

WESTAMPTON TOWNSHIP COMMITTEE MEETING

6:00 PM Workshop/Closed Session 7:00 PM Regular Meeting

November 6, 2017

1. Call Regular Meeting to Order – 7:00 PM
2. Requirements of the Sunshine Law (This meeting was advertised in the Burlington County Times on January 5, 2017)
3. Pledge of Allegiance
4. Welcome to Guests
5. Moment of Silence
6. Roll Call
7. Approve 11/6/17 Agenda
8. Regular Meeting Minutes 10/16/17; Closed Session/Workshop Minutes 10/16/17
9. Monthly Reports and Communications – Posted on Bulletin Board
10. Scheduled Appointments: none
11. Open Meeting to Public for comment on Agenda Items
12. Old Business:
13. New Business:
 - a. Best Practices 2017
14. Resolutions
 - a. 133-17 Payment of Vouchers – this resolution approves the payment of bills through 11/3/2017
 - b. 134-17 Appoint Class F Timbuctoo Advisory Committee Member – this resolution appoints Machel Still-Pettis for a term that expires 12/31/2019
 - c. 135-17 Appoint Class E Timbuctoo Advisory Committee Member – this resolution appoints Mary Weston for a term that expires 12/31/2019
 - d. 136-17 Appoint a member of the Township Committee to the Timbuctoo Advisory Committee – this resolution appoints C. Andre Daniels for a term that expires 12/31/17.
 - e. 137-17 Appoint Chief of Police – this resolution appoints Lieutenant Stephen Ent as Westampton Township Chief of Police, effective 2/1/2018

15. Ordinances:

- a. 15-2017 Amend Chapter 95 of the Code of the Township of Westampton, Brush, Grass, Weeds & Debris (first reading) – this amendment to the ordinance requires the removal of vegetation along curbs
- b. 16-2017 Amend Chapter 212 of the Code of the Township of Westampton, Streets and Sidewalks (first reading) – this ordinance requires owners of property abutting sidewalks to be responsible for the repair and maintenance of the sidewalks and driveway aprons
- c. 17-2017 Amend Chapter 212 of the Code of the Township of Westampton, Streets and Sidewalks (first reading) – this ordinance establishes new procedures, fees and application forms for street opening permits

16. Correspondence:

- a. Assembly Resolution No. 216 – planting of native plants encouraging bees
- b. Mt. Holly MUA Budget Introduction – 11/7/17

17. Dates to Remember:

Tuesday, November 7th – Election Day

Friday, November 10th – Veteran's Day observance, Municipal Building closed

Saturday, November 11th – Am. Vets Spaghetti Dinner

Wednesday, November 15th – Megan's Law Q & A Session, Courtroom, 7 PM

Tuesday, Wednesday, Thursday, November 14th, 15th, 16th – NJLM Annual Conference, Atlantic City

Saturday, November 18th – Westampton Township Annual Free Rabies Clinic, Public Works Garage, 9 AM – 11 AM

Saturday, December 9th – Westampton Recreation's Annual Breakfast with Santa, HHS, 9 AM – 11 AM

Wednesday, December 13th – Westampton Recreation's Annual Senior Citizen's Holiday Dinner, WMS, 6 PM

Saturday, December 16th – WTES escorts Santa to Rancocas Village

Tuesday, December 19th – Thursday, December 21st - WTES Santa Around Town

18. Open Meeting to public for Comment – “Pursuant to NJSA 10:4-12(a), public comment is limited to one three-minute comment per person.”

19. Comments

20. Adjourn

DRAFT

WESTAMPTON TOWNSHIP COMMITTEE MEETING

6:00 CLOSED SESSION/WORKSHOP 7:00 PM REGULAR MEETING

October 16, 2017

The regular meeting was called to order at 7:03 PM by Mayor Daniels. Requirements of the Sunshine Law were read. This meeting was advertised in the Burlington County Times January 5, 2017. The flag was saluted and there was a moment of silence. Mayor Daniels welcomed all guests.

Roll Call:

Committeeman Lopez	Present
Committeewoman Smith-Hartman	Present
Committeewoman Teleisa	Present
Committeeman Wisniewski	Present
Mayor Daniels	Present

Brian Schotts, Solicitor, was present. Township Engineer, Doug Johnson was present. Administrator Maria Carrington and Municipal Clerk Marion Karp were present.

Approve 10/16/17 Agenda – motion to approve by Mr. Lopez; second by Ms. Teleisa. All voted yes.

Regular Meeting minutes of 10/2/17– motion to approve by Mr. Lopez; second by Mr. Wisniewski. All voted yes. Closed session minutes of 10/2/17 – motion to approve by Mr. Lopez; second by Mr. Wisniewski. All voted yes.

Public Comments on agenda items

Nancy Burkley – is opposed to eliminating longevity for supervisors. She thinks it encourages employees to stay here; supervisors shouldn't receive less than other employees; it is demeaning.

Old Business

None

New Business

Fire/EMS Report – no further comments made.

Police Report – no further comments made.

Engineer's Report – no further comments made.

DRAFT

Resolutions

125-17 Payment of Vouchers – motion to approve by Mr. Lopez; second by Ms. Smith-Hartman. All present voted yes.

126-17 Establish Policy for Tax Appeal Notifications – motion to approve by Mr. Lopez; second by Ms. Teleisa. All voted yes.

127-17 Establish Policy for Eliminating Supplemental Salary Payments for Non-Union Employees – motion to approve by Mr. Lopez; second by Mr. Wisniewski. All voted yes. Mr. Lopez said they discussed they would be transparent regarding salaries for directors; this should be done on the front end and not after they have negotiated the front end salary. Mr. Wisniewski said this practice will only affect the Administrator, Public Works director and Recreation Director. No one here will be losing anything; it will affect new hires only. This comes from the Best Practices inventory and needed to be established.

128-17 Chapter 159, NJ Body Armor Grant – motion to approve by Ms. Teleisa; second by Mr. Lopez. All voted yes.

129-17 Tarnsfield Road Project Grant – motion to approve by Mr. Lopez; second by Ms. Teleisa. All voted yes.

130-17 In Support of the Creation & Establishment of the Rancocas Creek National Water Trail – motion to approve by Mr. Lopez; second by Ms. Smith-Hartman. All voted yes. Ms. Teleisa asked what the legalities are surrounding this; she is a little hesitant. Solicitor Schotts explained that this is simply a resolution of support. Mr. Lopez explained that the Rancocas Creek is already open to the public for use; any resident is welcome to use it at the State park. Mayor Daniels is in favor of this becoming a National Water Trail; this can help to put Westampton on the map along with other Townships.

131-17 Appoint Purchasing Agent – motion to approve by Ms. Teleisa; second by Ms. Smith-Hartman. All voted yes.

132-17 Hire Police Officer – motion to approve by Mr. Lopez; second by Ms. Teleisa. All voted yes.

Correspondence

Note of thanks from the Timbuctoo Advisory Committee

NJLM 102nd Annual Conference – information for attendees

DRAFT

Dates to Remember

October 27, Fall Festival, 6 – 9 PM, Westampton Sports Complex

October 27th – Susan G. Komen fundraiser, bingo, Police are partnering with them at Crescent shrine, 6 PM

November 5 – 5 K Walk & Run at Great Adventure, Police will be attending

November 6 – Westampton Middle School, Veterans Day celebration

November 14-16 – NJLM Annual Conference, Atlantic City

October 17 – deadline to register to vote

November 11 – American Legion Annual Spaghetti Dinner

Open to public Comment

Jerry Mengel – is part of the Fernbrooke Homeowners Association and wondered whether they would now be charged to hold their meetings here. They are an exempt group; Maria Carrington believes the Recreation Director will waive the fee.

Janet Curran – the Fire Police did an outstanding job directing traffic for those who came to the Rancocas Ham dinner on Saturday, she wanted to thank them. She spoke regarding affordable housing and the fact that she thinks there is enough here in Westampton.

Todd Johnson, 21 Brighton Road – spoke regarding Megan’s Law. He asked Mr. Lopez where he was regarding speaking to our legislators. Mr. Lopez had spoken with Joe Howarth who gave him his word in opening up an inquiry for Megan’s Law. He is willing to start the process but warned him that the legislative body isn’t meeting in the fall until the elections are over. He asked Ms. Smith-Hartman how she was dealing with the schools; she had met with the Superintendent and they are looking into starting the Stranger Danger program. He asked whom he could contact regarding the property maintenance code. He was advised to contact Zoning Officer Gene Blair.

Ernestine Jones, Brighton Road – asked what they could do, as residents, about having sex offenders residing in their neighborhood. Police Chief Joe Otto explained the tier ratings of sex offenders and how they are ranked. Mr. Lopez wondered if we could post a safety type of notice on the Township website regarding Halloween; Chief Otto would contact the prosecutor’s office to review before anything was posted just to check and see. He thinks it would be safer just to post what they normally do for Halloween but he would reach out and clarify this with the prosecutor.

DRAFT

Ms. Jones – had called the prosecutor’s office and she felt they were dismissive with her about this.

Mayor Daniels – we are a very vigilant community, he is sorry that she had that experience with the prosecutor’s office. He thanked the residents for bringing this discussion before them; he thanked his colleagues for their efforts.

Nancy Burkley – parents should be out with their children on Halloween. We should just be talking about safety like the Police Chief said; it could be anyone out there.

Mayor Daniels - thank you to everyone for their comments.

Comments from Department Heads

Police Chief Otto – Sasheen Welsh had a tough week with the passing of her father and her brother in law.

Fire/EMS Chief Farnsworth – they had a nice turnout for Fire Prevention Week.

Committee Members Comments

Mr. Wisniewski – thanks to the residents for coming out; great job at the Fire Prevention Open House; have a good night

Ms. Smith-Hartman – Go Eagles!

Ms. Teleisa – it was a very enjoyable Fire Prevention Night; thanks to the firefighters, EMTs and the Fire Police. It is good to have Craig back.

Mr. Lopez – has no further comments, Ms. Teleisa and Ms. Smith-Hartman have said it all tonight.

Mayor Daniels – last Wednesday Freedom Village and TD Bank held a tree planting day where they planted 35 trees. It was a great afternoon. He commended FF/EMT Dave Shaw who received an award last week; kudos to the department for a great job with their open house. Patrolman Einstein is representing our Township and the spirit of what being a good American is all about. This Thursday at the Burlington County Library Bernard Cabler will be spotlighted for his book of poems that he wrote. He thanked all for coming out tonight.

There were no further comments and the meeting was adjourned at 7:54 PM.

Respectfully submitted,

Marion Karp, Municipal Clerk

WESTAMPTON TOWNSHIP
2017 Workshop/Closed Session Minutes
October 16, 2017 6:00 PM

DRAFT

The meeting was called to order at 6:03 PM. Requirements of the Sunshine Law were read. This meeting was advertised in the Burlington County Times January 5, 2017.

Present: Mr. Daniels, Mr. Lopez, Ms. Smith-Hartman, Ms. Teleisa, Mr. Wisniewski (arrived at 6:20 PM), Administrator Maria Carrington, Clerk Marion Karp, Solicitor Brian Schotts

Resolution 10-16-17 to go into closed session, all voted yes.

Discussed:

- a. PILOTs for consideration
- b. New Street Opening Permit Ordinance
- c. Sidewalk Maintenance Ordinance
- d. Affordable housing/litigation
- e. Timbuctoo appointments

Marion Karp
Municipal Clerk

Best Practices Worksheet CY 2017/SFY2018

Westampton Township (Burlington)		
<i>Please see Color Key at bottom of sheet for limits on answers</i>		
0337	Question	Comments
Answer		
1	<p>Yes</p> <p>N.J.S.A. 34:13A-8.2 requires public employers, including municipalities, to file with the Public Employment Relations Commission (PERC) a copy of all contracts negotiated with public employee representatives. This includes, but is not limited to, collective bargaining agreements, memoranda of understanding, contract amendments, and "side letter" or "side bar" agreements. Copies of same may be emailed to contracts@perc.state.nj.us. Has your municipality filed all current contracts with PERC?</p>	
2	<p>Yes</p> <p>Has your municipality adopted a written vehicle use policy prohibiting personal use of municipal vehicles (except for commuting), and providing that employees authorized to use such vehicles for commuting to/from work have a fringe benefit value added to the gross income reported on the employee's W-2 (unless the vehicle meets the "qualified non-personal vehicle" criteria specified by the IRS)? Only answer "N/A" if your municipality does not have any municipally-owned vehicles.</p>	
3	<p>Yes</p> <p>Active monitoring management of a municipality's ratable base is fundamental to helping ensure fiscal stability. There should be communication with the municipal tax assessor to ensure that the municipality has sufficient time to factor potential exposure to tax appeal judgements into their budgetary planning. <u>Does your municipality have an established written policy requiring its tax assessor to notify the chief financial officer and the governing body of all tax appeals upon filing, but no later than June 1st each year?</u> The policy should, at minimum, require the assessor's report to break down by property class the number of pending appeals, the current assessed value, and the reduction in assessed value if all appeals were successful. If there are appeals for which complete information is unavailable as of June 1, those appeals should be reported as information becomes available. Only answer "N/A" if your municipality is in Gloucester County (county assessor pilot program) or participates in the Monmouth County assessment demonstration program.</p>	

Best Practices Worksheet CV 2017/SFY2018

Westampton Township (Burlington)		
<i>Please see Color Key at bottom of sheet for limits on answers</i>		
0337	Answer	Question
0337	Answer	Comments
4	Yes	Does your municipality maintain an up-to-date municipal website containing at minimum the following: past three years adopted budgets; the current year's proposed budget (including the full adopted budget for the current year when approved by the governing body); most recent annual financial statement and audits; notification(s) for solicitation of bids and RFPs; and meeting dates, minutes and agendas for the governing body, planning board, board of adjustment and all commissions?
5	N/A	The "Director's Ratio" (the average ratio of assessed to true market value) for each municipality as determined by the Director of the Division of Taxation, in the Table of Equalized Valuations promulgated annually pursuant to N.J.S.A. 54:1-35.1. A Director's Ratio of lower than 85 percent generally denotes lack of uniformity in assessments and indicates a need for revaluation. <u>N.J.A.C. 18:12A-1.14. If the ratio of assessed values to market values in your municipality is presently less than 85%, has your municipality at minimum awarded a contract for the updating of tax maps and earmarked funds in its budget for the hiring of relevant firms and/or professionals?</u>
6	Yes	The Local Government Ethics Law, designed to ensure transparency in government, requires local government officers to file Financial Disclosure Forms. Compliance by local elected officials is particularly important. <u>Have all of your local elected officials filed their Financial Disclosure Form in 2017 that covers the 2016 calendar year?</u>
7	Yes	While outside employment by municipal officials can sometimes be acceptable, it is imperative that no conflicts of interest impinge on municipal governance. Does your municipality have 1) an established documented process requiring department heads to submit notice of outside employment, and 2) upon receiving such notice, does your municipality have a documented process within its human resources function to determine whether or not a conflict of interest exists?

