

**STRATFORD BOROUGH COUNCIL  
REORGANIZATION MEETING MINUTES  
JANUARY 2, 2018  
7:00 PM**

**CALL TO ORDER** Mayor Josh Keenan called the reorganization meeting to order.

**PLEDGE OF ALLEGIANCE** By: Mayor Josh Keenan

**PRAYER** By: Pastor Markus from Word Fellowship Church

**STATEMENT OF ADVERTISEMENT**

The Borough Clerk stated that notice of this meeting has been provided to the Courier Post and the Central Record and is posted on the Borough Hall Bulletin Board stating the time and the place of the meeting.

**PRESENTATION:**

Mayor Keenan and Councilman Hartman presented plaques to former Councilmen John Dudley and David Gray. Mayor Keenan read the inscription on the plaque and thanked them both for their service.

**OATHS OF OFFICE:**

Mayor Keenan announced "We will now swear in the new Members of Council. Mr. Tom Collins will be sworn in by Congressman Donald Norcross and Mr. Pat Gilligan will be sworn in by Assemblyman Louis Greenwald."

Oath of office to Councilman H. Thomas Collins administered by Congressman Donald Norcross  
Councilman Collins took his place at the podium.

Oath of office to Councilman Patrick Gilligan administered by Assemblyman Louis Greenwald  
Councilman Gilligan took his place at the podium.

**ROLL CALL:** Roll call was as follows:  
Mayor Josh Keenan - Present  
Councilman Tom Collins- Present  
Councilman Patrick Gilligan- Present  
Councilman Patrick Green- Present  
Councilwoman Linda Hall- Present  
Councilman Frank Hartman- Present  
Councilwoman Tina Lomanno- Present

**SELECTION BY MEMBERS OF COUNCIL FROM THE COUNCIL MEMBERSHIP:**

Council President A motion was made by Councilman Gilligan to appoint Councilman Frank Hartman for President of Council, and was seconded by Councilwoman Lomanno with all eyes on the vote with Councilman Frank Hartman abstaining.

**APPOINTMENTS BY MAYOR – CONFIRMING RESOLUTIONS BY COUNCIL:**

- Resolution 2018:01 Appointment of Solicitor

Mayor Keenan appointed Stuart Platt as Solicitor of the Borough of Stratford for a one year term. Councilwoman Hall motioned to approve. Councilwoman Lomanno seconded the motion and all members present voting in favor in a Voice Vote.

RESOLUTION 2018:01

APPOINTMENT OF SOLICITOR

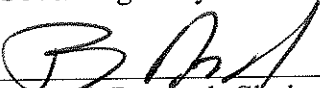
WHEREAS, the Local Public Contracts Law requires that the resolution authorizing the Award of contract for "Professional Services" without competitive bids must be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED, by Mayor and Council of the Borough of Stratford, County of Camden, State of New Jersey, that

STUART A. PLATT, ESQ.  
PLATT & RISO, P.C.  
40 Berlin Road  
Stratford, NJ 08084

Be appointed as Solicitor for the Borough of Stratford for the year 2018 to perform the professional services ordinarily provided by an Attorney for the Borough of Stratford and to receive such compensation as may be reasonable for such services. Said Stuart A. Platt, Esq. is an Attorney authorized by law which practice is regulated by the laws of this State. These professional services are necessary and are required by this Municipality.

I, Ben Angeli, Clerk of the Borough of Stratford, hereby certify that the foregoing resolution was adopted by the Governing Body at their Reorganization Meeting held on the 2<sup>nd</sup> day of January, 2018.

  
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Ben Angeli, Borough Clerk

- Resolution 2018:02      Appointment of Engineer

Mayor Keenan appointed Bach Associates as Engineer for the Borough of Stratford for a one year term. Councilman Green motioned to approve. Councilman Gilligan seconded the motion and all members present voting in favor in a Voice Vote.

RESOLUTION 2018:02  
APPOINTMENT OF ENGINEER

WHEREAS, the Local Public Contracts Law requires that the resolution authorizing the Award of contract for "Professional Services" without competitive bids must be publicly advertised,

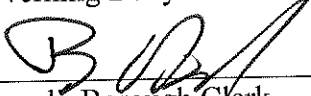
NOW, THEREFORE, BE IT RESOLVED, by Mayor and Council of the Borough of Stratford, County of Camden, State of New Jersey, that

STEVEN M. BACH, PE, RA, PP, CME  
BACH ASSOCIATES  
304 White Horse Pike  
Haddon Heights, NJ 08035

Be appointed as Engineer for the Borough of Stratford for the year 2018 to perform the professional services ordinarily provided by an Engineer for the Borough of Stratford and to receive such compensation as may be reasonable for such services. Said Steven M. Bach is an Engineer authorized by law and which practice is

regulated by the laws of this State. These professional services are necessary and are required by this Municipality.

I, Ben Angeli, Clerk of the Borough of Stratford, hereby certify that the foregoing resolution was adopted by the Governing Body at their Reorganization Meeting held on the 2<sup>nd</sup> day of January, 2018.

  
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Ben Angeli, Borough Clerk

- Resolution 2018:03      Appointment of Auditor

Mayor Keenan appointed Scott Baron of Bowman and Company as Auditor for the Borough of Stratford for a one year term. Councilman Collins motioned to approve. Councilwoman Lomanno seconded the motion and all members present voting in favor in a Voice Vote.

RESOLUTION 2018:03  
APPOINTMENT OF AUDITOR

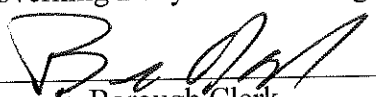
WHEREAS, the Local Public Contracts Law requires that the resolution authorizing the Award of contract for "Professional Services" without competitive bids must be publicly advertised,

NOW, THEREFORE, BE IT RESOLVED, by Mayor and Council of the Borough of Stratford, County of Camden, State of New Jersey, that

SCOTT P. BARRON  
BOWMAN & COMPANY, LLC  
601 White Horse Pike  
Voorhees, NJ 08043

Be appointed as Auditor for the Borough of Stratford for the year 2018 to perform the professional services ordinarily provided by an Auditor for the Borough of Stratford and to receive such compensation as may be reasonable for such services. Said Scott P. Barron is a Registered Municipal Accountant authorized by law which practice is regulated by the laws of this State. These professional services are necessary and are required by this Municipality.

