

**WESTAMPTON TOWNSHIP
RE-ORGANIZATION MEETING - JANUARY 2, 2024
6:30 P.M.**

1. Township Clerk Calls the Meeting to Order
2. Requirements of the Sunshine Law (This meeting was Advertised in the Burlington Burlington County Times January 6, 2023 and electronic notice was given pursuant to N.J.A.C. 5:39-1.5).
3. Pledge of Allegiance
4. Moment of Silence
5. Oath of Office – Committeeman – elect Sandy Henley – Troy Singleton will swear in
Oath of Office – Committeewoman – elect Jaime Mungo – Honorable Linda Hynes will swear in
6. Roll Call:
Committeewoman Nancy Burkley
Committeeman Odise Carr
Committeeman Sandy Henley
Committeewoman Jaime Mungo
Committeewoman Genel Cook-Wright
7. Nomination of Mayor, Administer Oath of Office
8. Nomination of Deputy Mayor, Administer Oath of Office
9. Nominations of Professional Appointments and Resolutions
 - 1-24 Resolution Appointing Professionals for the Year
 - 2-24 Resolution Appointing a Township Committee Member to the Land Development Board (Class III Member) for the Year 2024
 - 3-24 Resolution Appointing a Township Committee Member to the Historic Commission for the Year 2024
 - 4-24 Resolution Appointing one (1) member to the Recreation Commission for a three-year unexpired term to expire in 2025
 - 5-24 Resolution Appointing a Township Committee Member to the Timbuctoo Advisory Committee for the Year 2024
 - 6-24 Resolution Appointing two (2) members to the Timbuctoo Advisory Committee (Class C) each for a three-year term
 - 7-24 Resolution Establishing a Schedule of Regular Meeting Dates of the Township Committee for the Year 2024

10. CONSENT AGENDA RESOLUTIONS CONSENT AGENDA - RESOLUTIONS NOTE:
Consent Agenda items are considered to be routine and will be enacted with a single motion; any items requiring expenditure are supported by a Certification of Availability of funds; any items requiring discussion will be removed from the Consent Agenda

8-24 Resolution Adopting a Cash Management Plan

9-24 Resolution Designating Depositories

10-24 Resolution Designating the Interest Rates on Delinquent Taxes

11-24 Resolution Authorizing the Tax Assessor to File Appeals with the Burlington County Board of Taxation

12-24 Resolution Authorizing the Tax Assessor to Handle Rollback Assessment Matters on Behalf of the Township of Westampton

13-24 Resolution Approving the 2024 Temporary Budget

14-24 Resolution Reapproving Petty Cash Fund

15-24 Resolution Designating the Mayor or Administrator as Signatory for Purposes of Executing Documents on Behalf of the Township of Westampton

16-24 Resolution Appointing Wendy Gibson as the Public Agency Compliance Officer (PACO)

17-24 Resolution Appointing Raymond Holshue as Zoning Officer for the year 2024

18-24 Resolution Designating Official Newspaper

19-24 Resolution Adopting “Robert’s Rules of Order” for the Conduct of Public Meetings

20-24 Resolution Appointing OEM Coordinator

21-24 Resolution Appointing Deputy OEM Coordinator

22-24 Resolution Authorizing Cancellation of Property Tax Overpayments or Delinquencies of Less Than Ten Dollars

23-24 Payment of Vouchers – this resolution approves the payment of bills through 01/02/2024

24-24 Resolution Appointing Recreation Director

11. Mayoral Appointments – Land Development Board and Historic Preservation

- a. Land Development Board Class IV Member (2) for a four-year term
 - b. Land Development Board Class IV Member, Alternate #1 (1) for a two-year term
 - c. Historic Commission Class A Member (1) for a four-year term
12. Mayoral Assignments for Committee Liaison Persons for year 2024
- Police
 - Public Works
 - Recreation
 - Municipal Court
 - Westampton School Board
 - RV Regional High School Board
 - Emergency Services
 - Veteran’s Affairs
 - Senior Citizens
13. Acknowledgement of Automatic Appointments
- a. Mayor is a member of the Land Development Board
14. Open Meeting for Public Comment - Please remember to state your name and address for the record.
15. Dates to Remember: Next Scheduled Meeting January 16, 2024 @ 7:00PM.
16. Township Committee Comments – Township Committee members
17. Adjournment

Please note:

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

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

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

TOWNSHIP OF WESTAMPTON

AWARD OF CONTRACTS FOR PROFESSIONAL SERVICES

RESOLUTION NO. 1-24

WHEREAS, the Township of Westampton did pass Ordinance numbers 21-2005, 22-2005, 23-2005, 24-2005 and 26-2005; and

WHEREAS, the State of New Jersey did pass N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Township of Westampton utilized the Fair and Open Process required by State statute and Township Ordinance in conjunction with its selection of the within named professionals;

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

1. That the Township Committee based upon the aforementioned certificates hereby declare that there are sufficient funds appropriated for the purpose of expending funds for the aforementioned purpose and the Township Chief Financial Officer is hereby directed to charge the hereinafter expenditures against the following appropriations:
2. That the Township Committee makes the following appointments pursuant to a Fair and Open Process pursuant to the provisions of Westampton Township Ordinances and pursuant to N.J.S.A. 19:44A-20.4 et seq. and hereby awards contracts to said person or entities for the aforementioned purposes for the period of time to commence immediately upon adoption of this Resolution and to end on December 31, 2024, or until a replacement is named.