Best Practices Worksheet CV 2017/SFY2018

Westampton Township (Burlington)		
<i>Please see Color Key at bottom of sheet for limits on answers</i>		
0337	Question	Comments
Answer		
8	N/A	
	<p>Many municipalities have created one or more authorities (including fire districts, utilities authorities, redevelopment authorities, housing authorities, port authorities, etc.) to provide greater focus and attention on addressing a public need, or to reduce governing body burdens. While creation of an authority is often appropriate, and many authorities successfully fulfill their missions, authorities with weak membership or insufficient local-level monitoring can become wasteful, inefficient and unresponsive to the public they serve. N.J.S.A. 40A:5A-20 allows a local governing body to dissolve an authority subject to certain parameters and with Local Finance Board approval. Municipalities should at least annually assess the authority or authorities they created and publicly discuss their findings and conclusions. Findings and conclusions should address whether their existing authorities 1) continue to serve the public interest, and 2) are more efficient than other potential alternatives in providing services and financing public facilities. <u>Within the past year, 1) has the above-referenced discussion appeared as a listed agenda item on a scheduled governing body meeting, and 2) do the findings and conclusion appear in publicly-available meeting minutes? Please identify the meeting date under "Comments."</u></p>	
9	Yes	
	<p>Audit findings address areas needing improvement. Ignoring these findings devalues the process; therefore, municipalities should correct noted deficiencies. <u>Have all audit findings from the 2015 audit been 1) identified in the corrective action plan and 2) addressed such that they are not repeated in the 2016 audit? If the answer is no, please list the repeat findings, along with the date the corrective action plan was submitted to DLGS, under Comments. Only answer "N/A" if there were no audit findings in 2015.</u></p> <p>Payments in Lieu of Taxed (PILOTs) are often used as a tool for economic development. It is imperative that municipalities monitor PILOT agreements to ensure recipients complying with all agreement terms, including but not limited to timely payment and reporting. Does your municipality 1) have an official designated to monitor exemptions granted pursuant to the Long-Term Tax Exemption Law (N.J.S.A. 40A:20-1 et seq.) and Five-Year Exemptions/ Abatements granted pursuant to N.J.S.A. 40A:21-1 et seq., and 2) have in place a documented process for ensuring compliance with the terms of each PILOT agreement?</p>	
10	Yes	

Best Practices Worksheet CV 2017/SFY2018

Westampton Township (Burlington)		
<i>Please see Color Key at bottom of sheet for limits on answers</i>		
0337	Question	Comments
Answer		
11	<p>Yes</p> <p>N.J.S.A. 40A:5-4 requires municipalities to complete their annual audit for the preceding fiscal year within 6 months after the close of their fiscal year. Further, <u>N.J.S.A. 40A:5-6</u> requires the municipality's auditor to submit a certified duplicate copy of the audit report and recommendations with the Division within 5 days after filing the original with the municipal clerk. <u>Has your municipality received its completed audit for the preceding fiscal year within the statutory timeframe, and confirmed that your auditor has filed a certified duplicate copy of the audit report with the Division? You may only answer this question "N/A" if the Director expressly granted an extension in response to a governing body resolution petitioning for same.</u></p>	
12	<p>Yes</p> <p>Pursuant to <u>N.J.S.A. 40A: 2-40</u>, the chief financial officer each municipality shall, before the end of the first month of the fiscal year, file its Annual Debt Statement with the Division of Local Government Services. The annual debt statement must be filed electronically following the procedure described in Local Finance Notice 2013-3. <u>Did your municipality file its electronic Annual Debt Statement for the preceding fiscal year with the Division no later than January 31 (July 31 for SFY municipalities)?</u></p>	
13	<p>Yes</p> <p>While the issuance and renewal of bond anticipation notes can be a reasonable and prudent financing mechanism, failing to take advantage of low interest rates on permanent financing can cause municipalities to incur unnecessary carrying costs and inflated costs of issuance. <u>Has your municipality evaluated its outstanding bond anticipation notes and developed a strategy to move toward permanent financing?</u></p>	

Best Practices Worksheet CY 2017/SFY2018

Westampton Township (Burlington)		
<i>Please see Color Key at bottom of sheet for limits on answers</i>		
0337	Answer	Question
0337	Answer	Comments
14	Yes	<p>Pursuant to N.J.S.A. 40A:11-25, the Director of the Division of Local Government Services must approve all prequalification regulations enacted by contracting units subject to the Local Public Contracts Law. Prequalification requirements can be fixed according to experience, financial ability, capital, and equipment. Absent Director approval, bid prequalification regulations are of no force and effect and may not be required as a condition of bid acceptance on any public contract. Local Finance Notice 2016-12 goes into further detail concerning prequalification regulations under the Local Public Contracts Law. Is your municipality following the process set forth in <u>N.J.S.A. 40A:11-25</u>, including seeking Director approval prior to implementing and enforcing all prequalification regulations? “N/A” is only applicable where the municipality has not adopted any prequalification regulations.</p>
15	Yes	<p><u>N.J.A.C. 5:30-3.8(a)</u> requires that the introduced annual municipal budget incorporate a User-Friendly Budget section. Is your municipality providing the public with its introduced User-Friendly Budget at least one week prior to the date of the public hearing on adopting the annual budget?</p> <p>Unless the Director sets forth a later date pursuant to <u>N.J.S.A. 40A:4-5.1</u>, <u>N.J.S.A. 40A:4-5</u> requires that calendar year municipalities approve their introduced budgets no later than February 10 (or August 10 for state fiscal year municipalities) and <u>N.J.S.A. 40A:4-10</u> requires that calendar year municipalities adopt their budgets no later than March 20 (or September 20 for state fiscal year municipalities). <u>Did your municipality introduce and adopt its current year budget no later than the dates provided by law or as extended by the Director in Local Finance Notice 2016-20? This question may only be answered N/A if your municipality is under State Supervision or if the Division instructed the municipality to delay budget adoption.</u></p>
16	No	<p>The Westampton budget was introduced on 4/3/17 and was adopted on 5/1/17.</p>

Best Practices Worksheet CV 2017/SFY2018

Westampton Township (Burlington)		
<i>Please see Color Key at bottom of sheet for limits on answers</i>		
0337	Question	Comments
17	Yes	
	<p>Does your municipality exclude from healthcare coverage part-time elected and appointed officials (less than 35 hours per week)? Only answer "yes" if no part-time elected or appointed officials receive health benefits. If your municipality has part-time elected or appointed officials who elect to take State Health Benefits Program (SHBP) health benefits (or receive a waiver for not doing so) by virtue of serving in their position continuously since May 21, 2010, you must answer "No". If you answered "No", please list in the Comments section the name and title of each elected or appointed official receiving either health benefits or a waiver payment in lieu of health benefits.</p>	
18	Yes	
	<p>Is your municipality collecting at least the amount set forth by the Chapter 78 Grid for health benefit contributions (or 1.5% of base salary, whichever is greater) for all officers and employees?</p>	
19	Yes	
	<p>Payments for waivers filed before May 21, 2010, and maintained continuously since, cannot exceed fifty percent (50%) of the amount saved by the local unit as a result of the employee's waiver of coverage. For waivers filed on or after May 21, 2010, which is the effective date of P.L. 2010, c. 2, payments cannot exceed the lesser of twenty-five percent (25%) of the amount saved by the local unit as a result of the waiver, or \$5,000. When calculating an employee's waiver payment, the local unit must deduct the employee's healthcare contribution obligation from the total premium cost. Local units have sole discretion as to whether or not to offer employees payments for waiver of health benefits, and may offer waiver payments lower than the statutory maximum. Health benefit waiver payments are statutorily excluded from collective bargaining. See Local Finance Notices 2010-12 and 2016-10 for further discussion on health benefit waiver payments. <u>Does your municipality 1) refrain from paying waiver payments in excess of the statutory maximum; 2) deduct employee healthcare contribution obligations from the total premium cost when calculating waiver payments; and 3) refrain from incorporating healthcare waiver payments in any labor agreement? "N/A" is only applicable where the municipality has a policy of not making payments in lieu of health benefits.</u></p>	

Best Practices Worksheet CY 2017/SFY2018

Westampton Township (Burlington)		
<i>Please see Color Key at bottom of sheet for limits on answers</i>		
0337	Answer	Question
20	Yes	Comments
	Yes	The Fair Labor Standards Act (FLSA) is a federal law requiring that overtime pay must be paid for all hours over 40 hours in a work week except for those employees classified as exempt and thus not entitled to overtime. Management employees such as elected officials, managers/administrators, municipal clerks, CFOs, public works superintendents, police chiefs and other department heads are typically classified as having exempt status and thus not entitled to overtime pay. Other municipal employees may also be classified as exempt under the FLSA (you should consult with labor counsel for more detailed guidance). Exempt status would also preclude overtime pay for time worked during emergencies, attendance at night meetings and participation in training sessions. Compensated leave time in lieu of cash payments is considered to be a form of overtime pay unless such leave is utilized in the same pay period. Does your municipality refrain from paying overtime to employees classified as exempt under the FLSA?
	No	For any employees covered by a collective bargaining agreement, has your municipality instituted a policy to not compensate said employees for sick leave accumulated after a certain date? If such provisions were imposed by an arbitrator in binding arbitration but the municipality is seeking to eliminate such a contractual obligation through collective bargaining, your answer can be "N/A". If answering "N/A", the municipality must identify under "Comments" each such provision imposed by an arbitrator, along with the status of the collective bargaining negotiations to eliminate each such provision.
	No	Has your municipality instituted a written policy to not compensate non-union employees for sick leave accumulated after a certain date?
	Yes	Has your municipality adopted an ordinance, resolution, regulation or written policy eliminating longevity awards, bonuses or payments for non-union employees?

Best Practices Worksheet CV 2017/SFY2018

Westampton Township (Burlington)		
<i>Please see Color Key at bottom of sheet for limits on answers</i>		
0337	Question	Comments
24	<p>Yes</p> <p>For any employees covered by a collective bargaining agreement, has your municipality eliminated all longevity awards, bonuses or payments for employees hired on or after a specified date, and refrained from increasing any longevity awards, bonuses or payments for employees hired before a specified date? The answer to this question can be "N/A" if such provisions were imposed by an arbitrator in binding arbitration but the municipality is seeking to eliminate such a contractual obligation through collective bargaining. If answering "N/A", the municipality must identify under "Comments" each such provision imposed by an arbitrator, along with the status of the collective bargaining negotiations to eliminate each such provision.</p>	<p>Fire/EMS employees are not eligible for longevity if hired after 7/1/15; Police FOP are not eligible for longevity if hired after 9/25/15. AFSME employees are not eligible if hired after 11/7/16.</p>
25	<p>Yes</p> <p>Employee personnel manuals or handbooks serve as a valuable tool to convey a municipality's policies, procedures and benefits. Many insurance carriers encourage the adoption of such a document and offer discounted rates for their use. These publications should review employees' rights and obligations in areas ranging from discrimination, safety, violence, and harassment to vacation and sick days, holidays, use of township vehicles, smoking and political activity, among others. <u>Has your municipality adopted or updated an employee personnel manual/handbook by resolution or ordinance within the last five years? If yes, please provide in the Comments section the date of the meeting at which the personnel manual was adopted or updated.</u></p>	

Best Practices Worksheet CY 2017/SFY2018

Westampton Township (Burlington)		
0337	<i>Please see Color Key at bottom of sheet for limits on answers</i>	
Answer	Question	Comments
0	Select	
20	Yes	
3	No	
2	N/A	
25	Total Answered:	
22	Score (Yes + N/A)	
88%	Score %	
	Chief Administrative Officer's Certification	
	I hereby certify that the information provided in this Best Practices Inventory is accurate to the best of my knowledge.	Certification #(s)
	Maria Santucci Carrington, Township Administrator	10/19/2017
	Chief Financial Officer's Certification	
	I hereby certify that the information provided in this Best Practices Inventory is accurate to the best of my knowledge.	O-0040
	ROBERT L HUDNELL, CHIEF FINANCIAL OFFICER	10/19/2017
	Municipal Clerk's Certification	
	I hereby certify that the Governing Body of the Township of Westampton in the County of Burlington discussed/will discuss the CY 2017/SFY 2018 Best Practice Inventory as completed herein at a public meeting on 11/6/2017, with the Inventory results, and the certification thereof by the Chief Administrative and Chief Financial Officers, respectively, to be stated in the minutes of said public meeting.	C-1475
	Marion D. Karp, Municipal Clerk	10/19/2017

TOWNSHIP OF WESTAMPTON
APPROVING PAYMENT OF VOUCHERS
FOR THE PERIOD ENDING 11/3/17
RESOLUTION NO. 133-17

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.

TOWNSHIP OF WESTAMPTON

APPOINT A TIMBUCTOO ADVISORY COMMITTEE CLASS F
MEMBER FOR A 3 YEAR TERM

RESOLUTION NO. 134-17

WHEREAS, there exists a need to appoint a Timbuctoo Advisory Committee Class F member in the Township of Westampton for a 3-year term;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Westampton, County of Burlington and State of New Jersey that Machel Still-Pettis, be and is hereby appointed to the position of Timbuctoo Advisory Committee member for a 3-year term for the Township of Westampton running from January 1, 2017 through December 31, 2019.

TOWNSHIP OF WESTAMPTON

APPOINT A TIMBUCTOO ADVISORY COMMITTEE CLASS
E MEMBER FOR A 3 YEAR TERM

RESOLUTION NO. 135-17

WHEREAS, there exists a need to appoint a Timbuctoo Advisory Committee Class E member in the Township of Westampton for a 3-year term;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Westampton, County of Burlington and State of New Jersey that Mary Weston, be and is hereby appointed to the position of Timbuctoo Advisory Committee member for a 3-year term for the Township of Westampton running from January 1, 2017 through December 31, 2019.

TOWNSHIP OF WESTAMPTON

APPOINT A TOWNSHIP COMMITTEE MEMBER TO THE
TIMBUCTOO ADVISORY COMMITTEE FOR 2017

RESOLUTION NO. 136-17

WHEREAS, there exists a need to appoint a member of the Township Committee to the Timbuctoo Advisory Committee in the Township of Westampton;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Westampton, County of Burlington and State of New Jersey that C. Andre Daniels, be and is hereby appointed to the position of Timbuctoo Advisory Committee member for the Township of Westampton for the calendar year of 2017.

TOWNSHIP OF WESTAMPTON

RESOLUTION APPOINTING
WESTAMPTON TOWNSHIP POLICE DEPARTMENT
CHIEF

RESOLUTION NO. 137-17

WHEREAS, the testing elements as prescribed in Resolution 117-17 were completed on October 18, 2017; and

WHEREAS, Lieutenant Stephen Ent ranked as the top candidate upon completion of the all elements of the evaluation process.

NOW THEREFORE, BE IT MOVED, by the Township Committee of the Township of Westampton in the County of Burlington and State of New Jersey that Stephen Ent is hereby appointed as the Police Chief of the Westampton Township Police Department.

This appointment is effective February 1, 2018.

TOWNSHIP OF WESTAMPTON

AN ORDINANCE OF THE TOWNSHIP OF WESTAMPTON
TO AMEND CHAPTER 95 BRUSH, GRASS, WEEDS AND DEBRIS

ORDINANCE NO. 15-2017

BE IT ORDAINED by the Township Committee of the Township of Westampton in the County of Burlington and State of New Jersey that the following section of Chapter 95 be amended as follows:

Section 1

Amend 95-1. Definitions; prohibited accumulations - as follows:

Add paragraph C. 2. to read as follows:

Removal of vegetation along curbs. Owner, occupant and/or tenant of any premises abutting a curb shall keep the curb line between the curb and the street free of vegetation.

Change paragraph C. 2. to C.3.

Change paragraph C.3. to C.4.

Change paragraph C.4. to C.5.

Section 2

All ordinances or part of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

Section 3

This ordinance shall take effect upon final passage and publication according to law.

TOWNSHIP OF WESTAMPTON

AN ORDINANCE OF THE TOWNSHIP OF WESTAMPTON
TO AMEND CHAPTER 212 STREETS AND SIDEWALKS

ORDINANCE NO. 16-2017

WHEREAS, the Township of Westampton has determined that there is a need to address the repair and the replacement of certain sidewalks throughout the Township; and

WHEREAS, it is the intent of the Township Committee that the sidewalk replacements be done by the abutting property owner for all sidewalks requiring repair or removal both presently and as the need arises and after the completion of any sidewalk replacement program; and

WHEREAS, the Township Committee seeks to establish a procedure whereby sidewalks will be maintained and replaced as necessary by the abutting property owner and assessing for costs where the Township is forced to maintain or replace the sidewalk.

NOW THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Westampton in the County of Burlington, State of New Jersey that Chapter 212 of the Code of the Township of Westampton is hereby amended by adding a new Article entitled "Maintenance of Sidewalks and Driveway Aprons" as follows:

Section 1

Add Chapter 212 Article V: Maintenance of Sidewalks and Driveway Aprons to read as follows:

§ 212-20. Maintenance and Repair Requirements

- A. The owner of any premises in the Township of Westampton abutting a sidewalk shall, at his /her own cost expense, keep and maintain said sidewalk in good condition and state of repair and shall not permit the same to fall into a state of disrepair or to become unfit or unsafe to walk upon.
- B. In the event that any such sidewalk or any part thereof becomes unsafe or hazardous to the public or unfit to walk upon, the abutting owner at his/her own cost and expense shall, with expeditious speed, reconstruct or repair, as the fact may require, such sidewalk or that part thereof which requires reconstruction or repair. All sidewalks to be reconstructed or repaired shall be constructed in accordance with Township standards.
- C. In the specific circumstance of a raised sidewalk surface caused by tree-root expansion, the abutting owner's maintenance and repair responsibilities shall include the removal of the tree and/or its roots, to the extent necessary to effectuate the sidewalk repair.

§ 212-21. Order to Repair

If it comes to the attention of the Township that a sidewalk or driveway apron is kept in such a state of disrepair as to endanger the health and general welfare of the citizens of the Township, the appropriate Township official may order the property owner to maintain and repair the area upon notice in writing to be served upon the owner or the occupant of such lands requiring the necessary specified repairs or replacement of such sidewalk to be done by such owner within a period of thirty (30) days from the date of service of such notice, such notice to be served by regular and certified mail to the address of the property owner as provided by the Tax Assessor. If his/her address cannot be ascertained, then the notice may be inserted for four (4) weeks, once a week, in the official newspaper of the Township.

§ 212-22. Notice of Violation; Failure to Comply

- A. If the property owner who has been served notice of an order to repair in accordance with section 212-22 fails to abate or remedy the condition within thirty (30) from the date of service, it shall be lawful for the appropriate Township official, upon filing proof of service or publication of the aforesaid notice with the Township Clerk and upon the Township Administrator's direction, to cause the required work to be done and paid out of municipal funds. Upon the completion of the work, the amount expended along with labor costs shall be certified by the Chief Financial Officer to the Township Committee. The Township Committee upon receipt of the certification of charges shall be resolution certify the amount of the cost of such work and shall create same as a lien upon the property abutting the sidewalk where such work was done. Said lien shall become an assessment for local improvements to the same extent and manner as local improvement liens are in the Township and shall be collected in the manner provided by law for the collection of such other assessments and shall bear the interest at the same rate.
- B. Nothing herein shall prohibit the Township from commencing an action to recover the amount expended against the property owner in any court having competent jurisdiction thereof. A certified copy of the aforesaid amount shall in such actin be prima facie evidence of the existence of the debt due from the property owner to the Township.

§ 212-23. Statutory Authority; Retroactive Effect of Ordinance

- A. The within provisions of Article V of Chapter 212 of the Township Code are adopted pursuant to the statutory authority conferred by N.J.S.A. 40:65-1 et seq.
- B. The within provisions of Article V of Chapter 212 of the Township Code are remedial and shall be liberally construed in favor of the Township of Westampton; the provisions of Article V of Chapter 212, herein, shall have retroactive application to any sidewalk repair or maintenance issues pre-existing the adoption of Ordinance 2017-__.

Section 2

All ordinances or part of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

Section 3

This ordinance shall take effect upon final passage and publication according to law.

