

STRATFORD BOROUGH COUNCIL
REORGANIZATION MEETING MINUTES
MONDAY, JANUARY 6, 2020
7:00 P.M.

CALL TO ORDER: The Acting Borough Clerk called the meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE: The Acting Borough Clerk led the Pledge of Allegiance.

STATEMENT OF ADVERTISEMENT: The Acting Borough Clerk read the following statement:
Notice of this meeting has been provided to the Courier Post and the Retrospect and is posted on the Borough Hall Bulletin Board stating the time and the place of the meeting.

PRAYER: Father Vince Guest from Our Lady of Guadalupe Shrine led the opening prayer.

PRESENTATION: Councilman Green presented an award to Former Councilman Frank Hartman for his service to Stratford as a member of Council.

OATHS OF OFFICE:

Oath of office to Mayor Josh Keenan was administered by Senator James Beach.
Mayor Josh Keenan took his place at the podium.

Oath of office to Councilwoman Linda Hall was administered by Congressman Donald Norcross.
Councilwoman Linda Hall took her place at the podium.

Oath of office to Councilwoman Tina Lomanno was administered by Congressman Donald Norcross.
Councilwoman Tina Lomanno took her place at the podium.

ROLL CALL:

MAYOR JOSH KEENAN – PRESENT
TOM COLLINS, COUNCILMAN – PRESENT
PATRICK GILLIGAN, COUNCILMAN – PRESENT
PATRICK GREEN, COUNCILMAN – PRESENT
LINDA HALL, COUNCILWOMAN – PRESENT
TINA LOMANNO, COUNCILWOMAN – PRESENT
RON MORELLO, POLICE CHIEF – PRESENT
CHRIS CONROY, BOROUGH ADMINISTRATOR – PRESENT
MICHAELA BOSLER, ACTING BOROUGH CLERK – PRESENT

• **RESOLUTION 2020:001 – APPOINTMENT OF COUNCILMEMBER FOR UNEXPIRED TERM**

WHEREAS, Councilman Frank Hartman resigned effective December 31, 2019; and

WHEREAS, the Democrat Municipal Chairperson has submitted the following three names to be used to appoint someone for the remainder of the term to expire December 31, 2021:

Terry J. Armbruster
Robert A. Bove
Stephen C. Gandy

NOW, THEREFORE, BE IT RESOLVED, by Mayor and Council to appoint

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Stephen C. Gandy

as the person to fill the council vacancy with a term to expire December 31, 2021.

Gilligan motioned to appoint Stephen Gandy. Lomanno seconded the motion and all members present voting in favor in a voice vote.

OATHS OF OFFICE:

Oath of office to Councilman Stephen Gandy was administered by Congressman Donald Norcross. Councilman Stephen Gandy took his place at the podium.

SELECTION BY MEMBERS OF COUNCIL FROM THE COUNCIL MEMBERSHIP:

Council President A motion was made by Councilwoman Lomanno to appoint Councilwoman Linda Hall as President of Council, and was seconded by Councilman Collins with all ayes on the vote with Councilwoman Hall abstaining.

OATH FO OFFICE TO COUNCIL PRESIDENT:

Oath of office to Council President Linda Hall was administered by Congressman Donald Norcross. Council President Linda Hall took her place at the podium.

APPOINTMENTS BY MAYOR – CONFIRMING RESOLUTIONS BY COUNCIL:

• RESOLUTION 2020:002 – 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 2020 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.

Mayor Keenan appointed Platt & Riso, P.C. as Solicitor of the Borough of Stratford for a one-year term. Hall motioned to approve. Lomanno seconded the motion and all members present voting in favor in a voice vote.

• RESOLUTION 2020:003 – 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,

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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 2020 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.

Mayor Keenan appointed Bach Associates as Engineer of the Borough of Stratford for a one-year term. Green motioned to approve. Hall seconded the motion and all members present voting in favor in a voice vote.

- **RESOLUTION 2020:004 – 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 2020 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.

Mayor Keenan appointed Bowman & Company, LLC as Auditor of the Borough of Stratford for a one-year term. Gilligan motioned to approve. Lomanno seconded the motion and all members present voting in favor in a voice vote.