Solicitor –
Engineer –
Auditor –
Planner –
Prosecutor –
Public Defender –
Bond Counsel –
Tax Special Counsel –
Labor Counsel –
Conflict Engineer –
Financial Advisor –
Administrative Agent –
Risk Management Consultant –
Animal Control Specialist –
IT Specialist -

3. That the Township Mayor and Clerk are hereby authorized to execute any documents which are necessary to effectuate the terms of this resolution and which are prepared by ore reviewed by the Office of the Township Attorney and hereby directs the Township Clerk to prepare and publish appropriate notice of the award of these contracts.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

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

TOWNSHIP OF WESTAMPTON

APPOINT TOWNSHIP COMMITTEE MEMBER AS A
LAND DEVELOPMENT BOARD CLASS III FOR 2024

RESOLUTION NO. 2-24

WHEREAS, there exists a need to appoint a Class III member to the Land Development Board 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 _____ is hereby appointed to the position of Class III member for the Land Development Board for the Township of Westampton.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

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

TOWNSHIP OF WESTAMPTON

APPOINT TOWNSHIP COMMITTEE MEMBER AS A
HISTORIC PRESERVATION COMMISSION FOR 2024

RESOLUTION NO. 3-24

WHEREAS, there exists a need to appoint a Township Committee member to the Historic Preservation Commission 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 _____ is hereby appointed to the position of Historic Preservation Commission member for the Township of Westampton.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

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

TOWNSHIP OF WESTAMPTON
 APPOINT RECREATION ADVISORY COMMITTEE MEMBERS
 FOR A 3 YEAR TERM

RESOLUTION NO. 4-24

WHEREAS, there exists a need to appoint one member to the Recreation Advisory Committee in the Township of Westampton for an unexpired 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 _____ be and are hereby appointed to the position of Recreation Advisory Committee member for an unexpired 3-year term ending in 2025 for the Township of Westampton.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

 Wendy Gibson, Township Clerk

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

TOWNSHIP OF WESTAMPTON

APPOINT A TOWNSHIP COMMITTEE MEMBER TO THE
TIMBUCTOO ADVISORY COMMITTEE FOR 2024

RESOLUTION NO. 5-24

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 _____ be and is hereby appointed to the position of Timbuctoo Advisory Committee member for the Township of Westampton for the calendar year of 2024.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

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

TOWNSHIP OF WESTAMPTON

APPOINT TIMBUCTOO ADVISORY COMMITTEE CLASS
'C' MEMBERS FOR A 3-YEAR TERM

RESOLUTION NO. 6-24

WHEREAS, there exists a need to appoint two Timbuctoo Advisory Committee Class 'C' members 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 _____ and _____ are hereby appointed to the position of Timbuctoo Advisory Committee Class 'C' members expiring in 2026; and

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

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

MEETING SCHEDULE
TOWNSHIP OF WESTAMPTON
RESOLUTION NO. 7-24

WHEREAS, the Open Public Meeting Act requires that public bodies give notice of their meetings for the year;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Westampton, assembled in public session this 2nd day of January 2024, that:

1. All meetings of the Township Committee shall be held at the Municipal Building on Rancocas Road or virtually via the Zoom platform and will commence at 7:00 PM prevailing time, except reorganization; workshop/executive session meetings shall commence at the regular meeting time.

2. The schedule of meetings to be held during this year is as follows:

January 2, 2024, (6:00 PM)	June 18, 2024
January 16, 2024	July 9, 2024
February 6, 2024	August 6, 2024
February 20, 2024	September 3, 2024
March 5, 2024	September 17, 2024
March 19, 2024	October 1, 2024
April 2, 2024	October 15, 2024
April 16, 2024	November 12, 2024
May 7, 2024	December 3, 2024
May 21, 2024	December 17, 2024
June 4, 2024	January 2, 2025 – (Reorganization)

3. The Clerk shall forthwith (1) post and maintain posted throughout this year on the bulletin board in the Municipal Building, (2) maintain a copy of this resolution in the Clerk’s Office for the public, and (3) mail a copy of this resolution to the Burlington County Times for publication.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

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

TOWNSHIP OF WESTAMPTON
CASH MANAGEMENT PLAN OF THE TOWNSHIP OF
WESTAMPTON, IN THE COUNTY OF BURLINGTON, NEW JERSEY

RESOLUTION NO. 8-24

STATEMENT OF PURPOSE

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits ("Deposits") and investment ("Permitted Investments") of certain public funds of the Township of Westampton, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investments matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN.

The Plan is intended to cover the deposit and/or investment of the following funds and accounts of the Township of Westampton:

Current Fund
General Capital Fund
Trust Fund

It is understood that this Plan is not intended to cover certain funds and accounts of the Township of Westampton.

DESIGNATION OF OFFICIALS OF THE TOWNSHIP OF WESTAMPTON AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN.

The Chief Financial Officer of the Township of Westampton is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the Township of Westampton are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgement kept on file with such officials.

DESIGNATION OF DEPOSITORIES.

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public Deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

Investors Bank
State of NJ Cash Management
Any other institution containing a Government Unit Deposit Protection Act
Notification (GUDPA)

All such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official(s) referred to in Section III above.

AUTHORIZED INVESTMENTS.