TOWNSHIP OF WESTAMPTON

AN ORDINANCE OF THE TOWNSHIP OF WESTAMPTON
TO AMEND CHAPTER 212 STREETS AND SIDEWALKS

ORDINANCE NO. 17-2017

WHEREAS, the Township of Westampton has determined that there is a need to better address the street opening permit procedures; and

WHEREAS, it is the intent of the Township Committee that street openings be inspected to assure compliance with township standards

NOW THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Westampton in the County of Burlington, State of New Jersey that Article II of Chapter 212 of the Code of the Township of Westampton is hereby replaced with the following:

Section 1

ARTICLE II. OPENINGS AND EXCAVATIONS

§ 212-4. Title.

This article shall be known and may be cited as the "Township Street Openings and Excavations in the Township of Westampton."

§ 212-5. Definitions.

For the purposes of this article, the following words, terms and phrases shall have the meanings respectively given herein. The word "shall" is always mandatory and not merely directory.

Applicant: Any person, company or entity making written application to the Township of Westampton for an opening or excavation permit.

Township: The Township of Westampton.

Township Committee: The Township Committee of the Township of Westampton.

Township Engineer: The Township Engineer of the Township of Westampton

Director: The Director of Public Works of the Township of Westampton or his designee.

Emergency: Any unforeseen circumstance or occurrence, the existence of which constitutes a clear and immediate danger to persons or properties.

Excavation Work: The excavation, removal, digging, disturbing, replacement, repair, construction, or taking up any surface, pavement, stone or soil and improvements within the rights-of-way or public properties of the Township of Westampton. For the purpose of this article, that work which is being performed outside the public rights-of-way, but requires the

storage of materials or the operation of equipment within the public right-of-way, in such a manner as may cause damage, will also be deemed "excavation work." The term "excavation work" shall not include work by persons exempted from the provisions of this article under § 212-22.

Improvements: Curbs, sidewalks, driveways, driveway aprons, drainage and/or utility service structures, conduits, pavements, base courses, gutters, retaining walls, channels, headwalls, railings, guardrails, or any other public improvements existing within the Township's rights-of-way, properties, lands or easements.

Permittee: Any person who has been granted, and has in full force and effect, a Street Opening Permit issued hereunder, and also includes any person that is required to secure a permit for excavation work from the Township of Westampton.

Person: Any person, firm, partnership, association, corporation, entity, or public or private organization of any kind.

Street: Any street, roadway, highway, alley, cul-de-sac, avenue, public easement, public way, public right-of-way, or public grounds in the Township of Westampton.

§ 212-6. Permit required.

- A. It shall be unlawful for any person, firm, or corporation to perform any excavation or tunnel work, construct, remove, replace or repair any improvements, or place any form of construction in, over or upon any street or improvement or otherwise endanger or obstruct the normal flow of vehicular, bicycle or pedestrian traffic or normal flow of surface water, by the placing of any earth or other excavated material, barricade, structure, material or equipment on any street without first obtaining a written permit, approved and issued by the Director.
- B. Except as provided in paragraph (1) of this Subsection, no permit shall be issued for a newly constructed or substantially improved street for a period of five (5) years from the date of acceptance of such construction except in cases of emergency as described in § 212-23. Sixty (60) days prior to the start of construction of permanent pavement or improvements on any street, the Director shall notify, in writing, all property owners of record on such street (within 200 feet), all utility companies serving such street, the Police Department and the Fire Department of such construction and of the provisions of this Section.
 - (1) For a permit to be issued for excavation of any paved or improved street surface which is less than five (5) years, the applicant, under the instructions of the Director, shall be required to secure approval from the Township Committee by resolution before any permit can be approved hereunder.
 - (a) The applicant, under the instructions of the Director, shall make application for Township Committee approval as provided hereunder and provide, to the extent possible, an explanation of all efforts made to avoid the street opening and therefore the basis for the requested Township Committee approval.

- (b) Should an applicant be granted a permit by Township Committee to open the paved street as described herein above, the fees for the opening shall be assessed as indicated in § 212-8, 9, 10, and 11 herein.
- C. The Director shall have the right to revoke or cancel the permit at any time should the permittee fail to comply with any of the terms, agreements, covenants, Ordinances and conditions thereof.
- D. No permit shall be assigned or transferred except upon the prior written consent of the Director. Nor shall the work take place in any other than the location specifically designated in the permit.
- E. No permit shall be issued for an opening during the period from the first day of December to the 15th day of March or where conditions exist due to severe weather, freeze, frost, etc. except for emergency openings or openings required by law.
- F. If the application for street opening permit requires the street to be excavated or opened for a width equal to or greater than twenty-five percent (25%) but less than fifty percent (50%) of the existing roadway, or if the opening exceeds one parking lane width, the applicant shall be required to restore the pavement with a two (2) inch mill and two (2) inch overlay between the curblines and centerline of the roadway.
- G. If the application for street opening permit requires the street to be excavated or opened for a width of equal to or more than 50 percent (50%) of the existing roadway, the applicant shall be required to restore the roadway pavement with a two (2) inch mill and two (2) inch overlay from curblines to curblines.
- H. All street openings, excavations and restorations thereof shall be made under the supervision and control of the Director and shall be subject to the oversight and inspection of the Township Engineer. The Township Engineer fees shall be charged to the escrow established in § 212-9.

§ 212-7. Permit application.

- A. No excavation permit shall be issued unless a written application is submitted to the Director.
- B. The written application must be made using the forms provided by the Township including applicable fees, established by this Ordinance.
- C. The permit application shall specify the name, address and contact information of the applicant, the place and/or places at which the work is to be done, the type of the work, and the proposed dates of commencement and completion of the excavation and restoration work.
- D. The application shall include or be accompanied by scaled or dimensioned drawings satisfactory to the Director, detailing the following:

- (1) Any structures, pipes, ducts, wires, cables, or other facilities being repaired, modified, or installed in the street.
- (2) Any roadway excavation.
- (3) Any street alteration.
- (4) The address(es), locations and dimensions of the excavation and restoration work.
- (5) Restoration procedures including materials types and sizes/dimensions.
- (6) In addition to the information required herein other information may be required by the Director including complete plans, profiles, ground elevations for both the existing and proposed conditions, details of any proposed curbs, sidewalks, pavements and other proposed improvements.
- (7) The Director and/or Township Engineer is hereby authorized and directed to promulgate such written instructions as may be necessary for the construction of the street opening. Such instructions shall include but shall not be limited to:
 - (a) Limitations on the size on the opening
 - (b) Restrictions for the protection of existing subsurface installations, monuments and drainage systems.
 - (c) Requirements for the storage and removal of excavated materials.
 - (d) Provisions for safety precautions to be taken by the permittee.
 - (e) Requirements for backfilling, inspection and final paving cross section of openings.
 - (f) Requirements for utilization of trenchless technology wherever possible on all piping, trenches and installations of fifteen (15) inches in diameter or less.
 - (g) Requirements that all non-ferrous material contain a wire or detection device to accurately determine the location after installation.
 - (h) Requirements regarding the set elevations of all castings, including manholes, valve boxes, and inlet castings.

E. A separate application and permit will be required for each type of opening made. One application or permit shall be sufficient to represent more than one opening if the openings are for related work and separated by a distance equal to or less than fifty feet (50'). Related work shall be defined at the discretion of the Director and/or Township Engineer based on location(s), type of utility, required equipment, and required restoration tasks.

- F. Permit applications for emergency work shall be submitted to the Township within 48-hours following the initial excavation work. The application must include the information required by § 212-7, and notifications shall be in compliance with § 212-23 herein. Failure to comply with this Section may result in the assessment of fines defined by § 212-24 herein.
- G. Permit applications for the current annual year will not be approved for any applicant who has not satisfactorily completed the excavation and restoration work for the previous year.
- H. The Director shall grant such permit when all of the requirements of this Article have been satisfactorily complied with by the applicant.

§ 212-8. Permit application fees.

Each applicant for a permit shall pay a permit application fee of Fifty Dollars (\$50) per opening for the purposes of the execution and issuance of the permit. The applicant fee shall apply to all openings.

§ 212-9. Permit review, inspection and supervision escrow fees.

- A. Township Engineering Fees: In addition to the permit application fee as provide in § 212-8 hereof, applicants for the following permits shall pay a minimum fee of One Hundred Fifty Dollars (\$150) for the purposes of review and issuance of the permit, examination of drawings, and initial administrative work performed by the Township Engineer. This fee is non-refundable.
 - (1) Applicants for sidewalk and driveway openings equal to or exceeding twenty-five (25) square feet or three (3) square yards.
 - (2) Applicants for all curb and roadway openings.
- B. Inspection and Supervision Fees:
 - (1) In all sidewalk, driveway apron or grass area openings or excavations, the minimum inspection fee shall be five percent (5%) of the Township Engineer's estimate of the cost of repairing and replacing the sidewalk, driveway or grass area or One Hundred Fifty Dollars (\$150), whichever is greater.
 - (2) In all curb and street openings and excavations, the minimum inspection fee shall be five percent (5%) of the Township Engineer's estimate of the cost of repairing and replacing the curb and street or Five Hundred Dollars (\$500), whichever is greater.
 - (3) The applicant shall be required to pay escrow fees for additional inspection required to oversee the correction of unacceptable workmanship as determined by the Township Engineer.

- (4) The cost for repairing and/or replacing the excavated area(s) shall be determined by the Township Engineer.
- C. The fees in subsections (a) and (b) above will be deposited into an escrow account within the Township and utilized/charged based upon the fees paid to the Township Engineer for the Township Engineering, inspection and oversight of the project. The permittee is required to submit a written request for refund of unused portion of the escrow upon completion and acceptance of the work by the Township.
- D. In addition, for any inspection after working hours, on Saturdays, Sundays or holidays, the applicant will pay the inspector's time at the overtime rate set by the Township.

§ 212*10. Performance deposit or bond.

- A. No person shall be granted a permit to open pavement of any street until and unless there shall be deposited with the Township, by certified check or bond in an amount sufficient to secure the cost of repairing and replacing such street or other surfaces or appurtenances. The cost of repairing and replacing of such street or surface or appurtenances shall be determined by the Director or the Township Engineer. The minimum amount deemed sufficient for such purposes shall be Five Hundred Dollars (\$500.00) unless otherwise determined by the Director or the Township Engineer.
- B. Permits approved for excavations in newly constructed or substantially improved roads, in accordance with § 212-6 (b) herein, shall be subject to the following additional deposit fees:
 - (1) Infrared treatment costs shall be added to the deposit required above.
 - (2) An assessment factor fee equal to two percent (2%) for each unelapsed month or fraction thereof of the five (5) year (60 months) restricted period shall be applied to the estimated cost determined in § 212-10(a), and added to the deposit required above. The maximum assessment factor fee shall be one hundred twenty percent (120%) of the estimated restoration cost total, provided however that no assessment hereunder shall be less than One Thousand Dollars (\$1,000.00). No portion of the assessment charge shall be refundable nor shall such assessment payment relieve the permit holder from the required insurance(s) and/or bonds associated with restoration of all street openings in recently approved or applied pavement areas.
- C. In lieu of the certified check in § 212-10(a) the applicant may file a performance surety bond in one hundred fifty percent (150%) of the estimated cost of repairing and replacing such street or other surfaces or appurtenances within the street area in the manner as herein provided. The estimated cost shall be determined by the Director after the application for permit has been submitted in compliance with § 212-7 of this Ordinance. No such bond shall be accepted until the Director shall have certified that the amount thereof is sufficient as provided herein, and the Director and Township Engineer shall have approved the qualification of the surety, and the Township Attorney shall have approved the sufficiency of the form and execution of such guarantee.

- D. The fees in subsections (a), (b), and (c) above will be deposited in an escrow account within the Township and/or bond shall remain in effect until completion and acceptance of the project. The Township shall deduct costs to repair the permittee's work from the escrow and/or seek and obtain costs/services to correct the work by way of the bonding company securing the permittee's work.
- E. The permittee is required to submit a written request for refund of the unused portion of the deposit and/or release of the posted bond upon completion and acceptance of the work by the Township.

§ 212-11. Public utilities.

- A. With the Director's approval a public utility subject to regulation by the State Board of Public Utilities Commission may comply with the following requirements in lieu of the Township Engineering escrow, security deposits requirements detailed in § 212-9 and §212-10 herein.
 - (1) Township Engineering, Inspection and Supervision Escrow Fees: In lieu of individually calculated and assigned escrow fees for each opening required in § 212-9 hereof, a Public Utility may establish an annual escrow in the sum of Fifteen Thousand Dollars (\$15,000) to the Township and file the same with the Director.
 - (2) Performance Bond: In lieu of the in security deposits required in § 212-10 hereof, a Public Utility may execute an annual bond in the sum of Twenty Five Thousand Dollars (\$25,000) to the Township and file the same with the Director. Such bond shall be conditioned upon compliance with the applicable provisions of this Chapter.

§ 212-12. Execution of excavation work.

- A. Notice Requirement
 - (1) The permittee shall give the Director not less than forty-eight (48) hours notice prior to starting excavation work and upon completion of the restoration. Notice shall be given by contacting the Director's office via fax or email.
 - (2) Failure to provide notice as required may result in revocation of the permit and issuance of a stop work order.
- B. The approved permit must be visibly exhibited at the location(s) of the work, must be in the possession of the parties doing the work and must be exhibited to the Director or his authorized representative upon request. No such permit shall be valid except for the place, time and character of work specified therein.
- C. All street openings, excavations, and restoration thereof shall be made under the supervision and control of the Director and subject to his inspection.
- D. Restoration. The permittee shall restore the site or work promptly, upon completion thereof; all surplus excavated material and debris shall be removed and the site shall be

restored in a neat and orderly condition. All areas disturbed during the course of work including those with topsoil, seed, or sod shall be restored by the permittee to a condition the same or better than they were previously.

§ 212-13. Time for work to be done.

- A. The completion date submitted by the applicant shall be the expiration date of the permit unless the Director requires a specific deadline.
- B. If, for any reason, work is not commenced within the period of thirty (30) days, the permit shall be void unless within such period the applicant shall re-submit the application Director for permit extension.
- C. Following the application for a permit extension, the Director shall either return the deposit or extend the time for the beginning of the work for another period of thirty (30) days by endorsement on the permit.
- D. No permit that has been extended shall be valid unless the work is commenced within ten (10) days from the date of the extension approval.
- E. Any street opening must be backfilled immediately after completion of underground construction. Temporary paving shall be completed promptly as trenches are backfilled. Permanent pavement replacement shall be completed after four (4) weeks from the date of installation of temporary pavement unless the Director shall designate a longer period of time. During the winter season, as determined by the Director, the permanent pavement replacement will be deferred until weather permits.
- F. Sidewalks, driveway aprons and curbs disturbed or removed by permit shall be replaced within five (5) days after the opening was made.

§ 212-14. Removal and protection of utilities.

- A. The permittee shall determine the existence and location of all underground utilities prior to beginning work, and protect the same against damage. The permittee shall contact the NJ One-Call Service at 800-272-1000 prior to beginning all work and provide the Director with the NJ One Call confirmation upon request.
- B. The permittee shall not interfere with any existing utility without the written consent of the Director and the utility company or person owning the utility. If it becomes necessary to remove an existing utility, this shall be done by its owner.
- C. No utility owned by the Township shall be moved to accommodate the permittee unless the cost of such work is borne by the permittee. The cost of moving privately-owned utilities shall be similarly borne by the permittee unless other arrangements are made with the person owning the utility.
- D. The permittee shall support and protect all pipes, conduits, poles, wires, or other apparatus that may be in any way affected by the excavation work, and do everything

necessary to maintain support, sustain, and protect them under, over, along or across such work for its duration.

- E. Should any of the pipes, conduits, poles, wires or apparatus be damaged, the expense of repairs of same shall be the responsibility of and charged to the permittee, and his insurance and/or bond shall be liable therefore. The permittee shall be responsible for any damage done to any public or private property resulting from the breaking of any utility water pipes, sewer, gas pipe, electric conduit, or other utility, and his insurance and/or bond shall be liable therefore.

§ 212-15. Insurance prerequisite.

Prior to commencement of work, the permittee shall furnish the Director satisfactory evidence in writing that said permittee has in force and will maintain in force during the performance of the excavation work and the period of the excavation permit public liability and property damage insurance for the protection of the applicant, the Township and its agents and employees from any and all claims for personal injury, including accidental death, and property damage. The insurance shall be in minimum amount of Two Hundred Fifty Thousand Dollars (\$250,000.00) to Five Hundred Thousand Dollars (\$500,000.00), and bodily injury in a minimum amount of One Hundred Thousand Dollars (\$100,000.00) and duly issued by an insurance company authorized to do business in the State of New Jersey. In cases where the contractor or nature of the proposed excavation work are such as to present an unusual hazard or a higher-than-normal risk of damage or injury, the Director may require the provision of increased amounts of liability and property damage insurance.

§ 212-16. Applicants consent to indemnify Township for loss to persons or property.

The applicant, in accepting a permit under this Article, agrees to enter into a written agreement with the Township so as to save, defend, and keep harmless the Township from and indemnify it against any and all actions, suits, demands, payments, losses, costs, damages, and charges incurred by reason of any damages to property, injuries to persons, or any loss of life resulting from any negligence of the applicant, his agents, servants or employees, contractors or subcontractors occurring in the performance of the work covered by the permit or from any other matter, cause or reason relating thereto.

§ 212-17. Protection of adjoining property.