I, Ben Angeli, Clerk of the Borough of Stratford, hereby certify that the foregoing resolution was adopted by the Governing Body at their Reorganization Meeting held on the 2<sup>nd</sup> day of January, 2018.

  
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Ben Angeli, Borough Clerk

- Resolution 2018:04      Appointment of Prosecutor

Mayor Keenan appointed Cheryl Cohen as Prosecutor for the Borough of Stratford for a one year term. Councilwoman Hall motioned to approve. Councilman Green seconded the motion and all members present voting in favor in a Voice Vote.

RESOLUTION 2018:04  
APPOINTMENT OF PROSECUTOR

WHEREAS, the Local Public Contracts Law requires that the resolution authorizing the Award of contract for "Professional Services" without competitive bids must be publicly advertised,

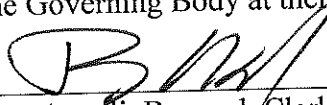
NOW, THEREFORE, BE IT RESOLVED, by Mayor and Council of the Borough of Stratford, County of Camden, State of New Jersey, that

CHERYL COHEN  
5 Riesling Court  
Marlton, NJ 08053

Be appointed as Prosecutor for the Borough of Stratford for the year 2018 to perform the professional services ordinarily provided by a Prosecutor for the Borough of Stratford and to receive such compensation as may be reasonable for such services. Said Cheryl Cohen is an Attorney authorized by law which practice is regulated by the laws of this State. These professional services are necessary and are required by this Municipality.

FURTHER, BE IT RESOLVED, that Mayor and Council also appoint any licensed Attorney who also has been duly appointed as the Prosecutor in any other Municipality within the County of Camden.

I, Ben Angeli, Clerk of the Borough of Stratford, hereby certify that the foregoing resolution was adopted by the Governing Body at their Reorganization Meeting held on the 2<sup>nd</sup> day of January, 2018.

  
Ben Angeli, Borough Clerk

- Resolution 2018:05      Appointment of Alternate Prosecutor

Mayor Keenan appointed Timothy Higgins as Alternate prosecutor for the Borough of Stratford for a one year term. Councilwoman Lomanno motioned to approve. Councilman Collins seconded the motion and all members present voting in favor in a Voice Vote.

RESOLUTION 2018:05  
APPOINTMENT OF ALTERNATE PROSECUTOR

WHEREAS, the Local Public Contracts Law requires that the resolution authorizing the Award of contract for "Professional Services" without competitive bids must be publicly advertised,

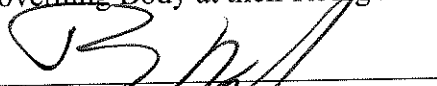
NOW, THEREFORE, BE IT RESOLVED, by Mayor and Council of the Borough of Stratford, County of Camden, State of New Jersey, that

TIMOTHY HIGGINS  
900 Haddon Avenue – Suite 210  
Collingswood, NJ 08108

Be appointed as Alternate Prosecutor for the Borough of Stratford for the year 2018 to perform the professional services ordinarily provided by an Alternate Prosecutor for the Borough of Stratford and to receive such compensation as may be reasonable for such services. Said Timothy Higgins is an Attorney authorized by law which practice is regulated by the laws of this State. These professional services are necessary and are required by this Municipality.

FURTHER, BE IT RESOLVED, that Mayor and Council also appoint any licensed Attorney who also has been duly appointed as an Alternate Prosecutor in any other Municipality within the County of Camden.

I, Ben Angeli, Clerk of the Borough of Stratford, hereby certify that the foregoing resolution was adopted by the Governing Body at their Reorganization Meeting held on the 2<sup>nd</sup> day of January, 2018.

  
Ben Angeli, Borough Clerk

- Resolution 2018:06      Appointment of Public Defender

Mayor Keenan appointed Kristina Bryant as Public Defender for the Borough of Stratford for a one year term. Councilman Hartman motioned to approve. Councilwoman Lomanno seconded the motion and all members present voting in favor in a Voice Vote.

RESOLUTION 2018:06  
MUNICIPAL PUBLIC DEFENDER

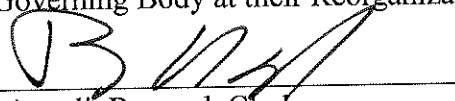
WHEREAS, the Local Public Contracts Law requires that the resolution authorizing the Award of contract for "Professional Services" without competitive bids must be publicly advertised,

NOW, THEREFORE, BE IT RESOLVED, by Mayor and Council of the Borough of Stratford, County of Camden, State of New Jersey, that

Kristina Bryant  
35 Kings Highway, Suite 206  
Second Floor  
Haddonfield, NJ 08033

Be appointed as a Municipal Public Defender for the Borough of Stratford for the year 2018 to perform the professional services ordinarily provided by a Public Defender for the Borough of Stratford and to receive such compensation as may be reasonable for such services. Said Kristina Bryant is an Attorney authorized by law which practice is regulated by the laws of this State. These professional services are necessary and are required by this Municipality.

I, Ben Angeli, Clerk of the Borough of Stratford, hereby certify that the foregoing resolution was adopted by the Governing Body at their Reorganization Meeting held on the 2<sup>nd</sup> day of January, 2018.

  
Ben Angeli, Borough Clerk

- Resolution 2018:07      Appointment of Alternate Public Defender

Mayor Keenan appointed Gregory DeMichele as Alternate Public Defender for the Borough of Stratford for a one year term. Councilwoman Lomanno motioned to approve. Councilman Hartman seconded the motion and all members present voting in favor in a Voice Vote.