- A. Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following permitted investments:
- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America or obligations guaranteed by the United States of America;
 - (2) Government money market mutual funds;
 - (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
 - (4) Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located;
 - (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
 - (6) Local government investment pools;
 - (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281(C.52:18A-90.4);or
 - (8) Agreements for the repurchase of fully collateralized securities if:
 - (a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
 - (b) the custody of collateral is transferred to a third party;
 - (c) the maturity of the agreement is not more than 30 days;
 - (d) the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970,c.236(C.17:9-41); and
 - (e) a master repurchase agreement providing for the custody and security of collateral is executed.

For the purposes of the above language, the terms "government money market mutual fund" and "local government investment pool" shall have the following definitions:

Government Money Market Mutual Fund. An investment company or investment trust:

- (a) Which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940," 15 U.S.C. sec.80a-1 et seq., and operated in accordance with 17 C.F.R. sec. 270.2a-7.
- (b) The portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and
- (c) Which has:
 - (i) attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
 - (ii) retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the "Investment Advisors Act of 1940," 15 U.S.C.sec.80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

Local Government Investment Pool. An investment pool:

- (a) which is managed in accordance with 17 C.F.R.sec.270.2a-7;
- (b) which is rated in the highest category by a nationally recognized statistical rating organization;
- (c) which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R.sec.270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;
- (d) which is in compliance with rules adopted pursuant to the "Administrative Procedure Act," P.L. 1968,c.410(c.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
- (e) which does not permit investments instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and

(f) which purchases and redeems investments directly from the issuer, government money market fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9CC.49:3-56 and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and report daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

B. Notwithstanding the above authorization, the monies on hand in the following funds and accounts shall be further limited as to maturities, specific investments or otherwise as follows:

None

SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN.

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Township of Westampton, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Township of Westampton to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to insure that such Permitted Investments are either received by the Township of Westampton or by a third party custodian prior to or upon the release of the Township of Westampton's funds.

To assure that all parties with whom the Township of Westampton deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official(s).

REPORTING REQUIREMENTS.

On the fifteenth day of the following month during which this Plan is in effect, the Designated Official(s) referred to in Section III hereof shall supply to the governing body of the Township of Westampton a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the Township of Westampton as a Deposit or a Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during

- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.
- E. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- F. The fees incurred to undertake such Deposits or Permitted Investment. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- G. The market value of all deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the governing body of the Township of Westampton.

TERM OF PLAN.

This plan shall be in effect from January 1, 2024 to December 31, 2024. Attached to this Plan is a resolution of the governing body of the Township of Westampton approving this Plan for such period of time. The plan may be amended from time to time. To the extent that any amendment is adopted by the Committee, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

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

DESIGNATION OF DEPOSITORIES
TOWNSHIP OF WESTAMPTON

RESOLUTION NO. 9-24

WHEREAS, N.J.S.A. 40A:5-14 provides that the Governing Body, by Resolution passed by a majority vote of the full membership hereof may designate a Bank or Trust Company having its place of business in this State and organized under the laws of the United States or of this State or the State of New Jersey Cash Management Fund established pursuant to N.J.S.A. 40A:501, or any combination thereof, as a depository for its monies; and

WHEREAS, the Township Committee desires to designate certain institutions as depositories for Township monies.

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

1. That the Township Committee hereby designates as legal depositories for its money, Investors Bank and any and all banks or Trust Companies having its place of business in New Jersey and organized under the laws of the State of New Jersey or of the United States.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

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

TOWNSHIP OF WESTAMPTON
INTEREST RATES ON DELINQUENT TAXES

RESOLUTION NO. 10-24

WHEREAS, N.J.S.A. 54:4-67 et seq declares that affirmative action on the part of the Governing Body is required in fixing the rate of interest on delinquent taxes and other municipal charges. N.J.S.A. 54:4-67 has been changed to define a delinquent tax as follows:

Delinquency means the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or years. The governing body may also fix a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay the delinquency prior to the end of the calendar year. The penalty so fixed shall not exceed six percent (6%) of the amount of the delinquency.

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

1. That the Township Committee hereby designates the rate of interest to be charged for the non-payment of taxes and other municipal charges in the event that any payment shall not be made within ten (10) days after the date same is payable, to be eight percent (8%) on the first one thousand five hundred dollars (\$1,500.00) of delinquency and eighteen percent (18%) on any amount in excess thereof, which shall be computed and charged to the principal sum due.
2. In addition the Township Committee hereby fixes an additional penalty of six percent (6%) to be charged to a taxpayer whose unpaid delinquency exceeds \$10,000.00 on the last working day of the calendar year.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

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

TOWNSHIP OF WESTAMPTON

AUTHORIZE ASSESSOR TO FILE APPEALS
WITH THE BURLINGTON COUNTY BOARD
OF TAXATION AS MAY BE NECESSARY

RESOLUTION NO. 11-24

WHEREAS, statutory provision is made for review and correction of errors prior to certification of an assessment list; and

WHEREAS, provision is also allowed for the discovery and correction of errors after establishment of the tax rate; and

WHEREAS, changes in property ownership at times necessitates adjustments in the veteran's and/or senior citizen's deduction allowed on the assessment list; and

WHEREAS, responsibility for the maintenance and correction of the assessment list rests with the Township Tax Assessor subject to laws and regulations; and

WHEREAS, the Township Committee in certain instances believes it would be in the best interest of the Township to authorize the filing of Counterclaims seeking an increase in the assessment in the event true value is determined to be higher than anticipated.