- **RESOLUTION 2020:005 – 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

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Be appointed as Prosecutor for the Borough of Stratford for the year 2020 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

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

- **RESOLUTION 2020:006 – APPOINTMENT OF 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 2020 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.

Mayor Keenan appointed Kristina Bryant as Public Defender of the Borough of Stratford for a one-year term. Lomanno motioned to approve. Hall seconded the motion and all members present voting in favor in a voice vote.

- **RESOLUTION 2020:007 – APPOINTMENT OF ALTERNATE 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

GARY H. LOMANNO
34 South Main Street
Williamstown, NJ 08094

Be appointed as an Alternate Municipal Public Defender for the Borough of Stratford for the year 2020 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 Gary H. Lomanno 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.

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Mayor Keenan appointed Gary H. Lomanno as Alternate Public Defender of the Borough of Stratford for a one-year term. Gilligan motioned to approve. Green seconded the motion and all members present voting in favor in a voice vote.

APPOINTMENTS BY MAYOR WITH CONFIRMATION OF COUNCIL:

- Mayor Keenan appointed the following Fire Line Officers for a one-year term:
 - Chief – Vincent Jess
 - Deputy Chief – Stephen Gagliardi
 - Assistant Chief – Michael Lewitt (Station Chief)
 - 2nd Assistant Chief – Jason Powell (Training Chief)
 - Safety Officer – Michael Meyers
 - Captain – Michael Lemmerman (Ladder)
 - Captain – Gary Riebel, Sr. (Squad)
 - Lieutenant – Robert Bove (Ladder)
 - Lieutenant – Brian Worthington (Squad)
 - Lieutenant – Jeffrey Riebel (Engine)
- Councilwoman Hall motioned to approve. Councilman Green seconded the motion and all members present voting in favor in a voice vote.
- Mayor Keenan appointed Virginia Baskerville to the Historic Preservation Commission for a two-year term. Green motioned to approve. Lomanno seconded the motion and all members present voting in favor in a voice vote.
- Mayor Keenan appointed Tina Lomanno to the Joint Land Use Board Class III for a one-year term. Hall motioned to approve. Green seconded the motion and all members present voting in favor in a voice vote with Lomanno abstaining.
- Mayor Keenan appointed Stephen Gandy as the Parks Commission Liaison for a one-year term. Lomanno motioned to approve. Hall seconded the motion and all members present voting in favor in a voice vote with Gandy abstaining.
- Mayor Keenan appointed Kristina Rauer and Patricia Riebel as Police Matrons for a one-year term. Lomanno motioned to approve. Hall 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:
 - Mike Mancini – Joint Land Use Board, Class IV – Four-year term
 - Ron Morello – Joint Land Use Board, Class II – One-year term
 - Tim Hall – Joint Land Use Board, Alternate – Two-year term
 - Mary Jacobs – Library Board of Trustees – Five-year term
 - Martin Hering, Jr. – Library Board of Trustees – Five-year term
 - Kim Berdine – Municipal Coordinator on Aging – One-year term

NEW BUSINESS:

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- **ORDINANCE 2020:01 – ORDINANCE OF THE BOROUGH OF STRATFORD, COUNTY OF CAMDEN, STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING ARTICLE 1 OF CHAPTER 2.12, ENTITLED “POLICE DEPARTMENT,” OF THE CODE OF THE BOROUGH OF STRATFORD TO CREATE THE POSITION OF PART-TIME POLICE DIRECTOR**

The Clerk announced this is the first reading and introduction; the public hearing for this ordinance will be on February 6, 2020 at 7:00 p.m.