RESOLUTION 2018:07  
ALTERNATE MUNICIPAL PUBLIC DEFENDER

WHEREAS, the Local Public Contracts Law requires that the resolution authorizing the Award of contract for "Professional Services" without competitive bids must be publicly advertised,

NOW, THEREFORE, BE IT RESOLVED, by Mayor and Council of the Borough of Stratford, County of Camden, State of New Jersey, that

GREGORY DeMICHELE  
313 White Horse Pike  
Haddon Heights, NJ 08035

Be appointed as an Alternate Municipal Public Defender for the Borough of Stratford for the year 2018 to perform the professional services ordinarily provided by an Alternate Public Defender for the Borough of Stratford and to receive such compensation as may be reasonable for such services. Said Gregory DeMichele is an Attorney authorized by law which practice is regulated by the laws of this State. These professional services are necessary and are required by this Municipality.

I, Ben Angeli, Clerk of the Borough of Stratford, hereby certify that the foregoing resolution was adopted by the Governing Body at their Reorganization Meeting held on the 2<sup>nd</sup> day of January, 2018.

  
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Ben Angeli, Borough Clerk

- Resolution 2018:08      Appointment of Risk Management Consultant

Mayor Keenan appointed Sarah Dietz of RUE Insurance as Risk Management Consultant for the Borough of Stratford for a one year term. Councilman Green motioned to approve. Councilman Collins seconded the motion and all members present voting in favor in a Voice Vote.

RESOLUTION 2018:08

RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT

WHEREAS, Borough of Stratford (hereinafter "Local Unit") has joined the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 et seq.; and

WHEREAS, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the "Fund"; and

WHEREAS, the Local Unit has complied with relevant law with regard to the appointment of a Risk management Consultant; and

WHEREAS, the "Fund" has requested its members to appoint individuals or entities to that position; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of "Local Unit", in the County of Camden and State of New Jersey, as follows:

1. Borough of Stratford (Local Unit) hereby appoints Chas. E. Rue & Son, Inc. t/a Rue Insurance its Risk Management Consultant.
2. The Fund Commissioner/Borough Clerk (authorized representative of the public entity) and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant's Agreement for the year 2018 in the form attached hereto.

Name of Entity: Borough of Stratford

Attest:

[Signature]  
Name

Josh Keenan  
Josh Keenan, Mayor

Certification

I, Ben Angeli, Clerk of the Borough of Stratford, County of Camden, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the governing body on January 02, 2018

[Signature]  
Ben Angeli, Borough Clerk

Witness my hand and seal of the

Borough of Stratford

This day of 2nd January 2018

**APPOINTMENTS BY MAYOR WITH CONFIRMATION OF COUNCIL:**

Mayor Keenan appointed the following Fire Line Officers for a one year term. Councilman Green motioned to approve. Councilman Hartman seconded the motion and all members present voting in favor in a Voice Vote.

Deputy Chief – Stephen Gagliardi  
Assistant Chief – Mike Lewitt

Captain – Jason Powell  
 Captain – Michael Lemmerman  
 Captain – Gary Riebel, Sr.  
 Lieutenant – Bob Bove, Jr.  
 Lieutenant – Brian Worthington  
 Lieutenant – Jeffrey Riebel  
 Engineer – Chris Mohan

Mayor Keenan appointed Dr. Martin Herring to the Board of Health for a three year term. Councilwoman Hall motioned to approve. Councilwoman Lomanno seconded the motion and all members present voting in favor in a Voice Vote.

Mayor Keenan appointed Joe Hahn to the Board of Health for a three year term. Councilman Green motioned to approve. Councilwoman Lomanno seconded the motion and all members present voting in favor in a Voice Vote.

Mayor Keenan appointed Diane Claypool to the Historic Preservation Commission for a five year term. Councilman Collins motioned to approve. Councilwoman Hall seconded the motion and all members present voting in favor in a Voice Vote.

Mayor Keenan appointed Frank Hartman as the Joint Land Use Board Class III for a one year term. Councilman Gilligan motioned to approve. Councilwoman Lomanno seconded the motion and all members present voting in favor in a Voice Vote.

Mayor Keenan appointed Tom Collins as the liaison for the Park Commission for a one year term. Councilwoman Hall motioned to approve. Councilwoman Lomanno seconded the motion and all members present voting in favor in a Voice Vote.

Mayor Keenan appointed Kristina Rauer and Patricia Riebel as Police Matrons for a one year term. Councilman Collins motioned to approve. Councilwoman Lomanno seconded the motion and all members present voting in favor in a Voice Vote.

Mayor Keenan appointed Chris Mecca as Site Plan Enforcement Officer for a one year term. Councilwoman Hall motioned to approve. Councilman Hartman seconded the motion and all members present voting in favor in a Voice Vote.

**APPOINTMENTS BY MAYOR WITH NO CONFIRMATION OF COUNCIL NEEDED:**

Mayor Keenan made the following appointments:

<b>APPOINTMENT</b>	<b>TERM LENGTH</b>	<b>EXPIRES</b>
Joint Land Use Board, Class IV – Anthony Santora	Four Year Term	2021
Joint Land Use Board, Class II – Ron Morello	One Year Term	2018
Joint Land Use Board, Class IV Alternate – John D. Keenan, Jr.	Two Year Term	2019
Municipal Coordinator of Aging – Kim Berdine	One Year Term	2018
Park Commission – David Gray	Five Year Term	2022
Park Commission – John Dudley	Five Year Term	2022

**NEW BUSINESS:**



- Resolution 2018:09 Appointment of Police Chaplain

Councilman Hartman motioned to approve. Councilman Green seconded the motion and all members present voting in favor in a Voice Vote.