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

1. That the Township Committee for the aforementioned reasons hereby authorize the Township Tax Assessor to file such appeals as may be necessary with the Burlington County board of Taxation to maintain the accuracy and equality in the assessment list of the Township of Westampton, subject to the advice of the Township Attorney and the prior approval of the Township Committee.
2. That the Township Committee for the aforementioned reasons hereby authorizes the Township Tax Assessor to execute Stipulations of Settlement on behalf of the Township of Westampton, subject to the advice of the Township Attorney and the prior approval of the Township Committee.
3. That the Township Committee for the aforementioned reasons hereby authorizes and directs the Township Attorney to prepare and file the appropriate Counterclaims

seeking and increase in the assessment to correspond with the true value to be established by the Court or the Board of Taxation whichever the case may be.

4. That the Township Committee hereby directs the Township Clerk to forward a certified copy of this Resolution to the Burlington County Board of Taxation and to the Township Tax Assessor.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

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

TOWNSHIP OF WESTAMPTON
 AUTHORIZE TAX ASSESSOR TO HANDLE
 ROLLBACK ASSESSMENT MATTERS ON BEHALF
 OF THE TOWNSHIP OF WESTAMPTON

RESOLUTION NO. 12-24

WHEREAS, statutory provision is made for the assessment of land that is actively involved in agricultural or horticultural use and of land that was but is no longer used for such purpose; and

WHEREAS, responsibility for the assessment of such lands rests with the Township Tax Assessor subject to certain laws and regulations; and

WHEREAS, the Township Committee desires to authorize the Tax Assessor to take whatever action is necessary to handle all added and omitted rollback assessments.

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

1. That the Township Committee for the aforementioned reasons hereby authorizes the Township Tax Assessor to handle all added and omitted rollback assessments for the tax year of 2024.
2. That the Township Committee hereby directs the Township Clerk to forward a certified copy of this Resolution to Burlington County Board of Taxation and to the Township Tax Assessor.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

 Wendy Gibson, Township Clerk

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

TOWNSHIP OF WESTAMPTON
TEMPORARY BUDGET FOR 2024

RESOLUTION NO. 13-24

WHEREAS, N.J.S.A. 40A:4-19 states that the Governing Body may, by Resolution adopted prior to January 31st of the Fiscal Year, make appropriations to provide for the period between the beginning of the Fiscal Year and the adoption of the Budget; and

WHEREAS, the Township Committee has not, at this time, adopted a Budget, but desires to adopt a Temporary Budget for the purpose of making appropriations:

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

1. That the Township Committee hereby appropriates certain monies for the period between the beginning of the Fiscal Year until the adoption of the Budget, as indicated on the attached Schedule.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

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

TOWNSHIP OF WESTAMPTON
A RESOLUTION REAPPROVING
A PETTY CASH FUND

RESOLUTION NO. 14-24

WHEREAS, N.J.S.A. 40a:5-21 authorizes the establishment of a Petty Cash Fund in any municipality by application and resolution, and

WHEREAS, once established, said petty cash fund is required to be reapproved annually; and

WHEREAS, the custodian for this fund is Robert Hudnell, CFO, who is bonded for the amount of \$1000.00; such custodian shall maintain records for this fund in a manner conducive to proper accounting and auditing procedures; and

NOW, THEREFORE, BE IT RESOLVED that the Westampton Township Petty Cash fund is hereby reapproved in the amount of \$700.00.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

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

TOWNSHIP OF WESTAMPTON

DESIGNATE MAYOR OR ADMINISTRATOR AS SIGNATORY FOR PURPOSES
OF EXECUTING DOCUMENTS ON BEHALF OF THE
TOWNSHIP OF WESTAMPTON

RESOLUTION NO. 15-24

WHEREAS, at various times during the year it is necessary for documents to be executed on behalf of the Township of Westampton; and

WHEREAS, the Township Committee now desires to designate the Mayor or Administrator as signatory for all such documents.

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

1. That the Township Committee for the aforementioned reasons hereby designates the Mayor or Administrator as signatory on all documents to be executed on behalf of the Township of Westampton.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

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

TOWNSHIP OF WESTAMPTON
APPOINT PUBLIC AGENCY COMPLIANCE OFFICER

RESOLUTION NO. 16-24

WHEREAS, there exists a need to appoint a Public Agency Compliance Officer 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 Wendy Gibson, Municipal Clerk, be and is hereby appointed to the position of Public Agency Compliance Officer for the Township of Westampton.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

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

TOWNSHIP OF WESTAMPTON

APPOINT RAYMOND HOLSHUE AS ZONING
OFFICER FOR 2024

RESOLUTION NO. 17-24

WHEREAS, there exists a need to appoint a Zoning Officer 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 Raymond Holshue, be and is hereby appointed to the position of Zoning Officer for the Township of Westampton.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

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

TOWNSHIP OF WESTAMPTON
DESIGNATION OF OFFICIAL NEWSPAPER

RESOLUTION NO. 18-24

WHEREAS, N.J.S.A. 40:53-1 provides that the Governing Body may designate an official newspaper for the publication of all advertisements and notices required by law to be published by the municipality; and

WHEREAS, the Township Committee desires to designate an official newspaper.