WHEREAS, the Borough of Stratford is a municipal corporation organized and operating under the laws of the State of New Jersey; and

WHEREAS, pursuant to N.J.S.A. 40A:14-118 the Mayor and Borough Council, by ordinance, may create and establish, as an executive and enforcement function of the Borough government, a police force, whether as a department or as a division, bureau or other agency thereof, and provide for the maintenance, regulation and control thereof; and

WHEREAS, pursuant to the aforesaid statute, the Borough established its police department as provided for in Chapter 2.12 of the Borough Code; and

WHEREAS, pursuant to N.J.S.A. 40:48-2 the Mayor and Borough Council may make, amend, repeal and enforce such other ordinances, regulations, rules and by-laws not contrary to the laws of this state or of the United States, as it may deem necessary and proper for the good government, order and protection of persons and property, and for the preservation of the public health, safety and welfare of the Borough and its inhabitants; and

WHEREAS, the Mayor and Borough Council deem it in the best interest of the Borough to amend Chapter 2.12 to create the position of part-time Director of Police.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Stratford that the Code of the Borough of Stratford is hereby amended, revised and/or supplemented as follows:

SECTION 1. Article 1 of Chapter 2.12 of the Code of the Borough of Stratford is hereby amended and revised to include a new Section 2.12.065, which shall provide as follows:

Section 2.12.065. Director of Police

A. **Established.** There is hereby established the position of Director of Police, who shall be the administrative manager of the Borough of Stratford Police Department and who shall be responsible for the Department’s organizational and administrative control.

B. **Appointment.** The Director shall be appointed by the Governing Body for a three-year (3) term, at a rate of pay determined by the Borough of Stratford Salary Ordinance. The Director of Police is a Part Time, Hourly, Non-Sworn, Management position, who shall not be entitled to nor receive healthcare, pension, paid vacation, or other fringe benefits. The Police Director shall be a non-union employee. The Director shall possess no police powers and is not a police officer.

C. **Qualifications.** The Police Director shall be a citizen of the United States and State of New Jersey. The Director shall have at least five years supervisory experience, and two years executive level municipal police management experience. The Police Director shall have completed a comprehensive course of executive level study or training conducted by the New Jersey Police Chiefs Association, the New Jersey Attorney General’s Office, International Association of Chiefs of Police, and or the Federal Bureau of Investigation.

D. **Residency.** The Director of Police shall not be required to be a resident of the Borough during the first 6 months of his/her term, but shall be required to be a resident of the Borough prior to the seventh month of the first term.

E. **Powers and duties.** The Director shall, pursuant to policies established by the Governing Body:

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- (1) Be the administrator of the Police Department, subject to the direction and supervision of the Governing Body, and shall be responsible to the Governing Body for the efficiency and administrative operations of the Department. The Director is a part-time employee who shall work particular days and hours to meet operational needs of the Department, but shall work no more 32 hours per week. The Director is a civilian employee, without arrest powers and without any of the statutory enforcement authorities bestowed upon law enforcement officers and Chiefs of Police.
- (2) Prepare, revise, rescind, administer and enforce rules and regulations, policies, procedures and directives for the disposition and discipline of the Police Department and its officers and personnel;
- (3) Have, exercise and discharge of all of the administrative functions, powers and duties of the Police Department;
- (4) Delegate any authority that the Director may deem necessary for the efficient operation of the Police Department;
- (5) Prepare and manage the police budget to include purchasing, invoicing and processing of purchase orders;
- (6) Prepare and manage all police department grants and ensure the proper oversight of funding;
- (7) See that all persons connected with the Police Department are properly instructed in their duties and shall give particular attention to the training and instruction of new members thereof;
- (8) Have control of all permissible records and property of the Police Department and designate any member of the Department to prepare reports and keep the records in the manner that the Director may prescribe, as well as take charge of any property coming into the custody of the Department;
- (9) Furnish to the Governing Body, in such form as shall be prescribed by the Governing Body, complete monthly and yearly reports on the operation of the Police Department and make such other reports as may be requested;
- (10) Provide instruction to and professionally develop Sergeants, Lieutenants and Captains to enhance their individual management skill set in preparation to assume higher levels of command, as the case may be.
- (11) Keep abreast of the public safety requirements of the Borough and formulate policies, plans and procedures to determine needs;
- (12) Develop organization, manpower and resource recommendations and, upon approval of same, effect their implementation;
- (13) Establish performance criteria for the Department as a whole and conduct periodic evaluations to assure compliance with those criteria;
- (14) Establish and maintain relations with school, civic and private organizations to assure a full understanding of the safety efforts;
- (15) Conduct public relations and programs on behalf of the Department in order to maintain the required relationship between the Department and the citizens of the Borough of Stratford;
- (16) Promote a close liaison with the various agencies of the Borough of Stratford, and attend meetings to better coordinate the functioning of the Police Department, and other municipal agencies and departments;
- (17) Regularly review the ordinances of the Borough of Stratford dealing with public safety;

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Section 2. All Ordinances contrary to the provisions of this Ordinance are hereby repealed to the extent that they are inconsistent herewith.