RESOLUTION 2018:09  
APPOINTMENT OF POLICE DEPARTMENT CHAPLAIN

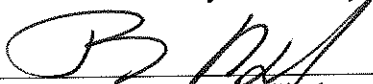
WHEREAS, the Stratford Police Chief has recommended Reverend Martin L. Dawson be appointed the Police Chaplain for the Department for the year 2018; and

WHEREAS, Reverend Martin L. Dawson has been the Police Chaplain and has done a complimentary job in helping and assisting the Department in their time of need, and

NOW, THEREFORE, BE IT RESOLVED, by Mayor and Council to appoint Reverend Martin L. Dawson as the Stratford Police Chaplain for the year 2018.

CERTIFICATION

I, Ben Angeli, Borough Clerk of the Borough of Stratford do hereby certify the foregoing resolution was adopted by the Governing Body at their Reorganization Meeting held on the 2<sup>nd</sup> day of January, 2018.

  
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Ben Angeli, Borough Clerk

- Resolution 2018:10 Public Agency Compliance Officer

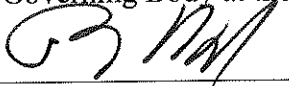
Councilman Hartman motioned to approve. Councilwoman Lomanno seconded the motion and all members present voting in favor in a Voice Vote.

RESOLUTION 2018:10  
PUBLIC AGENCY COMPLIANCE OFFICER

WHEREAS, the New Jersey Department of Treasury, Division of Purchase and Property requires a Public Agency Compliance Officer (P.A.C.O.) be designated each year; and

NOW, THEREFORE, BE IT RESOLVED that Ben Angeli, be appointed to the P.A.C.O. for the year 2018 for the Borough of Stratford.

I, Ben Angeli, Clerk of the Borough of Stratford, hereby certify that the foregoing resolution was adopted by the Governing Body at their Reorganization Meeting held on the 2<sup>nd</sup> day of January, 2018.

  
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Ben Angeli, Borough Clerk

- Resolution 2018:11      Town Historian

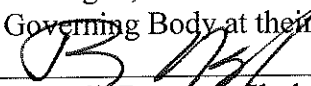
Councilman Collins motioned to approve. Councilwoman Hall seconded the motion and all members present voting in favor in a Voice Vote.

RESOLUTION 2018:11  
TOWN HISTORIAN

WHEREAS, the Borough of Stratford appoints annually a Town Historian;

NOW, THEREFORE, BE IT RESOLVED that Carole Dadino be appointed as the Town Historian for the Borough of Stratford for 2018.

I, Ben Angeli, Clerk of the Borough of Stratford, hereby certify that the foregoing resolution was adopted by the Governing Body at their Reorganization Meeting held on the 2<sup>nd</sup> of January, 2018.

  
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Ben Angeli, Borough Clerk

- Resolution 2018:12      Police Chief Contract

Councilwoman Lomanno motioned to approve. Councilman Hartman seconded the motion and all members present voting in favor in a Roll Call Vote.

RESOLUTION 2018:12  
AUTHORIZING SIGNING OF CONTRACT WITH POLICE CHIEF

**WHEREAS**, The Borough of Stratford, Camden County, State of Jersey (hereinafter referred to as the "Borough") has agreed to a three year agreement with Ronald Morello to serve as the Chief of Police for the Borough of Stratford Police Department.

**WHEREAS**, The Borough and Police Chief Ronald Morello agree that the agreement shall take effect on January 1, 2018 and the term shall expire on December 31, 2020.

**WHEREAS**, The Borough believes that the approval and ratification of this agreement is in the long-term best interest of the police department, and whereas the wage increase averages out to 2.32% per year, over the three year term.

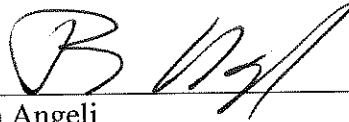
**WHEREAS**, The agreement has been reviewed by the Borough and found to be generally acceptable as to the form and content.

**NOW, THEREFORE, BE IT RESOLVED**, this 2<sup>nd</sup> day of January 2018, by the governing body of the Borough of Stratford, County of Camden, State of New Jersey declares as follows:

1. Aside from Article 15 (salary), all other articles are unchanged from the prior agreement.
3. All provisions and articles of the agreement between the Borough of Stratford and PBA # 30 are in full force, and affect, and are unchanged.

**CERTIFICATION**

I certify that the forgoing Resolution was duly adopted by the Borough of Stratford at the meeting held on January 2<sup>nd</sup>, 2018.



Ben Angeli  
Borough Clerk

- Resolution 2018:13 Council Redevelopment Committees

Councilman Green motioned to approve. Councilwoman Hall seconded the motion and all members present voting in favor in a Roll Call Vote.

RESOLUTION 2018:13  
CREATING COUNCIL REDEVELOPMENT COMMITTEES

**WHEREAS**, the Borough of Stratford Governing Body has adopted two redevelopment plans; and

**WHEREAS**, the two designated redevelopment plans are the following:

White Horse Pike Area Revitalization Plan for the Bradlees/Juster Site and Vicinity  
Also constituting the Redevelopment/Rehabilitation Plan for Block 62, Lot 2

Laurel Mills Redevelopment/Rehabilitation Plan  
Block 116, Lots 14 and 14.04

**WHEREAS**, the Governing Body desires to appoint two Council Redevelopment Committees to represent each redevelopment plan; and

**WHEREAS**, the Governing Body has recommended the following appointments:

White Horse Pike Area Revitalization Plan for the Bradlees/Juster Site and Vicinity  
Chairperson Councilman Patrick Green, Councilman Pat Gilligan, and Councilwoman Tina Lomanno

Laurel Mills Redevelopment/Rehabilitation Plan  
Chairperson Councilman Frank Hartman, Councilman Tom Collins, and Councilwoman Linda Hall

**NOW, THEREFORE BE IT RESOLVED**, by Mayor and Council to appoint to the White Horse Pike Area Revitalization Plan for Bradlees/Juster Site and Vicinity as Chairperson Councilman Patrick Green, Councilman Pat Gilligan, and Councilwoman Tina Lomanno; and