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

1. That the Township Committee hereby designates the Burlington County Times as the official newspaper for the publication of Ordinances, Notices and any other matter required by law to be published by the Township of Westampton, and the Trenton Times as the second official newspaper.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

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

TOWNSHIP OF WESTAMPTON
ADOPTING ROBERT’S RULES OF ORDER

RESOLUTION NO. 19-24

BE IT RESOLVED by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey, that the "ROBERT’S RULES OF ORDER" as revised, shall be the authority and reference on procedure for the year 2024 in the absence of any procedure set forth in statutes of this State or Ordinances of this Township.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

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

TOWNSHIP OF WESTAMPTON
APPOINTING EMERGENCY MANAGEMENT COORDINATOR

RESOLUTION NO. 20-24

WHEREAS, the Code of the Township of Westampton provides for an Emergency Management Coordinator and the Township Committee desires to appoint same, and;

WHEREAS, Lt. Brian Ferguson has been serving as the Emergency Management Coordinator since March 16, 2020; and

WHEREAS, Lt. Brian Ferguson will continue to be the Emergency Management Coordinator for the calendar year 2024.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Westampton, in the County of Burlington and State of New Jersey, that the Township Committee hereby appoints Lt. Brian Ferguson as Emergency Management Coordinator effective January 1, 2024 and expiring December 31, 2024 or until a new Emergency Management Coordinator is appointed.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

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

TOWNSHIP OF WESTAMPTON
APPOINTING DEPUTY
EMERGENCY MANAGEMENT COORDINATOR

RESOLUTION NO. 21-24

WHEREAS, Chief Craig Farnsworth has been serving as the Deputy Emergency Management Coordinator since March 16, 2020; and

WHEREAS, Chief Craig Farnsworth will continue to be the Deputy Emergency Management Coordinator for the calendar year 2024.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Westampton, in the County of Burlington and State of New Jersey, that the Township Committee hereby appoints Chief Craig Farnsworth as Deputy Emergency Management Coordinator effective January 1, 2024 and expiring December 31, 2024 or until a new Deputy Emergency Management Coordinator is appointed.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

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

WESTAMPTON TOWNSHIP

AUTHORIZATION OF CANCELLATION OF PROPERTY TAX
OVERPAYMENTS OR DELINQUENCIES
OF LESS THAN TEN DOLLARS

RESOLUTION NO 22-24

WHEREAS, N.J.S.A. 40A:5-17 allows for the cancellation of property tax overpayments or delinquencies in the amounts of less than \$10.00; and,

WHEREAS, the governing body may authorize the Tax Collector to process, without further action on their part, any cancellation of property tax overpayments or delinquencies of less than \$10.00.

NOW, THEREFORE BE IT RESOLVED, that the Governing Body of the Township of Westampton, County of Burlington, State of New Jersey, hereby authorize the Tax Collector to cancel said amounts as deemed necessary.

BE IT FURTHER RESOLVED, that a certified copy of the Resolution be forwarded to the Tax Collector, the Chief Financial Officer and the Municipal Auditor.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

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

TOWNSHIP OF WESTAMPTON

APPROVING PAYMENT OF VOUCHERS
FOR THE PERIOD ENDING 1/02/2024

RESOLUTION NO. 23-24

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

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

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

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

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

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

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

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	3-01	12,611.79	0.00	12,611.79	0.00	0.00	12,611.79
OPEN SPACE FUND	3-18	4,104.96	0.00	4,104.96	0.00	0.00	4,104.96
Total of All Funds:		<u>16,716.75</u>	<u>0.00</u>	<u>16,716.75</u>	<u>0.00</u>	<u>0.00</u>	<u>16,716.75</u>

APPROVED
WESTAMPTON TOWNSHIP
DATE JANUARY 2 2024

P.O. Type: All Print Alpha, Revenue, & G/L Accounts: Y Open: N Void: N Paid: N
 Format: Detail with Line Item Notes Held: Y Aprv: N Rcvd: Y
 Range: 2-01-20-110-000 to 3-28-56-850-800 Bid: Y State: Y Other: Y Exempt: Y
 Rcvd Batch Id Range: First to Last Include Non-Budgeted: Y
 Vendors: All
 Department Page Break: No Subtotal CAPR: No Subtotal Department: No

Account	Description	Item Description	Amount	Stat/chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	PO Type
Fund: CURRENT FUND									
3-01-25-240-028	POLICE-0E-SERVICES								
00214260	1 04165	AMY'S FLOWER JUNCTION	90.00	R		12/15/23	12/28/23	719	
		AWARENESS							
3-01-25-240-032	POLICE-0E-UNIFORMS								
00214281	1 02964	PUBLIC SAFETY UNLIMITED	307.00	R		12/19/23	12/28/23	82564	
00214281	2 02964	PUBLIC SAFETY UNLIMITED	323.00	R		12/19/23	12/28/23	81820	
00214281	3 02964	PUBLIC SAFETY UNLIMITED	40.00	R		12/19/23	12/28/23	82696	
		UNIFORMS-CHIEF FERGUSON	670.00						
3-01-26-290-020	STREETS & ROADS-0E-BUILDING CONTRACTS								
00214295	1 01445	VENEZIANO'S FIRE PROTECTION	590.00	R		12/27/23	12/27/23	12033109	
		INSPECTION							
3-01-26-290-024	STREETS & ROADS-0E-BUILDINGS & GROUNDS								
00214242	1 00399	DELL MARKETING LP	1,026.55	R		12/12/23	12/27/23	10720645400	
		COMPUTER							
		AS PER QUOTE#3000169901924.1							
3-01-26-290-030	STREETS & ROADS-0E-SUPPLIES								
00214282	1 04166	MIDWEST MOTOR SUPPLY CO INC	19.75	R		12/19/23	12/19/23	101725733	
00214284	4 02743	AUTO PARTS CONNECTION	8.90	R		12/20/23	12/20/23	113791	
		BOXED MINIATURES	28.65						
3-01-26-315-201	VEHICLE MAINTENANCE-0E-POLICE								
00214259	1 02743	AUTO PARTS CONNECTION	56.02	R		12/15/23	12/28/23	112716	
00214259	2 02743	AUTO PARTS CONNECTION	113.57	R		12/15/23	12/28/23	112655	
00214259	3 02743	AUTO PARTS CONNECTION	19.35	R		12/28/23	12/28/23	113473	
		CONNECTOR							
00214279	1 00088	MILLER FORD	587.72	R		12/19/23	12/28/23	5441020	
		TRUCK#9-TAIL LIGHT							