Section 3. If the provisions of any section, subsection, paragraph, subdivision, or clause of this Ordinance shall be judged invalid by a court of competent jurisdiction, such order of judgment shall not affect or invalidate the remainder of any section, subsection, paragraph, subdivision, or clause of this Ordinance.

Section 4. This Ordinance shall take effect immediately upon posting, publication and final passage in the manner prescribed by law.

Gilligan motioned to approve the introduction of Ordinance 2020:02. Green seconded the motion and all members present voting in favor in a Roll Call Vote.

- **RESOLUTION 2020:008 – APPOINTMENT OF POLICE CHAPLAIN**

WHEREAS, the Stratford Police Chief has recommended Reverend Martin L. Dawson be appointed the Police Chaplain for the Department for the year 2020; 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 2020.

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

- **RESOLUTION 2020:009 – APPOINTMENT OF 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 Michaela Bosler, be appointed to the P.A.C.O. for the year 2020 for the Borough of Stratford.

Hall motioned to approve. Green seconded the motion and all members present voting in favor in a voice vote.

- **RESOLUTION 2020:010 – APPOINTMENT OF 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 2020.

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

- **RESOLUTION 2020:011 – APPOINTMENT OF REDEVELOPMENT PLANNERS**

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

Pamela J. Pellegrini, P.E., P.P., C.M.E.
Maser Consulting, P.A.
500 Scarborough Drive, Suite 108
Egg Harbor Township, NJ 08234

and

Steven M. Bach, P.E., R.A., P.P., C.M.E.
Bach Associates
304 White Horse Pike
Haddon Heights, NJ 08035

Be appointed as Redevelopment Planners for the Borough of Stratford for the year 2020 to perform the professional services ordinarily provided by a Redevelopment Planner for the Borough of Stratford and to receive such compensation as may be reasonable for such services. Said Pamela J. Pellegrini, P.E., P.P., C.M.E. and Steven M. Bach, P.E., R.A., P.P., C.M.E. are consultants authorized by law which practice is regulated by the laws of this State. These professional services are necessary and are required by this Municipality.

Gilligan motioned to approve. Lomanno seconded the motion with all members present voting in favor in a roll call vote.

● **RESOLUTION 2020:012 – APPOINTMENT OF SPECIAL LAW ENFORCEMENT OFFICERS**

WHEREAS, the Mayor & Borough Council of the Borough of Stratford finds that for the health, safety and welfare of the citizens of the Municipality, that the appointment of Special Law Enforcement Officers is required to assist the regular police force of the Borough of Stratford; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor & Borough Council of the Borough of Stratford to appoint as Special Law Enforcement Officers in accordance with 40A:14-146.14 the following persons:

Class I
Dylon Jess

Class III
Scott Beasley
Michael Williams

Green motioned to approve. Hall seconded the motion with all members present voting in favor in a roll call vote.

● **RESOLUTION 2020:013 – APPOINTMENT OF TEMPORARY OFFICERS**

WHEREAS, the Mayor & Borough Council of the Borough of Stratford finds that for the health, safety and welfare of the citizens of the Municipality, that the appointment of Police Officers are needed; and

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NOW, THEREFORE, BE IT RESOLVED by the Mayor & Borough Council of the Borough of Stratford to appoint the following as temporary police officer, under N.J.S.A. 40:47-4.7. & 4A:4-1.7:

Patrick Brunett
Patrick Deitz

Lomanno motioned to approve. Hall seconded the motion with all members present voting in favor in a roll call vote.