**FUTHERMORE, BE IT RESOLVED**, by Mayor and Council to appoint to the Laurel Mills Redevelopment/Rehabilitation Plan as Chairperson Councilman Frank Hartman, Councilman Tom Collins, and Councilwoman Linda Hall; and

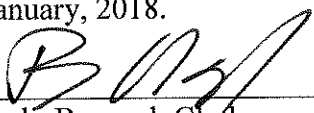
**FURTHERMORE, BE IT RESOLVED**, by Mayor and Council to recognize in the absence of any appointed Councilperson to the Redevelopment Committees any fellow Councilperson can act as an alternate as long as there are no more than three (3) Governing Body Members represented; and

**FURTHERMORE, BE IT RESOLVED**, by Mayor and Council to properly provide a copy of this resolution and notice to the property owners, community stakeholders, as well as institutional and governmental agency stakeholders as to the creation of the Council Redevelopment Committees; and

**FURTHERMORE, BE IT RESOLVED**, by Mayor and Council to recognize these two Council Redevelopment Committees as the municipal point of contact for any discussions, meetings, correspondence and negotiations related to each redevelopment site and plan; and

**FURTHERMORE, BE IT RESOLVED**, by Mayor and Council to appoint as Redevelopment Planner Pamela J. Pelligrini of Maser Consulting P.A. and as Redevelopment Attorney M. James Maley, Jr. of Maley & Associates, P.C.

I, Ben Angeli, hereby certify the above Resolution was adopted at a Governing Body Meeting held on the 2<sup>nd</sup> day of January, 2018.

  
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Ben Angeli, Borough Clerk

The Clerk stated the following:

RESOLUTIONS 2018:14 THROUGH 2018:23 WILL BE DONE AS A CONSENT AGENDA COUNCIL CAN AT THIS TIME REQUEST TO REMOVE ANY OF THE RESOLUTIONS FROM THE CONSENT AGENDA AND THEY WILL BE VOTED ON SEPARATELY.

No member of Council requested that any Resolution be removed from the Consent Agenda.

- Resolution 2018:14      Depositories for Borough Funds/Cash Management Plan

RESOLUTION 2018:14  
CASH MANAGEMENT PLAN  
LEGAL DEPOSITORIES

**WHEREAS**, N.J.S.A. 40A: 5-14 requires every municipality to adopt a Cash Management Plan on an annual basis; **NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Stratford, County of Camden, State of New Jersey, that the following requirements be a part of the **2018 Cash Management Plan**, and be adhered to:

**I. Cash Management and Investment Objectives**

- A. Preservation of capital;
- B. Adequate safekeeping of assets;
- C. Maintenance of liquidity to meet operating needs;
- D. Diversification of the Boroughs portfolio to minimize risks associated with individual investments.

**II. Designation of Official Depositories**

- A. The following banks are hereby designated as legal depositories for all municipal funds:
  - 1. 1st Colonial Community Bank
  - 2. Wells Fargo Bank
  - 3. TD Bank TA

- 4. PNC Bank
- 5. 1<sup>st</sup> Republic Bank
- 5. State of NJ Cash Management Fund

B. Each depository must submit to the Chief Financial Officer a copy of the Governmental Unit Deposit Protection Act (GUDPA) notification of eligibility, which is filed semi-annually with the Department of Banking each June 30th and December 31st;

C. This list may be amended or supplemented from time to time as the Mayor and Borough Council deem necessary.

D. Banks shall honor checks and drafts on borough funds with the signatures of any two of the following: Mayor, Borough Clerk, Treasurer, Municipal Financial Officer of the Borough of Stratford.

### **III. Cash Management**

A. All municipal funds received by any official or employee shall be either deposited within 48 hours to an account in the name of the Borough of Stratford, or shall be turned over to the Chief Financial Officer within 48 hours of receipt, in accordance with N.J.S.A. 40A: 5-15;

B. The Chief Financial Officer shall minimize any accumulated idle cash in checking accounts, by assuring that excess balances are promptly swept into the investment portfolio;

C. Investment decisions shall be guided by the cash flow projections prepared by the Chief Financial Officer;

D. Change Funds, Petty Cash Funds, Payroll funds, and trust funds to the extent that the deposit of such funds to an interest bearing account would require by law the payment of interest to the provider of funds; checking accounts established for the express purposes of paying bills approved by the governing body. The balances in the checking account shall be kept at the minimum amount required for the orderly operations of the account.

E. The Tax Collector shall deposit all funds to an interest bearing account.

### **IV. Permissible Investments**

A. Bonds or other obligations of the United States of America, or obligations guaranteed by the United States of America;

B. Government money market mutual funds;

C. Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors;

D. Bonds or other obligations of the local unit, or school districts of which the local unit is a part;

E. Any other obligations with maturities not exceeding 397 days, as permitted by the Division of Investments;

F. Local Government investment pools;

G. New Jersey State Cash Management Fund;

H. Repurchase agreements of fully collateralized securities.

### **V. Authority for Investment Management**

The Chief Financial Officer is authorized and directed to make investments on behalf of the Borough. All investment decisions shall be consistent with this plan, and all appropriate regulatory constraints.

### **VI. Safekeeping**

A. Securities purchased on behalf of the Borough shall be delivered electronically or physically to the Borough's custodial bank, which shall maintain custodial and/or safekeeping accounts for such securities on behalf of the Borough.

### **VII. Procedures for Disbursement of Funds**

A. Payments shall be prepared by the Chief Financial Officer and submitted to the Borough Council for their approval;

B. No municipal funds shall be disbursed by the Chief Financial Officer prior to approval of the Borough Council, except for:

1. Debt Service payments;
2. Investments;
3. Payroll turnovers to agency accounts;
4. Discount Vouchers Debt Service Payments and discount vouchers must be ratified after payment.