- A. The permittee shall, at all times and at his own expense, preserve and protect from injury any adjoining property by providing proper foundations and taking other measures suitable for the purpose. When in the protection of property, it is necessary to enter upon private property for the purpose of taking appropriate protective measures, the permittee shall obtain written permission from the owner of such private property for such purpose, and if he cannot obtain such permission from such owner, the Director may authorize him to enter the private premises solely for the purpose of making the property safe.
- B. The permittee shall, at its own expense, shore up and protect all buildings, walls, fences, or other property likely to be damaged during the progress of the excavation work and

shall be responsible for all damage to public or private property resulting from his failure to protect and carry out said work properly. Whenever it may be necessary for the permittee to trench through any lawn area, the sod shall be carefully cut and rolled and replaced after ditches have been backfilled as required by § 212-19.

- C. All construction and maintenance work shall be done in a manner calculated to leave the lawn area clean of earth and debris and in a condition as nearly as possible to that which existed before such work began. The permittee shall not remove, even temporarily, any trees or shrubs which exist in parking strip areas or easements across private property without first having notified and obtained the consent of the property owner, or in the case of public property, the Director.

§ 212-18. Traffic, public safety; applicant's responsibilities and liabilities for failure.

- A. No permittee shall allow or permit to remain unguarded at the place of excavation or opening any machinery, equipment, or other device having the characteristics of an attractive nuisance likely to attract children or which might be hazardous to public safety or health.
- B. Every person making an excavation shall be required to place and maintain suitable warning devices, signs, caution notices, barriers, and lighting devices pursuant to the requirements of Title 39 of the Revised Statutes of New Jersey as amended and supplemented, and the current edition of the "Manual of Uniform Traffic Control Devices".
- C. Temporary construction detours, sign selection and locations, roadway taper dimensions, barrel and/or cone spacing, locations of certified flagmen and/or Police Traffic Directors shall be in adherence to the New Jersey Department of Transportation Roadway Design Manual, Chapter 14, Guidelines for Traffic Control Plans and Details and approved by the Westampton Police Department.
- D. All work shall be conducted in such manner as to minimize the obstruction of traffic and inconvenience to the public and occupants of adjoining property. Where less than two (2) complete traffic lanes are maintained, flagmen shall be employed. Where an excavation extends the full width of a street, only one-half (1/2) of such street shall be open and backfilled prior to opening the remaining half.
- E. All persons making excavations in the streets shall inquire the Police Department to determine if flagmen or detours of traffic are needed, and/or whether the work is to be scheduled in order to minimize disturbance of the normal traffic flow.
- F. The permittee shall be liable for all damages caused by the conduct of the work or failure to properly guard, light, or maintain the work and work area.
- G. In accepting a permit under this Article, the permittee shall enter into a written save-harmless agreement with the Township as provided under § 212-16.

- H. The permittee shall pay costs of all required flagmen and/or Police Traffic Directors. The use of certified flagmen shall be approved at the discretion of the Police Department. The permittee shall produce copy of the flagman's certification upon request by the Director and/or Police Department or their respective designees.
- I. Costs associated with Police Traffic Directors shall be obtained by contacting the Police Department at (609) 267-3000 and requesting the services of an off-duty police officer(s) for traffic direction. All requests for officers must be given at least 48 hours prior to start time unless there are emergency circumstances. Cancellation for prior scheduled officers must be given 2 hours prior to the proposed start time.

§ 212-19. Backfill.

Unless otherwise directed by the Director, the following specifications shall govern the backfill in excavated trenches:

- A. All openings shall be restored below grade with backfill consisting of soil aggregate NJDOT designation I-13 or suitable excavated material and shall be tamped in twelve (12) inch layers with a mechanical tamper.
- B. All material not suitable for backfill and all excess backfill material shall be removed from the site and legally disposed of by the permittee.

§ 212-20. Maintenance and restoration of openings.

Unless otherwise directed by the Director, upon completion of the opening and backfill as specified in § 212-19, the following specifications shall govern the maintenance and repair of street openings by the permittee.

- A. Roadway pavement openings shall temporarily be restored with backfilled pursuant to §212-19 to within twelve (12) inches of below existing surface. The remainder of the trench shall be filled with six (6) inches of Dense Graded Aggregate, and six (6) inches of NJDOT hot mix asphalt base course material and tamped and/or rolled with the minimum capacity of a five (5) ton roller. This temporary restoration shall remain in place for a minimum of four (4) weeks. The trench shall be maintained to the existing grade by the addition of additional hot mix asphalt base course material as required until permanent restoration takes place.
- B. No permittee shall commence permanent restoration on any street foundation or surface until the Township Engineer has determined that settlement of the subsurface is complete and the area properly prepared for permanent.
- C. The final restoration shall include neatly sawcutting the edges of the existing pavement to a minimum depth of six (6) inches with a pavement saw or pneumatic cutting tool. The saw cut shall be located twelve (12) inches beyond the excavation on all sides. The edges of the existing pavement shall be tack coated. Four (4) inches of NJDOT hot mix asphalt base course material and two (2) inches of hot mix asphalt surface course material shall

be installed and rolled with a minimum capacity five (5) ton roller and meet the existing, adjacent grades with smooth transition and no bumps.

- D. All roadway materials shall be manufactured to comply with the current edition of New Jersey Department of Transportation (NJDOT) Standard Specifications for Road and Bridge Construction, as amended.
- E. It shall be the responsibility of the permittee to maintain the temporary pavement restoration to the existing grade by the addition of hot mix asphalt base course material or high performance cold patch during the period prior to permanent pavement restoration work. Should the permittee fail to maintain such pavement opening, and upon twenty-four (24) hours' notice by the Director, the opening may be repaired as specified by the Township, and the cost thereof deducted from deposits received in § 212-10.
- F. Driveway openings shall be replaced with the appropriate material and in compliance with the Township's specifications for driveways. Driveway aprons constructed within the Township's right-of-way and adjacent to public sidewalk shall be at minimum Class B concrete, six (6) inches thick. Sidewalk openings shall be replaced with Class B concrete, four (4) inches thick. Concrete work shall have a minimum compressive strength of four thousand five hundred (4,500) pounds per square inch after twenty-eight (28) days.
- G. Where concrete curbing and/or gutters are disturbed, damaged or removed, curbing and gutters of the exact configuration as the existing shall be constructed. Concrete shall be Portland cement concrete, air-entrained, conforming to the New Jersey Department of Transportation Standard Specifications for Class B concrete and shall have a minimum compressive strength of four thousand and five hundred (4,500) pounds per square inch after twenty-eight (28) days.
- H. All restoration work shall be performed to maintain and restore appropriate drainage abilities, and without damage or impairment of the Township's stormwater control measures and facilities.

§ 212-21. Release of deposit or bond.

- A. No such security deposit, certified check, or performance surety bond shall be released until all repairing and replacing of streets or other surfaces or appurtenances within the street area are fully complete to the satisfaction of the Director, and all fees are paid as provided in this Article. In no event shall any such security deposit, certified check, or performance surety bond be released within a period of twelve (12) months from completion of such work and only after written approval thereof by the Director is obtained.
- B. Upon the failure of default by the permittee of any of the terms, agreements, covenants, and conditions of the permit on its part to be undertaken and performed, said deposit may be used by the Township for any expense incurred by the Township by reason of such failure or default on the part of the permittee.

- C. After the expense of such failure or default has been paid and deducted from the amount of the deposit, as determined and certified by the Director, the balance shall be refunded to the permittee. If the security is insufficient to cover expenses of the Township, it will place a lien in the amount of the deficit upon said property for collection in the same manner as taxes as authorized by resolution of the Township Committee.

§ 212-22. Applicability of Chapter.

All provisions of this Article, except § 212-6, 7, 8, 9, 10, 11, 13, shall apply to State, County or municipal authorities and to contractors performing work in Township streets under construction contracts with municipal authorities, and such contracts shall contain provisions and specifications to insure compliance with this Article.

§ 212-23. Emergencies.

Street openings or excavations may be made without obtaining a written permit as provided herein in cases of emergency which would reasonably appear to endanger public health or safety. In such emergencies, adequate precautions shall be taken as provided in § 212-14, 15, 16, 17, 18, 19, and 20. Immediate notice thereof shall be communicated to the Director, Police Department, and Fire Department. Notification of the emergency opening shall be provided to the Director within 24-hours following the initial opening. The 24-hour notification shall be made via telephone, email or overnight mail. The formal application for a permit shall thereafter be made within a period of forty-eight (48) hours following the initial opening, and compliance with all the provisions of this Chapter shall be met.

§ 212-24. Penalty.

Any person, firm or corporation that shall violate any of the provisions of this Chapter shall, upon conviction of same, be subject to a fine of up to Seven Hundred Fifty Dollars (\$750.00) or imprisonment of up to ninety (90) days, or both, for each offense, and, in addition thereto, shall be subject to a fine of up to Two Hundred Fifty Dollars (\$250.00) per day from the date of such conviction until such time as said violation has been corrected.

§ 212-25. Revocation of Permit.

- A. Any permit may be revoked by the Director, after notice to the permittee, for:
- (1) Violation of any condition of the permit or of any provision of this Ordinance.
 - (2) Violation of any provision of any other applicable Ordinance or law related to the work.
 - (3) Violation of instructions/directives from the Township Engineer including unapproved deviation from the Township's standard details for construction.
 - (4) Existence of any condition or the doing of any act constituting or creating a nuisance or endangering the lives or properties of others.

- B. Written notice of such violation or condition shall be served upon the permittee or his agent engages in the work. The notice may be given either by personal delivery to the permittee or by fax or by mail addressed to the permittee.
- C. A permittee may be granted a period of forty-eight (48) hours from the date of the notice to correct the violation and proceed with the diligent prosecution of the work authorized by the permit before said permit is revoked.
- D. When any permit has been revoked and the work authorized by the permit has not be completed, the Director shall cause such work to be done as may be necessary to restore the area or part thereof to as good a condition as before the opening was made. All expenses incurred therein by the Township shall be recovered from the deposit/bond the permittee has deposited with the Township.

Section 2

All ordinances or part of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

Section 3

This ordinance shall take effect upon final passage and publication according to law.



Street Opening Permit
Westampton Department of Public Works
 710 Rancocas Road
 Westampton, NJ 08060
 Phone: (609) 267-1891 Fax: (609) 267-7398
www.westampton.com

Date _____

Permit No. _____

Name of Applicant _____

Location of Opening _____

Applicant's Address (Include street, city, state and zip code) _____

Emergency Contact Number _____

Phone: _____

Fax: _____

Applicant's Telephone Numbers _____

Applicant's Email Address _____

Hereby applies for permission to make an opening for:

- Sanitary Sewer Storm Sewer
 Gas Line Telephone
 Water Line Other: _____

Applicant is:

- Owner Public Utility
 Contractor Tenant

Sketch to be provided on Sheet 2 of Permit (Include north arrow and nearest cross-street):

Indicate type of opening(s) and dimensions:

<u>TYPE</u>	<u>MATERIAL</u>	<u>LENGTH (FT)</u>	<u>WIDTH (FT)</u>	<u>AREA (S.F.)</u>	<u>AREA (S.Y.)</u>
ROADWAY					
SIDEWALK					
DRIVEWAY APRON					
CURB			N/A	N/A	N/A
OVERHEAD CABLE			N/A	N/A	N/A
OTHER:					

Before opening a roadway, you must contact NJ One-Call Service (800) 272-1000 for utility location and also report the opening to the Westampton Department of Public Works (609) 267-1891.

I hereby agree to and will comply with Chapter XXX: Streets and Sidewalks, Article II, of the Township of Westampton Code; will maintain the required certificate of insurance (XXX-15), and indemnify the Township concerning any loss of persons or property (XXX-16).

Applicant's Signature _____

Date _____

Permit Approved _____

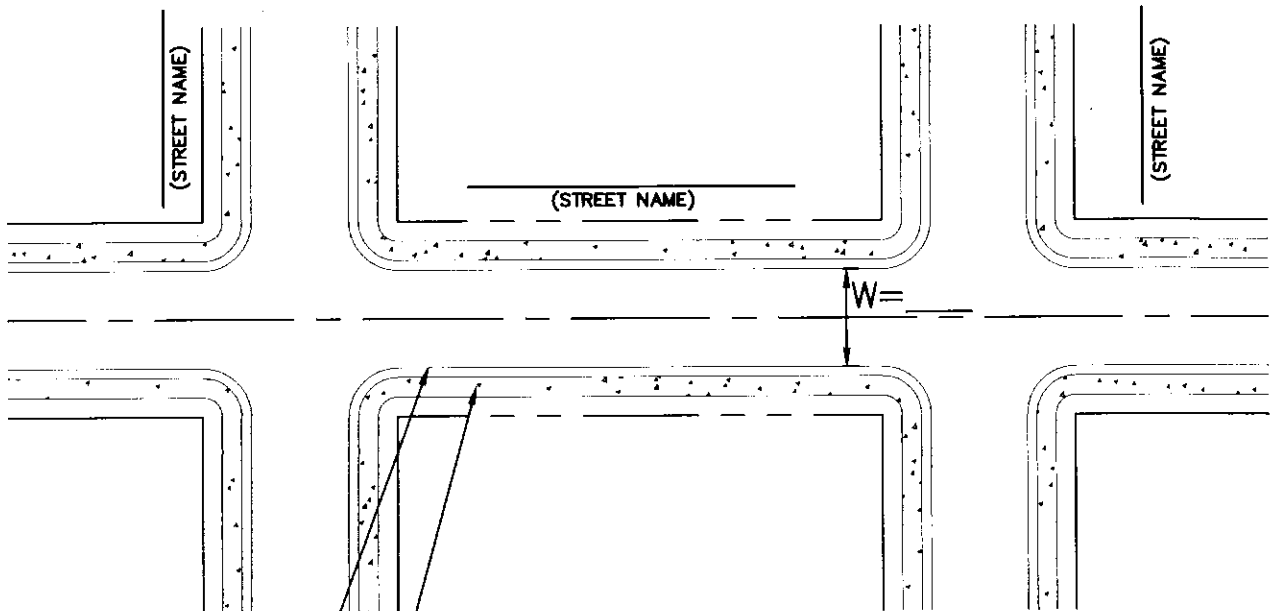
Department of Public Works

Date _____

DEPARTMENT USE ONLY:

Permit Application Fee:	\$50.00	Check #:	Receipt #:	Date:
Engineering Fee:	\$150.00 (minimum)	Check #:	Receipt #:	Date:
Inspection Escrow Fee:	\$500.00 (minimum)	Check #:	Receipt #:	Date:

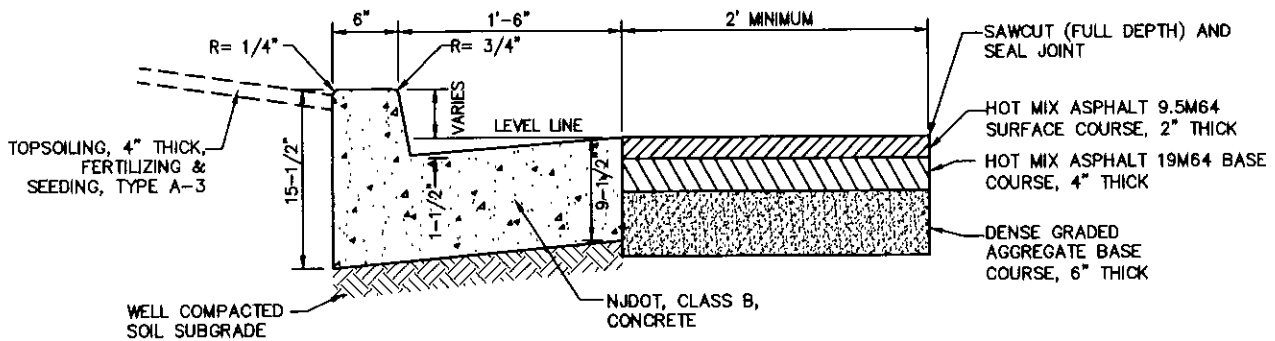
Distribution: Permit, File, Department of Public Works, WTPD, WTES



- ① INDICATE CURB TYPE
 - VERTICAL CURB
 - ROLLED CURB & GUTTER
 - VERTICAL CURB & GUTTER
 - BELGIAN BLOCK CURB
 - 12"X13" CURB

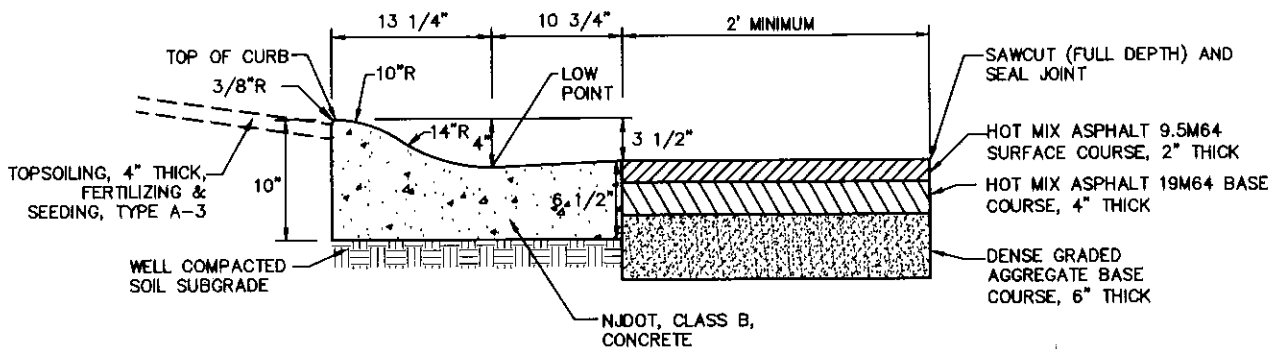
- ② CONCRETE SIDEWALK
 - YES
 - NO

- ② CONCRETE/ASPHALT DRIVEWAY
 - YES
 - NO



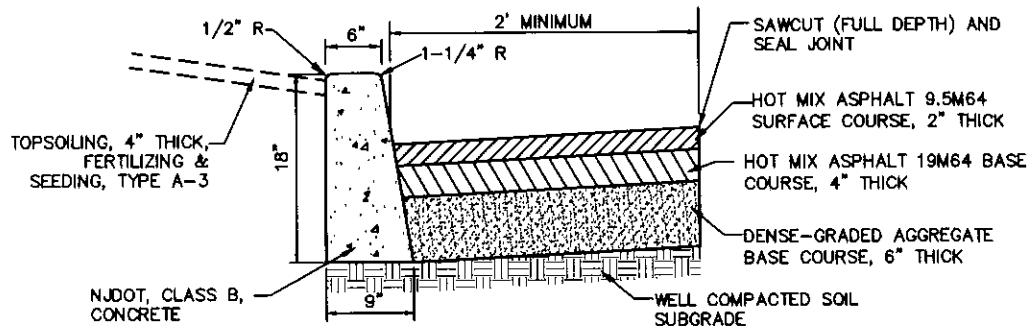
**MONOLITHIC CONCRETE "VERTICAL" CURB & GUTTER
WITH PAVEMENT RESTORATION**

N.T.S.