- **RESOLUTION 2020:014 – APPOINTMENT OF EMERGENCY MANAGEMENT COORDINATOR**

WHEREAS, the Borough of Stratford has designated Craig Martin as Emergency Management Coordinator; and

WHEREAS, the appointment should be for a term of three (3) years to expire on December 31, 2022;

NOW, THEREFORE, BE IT RESOLVED by Mayor and Council of the Borough of Stratford to appoint Craig Martin as Emergency Management Coordinator for a term of three (3) years to expire December 31, 2022.

Gilligan motioned to approve. Green seconded the motion with all members present voting in favor in a roll call vote.

- **RESOLUTION 2020:015 – APPOINTMENT OF TEMPORARY OFFICERS**

WHEREAS, the Borough of Stratford has determined that they are in need of a Confidential Assistant within the Police Department; and

WHEREAS, the recommendation has been submitted to the Governing Body of Kristina Rauer for the position of Confidential Assistant;

NOW, THEREFORE, BE IT RESOLVED, by Mayor and Council to appoint Kristina Rauer to the position of Confidential Assistant effective January 6, 2020 with a salary of \$45,000.00.

Lomanno motioned to approve. Hall seconded the motion with all members present voting in favor in a roll call vote.

RESOLUTIONS 2020:16 THROUGH 2020:27 WILL BE DONE AS A CONSENT AGENDA

The Clerk stated that Council can at this time request to remove any of the resolutions from the consent agenda and they can be voted on separately. There were no requests to remove any of the resolutions from the consent agenda and the Clerk read the resolutions by title.

- **RESOLUTION 2020:016 – DEPOSITORIES FOR BOROUGH FUNDS AND CASH MANAGEMENT PLAN**

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 2020 Cash Management Plan, and be adhered to:

I. Cash Management and Investment Objectives

A. Preservation of capital;

B. Adequate safekeeping of assets;

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- 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. 1st Republic Bank
6. South Jersey Federal Credit Union
7. 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, Borough Administrator, 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;

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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.

● **RESOLUTION 2020:017 – 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 2020 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/REDEVELOPMENT WORKSHOP 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/Redevelopment Workshop for the betterment of the Borough.

● **RESOLUTION 2020:018 – PUBLICATION OF 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 2020.

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

**STRATFORD BOROUGH COUNCIL
REORGANIZATION MEETING MINUTES
MONDAY, JANUARY 6, 2020
7:00 P.M.
THE RETROSPECT
732 Haddon Ave.
P.O. Box 296
Collingswood, NJ 08108**

- **RESOLUTION 2020:019 – 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 2020, 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.

- **RESOLUTION 2020:020 – TEMPORARY BUDGET FOR 2020**

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 2020 in the total amount of \$1,469,870.00; and

FURTHER, BE IT RESOLVED, that these appropriations shall be attached to and made part of this Resolution and the minutes of the January 6, 2020 Reorganization Meeting.

- **RESOLUTION 2020:021 – CUSTODIAN FOR TARKILL CLUB HOUSE**

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 1st day of January, 2020, and continue for a period of one (1) year.

- **RESOLUTION 2020:022 – CUSTODIAN FOR FIELD HOUSE**

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 1st day of January, 2020, and continue for a period of one (1) year.

- **RESOLUTION 2020:023 – CUSTODIAN FOR QUAKER STORE**

**STRATFORD BOROUGH COUNCIL
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7:00 P.M.**

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 1st day of January, 2020, and continue for a period of one (1) year.

● **RESOLUTION 2020:024 – 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, 2020:

Christine Osciak (Captain)
Naomi Leszenzynski
Joseph Hee
Sharon Boswell
Christine Larsen
Kim Houseman
Lorraine Morello
Bonnie DiDonato
Cathy Gibson
Barbara Jess
Patricia Riebel
Patricia White
Tina Wiseman
Marianne Gallagher
Nicole Trusko
Kay Mayer
Mark Tenrarello
Rose O'Hara
Nicolas Giove
Sal Papa
James Hughes
Gregory Fulton
Dominick Spurio
Dominick Osiak
Mary Alice McGuigan

● **RESOLUTION 2020:025 – 2020 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 2020:

STRATFORD BOROUGH COUNCIL
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New Year's Day
Martin Luther King Day
Presidents Day
Good Friday
Memorial Day
July 4th
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 2020,

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".