C. Tax payments to the other local taxing agencies shall be made in accordance with schedules provided by each taxing district;

D. Disbursement Controls (Internal Control procedures) shall be used by all Borough management, employees, mayor and council to provide reasonable assurance that all cash/funds are disbursed only upon proper authorization, for valid business purposes, and are properly recorded.

### **VIII. Reporting**

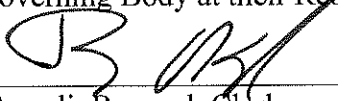
A. The Chief Financial Officer shall report to the Borough Council monthly via the Council Finance Director all purchases of investments in accordance with N.J.S.A. 40A: 5-15.2;

B. The Chief Financial Officer shall also report monthly to the Borough Council via the Council Finance Director the available cash balances in each fund and/or bank account.

### **IX. Audit**

A. This Cash Management Plan shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A: 5-14.

I, Ben Angeli, Clerk of the Borough of Stratford, do hereby certify the foregoing resolution was adopted by the Governing Body at their Reorganization Meeting held on the 2<sup>nd</sup> day of January, 2018.

  
\_\_\_\_\_  
Ben Angeli, Borough Clerk

- Resolution 2018:15      Time & Place for Meetings

### RESOLUTION 2018:15 TIME AND PLACE FOR MEETINGS

BE IT RESOLVED by Mayor and Council of the Borough of Stratford, that the Regular Meeting of the Borough Council for the year 2018 shall be held on the SECOND TUESDAY of each month, except when the second Tuesday shall fall upon a legal holiday or Primary or General Election Day, at which time the regular meeting shall be determined by Stratford Borough Council.

BE IT FURTHER RESOLVED, that all Regular Meetings of the Borough Council shall be held in the Municipal Justice Facility, 315 Union Avenue, Stratford, NJ at 7:00 p.m. unless some other place shall be specifically designated by the Council for any particular meeting, and in such case, such meeting shall be advertised and held at the place designated.

Action may be taken at any of the Tuesday Regular Council Meetings for the betterment of the Borough.

BE IT FURTHER RESOLVED, that the THURSDAY preceding the SECOND TUESDAY OF EACH MONTH shall be known as the AGENDA MEETING to discuss those items that are placed on the Council Agenda for each month. This meeting shall be held in the Municipal Justice Facility, 315 Union Avenue, Stratford, NJ at 7:00 p.m.

Action may be taken at any of the Thursday Agenda Meetings for the betterment of the Borough.

I, Ben Angeli, Clerk of the Borough of Stratford, do hereby certify the foregoing resolution was adopted by the Governing Body at their Reorganization Meeting held on the 2<sup>nd</sup> day of January, 2018.

  
\_\_\_\_\_  
Ben Angeli, Borough Clerk

- Resolution 2018:16      Publication of Legal Notices

RESOLUTION 2018:16  
PUBLICATION FOR LEGAL NOTICES

BE IT RESOLVED by Mayor and Council of the Borough of Stratford, that the following newspaper publications are hereby designated as the newspaper in which to publish legal advertisements for the Borough of Stratford for the year 2018.

COURIER POST  
P.O. Box 5300  
Cherry Hill, NJ 08034

CENTRAL RECORD  
P.O. Box 1027  
Medford, NJ 08055

I, Ben Angeli, Clerk of the Borough of Stratford, do hereby certify the foregoing resolution was adopted by the Governing Body at their Reorganization Meeting held on the 2<sup>nd</sup> day of January, 2018.

  
\_\_\_\_\_  
Ben Angeli, Borough Clerk

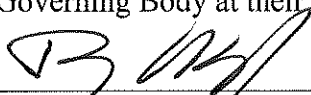
- Resolution 2018:17      Parliamentary Procedures

RESOLUTION 2018:17  
PARLIAMENTARY PROCEDURES

BE IT RESOLVED by Mayor and Council of the Borough of Stratford, that the book on parliamentary procedure entitled "Robert's Rules of Order", Current Edition, shall govern all meetings of this Council.

BE IT FURTHER RESOLVED, that "Good and Welfare" shall be the last order of business taken up by Council at each regular meeting for the year of 2018, unless Council should designate otherwise. Also, before Committee Reports, the meeting shall be opened to the public for a maximum of fifteen (15) minutes to discuss matters pertaining to the items on the Agenda of the meeting.

I, Ben Angeli, Clerk of the Borough of Stratford, do hereby certify the foregoing resolution was adopted by the Governing Body at their Reorganization Meeting held on the 2<sup>nd</sup> day of January, 2018.



\_\_\_\_\_  
Ben Angeli, Borough Clerk

- Resolution 2018:18      Temporary Budget for 2018

RESOLUTION 2018:18  
TEMPORARY BUDGET FOR 2018

BE IT RESOLVED by Mayor and Council of the Borough of Stratford during the first thirty-one (31) days of the year, in order to meet those expenses of the Borough until a Final Budget is adopted.

NOW, THEREFORE, BE IT RESOLVED by Mayor and Borough Council of the Borough of Stratford, that the following appropriations as set forth will hereby constitute the TEMPORARY BUDGET – Exhibit A – for the year of 2018 in the total amount of \$1,410,015.00; and

FURTHER, BE IT RESOLVED, that these appropriations shall be attached to and made part of this Resolution and the minutes of the January 2, 2018 Reorganization Meeting.

I, Ben Angeli, Clerk of the Borough of Stratford, do hereby certify the foregoing resolution was adopted by the Governing Body at their Reorganization Meeting held on the 2<sup>nd</sup> day of January, 2018.