**MONOLITHIC CONCRETE "ROLLED" CURB & GUTTER
WITH PAVEMENT RESTORATION**

N.T.S.

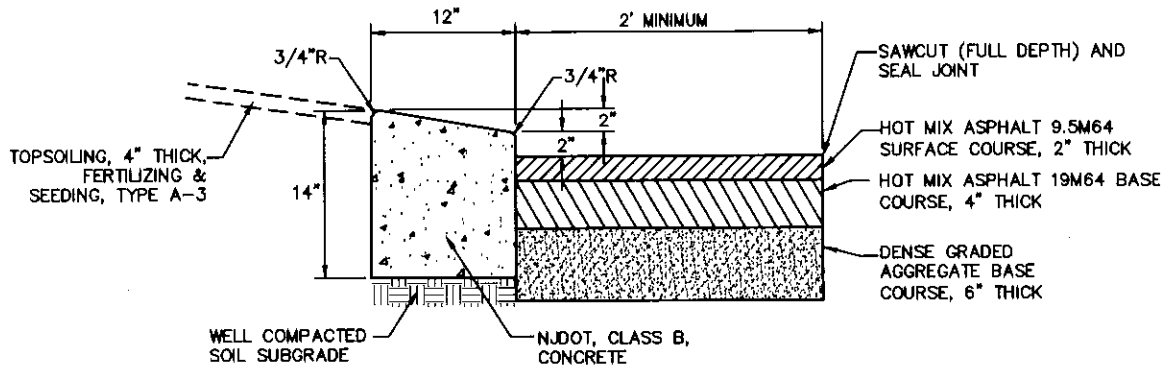


**6"X9"X18" CONCRETE VERTICAL CURB
WITH PAVEMENT RESTORATION**

N.T.S.

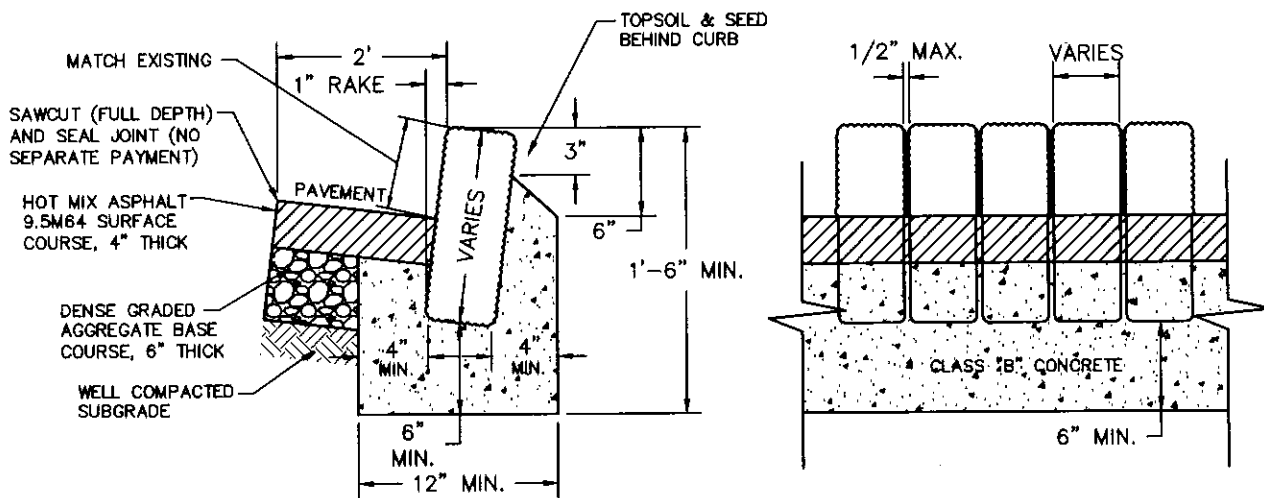
NOTES:

1. EXPANSION JOINTS 1/2" WIDE SHALL BE INSTALLED IN THE CURB 10' APART AND FILLED WITH CELLULAR COMPRESSION MATERIAL AS SPECIFIED, AND RECESSED 1/4" FROM FACE AND TOP OF CURB.
2. FOR CONTINUOUS POURED CAST-IN-PLACE CURBING, EXPANSION JOINTS EVERY 50' AND CONTRACTION JOINTS MUST BE MACHINE CUT 2" DEEP ON FRONT, TOP AND REAR OF CURB WITHIN 18 HOURS OF INITIAL CURB POUR @ 10' SPACING.
3. ALL GRASSED AREAS DISTURBED DURING CONSTRUCTION SHALL BE TOPSOILED AND SEEDDED.



**12"x13" CONCRETE SLOPING CURB
WITH PAVEMENT RESTORATION**

N.T.S.



NOTE:

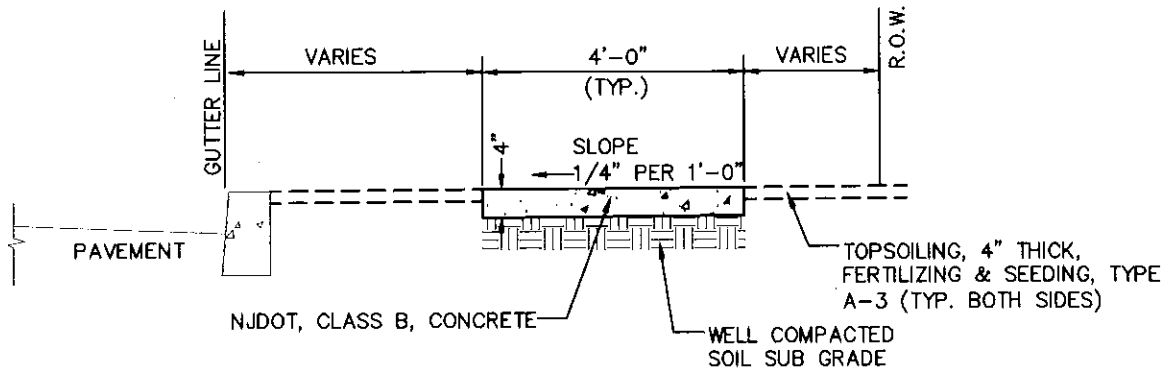
1. JOINTS TO BE 1/2" WIDE USING 1-2 MIX CEMENT MORTAR STRUCK WITH CONCRETE TOOL.

"BELGIAN BLOCK" CURB DETAIL

N.T.S.

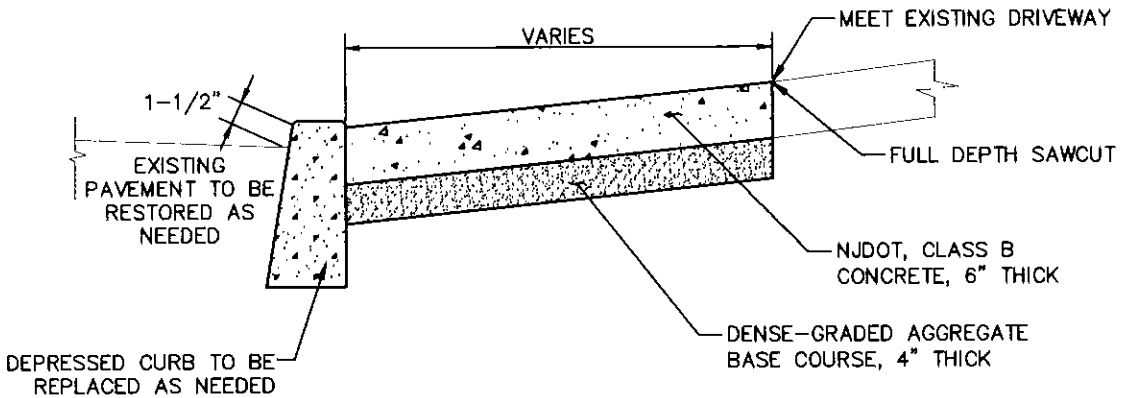
NOTES:

1. EXPANSION JOINTS 1/2" WIDE SHALL BE INSTALLED IN THE CURB 10' APART AND FILLED WITH CELLULAR COMPRESSION MATERIAL AS SPECIFIED, AND RECESSED 1/4" FROM FACE AND TOP OF CURB.
2. FOR CONTINUOUS POURED CAST-IN-PLACE CURBING, EXPANSION JOINTS EVERY 50' AND CONTRACTION JOINTS MUST BE MACHINE CUT 2" DEEP ON FRONT, TOP AND REAR OF CURB WITHIN 18 HOURS OF INITIAL CURB POUR @ 10' SPACING.
3. ALL GRASSED AREAS DISTURBED DURING CONSTRUCTION SHALL BE TOPSOILED AND SEEDING.



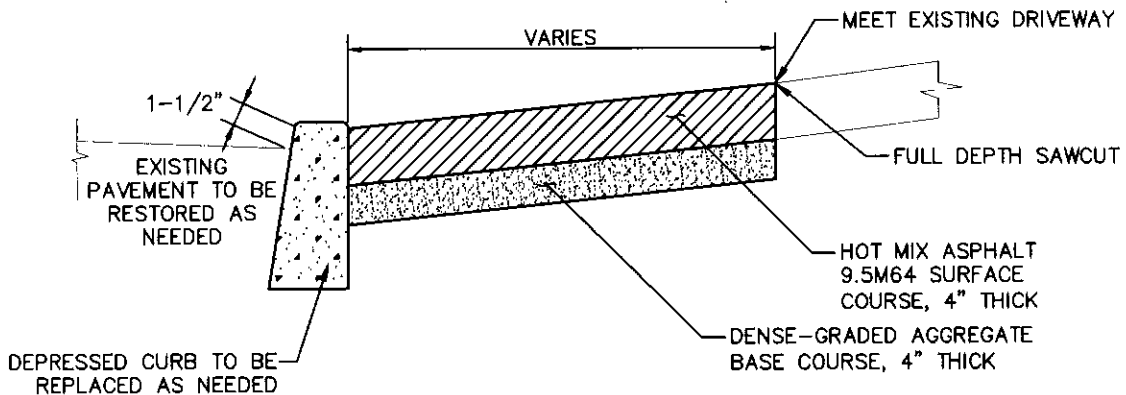
CONCRETE SIDEWALK, 4" THICK

N.T.S.



CONCRETE DRIVEWAY, 6" THICK

N.T.S.

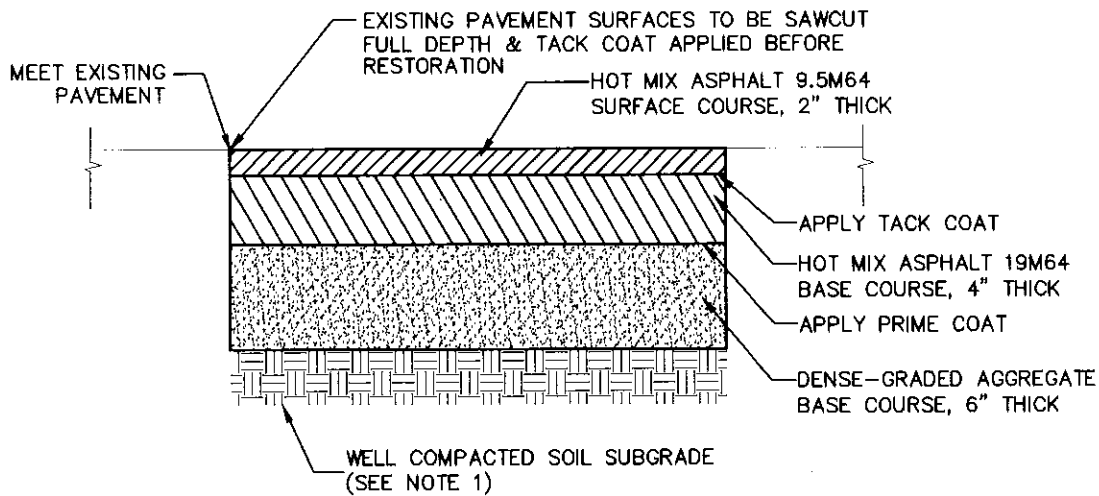


BITUMINOUS CONCRETE DRIVEWAY, 4" THICK

N.T.S.

NOTES:

1. ALL GRASSED AREAS DISTURBED DURING CONSTRUCTION SHALL BE TOPSOILED AND SEEDED.

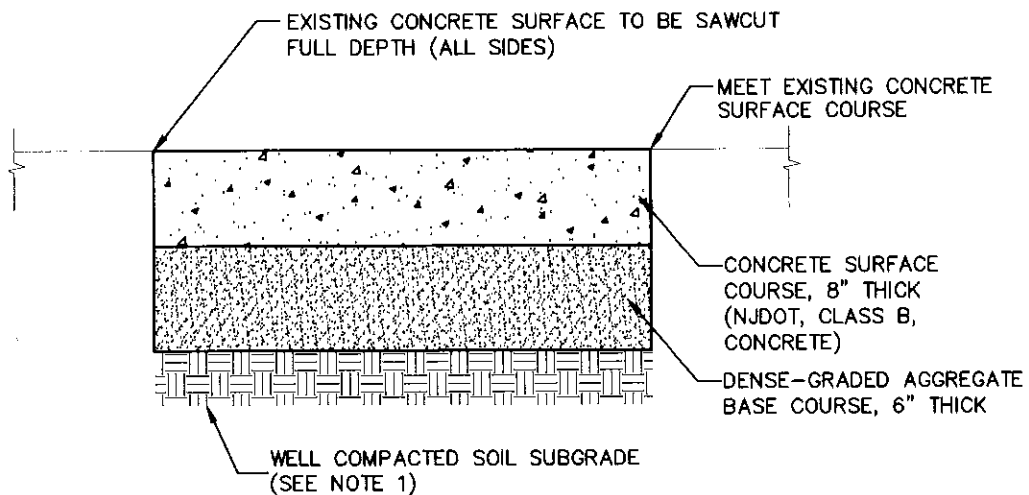


NOTES:

1. FILL BELOW PAVEMENT SUBBASE SHALL BE GRANULAR AND MEET NJDOT DESIGNATION I-13, AS NECESSARY TO OBTAIN PROPER COMPACTION.
2. OPENINGS IN NEWLY CONSTRUCTED OR SUBSTANTIALLY IMPROVED ROADS SHALL RECEIVE AN INFRARED TREATMENT AS PER ORDINANCE SECTION 212-10.

STANDARD HOT MIX ASPHALT PAVEMENT RESTORATION FOR OPENINGS

N.T.S.

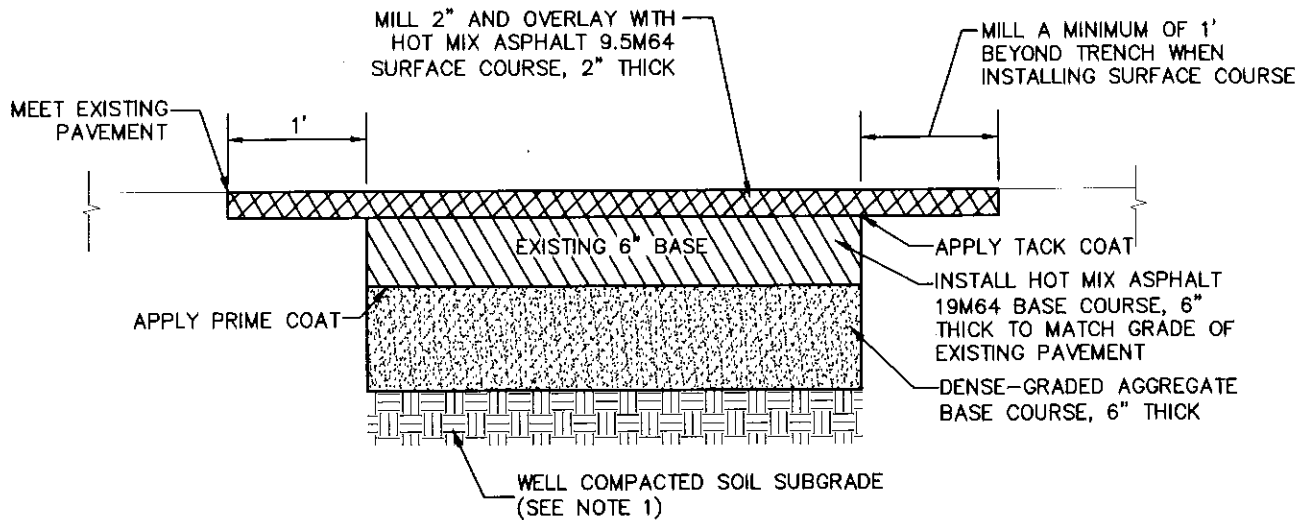


NOTES:

1. FILL BELOW PAVEMENT SUBBASE SHALL BE GRANULAR AND MEET NJDOT DESIGNATION I-13, AS NECESSARY TO OBTAIN PROPER COMPACTION.