● **RESOLUTION 2020:026 – SAFE AND SECURE GRANT PARTICIPATION**

WHEREAS, the Borough of Stratford wishes to apply for funding of approximately \$30,000 for a project under the State of New Jersey Safe and Secure Police Officer Grant Program; and

WHEREAS, the Stratford Borough Council has reviewed the accompanying application and has approved said request; and

WHEREAS, the Subaward number is 20-0432; and

WHEREAS, the Subaward period is between April 1, 2020 through March 31, 2021; and

WHEREAS, the project is a joint effort between the Department of Law and Public Safety and Stratford Borough for the purpose of funding a full-time police officer;

THEREFORE, BE IT RESOLVED, by the Mayor and Council to authorize the application and execute all required documents to obtain the Safe and Secure Grant Funding.

NOW, FURTHERMORE BE IT RESOLVED, the Borough of Stratford is authorized to accept the Subaward 20-0432.

● **RESOLUTION 2020:027 – AUTHORIZE EXECUTION OF AGREEMENT WITH CSI TECHNOLOGY GROUP FOR INSTALLATION OF INFOSHARE MOBIL DATA TERMINAL SOFTWARE AND INTEGRATE INFOSHARE RECORDS MANAGEMENT SYSTEM**

WHEREAS, the Borough of Stratford Police Department is in need of services to install mobil data terminal (MDT) software and integrate the software with records management; and

WHEREAS, an agreement was presented through the Camden County Chiefs of Police Association by CSI Technology Group to provide these services; and

WHEREAS, the Borough of Stratford Police Department wishes to authorize such agreement;

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NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Stratford to authorize the Police Chief to execute an agreement between CSI Technology Group and the Borough of Stratford for the installation of Infoshare mobil data terminal software and integration of Infoshare Records Management System.

Hall motioned to approve the consent agenda. Lomanno seconded the motion and all members present voted in favor in a roll call vote.

2020 COUNCILMATIC COMMITTEES:

Mayor Keenan announced the following appointments for Council Committees:

• **FINANCE & REVENUE**

Director	Patrick Gilligan
Associate Member	Linda Hall
Associate Member	Tom Collins

• **EMERGENCY SERVICES**

Director	Stephen Gandy
Associate Member	Patrick Gilligan
Associate Member	Linda Hall

• **POLICE**

Director	Tina Lomanno
Associate Member	Patrick Green
Associate Member	Patrick Gilligan

• **PUBLIC WORKS**

Director	Tom Collins
Associate Member	Stephen Gandy
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	Stephen Gandy

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COUNCIL COMMENTS:

- Councilman Green – Wished everyone a happy new year.
- Councilman Gilligan – Wished everyone a happy new year. Welcomed Councilman Gandy.
- Councilwoman Lomanno – Thanked everyone for attending the meeting. Welcomed Councilman Gandy.
- Councilman Gandy – Thanked Congressman Norcross for administering his oath of office. Thanked his wife and Freeholder Young for their support. Wished everyone a happy new year. Thanked Council for appointing him, and thanked former Councilman Hartman for the service he provided throughout his time on council.
- Councilwoman Hall – Thanked everyone for their attendance. Thanked council for electing her as Council President. Welcome Councilman Gandy. Wished everyone a happy new year.
- Councilman Collins – Wished everyone a happy new year.

PUBLIC PORTION:

Hall motioned to open the meeting to the public. Lomanno seconded the motion with all members present voting in favor in a voice vote.

No comments from the public were made.

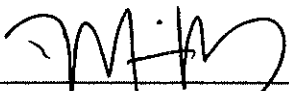
Gilligan motioned to close this portion of the meeting. Green seconded the motion and all members present voted in favor in a voice vote

CLOSING PRAYER: Rev. Martin Dawson from the Stratford Presbyterian Church led the closing prayer.

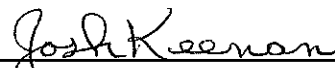
ADJOURN:

Collins motioned to adjourn the meeting at 7:39 PM. Hall seconded the motion and all members present voted in favor in a voice vote.

Minutes respectfully submitted by:



Michaela Bosler, Acting Borough Clerk



Mayor Josh Keenan