\_\_\_\_\_  
Ben Angeli, Borough Clerk



Exhibit A

BOROUGH OF STRATFORD  
2018 TEMPORARY BUDGET  
N.J.S.A. 40A:4-19

<u>APPROPRIATION</u>	<u>2018 BUDGET</u>
ADMINISTRATIVE & EXECUTIVE	
SALARIES & WAGES	59,387.00
OTHER EXPENSES	4,463.00
ELECTIONS	
OTHER EXPENSES	1,200.00
FINANCIAL ADMINISTRATION	
SALARIES & WAGES	16,838.00
OTHER EXPENSES	3,500.00
AUDIT SERVICES	10,500.00
COLLECTION OF TAXES	
SALARIES & WAGES	17,550.00
OTHER EXPENSES	4,000.00
ASSESSMENT OF TAXES	
SALARIES & WAGES	5,502.00
OTHER EXPENSES	4,000.00
LEGAL SERVICES & COSTS	
SALARIES & WAGES	3,600.00
OTHER EXPENSES	7,000.00
ENGINEERING SERVICES & COSTS	
OTHER EXPENSES	800.00
MUNICIPAL COURT	
SALARIES & WAGES	40,380.00
OTHER EXPENSES	9,839.00
LAND USE ADMINISTRATION	
SALARIES & WAGES	2,945.00
OTHER EXPENSES	1,602.00
POLICE DEPARTMENT	
SALARIES & WAGES	430,000.00
OTHER EXPENSES	24,000.00
EMERGENCY MANAGEMENT	
OTHER EXPENSES	1,116.00

BOROUGH OF STRATFORD  
 2018 TEMPORARY BUDGET  
 N.J.S.A. 40A:4-19

APPROPRIATION	2018 BUDGET
AMBULANCE ASSOCIATION	
OTHER EXPENSES	6,038.00
FIRE DEPARTMENT	
FIRE HYDRANT SERVICE	14,175.00
FIRE COMPANY EXPENSES	12,468.00
UNIFORM FIRE SAFETY	
OTHER EXPENSES	1,500.00
PUBLIC WORKS DEPARTMENT	
SALARIES & WAGES	35,750.00
OTHER EXPENSES	4,500.00
TRASH-REMOVAL	89,250.00
PUBLIC BUILDING & GROUNDS	
OTHER EXPENSES	6,000.00
SHADE TREE COMMISSION	
OTHER EXPENSES	1,315.00
BOROUGH VEHICLE MAINT	9,844.00
BOARD OF HEALTH	
SALARIES & WAGES	3,886.00
OTHER EXPENSES	300.00
ENVIRONMENTAL COMMISSION	
OTHER EXPENSES	604.00
INSURANCE	
OTHER INSURANCE PREMIUMS	65,000.00
WORKERS COMPENSATION	35,000.00
GROUP INSURANCE	182,500.00
HEALTH BENEFIT WAIVER	5,000.00
PUBLIC EVENTS	
OTHER EXPENSES	1,260.00
UTILITY EXPENSES & BULK PURCH	
ELECTRICITY	12,000.00
STREET LIGHTING	5,250.00
TELEPHONE	4,650.00

BOROUGH OF STRATFORD  
 2018 TEMPORARY BUDGET  
 N.J.S.A. 40A:4-19

APPROPRIATION	2018 BUDGET
WATER	400.00
GAS (NATURAL OR PROPANE)	4,500.00
SEWERAGE PROCESSING	500.00
GASOLINE	11,000.00
SOLID WASTE DISPOSAL	47,000.00
SOCIAL SECURITY	45,000.00
UNEMPLOYMENT	400.00
DEFINED CONTRIBUTION SYS	
COURT BAILIFF	2,500.00
COURT SECURITY	2,500.00
AID TO LIBRARY	37,500.00
PAYMENT OF NOTE PRINCIPAL	25,000.00
INTEREST ON NOTE	1,950.00
SEWER UTILITY	
SALARIES & WAGES	40,000.00
OTHER EXPENSES	43,000.00
SOCIAL SECURITY	4,200.00
UNEMPLOYMENT	53.00
TOTAL GENERAL APPROPRIATIONS	1,410,015.00

- Resolution 2018:19 Custodian for Tarkill

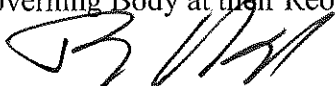
RESOLUTION 2018:19  
 CUSTODIAN FOR TARKILL BUILDING

WHEREAS, it becomes necessary to insure and promote the efficient use and maintenance of the Tarkill Field House Building, located at the corner of Warwick Road and Dobbs Drive at the Warwick Road Soccer Field area, by appointing a custodian.

NOW, THEREFORE, BE IT RESOLVED that the Tarkill Soccer Club of the Borough of Stratford be designated as custodian for the Tarkill Soccer Field House Building; and

FURTHER, BE IT RESOLVED that the designation shall commence on the 1<sup>st</sup> day of January, 2018, and continue for a period of one (1) year.

I, Ben Angeli, Clerk of the Borough of Stratford, do hereby certify the foregoing resolution was adopted by the Governing Body at their Reorganization Meeting held on the 2<sup>nd</sup> day of January, 2018.

  
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 Ben Angeli, Borough Clerk

- Resolution 2018:20 Custodian for Field House

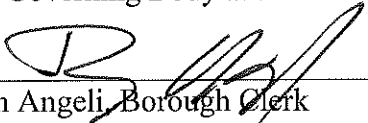
RESOLUTION 2018:20  
CUSTODIAN FOR FIELD HOUSE BUILDINGS

WHEREAS, it becomes necessary to insure and promote the efficient use and maintenance of the Field House Buildings, located on Yale Avenue, Parvkiew School, and Yellin School in the Borough of Stratford at the playing fields recreation area, by appointing a custodian.

NOW, THEREFORE, BE IT RESOLVED that the Stratford Athletic Organization of the Borough of Stratford be designated as custodian for the Field House Buildings located above, and

FURTHER, BE IT RESOLVED that the designation shall commence on the 1<sup>st</sup> day of January, 2018, and continue for a period of one (1) year.

I, Ben Angeli, Clerk of the Borough of Stratford, do hereby certify the foregoing resolution was adopted by the Governing Body at their Reorganization Meeting held on the 2<sup>nd</sup> day of January, 2018.