STANDARD CONCRETE PAVEMENT RESTORATION FOR OPENINGS

N.T.S.



NOTES:

1. FILL BELOW PAVEMENT SUBBASE SHALL BE GRANULAR AND MEET NJDOT DESIGNATION I-13, AS NECESSARY TO OBTAIN PROPER COMPACTION.
2. INITIAL PLACEMENT OF 19M64 BASE COURSE SHALL BE 6" THICK AND MADE FLUSH WITH THE EXISTING PAVED SURFACE. FOLLOWING MILLING, THE FINAL BASE COURSE THICKNESS SHALL BE NO LESS THAN 4".
3. CONTRACTOR TO DELAY MILL AND OVERLAY FOR A MINIMUM OF FOUR (4) WEEKS TO ALLOW FOR ANY SETTLEMENT TO OCCUR.
4. LIMIT OF MILL AND OVERLAY SHALL BE ESTABLISHED AS PER ORDINANCE SECTION 212-6 & 212-20.

HOT MIX ASPHALT PAVEMENT RESTORATION FOR TRENCHES

N.T.S.



NEW JERSEY GENERAL ASSEMBLY

DANA M. BURLEY
Clerk of the General Assembly

STATE HOUSE
P.O. Box 098
TRENTON, NJ 08625-0098
(609) 847-3115



October 13, 2017

Westampton Township Council
710 Rancocas Road
Westampton, NJ 08060

Dear Governing Body:

The New Jersey General Assembly has adopted the following resolution:

Assembly Resolution No. 216

In accordance with the directions contained therein, I am forwarding a copy to you.

Very truly yours,

A handwritten signature in cursive script that reads "Dana M. Burley".

Dana M. Burley
Clerk of the General Assembly

Enclosure
DMB/MN

ASSEMBLY RESOLUTION No. 216

STATE OF NEW JERSEY

217th LEGISLATURE

INTRODUCED FEBRUARY 27, 2017

Sponsored by:

Assemblyman **RONALD S. DANCER**
District 12 (Burlington, Middlesex, Monmouth and Ocean)
Assemblyman **ERIC HOUGHTALING**
District 11 (Monmouth)
Assemblyman **PARKER SPACE**
District 24 (Morris, Sussex and Warren)

Co-Sponsored by:

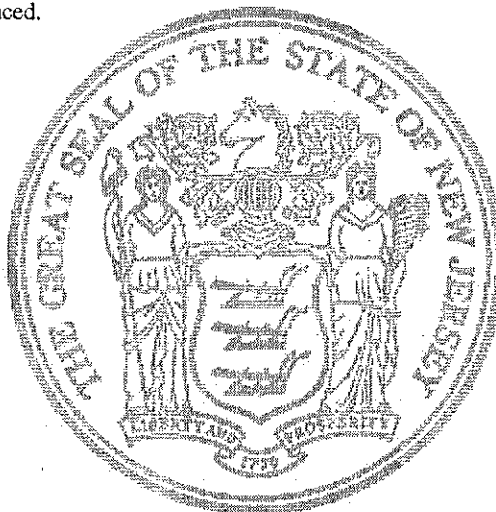
Assemblywoman **Muoio**, Assemblymen **McKeon** and **Gusciora**

SYNOPSIS

Encourages NJ homeowners to plant native plants that support bee populations and create habitat for all pollinators.

CURRENT VERSION OF TEXT

As introduced.



(Sponsorship Updated As Of: 6/23/2017)

1 **AN ASSEMBLY RESOLUTION** encouraging homeowners to plant
2 native plants that support bee populations and create habitat for
3 pollinators.

4
5 **WHEREAS**, Pollinator species, such as birds, bees, bats, and butterflies,
6 are essential partners of farmers in producing much of the food
7 supply throughout the United States and here in the Garden State;
8 and

9 **WHEREAS**, The success of many of New Jersey's most popular and
10 economically important crops, such as blueberries, apples,
11 cranberries, cucumbers, squash, and pumpkins, is dependent upon
12 pollinators; and

13 **WHEREAS**, The maintenance of healthy, biodiverse ecosystems
14 depends upon the significant environmental benefits provided by
15 pollinator species; and

16 **WHEREAS**, Pollination plays a vital role in the health of State and
17 national forests and grasslands, which provide forage, fish and
18 wildlife, timber, water, mineral resources, and recreational and
19 economic development opportunities for communities; and

20 **WHEREAS**, Many New Jersey homeowners and residents enjoy the
21 State's forests and grasslands, fishing and camping, and feeding
22 their families with the State's most popular and important crops as
23 well as gardening and beautifying their homes; and

24 **WHEREAS**, These outdoor activities go hand in hand with planting
25 native plants to support bee populations and create habitat for all of
26 the State's pollinators; and

27 **WHEREAS**, The Department of Environmental Protection, the
28 Department of Agriculture, and nurseries and landscapers
29 throughout the State have expertise concerning native plants that
30 are beneficial for these purposes; and

31 **WHEREAS**, The benefits that native pollinator species provide to New
32 Jersey, whether agricultural, environmental, recreational, or
33 economic, have been documented through extensive research at
34 Rutgers, the State University, and other institutions of higher
35 learning; and

36 **WHEREAS**, It is altogether fitting and proper for the State of New
37 Jersey to demonstrate its support for pollinators by encouraging
38 homeowners in the State to plant pollinator-friendly native plants,
39 and the Department of Environmental Protection, the Department of
40 Agriculture, and nurseries and landscapers to lend their assistance
41 in these efforts; now, therefore,

42
43 **BE IT RESOLVED** by the General Assembly of the State of New
44 Jersey:

45
46 1. This House respectfully encourages homeowners throughout
47 the State to plant native plants that support bee populations and
48 provide habitat for all kinds of pollinators.

1 2. This House respectfully requests the Department of
2 Environmental Protection and the Department of Agriculture to
3 work together with nurseries and landscapers in the State to develop
4 lists of native plants that would be supportive of these efforts and to
5 post these lists on the department websites, and encourages
6 nurseries, landscapers, and other sources of plants to post these lists
7 on their websites.

8

9 3. Copies of this resolution, as filed with the Secretary of State,
10 shall be transmitted by the Clerk of the General Assembly to the
11 Commissioner of Environmental Protection, the Secretary of
12 Agriculture, the New Jersey Nursery and Landscapers Association,
13 and the governing body of each municipality in the State.

14

15

16

STATEMENT

17

18 This resolution encourages homeowners in the State to plant
19 native plants that support bee populations and create habitat for all
20 kinds of pollinators. It also respectfully requests the Department of
21 Environmental Protection and the Department of Agriculture to
22 work together with nurseries and landscapers in the State to develop
23 lists of native plants that would be supportive of these efforts and to
24 post these lists on the department websites, and encourages
25 nurseries, landscapers, and other sources of plants to post these lists
26 on their websites.

MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

1 Park Drive, P.O. Box 486, Mount Holly, New Jersey 08060
Office (609) 267-0015 / Fax (609) 267-5420



October 19, 2017

Westampton Township
Attn: Maria Santucci Carrington, Township Administrator
710 Rancocas Road
Westampton, NJ 08060


Dear Ms. Santucci Carrington,

Consistent with the requirements of N.J.A.C. 5:31-2.2(g)1, attached is the 2018 Authority Capital Budget/Program (the "Budget") of the Mount Holly Municipal Utilities Authority for your review and consideration. The Budget will be on the agenda for introduction at the November 9, 2017 public Board Meeting.

Authority staff along with our consulting engineer and other professionals have reviewed the needs of our infrastructure to determine the current renewal and replacement program needs such as sewer mains, manholes, ancillary equipment and pump stations located throughout our sewer service area. Currently, there are no new anticipated projects in calendar year 2018 where actions by the Authority will affect any of the municipalities or their respective master plans.

The cost of the current renewal and replacement projects will be paid out of available funds for these planned projects and no bonding of funds will be necessary at this time for any of these capital improvements.

Please contact Brandy C. Boyington, Assistant to the Executive Director if you have any questions or would like to discuss any of the Capital Budget Projects. Email: brandy@mhmu.com

Sincerely,

Robert G. Maybury, Jr.
Executive Director

Cc: Marion Karp, Municipal Clerk
CERTIFIED MAIL #7015 0640 0004 5480 9931

Enclosures: 2018 Capital Budget Program-draft.pdf
Capital Improvement Listing by Municipality.pdf

Totals by Year-Fund								
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total	
CURRENT FUND	7-01	2,837,814.90	0.00	2,837,814.90	0.00	0.00	2,837,814.90	
CAPITAL FUND	7-04	26,805.36	0.00	26,805.36	0.00	0.00	26,805.36	
DOG FUND	7-12	339.50	0.00	339.50	0.00	0.00	339.50	
ESCROW FUND	7-14	3,309.29	0.00	3,309.29	0.00	0.00	3,309.29	
RECREATION FUND	7-17	7,016.17	0.00	7,016.17	0.00	0.00	7,016.17	
OPEN SPACE FUND	7-18	4,818.15	0.00	4,818.15	0.00	0.00	4,818.15	
COAH FUND	7-24	17,082.03	0.00	17,082.03	0.00	0.00	17,082.03	
Total of All Funds:		<u>2,897,185.40</u>	<u>0.00</u>	<u>2,897,185.40</u>	<u>0.00</u>	<u>0.00</u>	<u>2,897,185.40</u>	

P.O. Type: All
 Format: Detail with Line Item Notes
 Range: 6-01-20-110-000 to 7-28-56-850-800
 Rcvd Batch Id Range: First to Last
 Department Page Break: No
 Subtotal CAFR: No
 Subtotal Department: No
 Open: N Void: N Paid: N
 Held: Y Apprv: N Rcvd: Y
 Bid: Y State: Y Other: Y Exempt: Y
 Include Non-Budgeted: Y

Account P.O. Id Item Vendor	Description	Item Description	Amount	Stat/chk	Enc Date	First Rcvd Date	chk/void date	Invoice	PO Type
Fund: CURRENT FUND									
7-01-20-120-020	ADMINISTRATIVE & EXECUTIVE-0E-CONTRACTS								
00200617	1 02287 MAIL FINANCE LEASE	4TH QTR 2017 POSTAGE METER	1,113.00	R		10/13/17	10/13/17	N6783916	
7-01-20-120-036	ADMINISTRATIVE & EXEC-0E-OFFICE SUPPLIES								
00200616	1 02374 W B MASON CO INC THERMAL POUCH	ADDRESS LABELS, PEN REFILLS,	135.14	R		10/13/17	10/13/17	I48439925	
00200648	1 02436 FRASER ADVANCED INFO SYSTEMS	SHIPPING-TONER CARTRIDGES	13.19	R		10/18/17	10/18/17	INV427063	
00200648	2 02436 FRASER ADVANCED INFO SYSTEMS	SHIPPING-TONER CARTRIDGES	13.97	R		10/18/17	10/18/17	INV426385	
162.30									
7-01-20-120-044	ADMIN & EXEC-0E-DUES & SCHOOLING								
00200654	1 00545 MARION D KARP IN WALL TOWNSHIP	MILEAGE-MUNICIPAL CLERK CLASS	54.57	R		10/20/17	10/20/17		
7-01-20-120-199	ADMINISTRATIVE & EXEC-0E-MISCELLANEOUS								
00200613	1 03568 SJ WINDOW TINTING	APPLY CLEAR SAFETY FILM TO	1,600.00	R		10/13/17	10/17/17	1002	
		BOTH SIDES OF GLASS IN SERVICE AREA WITH ATTACHMENT SYSTEM. REMOVE & REPLACE FILM IN COURT ROOM, APPLY FILM TO TRANSACTION WINDOW							
AS PER INVOICE#1002									
7-01-20-120-203	ADMIN & EXEC-0E-ELECTIONS								
00200644	1 00001 PETTY CASH	DONUTS-ELECTION DAY WORKERS	71.52	R		10/17/17	10/17/17		
00200644	9 00001 PETTY CASH	DONUTS-ELECTION DAY WORKERS	82.16	R		11/01/17	11/01/17		
			153.68						

Account P. O. Id Item Vendor	Description	Item Description	Amount	Stat/chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	PO Type
7-01-20-130-044 00200684 1 03569	FINANCIAL ADMIN-OE-DUES & SCHOOLING ELAINE F. ADAIR	REIMBURSEMENT FOR MILEAGE TO AND FROM ACCOUNTING CLASS FOR CFO CERTIFICATION - 43.7 MILES EACH WAY FOR 6 CLASSES	280.56	R	10/26/17	10/26/17			
7-01-20-155-265 00200646 1 02736	LEGAL SERVICES-OTHER EXPENSES-SOLICITOR LONG MARMERO & ASSOCIATES LLP	NOVEMBER 2017 TMP SOLICITOR	2,666.00	R	10/18/17	10/18/17		19254	
00200646 2 02736	LONG MARMERO & ASSOCIATES LLP	OCTOBER 2017 LEGAL-FIRE CHIEF LITIGATION	126.00	R	10/18/17	10/18/17		19332	
			<u>2,792.00</u>						
7-01-20-165-299 00200696 1 03371	ENGINEERING SERVICES-OE-MISCELLANEOUS REMINGTON VERNICK & ARANGO ENG	SEPTEMBER 2017 ENGINEERING GENERAL & GRANT APPLICATIONS	1,093.01	R	10/30/17	10/30/17		03376002-8	
7-01-23-220-201 00200685 1 01661	EMPLOYEE INSURANCE-OE-NJSHB PLAN NJ HEALTH BENEFITS PROGRAM	OCTOBER 2017 HEALTH INSURANCE	71,128.81	R	10/27/17	10/27/17			
7-01-23-220-202 00200694 1 02864	EMPLOYEE INSURANCE-OE-PRESCRIPTION BENECARD SERVICES INC	NOVEMBER 2017 PRESCRIPTION INSURANCE	22,157.33	R	10/30/17	10/30/17			
7-01-23-220-204 00200650 1 03069	EMPLOYEE INSURANCE-OE-VISION SUPERIOR VISION OF NJ INC	NOVEMBER 2017 VISION INSURANCE	239.58	R	10/16/17	10/16/17		75786	
7-01-23-220-205 00200682 1 03207	EMPLOYEE INSURANCE-OE-FLEXIBLE SPENDING FLEXFACTS GRANTS BENEFITS	AUGUST 2017 FSA ACCOUNT FEES	49.00	R	10/26/17	10/26/17		20989	
00200682 2 03207	FLEXFACTS GRANTS BENEFITS	SEPTEMBER 2017 FSA ACCT FEES	49.00	R	10/26/17	10/26/17		20989	
			<u>98.00</u>						
7-01-25-240-030 00200626 1 02915	POLICE-OE-GENERAL EQUIPMENT & SUPPLIES AMAZON	FLASHLIGHT BATTERIES - 3	52.98	R	10/16/17	11/01/17		CRFRSJDQDGPW	
7-01-25-240-042 00200470 1 03559	POLICE-OE-TRAINING COOPER LIFE SUPPORT TRAINING	CPR INSTRUCTOR - R0WBOTTOM	375.00	R	09/21/17	11/01/17		1550	
00200607 1 01096	GLOUCESTER COUNTY POLICE ACAD TRAINING FOR M ENT	MISSING CHILDREN INVESTIGATION	40.00	R	10/12/17	11/01/17			