Account P.O. Id Item Vendor	Description	Item Description	Amount	Stat/chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	PO Type
3-01-31-445-299	UTILITIES-WATER & SEWER-MISC								
00214289	1 00101 MOUNT HOLLY MUNICIPAL	4TH QTR 2023 SEWER-AMERICAN	51.00	R	12/22/23	12/22/23			
	LEGION HALL								
3-01-31-447-299	UTILITIES-PETROLEUM PRODUCTS-MISC								
00214285	1 03418 RIGGINS INC	HEATING OIL (12/19/23)	76.29	R	12/21/23	12/21/23		75113056	
	MECHANICS GARAGE								
00214296	1 03418 RIGGINS INC	HEATING OIL (12/26/23)	702.89	R	12/28/23	12/28/23		75114254	
	PUBLIC WORKS GARAGE								
			<u>779.18</u>						
3-01-43-490-036	MUNICIPAL COURT-OE-OFFICE SUPPLIES								
00214131	1 02374 W B MASON CO INC	OFFICE SUPPLIES PER CART ORDER	399.27	R	11/25/23	12/28/23		243295853	
		Fund Total: CURRENT FUND	12,611.79						
Fund:	OPEN SPACE FUND								
3-18-54-375-200	OPEN SPACE-LAND MAINTENANCE-OTHER EXP								
00214288	1 00063 PSE&G	DECEMBER 2023 ELECTRIC	4,104.96	R	12/22/23	12/22/23		600308827675	
	CONCESSION STAND								
		Fund Total: OPEN SPACE FUND	4,104.96						
		Year Total:	16,716.75						
Total Charged Lines:	32	Total List Amount:	16,716.75	Total Void Amount:	0.00				

P.O. Type: All
Range: 00214171 to 00214171
Format: Detail with Line Item Notes
Vendors: All
Rcvd Batch Id Range: First to Last

Include Non-Budgeted: Y

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	Contract PO Type	Description	Stat/chk	Enc Date	First Rcvd	Chk/Void	Invoice
00214171	12/01/23	02743					AUTO PARTS CONNECTION					
1		FLUID FILM RUST & CORROSION	1,449.98	3-01-26-315-203		B	VEHICLE MAINT-OF-STREETS & ROADS-OUTSIDE R			12/01/23	12/15/23	111403
Total Purchase Orders:			1	Total P.O. line Items:		1	Total List Amount:		1,449.98	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	3-01	1,449.98	0.00	1,449.98	0.00	0.00	1,449.98
Total of All Funds:		<u>1,449.98</u>	<u>0.00</u>	<u>1,449.98</u>	<u>0.00</u>	<u>0.00</u>	<u>1,449.98</u>

P.O. Type: All
 Range: 00214261 to 00214263
 Format: Detail with Line Item Notes
 Vendor: All
 Rcvd Batch Id Range: First to Last
 Include Non-Budgeted: Y
 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	Enc Date	Chk/Void	Invoice
00214261	12/15/23	02638					FARNSWORTH & SEMPTIHPHELTER						
	1	NOVEMBER 2023 MEDICAL BILLING	2,871.46	3-01-25-260-199		B	EMER MED SERV BILLING-OE-MISC	R		12/15/23	12/15/23		9381
	2	ROUNDED DOWN PER VENDOR	0.01	3-01-25-260-199		B	EMER MED SERV BILLING-OE-MISC	R		12/15/23	12/15/23		9381
			2,871.45										
00214262	12/15/23	01208					WESTAMPTON BOE CAFETERIA ACCT						
	1	SR CITIZEN DINNER	2,750.00	3-01-30-420-299		B	CELEBRATION OF PUBLIC EVENT-OE-MISC	R		12/15/23	12/15/23		
00214263	12/18/23	02743					AUTO PARTS CONNECTION						
	1	CABLE TIE	17.31	3-01-26-290-030		B	STREETS & ROADS-OE-SUPPLIES	R		12/18/23	12/18/23		113474
Total Purchase Orders:			3	Total P.O. Line Items:	4	Total list Amount:	5,638.76	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	3-01	5,638.76	0.00	5,638.76	0.00	0.00	5,638.76
Total of All Funds:		<u>5,638.76</u>	<u>0.00</u>	<u>5,638.76</u>	<u>0.00</u>	<u>0.00</u>	<u>5,638.76</u>

