE
BLOCK 203.08 LOT 1.01 AKA 1 SPRINGSIDE ROAD FROM THE
DOLAN GROUP UTILIZING GREEN ACRES FUNDING.**

RESOLUTION NO. 154-23

WHEREAS, the Dolan Contractors, Inc. currently has an application pending for the development of a parcel of property identified as Block 203.8 Lot 1.01 on the official Tax Map of the Township of Westampton (“Property”); and

WHEREAS, Dolan Contractors, Inc. has filed an action in the Superior Court of New Jersey titled Dolan Contractors Inc. v. Westampton Township challenging the rezoning of the Property; and

WHEREAS, the currently has available certain funding from the New Jersey Department of Environmental Protection which, which along with the required local match, may be sufficient to acquire the Property; and

WHEREAS, the Mayor and Committee believe that it may be in the best interest of the Township to acquire and preserve the Property in accordance with Green Acres Program; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Westampton, County of Burlington, and State of New Jersey that the Township take such steps as necessary to acquire and preserve the property located at 1 Springside Road and designated as Block 203.8 Lot 1.01 on the official Tax Map of the Township of Westampton through the Green Acres Program; and

BE IT FURTHER RESOLVED, that the Township Administrator, in consultation with the Solicitor and Mayor, is hereby authorized to execute such documents and take such action as necessary to facilitate the use of Green Acres funds for the purpose stated herein; and

BE IT FURTHER RESOLVED, that the Township Administrator and or Township Solicitor, as appropriate shall report the status of the acquisition and preservation of the Property to the Committee at future meetings; and

BE IT FURTHER RESOLVED, that this resolution shall take effect in accordance law.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on October 17, 2023. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

Roll Call Vote						
Committee Member	Introduced	Seconded	Yes	No	Abstain	Absent
Burkley						
Carr						
Mayor Henley						
Mungo						
Wright						