Account P.O. Id Item Vendor	Description	Item description	Amount	Stat/Chk	Enc	First Rcvd Date Date	Chk/Void Date	Invoice	PO Type
7-01-30-430-299	COMMUNITY & CULTURAL AFFAIRS-OE-MISC								
00200502 1 03561	PINWART	WESTAMPTON LABEL PINS	450.00	R		09/26/17 11/01/17		437448	
00200715 1 02192	ALFRED S VOELKER	TABLE & CHAIRS FOR FALL FEST	305.00	R		11/01/17 11/01/17		922185	
			<u>755.00</u>						
7-01-31-435-299	ELECTRICITY & NATURAL GAS-OE-MISC								
00200638 1 00063	PSE&G	SEPTEMBER 2017 GAS & ELECTRIC	9,405.77	R		10/16/17 10/16/17		503100030823	
	21 ACCOUNTS LUMPED TOGETHER INCLUDING RECREATION CENTER, PUBLIC WORKS GARAGE, MUNICIPAL BUILDING, VARIOUS TRAFFIC & STREET LIGHTING								
00200678 1 03392	SOUTH JERSEY ENERGY	OCTOBER 2017 ELECTRIC	67.72	R		10/25/17 10/25/17		959832ES	
	TRAFFIC LIGHT-TRICK & WOODLANE ROADS								
00200679 1 03392	SOUTH JERSEY ENERGY	OCTOBER 2017 NATURAL GAS-REC	5.14	R		10/25/17 10/25/17		962305ES	
	CENTER - 50 SPRINGSIDE RD								
00200680 1 03392	SOUTH JERSEY ENERGY	OCTOBER 2017 NATURAL GAS -	138.75	R		10/25/17 10/25/17		962306ES	
	710 RANCOGAS ROAD								
00200701 1 00063	PSE&G	OCTOBER 2017 FIRE HOUSE	1,622.45	R		10/31/17 10/31/17			
	NATURAL GAS & ELECTRIC		<u>11,239.83</u>						
7-01-31-440-299	UTIL-TELECOMMUNICATION-OE-MISC								
00200628 1 01272	COMCAST	NOVEMBER 2017-POLICE DIGITAL	129.97	R		10/16/17 10/16/17			
	ADAPTER CHARGES								
00200637 1 01057	VERIZON WIRELESS	OCTOBER 2017 CELL PHONES	1,560.29	R		10/16/17 10/16/17		9794180104	
00200658 1 01704	COMCAST BUSINESS	OCTOBER 2017 BUSINESS PHONES	343.74	R		10/20/17 10/20/17		57840482	
00200667 1 01272	COMCAST	NOVEMBER 2017 POLICE INTERNET	326.41	R		10/24/17 10/24/17			
	AND DIGITAL VOICE (FAX LINES)								
00200686 1 01272	COMCAST	NOVEMBER 2017 INTERNET-REC CTR	123.29	R		10/27/17 10/27/17			
00200702 1 01272	COMCAST	NOVEMBER 2017 EMS INTERNET &	277.32	R		10/31/17 10/31/17			
	BUSINESS VOICE		<u>2,761.02</u>						
7-01-31-445-299	UTILITIES-WATER & SEWER-MISC								
00200633 1 00089	NEW JERSEY AMERICAN WATER CO	OCTOBER 2017 WATER-MCPL BLDG	358.73	R		10/16/17 10/16/17			
00200633 2 00089	NEW JERSEY AMERICAN WATER CO	OCTOBER 2017 WATER-FIRE HOUSE	75.11	R		10/16/17 10/16/17			
00200633 3 00089	NEW JERSEY AMERICAN WATER CO	OCTOBER 2017 WATER-PRIVATE	179.46	R		10/16/17 10/16/17			
	FIRE-SPRINKLER SYSTEM AT MCPL BLDG								
00200633 4 00089	NEW JERSEY AMERICAN WATER CO	OCTOBER 2017 WATER-AMERICAN	16.54	R		10/20/17 10/20/17			

Account P.O. Id Item Vendor	Description	Item Description	Amount	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	PO Type
7-01-31-445-299	UTILITIES-WATER & SEWER-MISC	Continued							
00200652	LEGION-781 RANCOCAS ROAD	1 00989 WILLINGBORO MCPL UTIL AUTH	0.00	R		10/20/17	10/20/17		
00200652	ROLLING HILLS BALLFIELD	2 00989 WILLINGBORO MCPL UTIL AUTH	159.95	R		10/20/17	10/20/17		
	RECREATION CENTER-50 RANCOCAS ROAD		<u>789.79</u>						
7-01-31-447-299	UTILITIES-PETROLEUM PRODUCTS-MISC								
00200615	VALERO MARKETING & SUPPLY	SEPTEMBER 2017 GASOLINE PURCH	123.48	R		10/13/17	10/13/17		
00200655	BURLINGTON COUNTY TREASURER	SEPTEMBER 2017 UNLEADED FUEL	5,894.61	R		10/20/17	10/20/17	17-00401	
00200655	BURLINGTON COUNTY TREASURER	SEPTEMBER 2017 DIESEL FUEL	1,241.54	R		10/20/17	10/20/17	17-00401	
00200681	RIGGINS INC	DIESEL FUEL 10/24/17	120.95	R		10/26/17	10/26/17	74942716	
			<u>7,380.58</u>						
7-01-32-465-249	TRASH DISPOSAL-OE-LANDFILL FEES								
00200711	BURLINGTON COUNTY TREASURER	OCTOBER 2017 LANDFILL FEES	21,613.75	R		11/01/17	11/01/17	ST090786	
7-01-32-465-250	TRASH DISPOSAL-OE-RECYCLING TAX								
00200711	BURLINGTON COUNTY TREASURER	OCTOBER 2017 LANDFILL FEES	826.53	R		11/01/17	11/01/17	ST090786	
7-01-43-490-020	MUNICIPAL COURT-OTHER EXPENSES-SERVICES								
00200708	HEARTLAND PAYMENT SYSTEMS	OCTOBER 2017 CREDIT CARD FEES	139.38	R		11/01/17	11/01/17		
	WESTAMPTON TOWNSHIP								
00200708	HEARTLAND PAYMENT SYSTEMS	OCTOBER 2017 CREDIT CARD FEES	58.70	R		11/01/17	11/01/17		
	HAINESPORT TOWNSHIP								
00200708	HEARTLAND PAYMENT SYSTEMS	OCTOBER 2017 CREDIT CARD FEES	61.19	R		11/01/17	11/01/17		
	EASTAMPTON TOWNSHIP		<u>259.27</u>						
7-01-43-490-022	MUNICIPAL COURT-OTHER EXPENSES-POSTAGE								
00200668	UNITED STATES POSTAL SERVICE	POSTAGE FOR METER	5,000.00	R		10/24/17	10/24/17		
7-01-55-900-001	REGIONAL HIGH SCHOOL TAX								
00200620	RANCOCAS VALLEY REG HIGHSCHOOL	NOVEMBER 2017 REGIONAL HIGH	363,250.35	R		10/13/17	10/13/17		
	SCHOOL TAXES								
7-01-55-900-002	LOCAL DISTRICT SCHOOL TAX								
00200621	WESTAMPTON TWP BD OF EDUCATION	NOVEMBER 2017 LOCAL SCHOOL	842,637.32	R		10/13/17	10/13/17		

Account P.O. Id Item Vendor	Description	Item Description	Amount	Stat/chk	First Enc Date	Rcvd Date	chk/Void Date	Invoice	PO Type
7-01-55-900-002	LOCAL DISTRICT SCHOOL TAX DISTRICT TAXES	Continued							
7-01-55-900-003	COUNTY TAX								
00200632 1 00113	BURLINGTON COUNTY TREASURER	4TH QTR 2017 COUNTY TAXES	1,069,513.00	R	10/16/17	10/27/17		17-00438	
7-01-55-900-004	COUNTY LIBRARY TAX								
00200632 2 00113	BURLINGTON COUNTY TREASURER	4TH QTR 2017 COUNTY TAXES	98,240.98	R	10/16/17	10/27/17		17-00438	
7-01-55-900-008	RESERVE FOR STATE GRANTS								
00200393 1 01997	DRAEGER INC	DWT-ALCOTEST SIMULATOR, SET OF	60.00	R	09/08/17	11/01/17		5950097016	
	HOSES, TEMPERATURE PROBE, SIMULATOR SOLUTION & FREIGHT CHARGES								
00200393 2 01997	DRAEGER INC	DWT-ALCOTEST SIMULATOR	179.00	R	11/01/17	11/01/17		5950103576	
			239.00						
7-01-55-900-013	COUNTY FARMLAND PRESERVATION TAX								
00200632 3 00113	BURLINGTON COUNTY TREASURER	4TH QTR 2017 COUNTY TAXES	126,507.32	R	10/16/17	10/27/17		17-00438	
7-01-55-900-018	DCA STATE TRAINING FEES								
00200647 1 00104	TREASURER STATE OF ND	3RD QTR 2017 DCA TRAINING FEES	13,970.00	R	10/18/17	10/18/17			
7-01-55-900-025	PRIOR YEAR DELINQUENT SEWER RENTALS								
00200629 1 00101	MOUNT HOLLY MUNICIPAL	2016 DELINQUENT SEWER RENTALS	128,149.70	R	10/16/17	10/16/17			
	FOR TAX SALE ON NOVEMBER 16 2017								
	Fund Total: CURRENT FUND		2,837,814.90						
Fund:	CAPITAL FUND								
7-04-55-917-011	CAPITAL-BOND ORDINANCE#2017-11								
00200666 1 00215	CURRENT FUND	REIMBURSE EMS VEHICLE	26,691.61	R	10/23/17	10/23/17			
	MAINTENANCE BUDGET PER CANCELLED CAPITAL ORDINANCES								
7-04-55-917-03D	CAPITAL BOND ORDINANCE#2017-3 (ITEM D)								
00200697 1 03371	REMINGTON VERNICK & ARANGO ENG SEPTEMBER 2017 HOLLY LANE ENGINEERING PHASE III CONSTRUCTION OBSERVATION & CONTRACT		113.75	R	10/30/17	10/30/17		0337T003-13	

Account P.O. Id Item Vendor	Description	Item Description	Amount	Stat/chk	First Enc Date	Rcvd Date	chk/Void date	Invoice	PO Type
7-04-55-917-03D ADMINISTRATION	CAPITAL BOND ORDINANCE#2017-3 (ITEM D)	Continued							
Fund Total: CAPITAL FUND			26,805.36						
Fund: DOG FUND									
7-12-55-900-903 00200660 1 00294	BURLINGTON COUNTY ANIMAL SHELTER FEES BURLINGTON COUNTY ANIMAL &	SEPTEMBER 2017 SHELTER FEES	180.00	R	10/23/17	10/23/17		17346514	
7-12-55-900-907 00200618 1 01073	DOG-VETERINARIAN SERVICES MOUNT LAUREL ANIMAL HOSPITAL	KITTEN 10/9/17 VET EXAM	159.50	R	10/13/17	10/13/17		381868	
Fund Total: DOG FUND			339.50						
Fund: ESCROW FUND									
7-14-56-850-966 00200639 1 03246	PACIFIC OUTDOOR ADVERTISING (202-2) FLORIO PERRUCCI STEINHARDT &	SEPTEMBER 2017 LEGAL	1,728.00	R	10/16/17	10/16/17		140315	
7-14-56-850-980 00200639 2 03246	A DUKE PYLE INC (202-2) FLORIO PERRUCCI STEINHARDT &	SEPTEMBER 2017 LEGAL	80.00	R	10/16/17	10/16/17		139900	
7-14-56-850-982 00200639 4 03246	PEACHFIELD PLANTATION (906-12) FLORIO PERRUCCI STEINHARDT &	SEPTEMBER 2017 LEGAL	13.29	R	10/16/17	10/16/17		139903	
7-14-56-850-983 00200639 5 03246	YOUNG, JAMES A & DENA (1205-9) FLORIO PERRUCCI STEINHARDT &	SEPTEMBER 2017 LEGAL	800.00	R	10/16/17	10/16/17		140316	
7-14-56-850-984 00200639 6 03246	ME CASA LLP (1201-20) FLORIO PERRUCCI STEINHARDT &	SEPTEMBER 2017 LEGAL	272.00	R	10/16/17	10/16/17		140317	
7-14-56-851-817 00200639 3 03246	DOLAN CONTRACTORS (203-1.03, 2 & 3) FLORIO PERRUCCI STEINHARDT &	SEPTEMBER 2017 LEGAL	416.00	R	10/16/17	10/16/17		140314	
Fund Total: ESCROW FUND			3,309.29						

Account P.O. Id Item Vendor	Description	Item Description	Amount	Stat/chk	Enc	First Date	Rcvd Date	chk/Void Date	Invoice	PO Type
Fund: RECREATION FUND										
7-17-55-900-104	RECREATION-BEFORE & AFTER SCHOOL PROGRAM									
00200693 1 02670	ORIENTAL TRADING CO INC	ARTS & CRAFTS SUPPLIES	77.88	R		10/30/17	10/30/17		685195962-02	
7-17-55-900-124	RECREATION-FIELD & FACILITY MAINTENANCE									
00200634 1 01177	MR BOB PORTABLE TOILET RENTAL	PORTABLE TOILET (10/8-11/4/17)	75.00	R		10/16/17	10/16/17		A-203372	
00200634 2 01177	MR BOB PORTABLE TOILET RENTAL	PORTABLE TOILET (10/8-11/4/17)	75.00	R		10/16/17	10/16/17		A-203393	
00200634 3 01177	MR BOB PORTABLE TOILET RENTAL	PORTABLE TOILET (10/8-11/4/17)	75.00	R		10/16/17	10/16/17		A-203400	
00200634 4 01177	MR BOB PORTABLE TOILET RENTAL	PORTABLE TOILET (10/8-11/4/17)	75.00	R		10/16/17	10/16/17		A-203555	
00200634 5 01177	MR BOB PORTABLE TOILET RENTAL	PORTABLE TOILET (10/8-11/4/17)	75.00	R		10/16/17	10/16/17		A-203559	
00200634 6 01177	MR BOB PORTABLE TOILET RENTAL	PORTABLE TOILET (10/8-11/4/17)	150.00	R		10/16/17	10/16/17		A-203568	
			525.00							
7-17-55-900-130	RECREATION-NEW PROGRAMS									
00200713 1 01843	MAD SCIENCE OF WEST NEW JERSEY CRAZY CHEMWORKS		3,471.00	R		11/01/17	11/01/17		134316	
7-17-55-900-131	RECREATION-CONCESSION STAND SALES									
00200712 1 03365	ENERGY RESOURCES INC	PROPANE REFILLS 10/11/17	80.00	R		11/01/17	11/01/17		80264	
00200712 2 03365	ENERGY RESOURCES INC	PROPANE REFILLS 10/23/17	60.00	R		11/01/17	11/01/17		80049	
00200716 1 03493	CASE'S PORK ROLL CO INC	PORK ROLL	162.00	R		11/01/17	11/01/17		46849	
00200717 1 02782	COCA COLA REFRESHMENTS	DRINKS	572.47	R		11/01/17	11/01/17		3966534826	
00200717 2 02782	COCA COLA REFRESHMENTS	DRINKS	404.49	R		11/01/17	11/01/17		3976290715	
00200717 3 02782	COCA COLA REFRESHMENTS	DRINKS	551.99	R		11/01/17	11/01/17		3976401104	
00200718 1 02761	JACK AND JILL ICE CREAM CO	ICE CREAM & PRETZELS	269.25	R		11/01/17	11/01/17		814420	
00200718 2 02761	JACK AND JILL ICE CREAM CO	ICE CREAM & PRETZELS	312.38	R		11/01/17	11/01/17		825475	
00200718 3 02761	JACK AND JILL ICE CREAM CO	ICE CREAM & PRETZELS	203.00	R		11/01/17	11/01/17		836302	
00200718 4 02761	JACK AND JILL ICE CREAM CO	ICE CREAM & PRETZELS	251.71	R		11/01/17	11/01/17		846682	
			2,867.29							
7-17-55-900-135	RECREATION-FIELD HOCKEY									
00200714 1 00004	RANCOGAS VALLEY REG HIGHSCHOOL TURF FIELD USE (10/18/17)		75.00	R		11/01/17	11/01/17		18-00040	
		Fund Total: RECREATION FUND	7,016.17							
Fund: OPEN SPACE FUND										
7-18-54-375-200	OPEN SPACE-LAND MAINTENANCE-OTHER EXP									
00200653 1 00989	WILLINGBORO MCPL UTIL AUTH	4TH QTR 2017 WATER & SEWER	526.60	R		10/20/17	10/20/17			

Account P.O. Id Item Vendor	Description	Item Description	Amount	Stat/chk	First Rcvd	chk/Void	Invoice	PO Type
					Enc Date	Date		
7-18-54-375-200	OPEN SPACE-LAND MAINTENANCE-OTHER EXP	Continued						
00200653	CONCESSION STAND		394.05	R	10/20/17	10/20/17		
2 00989	WILLINGBORO MGPL UTIL AUTH	4TH QTR 2017 WATER & SEWER						
00200656	LAWN SPRINKLER		3,785.71	R	10/20/17	10/20/17		
1 00063	PSE&G	OCTOBER 2017 ELECTRIC						
00200657	CONCESSION STAND		111.79	R	10/20/17	10/20/17	564393	
1 01052	STEVENSON SUPPLY CO INC	ROD CURB STOP KEY T-HANDLE						
6 FOOT HEAVY DUTY PAINTED AT SPORTS COMPLEX			4,818.15					
Fund Total: OPEN SPACE FUND			4,818.15					
Fund:	COAH FUND							
7-24-56-850-800	COAH DEVELOPMENT FEES EXPENDITURES							
00200645	LONG MARMERO & ASSOCIATES LLP	SEPTEMBER 2017 LEGAL	4,475.00	R	10/18/17	10/18/17	19328	
1 02736	DECLARATORY JUDGMENT							
00200650	CME ASSOCIATES	WOODLANE ROAD SIDEWALK	2,322.25	R	10/20/17	10/20/17	214037	
1 02461	ENGINEERING THRU 10/6/17							
00200661	CONSTRUCTION PHASE SERVICES		2,704.78	R	10/23/17	10/23/17	69827	
1 02066	CLARKE CATON HINTZ PC	SEPTEMBER 2017 SPECIAL MASTER						
00200698	COURT APPOINTED FOR COAH		7,580.00	R	10/30/17	10/30/17	0337T005-2	
1 03371	REMINGTON VERNICK & ARANGO ENG SEPTEMBER 2017-PROFESSIONAL PLANNING ASSISTANCE INITIATIVES		17,082.03					
Fund Total: COAH FUND			17,082.03					
Year Total:			2,897,185.40					
Total Charged Lines:	140	Total List Amount:	2,897,185.40	Total Void Amount:	0.00			

Totals by Year-Fund								
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total	
CURRENT FUND	7-01	105,070.42	0.00	105,070.42	0.00	0.00	105,070.42	
RECREATION FUND	7-17	4,970.24	0.00	4,970.24	0.00	0.00	4,970.24	
Total of All Funds:		<u>110,040.66</u>	<u>0.00</u>	<u>110,040.66</u>	<u>0.00</u>	<u>0.00</u>	<u>110,040.66</u>	