P.O. Type: All
 Range: 00213949 to 00213949
 Format: Detail with Line Item Notes
 Vendors: All
 Rcvd Batch Id Range: First to Last
 Include Non-Budgeted: Y
 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	Contract PO Type Description	Stat/Chk	Enc Date	First Rcvd	Chk/Void	Invoice
00213949	10/17/23	03393 MEX BANK	600.00	3-01-31-447-299	B	UTILITIES-PETROLEUM PRODUCTS-MISC	R	10/17/23	12/19/23		92460351
Total Purchase Orders: 1			Total P.O. line Items: 1	Total List Amount: 600.00	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	3-01	600.00	0.00	600.00	0.00	0.00	600.00
Total of All Funds:		<u>600.00</u>	<u>0.00</u>	<u>600.00</u>	<u>0.00</u>	<u>0.00</u>	<u>600.00</u>

P.O. Type: All
 Range: 00214256 to 00214256
 Format: Detail with Line Item Notes
 Vendors: All
 Rcvd Batch Id Range: First to Last
 Include Non-Budgeted: Y
 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	First Rcvd	Chk/Void	
Item Description								Enc Date	Date	Invoice	
00214256	12/15/23	02576									
		CRESTON HYDRAULICS INC									
1		VEHICLE#67-SPREADER-MISC ITEMS	65.00	3-01-26-290-050	B		STREETS & ROADS-DE-SNOW REMOVAL		R		
								12/15/23	12/19/23	224930	
Total Purchase Orders:			1	Total P.O. Line Items:		1	Total List Amount:		65.00	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	3-01	65.00	0.00	65.00	0.00	0.00	65.00
Total of All Funds:		<u>65.00</u>	<u>0.00</u>	<u>65.00</u>	<u>0.00</u>	<u>0.00</u>	<u>65.00</u>

P.O. Type: All
Range: 00214264 to 00214269
Format: Detail with Line Item Notes
Vendors: All
Rcvd Batch Id Range: First to Last
Include Non-Budgeted: Y

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

PO #	PO date	Vendor	Amount	Charge Account	Contract	P.O. Type	Acct Type	Description	Stat/Chk	First	Rcvd	Chk/Void	Invoice
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00214264	12/18/23	01519	DOCUMENT CONCEPTS INC										
			1 CARBONLESS DAILY NOTICES	558.00	3-01-43-490-036	B	MUNICIPAL	COURT-OE-OFFICE SUPPLIES	R	12/18/23	12/18/23		44185
			2 SHIPPING	60.00	3-01-43-490-036	B	MUNICIPAL	COURT-OE-OFFICE SUPPLIES	R	12/18/23	12/18/23		44185
				618.00									

00214265	12/18/23	04195	CINTAS CORP										
			1 CLEANING SUPPLIES	37.45	3-01-26-290-030	B	STREETS &	ROADS-OE-SUPPLIES	R	12/18/23	12/18/23		4177348994

00214266	12/19/23	01057	VERIZON WIRELESS										
			1 DECEMBER 2023 CELL PHONES & POLICE LAPTOP LINES	585.78	3-01-31-440-299	B	UTIL-TELECOMMUNICATION-OE-MISC		R	12/19/23	12/19/23		9951298108

00214267	12/19/23	00007	VERIZON										
			1 DECEMBER 2023 PHONE LINES	126.43	3-01-31-440-299	B	UTIL-TELECOMMUNICATION-OE-MISC		R	12/19/23	12/19/23		
			FIRE ALARM AT AMERICAN LEGION HALL-781 RANCOCAS ROAD										

00214268	12/19/23	00089	NEW JERSEY AMERICAN WATER CO										
			1 DECEMBER 2023 FIRE HYDRANT SERVICE	8,568.00	3-01-25-265-299	B	FIRE HYDRANT SERVICE-OE-MISC		R	12/19/23	12/19/23		

00214269	12/19/23	03357	MALAMUT & ASSOCIATES LLC										
			1 NOVEMBER 2023 LEGAL	4,170.00	3-01-20-155-265	B	LEGAL SERVICES-OTHER EXPENSES-SOLICITOR		R	12/19/23	12/19/23		14759
			2 NOVEMBER 2023 LEGAL REDEVELOPMENT	135.00	3-01-20-155-265	B	LEGAL SERVICES-OTHER EXPENSES-SOLICITOR		R	12/19/23	12/19/23		14766
			3 NOVEMBER 2023 LEGAL-MRP WESTERN DRIVE DEDICATION	195.00	3-01-20-155-265	B	LEGAL SERVICES-OTHER EXPENSES-SOLICITOR		R	12/19/23	12/19/23		14758
				4,500.00									

Total Purchase Orders: 6 Total P.O. Line Items: 9 Total List Amount: 14,435.66 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	3-01	14,435.66	0.00	14,435.66	0.00	0.00	14,435.66
Total of All Funds:		<u>14,435.66</u>	<u>0.00</u>	<u>14,435.66</u>	<u>0.00</u>	<u>0.00</u>	<u>14,435.66</u>

P.O. Type: All
 Range: 00214276 to 00214276
 Format: Detail with Line Item Notes
 Vendors: All
 Rcvd Batch Id Range: First to Last

Include Non-Budgeted: Y

Open: N Paid: N Void: N
 Rcvd: Y Held: Y APV: 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	
00214276	12/19/23	00442 TODD MITZELMAN	870.00	3-17-55-900-105	B	RECREATION-INDOOR	SOCCER	R		12/19/23 12/19/23			
1 REFEREES-WEEK ENDING DECEMBER 9 & 16 2023													
Total Purchase Orders: 1			Total P.O. Line Items: 1			Total List Amount: 870.00			Total Void Amount: 0.00				