  
Ben Angeli, Borough Clerk

- Resolution 2018:21      Custodian for Quaker Store

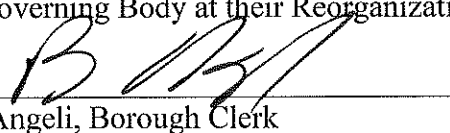
RESOLUTION 2018:21  
CUSTODIAN FOR QUAKER STORE BUILDING

WHEREAS, it becomes necessary to insure and promote the efficient use and maintenance, and restoration of the Quaker Store Building, located at 17 N. White Horse Pike in the Borough of Stratford by appointing a custodian.

NOW, THEREFORE, BE IT RESOLVED that the Historic Preservation Commission of the Borough of Stratford be designated as custodian for the Quaker Store Building, and

FURTHER, BE IT RESOLVED that the designation shall commence on the 1<sup>st</sup> day of January, 2018, and continue for a period of one (1) year.

I, Ben Angeli, Clerk of the Borough of Stratford, do hereby certify the foregoing resolution was adopted by the Governing Body at their Reorganization Meeting held on the 2<sup>nd</sup> day of January, 2018.

  
Ben Angeli, Borough Clerk

- Resolution 2018:22      School Crossing Guards

RESOLUTION 2018:22  
SCHOOL CROSSING GUARDS

WHEREAS, the Borough of Stratford employs school crossing guards; and

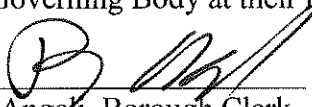
WHEREAS, the school crossing guards are under the supervision of the Stratford Chief of Police,

NOW, THEREFORE, BE IT RESOLVED, by Mayor and Council of the Borough of Stratford to recognize the title of school crossing guard and authorize said employment of school crossing guards, and

FURTHERMORE, BE IT RESOLVED, by Mayor and Council of the Borough of Stratford that the following are promised employment effective January 1, 2018

- JoAnne Kelly (Captain)
- Naomi Leszczynski
- Joseph Hee
- Sharon Boswell
- Kim Houseman
- Keith Carney
- Harry Cook
- Christine Osciak
- Christine H. Larsen
- Lorraine Morello
- Cathy Gibson
- Tricia Riebel
- Patricia White
- Mark Tentarelli
- Tina Wiseman
- Marianne E. Gallagher
- Nicole L. Trusko
- Rose O'Hara
- Kay Mayer
- Nicholas Giove

I, Ben Angeli, Clerk of the Borough of Stratford, hereby certify that the foregoing resolution was adopted by the Governing Body at their Reorganization Meeting held on the 2<sup>nd</sup> day of January, 2018.

  
 \_\_\_\_\_  
 Ben Angeli, Borough Clerk

- Resolution 2018:23      2017 Annual Holidays

RESOLUTION 2018:23  
 2018 ANNUAL HOLIDAYS

WHEREAS, the Borough of Stratford Personnel Policy and Procedures Manual, Section Three, "Paid and Unpaid Time Off Policies", entitled "Paid Holiday Policy" refers to a Resolution for paid holidays; and

WHEREAS, the following holidays will be recognized for 2018:

- New Year's Day
- Martin Luther King Day
- Presidents Day
- Good Friday
- Memorial Day
- July 4<sup>th</sup>
- Labor Day

Columbus Day  
Thanksgiving  
Friday after Thanksgiving  
Half day 12/24 for Christmas Eve  
Christmas  
Half day 12/31 for New Year's Eve

WHEREAS, the Borough shall be closed on each of the above noted holidays in 2018,

NOW, THEREFORE, BE IT RESOLVED, by Mayor and Council to formally recognize the above noted holidays per the Personnel Policy and Procedures Manual Section Three, noted "Paid Holiday Policy".

I, Ben Angeli, Borough Clerk, hereby certify the above resolution was adopted on the 2<sup>nd</sup> of January, 2018.

  
\_\_\_\_\_  
Ben Angeli, Borough Clerk

Councilwoman Lomanno motioned to approve the consent agenda. Councilwoman Hall seconded the motion and all members present voting in favor in a Roll Call Vote.

## **2018 COUNCILMATIC COMMITTEES**

Mayor Keenan announced the following appointments for Council Committees

### FINANCE & REVENUE

Director	Pat Gilligan
Associate Member	Linda Hall
Associate Member	Tom Collins

### EMERGENCY SERVICES

Director	Frank Hartman
Associate Member	Pat Gilligan
Associate Member	Linda Hall

### POLICE

Director	Tina Lomanno
Associate Member	Patrick Green
Associate Member	Pat Gilligan

### PUBLIC WORKS

Director	Tom Collins
Associate Member	Frank Hartman
Associate Member	Patrick Green

### PUBLIC EVENTS

Director	Linda Hall
Associate Member	Tom Collins
Associate Member	Tina Lomanno

### ORDINANCE & PROPERTY

Director	Patrick Green
Associate Member	Tina Lomanno
Associate Member	Frank Hartman

**PUBLIC PORTION**

Councilwoman Hall motioned to open the meeting to the public for Good and Welfare. Councilwoman Lomanno seconded the motion, which passed with all members present voting in favor in a voice vote.

No comments from the public.

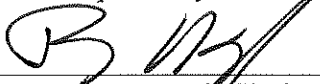
Councilman Green motioned to close the Good and Welfare portion of the meeting. Councilwoman Lomanno seconded the motion and all members present voted in favor in a voice vote

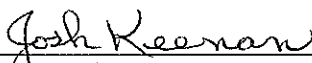
**CLOSING PRAYER** By Rev. Martin Dawson from The Stratford Presbyterian Church

**ADJOURN**

Councilwoman Hall motioned to adjourn the meeting Councilwoman Lomanno seconded the motion and all members present voting in favor in a voice vote.

Minutes respectfully submitted by:

  
\_\_\_\_\_  
Ben Angeli, Borough Clerk

  
\_\_\_\_\_  
Mayor Josh Keenan