Totals by Year-Fund Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	7-01	106,135.68	0.00	106,135.68	0.00	0.00	106,135.68
RECREATION FUND	7-17	6,383.11	0.00	6,383.11	0.00	0.00	6,383.11
Total of All Funds:		<u>112,518.79</u>	<u>0.00</u>	<u>112,518.79</u>	<u>0.00</u>	<u>0.00</u>	<u>112,518.79</u>

P.O. Type: All
Range: 00200663 to 00200665
Format: Detail with Line Item Notes

Open: N Paid: N Void: N
Rcvd: Y Held: Y Apprv: N
Bid: Y State: Y Other: Y
Exempt: Y

PO #	PO Date	Vendor	Amount	Charge Account	Acct Type	Contract PO Type	Description	Stat/Chk	Enc Date	First Rcvd	Chk/VOID	Invoice
------	---------	--------	--------	----------------	-----------	------------------	-------------	----------	----------	------------	----------	---------

PO #	PO Date	Vendor	Amount	Charge Account	Acct Type	Contract PO Type	Description	Stat/Chk	Enc Date	First Rcvd	Chk/VOID	Invoice
00200663 10/23/17 00002 PAYROLL ACCOUNT												
1		PAYROLL-WEEK ENDING 10/21/2017	1,492.00	7-17-55-900-103	R	B	RECREATION-RANCOGAS NATURE CENTER	R	10/23/17	10/23/17		
2		PAYROLL-WEEK ENDING 10/21/2017	3,253.35	7-17-55-900-104	R	B	RECREATION-BEFORE & AFTER SCHOOL PROGRAM	R	10/23/17	10/23/17		
3		PAYROLL-WEEK ENDING 10/21/2017	784.00	7-17-55-900-131	R	B	RECREATION-CONCESSION STAND SALES	R	10/23/17	10/23/17		
4		PAYROLL-WEEK ENDING 10/21/2017	400.15	7-17-55-900-132	R	B	RECREATION-FALL SOFTBALL	R	10/23/17	10/23/17		
5		FICA & MEDICARE-ME 10/21/2017	114.14	7-17-55-900-103	R	B	RECREATION-RANCOGAS NATURE CENTER	R	10/23/17	10/23/17		
6		FICA & MEDICARE-ME 10/21/2017	248.88	7-17-55-900-104	R	B	RECREATION-BEFORE & AFTER SCHOOL PROGRAM	R	10/23/17	10/23/17		
7		FICA & MEDICARE-ME 10/21/2017	59.98	7-17-55-900-131	R	B	RECREATION-CONCESSION STAND SALES	R	10/23/17	10/23/17		
8		FICA & MEDICARE-ME 10/21/2017	30.61	7-17-55-900-132	R	B	RECREATION-FALL SOFTBALL	R	10/23/17	10/23/17		
			6,383.11									

PO #	PO Date	Vendor	Amount	Charge Account	Acct Type	Contract PO Type	Description	Stat/Chk	Enc Date	First Rcvd	Chk/VOID	Invoice
00200664 10/23/17 00002 PAYROLL ACCOUNT												
1		PAYROLL-WEEK ENDING 10/21/2017	3,717.71	7-01-20-120-011	R	B	ADMINISTRATIVE & EXECUTIVE-S&M-REGULAR	R	10/23/17	10/23/17		
2		PAYROLL-WEEK ENDING 10/21/2017	1,581.88	7-01-20-130-011	R	B	FINANCIAL ADMINISTRATION-S&M REGULAR	R	10/23/17	10/23/17		
3		PAYROLL-WEEK ENDING 10/21/2017	1,379.48	7-01-20-145-011	R	B	COLLECTION OF TAXES-S&M-REGULAR	R	10/23/17	10/23/17		
4		PAYROLL-WEEK ENDING 10/21/2017	1,022.84	7-01-20-150-012	R	B	ASSESSMENT OF TAXES-S&M-REGULAR	R	10/23/17	10/23/17		
5		PAYROLL-WEEK ENDING 10/21/2017	115.40	7-01-21-180-012	R	B	LAND DEVELOPMENT BOARD-S&M REGULAR	R	10/23/17	10/23/17		
6		PAYROLL-WEEK ENDING 10/21/2017	3,745.37	7-01-22-195-011	R	B	CONSTRUCTION OFFICIAL-S&M-REGULAR	R	10/23/17	10/23/17		
7		PAYROLL-WEEK ENDING 10/21/2017	44,462.75	7-01-25-240-011	R	B	POLICE-SALARIES & WAGES-REGULAR	R	10/23/17	10/23/17		
8		PAYROLL-WEEK ENDING 10/21/2017	15,300.83	7-01-25-260-011	R	B	EMERGENCY MEDICAL SERVICES-S&M REGULAR	R	10/23/17	10/23/17		
9		PAYROLL-WEEK ENDING 10/21/2017	3,638.25	7-01-25-260-012	R	B	EMERGENCY MEDICAL SERVICES-S&M-REGULAR	R	10/23/17	10/23/17		
10		PAYROLL-WEEK ENDING 10/21/2017	1,816.08	7-01-25-260-014	R	B	EMERGENCY MEDICAL SERVICES-S&M-PER DIEM	R	10/23/17	10/23/17		
11		PAYROLL-WEEK ENDING 10/21/2017	11,932.20	7-01-26-290-011	R	B	STREETS & ROADS-SALARIES & WAGES-REGULAR	R	10/23/17	10/23/17		
12		PAYROLL-WEEK ENDING 10/21/2017	195.36	7-01-41-770-299	R	B	CLEAN COMMUNITIES GRANT-MISC	R	10/23/17	10/23/17		
13		PAYROLL-WEEK ENDING 10/21/2017	1,369.17	7-01-42-195-012	R	B	SHARES MCPL SERV AGREEMENTS-CCO-S&M-REG	R	10/23/17	10/23/17		
14		PAYROLL-WEEK ENDING 10/21/2017	5,802.31	7-01-43-490-011	R	B	MUNICIPAL COURT-SALARIES & WAGES-REGULAR	R	10/23/17	10/23/17		
15		PAYROLL-WEEK ENDING 10/21/2017	50.02	7-01-43-490-014	R	B	MUNICIPAL COURT-SALARIES&WAGES-OVERTIME	R	10/23/17	10/23/17		
16		SAFER-PAYROLL WE 10/21/2017	2,754.08	7-01-55-900-008	R	B	RESERVE FOR STATE GRANTS	R	10/23/17	10/23/17		
			98,883.73									

PO #	PO Date	Vendor	Amount	Charge Account	Acct Type	Contract PO Type	Description	Stat/Chk	Enc Date	First Rcvd	Chk/VOID	Invoice
00200665 10/23/17 00002 PAYROLL ACCOUNT												
1		FICA & MEDICARE-ME 10/21/2017	6,936.52	7-01-36-472-286	R	B	FICA & MEDICARE TAX	R	10/23/17	10/23/17		
2		FICA & MEDICARE-ME 10/21/2017	104.74	7-01-42-195-299	R	B	SHARED MCPL SERVICE AGREEMENTS-CCO-OE	R	10/23/17	10/23/17		

October 23, 2017
11:48 AM

TOWNSHIP OF WESTAMPTON
Bill List By P.O. Number

PO #	PO Date	Vendor	Amount	Charge Account	Contract	PO Type	Acct Type Description	Stat/chk	First Rcvd	Chk/Void
Item Description								Enc Date	Date	Invoice
00200665	10/23/17	00002		PAYROLL ACCOUNT			Continued			
3 SAFER-FICA & MEDICARE-WE	10/21		210.69	7-01-55-900-008			B RESERVE FOR STATE GRANTS	R	10/23/17	10/23/17
			7,251.95							

Total Purchase Orders: 3 Total P.O. Line Items: 27 Total List Amount: 112,518.79 Total Void Amount: 0.00

P.O. Type: All
Range: 00200670 to 00200672
Format: Detail with Line Item Notes

Open: N Paid: N Void: N
Rcvd: Y Held: Y Appv: N
Bid: Y State: Y Other: Y Exempt: Y

PO #	PO Date	Vendor	Amount	Charge Account	Acct Type	Contract PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
00200670	10/24/17	03443	800.00	7-01-30-430-299	B	COMMUNITY & CULTURAL AFFAIRS-OE-MISC	R	10/24/17	10/24/17		
		1 FALL FESTIVAL PUMPKINS									
00200671	10/24/17	02486	600.00	7-01-30-430-299	B	COMMUNITY & CULTURAL AFFAIRS-OE-MISC	R	10/24/17	10/24/17		
		1 FALL FESTIVAL MOVIE SCREEN & PROJECTOR									
		2 GENERATOR RENTAL	75.00	7-01-30-430-299	B	COMMUNITY & CULTURAL AFFAIRS-OE-MISC	R	10/24/17	10/24/17		
			675.00								
00200672	10/24/17	02569	1,400.00	7-17-55-900-132	B	RECREATION-FALL SOFTBALL	R	10/24/17	10/24/17		
		1 UMPIRES-WEEK#5 & 6	140.00	7-17-55-900-132	B	RECREATION-FALL SOFTBALL	R	10/24/17	10/24/17		
		2 ASSIGNOR FEE	1,540.00								

Total Purchase Orders: 3 Total P.O. Line Items: 5 Total List Amount: 3,015.00 Total Void Amount: 0.00

Totals by Year-Fund								
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total	
CURRENT FUND	7-01	1,475.00	0.00	1,475.00	0.00	0.00	1,475.00	
RECREATION FUND	7-17	1,540.00	0.00	1,540.00	0.00	0.00	1,540.00	
Total of All Funds:		<u>3,015.00</u>	<u>0.00</u>	<u>3,015.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,015.00</u>	

P.O. Type: All
Range: 00200687 to 00200687
Format: Detail with line Item Notes

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

PO #	PO Date	Vendor	Amount	Charge Account	Acct Type	PO Type	Contract Description	Stat/Chk	Enc Date	First Rcvd	Chk/Void	Invoice
00200687	10/27/17	02593		POSTMASTER								
		1 BULK POSTAGE-2018 DOG LICENSE RENEWAL NOTICES	201.07	7-12-55-900-910		B	POSTMASTER	R		10/27/17	10/27/17	

Total Purchase Orders: 1 Total P.O. Line Items: 1 Total List Amount: 201.07 Total Void Amount: 0.00

Totals by Year-Fund								
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total	
DOG FUND	7-12	201.07	0.00	201.07	0.00	0.00	201.07	
Total of All Funds:		<u>201.07</u>	<u>0.00</u>	<u>201.07</u>	<u>0.00</u>	<u>0.00</u>	<u>201.07</u>	

Totals by Year-Fund								
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total	
CURRENT FUND	7-01	107,479.69	0.00	107,479.69	0.00	0.00	107,479.69	
RECREATION FUND	7-17	5,119.24	0.00	5,119.24	0.00	0.00	5,119.24	
Total of All Funds:		<u>112,598.93</u>	<u>0.00</u>	<u>112,598.93</u>	<u>0.00</u>	<u>0.00</u>	<u>112,598.93</u>	

P.O. Type: All
Range: 00200690 to 00200692
Format: Detail with Line Item Notes

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

PO #	PO date	Vendor	Amount	Charge Account	Acct Type	Description	PO Type	Contract	Stat/Chk	First	Rcvd	Enc	Date	Chk/Void	Invoice
------	---------	--------	--------	----------------	-----------	-------------	---------	----------	----------	-------	------	-----	------	----------	---------

00200690	10/30/17	00002	PAYROLL ACCOUNT												
1	PAYROLL-WEEK	ENDING	10/28/2017	1,432.50	7-17-55-900-103	B RECREATION-RANCOCAS NATURE CENTER	R			10/30/17	10/30/17				
2	PAYROLL-WEEK	ENDING	10/28/2017	2,812.94	7-17-55-900-104	B RECREATION-BEFORE & AFTER SCHOOL PROGRAM	R			10/30/17	10/30/17				
3	PAYROLL-WEEK	ENDING	10/28/2017	510.00	7-17-55-900-131	B RECREATION-CONCESSION STAND SALES	R			10/30/17	10/30/17				
4	FIGA & MEDICARE-WE	10/28/17	109.59	7-17-55-900-103	B RECREATION-RANCOCAS NATURE CENTER	R				10/30/17	10/30/17				
5	FIGA & MEDICARE-WE	10/28/17	215.19	7-17-55-900-104	B RECREATION-BEFORE & AFTER SCHOOL PROGRAM	R				10/30/17	10/30/17				
6	FIGA & MEDICARE-WE	10/28/17	39.02	7-17-55-900-131	B RECREATION-CONCESSION STAND SALES	R				10/30/17	10/30/17				
			5,119.24												

00200691	10/30/17	00002	PAYROLL ACCOUNT												
1	PAYROLL-WEEK	ENDING	10/28/2017	3,717.71	7-01-20-120-011	B ADMINISTRATIVE & EXECUTIVE-S&W-REGULAR	R			10/30/17	10/30/17				
2	PAYROLL-WEEK	ENDING	10/28/2017	1,581.88	7-01-20-130-011	B FINANCIAL ADMINISTRATION-S&W REGULAR	R			10/30/17	10/30/17				
3	PAYROLL-WEEK	ENDING	10/28/2017	1,379.48	7-01-20-145-011	B COLLECTION OF TAXES-S&W-REGULAR	R			10/30/17	10/30/17				
4	PAYROLL-WEEK	ENDING	10/28/2017	969.44	7-01-20-150-012	B ASSESSMENT OF TAXES-S&W-REGULAR	R			10/30/17	10/30/17				
5	PAYROLL-WEEK	ENDING	10/28/2017	115.40	7-01-21-180-012	B LAND DEVELOPMENT BOARD-S&W REGULAR	R			10/30/17	10/30/17				
6	PAYROLL-WEEK	ENDING	10/28/2017	3,780.37	7-01-22-195-011	B CONSTRUCTION OFFICIAL-S&W-REGULAR	R			10/30/17	10/30/17				
7	PAYROLL-WEEK	ENDING	10/28/2017	44,572.39	7-01-25-240-011	B POLICE-SALARIES & WAGES-REGULAR	R			10/30/17	10/30/17				
8	PAYROLL-WEEK	ENDING	10/28/2017	15,300.83	7-01-25-260-011	B EMERGENCY MEDICAL SERVICES-S&W REGULAR	R			10/30/17	10/30/17				
9	PAYROLL-WEEK	ENDING	10/28/2017	2,457.00	7-01-25-260-012	B EMERGENCY MEDICAL SERVICES-S&W-PER DIEM	R			10/30/17	10/30/17				
10	PAYROLL-WEEK	ENDING	10/28/2017	367.92	7-01-25-260-014	B EMERGENCY MEDICAL SERVICES-S&W-OVERTIME	R			10/30/17	10/30/17				
11	PAYROLL-WEEK	ENDING	10/28/2017	13,566.82	7-01-26-290-011	B STREETS & ROADS-SALARIES & WAGES-REGULAR	R			10/30/17	10/30/17				
12	PAYROLL-WEEK	ENDING	10/28/2017	1,620.46	7-01-30-430-299	B COMMUNITY & CULTURAL AFFAIRS-OE-MISC	R			10/30/17	10/30/17				
13	PAYROLL-WEEK	ENDING	10/28/2017	195.36	7-01-41-770-299	B CLEAN COMMUNITIES GRANT-MISC	R			10/30/17	10/30/17				
14	PAYROLL-WEEK	ENDING	10/28/2017	1,369.17	7-01-42-195-012	B SHARES MCPL SERV AGREEMENTS-CCO-S&W-REG	R			10/30/17	10/30/17				
15	PAYROLL-WEEK	ENDING	10/28/2017	5,670.66	7-01-43-490-011	B MUNICIPAL COURT-SALARIES & WAGES-REGULAR	R			10/30/17	10/30/17				
16	PAYROLL-WEEK	ENDING	10/28/2017	618.77	7-01-43-490-014	B MUNICIPAL COURT-SALARIES&WAGES-OVERTIME	R			10/30/17	10/30/17				
17	SAFER-PAYROLL WE	10/28/2017	2,754.08	7-01-55-900-008	B RESERVE FOR STATE GRANTS	R				10/30/17	10/30/17				
			100,037.74												

00200692	10/30/17	00002	PAYROLL ACCOUNT												
1	FIGA & MEDICARE-WE	10/28/2017	6,989.65	7-01-36-472-286	B FIGA & MEDICARE TAX	R				10/30/17	10/30/17				
2	FIGA & MEDICARE-WE	10/28/2017	104.74	7-01-42-195-299	B SHARED MCPL SERVICE AGREEMENTS-CCO-OE	R				10/30/17	10/30/17				
3	SAFER-FIGA & MEDICARE-WE	10/28	210.69	7-01-55-900-008	B RESERVE FOR STATE GRANTS	R				10/30/17	10/30/17				

October 30, 2017
10:46 AM

TOWNSHIP OF WESTAMPTON
Bill List By P.O. Number

PO #	PO Date	Vendor	Amount	Charge Account	Contract	PO Type	Stat/CHK	First Rcvd	Chk/Void
Item Description					Acct Type	Description	Enc Date	Date	Invoice
00200692	10/30/17	00002		PAYROLL ACCOUNT					
4	OCTOBER 2017	DCRP-TWP SHARE	136.87			Continued			
			7,441.95			8 DEFINED CONTRIB RETIREMENT PROG-0E-MISC	R	10/30/17	10/30/17

Total Purchase Orders: 3 Total P.O. Line Items: 27 Total List Amount: 112,598.93 Total Void Amount: 0.00