Totals by Year-Fund Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
RECREATION FUND	3-17	870.00	0.00	870.00	0.00	0.00	870.00
Total of All Funds:		<u>870.00</u>	<u>0.00</u>	<u>870.00</u>	<u>0.00</u>	<u>0.00</u>	<u>870.00</u>

Totals by Year-Fund Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	3-01	241,111.76	0.00	241,111.76	0.00	0.00	241,111.76
RECREATION FUND	3-17	6,263.33	0.00	6,263.33	0.00	0.00	6,263.33
POLICE OUTSIDE OVERTIME FUND	3-21	2,477.30	0.00	2,477.30	0.00	0.00	2,477.30
Total of All Funds:		<u>249,852.39</u>	<u>0.00</u>	<u>249,852.39</u>	<u>0.00</u>	<u>0.00</u>	<u>249,852.39</u>

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type	Stat/Chk	First Rcvd	Chk/Void	Invoice
Item Description					Acct Type Description	Enc Date	Date	Date	
00214293	12/24/23	00002			PAYROLL ACCOUNT				
1	FICA & MEDICARE--DECEMBER 26		15,795.55	3-01-36-472-286	B FICA & MEDICARE TAX	R	12/24/23	12/24/23	
2	DECEMBER 2023 DCRP CONTRIB		452.53	3-01-36-477-299	B DEFINED CONTRIB RETIREMENT PROG-OE-MISC	R	12/24/23	12/24/23	
3	4TH QTR 2023 UNEMPLOYMENT		3,019.85	3-01-23-225-287	B UNEMPLOYMENT COMPENSATION-OE-TWP SHARE	R	12/24/23	12/24/23	
			19,267.93						
Total Purchase orders:			4	Total P.O. Line Items:	26	Total List Amount:	249,852.39	Total Void Amount:	0.00

P.O. Type: All
Range: 00214277 to 00214277
Format: Detail with Line Item Notes
Vendors: All
Rcvd Batch Id Range: First to Last

Include Non-Budgeted: Y

Open: N Paid: N Void: N
Rcvd: Y Held: Y APV: N
Bid: Y State: Y other: Y Exempt: Y

PO #	PO Date	Vendor	Amount	Charge Account	Acct Type	Contract	PO Type	Stat/chk	Enc Date	First Rcvd	Chk/Void	Invoice
00214277	12/19/23	00339 AMERICAN ASPHALT CO INC										
1	2021	ROAD PROGRAM	5,183.01	3-04-55-921-060		B CAPITAL-ORDINANCE#2021-6-D (ROAD CONSTR)	R			12/19/23 12/19/23		
		ESTIMATE#2-FINAL-RECONSTRUCTION OF RANCOGAS COURT & HOWELL DRIVE										
Total Purchase Orders:			1	Total P.O. Line Items:		1	Total List Amount:		5,183.01	Total Void Amount:		0.00

Totals by Year-Fund Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CAPITAL FUND	3-04	5,183.01	0.00	5,183.01	0.00	0.00	5,183.01
Total of All Funds:		<u>5,183.01</u>	<u>0.00</u>	<u>5,183.01</u>	<u>0.00</u>	<u>0.00</u>	<u>5,183.01</u>

P.O. Type: All
Range: 00214294 to 00214294
Format: Detail with line Item Notes
Vendors: All
Rcvd Batch Id Range: First to Last

Include Non-Budgeted: Y

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	Contract	P.O. Type	Stat/Chk	Enc	First	Rcvd	Chk/Void	Invoice
Item Description										Date	Date	Date	
00214294	12/27/23	00215		CURRENT FUND									
1 ADMINISTRATIVE FEES			146.45	3-21-56-850-800		B	POLICE OUTSIDE OVERTIME EXPENDITURES		R	12/27/23	12/27/23		
DECEMBER 26 2023 PAYROLL													
Total Purchase Orders:			1	Total P.O. Line Items:	1	Total List Amount:	146.45	Total Void Amount:	0.00				

Totals by Year-Fund Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
POLICE OUTSIDE OVERTIME FUND	3-21	146.45	0.00	146.45	0.00	0.00	146.45
Total of All Funds:		<u>146.45</u>	<u>0.00</u>	<u>146.45</u>	<u>0.00</u>	<u>0.00</u>	<u>146.45</u>

TOWNSHIP OF WESTAMPTON

RESOLUTION APPOINTING RECREATION DIRECTOR
FOR ONE CALENDAR YEAR

RESOLUTION NO. 24-24

WHEREAS, the Township of Westampton passed Ordinance 8-1993, which sets the appointment of the Recreation Director; and

WHEREAS, the Ordinance states that the Township Committee shall appoint a Recreation Director who shall serve for a term of one year at a salary to be fixed and determined by Ordinance duly adopted by the governing body; and

WHEREAS, the Recreation Director position has been held by Todd Mitzelman since 2007; and

WHEREAS, Todd Mitzelman will continue to serve as the Recreation Director for the calendar year 2024 ending on December 31, 2024, or unless a successor is appointed.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Westampton, in the County of Burlington and State of New Jersey, that the Township Committee hereby appoints Todd Mitzelman as Recreation Director effective January 1, 2024 and expiring December 31, 2024 or until a new Recreation Director is appointed.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Township Committee of the Township of Westampton, County of Burlington, State of New Jersey at their meeting held in the Meeting Room of the Municipal Complex, 710 Rancocas Road, Westampton, New Jersey 08060 on January 2, 2024. Wendy Gibson, Township Clerk.

Wendy Gibson, Township Clerk

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